

## Initial Penally Site issues and recommendations (post site assessment 18<sup>th</sup> September 2020) – version 1.0

Issue	Situation	Recommendation
Risk assessment	<p>Not yet seen the MOD risk assessment that was used to determine capacity and the 250 bed number.</p> <p>Please find attached our Covid risk assessment. Together with evacuation plans and fire plans.</p>	<p>Forward on COVID-19 risk assessment completed by MOD for understanding and comment. Significant issues were picked up during the visit that might impact and reduce numbers. Please also share your evacuation and fire plans.</p>
Covid 19 escalation planning	<p>No evidence of how site or accommodation would be managed in the event of suspected or confirmed symptoms.</p> <p>Please see our Covid risk assessment. The officer's rooms will be used for anyone displaying symptoms or tested as positive. Portable toilets and showers have been ordered to prevent the need to share facilities. The Home Office have an isolation unit available in London, with suitable transport arrangements for symptomatic/positive cases.</p>	<p>Work with Hywel Dda Health Board and PHW Specialist Health Protection Team to identify process for managing accommodation to include; defining households, allocation of toilet/ shower facilities to bunks, protocols for dining (separate canteen/ meals to bunks). The PHW Specialist Health Protection Team will be drafting a Communicable Disease Plan for the Penally Site early next week.</p>
Covid 19 escalation planning	<p>Need to plan how testing will be carried out for symptomatic individuals, to include the arrangement of tests.</p> <p>Were going to link in with local health team re testing or call the NHS testing line to arrange for a test, if required. Suitable areas for immediate isolation have been identified on site and we will conform to the requirements of the Communicable Disease Plan</p>	<p>Identify an area within the site where testing could be carried out safely if required, and processes to follow should symptoms be reported. This will also have to form part of the Communicable Disease Plan for the Penally Site.</p>
Covid 19 escalation planning	<p>Need to identify accommodation for those who are positive/ symptomatic</p> <p>the self contained officer's rooms have been put aside for anyone who is displaying symptoms or has tested as positive. Meals will be delivered to them, extra toilets and showers have been ordered to prevent sharing and we have the isolation unit in London of required.</p>	<p>Use building 83 with individual rooms, allocated toilet and showering facilities. This will also have to form part of the Communicable Disease Plan for the Penally Site.</p>
Covid 19 escalation planning	<p>Bunks have multiple rooms which are separated but share access with common communal passing and touch points (door handles, light switches, coat hangers for clothing).</p> <p>No room will accommodate more than 6 people. Each room will be treated as a bubble in this case.</p>	<p>85, 201-205 and 210 need to be determined whether they will be classed as single households or separate. Potential capacity reduction of -12. See comment re Risk Assessment.</p>

Infection control	<p>Environment is poor, difficult to keep clean at enhanced level. Cleaning contract only covers communal areas.</p> <p>the managing agent has a cleaning rota with products for each part of the camp kept separately – cleaning plans and SOPs will be forwarded under separate cover.</p>	Share cleaning plans for site communal areas. Ensure that there are cleaning inventories which will not be used across green/ red households.
Infection control	<p>Huts/ Bunks are not compliant with social distancing (over 6 beds in some of the rooms).</p> <p>Screens are being erected in rooms – 25 are ready at the moment – work is ongoing. No more than 6 people will be accommodated in a room.</p>	Blocks 83, 212, 221W, 221E, 222 reduced to 6 beds (-18 site capacity). Review of other 6 bed accommodation to ensure adequate social distancing can be maintained. See Risk Assessment comment.
Infection control	<p>Showers/ toilets are shared, making it difficult for 'households' to remain separated.</p> <p>Extra toilets and showers have been ordered and will be placed next to each block to prevent the need to share. Sinks have been blocked out as required.</p>	Allocate red and green shower/ toilet blocks for each set of accommodation. Block out middle sinks/ toilets/ showers to maintain social distancing.
Infection control	<p>Lack of signage throughout site to inform of social distancing (posters, floor markings, 1 way routes, etc).</p> <p>Posters have been put up and one way system is marked on the floor in all communal areas.</p>	Use pictorial signage available from PHW to display throughout site and floor markings in communal areas.
Infection control	<p>Lack of hand sanitiser, wipes available throughout site in both communal and bunk areas. This is particularly a concern in bunk houses with no handwashing.</p> <p>Hand sanitisers dispensers have been put in place around the site.</p>	Install hand sanitisers at each bunk house, and ensuring it is available in communal areas. Install Clinell wipe dispensers in canteen areas for people to clean tables before/ after eating and using shared surfaces such as tables in bunk houses.
Infection control	<p>Induction materials for people housed at Penally is in the 10 most common language.</p> <p>Our briefing pack will be translated into top 10 languages. Clear voice interpreter service is available during induction and whenever required.</p>	Provide contingency arrangements to ensure that induction information is accessible for all.
Infection control	<p>Laundry machines on site are communal for surrounding bunks to use, which could result in shared laundry being put together.</p> <p>Use of laundry will be allocated times per room/ block.</p>	Provide algeaseal bags to ensure that people can maintain their own laundry hygiene.

Medical facilities	3-4 rooms, no equipment, poor facilities.  Bench seating is being removed.	Remove bench seating to improve social distancing for waiting, reduce access to building so Hywel Dda Health Board can provide equipment and store securely.
Medical facilities	Need for phone access to service users and remote device with camera for video consults  We have the use of internet and tablets for calls to local health services as well as mobile phones.	Allow installation of Hywel Dda Health Board IT infrastructure.
Medical facilities	Lack of clinical waste storage or disposal visible. Lidded bins and clinical waster bags are on order.	Supply clinical waste collection points.
Medical facilities	Need to avoid lone-working, chaperone required.  Site is fully 'manned' 24/7 – Chaperone can be provided	Ensure that there is a member of support staff available to chaperone appointments.
Medical facilities	Welsh Ambulance Service Trust and Out of Hours need to know site layout in the event they are required to attend. This might occur during night-time hours – see comment below) – Please provide contact details or forward on as required.	Share site layout with 111/ WAST so they understand site layout, parking arrangements, etc.
Environmental considerations	Unclear about the site lighting functionality and whether there are gaps in the lighting system. This is more profound as the paths around bunkhouses are made of poured concrete and are stepped, uneven or damaged in places. Lighting is sufficient.	Test the lighting to ensure that should 999/ 111 need to attend out of hours they are able to safely move around the site.
Environmental considerations	Art work in kitchen dining area depicts scenes of a military nature or could be deemed as offensive. The art work referred to has been removed.	Remove existing artwork from walls which could offend.

Schematic *NOT TO SCALE*  
Penally Training Camp



