Glasgow Kelvin College

Finance and Resources Committee Meeting of 29 September 2026

Health and Safety Update

Report by Health and Safety Manager

1. Introduction

A successful organisation knows the value of a positive safety culture and Glasgow Kelvin College places great importance on protecting and promoting the health, safety and wellbeing of our staff, learners, visitors and contractors. This report aims to provide a brief update on the Health & Safety performance across all College locations and activities (planned and completed) since the last Finance and Resources Committee.

2. Accident / Incident Statistics (1 May 2026 – 31 July 2026)

2.1. RIDDOR Events

Number of RIDDOR reportable accidents during this period	**0**

Trend Comparison

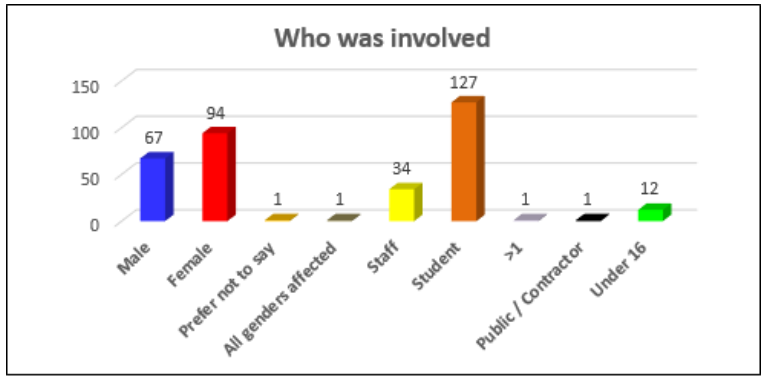
	Time Period			
Event Type	**01.05.2025 - 31.07.2025**	**01.05.2026 – 31.07.2026**	**Difference (%)**	
RIDDOR	**0**	**0**	0	

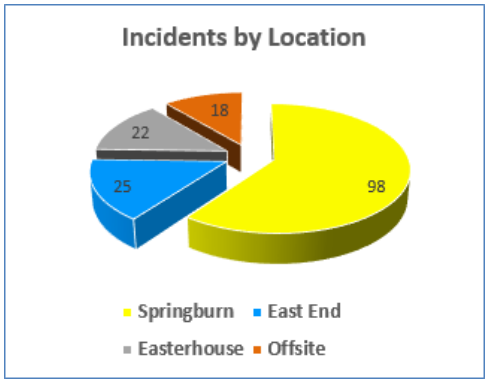
2.2. Comparison

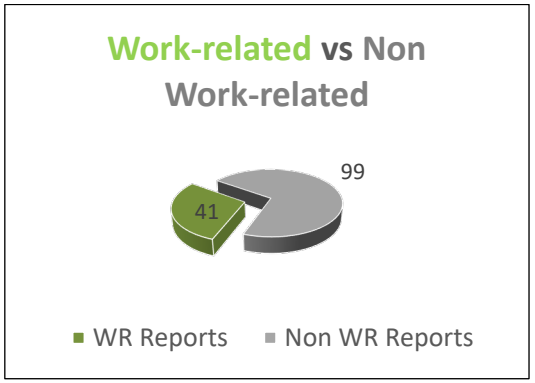
		Time Period			
Classification/Date		01.05.2025 – 31.07.2025	01.05.2026 – 31.07.2026	Difference (%)	
Accident		5	7	40	↑
Incident		7	10	43	↑
Aggression & Violence	**Physical**	2	0	200	↓
	Verbal	2	1	50	↓
Near Miss/Other		0	0	0	–
Totals		16	18	13	↑

2.3. Running total for Academic Year

2025-26		2025					2026							Totals
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	
Accident		3	14	6	5	6	11	4	5	1	6	0	1	**62**
Incident		8	16	13	7	5	11	4	2	5	10	3	0	**84**
Aggression & Violence	**Physical**	0	1	0	1	0	1	1	0	1	0	0	0	**5**
	Verbal	1	3	0	2	0	1	0	0	0	1	2	0	**11**
Near Miss/Other		0	1	0	1	0	0	0	0	0	0	0	0	**2**
Total		12	35	19	16	11	24	9	7	7	17	5	1	**163**







3. Activities

A summary of health & safety activities during the period 1 May 2026 to 31 July 2026 are outlined below:

3.1 Staff

- Paul Haslett has transferred from the Estates Department to Health and Safety

3.2. Welding

- The risk assessment for the welding workshop has been reviewed and being transferred to Smartlog.
- Blue Turtle, Occupational Hygienists conducted a dust and noise survey of the welding workshop whilst welding activities took place Monday 1 June.
- The survey report shows:
  - The college is currently compliant with Sec 7 of The Control of Substances Hazardous to Health Regulations, 2002, and The Control of Noise at Work Regulations 2005.
  - The local exhaust ventilation system (LEV) is effective in removing dust and gases from the booths within the welding workshop.
  - Dust sample collected from the staff and students on the day were well below the Workplace Exposure Limit (WEL).
  - The noise created during lessons is typical for the equipment and materials being used.
  - The current hearing protection provided is overprotecting.
  - Mandatory signage is displayed outside of the workshop.
- Recommendations from the two reports have been uploaded to Smartlog for action.

3.3 Staff Training

- The mandatory online modules on WorkRite (13 modules) have been added to employee's user profile on the system.
- Smartlog training was delivered by the Health and Safety Manager across the three campuses to 15 staff.
- A risk assessment workshop was delivered by the Health and Safety Manager across the three campuses to 14 staff. The purpose of the workshop was to improve employees' knowledge of the risk assessment process and the factors that need to be considered.

3.3 Mice

- Sightings of mice and droppings have greatly reduced with clearing out of staff rooms of excess paperwork and food sources. Work continues to maintain this through the pest control contractor.

3.3 Other Activities

- During this period, two Occupational Health Clinics were planned (1 x Springburn and 1 x East End). The East End clinic had to be cancelled due to illness. The last clinic at Springburn 03.06.26 had 100% attendance.

- One Health and Safety Committee meeting was held on 3 June 2026.
- The contract for SmartLog, the new Health and Safety Management System, was signed and work began on the system setup ahead of a planned launch in August 2026. As well as providing a cohesive, improved Health and Safey System, this change will generate savings of c £10K per annum. Modules will be introduced in a phased approach to aid implementation.
- The EcoOnline contract, for the Sypol system (COSHH risk assessments), came to an end at the end of term.

4. Activities Planned

- The Health and Safety Manager will continue to provide training and support as we imbed the SmartLog system into the College.
- Customised “No Smoking and Vaping” signage for display at each campus is being priced with a local printing company.

5. Resource Implications

At present there are no additional resource implications arising from this report.

6. Impact on Students

There is no impact on students arising from this report.

7. Equality

There are no equality issues as a consequence of this report.

8. Risk and Assurance

There are no new risks identified as a consequence of this report.

9. Data Protection

The are no data protection issues identified as a consequence of this report.

10. Environmental and Sustainability

There are no Environmental and Sustainability implications arising as a consequence of this report.

11. Recommendations

Members of the Finance and Resources Committee are recommended to note the contents of this report.

12. Further Information

Further information can be obtained from Steven Young, Health and Safety Manager - syoung@glasgowkelvin.ac.uk

Steven Young
22 September 2026