

HEALTH, SAFETY AND WELLBEING

ANNUAL REPORT

2019/20

AMBITION
DELIVERED
TODAY



Contents

Introduction

Key Highlights 2019/20

Occupational Health & Wellbeing Report

Health Assessments/Management Referrals
Mentally Healthy Universities Project
Occupational Health Referrals 2019/20
Occupational Health Key Performance Indicators
Sickness Absence Statistics
Health Monitoring
Addressing Musculoskeletal Issues
Stress Management
Staff Counselling Services
Alliance Statistics
Alliance Survey

Occupational Health and Wellbeing Initiatives

2020/21 Priorities
Covid-19 Coronavirus
Occupational Health Support during Lockdown

Health and Safety Developments and Compliance

Covid-19 Response
Campus Developments
University Events
Key Performance Indicators

Legal Compliance

Legal Compliance Reviews
Accident Statistics
Statutory Inspections
Fire Safety
Environmental Emissions and Discharges

Training and Policy Developments

Health and Safety Training
Policy, Procedure and Guidance Document Development

Appendices

Appendix 1: Sickness Absence Statistics
Appendix 2: Occupational Health Referrals
Appendix 3: Occupational Health Initiatives 2019/20
Appendix 4: Covid-19 Lockdown Data
Appendix 5: Accident Statistics
Appendix 6: Fire Statistics

Introduction

I am pleased to introduce the Health, Safety and Wellbeing Report for 2019/2020. The reporting period for this report is August 2019 – July 2020 in line with the University's Performance year.

The impact of the Covid-19 pandemic has presented some significant challenges for both the Health and Safety and Occupational Health Teams this year and I am delighted with all the hard work they have undertaken to support the delivery of a Covid-19 secure campus and to provide extensive health and wellbeing support and guidance to both staff and their managers, helping to safeguard the physical and mental health of our staff and students. All of this tremendous work and the extended closure of the campus during lockdown has also meant that many of the more routine activities have had to be delivered in a new on-line format or in some cases postponed until more regular access to the campus was possible.

The following report outlines the key Health and Safety activities, statistics and major events supported during the full reporting period. This includes information on the extensive work carried out to support the University's response to Covid-19 as well exciting new developments in health and safety training and awareness campaigns as well as the University's engagement in the Mentally Healthy Universities Programme, working collaboratively with MIND, to deliver enhanced mental health support and training for both staff and students .

To support the report, statistical data for the reporting period is detailed in the appendices.

The report also forms part of the University's Environmental Report covering Eco Campus Category 1 on Health Welfare and Safety and ECO Category 9 on Environmental Emissions and Discharges.

The report and information on Health and Safety activity is also available on the Health and Safety website at www.tees.ac.uk/heathandsafety.

Over the next 12 months, we will continue to prioritise the health and well-being of our students, staff and university community and address the key themes for development to build on our positive health and safety culture.

Professor Paul Croney

Vice-Chancellor and Chief Executive

Key Highlights 2019/20

Key highlights delivered over the last year in relation to Health, Safety and Wellbeing include:

- A key focus for both the Health and Safety and Occupational Health teams this year has been the significant work required to ensure the health and safety of all staff and students both during the Covid lockdown and in the preparations for the safe return to campus. This has included:
 - a) the production of a General Workplace Risk Assessment
 - b) guidance and training materials to support the health and wellbeing of all managers and their teams working remotely
 - c) Individual risk assessments for staff experiencing anxiety about returning to campus
 - d) the development of a mandatory Return to Work Training Module for all those returning to campus
 - e) guidance on the implementation of appropriate measures in all University buildings to deliver a Covid secure campus
- The University achieved the Better Health at Work Award (Continuing Excellence), the second highest level awarded.
- The second phase of our behavioural safety campaign “Watch Your Step” was launched in September 19. This second phase was more focused towards students and included social media, digital media and video content.
- In March 2020 we launched our e-learning health and safety training programme. The programme provides on-line mandatory health and safety modules for all staff and other recommended training modules which staff may need to access to undertake their specific role.
- The Health and Safety Officer has worked with Schools and Departments to ensure a consistent approach to the recording and storing of all risk assessments. Over 650 risk assessments have been reviewed with findings fed back to the relevant Schools and Departments.
- Health and Safety audits utilising the Health and Safety Management Profile (HSMAP) standard continued to take place until March 2020. Audits were conducted in the Student Dental Facility, the laboratories in the Middlesbrough Tower and the Orion Building and the media and engineering facilities.

- The number of days lost due to sickness absence has decreased to 14,240. 22% lower than the number of days lost in 18/19.
- Teesside University was one of only 10 UK universities selected to pilot a new Mentally Healthy Universities Programme. A partnership between MIND, Goldman Sachs and collaborating universities to pioneer a new approach to supporting mental health in universities.

Occupational Health & Wellbeing Report

Health Assessments/Management Referrals

Assessment of the fitness of staff to work, advice on workplace adjustments and providing support and health advice continue to be the main functions of the Occupational Health Service.

Key Activities during 2019/20 included:

- Achievement of The Better Health at Work Award (Continuing Excellence) which recognises the importance of organisations sustaining the progress they have made during their participation in the award and encourages them to use their experience to support others. Evidenced by:
 - > Progressing activity needed to deliver the 3-year Health & Wellbeing Strategy
 - > Continuing to raise health awareness with the workforce, through five high quality, interactive local, regional or national health campaigns and events
 - > Providing a mentoring role and actively promoting the award to other organisations
 - > Compilation of a case study (Smoke Free Campus) to publicise the University's achievements
 - > Addressing any new elements added/amended to the previous Award levels as a result of the annual criteria review process
- Occupational Health provided the University with advice and guidance on the management of Covid-19 issues both at an organisational and individual level
- Occupational Health worked with Student & Library Services and local and national MIND representatives in action planning towards meeting staff goals (see next section) in MIND's Mentally Healthy Universities Programme, including recruiting staff Mental Health Champions
- Occupational Health continued to provide Health Assessments/Management Referral advice during the lockdown period which was particularly important in supporting the mental health and wellbeing of staff who were remote working, whilst the OH service itself was transitioning and adapting to remote working.

Mentally Healthy Universities Project

MIND has partnered with Goldman Sachs to deliver a two-year pilot programme: Mentally Healthy Universities. Teesside University is one of nine universities taking part until August 2021 to improve both staff and student wellbeing. The programme aligns with the whole-university approach set out in UUK's Stepchange: Mentally Healthy Universities and the University Mental Health Charter developed by Student Minds.

The programme has 5 goals:

Goal 1: Ensure students are equipped to manage their mental health and thrive at university.

Goal 2: Ensure students have the knowledge and tools to build their resilience.

Goal 3: Ensure students are prepared to manage their mental health in future employment.

Goal 4: Reduce stigma and improve peer support for university staff.

Goal 5: Make positive changes to the way universities think and act about mental health.

A range of interventions are being tested within each university and the completed pilot will share learning and guidance with the wider sector. As part of the programme students have the opportunity to take part in sessions on wellbeing essentials, managing their mental health at university, and transitioning into the workplace, while staff will be supported to set up a network of Staff Mental Health Champions and Mental Health Peer Supporters.

As part of Goal 4 and 5 Teesside University HR has:

- Held regular meetings with local and national MIND
- Developed the Action Plan with SLS and MIND to meet Goal 4 and 5 aims.
- Collaborated, where appropriate, with SLS on guidance and support with student focused goals
- In partnership with MIND recruited and trained 20 staff to be Mental Health Champions. Sixteen became active in the role
- Established the Executive Director of HR as the Mental Health Champion for staff and the PVC (Learning and Teaching) as the Mental Health Lead for students
- Hosted and facilitated a staff mental health promotion group every month

Next Steps:

- Hold Mental Health Champions support group every 2 months
- Recruit second cohort of up to 15 new Mental Health Champions
- Continue to provide support to SLS in meeting student focused goals
- Work with SLS and MIND to recruit Mental Health Peer Supporters
- Develop an online version of the staff mental health promotion group

Occupational Health Referrals 2019/20

- The number of referrals to Occupational Health decreased by 22% on 2019/20 when compared to the previous year
- The most referrals came from Campus Services (17%), a

decrease of 23% from the previous reporting period. The most common reason for referrals from this staff group was musculoskeletal conditions, reflecting the manual nature of the work and the age profile of the team

- Overall, mental health/stress-related referrals continue to dominate the medical reasons for referral, but with a decrease of 25%. This potentially reflects the impact of Covid-19, but continuing efforts to address mental health by the University cannot be discounted. Addressing work-related stress and mental health conditions remains a key focus of the University's Staff Health and Wellbeing Strategy

Full details of the University's Occupational Health Referrals Statistics are provided in Appendix 2.

Occupational Health Key Performance Indicators

The Occupational Health team works to the following key performance indicators for its work on management referrals. Two of the four KPIs show 100% compliance and 99% on the other two. Against the significant impact of Covid-19 on operations, this performance reflects the effort and commitment from the team to ensure an appropriate and professional Occupational Health service was maintained throughout the public health emergency.

Occupational Health Referrals by Job Type

MANAGEMENT REFERRALS: 217	KEY PERFORMANCE INDICATOR	COMPLIANCE %
Referral form processed and appointment sent out	3 working days	100 %
First appointment offered	10 working days	100 %
Report to referring manager	2 working days (If prior sight report, manager emailed regarding this)	99%
In the case of non-attendance, the referring manager notified	1 working day	99%

Sickness Absence Statistics

The total number of days lost due to sickness has shown a decrease from 18,535 days to 14,240 (-22%). This is due in part to the impact of the Covid-19 pandemic and remote working making it more difficult to fully capture cases where individuals feel unwell for a short period but are still able to work from home. However, improved implementation of the revised Sickness Absence Policy and Procedure has also contributed to this reduction. There is evidence that managers are now identifying issues earlier and taking appropriate action.

Most days continue to be lost due to stress (2,387.5), although this is a decrease of 36% from last year. This continues to be an area the University is addressing through the Health and Wellbeing Strategy and Action Plan. Further work on handling stress at work is being developed to be accessed remotely, alongside the existing training and support for managers.

The days lost where no reason was given (297) has seen the highest increase at 285% on the last reporting period. Further analysis as to why this may be the case is required, but this may be due to managers being unfamiliar with how to record certain conditions against the standard categories, where the reason for absence on the fit note is not clear or due to Covid, the individual's illness may not have been fully determined due to limited access to GP and hospital facilities during lockdown. More work will be carried out with managers and sickness absence administrators to tighten up this issue as part of the launch of the on-line sickness absence reporting scheduled for 2021.

The next highest increases are mental health (154%), depression (77%) and anxiety (20%). Whilst some of this increase can be explained by the increased anxiety amongst staff relating to the Covid pandemic and fears about returning to the campus in some cases, stress and mental health continue to be a key focus for attention. The following work is being undertaken to try and address this important issue:

a) Actions contained in the University's Health and Wellbeing Strategy and Action Plan. Some examples are:

- Integration of mental health into inductions for new staff
- Provision of an online guide for managers on managing employee anxiety due to Covid-19 and returning to Campus
- Development of an online guide for staff on managing anxiety due to Covid-19 and returning to Campus
- Incorporation of assessment of individual workplace stressors into PDPR discussions aligned with the University Values and Behaviours
- Virtual mental health peer support group for staff. 1 a month via Teams.
- Promotion of Time to Talk Day 7th February
- Exploration of a new EAP (Employee Assistance Programme) offer for October 2021

- b) Continued commitment to the Mentally Healthy Universities Programme
- c) Manager and staff training on handling stress at work, is being developed to be delivered remotely

Full details of the University's Sickness Absence Statistics are provided in Appendix 1.

Health Monitoring

As part of the University's responsibilities for the health, safety and wellbeing of all staff, health surveillance is carried out on specific staff roles at the start of employment and then at recommended intervals.

Addressing Musculoskeletal Conditions

Provision has been allocated for physiotherapy, with the aim to help facilitate an early return to work for those staff on sickness absence and to prevent absence and future recurrence of long-term musculoskeletal symptoms for those staff continuing to manage musculoskeletal symptoms whilst at work.

