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|  <p>GIG CYMRU NHS WALES Iechyd Cyhoeddus Cymru Public Health Wales</p> | <p>Name of Meeting Board Date of Meeting 26 March 2026 Agenda item: 4.6</p> |
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| Annual Review of Estates | |
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| Executive lead: | Angela Williams – Executive Director of Operations and Finance |
| Author: | Neil Desmond – Head of Estates and Health & Safety |

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| Approval/Scrutiny route: | N/a |
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| <p>Purpose</p> <p>The purpose of this paper is to provide a high-level overview of the configuration of the Public Health Wales estate, including sites which are not Public Health Wales managed sites.</p> |
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| Recommendation: | | | | |
| <p>APPROVE <input type="checkbox"/></p> | <p>CONSIDER <input checked="" type="checkbox"/></p> | <p>RECOMMEND <input type="checkbox"/></p> | <p>ADOPT <input type="checkbox"/></p> | <p>ASSURANCE <input type="checkbox"/></p> |
| <p>The Board is asked to:</p> <ul style="list-style-type: none"> Consider the content and overview provided in the paper. Take assurance on the management of Estates within the Organisation. | | | | |



Link to Public Health Wales [Strategic Plan](#)

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

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| Strategic Priority/Well-being Objective | 4 - Delivering Excellent Public Health Services |
| Strategic Priority/Well-being Objective | 5 - Supporting a sustainable health and social care system |

Summary impact analysis

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| Equality and Health Impact Assessment | Not applicable |
| Risk and Assurance | Not applicable - Paper for Information Only |
| Health and Social Care (Quality and Engagement) (Wales) Act | Not applicable - Paper for Information Only |
| Financial implications | Not applicable - Paper for Information Only |
| People implications | Not applicable - Paper for Information Only |



1. Purpose / situation

The purpose of this paper is to provide a high-level overview of the configuration of the Public Health Wales estate, including sites which are not Public Health Wales managed sites.

2. Background

Public Health Wales NHS Trust’s estate is dispersed across Wales and has properties of various ages and in variable conditions. The configuration of the estate is complex and comprises of three types of accommodation – administrative, screening centres and laboratories. This paper provides a narrative overview of the estate.

3. Description/Assessment

OFFICE ACCOMMODATION PROFILE

Public Health Wales NHS Trust estate is dispersed across Wales and has properties of various ages and in variable conditions. The configuration of the estate comprises of three types of accommodation – administrative, screening centres and laboratories.

These break down of these three types of sites is shown in the table below.

| Site type | No. | Static Sites |
|---|--|--|
| Administrative sites | 11 | <ul style="list-style-type: none"> • Capital Quarter 2 • Matrix House, Swansea • Seasons House, Ewloe • Clwydian House, Wrexham • DESW Main Office, Pontypridd. |
| Screening Sites (Breast, DESW, AAA Newborn Hearing) | 8 Static sites 11 Mobile units (BTW only) | <ul style="list-style-type: none"> • BTW Llandudno • St David’s Park (DESW) Carmarthen • BTW Wrexham • BTW, Swansea • BTW, Cardiff |

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| Joint Screening and Administrative sites | 4 | <ul style="list-style-type: none"> • Llys Castan, Llandudno • Magden Park, Llantrisant (RCT) • Kimberley House, Cardiff • Rhos House, Mountain Ash (RCT) |
| Laboratories | 12 | |
| Other | 1x Garage for DESW van storage | Garage - DESW Main Office, Pontypridd. |
| Other non-screening sites / non PHW sites | 18 sites <ul style="list-style-type: none"> - 17 Newborn Hearing sites located at Health Board Hospital sites. - 1 x Congenital Anomaly Register and Information Service | |

Of all the sites listed above the organisation is responsible for ensuring their safe operation and compliance with statutory and regulatory requirements and for health and safety arrangements at fifteen static sites only. These are five administrative sites; five screening sites; four joint screening and administrative sites and one garage unit.

