



## **AGENDA**

### **SAF19-A1**

#### **Notice of meeting**

The next meeting of the Health, Safety and Environment Committee will take place at 2.00pm on Wednesday 6 February 2019 in the Pearce Committee Room (Room 201.0.09) in the Hazlerigg Building.

M Ashby, Secretary

#### **1 Apologies for Absence**

#### **2 Business of the Agenda**

To give notice of intention to speak to any starred items, which otherwise will be taken without discussion. Any member wishing to speak to a starred item is asked to give notice to the Secretary by midday on Tuesday 5 February.

#### **3 Minutes**

##### **SAF18-M3**

To confirm the minutes of the meeting held on 17 October 2018.

#### **4 Matters arising from previous meetings**

##### **SAF19-P1**

- 4.1 To note actions arising from the Minutes.
- 4.2 To note any other matters arising.

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## **SECTION A – Items for Discussion**

#### **5 Health, Safety and Environment Update: Wolfson School of Mechanical, Manufacturing and Electrical Engineering**

##### **SAF19-P2 (to follow)**

To receive a presentation by the Dean on health, safety and environment arrangements in place in the School.

## **6 Health, Safety and Environment Updates**

### **SAF19-P3**

To RECEIVE an update from the Health, Safety and Risk Manager.

## **7 Health, Safety and Environment Performance Report**

### **SAF19-P4**

To RECEIVE a report detailing key performance indicators for Schools and Services.

## **8 Statutory Compliance Key Performance Indicators**

### **SAF19-P5**

To RECEIVE information on the latest position in relation to statutory compliance key performance indicators and progress in developing KPIs for key areas of statutory compliance.

## **9 Radiation**

### **SAF19-P6, SAF19-P7**

- 8.1 To ENDORSE the 2018 Annual Report of the Radiation Protection Officer and RECOMMEND it for submission to Council.
- 8.2 To RECEIVE the 2018 Annual Report on radiochemistry decommissioning by the Radiation Protection Officer.

## **10 Decommissioning of Buildings**

### **SAF19-P8**

To RECEIVE an update on the decommissioning of the Graham Oldham Building and plans to decommission the F Building.

## **11 Update on Occupational Health**

### **SAF19-P9**

To RECEIVE an update on the University's Occupational Health Service.

## **12 Smoking Policy**

### **SAF19-P10**

Arising from M18/55, to CONSIDER the results of the recent Smoking Policy Survey and recommendations for action.

## **13 Stress and Mental Wellbeing Update**

### **SAF19-P11**

To RECEIVE an update from the Health, Safety and Risk Manager

## **14 New EMS ISO 14001 2015 Standard Requirements**

### **SAF19-P12**

To CONSIDER the new requirements of the EMS ISO 14001 2015 Standard and a recommendation for action.

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## SECTION B – Starred Items for Approval

### \*15 Reports to Health, Safety and Environment Committee

To RECEIVE the following reports:

- (i) **SAF19-P13**  
Sustainability Manager Report
- (ii) **SAF19-P14**  
University Fire Officer's Report
- (iii) **SAF19-P15**  
Incident Report
- (iv) **SAF19-P16**  
Insurance Claims Report

### \*16 Policy for the Management of the Lifting Operations and Lifting Equipment Regulations (LOLER)

#### SAF19-P17

To APPROVE a new policy on the advice of the Health and Safety Statutory Compliance Sub-Committee.

### \*17 Pressure Systems Policy

#### SAF19-P18

To APPROVE a new policy on the advice of the Health and Safety Statutory Compliance Sub-Committee.

### \*18 Terms of Reference and Composition of Sub-Committees for 2018/19

#### SAF19-P19 (to follow)

- (i) To NOTE the terms of reference and composition of the following sub-committees:
  - GM/Biosafety Committee
  - Health, Safety and Environment Consultative Forum
  - Non-Ionising Radiation Protection Committee
  - Radiological Protection Sub-Committee
  - Sustainability and Social Responsibility Sub-Committee
- (ii) To APPROVE revised terms of reference and composition for the following sub-committees:
  - Chemical Safety Committee
  - Health and Safety Statutory Compliance Sub-Committee

### \*19 Minutes

To RECEIVE minutes of the following groups and sub-committees:

- (i) **SAF19-P20**  
Chemical Safety Committee (8 November 2018)
- (ii) **SAF19-P21**  
GM/Biosafety Committee (17 December 2018)
- (iii) **SAF19-P22**  
Health and Safety Statutory Compliance Sub-Committee (5 November 2018, 28 January 2019)

- (iv) **SAF19-P23**  
Radiological Protection Sub-Committee (19 September 2018, 9 January 2019)
  - (v) **SAF19-P24**  
Sustainability and Social Responsibility Sub-Committee (22 January 2019)
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## **SECTION C – Items for Information**

### **20 Any Other Business**

### **\*21 Date of Remaining Meeting in 2018/19**

5 June 2019

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