

# Health and Safety

## Annual Report

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PRIFYSGOL  
**BANGOR**  
UNIVERSITY

2023/2024

Health, Safety and Campus Wellbeing  
November 2024

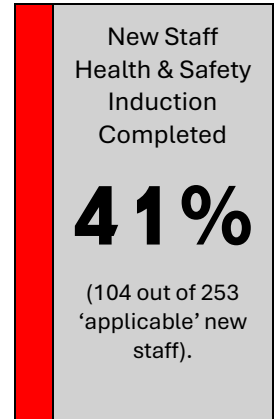
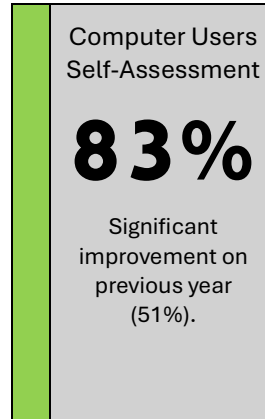
[www.bangor.ac.uk/hss](http://www.bangor.ac.uk/hss)

# Performance highlights

Additional thematic performance indicators are provided this year to better represent emerging trends, improved performance, and to highlight specific concern.

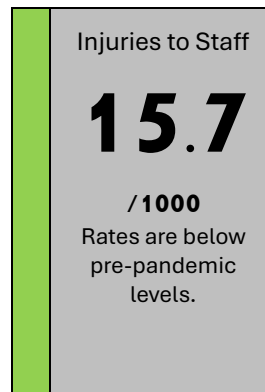
There was significant improvement in the number of staff completing the self-assessment & training for computer use, with performance now near target.

A concerning reduction in the number of new staff completing the online H&S Induction is reported, reduced from last year's performance of 67%. Action is required to improve the New Staff Induction rates.



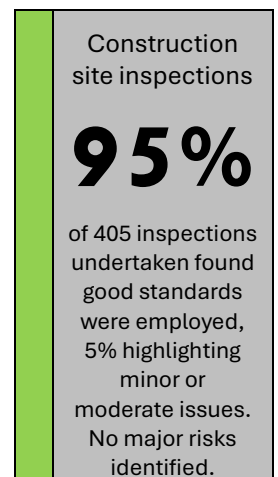
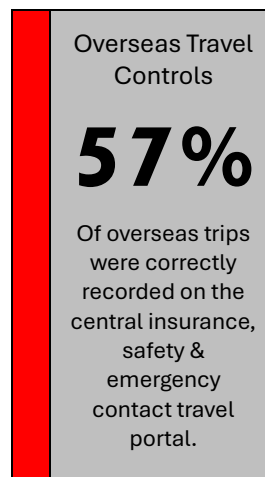
There were fewer injuries to staff than last year's 21.5 / 1000 employees. The number of incidences is anticipated to increase in future, in line with the greater emphasis on reporting.

Lost time incidents reduced to 4, with none relating to a significant incident.



Poor performance in the recording of overseas travel is highlighted, with an estimated 43% of trips not recorded. This particularly has a potential adverse impact on emergency arrangements and safety resilience.

The number of construction & maintenance site inspections has more than doubled in 2 years, with no significant concerns identified.



**Note:** Staff ill-health absence and causations, and comparison with national rates, are no longer reported under health and safety.

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## HEALTH AND SAFETY ANNUAL REPORT 2023/2024

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**1. H&S POLICIES & KEY DOCUMENTS**

This section provides a summary of new, revised and revoked institutional health and safety documents introduced, revoked, or reviewed during the year.

**NEW & REVISED POLICIES**

No new policies were introduced in 2023/24.

The following policies were revised and then reviewed by the Health, Safety and Emergency Management Committee during the year:

- Control of Asbestos
- Fieldwork Health and Safety
- Drone Operations
- Control of Hand Arm Vibration

**REVOKED POLICIES**

The **Young Persons at Work Health and Safety Policy** was revoked, having been suspended for several years.

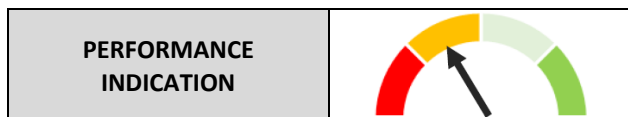
Policy commitment towards the health and safety of children is now explicitly included in the University Health and Safety Policy, negating the need for a separate policy document.

Tailored guidance and information on health and safety of children and young persons, together with appropriate managerial arrangements for child-protection and employment of children, are in place.

**2. AUDITS, PERFORMANCE, ANALYSIS**

Summary reports of notable internal audits and reviews of risk themes and of College and Professional Services.

**BIOCOMPOSITES REVIEW**



Several concerns and areas for improvement were identified.

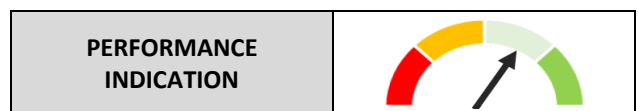
A health and safety review was undertaken following 3 notable incidents at the facility. The final Report was published in May 2024 and included findings of staff interviews, questionnaires, and site visits. There were 18 lessons noted and 20 core

recommendations made, within the following 8 themes:

- Safety Culture
- Safety Management
- Learning from Near Misses and Incidents
- Management of Change
- Decision Making
- Commercial & Financial Pressures
- Human Factors, Training & Development
- College & University Oversight

The Report was considered by the Health, Safety and Emergency Management Committee, which continues to monitor delivery and progress. Recommendations are being actioned through the interim Executive Head of BioComposites Centre.

**R.V. PRINCE MADOG REVIEW**



Health and Safety assurance was found to be good, with opportunities for further improvement identified.

The Research Vessel (RV) Prince Madog is primarily used for scientific research activity, surveying and for teaching, with Bangor University the foremost client. PRIMOS owns the Prince Madog, via a Joint Venture Agreement (as amended) between the two shareholders, namely Bangor University and O.S. Energy (UK) Ltd.

The H&S Review, which focused on health and safety risk exposure to Bangor University and its staff and students, commenced in October 2023. It focused on 6 key aspects, namely:

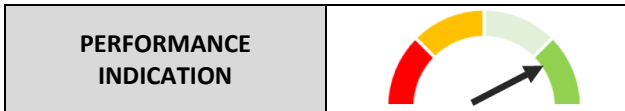
- General Arrangements
- School cruises – teaching
- School cruises – research
- School Technical Staff
- Third-Party Charters
- Board-level and Managerial Oversight

No significant University risk exposures were identified. A number of opportunities for enhancing safety and environmental management

arrangements and resilience were recommended by the review.

