

Nottinghamshire County COVID-19 Outbreak Control Engagement Board Notes and actions

Meeting date: Monday 12 October 2020 (1.30pm)

Location: This meeting was held remotely via Microsoft Teams.

Members:

Councillor Kay Cutts MBE	Leader of Nottinghamshire County Council
Councillor Reg Adair	Deputy Leader of Nottinghamshire County Council
Councillor Tony Harper	Chairman of the Adult Social Care & Public Health Committee
Councillor John Knight	Chairman of the COVID-19 Resilience, Recovery & Renewal Committee
Anthony May	Chief Executive of Nottinghamshire County Council
Jonathan Gribbin	Director of Public Health at Nottinghamshire County Council
Councillor Simon Greaves	Leader of Bassetlaw District Council
Mayor Andy Abrahams	Executive Mayor of Mansfield District Council
Kate Meynell	Assistant Chief Constable of Nottinghamshire Police
Dr Andy Haynes	Managing Director of Nottingham & Nottinghamshire Integrated Care System
Idris Griffiths	Chief Officer of NHS Bassetlaw Clinical Commissioning Group
Luke Barrett	Group Manager: Communications & Marketing, Nottinghamshire County Council

Other participants:

Paul Winter	Superintendent, Nottinghamshire Police
Dave Banks	Deputy Chief Executive, Rushcliffe Borough Council
Louise Lester	Consultant in Public Health, Nottinghamshire County Council
Edward Shaw	Public Health & Commissioning Manager, Nottinghamshire County Council
Elizabeth Winter	Graduate Management Trainee, Nottinghamshire County Council

Item 1. Welcome and apologies for absence

Councillor Kay Cutts welcomed members to the fifth meeting of the Nottinghamshire County COVID-19 Outbreak Control Engagement Board.

Item 2. Notes and actions of the previous meeting

No.	Point / action	Action owner	By when
1.	The notes of the previous meeting were agreed as an accurate record.		

Item 3. COVID-19 in Nottinghamshire: situation update and the period ahead

Jonathan Gribbin provided a summary of the latest situation in Nottinghamshire. During the discussion the following points and actions were raised:

No.	Point / action	Action owner	By when
2.	Rates of COVID-19 have increased across all age groups, but particularly those aged between 10-19 and 20-29. Rates have also increased across all districts / boroughs in Nottinghamshire, although to varying degrees.		
3.	Inpatient bed numbers for COVID-19 have doubled over the last few weeks. Approximately 4.5% of bed occupancy is related to COVID-19.		
4.	Although the risk of hospitalisation amongst younger people is relatively low, there are a number of young people in intensive care.		
5.	Much learning and additional preparation has taken place since the first wave. Arrangements will be monitored closely, including the resilience of staff.		
6.	Anthony May noted that discussions with local elected members had taken place over the weekend. The outcome of these discussions have been fed into a Government Cabinet meeting. Discussions with district / borough council leaders will continue to take place as required.		
7.	As throughout the pandemic, there is a balance to be achieved between implementing restrictions whilst supporting the economy. There is a continued need to emphasise the personal responsibility that each person in following the 'Hands, Face, Space' rules, and getting a free test upon showing COVID-19 symptoms.		

Item 4. Event assessment framework

Dave Banks summarise work undertaken to develop an event assessment framework for use by local authorities. During the discussion the following points and actions were raised:

No.	Point / action	Action owner	By when
8.	During the COVID-19 pandemic, a number of indoor and outdoor events have been organised. The suitability of these events, and the specific COVID-19 arrangements that are required in order for them to take place safely, have required careful assessment by local authorities.		
9.	The event assessment framework aims to identify any potential challenges associated with future events as early as possible, thereby allowing organisations to consult with event organisers to make appropriate arrangements, or reducing any disruption caused by an event being unable to take place.		

