



Loughborough
University

Health, Safety and Environment Committee Agenda - SAF25-A1

MEETING

5 February 2025 09:30 GMT

LOCATION

Pearce Committee Room

PUBLISHED

29 January 2025

Agenda

Location	Date	Time		
Pearce Committee Room	5 Feb 2025	09:30 GMT		
Item	Owner	Time	Page	
1 Business of the Agenda	Chair	09:30	-	
2 To CONFIRM the minutes of the meeting held on 2nd October 2024 (SAF24-M3)	Chair		4	
3 To NOTE actions arising from the Minutes (SAF25-P1)	Chair		9	
3.1 Arising from M24/40 Constitution, Terms of Reference and Membership, To CONSIDER proposals for the revised operation of HSE Committee (SAF25-P2)	Neil Budworth		13	
Section A - Items for Discussion				-
4 To RECEIVE a Health, Safety and Environment update from Student Services (SAF25-P3)	Charlie Wheeldon	09:40	24	
4.1 To CONSIDER a proposal to create a new sub-committee of HSE Committee, the Safeguarding and Prevent Sub-Committee (SAF25-P4)			33	
5 To RECEIVE a Health, Safety and Environment update from Estates and Facilities Management (SAF25-P5)	Graham Howard, Rob Sparks	10:00	35	
6 Arising from M24/36.4, To RECEIVE a verbal update from the Director of HR on new sickness absence reports	Matthew Hammonds	10:20	-	
7 To RECEIVE a Consolidated Health, Safety and Wellbeing Report by the Director of HSW and To NOTE areas of risk and actions identified (SAF25-P6)	Neil Budworth	10:30	51	
8 To CONSIDER the Occupational Health and Wellbeing Annual Report 2023-2024 (SAF25-P7)	Neil Budworth	10:40	60	
BREAK		10:45	-	
9 To CONSIDER the Climate Change and Net Zero Risk Register and To APPROVE actions identified (SAF25-P8)	Elliott Brown	10:55	66	
10 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:	Neil Budworth, Oliver Preedy	11:05	-	
10.1 Health, Safety and Environment Statutory Compliance Sub-Committee Report (SAF25-P9)			70	
10.2 Key compliance indicators for Biological/ Chemical/ Radiation Safety and HTA Research Licence (SAF25-P10)			77	
11 To CONSIDER a proposal for a new First Aid Policy (SAF25-P11)	Neil Budworth	11:15	85	

Item	Owner	Time	Page
12	To RECEIVE a report on compliance with the Building Safety Act (SAF25-P12)	Neil Budworth	11:25 108
13	To APPROVE the 2024 Annual Report of the Radiation Protection Officer and To RECOMMEND it for submission to Council (SAF25-P13)	Oliver Preedy	11:30 111
14	To CONSIDER the proposed risk rating with a view to making a recommendation to Senate and Council (SAF25-P14)	Neil Budworth	11:35 116
15	To CONSIDER the updated plan of proposed business for the Committee for the May 2025 to February 2026 meetings (SAF25-P15)	Neil Budworth	11:45 119
16	To CONSIDER the Sustainability Annual Report (SAF25-P16)	Elliott Brown	11:50 123
16.1	To NOTE an Infrastructure Committee minute (IC24/81) regarding changes to the University's sustainability governance (SAF25-P17)		132
Section B - Starred Items			-
17	To RECEIVE the Incident, Near Miss and Fire Data Report (SAF25-P18)		134
18	Arising from M24/45.2, To RECEIVE HTA compliance reports for the Department of Chemistry, the Centre for Biological Engineering (CBE) and the School of Sport, Exercise and Health Sciences (SAF25-P19)		149
19	To RECEIVE the minutes of the following Sub-Committee meetings:		-
19.1	Chemical Safety Committee - 17th January 2025 (SAF25-P20)		168
19.2	GM and Biosafety Committee - 13th January 2025 (SAF25-P21)		171
19.3	Health, Safety and Environment Statutory Compliance Sub-Committee - 14th January 2025 (SAF25-P22)		177
19.4	Non-ionising Radiation Safety Committee - 20th January 2025 (SAF25-P23)		180
19.5	Radiological Protection Sub-Committee - 21st January 2025 (SAF25-P24)		183
19.6	Sustainability Sub-Committee - 23rd October 2024 (SAF25-P25)		187
Section C - For Information - NONE			-
20	Any Other Business	Chair	-
21	Date of remaining meeting in 2024/25: Wednesday 14th May 2025 at 13.00		-