

Health and Safety



Annual Report 2014

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INTRODUCTION

Welcome to the 2014 Annual Health and Safety Report which offers statistical data on key areas of health and safety and a summary of health and safety activities during the year.

NOTICE

The HSE investigation into the tragic death of a colleague following a workplace accident was concluded in early 2015, with no action taken against the University.

The HSE Investigation took over 18 months and involved numerous interviews and assessments of University systems and arrangements. Gratitude is expressed to everyone who was involved during this very difficult and emotional time.

OVERVIEW

In an effort to improve the Annual Report additional reports are included in this year's publication, including lost-time accidents and vehicle accidents.

It remains difficult to obtain measurable data for some aspects of performance, as requested by Council. These will be considered alongside a wider review of benchmarking and key performance indicators.

During 2014 a number of themed Audits and Reviews were undertaken, these all aimed at gauging compliance with legislative and University requirements and identifying support needs. It is anticipated that a revised audit schedule will be developed, alongside new KPIs.

A review of the University's Corporate Health and Safety Risk Assessment was undertaken. However, the revision of the Health and Safety Plan was put on hold pending the outcome of the HSE's Investigation, which could have dramatically impacted on its development or direction.

Work continues to support Staff health and well-being, in particular in supporting Staff with longer term health needs to aid their successful return to work.

There was another eventful year in the Health Promotions calendar, which saw a range of events, both targeted at Staff-groups and University-wide.

Positive times lie ahead for occupational health and health support. The appointment of the new Occupational Health Practitioner and the Health and Safety Assistant now leading on Health Promotion will see fresh and innovative ideas being put in place to support, promote and encourage Staff health and well-being.

It is clear from the 2014 data that further effort is required to encourage reporting of accidents and incidents across the institution. A refreshed Accident & Incident Reporting facility and a new Reporting Form for non-injury related events were introduced in 2014 to try and encourage incident reporting. The new arrangement has seen an increase in reports of near misses and potentially dangerous situations.

Extensive work was undertaken during 2014 to review College and Departmental H&S Self-Assessments, which detail local health and safety management arrangements. The Self-Assessment clearly identifies what is needed to comply with relevant University H&S Policies and Procedures. Progress against the actions identified will again be assessed in 2015.

SPECIAL THANKS

Special thanks are expressed to Joe Patton, the former Occupational Health Practitioner who retired recently. The occupational health service progressed in leaps and bounds under his guidance and will be further enhanced with the excellent new appointment. The University remains one of only four UK Universities which have achieved QA certification from the Royal College of Physicians.

Gareth W. Jones

Head of Health and Safety Services

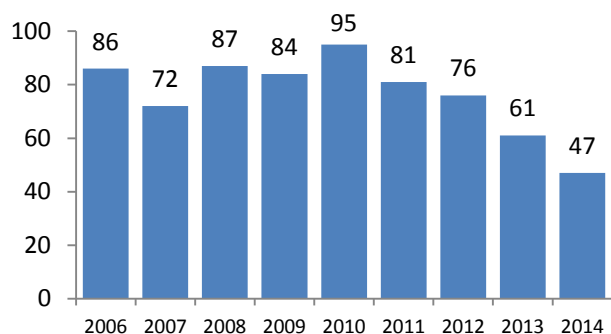
ACCIDENTS & INCIDENTS

Records of reported Accidents, Incidents, Near-Misses and Dangerous Occurrences are collected centrally where they are investigated or assessed for further action. Incident causations are monitored in order to seek to prevent a re-occurrence and to monitor and identify any trends.

INJURY-ACCIDENTS

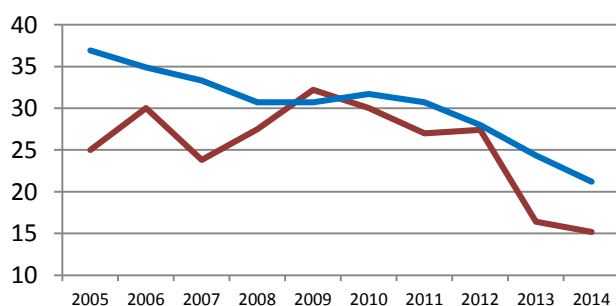
In 2014 the number of reported Staff and Student accidents that involved injury as a result of their University work or studies was **47**¹. Of this total, 36 accidents related to Staff and 11 to Students.

Total Number of Injury-Accidents



In 2014 there was a Staff injury-accident ratio of 15.2 accidents per 1,000 employees², down from the 16.4 accidents per 1000 reported in 2013. The Higher Education (HE) Sector reported 21.19 accidents per 1,000 Staff.