10.	District / borough council colleagues involved in Safety Advisory Groups will be asked to maintain a list of forthcoming events in their area. This information will be shared with partner organisations on ResilienceDirect.		
11.	Environmental health officers within district / borough councils will be asked to consider the arrangements of each event, using the event assessment framework as a guide. This will aim to provide confidence that the event organisers have appropriate measures in place, identify specific issues that need addressing, or highlight a potentially significant risk that may require escalation to senior managers and subsequent notification to public health colleagues within Nottinghamshire County Council.		
12.	If required, Nottinghamshire County Council has powers under The Health Protection (Coronavirus, Restrictions) (England) (No. 3) Regulations 2020 to give a Direction which imposes prohibitions, requirements or restrictions in relation to individual events.		
13.	A draft version of the event assessment framework was discussed by a meeting of local authority chief executives on Monday 28 September. Members approved the principle of the framework and welcomed its adoption by local authorities.		
14.	In response to a query from Councillor Kay Cutts, Dave Banks noted the framework is designed primarily for organised events, but not for informal events at a societal level (e.g. trick or treating, bonfire parties). Work is taking place through the Local Resilience Forum's Communications Cell to provide consistent messaging for these types of activity.		
15.	Anthony May noted that consideration of forthcoming events leading up to Christmas had been raised with the Government. Specifically in regard to Remembrance Sunday, guidance has been received from the Royal British Legion but it is hoped this will be supplemented.		
16.	Councillor Kay Cutts requested that local authorities share good practice in relation to the assessment and / or management of events.		

Item 5. Local outbreak control enforcement

Jonathan Gribbin provided a summary of recent Directions issued under [The Health Protection \(Coronavirus, Restrictions\) \(England\) \(No. 3\) Regulations 2020](#). During the discussion the following points and actions were raised:

No.	Point / action	Action owner	By when
17.	Nottinghamshire County Council has issued a Direction under The Health Protection (Coronavirus, Restrictions) (England) (No. 3) Regulations 2020 to temporarily close a premises in Broxtowe . This was due to serious and repeated breaches of COVID secure arrangements. The closure continues to be reviewed every seven days.		

18.	Similar action has been taken for a premises in Rushcliffe which breached COVID-19 regulations on a number of occasions.		
19.	District / borough council activity is focussed on business compliance, as Nottinghamshire Police are leading on individual compliance. However, there is continued co-ordination between Nottinghamshire Police and the district / borough councils to monitor and identify issues.		
20.	The desire is for behaviour change and on most occasions contact from the relevant authorities works. There are good instances of compliance and there is a need to celebrate these. But where compliance does not take place, suitable action will be taken.		
21.	Further announcements about other enforcement measures are expected from the Government in the next few days.		

Item 6. Learning

Jonathan Gribbin summarised learning from [Dame Mary Ney's report of lessons and good practice](#) that can be used to inform local outbreak control arrangements in Nottinghamshire. Louise Lester provided an overview of recommendations from a recent COVID-19 outbreak. During the discussion the following points and actions were raised:

No.	Point / action	Action owner	By when
22.	Learning from local outbreaks and outbreaks elsewhere in the country continues to take place.		
23.	Dame Mary Ney's report provides nine learning points and six instances of good practice. The findings include subjects such as governance, links between national and local government, exercising, communications, testing, contact tracing, enforcement, and community / business engagement.		
24.	Many of the recommendations in Dame Mary Ney's report are for the Government. On 9 September 2020, the Secretary of State for Housing, Communities & Local Government confirmed these findings were being considered by the Government and incorporated into the review of the contain framework.		
25.	At a local level, it was noted that: <ul style="list-style-type: none"> • A Local Resilience Forum exercise took place on 29 July 2020 to test the response principles of the local outbreak control plans for Nottinghamshire County and Nottingham City. • The COVID-19 Outbreak Control Engagement Board provides the forum for local political leaders to have collective oversight of the management of the outbreak • Public Health England are integrated in local outbreak control arrangements • Local authorities will be involved in local enhanced contact tracing (to be covered in the next agenda item). 		

