

## The Shrewsbury and Telford Hospital NHS Trust

Trust Board – May 2011

**ANNUAL STRATEGIC EMERGENCY**  
**AND**  
**BUSINESS CONTINUITY STATEMENT**

<b>Executive Lead</b>	Tina Cookson
<b>Author</b>	Peter Skitt Divisional Manager
<b>Corporate Objective</b>	<p><b>Patients, GPs and Commissioners: We will insist that we deliver the best service to our patients, GPs and commissioners</b></p> <p><b>Quality and Safety: We will always provide the right care for our patients and ensure that they suffer no harm</b></p> <p><b>Learning and Growth: We will develop our internal processes to sustain our ability to change and improve</b></p>
<b>Goal</b>	To maintain compliance with CQC registration and the Civil Contingencies Act 2004.
<b>Executive Summary</b>	<p>The incidence of an emergency or severe disruption to Trust services is relatively rare. However, if an emergency or severe disruption occurs it could have a significant impact on the provision of health services within Shrewsbury and Telford Hospital NHS Trust.</p> <p>All NHS Organisations, as set out in the Civil Contingencies Act 2004 (CCA), are required to maintain plans to ensure they can:</p> <ol style="list-style-type: none"> <li><b>1. Continue to exercise their civil protection functions</b></li> <li><b>2. Continue to perform their ordinary functions to a minimal acceptable level</b></li> </ol> <p>The CCA places a statutory duty on Shrewsbury and Telford Hospital NHS Trust, as a Category 1 Responder, to have in place a plan (or series of plans) that set out the actions, roles and responsibilities for preventing, where possible, or recovering from disruptive incidents that have the potential to seriously impede the Trusts ability to provide its critical services.</p> <p>We are required to produce an annual statement of compliance.</p>
<b>Recommendations</b>	The Trust Board is asked to <b>NOTE</b> the Contents of this Annual statement.

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**Contribution to Inspection, Registration, Performance and Delivery**

<b>Risks and Assurance</b>	Statutory requirement under the Civil Contingencies Act 2004
<b>Contribution to Key Performance Indicators</b>	Annual Statement required
<b>Compliance with Clinical and other Governance Requirements</b>	Annual Statement required to ensure compliance for CQC registration as a Cat 1 responder

**Impact Assessment**

<b>Quality</b>	To ensure compliance with Civil contingencies act 2004
<b>Financial</b>	Not applicable
<b>Workforce</b>	No additional Workforce. Will aid the workforce planning and management during Major Incident.
<b>Legislation and Policy</b>	Civil Contingencies Act 2004
<b>Equality and Diversity</b>	No issues to report
<b>Communication and Marketing</b>	Ensures Planning is in place for major Civil disruption management under the Civil Contingencies act 2004 and forms part of the LHE resilience response.

**Engagement and Decision-Making Process**

This report is an annual Statement to the Board on Business Continuity and Emergency planning arrangements
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The Trust has an internal Major Incident planning meeting and is also a partner in the Shropshire and Telford & Wrekin Health and Social Care resilience forum.