

HEALTH, SAFETY AND WELLBEING



Teesside
University

ANNUAL REPORT
2022/2023

AMBITION
DELIVERED
TODAY

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Introduction



I am delighted to present the annual Health, Safety and Well-being Report for 2022/23. The reporting period for this report is 1 August 2022 – 31 July 2023.

The following report outlines the key Health and Safety activities, statistics, and major events supported during the relevant period at Teesside University. This includes information on the extensive work conducted by the University's Health and Safety and Occupational Health teams to maintain and promote Health, Safety and Wellbeing for our staff and students.

The University retained the Better Health at Work (Maintaining Excellence) award, the highest level awarded, following the annual external accreditation review. This award is endorsed by Public Health England and provides recognition of the University's strategic approach to staff health and wellbeing and the importance of staff engagement in the development of health and wellbeing initiatives.

Led by the University's new Occupational Health Adviser, Andrea Campbell, the University has also delivered its 2022/23 Health and Wellbeing Action Plan, which has included a focus on improved mental health and wellbeing and reducing cancer risks among the top priorities.

The Health and Safety Management Profile (HASMMap) audits have proved a valuable tool in ensuring Schools and Departments apply a consistent approach to embedding best practice Health and Safety processes. A recent improvement to the HASMMap reporting tool which aligns with the University Safety and Health Association (USHA) standard and has provided a more consistent and streamlined approach to the audit process.

There continues to be significant investment in the University's Estate. During the reporting period these have included demolition of Aurora House, completion of a new £5m postgraduate study facility in the Buttery, completion of the Net Zero Industry Innovation Centre, development of the new BIOS building, and major changes to the ground floor of the Library. A range of major refurbishments of University buildings have also been completed. The Health and Safety team have played a key role in ensuring that this ambitious Estates development plan has been delivered to high health and safety standards, whilst meeting the needs of our University community and our Corporate Strategy.

We continue to address key themes for development, helping us to build on our positive health, safety, and wellbeing culture.

To support this report, statistical data for the relevant period is provided in the appendices.

Professor Paul Croney
Vice Chancellor and Chief Executive

Key Highlights 2022/23

Key achievements delivered between 01/08/2022 and 31/07/2023 include:

- > Retention of The Better Health at Work Award (Maintaining Excellence), the highest level awarded following the external reaccreditation process undertaken by Public Health England.
- > A £2m upgrade on all fire doors throughout the student residential accommodation was completed. This was identified as a requirement to meet compliance with the Fire Safety Act 2023. A fire behavioural safety campaign was also delivered in September 2022 as staff and students returned to campus after the summer break.
- > Health and Wellbeing action plan 2022-2023 completed with a focus on improved mental health and wellbeing and reducing cancer risks among the top priorities.
- > Ongoing development of the Health and Safety training programme. This included the development and launch of 5 new Health and Safety Training modules including a contractors safety briefing and an online first aid refresher course.
- > From August 2022 University staff received access to a new Employee Assistance Programme (EAP) delivered by Care First. The EAP provides staff with support and practical advice on issues impacting their wellbeing and performance, whether work-related or not. There are a number of benefits including access to the 'My Possible Self' Wellbeing App.
- > The Health and Safety Team continued with the Health and Safety Management Profile (HASMMap) audit schedule during the reporting period. The audit schedule in place for 2023 remains on track, including any re-audits also required depending on initial audit outcomes. The 2024 audit schedule is now under development.
- > The Health and Safety team have played a key role in ensuring that the ambitious Estates development plan, which has included both new buildings and major refurbishments, has been delivered to high health and safety standards, whilst meeting the needs of our University community and our Corporate Strategy.

OCCUPATIONAL HEALTH AND WELLBEING

Key activities and achievements during 2022/23 included:

- > Re-accreditation of the University's Better Health at Work Award (Maintaining Excellence). This recognised the progress the University has made and sustained during our participation with the award and requires the University to use its knowledge and experience to support other organisations with the development of a strong health and wellbeing culture. This was evidenced by:
 - Continuing to raise awareness with the workforce on Health and Wellbeing topics, as we delivered our Health and Wellbeing Action Plan 2022/2023 throughout the year.
 - Delivering on local, regional, or national health campaigns and events.
 - Mentoring other organisations to enable them to achieve the award.
 - Working closely with Public Health England and our University health advocate training and support network.

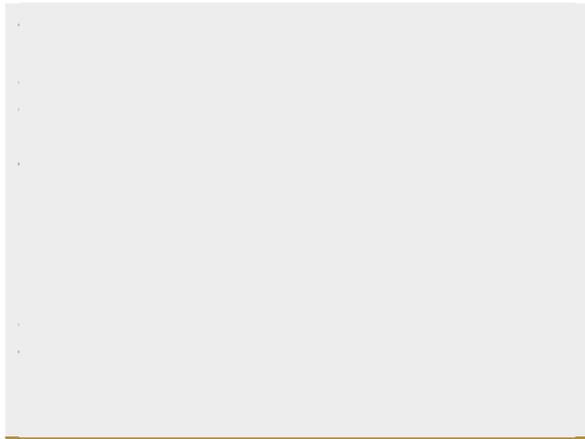
- > Occupational Health continues to work with HR and University managers, providing advice, support, and guidance on how best to support University employees.

- > Training and health promotion activities were conducted on campus and online to ensure maximum accessibility to all the initiatives.

- > Occupational Health appointments continue to provide options of video or telephone appointments, as well as face-to-face appointments to align the service with employee hybrid working.

- > The University continues to be a signatory of 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. This work has been supported by the continued delivery of mental health and stress at work training to staff and managers.

University Mental Health Charter



here: [The Programme | University Mental Health Charter](#)

Employee Assistance Programme (EAP)

University staff have access to the Employee Assistance Programme delivered by Care First. This EAP service is an employee benefit that provides staff with support and practical advice on issues that might be impacting their wellbeing and performance, whether work-related or not.

The Care First service includes a 24/7 counselling provision with University employees entitled to 8 free counselling sessions. It provides face-to-face, telephone, or online counselling. In addition, staff can speak to Information Specialists, trained by Citizen's Advice, for expert support on budgeting, access to benefits, bereavement etc. with the aim of increasing staff wellbeing and productivity, as well as reducing absences.

Occupational Health Referrals

- > The number of referrals to Occupational Health were higher in 2022/23 than 2021/22. A total of 377 appointments were held with Occupational Health. Management referrals that included advice on sickness absence, work related health problems, and return to work advice on adjustments totalled 278. 37 appointments were also held for health monitoring.

- > Overall, Mental Health and Stress-related conditions continue to be the main reasons for referrals to Occupational Health, followed by Musculoskeletal conditions, with a rising number in referrals due to Neurological conditions including Neurodiversity.

- > Mental Health and Neurological conditions were slightly lower in 2022/23 compared to 2021/22, totalling 97 whereas in 2021/22 there were 120.

- > Musculoskeletal referrals increased in 2022/23 compared to 2021/22 by 18%.

Full details of the referrals to Occupational Health can be found in Appendix 1.

Occupational Health Key Performance Indicators

The Occupational Health team works to the following key performance indicators for its work on management referrals. The KPIs show 78-100% compliance. Against the significant impact on operations of not having a full-time Occupational Health Advisor between September 2022 and May 2023, this performance reflects the effort and commitment from the team to ensure an appropriate and professional Occupational Health service was maintained throughout the year.

MANAGEMENT REFERRALS: 278	KEY PERFORMANCE INDICATOR	COMPLIANCE %
	Referral Form Processed & Appointment Sent Out	3 Working Days 78
	First Appointment Offered	10 Working Days 99
	Report to Referring Manager	2 Working Days 98
	DNA Notification to Referring Manager (If Applicable)	1 Working Day 100

Sickness Absence Statistics

- > The total number of days lost due to sickness has increased from 17,006 in 2021/22 to 20,569.5 in 2022/23.
- > Campus Services recorded the most sickness absence days in 2022/23 at 5,837.5, a 56% increase on last year's figures, Musculoskeletal issues being the main reason for absence in this area. The average age of staff and the manual nature of much of the work delivered by the department has contributed to this increase.
- > In 2022/23 Musculoskeletal (MSK) health absence figures increased on last year's figures by 93% with 3,444.5 working days being lost. There are multiple risk factors that can heighten people's susceptibility to MSK problems – these include physical inactivity, obesity, an aging workforce, and some individuals who may have a genetic predisposition to some MSK conditions.
- > SHLS recorded 3,092 days' absence, which is a 20% increase on last year's figures. Mental health was the main reason for absence in SHLS with a 9% increase on last year's figures.
- > In 2022/23, mental health absences increased on last year's figures by 110%.
 - There were 2,106.5 working days lost due to Anxiety.
 - There were 387 working days lost due to Depression.
 - There were 2,330 working days lost due to Stress.
 - There were 1,677.5 working days lost due to Neurological conditions.
- > Days lost due to cold/flu has seen a further increase on last year's figures by 23% with 1,903.5 working days lost.

Full details of the University's Sickness Absence statistics are in Appendix 2.

Care First Statistics

Care First provision is a new service for the University. It commenced in August 2022 and replaced the Alliance counselling service. The headlines below cover the period from 1st August 2022 to 31st July 2023.

- > Year to date, there have been a total of 213 contacts to the service.
- > In quarter one, the total telephone calls to the service for telephone counselling was 26. This decreased in quarter two to 23, then gradually increased again in quarter three to 26. In quarter four, there were 20 calls to the service for telephone counselling. This is to be expected as quarter four coincides with the summer months.
- > Total face-to-face counselling sessions delivered in the first quarter were 3, and 4 in the second quarter. In quarter three there were 13 employees seen for face-to-face counselling, and in quarter four there were 18.

- > New clients have increased during each quarter with 23 new clients in quarter 4. Overall, there were 79 new cases contacted the service for the first time during this reporting period.
- > 95% of the new contacts during this period self-referred to the service.
- > Occupational Health recommend this service to all employees presenting with mental and emotional health-related issues.
- > 72 cases presented with personal issues which included stress, anxiety, family, and relationship issues. 18 cases presented with work-related issues, of which 22% reported issues to do with relationships at work with managers or colleagues.
- > Females accounted for 66% of all contacts during this period.
- > Usage of the lifestyle website has been excellent during this period with 1342 unique page views. The most used pages have been about mental health and the budgeting calculator. 44% of all unique views have been of the 'at home' section, 23% were of the 'at work' section, and 33% were of the 'Webinars & Articles' section.

The first year of this new, expanded employee assistance service has provided all staff with additional support to address the wide range of challenges that may be impacting their health and wellbeing, particularly those arising from the recent cost of living challenges.

Addressing Musculoskeletal Health Conditions

The Chiropractic service and sports injury, rehabilitation, and massage clinic are a key staff benefit and available for all employees of the University, aiming to help employees manage their musculoskeletal health conditions. These are student-led clinics, overseen by qualified practitioners. An initial assessment is conducted, a programme to assist the employee is then developed, and work begins in sessions with the employee to help them with their musculoskeletal condition.