The Report was considered by the Health, Safety and Emergency Management Committee, and recommendations are being actioned, as appropriate, through the Board of PRIMOS and through the School of Ocean Sciences.

**FIRST AID REVIEW**



The Review found the level of compliance with First Aid legislation to be good.

The Review confirmed the University complies with the core legal requirements for first aid provision across all sites, pertaining to Health and Safety (First Aid) Regulations, COSHH and specific Childcare requirements.

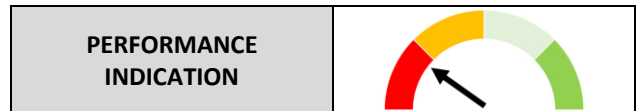
It was found that:

- Over 11% (235) of University staff are trained first aiders to varying levels, including First Aid At Work and Fieldwork First Aid. Majority of first aiders are involved with the sciences and fieldwork activity.
- There are over 90 first aid boxes at the institution, including those taken on field trips.
- 24 defibrillator (AED) units are located across sites, and 1 onboard the R.V. Prince Madog.
- First Aid arrangements for higher-risk hazards and activities are predominantly managed well.

Recommendations are made to further enhance standards, aiming to improve robustness and accessibility of current arrangements. There is also a recommendation to investigate whether some defibrillators can be made more accessible, particularly in the lower risk locations on College Road.

The final and most notable recommendation is to investigate whether an ‘advanced’ First Aid team is now required to ease the impact of the current difficulties experienced with Ambulance Response times for non-critical emergencies. It is highlighted that Ambulance Response times for critical incidents remains very good. This proposal is being further evaluated.

**OVERSEAS TRAVEL NOTIFICATIONS REVIEW**



Compliance with University policy requirements for notifying all overseas travel was found to be poor.

A Review was undertaken to identify, through the various procurement routes, to evaluate overseas travel notifications during a given 3-month review period.

It was found that around **43%** of identified overseas travel occurrences had not been recorded onto the Overseas Travel Insurance & Notification Portal. As a result, there was no central record of those trips and there was no evidence that an assessment of risk (including traveller health risk) had been undertaken, and no individual Insurance Cover Note issued.

Recording overseas travel on the Insurance Portal is a requirement of the University’s Overseas Travel H&S Policy and is critical to good emergency management arrangements.

The exercise of recording overseas travel also produces the baseline travel risk assessment, which confirms destination and transit country health & security aspects have been reviewed, health & inoculation recommendations evaluated, and emergency contacts recorded.

This matter has been considered by the Health, Safety and Emergency Management Committee and action is being led by the Deputy Vice-Chancellor, Global Engagement.

**COLLEGE / SERVICES – MANAGEMENT ARRANGEMENTS**



Overall, a static performance is shown with no significant improvement or deterioration.

Each College, and Professional Service, together with the Students’ Union, M-SParc and Management Centre, report on their own health and safety management arrangements against a number of common measurements.

The average performance for all Colleges and Professional Services are evaluated using 9 of those measurements (with previous year comparative performance in brackets), as follows:

Item	%	Narrative
Documentation: <b>H&amp;S Policy</b>	<b>93%</b> (93%)	All Colleges and 11 Services have an H&S Policy
Documentation: <b>Overview Risk Assessment</b>	<b>93%</b> (93%)	All Colleges and 11 Services have an Overview Risk Assessment
Head/Director meets with H&S Officer/ Coordinator	<b>93%</b> (80%)	<ul style="list-style-type: none"> <li>All College Heads of College and 11 Service Directors meet their H&amp;S Officer/ Coordinator to discuss h&amp;s.</li> </ul>
H&S Committee / Body	<b>93%</b> (100%)	<ul style="list-style-type: none"> <li>3 Colleges and 3 Services operate a H&amp;S Committee</li> <li>8 Services operate other formal meetings to discuss H&amp;S</li> <li>Only 1 Service has no overarching mechanism to discuss H&amp;S matters</li> </ul>
Chair of H&S Committee / Body	<b>100%*</b> (100%*)	<p>All Colleges / Services who have a H&amp;S Committee/ Meeting structure indicate these are chaired by the Head of College / Director, or senior nominee (e.g. deputy)</p> <p>* of those with a meeting structure</p>
Consultation with Staff	<b>93%</b> (93%)	All Colleges and 11 Services state that they consult with staff on local h&s matters, where applicable
H&S Inspections	<b>60%</b> (60%)	<ul style="list-style-type: none"> <li>3 (2) Colleges and 6 (7) Services confirmed Head / Director participated in H&amp;S Inspections</li> <li>3 Services stated the H&amp;S Coordinator or other</li> </ul>

		<p>senior staff member carried out inspections.</p> <ul style="list-style-type: none"> <li>2 Services have dates scheduled by the end of 2024</li> <li>1 Service did not provide information</li> </ul>
Staff H&S Induction	<b>60%</b> (80%)	<p>9 Colleges/Services stated all staff were locally inducted, 6 stated not all new staff had been inducted.</p> <p>(Note: 1 College stated ‘some’ reflecting difficulties with evidencing compliance as there is currently no formal mechanism of doing so)</p>
Fire Safety	<b>93%</b> (93%)	<p>All Colleges and 11 Services confirmed they have arrangements in place to inform staff and students what action to take in a fire alarm.</p> <p>(Note: 1 stated ‘some’ as difficult to evidence)</p>

Note: The reduced performance in providing local H&S Inductions for new staff is a concern, especially when considered alongside the poor performance for University-level H&S induction. The introduction in 2024/25 of compulsory H&S Refresher Training for all staff should reduce potential risk exposure that would have resulted from the growing number of staff having not received a documented H&S Induction upon appointment.

**Individual Colleges & Professional Services**

Individually, Colleges and Services are scored using 13 measurements, which include: policy, consultation with staff and participation of Head or Director in H&S inspections. Previous year performance is provided in brackets.

