

UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST
BOARD OF DIRECTORS
THURSDAY 22 OCTOBER 2020

Title:	Update on Emergency Preparedness
Responsible Director:	David Burbridge, Chief Legal Officer
Contact:	Head of Emergency Preparedness & Business continuity

Purpose:	To present the 6 monthly update to the Board on progress with Emergency Preparedness and the EPRR 2020 Annual Assurance process.
Confidentiality Level & Reason:	None
Board Assurance Framework Ref: / Strategy Implementation Plan Ref:	SIP - #20 Align emergency preparedness and business continuity planning across our sites
Key Issues Summary:	As a category 1 responder, the Trust has a statutory duty to ensure that it can respond to emergency situations and to provide essential services at times of operational pressure in the event of an internal emergency.
Recommendations:	The Board of Directors is asked to accept this update on Emergency Preparedness and agree to receive a further update in 6 months' time.

Signed: David Burbridge	Date: 15 October 2020
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THURSDAY 22 OCTOBER 20

UPDATE ON EMERGENCY PREPAREDNESS

PRESENTED BY THE CHIEF LEGAL OFFICER

1. Introduction

- 1.1 As a category 1 responder, the Trust has a statutory duty under the Civil Contingencies Act 2004 to ensure that it has adequate arrangements in place to ensure it can respond to an emergency, support emergency response partners and continue to provide essential services to the public at times of operational pressure in the event of an internal emergency and as is reasonably practicable in the event of an external emergency.
- 1.2 Following the launch of the EPRR Core Standards in April 2013, all NHS Trusts, Foundation Trusts and Clinical Commissioning Groups (CCG's) were asked to complete a self-assessment against these Core Standards. Due to Covid-19 the 2020 National Core Standards have not been required this year.

2. Executive Summary

- 2.1 This paper reports on the progress made over the last 12 months to provide assurance that the Trust is fulfilling its statutory duties, and can demonstrate resilience in relation to emergency planning and preparedness. The 2019/2020 EPRR annual report was deferred from the April meeting of the Board and is attached as appendix 1 for reference.
- 2.2 All existing emergency plans are in the process of being aligned across all 4 sites of the Trust but some will have to remain site specific e.g. the Major Incident plans. Most of the Emergency plans have now been aligned across all 4 sites of the Trust and the few remaining emergency plans will be combined where possible over the coming 6 months.
- 2.3 The 2020 National EPRR Core Standards have not been released due to the on-going response to Covid-19.

3. Emergency Preparedness Policy

The Emergency Preparedness Policy is available on the Trust intranet and acts as a framework to support the procedures which set out practical steps to ensure an adequate response by the Trust.

4. Emergency Incident plans and testing

4.1 Alongside the Covid-19 response, the emergency planning team have continued to update and align emergency incident plans as required.

4.2 Trauma Unit (TU) – Heartlands Hospital (BHH)

4.2.1 In June 2020, the BHH MIP was reviewed to align the plan with national terminology and reflect the current Trust restructure and have incorporated the relevant Covid-19 considerations.

4.2.2 The TU/Mass Casualty plan details the Mass Casualty response at BHH. To support these plans, two Moodle training packages are available – Emergency Planning Awareness & Command and Control. These packages are currently being updated to reflect the 2020 version of the plan.

4.3 Local Emergency Hospital (LEH) – GHH & Sol

The LEH MIP did cover both GHH & Sol sites and was reviewed in June 2020. Due to the current repurposing of the Solihull Hospital site during the Covid-19 response, Solihull has been removed from the LEH plan and a separate plan written.

The GHH elements of the LEH have been aligned with national terminology and reflect the current Trust restructure. The relevant Covid-19 considerations have also been incorporated.

4.4 Major Incident testing

There is a requirement under the Civil Contingencies act to undertake a communications exercise every 6 months; a table top exercise annually and a live exercise every 3 years.

The on-going 'live' response, nationally and across the trust, to Covid-19 supersedes the requirement for exercises and so the Trust maintains compliance with its statutory obligations.

5. Emergency Incident Training Programme

5.1 Training records are included within the annual EPPR report up until the end of March 2020. Due to the Covid-19 response, the majority of training has had to be cancelled. This was due initially to response and also because of social distancing limitations on the sessions.

5.2 Due to the repurposing of Solihull hospital and the movement of staff, some essential training was required. In line with the Solihull Emergency Incident Plan, relevant staff were trained in the management of self-presenters who may have been contaminated.

6. Business Continuity planning

- 6.1 The business continuity programme planned from April 2020 has had to be delayed due to the operational response of the emergency planning team into the Covid coordination centre; the team still maintain this centre 7 days a week.
- 6.2 A new template has been developed and, during October 2020, x3 pilot areas have been identified and are working to complete the template.
- 6.3 A further 4 areas have been identified to complete these during November.

7. Incidents & Plan Activation

Whilst no formal plans were activated, a Police Major Incident in the city centre on the 6th September 2020 caused some confusion and a bespoke response was instigated on the QE site. A debrief has taken part and a report is currently being drafted which will include recommendations and necessary actions to be undertaken to ensure lessons are learned.

8. Additional Emergency Plans

There are a number of supporting incident response plans which form part of the Trust's wider emergency incident planning process such as Fuel, Prison & Cold Weather amongst others. The majority of these are now aligned across the Trust with the remaining plans to be aligned during 2020/21.

9. EU exit operational readiness

- 9.1 The EU Exit operational group continued to meet until the withdrawal bill was finalised and the UK left the EU on the 31st January 2020.
- 9.2 The group stood down at that time, but has now reconvened to ensure the trust is in a state of readiness for the end of the transition period – 31st December 2020.

10. Annual EPRR NHSE Core Standards submission

- 10.1 These are not being undertaken this year due to the National response to Covid-19. As we were fully compliant in 2019 with no action plan, no update for this is required. An assurance statement may be required for the CCG but to date this has not been requested.

11. Conclusion and recommendations

- 11.1 The Trust has maintained its statutory obligations under the Civil Contingencies Act 2004 and the emergency planning annual work programme will continue to ensure on-going compliance with these.

11.2 The Board of Directors is asked to accept this update on Emergency Preparedness and agree to receive a further update in 6 months' time.

David Burbridge

Chief Legal Officer

15 October 2020

