

**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 13th July 2010 in room GS15, William Gates Building.

Present: Dr P Brooks (Chair) Mrs K Ellis Mrs M Levitt Mr M McDonnell
Mrs M Sammons

Apologies: Mr I Burton-Palmer Mrs C Matthews

1. Minutes of the last meeting

The minutes of the meeting held on 27th April 2010 were approved and signed.

2. Matters arising from the previous minutes

None

3. Correspondence

None

4. First Aid and Accidents

4.1 MS and MMcD reported on the First Aid conference. It covered a lot of things which are not common in our department, which was felt useful to broaden our First Aid skills, making it an interesting conference.

4.2 MS and MMcD then reported on the First Aid attendance. MS said there were no accidents to report. MMcD had nothing to report but was good experience.

5. Workplace and Risk Assessments

None

6. Fire

None

7. Building Matters

7.1 MMcD reported on the PAT testing. Training is up to date after attending a refresher course. Not much has changed and EMBS are still contactable if needed.

7.2 MMcD reported on the work of the underside of the roof. A cherry picker is being used to carry out the job and there are no safety problems at present.

7.3 PB reported on the power strip replacements. He has contacted the Fire Office on several occasions and has yet to get the recommendations document.

8. Lasers

PB reported on behalf of MK that the Annual laser returns are online so central authorities can access them directly when needed.

9. West Cambridge Site

9.1 MAL reported on the Site Users meeting. Clerk Maxwell Road now has parking restrictions (double yellow lines). This has improved visibility for cyclists and pedestrians leaving the West Cambridge Site.

10. Any Other Business

None

11. Date and Time of Next Meeting

5th October 2010