College	% Performance
College of Medicine & Health	<b>80%</b> (80%)
College of Science & Engineering	<b>87%</b> (87%)
College of Arts, Humanities & Social Science	<b>87%</b> (87%)
Professional Service	% Performance
Campus Services	<b>92%</b> (100%)
Canolfan Bedwyr	<b>100%</b> (100%)
Digital Services	<b>92%</b> (85%)

Finance Services	54% (46%)
Human Resources	85% (85%)
Marketing, Recruitment and Communications	54% (62%)
Student Services	92% (92%)
Students' Union	92% (92%)
Management Centre	100% (100%)
Vice-Chancellor's Office	85% (77%)
Strategy, Planning & Research	92% (100%)
Menai Science Park	100% (85%)

All Colleges remain at the same performance level as the previous year.

3 Professional Services achieved 100% compliance and 3 improved on their previous year's performance.

**CHEMICAL & BIOLOGICAL RISK MANAGEMENT**

The University Chemical and Biological Health and Safety Sub-Committee oversees health and safety aspects of:

- Hazardous chemical use (laboratory and associated use)
- Biohazards
- Genetic Modification

Committee membership includes numerous experts in the field of chemical safety, biohazards and GM and met twice during the year. Only 1 matter of concern was noted by the Sub-Committee, namely historical issues associated with day-to-day management of the Cancer Research Lab.

It is noted that the University Health, Safety and Emergency Management Committee subsequently requested that a Review of the facility be undertaken, involving the central H&S team, College Management and Biohazard specialist. The Review included unannounced visits by the Head of College and College Manager, and numerous scheduled inspections.

A report was produced, and action taken to address issues and concerns.

Following the Review significant improvements in the facility are evident and no significant health and safety concerns remain.

No other areas of significant concern were identified during the year.

**RADIATION RISK MANAGEMENT**

The University's Radiation Health and Safety Sub-Committee oversees scientific radiation work, use of X-rays and use of higher-powered lasers. The Sub-Committee met twice in 2023/24.

No significant H&S concerns were noted during the year, though a small number of local issues were highlighted and have been resolved or in the process. 1 laser use 'bad practice' was noted.

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 from those visits.

The continued success of aspects of specialist research at the University has seen the volume and potential complexity of work with radioactive materials increasing further, with oversight of these provided through local h&s management arrangements and additional RPA and University Officer support.

Challenges posed by increasing use of radioactive substances has been noted and is a matter which the Sub-Committee is aware of and will be overseeing.

**3. ENFORCEMENT ACTION & STATUTORY INSPECTORATE VISITS**

No enforcement action was taken against the University in 2023/24 and there were no investigations initiated.

- Health and Safety Executive (HSE)  
The HSE specialist inspectorate visited in October 2023 to assess compliance with Genetically Modified Organisms (Contained Use) Regulations. No areas of non-compliance were identified, and the visit was very positive and supportive.

**4. HEALTH AND SAFETY TRAINING**

Numerous courses were provided or facilitated through the central Health and Safety team, including a Health and Safety Coordinator Induction and refresher, IOSH Managing Safely qualification, Fire Investigation training, DSE Assessor training, Oil Spill training and First Aid courses.

Year	No of Courses / Sessions	Staff/PG Students
<b>2023/24</b>	<b>Total Participants</b>	<b>1,014</b>
	<i>34 in-person training events</i>	<i>130</i>
	<i>DSE online</i>	<i>780</i>
	<i>New Staff H&amp;S Induction online</i>	<i>104</i>
<b>2022/23</b>	<b>Total Participants</b>	<b>1,148</b>
	<i>45 in-person training events</i>	<i>161</i>
	<i>DSE online</i>	<i>755</i>
	<i>New Staff H&amp;S Induction online</i>	<i>232</i>
<b>2021/22</b>	<b>Total Participants</b>	<b>408</b>
	<i>31 in-person training events</i>	<i>86</i>
	<i>DSE online</i>	<i>158</i>
	<i>New Staff H&amp;S Induction online</i>	<i>164</i>
<b>2020/21</b>	<b>Total Participants:</b>	<b>2,898</b>
	<i>8 in-person training events</i>	<i>25</i>
	<i>DSE online</i>	<i>154</i>
	<i>New Staff H&amp;S Induction online</i>	<i>125</i>
	<i>Covid H&amp;S Training online</i>	<i>2594</i>

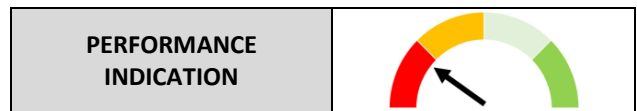
There are no centrally available records of the health and safety training provided locally by Colleges and Services, or for training which is obtained through external providers.

Colleges and Services are asked to keep local records. Individual members of staff will be able to record local H&S training from September 2024, through iTrent.

Training records and access to those records for evaluation and reporting remains a concern.

<sup>1</sup> This figure excludes some manual, hourly-paid and casual staff who receive local H&S Inductions

**GENERAL STAFF INDUCTION(S)**



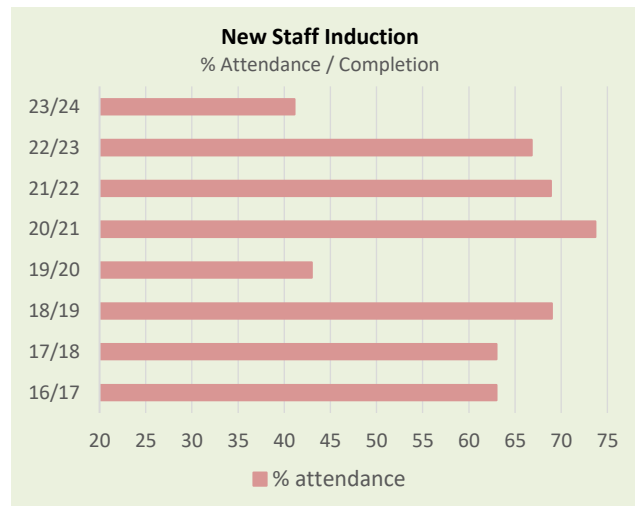
The 2023/24 performance was very poor, with only 41% of new staff receiving a recoded H&S induction.

**104** out of **253** new (*as applicable*) contracted staff completed the General University on-line Staff Induction, offered via the Human Resources package for new starter training & information.

