

## Health and Safety Committee

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## Transition Planning Team (TPT)

TPT which reports to the University Leadership Team (ULT), is chiefly an operational planning group (but will have some strategic responsibilities by virtue of its organisation-wide reach that will have a medium (and perhaps long term) impact on the University).

It is charged with:

(a) drawing up an institutional framework for the development of planning for the re-opening of the campus and the restoration of on-



6. The group will be guided as appropriate by good practice elsewhere.
7. Transition will involve the University and Community working collaborative (i.e. employer and employee working in partnership) which will include some elements of employee self-assessment. This is underpinned by ongoing employee expectations under the H&SAWA 1974 for employees to take reasonable care of their own health and safety and that of any other person who may be affected by their acts or omissions. There will not always be a consensus, but we will move forward co-operatively in the best interest of the organisation and the people that it serves.
8. Some staff will be unable to come onto campus (for example, because they have health conditions or fit into a protected demographic group) and some staff will need to change their working patterns due to other responsibilities (for example where they are unable to utilise their previous childcare arrangements or schooling routines). We will continue to monitor the impact of new ways of working on our workforce and ensure that we provide necessary flexibility to support our staff.
9. There will inevitably be higher levels of sickness absence and special leave than normal.
10. In accordance with government guidelines, it may be necessary to support the tracing of individuals who have been in contact with anyone diagnosed with COVID-19 (and subsequent isolation might in itself give rise to higher levels of staff absence).

Registrar & Secretary, Chair

The Deputy Vice-Chancellor, Vice-Chair

The Chief Financial Officer, Vice-Chair

Executive / Associate Deans of each Faculty

Members of the Estates Team (either collectively or individually depending on their perceived need):

- Director of Estates and Campus Services
- Facilities Manager
- Accommodation Manager
- Senior Hall Tutor
- Head of Campus and Commercial Services

Covid Resilience Officer

Director of IT and Digital

H&S Manger

Head of Registry

Director of HR or Deputy Director of HR

Director of Student Services

Deputy Registrar

Members of the Estates Team (either collectively or individually depending on their perceived need):

- Director of Communications and Marketing
- Deputy Director of Marketing & Student Recruitment
- Internal Communications Officer

Director of Learning, Teaching and Scholarship

The University Chaplain

Director of Library & Learning Services