In physiotherapy, individual assessment is carried out by a trained therapist. A programme of rehabilitation is then devised. Advice is also given on correct postures and the benefits of workplace ergonomics. The University's age profile means that this is a vital service in combating the musculoskeletal conditions experienced by a proportionately larger group of staff.

Stress Management

As part of the University's commitment to addressing mental wellbeing in the workplace, the University has maintained the following stress-management support:

- Delivery of briefing sessions to staff with caring responsibilities
- Production of a Carers Policy
- Provision of a confidential counselling service
- The counselling service provider Alliance provided additional counselling support for staff experiencing anxiety due to Covid-19
- Alliance offered discounted counselling sessions for family of University staff
- On-line provision for mental health support moved from Silver Cloud to the Durham Recovery College
- Fast-track referrals for occupational health support for staff experiencing stress-related symptoms or sickness absence related to stress
- Delivery of training sessions to managers on how to identify and manage staff stress and common mental health conditions. Recent work has included guidance on how to identify these issues whilst staff are working remotely

Staff Counselling Services

- Teesside University continues to support staff with their mental wellbeing through an external confidential counselling service provided by Alliance. Anticipating the need to support more staff who may experience loss during the pandemic, Alliance now also offer the services of specially trained bereavement counsellors and offers discounted counselling to family members of Teesside University staff. In addition, any staff expressing anxiety concerning Covid 19 were given an initial free 20-minute counselling session to any appointments paid for by the University

Alliance Statistics

The statistics cover the period from 1st August 2019 to 31st July 2020 and give an overview of the service and statistical information on service usage and client outcomes.

5 referrals related to the coronavirus pandemic, either directly or indirectly. Some staff have reported anxiety around contracting the virus and passing it on to vulnerable family members, some concerns about shielding and 2 clients were worried about the implications on future teaching roles. Alliance anticipates seeing more referrals like this over the coming months as well as concerns for job security. During the 3-month lockdown period of April to June, only five staff referred themselves to the service.

- In 2019/20 academic year Alliance received 63 referrals, a decrease of 30% on 2018/19
- Alliance offered 274 sessions compared to 487 in 2018/19
- The average number of sessions for each employee has decreased from 6 to 5.1, and the average length of therapy overall was 11 weeks (13.4 previously)
- The School of Health and Life Sciences continues to have the most referrals at 28% (last year 14%). This number may reflect the significantly larger number of staff in this school
- The average age of employees accessing the service was 42.
- Females accounted for 66% of the referrals
- Of all referrals 6% (4% previously) of those using the service identified themselves as from a non-White (British/European) ethnic background
- Of those classified as clinically unwell at the start of therapy, 80% showed clinical or reliable improvement at discharge

Alliance Survey

Although the University has no information on the personal details of those who utilised the service, as this is confidential to the individual and Alliance, the following was identified:

- 54% (an 11% increase) of staff attending the counselling service reported work issues as the reason they were accessing the service. Of this figure, the main

issues reported were work-related stress, workload and job situation, the same as last year

- On initial referral, 78% of employees experienced some 'impairment of work functioning'. Up 3%
- At discharge, 83% of clients reported normal or satisfactory work function
- 100% of employees said that they were satisfied with the initial contact with Alliance
- 88% said that they are coping better since accessing the service
- 81% said counselling has helped them to stay at work
- 63% agreed that counselling has helped them to return to work.
- 100% said that they were satisfied with the overall quality from Alliance

Occupational Health and Wellbeing Initiatives

The Covid-19 pandemic had a significant impact on the range of health and wellbeing activities and initiatives undertaken in 2019/20 (Appendix 3)

The key achievement during 2019/20 was the Better Health at Work Award Continuing Excellence. The award recognises the efforts of employers in the North East and Cumbria in addressing health issues within the workplace and recognises the achievements of these organisations in promoting healthy lifestyles and supporting employee health and wellbeing. Continuing Excellence recognises the importance of organisations sustaining the progress they have made during their participation in the award and encourages them to use their experience to support others.



The award also recognised the level of engagement with University staff in the identification of health issues and the development of actions to address them. A range of activities contained in the University's Staff Health and Wellbeing Strategy Action Plan involved delivery on Campus. Due to the national measures to control the spread of Covid-19, many planned activities therefore had to be cancelled, as University staff moved to remote working in March 2020. At this point, the focus on staff health and wellbeing moved to supporting staff and managers to address the unprecedented impact of the pandemic, through remote provision of clear and up to date advice, to the University, managers and individuals, with an emphasis on mental wellbeing including:

- Hosted and facilitated a staff mental health promotion group every month
- A Mental Health Awareness Training session for Managers
- Staff access to OH without referral by management to gain prompt advice on Covid-19 and the potential impact on wellbeing and mortality, and how to promote wellbeing, by advising on lifestyle behaviours to avoid contracting and being more vulnerable to Covid-19 (e.g. healthy eating, hand hygiene, alcohol consumption reduction)

Highlights of this year's health campaigns include:

- Development and delivery of carer's briefings
- Provision of a new walking netball activity for staff, in partnership with Netball England. A member of the Occupational Health team has also been trained to continue and increase participation in this activity

2020/21 Future Priorities

Year Two of the University's Staff Health and Wellbeing Strategy Action Plan has now been developed with input from staff across the University and planned actions for 2020/21 include:

- Ensuring the University, managers and individuals are provided with clear and up to date ongoing advice in relation to Covid-19
- Delivery of the actions detailed in the Health and Wellbeing Strategy Action Plan. For example:
 - > Integrate mental health into inductions for new staff
 - > Incorporate assessment of individual workplace stressors into PDPR discussions aligned with the University Values and Behaviours
 - > Establish virtual mental health peer support group for staff. 1 a month via Teams. Possible Alliance facilitator.
 - > Explore feasibility of EAP (Employee Assistance Programme) offer for October 2021
 - > Continue as a signatory to the Mental Health at Work Commitment
 - > Explore sharing case studies and blogs about staff with lived experience of mental health problems
- Retaining the Better Health at Work Continuing Excellence Award (Maintaining Excellence)
- Continue to work with Student & Library Services and MIND to complete the staff goals of the Building Mentally Healthy Universities Programme
- Provide expert health advice to SLS, if appropriate, in meeting student focused goals of the Building Mentally Healthy Universities Programme

Covid-19 Coronavirus

The Covid-19 public health emergency has had an unprecedented impact on society, the University and its staff, with the full implications on staff health and wellbeing possibly not being known for many months to come, and with the potential to affect staff wellbeing in the future.

Managers received advice on managing employee wellbeing and health in respect of Covid-19, via the usual referral process, but the OH service also created a rapid referral process that enabled an employee's vulnerability if they contracted Covid-19 (i.e. the chance of being coming unwell, seriously unwell, hospitalised or dying) to be assessed by OH, using a clinically validated tool, and reported back to management within 48 hours, so that management could make an informed decision on weighing up the health risk to the employee versus the needs of the University.

Presented is an analysis of the data between March and August (Lockdown). Full details can be found in Appendix 4 However, key points to note:

- 737 (5.1%) days lost due to Covid-19
- Overall sickness absence dropped by 25% compared to the same period last year, but several areas showed an increase (DID, ITDS, LGS, MIMA, RIS, SCEDT and VCO)
- The School of Health and Life Sciences had the largest number of absences (28.4%). This may be explained by the School having the largest proportion of staff. However, this is down compared to the same period last year
- The majority of absence reasons dropped. This may indicate staff not reporting illness, and GP and hospital services being unable to assess or treat individuals
- Absences related to stress fell by (61%) compared to same period last year
- Absences for anxiety and depression rose by 114% and 336% respectively, compared to the same period last year

Absences related to stress may possibly have fallen in some areas, as the commonly reported stressors may have reduced e.g. the demands of balancing work and home life commitments may have been reduced by their being no or decreased demands from the workplace. Also, areas where there was an increase may have had additional challenges, possibly by striving to maintain business as usual, whilst exposed to the challenges of adapting to the additional demands and challenges of Covid-19.

The rise in absences related to anxiety and depression may indicate the psychological impact that the Covid-19 pandemic has had on mental health in society. Lives are being lost, health impaired, household incomes effected, freedoms restricted, and working may be more difficult, and there is much uncertainty around these. The stress this causes can only be endured for a finite amount of time, which differs between individuals. If

stress is persistent and/or intense it can lead to a deterioration in mental health, and common mental health conditions can develop, including anxiety and depression.

An employee's home environment may also not be conducive to effective working, causing stress and the home environment may also be harmful to some staff (e.g. domestic abuse/violence). The workplace can be a respite from stressors at home.

In addition, stress is not a medical condition, but a normal part of life, but when unmanageable and sustained can lead to common mental health conditions. OH has been working to educate managers and staff to explain this difference, therefore there may also be more accurate recording of reasons for absence related to mental health.

Occupational Health Support during Lockdown

The Occupational Health team played a key role in supporting staff throughout the lockdown period and some key activities undertaken during this period are shown below:

- Over 100 health enquiries into Occupational Health were received within 48 hours of the University announcing its shielding criteria (those not expected to be on Campus). Occupational Health advised on the likely application of the criteria in individual cases
- Advice given to departments, on request, to manage staff wellbeing, in relation to reducing the chances of spread of Covid-19
- Guidance given to the University on protecting extremely vulnerable or vulnerable groups of staff
- Advice to support senior level contingency planning
- Medical and health advice and guidance given to the University's Tactical Management Major Incident group
- Online guidance provided to staff and managers on safeguarding mental health whilst remote working
- Advice given to the University on return to Campus considerations
- Production of a guide for managers and staff on managing return to campus anxiety
- Produced Covid-19 specific documentation for managers on how an individual's vulnerability to Covid-19 is assessed.
- Maintained dissemination of general health and wellbeing advice/support through use of the Health Advocate network and University communications
- Adapted the Health and Wellbeing Strategy action plan, to deliver on objectives during restricted operations and remote working. For example:
 - > National and regional health promotion days, weeks and months (e.g. No Smoking Day, National Loneliness Awareness Day)

- promoted via Update, Health Advocates and Mental Health Champions
- > Programme of virtual sessions on the health impact of ageing
- > Virtual Menopause Support Group

Health and Safety Developments and Compliance

Covid-19 Response

The Health and Safety Team have been involved in a range of activities during the University lockdown with the aim of facilitating a Covid-19 secure environment for a safe return to campus for staff and students these include the development of:

- A General Workplace Safety Risk Assessment
- Individually tailored risk assessments for all Schools and Departments
- Social Distancing Guidance
- Mandatory Return to Work Training (E-module)
- Face Coverings Guidance
- Risk Assessment for Vulnerable, Pregnant and BAME staff
- Health and Safety sign off process for the reopening of buildings
- Staff induction checklist for safely returning to campus
- A Health and Safety managers pack including information for working safely on campus, staff safety induction information, risk assessment guidance and checklist for managers
- Revised Fire evacuation procedures during Covid-19
- Covid-19 specific Health and Safety induction video presentation

Campus Developments

During the reporting period, the Health and Safety team supported key campus developments. Working closely with colleagues in Campus Services as well as external contractors and stakeholders from Schools and Departments, Health and Safety support and advice has been provided for the following projects:

Cornell Quarter - A significant investment in the University's student accommodation, the Cornell Quarter project is a new 300-bedroom residential complex for students, arranged across 48 cluster apartments, each complete with communal facilities and with a proportion of rooms designed for students with special mobility needs. This development also includes a lounge, laundry facility, gym, movie room, reception area and office space.

Student Life Building – The Health and Safety Team have worked closely with the contractor, building stakeholders and Campus Services on the delivery of the Student Life Building. This exciting new development, bringing all student-facing

services together in one location, was completed in November 2019. The Health and Safety Adviser provided support throughout the design phase to ensure the completed building is fully compliant with all appropriate Health and Safety legislation. Post occupation Health and Safety inspections undertaken by the Health and Safety Team identified only minor issues with numerous indications of positive Health and Safety systems. The building is fully compliant with all Health and Safety legislation.

Phoenix Building – The refurbishment of the Phoenix building will allow for improvements in space utilisation and collaboration between departments and the team within. This work includes improvements to the mechanical services within the spaces and upgrades to the network provision.

