

11 April 2016, 1430, Cairo Room, Greenwich House

Present: Dr M Wills (Chairman), Ms L Hinton-Mead (Secretary), Mr M Elsdon, Mr T Fitzmaurice, Mrs M Gentry, Dr A Gilliland, Professor I Goodfellow, Mr T Jones, Dr G Martell, Professor S Ozanne, Dr K Tibbles, Dr L Tiley, Dr M Vinnell, and Ms R Williams

In attendance: Mrs S Boggie, and Dr A-M Farmer (observer).

Dr A-M Farmer (UBS Welfare Director) was welcomed to the meeting as an Observer.
Professor I Goodfellow, (Department of Pathology [Virology]) representing the School of the Biological Sciences was welcomed to the Sub-committee.

1 Apologies for absence

Mr C Allen, Dr A Clarke, Ms P Ellis Logan and Dr J Kumita.

2 Minutes of the Sub-committee meeting held on Thursday 21 January 2016

The Minutes were approved and signed by the Chairman.

3 Matters arising from the Minutes

No matters arising that do not appear elsewhere on the agenda.

4 Report from Sub-committee for Chemical Safety

Dr Tiley reported that the Sub-committee had yet to meet this term.

The Chair reported on the email distributed to DSOs in Scientific Departments regarding Eye Protection and the request for area specific risk assessments to determine whether there are areas/activities within each building where the wearing of eye protection would be mandatory.

Area specific can be: by room, by building or by department and appropriate communication and signage will be required.

5 Codes of Practice/Leaflets/Policies etc

Dr Martell reported that appropriate changes had been made to the Latex Health Surveillance Questionnaires as a result of a comment received on the drafts. It was agreed that the Questionnaires could now be used.

6 Reports on Visits and Inspections

6.1 External

- HSE Inspection (GM Animal) at CRUK CI – postponed at the beginning of the year and no revised date of inspection has been received.
- FERA Inspection (Plant Health) – the Assistant Biological/General Safety Adviser reported that she had received information via the Sainsbury Laboratory that they are expecting to have fewer site visits from the Inspector in the future and that some business will be conducted via telephone/email/correspondence. It is understood that there will be similar arrangements for two other departments: Plant Sciences and Biochemistry.

6.2 Internal

- A biological safety audit of Zoology was undertaken in February 2016. The Secretary reported that there were no surprises for the Department or those undertaking the audit,

but a number of systems will have to be reviewed/revised/introduced. A follow up visit by the School Safety Officer will be necessary.

- Biological safety audit of Genetics is due to be carried out on 26 April 2016.

- 7 **Stevenage Bioscience Catalyst (SBC)**
The Secretary reported on the visit (with the two School Safety Officers) to SBC. The agreed Rules of Engagement had not been followed in some instances. They have now been revised and include an appendix on waste disposal. SBC has now produced a detailed list of all projects being undertaken with PI contacts and a reference number for easier communication.
With the more recent email correspondence (with the Sub-committee) comments were made about the 'orphan' (McNaughton) group.
- 8 **Containment Level 3 (CL3)**
The Committee noted new locations where CL3 facilities will be available: Capella Project on the Biomedical Campus and the new Chemical Engineering and Biotechnology building.
- 9 **DEFRA**
Nothing to report.
- 10 **SAPO**
The Assistant Biological/General Safety Adviser provided a report and confirmed that the Safety Office address details had been updated with the HSE (*Paper BS/1516/14*).
- 11 **Human Tissue Act (HTA)**
The Assistant Biological/General Safety Adviser provided a report and highlighted the following items: HTA audits and the records of tissue holdings (workshop held and database to be updated/completed) (*Paper BS/1516/15*).
- 12 **Counter-Terrorism**
12.1 The handling of tetrodotoxin (TTX) in a department was noted as it falls under Schedule 5. However, as only a small amount is being held no notification to the Home Office is required.
- 13 **Database/ASQ/Auditing Biological Safety**
The Secretary reported that the questionnaire will be distributed in the summer. The format of this questionnaire may be changed in future years to make the analysis of responses more effective. The Questionnaire is effectively a departmental self-audit and departments should be treating it as such and taking action as required.
- 14 **Biological Safety Officers**
A full revised list of Biological Safety Officers (*Paper BS/1516/19*) was provided. It was reported that all BSOs currently have in-date appointment letters. Members were reminded that the Sub-committee monitors BSO appointments for suitability.
- 15 **Training**
Annual BSO Event (Tuesday 17 May 2016)
The Secretary reported on the talks she had arranged for the event: CRISPR Cas9 and Genome Editing, Legionella, Ebola in the field, and the Nagoya Protocol.

