

UNIVERSITY OF YORK

Department of Biology

INFRASTRUCTURE COMMITTEE

Minutes of the meeting of the Infrastructure Committee held on 6 March 2013

Present: S Haddock, P Roberts, S Howarth, L Hudson, A Collingwood, D Nelves, S Dwyer, C Abbott, H Daniels, J Lee

Apologies for absence were received from: D Cartwright and D Nelson

IC13/014 MINUTES OF THE MEETING HELD ON 8 JANUARY 2013

Prior to the meeting AC requested the table of Statutory Inspection Equipment as listed in point IC12/010 was amended to show that Stores have 2 forklift trucks and not 1

IC13/015 MATTERS ARISING

Safety inspections audit [IC13/009 (i)] – SH noted that she had spoken with the Cleaning Supervisor and he is aware that the cleaners should not remove any waste from laboratories except in the designated area near the hand wash basin.

Cleaning team feedback [IC13/009 (i)] – feedback from JW still to be given

Action: JW

Statutory Inspection Certificates [IC13/010] – SH noted that this process has started

Cleanliness of P002 [IC13/013 (ii)] – JW was not present at the meeting but CA reported that P002 was not any cleaner to his knowledge

Action: JW

Post meeting note: P002 is due to be cleaned 8th March, the cleaning supervisor apologised for the delay due to illness

IC13/016 MINUTES OF RESOURCES BOARD

LH noted that a discussion had been held regarding removing the Contractor Parking Spaces in order to accommodate the Disabled Parking Spaces which will be lost when construction work begins on the new building. A discussion followed about the use of parking spaces near P block for Contractors on a first-come-first-served basis.

IC13/017 SAFETY

AC noted that he has met with David Nelson and Denis Fowler, it was agreed that Stores will no longer be labelling hazardous substances with hazard codes when they arrive in Goods Inwards; the coding system is currently being revised for submission to the University Health & Safety Committee in May 2013.

IC13/018 ANY OTHER BUSINESS

(i) LH asked if the Safety Topic should be replaced with another topic for discussion at meetings

(ii) LH asked for New Building Update to be a standing agenda item for the next few months **Action: SD**

(iii) AC reported that the programme for Tech York 2013 is almost complete and that online registration is planned to be available from w/c 11 March 2013

(iv) LH asked if there had been any feedback from Users about the changes to Hazardous Waste collections, AC noted that he hadn't had any feedback, however Users are definitely saving money

(v) CA noted that the Walled Garden fencing is causing problems to access of the key and requested installation of an additional key box, LH agreed to this **Action: CA**

Date of the next meeting:

Infrastructure Committee Dates – Academic year 2012 / 2013

Day	Date	Month	Year	Room	Time
Wednesday	3	April	2013	J005	2.15pm
Wednesday	8	May	2013	J005	2.15pm
Wednesday	5	June	2013	J005	2.15pm
Wednesday	3	July	2013	J005	2.15pm
Wednesday	7	August	2013	J005	2.15pm
Wednesday	4	September	2013	J005	2.15pm