



WELCOME

H&S

SSA Conference 2024

H&S Policy Review Progress

- ❖ University's Risk Profile
- ❖ Access to health and safety advice
- ❖ H&S Policy - responsibilities
- ❖ H&S Management system
 - Monitoring
 - Performance review
 - Objectives



H&S Risk Profile tool

What is the tool?

Tool designed to collate the range of risk (no risk evaluation at this stage) that applies to the university activity(teaching/research/ professional service area).

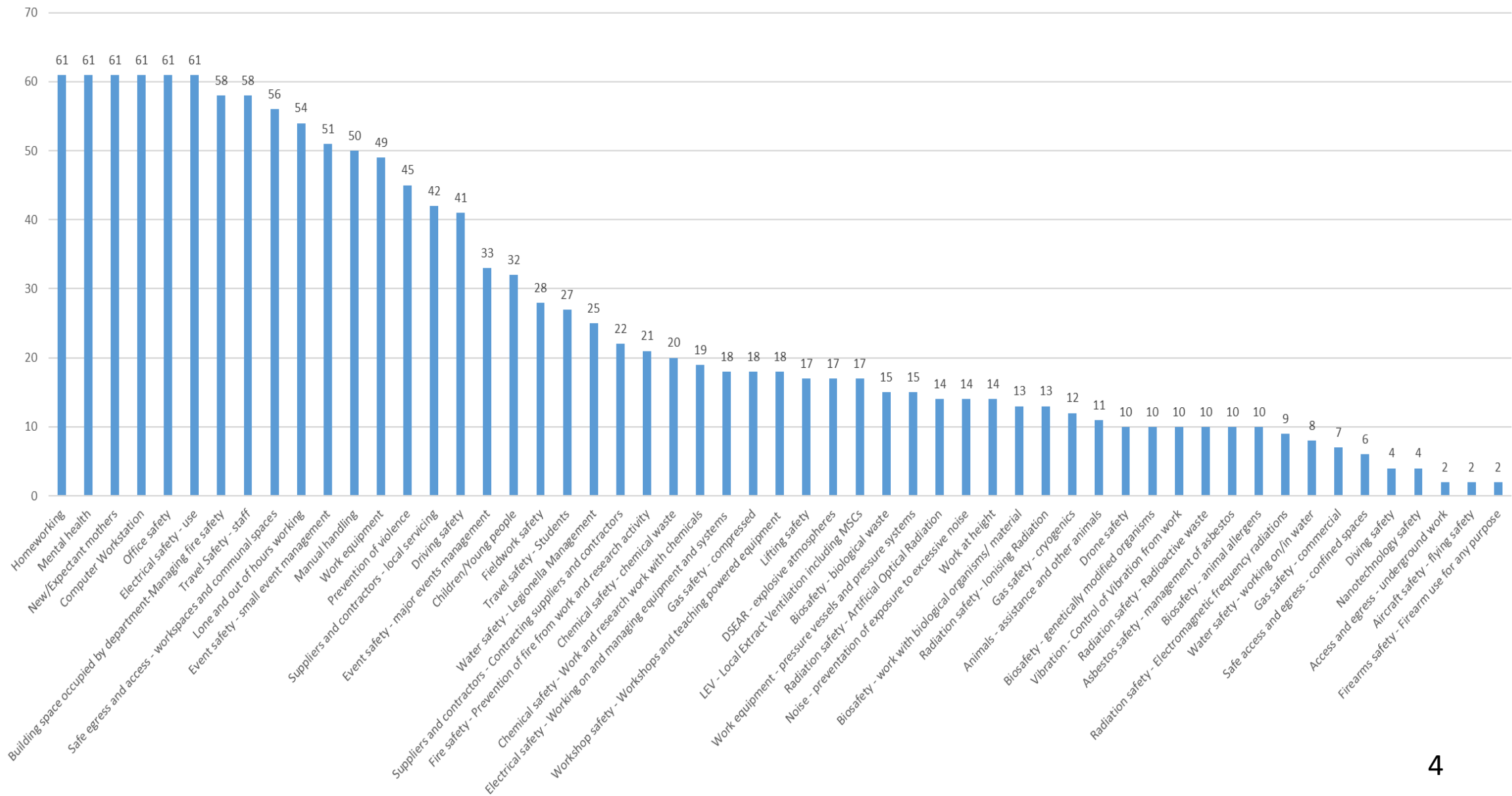
*55 risks
reviewed*

How did we use the tool?