On induction to the University, new employees undertake a mandatory online Display Screen Equipment assessment. This helps all staff to ensure that their workstations, whether on campus or at home, are set up correctly to ensure safety, correct posture, identify any reasonable adjustments, and address any requirements for specialist equipment (footrests, standing desks etc.).

Regular training is also provided to relevant staff on safe manual handling.

Whilst all the above help to support staff with musculoskeletal health conditions, further work is still required to reduce the number of staff presenting with these issues, particularly those where the nature of their work is more manual.

Addressing Mental Health Conditions

The EAP service is a staff benefit which provides a counselling service that is confidential and professional. It is available 24/7, 365 days per year. It gives immediate contact to telephone counselling, and online and face-to-face counselling can also be arranged.

Care First also provide an app called "My Possible Self". This is a brilliant way to ensure all staff always have access to the platform from their phone. The benefits of the app not only focus on mental wellbeing, but everything else fitness focused.

Occupational Health continue to support HR and University managers by providing advice on what can be done to support staff with mental health conditions at work, and they provide staff with support and signposting. Regular training is also provided for both staff and managers on mental health and stress at work.

Teesside University is proud to be a signatory to the Charter for Employers Positive about Mental Health. It represents a public declaration of our commitment to support the mental wellbeing of our colleagues, by following the values set out by the Mindful Employer Charter.

New in-person Mental Health Awareness for Managers training and further training for the University's Mental Health First Aiders and Mental Health Champions are planned for Autumn 2023.

Occupational Health and Wellbeing Initiatives

Key Achievements 2022/23:

- > The key achievement was maintaining the Better Health at Work Award (Maintaining Excellence).

This is the highest level of award made. The award recognises the efforts of employers 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 also emphasises 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 other organisations through mentoring.

The award reflects the level of engagement with University staff in the identification of health issues and the development of actions to address them. The University's Annual Health and Wellbeing Action Plan is informed in part by pulse survey feedback from University employees about the areas of health on which they would like more support. A range of activities were delivered over 2022/23 to highlight health and wellbeing, including mental health, physical health, resilience, and equality, diversity, and inclusion: a comprehensive approach to health and wellbeing.

- > Development of our Health and Wellbeing events internet page to advertise our range of activities, initiatives, and events throughout the year to support, encourage, and promote better wellbeing for everyone. As part of this initiative, we developed pop-up banners with QR codes linking to the page to support with raising awareness.
- > Working with MIND on Mentally Healthy Universities: The Mental Health at Work Commitment is a framework launched in 2019 by MIND. The commitment is based on the Thriving at Work standards, pulling from the pledges and measures already out there, using up-to-date research from UK employers and mental health experts, and providing further assurance that Teesside University is committed to improving the Mental Health of its employees.
- > Successfully completing our Health and Wellbeing action plan events throughout 2022/23 with support from other agencies, Schools, and Departments within the University, and committed staff such as health advocates, and mental health champions.



Occupational Health Promotions

Promotions, activities, and initiatives undertaken within the reporting period were developed and agreed as part of our Health and Wellbeing Action Plan. Information on the activities undertaken is provided in the following table.

August	September	October	November
<ul style="list-style-type: none"> > Re-launch of Menopause Meet-Up group > Launch of new Employee Assistance Programme with Care First 	<ul style="list-style-type: none"> > Period Dignity Campaign – surveys sent out to staff to obtain views on free sanitary products on campus 	<ul style="list-style-type: none"> > Stoptober > Wear it Pink and National Breast Cancer Awareness Month promotion > World Mental Health Day promotion > World Menopause Day promotion 	<ul style="list-style-type: none"> > International Men's Day promotion > Talk Money Week – webinars for University staff > Transgender Day of Remembrance – multiple events across the week leading up to TDOR > Movember promotion > Blue Wednesday (Mouth Cancer Awareness) promotion
December	January	February	March
<ul style="list-style-type: none"> > World AIDS Day – event in the SU and Positive Allies training rolled out to staff > International Day for People with Disabilities – event in SLB in collaboration with the Disability focus group > Decembeard (Bowel Cancer) promotion > Step Into Christmas (Step Challenge) 	<ul style="list-style-type: none"> > World Cancer Day – talks from Cancer charities and NHC staff > January Blues – wellbeing sessions with BeStill (Yoga, Mindfulness and Relaxation) > Cervical Cancer Prevention Week promotion 	<ul style="list-style-type: none"> > Festival of Wellbeing – stalls in SLB > World Cancer Day – SHLS lecturers doing talks, webinars from external charities > LGBTQ+ History Month – campus Pride, Queer Base creative writing workshop, talks, promotion of student papers on Lesbianism 	<ul style="list-style-type: none"> > University Mental Health Day > BRIT Challenge – activities to raise awareness about young peoples' mental health > Inclusive TU: Understanding Unconscious Bias event
April	May	June	July
<ul style="list-style-type: none"> > Stress Awareness Month – signposting to massage clinic and mental health awareness training from ODL > Go Green & Save – money-saving deals on planet-friendly options from catering 	<ul style="list-style-type: none"> > Move More in May – climbing wall taster sessions for staff, staff walks to tie in with National Walking Month > CPR & Defibrillator Training – delivered by Chris Coverdale 	<ul style="list-style-type: none"> > World Environment Day – stalls in SLB > TU Pride – stalls in SU, Queer yoga, music performances, literary hour, drag show in SU 	<ul style="list-style-type: none"> > Development of Health & Wellbeing action plan for 2023/2024

Objectives for 2023/24

- The University's Staff Health and Wellbeing Action Plan 2023/24 is currently being finalised, with input from staff across the University, and planned activities will commence throughout 2023/24.
- Ensure the University managers and individuals are provided with up-to-date information, guidance, advice, and progress reports via a monthly online Health and Wellbeing brief.
- Continue to utilise the framework for the Mental Health at Work Commitment, developing approaches/actions on Mental Health and Wellbeing for University staff and delivering these.
- Collaborate with the Employee Engagement and Organisational Development and Learning teams in continuing to develop activities that increase awareness of Mental Health & Wellbeing, as well as Physical Wellbeing for all University staff.
- Integrate Mental Health and Wellbeing into inductions for new staff.
- Collaborate with Student Wellbeing and Welfare colleagues on the University Mental Health Charter.
- Evaluate our Employee Assistance Programme.
- Continue to support staff in achieving a healthier lifestyle, supporting their mental and physical health.



HEALTH AND SAFETY DEVELOPMENTS AND COMPLIANCE

Covid-19

Legislation relating to the Covid-19 pandemic was revoked in April 2022. The University maintained a covid-specific risk assessment and additional guidance documentation for an additional year.

From April 2023 we have archived our covid documentation, and following consultation and approval from the Executive Health and Safety Group, lifted any final restrictions that were in place. The Health and Safety Team continue to monitor ongoing developments and will ensure the University continue to apply any updated government guidance in relation to Covid-19.

Campus Developments

> Net Zero Industry Innovation Centre

The Net Zero Industry Innovation Centre (NZIIC) is an innovative new £13.1m facility and key component of Tees Valley Combined Authority's regional innovation strategy, which will position Teesside firmly at the heart of the UK's green industrial revolution. A final handover of the building has now taken place. Health and Safety support for the department continues, and this has included a final Health and Safety sign-off following several inspections, a review of staff training arrangements, including local inductions and the completion of the building Fire Risk Assessment. The Centre is now operational and will receive a Health and Safety Management and Practice audit in October 2023.

> Buttery Refurbishment (Post Grad Lounge)

A £5m investment transformed the Buttery into a facility with individual and collaborative workspaces, a quiet zone, and a computer lab, as well as a social lounge and refreshment facilities exclusively for postgraduate students and researchers to study, collaborate, and relax. Health and Safety supported the Construction Phase Plan, building design, and fire strategy to enable the completed building to be opened earlier this year.

> Waterhouse Reception Refurbishment

A refurbishment of the Grade 2 listed Waterhouse Building was completed, and this includes an improved entrance lobby area and reception space to give a focal point for students and visitors to the School of Arts and the Creative Industries (SACI). The introduction of a 1-to-1 private meeting space is included for private and confidential meetings, and an enquiry point for the administrative team to occupy will enhance the service provision the School currently offers.

> BIOS

Work on BIOS continues to progress. This new £35m state-of-the-art facility at the heart of our campus will provide high-quality, leading-edge laboratories for sciences and clinical subjects, including an enhanced provision for anatomy, pharmaceuticals, microbiology, chemistry, earth sciences, and food sciences.

The Head of Health, Safety and Wellbeing worked closely with the Project Team during the initial project development and design phase and has completed a thorough review of the initial construction phase plan, the RIBA Stage 3 design including laboratory design and safety information, the fire engineering requirements, and the proposed evacuation procedure for the building.

The Health and Safety team have continued to work with the Project team throughout the year to ensure safety standards are maintained, and any impacts on other buildings, staff, and students as a result of improved landscaping for the project have been managed. Final inspections, a document handover review, and final fire risk assessment are scheduled for completion prior to handover of the building scheduled for September 2023.

> Aurora House Demolition/Digital Life

An innovative research, teaching, and learning facility for our School of Computing, Engineering & Digital Technologies, the building will incorporate smart labs, digital art studios, a multi-functional lecture theatre, and events space.

Work towards this project is now underway and this has included the demolition of Aurora House to facilitate enabling works to progress, and the decanting of the Orion Building waste compound to the Student Union waste compound.

> Phoenix/TUIBS

A significant relocation and refurbishment project, this project has involved decanting colleagues from the Teesside University International Business School into the Phoenix Building. The Phoenix Building refurbishment includes the reconfiguration of several areas, including an improved entrance lobby. The Phoenix Building has remained open for staff during the refurbishment, and the Health and Safety Team continue to work closely with the appointed contractor and colleagues from Campus Services to ensure a safe working environment is maintained.

> Clarendon/Themis (Phase 1)

The first phase of the improvement to the Clarendon Building that will conclude with a rebranding of the building to Themis is underway. The current £1.7m refurbishment includes a remodel of the Deanery, a new reception area, relocation of the mock court room, and a general upgrade of professional policing course facilities.

> Library

We are undertaking a £2.1m refurbishment of the ground floor area creating open plan collaborative spaces, exhibition space, and a large café to the rear with an external extension for outdoor dining. The upper floors of the building remain operational during the ground floor refurbishment, and the Health and Safety Team have undertaken frequent inspections to ensure excellent standards of Health and Safety are maintained.

> Residential Fire Door Replacement

There are several extensive refurbishments taking place in student residential accommodation, including Parkside Village, King Edwards Square, and Woodlands Halls, and this also includes an investment of over £2m to upgrade fire doors throughout. This was identified as a requirement to meet compliance with the Fire Safety Act 2023.