National and Bangor University Injury-Accidents averaged per 1000 Staff (2005 - 2014)



05	06	07	08	09	10	11	12	13	14
25	30	23.8	27.5	32.2	30	27	27.4	16.4	15.2
36.9	34.9	33.3	30.7	30.7	31.7	30.7	28	24.36	21.19

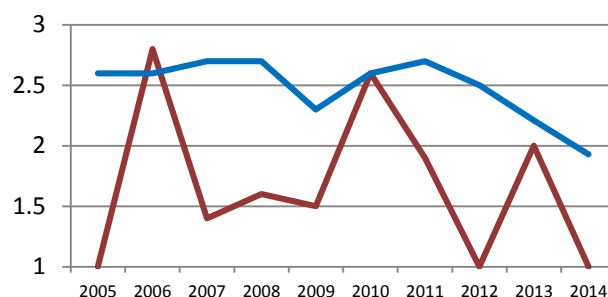
— Bangor University — Sector Average

¹ Does not include subsidiary companies

² Based on 2375 members of Staff during the year

In 2014 there were 11 Student injury-accidents, as a result of their University studies. Showing a ratio of 1 accident per 1,000 Students³.

National and Bangor University Injury-Accidents averaged per 1000 Students (2005 - 2014)



05	06	07	08	09	10	11	12	13	14
1	2.8	1.4	1.6	1.5	2.6	1.9	1	2	1
2.6	2.6	2.7	2.7	2.3	2.6	2.7	2.5	2.21	1.93

— Bangor University
— Sector Average

ACCIDENTS AWAY FROM UNIVERSITY PROPERTY

4 of the total 47 injury-accidents referred to members of Staff undertaking University related work away from University premises.

2 of the accidents involved a Slip, Trip or Fall on a public path/highway, **1** related to a minor injury due to a Road Traffic Accident (own vehicle) and the final incident involved an injury sustained following an accident on an airport escalator.

INJURY-ACCIDENTS TO VISITORS / CONTRACTORS

9 Accident Reports were received in 2014 for injuries to visitors and contractors⁴. **7** accidents related to minor injuries, such as cuts and scratches. **1** involved a member of the public slipping on a wet floor whilst playing indoor football and the final accident was a Police Officer sustaining injuries after falling into a (telecoms) Service Duct on overgrown land within College Park whilst investigating an incident.

³ Based on 10,569 Students during the year

⁴ Excludes contractor accidents on corralled construction sites

REPORTABLE ACCIDENTS & INCIDENTS (RIDDOR)

During 2014 there were **8** Health and Safety Executive (HSE) Reportable Accidents and Incidents.

Of these, **7** related to **Staff**: 4 due to over-7 day injuries where Staff were off 'normal' work and **3** related to fractures; 1 wrist, 1 elbow and 1 shoulder.

5 of the reportable incidents were as a result of a Slip, Trip or Fall and **2** were Handling related.

The other **1** RIDDOR incident involved a Student who required hospital treatment for a laceration, caused by a scalpel blade, during a laboratory practical.

The HE Sector experienced a slight decrease in the number of Staff RIDDOR incidents in 2014, to **1.05/1000** from the **1.18 /1000** Staff rate in 2013. The Bangor University rate was **2.9/1000** in 2014, compared to **1.2/1000** in 2013.

The National Student rate fell to **0.08/1000** in 2014, from **0.10** in 2013. The Bangor Student RIDDOR reportable accident ratio equates to **0.1** RIDDOR's per 1000 Students.

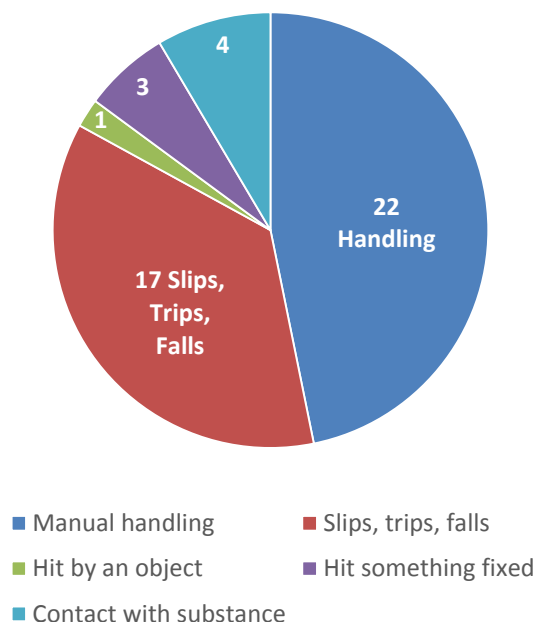
Historically University's RIDDOR rates have fluctuated greatly and are as:

Year	Staff	Student	Visitor	Total
2014	7	1	0	8
2013	3	1	1	5
2012	0	2	0	2
2011	3	0	0	3
2010	3	3	1	7
2009	10	0	2	12
2008	5	1	1	7
2007	3	2	0	5
2006	3	6	0	9
2005	5	0	0	5
2004	7	0	1	8

ACCIDENT CAUSATION (all accidents)

The majority of the 47 accidents which lead to injury in 2014 involved either a handling incident (22 = 47%) or were as a result of a slip, trip or fall (17 = 37%).

