

20 October 2015, 1100, Seminar Room, Safety Office

Present: Dr B Blacklaws (Chair), Dr F Aigbirhio, Mr M Elsdon, Dr P Grime, Mr A Hardwick, Mr A Moss, Dr G Parks, Dr K Tibbles, Dr M Vinnell, Ms L Yates (Secretary) and Mr S Yates.

1. Apologies for absence

Prof S Russell

Dr M Kalberer on sabbatical

2. Minutes

Minutes of the Sub-committee meeting held on 16 April 2015 were agreed and signed.

3. Matters Arising from the Minutes

- (i) Minute 10 (i), 16.04.15: Environment Agency Inspections West Cambridge – RASCARs had been received and forwarded to departments. Various minor actions were noted including one “category 4” non-compliance (lowest category – no environmental consequence) relating to accumulation of waste. The Safety Office had responded to the Environment Agency.
- (ii) Minutes 10 (ii), 16.04.15: Environment Agency Permit variations – the new Addenbrooke's/WBIC Permit has now been issued. Disposal of legacy sources has been arranged.

4. Membership and Remit

- (i) No changes to remit.
- (ii) Memberships discussed. Dr Parks informed the Sub-committee that he would stand down and a new nomination, representing the School of Technology, will be put forward.
Dr S Russell to be sent a letter requesting his re-appointment to the Sub-committee.

5. Accidents and Incidents

The Secretary provided information on the accidents/incidents reported to the Sub-committee.

6. Report from EARRPS

Mr Yates reported that the 3 yearly testing of x-ray equipment at the Dental Service had taken place in June. The University is planning to sell the Dental Service and it was agreed that EARRPS will be notified when this happens.
WBIC, PET MR – EARRPS continued to provide support on this matter, and the Secretary expressed thanks to EARRPS and to Mr Whish for his assistance.

7. Laser and other non-ionising radiations

The Secretary reported on the future EMF legislation and guidance. The Secretary circulated a questionnaire specifically regarding NMR and MRI units to University

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Safety Officers as requested by HSE. The HSE also plans to carry out a wider consultation before publication of the regulations. The European Guide is also to be published soon. The Secretary now sits on the SRP Non Ionising Radiations Topic Group.

8. Training Courses

- (i) Two-day RPS Course, 17/18 June 2015 at Department of Pharmacology – evaluation sheet discussed. Suggestions and comments noted for next year.
- (ii) RPS Update meeting 16 March 2016 – proposed venue; Department of Physics or another West Cambridge venue. The Secretary asked for suggestions on topics and speakers and various ideas were discussed.
- (iii) Bespoke training - The Secretary reported that bespoke training had been provided to museum staff on keeping and handling radioactive items in museum collections. Bespoke training continues to be supplied as needed.

9. Building & Infrastructure

- (i) WBIC, Dr Aigbirhio reported that design of the new PET MR facility is progressing. A 7 Tesla MRI is currently being installed and plans for relocation of an existing scanner are ongoing. The new GMP PET hot cell facility is now completed. The Secretary noted that the EA inspector has requested a visit to this facility.
- (ii) Bellatrix and other UBS projects were discussed in relation to proposed radiation work. The Secretary is meeting with the Project Liaison Officer on 22/10/15 regarding the Bellatrix project.
- (iii) Capella – This building will house groups from the Department of Medicine and The Stem Cell Institute and will be located next to the CRUK-CI building. The design is at RIBA Stage 4 and the Secretary noted that there has been good consultation with the Safety Office throughout the process.
- (iv) Department of Medicine – Dr Tibbles reported that work is progressing on the refurbishment and groups are due to move back into the refurbished areas soon (end of the year/early next year). There are to be 4 supervised radiation areas. The Secretary was consulted in the design process.
- (v) Department of Pathology, Molteno Building – Mr Elsdon reported on the proposal for refurbishment which includes supervised radiation work areas. Mr Elsdon will contact the Secretary with further information including plans for drainage when available.
- (vi) Biomedical Campus, Atria – Dr Tibbles reported that this planned facility is associated with the Papworth Hospital development, and the University group is currently named the Heart and Lung Research Unit.
- (vii) Old Cavendish – during routine monitoring prior to building work, some historic contamination (low risk) was found on a stone floor. A specialist radiation contractor has been employed to work alongside asbestos and mercury contractors. Some small quantities of contaminated stonework have been removed and disposed of.

10. Environment Agency

- (i) CTSA and EA visits (22 June 2015) – RASCARS have been received and a category 4 non-compliance point was issued regarding labelling equipment containing sources. This issue was raised in a previous inspection. A category 3 (suspended) non-compliance was issued to one Department following delays in installation of an alarm and related systems, with the requirement that the



work must be completed by 31 December 2015. The Department has responded to say that the work should be completed by the end of October.

The inspector has indicated that the next EA unsealed source visits will be to the Central site.

11. Health and Safety Executive

No items to report.

12. Resignations and New Appointments

Resignations and appointments were noted.

13. Meetings Attended

- (i) Environment Agency Meeting – The Secretary attended the EA meeting which included a security update from a London CTSA. The Secretary had passed relevant information on to Mr Corcoran, the University Contingency Planning and Compliance Officer. The Secretary will write to Mr Corcoran for confirmation on how this is being followed up.
- (ii) AURPO Midlands regional meeting – Secretary attended
- (iii) AURPO East Anglia regional meeting – Secretary attended
- (iv) AURPO Conference – the Secretary reported that this included an update by James Taylor on progress of the Basic Safety Standards (BSS) directive and the new Ionising Radiation Legislation expected to be implemented by February 2018.

14. Other Business

- (i) Risk assessment for new and expectant mothers at work – revised guidance has been issued by Occupational Health to help departments to review risk assessments. The Secretary has some suggested minor changes to the radiation sections and will forward to Dr Grime.
- (ii) As this was Dr Parks last meeting the Committee thanked Dr Parks for his long service.

15. Proposed dates of next meetings

19 January 2016 and 12 April 2016 at 11.00am - venue to be confirmed as the Division will be moving to Greenwich House.