Completion rates for the on-line H&S module is currently the only measurable training activity that may demonstrate new staff have received a H&S Induction. Local records of induction are not maintained or recorded centrally and cannot be referenced or measured.

Target for 2023/24 was 90%		
PERFORMANCE INDICATOR	STATUS/VALUE	NOTES
Percentage of new Staff (invited) who completed the University on-line H&S Induction <sup>1</sup>	<b>41.11%</b>	<b>Significant decrease</b> on the 67% 22/23 performance

Participation rates for new staff H&S Induction has been below performance expectations for several years.



With the exception of the pandemic impacted 20/21 academic year, the performance this 23/24 academic year is significantly poorer than that previously seen.

**COMPUTER USERS TRAINING & SELF-ASSESSMENT**

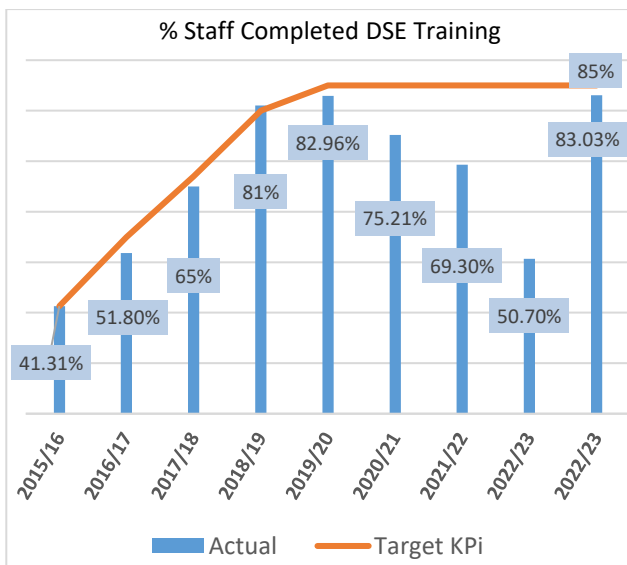


Completion rate was good and showed a significant improvement on the previous year.

Computer User Training (DSE) is used as an Institutional health and safety targeted KPI. Relevant training and assessment are specifically required by the Display Screen Equipment Regulations.

Target for 2023/24 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	<b>83.03%</b>	<b>Upward trend</b> --- 2024/25 target will be raised to 87% of DSE users with in-date assessments

During 2023/24, **761** (755 in 22/23) members of Staff completed the on-line Computer Users Training and Self-Assessment, culminating in around 83% of estimated Computer Users having completed the training within the 3-year period.



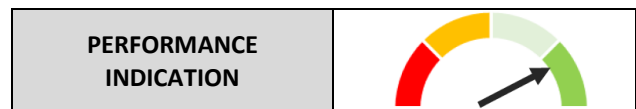
Due to the poor numbers of staff undertaking DSE training and self-assessment in 2022/23 additional and targeted promotion was undertaken in 2023/24, particularly within individual Colleges and Services.

Subsequent performance positively reflects the impact of this effort.

The following table shows % of 'computer user' Training and Self-Assessments completed (completion rate) within each College and Professional Service<sup>2</sup>.

College/Service	% DSE
College of Arts, Humanities and Social Sciences	82.8%
College of Science and Engineering	85.9%
College of Medicine and Health	80.8%
Canolfan Bedwyr	62.5%
Digital Services	100%
Finance Services	92.9%
Human Resources	84%
Marketing, Communications and Recruitment	91.4%
Campus Services	71.5%
Strategy, Planning and Research	95.5%
Student Services and Administration	70.4%
Students' Union	82.6%
Vice-Chancellor's Office	100%

**MANAGEMENT TRAINING**



Training, competency, and awareness expectations are established for the various senior leadership and management roles, and for core College and Professional Services health and safety positions.

The percentage of applicable staff who have received, attended, or participated in stated H&S training or briefings is then used as an indicative performance measure.

	Training Level Attained	Trend
Council Members	<b>100%</b>	Stable
Executive Board	<b>87%</b>	Stable
Heads of College / Directors of	<b>85%</b>	Improved

<sup>2</sup> This data is based on staff employed on the 31<sup>st</sup> of July 2024

Professional Services		
H&S Coordinator / Officer (13)	100%	Improved

The core competence and training expectations are:


**Council members:** Attendance or Participation in a dedicated Briefing Session for Governing Body roles and responsibilities for health and safety.

**Executive Board members:** Attendance or Participation in a dedicated Briefing Session for Executive roles and responsibilities for health and safety.

**Directors of Professional Services:** Attended Director level health and safety briefing, Director level Training or have received relevant H&S management training.

**Health and Safety Coordinators:** A training level of NEBOSH, 'IOSH Managing Safely' or 'tailored course' has been established for each College/Service, reflecting risk profiles.

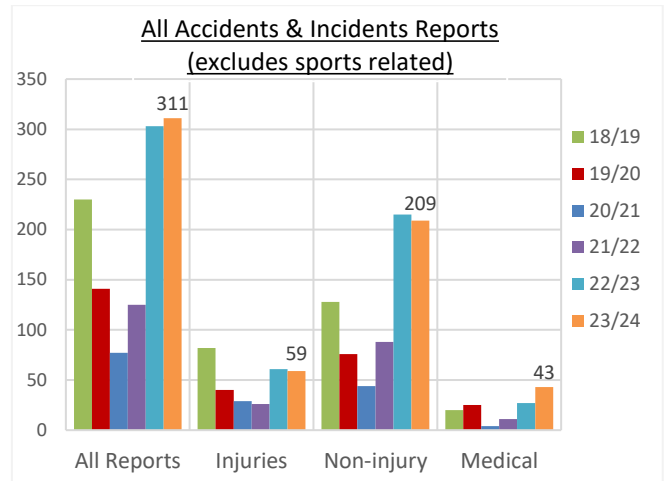
## 5. ACCIDENTS & INCIDENTS

PERFORMANCE INDICATION	
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The total number of reported accidents, incidents, near-misses, and unsafe conditions increased slightly in 2023/24, with the number of recorded injuries lower than the previous year.

