

UNIVERSITY OF WARWICK

University Health & Safety Committee (UHSC)

There will be a meeting of the University Health and Safety Committee at 2pm on the 14 October 2013 in **CMR1.0 University House**

Mr K Sloan  
Registrar

Any apologies or queries regarding the meeting should be directed to Caroline Farren, Assistant Secretary ([c.a.farren@warwick.ac.uk](mailto:c.a.farren@warwick.ac.uk)). **Please bring your agenda and papers with you to the meeting. For environmental and financial reasons we will not be providing spare copies.**

**AGENDA**

1. Apologies and welcome

2. Minutes

TO CONSIDER:

The minutes of the meeting held on 16 May 2013 (attached).

3. Matters arising from the minutes

4. Declarations of Conflict of Interest

5. Chair's Business

6. Terms of Reference & Membership

TO RECEIVE:

The terms of reference and membership of the University Health and Safety Committee (paper UHSC 01/13-14, attached).

7. Staff Survey 2013

TO CONSIDER:

The results of the Staff Survey and Stressor Questions for 2013 (paper UHSC 02(a) and (b) /13-14, attached)

8. Health and Safety Incidents

TO CONSIDER:

A report from the Senior Health and Safety Advisor on incidents for the period October 2012 to September 2013 (paper UHSC 03/13-14, attached)

9. Fire Safety

a) Fire Risk Register and Contingency Planning

TO RECEIVE:

A paper from the Fire Safety Advisor on the most significant fire risks and contingency planning regarding strike action by members of the Fire & Rescue Services (paper UHSC 04/13-14, attached).

b) Fire Safety Activity

TO RECEIVE:

A paper from the Fire Safety Advisor on activity since January 2013 and plans for 2013/2014. (paper UHSC 05/13-14, attached)

c) Fire Incidents

TO RECEIVE:

Information on fire incidents for the period January to September 2013 from the Fire Safety Advisor (paper UHSC 06/13-14, attached).

10. Committee Plan for the year

TO CONSIDER:

Proposals from members for the Committee's programme of business for 2013/14 including Recognition and Promotion of Health and Safety and future tours.

11. Any other business

Issues to be notified at least 24 hours in advance to Iain MacKirdy ([i.s.mackirdy@warwick.ac.uk](mailto:i.s.mackirdy@warwick.ac.uk)).

12. Dates of future meetings

11<sup>th</sup> February 2014 14:00 to 16:00 in CMR.1.0  
15<sup>th</sup> May 2014 11:30 to 13:30 in CMR.1.0