

## Paper 3a: PFRB(18)11

Project Initiation Document	
Project name	Pandemic Flu Resilience Standard
SRO	Name Redacted
Project manager	
Date	17/07/2018
Last updated	20/07/2018

### Aim

The aim of this Work Stream is to produce a Pandemic Flu Resilience Standard, outlining how Local Resilience Forums (LRFs) should prepare for an influenza pandemic.

The Standards are focused on multi-agency working, and most will apply explicitly to the work of LRFs. This is because success in emergency preparedness, response and recovery is typically achieved by the combined efforts of organisations working together.

The purpose of the standards is to:

- Be a guide for improvement
- Be a yardstick for assessment and a basis for insurance
- Signpost to further sources of guidance and good practice

This risk specific standard will eventually be supported by a number of other Resilience Standards, including LRF Governance, Risk Communication and Information Sharing and Information Management.

### Outcomes

By the end of October, we will:

- Consult with subject matter experts, including NHS England, Deputy Chief Medical Officer and Local Authorities to draft the Resilience Standard.
- Undergo a formal, 8 week consultation through Resilience Direct.
- Publish the standard on Resilience Direct

Once the complete set of Standards is in place they will then also be published to [www.gov.uk](http://www.gov.uk).

This standard will apply to England only.

### Stakeholders and dependencies

This work will be led by DHSC and will need input from a range of departments/organisations.

- Civil Contingencies Secretariat
- MHCLG

- Local Resilience Forums
- Subject Matter Experts

**General Risks:**

<b>Risk</b>	<b>Owner(s)</b>	<b>Mitigation</b>
In order to have maximum impact, the relevant supporting guidance, needs to be published and up-to-date to provide the 'how'.	Name Redacted, DHSC Civil Contingencies Secretariat	Constant discussion with PFRB and Civil Contingencies Secretariat regarding publication timing and the timelines of other work.
The Standard is not sufficiently multi-agency and it too focussed on health and social care.	Name Redacted, DHSC	Engage with PFRB and LRFs to seek wider input, and wider consultation, actively seeking input from other sectors.
Lack of agreement of the content of the standard.	Name Redacted, DHSC	Ongoing consultation throughout the drafting process, as well as formal consultation to increase awareness of what guidance Local Resilience Forums are seeking and central government wishes to share.
Delays in the timetable due to competing pressures, including response work.	Name Redacted, DHSC	Manage expectations of timelines, letting stakeholders and colleagues know the deadlines to reach an agreement. Make any changes to the schedule planned and constantly reprioritise depending on needs.

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Outcome	Milestones	Responsible & Accountable	Risks	Mitigation	Status
Draft pandemic flu resilience standard, using the template designed by Civil Contingencies Secretariat.	Review existing Local Resilience Forum guidance to ensure coherence of guidance and language.	Name Redacted DHSC	Existing guidance is out-of-date or does not capture everything.	Use a range of sources, including devolved administrations and do not rely solely on existing guidance to draft the Standard.	Complete
	Identify key themes to include, through discussion with partners (including the MHCLG LRF Pandemic Flu Engagement Group) and the review of existing guidance.	Name Redacted DHSC	Too much information is collated, risking confusion and lack of clarity of priorities.	Careful discussion with stakeholders and experts will help to identify the key priorities to include.	Complete
	Using the template developed by the Civil Contingencies Secretariat, draft the resilience standard.	Name Redacted DHSC	The language and structure does not match the wider set of Standards.  Over-simplification when drafting the requirements in order to fit the template.	Share an early draft with colleagues in Civil Contingencies Secretariat to seek advice.  Caution when re-drafting key requirements and regular consultation to check the sense of the guidance is not lost.	Complete
Consult with the subject matter expert group on the first draft	Share with subject matter experts for review, seeking views on content and clarity of the language. (27 <sup>th</sup> June)	Name Redacted DHSC	Subject matter Experts do not respond on time, or raise significant challenges, delaying the timeline.	Utilise expert knowledge where possible in the initial drafting and be clear on the purpose of the standard.	Ongoing
	Share with the Sector Resilience Working Group to test the content, including the question of real time data sharing. (17 <sup>th</sup> July)	Name Redacted DHSC	The group raise significant challenges, delaying the timeline.	Utilise expert knowledge where possible in the initial drafting and be clear on the purpose of the standard.	Ongoing

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	Present the paper to the Pandemic Flu Readiness Board (September)	Name Redacted DHSC	The Board raise significant challenges, delaying the timeline.	Utilise expert knowledge where possible in the initial drafting and be clear on the purpose of the standard.	Incomplete
Formal consultation and sign off	Send the Resilience Standard for formal consultation on Resilience Direct. (Mid-August)	Name Redacted CCS Name Redacted DHSC	The timing of other Standards impacts when they can go for consultation.	Remain abreast of the status of other Standards to coordinate consultation.	Incomplete
	The Standards Stakeholder Board sign off the document for publication. (October)	Name Redacted CCS			Incomplete
Publication on of the final document	The Resilience Standard is published on Resilience Direct	Name Redacted CCS			Incomplete
	Once the complete set of Standards is in place they will then also be published to <a href="http://www.gov.uk">www.gov.uk</a> in the interests of accessibility and transparency	Name Redacted CCS			Incomplete