

The University of Dublin

Trinity College

Minutes of the College Safety Committee Meeting held on 25th February 2010 in the Engineering, Mathematics & Science Faculty Conference Room

Present Prof. J. Barkhoff, Registrar (in the Chair), Dr. E. Doorly, Ms. O. Sheehan, Ms. V. Butler, Dr. M. McKillen, Dr. D. McGrath, Dr. J. Labrador, Mr. P. Mangan, Mr. J. O'Byrne, Mr. R. Hodson, Mr. T. Merriman

Apologies Ms A. FitzGerald, Mr. T. McMahon, Ms A Taylor

In Attendance Dr. R. Russell, Ms. C. Coyne

Section A

SA/09-10/01 Minutes

The Chairman welcomed all to the College Safety Committee Meeting. In particular he welcomed Dr. Juan Pablo Labrador, the recently-selected Safety Representative for the Faculty of Engineering, Mathematics & Science.

The minutes of the meeting held on the 2nd April 2009 were approved and signed by the Chairman.

Matters Arising

Matters arising from the minutes were discussed and have been recorded below, (see minutes SA/09-10/02 - SA/09-10/04).

SA/09-10/02 – Terms of Reference

The Committee previously agreed that the Chief Operating Officer would be the most appropriate person to Chair the College Safety Committee. However, as there is currently a review of Committees taking place, the Registrar has agreed to continue to chair the College Safety Committee until this review is concluded.

SA/09-10/03 – Draft College Emergency Plan

The Draft College Emergency Plan was approved by Board at its meeting on May 20th 2009. The College Safety Officer accepted that the terminology in certain parts of the original document was confusing. He had discussed this issue with the College Secretary and they had agreed that the separation of the body of this document, which constitutes the emergency plan, from the Appendix, which sets out operational arrangements as a stand-alone document, helps avoid this confusion.

SA/09-10/04 – Report from the Faculty of Engineering, Mathematics & Science Safety Committee

Ms. Butler reported that the Faculty Dean, The A/College Secretary, the Director of the College Health Centre and the College Safety Officer attended a meeting on the issue of Occupational Health Services, held on April 3rd 2009.

The College Safety Officer reported that this meeting had agreed that a review of the current Occupational Health services should be carried out by an independent competent assessor to benchmark the services against those provided in other similar organisations. To date a number of assessors who had been approached declined to carry out the assessment. The College Safety Officer undertook to progress arranging this assessment.

Dr McGrath noted that there were several references made to the 'Student Health Centre' when in fact this should be the 'College Health Service'.

Section B

SA/09-10/05 – Revised Policy on Smoking in College

In light of the fact that Smoking Policy had not been reviewed since 2004 the College Safety Officer circulated a draft amended policy for approval. In response to request from several staff members in various parts of College the main amendment to the policy is the proposed 4m distance that smokers would have to keep from entrances door, opening windows and entrances to enclosed areas/tunnels/porticos.

The College Safety Officer pointed out that this was neither a legislative nor code of practice requirement although such provisions do occur in legislation in Canada and Australia

The Committee agreed that, in principle, this would be a good idea but very difficult to implement.

Dr McGrath also pointed out that the policy would have to be amended to reflect the fact that the College Health Service are not currently in a position to offer smoking cessation courses due to lack of funding for these courses.

Following discussion and on the proposal of Dr M. McKillen, the Committee agreed that the policy would be updated without including a specific exclusion zone but would instead request staff not to smoke in the vicinity of doors and windows.

SA/09-10/06 – Proposal on College Green Bus Corridor

The College Safety Officer tabled a proposal that the College Safety Committee request the Board of Trinity College Dublin to support the introduction and maintenance of the College Green Bus Corridor and covey such support to Dublin City Council.

It was noted that the Bus Corridor enhanced safety for pedestrians and cyclists in the vicinity of the main College pedestrian entrances at College Green and Nassau St. and particularly for students and staff moving to and from the College Green/Foster Place complex.

