

15 October 2018, 1430, Cairo Room, Greenwich House

Present: Dr M Wills (Chairman), Dr A Gilliland (Secretary), Dr H Bertrand, Mr R Borthwick (invited), Professor I Brierley, Dr G Christie, Professor P Cicuta, Mr M Elsdon, Mr T Fitzmaurice, Mr T Jones, Dr G Martell, Dr T O'Connell, Professor S Ozanne, Dr K Tibbles, Dr L Tiley, and Dr M Vinnell

In attendance: Ms L Dopson

Dr Vinnell, in his position as Director of Health and Safety, opened the meeting. The re-appointment of Dr Wills as Chair for a further 3 years was discussed and it was agreed unanimously. He also announced that Dr Gilliland would be taking over from Dr Vinnell as Secretary to this Sub-committee. He also reminded the members that Mr Fitzmaurice's co-option onto this Sub-committee would continue for the current academic year.

At this point Dr Wills resumed the Chair.

1 Apologies for absence

Ms C Pungong, Ms S Ropek-Hewson, and Ms R Williams Jones.

2 Minutes of the Sub-committee meeting held on 22 March 2018

The Minutes were approved and then signed by the Chairman.

3 Matters arising from the Minutes

Minute 21: Information (meeting of 19 October 2017)

The Chairman informed members that Dr Vinnell had sent out a letter in July 2018 giving an update on the Hep B vaccine (**Paper BS/1819/01**). Dr Martell gave an update on this issue informing members that supplies of Hep B were now back to normal levels and Occupational Health are currently carrying out a catch up programme of vaccination, but this might take some time. Boosters for older members of staff will not be required. If a person has a needlestick injury, this will be dealt with on a case-by-case basis.

Post-Meeting Note for Clarification: The recent advice from Public Health England indicates that '*on the advice of the Joint Committee on Vaccination and Immunisation (JCVI), boosters will no longer be routinely required in healthy, immunocompetent adults who have completed a primary course of vaccine, including healthcare workers who are known responders*'. It is for this reason that boosters are not required.

There were no other matters arising that do not appear elsewhere on the Agenda.

At this point the Sub-committee did a 'tour de table' with each person introducing themselves, especially for the benefit of new members of the Sub-committee.

- 4 Remit and Membership of the Sub-committee for Biological Safety**
The Chairman welcomed Professor Ian Brierley (Pathology) representing the School of the Biological Sciences; Dr Tamsin O'Connell (Archaeology) representing the School of Humanities and Social Sciences; Dr Geraldine Martell as Consultant Occupational Physician; and Dr Henri Bertrand as Named Veterinary Surgeon. Sofia Ropek-Hewson, President of Cambridge University Graduate Union and Christine Pungong, CUSU's Welfare and Rights Officer were both welcomed in absentia.
- 4.1 **Sub-committee Remit (Paper BS/1718/02)**
The Secretary introduced the Remit for 2018-2019 (*Paper BS/1819/02*) and asked members if they had all read it and were happy with it. She pointed out that there was a minor change since last year with the addition of 'biological material' added at the end of paragraph 3. This has been included in order to reflect that this Sub-committee has oversight of the Human Tissue Act Research licence. The Remit was accepted by the Sub-committee and will go forward to the CCFS.
- 4.2 **Sub-committee Membership (Paper BS/1819/03)**
The Secretary asked members to receive this document that had already been circulated to them prior to the meeting.
- 5 Biological Compliance**
- 5.1 **SAPO**
The Secretary reported that an application for work with a SAPO3 agent will be sent to the HSE later in 2018.
- 5.2 **Human Tissue Act**
The Secretary reported that the Human Tissue Authority will be carrying out a proactive inspection of the University Research Licence 12196 on 6-7 November 2018 - the first such inspection since 2010. Preparations for this are under way. The HTA has also approved a change of PD for the Department of Archaeology. This will be Dr T O'Connell who also is a member of this Sub-committee.
- 5.3 **Management and Operation of Microbiological Containment Laboratories**
The Secretary advised members that a new ACDP/HSE document had recently been issued which replaces the previous book which had been available since 2011. The document covers general management for biosafety and health & safety; principles of design and operation of microbiological containment laboratories; specific guidance on assessing and controlling the risk arising from working with biological agents; it also explains the rationale of appropriate containment and control measures. The document can be found on the HSE website and a link will be placed on the Safety Office website.
- Action: Ms Dopson to place a link to new document on Safety Office website**
- 5.4 **Counter-Terrorism**
The Chairman asked the members if they were aware of any visits since the last meeting, none were reported. Dr Vinnell emphasised that counter-terrorism inspections have to be reported centrally. There is a requirement for the Safety Office to be informed about any counter-terrorism visits that are due to take place.
- 5.5 **Reports on Visits and Inspections (HSE/Defra)**

