

**The University of Dublin**  
**Trinity College**

**Minutes of the College Safety Committee Meeting held on 19<sup>th</sup> May 2011 in the College Board Room.**

**Present:**

Ms D. Kneafsey – Chief Operating Officer, Chair  
Ms N. Murray – Board Representative  
Ms O. Sheehan – Representative, Faculty of Arts, Humanities & Social Sciences Safety Committee  
Ms V. Butler – Representative, Faculty of Arts, Humanities & Social Sciences Safety Committee  
Ms A. FitzGerald - Representative, Administration/Support Services Safety Committee  
Dr M. McKillen – Representative of the College Biosafety Committee  
Mr P. Mangan - Director of Buildings  
Dr D. McGrath – Medical Director, College Health Centre  
Mr T. McMahon – Staff Secretary, Staff Office  
Ms S. Fleming – Welfare Officer, Students Union  
Ms E. Hennessy – Representing the President of Graduate Student’s Union  
Mr T. Merriman – Secretary, College Safety Officer (CSO)

**Apologies:**

Dr E. Doorly – Representative of the College Radiological Protection Safety Committee (RPO)  
Mr E. Rhatigan – Safety Representative, Buildings Office

**In attendance:** Ms C. Coyne, Director of Buildings Office

**Section A**

**Minutes**

**SA/10-11/27** - The minutes of the meeting held on 24<sup>th</sup> February 2011 were approved by the Committee and signed by the Chair.

## **Matters Arising**

The matters arising from the minutes were discussed and have been recorded below (see Minutes SA/10-11/28 and SA/10-11/29)

### **SA/10-11/28 – Establishment of the College Chemical Safety Committee**

Following a meeting with the Dean of the Faculty of Engineering, Mathematics & Science, the College Safety Officer and the Head of School of Chemistry, Professor John Kelly, agreed to chair the College Chemical Safety Committee.

### **SA/10-11/29 – Legacy Chemicals Issue**

A programme for disposing of legacy chemicals in two areas in the East end on College is progressing. The College Safety Officer thanked the Head of School of Chemistry, Prof David Grayson, for his advice and assistance in developing a methodology for disposing of Picric Acid without calling in the Army or exploding it on site. This methodology will be implemented by the Hazardous Materials Facility staff and will result in reduced disposal costs as well as avoiding the publicity associated with Army involvement.

The committee expressed concern that the move to the new Trinity BioMedical Sciences Institute would not result in a similar problem with legacy chemicals. The Chair noted that there is a sub-group from the Schools relocating to the new building overseeing the move, including the relocation/disposal of chemicals in labs that are being decanted.

## **Section – B**

### **SA/10-11/30 – Transport of hazardous materials between TCD and St James'/Tallaght**

The College Safety Officer had investigated complaints made at the last meeting about the transport of hazardous materials by public transport between the city centre campus and the Trinity Centres at St. James and Tallaght. The issue in fact related to the transport of new empty containers bearing hazard markings for the disposal of hazardous waste and not to hazardous materials themselves.

There is now a purchasing agreement in place where the containers are being delivered directly to these locations by the supplier.

### **SA/10-11/31 – Funding for Defibrillators**

Concern was raised at the last Administrative/Support Services Committee meeting about the lack of access to defibrillators in off-site buildings. The Director of the College Health Service informed the Committee that the defibrillators which are now in place in the various buildings throughout College and in the College Security van were purchased with funds raised by the Students Union and others.

The cost of a Defibrillator is approximately €2000. Training is required for all those who use the defibrillators. Those who have Occupational First Aid training are also trained how in their use.

There are four areas in particular that don't have a defibrillator but would benefit from having one:

1,3,5, College Green

Foster Place

7-9 South Leinster Street

School of Nursing, D'Olier St.

Dr McKillen informed that committee that the School of Biochemistry purchased their own one. This will be located at the Security desk in the Trinity BioMedical Sciences Institute.

The College Safety Officer proposed that the Safety Budget could co-fund the purchase of the defibrillators and the committee endorse that proposal.

### **SA/10-11/32 – Revised Smoking Policy**

The committee adopted the revised Policy on Smoking in College to include the phrase "*smoking is prohibited in .....enclosed entrances, porticos or tunnels and within a distance of 4m from entrance doors, opening windows and entrances to enclosed areas, tunnels or porticos*"

It was noted that this will present difficulties for smokers in finding suitable areas to smoke. The Committee did not recommend the provision of smoking shelters. Ash disposal bins will have to be relocated with a consequent cost.

Dr. McGrath noted that the difficult issue of enforcement should not be a barrier to the Board approving this policy change and that improved signage will go some way to assisting in enforcement.

## **SA/10-11/33 – Safety Management Proposals for Trinity Biosciences Medical Institute**

A comprehensive Safety Management Proposal report for the Trinity BioMedical Sciences Institute, authored by Dr. McKillen, was tabled before the Committee.