Victoria Building - A significant refurbishment of the Victoria building is also in progress. The space in the building is re-purposed to develop one of two new enterprise hubs on campus. Health and Safety support for the project continues to be provided to ensure the highest standards of Health and Safety are met. Recent work has included an impact assessment on the revised working conditions as a result of the ongoing pandemic, including a change in risk profile for the building and the introduction of additional ventilation for specialist equipment.

Hydrogen Innovation Project – Partly funded by the European Regional Development Fund (ERDF) and managed by colleagues from the School of Science and Engineering this project aims to contribute to the process of industrial decarbonisation through the development of cleaner hydrogen technologies. Throughout this challenging project, significant support has already been provided by the Health and Safety Team with the laboratory refurbishment and equipment installation. Work is ongoing on safe operating procedures and appropriate risk assessments in preparation for when the laboratory becomes operational.

Advice and support were also provided to Campus Services on additional development works including lecture theatre refurbishments, laboratory refurbishments, improvements to stairwells in Middlesbrough Tower and toilets in various buildings.

University Events

We have provided health and safety advice and support to colleagues organising high-profile events on campus, which included the following:

- Prospective Student Open Days
- Student Life Building and NHC official Openings
- CIPD Conference (Business School)
- Christmas events including the Magical Middlesbrough Parade and Children's Christmas Party
- Winter Graduation Ceremonies
- Community Markets in the Campus Heart
- UCAS Fair

Key Performance Indicators

Key Performance Indicators and performance against these indicators was reported for the first time in the 2018/19 performance year.

The performance against KPIs for 2019/20 are shown below and provide evidence of the high standards of Health and Safety across the organisation.

Key Performance Indicator	Target	Result
Number of enforcement actions	0	0
% new staff receiving relevant Health and Safety information	100%	100%
Actions completed following Health and Safety Inspections	100%	100%
% Statutory Estates Compliance inspections completed	100%	62.5%
% of scheduled Health and Safety inspections completed	100%	62.5%
All risk assessments identified as high risk prior to the implementation of control measures to be reviewed annually	100%	100%

Due to the Covid-19 pandemic and subsequent lockdown of Campus it has not been possible this year to achieve the 100% target for Statutory Estates Compliance inspections and scheduled Health and Safety inspections.

A recovery plan is in place to ensure that these inspections are given priority and all necessary inspections and any necessary remedial works as a result of these inspections are being addressed following the return to campus. It is important to be clear that the delay in conducting these inspections due to lockdown has not, in any way, increased the health and safety risks on campus. Essential Estates maintenance and Health and Safety inspections including those activities required for student accommodation was undertaken as required during the lockdown period.

Legal Compliance

Legal Compliance Reviews

In January 2020 UMAL, the University's insurer, carried out a comprehensive audit of the University's Health and Safety Risk Management and concluded that *'The very high standards of Health and Safety risk management remain with only a few minor issues being noted.'*

UMAL also reported on the University's Property Risk Management and concluded that *'Since the previous visit there have been two major buildings opened, one on the main campus and one in Darlington. There have also been refurbishments and*

an extension to the Business School, formerly the Student Centre. Virtually all the previous recommendations were met with no major new recommendations.'

For Health and Safety Risk Management a report rating of 2.70, was awarded and this compares favourably to the UMAL sector average of 2.42. There were just 3 areas where full compliance was not met and each of these areas were judged to achieve general compliance.

For Property Risk Management the University obtained a rating of 2.71 compared to the UMAL average of 2.60. There were 6 areas where full compliance was not met and each of these areas were judged to achieve general compliance.

Action plans were implemented for all UMAL recommendations and these are now resolved. Written feedback on the progress of these reports was submitted to UMAL in March.

During January 2020 an audit of the UUK Accommodation Code was undertaken by PricewaterhouseCoopers. The University adheres to the Universities UK (UUK) Code of Practice which outlines the minimum accommodation standards for all University-managed student residences. The audit identified one very minor issue, relating to a missing Caution Hot Water sign that was actioned immediately. No additional Health and Safety exceptions were reported as part of the audit.

Following several high-profile fire incidents externally, including a fire in Bolton University residential accommodation, a Compliance Fire Report was commissioned by Campus Services (Estates) which included a full review of all cladding systems for Teesside University buildings. The Health and Safety Adviser reviewed the reports and the Regulatory Reform (Fire Safety) Order risk assessments for each University building were updated to take account of some minor suggested improvements. No significant concerns were identified.

During the reporting period, Cleveland Fire Brigade also inspected several University buildings including Middlesbrough Tower, Stephenson Building, Mercuria and all University owned residential accommodation. Some minor maintenance issues were identified. All areas for improvement were reported to Campus Services (Estates) and all actions were completed within the allocated timeframes. Whilst there were minor issues identified, the Legislative Enforcement Officer confirmed that the University fully meets, and in many cases exceeds, all the required fire safety standards.

During July 2020 an audit of the University COVID-19 Recovery Plan was undertaken by PricewaterhouseCoopers. This included submission of information on the General Workplace Risk Assessment and Social Distancing Guidance developed by the University Health and Safety Team.

A rolling programme of Estates Legislative Compliance reviews continued during 2019/20, including audits of extraction and ventilation systems. Additional scheduled reviews were postponed due to the campus closure.

Building inspections were undertaken throughout the year on a rolling programme and remedial works put in place as a result of this were reviewed and monitored to completion.

Other regular safety inspections including checks on car parks, pavements and roads, external fire escapes, disabled refuge locations, first aid provision, ladder safety, final exit door and means of escape inspections were completed periodically throughout the year.

As well as HASMAP audits of Schools there have been audits of the University catering outlets, with a specific focus on allergen controls and slips, trips and falls compliance, to ensure health and safety standards remain high.

Accident Statistics

During the reporting period, there were just 2 accidents, both involving staff members that were reportable to the HSE. This is a decrease of 3 compared to the previous year and represents the lowest number of reportable accidents we have recorded in over 20 years. This decrease would be expected following the campus closure as we recorded no accidents between April and July. However, the number of reportable accidents recorded in the period prior to the campus closure was lower in comparison to the same period in each of the previous 7 years, continuing the positive trend. Further details on the RIDDOR reportable accidents are provided below.

August 2019 – A member of the catering team was transporting a small freezer on a trolley between buildings. The freezer was not adequately secured and slipped causing a shoulder injury to the staff member as they tried to stop the freezer from falling. All catering staff have since undergone training in safely transporting items across Campus and the trollies are now subject to a regular inspection regime.

December 2019 – A Technician in ITDS injured their shoulder whilst fitting a large TV screen onto a wall. Refresher manual handling training has been undertaken by the team and Standard Operating Procedures have been reviewed and rewritten to provide for a safer way of handling TV/AV equipment.

Phase two of the Health and Safety Teams Behavioural Safety Campaign 'Watch Your Step' launched in September 2019 with the aim of continuing to reinforce safe working practices and improving awareness of the risks of slips, trips and falls as a result of concerns such as distracted walking. The continued positive impact of this campaign is evident in the accident figures since the launch of the campaign. In 2019/20 Slips, trips and falls accounted for 5.5% of all accidents which is a significant reduction on the previous figures from 2018/19 and 2017/18 when 13% and 27% respectively, of all accidents reported were as a result of slips, trips and falls.

Investigation of the accidents involving slips, trips and falls identified that there were, on occasion, some minor defects in the condition of the accident locations and these were repaired.

Manual handling and handling glass and sharps accident rates remain consistent this year accounting for 10 minor accidents, however, an accident trend analysis undertaken in quarter one identified an increase in handling glass/sharps incidents. This was investigated with the areas concerned and improvements to the risk assessment and supervision arrangements for students were put in place. Following this work there were no further related incidents.

Overall, for 2019/20 there have been a total of 43 accidents which is a reduction of 17 on the previous reporting year. As the University has been closed from the end of March 2020 to August 2020, the reduction in accidents is to be expected. Based on the same seven-month period for August 2018 to March 2019 the figures reflect a slight increase of 5 accidents for the same period compared with this academic year. However, staff training delivered by the Health and Safety Team continues to focus on encouraging staff to report accidents and near misses this could in part be reflected in the slight increase in figures. Despite this increase figures remain low when compared against accidents reported in previous years. It should also be noted that 5 near miss accidents were reported in 19/20.

Full details of the University's accident statistics for the reporting period are detailed in Appendix 5.

Statutory Inspections

To ensure that the University complies with health and safety legislation there are inspection procedures to ensure legal compliance. The following numbers show the scale of the inspections undertaken each year:

OVER
2,500

Monthly temperature checks of hot water taps to prevent the growth of Legionella bacteria.

OVER
200

Fire Blankets checked annually.

OVER
850

Fire Extinguishers checked and serviced annually.

OVER
10,000

Electric wiring circuits tested on a rolling 5-year programme.

18

Fire Fighting Dry Risers pressure tested annually.

OVER
5,400

Smoke/heat detectors tested annually.

OVER
90

Pressure Systems such as boilers examined at either one or two year intervals.

49

Passenger lifts subject to thorough examination every 6 months.

OVER
110

Items of lifting equipment such as cranes, forklift trucks, chains etc. inspected every 6 months.

OVER
10,000

Emergency lighting unit operations checked monthly and battery duration checks conducted annually.

OVER
100

Local Exhaust Ventilation (LEV) systems such as fume cupboards checked annually to ensure correct face velocity.

OVER
100

Natural gas appliances tested annually for leaks and toxic gas production.

Fire Safety

As expected, due to the Campus closure there has been a reduction in fire alarm activations and in teaching and office accommodation this reduction is over 20%. Activations in student accommodation have increased by 6% over the year, however, some student accommodation has been occupied for a longer period than normal this summer due to the lockdown restrictions on travel and movement and this accounts for this small increase.

Contractors and all students residing in the University owned accommodation, continue to receive verbal and written instructions on preventing false alarms as part of their induction. Additional guidance is provided during the planned fire evacuation drills. It should also be noted that all evacuation times were within the times expected by the Fire Brigade given the size and expected populations of the buildings.

The vast majority of fire alarm activations in the student accommodation are caused by cooking, steam from showers and use of aerosol sprays and this continues to be addressed as part of the student accommodation induction.

The Health and Safety Team continue to perform frequent evacuations of our Middlesbrough Tower and Central Halls buildings. These buildings are deemed to be higher risk given their classification as high-rise buildings.

Following the introduction of the Personal Emergency Evacuation Plan (PEEPs) procedure at the start of the academic year, a number of PEEP's for both staff and students have been prepared with supporting actions put in place. The aim of a PEEP is to provide people who cannot evacuate a building unaided during an emergency situation with the necessary information and assistance to be able to manage their escape from the building, whilst ensuring that their evacuation does not impede other persons escape or safety.

The mandatory Fire Extinguisher Training for Technicians and Catering Staff has been reviewed and updated to ensure we continue to follow the most up to date guidance. This training now includes information on wet chemical extinguishers and these extinguishers have been introduced in a number of additional areas. Further Fire Marshal training has been provided this year to increase this resource across campus. The Library staff have also undertaken refresher fire marshal training.

There were five fire incidents on the University campus during the reporting period which is static compared to the previous year. Reassuringly there were no fires inside any University teaching accommodation. Each of these incidents was classified as either a Minor Fire or a Near Miss Fire Incident.

Further information on the University's fire statistics is provided in Appendix 6.

Environmental Emissions and Discharges

This information also forms part of the University's Environmental report covering ECO Campus Category 9 on Environmental Emissions and Discharges.

The University has a dedicated approach to its environmental responsibilities and recognises that our activities can have a significant impact on the environment and is committed to ensuring that we manage all our activities in an environmentally sensitive manner. To minimise the negative environmental impact of the University in relation to its activities which produce emissions to the atmosphere or discharges to the drainage system the University has a Waste Emissions and Discharge Policy to ensure that all waste produced is stored, removed, treated and disposed of according to legislative requirements and the Best Practicable Environmental Option.

Teesside University is committed to retaining and improving our EcoCampus accreditation. The criteria for this prestigious award enables us to work in a consistent and pragmatic way towards ensuring that we manage our environmental obligations. We are currently accredited at Gold level and we are committed to retaining this. Following the EcoCampus process has provided clarity in setting environmental management priorities. The University is already seeing significant benefits in terms of reduced electricity usage in IT Server systems, a reduction in the paper-based information being sent out to students and the successful cycle to work schemes.

