

Health and Safety

Annual Report



PRIFYSGOL
BANGOR
UNIVERSITY

2021/2022

SUMMARY OF KEY PERFORMANCE INDICATORS

69%

*(Participation level of 164 out of 238 new staff)*NEW STAFF
(H&S) INDUCTION

Behind target

COMPUTER USERS



69%

Completion of Training
and Self-Assessment3.5% behind
performance
targetINJURY ACCIDENTS
TO STAFF

6.9

Accidents per 1000 Employees

Remaining
below the
Sector averageSTAFF SICKNESS
ABSENCE RATE

3.9

Days Lost per FTE Employee

Remaining
below HE
Sector
performance

Please note: for the period of this Report, all performance indicators are directly impacted by the pandemic and the resultant reduction in on-site working and curtailment of some activities, thus impacting risk exposure.

<u>Index</u>	<u>Page</u>
Performance Indicators: Summary	
1. COVID-19 Summary	2
2. H&S Policies & Key Documents	3
3. Audits, Performance, Analysis	3
4. Enforcement Action & Statutory Inspectorate Visits	5
5. Health & Safety Training	5
6. Accidents & Incidents	7
7. Staff Sickness Absence	11
8. Fire Alarm Activations	15
9. Civil Claims (Health & Safety Related)	16
10. Website Statistics	17

1. COVID-19 SUMMARY

During 2021/22 there were 1,795 reported COVID-19 cases amongst staff and students. 1,018 sickness absence days were reported due to COVID-19, and 6 members of staff recorded long-term absence periods as a result.

The start of the academic year saw many COVID-19 controls remaining in place and countless challenges persisted.

The Health, Safety & Emergency Management Task Group continued to lead on the University's response to the pandemic, seeking to curtail and mitigate its potential adverse impact on teaching, research, and wider University activity. The Task Group also ensured there was an appropriate response to staff and student concerns, changes to emergency coronavirus legislation, local and national influences, and the changing direction from sector and governmental bodies that was witnessed throughout the period.

Early in the year, Wales began its transition from the various Alert Levels to a new approach that enabled the University to facilitate much more in-person activity. In Bangor's case, this involved the development of group and cluster teaching approaches, and the re-introduction of larger in-person teaching that had been impossible the previous year. Through this period, the University continued to be at the forefront of Higher Education institutions, implementing a progressive in-person teaching and research rationale that accompanied the excellent 'Covid/Check-in App' that was developed by Digital Services. The University's close working relationship with local Contact Tracing services and local government officials was an illustration of good collaborative working, that was evident throughout the pandemic. For much of this 2021/22 academic year COVID-19 arrangements included:

- Teaching activities of up to **30** students taking place in-person, with no social distancing.

- Teaching for groups of **31 – 100** undertaken in-person, with uniquely referenced smaller contact groups.
- The continued use of the Check-In App, requiring students to record which session they were attending, and which contact group they were in.
- Continuing to make sure all teaching available on-line, where practicable, to allow students who were unable to attend in-person, due to Covid apprehension or potential health risk exposures.
- Installing around 200 HEPA air filtration units and nearly 300 CO₂ monitors, to display an indication of air quality, in smaller, less well ventilated, teaching spaces.
- Increasing minibus and coach capacity to circa 50%, increasing again to 100% by the end of the year.
- The return of staff to pre-assessed multi occupancy offices.
- The return of in-person student and Students' Union events, of up to **100** participants in the first instance.
- The 'hire' capacity of large University spaces and the capacities for Pontio theatres and cinema initially set at circa 50% of their normal capacity, which soon increased to 100% capacity.
- Relaxation of overseas travel restrictions.
- Reporting of Staff and Student Covid positive cases and Contact Tracing continued throughout, closely aligned with Local Authority and Regional contact tracing services.

As the year progressed, Covid arrangements continued to be reviewed and revised, with adjustments made to reflect local realities, changes in UK and Welsh Government requirements, Sector developments, and global Covid related travel restrictions.

It was not until 28th May 2022 that it felt as if things were 'really' returning to the pre-pandemic 'norm' with the Welsh Government, reflecting the vaccination up-take rates and lessening acute impacts on the NHS, 'allowing' the University and other educators, to:

- Return room capacities to 100% of their pre-Covid capacity level.
- Remove the droplet-protection Perspex screens from many Reception and Public Interface areas.
- Removal of much of the general coronavirus signage.
- Removing mandatory requirement for face coverings and advising that students and staff may wear face coverings if they wished.
- Remove remaining restrictions on multi occupancy office accommodation.
- Develop new COVID-19 protocols for research participants at higher health risk, reverting the emphasis to protecting the research participants.

Throughout this period and from the first clear indication of the potential for a major global contagious disease threat, the University operated under a detailed Coronavirus Risk Assessment. The assessment went through many iterations and has now transformed into a general Contagious Diseases Institutional Risk Assessment.

The efforts, support, and professionalism of all staff and students during this period are commended.

2. H&S POLICIES & KEY DOCUMENTS

This section provides a summary of new, revised and revoked 'key' institutional health and safety documents that were introduced, removed, or modified during the year.

• NEW & REVISED POLICIES

No new policies were introduced in 2021/22. The following policies were revised during the year, with no new responsibilities or accountabilities allocated:

- Drone Operations (formerly Use of Small Unmanned Aircraft [SUA]).
- Safe Use of Pressure Systems.
- Control of Substances Hazardous to Health.
- The University H&S Policy Statement.
- Safe Use of Lasers.
- Driver & Vehicle Safety.
- New & Expectant Mothers.

• REVOKED POLICIES

No health and safety policies were revoked in 2021/22.

3. AUDITS, PERFORMANCE, ANALYSIS

Summary of key performance indicators for institutional, College and Professional Services, and risk management aspects.

• AUDITS & INSPECTIONS

Once again, formal audits were limited to the management of COVID-19 aspects and risks, emphasising efforts witnessed across the University to provide quality in-person teaching, research, and experiences. A revised health and safety auditing cycle will resume next year.

There were multiple formal health and safety inspections of activities and work areas during 2021/22, with no significant adverse findings. These inspections focused on support to enhance health and safety quality and performance, and to better understand the challenges faced by colleagues.

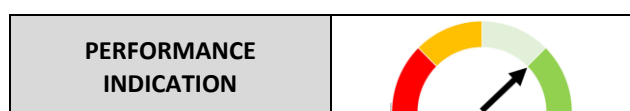
• LEADERSHIP AND MANAGEMENT

The University's performance against key requirements of the UCEA/USHA "Leadership & Management of Health and Safety in Higher Education Institutions" and the University's own Health and Safety Policy **was not reviewed during the year**. This measure should return in 2022/23.

UNIVERSITY-LEVEL: RISK CONTROL INDICATORS

The set of Themed Risk Indicators¹ were not fully reviewed during the year. The practice of re-evaluating and reporting on a percentage of corporate risk themes each year will recommence in 2022/23. This 'themed' section will also be enhanced over the coming years with more detailed performance reports for Campus Services managed risk areas, including legionella, fire safety, electrical infrastructure safety and asbestos risk management. These performance and compliance measurements are currently being improved and developed.

