

HEALTHCARE IMPROVEMENT SCOTLAND – ADAPTATION PLAN

CLIMATE HAZARD	ASSETS AT RISK	POTENTIAL IMPACT	MEASURES INTRODUCED
Higher average temperature and extended periods of hot weather (including heatwave)	HIS has restricted window openings and the inability to open external doors to increase air flow. Air Conditioning systems may struggle to cope with a rise in ambient outdoor air temperature.	Staff may become unwell if the temperatures soar to an unacceptable level. Air Conditioning system may fail if unable to cope with the required level of cooling due to external temperatures.	Additional breaks and encouragement to increase fluid intake should form a part of implemented local arrangements for impacted staff. Staff are now equipped to work from home and therefore they have the opportunity to do and therefore the risk would be significantly reduced based on the assumption they would work from home where they could ventilate their working area.
Higher average temperature and extended periods of hot weather (including heatwave)	The temperature of the incoming mains water may increase leading to the risk of microbial growth in the water system.	Staff may become ill if exposed to microbial growth in the water system.	Regular flushing is conducted on all sites currently. We have Business Continuity arrangements in place for the loss of water. We also have the option to close sites and instruct staff to work from home or other NHS locations.
Higher average temperature and extended periods of hot weather (including heatwave)	The effective running of the air conditioning units.	There is a risk that an increased demand on air con units will increase running cost of utilities and reduce the lifespan of the components. This may incur additional reactive and replacement costs.	Planned preventative maintenance ensures that HVAC systems are maintained to the best of their ability.
Higher average temperature and extended periods of hot weather (including heatwave)	Staff and Contractors Welfare	There is an increased risk of dehydration / heat exhaustion when working in restricted warm environments such as server rooms and meeting rooms.	Contractors should provide risk assessments for any tasks to be undertaken. During extended periods of hot weather, this should be addressed in the risk assessment. Staff can refer to HR policies for further information.

Higher average temperature and extended periods of hot weather (including heatwave)	Staff Welfare	There is no upper limit on the heat in which you work within a workplace. The physical working environment could be detrimental for the people working in buildings, whereby we are restricted by humidity levels, temp & building controls.	HIS currently have Staff Instruction plans for adverse weather but this doesn't specifically mention extreme heat though it covers the other end of the spectrum looking at cold weather. There are HR policies that can be referred to.
Higher average temperature and extended periods of hot weather (including heatwave)	Site Access - Roads	There is a risk of roads melting due to extreme high temperatures which would have an impact on staff accessing the sites, contractors delivering essential services and the delivery of essential supplies.	HIS are tenants of our main sites and therefore rely on the landlord undertaking regular site inspections and rectifying any issues identified.
Higher average temperature and extended periods of hot weather (including heatwave)	Financial Impacts	Extended periods of high temperatures would have a financial impact caused by the extra running of air conditioning systems and cooling fans.	Regular maintenance of the Air Con system should prevent any failures in the use of the system when required. Staff have the option to work from home. This would only influence staff whose roles required them to be in the office. In these circumstances additional methods would be introduced to make the working environment comfortable. During the recent refurb of one of our major bases there was new plant, air conditioning and a building management system put in place.
Extended periods of dry weather and drought	Drinking Water Supplies	There is a risk that water supplies for drinking are reduced or unavailable at offices due to drought and diversion of essential supplies to critical sites.	Office sites can be closed with staff instructed to work from home. For those who need to be in the office several suppliers can be used to purchase bottled drinking water and other goods to make the working environment more comfortable.
Extended periods of dry weather and drought	Water Systems	There is a risk that water to flush systems is not available increasing the risk of water borne pathogens such as legionella and pseudomonas creating a potential H&S risk for staff.	Regular flushing is conducted on all sites. We have BCP arrangements in place for the loss of water. Office sites can be closed and staff instructed to work from home.

