

# HEALTH, SAFETY AND WELLBEING



ANNUAL REPORT  
2020/21

AMBITION  
DELIVERED  
**TODAY**

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## Introduction



I am delighted to introduce the Health, Safety and Wellbeing Report for 2020/21. The reporting period for this report is August 2020 - July 2021 in line with the University's performance year.

Both the health and safety and occupational health teams have played a key role over the last year in supporting the University's response to Covid-19 and the subsequent planning for a safe return to campus for the 2021/22 academic year.

Key activities have included the development of mandatory training for all staff returning to campus, support for clinically extremely vulnerable staff and the provision of detailed guidance on the implementation of appropriate safety measures in all University buildings to deliver a Covid-secure campus.

In addition, the University continues to enhance its general health, safety, and wellbeing provision to support the needs of the University community.

There has been significant investment towards improving the University's buildings and overall estate during this period. Exciting future developments are also underway most notably the introduction of the Net Zero Industry Innovation Centre, scheduled for completion by September 2022. The important input from the health and safety team ensures that all these projects are completed to the highest health and safety standards.

The University's engagement in the Mentally Healthy Universities Programme has also led to greatly enhanced mental health support for our staff and students.

All the excellent work over the last year has resulted in the University achieving the Better Health at Work Award (Maintaining Excellence), the highest level awarded.

We will continue to prioritise the health, safety and well-being of our students and staff and operate in line with the most up to date Government guidance and legislation.

This report details the key activities, statistics and support provided during the reporting period.

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 the Health and Safety Centre is also available on the Health and Safety website at [tees.ac.uk/healthandsafety](https://tees.ac.uk/healthandsafety).

**Professor Paul Crony**  
Vice-Chancellor and Chief Executive

## Key Highlights 2020/21

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-19 lockdown and the preparations for the safe return to campus. This has included:

- a. the development of mandatory health and safety training for all those returning to campus during the period of restricted operations
  - b. frequently updated guidance and training materials to support the health and wellbeing of all managers and their teams working remotely
  - c. guidance on the implementation and delivery of appropriate safety measures in all University buildings to deliver a Covid-secure campus
  - d. development of a risk assessment process for staff identified as being at higher risk for example those that are deemed to be clinically extremely vulnerable
  - e. development and distribution of specific Covid-19 signage, guidance and procedures including Keeping You Safe information and a manager's health and safety pack
  - f. a monthly review of our general workplace risk assessment.
- > The number of days lost due to sickness absence has decreased by 18%, continuing the downward trend from 2019/20.
  - > Continued engagement with the Mentally Healthy Universities Programme resulted in the delivery of online mental health awareness training and the establishment of virtual mental health peer support groups
  - > As part of the University's Wellbeing Strategy, female health issues, such as the menopause, have been more actively supported with the introduction of a virtual Menopause Cafe and more information for managers on how they can better support staff experiencing the menopause.
  - > As a signatory to the Mental Health at Work Commitment, the University has committed to breaking down the barriers concerning talking about mental health, providing opportunities to support staff mental health, and changing the culture to enable staff to discuss mental health openly.
- > The University achieved the Better Health at Work Award (Maintaining Excellence), the highest level awarded.
  - > A new behavioural safety campaign Safe Return to Campus was developed and launched in August 2021 with a focus on providing information for staff returning to campus for the 2021/22 academic year.
  - > Health and Safety audits utilising the Health and Safety Management Profile (HASMAP) standard recommended in December 2020. The health and safety adviser conducted several audits for schools and departments during the reporting period including School of Health & Life Sciences (National Horizons Centre laboratories), MIMA School of Art & Design, Waterhouse workshops, Parkside and MIMA workshops, Academic Enterprise (Victoria Building enterprise team), Campus Services Maintenance, Teesside University International Business School and the School of Health & Life Sciences sports and exercise team. Re-audits also took place in the School of Computing, Engineering & Digital Technologies.



# OCCUPATIONAL HEALTH AND WELLBEING

**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 2020/21 included:

- > Achievement of the Better Health at Work Award (Maintaining 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 three-year health and 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 continuing to actively promote the award to other organisations.
  - addressing any new elements added/amended to the previous Award levels following 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 implementing actions to meet staff goals (see next section) in MIND's Mentally Healthy Universities Programme, including recruiting and supporting staff mental health champions and mental health peer supporters.
- > Training and health promotion activities were converted to online delivery.
- > Transition to most occupational health appointments being undertaken virtually, by video call, the rest by telephone.

- > Creation of an occupational health and wellbeing webpage, updated monthly with information on national and international health and wellbeing promotion days/weeks/months, advice on health and wellbeing, and encouraging staff to improve their health and wellbeing through interactive activities and competitions.
- > Production of an online guide for managers on managing employee anxiety due to Covid-19 and returning to campus and an online guide for staff.
- > Facilitation of a monthly virtual mental health peer support group for staff by the occupational health adviser and a senior member of staff from Alliance Psychological Services.
- > Continued commitment to the Mentally Healthy Universities Programme.
- > The University became a formal signatory to the Mental Health at Work Commitment and has committed to breaking down the barriers concerning talking about mental health, providing opportunities to support staff mental health, and changing the culture to enable staff to discuss mental health openly.
- > Remote training was delivered to managers on mental health and stress at work.
- > The Health Monitoring Policy has been reviewed and updated in line with best practice.
- > The occupational health adviser was a panel member of the Research Excellence Framework (REF) Individual Circumstances Group which assessed whether mitigating circumstances on medical/sickness grounds should lead to an academic having a reduction in the number of research outputs required enabling them to be returned in the REF despite these barriers.
- > Delivered a new healthy retirement presentation, and Q&A, for staff approaching retirement.
- > Provided the University's communications team with Covid-19 related communications materials based on guidance from Public Health England.

## Mentally Healthy Universities Project

**The national mental health charity MIND partnered with Goldman Sachs to deliver a two-year pilot programme: Mentally Healthy Universities Programme. Teesside University was one of only nine universities taking part until its planned end in 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 had five 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 were tested within each university, for later sharing of the learning and guidance to the wider sector. As part of the programme students had the opportunity to take part in sessions on wellbeing essentials, managing their mental health at university, and transitioning into the workplace, while staff were supported to set up a network of staff mental health champions and mental health peer supporters, receiving training for these voluntary roles by MIND.

**As part of goals four and five Teesside University's Human Resources:**

- > held regular meetings and workshops with local and national MIND.
- > developed an action plan with Student & Library Services (SLS) and MIND to meet Goals 4 and 5 aims.
- > collaborated with SLS on guidance and support with student focused goals.
- > in partnership with MIND recruited and trained 20 staff to be mental health champions, 16 are currently active in the role.
- > in partnership with MIND recruited and trained six staff to be mental health peer supporters. These roles are a source of support for colleagues who may be experiencing mental health difficulties, providing advice and guidance from both live experience and signposting to mental health agencies and organisations.
- > created and held mental health champions virtual support group sessions.
- > created and held mental health peer supporters virtual support group sessions.
- > hosted and co-facilitated, with a senior member of staff from Alliance Psychological Services, a virtual staff mental health promotion monthly session.
- > the work at Teesside University has been highlighted in the final guidance report - Mental Health at Work Commitment Guide for the Higher Education Sector - in respect to case studies that included:
  - having a nominated staff mental health champion (Executive Director of Human Resources) and mental health lead for students (Pro Vice Chancellor (Learning and Teaching) who both sit on the University Executive Team.
  - ensuring staff wellbeing is reported through the University health and safety groups to the University Executive Team to ensure it is discussed at the highest level.
  - having a policy of not sending emails on Bank Holidays, weekends or between 7.00pm and 7.00am, unless they are essential, which is highlighted in our new and widely publicised and promoted Values and Behaviours Framework.

[Working with universities | Mind, the mental health charity - help for mental health problems](#)

[Take a look at our executive summary](#)

In 2021/22, the University hopes to build on the success of the project by:

- > exploring signing up to the University Mental Health Charter
- > holding mental health champions peer support group sessions every quarter
- > holding mental health peer supporter group sessions every quarter
- > continuing the recruitment and training of new mental health champions and mental health peer supporters' roles
- > delivering regular refresher training for the current mental health champions and mental health peer supporters to maintain and enhance skill levels
- > promoting these roles across the University so that staff are more aware of the support available
- > continuing to provide support to SLS in meeting student-focused health and wellbeing goals.

## Occupational Health Referrals 2020/21

- > The number of referrals to Occupational Health increased by 3.4% in 2020/21 when compared to the previous year. This resulted in a total of 337 management referral appointments being made.
- > The most referrals came from Campus Services (19.7%), an increase of 2.7% 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 (47.9%). 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 in Appendix 1.

## Occupational Health Key Performance Indicators

The occupational health team works to the following key performance indicators relating to 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 sustained effort and commitment from the team to ensure an appropriate and professional occupational health service was maintained throughout the public health emergency.

Management Referrals: 337	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 14,240.5 days to 11,655 (-18%). When the current reporting period is compared to the 2018/19 reporting period (when there were no Covid-19 restrictions in place), there is a 36.8% decrease. This is likely due, in part, to the impact of the Covid-19 pandemic and remote working enabling individuals who are feeling unwell for a short period to still be 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 (1,819.5), although this is a decrease of 23.7% from last year. There has also been a reduction in the days lost due to depression (-35%) and anxiety (-0.1%). Managing stress and mental health continues to be an area the University is addressing through the Health and Wellbeing Strategy and Action Plan, particularly as the mental health impact of the pandemic is likely to continue. Training and education on managing stress at work is continuing, and staff are volunteering in roles that support their colleagues' mental health.

Days lost due to neurological reasons has seen the highest increase (59.9%). Neurological conditions cover a vast range of symptoms and conditions (of which there are more than 600). Typically, someone suffering from a severe headache or migraine would be recorded as a neurological absence, so this could account for the vast majority of cases, but this requires further analysis. It is likely that the increased screen time, as more staff work from home, has contributed to this increase, straining the eye muscles, or poor posture straining the neck muscles. The University's new hybrid working principles and parameters, where staff will spend a minimum of 60% of their working week on campus, may also assist with reducing these cases.

