



AGENDA

SAF20-A2

Notice of meeting

The next meeting of the Health, Safety and Environment Committee will take place at 2.00pm on Wednesday 3 June and will be conducted remotely via Microsoft meetings.

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 2 June.

3 Minutes

SAF20-M1

To confirm the minutes of the meeting held on 5 February 2020.

4 Matters Arising from Previous Meetings

SAF20-P29

To note actions arising from the Minutes.

SECTION A – Items for Discussion

5 Process and Governance for a Return to on Site Operations

SAF20-P30

To CONSIDER the proposed process and governance for a return to operations.

6 Social Distancing Arrangements

SAF20-P31

To CONSIDER proposed arrangements for social distancing arrangements for the return to the University's campuses.

7 Homeworkers (DSE) Policy and Guidance

SAF20-P32

To APPROVE a new Homeworkers (Display Screen Equipment) Policy and Guidance.

8 Lone Working Policy

SAF20-P33

To CONSIDER a new policy for lone working.

9 Health and Wellbeing Update

SAF20-P34

- 9.1 To NOTE provisions made to support staff and students during the Covid 19 restrictions;
- 9.2 TO CONSIDER a request for future support for the Occupational Health Service and a request to relocate the Service.

10 Compliance KPIs

SAF20-P35

To CONSIDER the compliance position and note the impact of COVID 19 on compliance.

11 Fire Officer Report

SAF20-P36

To RECEIVE an update from the University Fire Officer.

12 Biological Safety Update

SAF20-P37

- 12.1 To RECEIVE an update on biological safety from the Strategic Scientific Development Officer;
- 12.2 To CONSIDER:
 - (i) whether progress around HTA compliance is appropriate;
 - (ii) and discuss the procedure around Covid19 biological work;
 - (iii) and discuss the procedure around human participation work during the pandemic.

13 Radiation Protection Report

SAF20-P38

To CONSIDER

- (i) a radiation protection report from the Strategic Scientific Development Officer;
- (ii) proposed permit exemption changes;
- (iii) a proposal to apply to the Office for Nuclear Regulation to use Regulation 31 to reduce nuclear material reporting.

14 Environmental Compliance Report

SAF20-P39

- 14.1 To CONSIDER a report on environmental compliance and the outcomes of recent audits;
- 14.2 To APPROVE the proposed action regarding the ongoing concerns with F-Gas and comment on any areas of concern.

15 Health, Safety and Environment Statutory Compliance Sub-Committee

SAF20-P40

- 15.1 To RECEIVE the minutes of the meeting of the Health, Safety and Environment Statutory Compliance Sub-Committee held on 29th April 2020;
- 15.2 To APPROVE
 - (i) a proposal within the minutes (HSESC M20/18) to disband the sub-committee with immediate effect;
 - (ii) a new sub-committee of Health, Safety and Environment Committee, the Loughborough Compliance Duty Authorised Person (DAP) Sub-Committee.

16 Committee Effectiveness

SAF20-P41

To CONSIDER the effectiveness of the Committee.

SECTION B – Starred Items for Approval

***17 Ionising/Non-ionising Radiation, Chemical, Biological/GM and HTA KPIs**

SAF20-P42

To CONSIDER a risk ratings report for Ionising/non-ionising radiation, chemical, biological/GM and HTA.

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

To RECEIVE the following reports:

- (i) **SAF20-P43**
Sustainability Annual Report
- (ii) **SAF20-P44**
Annual Report of Ethics Approvals (Human Participants) Sub-Committee for 2019/20
- (iii) **SAF20-P45**
Accident Data Report
- (iv) **SAF20-P46**
Insurance Claims Report

***19 Minutes**

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

- (i) **SAF20-P47**
Radiological Protection Sub-Committee (7th May 2020)
- (ii) **SAF20-P48**
Sustainability and Social Responsibility Sub-Committee (22nd May 2020)

SECTION C – Items for Information

20 Any Other Business

21 Valediction

Author – M Ashby

May 2020

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