

UNIVERSITY HEALTH AND SAFETY EXECUTIVE COMMITTEE

A meeting of the University Health and Safety Executive Committee will be held on Wednesday 2 March 2016 from 1000 to 1200, in CMR1.2, University House

Ken Sloan  
Registrar and Chief Operating Officer

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A G E N D A

*Notes: The following items and reports are for consideration at the meeting. A summary sheet is provided with each paper setting out in broad terms the content of the paper and the action which the Committee is invited to take on each specific item.*

*Restricted business (denoted by an asterisk {\*}) is confidential to members and attendees of the University Health and Safety Executive Committee*

1. Apologies and Conflicts of Interest

TO CONSIDER:

That, should any members or attendees of the University Health and Safety Executive Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014).

2. Terms of Reference and Membership 2015/16

TO RECEIVE:

A paper from the Director of Governance and Assurance Services on the revised Terms of Reference and membership after the Committee's disestablishment as a joint committee of the Senate and Council and its reestablishment as an executive oversight committee reporting to the Steering Committee (UHSEC.11/15-16, attached).

3. Minutes

TO CONSIDER:

The minutes of the meeting held on 3 November 2015 (attached).

4. Matters Arising from the Minutes

- (a) Containment testing of fume cabinets (minute 08/15-16 refers).
- (b) Student Union's Health and Safety Policy (minute 09/15-16 refers).
- (c) Electrical Safety Policy (minute 10/15-16 refers).
- (d) Stop and Improvement Notices (minute 12/15-16 refers).
- (e) Road Transport Security Plan (minute 13/15-16 refers).

5. Leadership and Management of Health and Safety

TO CONSIDER:

A verbal report from the Director of Health and Safety on the University's response to sector guidance on health and safety leadership and management within the Higher Education sector.

6. Health and Safety and Associated Resources

TO CONSIDER:

A report from the Director of Health and Safety on two separate bids for additional resources recently submitted to the Administration and Professional Services Group (APSG):

(a) Health and Safety Resource (UHSEC.12/15-16, attached\*).

(b) Building Manager Resource (UHSEC.13/15-16, attached\*).

7. Incidents Update

TO CONSIDER:

A report from the Director of Health and Safety on the Avon, Chemistry and WMG incidents (UHSEC.14/15-16, attached\*).

8. Health and Safety and Fire Safety Annual Report for 2015

TO CONSIDER:

A summary of the University's health and safety and fire safety performance during the period January 2015 to December 2015 (UHSEC.15/15-16, attached\*).

9. Major Projects Update

TO CONSIDER:

A summary status report on major capital projects as at 1 February 2016 (UHSEC.16/15-16, attached).

10. Reports from Health and Safety Committees

TO CONSIDER:

(a) University Health and Safety Committee (UHSEC.17/15-16, attached).

(b) \*University Genetic Modification and Biosafety Committee (UHSEC.18/15-16, attached).

11. Any Other Business

12. Date of Future Meetings

Thursday 9 June 2016                      10.30-12.30      CMR 1.1