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)
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|  | Date of next meeting: **14th Nov 18** |  |  |