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**

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| **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** |  |  |