



**ANGUS HEALTH AND SOCIAL CARE**

**INTEGRATION JOINT BOARD – 25 OCTOBER 2023**

**CATEGORY 1 RESPONDER & RESILIENCE PLANNING PROGRESS UPDATE**

**REPORT BY GAIL SMITH, CHIEF OFFICER**

**ABSTRACT**

This report provides an overview of Angus Integration Joint Boards (AIJB) status as a Category 1 Responder within the framework of Civil Protection and Emergency Management. It outlines the responsibilities, obligations, and implications of this designation, as well as our preparedness to fulfil the role effectively.

**1. RECOMMENDATION**

It is recommended that the Integration Joint Board:-

- (i) Acknowledges the work undertaken to date to ensure Angus Integration Joint Board can fulfil the duties of Category 1 Responder status.

**2. BACKGROUND**

Under the Civil Contingencies Act 2004, organisations in the UK are categorised as responders based on their roles and responsibilities in Civil Protection and Emergency Management.

The Act sets out a framework for ensuring public bodies and key utilities providers work effectively together in emergency situations or situations of local, regional, or national crisis. The Act defines two categories of organisations and their role in ensuring public safety and resilience in the face of such situations.

- **Category 1** responders are public bodies and include Local Authorities, the Emergency Services, Health Boards, Scottish Environment Protection Agency (SEPA), and now IJBs.
- **Category 2** responders include strategic health agencies, transport infrastructure bodies, utilities providers, port authorities, and the Health and Safety Executive.

The Act sets out the responsibilities of each category in an emergency and sets out the powers of UK ministers and Scottish Ministers to make emergency regulations or issue emergency directions, and to take on emergency powers, in the event of significant emergency events.

In March 2021 the Civil Contingencies Act 2004 was amended to include Integration Joint Boards in the list of Category 1 Responders. Angus IJB has been designated as a Category 1 Responder due to its integral role in health and social care provision in Angus.

Category 1 Responders include entities with key duties in managing and responding to emergencies, such as Local Authorities, the Police, and Health Boards.

The Civil Contingencies Act places 7 legal duties upon Category 1 Responders (Appendix 1). These are:

1. Duty to assess risk
2. Duty to maintain emergency plans
3. Duty to maintain business continuity plans
4. Duty to promote business continuity
5. Duty to communicate with the public
6. Duty to share information
7. Duty to co-operate

The core duties of Category 1 responders are set out in Section 2 of the Act.

These comprise four main areas of responsibility:

- **Business continuity planning** to ensure “business-as-usual” services and functions can be maintained or quickly recovered when an emergency occurs.
- **Emergency planning** to ensure AHSCP can take action to meet any additional health and social care or related functions arising from an emergency.
- **Engaging with the public** through consultation, publication of emergency plans, and providing the public with advice and information to help prevent or mitigate emergencies.
- **Collaboration** with other Category 1 and Category 2 responders at a local, regional, and national.

### 3. CURRENT POSITION

Five main areas of responsibility have been identified and progress is being made to ensure the appropriate systems and processes are in place to meet the legal duties of the Civil Contingencies Act.

These areas of responsibility have been identified as:

1. Risk Assessment
2. Business Continuity Planning
3. Emergency Planning
4. Engaging with the public
5. Collaboration

These areas of responsibility will be coordinated and managed through the establishment of a Resilience Planning Group (ARP). The purpose of this group is to oversee the development of the AHSCP IJB Category 1 Responder function under the Civil Contingencies Act 2004.

The group will be responsible for:

- Establishing a task and finish group who will develop a systematic **risk assessment** process for threats and hazards within the local area. The risk assessment process will be monitored and reviewed on a regular basis. These risk assessments will inform Emergency Planning and Business Continuity Planning.
- Establishing a task and finish group who will develop and implement a corporate **Business Continuity Plan** for Angus IJB. This will encompass integration functions and services provided by NHS Tayside and Angus Council. This group will also develop a robust system to ensure that Service/Operational Business Continuity Plans are updated, maintained and tested as per NHS Tayside and Angus Council policies. This will ensure that ‘business as usual’ services and functions can be maintained or recovered quickly when an emergency occurs.
- Establishing an Angus IJB **Emergency Planning and Response** task and finish group who will develop and implement an emergency planning framework for health and social care functions in Angus. This will ensure that AHSCP can take action to meet any additional health and social care needs or related functions arising from an emergency.
- **Engaging with the public** through consultation, publication of risk assessments and emergency plans (where required) and providing advice and information.
- Ensuring **collaboration** with other Category 1 and Category 2 responders at a local, regional and national level.