COLLEGE / SERVICES ANNUAL SUMMARY OF PERFORMANCE (SELF-EVALUATION)



Following a suspension of the 'annual self-evaluation' over the pandemic, each College, and Professional Service, together with the Students' Union and Management Centre, were again asked to report on their health and safety management arrangements.

Item	%	Narrative
Documentation: Policy	85%	<ul style="list-style-type: none"> H&S Policy = 11 YES (3 Colleges / 8 Services) 2 Professional Service do not have a current policy (1 had a partial policy) <p><i>Note: a small number of Services are operating 'multiple' versions for the 'pre-reorganisation' sections that have since merged.</i></p>
Documentation: Overview Risk Assessment	77%	<ul style="list-style-type: none"> Overview Risk Assessment = 10 YES (3 Colleges / 7 Services) 7 overview risk assessments have been updated within past two years. 3 Professional Services do not have Overview Risk Assessments for their areas. <p><i>Note: some are operating 'multiple' versions for the 'pre reorganisation' sections that have since merged.</i></p>

Dean/Director meets with H&S Officer/Coordinator	85%	1 = weekly, 1 = 2-weekly, 2 = monthly, 3 = quarterly, 4 = as required.
H&S Committee / Body	92%	YES = 12 <ul style="list-style-type: none"> All Colleges have a Committee/Body – the Dean chairs all College H&S Committees. 1 Service = Head of Section chairs, 2 Services = External chairs. 6 Services have other formal mechanisms to discuss H&S. 1 Service has no mechanism to discuss h&s matters.
Consultation with Staff	100%	All state that they consult with staff on local h&s matters, where applicable.
H&S Inspections	92%	All Colleges and 9 Services confirm regular H&S Inspections carried out. <ul style="list-style-type: none"> All Colleges and 7 Services confirm Dean / Director participates in Inspections (at least once a year).
Records kept of New Staff H&S Induction	100%	<ul style="list-style-type: none"> All state they provide an H&S Induction to new staff: <p><i>Note: difficulties continue with central recording of training, and in all cases, the numbers of HR recorded new 'starters' did not match the declared training provision locally. The new HR record keeping system should aid resolution of this challenge.</i></p>
Fire Safety: Mobility Restricted	92%	All Colleges and Services who responded to this question confirmed they have arrangements to ensure mobility restricted persons are advised of the arrangements for safe refuge and evacuation.
Accident & Incident Reporting	100%	All advise they have arrangements in place to ensure accidents and incidents are reported and recorded.
Driver Safety	85%	Annual Driving Licence Checks / Driver Authorisations: <ul style="list-style-type: none"> 1 College states it has robust procedures. 2 Colleges are in the process of improving their arrangements. All Services confirm they have arrangements in place to check driver licences.

¹ Desktop risk assessments of the University's circa 40 key risk themes

Both the Students' Union and the Management Centre also demonstrated a very high level of performance against the 18 core areas measured.

• BIOLOGICAL HAZARDS

The University Chemical and Biological Health and Safety Sub-Committee continues to oversee health and safety aspects of Bio and GM work. The University's higher-hazard 'bio' work has been limited over the pandemic, with indications that 2022/23 will see a return to normal activity and operations.

There were no significant biohazard incidents reported during the year and inspections and visits indicated no aspects of heightened concern.

• RADIATION

The University's Radiation Health and Safety Sub-Committee continues to oversee scientific radiation work, use of X-rays and use of higher-powered lasers.

Due to the work the University undertakes with radiation, the Ionising Radiation Regulations (IRR), together with other more specific legislation pertaining to medical/human use, apply.

The University's specialist external Radiation Protection Adviser (RPA) visited all relevant (non-laser) areas during the year to confirm legislative and good practice requirements are met. There were no significant adverse findings.

Natural Resources Wales (NRW) and North Wales Police were informed that the University has now disposed of its only notifiable higher hazard radioactive source. This material was of very low risk operationally, though it was of a type and radiation-activity that is captured by more detailed and comprehensive legislative requirements. Its disposal has reduced the institutions [radioactive materials] risk exposure.

The continued success of specialist research at the University is resulting in the volume of work with radioactive materials increasing, and this is likely to expand further over the coming years. In support of this, additional RPA and University officer oversight and support is being provided.

The University's Laser Safety Officer (LSO) oversees all health and safety aspects of the use of Class 3b and Class 4 lasers. The LSO has continued their oversight work throughout the pandemic with no significant issues raised.

4. ENFORCEMENT ACTION & STATUTORY INSPECTORATE VISITS

No enforcement action was taken against the University in 2021/22.

• Health and Safety Executive (HSE)

There were no HSE investigations initiated for this period and no formal enquiries.

• Natural Resources Wales (NRW)

The NRW Inspector visited applicable research areas that are using certain ionising radiation materials, to confirm environmental risks are suitably controlled. No significant concerns were noted, and the facilities and management arrangements received the best available performance indicator for compliance.

5. HEALTH AND SAFETY TRAINING

The academic year saw an increase in 'in-person' health and safety training provision, and continuation of the use of online training for new staff and computer users.

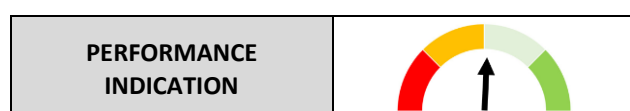
In 2021/22 the following courses were provided or facilitated through central Health and Safety.

Year	No of Courses / Sessions	Staff/PG Students
2021/22	Total Participants	408
	<i>31 in-person training events</i>	86
	<i>DSE online</i>	158
	<i>New Staff H&S Induction online</i>	164
2020/21	Total Participants:	2895
	<i>8 in-person training events</i>	25
	<i>DSE online</i>	154
	<i>New Staff H&S Induction online</i>	125
	<i>Covid H&S Training online</i>	2594
<i>Historical data excludes online training</i>		
2019/20	45	221

2018/19	45	291
2017/18	39	166
2016/17	67	299
2015/16	56	309 ²
2014	100	579
2013	85	583
2012	106	719

There are no (centrally available) records of the health and safety training provided locally by Colleges and Services, or which is obtained through external providers.

• GENERAL STAFF INDUCTION(S)



General University Staff Induction is an Institutional Health and Safety targeted-KPI.

Target: The 2021/22 target of 90% was missed. **164** out of **238** new (as applicable) contracted staff completed the General University on-line Staff Induction. *The target for 2022/2023 will therefore remain at 90%.*

Historically, new members of staff were invited to attend an in-person general Staff Induction session where they would receive institutional health, safety, and fire safety information. Attendance rates at these sessions, compared to the number of New (to the University) Staff appointment, formed the basis of the (targeted) KPI measurement.

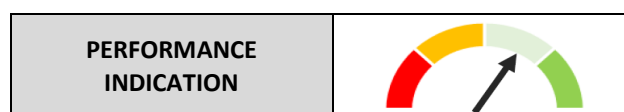
The New Staff Induction session was undertaken completely on-line throughout 2021/22, with the notification and monitoring process overseen and managed by Human Resources.

