

UNIVERSITY OF WARWICK
University Safety Committee

There will be a meeting of the University Safety Committee at **10.00am** on **Friday 10th November 2006** in the **Council Chamber**, University House.

Ms C Charlton
University Secretary

Please send any apologies or queries regarding the meeting to Mrs C Beament, Assistant University Safety Officer (tel. 23208).

A G E N D A

1. Minutes

TO CONSIDER:

The minutes of the meeting held on 26th May 2006 (already circulated)

2. Matters arising from the minutes

(a) Smoking in the University (minute USC 32a05-06 refers)

TO REPORT:

(i) That the Senate at the meeting on 28th June 2006 and the Council at the meeting on 5th July 2006 approved the University Safety Committee's recommendations on the revision of the smoking policy in *SITU Part 2*.

(ii) That the Government has issued draft proposals for regulations to be made under the Health Bill

(b) Recognition and Reward of Departmental Safety Officers (minute USC 32b/05-06 refers)

TO RECEIVE

A statement from the Chair on this issue.

(c) Management of Health & Safety in the University (minute USC 37/05-06 refers)

TO RECEIVE:

A Report from the Working Party on the Composition of the University Safety Committee (Paper USC 02/06-07 attached)

TO CONSIDER

A proposal from the Working Party on the composition of the University Safety Committee (Paper USC 03/06-07 attached)

(c) Review of Work Related Stress (minute 39/05-06 refers)

TO RECEIVE

A progress report from the Assistant University Safety Officer

3. Report from the University Safety Officer

TO RECEIVE:

A report from the University Safety Officer (Paper USC 04/06-07 with Appendix A & Appendix B – attached, Appendix C to be tabled).

4. Report from the Senior Occupational Health Adviser

TO RECEIVE

A report from the Senior Occupational Health Adviser (Paper USC 05/06-07attached)

5. Report from the Director of Estates

TO CONSIDER:

A report from the Director of Estates (Paper USC 06/06-07attached)

6. Report from Student & Ancillary Services

TO RECEIVE:

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

8. Revision of University Safety Policy

TO CONSIDER:

(a) A draft revision of *SITU Part 1 – Health & Safety Management* (Paper USC 08/06-07 already circulated)

(b) A draft revision of *SITU Part 3 – Safety in laboratories and Workshops* (Paper USC 09/06-07already circulated)

(c) A draft revision of *SITU Part 4 – Ionising Radiations* (Paper USC 10/06-07 already circulated)

(d) A draft revision of part of *SITU Part 21 – Emergencies and First Aid* (Paper USC 11/06-07attached)

9. Visits from Enforcing Authorities

TO RECEIVE:

A report from the University Safety Officer on recent visits by the Health & Safety Executive and the Environment Agency (Paper USC 12/06-07 – attached)

10. Annual Health and Safety Reports from Heads of Departments.

TO RECEIVE

A summary of responses from Heads of Departments (Paper USC 13/06-07 attached)

11. Any Other Business