

# **JCMB MoB Fire Committee**

## **Minutes of Meeting 6**

**Wednesday 14<sup>th</sup> November 2007 – 2.00pm**

### **JCMB Room 4309**

**In attendance:** Will Hossack (Convener), Tricia Cairney, Doreen Hamilton, Muriel Kirkwood (for Janet Dickson) , Fiona Curle, Colin Thomson, David Hamilton, Jim Hogg, Frank Morris, Jim Brown

**Apologies:** Rowena Stewart

#### **Minutes of Meeting of 15<sup>th</sup> November 2006**

It was noted that work on the Alarm Zones has started. The upgrade of the sounder system will start shortly and a zoning strategy can then be developed.

The minutes were checked and approved.

#### **Report on annual Fire Alarm Drill**

Will Hossack reported better evacuation this time. The Fire Report was a pass with some 1,500 people having been evacuated from the building in 7 minutes. We would hope to improve this. It was noted that there are less white vans parking in the front bay area, allowing more space for the evacuation. Will mention that the last time that the Fire Brigade have appeared it has been to the rear of the building – Jim Brown confirmed the system identifies the area when alerting the call-out.

### **Recent alarm audibility issues and resolution scheme(s)**

There had been some problems in the Lecture Theatres as audibility was poor and it was mentioned by Jim Brown that flashing beakers were to be installed in this area, and he would be checking on another couple of areas for updating.

Two other problem areas on Floor 7 and 33 corridor west have been resolved.

### **Disabled Evacuation**

The system is in but not running yet. The new goods lift is now operating although there are still a few things needing fitted, but, once completed, this lift can be used for disabled evacuation. It was mentioned that there are plans to have a swipe card system for operating the front door access to the building, it was also mentioned that the north door access needs this system fitted also. There are plans to have one of the 2 new lifts to be made into a disabled evacuation lift also. Evacuation training is ongoing and Will Hossack would encourage as many as possible to attend. Jim Hogg detailed a little about the course, and the use of the chair. Information is available on the Fire Safety website:

[http://www.safety.ed.ac.uk/training/course\\_timetable.shtm#Fire\\_Safety\\_training](http://www.safety.ed.ac.uk/training/course_timetable.shtm#Fire_Safety_training)

Once the full lift and communication system has been completed new evacuation teams will be established.

### **Fire Steward for Level 6 west**

Will Hossack mentioned that he was unable to secure a Fire Steward for this area. Although level 8 is well occupied – researchers are away a lot of the time, and level 7 is only partially occupied. Colin Thomson mentioned that the only solution is to seek Fire Stewards from level 5 east – hopefully this will work and Colin and Will will investigate this further.

It was noted that of the 36 Fire Stewards – approx 8 ticked off on the sheet that their area was cleared at the recent fire drill. David Hamilton from Informatics mentioned that by the time he ticked off his area the building was practically full again as it takes time to get round to the main entrance from Informatics. It was suggested it might be useful to have phones installed in this area so that control can be told earlier that the area is cleared.

It was agreed that this should be considered as part of future building upgrades

### **Reallocation of space / fire stewards due to Informatics move**

Informatics were scheduled to move around February 08 to the new building, after this there would be a clearer indication of area to be allocated. Colin Thomson mentioned that whole research groups will be required to move when this space becomes available

Will proposed that discussion on this should covered at the next meeting when space allocation will be cleared and also the disabled communication system and disabled lift facilities will be in operation. The next meeting should be in January/Feb.

### **Any other business**

David Hamilton was concerned about the steel partition that had been left from the installation of the goods lift was unsafe. Colin Thomson would contact the contractors to have it removed.

Will Hossack mention that the new scaffolding which had been erected was very close to the fire door – Jim Brown would have it checked out to ensure there was no obstruction to the fire door.

### **Date of next meeting**

The next meeting will be around January/February 2008, and the committee will be notified at a later date.