



**South
Lanarkshire
College**
East Kilbride

Human Resources
Committee
February 2017
Appendix I

HEALTH & SAFETY COMMITTEE

MEETING

**Thursday the 26th January 2017
Boardroom**

Present: Derek Newlands, Sydne Pruonto, Craig Ferguson, Aileen Berry, Susan Thorburn, Derek Brown, David Auchie

1. **Apologies:** Joanne Warwick

2. **Minutes**

- a) CF advised that he has received no feedback regarding problems with the temperature in the Annexe. He reiterated that if there are any issues, these need to be relayed.
- b) David Auchie suggested that the cut proof gloves would be a suitable addition for first year students. CF agreed to go ahead with making these compulsory for first year students.
- c) The door access will be closed again at the start of February. **DN** to lock over.

3. **Accident Report**

- a) CF noted that there have been quite a few incidents relating to debris in eyes. Derek Brown advised that all students have to wear suitable PPE. **DB** will mention this to the faculty to reiterate.
- b) In response to the amount of incidents regarding dizziness or faint spells, arrangements have been made with the canteen to offer porridge and fruit, as well as half price sandwiches on a Friday afternoon.

4. **AOCB**

- a) CF advised that PAT testing will be done during the coming weekend and asked that all equipment requiring an update is to be left out. He asked that it is relayed to staff and students to always check electronic equipment before use. He also advised that all disposed of equipment will need their asset tags

February 8, 2017

- removed and brought to Facilities, or ideally Facilities be informed to then do the disposal part. [redacted] to speak to Margaret Campbell and Joanne Warwick.
- b) It was mentioned that cars are frequently parked outwith parking bays. CF advised that more cones will be put out shortly in cooperation with the Technology Park to discourage parking on access roads, etc. Derek Brown suggested to distribute flyers/information to hire bus companies advising of the correct route into the College to avoid getting stuck. [redacted] to contact companies.
 - c) Aileen Berry mentioned that students are increasingly sitting on both sides of the P&D corridor, blocking access routes. [redacted] to speak to Brian Hannigan.
 - d) Students have been seen smoking outside the smoking shelter. [redacted] to mention at CMT.

5. Date & Time of Next Meeting

23rd February @ 2:30pm (Boardroom)