

**University *of*****Limerick**

**OLLSCOIL LUIMNIGH**

## MINUTES

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|  | **Meeting** | : | Safety Representative Committee |
|  | **Venue** | : | MS Teams Meeting |
|  | **Date** | : | 9th December 2021 |
|  | **Time** | : | 14h00 – 14h52 |
|  | **Attendance**  **Recording Secretary** | :  : | A Dormer, J Kennedy, S Murphy, S Clothier, M Toomey, L O’ Shea, T Considine, G Armstrong, C McGettrick, S McDonnell, C Duignan, E Storan P Davern, M Hayes (Chair)  L Howard |
|  | **Apologies** | : | L O’Shea,M Finucane, A Moloney, G Armstrong |

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| **1.**  1.1  **2.0**  **3.0**  3.1  **4.0**  **5.0**  **6.0**  **6.1**  **6.2** | **Welcome**  NOTED S McDonnell, the newly appointed Safety Officer was introduced to the committee and welcomed all present to the Committee meeting.  **Apologies**  NOTED L O’Shea, M Finucane, A Moloney, G Armstrong  **Minutes of previous meeting**  NOTED Minutes of previous meeting –11th November 2021 were approved.  **Matters Arising from Previous Meeting**  **Emergency Response procedure for hazardous areas**.  University departments are required to identify potentially hazardous areas and department emergency contact personnel who may be contacted for advice in the event of an emergency to the Buildings and Estates department. B&E will then use the returned information for the installation of the red/green card door holders. UPDATE:J Kennedy confirmed that the list the Biological Sciences hazardous areas was submitted to buildingsmaintance@ul.ie T Considine advised that department lists are being receipted by Buildings and Estates.  **Emergency Response Procedure for Hazardous Areas.**  The classification of hazardous areas was discussed during the meeting. Persons in charge of hazardous areas are best place to identify the areas requiring emergency card installation.  NOTED J Kennedy informed the meeting that laboratory equipment and materials is often left out in the labs to prepare for the following day which may cause a hazard.  NOTED T Considine provided a background to the project and advised that departments should consider if an untrained person entered the area could they be exposed to hazardous equipment/materials?  ACTION: Buildings and Estates will review the project and report back to the committee.  **Accidents & Dangerous Occurrences**-  **The following accidents were reported in respect of Students:**   * PESS Sports Hall: During a practical session, student sustained a cut over their eye and swollen index finger when they collided with a wall. First aid was administered.   Steps between Quigley and Cappavilla Student Accommodation Reception: Student tripped while descending steps and hurt their ankle. No first aid was required.  **The following accidents were reported in respect of Visitors:**  Maguire’s Pitches: Visitor sustained ankle ligament damage during a soccer match. Medical aid was provided.  **No accidents were reported in respect of Staff or Service Providers. No dangerous occurrences were reported during the period.**  **A.O.B**    NOTED: S Clothier informed the meeting that he is having an issue in getting safety documentation from the Service Providers. It has resulted in having to cancel visits and is affecting research. S Clothier has emailed the company several times.  NOTED: M Hayes queried if another company could potentially help instead to avoid any further delays.  NOTED: T Considine advised that Buildings and Estates experience similar delays initially when setting up their Control of Service Providers system, but the Service Providers provided the documentation.  NOTED: S Clothier stated only a certain company can provide this to UL and the company is located in Germany and also in Ireland.  NOTED: J Kennedy suggested contacting their H&S Department rather than the engineers as they may be more helpful.  NOTED: M Toomey told the meeting that she is also waiting months to hear back from the insurance company and has maintenance contracts with companies whom she feels cannot meet the limits UL is looking for.  NOTED: S McDonnell advised that some companies will initially advise they cannot meet the insurance requirements but will provide the necessary insurance cover once challenged.  NOTED: S. Clothier informed the meeting that the room temperature in the PESS gym is 10oC and staff and students complaining of the cold temperature. Blow heaters are provided in the gym during exams but are removed after the exams are finished. . S Clothier stated that a staff member was conducting practical assessments in the gym and was there for several hours. S Clothier advised that this issue was previously raised on 16th of December 2020 but PESS did not receive any update.  NOTED:T. Considine stated that Building & Estates have conducted ventilation checks across the campus to determine as to whether it needs to be supplemented.  ACTION: T. Considine advised he will check this out after the Christmas exams and advised S Clothier to contact [buildingsmainteance@ul.ie](mailto:buildingsmainteance@ul.ie) if it has not improved.  **Next Meeting**  Next meeting will be held on 13th of January 2022 @ 14h00. | **TC**  **TC** |