**Imperial College Union Health and Safety Committee**

**13th Mar 2018**

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| **AGENDA ITEM NO.** | Item |
| **TITLE** | Risk Assessment – Facilities |
| **AUTHOR** | Zonya Christian |
| **EXECUTIVE SUMMARY** | Weekly site inspections continue to take place in the Union Building by the Admin Support Coordinator and a SPIE Official  From Nov 2018 to Feb 2019 11 site inspections have been completed.  From the period of Nov 2018 to Jan 2019, 183 issues were reported on PlanOn, 146 of these issues are completed and 9 are technically complete whilst the SPIE team wait for parts to arrive. The remainder have been assigned to external suppliers. |
| **PURPOSE** | To note the statistics on facilities risk assessment within the Union |
| **DECISION/ACTION REQUIRED** | N/A |