

**West Cambridge Safety Committee**  
**07 November 2005**

Present at the meeting: Dr P Brooks (Chair and Secretary), Ms R Convey, Mr M Whiteland, Mr A Gordon, Ms L Pitcher, Dr M Vinnell, Ms A Lowday, Dr J Blunt, Mr A King, Mrs R Moss and Mr W Hudson.

**1. Apologies for absence**

Mr R Stacey, Ms J Ingham, Mr A Wonfor, Mr P Grainge.

**2. Name, remit and methods.**

The week before the meeting, the HSD said that it expects that Site Committees have a standing item on Safety, rather than having a separate Site Safety Committee. They also commented that it was felt that a Site Safety Committee was a waste of people's time.

As such the chair asked whether the members felt it useful to continue with the meetings.

Mr A Gordon, as Chair of the Site Committee, said that he felt strongly that the Committee should continue, as the Site Meetings are mostly feedback on developments on the site.

The HSD's views changed on the morning of the meeting as Sara Cooper (Director of Health and Safety) and Mary Dezille (Secretary of the University Health and Safety Executive Committee) will be carrying out a review of Health and Safety on the West Cambridge Site on 25<sup>th</sup> November, due to pressure from Prof Friend (Physics) and the Registrar Tim Mead on Safety on the West Cambridge Site; and from Tony Minson (Pro Vice Chancellor and Health and Safety Executive Committee chair).

Other members present felt that it was useful to continue having the meetings.

**3. Planned Road Changes and Road Markings**

Mr A Gordon reported on recent developments.

The CAPE building is nearing completion (2005/12/05), and the Haul Road beside the WGB will become the cycle path in the next two to three weeks, through from Clerk Maxwell Road, when the chicanes will be removed.

The Council has completed the Coton Footpath work, and the section to Adams Road has been agreed in principle, and the widening work is likely to be completed next summer.

Three new developments along Charles Babbage Road (Physics of Medicine, East Forum and Institute of Manufacturing) are likely to cause it to be extended, and the existing parallel road changed to car parking and possible future building plots.

There is some money to bring older plots up to similar standards, such as lighting and barriers.

Bus stops are to be moved, shelters are to be provided including live bus information, which may also be available in the WGB.

There are still concerns about the road markings. The choice of white blocks rather than the normal terracotta for the cycles paths means that white markings are visible. There need to be at least white triangles on the road warnings for the raised areas, even if signs aren't installed. Even though specialist paint was used on the raised brick areas around CBR, it seems to be wearing off very quickly. Mr A Gordon is to investigate what can be done.

The JJT Av entrance to the site still needs signage changes. The road signs need moving nearer to Madingley Road so that they are not obscured by fencing and the like, allowing drivers to see them in time to turn off safely. Conversely the 25 speed limit signs are too near the main road, a member not having noticed it for four years. It was suggested that an active sign which lit up when cars exceeded the speed limit might be much more effective. The planned Site Noticeboard by the Whittle layby has not been installed yet as the format of the signs has generally not been appreciated as the large concrete bases are obstacles. A lighter design, readable from both sides was suggested.

#### **4. Site disposal of Hazardous Waste (WEEE)**

Dr J Blunt reported that although CRTs (computer monitors and TVs) already treated as hazardous waste, as of June 2006 the equipment covered will be greatly increased when the Waste Electrical and Electronic Equipment legislation comes into effect. Mr M Whiteland reported that three companies are to be tried to provide centrally organised collections for the legally compliant and environmentally sound disposal of redundant IT equipment: *Recycle IT*, *RDC* and *Environ Com*. So far only the first has been tried, and it all seemed to go as expected. Charges are per item, and likely to be around £5 for a CRT, £10 for a PC less than a PII, with more powerful machines processed for free. The costs are to be met from central funds to provide a no-cost service for University Departments. The scheme is open to University departments only, but other site institutions who would like to use the service can be told when a collection is planned, and be invoiced directly.

Despite repeated requests to carry out a 'Duty of Care' audit of *Cambridge Computer Recycling*, the company had not responded. The Environmental Office was not therefore in a position to endorse their services until such time as an audit could be carried out to establish that all necessary environmental legislative requirements were being complied with.

The whole West Cambridge Site has the Premises Code NAB714, which will need to be supplied to any waste disposal contractor removing hazardous waste from the site.

## **5. Actions from October Meeting**

### **5.1 List of workplace regulations (including road safety and white lines/signs)**

Covered above

### **5.2 A list for tenants on the subject of children's safety on site**

The vet school has mesh on the paddock rails, and temporary signage put up, which will later be replaced by permanent signage.

The information for new residents has been updated, and will be given to users of the Nursery.

A children's play facility is to be installed within the fencing of the residences.

### **5.3 Lighting**

The new road lighting is now in place.

## **6. Points raised from the minutes of the June Meeting**

The Sat Nav mappings at the Hellssdon, Norwich, East Anglia Ambulance Trust (EAAT) Control Centre are updated quarterly, so now include "J J Thomson Avenue", but not yet Charles Babbage Road or the residences' court names. The EAAT vehicles Sat Nav systems are current when the vehicles are first registered and receive no further updates.

## **7. Any other business**

None

## **8. Date of the next meeting**

A Monday to be arranged after the Nov 25<sup>th</sup> meeting, at 2pm.

(Next site users meeting – 16 November)

07/11/05