The Director of Buildings thanked Dr Mike McKillen, on behalf of the Biosciences Team, for his work on this excellent report. This was echoed by the Chair and by Dr. McGrath, noting that this is the largest stand-alone facility in College. The Committee endorsed the principles set out in the report and commended it to Board.

### **Section – C**

#### **SA/10-11/34 – Report from the Faculty of Engineering, Mathematics & Science Safety Committee.**

The Faculty of Engineering, Mathematics & Science Safety Committee met on the 9<sup>th</sup> March 2011. They welcomed two new School Safety Officers to the committee. The Dean agreed that he would facilitate a meeting to appoint a Chair of the College Chemical Safety Committee (see SA/10-11/28 above). The committee agreed that arrangements would be put in place to ensure that the move to the Trinity BioMedical Sciences Institute would not result in waste chemicals being left behind.

The next meeting is scheduled for mid-June.

#### **SA/10-11/35 – Report from the Faculty of Health Sciences Safety Committee**

There was no report from this committee

#### **SA/10-11/36 – Draft minutes of the meeting College Radiological Safety Committee held on the 18<sup>th</sup> February 2011**

Draft minutes of the meeting held on the 18<sup>th</sup> February 2011 were circulated. Dr. Doorly had sent her apologies as she was unable to attend and in her absence the College Safety Officer reported.

A Parliamentary Question, relating to a reported cancer clusters adjacent to Trinity's grounds at Santry, was answered by the Radiological Protection Institute of Ireland (RPII) with inputs from

College. This topic gets raised every few years. College had used the grounds at Santry to dispose of packaging for radioactive materials and some post-radioactive materials in the 1970s. Surveys carried out in the area by College and by the RPII found no contamination it was deemed that there was no radiological hazard to the public.

It was also noted that the Dean of the Faculty of Engineering, Mathematics & Science had made resources available for the removal and disposal for legacy Radioactive waste.

**SA/10-11/37 – Draft minutes of the Administrative/Support Services Safety committee meeting dated 10<sup>th</sup> March 2011**

The Chair of this committee reported that they were currently ensuring that all Departmental Safety Statements were up-to-date and adequate.

Concern was expressed about the fact that most of the doors on buildings in Front Square and other areas open inwards. While this is a technical breach of regulations (and the Health and Safety Authority have indicated that they are reviewing this requirement, particularly for Heritage Buildings) this does not present a serious risk. The College Safety Officer's advice is not to make changes to these pending this review.

**SA/10-11/38 – Draft minutes of the Faculty of Arts, Humanities and Social Studies Safety Committee**

This Committee last met on the 10<sup>th</sup> March. The committee agreed that a specific Fire Warden Training course for Faculty members be organised and this was held on the 13<sup>th</sup> May 2011. The draft amendment to the smoking policy was discussed and the committee agreed that it representative should support this amendment at the College Safety Committee meeting.

**SA/10-11/39 – Report from the Biosafety Committee**

The next meeting of this Committee is due to be held on the 23<sup>rd</sup> May 2011. The committee has been working on two policy documents – one on Biological Waste and another on Disinfection Procedures

It was noted that the EPA had informed the College BioSafety Officer of a proposed inspection of Genetic Modification license holders in Autumn this year.

**SA/10-11/40 - A.O.B**

Ms. Murray queried if there were any health and safety concerns with the new Trinity BioMedical Sciences Institute. The Director of Buildings replied that the building and the fit-out have all the statutory safety approvals and meet and exceed all current safety standards.

The College Safety Officer pointed out that the Fire Safety Certificate granted by Dublin Fire Services requires total simultaneous evacuation of the Trinity-occupied part of the building in the event of a fire alarm activation. This could mean up to 1900 people pouring out on to a heavily-trafficked Pearse St. This requires careful management and active participation of Fire Wardens throughout the building.

The College Safety Officer will put proposal for the expenditure of the Risk Reduction Budget to this Committee at its next meeting. In the interim any expenditure of this money will be agreed with the Chief Operating Officer

The College Safety Officer pointed out that advice from our legal team in a recent High Court case taken by a former student against College was that it is not sufficient just to provide gloves in laboratories where staff and students are handling hazardous materials. We must make reasonable steps to ensure that appropriate gloves are worn. The College safety Officer tabled a draft *Protocol on Personal Protective Equipment (PPE) for Students (undergraduate and postgraduate) in Laboratories*. It was agreed that this protocol should be taken to the appropriate sub-committees of this committee.

**SA/10-11/41 – Next Meeting**

The next College Safety Committee meeting is scheduled for, Oct 28<sup>th</sup> 2011, at 2.00pm.

Signed.....

Date.....

Ms D. Kneafsey, Chair  
Chief Operating Officer