

HEALTH AND SAFETY COMMITTEE

24 July 2018

MINUTES

PRESENT:

Miss Rothna Akhtar	Mr Rex Knight (Convenor)	Mrs Sonia Buckingham
Ms Katie Canada-Chwieroth	Ms Theo Bryer	Dr Rachel Hadi-Talab
Mr Max Hill	Dr Paul Cassell	Mr Doug King
Mr David Ladd	Mr Brian Kavanagh	Mr Mahmud Rahman
Mrs Hayley Ramsay	Ms Tamsin Piper	Ms Kate Thornton
	Mrs Elizabeth Sutton-Klein	

In attendance: Ms Tara Kelly (Asbestos Manager); Mr Steve Tidmarsh (Safety Adviser)

Apologies for absence were received from: Mr Colin Byelong; Dr Alun Coker; Mr Andrew Grainger; Mr Kelvin Gwilliam; Mr Peter Kelly; Ms Fiona Ryland; Mr Paul Stirk.

Key to abbreviations

HR Human Resources

HSC Health and Safety Committee

Preliminary business

28 MEMBERSHIP

28.1 Noted ±Miss Rothna Akhtar and Mr Mahmud Rahman were welcomed as the student union observers for 2018-19.

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.1 Approved ±the Minutes of the HSC meeting held on 23 April 2018 were approved.

30 MATTERS ARISING FROM THE MINUTES

Matters for discussion

31 ASBESTOS MANAGEMENT PLAN

Ms Tara Kelly (Asbestos Manager) was in attendance for this item.

31.1 Ms Kelly summarised the current position – she was editing the plan with the cooperation of consulting departments and aiming to issue it for peer review before the next meeting of HSC.

31.2 It was requested that the policy be amended at WR UHDG μDOO HTXLSF at 2.21 to differentiate the roles of Safety Services and Occupational Health and Wellbeing at the behest of the Trade Union representatives.

ACTION: Tara Kelly

32 RESPONSIBLE RISK MANAGEMENT FOR P

34.2 As it was noted that the Faculty of Arts & Humanities had again submitted no accident and incident reports in the previous quarter, Safety Services would remind them of the importance of accident reporting.

ACTION: Steve Tidmarsh

34.3 It was requested that provision of quarter by quarter differences for departments be considered for the data on