



HEALTH AND SAFETY COMMITTEE

30 April 2013

MINUTES

PRESENT:

Ms Lesley Alterman	Mr Rex Knight (<i>Convenor</i>)	Mrs Sonia Buckingham
Ms Sue Chick	Miss Candice Ashmore-Harris	Ms Jillian Deans
Ms Angela Graneek	Mr Mike Cresswell	Mr Matthew Grigson
Mr Peter Kelly	Mr Andrew Grainger	Mr David Ladd
Mr Richard Marguerie	Mr Doug King	Mr Ian Watts
Mr Nigel Waugh	Mr Paul Stirk	

In attendance:

Mr Simon Cooke for Minute 27; Mr Adrian Deeny for Minute 26; Dr Mike Lockyer for Minute 29; Ms Sian Minett for Minute 25; Mr Steve Tidmarsh for Minute 24.

Apologies for absence were received from Ms Jenny Head

Key to abbreviations

HSC Health and Safety Committee
UCU University College Union

RPO Radiation Protection Officer

Noted:

23B.1 At the last meeting of the HSC it was agreed to set up a small working group, chaired by the Head of Safety, to review the mechanisms by which safety communications may be improved. The membership has been agreed and the first meeting has been arranged for 3rd June 2013.

23C **Management of Change** [*HSC Min. 20C.1, 29.01.13*]

Noted:

23C.1 At the last meeting it was agreed that the Head of Safety would examine the potential for including specific reference in UCL documentation for the need to consider safety as part of the management responsibilities when considering significant change. It is

Reported:

- 28.2 Safety Services will be conducting a baseline inspection of designated department space. The head of Occupational Health Services reported that whilst there had been good progress in improvement of control of exposure to allergens in the Biological