



## HEALTH AND SAFETY COMMITTEE

### TERMS OF REFERENCE

#### **A Purpose**

1. The Health and Safety Committee is accountable to the Council and the Vice-Chancellor through the Executive Group for all matters and University policies and procedures relating to the health and safety of the staff and students of the University.

#### **B Terms of Reference**

##### *Potential Advisory Responsibilities*

2. To recommend to the Council and the Vice-Chancellor for approval the University's Health & Safety Policy
3. To recommend to the Council and the Vice-Chancellor for approval the Campus Environmental Sustainability Policy

##### *Other Tasks*

4. To monitor and advise the University on the implementation of the University's Health and Safety Policy.
5. To monitor and advise the University on the implementation of relevant items of legislation, and standards.
6. To receive, consider, and, where appropriate, make recommendations to the University on matters relating to health and safety.
7. To ensure that the University contracts an independent Health and Safety Advisor to conduct an audit of its systems, procedures and records every three years, as defined in the University's Health and Safety Policy.

#### **C Membership**

Registrar and Chief Administrative Officer (Chair)
Director of Estates (Vice Chair)
Health and Safety Manager
Faculty Representatives
Support Services Representatives
Student Representatives

#### **D In attendance**

Assistant to the Director of Estates (Servicing Officer)
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**E**     **Quoracy**

Not less than one-third of the voting members, including the Chair or Vice-Chair, with a minimum of two voting members to be present.

**F**     **Frequency of Meetings**

This Committee shall meet four times per year.

**G**     **Reporting Structure**

The Health and Safety Committee is a sub-committee of the Executive Group Committee and reports to this, and to Council.