

LIVERPOOL HOPE UNIVERSITY
HEALTH AND SAFETY CONSULTATIVE COMMITTEE
TERMS OF REFERENCE 2021/22

The Health and Safety Consultative Committee has been constituted in accordance with the Safety Committees and Safety Representatives Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996 for the purpose of consultation on matters pertaining to health and safety between management and union representatives.

Its terms of reference are:

- a. To consult on the appropriateness and adequacy of the University's health and safety arrangements and safe systems of work.
- b. To monitor and review University performance in relation to health and safety at work and consult on the formulation of University policies.
- c. To receive the results of health and safety inspections and audits carried out by the Health & Safety Assistant, internal auditor, the Health and Safety Executive and or other regulatory authorities.
- d. To support and promote cooperation between University staff and students in instigating, developing and carrying out measures to ensure health and safety at work.
- e. To report to the Council Standing Committee on Health & Safety.

Quoracy: A quorum shall be half of the total membership. If the membership comprises an odd number of members, then a quorum shall be the lower whole number e.g. if there are seven members, a quorum shall be 3 members.

Frequency: Meetings shall be held a minimum of three times per year.

CONSTITUTION

Chair to be the Executive Director of Finance, Services and Resources

Membership

Senior Managers representing all areas of the University:

Head of School / Department (on rotation)
Director of Estates
Director of Personnel
Director of IT Services
Head of Student Development and Employability
Head of Facilities and Services
Head of Residential Life

Head of Student Development and Wellbeing

Departmental representatives

UCU representative

Unison representative

Student Union representative

Creative Campus representative

Plas Caerdeon representative

Sport representative

Labs representative

Catering representative

Health and Safety reps (2 on rotation)

Secretary to be provided by the Committee Secretariat