All fifteen sites are occupied under a variety of tenancy arrangements which included ownership, formal leasing, memorandum of terms of occupation (MOTO) and Service Level Agreements (SLA).

In addition, we have eleven breast screening mobile units. These units are of two different designs, and for the purpose of the organisation's compliance reporting one unit of each design is included as a separate site. This brings the total of sites reported on for the purposes of the quarterly health and safety report to seventeen.

Details are provided below of these key properties, highlighting occupancy / tenancy arrangements, rental costs, number of staff registered as based at the specific site and confirmation of the responsibility for the managements of the site's conformity with compliance arrangements and health and safety management of the site. In addition to the fifteen sites, the organisation also has staff working from two sites for which we do not have any site responsibility for. This arrangement is to allow for hot desking at Cwmbran House, Mamhilad Pontypool – this is an NHS Wales Shared Services managed building. And for staff to hot desk at a public sector building in Carmarthen following the closure a number of years ago of the administrative site at St Davids's Park. Details of both are below.

Both sites are included in the eleven administrative sites in the table above.

Overview of Administrative Accommodation sites

No2 Capital Quarter, Cardiff:



No2 Capital Quarter was built in 2016, and we relocated here from twelve sites across the Southeast Wales as part of the Our Space Programme in August 2016.

We have a tenancy agreement in place for the occupation of floors 3,4,5 and 6.

Following a redesign by the Estates and Facilities team in 2024:

- Floor 3 - is now predominantly meeting rooms and an open events space.
- Floor 4 - is an open plan administrative area for staff.
- Floor 5 - arrangements are in place to provide dedicated space on the floor for NHS Performance & Improvement. We also took the decision to sub-let 70% of the fifth floor to MEDR (Commission for Tertiary Education) formerly Higher Education Funding Council for Wales).
- Floor 6 - is split between Digital Services, meeting rooms, staff administrative area, and a dedicated staff kitchen area.

The building is accessible 24 hours a day, seven days a week, there are twenty-four meeting rooms, a large conference area, kitchens, and a modern layout throughout.

We have a separate lease for forty-nine car parking spaces at the adjacent in multi-storey car park on the Capital Quarter Estate.

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| CQ2 Occupation arrangements | Leased – lease ends June 2028 |
| Rent | £991K plus Vat |
| Number of staff based at site (as per ESR records) | 978 |
| Compliance Management | We PHW are fully responsible for all compliance management checks within our demise. |

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| Health and Safety Management | We are fully responsible for all Health and Safety management checks within our demise |
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(CQ2 Multistorey Car park)

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| Car park occupation arrangements | Leased - lease ends June 2028 |
| Number of spaces | 49 (46 on floor 6 and 3 blue badge spaces on ground floor) |
| Rent | £15,712K plus Vat per annum |
| Compliance information | We are not responsible for any compliance management checks in the car park |
| Health and Safety Management | We are not responsible for any Health and Safety management checks in the car park |

Matrix House, Swansea:



We relocated from Oldway House, Swansea to Matrix House in 2017. We occupy the first floor of Matrix House, other tenants in the building include Shared Services Partnership, Welsh Ambulance and Toast (online clothing company). The site is owned by NHS Wales Shared Services Partnership

The majority of the floor we occupy is for Screening Service staff; Cervical Screening, AAA, Screening Engagement team and approval has been provided to support the accommodation of the proposed Lung Screening Programme with occupation planned from 2027.

There accommodation comprises of four meeting rooms, two kitchens and open plan desking.

The Estates/Facilities team will be redesigning the floor to accommodate Lung Screening in 2026/27 to make for more joint working between the screening programmes.

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| Landlord | NHS Wales Shared Services Partnership |
| Annual rent | £0 |
| Occupation arrangements | Leased – lease ends March 2030 |
| Number of staff at site (as per ESR records) | 126 |
| Compliance Management | We are fully responsible for all compliance management checks within our demise. |
| Health and Safety Management | We are fully responsible for all Health and Safety management checks within our demise |

Seasons House, Ewloe:



This is a new property for which we entered a 10-year lease for in January 2026. Staff are relocating to the ground floor of Seasons House from Preswylfa, Mold in April 2026. A mix of Directorates will be based onsite with the majority being HPSS and Cervical Screening.

