



Specialist Estates Services Notification 22/13

13 October 2022

For action by:

Directors of Estates and Facilities, NHS Health Boards and Trusts
Energy Managers, NHS Health Boards and Trusts
Transport/Fleet Managers, NHS Health Boards and Trusts
Decarbonisation Leads, NHS Health Boards and Trusts

For information only:

Chief Executives, NHS Health Boards and Trusts
Directors of Finance, NHS Health Boards and Trusts
Directors of Planning, NHS Health Boards and Trusts
Neil Frow, Chair of the Transport and Procurement Project Board,
Ian Gunney, Chair of the Buildings, Estates, Land Use and Planning Project Board

Copy to: Tony Chatfield, NWSSP Head of Logistics

Dear Colleague

DECARBONISATION: TRANSPORT TASK AND FINISH GROUP

Introduction

The Health and Social Care Climate Emergency National Programme Board approved a proposal at its meeting on 12th September 2022 to establish a Transport Task and Finish Group.

The Group's focus will be Electrical Vehicle Charging Infrastructure and the uptake of Low Emission Vehicles, as these initiatives offered the greatest carbon reduction potential of the 8 transport initiatives identified in the NHS Wales Decarbonisation Strategic Delivery Plan 2021-2030.

The purpose of this SESN is to seek nominations for membership to the Transport Task and Finish Group.

Background

A significant amount of work has already been undertaken within NHS Wales and the Welsh Government to start to address the target of net zero across the public sector by 2030.

However, currently the full benefits of collaboration across the Service are not being realised with too many teams working in isolation. Consequently, the Transport Task and Finish Group seeks to involve all interested parties to help develop *Once for Wales* solutions, where possible.

Further context is provided in Appendix 1: Proposal: HSC Climate Emergency - Transport Task and Finish Group.

Governance Arrangements

The Transport Task and Finish Group will be chaired by Neil Davies, Director NWSSP-Specialist Estates Services and NWSSP Decarbonisation SRO and involve representatives of NHS Health Boards and Trusts, Welsh Government and NWSSP.

The Transport Task and Finish Group will report to the Transport and Procurement and Buildings, Estates, Land Use and Planning Project Boards.

Action

Could you please nominate two representatives to attend the Transport Task and Finish Group. The nature of the tasks requires knowledge from specialists across estates, transport/fleet management, energy management and decarbonisation, so we would welcome nominations from these disciplines.

To complete the nominations please complete the Nomination Form in Appendix 2 and return to Suzanne Pullen (Suzanne.Pullen@wales.nhs.uk) by 21st October 2022.

The first meeting is planned for 9.30-12.00 Wednesday 16th November.

Yours sincerely,



NH Davies BSc (Hons), Dip Proj Man (RICS), MBA, MCIQB, FIHEEM
Director Specialist Estates Services
NWSSP Specialist Estates Services, 3rd Floor, Companies House, Crown Way, Cardiff CF14 3UB

Appendix 1: Proposal: HSC Climate Emergency - Transport Task and Finish Group.

Context

- On reviewing the Carbon Impact assessments of the 8 transport initiatives, we have identified those referencing installation of **Charging Infrastructure** and **uptake of Low Emission Vehicles** have:
 - the **highest carbon reduction potential** and
 - would impact on NHS grey fleet, non-emergency, and emergency response vehicles.
- With just under 90,000 staff in NHS Wales that could be engaged/incentivised, we see this as a **priority area to deliver**.
- During a Decarbonisation Action Plan review – NHS staff outside of the Transport and Procurement and Buildings, Estates, Land Use and Planning Projects were discussing implementation of Charging Infrastructure, and were not aware of the All Wales Approach underway via the programme.
- WGES – fleet reviews have also been conducted and no HBs or Trusts have responded to WGES or communicated how they will engage with the reports to implement any of the recommendations (not a 2-way conversation)

Issues/concerns

- That the 'appropriate' staff are not aware of or engaged in the HSC Climate Emergency Programme.
- That the 'appropriate' staff are not aware of the WGES fleet reviews conducted, and the support that they could provide HBs/Trusts to deliver recommendations/programme initiatives.
- Staff may not be aware of green initiatives/policies available to them.
- NHS Organisations are missing opportunities to collaborate and/or pool resources and expertise to move these challenging initiatives forward.

Recommendation/proposal

We propose setting up a Task and Finish Group To initially focus on the delivery of CI and LEV initiatives.

- To be owned by Specialist Estates, and chaired by Neil Davies
- Facilitated by WGES.
- The Group would consist of Energy, Estates and Fleet Managers/representatives from across all HB's.
- Any required **decisions would be escalated** to the Transport and Procurement and Buildings, Estates, Land Use and Planning Project Boards.