Target for 2021/22 was 90%		
PERFORMANCE INDICATOR	STATUS/VALUE	NOTES
Percentage of new Staff (invited) who completed the University on-line H&S Induction ³	68.91%	6.28% deterioration on 20/21 performance

² In 2015/16 DSE/Computer User Training was transferred on-line and is no longer offered as a face-to-face training course. e.g. DSE User Training accounted for 137 participants in 2014

Note: Local (School / Service / Research Group) H&S Inductions are not recorded centrally and therefore not currently utilised as an institutional KPI.

• COMPUTER USERS TRAINING

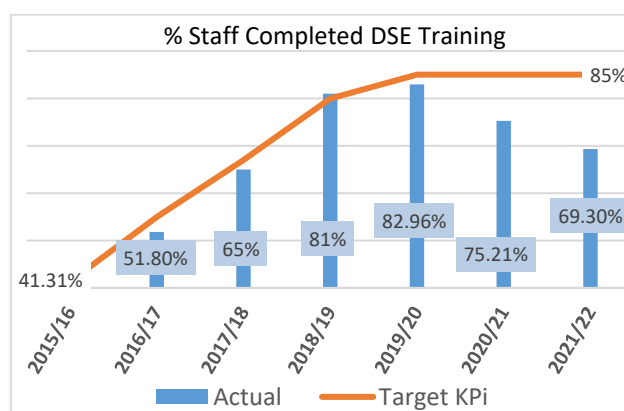


Computer User Training (DSE) is an Institutional targeted KPI. Such training is specifically required by the Display Screen Equipment Regulations.

Note: Covid and 'working from home' will have notably impacted this KPI as the assessment approach employed at the time related to workplace risk, supplemented with guidance for homeworking.

Target for 2021/22 was 85% of all DSE Users		
PERFORMANCE INDICATOR	STATUS/ VALUE	NOTES
Percentage of Computer (DSE) Users who have completed the on-line training and self-assessment within given period	69.3%	Downward trend --- 2022/23 target remains at 85% of DSE users with in-date assessments

During 2021/22, **158** members of Staff completed the on-line Computer Users Training, bringing the total to 69.3% of estimated Computer Users having completed the training during the given period. This figure is a decrease from last year's performance of 75.21% and fell short of the 85% target.



The decline in staff undertaking DSE training has been noted and additional promotion will be undertaken in 2022/23.

³ This figure excludes some manual, hourly-paid and casual staff who receive local H&S inductions

The following table shows ‘%’ of ‘computer user’ self-assessments completed (completion rate) in each College, School, and Professional Service⁴.

College/Service	% DSE
College of Arts, Humanities and Business	69%
College of Environmental Sciences and Engineering	60%
College of Human Sciences	57%
Canolfan Bedwyr	67%
Corporate Services	64%
Digital Services	93%
Finance Services	91%
Human Resources	88%
Marketing, Communications and Recruitment	75%
Campus Services	92%
Student Services and Administration	88%
Students' Union	65%

• COMPETENCY

Executive Level: It is anticipated Executive training will be provided in 2022/23, following two previous postponements due to the pandemic.

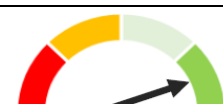
Dean and Director Level: This level of management will be re-evaluated to confirm training level expectations for their roles.

Health and Safety Coordinators: A training level of ‘IOSH Managing Safely’ or ‘tailored course’ has been established for each Professional Service, dependant on their risk profile.

	Competence level Attained
Colleges (3)	100%
Professional Services (8)	50%
	<i>Note: 3 (37.5%) Professional Services appointed a new Coordinator ‘in-year’ who had not then acquired training. 1 Service has not appointed a Coordinator.</i>

6. ACCIDENTS & INCIDENTS

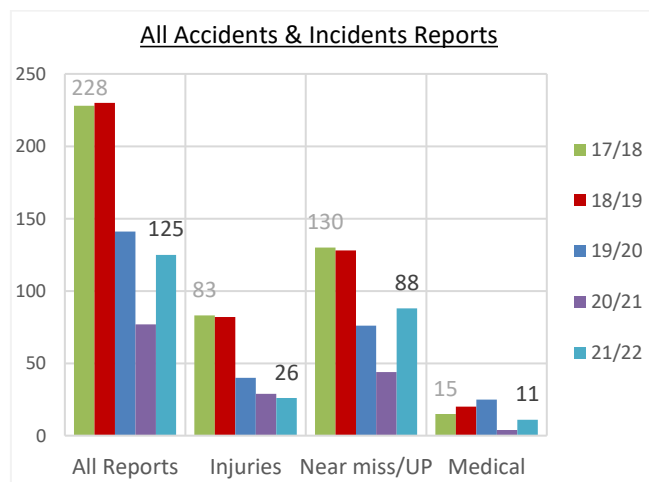
PERFORMANCE INDICATION



The total number of reported accidents and incidents increased in 2021/22 when compared to the previous year. This increase was expected as Covid restrictions lifted, resulting in more activities being undertaken as the year progressed.

During the academic year **125** incident reports were received, exceeding the 77 received in 20/21 during a pandemic restricted period. To provide better context, the **125** total reports received in 2021/22 compares favorably to the **230** received, pre-pandemic, in 2018/19. Many of the reports received this period related to near misses and potentially unsafe situations/practice.

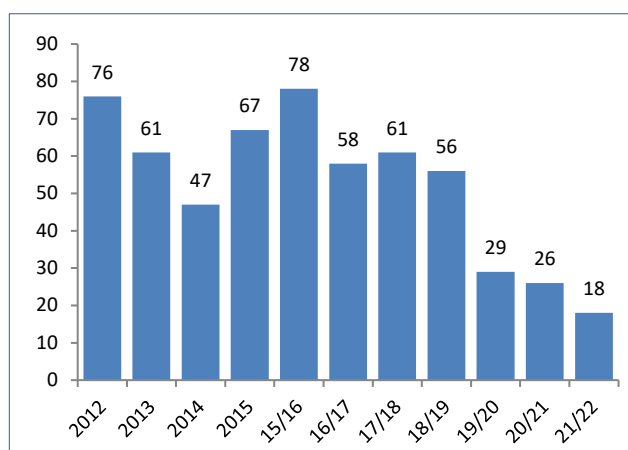
For 2021/22, **26** reports involved an ‘injury’ to staff, students, and authorised visitors (non-sport), **88** reports referred to non-injury incidents (near miss, dangerous situation, unsafe practice), and the remaining **11** were reports of medical incidents (such as fainting, illness and convulsions).



• INJURY-ACCIDENTS TO STAFF AND STUDENTS

The number of injury-accidents to Staff and Students below pre-pandemic levels, reflecting a period where some activities were still curtailed.

⁴ This data is based on staff employed on the 29th of July 2022

Injuries to Staff and Students

The number of Staff and Student accidents reported in 2021/22, that involved injury and occurred because of their University activities or studies or on University property, was **18** (26 in 20/21). Of these, **14** (19 in 20/21) accidents related to Staff and **4** (7 in 20/21) to Students.

In addition to the Staff/Student injury-accident reports, a further **8** (3 in 20/21) Injury-Accident Reports were received for injuries to visitors and contractors. All were minor in nature.

• SPECIFIED (SERIOUS) INJURIES

There were no “specified injuries” (as defined) during the year.

This section would include fractures, scalding requiring hospital treatment, loss of consciousness, serious burns, etc.

