

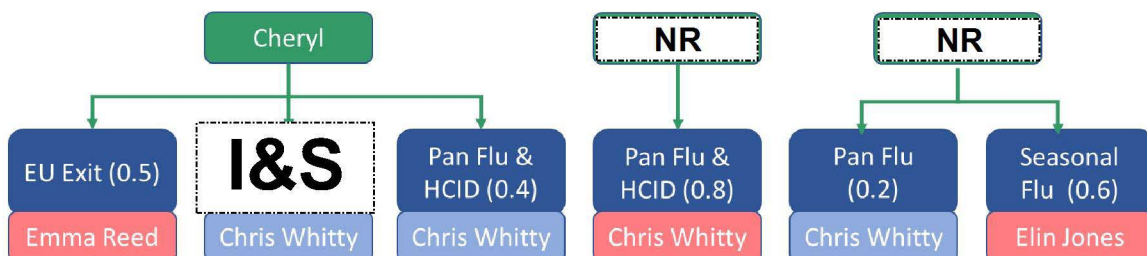
Chris Whitty, CSA

From: Cheryl Cavanagh  
Date: 27 March 2019  
Cc: Elin Jones  
Emma Reed  
Kevin Dodds  
**Name Redacted**

**Pan flu preparedness & high consequence infectious disease policy – reorganisation**

1. You are aware that, following re-organisation and re-prioritisation of DHSC work due to EU Exit no deal planning, pan flu preparedness and high consequence infectious disease (HCID) policy has moved to your portfolio of responsibilities on a temporary basis. This note summarises staffing and reporting arrangements that sit alongside this change.
2. The team that is working to you in this area consists of:
  - 0.5 wte G6 (Cheryl Cavanagh)
  - 0.2 wte G7 **Name Redacted**
  - 0.8 wte SEO **Name Redacted**

**NR** and **NR** were previously working in this area so bring corporate memory and subject matter knowledge to some aspects of the portfolio. I am new to the subject. I understand that you have agreed that I will report directly to you for the time being.
3. ExCo agreed that the Department would need to do less work in some areas in order to free up resource for EU Exit preparations. As a result, Emma Reed and Clara Swinson agreed a range of work related to pan flu and HCID that would be scaled back or paused before this policy area transferred across to you. **Annex A** summarises the work areas that are continuing and those which are on hold. I have sent, under separate cover, a briefing pack that **NR** has co-ordinated providing more detail on the live and paused issues.
4. As a result of these changes, the team is smaller than pre-EU exit reorganisation when it consisted of 4 wte staff (1.2 wte G7, 1 wte F/S, 0.8 wte SEO and 1 wte HEO).
5. It is not the intention to move the new team in its entirety into your directorate. **NR** and myself have other responsibilities that sit within other directorates and the proposal is that we would stay within those directorates in terms of headcount. For me this will mean remaining in Emma Reed’s directorate to contribute to EU Exit no deal planning. For **NR** this is Elin’s Provider Efficiency and Performance directorate where seasonal flu currently sits. **NR** work is solely focused on pan flu and HCID, it is therefore proposed that she is part of your directorate’s headcount. She will be activity managed by both **NR** and me and I will be her line manager.



6. This is not the cleanest of arrangements. Elin had kindly offered that [NR] could sit within her Directorate so that she was in the same Directorate as [NR] an activity manager for this subject. However, following discussions with [NR] and I advise that [NR] sit within your directorate as that is where the totality of her work sits. If you are content with this, it would mean that [NR] would need to be added to your headcount and to your staff lists to receive appropriate corporate communications and meeting invites. It would also be helpful if I could be added to such lists. If you are content, our proposal is that [NR] continue to sit down on the 5<sup>th</sup> floor with [NR] and me for the time being.
7. I would be grateful if you could confirm:
- if this note matches your understanding i.e. pan flu & HCID policy has moved to you with a reduced team and, as a result, elements of the work programme have been put on hold;
  - if you are content for [NR] to move to your directorate in terms of headcount and corporate communications/activities but to remain on the 5<sup>th</sup> floor (at least for the time being);
  - if you have any queries or would like to meet to discuss anything in this note or the briefing pack that has been sent in parallel.

**Cheryl Cavanagh**  
**Pan Flu Preparedness & HCID policy lead**

**Pan flu preparedness and HCID policy: Area of work continuing, slowing or pausing as a result of EU Exit prioritisation**

Work Area	Action	Tell*
Pan Flu Bill (finalise: 2 clauses; explanatory notes for 4 clauses; assessment of impacts; and handover document. Additionally, continue to contribute to overall co-ordination)	Continue (due for completion by end of March)	CCS
Moral and ethical Advisory Group - Membership and Recruitment	Stop	CCS
UK Pandemic Influenza Strategy Refresh	Stop	CCS
WS1 - healthcare surge (largely complete, DA engagement to develop plans outstanding)	Stop	CCS
WS2 - adult social care (largely complete for PFRB, CMO actions outstanding)	Stop	CCS
PFRB paper on NSC(THRC) update	Stop	CCS and Ministers?
PFRB Comms (completion of updated 4 Nations Strategy)	Stop	CCS and DAs
Clinical trials (get CSA / ER budget sign off; vaccine acquisition; light touch governance w/SRE)	Reduce	CSA and DCMO
Vaccine acquisition and MoU for use in clinical trial	Reduce	CSA and DCMO
Pan Flu vaccine APA re-procurement (light touch oversight of agreed analytical work and project planning)	Reduce	PHE
Perm Sec action: schedule 2019/20 Pan Flu exercise	Stop and consider again Summer 2020	Perm Sec
Perm Sec action: benchmark NHS readiness internationally	Stop	Perm Sec
Perm Sec Feb meeting on Pan Flu	Continue	Perm Sec
Perm Sec March written update on Pan Flu	Continue	Perm Sec
Perm Sec Brexit action on pan flu antibiotics (agreed substantively moved to Steve O and Health Security w/stream)	Move	Steve
Clinical Countermeasures Board	Continue	PHE
NPFS Board	Continue	PHE
Quarterly Finance meetings	Continue	
NERVTAG action on clinical guidance (ORC / health security workstream to identify if anything needs updating to Brexit timetable)	Stop	JVT
HCID response as needed (leave to EPRR/On-Call)	Stop	
Ebola UK Preparedness	Stop	X-Gov (DFID, MOD, CCS, PHE)
HCID lessons learnt issues inc further Ebola preparedness	Stop	CMO and PHE
Input to new govt-funded vaccine manufacture facility (joint with JVT & CSA - could seek to move back to GHS)	Move to CSA/GHS	JVT and CSA
Reimbursing HCWs for MERS / Monkeypox	Stop	PHE and CMO
GHSI (light touch continuation with KD / Tim Ellis )	Continue	KD and NA
NERVTAG recruitment	Move to Appointments Team and PHE?	Appointments Team
PIPP April meeting (commission papers in late Feb)	Stop	Clara
WHO/GHSI: Biological Sample Sharing, Nagoya Protocol and the WHO PIP Framework	Continue	-

Note\* - Stakeholders have been informed informally where work has paused but not received formal written notification.