

Health and Safety Assurance Committee

Tue 06 July 2021, 12:30 - 14:30

Via Microsoft Teams

Agenda

12:30 - 12:45
15 min

1. GOVERNANCE

1.1. Welcome and Apologies

Chair

1.2. Declarations of Interest

All

1.3. Minutes of Previous Meeting held on 10th May 2021

Chair

 Unapproved Minutes HSAC 10.05.2021 v1.pdf (16 pages)


1.4. Matters Arising and Table of Actions from Meeting held on 10th May 2021

Chair

 HSAC Table of Actions 10.05.2021.pdf (4 pages)

1.5. H&SAC Self-Assessment Process 2020/21 - Collated Responses

Chair

 1.5 H&SAC Outcomes & Findings Self Assessment 2020-21 SBAR.pdf (17 pages)

12:45 - 13:35
50 min

2. HEALTH AND SAFETY UPDATES

2.1. Health and Safety Update

Presenter: Tim Harrison

 2.1 SBAR HS Update July 2021 V1.1.pdf (5 pages)

2.2. HSE Enforcement Actions Update

Presenter: Tim Harrison

 2.2 SBAR HSE Enforcement Actions Update July 2021 V1.1.pdf (4 pages)

2.3. Health and Safety Regulations

Presenter: Tim Harrison

 2.3 Health and Safety Regulations PPE SBAR July 2021 V1.1.pdf (6 pages)

2.4. Health and Safety Audit 2021/22

Presenter: Tim Harrison

📄 2.4 HS Environmental Audit Report V1.1.pdf (4 pages)

2.5. Fire Safety Update Report

Presenters: Andrew Carruthers and Rob Elliott

📄 2.5 SBAR Fire Safety Management July 2021.pdf (6 pages)

📄 2.5 Appendix 1 Action Plan following Fire Safety Governance Review - Updated June 21.pdf (10 pages)

13:35 - 14:15 **3. RISK**

40 min

3.1. Corporate Risks Assigned to HSAC

Presenter: Charlotte Beare

📄 3.1 HSAC Risk Report July 21 SBAR.pdf (7 pages)

📄 3.1 Appendix HSAC CRR.pdf (13 pages)

3.2. Deep Dive: Operational Risk Review

Presenter: Tim Harrison

- Needle Stick Injuries
- Hazardous Substances and Environmental Safety

📄 3.2 Sharps Safety Review Slides v1.pdf (5 pages)

📄 3.2 HSDU Risk 21 V1.2.pdf (6 pages)

14:15 - 14:20 **4. Policies for Approval**

5 min

Presenter: To be confirmed

- Extensions to Policy Review Dates (Lone Worker Policy and Business Continuity Policy)
- Electrical Safety Policy

📄 4.1 Extension to Review Dates of Corporate Written Control Documentation - SBAR.pdf (4 pages)

📄 4.2 Electrical Safety Policy Approval SBAR July 2021 tc.pdf (3 pages)

📄 4.2 Appendix 1 Electrical Safety Policy.pdf (21 pages)

📄 4.2 Appendix 2 Electrical Safety Policy EQIA.pdf (2 pages)

14:20 - 14:20 **5. FOR INFORMATION**

0 min

5.1. H&SAC Work Programme 2021/22

Chair

📄 HSAC Work Programme 2021-22 v2.pdf (3 pages)

14:20 - 14:25 **6. ANY OTHER BUSINESS**

5 min

All

14:25 - 14:30 **7. REFLECTIVE SUMMARY**

5 min

Chair

14:30 - 14:30
0 min

8. DATE AND TIME OF NEXT MEETING

13th September 2021 9.30 am - 11.30 am