

HEALTH AND SAFETY COMMITTEE

21 April 2016

MINUTES

PRESENT:

| | | |
|--------------------|-----------------------------------|---------------|
| Ms Lesley Alterman | Mr Rex Knight (<i>Convenor</i>) | Ms Sue Chick |
| Dr Alun Coker | Dr Paul Cassell | Mr Max Hill |
| Mr Brian Kavanagh | Mr Andrew Grainger | Mr David Ladd |
| Mr Paul Stirk | Mr Doug King | |
| | Mrs Elizabeth Sutton-Klein | |

In attendance: Ms Karen Smith (Wellbeing Consultant); Mr Steve Tidmarsh (Safety Adviser).

Apologies for absence were received from: Ms Cathy Brown, Mrs Sonia Buckingham, Ms Jillian Deans, Mr Peter Kelly, Mr Mohammed Ali Mumtaz, Ms Tamsin Piper, Mr Tom Robinson, Mr Nigel Waugh.

Key to abbreviations

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|-----|-----------------------------|
| FFI | Fee for Intervention |
| HSC | Health and Safety Committee |

Preliminary business

23 MEMBERSHIP

23.1 Ms Tamsin Piper had replaced Mr Richard Marguerie as appointed representative for the Division of Biosciences.

24 MINUTES OF THE MEETING OF 26 JANUARY 2016

24.1 – the Minutes of the HSC meeting held on 26 January 2016 [*HSC Mins.13 – 22.1, 26.01.16*].

25 MATTERS ARISING FROM THE MINUTES

The assessment would then be compared to the recorded number of first aiders for that building held within riskNET. Where there was a shortfall at a particular location, departments in the building concerned would be notified by Safety Services whether additional first aiders were required or First Aid Appointed Persons would suffice.

- 28.2 Requests for first aid training for normal operations would no longer require a specific first aid needs assessment to be made by the Department. Safety