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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	01 November 2020	Agenda Item	2.5												
Report Title	Water Management Assurance Update														
Report Author	Des Keighan, Assistant Director of Operations – Estates														
Report Sponsor	Craige Wilson, Deputy Chief Operating Officer														
Presented by	Des Keighan , Assistant Director of Operations – Estates														
Freedom of Information	Choose an item.														
Purpose of the Report	Following Internal Audit's review of water management within the Health Board, this paper sets out to give an update on the steps that been taken to address the issues identified within the review.														
Key Issues	<p>Following Internal Audit's review of safe water management within the Health Board. The report sets out to provide assurance to the Health & Safety Committee that progress has been made in addressing these recommendations. The report goes on to flag other areas of concern associated with water management.</p> <p>Within the report it highlighted the following risks by category,</p> <table border="1"> <thead> <tr> <th>Priority</th> <th>High</th> <th>Medium</th> <th>Low</th> </tr> </thead> <tbody> <tr> <td>At time of Audit</td> <td>8</td> <td>5</td> <td>1</td> </tr> <tr> <td>Update</td> <td>4</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Detailed below is an update on the progress made on the recommendations that have yet to be closed down</p> <p>Recommendation 5 Committees with responsibilities for water safety oversight should:</p> <p><i>a) ensure that appropriate / periodic advisory support</i></p>			Priority	High	Medium	Low	At time of Audit	8	5	1	Update	4	1	0
Priority	High	Medium	Low												
At time of Audit	8	5	1												
Update	4	1	0												

	<p><i>has been obtained from a micro-biologist; Update: a Microbiologist is a named member of the water management group however the demands on the availability mean they are not always available to attend.</i></p> <p><i>b) The Water Safety Group should:</i></p> <p><i>i. meet quarterly in accordance with the Water Safety Policy; update: Meeting have been scheduled for the financial year</i></p> <p><i>ii. ensure required attendance (particularly by key members) unless a bona fide reason has been provided. Requirements should be reiterated to all members to ensure appropriateness of governance and be monitored and feed into the appraisal process to ensure individual accountability. (O) update: Every effort is being made to improve attendance but this is still a work in progress.</i></p> <p>Update: We have now held the first Water Safety Group in August 2020, at which discussions centred around Terms of Reference and attendees. Invitations are being sent to each of the Service Directors to send representation for future meetings.</p> <p>Recommendation 6 <i>The scope of management reports should be reviewed, including: - achievement of test / re-test targets - achievement of scheduled water related maintenance; - exceptional data (e.g. repeat failures / problematic outlets and tasks); and - hand-over certificates. (D). The format of the report was an agenda item at the last Water Management Group meeting it was agreed to look at what reports are in use in other Health Boards in Wales and these are due to be discussed and hopefully an format agreed at the next water management group scheduled for September.</i></p> <p>Update: This was discussed at the Water Safety Group. It was agreed that the ZetaSafe reporting system base reports would be used in the first instance, to provide assurance to the group. This discussion highlighted the lack of resources to complete all water tests and a separate paper is being developed to identify funding requirements to improve compliance.</p>
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Recommendation 10

A full review should be undertaken of the ZetaSafe system to:

a) ensure accuracy and consistency of data within the ZetaSafe system across sites (e.g. outlets with no data, and unacknowledged results); Update: A review of the Morriston Zeta safe system has been undertaken and is nearing completion. Once complete Zetasafe will implement consistent rules within the software.

b) ensure that all (and only) relevant assets are included within ZetaSafe (including new builds, and removal of disposed assets); and. Update: These will be updated on an ongoing basis noting that this will be an ongoing process.

c) confirm appropriate operation of system coverage and test selection (setting of system parameters etc.) informed by the new infrastructure risk assessments. (D) Update: A review of the Morriston Zetasafe system has been undertaken and is nearing completion. Once complete Zetasafe will implement consistent rules within the software to ensure parameters are set in accordance with Water Safety Plan.

Update:
Some work is still outstanding due to restrictions as a result of COVID-19 due to restricting access to contractors and these will now be progressed over the coming months.