26.	The COVID-19 Health Protection Board will maintain oversight of the progress made on the local actions.		
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Item 7. Locally enhanced contact tracing

Jonathan Gribbin provided a summary of work undertaken to develop locally enhanced contact tracing. During the discussion the following points and actions were raised:

No.	Point / action	Action owner	By when
27.	There is a national policy drive to improve the linkage of the national system with local Public Health teams. One aspect of this involves local authorities becoming part of Tier 2 by undertaking 'locally enhanced contact tracing' to help reach more people who have tested positive.		
28.	During August 2020, Nottinghamshire County Council was given the opportunity to set-up locally enhanced contact tracing ahead of any future national rollout. Various pilots across the country have shown that augmentation by local authorities can improve the success rate of contact as part of Tier 2. A number of other local authorities across the country are also involved.		
29.	Work has been undertaken during September 2020 to develop locally enhanced contact tracing within Nottinghamshire County Council.		
30.	From 1 October 2020, Nottinghamshire County Council's Customer Service Centre will attempt to contact Nottinghamshire residents as an extension of the Tier 2 national test & trace activity.		
31.	The Customer Service Centre will undertake contact tracing in the same way as national tier 2 call handlers, but they will add value with their local knowledge and offer more localised help to those who need it. Customer Service Centre staff are experienced at identifying potential care & support needs, and are well placed to ensure appropriate referrals to other services. This includes raising support requests in the Nottinghamshire Coronavirus Community Support Hub led by the Local Resilience Forum's Humanitarian Assistance Group.		
32.	When undertaking contact tracing for an individual, the information is added to the national test & trace online database. This is subsequently used to inform contact tracing with their contacts, thereby helping to control local outbreaks.		
33.	The progress of this new initiative will be closely monitored. Reviews of processes will take place to ensure that improvements are made as required.		
34.	Mayor Andy Abrahams noted there was a need to continually and consistently encourage people to participate in the Test & Trace system.		

35.	Members acknowledged that if local authorities will be expected to increase their involvement in Test & Trace, this could require a significant level of resource. Jonathan Gribbin noted that work will take place with district / borough councils to understand what capacity they may have to supplement this work, although this needs to be considered in light of existing demands and business continuity.		
36.	Nottinghamshire Police agreed to consider if they could potentially have some involvement in locally enhanced contact tracing.	PW	

Item 8. Higher education incident management plan

Louise Lester presented the higher education incident management plan. During the discussion the following points and actions were raised:

No.	Point / action	Action owner	By when
37.	The Nottingham & Nottinghamshire Higher Education Incident Management Plan was developed by a group of stakeholders across Nottinghamshire County and Nottingham City. This included representatives of the University of Nottingham and Nottingham Trent University.		
38.	The scope of this plan covers employees and students working or studying at the University of Nottingham and Nottingham Trent University. This includes those in full-time or part-time undergraduate and postgraduate 'higher' education at any university campus across Nottinghamshire County and Nottingham City.		
39.	The plan describes the processes for activation, escalation and co-ordination of the response to a COVID-19 outbreak within higher education settings. This includes establishing an Incident Management Team, investigations, testing, enforcement, and communications.		
40.	A Universities Incident Management Team has been established (led by Nottingham City Council but with involvement of Nottinghamshire County Council).		
41.	The University of Nottingham and Nottingham Trent University are also represented on the daily meetings of the Local Resilience Forum's Outbreak Control Cell. This enables the sharing of information and intelligence, thereby ensuring that prompt action is taken for any university-related COVID-19 cases or outbreaks.		
42.	It was noted it is very difficult for universities to have significant influence over off-campus activities.		
43.	Councillor Kay Cutts noted the importance of community cohesion and that students are not unfairly treated.		
44.	Louise Lester noted that universities continue to work with students and communities. On the whole, the universities believe that most students are following the rules.		

45.	In addition to local learning, the Universities Incident Management Team will monitor any learning that takes place nationally.		
46.	The plan was also submitted to the Nottingham City COVID-19 Outbreak Control Engagement Board on Tuesday 6 October, and the Nottingham & Nottinghamshire COVID-19 Health Protection Board on Thursday 8 October.		

Item 9. Arrangements for future meetings

The next meeting will take place on Monday 9 November 2020 (1.30pm). Members agreed additional meetings can be held if required.