The other 8 incidents were attributed to *being hit by a moving/ falling object (1), hitting something fixed/ stationary (3) or exposure to / contact with a harmful substance (4).*

OTHER ACCIDENTS, INCIDENTS AND NEAR MISSES

A further 74 Accident/Incident Reports were received in 2014, these are grouped as:

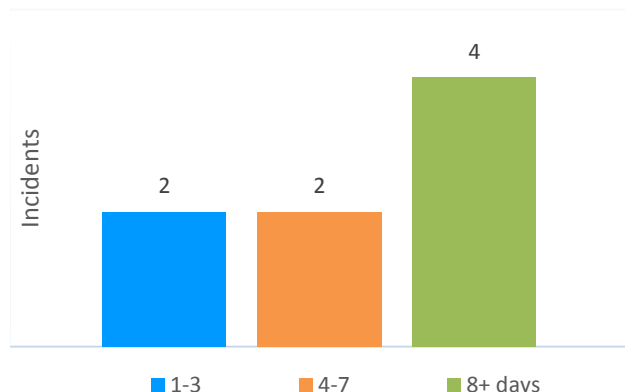
- 19 Near Miss Incidents (*events which could have led to an injury accident*)
- 10 Unsafe Practices/Situations (*situations or activities considered dangerous*)
- 19 Sports Injuries (non-academic activities)
- 15 Illnesses
- 11 Other Accidents and Incidents (*including a cooking injury in Halls, horseplay & social activity accidents*)

"Other Accident and Incidents" Reports primarily relate to events that occur as part of day to day life and which were deemed to be outside of the control or supervision of the University. For example, burning a hand on steam from a kettle, hitting a toe on a bedstead, falling over after drinking too much.

Note: No Table or Graph is offered for this Section of the Annual Report as it remains difficult to identify trends in Non-injury Accidents and Near-Miss Reports due to the low number of reports and variance of incident causations.

LOST-TIME ACCIDENTS & INCIDENTS TO STAFF

A total of **8** Staff lost-time incidents following an accident at work occurred in 2014. All lost-time incidents were categorised as either a “Slip, Trip or Fall” or “Manual Handling” accident.

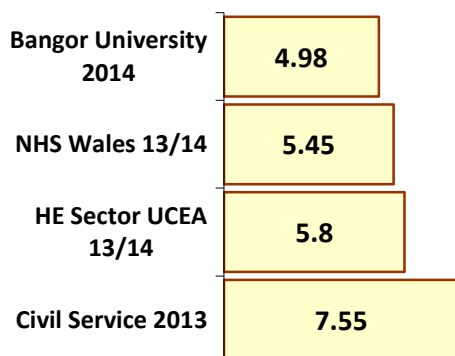


The National Higher Education Sector rate (2014) for accidents resulting in an 8+ day absence is 0.78 incidences per 1000 employees. The University’s ratio is 1.6/1000 (i.e. 4 incidences per 2375 employees).

STAFF SICKNESS ABSENCE

In 2014 a total of 8862 working days were lost due to reported sickness absence. This equates to an annual Staff Sickness Absence rate of around **4.98** days per FTE employee (4.3 days in 2013). The National (HE) Sector Average was **5.8** days⁵.

Sickness Absence (comparator) Rate
(days per member of staff [FTE] per year)

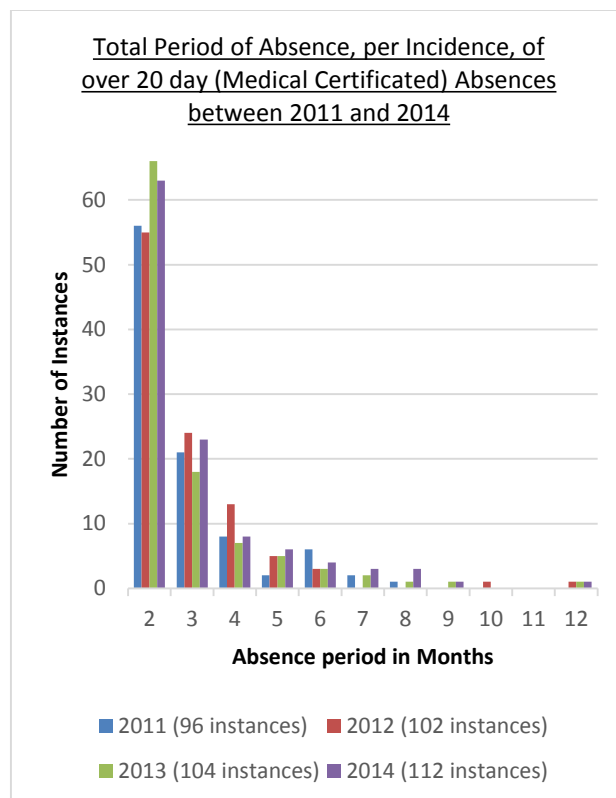


The Bangor University 2014 Sickness Absence rate of **4.98** days equates to around **1.9%** of the working time⁶ being lost due to sickness absence. The rate in 2013 was **1.7%** and in 2012 was **1.8%**.