Days lost due to musculoskeletal reasons (1,853) has seen the second highest increase at 59.1% on the last reporting period. Compared to the 2018/19 reporting period, the days lost due to musculoskeletal reasons is still down by 33%. With the Covid-19 pandemic restricting leisure activities for the best part of 2020, many people took to more physical activities, such as running, walking and cycling, as a way of getting out of the house and exercising (the numbers of adult cyclists went up by one million during the height of lockdown (one in four being first time cyclists) UK Cycling Market Report

2021. This increase in physical exercise and activity may have led to more musculoskeletal complaints and absences, and with restricted access to medical advice from the NHS, minor complaints may have progressed to more serious ones. Physiotherapy services were in short supply and individuals may not have wished to use NHS services with seemingly minor complaints.

Occupational health provided guidance for staff on good working positioning and practices and the University provided staff with access to online display screen equipment self-assessment. Occupational health provided advice to managers on individual cases.

Full details of the University's sickness absence statistics are in Appendix 2.

## The University's Health and Wellbeing Strategy and 2020/21 Action Plan

Each year the actions contained in the Health and Wellbeing Strategy Action Plan are informed in part by staff identified needs.

**Key actions delivered in the 2020/21 Action Plan included:**

- > Integration of mental health/stress awareness into inductions for new staff
- > Development of an Employee Assistance Programme proposition to the University
- > Promotion to Schools and Departments on the importance of having annual health and wellbeing goals, and support with related activities
- > Further development of the University's support for menopause
- > Provision of training to staff on managing mental health and stress

The actions conducted between August and October together with the progress made during 2020/21 are provided in Appendix 3.



## 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 to ensure that the nature of their work does not impact adversely on their health. These include Fitness to Drive assessments and screening of individuals when they return to work who have Food Hygiene responsibilities.

## 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
- > 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
- > online 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 virtual training sessions to managers on how to identify and manage staff stress and common mental health conditions
- > delivery of a mental health peer support group for staff
- > a review and refresh of the University's stress management policy.

## 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 discounted counselling to family members of Teesside University staff. Any staff expressing anxiety concerning Covid-19 were given an initial free 20-minute counselling session in addition to any appointments paid for by the University.

## Alliance Statistics

The statistics cover the period from 1 August 2020 - 31 July 2021 and give an overview of the service and statistical information on service usage and client outcomes.

The number of staff being referred to the service has increased slightly, and more staff have self-referred. Despite this Alliance have reduced the time that staff are waiting to access the service. Improvement rates remain high and the percentages for sickness absence and staff classified as clinically unwell have reduced. 84% of discharged clients report normal or satisfactory work function.

The average number of sessions needed for each case has increased but the length of time that staff are in therapy has fallen.

- > In 2020/21 academic year Alliance received 65 referrals, an increase of 3.1% on 2019/20.
- > Alliance offered a total of 349 sessions, a 24.7% increase on last year. This is still lower than the 472 invoiced in 2018/19.
- > The average number of sessions for each employee has increased from 5.1 to 5.5 and the average length of therapy overall was 8.8 weeks (11 previously).
- > The School of Health & Life Sciences continues to have the most referrals at 15%. This number reflects the significantly larger number of staff in this school.
- > The average age of employees accessing the service was 44 (42.1 last year).
- > Females accounted for 73% of referrals, a 7% increase.
- > Male staff are more likely to present with a work issue (71%) and work-related stress (57%).
- > Of all referrals 9% of those using the service identified themselves as from a non-white (British/European) ethnic background. A 3% increase.
- > Of those classified as clinically unwell at the start of therapy, 66% showed clinical or reliable improvement at discharge.

## Alliance Survey

**Although the University has no information on the personal details of those who used the service, as this is confidential to the individual and Alliance, everyone using the service is asked to complete a short survey and the headline results are shown below.**

- > 40% (last year 54%) 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.
- > 66% of employees experienced some impairment of work functioning, down from 78% last year. This is the lowest Alliance has seen whilst providing psychological support for University staff. 34% report normal function, up from 22% last year.
- > At discharge, 84% of clients reported normal or satisfactory work function.
- > 100% of employees said that they were satisfied with the initial contact with Alliance.
- > 90% said that they are coping better since accessing the service.
- > 78% said counselling has helped them to stay at work.
- > 48% agreed that counselling has helped them to return to work.
- > 98% said that they were satisfied with the overall quality from Alliance.

## Occupational Health and Wellbeing Initiatives

The national legal measures and guidance from Government to control the Covid-19 pandemic had a significant impact on the range and delivery of health and wellbeing activities and initiatives undertaken in 2020/21 (Appendix 3).

The key achievement during 2020/21 was the Better Health at Work Award (Maintaining Excellence). This is the highest level of award made. The award recognises the efforts of employers in the North East and Cumbria in addressing health issues within the workplace and the achievements of these organisations in promoting healthy lifestyles and supporting employee health and wellbeing. Maintaining 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 in the University's staff health and wellbeing strategy and action plan were delivered remotely, due to the national measures to control the spread of Covid-19. The majority of University staff continued to remote work, from home, having done so since March 2020. The focus therefore remained on staff health and wellbeing in supporting staff and managers to address the unprecedented impact of the pandemic, through provision of clear and up to date advice, to the University, managers and individuals, with an emphasis on mental wellbeing including:

- > hosting and facilitating a staff mental health peer support group every month.
- > mental health and stress awareness training session for managers.
- > staff access to occupational health 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 (healthy eating, hand hygiene, alcohol consumption reduction).
- > return to campus anxiety.
- > recruited staff volunteers to be in a video, as case studies, sharing their lived experience of mental health problems and how they manage them.

### Highlights of this year's health campaigns include:

- > launching the mental health peer support group for staff to coincide with World Mental Health Day (October 2020).
- > celebrating University Mental Health Day (March 2021) with staff being encouraged to reflect on what has improved their wellbeing over the previous 12 months, and submitting a photo illustrating this, to share online, for the rest of the University to take inspiration from. The University's Star Awards Living our Values winner chose the favourite photo.



North East  
Better Health  
at Work Award  
Gold Award



## The Impact of the Covid-19

**5.9% (692 days) of the University's sickness absence over the last year were due to Covid-19 and there was a significant number of staff self-referrals to occupational health as staff sought guidance on Covid-19 precautions.**

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

- > advice given to departments on request, to manage staff wellbeing, in relation to reducing the chances of the spread of Covid-19
- > advice given to departments and staff on request, on interpretation of government/NHS/PHE guidance concerning Covid-19
- > guidance given to the University on protecting extremely vulnerable staff
- > advice given to the University on return to campus considerations
- > production of a guide for managers and staff on managing return to campus anxiety
- > dissemination of general health and wellbeing advice/support through use of the health advocate network and University communications
- > creation of the occupational health and wellbeing webpage to highlight monthly key general health and wellbeing advice
- > delivery of health and wellbeing promotion activities remotely.

## Planned Developments for 2021/22

The University's staff health and wellbeing strategy and action plan will be developed from August 2021, with input from staff across the University through the use of Pulse survey data. In addition to needs identified by University staff, actions for 2021/22 will include:

- > ensuring University, managers and individuals are provided with clear and up to date advice on Covid-19 related matters
- > work with Student & Library Services on delivery of the staff objectives of the University Mental Health Charter
- > delivery of the actions detailed in the health and wellbeing strategy and action plan. For example:
  - > integrate mental health into inductions for new staff
  - > introduce a new employee assistance programme for October 2021
  - > continue as a signatory to the Mental Health at Work Commitment
  - > share case studies and blogs about staff with lived experience of mental health problems
  - > provide the University with immediate support, guidance and advice to minimise the disruption that any future Covid-19 (or other coronavirus variant) control measures could cause
- > retain the Better Health at Work Maintaining Excellence Award
- > collaborate with Student & Library Services and MIND to evaluate the Building Mentally Healthy Universities Programme
- > engage with MIND to ensure that the benefits of participation in the Building Mentally Healthy Universities Programme are maintained
- > take the learning from the Student Minds Mental Health Charter to create a new framework for delivering a whole University approach to supporting staff and student mental wellbeing.





# 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's period of restricted operations with the aim of facilitating a Covid-19 secure environment for a safe return to campus for staff and students. These include:

- > a general workplace safety risk assessment, reviewed monthly
- > revised Keeping You Safe signage encouraging regular testing and participation with the vaccination programme
- > individually tailored risk assessments for all Schools and Departments
- > face-to-face support mechanism for Schools and Departments reviewing office layouts
- > social distancing and reducing social contact guidance
- > mandatory return to work training (e-module)
- > updated display screen equipment (online) training to support colleagues working from home
- > face coverings guidance
- > risk assessment for clinically extremely vulnerable and pregnant staff
- > staff induction checklist for safely returning to campus
- > updated health and safety managers pack including information for working safely on campus, staff safety induction information, risk assessment guidance and checklist for managers
- > Covid-19 compliance building inspection schedule to ensure continuity of covid safe measures
- > safe return to campus animated video
- > health and safety support for the Asymptomatic Testing Centre and lateral flow device distribution service including compliance with the training and safe operating procedures, development of risk assessments, site layout and arrangements and clinical waste procedures
- > collaboration with Campus Services to assist with the development of appropriate cleaning and ventilation strategies that comply with government guidance and best practise within the sector
- > supporting the University Mass Testing Group with the establishment of onsite lateral flow device testing for staff and students, including the development of a risk assessment, site set-up compliance inspections and adherence with the clinical safe operating procedure.

## Campus Developments

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

### > Net Zero Industry Innovation Centre (NZIIC)

An innovative new £13.5m facility and key component of Tees Valley Combined Authority's regional innovation strategy. Supporting the ongoing drive for clean energy and sustainability, the NZIIC is the latest development at the expanding Net Zero Innovation Hub, spearheaded by Teesside University. Health and safety support for the project development phase has included a review of the Royal Institute of British Architects Stage 3+ report including the proposed fire engineering solutions and significant input regarding the development of the laboratory gas systems.

