

06 Feb 2024 HSE Agenda SAF24-A1

MEETING
6 February 2024 14:00 GMT

PUBLISHED
31 January 2024

Agenda

Date
6 Feb 2024

Time
14:00

	Item	Owner	Time	Page
1	Business of the Agenda Members should notify the Secretary by midday on Monday 5th February if they wish to speak to a starred item		14:00	-
2	To CONFIRM Minutes of meeting on 4th October 2023			4
3	To NOTE Actions arising from the Minutes			10
	SECTION A - Items for Discussion			-
4	To RECEIVE a Health, Safety and Environment update from Imago Venues	Spencer Graydon	14:10	15
5	To RECEIVE a Health, Safety and Environment update from Campus Services/ Catering/ Accommodation element of Estates and FM	Graham Howard, Gagan Kapoor	14:30	37
6	To RECEIVE an update on Critical Risk, Strategy, Control and Compliance - Chemical Safety Arrangements	Oliver Preedy, Julie Turner	14:50	52
7	To RECEIVE an HTA update from the School of Sport, Exercise and Health Sciences	Julie Turner	15:10	60
8	To RECEIVE a summary report by the Director of HSW on issues and actions relating to Health, Safety and Wellbeing		15:20	-
8.1	To RECEIVE the Director of HSW's summary report	Neil Budworth		64
8.2	To APPROVE the 2023 Annual Report on Radiation Protection and RECOMMEND it for submission to Council	Julie Turner		70
9	To CONSIDER the Health and Safety Services Annual Report and to REVIEW progress on the Health and Safety Service Plan for 2023/24:	Neil Budworth	15:30	75
10	To APPROVE the updated plan of proposed business for the Committee for the May and October 2024 meetings.	Neil Budworth	15:40	105
11	To RECEIVE updates in relation to Statutory Compliance Key Performance Indicators and to CONSIDER the compliance for these areas and actions set to move areas to green to ensure these are appropriate:		15:45	-
11.1	Health, Safety and Environment Statutory Compliance Sub-Committee Report;	Neil Budworth		109

	Item	Owner	Time	Page
11.2	Key compliance Indicators for Biological/ Chemical/ Radiation Safety	Julie Turner		115
12	To CONSIDER ways to incorporate a Sustainability Risk Register at strategic and operational levels	Elliott Brown	15:50	119
13	To RATIFY the action of the Chair in approving a change to the Committee's constitution to add a second co-opted member	Neil Budworth		123
	SECTION B – Starred Items (See Supplementary Pack on the BI Bookshelf)			-
14	Constitution, Terms of reference and Membership of Sub-Committees for 2023/24			-
14.1	To NOTE the terms of reference and composition of the following sub-Committees which remain unchanged:			-
14.1.1	Chemical Safety Committee			-
14.1.2	GM/Biosafety Committee			-
14.1.3	Health, Safety and Environment Statutory Compliance Sub-Committee			-
14.1.4	Non-ionising Radiation Safety Committee			-
14.1.5	Radiological Protection Sub-Committee			-
14.2	To NOTE that the terms of reference and composition of the Sustainability Sub-Committee which will be the subject of a forthcoming strategy and governance review			-
15	To RECEIVE the Incident, Near Miss and Fire Data Report			-
16	To RECEIVE the minutes of the following Sub-Committee meetings			-
16.1	Chemical Safety Committee (meeting on 16th January 2023)			-
16.2	Health, Safety and Environment Statutory Compliance Sub-Committee (meeting on 8th January 2024)			-
16.3	Non-ionising Radiation Safety Committee (meetings on 4th October 2023)			-
16.4	Radiological Protection Sub-Committee (meeting on 23rd January 2024)			-
16.5	Sustainability Sub-Committee (meetings on 2nd October 2023 and 10th January 2024)			-
	Section C – For information			-
17	Any Other Business			-
18	Dates of meetings in 2023/24:			-
	Wednesday 15th May 2024, 13.30-15.30			-