The Group would aim to achieve:

Engagement:

- of the 'right people' across the estate with WGES to support LEV uptake & CI delivery
- bringing them up to speed on work to date and the 'All Wales baseline'
- Identifying and overcoming barriers to delivery through collaboration and pooling resource and expertise.

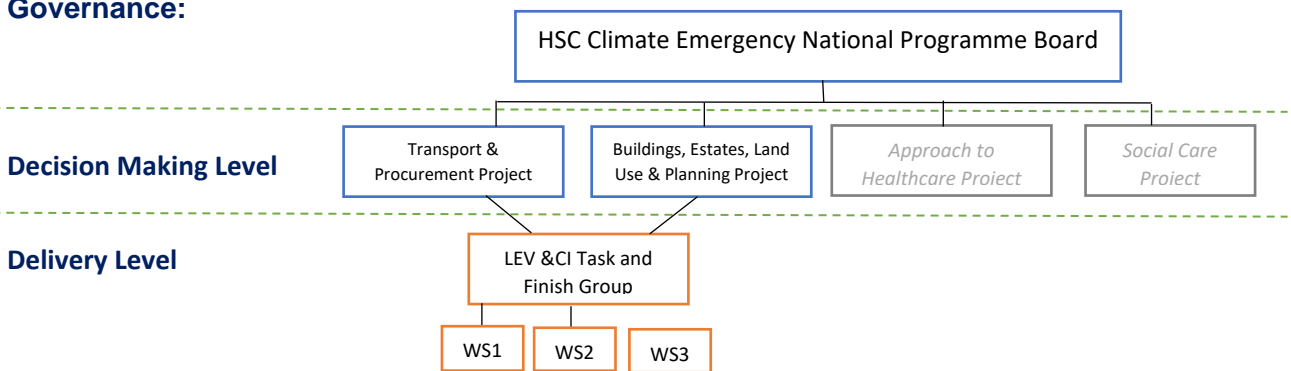
Development and delivery of:

- a ‘Best Practice Approach’ for EV Charging
- potential All Wales approach to purchase of LEVs/CI

- Proposed first meeting early Oct 22.
- Proposal to be taken to Transport and Procurement Project board for membership suggestions. (see annex)
- Proposal to be taken to Programme Board for decision on its establishment and membership. (see annex)

Initial Priorities:	Low emissions inc. Electric Vehicle and Charging Infrastructure (CI)
Chaired by:	Neil Davies, NWSSP (<i>currently lead on Best practice approach – as appointed by Neil Frow</i>)
Supported/facilitated by:	NWSSP SES staff, WGES and Maureen Potter & Rachel Gardiner from WG

Governance:



‘Workstreams’ in scope:	Membership of T&F Group:
WS1: NHS Fleet, staff, patient and visitor travel	Estates managers – All HB’s and Trusts (inc. <i>Blood service</i>) Fleet Managers – All HB’s and Trusts (inc. <i>Blood service</i>) Energy Managers / representatives - All HB’s and Trusts (inc. <i>Blood service</i>)
WS2: Non-Emergency Response Fleet	----
WS3: WAST Emergency Response Fleet – Rapid Response Vehicles excluding Ambulances	<i>This new approach – if agreed – may need Workforce Planning / Finance representation at Project Board level to take relevant decisions</i> <i>There may need to be the requirement to strengthen Estates representation at PB level</i>

Finance and Resource

- The Task and Finish group will function within existing resource and within existing financial budgets.

LEV&CI specific Initiatives: Mapped against 'in scope' workstreams and 'functions' required to deliver

In.	Description	Work-streams			Areas/Functions required to deliver initiative				
		1	2	3	T&F Group			Project Board	
					Energy	Estates	Transport	Policy	Finance
17	Develop a best practice approach to EV charging, procurement and car park space planning.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
14	Install electric vehicle charging points in new developments beyond minimum requirements, and future-proof new car parks by installing infrastructure to enable straightforward installation of future charging points.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19	All new cars and light goods fleet vehicles procured across NHS Wales after April 2022 will be battery-electric wherever practically possible. In justifiable instances where this not suitable, ultra-low emission vehicles should be procured.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20	All new medium and large freight vehicles procured across NHS Wales after April 2025 will meet the future modern standard of ultralow emission vehicles in their class		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21	All Health Boards and Trusts will appraise the use of staff vehicles for business travel alongside existing pool cars. Health Boards and Trusts will update their business travel policies to prioritise the use of electric pool cars, electric private vehicles and public transport	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

