

## Aims of the Isle of Wight Council COVID-19 Engagement Board

The Isle of Wight COVID-19 Engagement Board will:

- Provide political oversight to the prevention of the spread of COVID-19 through the effective use of the IWC COVID-19 Prevention, Incident and Outbreak Control Plan
- Review and monitor the effectiveness of the Plan and the local delivery of the Test and Trace Service,
- Lead the engagement with local communities,
- Be the public face of the Council's response in the event of any outbreak of COVID-19.

## Isle of Wight Council COVID-19 Health Protection Board Terms of Reference

The COVID-19 Health Protection Board is responsible for strategic oversight of health protection regarding Covid-19 for the IOW, 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, lower the incidence of cases 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, however these will need to be brought together under the leadership of the Director of Public Health to optimise place-based delivery. In addition to the place-based approach overseen by the Board the levels will include:

- Oversight of NHS Test and Trace – national and regional; and
- Links to and collaboration with organisations working at for delivery of Local Outbreak Control Plans across local authorities.

### Membership

Director of Public Health (Chair) IWC
Assistant Chief Executive and Director of Strategy IWC
Consultants in Public Health and Public Health Principal IWC
Public Health Intelligence IWC
Strategic Manager for Regulatory and Community Safety Services IWC
Programme Manager – COVID-19 IWC
Communication Lead IWC
Emergencies and Resilience Team IWC
Relevant Directorate leads IWC Childrens Services, Adult Services
IOW NHS Trust Director of Nursing, Midwifery, AHP and Community
Public Health England Consultant in Communicable Disease Control

IOW CCG Managing Director
IOW CCG Quality Lead
Testing lead (may be covered by another role)
IWC Finance representative will be invited as and when required
A defined post-holder will act as 'Secretariat' to the Group Specific invitations to persons in other roles may be made where warranted by the business of the meeting.

## Objectives

The Board will:

- Be responsible for the 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 and prevention of outbreaks in other high-risk places, locations and communities of interest
  - Identifying methods for local testing and directing resource as appropriate to ensure a swift response that is accessible to the entire population.
  - Oversight and support to 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
- Make recommendations for allocation of resources to support the effective delivery of the Plan
- Receive and act on data and intelligence, including epidemiology and Early Warning indicators, provided from sources including COVID-19 Data and Modelling Cell, Public Health England, NHS Test and Trace and the national Joint Biosecurity Centre (JBC)
- Ensure integration of the NHS Test and Trace programme with local communities and services in line with the IWC COVID-19 Prevention, Incident and Outbreak Control Plan
- Advise and agree on community engagement, including with vulnerable and/or higher risk communities of interest
- Advise on communications strategy, including informing the COVID-19 Data Integration Theme and the IWC COVID-19 Engagement Board

- Approve implementation measures (or make recommendations to other bodies where appropriate) that will prevent virus transmission.
- Monitor the response to local outbreaks and ensure learning informs future practice
- Make recommendations for the wider COVID-19 response and policy agenda including the Recovery workstream and NHS Recovery and Restoration programme
- Identify, monitor and escalate risks and issues as appropriate.

### **Accountability**

The HPB will give due consideration to the advice and intentions of the IWC COVID-19 Engagement Board and is accountable to IWC Gold Group/Commander and ultimately the Council's Cabinet for actions taken in preventing the spread of the virus

Where appropriate the group will liaise with:

- Health Protection Boards in the other Local Authorities in Hampshire, Southampton, and Portsmouth on cross boundary issues;
- The Hampshire and IOW Local Resilience Forum and Hampshire and IOW Integrated Care System;
- IOW Integrated care Partnership.

### **Frequency of Meetings**

Meetings will be held weekly at first, but with extraordinary meetings convened if required. Meetings are not open to the public. An agenda and papers will be circulated at least 1 working day before the meeting. Conflicts of interest must be declared by any member of the group.

### **Deputies**

Given that the frequency of meetings is weekly, nominated deputies will be required to be noted to the Chair. Board members are to ensure suitable deputies are selected as decisions may be required to be taken by the Board.

### **Quoracy**

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

### **Review**

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

## **ISLE OF WIGHT LOCAL OUTBREAK ENGAGEMENT BOARD**

### **Cabinet Committee**

The Isle of Wight COVID-19 Local Outbreak Engagement Board (LOEB) is a member-led oversight board that forms part of the overall governance arrangements established by the council in relation to local COVID-19 outbreaks.

It is a committee of the Cabinet, established, appointed to and chaired by the Leader of the Council.

The council's Procedure Rules will apply to meetings of the Board in the same way as they do to meeting of the Cabinet.

### **Role**

The primary functions of the LOEB are to:

- (a) have political oversight relating to outbreak response and, in particular, the local delivery of the Outbreak Control Plan
- (b) provide direction for engagement with local communities
- (c) be the public face of the council's response in the event of an outbreak of COVID-19
- (d) receive regular updates from the Health Protection Board via the Director of Public Health
- (e) be consulted by the Director of Public Health and other officers in relation to the exercise of COVID-19-related statutory powers, where the anticipated costs of exercising such powers exceeds the budget allocated
- (f) exercise such other powers or functions as may be delegated to it by the Leader of the Council from time to time

### **Membership**

The LOEB shall comprise the following:

- Leader of the Council (chairman)
- Deputy Leader of the Council
- Cabinet Member for Adult Social Care, Public Health
- Cabinet Member for Community Safety and Digital Transformation

Officers will be required to attend meetings of the LOEB as required, typically the Chief Executive and the Director of Public Health (or their nominees).

### **Quorum**

The quorum of the LOEB will be three members.

### **Frequency of Meetings**

The LOEB will meet as and when considered necessary by the chairman.