

**University of Cambridge Computer Laboratory
Health and Safety Committee**

Chairman: Dr P Brooks

Secretary: Mrs K Ellis

Minutes of a meeting of the Health and Safety Committee held at 10.00 on Tuesday 9th February 2010 in room GS15, William Gates Building.

Present: Dr P Brooks (Chair) Mrs K Ellis Mrs M Levitt Mrs C Matthews
Mrs M Sammons

Apologies: Mr M McDonnell

1. Minutes of the last meeting

The minutes of the meeting held on 8th December 2009 were approved and signed.

2. Matters arising from the previous minutes

None

3. Correspondence

None

4. First Aid and Accidents

NR088: A Student had a collision with a lamppost. A first aider cleaned the ear and advised him to see a doctor.

NR089: A member of staff complained of stomach pains. He was taken to A+E but the situation resolved itself. No further problems.

NR090: A member of the Café cut her wrist whilst putting black bin bags out. A First aider was called and she was advised to go to hospital for stitches.

4.1 M McD sent a report to say the Defibrillator pads expiry dates are 2011 and 2012. The Health and Safety Division will replace them when needed.

5. Workplace and Risk Assessments

5.1 CM reported doing a Pregnancy Risk Assessment for a member of staff.

6. Fire

None

7. Building Matters

None

8. Lasers

None

9. West Cambridge Site

9.1 There is a Site Users Meeting on the 11th February. MAL will report back at the next meeting.

ACTION: MAL

9.2 The committee discussed considerable concern about the chicanes. MAL will bring this up at the Site Users Meeting.

ACTION: MAL

10. Any Other Business

10.1 PB spoke to the HoD about whether or not the Environmental and Green Issues should remain a matter for the Health and Safety committee. There was no suggestions from him but PB did contact LM from Stores who is happy to carry on doing this role and will report any concerns to the Health and Safety committee.

11. Date and Time of Next Meeting

27th April 2010 at 10.00am