

UNIVERSITY OF WARWICK

University Health & Safety Committee (UHSC)

There will be a meeting of the University Health and Safety Committee at 2pm on the 11 February 2014 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). **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 14th October 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:

Amendments to the membership of the University Health and Safety Committee (paper UHSC 01/13-14 Revised, attached)

7. Cycling and Pedestrian Safety

TO CONSIDER:

A paper from the Senior Health and Safety Advisor summarising the activities that have taken place across the University to influence student behaviour with regard to cycling and pedestrian safety (paper UHSC 07/13-14, attached).

8. Occupational Health

TO CONSIDER:

A report on Occupational Health from the Senior Occupational Health Advisor (paper UHSC 08/13-14, attached).

9. Recognition and Promotion of Health and Safety

TO CONSIDER:

A verbal update from the subgroup lead, Andrea Pulford, on their identification of issues that need to be resolved in order to establish a 'Recognition and Promotion of Health and Safety' scheme.

10. Materials and Analytical Sciences Tour

TO CONSIDER:

A verbal report from Committee members on the key health and safety learning from the organised tour of the MAS facilities.

11. UCEA Health and Safety Report

TO RECEIVE:

A report from the Director of Health and Safety on UCEA's Annual Report and forward plan (paper UHSC 09/13-14, attached)

12. Accidents and Incidents

TO RECEIVE:

A paper from the Senior Health and Safety Advisor on the significant accidents and incidents that have been reported since the last meeting of the Committee (paper UHSC 10/13-14, attached).

13. University Guidance/Legislation Update

TO RECEIVE:

A verbal report from the Director of Health and Safety outlining recent amendments to the University Health, Safety and Wellbeing webpages and recent changes to legislation including Approved Codes of Practice.

14. Annual Fire Safety Report for 2013 and Forward Planning

TO RECEIVE:

The end of year report on achievements in the year 2013, forthcoming projects for 2014 and fire statistics, from the Fire Safety Advisor (paper UHSC 11/13-14, attached).

15. Revision of Food Safety Manual

TO RECEIVE:

A paper from the Food Health and Safety Officer on new legislation on Food Allergens and associated revision of the University Food Safety Policy and Manual, (paper UHSC 12/13-14, attached).

16. Any other business

17. Dates of future meetings

15th May 2014 11:30 to 13:30 in CMR.1.0