The most recent external audit of EcoCampus compliance concluded that

“The organisation continues with its high level of commitment and compliance with the requirements of EcoCampus Gold. “

The University is involved in a range of additional initiatives that aim to both highlight and improve environmental issues. These include:

- Public Transport Season Tickets
- BREEAM (Building Research Establishment Environmental Assessment Method) Excellent accreditation standard adopted as University standard for all current and future developments
- Free Water refill stations
- Cycle to work schemes and upgraded facilities for cyclists
- Green Travel Initiatives
- Membership of the EAUC – This is the Sustainability Alliance for Education
- Zero waste to landfill
- Carbon Reduction Projects including the installation of energy efficient lighting improvements Campus wide and the installation of new energy efficient domestic hot water systems in student accommodation
- Sustainable procurement - The University's Sustainable Procurement Framework requires that sustainability and environmental issues are considered in the procurement of all goods, services and works supplied to the University.

Training and Policy Developments

Health and Safety Training

We introduced our Health and Safety e-learning training package in March. This currently consists of two mandatory modules that all staff are required to undertake in the current academic year. These modules are Health and Safety Awareness and Fire Safety Compliance. Despite the Campus lockdown and the University moving to restricted operations, staff engagement with these modules has been extremely positive and over 60% of staff have completed the two modules so far. Training completions in this area are regularly monitored and email reminders are issued, where necessary, until the training is completed.

A number of additional modules are also available and are aimed at specific job roles or can be requested to be allocated to staff by the Schools and Departments. Several staff have undertaken these training modules and the numbers of staff who have completed these are as follows:

Principles of Risk Assessment - 211

Manual Handling - 80

Wellbeing and Resilience – 43

We have also developed a Return to Work Training module for staff to ensure they are aware of the workplace changes that have been implemented to make the Campus Covid-secure, the social distancing requirements and the General Workplace Risk Assessment content. The module has been utilised for those staff who have been assisting with the Campus mobilisation through-out the summer (315 staff in total) and was allocated to all staff in August for completion before they return to Campus. Until staff completed the training, their access to University buildings was blocked.

The package also includes a Display Screen Equipment (DSE) training and self-assessment package. This provides staff with training on how to set up their workstation correctly and enables them to assess that they have done this. The assessment is also reviewed by the Health and Safety Team and advice and guidance is provided to ensure that any issues are resolved. 40 staff have undertaken this training and self-assessment process and on return to Campus in September this was allocated to more staff in a phased roll-out.

In 2020/21 we will continue to increase our e-learning offering and additional training modules will be offered. We will also introduce an online accident reporting process.

The Health and Safety Team also continued to deliver established Health and Safety training workshops on topics such as manual handling techniques, risk assessment training and Display Screen Equipment assessment training for staff. Mandatory General Health and Safety Awareness training was also provided to new staff as part of the revised University Central Induction Programme. Existing staff are encouraged, via the PDPR process, to undertake this workshop as a refresher.

Additional safety awareness training has been delivered to specific groups including Technicians, Catering and Cleaning staff.

In total 290 staff undertook face to face training for the period 1st August to 11th March. Training was then postponed following Covid-19 restrictions.

Additional sessions delivered included the following:

- We arranged First Aid at Work Training for 11 new first aiders and for 10 current first aiders to undertake First Aid at Work refresher training.
- Health and Safety audits identified that Risk Assessment training was required for staff whose roles require them to complete risk assessments and 47 staff attended these training workshops. To complement this the Health and Safety Officer has also supported with the development of new risk assessment systems for centrally locating risk assessment documentation.
- A General Safety Awareness training session for Security Officers covering a range of topics including hazard identification, manual handling, risk assessment and fire safety was delivered to newly appointed staff members.
- Working Safely at Height awareness training was delivered to MIMA School of Art and Design students to ensure that they are aware of the safety requirements when displaying their work at exhibitions both within the University and in a commercial environment.

All Health and Safety training is recorded on an electronic database and staff sign a register which is also held electronically. This ensures full traceability of staff training.

Policy, Procedure and Guidance Document Development

As part of the annual documentation review, several policies, procedures and guidance documents were amended to reflect changes in legislative requirements and organisational structure and further improvements, including more robust document control procedures, were implemented to conform to sector advice on best practice. Notable changes included:

- Changes were made to the No Smoking Policy to reflect a ban on charging e-cigarettes and associated items in University premises or in University vehicles.
- A separate Fire Safety Policy was developed in order to comply with the UUK Managements Standards.
- University specific Face Coverings Guidance was developed following updated Government guidance that has now made it mandatory to wear face coverings on public transport and in other enclosed spaces.
- Fire Evacuation Guidance was revised and circulated to inform all members of the University community that when evacuating buildings during the current Covid-19 restrictions, staff and students must aim to evacuate the buildings as quickly as possible and therefore the one way systems and in/out restrictions **do not** need to be followed and additional Fire Assembly Points have been introduced to support social distancing requirements.
- A Social Distancing Procedure was developed as part of the University's commitment to a safe return to work. This has also led to the development of Social Distancing Guidance being created and communicated to staff.
- The Personal Emergency Evacuation Plan (PEEPs) procedure which was developed in 18/19 was put into practice and communicated to staff and students.

All Health and Safety policies, procedures and guidance documents were reviewed during the reporting period.

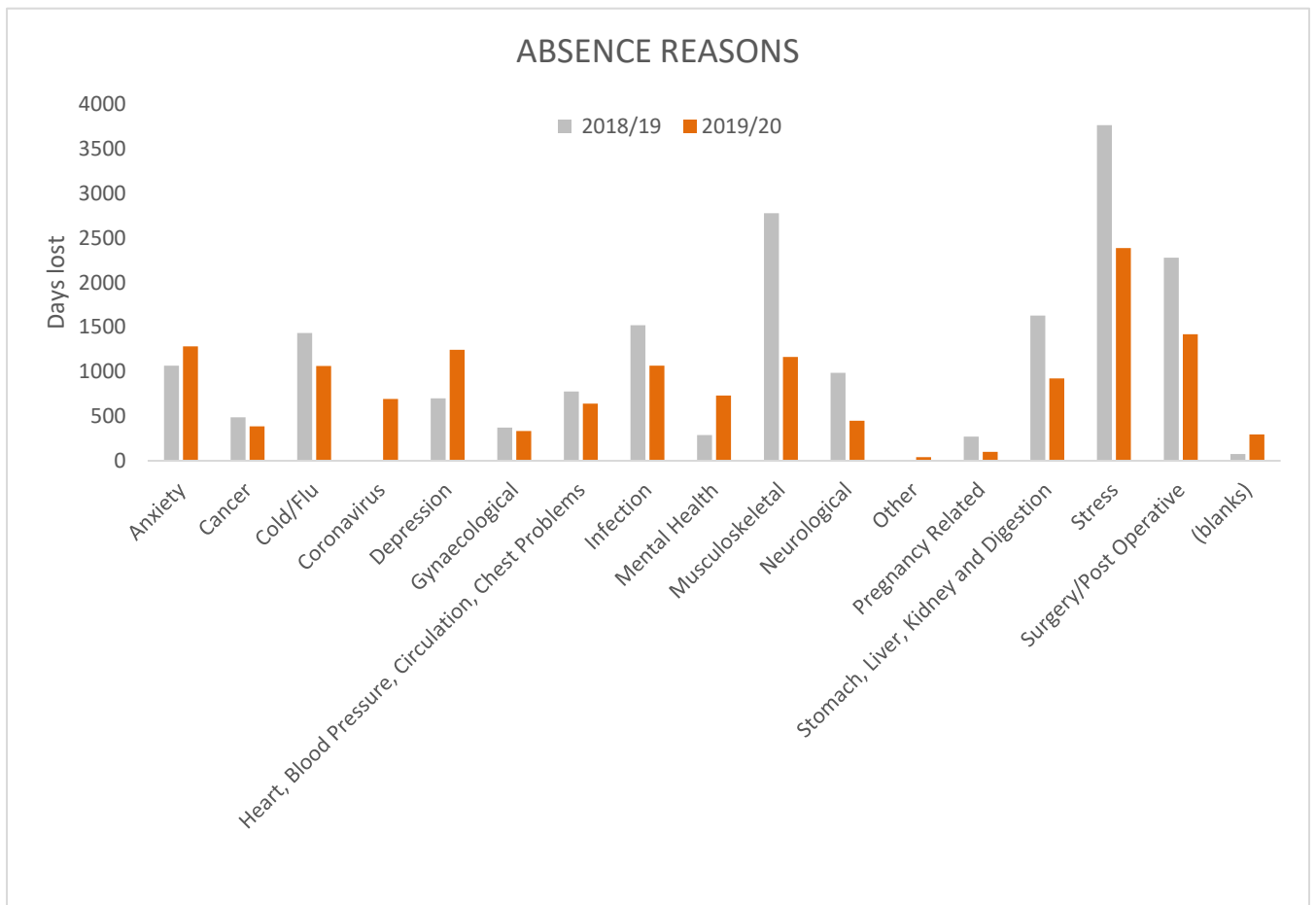
Summary

This report highlights the extensive work undertaken by the Health and Safety Team and Occupational Health in support of activities on the campus to both maintain and improve the University's excellent health and safety standards and wellbeing support for staff.

