

**Reference Number:** FOI202223/215  
**From:** Private Individual  
**Date:** 05 August 2022  
**Subject:** EPRR Coordination of emergency and disaster management activities

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.

Q1 Any record of which departments and disciplines are represented on the Emergency Preparedness Group. (Can be answered with the number of departments or disciplines on the committee.)

A1 [Specialities ranging across 20 areas attend Emergency Preparedness Group \(EPG\).](#)

Q2 Emergency Preparedness Group member responsibilities and training

Any record that Emergency Preparedness Group members have received training for their role on the committee. (Can be answered yes / no.)

Any record and any record that Group members have been assigned specific responsibilities. (Can be answered yes / no.)

The Trust has referred to its EPRR Policy and Emergency Preparedness Terms of Reference, but it has not provided these

A2 [EPG group members don't require formal training to attend a meeting. Emergency Preparedness Resilience and Response \(EPRR\) Manager is trained to national requirements to operate as Trusts EPRR Lead.](#)

[The Trust's Emergency Preparedness Resilience and Response Policy and group Terms of Reference are not included with this response. The Freedom of Information Act gives rights of public access to information held by public authorities, this right covers all recorded information held by a public authority, the Act doesn't however confer any explicit right to copies of original documents.](#)

[Section 8 of the Act states that one requirement for a request for information to be valid is that it describes the information being requested, therefore please advise what particular information you are requesting in respect of the documents requested.](#)

Q3 Designated emergency and disaster management coordinator

Any record of what whole time equivalent of the co-ordinator's time is devoted to

emergency and disaster management. (Can be answered with a whole time equivalent.)

A3 EPRR Manager dedicated to 37.5 hrs per week

Q4 Preparedness programme for strengthening emergency and disaster response and recovery

Any record of a programme or plan to strengthen the preparedness of the Trust for response and recovery to emergencies and disasters. (Can be answered yes / no.)

If such a programme or plan exists then any record that activities from it have been implemented in the past 12 months. (Can be answered yes / no.)

A4 Information not held – No such plan held

Q5 Hospital incident management system

Any record of the current existence of list(s) of key personnel roles in any hospital incident management system for command, control and coordination in an emergency or disaster response. (Can be answered yes / no.)

If such list(s) of key personnel roles exists then any record of the existence of corresponding key personnel role action procedure documents. (Can be answered yes / no.)

A5 Yes the Trust does keep a list of these key personnel and their corresponding action procedure documents.

Q6 Emergency Operations Centre / Incident Coordination Centre

Any record of whether the Incident Coordination Centre has full immediate operational capacity in an emergency. (Can be answered yes / no.)

A6 Yes

Q7 Coordination mechanisms and cooperative arrangements with local emergency / disaster management agencies

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. (Can be answered yes / no.)

If such mechanisms or arrangements above exist then any record of the most recent exercise(s) to test them. (Can be answered yes / no.)

If there is a record of the most recent exercise(s) to test them then the date(s) of the most recent exercise(s). (Can be answered with a date.)

A7 Yes - the Trust does have such arrangements in place however no test exercises have taken place

Q8 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. (Can be answered yes / no.)

If such mechanisms or arrangements above exist then any record of the most recent exercise(s) to test them. (can be answered yes / no.)

If there is a record of the most recent exercise(s) to test them then the date(s) of the most recent exercise(s). (Can be answered with a date.)

A8 Yes – the Trust does have such arrangements in place however no test exercises have taken place. These arrangements are currently live and ongoing with the Covid-19 response.