16 DBSO Competency

16.1 IATA

The Secretary reported that the one-day course covering transport of biological materials, known as 'Section 6.2', had now been confirmed for Thursday 7 July 2016 and will take place in the Jaffna Room at Greenwich House.

16.2 BSP Level 1

The Secretary is liaising with the Head of Health and Safety at MRC-LMB regarding the provision of this course annually in Cambridge. The Secretary informed the Sub-committee that, as the course is very expensive, in order to keep the price to departments at a minimum the course would likely be externally advertised to defray costs, with possibly half the places being taken up by the external candidates.

17 Health and Safety Executive

17.1 Part 3 of the SACGM Compendium of Guidance – GMOs (Consultation)

The Safety Officer for the School of Clinical Medicine presented the information and comments to be submitted to the HSE, the consultation having a closing date of 2 May 2016. There was a discussion regarding alignment of regulations and it was agreed that a comment to this effect should be added. However, it was noted that if there are conflicts to always use the highest standard.

Safety Office GM webpage updated.

18 Accidents/Incidents

No discussion took place.

19 Miscellaneous

19.1 Report from Estate Management

Mr Jones tabled a report on Water Hygiene, highlighting the risk assessment programme which has been paused awaiting the issue of a Risk Assessment from the HSE.

At the recent DSO event Richard Borthwick provided a presentation on Legionella and he has agreed to provide a further talk at the BSO event.

Estate Management is in the final stages of engaging a Water Hygiene Consultant.

19.2 Report from the Safety Officer, School of the Biological Sciences

Nothing to report.

19.3 Report from the Safety Officer, School of Clinical Medicine

Nothing to report.

19.4 Reports from the Committee on Student Health and Wellbeing and the Advisory Group on Communicable Diseases

The Director of Health and Safety reported on the Zika virus and information available to those travelling to the affected areas. An individual had been advised not to travel due to pregnancy. There had also been concerns raised because of perceived risk. All travel abroad requires a risk assessment and the current country information is readily available on the FCO website. Any further information should always be sought from source (eg WHO).

19.5 **Report from Consultative Committee for Safety (CCFS)**

The Chairman had nothing to report.

20 **Information
Zika Virus**

The Secretary reported that Zika virus has been listed as a human pathogen hazard group 2 agent in the amended 3rd Edition of the Approved List of Biological Agents. Professor Goodfellow commented that he believed there to be a specific strain that was still listed as hazard group 3.

Post meeting note: Spondweri virus, a sub-species of Zika virus is listed in human pathogen hazard group 3

Action: HSE Biological Agents eBulletin - 7th Edition

The Secretary to forward this eBulletin to members of the Sub-committee.

21 **Dates of meetings for 2016-2017 academic year**

Thursday 20 October 2016 at **10.00am** (*please note change to normal time for this meeting*), Thursday 26 January 2017 at 2.30pm and Thursday 6 April 2017 at 2.30pm at Greenwich House in the Cairo Room.

22 **Date of next meeting**

Thursday 20 October 2016 at **10.00am** at Greenwich House in the Cairo Room.

The meeting closed at 1515.