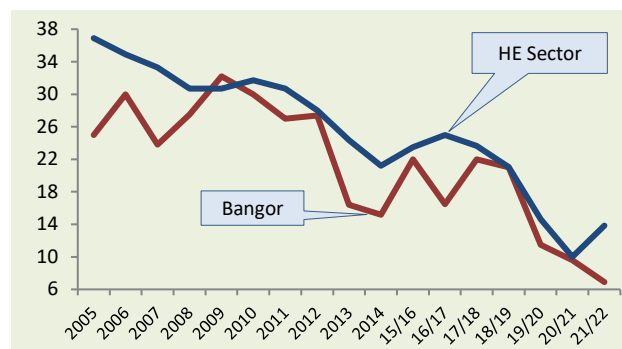
• INJURY ACCIDENTS RATE (per 1000 at Risk)

Staff

The Staff injury-accident ratio for 2021/22 was **6.9** accidents per 1,000 employees⁵, a decrease from the **9.6/1000** reported the previous year.

The National Rate for 2021/22 was **13.85/1000** (headcount).

Sector and Bangor University Injury-Accidents averaged per 1000 STAFF Headcount (2012 – 2021/22)



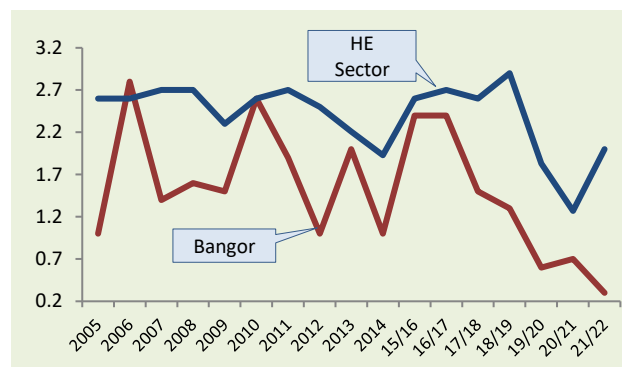
15/16	16/17	17/18	18/19	19/20	20/21	21/22
22.4	16.5	22	21	11.5	9.6	6.9
23.48	25	23.64	21.05	14.62	10	13.85

Students

In 2021/22, there were **4** (7 in 20/21) Student injury-accidents as a direct result of their studies or University activity. Showing a ratio of **0.3** accident per 1,000 Students⁶.

The National Rate in 2021/22 was **2/1000**.

Sector and Bangor University Injury-Accidents averaged per 1000 STUDENTS (2012 – 2021/22)



15/16	16/17	17/18	18/19	19/20	20/21	21/22
2.4	2.4	1.5	1.3	0.6	0.7	0.3
2.6	2.7	2.6	2.9	1.83	1.27	2

• REPORTABLE ACCIDENTS (RIDDOR)

During 2021/22, there was **1** Health and Safety Executive (HSE) Reportable (RIDDOR) Accident / Incident. This equates to **0.08/1000** students. The HE Sector Student RIDDOR rate in 2021/22 was **0.05/1000**.

⁵ Based on 2,041 members of Staff during the year (headcount)

⁶ Based on 13,130 Students during the year

This 1 incident related to a student who slipped on an external set of steps and required treatment at hospital.

The Bangor University rate for this year for **Staff** RIDDOR incidents is 'zero'. In 2020/21 the rate was **0.5/1000**. The rate for the HE Sector for Staff was **0.86/1000** in 2021/22 (*adjusted FTE*).

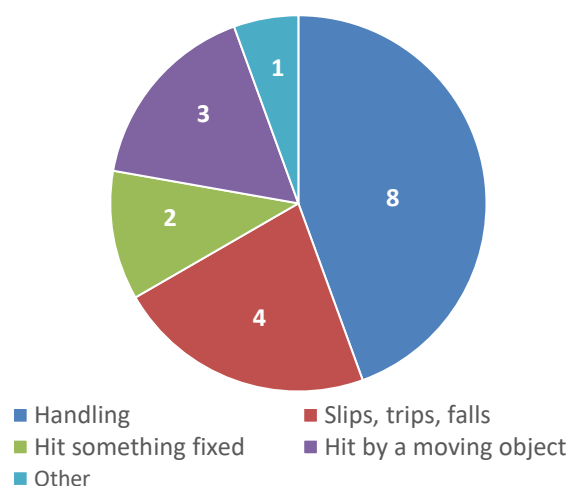
Historically the University's RIDDOR rates often fluctuate each year, as shown below:

Year	Staff	Student	Visitor	Total
2021/22	0	1	0	1
2020/21	1	1	0	2
2019/20	1	0	0	1
2018/19	5	1	1	7
2017/18	0	3	0	3
2016/17	1	1	0	2
2015/16	4	1	0	5
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

There were **no** Reportable Occupational Diseases or Reportable Dangerous Occurrences in 2021/22.

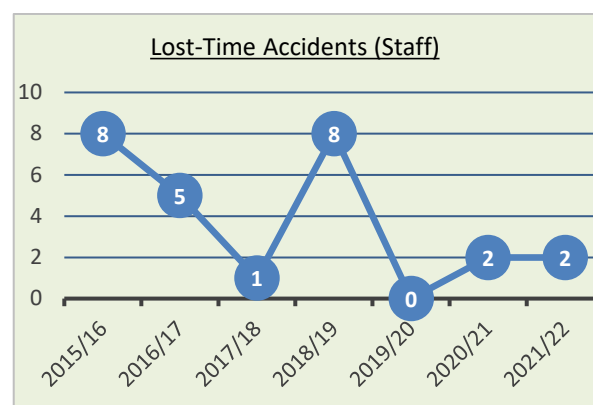
• INJURY ACCIDENT CAUSATION (all accidents)

The majority of the **18** injury-accidents involved either a handling activity (8 = 44%), being hit by a moving / falling object (3 = 17%); hitting/striking against something fixed (2 = 11%) or a slip, trip or fall (4 = 22%); other (1 = 6%).



• LOST-TIME ACCIDENTS & INCIDENTS TO STAFF

There were two recorded Staff lost-time incidents in 2021/22.



1 lost-time incident was to a Nursery Assistant who suffered a musculoskeletal injury, and the second was to a Domestic Team member who twisted their ankle.

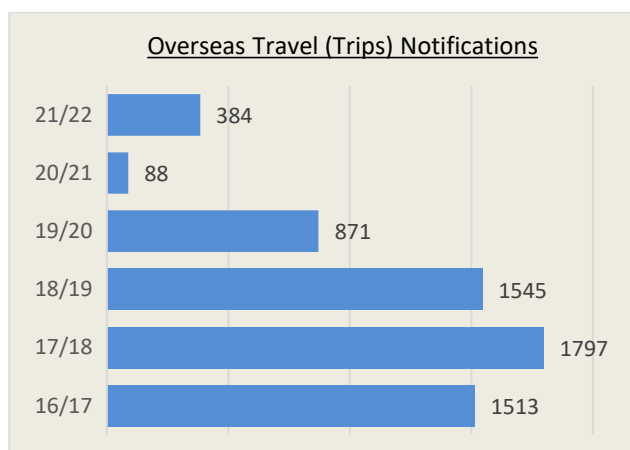
• SPORTS RELATED INCIDENTS

There were **69** sports related incident reports received (non-academic activities), primarily for injuries which inevitably occur when participating in some sports. This is a significant increase on the 9 in 2020/21 and was to be expected, as sporting activities resumed following the pandemic restrictions when most close-contact sports were suspended.

