

Freedom of Information request 016234

24/6/22

Under the provisions of the Freedom of Information Act 2000, I am writing to request the following information. This information relates to the NHS England Emergency Preparedness, Resilience and Response (EPRR) Framework in general and section 10, "Cycle of preparedness", section 13, "Concepts of command and control" and section 14, "NHS command and control", in particular.

Please note that the much of the information requested is only the records of the existence of committee membership, a meeting, training and responsibilities, and activities, list(s), procedures, mechanisms, arrangements and exercises and not the contents of the membership, meeting, training, responsibilities, activities, list(s), procedures, mechanisms, arrangements and exercises themselves.

Given the potentially sensitive nature of this information, I ask you to redact any exempt information instead of refusing disclosure. This would be in accordance with guidance on best practice from the Information Commissioner's Office.

If you do not hold some of this information then I ask you to confirm explicitly that you do not hold it.

Response

Please note:- there is information available on the external website, see below

There is information available on Public Board papers please go to the Trust external website [Microsoft Word - Public Board Agenda16 September 2021 Draft \(dgft.nhs.uk\)](#)

Also see [Emergency Preparedness Resilience and Response \(EPRR\) - The Dudley Group NHS Foundation Trust \(dgft.nhs.uk\)](#)

There is also mention in the Annual Report for 20/21 which can be found [Annual-Report-Accounts-2020-21.pdf \(dgft.nhs.uk\)](#) page 65

Also see attached documents - [Terms of Reference \(TOR\)](#) and a page from the last meeting which lists key personnel

Coordination of emergency and disaster management activities Hospital Emergency / Disaster Committee
Any record of the current existence of a multidepartment and multidisciplinary committee to coordinate EPRR measures.

If such a committee exists then any record of which departments and disciplines are represented on it and the date the committee most recently met. Committee member responsibilities and training

- The last EPRR Assurance Group meeting was 29/04/2022

If such a committee above exists then any record that committee members have received training for their role on the committee and any record that committee members have been assigned specific responsibilities.

- To ensure EPRR is embedded across the trust, we are required to engage in training to ensure key roles and those identified by guidance and legislation are appropriately prepared to plan for and respond to an incident within the trust, these roles and the types of training required are identified within the EPRR Training Needs Analysis Designated emergency and disaster management coordinator - Emergency Planning Manager (EPM)

Any record of the current existence of a hospital emergency / disaster management coordinator. If such a co-ordinator exists then any record of what whole time equivalent of their time is devoted to emergency and disaster management. - Full time 37.5

Preparedness programme for strengthening emergency and disaster response and recovery

- The trust follows the Emergency Planning cycle to ensure that all aspects are considered within the trusts EPRR arrangements. This cycle will follow an annual refresh pattern with all `standing plans and polices being as minimum assessed annually to ensure new learning can be embedded within the documents, this may also be dynamic dependant on developments within the field of EPRR

Any record that activities to strengthen EPRR have been implemented in the past 12 months.

- As a Category 1 responder, DGNHSFT is required to undertake, at a minimum, the following level of exercising:
• 6 monthly communications cascade test (Exercise Hermes), this requires x1 in hours and x1 out of hours test in the rolling 12 month period • Annual Tabletop exercise • Three Yearly Live exercise
Hospital incident management system

Any record of the current existence of list(s) of key personnel roles in a hospital incident management system for the command, control and coordination in an emergency or disaster response. If such list(s) exists then any record of the existence of corresponding key personnel role action procedure documents.

- See attached paperwork

Emergency Operations Centre (EOC)

Any record of the current existence of a designated Incident Coordination Centre. If such an Incident Coordination Centre exists then any record of whether it has full immediate operational capacity in an emergency.

- Incident Control Centre (ICC) is currently fully operational

Coordination mechanisms and cooperative arrangements with local emergency / disaster management agencies

- Engagement in multi-agency planning - The trust as part of its legislative and framework requirements and guidance is required to attend and participate in relevant local, regional and national resilience planning and preparedness processes and arrangements

Any record of the existence of current formal co-ordination or co-operation mechanisms or arrangements between the Trust and emergency/disaster management agencies (e.g. local authorities, police services, fire and rescue services, civil society organisations) in order to support Trust functions in time of emergency or disaster.

If such mechanisms or arrangements above exist then any record of the most recent exercise(s) to test them, including date(s) of exercise(s). - Exercise Overlord 29/04/2022

Coordination mechanisms and cooperative arrangements with the healthcare network

Any record of the existence of current formal co-ordination or co-operation mechanisms or arrangements between the Trust and other healthcare providers in order to support Trust functions in time of emergency or disaster. - See external website

If such mechanisms or arrangements above exist then any record of the most recent exercise(s) to test them, including date(s) of exercise(s) - Exercise Overlord 29/04/2022

FOR COPIES OF ANY ATTACHMENTS MENTIONED PLEASE CONTACT dgft.foi@nhs.net AND QUOTE FOI REFERENCE NUMBER 016234