Newly fitted out with meeting rooms, confidential phone pods and a kitchen space which allows staff a far more superior office accommodation than they previously had in Preswylfa.

Parking for eleven and easy access to the A55.

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| Landlord | Commercial Landlord |
| Rent | £37,047 plus Vat per annum |
| Occupation arrangements | Leased – lease ends January 2036 |
| Number of staff at site (as per ESR records) | 46 |
| Compliance Management | We are fully responsible for all compliance management checks within our demise. |

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| Health and Safety Management | We are fully responsible for all Health and Safety management checks within our demise |
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Clwydian House, Wrexham:



A two-storey building that went through a refit in 2022 opening the space to allow for more flexible working. There are now kitchens on both floors, a shower room, bike racks and two meeting rooms with surface hubs. Located near the Wrexham Maelor hospital grounds.

Various functions including AAA, Screening Engagement, NQIC and Policy and International Health work from site however numbers of staff attending site rarely goes above 5.

The site was identified a number of years ago as having actionable Radon levels which necessitated the installation of extraction units. Since their install levels have dropped to safe levels and monitoring arrangements are in place.

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| Landlord | Wrexham County Council |
| Rent | £40 Per annum - Ground rent Only |
| Occupation arrangements | Lease - 125-year lease which expires on 4 April 2115 |
| Number of staff at site (as per ESR records) | 36 |
| Compliance Management | We complete all compliance management checks |

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| Health and Safety Management | We complete all health and safety management checks |
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Yr Egin, Carmarthen:



We occupy five desks within S4C on a rolling monthly Service Level Agreement. Staff were relocated from the St Davids Park estate in March 2024 when St Davids Park Building 1 closed as a result of the Local Public Health Team moving to the Health Board and numbers at site reducing.

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| Landlord | S4C |
| Rent | £18K plus Vat Per Annum |
| Occupation arrangements | Leased – lease ends March 2030 |
| Number of staff at site (as per ESR records) | Five desks available to use as hot desk. No staff formally based at site. |
| Compliance Management | S4C complete all compliance management checks |
| Health and Safety Management | S4C complete all health and safety management checks |



Cwmbran House, Pontypool:



We lease three desks in Cwmbran House on the Mamhilad Estate, which is occupied by Shared Services Partnership. This was arranged when we closed our office in Caerleon House on the same estate.

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| Landlord | NHS Wales Shared Services Partnership |
| Annual rent | £35,775 Plus Vat Per Annum |
| Occupation arrangements | MOU (Memorandum of Understanding) |
| Number of staff at site (as per ESR records) | Four desks available to use as hot desk. No staff formally based at site. |
| Compliance Management | SSP complete all compliance management checks |
| Health and Safety Management | SSP complete all health and safety management checks |

Diabetic Screening Main Office, Treforest, Pontypridd:



A two-storey building occupied by DESW for administration and grading staff. The building sits on a flood zone, and the Estates/facilities team receive regular alerts due flood risk from Natural Resources Wales.

Internally the building is in poor quality and has layout challenges and needs modernisation.

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| Landlord | Commercial Landlord |
| Rent | £90,770 plus Vat per annum |
| Lease information | Leased – lease ends September 2028 |
| Number of staff with an ESR base | 103 |
| Compliance Management | We complete all Compliance management checks |
| Health and Safety Management | We complete all Health and Safety management checks |



Magden Park, Llantrisant: Mixed Screening and Administrative site.



A two-storey building which accommodates various screening administration services: AAA, Cervical and the Bowel Screening laboratory.

Apart from the compliance upgrades in LED lights and smoke detectors, the building has not had any building improvements completed for some time, and the services running from here are tight for space.

