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| RIDDOR | (ii) | that there had been 1 RIDDOR report in 2019 to date; |
| Inspection Audits | (iii) | that Inspection Audits were ongoing according to the schedule; |
| Vehicle Checks | (vi) | that daily and monthly checks were ongoing; |
| Health & Safety Forum | (vii) | that the forum continued to meet every 6 weeks to discuss and share local issues; |
| Policies and Forms | (viii) | that the Dogs on Campus Policy had been updated; |
| | (ix) | that an Incident Investigation Form had been created to assist in gathering information and evidence following an incident; |
| Activities and Risk | (x) | that the IOSH course continued to be popular with HAU staff gaining valuable training; |
| Contractors and Visitors to Campus | (xi) | that the need for visitors and contractors to sign in correctly had been communicated again to staff as a reminder; |
| USHA news | (xii) | that UCEA had been carrying out activities which included the publication of a stress and mental wellbeing resource pack for HEIs, a seminar on the Future of work, health and disability. |

18/29 Report by the Radiological Safety Officer

Received: a report from the Radiological Safety Officer, Dr Ivan Grove presented by Paul Lewis.

Noted:

- (i) that there were no incidents to report;
- (ii) that regular leak tests checks confirmed that the seals are intact;

18/30 Report by the Biological Safety Officer

Received: a report from the Biological Safety Officer, Tom Leigh.

Noted:

- (i) that Containment 2 lab activities continued;
- (ii) that 5 students were accessing the laboratories for HRP & MRP projects;
- (iii) that Andrew Cooley, Matt Reilly, Waseem Mizra and Marie Kirby continued with D1 activities;
- (iv) that the Plant Pathogen license had lapsed but there was currently no work continuing at this point;
- (v) that plans were under discussion regarding the conversion of AL2 into CL2 AD labs;

18/31 Report by the Soil Importation Licence Manager

Received: a report from the Soil Importation Licence Manager, Dr Victoria Talbot

Noted:

- (i) that no changes had taken place since the March report;
- (ii) that there had been no further importations or destruction of soil since the last report;

18/32 Report by the Laser Safety Officer

Received: an report from the Laser Safety, Mr Sam Wane

- Noted:
- (i) that the laser diode system is continuing to be used by the sole trained operator, PhD student Louise Wright;
 - (ii) that the system had recently been PAT tested;
 - (iii) that the system had been inspected for safety and there were no changes to report;

18/33 Report by the UAV/Drone Safety Officer

Received: an oral report on behalf of the UAV/Drone Safety Officer, Jonathan Gill presented by Debbie Heeks;

- Noted:
- (i) that the new Drone Policy was currently with the Health & Safety Officer for consideration. Further changes had been made to reflect the need to increase the number of drone pilots at the University. The Updated document would be re-circulated for comment and approval;
EO
 - (ii) that no incidents had been reported;
 - (iii) that an all staff email would be issued by pilots to advise of any drone use. This was to assist staff awareness and to reassure colleagues that health and safety measures were in place on each occasion;

18/34 Items raised by the UCU Health and Safety Representative

Noted: there were no matters to discuss.

18/35 Any Other Business

Noted: there were no items raised.

18/36 Dates of Next Meeting

17 October 2019