⁵ Average provided by UCEA Sickness Absence in Higher Education Report 2013/14; based on 101 HE institutions

PERIODS OF LONG-TERM ABSENCE

In 2014 there were 112 incidences (94 incidences per FTE employee) of long-term sickness absence (defined as over 20 day absences), this is slightly up on the 2013 figure of 104.



Since 2011 there has been a 16.6% increase in the total number of sickness absence instances that exceeded 20 working days.

SICKNESS ABSENCE CAUSATIONS

If a sickness absence is less than 7 days Staff are able to self-declare the reason or cause of absence. For 7 or more day absences a medical certificate (Fit Note) is required. In 2014 79% (7,001 working days, adjusted for FTE) of all sickness absences were confirmed by a medical certificate, with the remainder 21% (1,861 working days, adjusted for FTE) self-certified.

Long term absences, those greater than 20 days, accounted for 63% (5,545 working days absence, adjusted for FTE) of all the absence days reported in 2014, and showed a 7% increase on the 2013 total (56% of days reported).

⁶ Based on an average of 260.715 working days per year

Certified Reasons for Over 20 Day Sickness Absence (instances) *

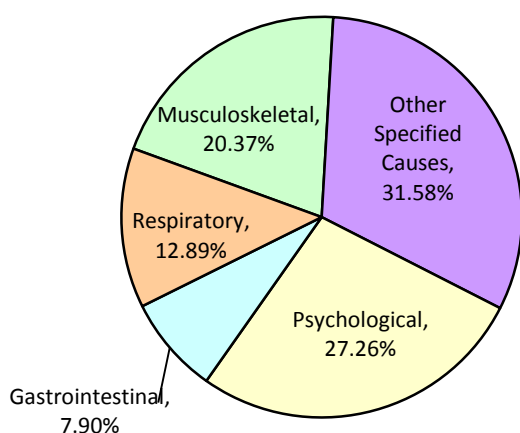
REASON FOR SICKNESS	NUMBER OF INSTANCES			
	2011	2012	2013	2014
Musculoskeletal: Generalised Illness (including arthritis, RSI, tennis elbow)	13	17	15	13
Musculoskeletal: Back problems (including neck, lower back and sciatica)	3	6	2	5
Musculoskeletal: Injury, fracture	13	14	5	12
Psychological & Nervous System Disorders (e.g. anxiety, stress, depression)	26	26	43	34
Chest & respiratory problems	1	5	2	2
Benign and malignant tumours, cancers	9	4	2	5
Blood disorders (e.g. anaemia)	Ø	Ø	1	1
Heart, cardiac & circulatory problems	3	3	3	6
Ear, nose, throat (ENT), dental and oral problems	4	3	Ø	3
Eye problems	1	2	2	1
Endocrine / glandular problems (e.g. diabetes, thyroid, metabolic problems)	2	1	2	1
Gastrointestinal problems	3	8	14	13
Genitourinary & gynecological disorders	3	4	6	6
Infectious diseases	3	Ø	1	2
Pregnancy related disorders	3	3	3	3
Skin disorders	3	3	1	2
Headache	3	1	Ø	1
Substance/alcohol	Ø	Ø	Ø	1
Other known causes not elsewhere classified	3	2	2	1
TOTALS:	96	102	104	112

*Revised August 2015

Using medically certified data only: it is once again noted that psychological illnesses and musculoskeletal absence causations (includes backs, joints and fractures) account for the greatest percentage of medically certified absences at the University.

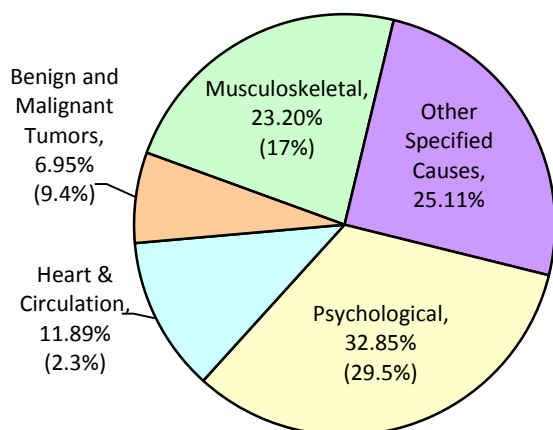
Of the 7,001 working days, adjusted for FTE, of medically certified absences in 2014, the distribution per category was as follows:

Top 5 Medium-Term (20 working days and under per FTE employee) Medically Certified Absence Causations - Total 1,456 days



Note: There is no National Comparator for the above causation groups as they refer to Doctor/Medically Certified absence only, and do not include self-declared absence causations (Self-Certification).

Top 5 Long-Term (over 20 working days per FTE Employee) Certified Absence Causations - Total 5,545 days (National Rate 2013/14 in Brackets)



Note: It is not clear if the National Rate for heart/circulation and musculoskeletal includes post-operation recovery periods, as a separate absence

causation option was included by UCEA in 2014 and that group accounts for 14.6% of the total National absence causations for over-20 day absences.

