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Health Board



<b>Meeting Date</b>	<b>05 July 2022</b>		<b>Agenda Item</b>	<b>3.3</b>
<b>Report Title</b>	<b>SIX FACET REVIEW</b>			
<b>Report Author</b>	Des Keighan – Assistant Director of Estates			
<b>Report Sponsor</b>	Darren Griffiths – Director of Finance and Performance			
<b>Presented by</b>	Des Keighan – Assistant Director of Estates			
<b>Freedom of Information</b>	Open			
<b>Purpose of the Report</b>	The report provides an update to the Health & Safety Committee on the progress of completing the Six Facet and Quality Review of the Health Board’s Estate.			
<b>Key Issues</b>	<p>The 6 Facet Review forms the ‘core’ Estates information required by HBN 00-08 (NHS EstateCODE) and is the basis upon which the Estates Strategy is meant to be founded. It provides the information necessary to base intelligent decisions about the future of an Estate.</p> <p>The prime purpose of carrying out a land and property appraisal is to help in the operational and strategic management of the Health Board Estate. The data provides indicative costs for the issues that need to be addressed. The output of the appraisal process is a snapshot of the condition of a Health Board assets. It is not a forecast, although the results can be used to estimate future deterioration of assets and thus the need for capital and revenue in the planning period, which may be 3–5 years or longer.</p> <p>The plan was to complete the review by the end of the financial year and currently we are on target to receive the Draft document for comment before the end of the April. There have been delays but work has been on going to get the completed reports for the end of the June 2022, which was the revised timeline.</p>			
<b>Specific Action Required (please choose one only)</b>	<b>Information</b>	<b>Discussion</b>	<b>Assurance</b>	<b>Approval</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Recommendations</b>	<p>The Health &amp; Safety Committee is asked to: -</p> <ul style="list-style-type: none"> <li>• <b>NOTE</b> progress in completing the Six Facet and Quality Review, which is currently slightly behind project timeline.</li> </ul>			

## SIX FACET REVIEW

### 1. INTRODUCTION

The Six Facet Review forms the 'core' Estates information required by HBN 00-08 (NHS EstateCODE) and is the basis upon which the Estates Strategy is meant to be founded. It provides the information necessary to base intelligent decisions about the future of an Estate.

The prime purpose of carrying out a land and property appraisal is to help in the operational and strategic management of the Health Board's Estate. The data provides indicative costs for the issues that need to be addressed. The output of the appraisal process is a snapshot of the condition of a Health Board assets. It is not a forecast, although the results can be used to estimate future deterioration of assets and thus the need for capital and revenue in the planning period, which may be 3–5 years or longer.

The plan was to complete the review by the end of financial year 2021/22. The plan has slipped slightly and the Health Board is currently expecting to receive the draft document for comment before the end of April 2022 this was received and we have been working with the company on the reports. We have revived the updated report for Morriston Singelton and were meant to receive the rest two week ago but there was an issue with the file sizes which resulted in the company sending the files on a fire stick due to arrive on the 20<sup>th</sup>.

### 2. BACKGROUND

The Health Board undertook a tendering exercise for the provision of a Six Facet Review and Quality Assessment at the end of 2021. Oakleaf Surveyors were appointed from the SBS Framework following this competitive tendering exercise. The tender included the completion of the review and allowed for a further deep dive to investigate utilisation issues once the initial review had been completed. It is envisaged that the report will identify the key risks within the Estate and provide costs to address these issues. It has to be noted, that whilst the survey will identify costs to address key areas of risk, it will not include the provision of any decant facilities and professional fees to support the completion of the works. The report will also highlight any specific issues with regard to compliance that need to be considered by the Health Board.

#### Project Overview

TASK	TARGET COMPLETION DATE	RESPONSIBLE OFFICERS	STATUS
Development of Six Facet Specification	October 2021	Des Keighan Simon Davies	Complete
Tender of Contract	November 2021	Des Keighan	Complete
Appointment of Contractor	December 2021	Des Keighan Simon Davies	Complete

TASK	TARGET COMPLETION DATE	RESPONSIBLE OFFICERS	STATUS
		Mark Gapper	
<b>Completion of Six Facet Review</b>	March 2022	Des Keighan	Complete
<b>Completion of a Quality Review</b>	March 2022	Des Keighan	Complete
<b>Submission of DRAFT Six Facet Review</b>	March 2022	Des Keighan	Complete
<b>Provision of Quality Review</b>	March 2022	Des Keighan	75% completed issues with access to certain clinical areas which have since been addressed
<b>Review information from Six Facet Review</b>	April 2022	Des Keighan Simon Davies Karen Stapleton Mark Parsons	This has been undertaken with revised documents due to arrive 20 <sup>th</sup>
<b>Present Final Six Facet Report to Space Utilisation Group</b>	July 2022	Des Keighan	
<b>Identify areas for Deep Dive on Space Utilisation</b>	April 2022	Space Utilisation Group	Areas in Primary care identified review being undertaken
<b>Deep Dive on Space Utilisation</b>	August 2022	Des Keighan	Slightly behind schedule due to some staffing issue in the department

