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Iechyd Cyhoeddus  
Cymru  
Public Health  
Wales

**Name of Meeting**  
Quality, Safety and  
Improvement Committee  
**Date of Meeting**  
18th May 2022  
**Agenda item:**  
4.8a

## Emergency Planning and Business Continuity Welsh Government Emergency Planning Report 2021

<b>Executive lead:</b>	Meng Khaw, National Director of Health Protection and Screening Services and Medical Director (Executive Lead for Emergency Planning and Business Continuity)
<b>Author:</b>	Andrew Jones, Deputy Director of Health Protection and Screening Services; Daniel Rixon, Interim Senior Emergency Planning Officer

<b>Approval/Scrutiny route:</b>	Business Executive Team- February 2022
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<b>Purpose</b>
The purpose of this paper is to: <ul style="list-style-type: none"> <li>a) Provide assurance to the Quality, Safety and Improvement Committee on the activities undertaken by the organisation to discharge its duties under the Civil Contingencies Act [2004].</li> <li>b) Inform the Quality, Safety and Improvement Committee of the Health Emergency Planning Annual Report submission to the Welsh Government, and to provide assurance in relation to the organisation’s level of emergency preparedness.</li> </ul>

<b>Recommendation:</b>				
APPROVE <input type="checkbox"/>	CONSIDER <input type="checkbox"/>	RECOMMEND <input type="checkbox"/>	ADOPT <input type="checkbox"/>	ASSURANCE <input checked="" type="checkbox"/>
It is recommended that the Quality, Safety and Improvement Committee: <ul style="list-style-type: none"> <li>• Receives <b>assurance</b> in relation to the organisations compliance with the requirements of the Civil Contingencies Act [2004] and the NHS Wales Emergency Planning Core Guidance [2015].</li> </ul>				

**Link to Public Health Wales [Strategic Plan](#)**

Public Health Wales has an agreed strategic plan, which has identified seven strategic priorities and well-being objectives.

This report contributes to the following:

<b>Strategic Priority/Well-being Objective</b>	5 - Protecting the public from infection and environmental threats to health
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**Summary impact analysis**

<b>Equality and Health Impact Assessment</b>	An Equality or Health Impact Assessment has not been undertaken.
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<b>Risk and Assurance</b>	The National Security Risk Assessment is published by the Cabinet Office and informs all emergency planning and business continuity work.
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<b>Health and Care Standards</b>	This report supports and/or takes into account the <a href="#">Health and Care Standards for NHS Wales</a> Quality Themes  Theme 2 - Safe Care  Specifically, the work plan ensures compliance with the requirements of the Civil Contingencies Act 2004 and supporting guidance
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<b>Financial implications</b>	There are no financial implications
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<b>People implications</b>	There are no people implications
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## **1. Purpose / situation**

The purpose of this paper is to inform the Quality, Safety and Improvement Committee of the Health Emergency Planning Annual Report submission to the Welsh Government, and to provide assurance in relation to the organisation's level of emergency preparedness.

## **2. Background**

As a Category 1 responder under the Civil Contingencies Act [2004], Public Health Wales is required to undertake the following civil protection duties:

1. Assess the risk of emergencies occurring and use this to inform contingency planning
2. Put in place emergency plans
3. Put in place business continuity management arrangements
4. Put in place arrangements to make information available to the public about civil protection matters and maintain arrangements to warn, inform and advise the public in the event of an emergency
5. Share information with other local responders to enhance co-ordination
6. Cooperate with other local responders to enhance co-ordination and efficiency

The Health Emergency Planning Annual Report seeks to assure Welsh Government that NHS Wales is fulfilling the above civil protection duties as well as requirements set out in the NHS Wales Emergency Planning Core Guidance [2015].

## **3. Description/Assessment**

The Health Emergency Planning Annual Report is used for year on year comparisons of preparedness to respond to an emergency and manage recovery against the requirements set out in the NHS Wales Emergency Planning Core Guidance [2015].

All NHS Health Boards and Trusts in Wales, as required to submit the Health Emergency Planning Annual Report annual to the Welsh Government.

Under the decision of the Welsh Government in 2020/2021, there was no requirement for Health Boards or NHS Trusts to submit the Emergency Planning Annual Report as a result of operational pressures in the response to COVID-19.

The Health Emergency Planning Annual Report 2021/22 was approved by the Business Executive Team and submitted to the Welsh Government on the 11.02.22.

#### **4. Recommendation**

It is recommended that the Quality, Safety and Improvement Committee:

- Notes the organisation's submission to Welsh Government of the Health Emergency Planning Annual Report and
- Receives **assurance** in relation to the organisation's level of emergency preparedness.