

Item:5.4

Report to:	Hull Clinical Commissioning Group Board
Date of Meeting:	Friday 26 November 2021
Title of Report:	Emergency Preparedness, Resilience and Response 2019/20 Self-Assessment
Presented by:	Erica Daley, Chief Operating Officer
Author:	Debbie Stevenson, Commissioning Lead System Resilience Karen Ellis, Deputy Director of Commissioning

STATUS OF THE REPORT:			
To approve	<input type="checkbox"/>	To endorse	<input type="checkbox"/>
To ratify	<input checked="" type="checkbox"/>	To discuss	<input type="checkbox"/>
To consider	<input type="checkbox"/>	For information	<input type="checkbox"/>
To note	<input type="checkbox"/>		

<p>PURPOSE OF REPORT:</p> <p>The Planning and Commissioning Committee approved the attached self-assessment of CCG Compliance with the National Emergency Preparedness, Resilience and Response/Business Continuity Management core standards on the 1st October 2021. The self-assessment identified that substantial compliance was demonstrated against the Core Standards relating to Emergency Preparedness, Resilience and Response (EPRR) 2021/2022 including Business Continuity Management (BCM). The assurance process has been streamlined and significantly reduced as a result of the ongoing COVID19 Pandemic and this year there is no deep dive topics for the CCG, although we were advised to look at all previous standards and create an action plan of any outstanding compliance were this had been partially met.</p> <p>The board are asked to ratify the submission which was made on the 29th October 2021 to NHSE. The report also presents the Business Continuity / Emergency Preparedness, Resilience & Response Annual Report 2021/2022 for the Board's information.</p> <p>RECOMMENDATIONS:</p> <p>It is recommended that the CCG Board:</p> <p>(1) Ratifies the self-assessed level of compliance identifying that substantial compliance was demonstrated against the core standards relating to Emergency</p>

Preparedness, Resilience and Response (EPRR) 2021/22 and subsequent Action Plan. (Appendix 1 B0628 2021 Core Standards amended NHS Hull CCG August 2021 Final, Appendix 2 NHS Core Standards Action Plan 2021-2022 & Appendix 3 Hull CCG Statement of Compliance 2021-2022)

(2) Notes the Business Continuity / Emergency Preparedness, Response Annual Report 2021/22 (Appendix 4 2021-22 Annual Report EPRR BC Draft V1)

REPORT EXEMPT FROM PUBLIC DISCLOSURE

No Yes

If yes, detail grounds for exemption

CCG STRATEGIC OBJECTIVE

8. Delivery of the CCG's statutory duties for 2021/22.

9. Maintain support for the effective local planning and response to the Coronavirus Pandemic, ensuring that positive innovations are retained, improved and generalised.

By ensuring that the CCG has robust EPRR and BCM plans in place and that the CCG works in partnership with other agencies the CCG can ensure that a coordinated response is deliverable in cases of emergency and that the CCGs internal businesses will be maintained in line with business continuity plans.

IMPLICATIONS: *(summary of key implications, including risks, associated with the paper),*

Finance	There are no financial implications or risks associated with this report.
HR	There are no HR implications or risks directly associated with this report.
Quality	There are no direct quality implications or risks associated with this report
Safety	By working to deliver the core competencies relating to EPRR we are supporting the organisation to be a safer place to work by ensuring that systems and processes are in place to enable a coordinated response to major incidents or items that impact on the day to day working of the CCG.

ENGAGEMENT: The self-assessment has been undertaken by members of the CCG's EPRR and BCM Group and it will also be shared with representatives of partner CCGs.

LEGAL ISSUES:

There is a national legal requirement; Civil Contingencies Act 2004 and the Health and Social Care Act 2012 for organisations to put in place systems and processes to:

- (i) Maintain their level of EPRR in line with their Civil Contingency response category. As a CCG we are a Category 2 Responder and this is reflected in the core standards against which we are assessed.
- (ii) Ensure that we have systems and processes in place to maintain our core business when normal business delivery is affected.

