



AGENDA

SAF18-A3

Notice of meeting

The next meeting of the Health, Safety and Environment Committee will take place at 2.00pm on Wednesday 17 October 2018 in the Pearce Committee Room (Room 201.0.09) in the Hazlerigg Building.

M Ashby, Secretary

1 Apologies for Absence

2 Business of the Agenda

To give notice of intention to speak to any starred items, which otherwise will be taken without discussion. Any member wishing to speak to a starred item is asked to give notice to the Secretary by midday on Tuesday 16 October.

3 Minutes

SAF18-M2

To confirm the minutes of the meeting held on 6 June 2018.

4 Matters arising from previous meetings

SAF18-P46

- 4.1 To note actions arising from the Minutes.
- 4.2 To note any other matters arising.

SECTION A – Items for Discussion

5 Health, Safety and Environment Update: School of Social Sciences

SAF18-P47

To receive a presentation by the Dean of the School of Social Sciences on health, safety and environment arrangements in place in the School.

6 Health, Safety and Environment Update: Student Services

SAF18-P48

To receive a presentation by the Director of Student Services on health, safety and environment arrangements in place.

7 Constitution, Terms of Reference and Membership for 2018/19

SAF18-P49, SAF18-P50, SAF18-P51

7.1 To consider the Constitution, Terms of Reference and Membership of the Committee for 2018/19;

7.2 To consider the effectiveness of the Committee;

7.3 To consider proposed business for forthcoming meetings.

8 Health and Safety Services Annual Report

SAF18-P52

To receive the Health and Safety Services Annual Report and agree the plan of work for 2018/19.

9 Health, Safety and Risk Manager Report

SAF18-P53

To receive a report from the Health, Safety and Risk Manager.

10 Health, Safety and Environment Performance Report

SAF18-P54

To receive a report detailing key performance indicators for Schools and Services.

11 Non-ionising Radiation Governance

SAF18-P55

To consider a proposal for governance of non-ionising radiation.

12 Human Tissue Authority Inspection

SAF18-P56

To receive a report arising from an inspection by the Human Tissue Authority.

13 Health and Safety Risk Register

SAF18-P57

13.1 To receive an update on progress in developing Health and Safety Risk Registers;

13.2 To consider key issues identified by the Register.

14 Stress/Mental Wellbeing Working Party Update

SAF18-P58

To receive an update on progress with actions agreed by the Stress and Mental Wellbeing Working Party and on a number of key activities.

15 Sustainability and Social Responsibility Sub-Committee Minutes

SAF18-P59

15.1 To receive the minutes of the Sustainability and Social Responsibility Sub-Committee meeting held on 22 June 2018;

15.2 To note in particular ongoing concern with F-gas compliance.

SECTION B – Starred Items for Approval

***16 Reports to Health, Safety and Environment Committee**

To receive the following reports:

- (i) **SAF18-P60**
Sustainability Annual Report
- (ii) **SAF18-P61**
Sustainability Manager Report
- (iii) **SAF18-P62**
Radiation Protection Report
- (iv) **SAF18-P63**
University Fire Officer's Report
- (v) **SAF18-P64**
Incident Report
- (vi) **SAF18-P65**
Insurance Claims Report

***17 Environmental Policy**

SAF18-P66

To endorse the University Environmental Policy. There have been no changes to the policy.

***18 Health and Safety Policy**

SAF18-P67

Arising from M18/23.3 to approve the updated Health and Safety Policy following consultation with Schools, Professional Services and Union colleagues.

***19 Biological Safety Policy**

SAF18-P68

To approve on the advice of the GM/Biosafety Committee a new Biological Safety Policy. The GM/Biosafety Committee has approved the Policy via correspondence.

***20 Policy for the Management of Asbestos**

SAF18-P69

To approve an updated version of the existing Policy for the Management of Asbestos following consultation by Facilities Development and Facilities Services.

***21 Ionising Radiation Policy**

SAF18-P70

To approve on the advice of the Radiation Protection Sub-Committee changes to the Ionising Radiation Policy.

***22 Minutes**

To receive minutes of the following groups and sub-committees:

- (i) **SAF18-P71**
Chemical Safety Committee (6 June 2018)
- (ii) **SAF18-P72**
GM/Biosafety Committee (22 June 2018)
- (iii) **SAF18-P73**
Radiological Protection Sub-Committee (17 August 2018)

SECTION C – Items for Information

23 Any Other Business

***24 Dates of Remaining Meetings in 2018/19**

6 February 2019
5 June 2019