

Newman University
Environmental Risk and Impact Register 2017-2022
January 2019



Risk numbering



- Low = 1-5** No current foreseeable significant aspect
- MED = 5-11** Potential significant response - investigate and review
- HIGH = 12+** Immediate and significant response



Severity numbering






1. Negligible 2. Low 3. Medium
4. High 5. High / Severe






Likelihood







1. Low 1 – 24%
2. Medium 25 – 59%
3. High 60 – 100%


Id	Strategic Theme	Aspect and Impact	Risk Owner	Severity	Likelihood	Risk	Existing Controls	% Reduction	Residual Risk	Actions Planned	Legislation
1	Waste and resource management										
1.1		Storage and use of science laboratory chemicals to support the curriculum at Newman University for Faculty of Education and FASPS.	Science Technician	5	2	10	The area is well managed by the Science technician, with control and handling of chemicals, all usage is logged and kept up to date. Students are fully supervised when using chemicals, for toxic chemicals a fume facility is used. All items kept locked away. Spillage kit on location	50%	5	Review of procedures. Health and safety risk assessments, COSHH assessments. Prevent impact.	Yes
1.2		Storage of Cleaning Chemicals for general housekeeping and cleaning of the campus.	Head housekeeper	3	3	9	Head housekeeper and deputy share responsibility mixing the chemicals ready for use so that other staff do not need to handle high concentration of dangerous substance. These are also kept locked away from	33%	6	Make sure all staff have correct training. Maintain existing controls, whilst making regular checks that these are in place and all substances kept locked	Yes

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							students. Staff are all allocated safety glasses for use when handling. pH level of substances used are a low content or neutral.				
1.3		Control of hazardous waste including clinical waste and sharps disposal	Facilities manager	4	2	8	Hazardous is stored within a specialist container in the estates department, logged. Only approved special waste contractors may handle and dispose of this waste. External contractors collect and dispose so our staff never have to come into contact. The clinical and sharps waste is kept separate to others.	25%	6	This to be monitored regularly and the logs checked and updated when necessary.	Yes
1.4		Asbestos in buildings.	Director of Estates and Campus Services	5	2	10	Full management in place, detailed surveys, action plan, asbestos register. Training given to all relevant staff.	50%	5	Campus was resurveyed in August 18, updated policy introduced and approved by the Health and safety committee.	Yes
1.5		Use of aerosols, firefighting fluids and solvents Cleaning of offices and toilets – spillage/leakage	Head Housekeeper	4	2	8	Kept in the basement locked away from staff and students. Limited people have access.	50%	4	Only used minimally. Actions in place to use it as safely as possible. Two spill kits available, 1. Recycling Centre 2. Rear of sanctuary	No
1.6		Sanctuary Cafe food waste disposal	Catering manager	2	2	4	Waste disposal rear of the kitchens.	50%	2	Installation of new waste holding containers rear of Sanctuary. Investigate supporting local food banks.	Yes
1.7		Disposal/collection of general waste (Paper/cardboard/plastic/metal)	Head house keeper/ Recycling technician	3	3	9	Use of correct waste stream. This is done daily by trained members of staff. The correct PPE is distributed to those needing it. Only those trained able to use the baler	33%	6	Staff training to be checked and kept up to date. Baler assessed as and when it's needed to be done.	Yes

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1.8		Computers/Electronics disposal (WEEE)	IT	3	3	9	Waste is controlled by the IT department and organised to be collected in the correct manner. All equipment to be monitored and regularly assessed. M&M store for storage.	50%	4.5	Continuation of current actions and information to be distributed if staff need it	Yes
2	Energy										
2.1		Energy usage (gas), emissions to air, heating boilers and emergency leakage. Leading to air pollution/C02 emissions	Facilities manager	4	3	12	Local meterage, Building Management System, upgrades as part of capital works. Yearly services. Energy reports	50%	6	Salix funded projects to reduce energy. Micro CHP investment, building upgrade programme. Carbon management plan and energy policy review for 2019/20	Yes
2.2		Energy usage (electricity), emissions to air, heating boilers and emergency leakage. Leading to air pollution/C02 emissions	Facilities manager	4	3	12	Local meterage, Building Management System, upgrades as part of capital works. Yearly services. Solar PV investment. Energy reports	50%	6	Further investment with solar PV, LED investment, communication plan, green week. Carbon management plan and energy policy review for 2019/20.	Yes
3	Water Management										
3.1		Utilisation of water usage – chillers and washing facilities	Facilities manager	1	2	2	Laundry services maintained	50%	1	Regular services by external contract, once every 12 months.	No
3.2		Reduction of Water Use through controls, reporting and campaigning.	Facilities manager	2	2	4	One meter covering the campus	50%	2	Better communication, updating the energy report. Green week.	No