### > Buttery refurbishment project - postgraduate student space

Health and safety support was provided to discuss the proposed refurbishment of the Buttery, which is currently progressing through the design phase. The Buttery is to the north of Teesside University campus, within the curtilage of the Grade II listed Waterhouse, the Buttery does not constitute part of the listed status afforded to the Waterhouse.

Due to the age and unique features of the building the intention is to sympathetically restore the Buttery to its former glory whilst emphasising its period charm with minimal interventions at the same time updating it to modern standards. The newly refurbished building will be a key element of the campus experience and will provide postgraduate students with a specific, modern and inspiring space.

### > Dental Clinic upgrade

Health and safety support was provided to colleagues in the University Dental Clinic to allow the treatment of patients to recommence. This required the introduction of infection control pods to allow aerosol generating procedures to recommence. The University received the appropriate authorisation from the Care Quality Commission to recommence key activities including the treatment of disease, disorder or injury, diagnostic and screening procedures and surgical procedures.

### > Phoenix refurbishment project

The refurbishment project for Phoenix was concluded. This work included improvements to the mechanical services within the building and upgrades to the network provision that help facilitate improvements in space utilisation and collaboration between departments and the teams operating in Phoenix.

### > Victoria refurbishment project

Refurbishment of the University's Grade II-listed Victoria has now concluded. This included the repurposing of the space to develop a new enterprise hub on campus. Delivering a vibrant and dynamic business start-up ecosystem for aspiring and new entrepreneurs, including our own students, Victoria is an attractive and fit-for-purpose location to bring together venture capital, innovation and business support agencies, as well as companies seeking collaboration and co-working as a part of a flourishing Tees Valley innovation ecosystem. Post-completion work has included a health and safety Covid-19 secure building sign off, development of safety critical induction information for tenants and revised fire safety documentation. Post-completion health and safety inspections identified some further work was required including additional fire stopping and improved maintenance access for little used areas.

Advice and support were also provided to Campus Services on smaller scale development works including the introduction of additional security measures for the Clarendon car park, Constantine occupational therapy rooms, laboratory refurbishments, improvements to office spaces in Middlesbrough Tower and toilets in the Library.

Essential estates maintenance and health and safety inspections including those activities required for student accommodation was undertaken as required during the various lockdown periods.

## University Events

Many planned University events have been curtailed by the Covid-19 pandemic. However, health and safety advice and support were provided to colleagues organising events which included the following:

- > prospective student campus tours
- > clearing arrangements
- > external outreach activities.

## Key Performance Indicators

The performance against KPIs for 2020/21 are shown below and provide evidence of the high standards of health and safety across the organisation.

Despite the Covid-19 pandemic and subsequent lockdown of campus, the health and safety team have been able to achieve the 100% target for statutory estates compliance and all health and safety inspections that were re-started in September 2020 and 100% compliance has since been reached, this also includes the newly introduced Covid-19 inspections.

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%	100%
% of scheduled health and safety inspections completed	100%	100%
All risk assessments identified as high risk prior to the implementation of control measures to be reviewed annually	100%	100%



# LEGAL COMPLIANCE

## Legal Compliance Reviews

**Following the onset of the Covid-19 pandemic the University established a legal assurance group to ensure that the University remains fully compliant with all Covid-19 related legislation and best practice. The group meets regularly to discuss and agree the University approach regarding the implementation of control measures and other pandemic related issues.**

Between August and September 2020 an external audit of the University's Covid-19 response was carried out by PriceWaterhouseCooper (PWC). This review was undertaken as part of the 2019/20 internal audit plan approved by the Audit Committee and was included to conduct an advisory review of the initiatives in place to support the University's Covid-19 recovery planning during the Covid-19 pandemic. PWC noted:

*'There are comprehensive and positive practices being adopted by the University as it navigates the heightened risks brought by the current way of working. Our specialists were impressed with the completeness of the initiatives undertaken and the governance arrangements in place to support the University in managing its risks, as well as the initiatives to support its staff and students.'*

Cleveland Fire Brigade's fire safety enforcement officers undertook fire safety audits of the Parkside, Central Halls, Cornell Quarter and Woodlands Halls student accommodation, and Stephenson. All areas were reported as being broadly compliant. Some minor remedial works were required, and this work has either been completed or scheduled for completion during the residential summer refurbishment works. Some short-term delays were required due to the nature of the locations and the difficulties with achieving social distancing requirements.

Due to the ongoing pandemic the health and safety team were required to adapt the internal audit schedule and prioritised areas for completion. The revised audit schedule

was initiated during September 2020 and remains on schedule. Health and safety management audits were completed for the National Horizons Centre labs, MIMA gallery, MIMA School of Art & Design fashion and textiles workshops, Parkside West workshops, Academic Enterprise (Victoria enterprise team), Campus Services maintenance, Teesside University International Business School and with the sports and exercise team in the School of Health & Life Sciences. Re-audits also took place in the engineering programmes area of the School of Computing, Engineering & Digital Technology.

There was positive engagement from all parties. Where health and safety recommendations were made management responses indicated appropriate timescales for the implementation of all required actions.

In addition to School and Department audits, there have been audits of the University catering outlets, with a specific focus on risk assessments and stock rotation and continued internal auditing of estates legislative compliance has also taken place.

The estates legislative compliance audits focused on mechanical plant equipment (2) and health and safety monitoring of asbestos, water systems (Legionella) and access equipment. The audit results confirmed that Campus Services (Estates) were fully compliant in all areas with only minor administrative recommendations for improvement suggested. All findings were reported to the deputy director and assistant director (estates). An audit of estates health and safety which includes sprinkler systems, cladding and fire safety compartmentation is scheduled during the next reporting period.

The University adheres to the Universities UK (UUK) Code of Practice which outlines the minimum accommodation standards for all University-managed student residences. The health and safety manager in collaboration with the deputy director (estates) and Campus Services accommodation manager carried out a sample audit of the University's residential accommodation based on the UUK accommodation standard. All areas of the standard that were covered under the scope of the audit were found to be fully compliant.

All issues identified during these health and safety audits have been reported to the appropriate School/Department and action plans are in place to address any issues identified.

Building inspections were suspended during the initial phase of restricted operations. However, from September 2020 these were reinstated, and all buildings were assessed during September and October. Any remedial works identified as a result of these inspections have now been completed.

Covid-19 building inspections have also been introduced and each building is inspected regularly to ensure the requirements for a Covid-19 secure environment are in place and adhered to.

Despite the challenges of the pandemic, required safety inspections continued and included 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.

This ongoing work continues to demonstrate the University's commitment to achieving the highest possible standards in health and safety.

## Accident Statistics

**During the reporting period, there were no accidents requiring reporting to the HSE. Last year represented the lowest number of reportable accidents recorded in over 20 years and this is the first zero year for that same period. This decrease is due in part to the campus closure for part of the reporting period and subsequent periods of restricted operations before the campus fully re-opened in July 2021.**

Overall, for 2020/21 there have been a total of 18 accidents which is a reduction of 25 on the previous reporting year.

A trend analysis of the accidents reported did not identify any significant trends and this was expected given the low number of accidents.

Campus Services and the School of Health & Life Sciences had six and seven accidents respectively. As both these areas have been operational on campus though-out the year this is to be expected and is similar in number to the previous year.

Full details of the University's accident statistics for the reporting period are in Appendix 4.





## 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:

18

fire fighting dry risers pressure tested annually

OVER  
850

fire extinguishers checked and serviced annually

OVER  
90

pressure systems such as boilers examined at either one or two year intervals

OVER  
10,000

electric wiring circuits tested on a rolling 5-year programme

49

passenger lifts subject to thorough examination every six months

OVER  
5,400

smoke/heat detectors tested annually

OVER  
100

local exhaust ventilation systems such as fume cupboards checked annually to ensure correct face velocity

OVER  
200

fire blankets checked annually

OVER  
100

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

OVER  
10,000

emergency lighting unit operations checked monthly and battery duration checks conducted annually

OVER  
110

items of lifting equipment such as cranes, forklift trucks, chains inspected every six months

OVER  
2,500

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

Legislative compliance for Campus Services is monitored and independently audited by the Health and Safety Centre staff to ensure best practice is observed at all times.

## Fire Safety

The health and safety team carried out a detailed review of all buildings making up the University estate to establish accurate maximum building capacities.

As expected, due to the campus closure there has been a reduction in fire alarm activations and in teaching and office accommodation of over 10%. Activations in student accommodation have also decreased by 61% over the year, as occupancy in student accommodation has decreased due to lockdown restrictions on travel and movement.

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. This continues to be addressed as part of the student accommodation induction.

The number of staff and students requiring personal emergency evacuation plans (PEEPs) has decreased this year due to the low numbers of staff and students on campus. 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. A programme of delivery of this training for technicians started in July and this will continue into the 2021/22 academic year. An online fire marshal training module is currently under development and this will be released in August to provide refresher training for all fire marshals.

There were three fire incidents on the University campus during the reporting period which is a decrease on the previous year. Reassuringly there were no fires inside any University teaching or residential accommodation. Each incident was a result of an external party lighting a fire in waste receptacles.

Further information on the University's fire statistics is in Appendix 5.

## 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.

While the resultant impact of Covid-19 has had a dramatic effect on the University community and operations, there has been a significant reduction in energy consumption, travel, waste and carbon emissions. The introduction of the hybrid teaching model and working from home arrangements have become part of our working arrangements and will continue for the foreseeable future.

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 award is 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 improving this with a target to gain EcoCampus (platinum) accreditation.

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.'*

As we return to normal operations post Covid-19, the positive aspects of digital connectivity, reduced and changing travel patterns, waste management and a review of space management will be explored. This will inform longer term environmental improvement objectives to support the University's aspiration of becoming carbon neutral by 2030.

# TRAINING AND POLICY DEVELOPMENTS

## Health and Safety Training

**The health and safety e-learning training packages introduced in March 2020 continue to be utilised. All staff are required to undertake mandatory training modules for health and safety awareness and fire safety compliance.**

Despite the University's restricted operations for a large part of the reporting year, staff engagement with these modules has been extremely positive and over 90% of staff have completed the two modules at the time of reporting. Training completions in this area are regularly monitored and email reminders are issued, where necessary, until the training is completed.