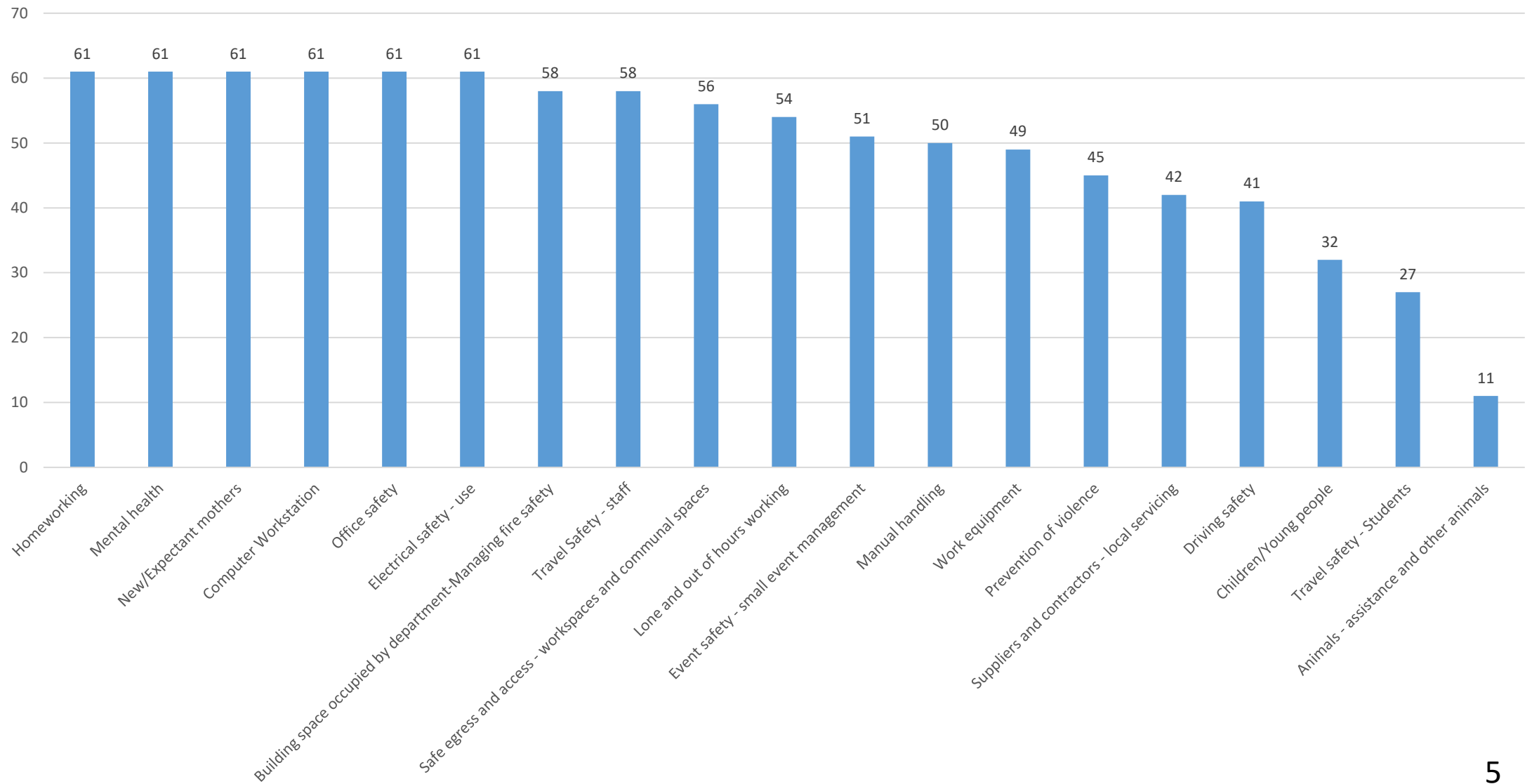
- All areas received the risk assessment tool and all participated
- Support provided as a group and also 1:1 to complete this
- A few still being reviewed with area (ISG & EPCC)

