



AGENDA

SAF17-A3

Notice of meeting

The next meeting of the Health, Safety and Environment Committee will take place at 2.00pm on Wednesday 27 September 2017 in the Pearce Committee Room, 201.0.09, Hazlerigg Building.

Martine Ashby, Secretary

1 Apologies for Absence

2 Business of the Agenda

To give notice of intention to speak to any starred items, which otherwise will be taken without discussion. Any member wishing to speak to a starred item is asked to give notice to the Secretary by midday on Tuesday 26 September 2017.

3 Minutes

SAF17-M1

To confirm the Minutes of the meeting held on 7 June 2017.

4 Matters arising from previous meetings

SAF17-P37

4.1 To note actions arising from the Minutes

4.2 To note any other matters arising.

SECTION A – Items for Discussion

5 Health, Safety and Environment Update: Head of Campus Services

To receive a presentation by the Head of Campus Services on health, safety and environment arrangements in place for non-academic services.

6 Health, Safety and Environment Update: School of the Arts, English and Drama

To receive a presentation by the Dean of the School of Arts, English and Drama on health, safety and environment arrangements in place in the School.

7 Constitution, Terms of Reference and Membership for 2017/18

SAF17-P38, SAF17-P39

- 7.1 To consider the Constitution, Terms of Reference and Membership of the Committee for 2017/18;
- 7.2 To consider proposed business for forthcoming meetings:
- 7.3 To consider proposed steps for the establishment of the Health, Safety and Environment Consultative Forum.

8 Health and Safety Annual Report

SAF17-P40

To receive the Health and Safety Annual Report.

9 Sustainability Action Plan

SAF17-P41

To consider the Sustainability Action Plan for 2015 to 2020.

10 Sustainability Annual Report

SAF17-P42

To receive the Sustainability Annual Report.

11 Annual Report of the University's Occupational Health Service

SAF17-P43

To receive the Annual Report of the University's Occupational Health Service.

12 Risk Register

SAF17-P44

To consider progress in implementing the Risk Register and to agree on next steps, a process for auditing risk and overviewing progress.

13 Reporting of Health and Safety Performance Measures

SAF17-P45

To consider proposed health and safety reporting arrangements

14 Stress/Mental Wellbeing Working Party Update

SAF17-P46

To receive an update on work to develop a stress and mental wellbeing strategy and to comment on the direction of travel.

15 Post Grenfell Tower Fire Update

SAF17-P47

To note a report on the response of the University to the Grenfell Tower fire.

SECTION B – Starred Items for Approval

***16 Reports to Health, Safety and Environment Committee**

To receive the following reports:

- (i) **SAF17-P48**
Report from the Environmental and Sustainability Managers
- (ii) **SAF17-P49**
Radiation Protection Update Report. The report includes an update on actions to be taken to ensure compliance with the revised Ionising Radiation legislation
- (iii) **SAF17-P50**
Report from the University Fire Officer
- (iv) **SAF17-P51**
Report on Accidents
- (v) **SAF17-P52**
Report on Insurance Claims
- (vi) **SAF17-P53**
Report on Health and Safety Training for general staff and safety officers

***17 Biological/GM and Chemical Safety Update including New Chemical Safety Policy**

SAF17-P54

- 17.1 To receive a Biological/GM and Chemical Safety Update;
- 17.2 To approve a new Chemical Safety Policy;
- 17.3 To approve the proposed terms of reference and membership of the newly established Chemical Safety Committee

***18 Health and Safety Statutory Compliance Sub-Committee**

SAF17-P55

To receive the minutes of the meeting held on 12 September 2017

***19 Radiological Protection Sub-Committee**

SAF17-P56

To receive the minutes of the meeting of the Radiological Protection Sub-Committee held on 16 August 2017.

SECTION C – Items for Information

20 Any Other Business

7 February 2018

6 June 2018

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September 2017

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