

**UNIVERSITY OF WARWICK**  
**University Health & Safety Committee**

There will be a meeting of the University Safety Committee at **10.00am** on **Friday 1<sup>st</sup> June 2007** in the **Council Chamber**, University House.

Ms C Charlton  
University Secretary

Please send any apologies or queries regarding the meeting to Mrs K Lawrence, Senior Health & Safety Adviser (tel. 23208).

**A G E N D A**

1. Minutes

TO CONSIDER:

The minutes of the meeting held on 18<sup>th</sup> February 2007 (attached)

2. Matters arising from the minutes

(a) Smoking in the University (minute USC 11a/06-07 refers)

TO RECEIVE:

A report from the Director of SOHS on action to be taken by the University in the light of legislation on smoking in workplaces coming into force on 1<sup>st</sup> July 2007.

(b) Recognition and Reward of Departmental Safety Officers (minute USC 11b/06-07 refers)

TO RECEIVE

A statement from the Chair on this issue.

(c) Review of Work Related Stress (minute 11d/06-07 refers)

TO RECEIVE

A progress report from the Senior Health & Safety Adviser.

(d) Emergency refuges for disabled people (minutes 14/06-07 and 26/06-07 refers)

TO RECEIVE

A report from the Working Party set up to consider this issue (paper 31/06-07 – attached)

(e) Annual health & safety questionnaire (minute 21/06-07 refers)

TO CONSIDER

An action plan from the Director of SOHS (paper 32/06-07 – attached)

(f) Accident statistics (minute 22/06-07 refers)

TO RECEIVE

A report the Senior Health and Safety Adviser on benchmarking accident statistics with other universities (paper UHSC 33/06-07 attached)

(g) UCEA Health & safety report (minute 24/06-07 refers)

TO RECEIVE

A report from the Director of SOHS (paper UHSC 34/06-07 attached)

(h) Annual Report to Senate & Council (minute 26/06-07 refers)

TO RECIEVE

A progress report from the Director of SOHS

3. Report from the Director of Safety & Occupational Health Services

TO RECEIVE:

A report from the Director of SOHS (Paper UHSC 35/06-07 – attached)

4. Report from the Director of Estates

TO RECEIVE:

A report from the Director of Estates

5. Report from Ancillary Services

TO RECEIVE:

A report from the Facilities Manager, University House (Paper UHSC 36/06-07 attached)

6. University Health & Safety Executive Committee

TO RECEIVE

A report of the meeting of this Committee held on 9<sup>th</sup> May 2007 (Paper UHSC 37/06-07 to be tabled)

7. Technical Subcommittee

TO RECEIVE

The minutes of the meeting held on 29<sup>th</sup> May 2007 (Paper UHSC 38/06-07 to be tabled)

8. Revision of University Safety Policy

TO CONSIDER:

(a) A draft revision of *SITU Part 21 – Transport of injured Persons to Hospital* (Paper UHSC 39/06-07 to be tabled)

(b) A draft revision of *SITU Part 24 – Electricity* (Paper UHSC 40/06-07 attached)

(c) A draft revision of *SITU Part 2 – Children Under 14 years* (Paper USHC 41/06-07 attached)

10. University health and safety strategy

TO CONSIDER

A proposed strategy paper from the Director of SOHS (Paper UHSC 42/06-07 attached)

11. Dates of future meetings

12. Any Other Business