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| Title of meeting: Governing Body | | | | | | | | | |
| Date of Meeting | 12/11/19 | | | Paper Number | 5.1 | | | | |
| Title | Emergency Preparedness, Resilience and Response (EPRR) Policy Statement, Associated action plan appendix 2 and Approval of EPRR policy | | | | | | | | |
| Sponsoring Director (name and job title) | Fiona Slevin Brown Director of Strategy & Operations | | | | | | | | |
| Sponsoring Clinical / Lay Lead (name and job title) | | | | | | | | | |
| Author(s) | Rachel Wakefield | | | | | | | | |
| Purpose | To provide and update to the board on the assurance process carried out by the CCGs including results of the CCG's Self-Assessment 19/20 against the NHS England EPRR Core Standards and the deep dive into Severe Weather, declaration of the level of compliance achieved for 19/20 and receive the CCGs improvement plan. | | | | | | | | |
| The Committee is required to (please tick) | | | | | | | | | |
| Decision | <input checked="" type="checkbox"/> | Review | <input type="checkbox"/> | Discuss | <input type="checkbox"/> | Note | <input type="checkbox"/> | Recommend | <input type="checkbox"/> |
| Risk and Assurance (outline the key risks / where to find mitigation plan in the attached paper and any assurances obtained) | The clinical commissioning group annually reviews and updates the plans and as a result of lessons learnt from exercises and live incidents amends plans accordingly. Reports are provided to the Governing Body as required. EPRR is on the CCG risk register | | | | | | | | |
| Legal implications/regulatory requirements | These are fully compliant with NHS Commissioning Board Emergency Preparedness Framework and NHS England Core Standards for Emergency Preparedness, Resilience and Response. | | | | | | | | |
| Equality, Diversity and Inclusion (identify any best practice or areas of concern in regards to the Public Sector Equality Duty and the Equality Act 2010) | Impact everyone | | | | | | | | |
| Links to the NHS Constitution (relevant patient/staff rights) | Supports the delivery of all the constitutional standards | | | | | | | | |
| Strategic Fit | N/A | | | | | | | | |

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| <p>Commercial and Financial Implications <i>(Identify how the proposal impacts on existing contract arrangements and have these been incorporated?</i></p> <p><i>Include date Deputy CFO has signed off the affordability and has this been incorporated within the financial plan. Include details of funding source(s)</i></p> | <p>N/A</p> <p>Date Deputy CFO sign off</p> |
| <p>Quality Focus <i>(Identify how this proposal impacts on the quality of services received by patients and/or the achievement of key performance targets</i></p> <p><i>Include date the Director of Nursing has signed off the quality implications)</i></p> | <p>N/A</p> <p>Date Director of Nursing sign off.....</p> |
| <p>Clinical Engagement <i>Outline the clinical engagement that has been undertaken</i></p> | <p>N/A</p> |
| <p>Consultation, public engagement & partnership working implications/impact</p> | <p>Share with all staff and after approval and forms part of the business continuity plan</p> |
| <p>NHS Outcomes <i>Please indicate (highlight) which Domain this paper sits within by highlighting or ticking below: Please note there may be more than one Domain.</i></p> | <p>Domain 1 Preventing people from dying prematurely;</p> <p>Domain 2 Enhancing quality of life for people with long-term conditions;</p> <p>Domain 3 Helping people to recover from episodes of ill health or following injury;</p> <p>Domain 4 Ensuring that people have a positive experience of care; and</p> <p>Domain 5 Treating and caring for people in a safe environment; and protecting them from avoidable harm.</p> |
| <p><u>Executive summary</u></p> <p>NHS East Berkshire Clinical Commissioning Group (EBCCG) is committed to implementing integrated and robust Emergency Preparedness, Resilience and Response (EPRR) arrangements to ensure effective and suitable response to and recovery from significant/major incidents and periods of increased demand, whilst meeting a number of statutory duties in relation to Emergency and Business Continuity Planning as detailed within;</p> <ul style="list-style-type: none"> • The Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005; and • The Health and Social Care Act 2012 <p>EBCCG is defined as a Category 2 responder under the Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005, and as such have statutory duties to;</p> | |

- Co-operate with Category 1 and other Category 2 responders; and
- Share relevant information

In addition to meeting legislative duties, EBCCG is required to comply with guidance and framework documents.

This is achieved through the publication, testing and exercising of plans for key services. As part of the National EPRR assurance process for 2019/20, Berkshire East CCG have been required to assess themselves against 43 core standards applicable to CCGs and assessed themselves as substantial compliance with full compliance with 40 of the core standards and will become fully compliant with all 43 of these standards by April 2020.

The deep dive this year reviewed severe weather response and long term adaptation planning, our self-assessment established that we were fully compliant with 15 out of the 19 standards and plan to be fully compliant with all 19 standards by April 2020, subject to receipt of responses from our headquarters property landlords.

