

24 January 2017, 1100, Cairo Room, Greenwich House

Present: Dr B Blacklaws (Chair), Dr M Kalberer, Dr G Martell,
Dr K Tibbles, Dr M Vinnell, Mr S Yates and Ms L Yates (Secretary)

1. Apologies for absence

Dr F Aigbirhio
Mr M Elsdon
Mr A Moss
Dr E Rees
Mr G Whish – Mr S Yates attended in his absence

2. Minutes

Minutes of the Sub-committee meeting held on 18 October 2016 were agreed and signed.

3. Matters Arising from the Minutes

- (i) Minute 13 (ii) 12.04.16: High Cross Waste Store: An application for project registration is to be made to progress the plan for a replacement store.
- (ii) Minute 5 (ii) 18.10.16: WBIC consultant review. The review is progressing and the consultant has now provided draft written procedures for the cyclotron work.

4. Membership and Remit

- (i) School of Biological Sciences representative (temporary): A nominee to represent the School of Biological Sciences has not been found, so it was agreed that as only one meeting remained until Prof Steve Russell is back from sabbatical next academic year 2017-18, a temporary replacement will no longer be sought.

5. Accidents and Incidents

It was noted that three of the accidents had already been reported at the last Sub-committee meeting (they are included on this report because, although they had been thoroughly investigated and followed up, the formal accident reports had been submitted late). The Secretary provided information to the Sub-committee on the laser related incident.

6. Report from EARRPS

- (i) Vet School - EARRPS have completed the testing of X ray equipment.
- (ii) Dental Service - The Service is no longer owned by the University and EARRPS are waiting to hear whether further support is needed from them.
- (iii) MRC Epidemiology Units - no significant issues to report.
- (iv) WBIC - EARRPS continue to provide IRMER advice. A meeting is to be arranged with EARRPS and the Secretary to discuss the PET MR IRMER procedures.

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7. Laser and other non-ionising radiations

The Secretary reported that she will be providing a short session at the DSO briefing in March on the Control of Electromagnetic Fields at Work Regulations, which came into force in the UK in July 2016. The Secretary intends to provide training courses/workshops for Departments as needed.

8. Training Courses

- (i) RPS Update meeting, 29 March 2017, CRUK-CI - A proposed programme was provided for review by the Sub-committee. The Secretary is waiting for confirmation on presenters on several of the topics. Suggestions for a title and more ideas for hot topics were discussed. 'Business as Usual?' was suggested (referring to the HSE's comment on their strategy following the Brexit vote). Dr Martell suggested adding 'Classified workers - reasons for classification' to the hot topics list.
- (ii) RPS Two-day Course 2017 - The Secretary is to meet Mr Yates in March or early April to discuss arrangements for the course which is jointly run by EARRPS and the Safety Office.

9. Building & Infrastructure

- (i) WBIC -The Secretary and Dr Tibbles reported that on 20 January 2017 they had carried out an inspection of the PET-MR suite where work is due to restart very soon. IRMER procedures relating to future proposed work are still to be finalised, but suitable arrangements (including for control of access and training of staff) have been agreed.
- (ii) Bellatrix - Dr Tibbles reported the ground work is underway. Two new EPR permits are likely to be needed due to proposed radiation work in the building (the EA inspector has been informed of the proposals).
- (iii) Capella - Discussion had taken place on issues relating to disposal sinks and the waste store. The EA Inspector has been informed about proposed work in the Capella building as the work will need to come under either the CRUK-CI or the Addenbrookes Site EPR permit (most likely to come under the CRUK-CI Permit after variation to include the Capella building).
- (iv) Biomedical Campus, Atria - Nothing to report.
- (v) New Museums Site - Work progressing on site.
- (vi) MRC Unit transfers - The Secretary reported that the Biostatistics Unit has transferred to the University. The EA have agreed to surrender the Mitochondrial Biology Unit (MBU) EPR Permit and that after transfer (due 1 March 2017) the Unit's radiation work can be accommodated under the University Addenbrooke's Site Permit.
- (vii) Mira - The Secretary advised the second stage of build was underway. It is understood that no radiation work is planned.
- (viii) Physics - The Secretary has discussed and advised the Department on plans regarding the need for a store in the proposed new building ("Cavendish III") to hold the Department's sources.

10. Environment Agency

The RASCAR for the visit to the Addenbrooke's site on 26 September 2016 has not yet been received. The EA inspector has indicated to the Secretary that another review



meeting for all the relevant facilities is needed. It is likely that the Safety Office will respond in writing to EA once this RASCAR is received.

11. Health and Safety Executive

- (i) The Secretary attended the BSS implementation consultation meeting on 20 January 2017. It was reported that the changes to legislation in compliance with the Basic Safety Standards 2013 will affect IRR, REPPiR, CDG, RSR (EPR) and IRMER. Some or all of the new IRR is expected to come into force by 1 Jan 2018 and certain parts will need to start to be implemented in 2017 (including the proposed online registration, notification and licensing of certain practices).
The Secretary provided a summary of the proposed changes to IRR. The Secretary will respond to the consultation exercise (not yet published).
The Secretary reported that no significant changes are expected under RSR (EPR). The consultation on REPPiR is expected in the Spring.
Further information is to be provided at the RPS update meeting.

12. Resignations and New Appointments

Resignations and appointments were noted.

13. Meetings Attended

- (i) AURPO Conference East Anglian Regional meeting, Norwich, 2 December 2016. Secretary attended.
- (ii) HSE Consultation meeting - Ionising Radiations Regulations and Other Regulations (SRP, London), 19 January 2017. Secretary attended.

14. Other Business

- (i) ONR Inspection - This was requested by ONR at very short notice and was carried out on 2 November 2016. The purpose of the inspection was specifically to review the Safety Office arrangements for the collection and transport of radioactive materials and waste between departments and to the waste store, and onward consignment of waste to contractors. No problems were noted and the inspector was satisfied that appropriate arrangements are in place.
- (ii) Annual report (IR/JAN17/03) - tabled for information.

15. Dates of next meeting

28 March 2017 at 11.00am, in the Cairo Meeting Room, Greenwich House.

Parking can be booked at Greenwich House - please give notice.