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| Landlord | Commercial Landlord |
| Rent | £47,655 plus Vat |
| Occupation arrangements | Leased – lease ends September 2028 |
| Number of staff at site (as per ESR records) | 103 |
| Compliance Management | We are fully responsible for all compliance checks |
| Health and Safety Management | We are fully responsible for all Health and Safety checks |

Llys Castan, Bangor (Mixed Screening and Administrative site):



Llys Castan is 10 years old and situated on Parc Menai Business Parc, a rural business park at Junction 9 of the A55 and three miles from the centre of Bangor.

Due to being vastly under-utilised following the transfer of the Local Public Health Team to the Health Board, the Estates Division explored opportunities to relocate the screening team from the nearby Llys Britannia site to Llys Castan. A change of use application was progressed and fit out undertaken to create two modern clinic rooms and reception area.

The ground floor now has two clinic rooms, a reading room and meeting room, and first floor is an open plan space with eighteen desks accessed from a large double vaulted staircase with a large landing area.

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| Landlord | Commercial Landlord |
| Rent | £20,250 plus VAT |
| Occupation arrangements | Leased – lease ends December 2032 |
| Number of staff at site (as per ESR records) | 18 |
| Compliance Management | We complete all compliance management checks |
| Health and Safety Management | We complete all health and safety management checks |



Breast Test Wales (Screening Centre), Cathedral Road, Cardiff:



The property is a Victorian-era building constructed in the late 1890's, situated on land historically owned by the Marquis of Bute. As a result, both the building and its surrounding grounds fall within a designated protected area.

An extension has previously been added to the rear of the building; however, the original part of the building and parts of the extended part are now in need of attention to address such issues as water ingress and general disrepair. While some remedial works have been undertaken, such as replacement of the roof, structural cracks have begun to develop in the external walls.

A mature tree located at the front of the property is causing further issues, including the lifting of the pathway, and exerting pressure against the boundary wall, which now encroaches onto the public pavement. Additionally, the wooden window frames throughout the building have deteriorated and are now severely rotten.

It has also been identified that a colony of bats is present within the roof void, which introduces further ecological and statutory considerations.

There is no visitor parking on site and only one space is provided for accessible parking.

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| Landlord | Owned by PHW |
| Rent | N/a |
| Lease information | Building is owned by PHW |
| Number of staff with an ESR base | 86 |



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| Compliance Management | We complete all compliance management checks |
| Health and Safety Management | We complete all health and safety management checks |

Breast Test Wales (Screening Centre), Alexandra Road, Swansea:



A three-storey building situated in the centre of Swansea near to the main line railway station. Built in 1980’s the building is shown signs of wear and tear. Whilst some remedial works have been undertaken, there is a need to do far more to make the building fit for purpose.

There is no lift or visitor parking on site.

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| Landlord | Swansea Housing Association |
| Rent | Peppercorn Rent only |
| Lease information | Leased – lease ends March 2063 |
| Number of staff with an ESR base | 50 |
| Compliance Management | We complete all compliance management checks |
| Health and Safety Management | We complete all health and safety management checks |

Breast Test Wales (Screening Centre), Wrexham:



A one storey building, based on a technology park, a short walk from Clwydian House and Wrexham Maelor Hospital. Majority of staff work across BTW Wrexham and BTW Llandudno sites (an hour commute) and on the mobile units.

The building is in good condition and well maintained. There are seventeen parking spaces for service users and staff, and provision has been made for EV charging.

The site was recently identified as having actionable Radon levels which necessitated the installation of extraction units. Since their install levels have dropped to safe levels and monitoring arrangements are in place.

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| Landlord | Commercial Landlord |
| Rent | £35K plus Vat Per annum |
| Lease information | 28 September 2027 |
| Number of staff with an ESR base | 10 |
| Compliance Management | We have an SLA in place with BCUHB for compliance checks however the health board has recently not been providing the provision and consequently we are now undertaking the checks |

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| | to ensure compliance. This is being addressed. |
| Health and Safety Management | We have responsibility for day-to-day management of the building. |

Breast Test Wales (Screening Centre), Llandudno:



A single storey building near hospital grounds, with a car park for forty to the rear. BTW have outgrown the site and overflow into two portacabins in the grounds; one is used as a meeting room and storage and the other as a staff room/changing room.

