Minutes of a meeting of the Health and Safety Committee held at 10.00 on Tuesday 21st June 2011 in room GS15, William Gates Building.

Present: Dr P Brooks (Chair) Mrs K Ellis Dr M Kuhn Mrs M Levitt Ms C Matthews Mrs H Scarborough

Apologies: Mrs M Sammons

0. PB welcomed Helen Scarborough to the meeting. She is now a new qualified first aider.

1. Minutes of the last meeting
   The minutes of the meeting held on 8th March 2011 were approved and signed.

2. Matters arising from the previous minutes
   None

3. Correspondence
   None

4. First Aid and Accidents
   4.1 NR092: An undergrad fell of bike due to wet conditions. First aiders bandaged elbow and advised him to visit the college nurse.

   4.2 PB reminded all the first aiders about the First Aid Annual Conference on Wednesday 22nd June.

5. Workplace and Risk Assessments
   None

6. Fire
   6.1 Fire Wardens list update report pending for the next meeting due to Building Services not being at the meeting.

7. Building Matters
   7.1 Report on the gas leak and Recycling problems pending for the next meeting due to Building Services not being at the meeting.

8. Lasers
   MK reported that there is now a "LaserPro Spirit GX" laser cutter installed in SE17, which uses a powerful infrared laser. The manufacturer has declared its 100-watt cutting laser with safety interlock to be "Class I" and the associated laser pointer to be "Class IIIR". Since only these U.S.-style safety ratings have been supplied, a detailed risk assessment will have to decide whether the University's rules for Class 3B and Class 4 lasers apply. MK also reported the Annual Laser Return is due.

9. West Cambridge Site
   MAL reported there is a West Cambridge Site meeting on the 23rd June and would report back and the next meeting.

10. Any Other Business
    None

11. Date and Time of Next Meeting
    Tuesday 4th October at 10.00am