

Notice of a public meeting of

City of York Outbreak Management Advisory Board

To: Councillors Aspden (Chair), Runciman (Vice-Chair) and D Myers

Ian Floyd - Interim Head of Paid Service, CYC
Amanda Hatton - Corporate Director of Children, Education & Communities, CYC
Sharon Stoltz - Statutory Director of Public Health, CYC
Claire Foale - Head of Communications, CYC

Dr Andrew Lee - Executive Director, Primary Care & Population Health

Dr Sally Tyrer - General Practitioners

Sian Balsom - Manager of Healthwatch York

Lucy Brown - Director of Communications, York Hospitals NHS Foundation Trust

Julia Mulligan - Police, Fire & Crime Commissioner, N Yorkshire

Lisa Winward – Chief Constable, N Yorkshire Police

Prof. Charlie Jeffery (UoY) - Further / Higher Education

Phil Mettam - NHS Track & Trace Lead

Dr Simon Padfield - Public Health England

James Farrar (York, N Yorkshire & E Riding LEP) – Business Representative

Marc Bichtemann (First York) - Transport Representative

Alison Semmence (York CVS) – Voluntary & Community

Date: Wednesday, 19 August 2020

Time: 5.30 pm

Venue: Remote Meeting

AGENDA

1. Declarations of Interest

2. **Minutes of the Meeting held on 13 July 2020, (Pages 1 - 8) and actions arising**
3. **Current Situation in York** (Pages 9 - 10)
4. **Communications and Engagement** (Pages 11 - 26)
5. **Update from Sub-Group: Universities and Higher Education Establishments** (Pages 27 - 30)
6. **Update from Covid-19 Health Protection Board (verbal update)**
7. **Theme 1 in the Outbreak Control Plan: Safe Opening of Schools and Early Years Settings** (Pages 31 - 36)
8. **Theme 1 in the Outbreak Control Plan: Care Homes** (Pages 37 - 40)
9. **The Covid-19 Contain Framework: A Guide for Local Decision Makers**

Note: Information relating to this verbal update can be accessed via the links below:-

<https://www.gov.uk/government/publications/containing-and-managing-local-coronavirus-covid-19-outbreaks/covid-19-contain-framework-a-guide-for-local-decision-makers>

<https://www.gov.uk/government/publications/local-authority-powers-to-impose-restrictions-under-coronavirus-regulations/local-authority-powers-to-impose-restrictions-health-protection-coronavirus-restrictions-england-no3-regulations-2020>

10. **Agenda Items for the next meeting**
11. **Dates of future meetings**
12. **Any Other Business**

For more information about any of the following please contact Democratic Services:

- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

The email address is: democratic.services@york.gov.uk

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 **(01904) 551550**

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City of York Council

Committee Minutes

Meeting	City of York Outbreak Management Advisory Board
Date	13 July 2020
Present	<p>Councillors Aspden (Chair), Myers and Runciman</p> <p>Marc Bichtemann – Managing Director - First York</p> <p>Lucy Brown – Director of Communications - York Teaching Hospital NHS Foundation Trust</p> <p>Ian Floyd - Interim Head of Paid Service– City of York Council</p> <p>Amanda Hatton – Corporate Director, Children, Education and Communities - City of York Council</p> <p>Professor Charlie Jeffery- Vice Chancellor and President– University of York</p> <p>Dr Andrew Lee – Executive Director Primary Care and Population Health - NHS Vale of York Clinical Commissioning Group</p> <p>Phil Mettam – Track and Trace Lead for Humber, Coast and Vale - NHS Vale of York Clinical Commissioning Group</p> <p>Alison Semmence – Chief Executive – York CVS</p> <p>Dr Sally Tyrer – General Practitioner - North Yorkshire Local Medical Committee</p>
Apologies	<p>Siân Balsom – Manager - Healthwatch York</p> <p>Julia Mulligan – North Yorkshire Police, Fire and Crime Commissioner</p> <p>Dr Simon Padfield – Consultant in Health Protection - Public Health England</p>

10. Declarations of Interest

No interests were declared.

11. Minutes of the Board Meeting held on 22 June 2020, and actions arising

The minutes were agreed as an accurate record of the meeting held on 22 June 2020.

