

## APPENDIX 2

## CLS HEALTH &amp; SAFETY MANAGEMENT COMMITTEE (H&amp;SMC)

## COMPOSITION/LIST OF MEMBERS:

- Head of College (Chair and person holding legal responsibility)
  - Prof Doreen Cantrell
- College Secretary
  - Ian Leith
- Dean of the School of Research
  - Prof Michael Ferguson
- Dean of the School of Life Sciences Learning & Teaching
  - Prof David Coates
- Heads of Research Divisions/Units
  - Prof Ian Gilbert, Biological Chemistry and Drug Discovery
  - Prof Kate Storey, Cell and Developmental Biology
  - Prof Colin Watts, Cell Signalling and Immunology
  - Prof Julian Blow, Head of Centre for Gene Regulation and Expression
  - Prof Irwin McLean, Molecular Medicine
  - Prof Tracy Palmer, Molecular Microbiology
  - Prof John Brown, Plant Sciences
- MRC Protein Phosphorylation and Ubiquitylation Unit Representative
  - Dr Rob Ford
- H&S Information Officer (Minutes)
  - Lisa Grayson
- H&S Coordinator
  - Dr Nicholas Helps
- H&S Officer for the School of Life Sciences Learning & Teaching
  - Monica Lacey
- Lab Manager/Assistant/Cleaner & SCILLS Representative
  - Letty Gibson, Research School Services Manager
- Research Admin/Clerical/Portering Staff Representative
  - Zoe Hirons
- Scientific Services Representative
  - Dr Sam Swift
- Stores & Workshop Representative
  - Donald Gardiner, Stores Manager

- CLS Computing Team Representative
  - o Jonathan Monk, Head of Life Sciences Computing
- Director of Biological Services
  - o Dr Luke Newman
- University Safety Services Representative
  - o Dr Ian Scragg, Head of University Safety Services
- Post Doc Representative
  - o Dr Tom Eadsforth
- PhD Student Representative
  - o Oliver Anderson

---

## REMIT

- Lead by example and be committed to achieving best practice.
- Drive and actively contribute to continual improvement of health & safety standards.
- Publicly support health & safety initiatives and health & safety personnel.
- Encourage all personnel to become actively involved in health & safety and to help achieve full compliance with policies and procedures.
- Bring health & safety issues raised by your Division/Unit/School to the attention of the Committee and feed back on Committee decisions and directives.
- Make full use of the Committee as a forum for consultation, communication and co-operation amongst all personnel groups.
- Identify long term aims and agree the standards against which the College's health & safety performance will be measured.
- Approve annual targets and priorities.
- Ensure health & safety performance is being regularly monitored and measured.
- Ensure those with health & safety roles/responsibilities are held to account.
- Ensure control is being achieved through firm but fair discipline.
- Approve policies, procedures and plans and authorise their implementation.
- Approve the CLS Annual Health & Safety Report/Return for submission to the University Safety Committee.
- Ensure health & safety within the College is adequately resourced.
- Give authorisation for training and inspection programs to go ahead.
- Review accident/incident statistics and investigation reports and inspection/audit reports.
- Approve corrective action plans.
- Deal with major instances of non-compliance and other serious problems that cannot be resolved at local or Health & Safety Committee level.