Additional modules aimed at specific job roles have also been developed and made available to the relevant staff. The number of staff who have completed these new modules are as follows:

Module	Number of staff
Principles of risk assessment	184
Manual handling	70
COSHH	76
Working at height	20
Legionella awareness	7
Asbestos	2

A return to work training module was also developed for those staff working on campus during the pandemic 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.

Display screen equipment training including a self-assessment package is also available. This provides staff with training on how to set up their workstation correctly. The assessment is also reviewed by the health and safety team and advice and guidance provided to ensure that any issues are resolved. 57 staff have undertaken this training and self-assessment process and on return to campus in August this will be allocated to more staff in a phased roll-out.

In 2021/22 we will continue to increase our e-learning offering and additional training modules are currently in development.

Many of the face-to-face training sessions delivered by the health and safety team were paused due to Covid-19 restrictions, however, some training has been delivered in person where the nature of the training meant it was not possible to deliver it online and this included:

- > 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
- > risk assessment training for staff in the MIMA School of Art & Design
- > student warden training.

Fire extinguisher training, which contains a practical element, has also been introduced as a mandatory training session for technicians and these sessions have commenced with several more sessions scheduled throughout the summer.

First aid training sessions was also delivered by an external provider to six new first aiders, and 22 current first aiders received refresher training.

A new online accident reporting process was also introduced in June and all staff and students are briefed on how to use this system as part of their induction.

All health and safety training is recorded on the Health and Safety Learning Management System. This ensures staff training can be monitored and audited efficiently.

## Policy, Procedure and Guidance Document Development

**As part of the annual documentation review, policies, procedures and guidance documents were assessed and minor adjustments were made as required. The health and safety team also developed various Covid-19 related guidance documents to support colleagues working both on campus and remotely to ensure the University continues to meet legislative requirements. Key changes to the University's health and safety documentation are as follows:**

- > development of an online managers pack to support colleagues returning to campus for the first time
- > the health and safety accident and incident investigation procedure was updated to include an updated recording and investigation section
- > University-specific face coverings guidance was developed and updated to ensure compliance with Government guidance
- > 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
- > social distancing guidance was developed as part of the University's commitment to a safe return to work. Following the relaxation of social distancing requirements this document was replaced with guidance on reducing social contact in line with government advice
- > new accident and safety concern reporting procedure introduced to ensure staff follow the correct process for notifying the health and safety team. This procedure also complements the online accident and incident reporting process that was introduced to provide a more effective approach to accident reporting and monitoring

All health and safety policies, procedures and guidance documents were reviewed during the reporting period.

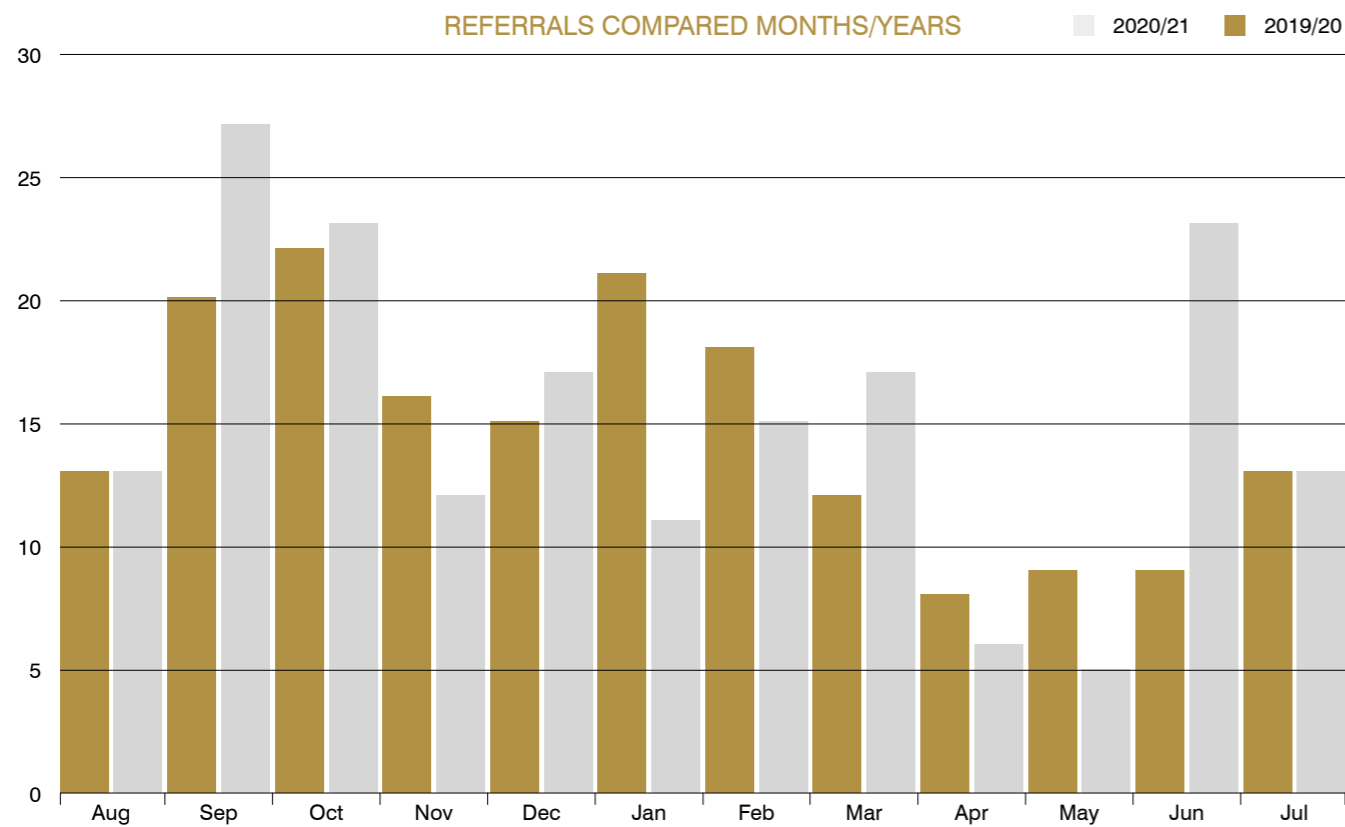
## Summary

This report highlights the extensive work undertaken by the health and safety team and occupational health adviser, during a time of significant change and disruption, to support colleagues on and off the campus to both maintain and improve the University's excellent health and safety standards and wellbeing support for staff.

