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**REPORT TO: MORAY INTEGRATION JOINT BOARD COMMITTEE ON 24  
NOVEMBER 2022**

**SUBJECT: CIVIL CONTINGENCIES - RESILIENCE STANDARDS PROGRESS**

**BY: CORPORATE MANAGER**

**1. REASON FOR REPORT**

- 1.1. To provide the Board with the first annual assurance report on the MIJB's resilience arrangements in fulfilling its duties as a Category 1 responder under the Civil Contingencies Act 2004.

**2. RECOMMENDATION**

- 2.1 It is recommended that the Moray Integration Joint Board (MIJB) consider and note the progress to date and note the risk highlighted in this report and the contents of this report alongside the HSCM Civil Contingencies Group Action Plan (APPENDIX 1).**

**3. BACKGROUND**

- 3.1. In May 2016, Scottish Government Health Resilience Unit (SGHRU) published the NHS Scotland Standards for Organisational Resilience (the Standards): this was subsequently updated, revised and a second edition published in May 2018.
- 3.2. The stated purpose of the 41 Standards is to "support NHS Boards to enhance their resilience and have a shared purpose in relation to health and care services preparedness in the context of duties under the Civil Contingencies Act 2004".
- 3.3. Each Standard, of which there are 41, sets out:
- A statement of an expected level of resilience practice
  - A rational/basis for the Standard (set within the context of statutory duties under the Civil Contingencies Act 2004 and other key legislation and guidance
  - A series of indicators/measures of what should be in place, or achieved, within/by the Health Board.
- 3.4. An assurance report was submitted to this committee on 25 March 2021 providing an update on progress against NHS Grampian's Resilience Improvement Plan and

provided an overview of the work of the HSCM Civil Contingencies Group, para 9 of the minute refers.

#### **4. KEY MATTERS RELEVANT TO RECOMMENDATION**

- 4.1. In January 2021, the Cabinet Secretary for Health and Sport wrote to confirm that the Scottish Government concluded that the results of consultation showed that there were no clear equality, operational or strategic planning barriers to progressing the proposal and legislating for the inclusion of Integration Joint Boards (IJBs) within the Civil Contingencies Act 2004 as Category 1 responders. The amendment was laid before the Scottish Parliament on Monday 18 January and approved, with legislation becoming effective from 18 March 2021.
- 4.2. The MIJB were provided with an outline of requirements arising from the inclusion of IJBs at Category 1 Responders under the Civil Contingencies (Scotland) Act 2004 on 25 November 2021 (para 19 refers).
- 4.3. Progress has been made in strengthening the links with partner organisations of NHS Grampian, Moray Council and the Local Resilience Partnership to ensure appropriate governance structures are in place and risk identification and mitigation measures and plans are aligned. Health and Social Care Moray (HSCM) are represented on NHS Grampian's Civil Contingencies Group, Local and Regional Resilience Partnerships and there is close working with the civil contingency lead and Emergency Planning officer in Moray Council. The civil contingency worksteam continues to increase, an oversight of the current governance framework is shown in **APPENDIX 1**.
- 4.4. The impact of the Covid-19 pandemic on civil contingencies and partnership working across HSCM, Moray Council and NHS Grampian has been unprecedented. The HSCM Civil Contingencies Group have continued to meet quarterly during the Covid-19 response and recovery phases to focus on key issues, identify training needs, monitor and manage risks and progress key actions.
- 4.5. Debriefs and lessons learned from Storm Arwen during November 2021 and Storm Malik and Corrie January 2022, continue to be discussed and implemented. The recommendations from the Scottish Government report, published 28 October 2022, will be incorporated into resilience planning, where appropriate, across the partnership.
- 4.6. Work continues to update the 'Surge Planning' across the Health and Social Care Partnership's (HSCP's) ensuring cross working to strengthen our resilience across the system. Much of this is co-ordinated through the Grampian Local Resilience Partnership (GLRP). The relationships with the other Health and Social Care Partnerships resilience teams and NHSG Civil Contingencies Unit, allows sharing of ideas, plans and support for debriefs.
- 4.7. The interim action plan (**Appendix 2**) is in place to support NHS Grampian's Resilience Improvement Plan, to close the gaps and address areas of improvement in Moray, with assurance processes around these. The plan, overseen by HSCM Civil Contingencies group on behalf of the Chief Officer, is linked to each Standard and self-assessment level against each Standard is

detailed. (Please see **Appendix 2** for criteria for scoring the self-assessment). This plan will be updated in 2023 against the revised Standards.

