

**Imperial College Union Health & Safety Committee**

Wednesday 14th November 2018

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| **AGENDA ITEM NO.** | 12 |
| **TITLE** | ICU Retail Health & Safety Update November 2018  |
| **AUTHOR** | Rob Smith  |
| **EXECUTIVE SUMMARY** | The Retail Team launched a process for checking and resolving Health & Safety issues in March 2018.From this, we have taken a more proactive approach to Health & Safety any will continue to use this to better our Health & Safety standards throughout Retail.The paper will contain an update of our progress and act as a summary of our key wins and challenges as we tackle the various issues detailed within the report.  |
| **PURPOSE** | Committee Members are asked to review the paper and consider the following points for discussion at the meeting:1. What further training could be added to improve the overall safety approach in Retail or your own department?
2. What issues are you facing in your departments and are there any similarities/differences?
3. How can we learn from each other and share knowledge amongst teams for improving Health & Safety across the Union?

This paper details the progress on the Union Retail’s approach to Health & Safety in 2018 and welcomes input from Committee members to aid continuous improvement.  |
| **DECISION/ACTION REQUIRED** | For discussion – followed by implementation of next steps by the Retail team  |