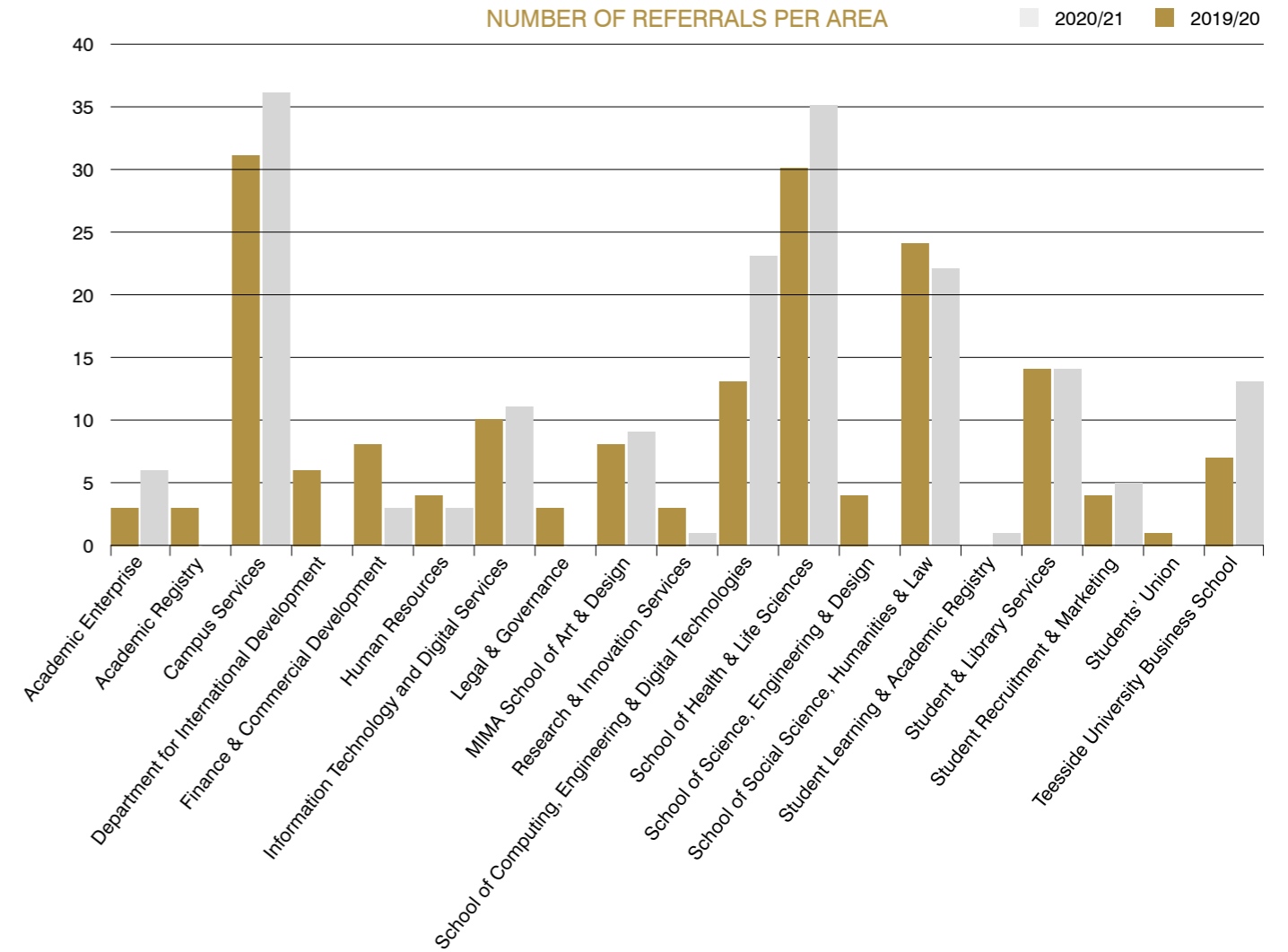


# APPENDIX 1 OCCUPATIONAL HEALTH REFERRALS

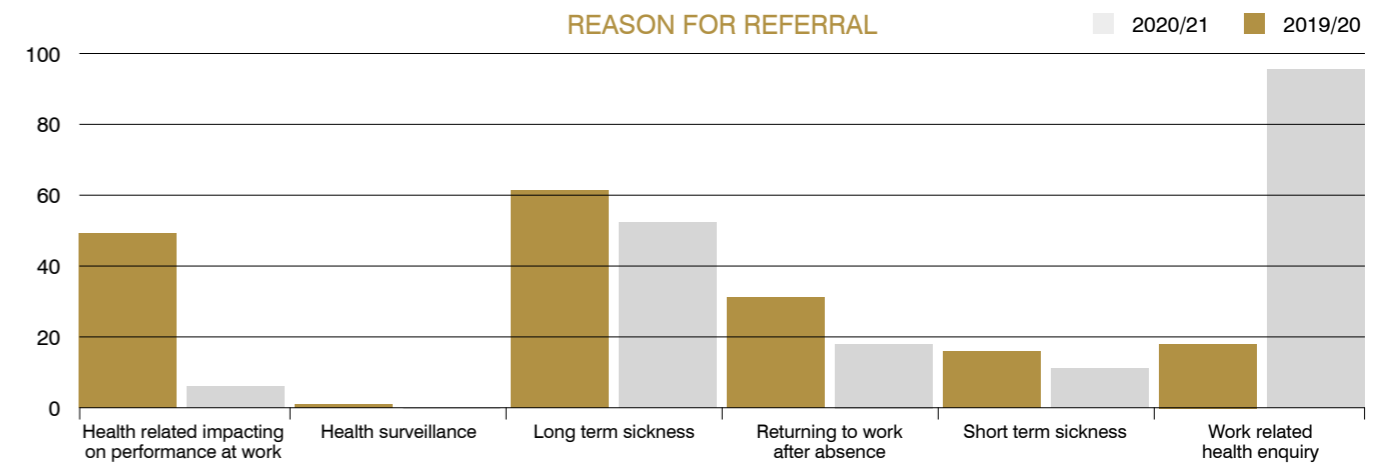
Appendix 1a



Appendix 1b

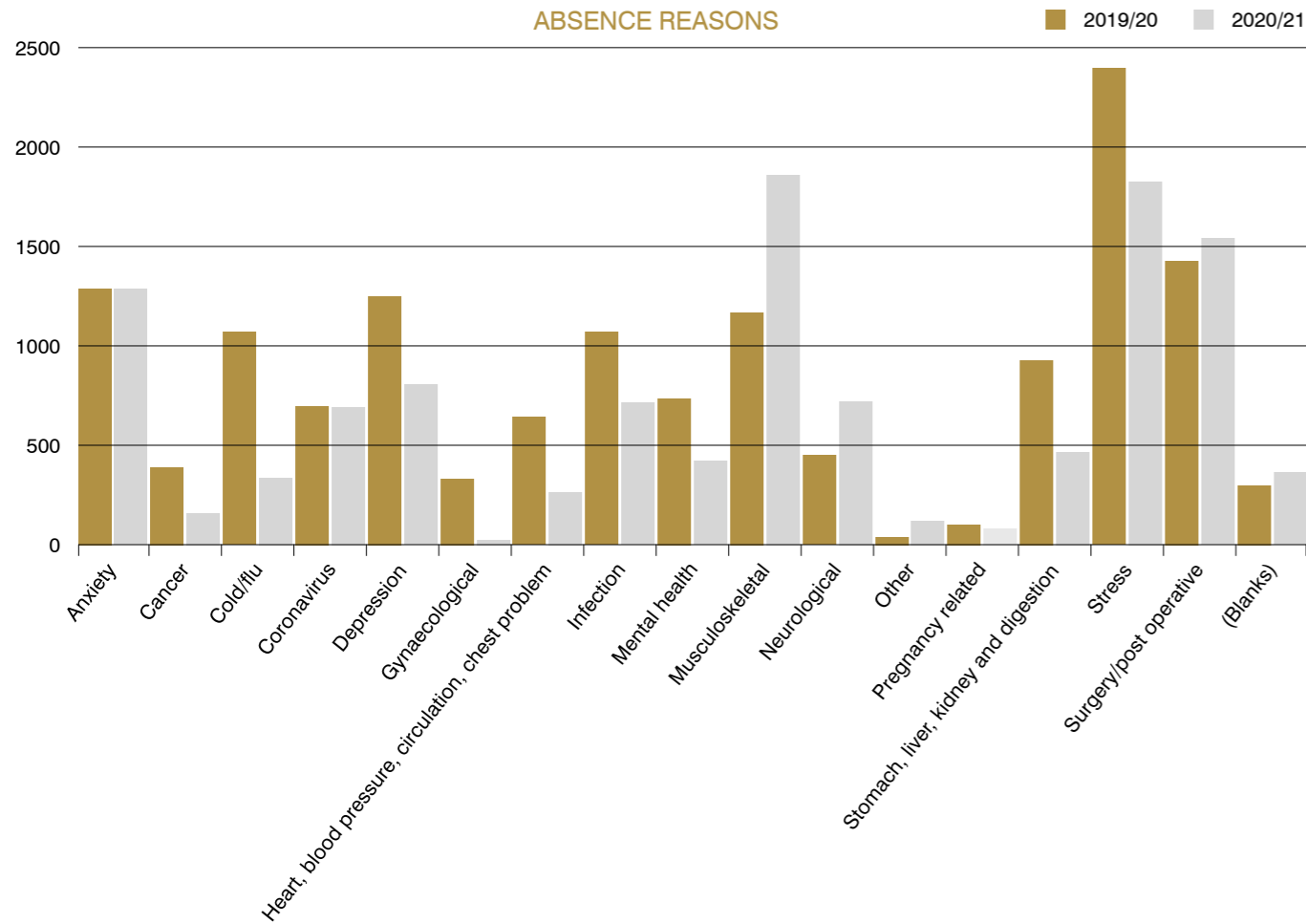


Appendix 1c



# APPENDIX 2 SICKNESS ABSENCE STATISTICS

## Appendix 2a



# APPENDIX 3 OCCUPATIONAL HEALTH INITIATIVES 2020/21

August	September	October
<ul style="list-style-type: none"> <li>&gt; <b>Positive about mental health</b> Promotion through update of the University's commitment to being a mindful employer</li> <li>&gt; <b>Promotion of fit Boro</b> HR initiative</li> </ul>	<ul style="list-style-type: none"> <li>&gt; <b>Sexual health month</b> Awareness raising through the health advocate network</li> <li>&gt; <b>Smoke-free campus</b> Promoted by occupational health</li> </ul>	<ul style="list-style-type: none"> <li>&gt; <b>Mental health champions</b> peer support group</li> <li>&gt; <b>Breast cancer awareness month: wear it pink</b> - Promotion through health advocates network and University social media for staff and students to donate</li> <li>&gt; <b>World mental health day</b> Promotion through the health advocates network and University Update, highlighting University services</li> <li>&gt; <b>Occupational health wellbeing webpage</b> - Created to host health and wellbeing advice related to the local/national/international health promotion calendar. Updated monthly</li> </ul>
November	December	January
<ul style="list-style-type: none"> <li>&gt; <b>Staff health and wellbeing Q&amp;A</b> Live video question and answer session</li> <li>&gt; <b>Mental health and stress: a managers' guide and video workshop</b></li> <li>&gt; <b>Carers peer support group</b></li> <li>&gt; <b>Menopause café launched</b> - a monthly meeting for those affected by the menopause</li> <li>&gt; <b>Baby loss awareness week</b> - awareness raising through the health advocates network</li> <li>&gt; <b>Carers rights day</b> - awareness raising through the health advocates network</li> <li>&gt; <b>International men's day</b> - awareness raising through the health advocates network</li> <li>&gt; <b>National loneliness awareness day</b> - awareness raising through the health advocates network</li> <li>&gt; <b>Know your rights</b> - part of carers rights day, HR and occupational health hosted a Q&amp;A session for carers</li> </ul>	<ul style="list-style-type: none"> <li>&gt; <b>Mental health and stress: a managers' guide and video workshop</b></li> <li>&gt; Mental health peer support group and video workshop</li> <li>&gt; Mental health champions peer support group</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Carers peer support group</li> <li>&gt; Mental health peer support group and video workshop</li> <li>&gt; Menopause café</li> </ul>
February	March	April
<ul style="list-style-type: none"> <li>&gt; <b>Mental health and stress: a managers' guide and video workshop</b></li> <li>&gt; Mental health champions peer support group</li> <li>&gt; Carers peer support group</li> </ul>	<ul style="list-style-type: none"> <li>&gt; <b>No smoking day</b> - Occupational health promoted the smoke-free campus through University Update and the health advocates network</li> <li>&gt; <b>Mental health and stress: a managers' guide and video workshop</b></li> <li>&gt; <b>University Mental Health Day</b> - promotion by University Update and the health advocates network</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Carers peer support group</li> <li>&gt; Health advocates network meeting</li> <li>&gt; Healthy ageing - presentation</li> <li>&gt; Menopause café</li> </ul>
May	June	July
<ul style="list-style-type: none"> <li>&gt; <b>Mental health champions peer supporters' group</b></li> <li>&gt; <b>Menopause café</b></li> <li>&gt; <b>Mental health awareness week</b> - promotion through University Update and the health advocates network and creation of a mailbox for staff comments for the occupational health and wellbeing webpage</li> <li>&gt; <b>Dementia action week</b></li> </ul>	<ul style="list-style-type: none"> <li>&gt; Mental health champions peersupporters' group</li> <li>&gt; <b>Carers briefing</b></li> <li>&gt; <b>Men's health week</b> - promotion through University Update and the health advocates network</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Healthy retirement presentation</li> <li>&gt; Carers peer support group</li> </ul>