4.8. The following actions have been identified for 2022-23: these are predicated on the ongoing maintenance of actions already achieved, identified risks and continuance of the supporting resilience processes and practice in place across the health and social care system:

- Care for People – Strategic document to be finalised November 2022. Planning will allow for a Delivery Plan and group to support that work. A co-ordinator is employed by Moray Council to support community resilience and work with partners to refine the way in which vulnerable people are identified, to support better direct resources to them.
- Clarify roles and responsibilities for staff within HSCM and invocation of plans, both in hours and out of hours.
- Review existing service business impact analysis (BIA) and recovery plans to ensure they reflect new ways of working. A programme for supporting service managers to review and exercise plans is in place.
- Training gaps identified and action to address the gaps.
- Continue to work closely with partners to share information and learning with other responders to enhance coordination and efficiency in responses, with any gaps in preparedness identified and incorporate into the action plan.
- Persons at Risk Database (PARD) – data continues to be accessed via the Care First system to identify vulnerable people within social care. We are currently considering building resilience into the access and sharing of this data.

4.9. The Partnership are signed up to Page One, which is run by Police Scotland. It is the method of activating the GLRP. This was used during the storms of 2021/22.

4.10. NHS Grampian have been contacted by Audit Scotland to advise of their intention to carry out an audit of NHS Grampian's Business Continuity arrangements. Whilst responding to the pandemic HSCM had to suspend testing and exercising of plans, however it is planned that a revised schedule will be agreed.

4.11. The Partnership's Senior Managers on Call (SMOCs) continue with a 24/7 rota throughout the year. They are responsible for emergency response across HSCM. A review of these arrangements and training is planned to commence in November 2022.

4.12. Prior to March 2021, IJB's were reliant on NHS Board and Council specialist advisors for support. Currently HSCM is represented by the Corporate Manager on all matters involving Civil Contingencies. Unlike other partnerships, HSCM does not employ a subject matter expert on this topic and this has been highlighted and placed on the Strategic Risk Register, with a High rating.

#### **Persons At Risk Database (PARD)**

4.13 A letter has been submitted to the Scottish Government on behalf of the three HSCP's in Grampian, highlighting the information governance issues that prevent the sharing of health data to identify vulnerable people in the event of an incident. It is important to note that there is no actual database as the name suggests. All three partnerships have to accept that there is a risk meantime, that we are not

sighted on this data. It is understood that this situation is a common theme in many of the HSCP's across Scotland.

4.14. The implications of the increasing Civil Contingencies work on the Corporate Managers time is evidenced by **APPENDIX 1**.

4.15. Training and development will continue throughout 2022/23, to ensure the Partnership's emergency response plans, teams and partners are clear on their roles and how to execute these in the event of adverse events.

## **5. SUMMARY OF IMPLICATIONS**

### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP)) and Moray Integration Joint Board Strategic Plan "Moray Partners in Care 2019 – 2029"**

This report forms part of the governance arrangements of Moray Integration Joint Board; good governance arrangements will support the Board to fulfil its objectives.

### **(b) Policy and Legal**

The Civil Contingencies Act 2004 outlines a single framework for civil protection in the UK. Part 1 of the Act established a clear set of roles and responsibilities for specified organisations involved in emergency preparedness and response at local level (known as Category 1 responders). Moray Council and NHS Grampian are also Category 1 responders.

Sector resilience and preparedness is the responsibility of the Chief Officer. The Corporate Manager is responsible for acting as the point of contact for Moray and for driving forward all matters relating to civil contingencies and resilience within Moray, supported by HSCM Civil Contingencies Group and Moray Resilience Group.

### **(c) Financial implications**

There are no financial implications associated with this report.

### **(d) Risk Implications and Mitigation**

HSCM Civil Contingencies Risk Register is routinely monitored by the HSCM Civil Contingencies Group with actions and risks escalated to the system leadership group and senior management team as appropriate.

### **(e) Staffing Implications**

There are no implications directly arising from this report.

### **(f) Property**

There are no property implications arising from this report.

### **(g) Equalities/Socio Economic Impact**

An Equality Impact Assessment is not needed as there is no change to policy or procedure.

### **(h) Climate Change and Biodiversity Impacts**

None arising directly from this report.

**(i) Directions**

None arising directly from this report.

**(j) Consultations**

Consultation on this report has taken place with the Chief Officer, Chief Financial Officer, Ross Ferguson, Emergency Planning officer, Moray Council, Isla Whyte, Interim Support Manager and Tracey Sutherland, Committee Services Officer, Moray Council, who are in agreement with the content of this report as regards their responsibilities.

**6. CONCLUSION**

- 6.1 This report summarises the actions that are being progressed to ensure that HSCM meets the appropriate standards and establishes robust contingency arrangements to ensure critical functions can be maintained during disruptive incidents. Progress is being made but there are some areas that require urgent attention and these are being prioritised by senior management. Without dedicated resource, there is a risk to MIJB that it may not fulfil all of its statutory duties as a Category 1 responder under the Civil Contingencies Act 2004.**

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Background Papers: with author