**Matters Arising Summary for Health, Safety and Environment Committee**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Meeting** | **Minute** | **Description** | **Action** | **Status** |
| SAF 10-M2 | 10/39 | Review of health and safety management arrangements consequent on restructuring to Schools | HSEM to bring forward a paper to next meeting  | To be considered under agenda item 9. |
| SAF10-M29 June 2010 and SAF 10-M320 October 2010 | 10/19.210/37 | Review of terms of reference and constitution of the Committee to ensure that membership includes appropriate representation for environmental issues and reflect the restructuring to Schools | HSEM and Director of FM actioned to bring this forward. It is for HSE Committee to consider the amendments and recommend any changes to Senate and Council . | To be considered under agenda item 5. |
| SAF10-M29 June 2010 | 10/27 | University Risk Assessment Audit | HSEM to bring forward KPIs  | KPIs incorporated in the Annual Health and Safety Plan for 10/11 . Action completed. |