Majority of staff travel between here and BTW Wrexham and on the mobile units.

The condition of the building is poor and needs modernisation with little scope to improve due to space and the excessive costs involved.

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| Landlord | BCUHB |
| Annual rent | Peppercorn rent £1. Plus, utilities costs. |
| Lease information | Expired in September 2016 (Currently held over - rolling terms) |
| Number of staff with an ESR base | 51 |
| Compliance Management | There is an SLA in place with BCUHB for our occupation, which also covers the undertaking of compliance checks at the site. However, we are undertaking Fire Risk Assessments for the site. We also ensure all |

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| | other compliance activities are completed by BCUHB. |
| Health and Safety Management | We have responsibility for day-to-day management of the building. |

Kimberley House (Screening Centre (Diabetic Eyes Screening, New Born Hearing Screening, AAA Screening), Cardiff (Mixed Screening and Administrative site):



Opened in April 2023, PHW vision staff occupy the ground floor and DESW, AAA and Newborn Hearing operate clinics from this site on a rota. Seven clinic rooms, a large reception area, staff administration area, a meeting room, kitchen, and showers.

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| Landlord | Commercial Landlord |
| Rent | £46,288 plus VAT |
| Occupation arrangements | Leased – lease ends January 2033 |
| Number of staff at site (as per ESR records) | 2 |
| Compliance Management | We complete all compliance management checks within their demise |
| Health and Safety Management | We complete all the health and Safety management checks within their demise |



Rhos House (Diabetic Eyes Screening, New Born Hearing Screening, AAA Screening), Mountain Ash (Mixed Screening and Administrative site):



Opened in April 2022, the Estates Division worked in conjunction with Screening Division to find a new venue in the Rhondda Cynon Valley to support the delivery of Diabetic eye screening and AAA screening services. A redesign and fit out of a vacant doctor's surgery on Mountain Ash high street has allowed screening to occupy two floors with clinics for DESW, AAA and Newborn Screening on the ground floor and two small admin offices on the first floor.

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| Landlord | Rhondda Cynon Taff Local Authority |
| Rent | £14K plus Vat |
| Occupation arrangements | Leased – lease ends February 2032 |
| Number of staff at site (as per ESR records) | N/a |
| Compliance Management | We complete all compliance management checks within their demise |
| Health and Safety Management | We complete all the health and safety management checks at the site. |



St. Davids Park, Building 2 (Screening Centre, Diabetic Eye Screening), Carmarthen:



DESW are due to vacate this site in the Spring of 2027 into a new healthcare hub in Carmarthen town centre alongside other council and health board functions. The current building is in an extremely poor state, with poor facilities and rotten wooden windows which cannot easily be replaced as the building is listed. St Davids Park was constructed in 1835 and was run as a mental health unit for many years.

The service is currently likely to relocate to the Carmarthen Wellbeing Hub in spring 2027.

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| Landlord | Commercial Landlord |
| Rent | £12K plus VAT |
| Occupation arrangements | Leased – Expires June 2026. Arrangements are in place to allow for the lease to be held over until proposed relocation to new site at The Carmarthen Health & Wellbeing Hub in the town centre. |
| Number of staff at site (as per ESR records) | 11 |
| Compliance Management | We complete all compliance management checks within their demise |
| Health and Safety Management | We complete all the health and safety management checks at the site. |

Diabetic Eyes Screening, Screening, Wrexham Maelor Hospital:



DESW is due to relocate to a new purpose-built clinic space in 2026 (date to be confirmed). Currently the service is based in a portacabin located at the rear of the Wrexham Maelor Hospital. The cabin is situated amongst a number of container units, is small, not easy to find and in poor condition.

This space has been supplied by the Health Board as part of the Screening Division Service Level Agreement to provide us with accommodation to provide eye screening to their patients. SLA currently being reviewed.

Staff based here travel between Llys Britannia, Connah’s Quay and the mobile units.

