

**UNIVERSITY OF WARWICK**  
**University Health & Safety Committee (UHSC)**

There will be a meeting of the University Health and Safety Committee at 2.00pm on **Tuesday 15 February 2011** in the **Council Chamber**, University House.

Mr J Baldwin  
Registrar

Any apologies or queries regarding the meeting should be directed to Emma Brown, Assistant Secretary (extension 72913). **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

2. Minutes

TO CONSIDER:

The minutes of the meeting held on 28 October 2010 (attached).

3. Matters arising from the minutes

a) Terms of Reference and Membership (minute UHSC 01/10-11 refers)

TO RECEIVE:

A paper from the Director of Health and Safety detailing the membership of the Committee arising from changes since the last meeting (paper UHSC 01/10-11 (Revised), attached).

b) Health and Safety Strategy and Direction (minute UHSC 05/10-11 refers)

TO REPORT:

That the Health and Safety Department were in the process of populating a webpage with details of local Health & Safety Committees including contact details for their Chairs and Secretaries and would then establish improved communications across this network.

c) Health, Safety and Well-being Website (minute UHSC 06/10-11 refers)

TO REPORT:

i) That Claire Beament, Health and Safety Advisor, had liaised with the Communications Office and that the search engine directed enquiries to the new Health, Safety and Wellbeing site.

- ii) That the Assistant Secretary had liaised with the Governance team to ensure that the Committee minutes for the year 2009/10 were available on the University website.

d) Health and Safety Performance Update (minute UHSC 08/10-11 refers)

TO RECEIVE:

A verbal report by Mr Bastable, the member of staff of the Students' Union, on the findings of the review by the Students' Union into incident reporting within the Students' Union and to the Health and Safety Department.

4. Chair's Business

5. National Perspective

TO RECEIVE:

The Report and Recommendations of the All-Party Parliamentary Group on Occupational Safety and Health on Health and safety and the Health and Safety Executive, What the spending cuts will mean (paper UHSC 06/10-11, attached).

6. HE Sector Perspective

TO RECEIVE:

The UCEA Health and Safety Annual Report 2010 and the UCEA HE Sector-level Health, Safety and Well-being Plan 2011-2015 and Action Plan 2011 (paper UHSC 07/10-11, attached).

7. Annual Health and Safety Review, Report and Action Plan

a) Annual Review of Incidents

TO CONSIDER:

A report from Claire Beament, Health & Safety Advisor, on incidents during 2010 (paper UHSC 08/10-11, attached).

b) Annual Review of Health and Safety in the Commercial Group

TO RECEIVE:

A report from Graham Day, Health & Safety Advisor, on developments in the Commercial Group (paper UHSC 09/10-11, attached).

c) Annual Health and Safety Report for 2010 and Action Plan for 2011

TO CONSIDER:

A report from the Director of Health & Safety on health and safety performance during 2010 with an Action Plan for 2011 (paper UHSC 10/10-11, attached).

8. University Genetic Modification and Biosafety Committee

TO CONSIDER:

A paper from the Director of Health & Safety proposing the establishment of a University Genetic Modification and Biosafety Committee (paper UHSC 11/10-11, attached).

9. Joint Inspections

TO RECEIVE:

A report from Claire Beament, Health and Safety Advisor, on the findings of two inspections carried out by members of the Committee in January 2011 (paper UHSC 12/10-11, attached).

10. Any other business

Issues to be notified at least 24 hours in advance to Iain MacKirdy, extension 50824

11. Dates of future meetings

19 May 2011 at 11:00, Council Chamber, University House