12. Updated Terms of Reference

The Board considered an updated copy of the Terms of Reference. The following amendments had been made.

- James Farrar had been confirmed as the business representative from the Local Enterprise Partnership.
- Lisa Winward, the Chief Constable from North Yorkshire Police was an additional Police representative.
- Phil Mettam's job title had been corrected to reflect his role on the Board.
- New arrangements for business support had been arranged.

The Director of Public Health (DPH) highlighted a comment in the minutes which would allow the Board to make arrangements to meet in private without press and public should they need to do so if there were any sensitive confidential discussions.

The Board agreed the Terms of Reference as amended.

13. Outbreak Control Plan

The Board considered the Outbreak Control Plan, which had been amended following consultation. The key changes made were:

- A simplified management structure and relationship diagram
- Updated data to reflect the position as of 10th July 2020
- Updated changes to the delivery model
- Ensuring a good transfer of case information through establishing a single point of contact to liaise with the NHS Track and Trace system, as well as the Public Health England Health Protection Team
- Addition of Appendices: Appendix One – Definition of a cluster, Appendix Two – Functions and responsibilities of the Single Point of Contact, Appendix Three – Terms of Reference for this board, Appendix Four - COVID Health Protection Board Terms of Reference.

During July the plan would be presented to the Council's Executive and the Health and Wellbeing Board.

Discussions outside the meeting had taken place around accessing data. Councillor Aspden had sent two separate letters to the Department of Health and Social Care; one asking for further guidance around local lockdowns and the other requesting as much access as possible to the available data. This was in response to issues raised at the June meeting.

Action: Cllr Aspden to share the letters sent to the Department of Health and Social Care with the Board.

Councillor Myers queried the number of beds being re-registered by the CQC. The DPH assured the Board that the NHS Vale of York Clinical Commissioning Group (CCG), Care Quality Commission (CQC) and CYC worked well in partnership and progressed daily work.

Councillor Myers also questioned the impact of COVID-19 on live police investigations. The DPH assured the Board of the already established robust safeguarding arrangements and relationships amongst all partners in York.

The Board accepted and signed off the Outbreak Control Plan as amended.

14. Current Situation in York

The Assistant Director of Public Health (ADPH) presented the most up to date data to the Board. Data is now being received from the National Test and Trace services. The York CVS Chief Executive thought that the amount of identified contacts per positive case was quite low. The ADPH attributed this to York residents following guidelines well.

Councillor Myers queried the above-average amount of deaths in care homes. The ADPH noted that this could be caused by a number of contributing factors. This data would continue to be closely monitored.

15. Presentation on Data and Intelligence (Theme 4 in the Outbreak Control Plan)

The ADPH presented an overview of the data to which CYC had been granted access. Data was received regularly around different cases' severity, symptoms and setting. The Office of National Statistics (ONS) data received presented the total number of deaths but it took two months to be published. Postcode data was also starting to be received which helped to understand more clearly the areas of the city impacted the most.

Marc Bichtemann, the Managing Director of First York, raised a query around flagging this shared information with businesses. Data was monitored to identify whether it was a place or type of work that was generating cases; this would in turn inform our decisions and plans.

The Board noted the presentation.

16. Outbreak Planning for Universities and Colleges

Professor Charlie Jeffery, the Vice Chancellor and President of the University of York, updated the Board on the current plans for Universities and Colleges. Mitigation measures were being put in place to make campuses as safe and secure as possible for the approximate 34,000 students expected to arrive. There was work already being progressed with Public Health England and the City of York Council. Charlie Jeffery suggested developing a sub-group to progress some of the specific issues met by Higher Education organisations.

Charlie Jeffery also informed the Board of the work happening with the York Hospital regarding York University's testing capability. There were around 200 academic colleagues working on the effects of COVID-19.

The report was welcomed by the Chair and DPH. Councillor Runciman thought that setting up a task and finish group would be beneficial, as public relations around students arriving in the city could be quite complex. With concerns around density of student populations, this could further reassure the public.. The proposal of a dedicated sub-group to look at student health issues was accepted and endorsed by the board. The DPH agreed to take this action forward and provide feedback at the next meeting.

17. Communications Update

The Head of Communications, City of York Council, gave a presentation to the Board detailing how the communications teams had aided the efforts to re-open the city safely. The communication plan was outlined in the Council's Outbreak Control Plan. Many of our partner agencies had been helping to share these safety messages.

