



## HEALTH AND SAFETY COMMITTEE

Tuesday 11 October 2011

### MINUTES

PRESENT:

Mr Rex Knight (Convenor)

Ms Lesley Alterman	Ms Cathy Brown	Mrs Sonia Buckingham
Ms Sue Chick	Mr Mike Cresswell	Ms Rachel Eyre
Mr Andrew Grainger	Dr Frederique Guesdon	Dr Robyn Hay-Motherwell
Mr Peter Kelly	Mr Javed Khanzada	Mr Doug King
Mr David Ladd	Mr Bill Lehm	Mr Paul Stirk
Mr Nigel Waugh		

Apologies received from: Dr Helen Donoghue, Ms Angela Graneek, Ms Jenny Head, Mr Tim Rees-Jones  
In attendance: Mr Stephen Tidmarsh

*Key to abbreviations used in these Minutes:*

HSC Health and Safety Committee

#### 1 CONSTITUTION AND 2011-12 MEMBERSHIP

***Approved:***

- 1.1 The terms of reference for the Health and Safety Committee 2011– 2012 at APPENDIX HSC 1/01 (11-12).
- 1.2 The constitution and 2011– 2012 membership of the Health and Safety Committee at APPENDIX HSC 1/02 (11-12) [subject to amendment made in the attached APPENDIX HSC 1/06 (11-12)]

#### 2 MINUTES

**3 MATTERS ARISING FROM THE MINUTES**

**3A SAFETY MANAGEMENT AND CONSULTATION AT UCL**

*[HSC Min 25B.1,*

***Discussion:***

- 6.2 Regarding Business Continuity Management the Head of Safety added that Safety Services would shortly be embarking on a programme involving all departments to improve their business continuity plans.

**7 ISSUES ARISING FROM RELATED COMMITTEES**

***Noted:***

- 7.1 No issues were tabled from the following committees:

Stress and Wellbeing Committee

Ionising Radiations Safety Management Committee

Genetic Modification Safety Committee

Departmental Safety Committees

**8 ANY OTHER BUSINESS**

**9 DATE OF NEXT MEETING**

***Noted:***

- 9.1 The next scheduled meeting of HSC will take place on **Tuesday 24 January 2012** at **2.00 pm** in the **Council Room**. The remaining dates for 2012 (8 May and 24 July) will also be in the Council Room.

JON BLACKMAN

Safety Services

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4 November 2011