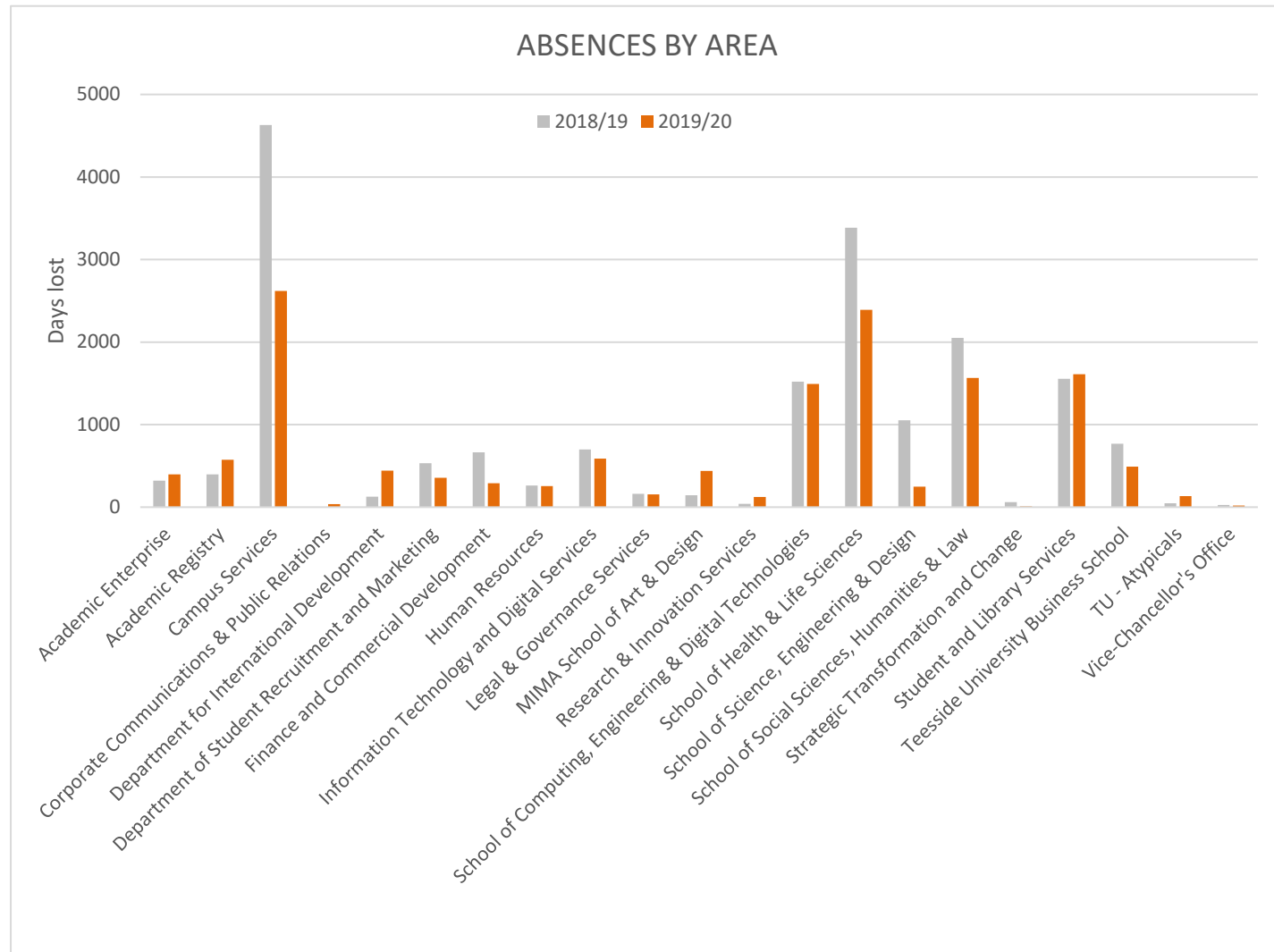
APPENDIX 1

SICKNESS ABSENCE STATISTICS

Appendix 1a

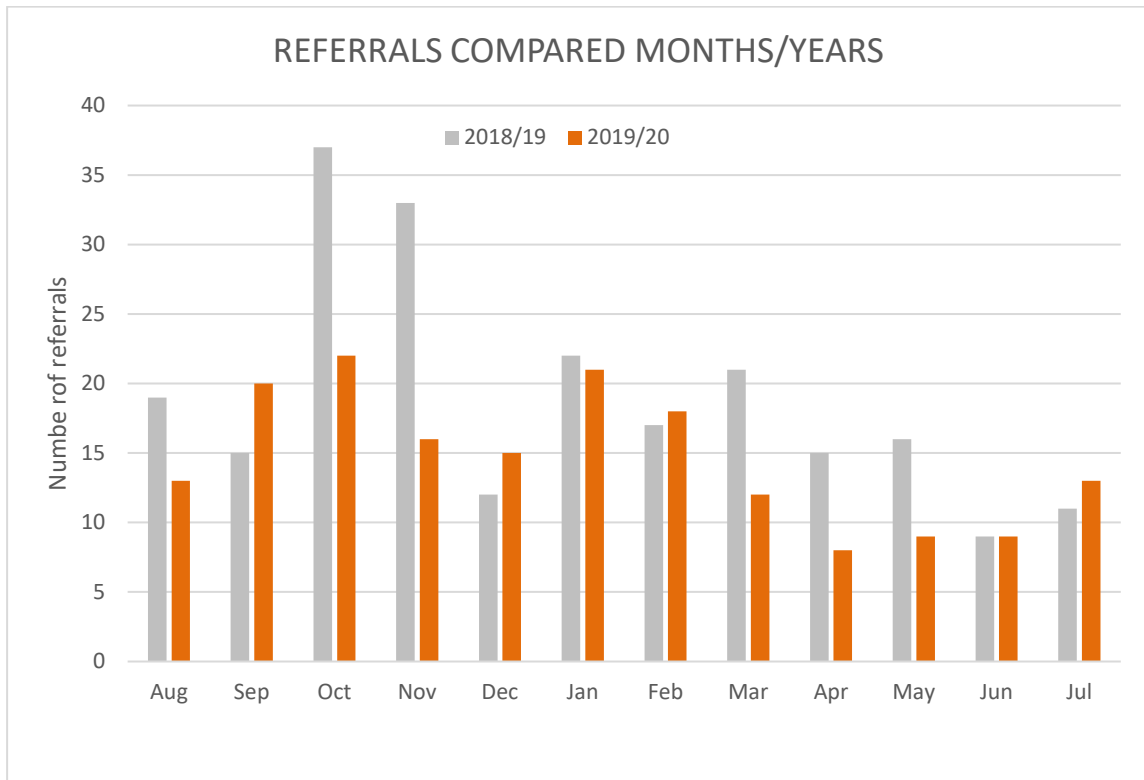


Appendix 1b



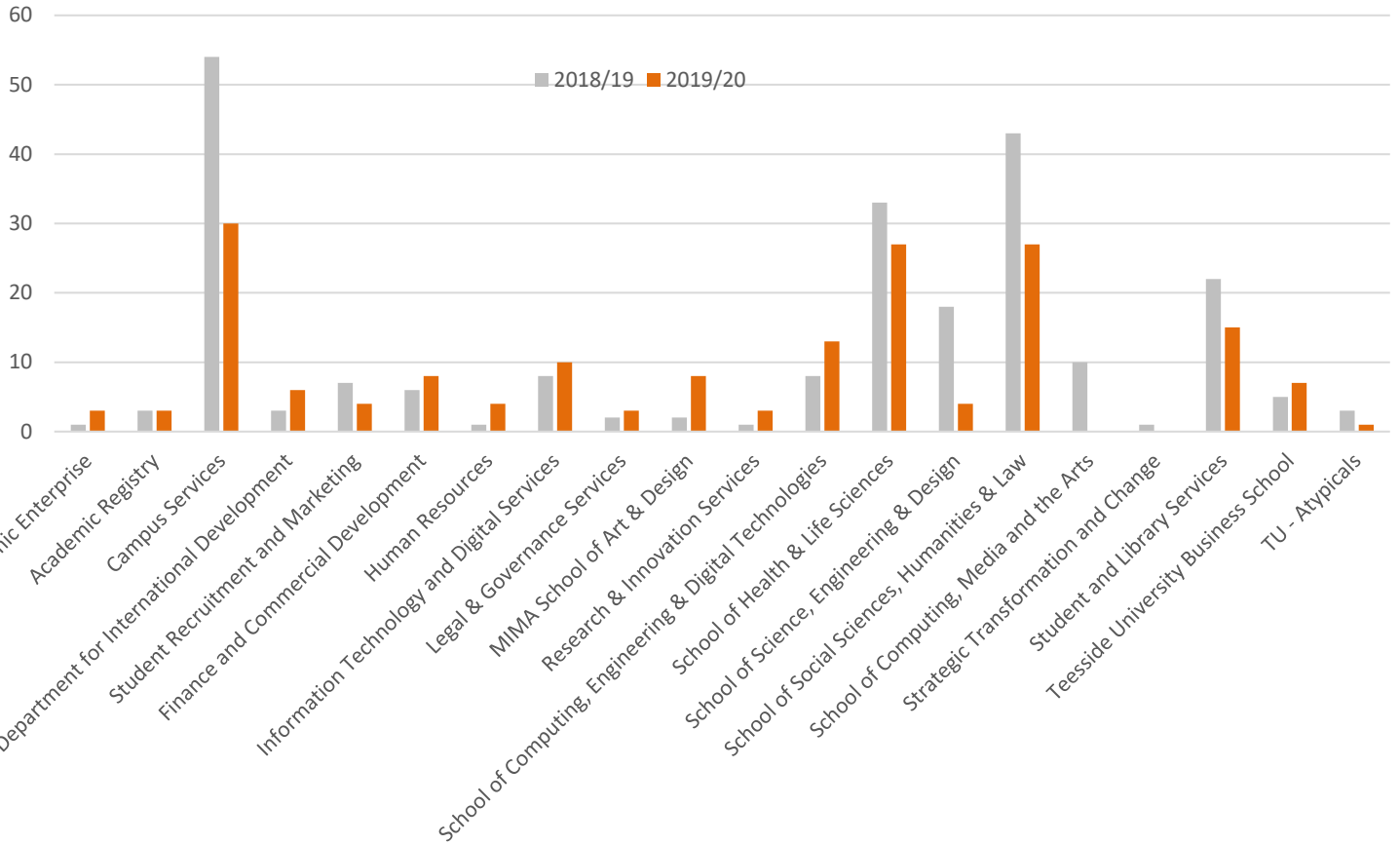
APPENDIX 2 OCCUPATIONAL HEALTH REFERRALS

Appendix 2a

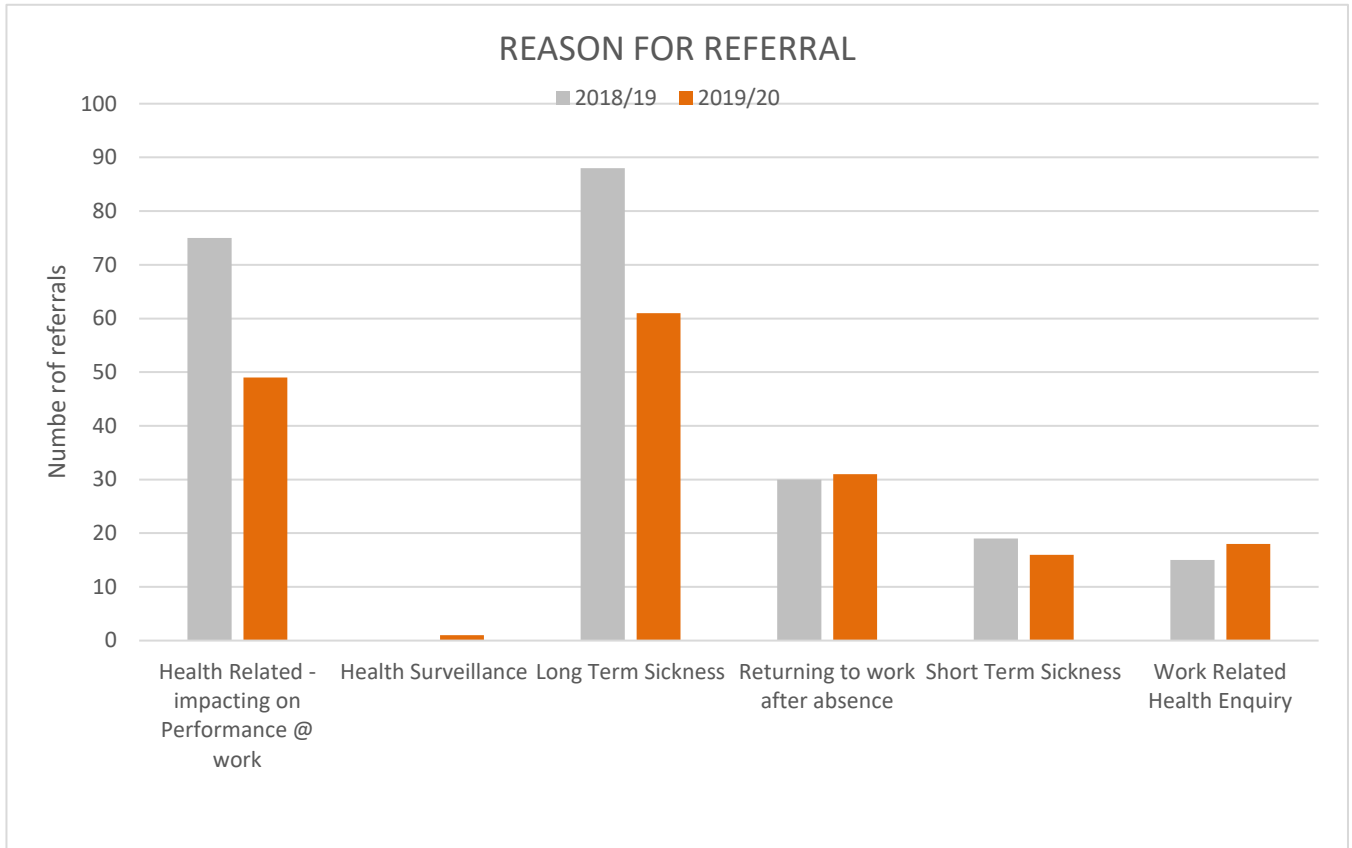


Appendix 2b

NUMBER OF REFERRALS PER AREA



Appendix 2c



APPENDIX 3

OCCUPATIONAL HEALTH INITIATIVES 2019/20

Appendix 3

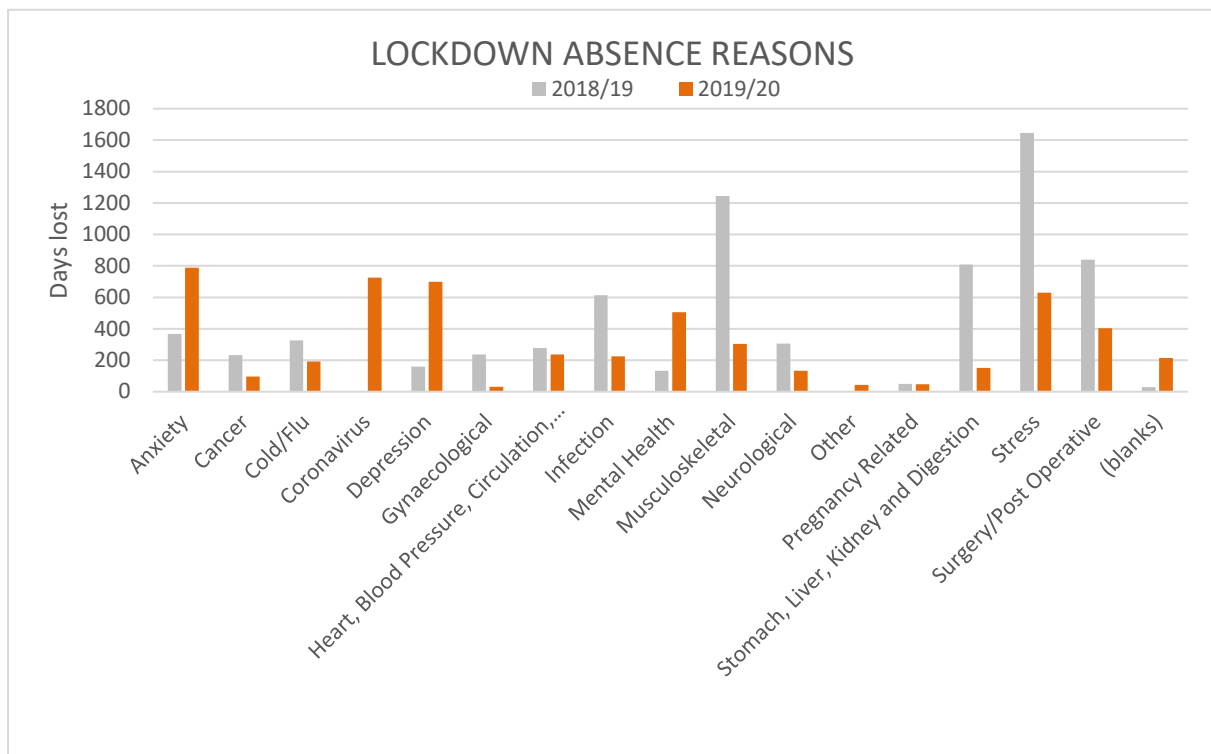
August	September	October
<ul style="list-style-type: none"> > Rainbow Rounder's. Supporting the University's pledge to embrace diversity and oppose prejudice. > Mental Health and Stress: A Managers Guide. Sessions delivered by HR and OH 	<ul style="list-style-type: none"> > Know Your Numbers, National Blood Pressure Campaign/blood pressure checks > Occupational health promoted the Smoke Free Campus. 	<ul style="list-style-type: none"> > Hosted defibrillator use training.
November	December	January
<ul style="list-style-type: none"> > Carer Briefing. Informing staff of University, local and national support for those with caring responsibilities. > Be the Best You. Mental Health workshop. Drop in session hosted/facilitated by OH. > Mental health and Stress: A Managers Guide. 	<ul style="list-style-type: none"> > Dry January Drop In. > Mental health and Stress: A Managers Guide. > Be the Best You. Mental Health workshop. 	<ul style="list-style-type: none"> > Walking Netball > Healthy Ageing presentation. > Mental health and Stress: A Managers Guide.
February	March	April
<ul style="list-style-type: none"> > Blood Pressure checks. > Be the Best You. Mental Health workshop. 	<ul style="list-style-type: none"> > No Smoking day. Occupational health promoted the Smoke Free Campus. > Carer Briefing. 	
May	June	July

APPENDIX 4

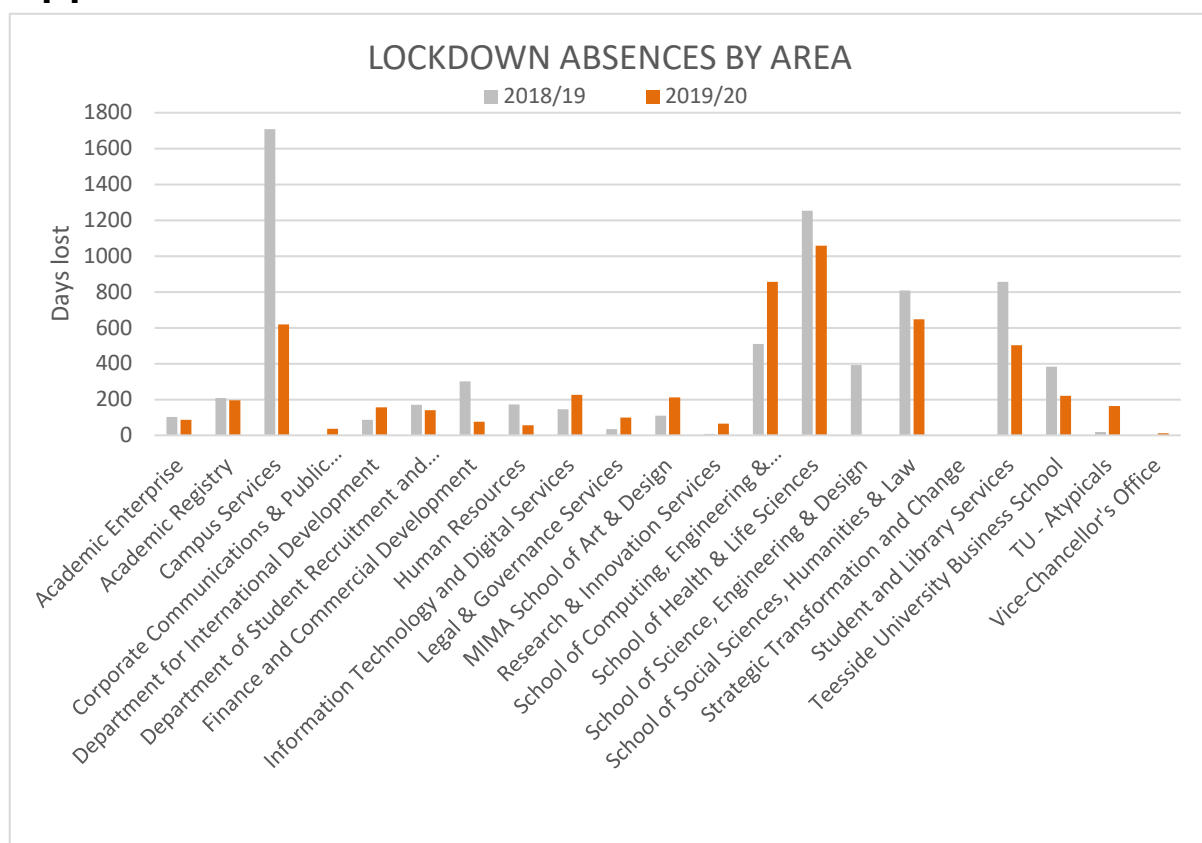
Covid-19 Lockdown Data

