

UNIVERSITY HEALTH AND SAFETY EXECUTIVE COMMITTEE OF THE COUNCIL

A meeting of the University Health and Safety Executive Committee will be held on Tuesday, 4 November, 2014 from 10.00am to 12.00pm, in CMR1.2, University House.

Ken Sloan
Registrar and Chief Operating Officer

A G E N D A

Notes: The following items and reports are for consideration at the meeting. A summary sheet is provided with each paper setting out in broad terms the content of the paper and the action which the committee is invited to take on each specific item.

Restricted business (denoted by an asterisk {}) is confidential to members and attendees of the University Health and Safety Executive Committee.*

1. Apologies and Conflicts of Interest

TO CONSIDER:

That, should any members or attendees of the University Health and Safety Executive Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK.

2. Minutes

TO CONSIDER:

The minutes of the meeting held on 12 June 2014 (attached)

3. Chair's Business

4. Matters Arising from the Minutes

5. Terms of Reference and Membership 2014/15

TO RECEIVE:

The Terms of Reference and membership for academic year 2014/15 (UHSEC.01/14-15, attached).

6. Annual Health and Safety Report 2013/14 and Forward Plan (minute 32/13-14 refers)

TO RECEIVE:

The Annual Health and Safety Report 2013/14 and Forward Plan for 2014/15 as submitted to the Steering Committee, the Council and the Senate (UHSEC.12/13-14 Revised, attached).

7. Progress against the Strategic Health and Safety Forward Plan

(a) Summary of Progress on the Health and Safety Strategic Forward Plan

TO CONSIDER:

A report from the Director of Health and Safety summarising progress against the Strategic Health and Safety Forward Plan (UHSEC.02/14-15, attached).

(b) Health and Safety Inspection Summary and Forward Programme

TO CONSIDER:

A report from the Senior Health and Safety Advisor about progress on inspections (UHSEC.03/14-15, attached).

8. New Build and Refurbishment Projects

TO RECEIVE:

A presentation by the Deputy Director of Estates on the management of health and safety associated with the programme of new build and refurbishment projects given that this has been recognised as a significant risk and in light of recent experience.

9. Reported Accidents and Incidents

TO RECEIVE:

A report from the Senior Health and Safety Advisor on reported accidents and incidents for the period June 2014 to September 2014 (UHSEC.04/14-15, attached).

10. Science and Medical Health and Safety Group

TO RECEIVE:

The report of the first meeting of the Science and Medical Health & Safety Group held on 27 October 2014 (UHSEC.05/14-15, attached).

11. University Genetic Modification and Biosafety Committee

TO RECEIVE:

A report from the meeting of the University Genetic Modification and Biosafety Committee held on 25 September 2014 (UHSEC.06/14-15, attached).

12. University Health and Safety Committee

TO RECEIVE:

A report from the meeting of the University Health and Safety Committee held on 13 October 2014 (UHSEC.07/14-15, attached).

13. Any Other Business

14. Dates of Future Meetings

Wednesday, 4 March, 2015 10.00am – 12.00pm CMR1.2, University House

Thursday, 11 June 2015

10.30am – 12.30pm CMR1.2, University House