Comment: UCEA has worked with the Sector to implement a standard framework for recording and measuring absences. This has resulted in sickness absence categories being better aligned and recorded, with now only 13.1% recorded as unknown absence reasons across Institutions, compared to 22.4% the previous year.

HEALTH SURVEILLANCE & CHECKS

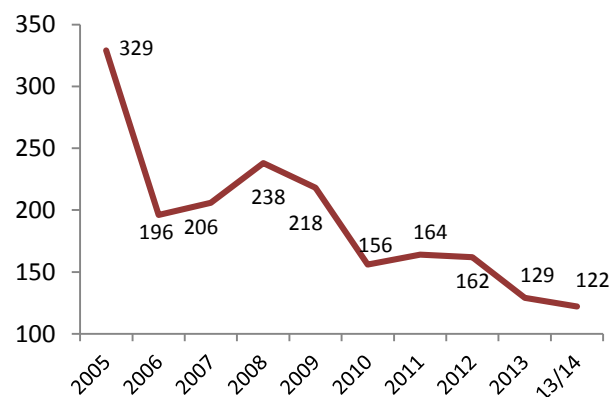
Over 180 members of Staff receive Health Surveillance to confirm their work is not causing harm to health. Surveillance is provided to a number of manual workers exposed to vibrating equipment and high intensity noise levels, and to some research scientists, chemists and technical staff, shift workers, food handlers, contracted drivers and animal handlers.

All health surveillance is tailored to Staff's known risks and hazards, and typically would include respiratory, noise or vibration surveillance and/or skin assessments and eyesight tests.

FIRE ALARM ACTIVATIONS

The majority of University buildings are fitted with fire detection and alarm systems which includes approximately 7700 automatic heat or smoke detectors.

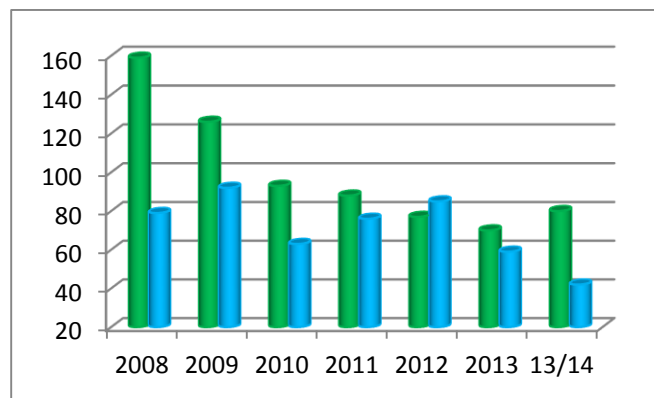
Bangor University Total Fire Alarm Activations



During the 2013 / 14 academic year the total number of fire alarm activations within University buildings dropped slightly from 129 (in 2013) to 122. The Fire & Rescue Service attended on 116 occasions.

This total (122) is further divided to identify activation rates for Residential and Academic/Admin buildings which form most of the University estate.

Fire Alarm Activations per estate

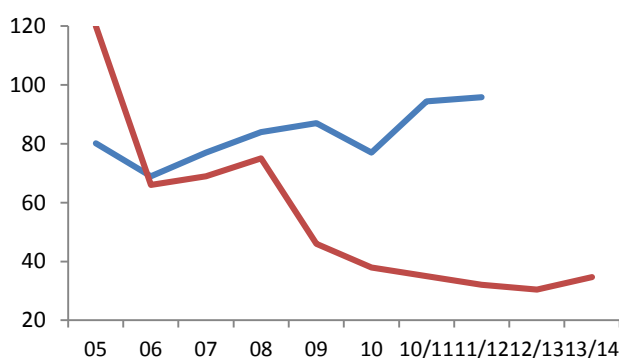


— Halls of Residences
— Academic & Admin

In 2013 / 14 the number of fire alarm activations within Academic & Admin buildings fell again from 59 to **42**. Fire alarm activations within Halls of Residences rose slightly from 70 to **80**.

During 2013 / 2014 Bangor University experienced **11.7** activations per 1000 detectors⁷ within Academic & Administrative buildings. For the same period, fire alarm activation rates across the residential estate rose from 30.4 per 1000 study bedrooms to **34.7**⁸.

Fire Alarm Activations per 1000 Study Bedrooms



	05	06	07	08	09	10	10/11	11/12	12/13	13/14
Bangor	120	66	69	75	46	38	35	32.1	30.4	34.7
Sector	80.2	69	77	84	87	77	94.4	95.8		

FIRES

In 2013/2014 **4** residential cooking incidents occurred.

As a result of the Sector recording criteria these incidences are defined as a **minor fire**, i.e 'an incident involving smoke, heat and flames causing only localised damage to equipment or property'.

1 further minor fire incident occurred within an Academic/Admin building. This occurred during the installation of a new large capacity Uninterruptable Power Supply (UPS) system, which was later found to be faulty. The fire self-extinguished.

ENFORCEMENT ACTION & STATUTORY VISITS

During 2014 no enforcement action was taken against the University.

