

**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 29th May 2012 in room GS15, William Gates Building.

Present: Dr P Brooks (Chair) Mr I Burton-Palmer Mrs K Ellis Mr M Kuhn Mrs M Levitt
Mr M McDonnell Ms C Matthews Mrs M Sammons Mrs H Scarborough

Apologies:

1. Minutes of the last meeting

The minutes of the meeting held on 28th February 2012 were approved and signed.

2. Matters arising from the previous minutes

None

3. Correspondence

None

4. First Aid and Accidents

4.1 PB reported on the AED refresher course. His session was taken by a different instructor from last year, who was much more thorough. MMcD said his instructor was not.

4.2 NR095: A PhD student felt faint while being in the café. A first aider was called and dealt with the problem.

NR096: A member of the café burnt her forearm. It was noted that this is becoming a common problem and should the staff be wearing oven mitts? IBP will follow this up with Nick White and report back at the next meeting.

ACTION: IBP

NR097: A member of staff suffered burst blisters on the palm of his hand due to clearing snow. The blisters were cleaned and dressed by a first aider. He was wearing thin inner and thick outer gloves. This is unlikely to happen again soon.

5. Workplace and Risk Assessments

None

6. Fire

6.1 MMcD reported on a meeting with the Fire Consultant to discuss the best possible use of the EVAC+CHAIR. It was decided that one would stay situated in Reception and the other one on the GC staircase.

6.2 MMCD also reported he now has 4 new wardens for the first floor north corridor.

7. Building Matters

IBP informed the committee the department is not running on free cooling anymore and the chiller is now in use.

8. Lasers

MK reported the Laser cutting visit was a success and they are happy with the way we use the tools.

9. West Cambridge Site

9.1 PB reported the path clearance system worked well with MMcD and the Gardening Services during the snow period. EMBS invested in a new snow plough which cleared the paths and roads.

9.2 IBP reported he would be meeting with Steve Matthews/Tori Robinson (EMBS) to discuss any car park issues. The committee noted the treacherous conditions of the car park. IBP will find out who is responsible for clearing car parks and will report back at the next meeting.

ACTION: IBP

10. Any Other Business

11. Date and Time of Next Meeting