

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

Chairman: Dr P Brooks

Secretary: Mrs L Heptonstall

Minutes of a meeting of the Health and Safety Committee held at 14.15 on Wednesday 21st April 2004 in Room GC22, William Gates Building.

Present:	Dr P Brooks	Ms J Cartwright
	Mrs L Heptonstall	Mrs R Moss
	Mrs M Levitt	Mr A Brown
	Mr A Wonfor	Mrs C Matthews
	Mrs A Barreto	

Apologies: Dr M Kuhn

1. Minutes of the last meeting

The minutes of the meeting held on the 17th March were approved and signed.

2. Matters arising from the Minutes

None.

3. Correspondence

None.

4. First Aid and Accidents

4.1 One new accident form (NR040) had been received for a minor scrape that happened whilst cycling to the lab.

4.2 EMBS have inspected the place where NRO36 had her accident and reported that it was not a trip hazard.

5. Workplace Assessments

MAL reported that after having seen her GP about wrist pains, she went to Occupational Health who arranged six physiotherapy sessions under a new scheme.

6. Fire

6.1 A Wonfor contacted Joseph Gordon re Stage 1 Aisk Assessment Form and has filled this out and returned it. Other groups will do similarly in due course.

7. Building Matters

None

8. West Cambridge Site

It was reported that the reason the Citi 8 bus route had been temporarily diverted was because physics deemed it unsafe for the buses to do a 3 point turn in the middle of the road.

9. Any Other Business

None.

10. Date of the next meeting

19 May, 16 June, 21 July, 18 August, 15 September, 20 October, 17 November, 15 December