*62 management
areas reviewed
risk*

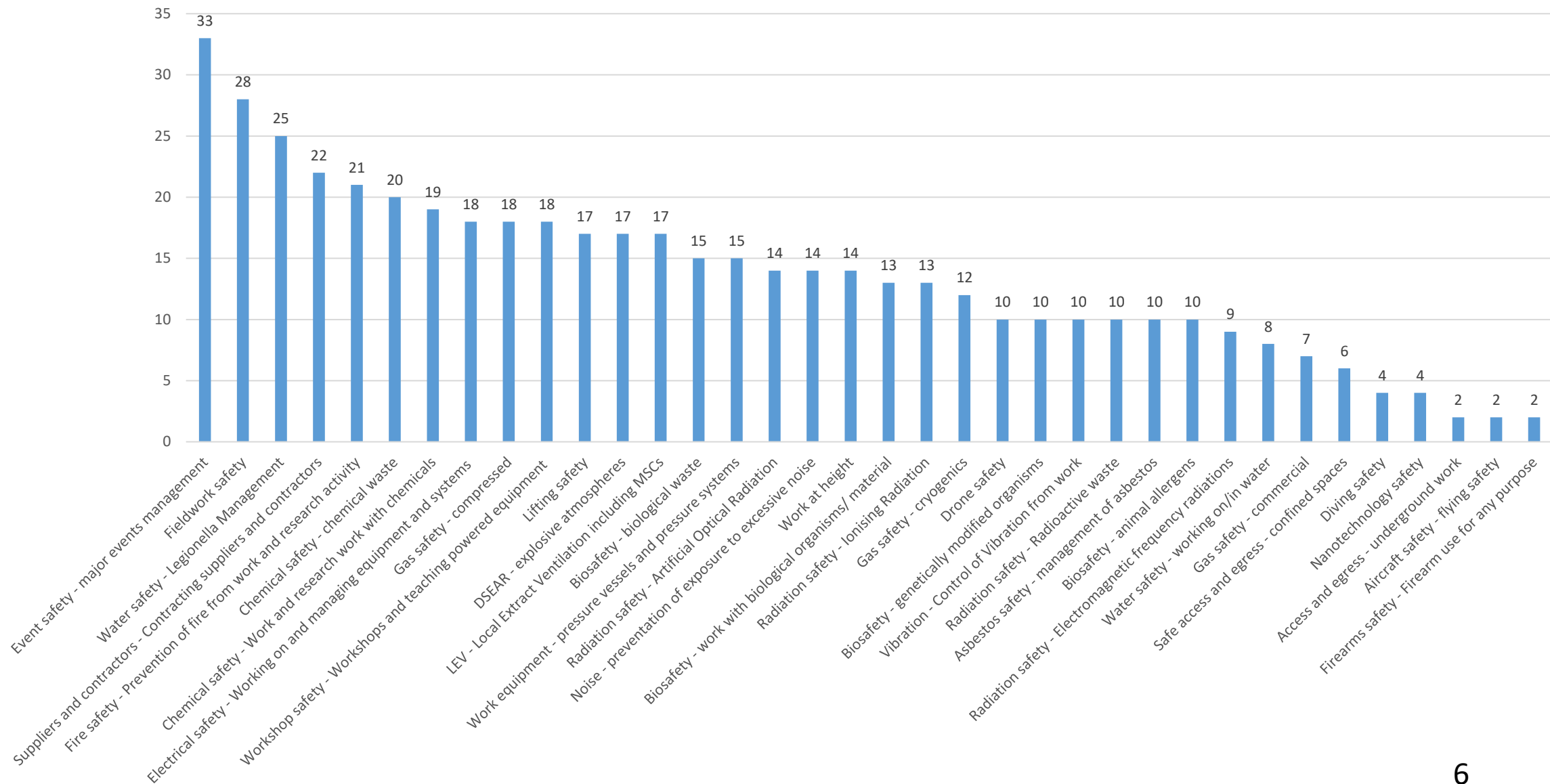
Complete set of responses



Core Risk



Complex Risk



Current outcome May 2024

A number of Core areas had a few items in the complex section and therefore we have assigned a Core + to them. It seems sensible for the approach to recognise three levels.

Core	19 areas
Core +	26 areas
Complex	17 areas

What we learned

- Some management areas do require more or different levels of support.
- Areas need further discussion to assess the risk.
- Subject matters that generated the most discussion:
 - Event Management
 - Field work & International travel and work
 - Building Safety vs Building Management – conflict

SSA SWOT Analysis

- Worked with external service to lead us through a SWOT exercise
- Participants representing 31 areas
- Gathered the information and this was shared with SSAs
- Reviewed this and developed key action plan to be used as we review the role of the SSA



SWOT Exercise

- ✓ Benefit to having local knowledge and understand the buildings
- ✓ Benefit to being local and developing a rapport
- ✓ Some areas have good escalation and support
- ✓ Some areas have supportive senior colleagues

What we learned about barriers

Role

- ☐needs to be better understood by staff and to reduce unrealistic expectation on role holders
- ☐needs clearer training in role and support mechanism to remove isolation and give a structured approach to understanding scope and getting consistency
- ☐The local resource allocation and design of team needs to be reviewed
- ☐needs escalation route to be clearly mapped
- ☐Needs easier access tools/resources to locate signpost staff(One stop shop)

Cont.