University Events

- > Prospective student campus tours
- > Open days
- > External outreach activities
- > Star awards
- > TU Pride event
- > Graduation
- > UCAS fair
- > International students welcome week
- > Yes to RESPECT campaign

Key Performance Indicators

A strong performance against the Health and Safety Key Performance Indicators for the reporting period is detailed below.

Key Performance Indicator	Target	Result
Number of enforcement actions	0	0
% of new staff receiving relevant Health and Safety information	100%	100%
Actions completed following Health and Safety Inspections	100%	100%
% of 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%

Any actions identified following Health and Safety inspections that remain outstanding continue to be monitored and are currently within the agreed timescales for completion.

LEGAL COMPLIANCE

Legal Compliance Reviews

Between October and November 2022, an external audit of the University's compliance with relevant Health and Safety legislation was conducted by PriceWaterhouseCooper (PWC). This follow-up audit looked at Water Hygiene Risk Assessments, Fire Risk Assessments, and Electrical and Gas Safety Certificates alongside the University's plans in place for Fire Safety [England] Regulations 2022.

This audit included walkthrough meetings to understand the control design of the processes and controls in place for each of the scope areas as well as a detailed evidence submission. The overall report classification was low risk, with just three areas for improvement identified; these were identified as internal controls. All recommended actions were agreed and confirmed as part of the management responses and all actions have been completed.

PWC concluded that:

Overall, the University has controls in place to ensure that Health and Safety processes are being conducted as expected, and have made significant improvements since our audit in 2021/22.'

A UUK Accommodation Audit was undertaken by PWC between December 2022 and January 2023. The objective of this audit was to review the controls, systems, and processes operating within the University to ensure that its student residences remain compliant with the UUK Code of Practice for the Management of Student Housing.

There were elements of this review that required the physical inspection of University facilities, and a further review of supporting documents held on-site was undertaken to audit compliance with the Code. Areas of good practice were identified and there were just two areas where minor improvements were recommended. These actions were agreed and confirmed as part of the management responses and are now complete.

In September 2022, UMAL, the University's insurer, conducted comprehensive audits of the University's Health and Safety Risk Management and Property Risk Management. The reports concluded that 'The previous recommendations concerning Health and Safety have been met'. There were only a few minor new recommendations in the reports. All recommendations are scheduled for completion in 2023 and remain on-target.

The University was awarded a rating of 2.70 for Health and Safety Risk Management and this compares favourably to the UMAL sector average of 2.20. There were just three areas where full compliance was not achieved, and each of these areas were judged as meeting general compliance.

For Property Risk Management, the University obtained a rating of 2.90, compared to the UMAL average of 2.52. There were just two areas of the twenty-one assessed where full compliance was not achieved, and each of these areas were judged to have met general compliance.

Action plans are in place to incorporate all UMAL recommendations, many of which have already been implemented. Written feedback on the progress of these reports was submitted to UMAL in November 2022.

Cleveland Fire Brigade's Fire Safety Enforcement Officers undertook several inspections during the reporting period, and these included Central Halls, Middlesbrough Tower, Clarendon Building, Woodlands Halls, and our University enclosed car parks at the Clarendon Building and Students' Union. No significant issues were identified. Minor remedial works were suggested, and this work has now been completed.

The Health and Safety Management Profile (HSMAP) internal audit schedule has been maintained, and audits were completed for several areas in Campus Services including the Audio-Visual Team, Catering, the Safety and Security Team, and Facilities Officers functions. Additional audits were conducted in the Sports & Exercise, Chiropractic, and Forensic functions within the School of Health and Life Sciences, Information Technology and Digital Services, and in the School of Social Sciences, Humanities and Law during the latest reporting period. Reports detailing the recommendations and suggested areas for improvement were issued to the relevant managers who are required to provide a management response. All agreed improvements have either been completed or are on target to be completed by the agreed deadline.

To underpin the reporting process within the HSMAP audits, a digital reporting tool (SOTERweb) that is approved by the Universities Safety and Health Association (USHA) has been introduced. This tool has streamlined our process with the provision for evidence to be uploaded directly to the audit report, which in turn reduces the time taken to complete the audit and also provides a consistent reporting process which is in line with the endorsed USHA standard.

The 2023 audit schedule runs to the end of the 2023 calendar year, and Schools and Departments due to be audited within this period have been contacted to inform them of audit arrangements up to December 2023. The 2024 audit schedule has been provisionally prepared and will include a review of new areas within the portfolio, including the Net Zero Industry Innovation Centre and TU London.

Continued auditing of Estates Legislative Compliance has taken place, and the Estates Legislative Compliance audits for the reporting period focused on Energy and Environment, Electrical Safety Arrangements, and Lifts and Lifting Equipment. The audits examined the University's compliance against statutory legislation as well as agreed subject-specific guidance.

Results of the audits found that Campus Services (Estates) were fully compliant in most areas, with some low risks identified and a small number of advisory recommendations for improvement suggested to ensure ongoing compliance.

These recommendations included areas for improved record keeping and the provision of additional information where issues were identified by contractors engaged by the University.

All Estates Legislative Compliance audit findings were reported to the Campus Services Director, Deputy Director, and Head of Estates Operations. Appropriate management responses were received, and all recommended actions are now completed.

An audit of Mechanical Plant is scheduled to be completed during the next reporting period.

All final audit reports are submitted to the quarterly meetings of the University's Executive Health and Safety Group for review and comment. Each audit takes place on campus and includes face-to-face interviews with staff, auditing of existing information and paperwork, and inspections of premises and working areas as required.

Under UK Health and Safety regulations, all employers must review the potential Radon hazard in their premises, and in line with Health and Safety Executive guidance, this monitoring is undertaken every five years. A programme of Radon Monitoring was completed for all required areas under the control of the University.

Building inspections were undertaken throughout the period, and all inspections were completed according to our inspection schedule. All remedial works identified as a result of these inspections were monitored until completion. Additional inspections have also been scheduled for higher risk areas, such as individual laboratories, hydrotherapy pool, and workshops, and these take place on a rolling rota each month.

Regular safety inspections continue, and these include checks on car parks, pavements and roads, external fire escapes, disabled refuge locations, first aid provision, ladder safety, final exit doors, 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 4 accidents reported to the HSE. This is an increase of 1 when compared to the previous annual reporting period, when there were 3 reportable accidents.

Benchmarking statistics indicate that the University remains below the sector average for reportable and non-reportable accidents. All

accidents are fully investigated by the Health and Safety team, and the details were as follows. The reportable accidents included:

- > Student caught their finger in a door which resulted in a fracture and stitches (non-employee hospital treatment). It was found that the door closer was faulty and this had caused the door to slam, catching the student's finger as they held the door open. The door closer was repaired, and other closers in this area were inspected and adjusted where necessary.
- > Student suffered a fractured ankle while travelling in a lift (non-employee hospital treatment). The incident was reported as a lift malfunction, however, this was several days after the incident and no issues were identified following an inspection by the maintenance contractor. All monthly servicing visits had been conducted and no previous issues were identified with this lift.
- > Student fell over car park plates (non-employee hospital treatment). The car park plates were inspected and in good working order with no defects found.
- > A cleaner suffered a fracture after slipping on a wet floor (staff major injury). The floor had been mopped by the injured person immediately prior to the accident. All cleaning staff are regularly reminded of the importance of being careful when working on wet or slippery surfaces.

There has been an increase of three accidents since last year. A total of 40 accidents have been reported compared to 37 accidents in 2021/22. This is still a low figure, and a decrease of 20 accidents compared with the same period pre-covid restrictions.

The online accident reporting process developed in June 2021 continues to be used. This allows staff to report accidents directly online via a button on their desktop.

Near Misses

In addition to the accident reporting figures, 17 near miss incidents were reported. These are incidents where an accident could have occurred if action had not been taken to prevent it. All these incidents were investigated and rectified to ensure that no related accidents occurred. Staff and students reporting near miss incidents is indicative of a positive Health and Safety culture within the University.

Full details of the University's accident statistics for the reporting period are provided in Appendix 3.

Statutory Inspections

To ensure that the University continues to comply with all Health and Safety legislation the following inspections are undertaken each year:

OVER 200

Air conditioning systems inspected for F Gas leaks

10

Inert gas enclosure integrity tests

18

Fire Fighting dry risers pressure tested annually

OVER 900

Fire Extinguishers checked and serviced annually

OVER 90

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

OVER 11,000

Electric wiring circuits tested on a rolling five year programme

49

Passenger lifts subject to thorough examination every six months

OVER 7,000

Smoke/heat detectors tested annually

OVER 100

Local Exhaust Ventilation (LEV) 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 11,000

Emergency lighting unit operations checked monthly and battery duration checks conducted

OVER 110

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

OVER 2,600

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

Legislative compliance of Campus Services (Estates) is monitored and independently audited by the Head of Health, Safety and Wellbeing to ensure best practice is always observed. The results of Estates Legislative Compliance Audits are reported to the Executive Health and Safety Group.

Fire Safety

There has been a slight increase of 7 fire alarm activations over the year, in teaching and office accommodation. This is to be expected as more staff have returned to working on campus this year. Despite this small increase, alarm activations remain in-line with figures reported in previous years.

Following a fire near miss incident involving a kettle being used in a non-designated kitchen area, staff were reminded of the requirement of the University's Fire Policy to only use designated and approved kitchens for the purpose of heating food and liquids, and our safety inspection regime now includes periodically checking this requirement.

The student accommodation fire activations show a decrease of 60 activations. Central Halls being closed accounts for 32 less activations than the previous year, however, Woodlands have showed over a 50% decrease in activations, which is a positive downward trend. Students in University accommodation continue to be given instructions regarding fire safety at the start of each academic year.

There have been 4 fire incidents on the University campus during the reporting period, two were classed as minor fires and the fire brigade was not called out. Two were classed as requiring assistance, one of these was at the Saltersgill Pavilion and smoke was spotted coming from a light fitting; this was found to be a faulty choker and the unit was replaced. The second incident involved youths attempting to set the Living Wall in Campus Heart on fire, and whilst a staff member from Teesside University International Business School attempted to extinguish the fire, the fire brigade was called to ensure that the fire was completely out and that the area was safe.

Further information on the University's fire statistics is provided in Appendix 4.



TRAINING AND POLICY DEVELOPMENTS

Health and Safety Training

The Health and Safety Team have continued to deliver face-to-face training sessions. Sessions are made available on the University's intranet, Unity, for staff to book.

Fire extinguisher training sessions were delivered to various technical, maintenance, and facilities staff. Bespoke safety awareness training sessions have also taken place for cleaning staff who attended a Health and Safety awareness session, which included bespoke content to meet their role requirements.

Face-to-face risk assessment training sessions have taken place for members of staff who have responsibilities for risk assessing activities in their area, and further work in this area is planned for 2023/24.

The Health and Safety team continued to monitor the provision of Fire Marshals, and an additional 22 Fire Marshals were trained including staff from the Net Zero Industry Innovation Centre to ensure adequate provision is in place for this new facility. An additional 9 members of staff have undergone first aid training, and 19 existing first aiders completed their refresher training. A further 6 catering staff completed a catering-specific first aid course to ensure provision is available in catering outlets where the risk of choking, burns, and cuts is higher.