• OVERSEAS & OVERSEAS TRAVEL INCIDENTS

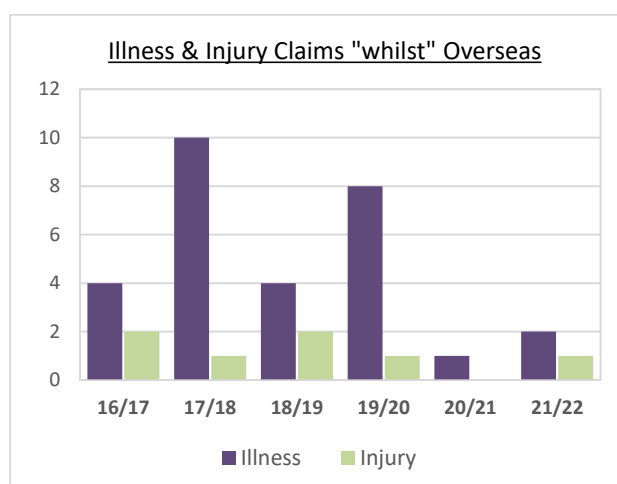
2021/22 academic year continued to witness reduced overseas travel, particularly as COVID-19 travel restrictions were still in place in many parts of the world for most of this reporting period.

It is reported that Staff and Students undertook **384** University-related overseas trips during the year, a marked increase on the previous year and, as indicated, still notably lower than pre-pandemic levels: a circa 75% reduction on 2018/2019, which was the last complete academic year unaffected by Coronavirus travel restrictions.



7 Travel 'insurance' Claims were made in 2021/22, these were:

- 3 Medical Expenses: 2 due to illness and 1 due to treatment for an injury, which was suffered before travel from the UK – *this was not related to a University activity.*
- 3 insurance claims were associated with theft / loss of items. One of these referred to a tent that was damaged in a storm, needing to be replaced.
- 1 related to a personal matter.



There were no significant injury or illnesses as a result of University-related overseas travel.

⁷ Data provided by the main University car hire supplier, Aberconwy Car Hire

⁸ Using total incidents (7) per **hire days and mileage** for one (hire) vehicle provider, excludes COVID Research Group.

• VEHICLE ACCIDENTS & INCIDENTS

University (core) Hire Vehicles

This aspect of vehicle-use is evaluated as a risk indicator for 'occasional driving', primarily on return journeys exceeding 100 miles.

During the 2021/22, and using data from the core hire vehicle provider, there were **290** separate car hires over a total of **741** days. Notably fewer than pre-pandemic. *This data does not include the COVID Research Group.*

Distance travelled totalled **93,753** miles⁷. *The last full year before the pandemic (2017/18) recorded 255,090 miles travelled by hire vehicles.*

During this period, **11** insurance claims were made due to an incident involving hire vehicles. **4** incidents involved the COVID Research Group, reporting minor incidents such as 'clipped wall whilst maneuvering'. The remaining **7** incidents related to general hire by University Schools and Services and, again, these referred to minor damage: for example, a scuffed bumper, a broken wing mirror, a vehicle being damaged by others.

No persons were hurt as a result of these incidents and no other injury was reported due to hire vehicle travel on University business.

Hire Vehicle Incident Rate ⁸					
2016/17		2017/18		2021/22	
Total Days	Total Miles	Total Days	Total Miles	Total Days	Total Miles
1,686	175,701	1,810	255,090	741	93,753
Inc./ Days	Inc./ Miles	Inc./ Days	Inc./ Miles	Inc./ Days	Inc./ Miles
3.6/ 1000 days	3.4/ 100k miles	4.4/ 1000 days	3.18/ 100k miles	9.4/ 1000 days	7.5/ 100k miles
TOTAL INJURIES		TOTAL INJURIES		TOTAL INJURIES	
0		0		0	
Note: 2019/20 and 2020/21 were Coronavirus impacted years and benchmark reference has therefore been removed as the use of hire vehicles was significantly reduced					

Accurate mileage records for the COVID Group were not available for this 12-month period, therefore their 4 incidents are not included in the rate.

University Vehicle Fleet

Campus Services is the single largest vehicle operator at the University, which in 2021/22 operated 33 road-going vehicles, with remaining Colleges and Services managing a further 10 vehicles.

Total Miles
153,419
Inc./ Miles
1.3/100k miles

These **43** University owned/ leased vehicles travelled **153,419** miles during the year. *This is the first period where accurate Fleet Mileage has been available.*

2 vehicle damage incidents were reported during the year and 2 insurance claims made. 1 for a chipped windscreen, the other relating to a damaged rear bumper. There were no injuries reported.

Students' Union (SU) Vehicles

The SU is a separate legal entity with different insurers. The SU 'owns/leases' 6 vehicles: namely, 4 minibuses, 1 MPV and 1 transit type van.

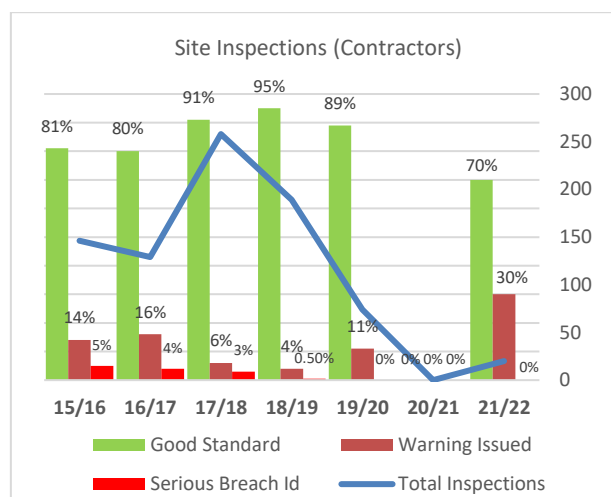
There were **no** reported road traffic injuries or insurance claims for SU vehicles during the year.

The total mileage travelled for SU vehicles in 2021/22 is not available at the time of publishing this Report. *Previously, 2020/21, Students' Union vehicles travelled 1,441 miles, a 96% decrease on 2019/20 (35,074 miles).*

• SITE-MONITORING (CONSTRUCTION & MAINTENANCE)

In addition to day-to-day supervisory management activity, Campus Services staff will undertake formal Site H&S Inspections to confirm and monitor both Contractors and University maintenance staff are working in a safe manner. These inspections seek to confirm no person is placed at risk because of Campus Services contractor and / or maintenance activities.

Formal site inspections resumed in 2021/22, with **20** inspections undertaken. *There were no formal inspections the previous year.*



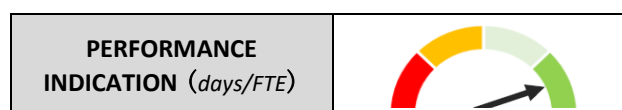
The above chart indicates the total number of Site Inspections carried out, and the % of these which observed a Good Standard, Warning Issued or Serious Breach.