Health and Safety Executive (HSE)

The HSE Investigation into the tragic death of a colleague of the School of Ocean Sciences was concluded, with no action brought against the University. No other HSE visits were received during the year.

Home Office

The Home Office Inspector carried out announced and unannounced inspections of all licensed animal facilities. No actions were identified as a result of these visits.

Natural Resources Wales (NRW)

The NRW Inspector audited compliance against Regulations pertaining to the use of radioactive materials. No actions were identified.

ROAD TRAFFIC ACCIDENTS

In 2014 there were 1,203 individual Insurance Requests by University Staff for vehicle hire.

There are no records of any University employee being injured as a result of an accident whilst driving a hire vehicle, with 1 member of Staff suffering slight injuries following a Road Traffic Accident whilst driving their own vehicle for work purposes.

⁷ Based on 3575 detector heads

⁸ Based on 4136 detector heads and 2300 study bedrooms

Hire car incidents:

- 2 incidents of damage to hire vehicle caused by the hand brake not being applied.
- 4 incidents where hire vehicles were damaged whilst parked.
- 5 incidents where a hire vehicle struck an object or another parked vehicle.
- 2 Road Traffic Accidents involving hire vehicles (1 subject to a third-party claim for slight injury due to the accident).

University owned/leased vehicles

The University owned/leased 48 (non-agricultural) vehicles during the year. 1 claim for damages was made as a result of an incident where a vehicle 'rolled' down a small hill, colliding with an obstruction due to the handbrake not being applied.

CIVIL CLAIMS (HEALTH AND SAFETY RELATED)

Following on from the zero claims in 2013 there were 3 new Public Liability and 2 Employer Liability Claims. *See Section above for details of Road Traffic Civil Claims.*

The 2 Employer Liability claims relate to:

- Slips/Trips incident on a pavement.
- Drain cover dislodging causing a fall.

The 3 Public Liability Claims are summarised as:

- Slip, trip on a University owned footpath.
- An injury sustained to a Police Officer who stumbled into a manhole in the undergrowth during a search for a suspect person.
- Slip injury during an indoor football match.

3 further Public Liability Claims were also received in 2014: 1 was withdrawn following admission of own culpability. For the other 2 Claims the University's role as "duty holder" is being challenged, with duty believed to belong to the Local Authority in one case and to a Building Contractor in the second.

14 Travel Insurance Claims for recovery of medical expenses incurred whilst overseas on University business or field trips were received in 2014. The bulk of the amount (financial) being for three separate medical incidents involving Students on a

field trip to Arizona. *None of the medical incidents were related to the actual fieldwork activity.*

STAFF TRAINING & DEVELOPMENT

During the year 100 courses were directly provided or facilitated by Health and Safety Services.

Year	No of Courses / Briefings	Staff Attending
2014	100	579
2013	85	583
2012	106	719
2011	120	1125
2010	91	880

Training provided to Staff included:

- First Aid
- Emergency Defibrillation & CPR
- Electrical Safety: PAT Testing
- Risk Assessment
- Fire Safety
- Display Screen Equipment (DSE)
- Handling
- General Health and Safety Inductions

In addition to the courses referred to above, which were offered or facilitated directly through Health and Safety Services, there were many other health and safety courses provided locally during the year. For example Estates & Facilities has provided training in areas such as:

- Asbestos Awareness (for Staff and contractors).
- Site Management Safety Training.
- Health and Safety Induction to over 105 external Contractors.
- Handling and Handling Techniques.

The Human Resources department have delivered numerous Staff training and information sessions under the "Be Your Best" Programme. The programme aims to help reduce stressors and aid Staff to manage workloads, better understand human behaviour and attitudes and develop their approach to get the best from them and others.

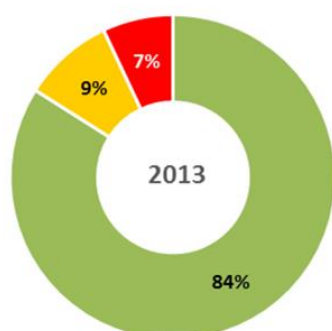
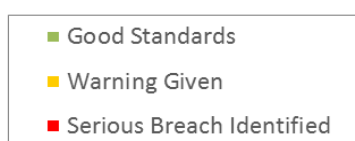
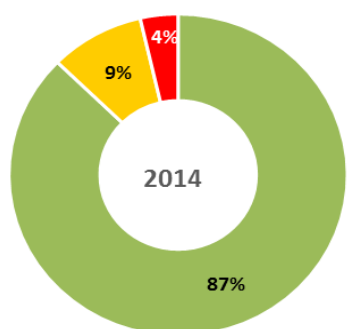
- Over 200 Staff attended a series of 16 Talks / Learning Bytes.
- Dozens of Staff attended an 8-week Mindfulness Course.
- 40 Staff attended Mental Health courses.

Many other Colleges and Departments provide local health and safety courses and training. Currently, not all local training is recorded on the central database and as a result this information is not provided within the Annual Report.

