

## Report of the Fire Protection and Health & Safety Sub-Committee

A meeting was held on 22 November 2024.

### Matters for approval

There are no matters for approval.

### Matters to which attention is drawn

#### 1. College Protocols for dealing with infectious diseases

Colleges are reminded the University's Safety Office have produced an aide-memoire document on dealing with communicable diseases together with a process map. Advice is available via the University's helpdesk [CD-Helpdesk@admin.cam.ac.uk](mailto:CD-Helpdesk@admin.cam.ac.uk).

22 November 2024, minute 4a

#### 2. Fire Regulations

Brenan Morgan (T) attended the meeting to provide further insight into new legislation developed following the Grenfell Tower incident. The Committee noted:

- Information for residential occupants  
Occupants of rented accommodation should be given access to information directly. This could be via a webpage, perhaps with links to bespoke information for individual College properties.

Risk assessments should be précised using non-technical, plain language and broken down into key points for clarity.

A template for adaptation at a local level was circulated following the meeting.

- Fire door inspection and maintenance  
An adequately qualified, competent person (CP) should be appointed to inspect and maintain fire doors, noting the difference between a check and a formal inspection.

Colleges are invited to note that Regulation 10 applies to buildings over an 11-metre threshold. Buildings below 11 metres are covered by a standard fire risk assessment, although best practice should warrant that every door in sleeping accommodation is checked under general fire precautions.

A holistic approach for the whole building should be adopted when setting a schedule of repair and each case should be assessed separately.

- Fire risk assessments  
A CP should be appointed to produce fire risk assessments, either an in-house employee or a commercial provider, or a combination of the two as external companies may lack sufficient detailed knowledge of individual buildings.

Risk assessments of particular buildings would benefit from additional narrative.

Risk assessments should be reviewed regularly, especially in cases of significant change, and be re-written every 12-18 months.

Colleges are encouraged to liaise with Cambridgeshire Fire Service on all aspects of fire safety.

Parallel advice issued by ANUK is available at:

<https://www.nationalcode.org/Handlers/Download.ashx?IDMF=fad4bd66-c1e6-4256-82c0-28d99271cdce>

22 November 2024, minute 5

3. First Aid posters

A quantity of free A3 first aid posters from St John Ambulance are available via Andrea Eccles of University's Safety Office for display in student areas.

22 November 2024, minute 7a

4. College Health and Safety Group

This group has been reinstated to provide an informal forum for grassroots discussions and workshops. A meeting in the Michaelmas Term was attended by 16 Colleges and it is hoped this will quickly expand to representation by all Colleges. Interested Colleges should contact Paul Garmonsway (JE).

22 November 2024, minute 7b

5. Provision of adrenaline auto-injectors

Adrenaline auto-injectors are currently being offered to Colleges by a commercial company using aggressive marketing tactics. Colleges are advised that auto-injectors can be procured at a less expensive rate via the Pharmacy Service.

22 November 2024, minute 7a

Helen Foord  
9 December 2024