

University of York Department of Biology

INFRASTRUCTURE COMMITTEE

Meeting held on Wednesday the 1st February 2006 in Room B/A001 at 2.00pm.

Present Mr. C. Abbott, Mr N. Beach, Mr T.Broxup, Ms D.Cartwright, Ms. N. Charlton, Mr. A. Collingwood, Mr. P. Crosby, Ms J. Harris, Mr. M. Snelling, Mr G. Stimson,

Apologies Dr D. Nelson, Ms N. Pirozek, Mr C Teeling.

The minutes of meeting held on Wednesday 18th January 2006 were accepted.

IC6/008 MATTERS ARISING

IC6/008.1 Smoking shelter screening

Gordon Eastham informed CA that the contractors should be on site within a couple of weeks to locate underground cables.

IC6/008.2 Doors

Rothwell's scheduled to start work on the 10th February.

IC6/008.3 Access to roof glasshouse

Resources Board decided not to proceed with this job. Possible automation of the watering system is being considered which will reduce number of visits required to the greenhouse (although daily visits would still be required).

IC6/008.4 BSF Access in fires

MS is working on writing the protocol.

IC6/008.5 Porter's store under B002

CT, PC and Lyndon Taylor met and it has been agreed that this will be done over the Easter period when there are no lectures. Bays will be allocated for storage and will be the responsibility of the group allocated to (eg porters, cleaners, social committee).

IC6/008.6 Signage in teaching

NB to follow up with Mike Bristow (Estates).

Action: NB

IC5/008.7 Onity lock request on steel doors in P block

This has been approved and is going ahead.

IC6/008.8 Water dispensers

AC has put an item in the Bulletin and on the dispensers used by staff.

IC6/008.9 Overcrowding in K018

AC will put up two additional posters at the back of the theatre.

IC6/008.10 Agresso downtime

The Agresso upgrade downtime has been postponed and will hopefully take place during non term time.

IC6/008.11 Noise assessment of ventilation duct in IIU

The noise level from the ventilation duct does not present a risk of hearing damage. However it is a 'nuisance noise' which should be reduced if possible. This will be followed up on the snagging list.

IC6/008.12 Damaged fire door in teaching

Mike Bristow will get the actual date that the contractors are due to come to fix this. If this is not done soon, DC will get involved.

Action NC

IC6/008.13 Lecture theatre repairs

PC is waiting for the flooring and seating quote. Hopefully the work will be done during the Easter break

Action PC

IC6/008.14 Lights tripping in greenhouses

Steve Stead from Rothwell's is apparently waiting for parts.

IC6/008.15 Humidity Problems in BSF

This is ongoing although work was done on it last week. If necessary, MS will ask Les Durnin to facilitate a meeting with the companies involved.

Action MS

IC6/008.16 Cleaner's store cupboards

The cost is £155 plus VAT and AC will order one for BSF

IC6/008.17 D0 secondary glazing

GS reported that the cost to do this is £2,500 plus maintenance workshop costings. There is a possibility of doing this piecemeal. DC and PC will look at some finances.

Action DC/PC

IC/008.18 Reduction of energy cost

DC reported that an energy audit will be done at the same time as the space audit. There will also be general awareness raising items put in the Bulletin regularly.

IC6/009**SAFETY REPORT**

- ? Needles in an autoclave bag caused a puncture injury to a staff member who needed a course of Hepatitis injections. DN will send a refresher circular in this regard around the department.

Action DN

- ? Onity controlled door on F1E1 magnet did not release door in an emergency when the power failed on the door. This is problematic as it is a fire escape door. Onity has been on site rectifying this by rewiring where necessary. They will also give us a quote to have emergency buttons put in on fire exits if this is required. **Action NB**

IC6/010 FACILITY REPORTS

- ? **Stores:**
An IATA Dangerous Goods by Air course has taken place and all University staff passed.
- ? **Horticulture:**
CA requested eclipse racking for standing seed trays. The cost will be approximately £300 including VAT. GS mentioned that he had some racking which may be suitable which CA will have a look at.
- ? **BSF:**
Karen Travis has passed the First Aid course.
Sinks have been removed and there is some left over epoxy resin paint which can be used by GS.
- ? **Teaching:**
Cleaning: The shortage of cleaners is now affecting the teaching laboratory and causing problems. DC will try to address this problem with the head of Environmental Services.
Notice boards in teaching are perishing from the sun. PC will follow up replacing the covering. **Action PC**

Next meeting: Wednesday 1st March 2006 in B/A001 at 2.00p.m.