CONTRACTOR SITE MONITORING

The following information details the findings of H&S Monitoring Inspections of Construction and Building Maintenance operations at the University, by both Contractors and members of the Estates and Facilities Team.

In 2014 there were 223 Formal Site Monitoring/ Inspections undertaken by Bangor University Staff. This was a 25% increase on the number of Inspections in 2013.



⁹ Subsequent to this appraisal new Policy & Procedures have been approved and are being implemented

In 2014 there were two occasions where building contracts were suspended due to concerns about health, safety or security standards and controls. Both were on compound-sites where interaction with University Staff and Students was limited.

CORPORATE HEALTH AND SAFETY RISK ASSESSMENT

The University-Level Risk Assessment considers over 50 significant and/or University-wide risk areas, from asbestos management to Ionising Radiation controls. The potential risk from each area is summarised, with existing controls noted and further actions identified.

The Assessments seek to identify potential risk exposure, considering legislative and any additional Enforcing Authority requirements / expectations and evaluates qualitatively against the perceived level of existing control. For example:

Item / Subject	Existing Policy & Arrangements	Perceived Level of Control
Asbestos Management	Good	Good
Audit & Monitoring	Average	Average
Electrical - Installations	Good	Good
Electrical - Portable	Good	Average
Fieldwork ⁹	Poor	Average
Genetic Modification	Good	Good
New / Expectant Mothers	Good	Good
Slips, Trip & Falls	Average	Average
Students Union led activities	Good	Good
Workplace Transport / Pedestrian Safety ¹⁰	Average / Variable	Average / Good

The document is regularly updated and the above offers a snapshot (December 2014) of a selection of findings.

¹⁰ Specific areas require further consideration and enhancements

It is anticipated that in future there will be enhanced reporting within the Annual Report of the findings of the Corporate Risk Assessment, together with more robust benchmarks.

At present robust empirical values are not assigned to each Subject/Risk area, and often reference is made to separate Gap Analysis or Review Reports.

COLLEGE / DEPARTMENT HEALTH AND SAFETY RISK ASSESSMENTS

This section relates to overview Risk Assessments which each College and Service Department is required to complete.

The document details specific College / Department health and safety management arrangements for compliance with the requirements of various University Health and Safety Policies and Procedures.

A review of College and Service Department overview Risk Assessments was undertaken in 2014. It was confirmed that with the exception of one College, all had completed the assessment (95.6% complete). The one exception continued to operate separate assessments for each constituent School whilst the overview Risk Assessment was completed.

Most submissions (5 Colleges and 18 Service Departments) were assessed to identify where further information or enhancement was required and an updated document issued. This sought to clearly identify activities and their associated health and safety management arrangements and any further actions required.

The process also provided Health and Safety Services with a synopsis of outstanding actions across Colleges and Departments. The Assessments will be further enhanced and considered over 2015 and form part of headline planning for College and Departmental support.

A more detailed breakdown of performance will be made available in future Annual Reports.

AUDITS, REVIEWS & INSPECTIONS

The following health and safety audits and reviews were undertaken in 2014:

- **Pressure Systems:** To ensure compliance with the Pressure Systems Safety Regulations (PSSR) checks / inspections were undertaken to ensure relevant College / Department owned pressure systems (excl. Estates) had been notified to the University's Insurance Provider's Competent Engineer who undertakes 'formal examinations' in accordance with PSSR.

Approximately 150 extra items were identified which have now been added to the Competent Engineer's Schedule for future, formal examinations.

The University's information on Pressure Systems was updated as a result of this work and the Policy comprehensively revised. The revised Policy was adopted in November 2014.

- **Students' Union (Clubs & Societies):** The Review assessed procedures relating to the 'establishment' of new Clubs and Societies, with specific consideration given to the High Diving Club, Canoe Club, Stage Crew, Mountaineering Society and the Rowing Club.

In addition and where appropriate, consideration was given to present day standards against the findings of the 2008 Students' Union Health and Safety Management Systems Audit undertaken by HSS.

In summary the Review found:

- i. The general standard of health and safety management arrangements were very good across all areas assessed.
- ii. Leadership through the Clubs & Societies Development Coordinator (CSDC) has notably taken the Students' Union forward, with all of the key points identified in the 2008 Audit addressed and systems improved.
- iii. The quality of the management of Clubs & Societies reflected positively on all at the Students' Union, in particular the CSDC, the Director, the Sabbatical Officers (Vice Presidents) and the Clubs & Societies and their members.

Recommendations were made in the Final Report that were targeted to further enhance existing arrangements, with most actions completed by the end of 2014.

- **Electrical Safety Review:** The 2014 Review assessed progress from the 2008 Audit and considered compliance with the current University Policy Standard for the safety of portable electrical equipment.

In 2008 only 6 academic Schools and 3 Departments had undertaken a notable amount of PAT Testing / Inspections within the previous 18 months. The 2014 Review highlighted that significant improvements have been made since then and found only a small number of Service Departments had not effected robust systems for ensuring compliance with University Policy; though all were low risk Departments.

