

# UNIVERSITY OF WARWICK

## University Health & Safety Executive Committee (UHSEC)

There will be a meeting of the University Health and Safety Executive Committee at 15.00 hours on Tuesday 5 November 2013 in **CMR1.2**, University House.

Mr K Sloan  
Registrar

Any apologies or queries regarding the meeting should be directed to Caroline Farren, Assistant Secretary ([c.farren@warwick.ac.uk](mailto:c.farren@warwick.ac.uk); mobile: 07876217888). **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. Welcome and Apologies

2. Minutes

TO CONSIDER:

The minutes of the meeting held on 13 June 2013 (attached)

3. Declarations of Conflict of Interest

4. Chair's Business

5. Terms of Reference and Membership 2013/14

TO CONSIDER:

A paper from the Director of Health and Safety on the Terms of Reference and membership for academic year 2013/14 (paper UHSEC 01/13-14, attached).

6. Matters Arising from the Minutes

7. Demonstrating Compliance

TO CONSIDER:

A presentation by the Director of Health and Safety on the essential elements for demonstration of compliance with legislation, the Health and Safety Department's plan for 2013/14 and proposals for the Committee's programme for 2013/14.

8. Audit of the University's Health, Safety and Well-being webpages

TO CONSIDER:

A paper from the Director of Health and Safety on the findings of an audit of the University's Health, Safety and Well-being webpages by a third party (external) auditor (paper UHSEC 02/13-14, attached).

9. University Health & Safety Committee

TO CONSIDER:

A report of the meeting of the University Health and Safety Committee held on 14 October 2013 (paper UHSEC 03/13-14, to follow).

10. Review of Fire Safety

TO CONSIDER:

A report on progress and planning on fire safety (paper UHSEC 04/13-14, attached).

11. University Genetic Modification and Biosafety Committee

TO RECEIVE:

A report of the meeting of the University Genetic Modification and Biosafety Committee held on 11 July 2013 (paper UHSEC 05/13-14, attached).

12. Any other business

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

13. Dates of future meetings

Wednesday 5 March 2014 at 10am – CMR 1.2  
Thursday 12 June 2014 at 10:30 – CMR1.2