

## FINAL COPY AS SENT BY EMAIL

To: Sheila Gupta, Vice Principal for People, Culture and Inclusion, Queen Mary University of London

cc. Colin Bailey, Principal, Queen Mary University of London

Re: Trade Union Health and Safety Representation at Queen Mary and Covid-19

Dear Sheila

Further to your recent communications with Darryn Mitussis, Branch Chair of QMUCU, we are writing to you in our capacity as the Trade Union Health and Safety Representatives at Queen Mary, regarding union participation in the University's response to the Coronavirus crisis.

As you may be aware, as Safety Representatives we carry out the statutory functions set out in Regulation 4 of the Safety Reps and Safety Committee (SRSC) Regulations (1977) and we can reasonably expect the cooperation of our employer in carrying these out. We feel that the current exclusion of the TU Safety Representatives from the University's Covid-19 Response Group, which you chair, does not conform to either the letter or the spirit of these Regulations.

In order to enable QMUL to carry out its statutory duty of consultation in good time we would ask you to undertake the following:

- Extend an immediate invitation to the undersigned Health and Safety Representatives of the recognised Trade Unions at the University, to join the membership of the University's Covid-19 Response Group. Pursuant to Sections 2(4) and 2(6) of the Health and Safety at Work Act (1974) and Regulations 4(a) and 4(h) of the 1977 Safety Reps and Safety Committee (SRSC) Regulations, it is a legal requirement for management to involve the Union-appointed Health and Safety Officers in the ongoing Coronavirus response meetings and planning actions. To lower the burden of additional briefings and correspondence, we must be included in all email distribution lists, and invited to attend all meetings (electronic or otherwise).
- Immediately forward us minutes of all meetings, membership, terms of reference and emails so far circulated to members of the Coronavirus Response Group and its subsidiary groups, pursuant to Regulation 7 of the 1977 Safety Reps and Safety Committee (SRSC) Regulations.
- Immediately forward to us all risk assessments related to Covid-19 undertaken by Queen Mary, all risk assessments and University policies related to Infectious Diseases of any kind, and all associated correspondence, again pursuant to Regulation 7 of the 1977 Safety Reps and Safety Committee (SRSC) Regulations.

The minutes, risk assessments, terms of references and emails sent to constituted groups should be available immediately, and we expect you to forward them to us immediately. We understand that the correspondence may take slightly longer to collate. However, later than the end of this week would be considered an unreasonable delay.

Please also note that the cancellation of [yesterday's](#) scheduled meeting of the Health and Safety Advisory Group (HSAG) which we would normally attend, further diminishes legally-required staff

representation at the University with regard to Health and Safety matters at a time when it is particularly important to establish and maintain confidence in our employer's actions in this respect. We therefore hope we can rely on your urgent compliance with our requests and your full cooperation moving forward.

Yours sincerely,

Chris Mansfield

UCU Health and Safety Representative

Tom Jordaan

UCU Health and Safety Representative

Anastasia Malama

Unison Health and Safety Representative

Steve Moore

Unite (acting) Health and Safety Representative