Appendix 4a

Represented below is data from March – August 2020



Appendix 4b



Appendix 5 - Accident Statistics

The staff and student figures quoted in this report meet the requirements of the Universities Safety and Health Association (USHA), in that they are the actual numbers of staff and students working and studying at the university (not FTEs) and the student numbers exclude those studying with Partnership colleges.

The Accident Summary for all accidents during the reporting period is shown in the table below:

Accidents Involving Injury	Staff	Students	Contractors/ Visitors	Totals
Minor injury	20	18	3	41
Non-Employee Hospital Treatment				
Other Injury (7+ Days Off)	2			2
Staff Major Injury or Condition				
Total Reportable Injuries	2			2
Total Accidents Involving Injury	22	18	3	43
Number of persons at risk	2323	14770		17093
Reportable Injuries per 1000	0.86	0.00		0.12
Total Injuries per 1000	9.47	1.22		2.52

Alliance University Benchmarking Comparison 2018/19

Teesside University is a member of the University Alliance. The table below provides an accident comparison between Teesside University and other Alliance Universities for the 2018/19 reporting period. Data for 2019/20 is expected to be available from February.

Accidents Involving Injury	Teesside University Staff	Alliance University Staff Average	Teesside University Students	Alliance University Student Average
Minor injury	34	56.7	13	45
Other Injury (7+ Days Off)	3	2.5		
Staff Major Injury or Condition	0	0.2		
Total Reportable Injuries	3	2.7	2	0.73
Total Accidents Involving Injury	37	59.4	15	45.73
Number of persons at risk	2288	3634	15518	22669
Reportable Injuries per 1000	1.31	0.74	0.13	0.03
Total Injuries per 1000	16.17	16.34	0.97	2.02

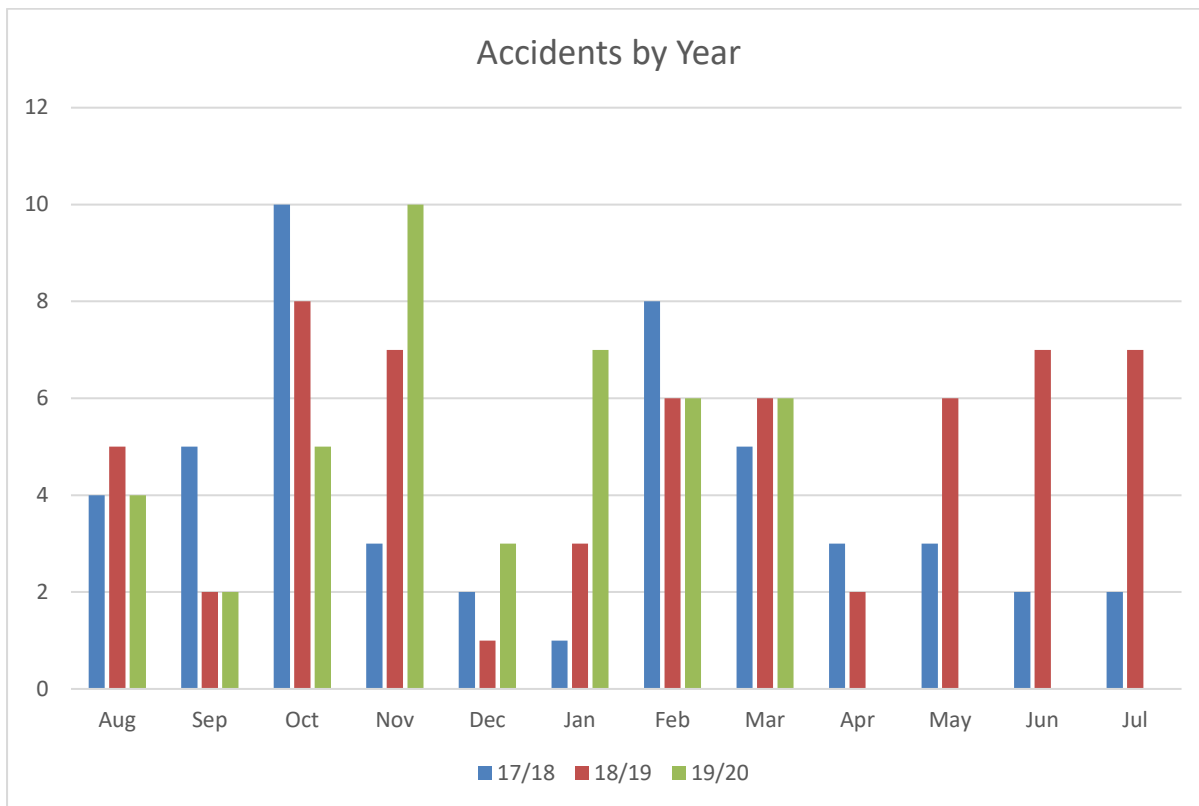
Full details of the 2019/20 accident statistics are detailed in the following charts and graphs.