Systems and processes

- ☐ Common staff training and shared purpose will lead to consistency
- ☐ Clear understanding of Estates responsibilities regarding buildings

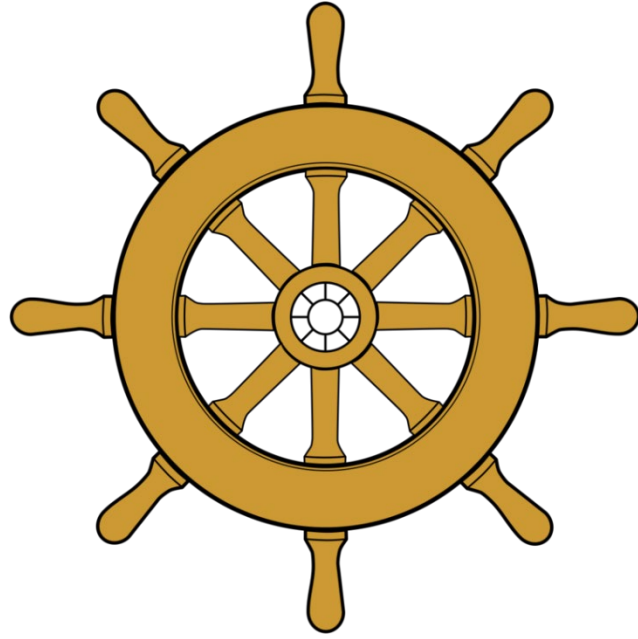
Management accountability

- ☐ Senior leadership need training to recognise their role and take a consistent approach to their responsibilities

Communication

- ☐ Sharing of best practice and expertise would be beneficial

EMERGING VISION

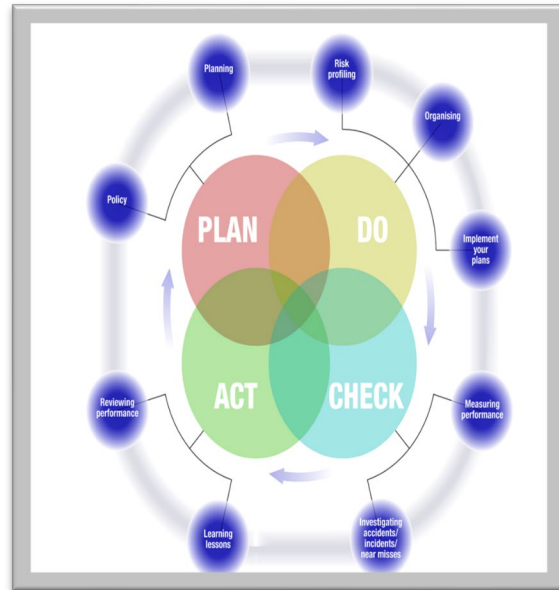


Emerging Recommendations



1 Health and Safety Assistance and Advice

- ❖ SSA Role needs to evolve in 2025, with publication of new H&S Policy
- ❖ Role, duties and responsibilities needs to be recognisable, consistent, well understood and have no conflict with others duties
- ❖ Role and duties needs to align and support the current undertaking and risk profile for an area
- ❖ Role and duty holders need to be trained, supported and have escalation route
- ❖ Role and duty holders should be part of a community to enable collaboration and sharing of best practice



2. Policy and management system

- ❖ Review health and safety management system in line with sector expectation
- ❖ Map UoE expectation - PDCA
- ❖ Define clearly senior leadership level responsibility from Court through to College/PSG level
- ❖ School/Professional Services/College Office level connection to be put in place
- ❖ Incorporate risk profile and provide evaluation
- ❖ Introduce common annual reporting at all levels with planning input visible from senior leadership
- ❖ Review H&S Policy Arrangements 2024-25 which will likely remove individual H&S Policies to create a common approach to management of risk .

Hopes and Fears

With what you are hearing I would like to pause take a sense check about any hopes and fears you may have for this project and its success.



Next Steps

- Design the vision for the Steering Group for June
- Write the draft changes in the H&S Policy to reflect this in by end of July
- Check in with CMVM about their plans
- Share in advance of USHAW the vision with SSAs by end of July
- Get agreement in August and take to Audit and Risk Committee and Court in the Autumn