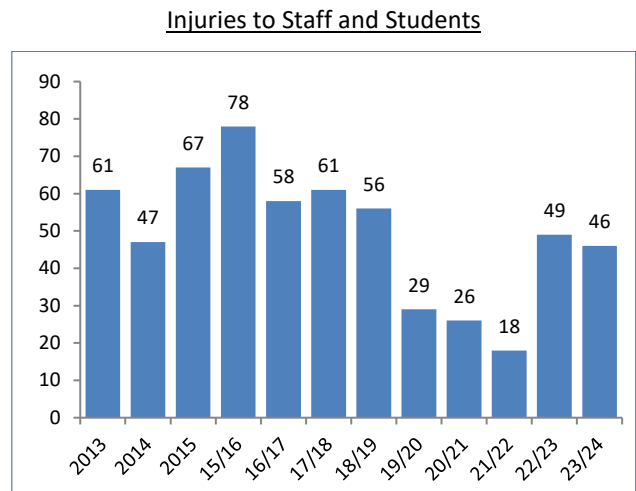
During the academic year, **311** (303 in the previous year) reports were received (excludes Sports related).

Of the **311** reports, **59** involved an 'injury' to staff, students, and authorised visitors (there were **61** in 2022/23). **209** (215) reports referred to non-injury incidents (including, near miss, dangerous or unsafe situation, unsafe practice, fire alarm activations, lift entrapments, student related incidents outside of University control or direct influence). The remaining **43** reports related to medical incidents (such as fainting, illness and convulsions).



### • INJURY-ACCIDENTS TO STAFF AND STUDENTS

The number of injury-accidents to Staff and Students were as follows.



**Note:** 19/20 – 21/22 are pandemic impacted years, with less on-site activity than would otherwise be expected.

The number of Staff and Student accidents reported in 2023/24, that involved injury and occurred because of their University activities or studies or on University property, was **46** (**49** in 22/23). Of these, **31** (**43**) accidents related to Staff and **15** (**6**) to Students.

In addition to the Staff/Student injury-accident reports, a further **13** (**12** in 22/23) Injury-Accident Reports were received for injuries to visitors and Contractors. All were minor in nature.

### • SERIOUS (SPECIFIED) INJURIES

There were no serious injuries (as defined by RIDDOR) during the year. *Such would include*

fractures, scalding requiring hospital treatment, loss of consciousness, serious burns, etc.

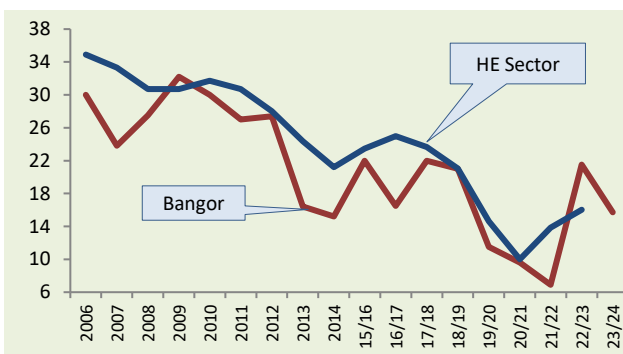
**INJURY ACCIDENTS RATE (per 1000 at Risk)**

**Staff**

The Staff injury-accident ratio for 2023/24 was **15.7** accidents per 1,000 employees<sup>3</sup>. A decrease from the **21.5/1000** reported in 2022/23.

The National Rate for 2022/23 (last available data) was **16.04/1000** (headcount).

Sector and Bangor University Injury-Accidents averaged per 1000 **STAFF** Headcount (2006 – 2023/24)

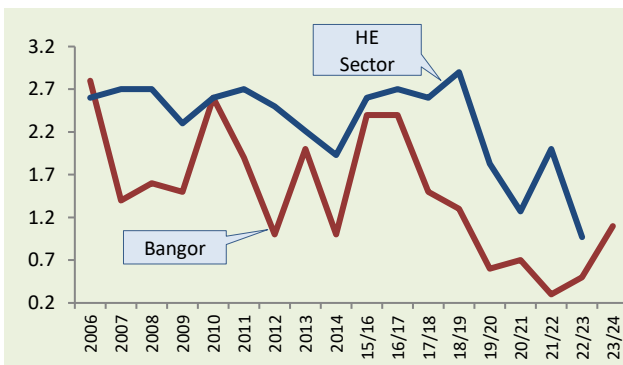


16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24
16.5	22	21	11.5	9.6	6.9	21.5	15.7
25	23.64	21.05	14.62	10	13.85	16.04	

**Students**

In 2023/24, there were **15** (6 in 22/23) Student injury-accidents as a direct result of their studies or University activity. Showing a ratio of **1.1** (0.5 in 22/23) accident per 1,000 Students<sup>4</sup>.

Sector and Bangor University Injury-Accidents averaged per 1000 **STUDENTS** (2006 – 2023/24)



16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24
2.4	1.5	1.3	0.6	0.7	0.3	0.5	1.1
2.7	2.6	2.9	1.83	1.27	2	0.97	

**Note on Incident Reporting**

Following the pandemic there has been an increased effort to promote reporting of accidents, incidences, and safety concerns. As it was felt that minor injuries were not sufficiently reported.

It is anticipated that over the next few years this effort will result in a greater number of general reports and injury-accidents being reported. If realized, this may further shift focus onto the type and trends of incidents as opposed to total incidences taking prominence.

**REPORTABLE ACCIDENTS (RIDDOR)**

During the academic year there were **2** Health and Safety Executive (HSE) Reportable (RIDDOR) Accident / Incident.

1 RIDDOR related to a member of catering staff who cut their hand when slicing a large block of cheese. The other RIDDOR report related to a member of Management Centre staff who hurt their leg after falling from a chair they had chosen to stand on (rather than use the steps which were provided) to repair a window blind. Both incidents resulted in staff taking over 7 days off work as a result.

The annual Bangor University RIDDOR report rate for **Staff** is 1/1000. In 2022/23 the rate was 0.5/1000.

