Minutes of the Health and Safety Committee held on 31 May 2018 at 1000 in the Boardroom

Present: Dr Catherine Baxter (Chair) Mrs Emma Osbourne Mrs Helen Armishaw Mrs Beverley Partridge Dr Ianto Guy Mr Chris Ruffley Dr Moira Harris Dr Victoria Talbot Mr Thomas Leigh Mr Matthew Thorpe Miss Lynn McIntyre Mr Sam Wane Miss Grace Milburn Mrs Lavinia Moroz-Hale Apologies: Dr Ivan Grove Mr David Nuttall Professor Peter Mills Mrs Lisa Plant Mrs Michelle Pryce Miss Louise Rogers 17/25 the minutes of the meeting of the Health and Safety Committee held Approved: on 1 March 2018 (17/13-17/24) 17/26 Noted: (i) that (i) that there had been a positive improvement in engagement from staff in highlighting near misses so that further mitigation could be put in place. A specific area was minor small animal bites sustained by students handling animals in the small animals unit; (ii) that health surveillance continues to be an on-going process with base-line assessments in place for certain roles. 17/28

(i) that several incidents and accidents had been reported since the la8 (c)-8.12.964 0 Po0 Td()D42.3 (ee)-11.7nltraahwe

a report from the Health and Safety Officer, Mrs Emma Osborne,

including accidents and near misses.

Received:

Noted:

appeared to be improving the awareness of the need to report and seek guidance to prevent further injuries; Incidents of minor bites

Agreed:

to recommend to Finance and General Purposes Committee and subject to the latter's approval, to the Board of Governors, the terms of reference for a Biological Safety Committee

17/29

Received: a report from the Radiological Safety Officer, Dr Ivan Grove

Noted:

- (i) that there were no incidents to report;
- (ii) that regular leak tests checks were due to take place in October;
- (iii) that following the cessation of the use of the probe the report was no longer deemed to be confidential;

17/30

Received: a report from the interim Biological Safety Officer, Tom Leigh.

Noted:

- that two undergraduate classes had been delivered involving Containment 1 type cultures with all bacteria being destroyed by autoclave after each class;
- (ii) that plans were being discussed to extend the PML containment lab into S26;
- (iii) that D1 activities (reported by Michael Theodorou) included: ongoing previously reported work by Andrew Cooley,

Received: an oral report from the UAV/Drone Safety Officer, Dr lanto Guy

Noted: (i) that no incidents have been reported;

(ii) that new guidance had been issued and Dr Guy would be reviewing that and would report back at the next meeting;

(iii)