

AGENDA

SAF18-A1

Notice of meeting

The next meeting of the Health, Safety and Environment Committee will take place at 12.30pm on Wednesday 7 February 2018 **in LDN3.23 on the London Campus.**

A sandwich lunch will be available for members from 12.00 noon.

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 6 February 2018.

3 Minutes

SAF17-M3

To CONFIRM the Minutes of the meeting held on 27 September 2017 subject to an amendment to M17/49.2(i) as follows:

*'...The School was encouraged to consider ways in which it could **further** embed health, safety and impact upon the environment within the curriculum'.*

4 Matters arising from previous meetings

SAF18-P1

- 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: School of Science

SAF18-P2

To RECEIVE a presentation by the Dean of the School of Science on health, safety, and environment arrangements in place in the School.

6 Health, Safety and Environment Update: Loughborough in London

SAF18-P3

To RECEIVE a presentation by the Dean of Loughborough in London on health, safety, and environment arrangements in place.

7 Annual Report of the Radiation Protection Officer

SAF18-P4

To RECEIVE the 2017 annual report of the Radiation Protection Officer and RECOMMEND for submission to Council.

8 Annual Report of the University's Occupational Health Service

SAF18-P5

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

9 Performance Review

SAF18-P6

To CONSIDER the Health, Safety and Risk Manager's report, relevant performance data, and proposed health and safety reporting arrangements.

10 Risk Register

SAF18-P7

- 10.1 To RECEIVE a consolidated Risk Register report
- 10.2 To CONSIDER key issues identified by the Register.

11 Stress/Mental Wellbeing Working Party Update

SAF18-P8

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

12 Sustainability Targets

SAF18-P9

To RECOMMEND FOR APPROVAL the targets laid out in 1.9, 1.10, and 1.11 of the paper.

SECTION B – Starred Items for Approval

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

To RECEIVE the following reports:

- (i) **SAF18-P10**
Report from the Health, Safety and Risk Manager
- (ii) **SAF18-P11**
Report from the Environmental and Sustainability Managers
- (iii) **SAF18-P12**
Report from the University Fire Officer
- (iv) **SAF18-P13**
Report on Accidents
- (v) **SAF18-P14**
Report on Insurance Claims

***14 Health, Safety and Environment Consultative Forum**

SAF18-P15

To RECEIVE the minutes of the meeting of the Health, Safety and Environment Consultative Forum held on 17 January 2018.

***15 Chemical Safety Sub-Committee**

SAF18-P16

To RECEIVE the minutes of the meeting of the Chemical Safety Committee held on 19 September 2017.

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

***16.1 SAF18-P17**

To RECEIVE the minutes of the meeting held on 10 January 2018 (HSSC18-M1)

***16.2 SAF18-P18**

To APPROVE the terms of reference of the Sub-Committee (HSSC17-P18)

***17 Radiological Protection Sub-Committee**

SAF18-P19

To RECEIVE the minutes of the meeting of the Radiological Protection Sub-Committee held on 12 January 2018.

***18 Sustainability & Social Responsibility Sub Committee (SSRSC) Minutes**

SAF18-P20

To RECEIVE the minutes of the meeting of the Sustainability & Social Responsibility Sub Committee (SSRSC) held on 16 January 2018 (SSRSC18-M1)

SECTION C – Items for Information

19 Any Other Business

20 Dates of Meetings in 2017/18

- 6 June 2018

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