

JOHN WHEATLEY COLLEGE
HEALTH AND SAFETY COMMITTEE
AGENDA

Agenda of the Meeting to be held on Monday 1 March, 2010 at 10.00am in Room S09, Easterhouse Campus.

- 1 Sederunt**
- 2 Apologies**
- 3 Minutes of the Previous Meeting held on 24 November, 2010**
(copy attached)
- 4 Matters Arising from Minutes of Previous Meeting held on 24 November, 2010**
- 5 Swine Flu – Government Updates**
 - i) The Scottish Government Situation Report – No. 69**
 - ii) The Scottish Government Situation Report – No. 72**
 - iii) AH1N1 Update – Schools and Nurseries (25 November, 2009)**
(copies attached)
- 6 Health and Safety Officer Report**
 - i) Matrix of Accidents / Incidents – March 2010**
 - ii) Incident Report – Training Kitchen - EEC**
 - iii) Risk Assessment – Flats / SFL**
 - iv) First Aiders – March 2010**
 - v) H & S Qualifications for Students****Kevin Maguire**
(copies attached)
- 7 Health & Safety Management System – OHSAS 18001**
Depute Principal
(copy attached)
- 8 Revised Emergency Evacuation Procedures**
Depute Principal
(copy attached)
- 9 Draft Health & Safety Performance Indicators**
Depute Principal
(copy attached)
- 10 Health and Safety Coordinators Reports**
 - i) Jim Brown**
(copy to follow)

- ii) **Catriona McCue**
(copy to follow)
- iii) **PEEPS Update**
Jim Brown and Catriona McCue
(verbal)
- 11 **Healthy Working Lives - Update**
Jim Brown
(verbal)
- 12 **College Risk Register**
Depute Principal
(copy attached)
- 13 **Risk Management - Risk Issues to be considered as a consequence of the consideration of the above agenda**
(discussion)
- 14 **Closure**
- 15 **Date of Next Meeting**
Monday 7 June, 2010 (*papers for the agenda should be submitted to the Secretariat office no later than Thursday 27 May, 2010*)

Freedom of Information

Members will recall that the College will be making publicly available the agenda, papers and minutes of this meeting. Should members wish to retain their papers they are free to do so otherwise the College will collect the papers for destruction.

Members who have made manuscript annotations to their agenda, minutes or papers and intend to keep them must register the annotations with the individual minuting the meeting using the pro forma issued with the papers.

AK/LMcE
John Wheatley College
February, 2010