Health and Safety awareness training was also delivered to the 2022 Accommodation Warden intake, and includes emergency procedures and hazard identification as well as local accommodation rules.

Cardiopulmonary resuscitation (CPR) drop-in sessions that included instruction on the use of Automatic External Defibrillators (AEDs) were delivered throughout the summer, with additional sessions scheduled through 2023. These familiarisation sessions were designed for everyone, even individuals who are not first aid trained. The sessions provide awareness of where the University AEDs are situated, understanding how an AED works, and how easily this equipment can be used in an emergency to help save a life.

Health and Safety Awareness for Contractors training

sessions were delivered for contractors with Service Level Agreements at the University. Training included safe working practices and University expectations.

Externally appointed competent contractors are used to deliver safety-critical training, and the following sessions were delivered during the reporting period.

Two additional members of staff from the School of Health and Life Sciences received training to enable them to perform their Radiation Protection Supervisor (RPS) roles within the School. The School have procured new equipment including mobile diagnostic equipment and X-Ray equipment that was identified as requiring RPS support.

An external provider delivered Legionella Awareness Training to Campus Services and Health and Safety staff.

Laser Safety training was delivered at the National Horizons Centre by our externally appointed Laser Protection Adviser for members of the Health and Safety team and all users of class 3b and class 4 lasers.

Following the introduction of new fire safety legislation in 2023, the Health and Safety team engaged with the BRE Academy to deliver the Level 3 Award in Fire Door Inspection. This qualification, awarded by ABBE (Awarding Body for the Built Environment), was undertaken by the Health and Safety team as well as members of staff in Campus Services who have responsibility for fire door inspections. This qualification consists of Fire Door Inspection Awareness training theory and practical application, and concludes with a formal assessment.

Health and Safety training is still primarily accessed using our online e-learning modules. Completion of all mandatory Health and Safety programmes is regularly monitored, and staff are automatically alerted when new/refresher training needs to be completed. Deans and Directors also receive monthly updates on the mandatory training completions for all their staff.

E-learning modules have continued to be used for Health and Safety training and during the reporting period, staff engagement has been positive. This year has seen the 3-year refresher period become due for mandatory e-learning modules, as the online training was first introduced in March 2020. The numbers completed in the reporting period are as follows:

Module	No. of Staff
H&S Awareness	1135
H&S Awareness for Managers	90
Fire Compliance	1132
Manual Handling	149
Risk Assessment	171
COSHH	64
DSE Hybrid Module	1050
Working at Height	11

The DSE module is allocated to new starters and was also allocated retrospectively from April 2022 to October 2022 (3 months of this period is in this reporting year) to ensure all staff have undertaken this mandatory training. This training triggered 140 referrals to Health and Safety relating to the setup of workstations both on campus and at home. All these cases have been actioned and closed by the Health and Safety team.

An online First Aid Awareness module has also been created to underpin the external accreditation required for the University's first aiders.

Policy, Procedure and Guidance Document Development

Notable developments and enhancements have included the following:

> Health and Safety Policy Statement (TU London)

Following the introduction of the Teesside University London Campus, the Health and Safety team have provided support to ensure suitable Health and Safety arrangements are in place and that these are suitably documented. This has included the development of a Health and Safety policy statement that sets out the general approach to Health and Safety. It explains how the organisation will manage Health and Safety arrangements and provides clarification on roles and responsibilities.

> Drone Use Policy

A key policy development has been the introduction of a Drone Use policy. The use of drones by staff and students as part of University teaching and research has steadily increased, and drones are likely to become an increasingly used tool in the future, as the use of drones has huge potential to improve research and teaching outcomes.

The Drone Use policy applies to all University staff and students, as well as to visitors, contractors, and sub-contractors whilst on University premises, and includes information on legislation as well as a detailed drone flight approval process.

> Laser Safety Policy

A new Laser Safety policy was needed following the procurement of several class 3b and 4 lasers. The Head of Health, Safety and Wellbeing and the externally appointed Laser Protection Adviser have collaborated and developed the policy that was endorsed and ratified by the Executive Health and Safety Group.

> Fire Safety Policy

The Fire Safety policy received further adjustments to reference the requirements of the Fire Safety Act (2023) – newly developed Health and Safety legislation. Additional requirements include enhanced information now provided in

residential accommodation, fire safety risk assessments, and additional fire door inspections undertaken for residential accommodation.

> **Blood Borne Virus Policy**

As part of the University's commitment to supporting staff, students, and visitors, it has in place many health-related policies, procedures, and initiatives including the Teesside University Blood Borne Virus policy. During a review of this policy, some improvements were identified to fulfil the required criteria for the University's submission to the Positive Allies Charter Mark, which was gained earlier this year.

> **Guidance for Drivers**

Following an annual review, our Guidance for Drivers was extended to include additional information on journey planning that applies to both University vehicles and personal vehicles driven on University business. Additional information was also introduced regarding the documented safety checks undertaken on University-owned vehicles.

> **Animals on University Premises Guidance**

Following feedback received on the existing guidance, the Health and Safety Team introduced changes to the Animals on University Premises guidance. The change to the guidance provides wider acceptance criteria regarding the approved assistance animals training providers that the University recognise. This change was discussed with our Disability Focus Group, and following acceptance by this group, the revised guidance was formally adopted with the endorsement of the Executive Health and Safety Group.

As part of regular documentation reviews, several policies, procedures, and guidance documents received minor amendments to reflect changes in legislative requirements and organisational structure.

Summary

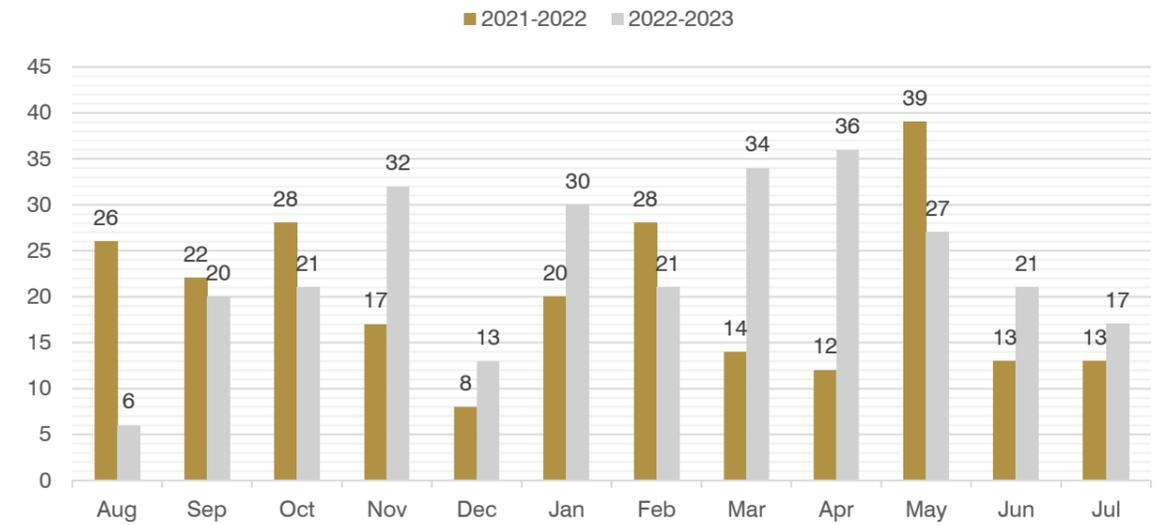
This report highlights the extensive work undertaken by the Health and Safety and Occupational Health teams during a period of significant development. The development of exciting wellbeing initiatives and substantial work to ensure legislative compliance has helped to ensure that we continue to maintain and improve the University's excellent Health and Safety standards and wellbeing support for staff.

