



right care  
right place  
right time  
right outcome

**NHS**  
Merton  
Clinical Commissioning Group

## MERTON CLINICAL COMMISSIONING GROUP GOVERNING BODY

**Date of Meeting:** 18<sup>th</sup> April 2018

**Agenda No:** 10.3

**Attachment:** 15

<p><b>Title of Document:</b> Emergency Preparedness, Resilience and Response (EPRR) Assurance 2017/18</p>	<p><b>Purpose of Report:</b> To approve</p>
<p><b>Report Author:</b> Luke Lambert – Senior Associate, Business Resilience, NELCSU  John Atherton – Director of Performance Improvement, Merton &amp; Wandsworth CCGs</p>	<p><b>Lead Director:</b> John Atherton – Director of Performance Improvement, Merton &amp; Wandsworth CCGs</p>
<p><b>Executive Summary:</b> NHS organisations are required to carry out an annual self-assessment against NHS England Core Standards for Emergency Preparedness, Resilience and Response.  Commissioning organisations participating in the process are required to ensure their Governing Body is sighted on the level of compliance achieved, the results of the self-assessment and the action/work plan for the forthcoming period.  The annual assurance process concluded in December 2017. Merton CCG's overall assessment for the 2017 EPRR Assurance is "Substantial" level of compliance.</p>	
<p><b>Key sections for particular note (paragraph/page), areas of concern etc:</b> Areas identified that require further actions to mitigate risks.</p>	
<p><b>Recommendation(s):</b> The Governing Body is asked to note the self-assessment, assurance process and compliance rating.</p>	
<p><b>Committees which have previously discussed/agreed the report:</b> Executive Management Team</p>	
<p><b>Financial Implications:</b> None</p>	

<p><b>Implications for CCG Governing Body:</b>  The Governing Body should be assured that the CCG has appropriate EPRR assurance processes in place.</p>
<p><b>How has the Patient voice been considered in development of this paper:</b>  Not applicable.</p>
<p><b>Other Implications:</b>  Linked to CCG Risk Register and reviewed as part of the regular update of the register.</p>
<p><b>Equality Assessment:</b>  Not applicable</p>
<p><b>Information Privacy Issues:</b>  Not applicable</p>
<p><b>Communication Plan: (including any implications under the Freedom of Information Act or NHS Constitution)</b>  The report will be available to the public through the CCG's Governing Body papers.</p>

## Context

NHS organisations are required to carry out an annual self-assessment against NHS England's (NHSE) Core Standards for EPRR and submit their assessment to NHSE.

The CCG was required to provide the following documents as evidence alongside the self-assessment submission:

- Business Continuity Plan
- EPRR Policy
- Pandemic Influenza Plan.

The CCG is required to ensure the Governing Body is sighted on the level of compliance achieved, the results of the self-assessment and the action/work plan for the forthcoming period.

## Self-Assessment 2017/18

The CCG undertook a comprehensive self-assessment against the 58 core standards and six governance requirements.

All areas were rated as green with the exception of the following three areas set out in the table below, which were rated amber.

Core Standard	Action
Arrangements demonstrate how organisations support NHS England locally in discharging its EPRR functions and duties	CCG to confirm arrangements with NHS England in context of delegated primary care commissioning.
Governance Deep Dive	Action
CCG has an identified, active Non-executive Director / Governing Body Representative who formally holds the EPRR portfolio for the organisation.	CCG to identify Lay Member to hold this portfolio.
The organisation's Accountable Emergency Officer regularly attends the Local Health Resilience Partnership (LHRP) meetings	CCG to confirm with NHS England future arrangements for future LHRPs.

The CCG planned for all areas to become green across all standards following agreement of the lay member portfolio and further discussion with NHS England on arrangements related to primary care and Local Health Resilience Partnership meetings.

## Assurance Process

The CCG met with NHS England in November for the EPRR assurance meeting to review the self-assessment submitted in September. The key priorities identified in the assurance meeting for the next 12 months included:

- Ensuring engagement with other partners, through attendance at relevant meetings, such as the Borough Resilience Forum and exercises.
- Considering how Merton CCG and Wandsworth CCGs can combine EPRR planning arrangements and plans/policies, where relevant.
- Produce an EPRR training need analysis.
- Review of the Business Continuity Plan to ensure timescales for recovery are clearly defined and plans reflect the EPRR framework terminology.

For Core Standards 1 to 51 the CCG were assessed as having two amber ratings:

- Core standard 40 – ‘Organisations actively participate in or are represented at the Local Resilience Forum (or Borough Resilience Forum in London if appropriate)’
- Core standard 41 – ‘Demonstrate active engagement and co-operation with other category 1 and 2 responders in accordance with the CCA’.

With regards to the governance deep dive, the CCG was rated green against all standards.

### **NHS England Assessment**

Merton CCG’s overall assessment for the 2017 EPRR Assurance is “Substantial” level of compliance. This is predicted to change to ‘Full’ following completion of the actions to address the amber points noted.

### **Business Continuity Plan**

The current version of the Business Continuity Plan is valid until May 2018. Business impact assessments are being refreshed for 2017/18 by identified leads across all CCG functions and the plan will be fully updated to reflect the staffing arrangements with Wandsworth CCG.