Andrew Lawson from York BID informed the meeting of the City Tourism Recovery Plan, which provided £100,000 of funding to support York's tourism and leisure industry to bounce back and encourage people to safely visit York once again. This had been used for a multitude of COVID-19 management systems, such as the 20 hand sanitiser dispensary points that had been installed in the city centre. Visit York had also been promoting York as a safe place to visit on their website, social media and in the city centre.

Councillor Runciman informed the meeting of the Shop Local initiative. This initiative had developed advertising for the Press and different social media channels in efforts to encourage people to support their local businesses.

Councillor Runciman also thought that information packs for School Governors should be developed as they had proved to be good at disseminating information in the past. The Head of Communications agreed to progress this. It was also suggested that the Board receive information on the safe opening of schools at the August meeting. Amanda Hatton, the Corporate Director for Children, Education and Communities at City of York Council, agreed to this.

The Board raised the issue of face coverings. There were concerns around the supplies of these, in particular for businesses, and also around the number of people currently wearing them. Compliance with wearing face coverings on public transport had been good in the city. Discussions took place regarding the powers the police had to enforce the wearing of masks and whether such powers would change if national guidance did so. The DPH thought that the data around face covering was strong enough to develop a localised response. This was supported by the NHS Vale of York CCG, Executive Director of Primary Care and Population Health, and he agreed that we shouldn't wait for national guidance to encourage this.

The Board agreed that a small task and finish group should be formed to develop the message around the use of face coverings in different public settings. The Head of Communications at City of York Council agreed to take the lead on this.

Action: Claire Foale to lead a task and finish group to develop an encouraging message around the use of face coverings and to update the Board at the next meeting.

The Board noted the updates and agreed to progress the actions as set out above.

18. Agenda Items for the next meeting

The Chair confirmed that the Board had two standing items for their agendas, namely: Update on communications and Update on the current situation. Amanda Hatton, the Corporate Director for Children, Education and Communities at City of York Council, agreed an agenda item for the August meeting about communications on safely opening schools.

The Chair invited all members of the Board to suggest items for future agendas.

19. Dates of Future Meetings

The dates of the future meetings were as follows:

- 19 August 2020 – 17.30
- 9 September 2020 – 17.30
- 21 October 2020 – 17.30

20. Any Other Business

The Chair suggested that the Board hold a Facebook Q&A session with the public before the August meeting. The Head of Communications agreed to progress this.

Cllr K Aspden, Chair

[The meeting started at 5.35 pm and finished at 7.20 pm].

Outbreak Management Advisory Board Action Log

Action Number	Meeting Date	Work Stream	Action	Action Owner	Notes	Status
001	22.06.2020	Outbreak Control Plan	Add the OCB as an agenda item to the July meeting	Tracy Wallis		Complete
002	22.06.2020	Data	Write letters flagging concerns re: data and decision making re: localised lockdown	Chair/DPH	Letters sent to DoHSC & Registrar General on 10.07.2020	Complete
003	13.07.2020	Data	Circulate letters flagging concerns re: data and decision making re: localised lockdown to all board members	Chair/Tracy Wallis	Letters circulated to OMAB members 16.07.2020	Complete
004	13.07.2020	Higher Education	Establish sub-group to look at student health issues and to ensure campus safety	DPH/Charlie Jeffery	First meeting of the sub-group was held on 22.07.2022 There is an agenda item scheduled for the meeting on 19.08.2020 to give a more detailed update of this	In progress
005	13.07.2020	Communications	Lead a task & finish group to establish encouraging messages about wearing face coverings	Claire Foale	Communications will provide an update on this as part of their agenda item on 19.08.2020	In progress
006	13.07.2020	Communications	Lead on progressing information packs for school governors	Claire Foale	Communications will provide an update on this as part of their agenda item on 19.08.2020	Unknown
007	13.07.2020	Agenda Planning	Add Safe Opening of Schools to the August Agenda	Tracy Wallis		Complete
008	13.07.2020	Communications	Arrange a Facebook Q & A prior to the next board meeting	Claire Foale		Unknown

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Business Intelligence Hub

Covid-19 in York: Public Health Data - One Page Summary (as at 17.8.20)