The Director of Buildings pointed out that bus corridor presents restrictions for staff exiting College via the Pearse Street Gate. The Provost's House would also have to be taken into consideration as there would be implications for entering and exiting this during the operation of the bus corridor times.

Several Committee members said they could not support the proposal without having firstly discussed it at the sub-committees they represent. The committee agreed that it would re-consider this proposal at its next meeting after representative sub-committees had time to consider it.

Section C

SA/09-10/07– Report from the College Safety Officer

The Committee noted the report circulated by the College Safety Officer.

Dr. McGrath updated the committee on College's response to the H1N1 virus. He reported that, since June 2009, many staff and students had presented themselves to the College Health Centre with the N1H1 virus. Dr McGrath noted that it had been difficult to get the vaccines. There were approx. 1400 persons in the College Community that would have fallen into the 'Risk Categories' all of whom were offered the vaccinations. 1050 of these were vaccinated in College.

Many of the 'Well' community who work in high-risk areas such, as the Dental Hospital and School of Nursing, were also vaccinated. As another peak is predicted for Spring 2010 it is hoped that the wider College Community will also be offered the vaccination. Should this happen external nurses, under the Health Centre's supervision, will be required to assist in the administration of the vaccinations.

There were two open meetings held for staff both which very well attended. There was also one held for students but this was not as greatly attended. Dr McGrath noted that hand hygiene dispensers were installed throughout the College.

The Chairman congratulated and thanked Dr McGrath on the very successful campaign. The Committee also agreed that Housekeeping staff did a particularly good job in keeping the hand sanitizers refilled.

SA/09-10/08 – Report from the Faculty of Arts, Humanities and Social Sciences Safety Committee.

Ms. Sheehan reported that this Committee has not met since the last College Safety Committee Meeting.

SA/09-10/09 – Report from the Faculty of Engineering Mathematics and Science Safety Committee

Ms. Butler reported that their next meeting is due to take place on 10th March 2010. She also advised the committee that all previous minutes are accessible on the Faculty web page.

SA/09-10/10 – Report for the Administrative/Support Services Safety Committee

It was reported that no meetings have taken place since the last College Safety Committee Meeting.

SA/09-10/11 – Report of the Radiological Safety Committee

Dr Doorly reported that three meeting had take place last year. One meeting was also held on the 25th February 2010.

Dr Doorly also reported on the programme of disposal of unwanted radioactive materials, largely funded by the Faculty of Engineering, Mathematics and Science. She stressed that a pro-active approach is needed in order to get rid of old sources so that we don't end up with a similar stock of old/unwanted sources again.

SA/09-10/12 – Report of the Biosafety Safety Committee

Dr. McKillen reported that this committee met three times in 2009. Dr. McKillen noted that the appointment of the Biological Safety Officer, Mr. Frank Mangan, has been a huge boost to Biosafety within the College. He circulated a new College pamphlet on biological safety for all new personnel working with biological agents.

He noted that new protocols on Risk Assessment and registration of biological agent users have been implemented.

Dr. R. Russell noted that Ireland has not produced legislation on Biosecurity and was not as advanced as our neighbours in this area.

Ms. Sheehan questioned why it was necessary to have a representative from Arts, Humanities and Social Sciences Faculty on this committee. It was agreed that someone for the Law School would be an asset as an independent person with legal knowledge. Ms. Sheehan agreed to try to get a nominee to this committee.

It was noted that there is, as yet, no member from the Health Science Faculty on the committee.

SA/09-10/13 – A.O.B

A Chemical Safety Workshop, aimed at all staff and post-graduate students working with chemicals, is being run for the first time in April 2010.

Date of Next Meeting :

The next College Safety Committee Meeting will take place on the 13th May 2010 at 2pm.

Signed _____
Chair of College Safety Committee,
Professor J Barkhoff, Registrar

Date _____