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**REPORT TO: MORAY INTEGRATION JOINT BOARD ON 30 NOVEMBER 2023**

**SUBJECT: CARE FOR PEOPLE PLAN – MORAY ARRANGEMENTS**

**BY: CORPORATE MANAGER**

**1. REASON FOR REPORT**

- 1.1 To provide assurance to the Moray Integration Joint Board that Health and Social Care Moray have developed an operational process to deliver the Care for People Strategy.
- 1.2 To provide assurance that the development of this framework has been in conjunction with Moray Council as its strategic partner.

**2. RECOMMENDATION**

**2.1 It is recommended that the Moray Integration Joint Board (MIJB):**

- i) note that a Care for People Operational Framework has been developed in conjunction with its partners;**
- ii) note that continued improvement and implementation of the Care for People is now business as usual; and**
- iii) note that Health and Social Care Moray (HSCM) will exercise this framework at a Moray and Grampian level to provide additional support and assurance.**

**3. BACKGROUND**

- 3.1 The inclusion of IJB's as Category 1 Responders in terms of the Civil Contingencies Act 2004 (the 2004 Act); the requirements and the arrangements in place and plans to ensure that the IJB meets its requirements under the Act.
- 3.2 Responsibility of the Chief Officer, as its Accountable Officer, to carry out all necessary arrangements to discharge the duties on behalf of the IJB under the 2004 Act.

3.3 This legislation requires MIJB to meet specific statutory requirements. The Civil Contingencies Act 2004 (CCA), is supplemented by the Contingency Planning (Scotland) Regulations 2005 and “Preparing for Scotland” Guidance. Taken together the law and guidance provides a consistent and resilient approach to emergency planning, response and recovery, which has been used to develop good practice.

3.4 The Act placed these duties on Integration Joint Boards as Category 1 Responders. It defines an emergency as:

- An event or situation which threatens serious damage to human welfare;
- An event or situation which threatens serious damage to the environment;
- War, or terrorism, which threatens serious damage to the security of the UK.

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

4.1 To provide assurance to MIJB that an operational document has been developed to provide a framework to allow HSCM to activate, set-up, operate, manage and de-activate the Care for People (CfP) teams should they be deemed necessary in response to a significant or disruptive incident affecting the population of Moray area.

4.2 This framework was tested in the recent Storm Babet response to some degree, and its effectiveness will be reviewed during the upcoming debrief.

4.3 A Tabletop exercise of this framework was carried out on Monday 13 November 2023. Learning from this event will be incorporated into the ongoing development of the live framework.

4.4 A Grampian CfP exercise is planned for 5 December 2023.

#### **5. SUMMARY OF IMPLICATIONS**

**(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP)) and Moray Integration Joint Board Strategic Plan “Partners in Care 2022-2032”**

The aims of this document link with the themes of the MIJB strategic plan; Partners in Care, Home First and Building Resilience.

Ensuring that our systems are as simple and efficient as possible, working with partners, to keep people safe from harm during an emergency response as required by legislation.

**(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 clearly defined set of

roles and responsibilities for specified organisations involved in emergency preparedness and response, known as Category 1 responders. MIJB is a Category 1 responder.

HSCM 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 HSCM.

**(c) Financial implications**

There are no financial implications directly associated with this report. Although during any emergency response will require financial resource from potentially both partners.

**(d) Risk Implications and Mitigation**

There is currently a High risk held on the HSCM Risk Register, detailing the lack of a Civil Contingencies Subject Matter Expert to drive this workstream.

This also increases the risk of MIJB not complying, posing legislative risks for the Moray IJB.

There is also a medium risk against the ability to deliver a CfP Strategy. This risk will be considered following the exercise of this plan in Moray and Grampian.

**(e) Staffing Implications**

None directly associated with this report.

**(f) Property**

None directly associated with this report.

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

An Equality Impact Assessment is not required as there are no changes to policy arising from this report and therefore there will be no differential impact on people with protected characteristics.

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

None directly associated with this report.

**(i) Directions**

None directly associated with this report.

**(j) Consultations**

The following partners were also consulted in the writing of this report and view incorporated: Moray Council Emergency Planning Officer and Interim Support Manager, HSCM.

## 6. CONCLUSION

- 6.1 This report provides MIJB with assurance that HSCM has an operational framework for activating the CfP Plan and it is exercised as required. Whilst the delivery is in partnership with Moray Council, this forms part of MIJB's responsibility as a Category 1 Responder in terms of the Civil Contingencies Act 2004.

Author of Report: Sonya Duncan, Corporate Manager, HSCM  
Background Papers: The Civil Contingencies Act 2004 (Contingency Planning) (Scotland) Regulations [2005](#)  
Preparing Scotland, Care for people affected by [emergencies](#)