APPENDIX 1

OCCUPATIONAL HEALTH REFERRALS

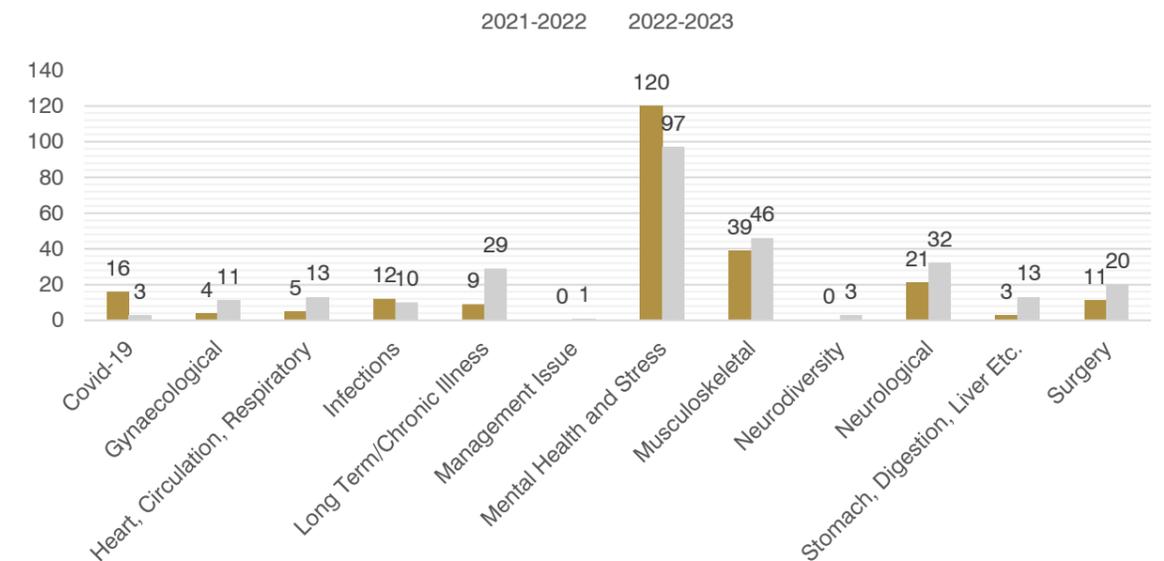
Appendix 1a

Referrals by Month/Year



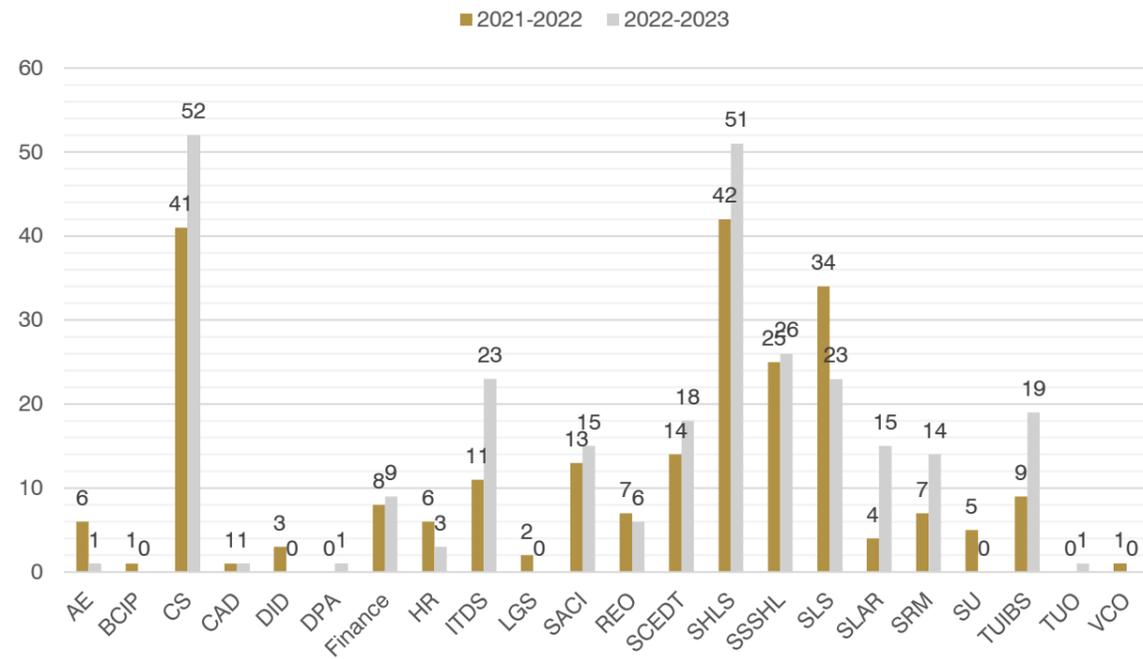
Appendix 1b

Medical Reasons for Referral



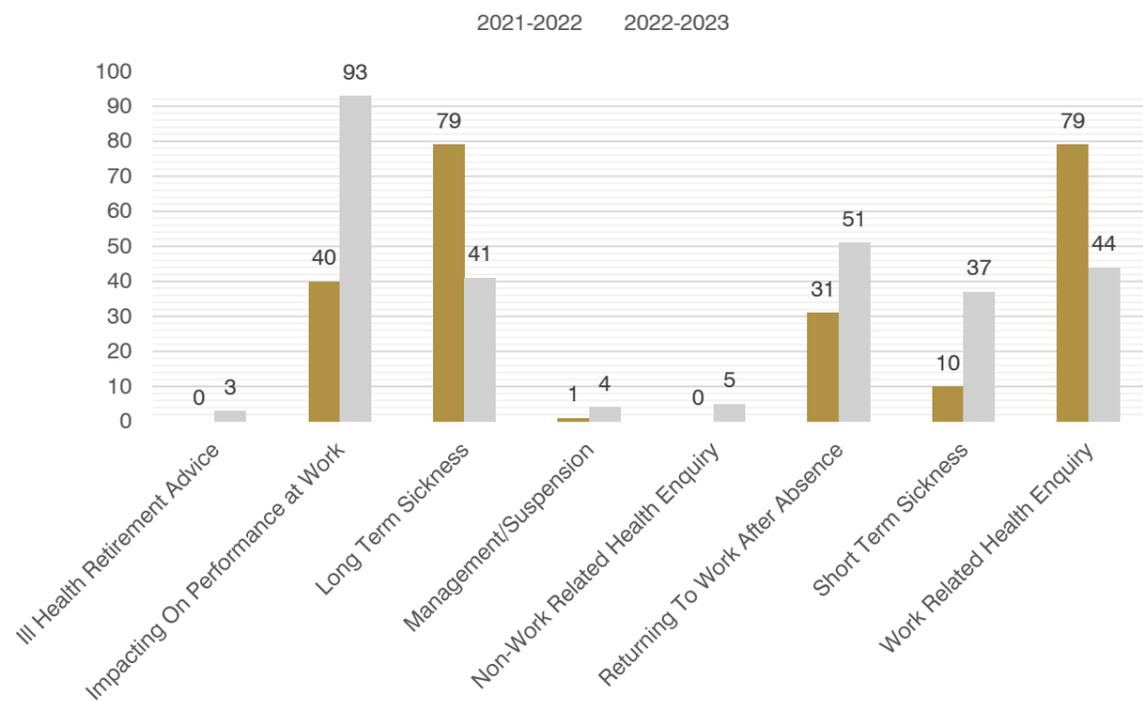
Appendix 1c

Referrals by Area



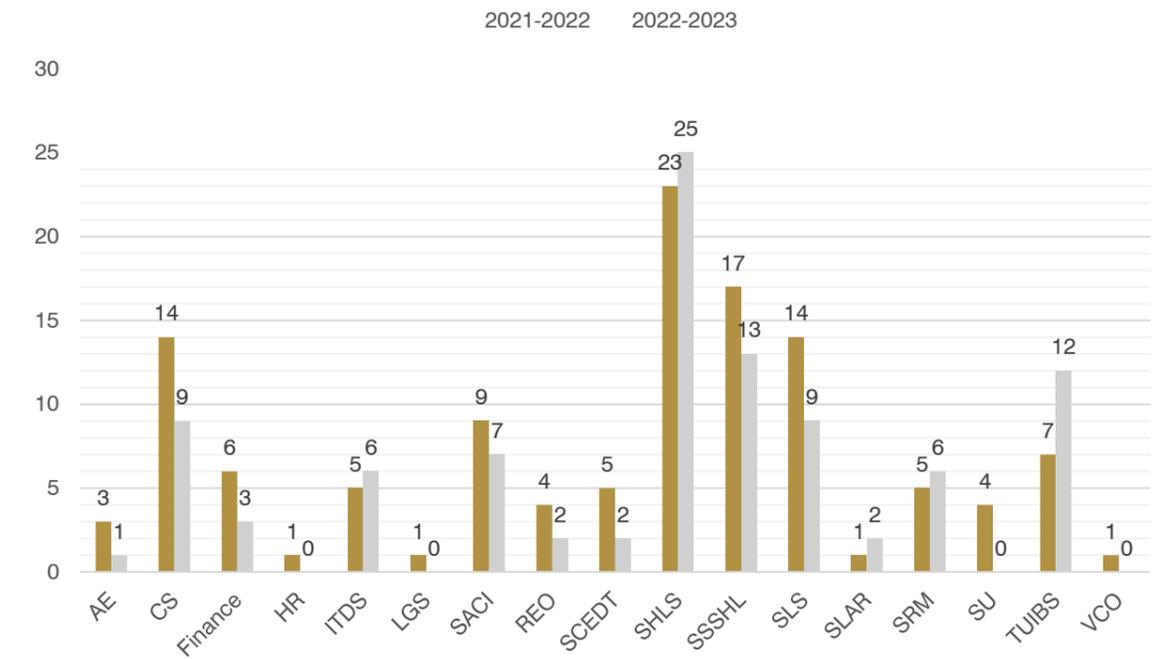
Appendix 1d

Reason for Referral



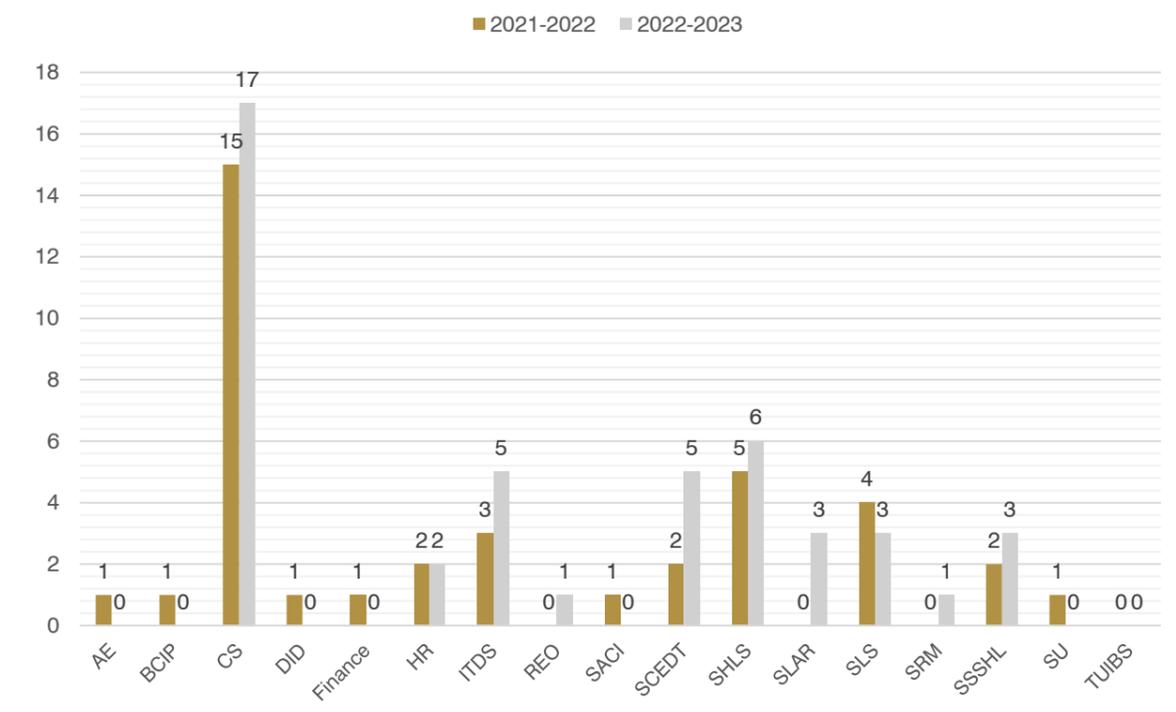
Appendix 1e

Mental Health Referrals



Appendix 1f

Musculoskeletal Referrals

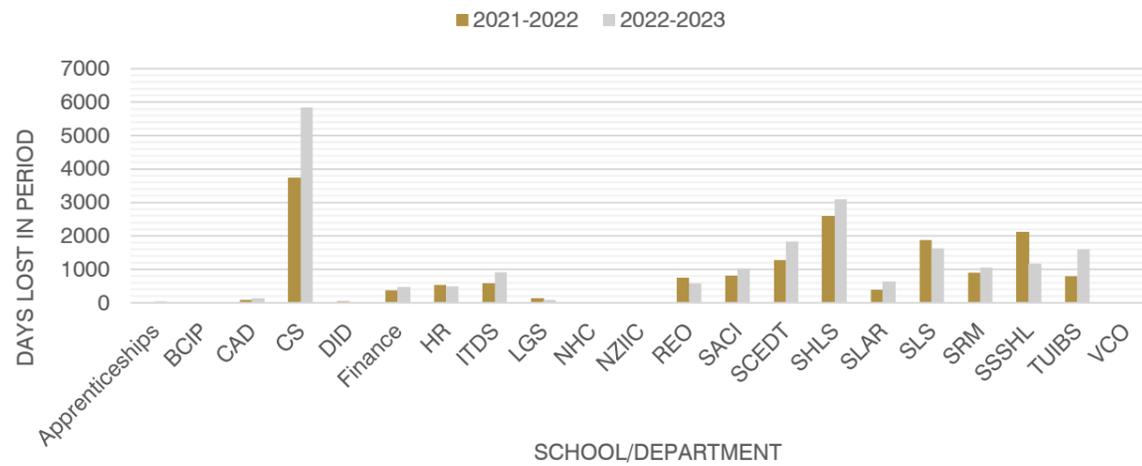


APPENDIX 2

SICKNESS ABSENCE STATISTICS

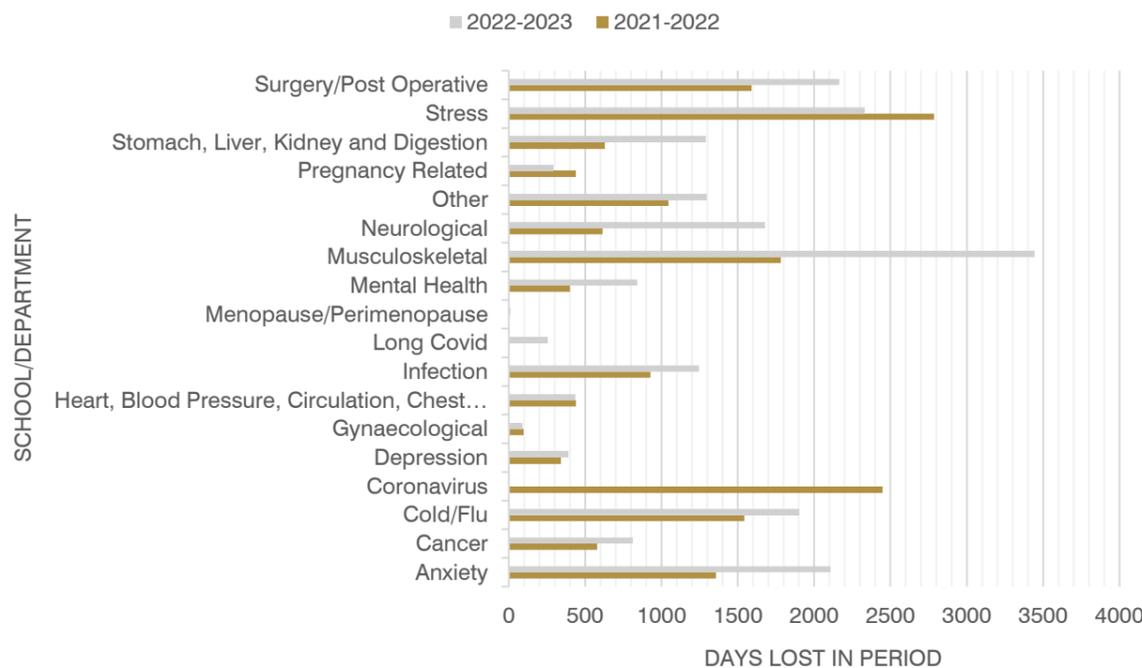
Appendix 2a

Sickness Absences



Appendix 2b

Absence Reasons



APPENDIX 3

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	Students	Staff	Contractors/Visitors	Totals
Fatality				
Fire				
Minor Injury	16	19	2	37
Non-Employee Hospital Treatment	3			3
Other Dangerous Occurrence				
Other Injury (7+ Days Off)				
Reportable Dangerous Occurrence				
Staff Major Injury or Condition		1		1
Total Reportable Injuries	3	1		4
Total Accidents Involving Injury	19	19	2	40
Number of Persons at Risk	13843	2443		16286
Reportable per 1000	0.22	0.41		0.25
Total per 1000	1.37	8.19		2.52

University Sector Benchmarking Comparison 2021/22

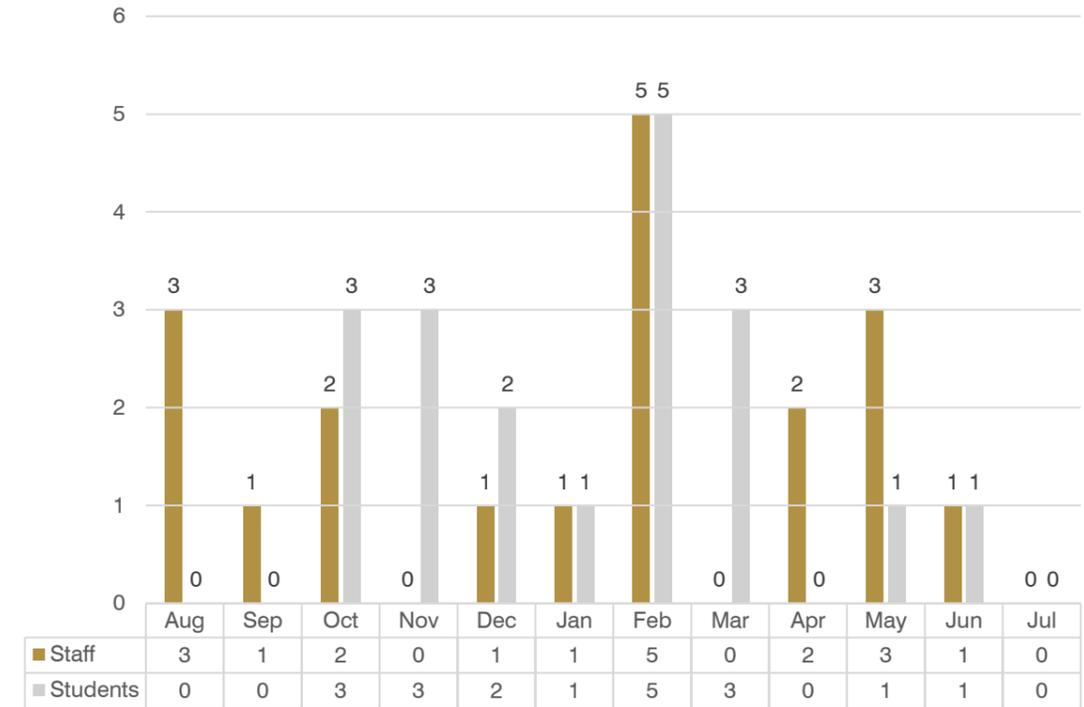
