

## Health and Safety Management Group

### Terms of Reference:

The Group is responsible for:

- (a) Making recommendations to the University on policy and strategy relating to management of Health and Safety, including, *inter alia*:
- Policy development;
  - Structures and systems for the effective management of Health and Safety;
  - Plans and objectives for continuous improvement;
  - Adequate resources for the achievement of plans and objectives.
- (b) Monitoring the implementation of policies and procedures, as agreed by Senate and/or the Planning and Finance Committee.
- (c) Developing Health and Safety training programmes.
- (d) Reviewing Health and Safety performance and making recommendations for improvement to management.
- (e) Reporting to the Planning and Finance Committee, through the normal management structure on Health and Safety issues.

### Membership:

| <u>Composition</u>              |   | <u>Current Members</u>  |
|---------------------------------|---|---|
| Chair:                          | Vice-Chancellor's Representative  | Professor Emma Flynn  |
| Ex Officio:                     | Registrar and Chief Operating Officer   | Ms Joanne Clague  |
|                                 | Pro-Vice-Chancellor (Faculty)   | To be confirmed   |
|                                 | Two Senate Representatives  | Dr Véronique Altglas (staff)<br>Ms Briege Arthurs<br>(non-exec/non-staff) |
|                                 | H.R. Director (People and Culture)  | Mr Alistair Finlay  |
|                                 | Director of Estates   | Mr Damien Toner   |
|                                 | Head of School (of representative)  | Dr Juliana Earley   |
|                                 | Chair Health and Safety Consultative Committee (Acting)   | Mr Richard McElnay  |
|                                 | Head of University Safety   | Mr Robin Butler   |
|                                 | Chair, Biological and Infectious Agents' Advisory Committee   | Professor Miguel Valvano  |
|                                 | University Trade Union Safety Representative  | Mr Kenny McDonald   |
| Quorum – minimum of 8 out of 14 | Student Representative  | President, Students' Union  |
| In Attendance:                  | Relevant University Officers  | As required   |
|                                 | Occupational Health Representative:<br>Ms Jacqueline O'Rourke (BHSCT)<br>Ms Caroline Parkes<br>Occupational Health Medical Practitioner | As required   |

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| <b>Serviced by:</b>           | Estates Directorate (University Safety)  |
| <b>Reports to:</b>            | Planning and Finance Committee   |
| <b>Receives reports from:</b> | Health and Safety Consultative Committee<br>Health and Safety Compliance Committee<br>Biological and Infectious Agents Advisory Committee Schools and Support Directorates<br>Other Committees and Advisory Groups, as appropriate |

Last updated in September 2020