### 3. GOVERNANCE AND RISK ISSUES

The Health Board had been criticised for a number of years for not completing a Six Facet Review of the Estate. This has been discussed at the Health & Safety Committee and funding had been identified in February 2020, with the intention of completing the review in 2020, however, due to the global pandemic the work was not progressed. The Health Board undertook a tendering exercise in November 2021 and Oakleaf Surveyors were successful in securing the work.

The review covers the Six Facets of core estates information; these being:-

**Physical condition:** The physical condition profile examines the building structure and fabric together with mechanical and electrical engineering installations. It identifies

what proportion of the building area is in a particular condition category which range from A, which is as new and can be expected to perform adequately to its full normal life to D operationally unsound and in imminent danger of breakdown. the aim is to maintain the estate in Condition B which is sound, operationally safe and exhibits only minor deterioration.

**Space Utilisation:** Seeks to identify how the estate is being utilised identifying space which is currently being underutilised.

**Energy:** The Energy Condition profile examines the building structure and fabric and services for energy efficiency.

**Statutory compliance:** Considers how the Estate complies with a range of statutory standards relating to Health Care and a number of non-statutory standards required by the Department of Health.

**Functional suitability:** The functional suitability analysis describes how effectively a site, building or part of a Building supports the delivery of a specified service, in terms of space relationships, services, amenity, location, environmental conditions and overall effectiveness.

The survey has been expanded to cover Equality Act 2010 & Disability Discrimination Act (DDA) Audit and Quality.

**Quality Audit:** Assesses of key areas: of the estates looking at Amenity – Does the building offer an attractive and pleasing area for staff and patients? Comfort Engineering – is it an acceptable environment? And Design – is it attractively designed?

**The Equality/Disabled Access Audit:** This identifies barriers to access. It provides an independent perspective, giving clear guidance on what is required to meet current legislation and provides a checklist from which the Health Board can identify the courses of action that are reasonably appropriate under current legislation.

#### **4. FINANCIAL IMPLICATIONS**

The cost of the review came in at £262,000 plus VAT, on top of this was a £14,000 cost to integrate the information collected into the existing Estates Management Software Systems. There was then an allowance of up to £100,000 to undertake the deep dive into space utilisation. Within the tender this was quoted for on a metre<sup>2</sup> cost which will allow the Health Board to specify which facilities it wants to review in further detail.

#### **5. RECOMMENDATION**

The Health & Safety Committee is asked to: -

- **NOTE** progress in completing the Six Facet and Quality Review, which is currently slightly behind schedule.

<b>Governance and Assurance</b>		
<b>Link to Enabling Objectives</b> <i>(please choose)</i>	<b>Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities</b>	
	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"/>
	<b>Deliver better care through excellent health and care services achieving the outcomes that matter most to people</b>	
	Best Value Outcomes and High Quality Care	<input checked="" type="checkbox"/>
	Partnerships for Care	<input type="checkbox"/>
	Excellent Staff	<input type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
<b>Health and Care Standards</b>		
<i>(please choose)</i>	Staying Healthy	<input checked="" type="checkbox"/>
	Safe Care	<input checked="" type="checkbox"/>
	Effective Care	<input checked="" type="checkbox"/>
	Dignified Care	<input checked="" type="checkbox"/>
	Timely Care	<input type="checkbox"/>
	Individual Care	<input type="checkbox"/>
	Staff and Resources	<input type="checkbox"/>
<b>Quality, Safety and Patient Experience</b>		
The report provides an update for the Estates Utilisation Task & Finish Group on the progress of completing the Six Facet and Quality Review of the Health Board's Estate.		
<b>Financial Implications</b>		
The cost of the review came in at £262,000 plus VAT, on top of this was a £14,000 cost to integrate the information collected into the existing Estates Management Software Systems. There was then an allowance of up to £100,000 to undertake the deep dive into space utilisation. Within the tender this was quoted for on a metre <sup>2</sup> cost which will allow the Health Board to specify which facilities it wants to review in further detail.		
<b>Legal Implications (including equality and diversity assessment)</b>		
There are no implications arising from the production of this report		
<b>Staffing Implications</b>		
There are no staffing arising from the production of this report		
<b>Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)</b>		
This report will provide the basis of the Health Board's long term strategy for addressing backlog maintenance issues for the Estate.		
<b>Report History</b>	n/a	
<b>Appendices</b>	None	