The first ordinary meeting of the Health and Safety Committee for the 2018/19 session, to be held on 24th Sept 2018 in Meeting Room 6, Beit Quad at 11am.

**Agenda**

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| **Item** | **Subject** | **Lead** | **Timings** |
| 1.Formal Business | Welcome and Chair’s Business   * Purpose of the Committee * Runnings of Committee | Health and Safety Chair | 11am |
| 2. | Declaration of Conflict of Interest | Health and Safety Chair |  |
| 3. | Apologies | Health and Safety Chair |  |
| 4. | Events review – Freshers H&S report   * Freshers Fair * Freshers Events | Student Activities Manager and Events and Conferences Manager | 11.15am |
| 5. | CSP risk review | Health and Safety Chair | 11.30am |
| 6. | Forward Agenda | Health and Safety Chair | 11.45am |
| 7. | Any Other Business   * Teams application Training (12-12.30pm) |  |  |
|  | Date of next meeting: **14th Nov 18** |  |  |