

# Minutes

## SAF23-M3

Minutes of the Health, Safety and Environment Committee held on Wednesday 4 October 2023

### Attendance

#### Members :


Deborah Bowen, Penny Briscoe (ab), Neil Budworth, Claudia Eberlein, Sandy Edwards (ab), Alec Edworthy, Graham Howard (ab), Chris Linton, Liz Monk, Graham Moody, Robyn Reeve (ab), David Roomes, Jagjit Samra, Alex Stacey-Midgley, Richard Taylor (Chair).

#### In attendance:

M Ashby (Secretary), Tony Edwards & Mitul Shah (for M23/39), Jan Godsell & Jane McCormack (for M23/40), Fran Bonner, Claire Fletcher, Mike Haynes-Coote & Caroline Smith (for M23/41), Mark Lewis & Ruth Casey (for M23/42) and Julie Turner (for M23/42 & M23/45).

38.5 Arising from M23/30 Snow and Ice Clearance Policy,

40.4 The Committee was informed of a situation at another university where a member of staff had brought a civil claim against a senior manager as well as the university itself. The university had not contributed to the individual's legal costs. Members noted that where analogous situations had occurred at Loughborough University in the past, the staff member's legal costs had been met by the University. It was noted, however, that staff needed to have complied with relevant University policies to ensure that the University could provide financial support in such occurrences. The Director of Finance was asked to clarify the current position. ACTION: Secretary to inform Director of Finance



23/43 Constitution, Terms of Reference and Membership for 2023/24

SAF23-P46

43.1 HSE Committee RECEIVED its Committee's constitution, terms and reference and membership for the 2023/24 academic year and noted that Penny Bri6 3 14.76 reH(r)]T2d i (be)1t14.76 rde

88Tc 0.007137659160527p.5 q204 Tc -0.002 Tw [(R)1Td720

- 45.3 Members were informed that the designated flushing group for the School of Aeronautical, Automotive, Chemical and Materials Engineering needed to be updated. The matter would be raised with the University Compliance Officer. ACTION: Graham Moody
- 45.4 Members noted that the HTA compliance sub-category of 'Inventory/traceability' remained at red but needed to be seen in the context of the developments detailed in the latest update from the School of Sport, Exercise and Health Sciences (see M42 above).

## 23/46 HSE Risk Rating

SAF23-P50

46.1 The Committee considered a

## 23/49 Proposed Future Business

SAF23-P53

- 49.1 The Committee considered a plan of proposed business for the Committee for the remainder of the academic year. It APPROVED a proposal for the Committee to receive updates from the School of Science and Marketing and Advancement and on the risk area of ~~we~~ being at its 32 (an371e32 T