<p>Heavy downpours and driving rain (includes changes in moisture content of air and soil)</p>	<p>Staff Welfare</p>	<p>There is a risk that driving rain makes travel more hazardous for staff accessing their workplaces or attending other sites. There is an increased likelihood of flash flooding in some areas which impacts local transportation routes impacting the availability of public services. For those driving there are additional safety risks around safe driving in challenging conditions where an increase of surface water increases skidding risks. There may be more frequent road accidents as reduction in public transport increases road traffic when conditions are hazardous.</p>	<p>Staff are encouraged to avoid travel and work from home where impending weather conditions increase the risk. Where we have staff that are critical for site attendance and cannot attend due to lack of public transport, contingency measures will be applied, first reviewing remaining cover and those who can attend.</p>
<p>Heavy downpours and driving rain (includes changes in moisture content of air and soil)</p>	<p>Staff Welfare</p>	<p>There is a risk that staff accessing our premises will be exposed to extreme weather and there is an increased risk of slips and trips due to wet surfaces at entrances and walkways in buildings. An additional risk of slips trips and falls occurs where there is water on the floor from umbrellas or wet clothing in areas of the buildings.</p>	<p>Mats at entrances are utilised across estates to avoid wet floors. Clear signage and warning signs add to staff awareness or risk. As tenants of the buildings this risk is managed by the landlord.</p>
<p>Heavy downpours and driving rain (includes changes in moisture content of air and soil)</p>	<p>Contractors or Delivery Drivers</p>	<p>Flooded roads and surface water may limit or delay deliveries of food, post/parcels, fuel and essential supplies.</p>	<p>HIS holds a supply of essential supplies. In the event of a shortage BC arrangements would be referred to for instruction.</p>
<p>Cold spells (including frost, snow and ice)</p>	<p>Staff, Contractors, and Delivery Firms</p>	<p>Snow and ice could reduce access to site for staff, and essential deliveries.</p>	<p>Staff can refer to the staff instruction policy and we are fortunate enough that all staff are equipped to work from home and only a minority are required to undertake tasks onsite.</p>
<p>Cold spells (including frost, snow and ice)</p>	<p>Emergency Services</p>	<p>Snow and ice could reduce access to site for emergency services in the event of a fatal incident, fire or medical emergency.</p>	<p>HIS currently do not have arrangements in place to mitigate this risk.</p>

Cold spells (including frost, snow and ice)	Water Supplies	Possibility of burst pipes.	Buildings have been designed to accommodate a range of temperatures. As tenants of both our main sites this risk would be passed to the landlord.
Cold spells (including frost, snow and ice)	Electrical Supplies	Snow and ice may cause disruption to the electrical supply network.	We also have emergency lighting which lasts for 3 hours within the building, and this would allow staff evacuation to take place safely. We also have EVAC chairs for staff or visitors with reduced mobility that would allow them to be evacuated if the lifts stopped working. Staff can also work from home and would be asked to evacuate the building safely and make their way home.
Cold spells (including frost, snow and ice)	Staff Welfare/Availability	Staff may be unable to access site due to adverse weather causing transportation issues caused by cancellations or unable to attend work due to caring responsibilities if, for example schools are closed.	Staff can refer to the staff instruction policy and we are fortunate enough that all staff are equipped to work from home and only a minority are required to undertake tasks onsite.
Cold spells (including frost, snow and ice)	Essential supplies for office	There is a risk that transport routes for HGVs may be impacted. There is a risk that essential supplies for offices dwindle if there is prolonged impact from extreme cold weather events (this is somewhat mitigated by reduced staff presence on sites respectively, reducing demand).	Sites currently hold quantities of supplies to last over specific periods of time, reducing the impact of any supply shortages. Reduced staff on site will additionally reduce the demand and impact.
Cold spells (including frost, snow and ice)	Staff	There is a risk that extended periods of cold weather with accumulations of snow and ice, cause snow / ice to fall from buildings onto persons accessing site / car parks. Heating systems may struggle to maintain optimum temperatures in buildings. Risk of slips and trips may increase from icy surfaces. Staff with underlying health conditions and/or reduced mobility may be impacted by extreme cold weather as well as those transitioning from warm buildings to an extremely cold environment.	Paths and car parks are gritted in the event of cold weather occurrences. Heating systems currently maintain suitable temperatures, however, can be slow to build temperature at the beginning of the working week. In the event of extreme cold weather, staff are advised to work remotely where possible and only travel to the office where necessary.

Cold spells (including frost, snow and ice)	Staff Welfare	There will be additional financial costs due to prolonged periods of cold weather as the heating will be used more often and it may struggle to perform at a constant level. Causing additional costs for repairs, temporary heaters etc.	HIS are fortunate enough that all staff are equipped to work from home and only a minority are required to undertake tasks onsite therefore the additional costs should be minimal and affordable.
Combined climatic effects (including storms, high winds, lightning, fog, mist and low cloud)	Staff Welfare	For staff who must travel to work there is a danger to their welfare from road closures caused by storm damage, falling debris, lack of visibility and cancellation of public transport. All our staff have the flexibility to work from home during severe weather. However, some services require staff to be on site to deliver essential services.	HIS is fortunate enough that all staff are equipped to work from home and only a minority are required to undertake tasks onsite therefore the additional costs should be minimal and affordable.
Combined climatic effects (including storms, high winds, lightning, fog, mist and low cloud)	Internet, Telephones and Electrical supplies	Loss of telephony services or the external electrical network due to storm damage or lightning strikes. Lack of electricity would make it impossible for staff to carry out their work functions.	Staff have all been issued with mobile telephones, emails and can work remotely. The laptops allow staff to work remotely with access to network drives.
Combined climatic effects (including storms, high winds, lightning, fog, mist, and low cloud)	Building structure	Buildings may be damaged by high winds, lightning strikes or flying debris.	Buildings have been designed to accommodate a wide range of weather events.