- Seeking assurance that the Angus IJBs partners (NHST and Angus Council) have suitable resilience arrangements in place for lead partner services.

Governance structures have been reviewed to ensure that Category 1 Responder arrangements are fully and adequately incorporated into the IJBs governance structures.

While progress has been made to ensure Category 1 Responder Duties are fulfilled, several challenges and implications need to be considered:

**1. Resource Allocation:** Adequate resource allocation and funding are essential to maintain our preparedness and response capabilities.

**2. Training and Skills:** Continuous training and skill development of our staff are necessary to effectively respond to evolving threats and emergencies.

**3. Coordination:** Ensuring seamless coordination and information sharing with other responders is crucial for a unified response.

**4. Public Communication:** Transparent and timely communication with the public during emergencies is essential to mitigate panic and provide accurate information.

#### 4. PROPOSALS

The designation as a Category 1 Responder is a significant responsibility that reflects our vital role in ensuring the safety and well-being of the Angus community during emergencies.

By addressing the challenges and following the recommendations outlined in this report, we will continue to fulfil our Category 1 Responder duties effectively and contribute to the resilience of Angus in the face of various threats and emergencies.

An Angus IJB Category 1 Responder Duties Development Session is planned for the 15 November 2023.

#### 5. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report.

#### 6. RISK

<b>Risk Description</b>	There is a risk that Angus IJB will be unable to evidence that it has the appropriate systems and processes in place to implement the new Category 1 Responders requirements. This could result in Angus IJB not meeting the legal obligations under the Civil Contingencies Act 2004.
<b>Risk Category</b>	Compliance/Legislative/Regulatory
<b>Inherent Risk Level</b>	The risk level will be agreed as a collective at the AIJB Category 1 Responder Duties Development session on 15 November 2023.
<b>Mitigating Actions</b>	<ul style="list-style-type: none"> <li>• Establish an Angus Resilience Planning Group (ARPG).</li> <li>• Establish 5 Task and Finish groups aimed at delivering on specified objectives in relation to <ul style="list-style-type: none"> <li>○ Risk Assessment</li> <li>○ Business Continuity Planning</li> <li>○ Emergency Planning</li> <li>○ Engaging with the Public</li> <li>○ Policy Development</li> </ul> </li> <li>• The following items will be a standing agenda item for CCPG Risk &amp; Resilience meetings: <ul style="list-style-type: none"> <li>○ Business Continuity Plans (BCPs)</li> <li>○ Emergency Planning</li> <li>○ Category 1 Responder</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Prevent Duty</li> <li>• Resilience will be included in the Clinical, Care &amp; Professional Governance (CCPG) chairs assurance report to AIJB three times per year.</li> <li>• AIJB Category 1 Responder Duties Development Session is planned for 15 November 2023.</li> </ul>
<b>Residual Risk Level</b>	The risk level will be agreed as a collective at the AIJB Category 1 Responder Duties Development session on 15 November 2023.
<b>Planned Risk Level</b>	The risk level will be agreed as a collective at the AIJB Category 1 Responder Duties Development session on 15 November 2023.
<b>Approval recommendation</b>	Once agreed the risk level will be mapped against the AIJB risk appetite to determine the reporting and monitoring requirements.

## 7. OTHER IMPLICATIONS (IF APPLICABLE)

There are no other implications.

## 8. EQUALITY IMPACT ASSESSMENT

An Equality Impact Assessment is not required.

## 9. DIRECTIONS

The Integration Joint Board requires a mechanism to action its strategic commissioning plans and this is provided for in Section 26 to 28 of the Public Bodies (Joint Working) (Scotland) Act 2014. This mechanism takes the form of binding directions from the Integration Joint Board to one or both of Angus Council and NHS Tayside.

Direction Required to Angus Council, NHS Tayside or Both	Direction to:	
	No Direction Required	x
	Angus Council	
	NHS Tayside	
	Angus Council and NHS Tayside	

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List of Appendices:

Appendix 1 Category 1 Mandatory Requirements