Annual RIDDOR Reports per category				
Year	Staff	Student	Visitor	Total
2023/24	2	0	0	2
2022/23	1	1	0	2
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

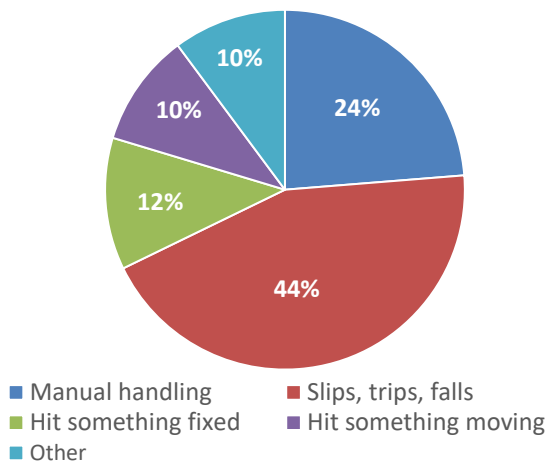
<sup>3</sup> Based on 1,977 members of Staff during the year (headcount)

<sup>4</sup> Based on 13,605 Students during the year

There were **no** Reportable Occupational Diseases or Reportable Dangerous Occurrences in 2023/24.

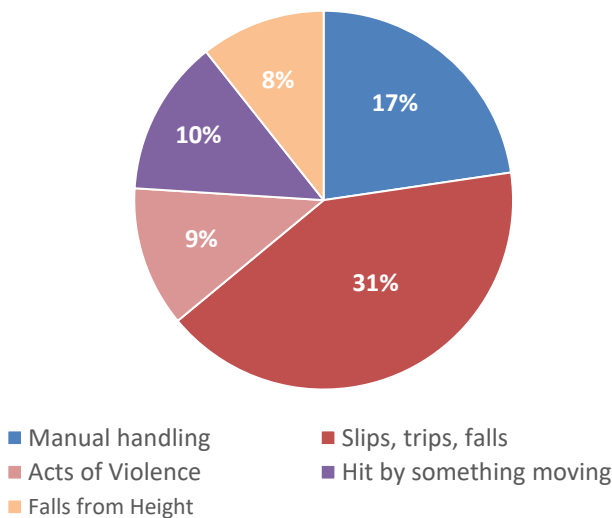
**INJURY ACCIDENT CAUSATION (all accidents)**

The majority of the **59** injury-accidents (31 staff, 15 students and 13 others) involved either a handling activity (14 = 24%), hit by a moving object (6 = 10%); a slip, trip or fall (26 = 44%); hit something fixed / stationary (7 = 12%); other (6 = 10%). There is no notable trend change.



**HSE National Data 2023/24**

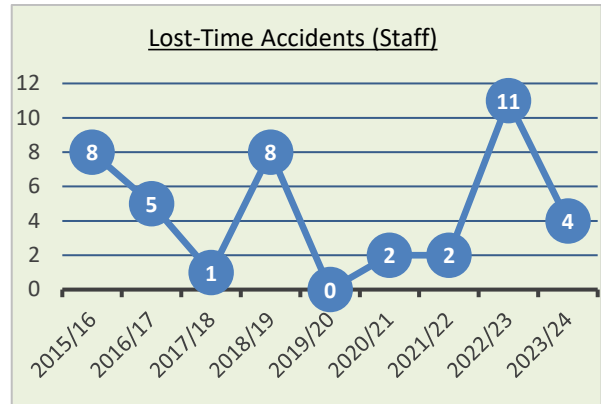
A national injury-accident causation comparator, reported by the HSE for ‘reportable’ (RIDDOR) non-fatal accidents indicates (only) shows the same top 2 causations as the University.



<sup>5</sup> The member of catering staff involved in the RIDDOR did not lose time off work as they were hourly-paid and were not scheduled to work during this period. However, if they were

**LOST-TIME ACCIDENTS & INCIDENTS TO STAFF**

There were **4<sup>5</sup>** recorded Staff lost-time incidents in 2023/24, a notable decrease on the previous year.



The 4 lost-time incidents are as follows:

- 1 – twisted ankle after ‘rolling it’ when ascending a slightly elevated ramped platform.
- 1 – pulled leg muscles after falling from a chair which they had stood on.
- 1 – cut above eye after being caught by the handle of a vehicle’s roller-shutter door.
- 1 – headache after hitting head on a television bracket whilst replacing IT equipment.

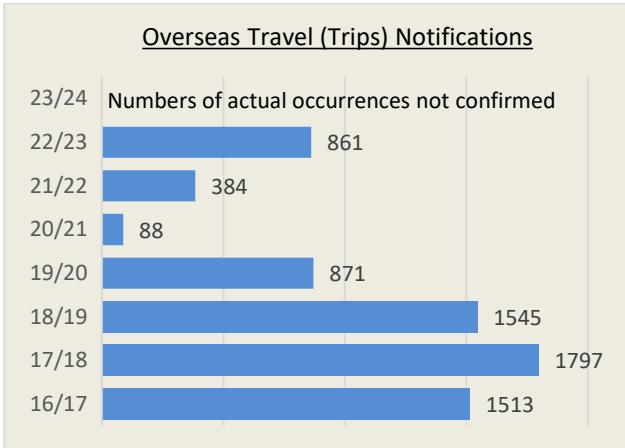
**SPORTS RELATED INCIDENTS**

There were **157** (130) sports incident reports received (non-academic activities), primarily for injuries which inevitably occur when participating in some competitive and physically challenging sports.

**OVERSEAS TRAVEL RATES & INCIDENTS**

**Note:** The Review of Overseas Travel, as reported elsewhere in this Annual Report, indicates that the total of overseas travel occurrences during the year, which would normally be provided in this Section, can no longer be considered accurate. Therefore, no data is provided for ‘overseas travel notifications’ in this year.

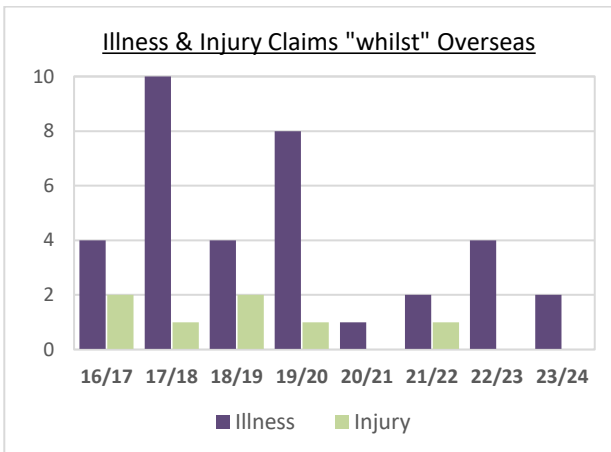
scheduled to work, they could not do so because of their injury, and therefore the incident was a RIDDOR report and not a lost-time report



During 2023/24 there were no injuries reported whilst on overseas visits.

