

EXECUTIVE SUMMARY

BOARD OF DIRECTORS 18 OCTOBER 2017

Subject:	Emergency Preparedness, Resilience and Response – Named Executive and Non-Executive Director Leads
Supporting Board Member:	Kirsten Major, Deputy Chief Executive
Authors:	Kirsten Major, Michael Harper, Carole Mistry
Status¹	A

PURPOSE OF THE REPORT:

To seek approval for existing arrangements with respect to the organisation's responsibilities in Emergency Preparedness, Resilience and Response (EPRR).

KEY POINTS:

The NHS Act 2006 (as amended) places a duty on relevant service providers (which includes Sheffield Teaching Hospitals NHS Foundation Trust) to appoint an individual to be responsible for discharging duties associated with EPRR. This individual is known as the Accountable Emergency Officer. Chief executives will be able to delegate this responsibility to a named director, the AEO. The AEO will be a Board level director responsible for EPRR. They will have executive authority and responsibility for ensuring that the organisation complies with legal and policy requirements. They will provide assurance to the Board that strategies, systems, training, policies and procedures are in place to ensure an appropriate response for their organisation in the event of an incident.

Since the creation of the post of Director of Strategy and Operations, this responsibility has been held by Kirsten Major and is discharged operationally through the Chief Operating Officer. Since being appointed as Deputy Chief Executive it is necessary for the Board of Directors to confirm that she will continue with this role and arrangements following changes to her portfolio.

NHS England also require that the AEO will be supported by a Non-Executive Director or other appropriate Board member to endorse assurance to the Board that the organisation is meeting its obligations with respect to EPRR and relevant statutory duties under the Civil Contingencies Act 2004 and the NHS Act 2006 (as amended).

Assurance with respect to EPRR is provided to the Board of Directors through the Health Care Governance Sub-Committee of the Board. As a result this role of supporting Non-Executive Director has, in effect, been fulfilled by the Chair of this Sub-Committee. As a consequence it is necessary for the Board to confirm that this responsibility is held by Annette Laban.

IMPLICATIONS²:

AIM OF THE STHFT CORPORATE STRATEGY 2017-2020		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	✓
4	Spend Public Money Wisely	
5	Deliver Excellent Research, Education & Innovation	

RECOMMENDATION(S):

To confirm Kirsten Major in her role as Deputy Chief Executive as the Accountable Emergency Officer for STHFT.

To confirm Annette Laban in her role as Chair of the Health Care Governance Sub-Committee as the supporting Non-Executive Director with respect to STHFT's duties regarding Emergency Preparedness, Resilience and Response.

APPROVAL PROCESS:

Meeting	Date	Approved Y/N
Board of Directors	18 October 2017	