

Health, Safety and Environment Committee

Minutes

SAF22-M1

Minutes of the Health, Safety and Environment Committee held on Wednesday 2 February 2022

Attendance

Members:

Neil Budworth, Ruth Casey, Paul Conway (ab), Sandy Edwards, Alec Edworthy, Graham Howard, Chris Linton (Chair), Jennifer Maxwell-Harris, Graham Moody, David Roomes (ab), Richard Taylor.

Apologies for absence:

Paul Conway, David Roomes

In attendance:

M Ashby (Secretary), Michelle Cunningham (Observer), Claudia Eberlein (for M22/3), Gagan Kapoor (for M22/4), Norma King (for M22/3), Julie Turner (for M22/7, 9 10), Hannah Watts (Observer).

22/1 Minutes

SAF21-M3

The minutes of the meeting held on 6 October 2021 were approved.

22/2 Matters Arising from Previous Meetings

SAF22-P1

Actions arising from previous minutes were NOTED and their current status confirmed.

22/3 Health, Safety and Environment Update: School of Science

SAF22-P2

- 3.1 The Committee RECEIVED a presentation by the School of Science Operations Manager on health, safety and environment arrangements in place in the School.
- 3.2 The presentation had identified an increase in workload as being one of the main risks faced by the School's staff. It had noted that an excessive workload had the potential to affect staff wellbeing and mental health, and result in stress-related absences and the cutting of corners. However, the combination of a more collegial working environment within the School and support given by its mental health first aiders had recently led to a noticeable reduction in stress levels amongst staff. The School was seen by the Health and Safety Service to operate best practice in relation to its Mental Health First Aider scheme.

- 3.3 The School was commended on its approach in focusing on a single risk at each School Health and Safety meeting. It was also commended on its strong reporting record.
- 3.4 The Committee was pleased to note the satisfactory health and safety arrangements within the School and thanked the Dean and Operations Manager for their presentation.

22/4 Health, Safety and Environment Update: Residential, Catering and Domestic Services

SAF22-P3

- 4.1 The Committee RECEIVED a presentation by the Head of Residential Catering and Domestic Services on health, safety and environment ar-6.n02 Tc1(C)2.6 (om)4.tJ0 Tc 05.7a

22/9 Annual Radiation Protection Report

SAF22-P9

The Committee ENDORSED the 2021 Annual Report of the Radiation Protection Officer and

22/15 Health and Safety Policy

SAF22-P14

The Committee RATIFIED the action of the Chair in approving minor changes to the Health and Safety Policy to reflect the appointment of the new Vice-Chancellor and changes to some job descriptions.

22/16 Reports to Health, Safety and Environment Committee

The Committee RECEIVED the following reports:

- (i) **SAF22-P15**
Fire Officer's Report - Members NOTED a reference in the report to some legacy fire alarms being considered a priority for life safety. The Committee noted that the University was prepared to accept a potential