

# Minutes

## Health and Safety Committee 20 September 2022

**Time:** 13:00–15:00

**Location:** Annexet, A1001

### Attendees

Members:	Katarina Åkerling-Lindholm, chair Jonas Andersson, HR Strategist Paula Björkman, Head of Campus Services Erik Nilsson, Chief Security Officer Elin Weiss, Controller, Equal Rights and Gender Equality Anders Nordquist, Principal Health and Safety Representative Sofia Holm, Vice President, Student Welfare, Örebro Student Union Malin Saverman, SACO Olga Jonsson, OFR Birgitta Steinwall, HR Officer and secretary
Absent:	Jessica Waleryd, Head of Student Services Seko

### 1. Agenda

Katarina Åkerling-Lindholm welcomes everyone to the meeting and presents the agenda.

### 2. Approval of minutes from last meeting

Paula Björkman will bring up matters relating to facilities that there was no time for in the last meeting.

### 3. Current work environment management efforts/follow-up based on the circular planning tool

Jonas reports on the work environment training course that has been launched as a pilot project. It is given over three sessions, the second of which is planned to November. Moreover, Jonas reports that the work environment handbook is now ready and can be accessed via Inforum.

Elin reports on a study environment questionnaire planned for the spring semester 2023. Elin is involved but the responsibility for the questionnaire lies with Communication and Collaboration.

Jonas reports that revisions to the performance review process and the associated material, are estimated to be in place by the end of the year.

Jonas also reports on the various forums taking place prior to the health and safety committee meetings, such as pre-meetings with heads of schools as well as work environment being a standing item on the Administrative Management Team's (ALG) agenda.

#### **4. Matters/cases raised within the various work environment forums**

Anders/the principal health and safety representative has not received any questions for the agenda from the local health and safety representatives. One matter of importance, however, concerns safety rounds and the handling of the minutes thereof. It was decided to await the implementation of the IA system, which will probably be implemented in 2023. Until then, the existing template will be used. Jonas will follow up on how common areas etc. will be dealt with in practice.

Sofia Holm and the student union has held a meeting with the student health and safety representatives. The environment in Långhuset is difficult – white walls, brown floors and high thresholds. The student union was urged to submit fault reports to Campus Services. Getting the student health and safety representatives to take the time to attend the work environment training course is difficult. Jonas/Katarina will take the question onboard.

Jonas reports on the incident involving a pressure vessel at NT and that the Swedish Work Environment Authority has dismissed the case.

The employee survey clearly shows that the workload for managers and senior lecturers is an issue. For managers, this was also raised in the employee survey carried out in 2018. An investigation has been made by the internal auditor by means of interviews, resulting in a report to be presented for the board. There is also a proposal based on the observations made by the internal auditor.

The issue of homeworking/remote working will be investigated before the end of the year.

Elin reports that heads of schools and teachers feel that they spend a lot of time on conflicts between students.

#### **5. Review of sick leave**

Birgitta reports on sick leave for Örebro University as a whole and for the school and department/office level, including rehabilitation cases. For the university as a whole, sick leave is a bit over 3 per cent, which is relatively low in comparison nationally. The statistics will be refined when it comes to rehabilitation cases to make it possible to see whether they are work-related or not.

#### **6. Rehabilitation cases**

See above.

#### **7. Incidents and accidents**

Jonas reports on the incidents and accidents statistics. Between 1 August 2021 and 31 August 2022, 23 occupational injuries and 8 incidents have been reported. The numbers suggest that there are unrecorded cases, and that the university needs to improve their reporting of both incidents and occupational injuries.

## **8. Facilities**

Paula reports that the Government has tasked the university with reviewing how much electricity it uses and propose an action programme as to how its electricity consumption can be reduced. The report is due mid-October.

Other: The university will terminate its contract regarding Netcity premises in the autumn 2022 (to be vacated by 30 June 2023), parts of the Department for Digitalisation and IT (previously IT Services) are moving offices, a feasibility study concerning the university facilities in Grythyttan is underway, and Campus USÖ stage III is in full progress.

## **9. Next meeting**

Next meeting is on Tuesday 6 December.

Katarina Åkerling-Lindholm

Head of HR

I certify that these minutes are a true and accurate record

Anders Nordquist

Principal Health and Safety Representative