

UNIVERSITY OF WARWICK

University Health & Safety Committee (UHSC)

There will be a meeting of the University Health and Safety Committee at 11.00am on Thursday 17 May 2012 in the Council Chamber, University House

Mr K Sloan
Registrar

Any apologies or queries regarding the meeting should be directed to Iain MacKirdy, Secretary (extension 50824). **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 21 February 2012 (attached).

3. Declarations of Conflict of Interest

4. Matters Arising from the Minutes

(a) Annual Review of Incidents (minute 17/11-12 refers)

TO REPORT

That the University Health and Safety Executive Committee, UHSEC, resolved that new key risk indicators for demonstrating improvements in performance were required following the significant reduction in RIDDOR incidents.

(b) Annual Review of Fire Incidents (minute 18/11-12 refers)

TO REPORT

- i. That the UHSEC welcomed the information provided on the number of fires and fire alarm activations during 2011 and encouraged the Fire Safety Advisor to work with other functions within the University to confirm the accuracy of the information and to develop plans to target specific areas for improvement.
- ii. That the UHSEC endorsed a benchmark of less than 20 alarms per 1000 detector heads in residential premises on the basis that false alarms are so disruptive.

(c) Annual Health and Safety Report, 2011 (minute 19/11-12 refers)

TO REPORT

- i. That the UHSEC recommended to the Council that the Annual Health and Safety Report for 2011 as set out in UHSC.10/11-12, (revised) (attached) be approved.
- ii. That the Annual Health and Safety Report was subsequently received by the Operational Risk Management Group.

(d) Electronic Cigarettes (minute 22/11-12 refers)

TO REPORT

- i. That the UHSEC resolved that the restrictions in the Smoking Policy on the use of cigarettes be extended to apply to electronic cigarettes on the basis that these new products did not provide recognised health benefits while introducing several negative consequences and in particular undermined the enforcement of the Smoking Policy.
- ii. That the UHSEC resolved that the Director of Health and Safety revise the Smoking Policy for consideration by the Committee and address communications relating to this change.

5. Chair's Business

6. Presentation by the Commercial Group

TO CONSIDER:

A presentation from Jonathan Bailey, Director of the Commercial Group, and Wendy Roberts, Head of Accommodation, about their approach to health and safety.

7. Effectiveness of the University Health and Safety Committee

TO CONSIDER:

A report from Iain MacKirdy, Director of Health and Safety, on the effectiveness of the University Health and Safety Committee (paper UHSC 14/11-12, attached).

8. Incidents

(a) Update on Incidents and Reporting Requirements

TO CONSIDER:

A paper from Claire Beament, Health and Safety Advisor, on the impact of changes in reporting requirements and on incidents since 1 January 2012 (paper UHSC 15/11-12, attached).

(b) Fire Incidents

TO CONSIDER:

A paper from Chris Mayfield providing an update on fire incidents (paper UHSC 16/11-12, attached).

9. Equality and Diversity Committee

TO RECEIVE:

An oral report by the Director of Health and Safety about the work of the Equality and Diversity Network, the Disability Interest Group and the Equality and Diversity Committee pertaining to health, safety and wellbeing.

10. Any other business

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

11. Dates of future meetings