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| Landlord | BCUHB |
| Annual rent | N/a |
| Lease information | SLA with BCUHB |
| Number of staff with an ESR base | 4 |
| Compliance Management | Compliance management is managed by the Health Board |
| Health and Safety Management | Compliance management is managed by the Health Board |

Infection Services Laboratories

All Infection Service spaces are located at Health Board sites and occupation is via Service Level Agreements (SLAs) between Public Health Wales and the Health Board.

However, often the space we occupy is not fit for purpose in many of the hospitals; it is small, cramped, in poor condition and to date there has been little enthusiasm from the Health Boards to improve the environments.

In recent years, the Estates Division have begun working with the Lab Managers of each site to improve standards and to date this has included amongst other things refurbishing their IT monitor provision, adding staff fridges, providing drinking water, air conditioning units and creating more space by splitting large consultant offices into smaller rooms.

| Health Board | Site/Property | Number of staff at site (according to ESR) |
|-------------------|---|--|
| Betsi Cadwaladr | Wrexham Maelor Hospital, Wrexham | 20 |
| Betsi Cadwaladr | Ysbyty Gwynedd, Bangor | 16 |
| Betsi Cadwaladr | Ysbyty Glan Clwyd, Rhyl | 103 |
| Cardiff and Vale | University of Wales Hospital, Cardiff | 241 |
| Cardiff and Vale | Llandough, Cardiff | 11 |
| Cardiff and Vale | Llandough (hot lab), Cardiff | (numbers included above) |
| Cardiff and Vale | IP5, Newport (sexual health) | 2 |
| Cwm Taf Morgannwg | Princess of Wales (hot Lab), Bridgend | 14 |
| Hywel Dda | Prince Phillip Hospital, Llanelli | 11 |
| Hywel Dda | West Wales General Hospital (Glangwili), Carmarthen | 36 |
| Swansea Bay | Singleton Hospital, Swansea | 171 |
| Swansea Bay | Morrison Hospital, Swansea | 13 |

The following laboratories have PHW staff in, but these are laboratories owned by the Health Boards.

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| Prince Charles, Merthyr Tydfil | 12 |
| Bronllys Hospital | - |
| Aneurin Bevan HB | - |
| Aberystwyth | 1 |

Public Health Wales also has a hosting arrangement with Cardiff and Vale University Health Board for the Welsh Genomic Health Centre, which is based in Coryton, Cardiff that currently has twenty-three staff.

Screening Services - Community Venues

Screening Services use around eighty community venues to provide screening services for AAA and DESW and Newborn Hearing screening across Wales. Primarily these are private community venues, doctor surgeries, leisure centres, and health centres. These buildings have been assessed for suitability for service delivery by Screening Services. However, we have no assurance of the building's compliance to statutory and regulatory requirements, and that health and safety and building regulations are adhered to by the site owners. This has been raised by the Estates and Health & Safety Division with the Health and Safety lead for Screening Services and it is proposed that each venue has standardised assessments of its suitability and that services are ceased where assurance on compliance with statutory and mandatory requirements cannot be provided.

Breast Test Wales Screening - Mobile Units:



The fleet of eleven screening mobile units are currently managed by regional Radiography Managers at Breast Test Wales. They operate a]out of types / designs of units. The newer design / type is currently experiencing a number of issues resulting with the construction and manufacture of the units.

NHS Performance and Improvement

NHS P&I have staff based across Wales and our understanding is that they currently have eight administrative sites from which their staff work from. These sites are currently being reviewed



by the NHS P&I Assistant Director of Corporate Governance and Business Support with an aim to reduce this number to three or four.

NHS P&I are responsible for the managements of their own building to ensure compliance with statutory and regulatory compliance requirements and with Health and Safety legislation.

All leases must be held by Public Health Wales and the Estates Division with the support of NHS Wales Shared Services Partnership's Specialist Estates Services and Legal and Risk team support where and when required with the provision on accommodation advice.

4. Recommendation

The Board is asked to:

- Consider the content and overview provided in the paper.
- Take assurance on the management of Estates within the Organisation.