Our assessment was reviewed and agreed by NHS England on 1st October 2019 at our Confirm and challenge meeting which took place this year as a Frimley ICS System. An action plan is in place in order for Berkshire East CCGs to become fully compliant with the remaining core standards.

A joint ICS review of Frimley Health NHS Foundation Trust and NHS England has confirmed the Trust is fully compliant with 63 out of 64 core standards and will become fully compliant with the remaining 1 core standards 'Mass Countermeasures' once this guidance is released by NHS England. Quarterly review meeting are in place with the Trust to ensure their improvement plan is achieved. Review of EPRR standards for the SCAS and BHFT were carried out by West Berkshire CCG who also achieved a level of substantial compliance.

Recommendation(s)

- The Board is requested ratify and to approve this assessment and improvement plan
- Confirm that Arthur Ferry (Lay member for East Berkshire CCG) will take over the role from Elaine Budd as lay member for EPRR across the 3 Frimley ICS CCGs.

East Berkshire CCG Self-Assessment on Emergency Preparedness Resilience and Response (EPRR) Submission 2019/20

Introduction

East Berkshire CCG are part of a wider Health and Social Care System including Category 1 Responders (NHS England, Emergency Services, Local Authorities and NHS Acute providers) and Category 2 responders who are the co-operating organisations (CCG,s transport and utility providers.) Category 1 and Category 2 Responders have carried out their own self-assessment and submitted to local NHS England EPRR teams and then all the local submissions will then feed into a Regional based assurance process based on Local Health Resilience Forum areas.

The self-assessment for CCGs is based on 43 applicable Core Standards which cover the following 10

Areas:

1. Governance
2. Duty to assess risk
3. Duty to maintain Plans
4. Command and Control
5. Training & Exercising
6. Response
7. Warning & Informing
8. Cooperation
9. Business Continuity
10. Chemical Biological Radiological Nuclear (CBRN) and Hazardous Materials (HAZMAT)

The Deep Dive Self-Assessment exercise for 19/20 is in relation to Severe Weather

2. Overview

In September 2019, East Berkshire Clinical Commissioning Groups self-assessed themselves as overall SUBSTANTIALLY compliant against the Core Standards – 40 out of 43 compliant and SUBSTANTIALLY Compliant on the Deep Dive standards – 15 out of 19 (not included in the overall Compliance Score.)

An Improvement Plan has been developed for 2019-20 to take forward actions to meet fully the Core Standards. There are 9 Areas out of 10 where the CCG is Fully Compliant:

1. **Governance Core Standards** (5 Green and 1 Amber) Partial Compliance
2. **Duty to Assess Risk - Core Standards** (2 Green) Full Compliance
3. **Duty to Maintain Plans** (9 Green) Full Compliance
4. **Command & Control Core Standard** (2 Green) Full Compliance
5. **Training & Exercising Core Standards** (2 Green, 1 Amber) Partial Compliance
6. **Response Core Standards** (5 Green) Full Compliance
7. **Warning and Informing Core Standards** (3 Green) Full Compliance
8. **Cooperation Core Standards** (4 Green) Full Compliance
9. **Business Continuity Core Standards** (8 Green, 1 Amber) Partial Compliance

Deep Dive 19/20

Severe Weather Response

14 – All Standards Fully Compliant

Long Term adaptation planning

5 Standards, 1 Fully Compliant, 1 Partially Compliant, 3 Non-compliant

To note that a number of the long term adaptation standards included questions in respect of estate management of our headquarters building which needed a response from our landlords and other organisations that utilise the building hence the reason for the high number of non-compliant responses. Other CCGs have also reported difficulty with responding to these questions and whether these should have been included in this deep dive. This has been advised to NHS England. .

The 2019/20 Improvement Plan will address the 3 Partially Compliant Core Standards and the Non / Partial Compliant Deep Dive Standards, details of this plan is now part of the EPRR Assessment Position attached. It has now been advised that Arthur Ferry will take up the role of EPRR Lay Member for the 3 CCGs in the Frimley ICS which will address one the non-compliant core standards and the remaining 2 standards will be actioned prior to April 2020.

In year our Business Continuity Plans and Risk Management Policies that underpin the emergency arrangements have been reviewed and refreshed. As part of our assurance process NHS England have highlighted sections that need to be updated as part of our feedback process and these will be addressed in year jointly with North East Hampshire and Farnham and Surrey Heath CCGs to produce an aligned ICS policy.

Actions

- East Berkshire Governing Body to approve this assessment and improvement plan.
- CCG Associate Director of Urgent and Emergency Care and the Head of Corporate Affairs and Data Protection Officer to respond to the actions required in the Improvement Plan.
- East Berkshire Governing Body to confirm that Arthur Ferry (Lay member for East Berkshire CCG) will take over the role from Elaine Budd as lay member for EPRR across the 3 Frimley ICS CCGs.