# APPENDIX 4 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	Total
Minor injury	10	5	2	17
Non-employee hospital treatment		1		1
Other injury (7+ days off)				
Staff major injury or condition				
Total reportable injuries				
Total accidents involving injury	10	6	2	18
Number of persons at risk	2,194	15,273		17,467
Reportable injuries per 1,000	0.00	0.00		0.00
Total injuries per 1,000	4.56	0.39		1.09

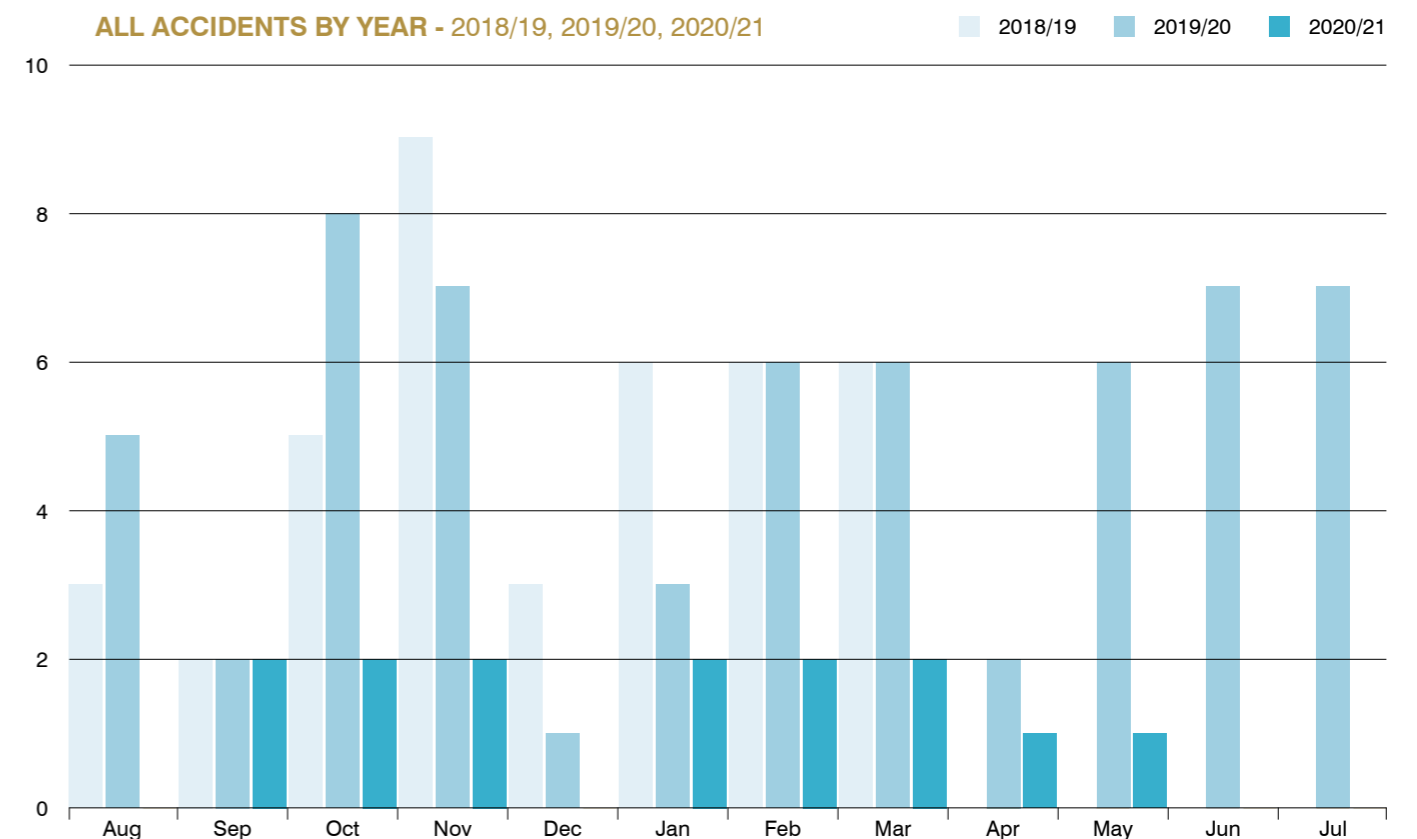
## Alliance University Benchmarking Comparison 2019/20

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 2019/20 reporting period. Data for 2020/21 is expected to be available from February 2022.

Accidents Involving Injury	Teesside University Staff	Alliance University staff average	Teesside University student average	Total
Minor injury	20	54.1	18	42.7
Non-employee hospital treatment	2	1.86		
Staff major injury or condition	0	0.29		
Total reportable injuries	2	2.15	0	1.86
Total accidents involving injury	22	56.25	18	44.56
Number of persons at risk	2,323	3,991	14,770	24,471
Reportable injuries per 1,000	0.86	0.54	0	0.07
Total injuries per 1,000	9.47	14.09	1.22	1.82

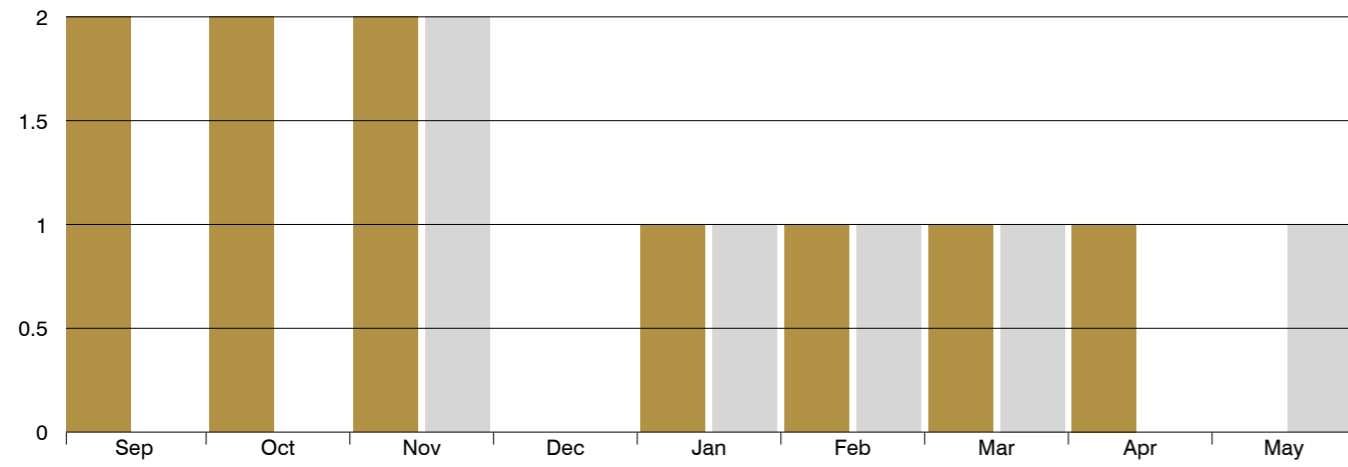
## ALL ACCIDENTS ANALYSIS - 1 AUGUST 2020 - 31 JULY 2021

	Number at risk	Fall from height	Fall on level	Fall on stairs	Handling	Handling glass/sharps	Hot/cold contact	Machinery	Other	Striking against object	Struck by object	Total
Academic/related	870		1									1
Administrative	740			1			1			1		3
Caretaking	18									1		1
Contractors	0							1	1			2
Grounds/gardening	4				1				1			2
Security	22										1	1
Technician	198				1				1			2
Undergraduate students	10,730	1	1	1		4	2	1	2		1	6
<b>Total</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>18</b>
<b>% for each cause</b>		<b>6%</b>	<b>6%</b>	<b>6%</b>	<b>11%</b>	<b>17%</b>	<b>11%</b>	<b>6%</b>	<b>22%</b>	<b>11%</b>	<b>6%</b>	



