

University of Dundee

RADIATION SAFETY SUB-COMMITTEE

A meeting of the Radiation Safety Sub-Committee was held at 2.00pm on 23rd June 2011 in the Meeting Room, JBC1.

Present: Prof Mike Stark (MJRS) [Chair]

Mr Damian Leddy (DL) [University Radiation Protection Adviser]

Mr Martin Rollo (MR) [University Radiation Protection Officer]

Ms Lisa Grayson (LG)

Ms Letty Gibson (LMG)

Ms Shellagh Neil (SN)

Ms Karen Bolland (KB)

Ms Aileen McLaren (AM)

Ms Allison Bridges (AB)

MINUTES

ACTION

1. Apologies

Apologies were received from Dr C Connolly (CC), Dr Sheila Sharp (SS), Dr David Sutton (DS), Dr Nick Helps (NRH)

2. New items for the Agenda

None

3. Minutes of the last meeting

The minutes were approved.

4. Previous Meeting Action Points (PMAP)

a) SN now has direct access to LG's database via a computer in the Medical School.

b) The University Radon Survey is on going and the badges will be collected by DL and MR on 28th June and sent to HPA for analysis. DL and MR will report the results of the survey at the next committee meeting.

c) MR has contacted Campus Estates and Buildings who have confirmed, that to the best of their knowledge, no ionizing smoke detectors are in place on the Campus.

d) The Campus Non-Ionizing Radiation Policy has been agreed by the University Court, and can now be found on Safety Services Web Site.

e) The new Mirion Badges have been tested by MR/DL and found to record doses that are comparable with expected doses.

DL & MR

f) The two waste disposal Tenders are still to be awarded. The Committee will be informed of the out-come at the next meeting.

MR

g) The Campus Risk Assessment prototype is now on-line and being trialed before being made available to all Users. It is expected it will be available to Users by the next meeting and DL and LG will update the committee on the final system at that time.

DL & LG

h) It was agreed that Committee Members had adequate pre-notification of this meeting. This procedure will be maintained for all subsequent meetings.

i) LMG to meet with the RPO at the James Hatton Institute, (JHI, formerly SCRI) to discuss RIMS and its use in University Labs in the JHI. (Appointment made for later on the 23/6)

LMG

5. City Campus

a) May SEPA Inspection feedback

The SEPA report for 2011 inspection has arrived and the University scored 23 out of 30 points. This is considered by SEPA and the University to be a good score. One more point than the inspection in 2010. The extra point was given for Management Procedures. No serious issues were raised at the inspection.

b) Development of on-line testing as part of New Users Training

DL outlined his plans to develop an on-line test for New Users of radioisotopes. DL is currently designing the test and delivery system but it is hoped that the system will be fully developed by this time next year.

DL

c) Monthly User's interviews between RPO and Users from every location throughout the year

MR to continue with Users Interviews throughout the year and give feedback to the committee if any User problems are identified.

MR

d) Association of University Radiation Protection Officers (AURPO) Scotland meeting May 2011 update. (New Exempt Sources Regulations and QE updates)

DL informed the committee that MR and he had attended the AURPO Scotland meeting where a representative of SEPA gave a presentation on the new Exempt Sources Regulations and the latest developments regarding the requirements for Qualified Experts under RSA93. MR and DL agreed that the new Exempt Sources Regulations are quite complex but a guidance document will be published in October which should help clarify the regulations. Based on SEPA's requirements, DL will be appointed as the University's Qualified Expert (also referred to as Radiation Waste Adviser).

DL & MR

It was agreed that feedback from the AURPO Scotland meetings should be a regular inclusion in future Radiation Safety Sub-Committee meeting agendas.

e) Artificial Optical Radiation Policy (paper)

DL explained to the group that he had written the Artificial Optical Radiation Policy to ensure the University complies with The Control of Artificial Optical Radiation at Work Regulations 2010. The policy covers all types of artificially produced optical radiation but focuses the reader's attention in particular on ensuring high risk sources are suitably addressed (e.g. risk assessed). All members had the opportunity to read the paper before the meeting and no members had any objections to it.

6. MRC Unit

a) Variation Notice

AB informed the committee that the Variation Notice arrived from SEPA two weeks ago and although SEPA had made some mistakes in it previously they are now corrected and the Variation Notice is in place.

b) SEPA inspection 2011

The MRC SEPA inspection went well and AB thought they had gained an additional Operator Performance point compared with their last inspection. The only comment that was made by the inspector in her report was that the MRC occasionally receive a little bit more isotope (approx 50 microlitres) than they ordered and this should be recorded in the RIMS database which it was not at the time. MRC have now started doing this.

7. Medical School

a) Medical School Update Report (paper)

The Medical School Report was issued to all members before the meeting. The Medical School was also inspected by SEPA and SN informed the committee that the inspection had gone well although they had not received their inspection report yet. The only comments made during the inspection were regarding minor record keeping mistakes and the Medical School's disposal of Very Low Level Clinical Waste via Ninewells. The inspector queried this but said she would check the details of the variation notice responsible and inform the Medical School. SN will inform the committee of the SEPA inspection report results and SEPA's decision regarding the disposal of Very Low Level Clinical Waste via Ninewells.

SN

8. RPS Matters

a) Spill Training Class schedule for 2011

DL and MR informed the committee that Safety Services spill simulation classes have been very popular and they plan to run a series of new classes this summer in July and August.

b) Next class I-125 spill

Safety Services will also offer RPSs the opportunity to train in the correct method of dealing with an I-125 spill. These classes will start this summer.

9. Waste Disposal

a) 2010 Campus costs

MR informed the group that the 2010 waste disposal costs for the Main Campus were £1850.

b) Proposed New Tender agreement for Radioactive Waste

Was covered earlier in the meeting in PMAP 4(f).

10. A.O.C.B.

No additional matters were raised

11. Date of next meeting

Thursday 8th December 3:30PM (location to be confirmed)