

PORTSMOUTH COVID-19 LOCAL OUTBREAK ENGAGEMENT BOARD

TERMS OF REFERENCE

Purpose

The Covid-19 Local Outbreak Engagement Board is responsible for strategic oversight of health protection regarding Covid-19 in Portsmouth, including prevention, surveillance, planning and response, to ensure they meet the needs of the population.

The Board will support the local delivery of the primary objectives of the Government's strategy to control the Covid-19 reproduction number (R), reduce the spread of infection and save lives, and in doing so help to return life to as normal as possible, for as many people as possible, in a way that is safe, protects our health and care systems and releases our economy.

The response will be delivered at different levels and by different organisations, but these will need to be brought together at local authority level under the leadership of the Director of Public Health to ensure a community focus and appropriately tailored response. In addition to the place-based approach overseen by the Board the levels will include:

- National - a National Outbreak Control Plans Advisory Board will be established to draw on expertise from across local government and ensure the national Test and Trace programme builds on local capability, and to share best practice and inform future programme development.
- Regional - Co-ordination required on a regional level will be provided through the Local Resilience Forum and Integrated Care System arrangements
- Local - Local Health Protection Boards defining measures to contain outbreaks and protect health, working through local engagement boards

Objective

The Board will:

- Be responsible for the approval of ongoing development and delivery of the Local Covid-19 Outbreak Control Plan, including:
 - Planning to prevent and respond to local outbreaks in settings such as care homes and educational settings
 - Identification and management of other high-risk places, locations and communities of interest
 - Identifying methods for local testing to ensure a swift response that is accessible to the entire population.
 - Oversight of contact tracing and infection control capability and capacity in local complex settings and identifying and escalating requirements
 - Ensuring local services can support vulnerable people to self-isolate
- Approving recommendations from the Health Protection Board for allocation of resources to support the effective delivery of the Plan
- Ensuring the conditions of grant funding are complied with
- Monitoring the expenditure incurred in implementing the plans to ensure it remains affordable within the grant allocation.

Appendix 2

- Advise and agree on community engagement, including with vulnerable and/or higher risk communities of interest
- Approve the communications strategy for the Local Outbreak Control Plan
- Approve implementation measures (or make recommendations to other bodies where appropriate) that will prevent virus transmission, for example those contained within the JBC 'playbook'.
- Monitor the response to local outbreaks and ensure learning informs future practice
- Make recommendations for the wider policy agenda including the recovery workstreams, NHS Recovery and Restoration programme and the Health and Wellbeing Strategy
- Identify, monitor and escalate risks and issues as appropriate.

Accountability

The group will be accountable to the Health and Wellbeing Board in its statutory role bringing together key partners in the local health and care system.

It will also have reporting relationships to

- HIOW level governance process for functions delivered at this level via the Local Resilience Forum

Meetings

Meetings will be held monthly, but with extraordinary meetings convened if required.

Meetings are not open to the public

An agenda and papers will be circulated at least 2 working days before the meeting.

Conflicts of interest must be declared by any member of the group.

Membership

Cabinet Member for Health, Care and Wellbeing (PCC) - Chair

5 elected members drawn with political proportionality

Director of Public Health

Accountable Officer (PCCG)

Healthwatch

The Hive

2 additional members drawn from the Health and Wellbeing Board membership.

The Board will invite key advisers as required by the agenda items under consideration.

Specific invitations to persons in other roles may be made where warranted by the business of the meeting.

Quoracy

There will be least six representatives, one of whom will be the Chair or nominated Co-chair.

Review

Appendix 2

Terms of reference will be reviewed on a bi-monthly basis