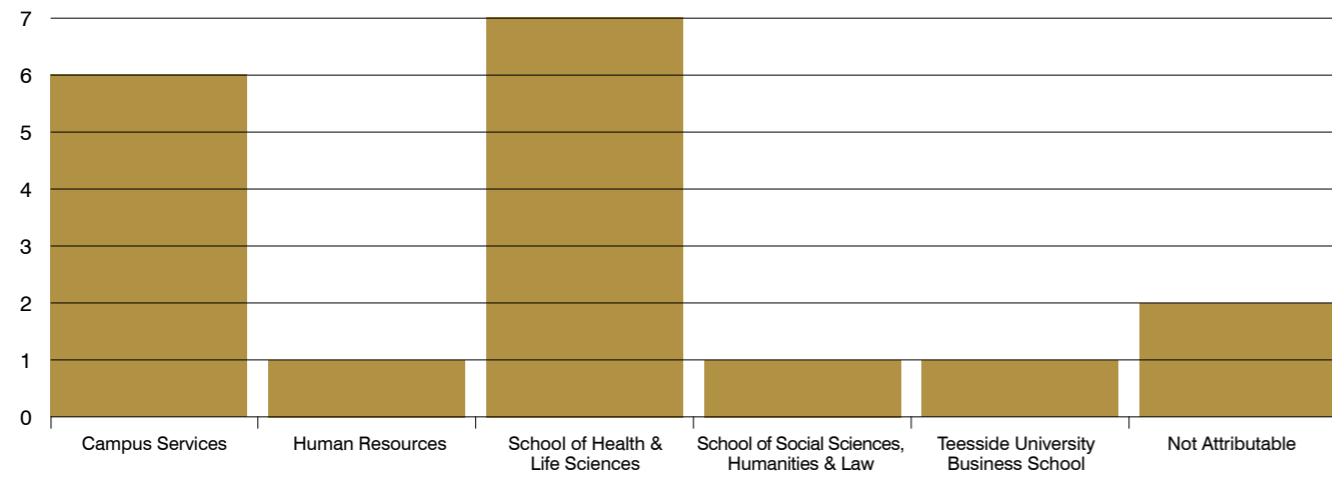
STAFF AND STUDENTS ACCIDENTS 1 AUGUST 2020 - 31 JULY 2021

■ Staff ■ Students

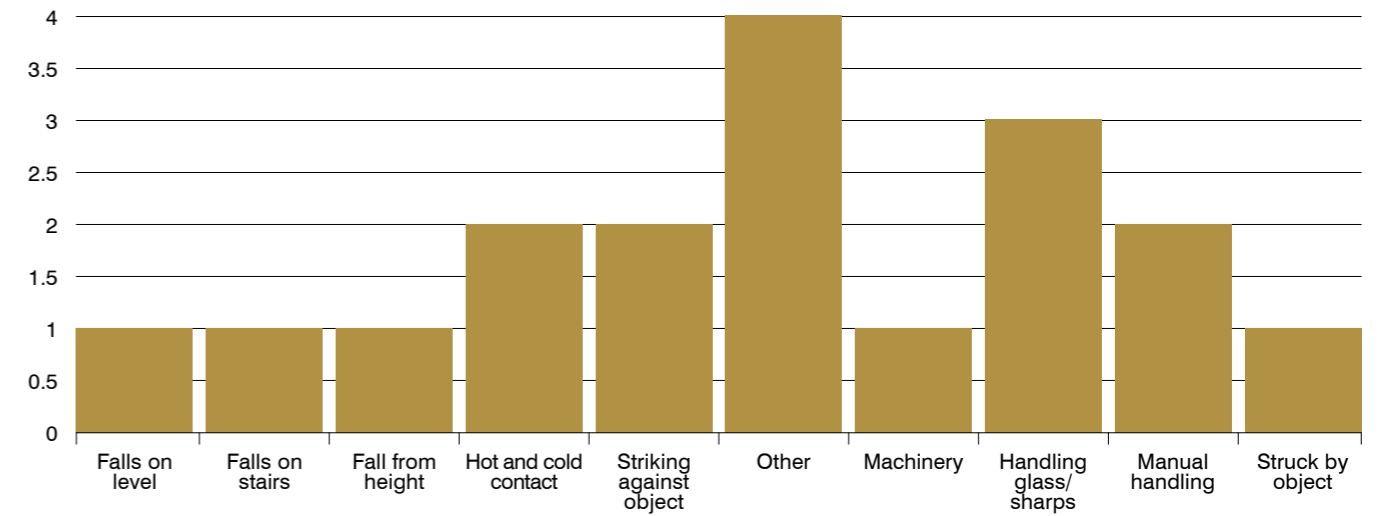


ALL ACCIDENTS BY SCHOOL OR DEPARTMENT 1 AUGUST 2020 - 31 JULY 2021

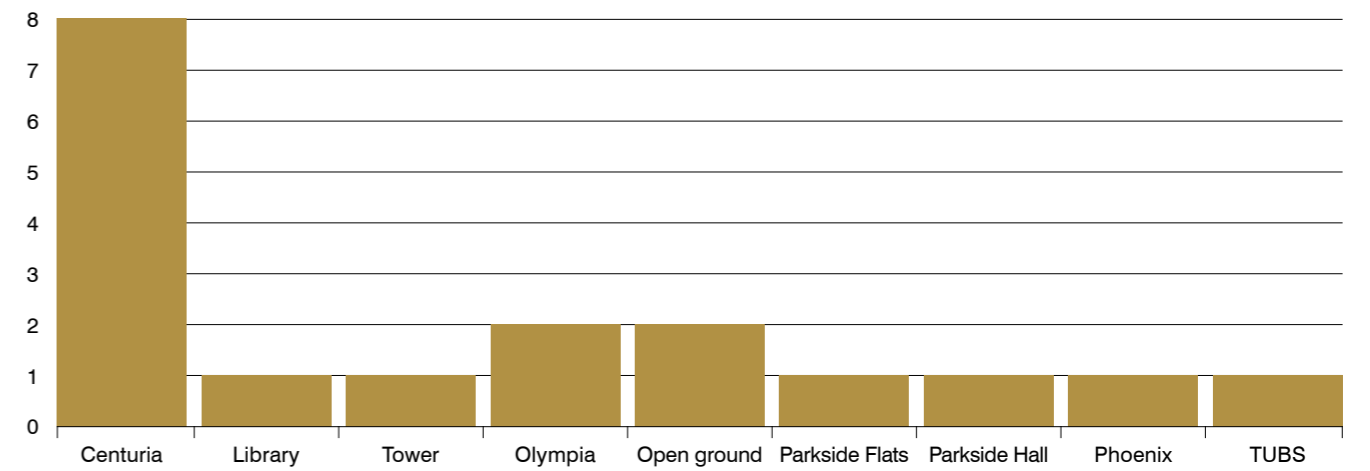
■ Staff ■ Students



ALL ACCIDENTS BY CAUSE 2020 - 2021



ALL ACCIDENTS BY LOCATION 2020 - 2021





# APPENDIX 5 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.

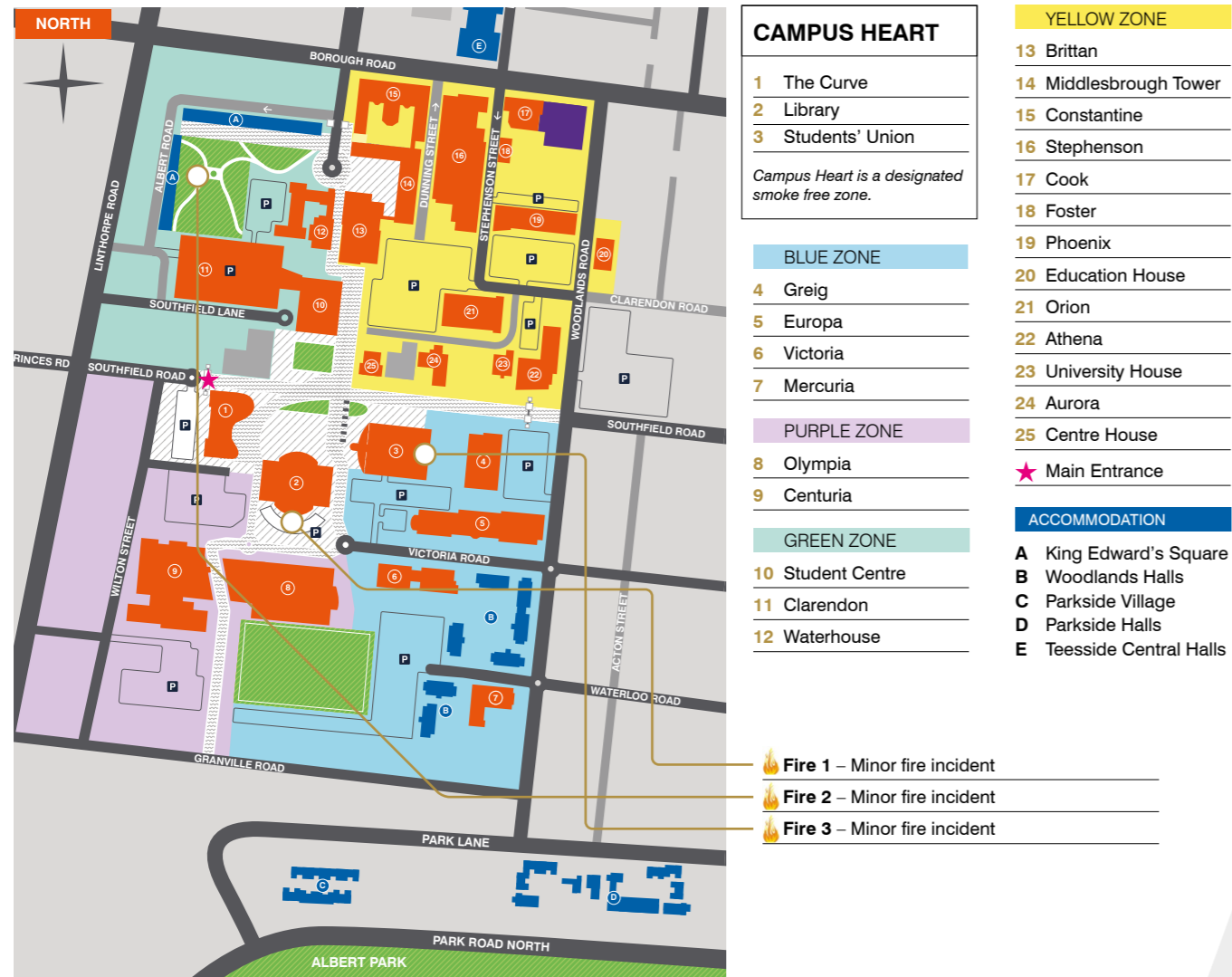
### 2. Minor fire incident

> Minor fire incident – An incident involving smoke, heat and flames causing only localised damage to equipment or property.

### 3. Near miss fire incident

> Near miss fire incident – An incident involving only smoke without flames which may or may not cause damage.

During the reporting period, there were three fire incidents on the University campus, which were classified as Minor Fire Incidents. The details of these fires are included below.