All Accidents Analysis

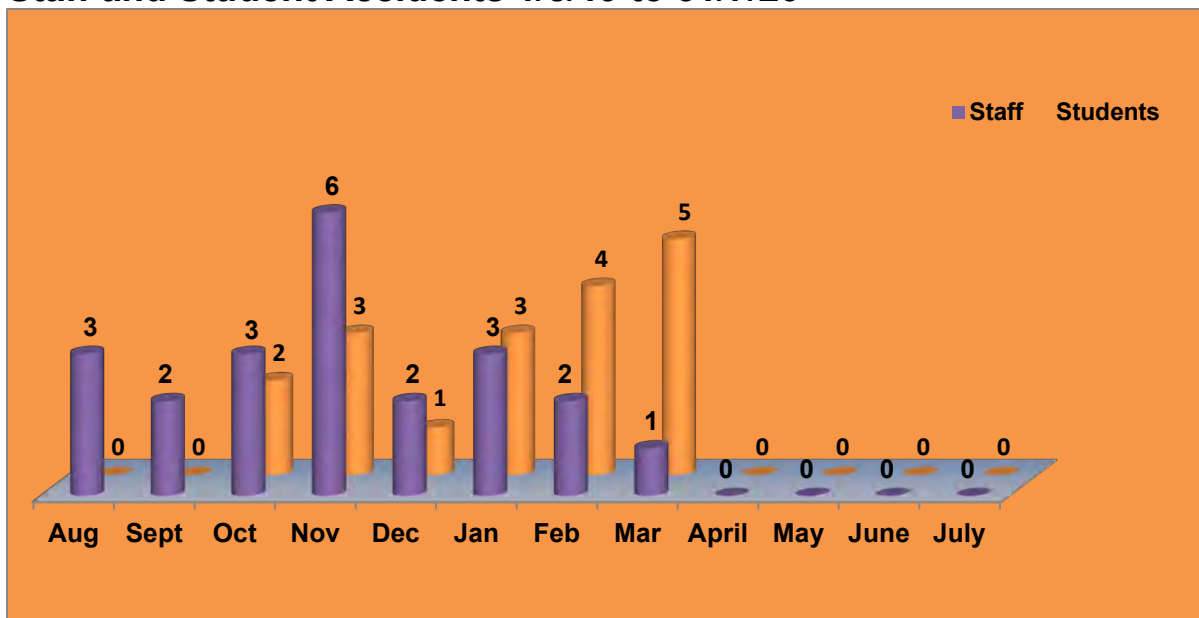
From 1/8/2019 to 31/7/2020

Number At Risk		Fall On Level	Fall On Stairs	Hand Tools	Handling	Handling Glass/Sharps	Harmful Substance Release	Hot/Cold Contact	Other	Striking Against Object	Struck By Object	Total
Academic & Related	870							1	1			2
Administrative	778	2	1		1				1	3		8
Caretaking	26				1							1
Catering	38				1			4	1	1		7
Cleaning/Domestic	119	1								1		2
Contractors	0								1			1
Postgraduate Students	2801			1		1			1			3
Technician	200				1					1		2
Undergraduate Students	11969	1	3	1		5	1	1	1	1	1	15
Visitors	0									2		2
Total		4	4	2	4	6	1	6	6	9	1	43
% for each cause		9%	9%	5%	9%	14%	2%	14%	14%	21%	2%	

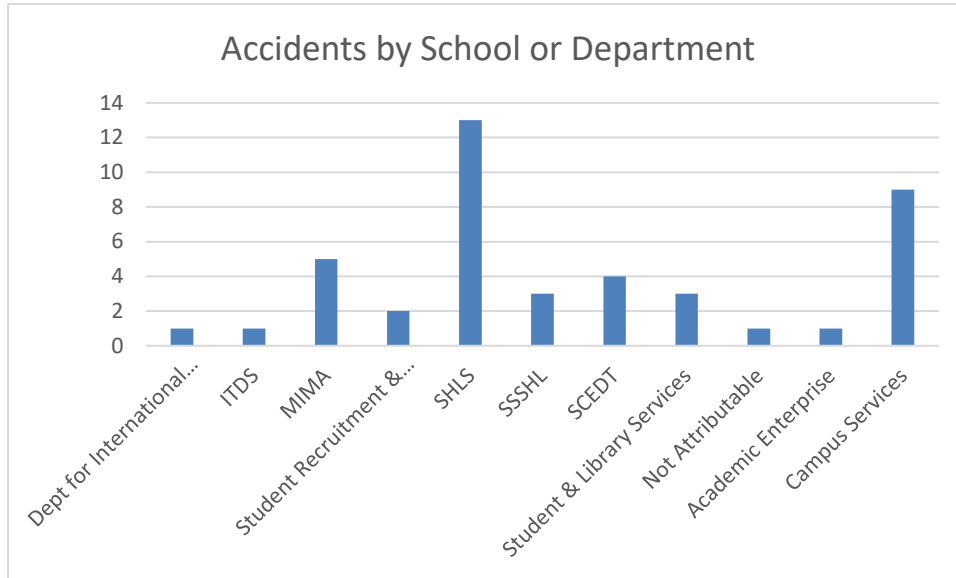
All Accidents by Year - 2017/18, 2018/19, 2019/20



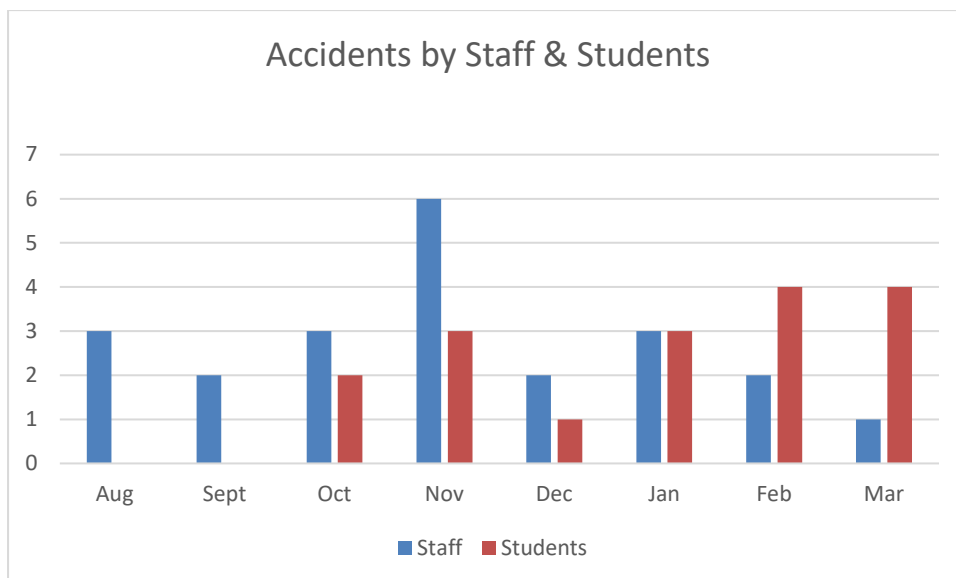
Staff and Student Accidents 1/8/19 to 31/7/20



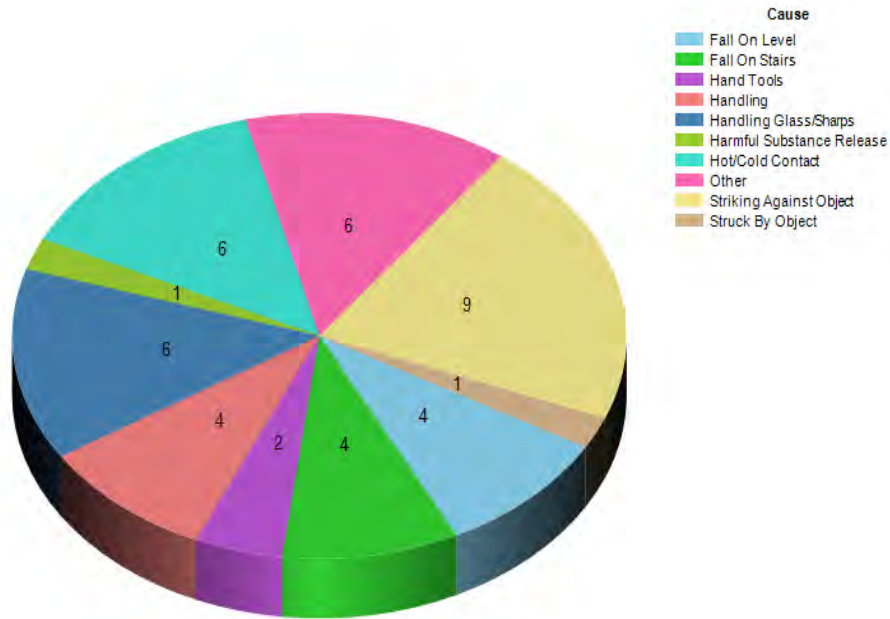
All Accidents by School or Department 1/8/19 to 31/7/20



All Accidents by Staff and Student Category from 1/8/19 to 31/7/20

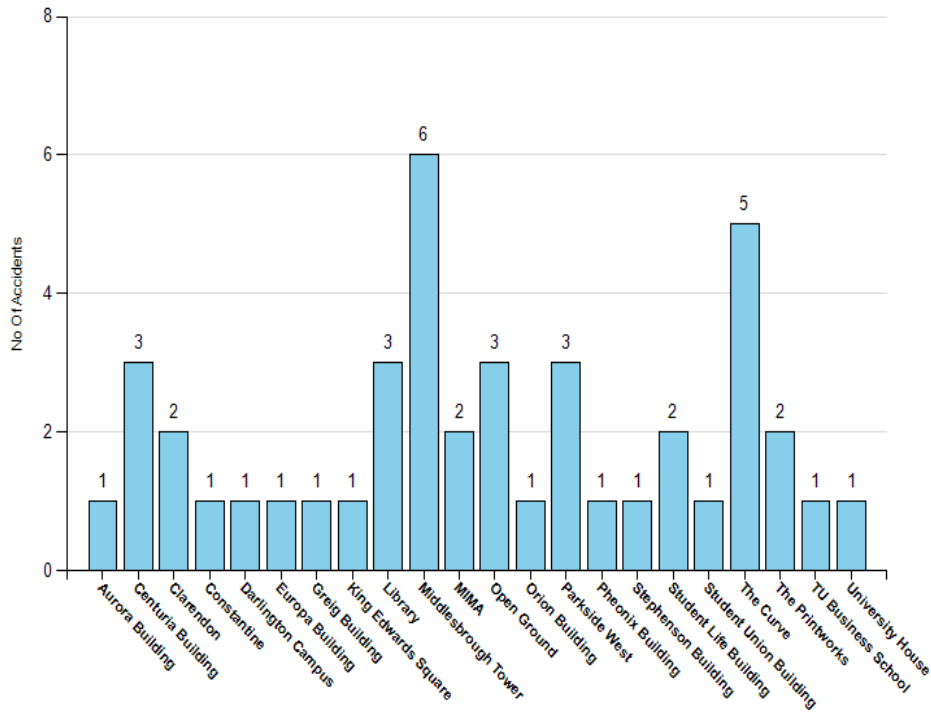


Accidents by Cause 1/8/19 to 31/7/20



Cause	No
Fall On Level	4
Fall On Stairs	4
Hand Tools	2
Handling	4
Handling Glass/Sharps	6
Harmful Substance Release	1
Hot/Cold Contact	6
Other	6
Striking Against Object	9
Struck By Object	1
Total	43

All Accidents by Location 1/8/19 to 31/7/20



Location	No
Aurora Building	1
Centuria Building	3
Clarendon	2
Constantine	1
Darlington Campus	1
Europa Building	1
Greig Building	1
King Edwards Square	1
Library	3
Middlebrough Tower	6
MIMA	2
Open Ground	3
Orion Building	1
Parkside West	3
Pheonix Building	1
Stephenson Building	1
Student Life Building	2
Student Union Building	1
The Curve	5
The Printworks	2
TU Business School	1
University House	1
Total	43

Appendix 6 - Fire Statistics

For statistical purposes, fires are categorised using the Universities' Safety and Health Association (USHA) criteria, which is as follows:

1. **Major Fire Incident** – An incident involving smoke, heat and flames causing property damage to multiple building fixtures or fittings.
2. **Minor Fire Incident** – An incident involving smoke, heat and flames causing only localised damage to equipment or property
3. **Near Miss Fire Incident** – An incident involving only smoke without flames which may or may not cause damage

During the reporting period, there were 5 fire incidents on the University Campus, which were classified as either Near miss or Minor Fire Incidents. The details of these fires are included below.