Note: Reduced contractor activity on-campus is clearly reflected in the number of inspections undertaken during the pandemic. Indications are that 2022/23 should see a sharp increase in site inspections.

In addition, and to encourage good working practices whilst on site, all estates-related Contractors are issued with the Campus Services Contractor Working Standards document. The document details the standards expected of Contractors when working at the University, which all Contractors must 'sign up' to. During the year, **42** different Contractors were issued with, and signed-up to this document.

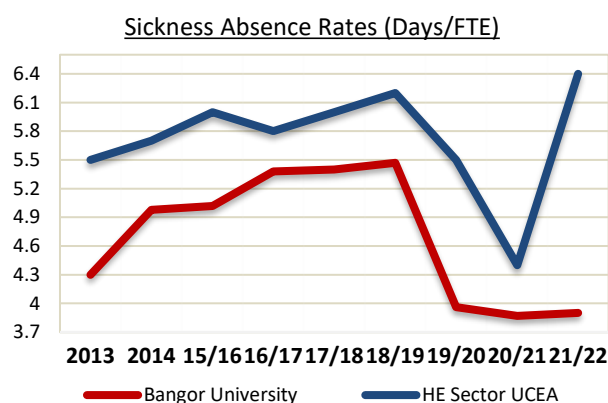
Contractor's staff are also required to undertake a specific Campus Services safety and work standards Induction, which may then be relayed to Contractor's own employees and their sub-contractors. During 2021/22, **70** separate Induction Sessions were provided, with a total of **202** Contractor staff inducted on University standards and expectations, a marked improvement on previous years where records were difficult to obtain.

7. STAFF SICKNESS ABSENCE



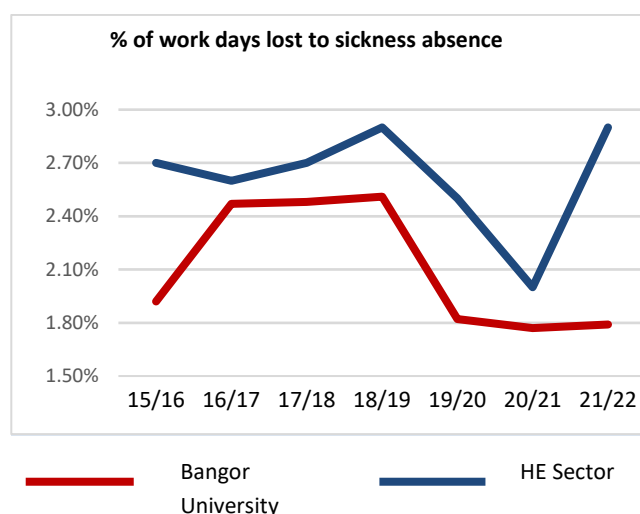
The headline sickness absence rate continues to be impacted by the pandemic and, in particular, working from home; a situation that was prevalent across the Sector.

During 2021/22 a total of **6,159** working days were lost due to (reported) sickness absence. This equates to an annual Staff Sickness Absence rate of around **3.90** days per FTE employee⁹ (3.87 days in 2020/21). The National Sector Average in 2021/22 was **6.4** days, as reported by UCEA.



For context: Local comparators, Cyngor Gwynedd, reported a **10.7** days absence rate in 2021/22 and Ynys Mon Council reported **8.73** (FTE). Further afield, the Welsh Civil Service reported a **6.5** absence rate in 2020/21, with the UK Civil Service reporting **6.1** days. The Office of National Statistics work on a % of time lost to sickness absence and estimate the UK rate, across the whole labour market, at **2.2%** in 2021.

The Bangor University 2021/22 Sickness Absence rate of **3.90** days equates to around **1.79%** of the available working time¹⁰ lost due to sickness absence. The rate in 2020/21 was **1.77%**.



77.5% (4,774 working days, adjusted for FTE) of all sickness absences reported in 2021/22 were confirmed by a medical (doctor) certificate, with the remainder 22.5% (1,385 working days, adjusted for FTE) being self-certified.

Long-term absences, those greater than 20 days working days, accounted for **57.12%** (3,518 working days absence, adjusted for FTE) of the total absence days reported, showing a **21.1%** decrease on 2020/21.

Percentage of sickness absence that is long-term					
	17/18	18/19	19/20	20/21	21/22
Bangor	63%	64%	56.7%	72.4%	57.1%
Sector	52.2%	54.6%	56.0%	62.1%	53.4%

• % OF STAFF WHO REPORTED A SICKNESS ABSENCE

There was a slight increase in the number of Staff who reported a sickness absence in 2021/22, which remains markedly lower than pre-pandemic levels.

419 members of Staff (headcount) reported an absence during the year, equating to around **20.5%** of Staff. In 2020/21 the rate was 18.14%, 26.23% in 2019/20 and 28.91% in 2018/19.

The University is therefore able to report that **79.5%** of employees did not report a single incidence of sickness absence during the year.

• BENCHMARK SICKNESS ABSENCE TABLE (UCEA)

This section, referencing the UCEA **2021/22** benchmark report, provides an indicator of how Bangor University compares to the whole Sector, and to the subset of universities of the same **type** (Pre-92) and **size** (small).

UCEA define an institution as "small" if it has fewer than 2000 FTE employees. There are **10** institutions in the same 'subset' as Bangor University.

⁹ Based on an average FTE over 2021/22 of 1580.805

¹⁰ Based on an average of 260.715 working days per year

HEALTH AND SAFETY ANNUAL REPORT 2021/22

UCEA REPORT 2021/22		All (100) HE institutions		Pre-92, small HEIs (10)	
Measure (FTE)	Bangor (BU)	Benchmark	BU Rank	Benchmark	BU Rank
Average working days lost (days)	3.9	6.4	6	6.9	1
% of working days lost	1.7%	3.0%	4	3.0%	1
Average period of absence (days)	8.8	6.7	84	6.3	9
Short- & Medium-Term working days lost (days)	1.8	2.9	5	3.2	1
% long-term sickness absence	57.1%	53.4%	65	56.3%	7

The following is the sickness absence causation summary for **2021/22**, as provided by the UCEA benchmark report.