The table below provides an accident comparison between Teesside University and other Universities who submitted data to the Universities Safety and Health Association (USHA) for the 2021/22 reporting period. Data for 2022/23 is expected to be available from February 2024.

Accidents Involving Injury	Teesside University Staff	University Sector Staff Average	Teesside University Students	University Sector Student Average
Minor Injury	22	43.5	9	35.3
RIDDOR Reportable Injuries	1	2.33	2	0.88
Total Accidents Involving Injury	23	45.8	11	36.2
Number of Persons at Risk	2194	3309	15273	17622
Reportable Injuries per 1000	0.46	0.71	0.13	0.05
Total Injuries per 1000	10.48	13.85	0.72	3.02

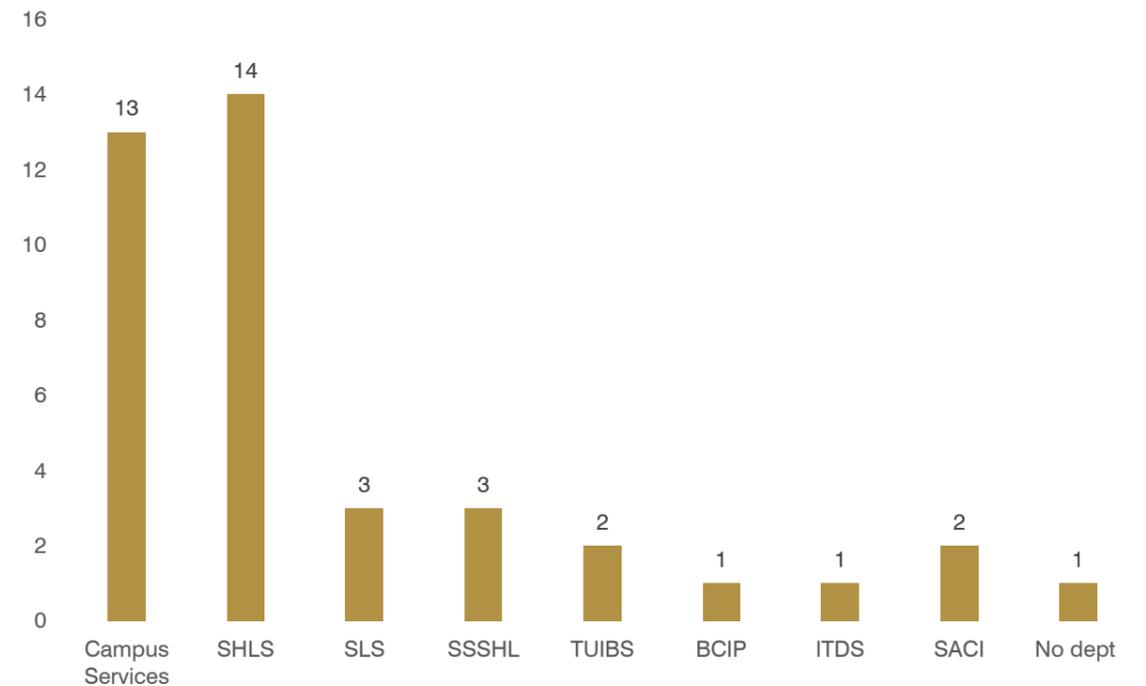
All Accidents Analysis

	Number At Risk	Fall On Level	Fall On Stairs	Handling	Handling Glass/Sharps	Harmful Substance Release	Hot/Cold Contact	Other	Sports	Striking Against Object	Struck By Object	Total
Academic & Related	1006									1		1
Administrative	878	1	1				1					3
Caretaking	18	1		1							1	3
Catering	24						1					1
Cleaning/Domestic	123	4		1						1	2	8
Contractors	0			1								1
Technician	209				1			2				3
Undergraduate	8973	3	3		8	1		1	1	1	1	19
Visitors	0	1										1
Total		10	4	3	9	1	2	3	1	3	4	40
% for each cause		25%	10%	8%	23%	3%	5%	8%	3%	8%	10%	