Key Impacts

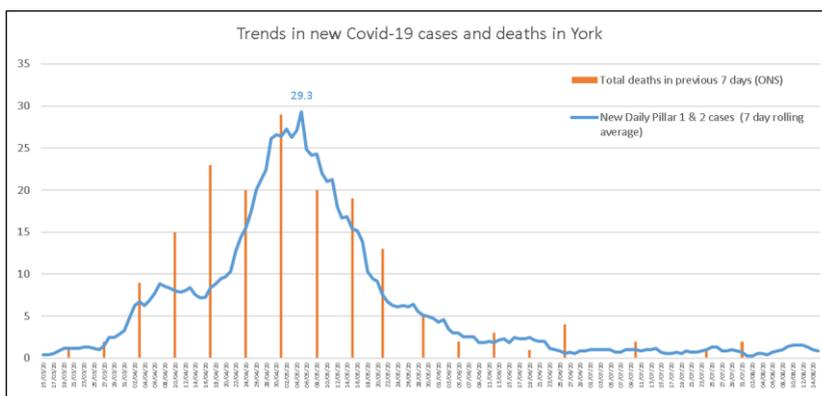
- There have been **938** lab confirmed cases in York. The cumulative rate of cases in York is **lower** than regional and national averages.
- The weekly rate of new COVID-19 cases per 100,000 population tested under Pillar 1 and 2 (as at 11th August) was **4.3** for York - **57th** out of 150 local authorities, with rank of 1 being the lowest rate.
- As at 14.8.20, the latest 7 day positivity rate in York (Pillar 2 only) was **0.4%** (5 positives out of 1,289 tests). The positivity rate in York is lower than national (1.4%) and regional (2.1%) averages.
- There have been **171** deaths of CYC residents. (75 in care homes).
- The overall death rate in York is **below** the England average but a higher percentage of deaths of York residents have occurred in care homes.

Impact by age, gender and ethnicity

- The average age of those testing positive in York is **55**. The average age of the people who died in York was **82.5** (range 53-104). A greater proportion of the people who died were over 75 in York compared with the England average.
- **62%** of those testing positive in York were female. **53.1%** of those who died were male, a slightly lower proportion than the national average (55%).
- Where ethnicity was recorded, **7.81%** of those people testing positive in York were Black, Asian or Minority Ethnic (BAME). The BAME proportion in York from the 2011 Census was 5.71%. In almost 1 in 4 cases, however, ethnicity is not recorded so it is difficult to carry out any meaningful analysis.

Peaks

- The peak for new cases and deaths in York occurred in **early May**.



New cases peaked on **5.5.20** with an average of 29 new cases per day and deaths peaked on **1.5.20** with 29 covid deaths occurring in the previous week. New cases and deaths have followed a downward trend since then. Over the last 5 weeks, York has averaged less than one new case per day and one death per week.

NHS Test and Trace

- Since 28.5.20 a total of 102 laboratory confirmed CYC cases have been uploaded into the NHS Test and Trace system and 86 of the cases have been engaged. 192 'contacts' have been identified and 123 of these have been traced.

A weekly release of Covid-19 data is published on [York Open Data](#).

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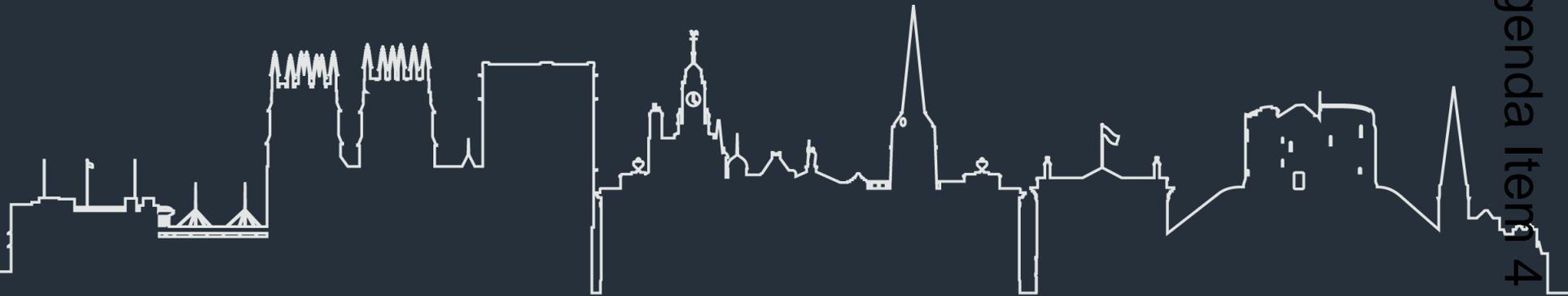
CITY OF
YORK
COUNCIL

