



## HEALTH AND SAFETY COMMITTEE

15 July 2014

### MINUTES

*PRESENT:*

Ms Lesley Alterman  
Ms Jillian Deans  
Mr Matthew Grigson  
Mr David Ladd  
Dr Ian Watts

Mr Rex Knight (*Convenor*)  
Mrs Sonia Buckingham  
Mr Andrew Grainger  
Dr Frederique Guesdon  
Mr Richard Marguerie  
Mr Nigel Waugh

Ms Sue Chick  
Ms Angela Graneek  
Mr Doug King  
Mr Munya Marisa

*In attendance:*

Mr Simon Cooke for Minutes 22.A & 27; Ms Sian Minett for Minute 23; Ms Gwen Mott for Minute 30; Mr Steve Tidmarsh for Minutes 25 & 29.

*Apologies for absence were received from:* Ms Makeba Adero, Ms Jenny Head, Mr Peter Kelly, Mr Paul Stirk.

*Key to abbreviations:*

FEM Fire Evacuation Marshal

HSC Health and Safety Committee

#### 21 MINUTES OF THE MEETING OF 28 JANUARY 2014

**Confirmed:**

21.1 The Minutes of the meeting of HSC held on 28 January 2014 [*HSC Mins 11- 20.1, 28.01.14*].

#### 22 MATTERS ARISING FROM THE MINUTES

##### 22A Chemistry Fire

**Received:**

22A.1 A verbal update report from the Fire Safety Manager on the response to the above incident which occurred in July 2013.

**Reported:**

22A.2 The Fire Safety Manager summarised the response since the January meeting and was pleased to note that improved staff training on fire safety meant that the response to a subsequent small fire had been much better.







better overarching management control of the procedures and systems required for safe working with flammable gases at UCL.

- 29.3 As the availability of the service was not widely known, it was agreed that the cylinder head and regulators inspection offered by BOC would be publicised on the new gas safety pages of the Safety Services website.

**ACTION: Jillian Deans**

**Approved:**

- 29.4 The above proposal.

### **30 RADIATION OVERVIEW**

**Received:**

- 30.1 Proposals for key improvements to the management of work with ionising radiation at UCL introduced by the Assistant Radiation Protection Adviser at HSC 3-13 (13-14).
- 30.2 The Convenor of the HSC praised the radiation protection team's efforts which had resulted in the Euratom inspector declaring that UCL had passed the inspection with 'flying colours'.

**Approved:**

- 30.3 The above proposals.

### **31 MATTERS FROM RELATED COMMITTEES**

- 31.1 There are no items to be raised from the following committees:

- Ionising Radiations Safety Management Committee
- Genetic Modification Safety Committee
- Departmental Safety Committees

### **32 ANY OTHER BUSINESS**

### **33 DATE OF NEXT MEETING**

**Noted:**

- 33.1 The meetings of HSC for the 2014-15 session were scheduled as follows:

**Tuesday 14 October 2014 at 2.00 p.m.**  
**Wednesday 28 January 2015 at 2.00 p.m.**  
**Tuesday 24 March 2015 at 2.00 p.m.**  
**Tuesday 14 July 2015 at 2.00 p.m.**

Venues to be confirmed.

JON BLACKMAN

Safety Services

[telephone 020 7679 8319, internal extension 48319, email: [jonathan.blackman@ucl.ac.uk](mailto:jonathan.blackman@ucl.ac.uk)]

18 July 2014