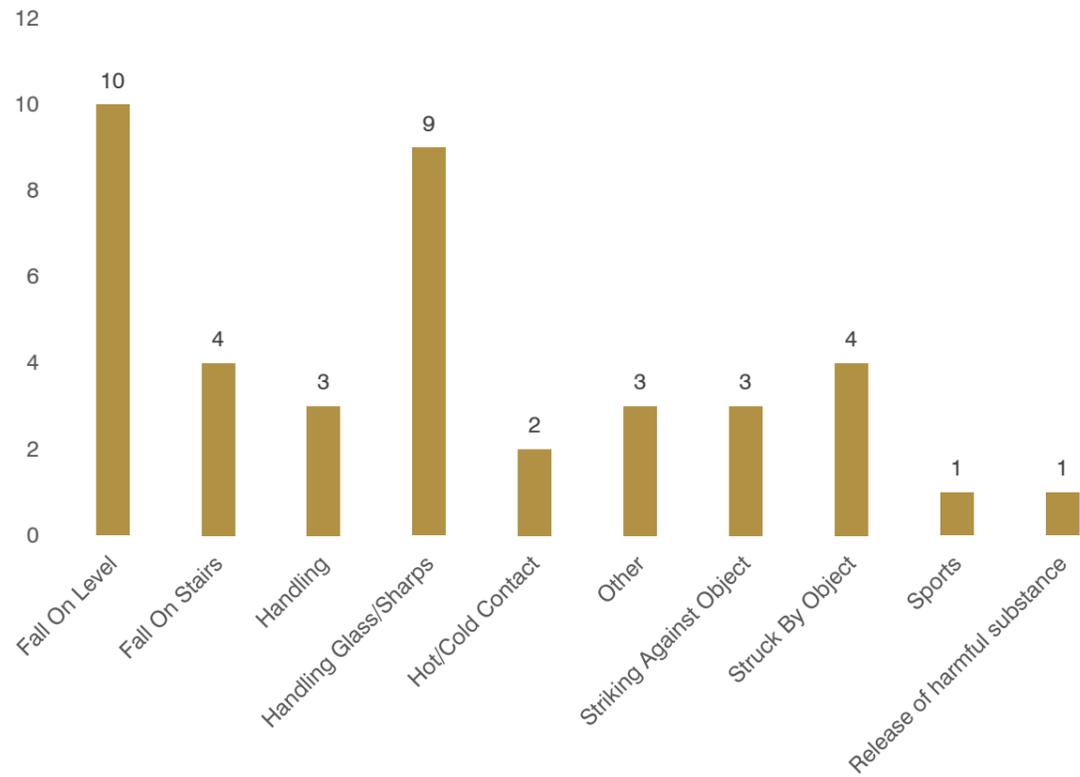
Staff and Student Accidents



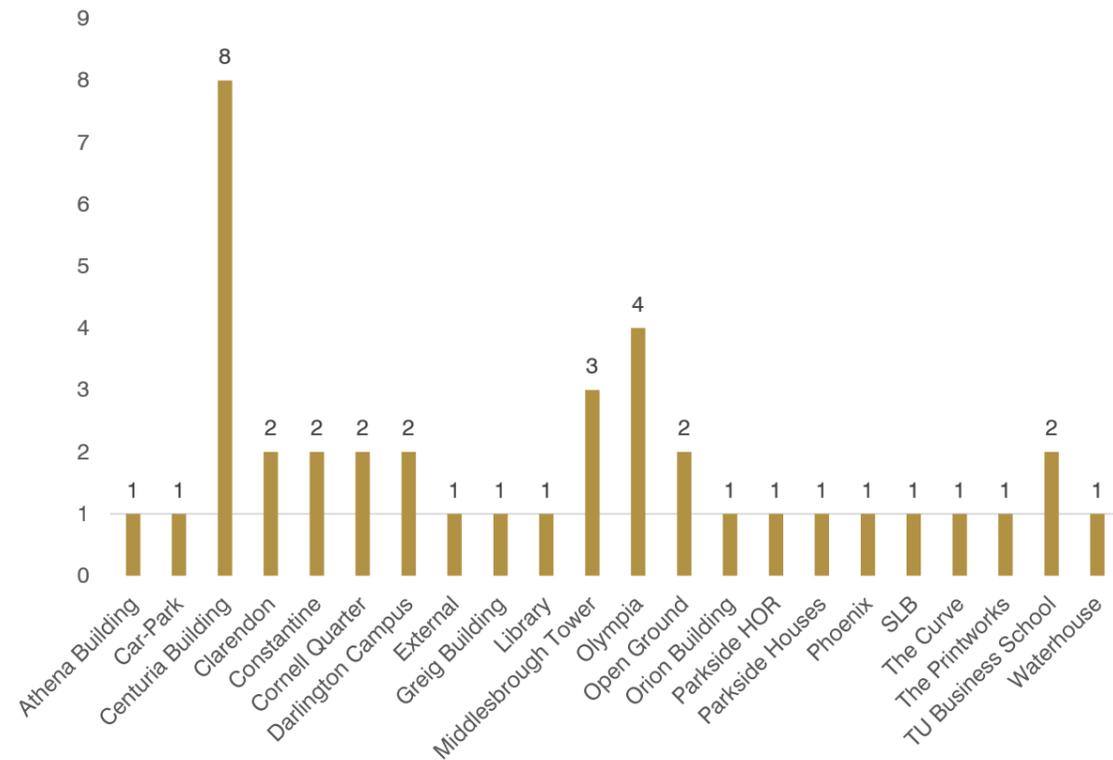
Accidents by School/Department



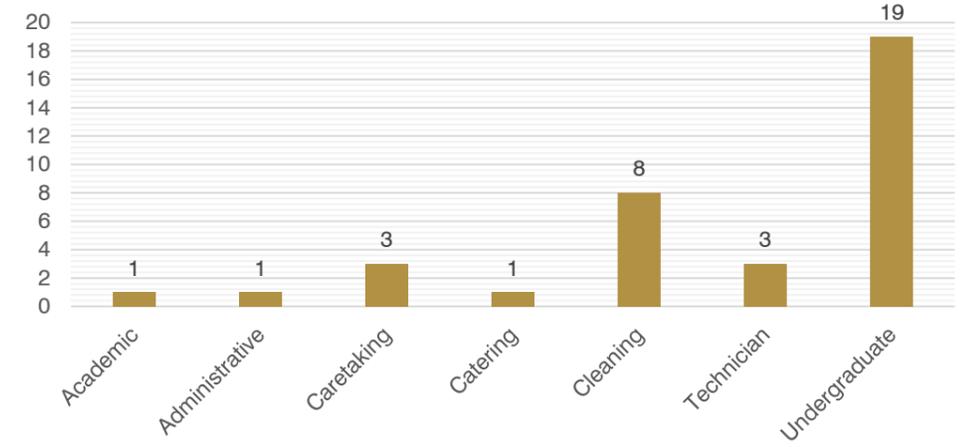
Accidents by Cause



Accidents by Location



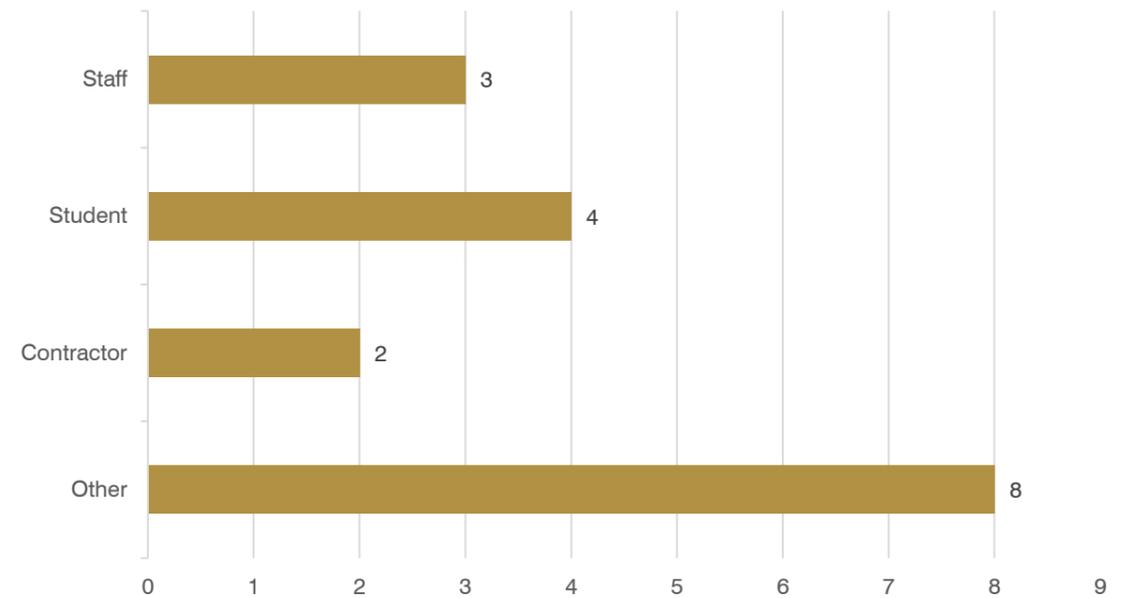
Accidents By Staff/Student Category



Near Misses

A near miss is defined by the HSE as any event that doesn't lead to harm but does have the potential to cause illness or injury. The 'other' category in the graph below relates to those events that are not attributable to a person category, for instance, "part of the ceiling was hanging down" – this could have affected any category of person had it fallen.

Near Misses

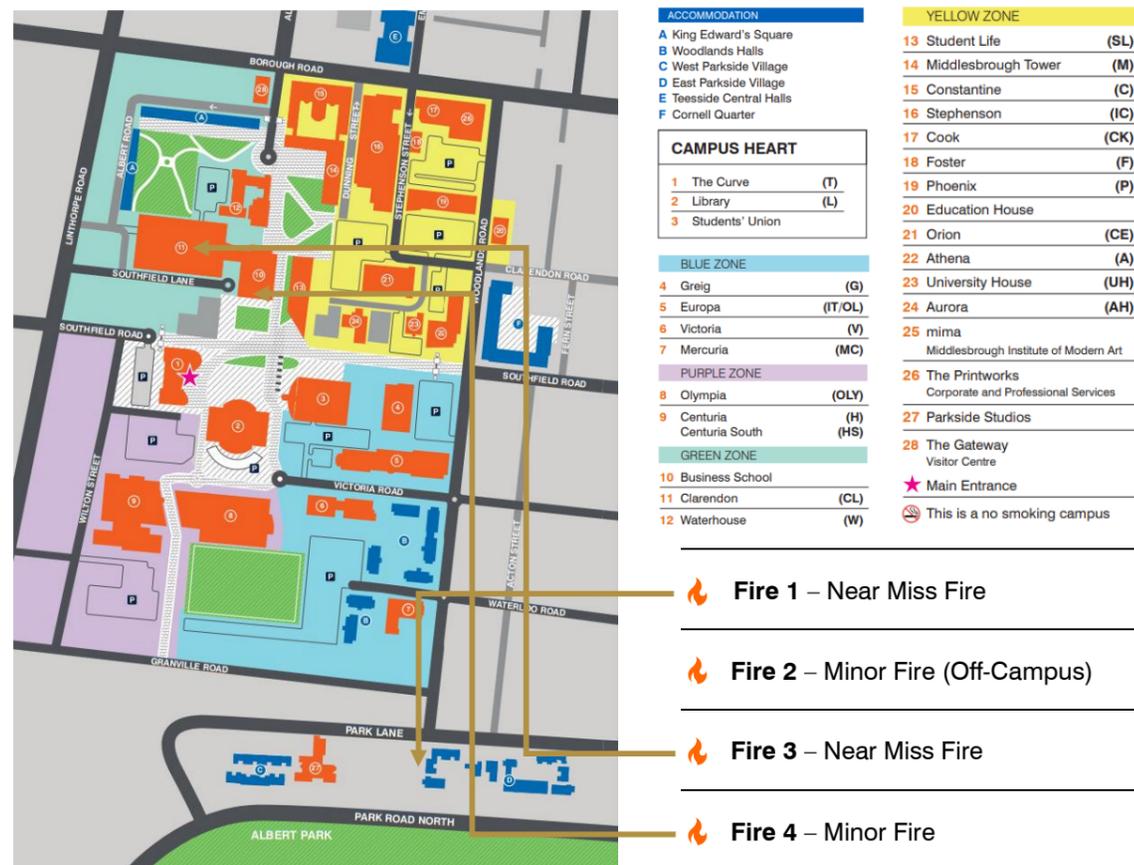


APPENDIX 4 FIRE STATISTICS

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

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

During the reporting period, there were 4 fire incidents, 2 were minor fires and 2 were near miss fire incidents. The locations of these are shown below and include a minor fire incident at Saltersgill Pavilion.



