

# Public Health Wales Emergency Response Plan

Version 2.0 September 2018



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Document Summary	
<b>Purpose and Summary of Document:</b>	<p>This document provides the specific arrangements for the Public Health Wales strategic and tactical response to incidents, outbreaks and emergencies by Public Health Wales.</p> <p>Emergency contact numbers are contained in the Public Health Wales Emergency Response Telephone Directory.</p> <p>The Emergency Response Plan is to be read in conjunction with</p> <ul style="list-style-type: none"> <li>Public Health Wales Incident Coordination Centre Concept of Operations</li> <li>Public Health Wales Business Continuity Management Framework</li> </ul>
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<b>Sponsoring Executive</b>	Dr Quentin Sandifer, Executive Director of Public Health Services & Medical Director (Executive Lead for Emergency Planning and Response)
<b>Peer Review</b>	Version 1 of this plan was reviewed by the Welsh Government and Public Health England in 2016
<b>Date Approved</b>	Approved by Public Health Wales Board 27 September 2018
<b>Review Date</b>	The plan is to be reviewed annually, or following the organisation's response to an Enhanced or Major Incident Emergency
<b>Version</b>	2.0
<b>Publication / Distribution</b>	<ul style="list-style-type: none"> <li>Chief Executive of Public Health Wales</li> <li>Executive Management Team</li> <li>Emergency Planning and Business Continuity Group</li> <li>Emergency Planning and Business Continuity <a href="#">SharePoint site</a></li> <li>On call workplace</li> <li>Public Health Wales Intranet Pages</li> </ul>
<b>Protective marking</b>	OFFICIAL



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# Executive Summary

Public Health Wales is required under the Civil Contingencies Act [2004] to maintain and develop plans to ensure that if an emergency occurs or is likely to occur, the organisation can deliver its functions so far as necessary or desirable for the purpose of preventing the emergency, reducing, controlling or mitigating its effects, or taking other action in connection with it. The organisation has developed the Public Health Wales Emergency Response plan to provide a framework to establish, create and improve resilience.

This plan has been developed in light of a risk assessment process which has given consideration to the measures required to mitigate against identified risks within the capabilities and resource of the organisation. In addition, learning from previous responses to incidents and exercises have been considered in the development of the plan to ensure that lessons have been implemented and embedded, to strengthen the organisation's resilience capability and response.

This document outlines the roles and responsibilities of Public Health Wales in emergency response including its activation and deactivation arrangements, command and control structures, and recovery arrangements. Further details concerning incident debriefing, business continuity, training and exercising as well as information sharing are contained within the plan. A glossary explains some of the key terms used in emergency planning.

Public Health Wales has a long history of effectively managing emergencies. While there are always challenges associated with emergency response, this revised plan outlines a framework to ensure the successful delivery of the organisation's emergency response function.

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Personal Data

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**Chief Executive of Public Health Wales**



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Emergency Response Plan

# 1. Introduction

- 1.1 The Public Health Wales Emergency Response Plan details the organisation's response arrangements to any emergency, incident or outbreak that impacts on, or requires the mobilisation of, public health resources and capabilities. The Emergency Response plan provides a framework to establish, create and improve resilience.
- 1.2 Under schedule 1 of the Civil Contingencies Act [2004] Public Health Wales is a Category 1 Responder. The Act requires Category 1 responders to maintain plans for preventing emergencies and reducing, controlling or mitigating the effects of emergencies in both response and recovery phases. The Act defines an emergency as:
- a) an event or situation which threatens serious damage to human welfare in a place in the United Kingdom,
  - b) an event or situation which threatens serious damage to the environment of a place in the United Kingdom, or
  - c) war, or terrorism, which threatens serious damage to the security of the United Kingdom.
- 1.3 The Civil Contingencies Act places a number of civil protection duties on Public Health Wales in respect of:
- Risk assessment
  - Emergency plans
  - Business continuity
  - Warning and Informing
  - Sharing of information
  - Cooperation with local responders
- 1.4 Public Health Wales is responsible for providing emergency preparedness, resilience and response leadership, and scientific and technical advice at all organisational levels, working in partnership with other organisations to protect the health of the public within Wales. In fulfilling these duties Public Health Wales will undertake the responsibilities outlined below, whilst ensuring business continuity arrangements are in place, to ensure services provided by the organisation are delivered and maintained.



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## Roles and Responsibilities of Public Health Wales

Assess the impact on population health to inform the multi-agency response

Liaise with stakeholders to gather detailed information on the type of incident

Liaise with other expert agencies, as appropriate, to ensure the provision of proportionate and timely evidence-based advice and support to partners

Recommend measures to protect public health and mitigate the effects of an incident

Interpret and share information/advice with health services and other partners

Collate information obtained from different sources into a coherent, meaningful and usable format for different audiences

Contribute to a Strategic Coordinating Group (SCG)

Attend Strategic (Gold), Tactical (Silver), Operational (Bronze) groups as required

Provide representation at the Emergency Coordination Centre Wales (ECCW)

Contribute to a range of multi-agency partnerships such as the Scientific and Technical Advice Cell (STAC), Air Quality Cell (AQC) and Media cell

Advise on the effective communications of public health risks

Analyse and evaluate the response proposed by other agencies in terms of the likely impact on public health

Facilitate epidemiological follow-up of affected populations and communities as necessary

Convene and chair (or be a core member of) an Outbreak Control Team in response to a significant infectious disease incident

Provide an integrated approach to the protection of public health in Wales supporting partner agencies in the provision of scientific and technical advice within the following specialist areas

- Infectious disease
- Outbreak surveillance
- Chemical hazards
- Biological hazards
- Radiation hazards