Fire details:

Fire 1 (Near Miss) – On 19 August at Central Halls, a student was cooking and set oil alight causing a large amount of smoke. This caused the building to be evacuated.

Actions: The fire brigade attended and helped to disperse the smoke. The Students in Central Halls were spoken to by the Health and Safety Officer and the Accommodation Manager regarding safe cooking practices. All University residences have fire safety information posters that include advice on safe cooking.

Fire 2 – On 6 January a student left a tea-towel on a cooking hob in Parkside Houses and this caught alight.

Actions: The fire was extinguished and the student was reminded of safe practices by the security team attending.

Fire 3 – On 7 February a bin in Campus Heart caught fire due to a discarded cigarette.

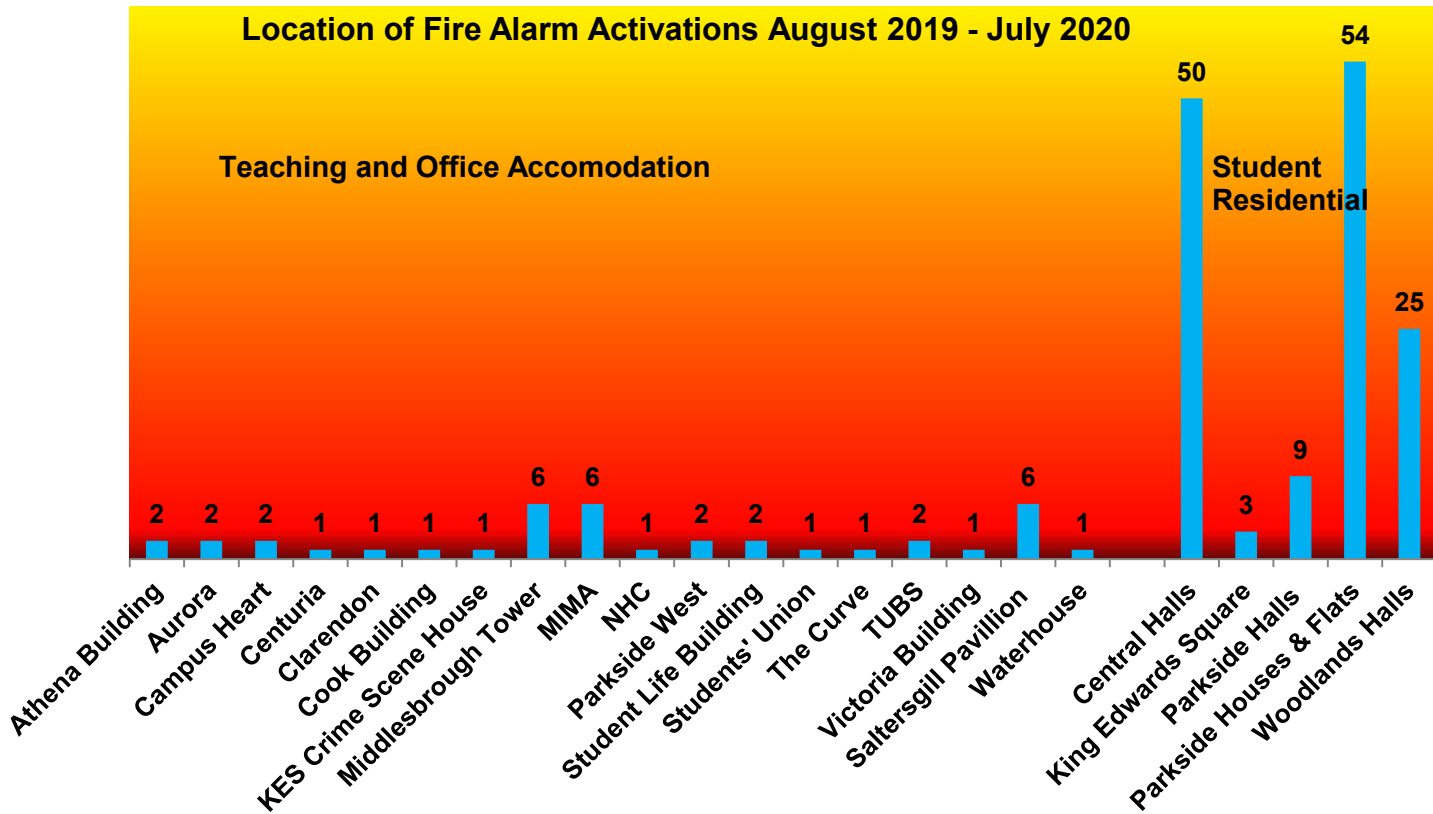
Actions: The security team extinguished the fire.

Fire 4 – On 1 April a fan extractor caught alight and caused a small fire in The Garden Kitchen.

Actions: The security team extinguished the fire and the fire brigade attended to assist with dispersing smoke from the building. Maintenance records confirmed all the required checks had been undertaken and an inspection of all extractor fans in catering outlets was carried out as part of the incident investigation.

Fire 5 – On 19 April a student in Parkside Halls of Residences threw a match, which they thought had been extinguished, in a bin this caused a small bin fire.

Actions: The Accommodation Warden extinguished the fire. The student was reminded of safe practices.



During the reporting period there were 39 fire alarm activations in teaching and office accommodation and 141 in student residential accommodation.



Fire Drill Report 2019

Teaching and Office Accommodation

As required by **The Regulatory Reform (Fire Safety) Order 2005** the following fire evacuation drills were undertaken and recorded in 2019

Building	Date and Time	Evacuation Time
Athena Building	17.10/2019 - 10.25am	3 minutes 32 seconds
Aurora House	15/10/2019 - 11.05am	1 minute 7 seconds
Centuria Building	15/10/2019 - 3.50pm	4 minutes 12 seconds
Clarendon Building	17/10/2019 - 8.55am	3 minutes 59 seconds
Constantine Building	15/10/2019 - 8.55am	4 minutes 22 seconds
Cook Building	17/10/2019 - 11.40am	3 minutes 12 seconds
Darlington Campus	29/10/2019 - 11.55am	3 minutes 2 seconds
Education House	15/10/2019 - 2.45pm	1 minute 47 seconds
Europa (OLTC)	15/10/2019 - 10.50am	2 minutes 56 seconds
Europa (IT & CfE)	15/10/2019 - 10.55am	1 minute 45 seconds
Foster Building	29/10/2019 - 3.45pm	40 seconds
Fusion Hive	29/10/2019 - 9.25am	3 minutes 22 seconds
Greig Building	15/10/2019 - 1.55pm	1 minute 55 seconds
Library	22/11/2019 – 9.30am	7 minutes 07 seconds
Mercuria Building	17/10/2019 - 12.10pm	1 minute 47 seconds
Middlesbrough Tower	15/10/2019 - 8.55am	6 minutes 51 seconds
MIMA	18/10/2019 - 2.55pm	2 minutes 42 seconds
National Horizons Centre	29/10/2019 - 9.55am	1 minute 30 seconds
Olympia Building	17/10/2019 - 11.10am	2 minutes 32 seconds
Orion Building	17/10/2019 - 10.50am	2 minutes 38 seconds
Parkside West Offices	1/11/2019 - 10.45am	2 minutes 17 seconds
Phoenix Building	15/10/2019 - 10.35am	2 minutes 44 seconds
Stephenson Building	17/10/2019 - 9.20am	4 minutes 43 seconds
Student Life Building	20/02/2020 – 10.30am	2 minutes 38 seconds
Students' Union Building	24/10/2019 - 4.30pm	2 minutes 31 seconds
The Curve	17/10/2019 - 9.50am	3 minutes 59 seconds
The Printworks	17/10/2019 - 11.40am	3 minutes 50 seconds
TUBS	15/10/2019 - 9.50am	3 minutes 12 seconds
University House	15/10/2019 - 11.15am	1 minute 15 seconds
Victoria Building	15/10/2019 - 4.15pm	1 minute 58 seconds
Waterhouse Building	17/10/2019 - 9.10am	2 minutes 1 second

It should be noted that all evacuation times were within the times expected by the Fire Brigade given the size and expected population of the buildings. There is no set time or legal standard for fire evacuations, but a general recommendation is that it should take no more than 2.5 minutes per floor. However, other factors, including protected areas and fire engineering all impact on this recommendation.



Fire Drill Report 2019 Residential Accommodation

Building	Date and Time	Evacuation Time
Central Halls	30/01/2020 - 8.30am	12 minutes 16 seconds
King Edwards Square	21/10/2019 - 8.29am	4 minutes 42 seconds
Parkside Halls of Residence	22/10/2019 - 8.17am	5 minutes 19 seconds
Parkside House 1	24/10/2019 - 8.21am	1 minute 14 seconds
Parkside House 2	24/10/2019 - 8.24am	1 minute 38 seconds
Parkside House 3	24/10/2019 - 8.27am	2 minutes
Parkside House 4	23/01/2020 - 8.50am	2 minutes 24 seconds
Parkside House 5	24/10/2019 - 8.39am	1 minute 58 seconds
Parkside House 6	24/10/2019 - 8.42am	1 minute 07 seconds
Parkside House 7	24/10/2019 - 8.45am	1 minute 58 seconds
Parkside House 8	24/10/2019 - 8.48am	1 minute 19 seconds
Parkside House 9	24/10/2019 - 8.51am	1 minute 45 seconds
Parkside House 10	24/10/2019 - 8.53am	1 minute 43 seconds
Parkside House 11	30/10/2019 - 8.24am	1 minute 10 seconds
Parkside House 12	24/10/2019 - 9.00am	53 seconds
Parkside House 13	24/10/2019 - 9.02am	1 minute 35 seconds
Parkside House 14	24/10/2019 - 9.05am	49 seconds
Parkside House 15	24/10/2019 - 9.08am	57 seconds
Parkside House 16	24/10/2019 - 9.10am	1 minute 14 seconds
Parkside House 17	22/10/2019 - 8.30am	1 minute 20 seconds
Parkside House 18	22/10/2019 - 8.32am	1 minute 28 seconds
Parkside House 19	22/10/2019 - 8.34am	2 minute 25 seconds
Parkside House 20	22/10/2019 - 8.36am	1 minute 42 seconds
Parkside House 21	30/10/2019 - 8.25am	2 minutes 20 seconds
Parkside House 22	22/10/2019 - 8.38am	2 minutes 38 seconds
Parkside Flat 23	22/10/2019 - 8.29am	4 minutes 47 seconds
Parkside House 24	22/10/2019 - 8.46am	38 seconds
Parkside House 25	30/10/2019 - 8.31am	1 minute 25 seconds
Parkside House 26	30/10/2019 - 8.35am	2 minutes 13 seconds
Parkside House 27	23/01/2020 - 8.40am	2 minutes 43 seconds
Parkside House 28	30/10/2019 - 8.48am	5 minutes 31 seconds
Parkside House 29	30/10/2019 - 8.56am	2 minutes 17 seconds
Parkside Flat 30	30/10/2019 - 9.00am	3 minutes 55 seconds
Woodlands Hall Block 1	23/10/2019 - 8.08am	4 minutes 24 seconds
Woodlands Hall Block 2	23/10/2019 - 8.16am	4 minutes 32 seconds
Woodlands Hall Block 3	23/10/2019 - 8.23am	3 minutes 54 seconds
Woodlands Hall Block 4	23/10/2019 - 8.29am	4 minutes 01 second
Woodlands Hall Block 5	23/10/2019 - 8.34am	3 minutes 39 seconds
Woodlands Hall Block 6	23/10/2019 - 8.41am	3 minutes 56 seconds
Woodlands Hall Block 7	23/10/2019 - 8.47am	3 minutes 30 seconds

The times selected to undertake fire drills within student accommodation were chosen to ensure that the evacuation was undertaken while the majority of the residents were in the buildings, many sleeping.

Disclaimer

The information contained in this report is, as far as possible, accurate and up to date at the time of publishing.

© Teesside University November 2020

This publication is available in alternative formats on request.

Please contact Steve Westcough on **01642 342208** or email s.westcough@tees.ac.uk.

Teesside University

Middlesbrough

Tees Valley

TS1 3BX UX

T: +44 (0) 1642 218121

tees.ac.uk