WAST LEV&CI Specific Initiatives

In.	Description	Workstreams			Areas/Functions required to deliver initiative				
		1	2	3	T&F Group			Project Board	
					Energy	Estates	Transport	Policy	Finance
22	The Welsh Ambulance Service NHS Trust will continue to develop their electric vehicle charging infrastructure network plan for the existing NHS Wales estate to facilitate the roll out of electric vehicles.			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
23	The Welsh Ambulance Service NHS Trust will aim for all rapid response vehicles procured after 2022 to be at least plug-in hybrid EV, or fully battery-electric in appropriate locations.			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
24	The Welsh Ambulance Service NHS Trust will actively engage with vehicle manufacturers for research and development of low carbon emergency response vehicles and report annually, with the ambition to operate plug-in electric, or alternative low carbon fuelled, emergency ambulances by 2028.			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Although WAST have 3 specific initiatives and differing requirements to Health Boards and Trusts we would recommend they are invited as 'Members' to the Task and Finish Group as discussion / presentation / decisions may impact on their deliverables. They will be offered agenda items to catalyse the delivery of their initiatives.

For information, WAST are represented on the Transport and Procurement Project Board, and WAST are working with The Energy Service who are going to support delivery of their initiatives in addition opportunities afforded by the Task and Finish group activity.

Cross Policy Working

Welsh Government will ensure the Transport Task and Finish Group are engaged with relevant organisations/policy areas to support development of delivery options including (but not limited to):

- WG All Wales Electric Vehicle & Charging Infrastructure Strategy Group
- Hydrogen Working Group
- Transport Strategy Staff
- Local Authority working Groups
- The Energy Service

Scope and Outputs / Next Steps of the Transport Task and Finish Group

Scope and outputs of the Task and Finish Group will need to be further defined as a fuller understanding of the baseline position and initiatives is determined, and potentially as a result of discussion with the Energy Service.

For example:

- Is Non- Emergency Patient Travel within scope?
- Development of a delivery plan? Will the group develop a fully costed transition programme (within existing budgets) that if an all-Wales Approach to procurement of LEV's is taken?

Annex

1. Proposal to be taken to Transport and Procurement Project board for membership suggestions.

The Proposal was taken to the Transport and procurement project Board on 6th Sept 2022. Whilst there was overall agreement for the establishment of the Group, WAST raised concerns:

- that the Trust should potentially be a co-owner in order to support the delivery of their specific initiatives.
- that the group might only provide a '10 minute opportunity to feed back on their work to date each month' – thus not being a proactive use of time/resource. RG explained that WAST would be invited to lead agenda items/request actions to support the delivery of their initiatives at group meetings, and that the Group would not be a 'feedback session' and the focus will be on delivery.

WAST are in scope of the group and should be invited. The Programme Team would suggest that if after the first session WAST want a different role or engagement this should be discussed. RG will set up a check-in meeting with them after the first session.

No recommendations were made for membership by the group.

At a recent Decarbonisation Action Plan review meeting the following people contacted me for involvement in delivery of the Transport initiatives. The Task and Finish group potentially being the correct 'level' for engagement?

- Anthony Fenn – Powys – Anthony.Fenn@Wales.nhs.uk
- Joanne Jones - SBUHB - Joanne.Jones12@wales.nhs.uk
- Steve Bonser – ABUHB – is currently a member of the Project Board – But he may wish to be invited to the T & F Group?
- Nicci Stephens and Joanne Williams attended the last Project/Programme Board on behalf of Chris Turley. They may wish to be invited to the T&F group?

2. Proposal to be taken to Programme Board for decision on its establishment and membership.

The Proposal was raised as part of the Transport Deep Dive presented to the National Programme Board on 12th September. There was broad agreement and support for the task and finish approach presented. The Board also agreed with the preliminary focus on installation of charging infrastructure and uptake of Low Emissions Vehicles.

In response to the presentation the following points were made:

- Any task and finish group needs to be delivery focused, clearly defined, complement (not duplicate) existing groups, and be time limited and disciplined on finishing the task set. Specific reassurance was given that the Task and Finish Group would sit alongside the All Wales Transport Group and not duplicate it.
- There was broad consensus that the governance set out in the slides was appropriate, with decisions being escalated to the relevant Project Boards to make recommendations to the Programme Board.

- It was also recognised that participating organisations will need to continue to manage their resources as they see fit.
- Jane Forshaw noted the parallel with Local authorities also working on these issues and that WGES are assessing the appetite for collaboration on procurement – to be incorporated into the Task and Finish Groups workplan.
- Huw Brunt noted the significant overlap with air quality policies.

Appendix 2

Transport Task and Finish Group Nomination

Please confirm up to 2 nominations

Organisation	Name	Position	E-mail

Proposer:

Signed:

Please return your nomination by Friday 21st October to Suzanne Pullen, Business Support Manager, Specialist Estates Services, NHS Wales Shared Services Partnership, via email at suzanne.pullen@wales.nhs.uk