

OFFICIAL SENSITIVE
Civil Contingencies Group Meeting
4th February 2020, 10:30 am

Attendees

Reg Kilpatrick (Chair)	Director, Local Government
Keith Smyton	Head of Food Division
Simon Dean	Deputy Chief Executive, NHS Wales
NR	Head of Water
Dewi Rowlands	DD, Transport Policy, Planning & Partnerships
Christianne Glossop	Chief Veterinary Officer
NR	Chief Security Officer
Gary Haggaty	Head of Branch, Internal and Resilience Communications
NR	DD, Community Safety Division
Albert Heaney	Superintendent Police Liaison Officer
Andrew Jones	Director, Social Services and Integration
Alan Woods	PHW
Chrishan Kamalan	DD, Further Education & Apprentices Division
NR	Head of Environment & Health
NR	Head of Digital Services
Marion Lyons	Head of Strategic Communications, Local Government, Communities, and Housing and Regeneration
David Goulding	Head of Equality
NR	Senior Medical Officer
Name Redacted	Emergency Planning Advisor
Gwenllian Roberts (teleconference)	Project Manager for Education in Wales
NR (Secretariat)	Deputy Head of Community Safety
	Chief Regional Officer of North Wales
	Resilience Team

1. Welcome and Introductions (Reg Kilpatrick)

- 1.1 The Chair welcomed attendees and initiated introductions.
- 1.2 The Chair stated that the ECC(W) will be formally established today.
- 1.3 Reg Kilpatrick said international relations have not yet been contacted, but will feed back.

2. Latest Position – Coronavirus (Health)

- 2.1 Marion Lyons provided the latest update on the distribution of the Coronavirus. 20,000 people have been affected in China, with 150 in 24 other countries, with the majority being in Wuhan, in the Hubai province. However, it is believed that these numbers have been significantly underreported.
- 2.2 The greatest risk of mortality, thus far, has been for people who are very unwell and already have medical issues.
- 2.3 Marion Lyons stated that Health is currently planning for the worst case scenario, on the basis of a pandemic flu, and there are plans and systems available.

- 2.4 Andrew Jones stated Public Health Wales (PHW) is in a stand up position, and are mirroring the work of Public Health England (PHE). Key to a robust response is consistent messaging.
- 2.5 Andrew Jones reported a single NHS(W) executive contact for Coronavirus has been appointed. Health will experience pressures on ambulance times, isolation, testing periods etc., should the virus spread any further.
- 2.6 There are only two confirmed cases of Coronavirus in the UK. PHW will continue to warn and inform of any further instances, and keep Local Resilience Forums (LRFs) informed.
- 2.7 The Public Health website is the single point of contact, and it is updated regularly.

3. Preparedness and Planning (David Goulding)

- 3.1 The current stance is to refer to the Pandemic Flu Strategy (2011).
- 3.2 The Ministers have signed up to a framework, which will not massively change. The planning assumptions will not either.
ACTION: David Goulding to circulate a link to the planning assumptions.
- 3.3 LRFs are reviewing their own flu plans, and there will be continued engagement with them.
- 3.4 There will be an internal meeting on February 10th to discuss the Welsh Government's pandemic plan.
- 3.5 There will be a wider meeting with Welsh Government partners, including LRFs (tba).
- 3.6 A reasonable worst case pandemic scenario should be considered corporately.
ACTION: [NR] to feedback to HR.
- 3.7 Marion Lyons anticipated that the Coronavirus will affect the NHS if it follows the pattern outlined in the Pandemic Flu Strategy.
- 3.8 Certain environments will be more susceptible, such as care homes. Therefore, it is essential to consider preparation and management methods.
- 3.9 There is guidance available to handle draft surges (ie. schools), but sector by sector contingency plans will need to be developed.
- 3.10 Advisory pathways for Ministers, LRFs, and local authorities should be considered and treated with consistency.
- 3.11 [NR] reiterated that the decision has been taken to place ECC(W) in a preparatory stand up position to support Health colleagues tomorrow.
ACTION: Bon will meet with [NR] and circulate C3 arrangements between the ECC(W) and Health hub.

4. Questions (All)

- 4.1 [NR] Police Unit has been corresponding with [NR] on information being shared with JESG.
ACTION: [NR] to correspond with the LRFs prior to his meeting with Patrick on February 19th, and provide a follow up after the meeting.
- 4.2 [NR] reported there have been no major incidents regarding community cohesion. The situation will continue to be monitored.

ACTION: [NR] to liaise with universities in Cardiff to ensure Chinese students are comfortable.

- 4.3 Andrew Jones confirmed that universities, airports, and ferry hubs have received guidance, but this still needs to be followed up.

ACTION: Chrishan Kamalan to circulate the Minister's statement.

- 4.4 There is still not enough evidence about the effects of the Coronavirus on children.

ACTION: [NR] to take this point to [NR] and advise that schools will need to be ready if there is any impact. Further education facilities will also need to be advised about preparatory measures i.e. closing actions.

- 4.5 Animal welfare issues are continuing to be monitored.

- 4.6 It was noted that the spread of the virus could have major implications on transportation systems.

- 4.7 **ACTION:** [NR] to check with facilities for contingency plans regarding business continuity and Welsh Government facilities contractors.

5. Next Steps (Reg Kilpatrick)

- 5.1 Most information is already in the public domain (Pandemic Flu Strategy). However, consistency with all messages is essential – especially in relation to social media.

- 5.2 There should be a stronger idea about whether or not the virus will manage to be contained within China next week.

- 5.3 Wales tests will be introduced shortly, meaning that Welsh patients will no longer need to depend on services in England.

- 5.4 Public Health Wales will continue to mirror the communications approach taken by PHE, and a 'calm' briefing is to go on the PHW website.

ACTION: Andrew Jones to consider a wider circulation list (local authorities, directors of education, etc.).

- 5.5 **ACTION:** [NR] to contact her two liaisons within companies to ensure they have reviewed their structures. They will be added to the PHW list of contacts.

- 5.6 NHS estates will need to consider options regarding clinical waste disposal, as it will increase with the spread of the virus.

- 5.7 Update that Health Comms is leading, and updates with key messages will continue to be circulated to every Welsh Government director.

6. Areas of Business / Future Meetings

- 6.1 [NR] meets with the Health Minister every Tuesday, and the CMO every Friday.

- 6.2 Albert Heaney is meeting with the Director of Social Services tomorrow to discuss workplace management, as reducing anxiety will become essential.

- 6.3 It was noted that BEIS have not been involved in discussions.

ACTION: Chrishan Kamalan to link up with BEIS tomorrow.

- 6.4 **ACTION:** All to review Pandemic Flu plans.

6.5 **ACTION:** Andrew Jones to have a conversation about how Natural Resources Wales (NRW) will fit in with the LRFs.

6.6 **ACTION:** NR to update Christianne Glossop on second half of the meeting.