

WOLVERHAMPTON CCG

Governing Body Meeting, Tuesday 10thth October 2017

Agenda item 7

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| Title of Report: | Core Standards Assurance - Emergency Preparedness, Resilience and Response (EPRR) |
| Report of: | Mike Hastings, Director of Operations |
| Contact: | Tally Kalea, Commissioning Operations Manager |
| Governing Body Action Required: | <input type="checkbox"/> Decision <input checked="" type="checkbox"/> Assurance |
| Purpose of Report: | To give the Governing Body assurance that the CCG is compliant with EPRR core standards assessed as: substantially compliant and to sign off the 2017/2018 work plan. |
| Public or Private: | Public |
| Relevance to CCG Priority: | Planning |
| Relevance to Board Assurance Framework (BAF): | |
| <ul style="list-style-type: none"> • Domain 1: A Well Led Organisation | Resilient plans are in place for EPRR |
| <ul style="list-style-type: none"> • Domain 4: Planning (Long Term and Short Term) | The CCG and its peer organisations are aware of and assured by one another's EPRR plans. |

1. BACKGROUND AND CURRENT SITUATION

- 1.1. Whilst designated a Category 2 responder with limited responsibilities by the Civil Contingencies Act 2004 (CCA) CCGs have a far wider role, and responsibilities identified by the NHS England EPRR Framework and NHS England EPRR Core Standards. The Core Standards assessment template requires all NHS organisations to assess EPRR compliance on a RAG (Red; Amber; Green) traffic light basis, with accompanying evidence and narrative.
- 1.2. Whilst the NHS England EPRR Framework specifically details roles and responsibilities WCCG also has a requirement to be compliant with the NHS England EPRR Core Standards and submit an annual self-assessment to NHS England.
- 1.3. A report was brought to the Governing Body in September 2017 which outlined the robust EPRR plans in place for the CCG. The report detailed that the Business Continuity training programme had been completed for WCCG.
- 1.4. There was a requirement for the CCG to submit annual EPRR Core Standards with a deep dive in governance during September 2017. Part of the requirement was Governing Body sign off before submission.

2. MAIN BODY OF REPORT

- 2.1. Following a discussion with Peter Jefferson (EPRR Locality lead for Birmingham, Solihull and the Black Country, NHSE) due to the late publishing of the guidance, It was agreed the Core Standards submission would be presented and signed off at the October 2017 Governing Body.
- 2.2. WCCG continues to update all plans in accordance with the national guidance received from NHSE; these include robust Business Continuity Plans, Major Incident Response Plans and Departmental Service Level Plans. The robustness of these plans were tested during the cyber-attack in May 2017.
- 2.3. The WCCG 2017 EPRR self-assessment, contained at Appendix 1, summarises the preparedness against 38 specific standards with an additional 6 specific to Governance. The WCCG 2017 EPRR Core Standards self-assessment shows the following:



| RAG Rating | EPRR Core Standards | Governance Standards |
|------------|---------------------|----------------------|
| Red | 0 | 0 |
| Amber | 1 | 1 |
| Green | 37 | 5 |

- 2.4. The strategic EPRR priorities outlined for 2017/18 are assessed as ‘substantially compliant’ with the statutory requirements with a specific focus on business continuity plans, a command post exercise and further development of training for key CCG staff. These form the basis of an EPRR work programme presented to the Operations Board and attached within the Appendices (Appendix 2).
- 2.5. The CCG Major Incident Response Plan was updated and reviewed in June 2017 and satisfactory sign off was gained by the Accountable Emergency Officer (AEO)
- 2.6. The CCG has delivered specific training to key identified individuals via the EPRR lead and NHSE Regional Support Team and so, has increased the Green rated elements of the standards since the last submission.
- 2.7. A further review of the Core Standards will be carried out as a priority in the first quarter of 2018 with a view to preparing for the next submission to NHSE in June/July 2017. It is proposed that a further report is presented to the Governing Body following this review.

3. RISKS AND IMPLICATIONS

Key Risks

- 3.1. Whilst the EPRR Core Standards is important it doesn’t capture the entire EPRR agenda. In addition to the work detailed above work is being delivered around the Prevent agenda, urgent care support and crisis communications.
- 3.2. The overall aim is to ensure WCCG is a resilient and capable organisation that plans to deliver over and above minimal compliance standards and embed resilience across its service delivery area.
- 3.3. The loss of the Public Health EPRR Lead presents a small risk to the review of the standards although prior planning by the CCG leave mitigates this.

Quality and Safety Implications

- 3.4. At the present time WCCG is well placed in terms of its level of preparedness and planning and compares favourably amongst other CCGs in the NHS England locality area.



Legal and Policy Implications

3.5. Failure to progress would leave WCCG exposed both in terms of compliance and also in its key role in managing the local health economy, as the commissioning organisation, and, in extremis, as the tactical tier for supporting NHS England in a major incident environment.

4. RECOMMENDATIONS

- **Receive** and **discuss** this report.
- **Note** the action being taken.
- **Sign off** 2016/17 Core standards & 2017/18 work programme

Name: Mike Hastings
Job Title: Director of Operations
Date: 10/10/2017

ATTACHED:

EPRR Core Standards (appendix 1)
2017/2018 Training plan (appendix 2)



REPORT SIGN-OFF CHECKLIST

This section must be completed before the report is submitted to the Admin team. If any of these steps are not applicable please indicate, do not leave blank.

| | Details/ Name | Date |
|--|--------------------------|-------------------|
| Clinical View | N/a | |
| Public/ Patient View | N/a | |
| Finance Implications discussed with Finance Team | N/a | |
| Quality Implications discussed with Quality and Risk Team | N/a | |
| Medicines Management Implications discussed with Medicines Management team | N/a | |
| Equality Implications discussed with CSU Equality and Inclusion Service | N/a | |
| Information Governance implications discussed with IG Support Officer | N/a | |
| Legal/ Policy implications discussed with Corporate Operations Manager | N/a | |
| Signed off by Report Owner (Must be completed) | M Hastings | 24/02/2016 |