All Sickness Absence (short, medium, and long-term)			
Absence Category	BU	All (100)	Pre-92, small HEIs
RESP - Asthma and other chest/respiratory problems incl. pneumonia, bronchitis, pleurisy	4.7%	3.3%	3.0%
CNCR - Cancers and tumours (Benign and malignant)	3.1%	4.0%	3.2%
COLD - Cold, cough, flu - influenza	4.0%	7.7%	6.4%
DEGP - Diabetes and other endocrine/glandular problems (e.g., diabetes, thyroid, metabolic)	0.5%	0.2%	0.1%
ENTD - Eye, ear, nose, throat and dental problems	2.8%	2.6%	2.1%
GNIT - Genitourinary and gynaecological disorders, excl. pregnancy	3.1%	1.5%	1.5%

MIGR - Headache, migraine and neurological/nervous system	2.1%	3.4%	2.5%
MENP - Symptoms of the menopause or perimenopause	New category will be reported on in 22/23		
HEBL - Heart, circulatory and blood disorders	5.6%	2.6%	3.1%
OPER - Operation/ recovery/ medical appointment*	0.0%	5.4%	5.4%
INBP - Injury, burns and poisoning	3.7%	3.0%	2.6%
MNTL - Mental health incl. exhaustion, fatigue, nervous debility, alcohol/drug abuse	30.4%	26.4%	25.9%
MUSC - Musculoskeletal incl. back/neck problems, carpal tunnel, tendonitis	10.2%	8.3%	11.3%
INFC - Other infectious diseases (e.g. shingles)	0.0%	1.8%	0.5%
PREG - Pregnancy-related disorders	0.9%	0.9%	1.0%
SKIN - Skin disorders	3.1%	0.4%	0.5%
STMC - Stomach/ digestive/ gastrointestinal problems (e.g. vomiting, gastroenteritis, diarrhoea)	5.9%	5.0%	5.2%
COVID - Suspected or confirmed cases of COVID	16.5%	13.6%	13.0%
OTHR - Other known causes not covered by the UCEA categories	3.3%	5.3%	5.6%
UNKN - Unknown causes/not specified	0.0%	4.6%	7.3%

* Bangor University did not, for this period, record instances under the UCEA Post-Operative Recovery category as the actual illness/condition category is used as a more factual reflection of absence causation.

PERIODS OF LONG-TERM ABSENCE

The following table demonstrates the total absence period of all long-term ill health cases that concluded in 2021/22, compared to previous years.

It is noted that most (long-term) absences, **67%**, ended within a 2-month period.

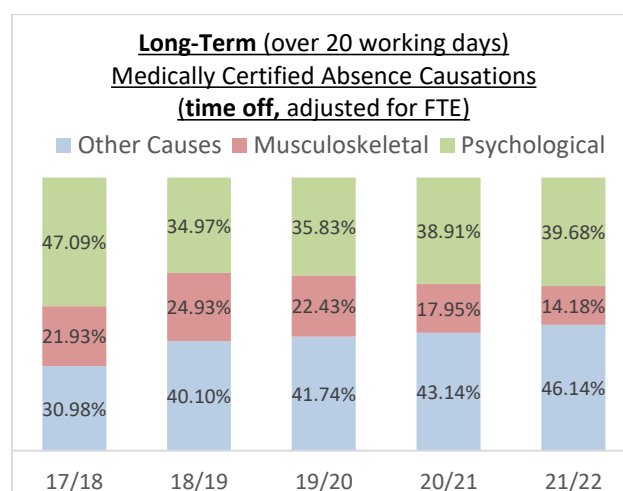
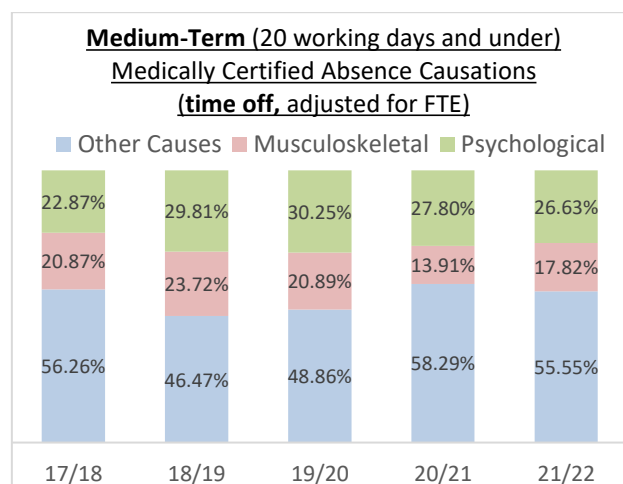
Over 20-day absences that concluded in 2021/22 (comparator 2020/21, 2019/20, and 2018/19)				
Absence period in Months	Number of Instances 2018/19	Number of Instances 2019/20	Number of Instances 2020/21	Number of Instances 2021/22
≤2	67	55	53	49
≤3	8	21	17	11
≤4	6	5	5	5
≤5	7	2	2	2
≤6	9	3	3	2
≤7	2	1	5	2
≤8	2	0	2	2
≤9	0	0	0	0
≤10	0	0	2	0
≤11	0	0	0	0
≤12	0	0	0	0

• SICKNESS ABSENCE CAUSATIONS

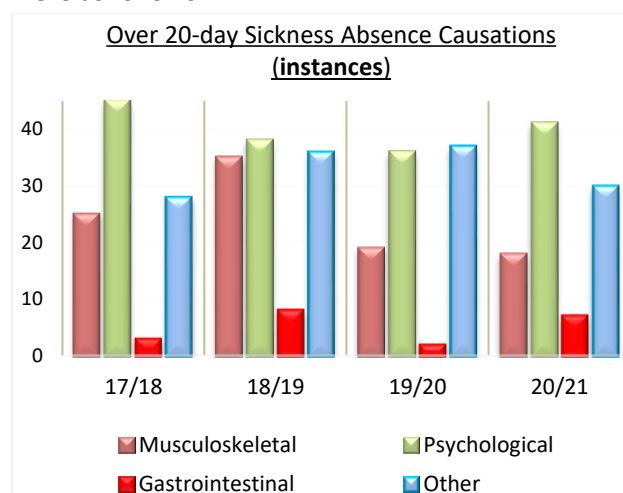
Note: Causation groups normally refers only to Doctor/Medically Certified absence and did not include self-declared absence causations (Self-Certification). However, the data for 2021/22 includes some non-medical certificates for absences **over 7 days**, due to difficulties attending GP surgeries during the pandemic.

It is again reported that psychological illnesses and musculoskeletal related absences account for the greatest percentage of absence causes during the year.

The distribution for the **days lost (time off)** for the primary absence causation categories are as follows¹¹



Long-term absence causations (incidences/cases) were as follows:



• COLLEGES & PROFESSIONAL SERVICES

The following table details the 'Average Days' sickness absence per FTE¹² for each College and

¹¹ Data for 21/22 includes some non-medical certificates for absences over 7 days, due to being unable to attend GP surgeries during COVID-19

¹² This data is based on staff employed at a point in time, namely on 29th July 2022

Professional Service, compared to the University average.

The method used for this measurement is for a 'point in time' and refers to those employed on a given day. Using this 'point in time' methodology, the University absence rate is found to be lower than the reported Annual FTE average rate of 3.9 days, primarily as it will exclude those members of staff who may have left the institution during the year.

College / Professional Service	RATE	RATE excl. long term
The University	3.79 ¹²	1.63
Arts, Humanities and Business	1.02	0.77
Environmental Sciences & Eng.	1.71	0.81
Human Sciences	3.18	1.16
Canolfan Bedwyr	3.77	3.77
Corporate Services	1.38	1.11
Digital Services	8.29	1.76
Campus Services	7.80	3.01
Finance Services	6.72	3.44
Human Resources	1.20	1.20
Marketing, Comms., & Recruitment	4.94	1.57
Student Services & Administration	6.22	3.78
Students' Union	0.92	0.92

Note: Care should be taken when interpreting headline Days/FTE rate for smaller Services due to the statistics being adversely affected by long-term absences of very few staff. To aid our understanding the second column has been added, which excludes long-term absence.

