

University of Cambridge Computer Laboratory Health and Safety Committee

Chairman: Dr P Brooks

Secretary: Mrs Helen Scarborough

Minutes of a meeting of the Health and Safety Committee held at 10:00 on Tuesday 26 April 2016 in SW00 William Gates Building.

Present:

Dr P Brooks, Mr I Burton-Palmer, Mr M McDonnell, Mrs J Rook, Mrs M Sammons, Mrs H Scarborough, Mrs C Stewart.

Apologies:

Dr M G Kuhn.

1. Minutes of the last meeting

The minutes of the last meeting were approved.

2. Matters arising from the previous minutes

None.

3. Correspondence

None.

4. First Aid and Accidents

The following accident was reported:

NR139 Felt dizzy / faint

5. Workplace and Risk Assessments

None.

6. Fire

None.

7. Building Matters

7.1 A quote of £6,000 has been received to dig a trench enabling cables to be laid for the external bike store security enhancements. No go ahead on CCTV to date. CS to revisit the discussion with HoD.

ACTION: CS

7.2 Door to the main SC corridor is difficult to open. MMcD has made adjustments to the door. CS will request feedback on the door at the next SSCoF meeting.

ACTION: CS

8. Lasers

Nothing to report.

9. West Cambridge Site

Nothing to report.

10. Any Other Business

10.1 There was some concern whether the staff car park entrance and exit barriers would detect cars waiting underneath raised barriers. The barriers have a two minute wait in the upright position. While the barrier is in the upward position and provided the vehicle moves forward, there are sensors located underneath the ground at the staff car park entrance and exit to detect the vehicle and stop the barrier reverting back to the horizontal position.

10.2 Everything is in place regarding extending the first floor West side external balcony. We are waiting for a request from EMBS for funding assistance. IBP will request an explanation of the Fire Risk Assessment regarding changes.

ACTION: IBP

11. Date of Next Meeting

The meeting will be at 10:00 on Tuesday 14th June 2016 in Room SW00.