The Chairman reported that there had been 2 visits to Plant Sciences and 1 visit to the Sainsbury Laboratory since the last Sub-committee meeting. All these were routine, pro-active visits.

5.6 **Biological Safety Officers**

The Secretary reported that since the list of BSOs (*Paper BS/1819/04*) was circulated to members, more appointment letters had now been received. The School Safety Officers and the Secretary will chase letters of appointment that remain outstanding in their particular sections.

5.7 **Biological Annual Safety Questionnaire**

The Secretary reported that there had been a very good response from departments. 55 requests for questionnaires to be completed had been sent out and only 8 responses remained outstanding.

5.8 **Containment Level 3**

Dr Tibbles covered one aspect of this under his report later at 8.4.

The Chairman spoke briefly about the Capella building which will contain 6 laboratories. The project had been delayed for a while when Carillion went into administration. However, a new company, Contained Air Technology (CAT), has taken over the project and have caught up quite well. He is hopeful that the laboratories will be complete by January 2019 at which point they will start the commissioning and validation stages.

Dr Christie spoke of ongoing issues with the commissioning of their CL3 laboratories, such as doors, interlocks etc which are in the process of being addressed.

Dr Tiley informed members that the Veterinary School's CL3 facility is currently suspended following an internal sealability check which found a leak and pending this leak being fixed.

6 **Training**

6.1 **Annual BSO Update (*Tuesday 14 May 2019*)**

The Secretary reminded members of the date of next year's BSO Update and asked them to make a note of it. She also asked for ideas for themes and speakers. The Secretary then read out feedback received following the last BSO Update. The majority of people had found the Update to be very useful. Several people had felt that the provision of name badges would be very helpful in enabling people to put a face to a name. The most popular talk had been the one given by Dr Wills on the 'Numbers Game'. People had also found the Material Transfer talk very useful. With regard to the 'Numbers Game' it was felt that Dr Wills should repeat this talk at the DSO Event on 19 March 2019.

The Secretary reported that some topics had been suggested by people completing the feedback forms and she read some of these out. A lengthy and very useful discussion then ensued with regard to topics for the BSO Update. The Secretary noted them all and felt that the ideas put forward by members would provide a good framework for the BSO Update in May 2019.

It was suggested that the BSO Update might be put on the Safety Office training schedule so that places could be booked by other members of the University to make it more broadly available.

6.2

IATA

The Chairman reminded members of the dates for the two IATA courses being run in 2019. The Secretary also pointed out that the full IATA course only runs every 2 years and that it will be running in 2019.

7

Accidents/Incidents

The Chairman told the Sub-committee that, as there had been no queries received on the accident/incident report (*Paper BS/1819/05*) circulated prior to this meeting, there would be no discussion on it.

8

Reports

8.1

Report from Sub-committee for Chemical Safety

Dr Tiley was unable to report as the Sub-committee for Chemical Safety was not due to meet until the following day. However, he did say that he expected there to be quite a degree of discussion regarding the many eye injury incidents there had been. Dr Vinnell pointed out that it was very important to highlight any drastic failings and certainly *repeat* failings in this regard. The Secretary explained that the Safety Office does follow up incidents with a request for a copy of the risk assessment if an eye injury has taken place.

