



15 November 2016, 1415, The Syndicate Room, The Old Schools

Present: Professor N Slater (Chair), Dr M Vinnell (Secretary),
Dr A Clarke, Ms S Crowe, Ms A Eccles, Professor R W Farndale, Ms S Foreman,
Dr M Glendenning, Mr J Hulme, Dr G Martell, Mr W Smith, Dr R Turner and
Ms L Yates

In attendance: Mrs S Boggie.

Apologies: Mr M Elsdon, Ms E Stone, Dr K Tibbles and Dr M Wills.

Items for Report

1 Apologies for absence

As noted above.

2 Minutes

The minutes of the meeting held on 10 May 2016 had been circulated with the agenda.
The minutes were agreed and signed, (to be made available on the SO website).

3 Matters arising from the Minutes

There were no matters arising.

4 Report from the Occupational Health Service

The Committee received the report.

5 Report of the Sub-committee for Ionising and Non-Ionising Radiations

The Committee received the report.

6 Report of the Sub-committee for Chemical Safety

The Committee received the report.

Mr Hulme reported on the chemical inventory system which the University has purchased
for all departments to use unless they are using an equivalent system.

The Committee discussed some of the details of the system; the roll-out programme with
Chemical Engineering and Biotechnology first (a list is required for their move) and at the
Michaelmas meeting next year a review of the roll-out and when this will be completed.

7 Report of the Sub-committee for Biological Safety

The Committee received the report.

Dr Vinnell reported on chemical/biological
splashes to eyes when risk assessments
determining safety spectacles to be worn
have been disregarded.

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The Committee agreed to ratify: *'individuals who have been found to have disregarded such risk assessments will be required to attend the next available Chemical Safety training course; if it happens a second time this may escalate to disciplinary action being taken by the department'*.

There continues to be splash incidents (no loss of sight), it is important to reduce these incidents and if necessary disciplinary action will be taken by the department.

8 Report of the Sub-committee for Physical Safety

The Committee received the report.

The Committee noted the Sub-committee review and amendments to the remit (minute 10 below).

The Committee noted the much improved service received from the Pressure Vessels contractor and the Secretary thanked Mrs Eccles and her colleagues in the Safety Office for their good work on this subject.

9 Report of the Sub-committee for Fire Safety Compliance

The Committee received the report.

10 Sub-committee Remits

The remits were all accepted and noted the Physical Safety remit mirrored the Chemical Safety remit.

11 Health and Safety Executive Committee

The Committee received the minutes of the meeting held on 9 June 2016.

12 The Health and Safety Executive and other Enforcement Agencies

The Secretary reported on the 6 visits since the last meeting.

The HSE has issued an improvement notice (following a RIDDOR reportable occupational disease) in a UBS facility; specialised risk assessment consultants have been employed and manual handling training to be provided to all staff. The UBS Facilities Director and the Safety Officer for UBS are currently arranging safety visits to all units; and in relation to minute 14 below, an invitation will be extended to the unions.

The other visits were regular planned visits relating to: Schedule 5, sealed sources, GMO focusing on the control of environmental hazards, and transport/package transfers.

13 Codes of Practice/Guidance and Other information

The most recent publications and updates were noted.

14 Joint Union Safety Committee

Mr Smith thanked the Secretary regarding health and safety review of UBS facilities (minute 12 above), the union representative undertaking these inspections will be Mr Roger Tattersall.



Items for Discussion

15 Accidents and Incidents.

The Committee noted the accidents for the period May 2016 – October 2016. No further information had been requested.

16 Any Other Business

The Secretary thanked the Chair for his service to this Committee as he would be standing down from this role, due to his role change within the University.

17 Date of the next meeting

The date of the next meeting will be Tuesday 21 February 2017 at 1415 in the Syndicate Room, The Old Schools.

Please note: Items for the next agenda need to be with the Safety Office by Tuesday 31 January 2017.