Fire details:

**Fire 1** On 17 October at the rear of the Library, a bin was set alight.

**Actions:** Security staff extinguished the fire.

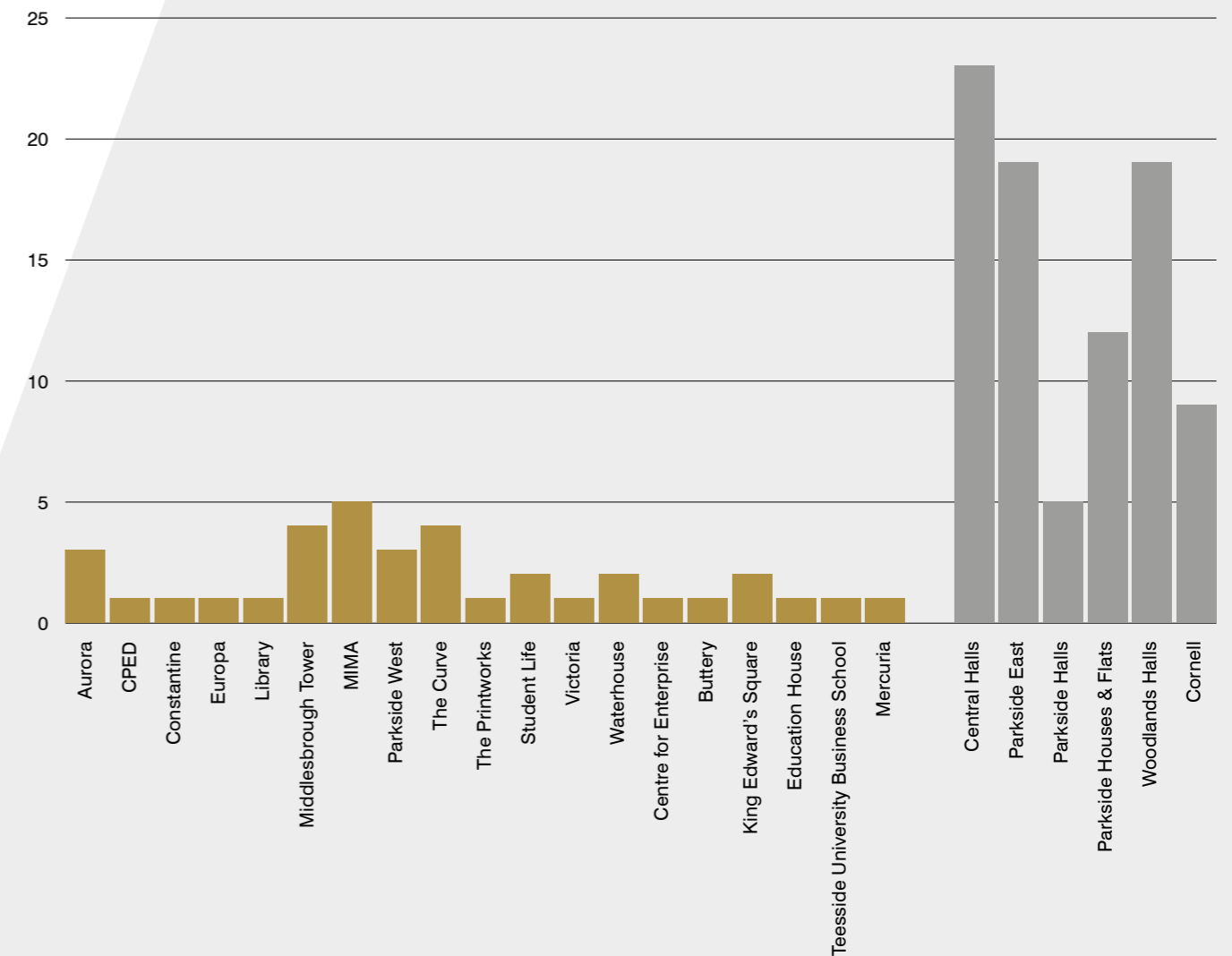
**Fire 2** On 28 October outside King Edward's Square a tyre and rubbish in a bin was set alight.

**Actions:** The fire was extinguished by the security team attending.

**Fire 3** On 15 April in the Students' Union waste compound a skip was set alight.

**Actions:** Facilities officers initially attempted to extinguish the fire, the fire brigade then attended to fully extinguish the fire.

LOCATION OF FIRE ALARM ACTIVATIONS AUGUST 2020 - JULY 2021



During the reporting period there were 36 fire alarm activations in teaching and office accommodation and 87 in student residential accommodation.

## Fire Drill Report 2020 - Teaching and Office Accommodation

As required by The Regulatory Reform (Fire Safety) Order 2005 the following fire evacuation drills were undertaken and recorded in 2020.

TEACHING AND OFFICE ACCOMMODATION		
BUILDING	Date and Time	Evacuation Time
Athena	19/10/2020 – 11.55am	3 minutes 38 seconds
Aurora House	19/10/2020 – 10.28am	1 minute 5 seconds
Centuria	19/10/2020 – 9.05am	3 minutes 1 second
Clarendon	20/10/2020 – 8.55am	3 minutes 34 seconds
Constantine	20/10/2020 – 9.55am	2 minutes 27 seconds
Cook	19/10/2020 – 11.27am	1 minute 43 seconds
Darlington Campus	16/10/2020 – 10.00am	1 minute 10 seconds
Education House	Unoccupied during evacuation drill	
Europa (OLTC)	19/10/2020 – 10.10am	3 minutes 10 seconds
Europa (IT & CfE)	19/10/2020 – 10.15am	2 minutes 24 seconds
Foster	28/10/2020 – 11.05am	45 seconds
Fusion Hive	16/10/2020 – 9.15am	2 minutes 20 seconds
Greig	19/10/2020 – 2.05pm	1 minute 38 seconds
Library	19/10/2020 – 1.45pm	3 minutes 55 seconds
Mercuria	22/10/2020 – 10.10am	1 minute 58 seconds
Middlesbrough Tower	20/10/2020 – 9.50am	4 minutes 50 seconds
MIMA	20/10/2020 – 9.30am	1 minute 15 seconds
National Horizons Centre	16/10/2020 – 10.20am	2 minutes 22 seconds
Olympia	19/10/2020 – 9.25am	2 minutes 40 seconds
Orion	19/10/2020 – 11.45am	2 minutes 48 seconds
Parkside West Offices	19/10/2020 – 9.55am	3 minutes 19 seconds
Phoenix	19/10/2020 – 11.15am	3 minutes 3 seconds
Stephenson	19/10/2020 – 11.05am	3 minutes 31 seconds
Student Life	19/10/2020 – 11.40am	2 minutes 5 seconds
Students' Union	23/10/2020 – 9.30am	2 minutes 5 seconds
The Curve	23/10/2020 – 9.10am	3 minutes 23 seconds
The Printworks	8/10/2020 – 10.40am	1 minute 32 seconds
Teesside University International Business School	Unoccupied during evacuation drill	
University House	Unoccupied during evacuation drill	
Victoria	Unoccupied during evacuation drill	
Visitors' Centre	20/10/2020 – 1.35pm	58 seconds
Waterhouse	19/10/2020 – 10.55am	1 minute 35 seconds

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 2020 - Residential Accommodation

RESIDENTIAL ACCOMMODATION		
BUILDING	Date and Time	Evacuation Time
Central Halls	16/11/2020 - 9.05am	10 minutes 57 seconds
Cornell Quarter	9/11/2020 - 9.20am	5 minutes 21 seconds
King Edwards Square	13/10/2020 - 9.05am	3 minutes 39 seconds
Parkside Halls of Residence	15/10/2020 - 9.10am	4 minutes 20 seconds
Parkside House 1	21/10/2020 - 9.15am	53 seconds
Parkside House 2	22/10/2020 - 9.15am	1 minute 10 seconds
Parkside House 3	22/10/2020 - 9.25am	1 minute 20 seconds
Parkside House 4	22/10/2020 - 9.27am	1 minute 40 seconds
Parkside House 5	22/10/2020 - 9.36am	2 minutes 10 seconds
Parkside House 6	22/10/2020 - 9.40am	20 seconds
Parkside House 7	22/10/2020 - 9.55am	1 minute 58 seconds
Parkside House 8	22/10/2020 - 9.58am	1 minute 20 seconds
Parkside House 9	21/10/2020 - 9.11am	45 seconds
Parkside House 10	21/10/2020 - 9.09am	1 minute 35 seconds
Parkside House 11	22/10/2020 - 9.17am	2 minutes 48 seconds
Parkside House 12	22/10/2020 - 9.20am	2 minutes 17 seconds
Parkside House 13	22/10/2020 - 9.34am	1 minute 23 seconds
Parkside House 14	22/10/2020 - 9.30am	1 minute 20 seconds
Parkside House 15	22/10/2020 - 9.41am	1 minute 48 seconds
Parkside House 16	22/10/2020 - 9.50am	2 minutes 50 seconds
Parkside House 17	15/10/2020 - 9.30am	2 minutes 22 seconds
Parkside House 18	15/10/2020 - 9.35am	1 minute 36 seconds
Parkside House 19	15/10/2020 - 9.40am	1 minute 5 seconds
Parkside House 20	16/10/2020 - 8.45am	1 minute 10 seconds
Parkside House 21	16/10/2020 - 8.50am	4 minutes
Parkside House 22	16/10/2020 - 8.59am	1 minute 48 seconds
Parkside Flat 23	16/10/2020 - 9.03am	4 minutes 02 seconds
Parkside House 24	16/10/2020 - 9.11am	2 minutes 36 seconds
Parkside House 25	16/10/2020 - 9.17am	1 minutes 01 second
Parkside House 26	21/10/2020 - 8.55am	1 minute 10 seconds
Parkside House 27	16/10/2020 - 9.19am	1 minute 40 seconds
Parkside House 28	16/10/2020 - 9.22am	1 minute
Parkside House 29	21/10/2020 - 8.58am	1 minute 13 seconds
Parkside Flat 30	21/10/2020 - 9.00am	3 minutes 45 seconds
Woodlands Hall Block 1	14/10/2020 - 9.25am	3 minutes 13 seconds
Woodlands Hall Block 2	14/10/2020 - 9.15am	4 minutes 23 seconds
Woodlands Hall Block 3	14/10/2020 - 9.20am	2 minutes 50 seconds
Woodlands Hall Block 4	14/10/2020 - 9.10am	2 minutes 55 seconds
Woodlands Hall Block 5	13/10/2020 - 9.24am	2 minutes 21 seconds
Woodlands Hall Block 6	14/10/2020 - 9.05am	2 minutes 44 seconds
Woodlands Hall Block 7	14/10/2020 - 9.00am	2 minutes 13 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.

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This publication is available in alternative formats on request.

Please contact Steve Westcough on **01642 342208** or email [s.westcough@tees.ac.uk](mailto:s.westcough@tees.ac.uk).

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**Teesside University**

Middlesbrough

Tees Valley

TS1 3BX UX

T: +44 (0) 1642 218121

[tees.ac.uk](http://tees.ac.uk)