EQUALITY AND DIVERSITY ISSUES: *(summary of impact, if any, of CCG's duty to promote equality and diversity based on Equality Impact Analysis (EIA). All reports relating to new services, changes to existing services or CCG strategies / policies must have a valid EIA and will not be received by the Committee if this is not appended to the report)*

	Tick relevant box
An Equality Impact Analysis/Assessment is not required for this report.	√
An Equality Impact Analysis/Assessment has been completed and approved by the lead Director for Equality and Diversity. As a result of performing the analysis/assessment there are no actions arising from the analysis/assessment.	
An Equality Impact Analysis/Assessment has been completed and there are actions arising from the analysis/assessment and these are included in section xx in the enclosed report.	

THE NHS CONSTITUTION:

Under the NHS Constitution the NHS is there to help the public when they need it most, this is especially true during an incident or emergency. By meeting the core standards we are demonstrating that we are organisationally in a position to continue to help the public, however indirectly, during an incident or emergency.

EMERGENCY PREPAREDNESS, RESILIENCE AND RESPONSE SELF-ASSESSMENT 2019/2020

1. INTRODUCTION

The Planning and Commissioning Committee approved the attached self-assessment of CCG Compliance with the National Emergency Preparedness, Resilience and Response/Business Continuity Management core standards. The self-assessment identified that substantial compliance was demonstrated against the Core Standards relating to Emergency Preparedness, Resilience and Response (EPRR) 2021/2022 including Business Continuity Management (BCM). The assurance process has been streamlined and significantly reduced as a result of the ongoing COVID19 Pandemic and this year there is no deep dive topics for the CCG.

The board are asked to ratify the submission which was made on the 29th October 2021.

2. BACKGROUND

Every year the CCG has to review itself to ascertain it meets the minimum core standards relating to EPRR and BCM and to assess itself against a deep dive into a specific aspect of the core standards as detailed in the introduction.

Following the review the CCG has to submit the required template, attached as appendix 1, and statement of compliance, appendix 2, outlining the self-assessment, available evidence and action plans where partial or no compliance has been identified.

Part of the self-assessment is to confirm that the CCG has undertaken an exercising and testing programme to safely test major incidents, critical incidents and business continuity response arrangements.

- A 'live test' at least every 3 years
- A 'desktop' exercise at least annually
- A communications exercise every 6 months
- A command post exercise every three years.

Part of the requirement on CCGs is to produce an EPRR annual report outlining activities relating to EPRR / BCM, this is attached as appendix 3. In addition the CCG has to report the outcome of the self-assessment process in the formal CCG Annual Report, the outcome of substantially compliant was included in the CCG's Annual Report.

3. INFORMATION

3.1 *Self-Assessment*

This year's self-assessment has resulted in Hull CCG being substantially compliant.

This has resulted in an overall assessment of:

Overall assessment:	Substantially compliant
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With regard to the required tests the CCG has, in the last 12 months, undertaken:

Live Testing

- Building evacuation – evacuation process only
- Overseen the local response to COVID19 Pandemic
- Overseen the response to EU Exit
- Overseen the response to a localised IT failure across ERYCCG and HULLCCG area affecting the CCG's and Primary Care

Desktop Exercise

- Desktop exercise in March 2021 to test Business Continuity Plans against a loss of Telecommunications and IT.

Communications Exercise

- Staff/Patient Cascade mechanisms
- IT on-call systems and processes

3.2 *EPRR / BCM Annual Report*

The EPRR / BCM annual report outlines the duties placed upon the CCG in relation to EPRR / BCM and the governance in place to support the CCG in discharging its duties including supporting plans. There is a joint EPRR / BCM Meeting across Hull CCG, East Riding of Yorkshire CCG, North Lincolnshire and North East Lincolnshire CCG's to share systems, processes and best practice and provide a Humber response to the COVID19 Pandemic.

4. RECOMMENDATIONS

It is recommended that the Board ratify and:

1. Ratifies the self-assessed level of compliance identifying that substantial compliance was demonstrated against the core standards relating to Emergency Preparedness, Resilience and Response (EPRR) 202(Appendix 1 B0628 2021 Core Standards amended NHS Hull CCG August 2021 Final, Appendix 2 NHS Core Standards Action Plan 2021-2022 & Appendix 3 Hull CCG Statement of Compliance 2021-2022)

2. Notes the Business Continuity / Emergency Preparedness, Response Annual Report 2021/22. (Appendix 4 2021-22 Annual Report EPRR BC Draft V1)