8.2

Report from Estate Management

Mr Borthwick spoke to his report (*Paper BS/1819/06*) previously circulated to members. The report covers ongoing management, the generation of individual building risk assessments, the current programme of remedial works and the status of ongoing monitoring of a number of buildings on the estate, specific highlights include:-

Management

- 90/342 buildings have been issued with the new style log book.
- Onsite support is being provided to assist with new procedures and the new format log book.
- Legionella Awareness training courses are now running through the Safety Office. Two sessions run so far and uptake to date is good.
- Annual external audit by Tetra Consulting now complete (see Appendix 1). Shortage of human resources was highlighted.
- Draft intranet site to support Water Safety currently being reviewed before going live.
- Work on Water Framework nearly completed to cover provision for support and training.

RA

91% of operational estate has an in date RA.

Remedial Works

14 buildings had engineering remedial works completed in 2017/18; 96 buildings have remedial works programmed for 2018/19.

Monitoring

Ongoing legionella monitoring at 6 buildings plus 1 other building being monitored by CUHFT.

Pseudomonas aeruginosa was found at Cambridge Centre Research Facility.

Bacteria were eliminated following engineering work. Re-test due November 2018.

Dr Vinnell asked Mr Borthwick for certain reassurances. Mr Borthwick informed the Sub-committee that job descriptions were currently being written for two posts –

one on the management side and one on the engineering side to address identified shortage of human resource.

Dr Vinnell spoke about service level agreements and explained that there is a difference between Estate Management responsibility and Departmental responsibility. This will be a large body of work and any departments with concerns will be reminded of their responsibility.

8.3 **Report from the Safety Officer, School of the Biological Sciences**

Mr Elsdon had nothing to report.

8.4 **Report from the Safety Officer, School of Clinical Medicine**

Dr Tibbles spoke to his report (*Paper BS/1819/07*) previously circulated to members:

- CL3 in MRC-LMB – 2 established groups in Dept of Medicine to carry out research with TB, including GM work. Discussions are on-going with the LMB Safety Officer, Jillian Deans, regarding recommissioning, operational management responsibility and HSE notification arrangements.
- Capella Building – this is due to become operational on 1 January 2019. Stem Cell Institute groups from a number of buildings will be relocating to Capella. All these PIs have been advised to review their RAs and notified work to ensure they are suitable for starting in the new building and provide details to a newly constituted GMSC, which will determine if the projects will be covered or if they will need to be re-notified.
- GM Ruling by European Court of Justice (ECJ) – ECJ ruled in July 2018 that the techniques of targeted gene editing do fall within the scope of the European GMO directive. The University has always interpreted targeted gene editing as being within the scope of the UK regulations. The new ruling has yet to be adopted by the EU.
- Mouse Kidney Parvovirus – a novel mouse parvovirus has been linked to a significant disease associated with mouse facilities in the US and Australia. It is not infectious to humans. Dr Tibbles felt this was yet another example of infectious agents continuing to emerge posing risks to research and potentially to human health and safety.

The Secretary pointed out that, with regard to the HTA Licence, when the Stem Cell Institute relocates to the Capella Building, it will be removed from the University Licence and will join the Addenbrooke's HTA Research Licence.

8.5 **Stevenage Bioscience Catalyst (SBC)**

The Secretary reported on the current situation. The University of Cambridge (UoC) lease agreement with the SBC for the laboratory and office expired on 7 May 2018. The University of Hertfordshire (UoH) has now taken over the laboratory at SBC. The UoC currently has 2 people working there (both from the Veterinary School) and another who is jointly working with the UoC and UoH. An agreement between the UoC and UoH is in the process of being drafted. The Sub-committee continues to act as the Biological Safety Committee for the GM Centre Number 3190 for GM work carried out at the SBC. The health and safety of UoC staff and students placed at SBC continues to be the responsibility of UoC. The agreement will be checked once it is finalised in particular, the Sub-committee's role. The Secretary also reminded members that the Sub-committee will continue to review GM risk assessments before any UoC members of staff or students begin GM work at the SBC.

8.6

Report from Consultative Committee for Safety (CCFS)

The Secretary reminded members that this report (*Paper BS/1819/08*) had been circulated to them to ensure they were aware that this was the report that had been sent from the March 2018 Sub-committee to CCFS meeting on 8 May 2018.

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Date of next meeting

The Chairman asked the members if there was any other business they wished to make known. There being none, he then reminded them that the next meeting of this Sub-committee would take place on Monday 21 January 2019 in the Cairo Room at Greenwich House starting at 1430.

The meeting finished at 3.30pm.