

## Integrated Care Board

<b>Date of meeting</b>	<b>12 October 2022</b>
<b>Title of paper</b>	EPRR and Business Continuity
<b>Presented by</b>	Maggie Oldham, Chief planning, performance and strategy officer and deputy CEO
<b>Author</b>	Niall Pemberton, Midlands and Lancashire CSU, EPRR and Business Continuity Manager
<b>Agenda item</b>	10
<b>Confidential</b>	No

### Purpose of the paper

This paper submits the ICB Emergency Preparedness, Resilience and Response (EPRR) Policy and ICB Business Continuity Policy for approval and provides a summary of the EPRR work programme 'next steps'.

### Executive summary

NHS organisations are required to prepare for and respond to incidents and disruptions which may affect their ability to continue normal functions and that may affect patient care.

The ICB is designated as a Category 1 Responder under the Civil Contingencies Act 2004, which requires identified organisations to prepare for, be resilient against and respond to disruptions and major incidents and must comply with EPRR Framework, the NHS strategic national framework containing principles for health emergency preparedness, resilience, and response for NHS-funded organisations in England

To manage this process, NHS organisations should outline how they will meet their EPRR statutory and regulatory requirements.

The EPRR policy and Business Continuity Policy describe the process and how the ICB will meet its statutory and regulatory EPRR requirements.

### Recommendations

It is recommended that the board **approve** the EPRR Policy and Business Continuity Policy.

The Board is asked to **note** the actions in progress and **endorse** the next steps in the EPRR programme.

### Governance and reporting (list other forums that have discussed this paper)

Meeting	Date	Outcomes
ICB executive team	4 October 2022	Supported the paper for the board

### Conflicts of interest identified

N/A

**Implications**

If yes, please provide a brief risk description and reference number	Yes	No	N/A	Comments
Quality impact assessment completed			X	
Equality impact assessment completed			X	
Data privacy impact assessment completed			X	
Financial impact assessment completed			X	
Associated risks			X	
Are associated risks detailed on the ICB Risk Register?			X	

**Report authorised by:**

Maggie Oldham, Chief planning, performance and strategy officer and deputy CEO

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## EPRR and Business Continuity

### 1. Introduction

- 1.1 The NHS needs to plan for, and respond to, a wide range of incidents and emergencies that could cause large numbers of casualties and affect the health of the community or the delivery of patient care. The Civil Contingencies Act (2004) (CCA) and the NHS England Emergency Preparedness, Resilience and Response (EPRR) Framework requires NHS organisations and providers of NHS-funded care to have plans and arrangements in place to respond to such incidents while maintaining services to patients.
- 1.2 Under the Health and Care Act 2022, the ICB will be designated as a Category 1 responder and, therefore, subject to the full set of civil protection duties under the CCA.
- 1.3 In addition to meeting legislative duties, the ICB is required to comply with guidance and framework documents, including but not limited to: NHS England Emergency Preparedness, Response and Resilience Framework; NHS England Core Standards for Emergency Preparedness, Response and Resilience; ISO 22301 – Societal Security – Business Continuity Management Systems - Requirements; NHS England Business Continuity Framework.
- 1.4 The EPRR Policy and Business Continuity Policy outline how the ICB complies with its' category 1 statutory responsibilities and Emergency Preparedness, Resilience and Response (EPRR) obligations, detailing the minimum requirements for planning and responding to a major incident and or a business continuity incident.
- 1.5 The ICB has commissioned Midlands and Lancashire CSU to support the establishment and development of the ICB EPRR work programme and have agreed a programme of activity which supports the ICB to meet its EPRR activities.

### 2. Policies

- 2.1 Two policies are presented for approval:
  - **EPRR Policy**
  - **Business Continuity Policy**
- 2.2 The EPRR Policy outlines how the ICB will meet its requirements as a Category 1 responder and its requirements under the EPRR Framework. It details the roles and responsibilities of key personnel, the EPRR resource requirements for the

ICB, the schedule for training and exercising arrangements, the 24/7 On Call function, how the ICB will collaborate with other local resilience partners and co-ordinate local resilience health services.

2.2 The Business Continuity Policy outlines the requirements and commitment of the ICB to ensure that it has the capability to continue to operate in the event of a (multiple) disruptive event(s). It describes the ICB approach to the identification and assessment of hazards and threats and provides a framework for building organisational resilience with the capability of effective response that safeguards the interests of the ICB (key stakeholders, reputation, health community, workforce, and functions).

### 3. Next Steps

3.1 The planned next steps, which will support the ICB to meet its EPRR core standards requirements are outlined below:

Activity	Comments
Conduct a Training Needs Analysis to determine training needs of the organisation and development of a training schedule to address this.	
Development and delivery of EPRR and Business Continuity awareness training	Embedding of resilience across the ICB. Building awareness of individual roles in EPRR.
Review and update of the ICB Incident Response Plan	Draft prepared for the 1 July, review needed against new EPRR Framework and National Occupational Standards
Development of the ICB Resilience Direct Pages	ResilienceDirect is an online private 'network' which enables civil protection practitioners to cooperate and share information securely.
EPRR Core Standards 2022	Annual EPRR assurance process to assess the preparedness of the NHS, both commissioners and providers, against EPRR Core Standards.

### **3. Conclusion**

- 3.1 The ICB needs to fulfil its commitment to EPRR as a Category 1 responder and meet the NHS Core Standards requirement(s) to have an EPRR policy and a Business Continuity Policy and undertake an EPRR work programme.

### **4. Recommendations**

- 4.1 The Board is requested to:

1. Note the contents of the report;
2. Approve the EPRR and Business Continuity policies;
3. Endorse the next steps in the EPRR work programme.

**Niall Pemberton, EPRR and Business Continuity Manager**

**28 September 2022**