



**University Hospitals
of North Midlands**
NHS Trust

Royal Stoke University Hospital
Data, Security and Protection
Newcastle Road
Stoke-on-Trent
Staffordshire
ST4 6QG

Ref: FOIA Reference 2022/23-233

Date: 11th April 2022

Email foi@uhnm.nhs.uk

Dear

I am writing to acknowledge receipt of your email dated 22nd July 2022 requesting information under the Freedom of Information Act (2000) regarding EPRR Planning.

The University Hospitals of North Midlands Trust is committed to the Freedom of Information Act 2000.

However, the NHS is facing unprecedented challenges relating to the coronavirus (COVID-19) pandemic at the current time. Understandably, our resources have been diverted to support our front-line colleagues who are working tremendously hard to provide care for our patients, and to those in need of our services.

We strive to be transparent and to work with an open culture. But at this time, whilst care of our patients and the safety of our staff takes precedent, it is likely that responses to some requests for information will be delayed. We apologise for this position in advance, and will endeavour to provide you with as much information as we can, as soon as we are able.

The Information Commissioners Office has recognised the current situation in the NHS.

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

Please note we have answered this request in accordance with the clarification you have made via a Teams meeting with the Trust lead, note you also stated that you no longer wanted any plans in this meeting

Q1 I am conducting a study of the emergency preparedness of NHS Acute Trusts in England. I am using the emergency and disaster management module of the Hospital Safety Index checklist of the World Health Organisation. The study is part of an MSc in Crisis & Disaster Management at the University of Portsmouth.

Under the provisions of the Freedom of Information Act 2000, I am writing to request the following information. This information relates to the NHS England Emergency Preparedness, Resilience and Response Framework in general and section 10, “Cycle of



preparedness", subsection 2, "Planning", and subsection 4, "Exercising", and section 12, Incident Response", in particular.

Please note that the much of the information requested is only records of the existence of current plans, reviews, updates, training and tests and not the contents of the plans, reviews, updates, training and tests themselves.

For clarity, to minimise the cost of my request and to prevent the disclosure of any sensitive information, I have enumerated the information I am requesting and specified how it could be provided.

If you do not hold some of this information then I ask you to confirm explicitly that you do not hold it.

Given the potentially sensitive nature of this information, I ask you to redact any exempt information instead of refusing disclosure. This would be in accordance with guidance on best practice from the Information Commissioner's Office.

Hospital emergency and disaster response and recovery planning

Hospital emergency or disaster response plan

1. How the plan(s) is to be accessed in an emergency. (Can be answered with locations in general terms such as wards, departments, laboratories etc but I am not requesting any information that would prejudice security or the prevention of crime.)

A1 Yes it does- refer to attached document

Q2 The date(s) of the most recent review(s) or update(s) of the plan(s). (Can be answered with a date or dates.)

A2 Yes - refer to attached document

Q3 Hospital hazard-specific subplans (for example CBRN)

Any record of the existence of current documented hazard-specific response subplans for the most likely external and internal emergency scenarios. (Can be answered yes / no.)

A3 Yes- refer to attached document

Q4 How the subplans are to be accessed in an emergency. (Can be answered with locations in general terms such as wards, departments, laboratories etc but I am not

**requesting any information that would prejudice security or the prevention of crime.)
Electronic and paper based**

A4 Yes to both- refer to attached document

Q5 The date(s) of the most recent review(s) or update(s) of the plan(s). (Can be answered with a date or dates.)

A5 One plan for each- refer to attached document

Q6 Procedures to activate and deactivate plans

Any record of the existence of current procedures for when, how and by whom emergency response plan(s) are activated and de-activated. (Can be answered yes / no.)

A6 Activation protocols are in place in accordance with NHS Framework 2022 and follow correct Command and control- refer to attached document

Q7 Any record that staff who can activate or de-activate the emergency response plan(s) have been trained in this. (Can be answered yes / no.)

A7 Staff trained in their key roles as Tactical and strategic advisors with support from EPRR- refer to attached document

Q8 The date(s) of the most recent test(s) of the above procedures. (Can be answered with a date or dates.)

Hospital emergency and disaster response plan exercises, evaluation and corrective actions

A8 Yes- refer to attached document

Q9 The date(s) of the most recent test(s) of the emergency response plan(s), including date(s) of test(s). (Can be answered with a date or dates.)

A9 Yes- refer to attached document

Q10 Any record that the emergency response plan(s) have been updated because of the results of tests. (Can be answered yes / no.)

A10 latest Heat Wave resulted in Action cards being updated on the 8th August 2022- refer to attached document

Q11 Hospital recovery plan

Any record of the existence of a current documented all-hazards hospital recovery plan or plans that define(s) actions to be taken to recover normal functions of the hospital after an emergency or disaster. (Can be answered yes / no.)

A11 May 2022- refer to attached document

Q12 Any record of how the plan(s) is to be accessed.

A12 Information not held- refer to attached document

Q13 The date of the most recent review(s) or update(s) of the plan(s). (Can be answered with a date or dates.)

A13 May 2022- refer to attached document

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

UHNM NHS Trust is a public sector body and governed by EU law. FOI requestors should note that any new Trust requirements over the EU threshold will be subject to these regulations and will be advertised for open competition accordingly.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,

L Carlisle

Leah Carlisle
Head of Data, Security & Protection/ Data Protection Officer