With regards to insurance incidents, there were 7 Overseas Travel claims filed. 2 of these related to medical or health related issues whilst overseas:

- 1 early return on the medical grounds not thought to be associated with their activity overseas.
- 1 for local medical treatment after suffering an allergic reaction.



Other claims related to:

- 2 associated with issues or events unconnected to the University.
- 1 travel disruption, following a hostage incident elsewhere at the airport.
- 2 due to theft / loss (e.g. travel documents, wallet).

<sup>6</sup> Data provided by the main University car hire supplier, Aberconwy Car Hire

**VEHICLE ACCIDENTS & INCIDENTS**

University (core) Hire Vehicles

This aspect of vehicle-use is evaluated as a risk indicator of ‘work-related driving’ using hire vehicles.

During the 2023/24, there were **284** (409 in 2022/23) separate car hires, over a total of **1,059** (1,124 in 2022/23) days.

Distance travelled totaled **114,258<sup>6</sup>** (123,801 in 22/23 and 93,753 miles in 21/22) and there were no road traffic accidents reported. 5 insurance claims were made, which related to vandalism, theft, wear & tear, and windscreen.

Core Hire Vehicle Provider: Incident Rate <sup>7</sup>					
2021/22		2022/23		2023/24	
Total Days	Total Miles	Total Days	Total Miles	Total Days	Total Miles
741	93,753	1,124	123,801	1,059	114,258
Insurance Claims Made					
Inc./ Days	Inc./ Miles	Inc./ Days	Inc./ Miles	Inc./ Days	Inc./ Miles
9.4/ 1000 days	7.5/ 100k miles	3.56/ 1000 days	3.23/ 100k miles	4.7/ 1000 days	4.4/ 100k miles
TOTAL INJURIES		TOTAL INJURIES		TOTAL INJURIES	
0		0		0	

Note: this table relates only to the primary hire vehicle provider.

University Vehicle Fleet

Campus Services is the single largest vehicle operator at the University, operating 35 road-going vehicles in 2023/24. The remaining Colleges and Professional Services operated a further 9 vehicles (this excludes the Students’ Union).

These **44** University owned/ leased vehicles travelled **147,279** miles during the year.

Insurance Claims (all vehicles hire and fleet)

During this period, **13** vehicle insurance claims were made, 7 of these for university fleet vehicles and 6 for hired vehicles used for University business.

11 of the 13 claims related to damage whilst the vehicle was left unattended (6 of these involving wing mirrors on fleet vehicles that were damaged

<sup>7</sup> Using total incidents (5) per **hire days and mileage** for one (hire) vehicle provider, Aberconwy Car Hire

during a single overnight vandalism incident). 1 claim was for vehicle damage after a driver clipped a wall whilst reversing. The other to repair general wear and tear on the return of a hire car.

No persons were hurt as a result of the 13 incidents and no other injury was reported due to vehicle use on University business.

**Non-Insurance Incidents**

In addition to the incidents summarised above, there were a further 2 incidents involving the use of vehicles.

- University vehicle mirror struck by an oncoming vehicle, sustaining damage.
- University works vehicle reversed into an on-campus bollard, denting the rear doors of the vehicle.

**Students’ Union (SU) Vehicles**

The SU is a separate legal entity with different insurers. During 2023/24 the SU ‘owned/leased’ 7 vehicles: namely, 4 minibuses<sup>8</sup>, 2 MPVs 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 2023/24 cannot be established as the minibuses were returned to the lease company during the summer.

Total mileage for the 2 MPVs and 1 van was 16,841.

**SITE-MONITORING (CONSTRUCTION & MAINTENANCE)**

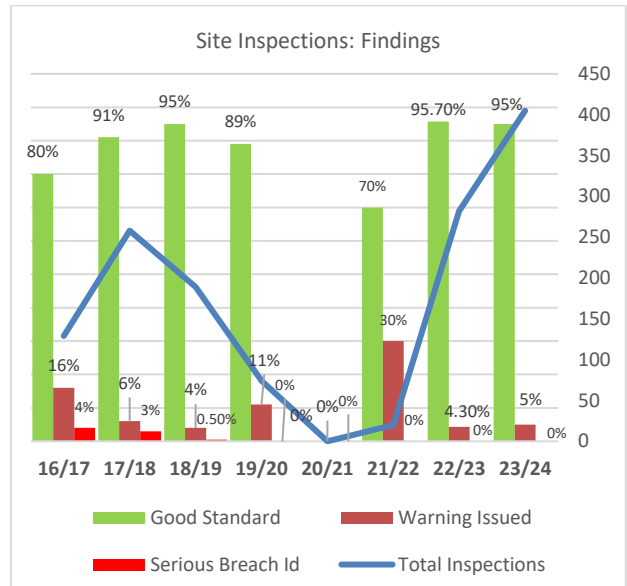
The number of inspections improved notably in this year, and no serious safety concern identified.

In addition to day-to-day supervisory management activity, Campus Services staff undertake formal Site H&S Site Inspections to confirm and monitor Contractors and University maintenance staff are working in a safe manner. In addition, the appointed Measured-Term Contractor undertakes Site Inspections of Contractor activities they engage or manage.

<sup>8</sup> Minibuses returned to the lease company during the summer

Inspections seek to confirm no person is placed at risk because of Campus Services Contractor or Maintenance activity.

During 2023/24 **405** formal site inspections were carried out, a significant increase on the 282 in 22/23.



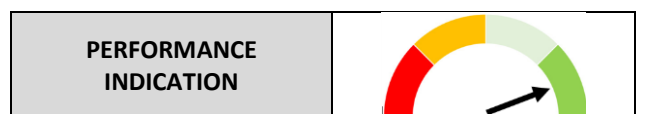
The above chart indicates the total number of Site Inspections carried out, and the % of these which observed a: Good Standard, Warning Issued, or Serious Breach Identified.

Contractors (companies) and in many cases their key supervisory staff, are also required to undertake a specific Campus Services safety and operating standards Induction, which would then be shared with Contractor’s own employees, and their sub-contractors.