Fire Details

Near Miss Fire 1 – On 17 August, at Parkside Village, a plastic tray from a fridge had been left on a hob and when the hob was switched on, this melted causing smoke.

Actions – The tray was removed and disposed of.

Fire 2 – On 25 August, a light fitting had an electrical fault which caused some smoke and flames.

Actions – The Fire Brigade attended and extinguished the flames. The light fitting was inspected and replaced.

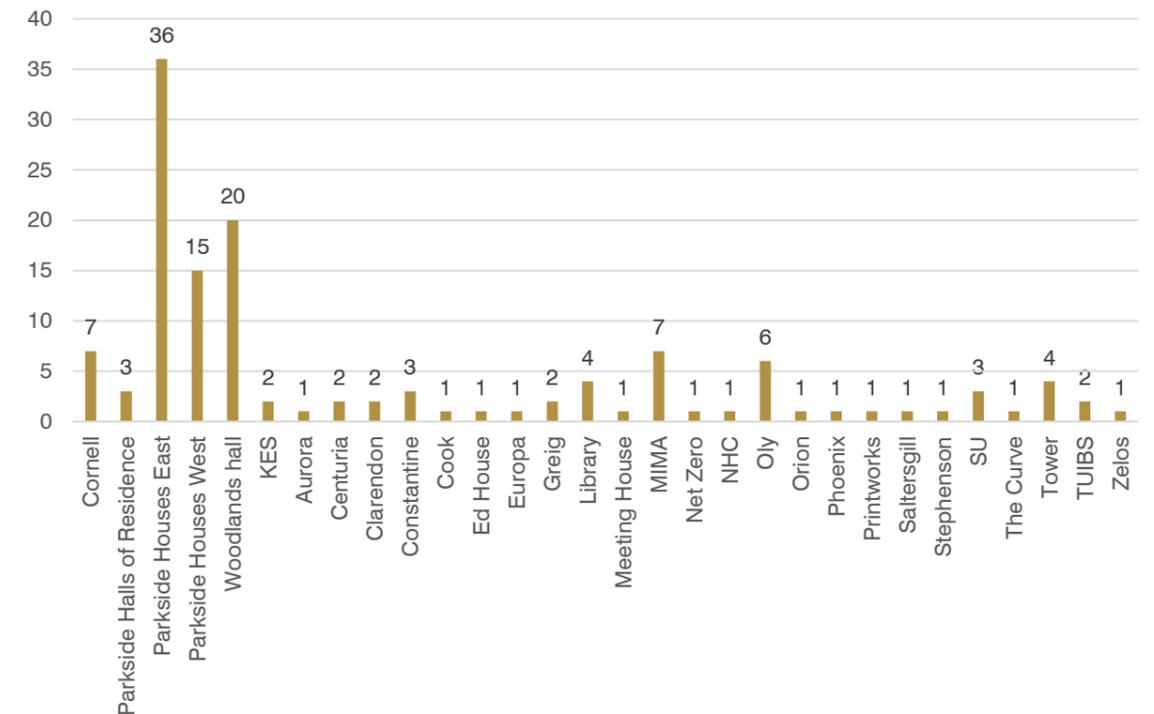
Near Miss Fire 3 – On 13 October, a kettle was left to boil dry in an office and melted, causing some smoke and fumes.

Actions – A member of the security team removed the kettle from the electrical socket. Staff were reminded that only designated and approved kitchens should be used as per the University Fire policy. Inspections were carried out by the Health and Safety team and Departmental Safety Officers to enforce this.

Fire 4 – On 27 February, youths attempted to set the Living Wall in Campus Heart alight.

Actions – A member of staff from TUIBS attempted to extinguish the fire, and the Fire Brigade attended to ensure the fire was fully extinguished.

Locations of Fire Alarm Activations



During the reporting period there were 49 fire alarm activations in teaching and office accommodation, which is an increase of 7 activations on the same period last year. There were 83 in student residential accommodation, which is a decrease of 60 activations or 58% on the same period last year. Central Halls has been closed for the reporting year and this accounted for 32 activations last year, so even allowing for this, the decrease is a positive indication that students are creating less false alarm situations; this is noticeable also in Woodlands who have a 50% decrease in activations this year.

Fire Drill Report 2022

Teaching and Office Accommodation

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

Building	Date and Time	Evacuation Time
Athena Building	17/10/22 11:50am	3 minutes 32 seconds
Aurora House	Not occupied	Not occupied
Centuria Building	17/10/22 9:50am	4 minutes 50 seconds
Clarendon Building	18/10/22 1:55pm	4 minutes 30 seconds
Constantine Building	17/10/22 8:52am	2 minutes 18 seconds
Cook Building	17/10/22 9:30am	3 minutes 8 seconds
Darlington Campus	19/10/22 11:10am	2 minutes 48 seconds
Education House	17/10/22 9:22am	35 seconds
Europa (OLTC)	18/10/22 3:47pm	2 minutes 31 seconds
Europa (IT & CfE)	18/10/22 3:49pm	3 minutes 31 seconds
Foster Building	17/10/22 1:30pm	24 seconds
Fusion Hive	19/10/22 10:10am	3 minutes 45 seconds
Greig Building	17/10/22 3:50pm	2 minutes 35 seconds
Library	17/10/22 3:20pm	7 minutes 57 seconds
Mercuria Building	17/10/22 10:37am	2 minutes 6 seconds
Middlesbrough Tower	17/10/22 8:50am	5 minutes 12 seconds
MIMA	18/10/22 2:30pm	3 minutes 52 seconds
National Horizons Centre	19/10/22 10:43am	1 minute 47 seconds
Olympia Building	17/10/22 2:10pm	3 minutes 53 seconds
Orion Building	17/10/22 10:50am	1 minute 48 seconds
Parkside West Offices	Not occupied	Not occupied
Phoenix Building	17/10/22 11:30am	3 minutes 22 seconds
Stephenson Building	17/10/22 2:50pm	4 minutes 15 seconds
Student Life Building	17/10/22 3:05pm	3 minutes 27 seconds
Students' Union Building	21/10/22 10:10am	2 minutes 22 seconds
The Curve	21/10/22 9:55am	3 minutes 2 seconds
The Printworks	17/10/22 9:30am	4 minutes 42 seconds
TUIBS	17/10/22 1:47pm	3 minutes 17 seconds
University House	17/10/22 9:10am	30 seconds
Victoria Building	17/10/22 10:20am	2 minutes 30 seconds
Visitors Centre	20/10/22 9:37am	1 minute 3 seconds
Waterhouse Building	17/10/22 4:11pm	1 minute 27 seconds
Zelos Building	20/10/22 9:50am	1 minute 10 seconds

Student Residential Accommodation

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

Building	Date and Time	Evacuation Time
Central Halls	Not occupied	Not occupied
Cornell Quarter	31/10/22 8:50am	6 minutes 23 seconds
King Edwards Square	21/10/22 8:35am	6 minutes 48 seconds
Parkside Halls of Residence	27/10/22 8:48am	9 minutes 15 seconds
Parkside House 1	25/10/22 9:12am	1 minute 40 seconds
Parkside House 2	25/10/22 9:06am	2 minutes 40 seconds
Parkside House 3	25/10/22 8:57am	1 minute 24 seconds
Parkside House 4	25/10/22 8:54am	1 minute 45 seconds
Parkside House 5	25/10/22 8:50am	1 minute 59 seconds
Parkside House 6	25/10/22 8:45am	1 minute 57 seconds
Parkside House 7	25/10/22 8:45am	3 minutes 38 seconds
Parkside House 8	25/10/22 8:35am	1 minute 45 seconds
Parkside House 9	25/10/22 9:19am	1 minute 43 seconds
Parkside House 10	25/10/22 9:14am	1 minute 20 seconds
Parkside House 11	25/10/22 8:34am	1 minute 10 seconds
Parkside House 12	25/10/22 8:35am	38 seconds
Parkside House 13	25/10/22 8:49am	3 minutes 40 seconds
Parkside House 14	25/10/22 8:47am	1 minute 56 seconds
Parkside House 15	25/10/22 8:44am	2 minutes
Parkside House 16	25/10/22 8:35am	1 minute 39 seconds
Parkside House 17	26/10/22 8:53am	3 minutes 46 seconds
Parkside House 18	26/10/22 8:53am	2 minutes 22 seconds
Parkside House 19	26/10/22 8:59am	1 minute 32 seconds
Parkside House 20	26/10/22 8:59am	2 minutes 20 seconds
Parkside House 21	26/10/22 9:03am	4 minutes 2 seconds
Parkside House 22	26/10/22 9:03am	2 minutes 44 seconds
Parkside Flat 23	27/10/22 8:30am	7 minutes 50 seconds
Parkside House 24	26/10/22 8:27am	2 minutes 31 seconds
Parkside House 25	26/10/22 8:32am	1 minute 51 seconds
Parkside House 26	26/10/22 8:34am	1 minute 41 seconds
Parkside House 27	26/10/22 8:39am	3 minutes 2 seconds
Parkside House 28	26/10/22 8:44am	1 minute 53 seconds
Parkside House 29	26/10/22 8:44am	1 minute 43 seconds
Parkside Flat 30	26/10/22 8:47am	3 minutes 19 seconds
Woodlands Hall Block 1	24/10/22 8:42am	4 minutes 23 seconds
Woodlands Hall Block 2	24/10/22 8:43am	3 minutes 3 seconds
Woodlands Hall Block 3	24/10/22 8:49am	4 minutes 20 seconds
Woodlands Hall Block 4	24/10/22 8:50am	3 minutes 59 seconds
Woodlands Hall Block 5	24/10/22 9:00am	3 minutes 25 seconds
Woodlands Hall Block 6	24/10/22 9:08am	3 minutes 55 seconds
Woodlands Hall Block 7	24/10/22 9:09am	3 minutes 1 second

Disclaimer

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