• COVID-19 SICKNESS ABSENCE

A total of **1,018** days, adjusted for FTE, were reported lost to COVID-19 related sickness absence, affecting **137** members of staff. **555** members of Staff reported they had COVID-19 during the year.

There were **6** longer-term (over 20 days) COVID-19 related sickness absence cases recorded during the year and these accounted for **370.6** days absence.

A total of 771 days were attributed the previous year (2020/21) to all COVID-19 cases, with **83** members of staff reporting a related sickness absence.

• HEALTH SURVEILLANCE

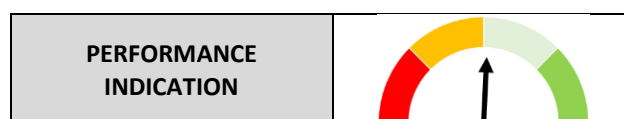
Health Surveillance was undertaken for around 102 members of Staff to confirm their work is not causing harm to health.

Surveillance, of various types, is provided to Staff who are regularly exposed to vibrating equipment and high intensity noise levels, and to several research scientists, technical and grounds staff, shift workers, contracted drivers, and animal handlers.

Health Surveillance is primarily provided to confirm certain workplace risks are not adversely impacting their health, and 2021/22 saw the recommencement of face-to-face health surveillance.

No adverse work-related health-impact were identified during 2021/22.

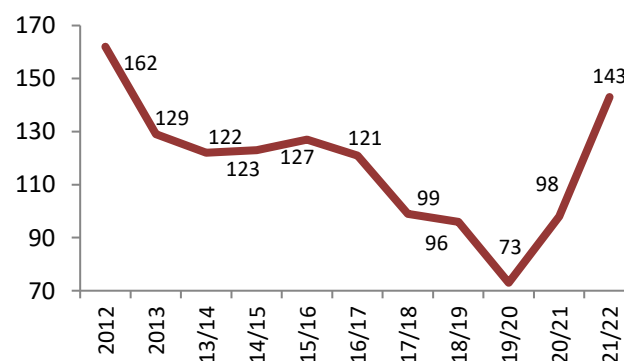
8. FIRE ALARM ACTIVATIONS



The University's estate consists of more than a hundred buildings, with most of these protected by automatic fire detection and alarm systems. There are approximately 9,000 smoke/heat detectors installed across the estate.

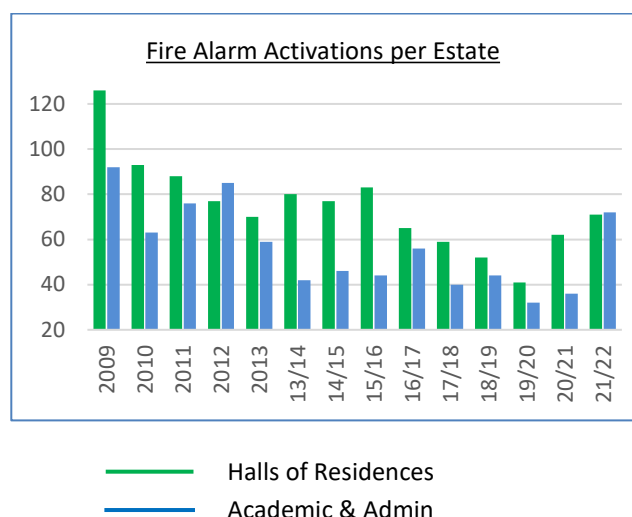
During 2021/22 there were 143 fire alarm activations in University buildings, a **46%** increase on the 98 in 2020/21. The rate of (non-fire) activations has notably increased, causing some concern.

Fire Alarm Activations 2012 – 21/22



The North Wales Fire & Rescue Service attended **28** times, an increase on the 22 in 20/21. **27** of these (21 in 20/21) attendances were to Halls of Residences during the evening and early hours (8pm and 8am).

Total activations (143) are sub-divided to identify activation rates for Residential and Academic/Admin buildings that form most of the University estate.



Fire alarm activations within Academic and Admin buildings increased to **72** in 2021/22 from 36 (20/21). Fire alarm activations within Halls of Residences increased to **71** in 2021/22 from 62 in 20/21, 41 in 2019/20, 52 in 2018/19, 59 in 2017/18.

There were 11 malicious activations in 2021/22.

Fire Alarm Activation Rate / 1000 detectors

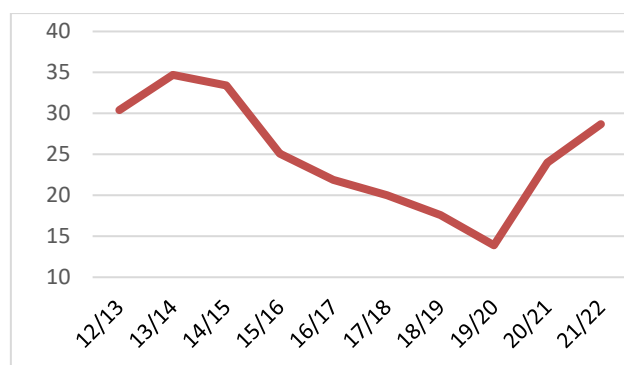
Estate	20/21	Trend
Halls of Residences ¹³	16.4/1000	Upward
Academic & Admin ¹⁴	15.6/1000	Upward

The increase in total activations do cause concern and activations are being closely monitored to identify causation trends.

¹³ Based on 4335 detectors in Halls

¹⁴ Based on 4630 detectors in Academic Buildings

Fire Alarm Activations per 1000 Study Bedrooms - Bangor¹⁵



	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22
Bangor	33	25	22	20	17.6	13.9 ¹⁶	24	28.7

*National comparator data is no longer available

FIRES

There were 2 fires in Halls: 1 related to a student kitchen where cooker 'grease' ignited, also causing an oven glove and tea towel to also smoulder, and the other relating to unattended cooking. Both incidents were dealt with by the Fire and Rescue Service.

There were 6 'near-miss' fires, defined as an incident "involving only smoke and without flames". 4 of these were in Halls, 3 because of cooking incidents and 1 caused by smoking in a corridor.

There were no actual 'fires' at Academic/Admin buildings, though there were 2 'fire' related incidents that meet the national definition of a fire: 1 incident was smoke from burnt toast and the other due to a Student Drama Society's smoke machine, which was being used as part of their performance.

9. CIVIL CLAIMS (H&S / INCIDENT RELATED)

In 2021/22 there were **2** Public Liability Claims, both related to wholly owned subsidiary companies. 1 following a visitor fracturing their toe after stubbing it on a doorstep in their Management Centre bedroom. The other related to vehicle damage from a collision against the Vehicle Access Control bollard at M-SParc.

¹⁵ Based on 2471 study bedrooms.

¹⁶ In 2019/20 the figure of 2960 study bedrooms was used

In addition, 2 Property Liability Claims were received. 1 relating to damage to the M-SParc Vehicle Access Bollard and the other, significant claim, to cover the costs of replacing the Canolfan Brailsford Dome, destroyed during high winds.

10. WEBSITE STATISTICS

In 2021/22 there were 25,215 **(+39%)** unique page views to the Health and Safety website. In addition to the home page and A-Z index, the top 3 most popular pages visited were:

- COVID-19
- Risk Assessments
- Placements.

End.