Recommendation 11

Legionella sampling should be completed in accordance with the approved Water Safety Plan and/or risk assessments. produced to determine the testing requirements. (O) The Water Safety Plan has been updated to reflect our desire to move to regular testing for legionella and a new approach for approach was agreed in principle through the water safety group and the water safety plan amended accordingly. However, and still struggling to engage contractors to undertake the testing as PHLs are unable to provide the service.

Update:
PHLS stopped a lot of testing as a result of COVID-19. The Water Safety Plan has been updated to

reflect current practice of testing at least one area a month at the two main sites. The Health Board has developed a specification for legionella testing and it is hoped this will be advertised through Sell to Wales in November 2020.

Recommendation 12

A service level agreement / contract for water testing should be appropriately concluded. (O) Whilst we have now agreed a SLA for general water testing with PHLS this currently only provides for general water testing but with only limited legionella testing.

Update:

The Health Board has developed a specification for legionella testing and it is hoped this will be advertised through Sell to Wales in November 2020.

Overall we are making progress however there are still some areas of concern:

Water Risk Assessments

The Health Board engage the specialist contractor to undertake the water management risk assessments. Whilst there are completed water risk assessments for all the Health Boards' properties there is concern about the robustness of the reports.

Update:

The Health Board have finalised the specification and are looking to tender for these services in November 2020.

Legionella testing

Within the report it was highlighted the need to increase the Legionella testing however, changes in the Welsh Health Technical Memorandum for water safety has increased some of the frequencies of maintenance required on water management systems. The Department has already logged on its risk register the fact that does not have sufficient staff to support all this testing.

Appointment of RP & AP's

AP and RP's have undertaken water management update training and most have had formal interviews with the Authorising Engineer for Water from Shared Services. However, there are a couple outstanding but on hold due to COVID-19.

	<p>Drawings There are a number of areas within the Health Board where we do not have adequate service drawings, in particular the new HVS and CAB at Morriston Hospital and this is being pursued by Capital colleagues.</p> <p>Water Management Issues: There are a number of sites within the Health Board, specifically Morriston and Cefn Coed where we have clear water management issues, due to the lay out, age or use of the site. However, these are being addressed as the Health Board rationalises its Estate.</p> <p>The flushing of infrequently used outlets: It was the responsibility of Ward & Department managers to ensure that they ensure that outlets that are infrequently used are flushed on a daily basis. However, we were unable to demonstrate that this was being completed therefore the water management group has agreed that this will be carried out as part of Hotel services cleaning regime on ward areas.</p> <p>Update: The Water Safety Group asked that a Safety Information Bulletin be prepared around the flushing of infrequently used outlets for distribution within the Health Board.</p>			
<p>Specific Action Required <i>(please choose one only)</i></p>	<p>Information</p>	<p>Discussion</p>	<p>Assurance</p>	<p>Approval</p>
	<p><input checked="" type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>	<p><input type="checkbox"/></p>
<p>Recommendations</p>	<p>Members are asked to:</p> <ul style="list-style-type: none"> NOTE/Endorse <p>Items for information will not be allocated time for consideration within the Board/Committee meeting.</p>			

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input checked="" type="checkbox"/>
	Partnerships for Care	<input type="checkbox"/>
	Excellent Staff	<input checked="" type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
<i>(please choose)</i>	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input type="checkbox"/>
	Effective Care	<input type="checkbox"/>
	Dignified Care	<input type="checkbox"/>
	Timely Care	<input type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input type="checkbox"/>
Quality, Safety and Patient Experience		
Water management is covered by the health and safety executives L8 approved code of practice and is a statutory requirement ensuring we have safe water systems is of paramount importance.		
Financial Implications		
Changes in legislation mean there is a greater requirement to test and monitor water systems. The Department has highlighted the fact that it does not have sufficient staff to undertake all the checks in accordance with the new guidance however this has been placed on our risk register and discussions are ongoing with the director to try to secure additional funding to support water management within the health board.		
Legal Implications (including equality and diversity assessment)		
There is a legal requirement to ensure we have effective water management systems in place. The health board is aware there is room for improvement and is working to ensure it has effective systems in place.		
Staffing Implications		
A separate paper is being developed by the department reference the staffing requirements for the department moving forward.		
Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)		
The provision of safe water supplies is fundamental in the prevention of illness in patients and staff alike		
Report History		
Appendices		