The Review noted that some Colleges were yet to implement suitable systems across the whole College, with various standards applied across the constituent parts.

- **Biological Hazards Review:** A review of University arrangements for managing hazardous biological agents, associated with laboratory activities and animal housing facilities, was undertaken.

As with the previous 2010 and 2013 Biological Hazards Reviews, findings were extremely positive with all actions completed.

POLICY & DOCUMENT DEVELOPMENT

The following Health and Safety Policies were reviewed, updated and re-issued in 2014:

- Safe Use of Computers (DSE) Policy Standard (revised).
- Safe Use of Pressure Systems Policy Standard (revised).
- Diving at Work Policy Standard (revised).

Fieldwork: Significant progress was made to finalise the Fieldwork Policy Standard and Procedures (revised) which, due to the complexity of the associated UCEA Guidance has been in draft for

some time. Work included the development of Handbooks covering the main types of fieldwork; Social Research, Day Trips and Taught Fieldwork and consultation with relevant Colleges.

BANGOR COLLEGE, CHINA

In 2014 a risk profile paper was produced which considered potential health and safety issues and legislative requirements. This Paper sought information from other UK Institutions operating in China and considered primary (local) health and safety legislation.

It is highlighted that under Chinese law the Partner University, CSUFT, is considered to be the 'legal entity' with this designation, codified and signed by Bangor and CSUFT in an Operational Agreement.

A Staff Handbook for UK Staff, who will be working at Bangor College, China has been drafted and will be completed ahead of the next academic year.

WEBSITE STATISTICS

During 2014 the University's Health and Safety website was visited by **7,512** users on **11,823** separate occasions, with a total of **32,227** pages viewed. Of these, 62.1% were returning visitors.

The most popular sections of the website were Risk Assessments, Report and Claim Forms, Overseas Travel, Training and Wellness.

HEALTH PROMOTION EVENTS

Through tailored and targeted events and initiatives the University seeks to promote and support the health and well-being of Staff and Students. Events and campaigns are numerous and spread across the year. In 2014 they included:

- No Smoking Day: Where we were joined by "The Filter", the youth branch of Ash-Wales, for No Smoking Day in 2014. A number of people toured the site on the day approaching smokers and non-smokers to engage them in promoting the National 'Quit for Wales' campaign. Of particular interest to many was the blackened smoker's lung to show Staff and Students the damage done to internal organs by smoking.



- **Healthy Living Week:** Another Healthy Living Week took place for Staff and Students. The primary aim of Healthy Living Week is to challenge people to find and adopt healthy behaviours from the information, taster sessions and support available during the week.

Events and information included, amongst others, a dedicated Healthy Living website, Canolfan Brailsford special offers, a Breast Cancer and Breast Awareness Talk, a basic Self Defence Techniques Session, a Healthy Living Fair with numerous stands, Mindfulness Meditation drop-in Sessions, a lunchtime run and walk and a Healthy Living Quiz Night.



Feedback was sought during the week which highlighted that people had especially welcomed the personal safety sessions provided by a member of the Security Team.

- **The Welsh Government's Live Well, Work Well Project:** A number of enthusiastic Staff and Student leaders were recruited at the end of the year to work on a Welsh Government project called Live Well, Work Well. As part of this project Staff took part in a University Travel Challenge in October and November against 4 other Universities. 2,865 journeys were logged during this period, equating to 19,542 miles by the 123 participants. This effort put us at the top of the leader board in Wales, beating the South Wales Universities!
- **Other Health Initiatives:** In addition the following health promotions were undertaken in 2014.
 - **Dry January:** This poster campaign challenged Staff to stay off alcohol for all of January to give their body a rest in case over indulgence had occurred over the festive period.
 - **Weight Loss Challenge:** This 8 week event was supported by presentations, newsletters and an opportunity to join in with some lunchtime 30 minute calorie crunching walks.
 - **World Voice Day:** A promotion to highlight the importance of looking after your vital communicating tool, your voice. Especially aimed at lecturing Staff.
 - **Safe Sun, Car Share, Cycling and Walking Opportunities:** With the lighter days and start of the summer holidays, a note to Staff reminding them of the importance of Vitamin D and safe sun practice, together with promotion of local walking and cycling events and the University's car share service.

FOOD OUTLETS

We are pleased to advise that all registered University catering outlets and food preparation areas, including those within subsidiary companies, have a 5 star Food Hygiene Rating.



SUPPORTING THE WIDER COMMUNITY



For a number of years the University has supported the Tŷ Gobaith / Hope House Charity which provides respite, palliative care and terminal nursing for life-limited children. In May

2014, £4,000.27 was presented to the Charity, bringing the total now raised by University Staff and Students to over £44,000.



During 2014 the North West Wales Health and Safety Group (NWWHSG), which is facilitated by the Department arranged 10 talks on a range of

health and safety related topics for local Private and Public Sector businesses. In addition, the Group's efforts were again recognised by "Safety Groups UK" with the Silver Prize Award for its support to local organisations and health and safety in general.

End.