The second ordinary meeting of the Health and Safety Committee for the 2018/19 session, to be held on 16th Jan 2019 in Meeting Room 3, Beit Quad at 3pm.

**Agenda**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item**  | **Subject**  | **Lead**  | **Timings**  |
| 1.Formal Business  | Welcome and Chair’s Business  | Health and Safety Chair  | 3pm |
| 2. | Declaration of Conflict of Interest  | Health and Safety Chair  |  |
| 3. | Apologies  | Health and Safety Chair  |  |
| 4. | Consider minutes from **14th Nov 2018** | Health and Safety Chair  |  |
| 5.  | Action Tracker  | Health and Safety Chair  |  |
| **Matters to discuss** |  |  |  |
| 6. | Regulatory updates | Health and Safety Chair  | 3.15pm |
| 7. | Risk Assessments: CSP Samples | DPFS and DPCS | 3.25pm |
| **Matters to report** |  |  |  |
| 8. | Risk Assessment – Building/Facilities/office | Head of Finance and Resources | 3.40pm |
| 9. | Commercial services report* CC- H-Bar
 | Asher Forrester | 3.50pm |
| 10. | Health and Safety monthly report  | Head of Finance and Resources and Head of Student Experience | 4.10pm |
| 11.  | Progress update on audits  | Iain Pullar | 4.30pm |
| 12.  | Any Other Business | Health and Safety Chair  | 3.45pm |
|  | Date of next meeting: **13th Mar 2019** |  |  |