

Minutes  
SAF 17-M3  
Minutes of the



Deputy Vice-Chancellor and Health, Safety and Risk Manager would decide when the meeting should take place. ACTION: Deputy Vice- Chancellor , HSR Manager

## 17/50 Constitution, Terms of Reference and Membership

SAF17-P38, SAF17-P39

50.1 The Constitution, Terms of Reference and Membership of the Committee for 2017/18 were APPROVED subject to the Deputy Chief Operating Officer being replaced with the Director of Infrastructure and Commercial Services & Sustainability Manager and the addition of the name of the UNISON representative. ACTION: Secretary

50.2 The proposed business for forthcoming meetings was APPROVED subject to the following additions/changes:

Standing item for all meetings

Occupational Health Report (where no Occupational Health Annual Report)

February 2018 meeting

Addition of Occupational Health Annual Report (based on previous academic year's data)

June 2018 meeting

Addition of Environment Compliance Report

Facilities Development Report from October 2018 meeting

- (ii) Recent health and wellbeing initiatives were helping to address instances of stress amongst staff. Planned initiatives would aim to try to prevent instances of stress in the future.
- (iii) The University was to introduce an Employee Assistance Plan (EAP) in coming months which would be of benefit to both employees and their families.

## 17/55 Risk Register

SAF17-P44

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55.1 The Committee received details of

- (vi) SAF17-P53  
Report on Health and Safety Training for general staff and safety officers

17/60 Biological/GM and Chemical Safety Update including New Chemical Safety Policy

SAF17-P54

60.1 The Committee RECEIVED a Biological/GM and Chemical Safety update.

60.2 The Committee APPROVED a new Chemical Safety Policy.

60.3 The Committee APPROVED the proposed terms of reference and membership of the newly established Chemical Safety Committee.

Sub- 17/61 Health and Safety Statutory Compliance Sub- Committee