

**LIVERPOOL HOPE UNIVERSITY**  
**HEALTH AND SAFETY CONSULTATIVE COMMITTEE**  
**TERMS OF REFERENCE 2024/25**

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.
- f. To receive the annual Student Mental Health report

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 three 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

Director of Student Futures

Head of Facilities and Services

Director of Student 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