During 2023/24, **220** Contractor Induction sessions were provided by Campus Services, a **55%** increase on the 142 provided during the previous year.

The numbers of inductions reflect both the pro-activity of Campus Services, and the number of new contractors engaged.

**6. HEALTH SURVEILLANCE**



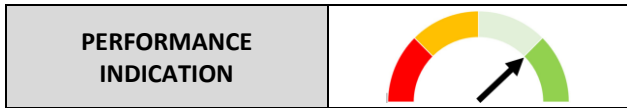
No adverse work-related health-impacts were identified.

Health Surveillance & Health Monitoring was undertaken for around **98** members of Staff to confirm work is not causing harm to their 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.

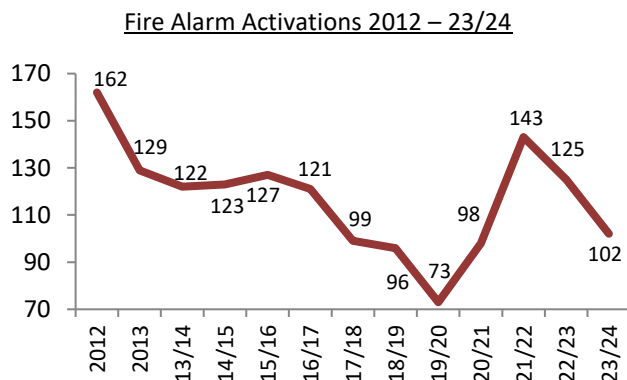
**7. FIRE ALARM ACTIVATIONS**



There was a notable reduction of ‘unplanned’ 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 2023/24 there were 102 fire alarm activations in University buildings, a **17.1%** decrease on the 125 in 2022/23.

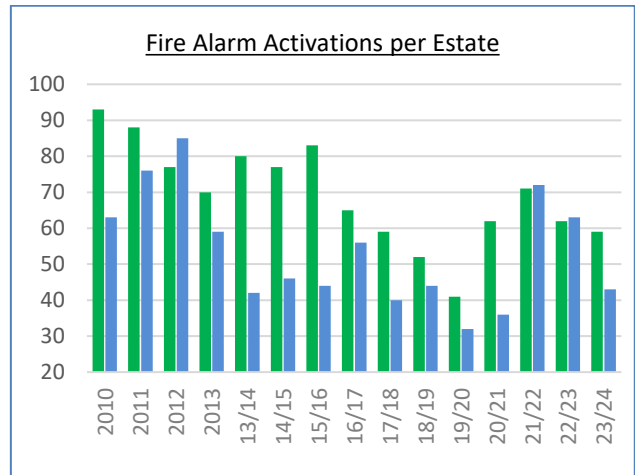


North Wales Fire & Rescue Service attended **30 incidents**, an increase on the 22 attendances in 22/23.

**26** of the incidents attend by the Fire & Rescue Service (*17 in 22/23*) were to Halls of Residences during the evening and early hours (8pm and 8am).

<sup>9</sup> Based on 4335 detectors in Halls

Total unplanned activations of fire alarms (102) are sub-divided to identify activation rates for both the Residential and the Academic/Admin estates.



— Halls of Residences  
— Academic & Admin

Fire alarm activations within Academic and Admin buildings decreased significantly to **43** in 2023/24, from 63 in 22/23.

Fire alarm activations within Halls of Residences decreased slightly to **59** activations, from 62 in 2022/23.

There were 3 malicious activations in 2023/24 (9 in 22/23).

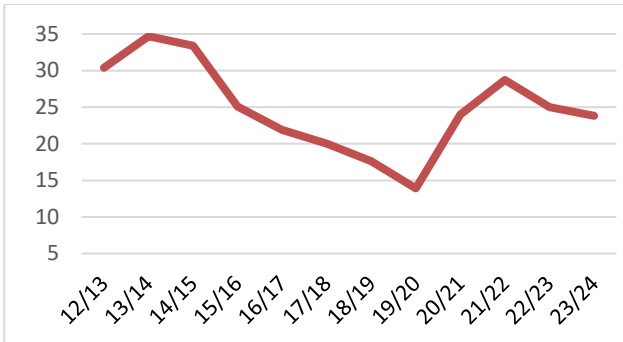
Fire alarm activations are further evaluated and reported per the number of Smoke/Fire Detectors in place and per the number of study bedrooms available for use. This provides an indicator of performance that is not directly impacted by increases in the number of detectors, or a decrease in student study bedrooms available.

Fire Alarm Activations per 1000 Detectors

Estate	23/24	Trend
Halls of Residences <sup>9</sup>	13.6/1000	Reduction
Academic & Admin <sup>10</sup>	9.3/1000	Reduction

<sup>10</sup> Based on 4630 detectors in Academic Buildings

Fire Alarm Activations per 1000 Study Bedrooms - Bangor<sup>11</sup>



15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24
25	22	20	17.6	13.9	24	28.7	25	23.8

\*National comparator data is no longer available.

**FIRES**

There were 2 fires. 1 was a small fire in College Park, where University Security staff attended and found two members of the public sleeping near the fire, which they had apparently started to keep warm. They were woken and the Fire Service called to extinguish the fire. The individuals were escorted from the park.

The second incident related to a member of the public who, on being told there was no room at the Management Centre, went out to the driveway and removed their trousers and set light to them. Management Centre staff extinguished the fire.

There were 9 (13) ‘near-miss’ fires, which are defined as an incident “involving only smoke and without flames”. 8 of these were in Halls, 6 because of cooking incidents and 2 were outside of Halls and were likely caused by placing a smoldering cigarette in an external bin. The 1 in Academic buildings was caused by burnt food.

**8. CIVIL CLAIMS (H&S / INCIDENT RELATED)**

In 2023/24 there were no settled Public or Employers Liability Claims during the year.

**9. WEBSITE STATISTICS**

In 2023/24 there were 23,897 (+22%) unique page views to the publicly available Health and Safety Webpages, with the top 4 most popular pages:

- Laser Calculators
- Risk Assessments
- Swimming
- Home page

In addition, there were 9,133 visits to the MyBangor H&S Webpages (9,013 in 22/23), which is only accessible to Bangor staff and students.

**End.**

<sup>11</sup> Based on 2471 study bedrooms