

Sandwell and West Birmingham Hospitals

NHS Trust

Estate Major Projects Authority Committee Minutes

Venue Room 14, Education Centre,
Sandwell General Hospital

Date 7th December 2018

Members Present:

Mr R Samuda Chairman
Mr H Kang, Non-Executive Director
Mr T. Lewis Chief Executive
Ms D. McLannahan Acting Director of Finance

In Attendance:

Mr A. Kenny Director of Estates/NHP
Mr R Knight Finance/Midland Met
Project Team
Mr K Reynolds Estates/Midland Met
Project
Ms J Dunn Director of
Commissioning/Midland
Met Project Team

1. Welcome, apologies and declarations of interest	Verbal
No apologies were received.	
2. Minutes of the previous meeting	EMPA (12/18)001 RS3
The minutes of the meeting held on 26 th October 2018 were accepted as an accurate record.	
3. Matters arising (action log)	EMPA (12/18_002 RS
The actions were covered by papers on the agenda for this meeting or were not yet due.	
4. Strategic Board Assurance Framework	EMPA (12/18_003 TL
An update was given regarding the OBC – Trust has submitted the OBC and has been cleared by the NHS, DHSC & HMT. A redacted OBC will be in place by the end of January 2019.	
5. Risk register of “red” estate risks	EMPA (12/18) 004 AK
<p>R Samuda stated that the main purpose of the meeting today was to discuss the range of risks between now and 2023.</p> <p>Kevin Reynolds (KR) presented the Estates risk register and explained that the items were the current known risks but advised it should be noted that may be subject to change over time as new risks are identified, for example a change of legislation. KR advised that items highlighted in yellow had been further reviewed by his team and explained a rational for tolerating these during the timescales/period up to the opening of MMH.</p> <p>KR explained that the Risks identified excluded IT risks except those relating to power resilience, of a couple of data rooms.</p> <p>KR presented a range of Red risks.</p> <ul style="list-style-type: none"> Asbestos: KR confirmed the approach to maintaining Asbestos including containing materials in situ and wholesale removal was not advocated. There followed a discussion 	

as to whether there was sufficient budget available for removal associated with capital works and modifications. KR explained that generally where it is known through non-destructive surveys Asbestos containing materials are present a budget would be included in the relevant capital scheme.

- Fire Risk: KR briefly explained the risks associated with Fire and identified works required. These were identified as improvements to Fire Compartmentation and emergency lighting lifecycle replacements.
- Lifts: KR identified the requirement for a phased upgrade requirement for lifts in the Emergency Services Dept. At Sandwell and Theatre disposal lifts that were approaching the end of a life cycle or where parts could not be sourced.

D McLannahan raised the question of risk surrounding lift doors opening and the lift not being there as she had experienced this at a previous Trust. KR confirmed that they were regularly checked by the Lift maintenance contractor and independently checked by the Trusts Insurance inspector as part of the statutory inspections.

- UPS systems: KR explained that these were purely for life critical departments i.e. theatres and excludes I.T. The item identified was for installation of a UPS system in BMEC Theatres.
- Ventilation: KR identified the requirements to replace an air Conditioning Chiller on the Sandwell Theatre Complex and a scheme to update the Ventilation Systems in BMEC Theatres on the City Site.
- Pressure Systems: KR confirmed that the boiler house on the Sandwell Site was to be retained and required investment for hot well Storage Tanks and Blowdown vessels.
- Fabric: KR identified a number of schemes which would require investment in the building fabric and expected sums to maintain condition moving forward. Mr Lewis Requested a strategy be developed and presented on how fabric lifecycle issues are identified and addressed.

ACTION: Midland Met Project Team to develop planned preventative maintenance /lifecycle proposition to identify Fabric related issues.

Amber Risks

- KR presented a number of risks badged as Homes England on the City side. These risks related to the final disposal of the site and include engineering items such as provision of new Oxygen supplies rerouting of systems and physical separation of the site. Mr Lewis requested that further clarification was provided for these items

ACTION: Kevin Reynolds and T Lewis to go through the allocated figure for the car park boundary fence and other issues separately in order to clarify the sums.

- City site retained estate Building Management System. KR explained that the Building management system which controls heating ventilation and hot water in the City retained Estate is 15 Year plus Old and part are obsolete. As part of the, Sheldon and BMEC building management systems are 15 plus years old and becoming obsolete. They would require migration across from one system to another. KR confirmed that a new system had already been purchased and that all controls are to be migrated across to ensure

longevity of the site.

- Catering re-wire, it was suggested that this would be tolerated until the period after 2023.
- Theatres operation lights are towards the end of their life. Lifecycle, replacements for LED are planned.
- Isolation rooms within - none retained; estate critical care at City would be none compliant with current standards. It was agreed that there was a need to discuss this further with staff in the area prior to action between now and MMH.
- Medical gases. This was discussed and it was agreed that the reserve supply would need to be brought up to current standard.
- Nurse call within the main block at Sandwell - phased replacement has been undertaken on over half of these units. A potential smouldering or fire risk on the handsets has been mitigated by installing small fuses and a different power supply.
- Pressure systems require a life cycle replacement over the next four years. It was agreed that on duplex systems where a backup is provided this risk may be tolerated on the non-retained estate particularly in the year prior to the opening of MMH.

ACTION: KR and his team to identify opportunity where a back-up system is present to the pressure systems.

- Slips, trips and falls - holding pattern between now and 2023.
- Legionella and scalding risks - Chlorine dioxide added to the ward. It was confirmed that the current kit is due for lifecycle replacement.
- Legionella risk assessment is now due. Output of the risk assessment will drive actions contingency or figure likely to be required.

It was agreed that, in terms of getting on with the red risks, the funds are available for the work to continue and the Midland Met Project Team was encouraged to continue works as a matter of urgency, so that the benefits would be enjoyed for longer at the site.

ACTION: KR to amend the risk register to show risks at an elemental level and progress action to complete works associated with Red risks.

Definitive direction on the Amber items will be provided once IT risks are also considered.

OTHER ITEMS	
9. Meeting effectiveness / matters to raise to Trust Board	Verbal
The meeting was considered effective by committee members.	
10. Any Other Business	Verbal
No other items of business were discussed.	
Date & Time of Next Meeting	

PROPOSED: Friday 8th February 2019, 1400 – 1500, Education Centre, Sandwell General Hospital

Signed

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Date