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3.3		Water consumption – teaching, accommodation and operational delivery.	Facilities manager	1	1	1	One meter covering campus Very little demand for water relating to teaching.	0%	1	Better communication, updating the energy report. Green week.	No
4	Light and Noise										
4.1		External lighting on sports pitch. Lighting electrics failing	Newman Sport Team leader	3	2	6	Lights turned off when pitch is not in use to minimise risk of disturbance to local properties and electrical boxes overheating.	50%	3	Timer fitted to turn the lights off at 22:00. Security patrols	No
4.2		Noise Pollution for teaching, research, accommodation, events and operational delivery. Bar	Facilities manager	2	3	6	Security monitor campus out of hours, with internal / external patrols. All complaints are monitored and recorded.	33%	4	Annual letter to neighbours. Purchase of noise meter.	Yes
5	Travel, Transport and Vehicles										
5.1		Use of Fossil Fuels for commuting (Travel), teaching, research, accommodation and operational delivery.	Estates supervisor	2	3	6	Log book and monitoring of vehicle movements.	50%	3	One van has been upgraded.	No
5.2		Car parking at the campus	Campus Protection Services Advisor	4	3	12	Permit system in place, car sharing bays, cctv, communication to staff and students, cycle racks. Continue working with local police, ward councillors, BCC, local transport companies, WM Travel. Rental of sailing club car park.	50%	6	New travels plan updated to reflect changes at the campus. Monitor complaints during peak times being September – December each academic year.	No

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6	Operational campus										
6.1		Grounds and garden maintenance. Correct waste, ground contamination.	Facilities manager	1	1	1	Grounds maintenance contract in place and monitored with Risk assessments.	0%	1	Landscaping being developed.	No
6.2		Air conditioning systems Leakage/faulty equipment	Facilities manager	5	2	10	Service maintenance agreement in place.	50%	5	Drive to move away from A/C or minimise wherever possible.	Yes
6.3		Travellers and the local impact	Facilities manager	2	2	4	Communication with local authorities, police and active monitoring.	50%	2	Monitoring with security provide and CCTV. Close car parks when travellers are in the area. Good relationship with Bartley Green Police, and Birmingham City Council/	No
6.4		Radioactive material – control	Dave Hudson – Science Technician	2	2	4	Low severity and low amount of material. Annual inspection Compliant with regulations	50%	2	Check paperwork up to date and all is compliant.	Yes
6.5		Campus flooding	Facilities manager	4	3	12	Regular service of drainage runs, cameras, introduction of storm surge tanks. Roof and down pipe upgrades. Drainage diversion works.	50%	6	Phase two of drainage diversion works will take place over the summer of 2019.	No
6.6		Adverse snow affecting campus	Facilities manager	5	2	10	Snow equipment located in the recycling centre, salt piles are currently to maximum. External contractor support in form of a tractor unit as and when required.	50%	5	Where the campus is in a dangerous condition then the campus with agreement with the VC will be closed. Snow clearing policy requires updating.	Yes
6.7		Fire	Facilities manager	5	2	10	Fire management plan, fire risk assessment, L1 fire detection system, fire marshals, fire consultant, fire extinguishers on campus, fire maps, awareness and training. Disaster recovery process.	50%	5	3 monthly review of the fire action plan, regular updates to the health and safety committee. Waiting on recommendations from the Grenfell enquiry.	Yes

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6.8		Gas Explosion	Facilities manager	4	2	8	Sub scan drawings, control of contractors, gas meters are restricted areas, external signage, no smoking signage, Friday weekly audit of meters, disaster recovery procedure, gas safe only contractors, fire detection.	50%	4	Estates strategy, long term maintenance plan.	Yes