

Board of Directors Meeting in Public - Cover Sheet

Subject:	Emergency Preparedness Overview	Date:	7 th Nov 2024			
Prepared By:	Mark Stone- Emergency Planning Officer					
Approved By:	Rachel Eddie – Chief Operating Officer (and Accountable Emergency Officer)					
Presented By:	Mark Stone- Emergency Planning Officer					
Purpose						
The purpose of the paper is to provide an overview for the Board on the emergency preparedness workstream and the outcome of this year’s annual compliance assessment against NHS England’s Core Standards for Emergency Preparedness, Resilience and Response (EPRR) and in doing so provide assurance about the level of preparedness				Approval		
				Assurance	x	
				Update		
				Consider		
Strategic Objectives						
Provide outstanding care in the best place at the right time	Empower and support our people to be the best they can be	Improve health and wellbeing within our communities	Continuously learn and improve	Sustainable use of resources and estates	Work collaboratively with partners in the community	
			x		x	
Principal Risk						
PR1	Significant deterioration in standards of safety and care					
PR2	Demand that overwhelms capacity					
PR3	Critical shortage of workforce capacity and capability					
PR4	Insufficient financial resources available to support the delivery of services					
PR5	Inability to initiate and implement evidence-based Improvement and innovation					
PR6	Working more closely with local health and care partners does not fully deliver the required benefits					
PR7	Major disruptive incident					x
PR8	Failure to deliver sustainable reductions in the Trust’s impact on climate change					
Committees/groups where this item has been presented before						
None						
Acronyms						
RAC – Resilience Assurance Committee EPO – Emergency Planning Officer EPRR – Emergency Planning Resilience and Response AEO – Accountable Emergency Officer LHRP – Local Health Resilience Partnership ICB = Integrated Care Board BCMS – Business Continuity Management System						
Executive Summary						
The report aims to provide an overview of the Trusts’ current state of emergency preparedness, through highlighting the improvement in its compliance rating against the national standard, the positive report into its upgraded BCMS and the levels of training compliance.						
The Trust’s main governance forum for EPRR is the Resilience Assurance Committee, which is chaired by the Chief, or Deputy Chief Operating Officer. The COO is also assigned as the						

Accountable Emergency Officer (AEO) with responsibility for EPRR to the Board.

There have been excellent attendance levels at the RAC, across all disciplines and as captured in the following table:

Resilience Assurance Committee – Attendance Update Nov 2023 - Sept 2024		
Chief Operating Officer/Deputy Chief Operating Officer (Chair)	10 of 10	100%
Emergency Planning and Business Continuity Officer	10 of 10	100%
Risk and Assurance Manager	7 of 10	70%
Head of Communications	10 of 10	100%
EPRR Lead for Division of Urgent and Emergency Care – Divisional General Manger for UEC	10 of 10	100%
EPRR Lead for Division of Medicine - Divisional General Manager for Medicine	10 of 10	100%
EPRR Lead for Division of Surgery - Divisional General Manager for Surgery	9 of 10	90%
EPRR Lead for Division of Women and Children’s – Divisional General Manager for Women’s and Children’s	9 of 10	90%
EPRR Lead for CSTO – Divisional General Manager for CSTO	10 of 10	100%
Associate Director of Estates & Facilities`	10 of 10	100%
EPRR Lead - NHIS Head of Corporate and Business Support	9 of 10	90%
Operations Manager – Central Nottinghamshire Hospitals Plc	10 of 10	100%
Contract Director – Medirest	9 of 10	90%
Senior General Manager – Skanska	10 of 10	100%

As a result, there have been no escalations to the Risk Committee in this regard.

Although we await the formal confirmation letter from NHS England, the Trust has improved its overall Core Standards compliance rating from “Partial” (82%) to “Substantial” (91%), with no areas deemed non-compliant. The overall outcome is described in the following table:

Final position – 2024 Core Standards Compliance

Core Standards	Total standards applicable	Fully compliant	Partially compliant	Non-compliant
Governance	6	6	0	0
Duty to risk assess	2	2	0	0
Duty to maintain plans	11	10	1	0
Command and control	2	1	1	0
Training and exercising	4	4	0	0
Response	7	6	1	0
Warning and informing	4	4	0	0
Cooperation	4	4	0	0
Business Continuity	10	7	3	0
CBRN	12	12	0	0
Total	62	56	6	0

The formal letter, addressed to the Chief Executive is expected on 15th November.

There is excellent completion rate on the RAC annual workplan, with only two exercises not yet delivered throughout a very busy year. That said, the Trust has engaged in more exercises than it has ever completed before and is compliant with the national standard in this respect.

The Trust trains all on-call staff before they are placed on a rota and this training is refreshed annually. Current training completion stands as follows:

Strategic (Gold) = 100%

Tactical (Silver) = 91%

There have been few declared EPRR incidents of note in 2024, but the Trust has successfully managed lengthy periods of industrial using the EPRR structures and processes.

The Risk of a major disruptive incident is captured within the Board Assurance Framework (PR7), and reviewed on a monthly basis by the AEO, the EPO and the Risk & Assurance Manager.

The Trust is committed to, and fully engages with, the principles of learning lessons from incidents and exercises.

The Business Continuity Management System has been improved and now provides “Significant” assurance to the Board. This was also reflected in the Core Standards outcome in the on Business Continuity domain.

The Board is asked to be updated and **ASSURED** by this overview report.