YORK OUTBREAK CONTROL Communications plan

Supporting the Outbreak Control Plan

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Agenda Item 4



Communications update

- Sharing the outbreak communications plan
- The big 4 – key messages
- Communications update
- Annex A – covid 19 incident communications plan

The three phases of outbreak management communications

Phase 1

- Prevent - Provide updates about the current situation to prevent outbreaks

Phase 2

- Respond – Share information in responses to an alert following increased cases

Phase 3

- Manage the outbreak

Communications plan

Objectives

Think –Systems are in place to protect residents and their families. Swift action is taken by trained professionals.

Audiences are part of the citywide effort to reduce levels of Coronavirus in the city.

Feel – all audiences feel we are taking a consistent and timely approach to support residents and protect their health.

Residents and businesses feel involved and supported. They know what to do.

Do – residents and partners share accurate and timely public health messages to protect the city. Audiences follow the local advice and share factual messages and don't spread misinformation

Strategy

Share accurate and timely updates

Share key public health messages and updates about the current situation in York

Build advocacy

Work closely with partners to ensure consistent messaging across the city
Share public health actions taken by city partners and public health

Build confidence in the steps taken and what people need to do

Share what the city is doing to protect residents and what they need to do.
Use data to update residents and businesses on the current position.
Demonstrate partnership approach being taken.

Build engagement through conversation

Share messages and updates with residents
Engage them with 'Our Big Conversation' to find out how they are feeling and what they need. Work closely with our partners to share messaging and ideas

PRIORITIES/HIGHLIGHTS

- Work closely with partners, including the Local Resilience Forum to ensure consistent messaging and advice across the city.
- Work with partners on disc control management issues, face coverings, return of students, visitors
- Use all available channels to reach our communities
- Continue to inform public and encourage safe following of public health measures
- Inform people of the local test and trace programme
- Share the latest public health advice

Outbreak control communications plan –

OBJECTIVES

Think – Systems are in place to protect them and their families. They are a part of the citywide effort to reduce levels of Coronavirus in the city.
Feel – all audiences feel the council is taking a consistent and timely approach to support residents and protect their health. Residents and businesses feel involved and supported in the recovery work.
Do – residents and partners advocate and share messages which come from this group and work collectively to protect the city.

AUDIENCE

- Residents
- Businesses/ networks/representatives
- Stakeholders and partners
- Members and Parish Councillors
- MPs
- Council staff
- Media
- Visitors / university students
- Employees (if an outbreak in one setting)

STRATEGY

1. **Share timely and regular updates**
2. **Build advocacy**
3. **Build confidence**
4. **Build engagement**

IMPLEMENTATION

Share timely and regular updates

- Publish [weekly case information](#) on the open data platform
- Send partners, members, MPs, parish councils twice weekly updates, and residents twice weekly updates or businesses via the weekly business bulletin (opt-in [e-newsletters](#))
- Update residents and partners via the Outbreak Management [webcast](#) (every 3 weeks)
- Provide a weekly wrap-up [PR](#) for local media
- Provide a weekly [PH video](#) on the current key issue
- Publish the latest position in [Our City](#) or direct mail [leaflets / letters](#)
- Update the CYC [website](#) with accurate information

Build engagement through conversation

- Run a quarterly “[temperature check](#)” to assess residents confidence in the public health messages and safety of the city as part of Our Big Conversation
- Monitor feedback from [Our Big Conversation consultation](#) and community feedback and share findings to inform approaches
- Hold regular [facebook live Q&A](#) with PH officials to provide opportunities to ask questions
- Work with BBC Radio York to host [radio call-ins](#)

Build confidence in the steps taken / actions to take

- Maintain and update /recovery and /covid19 webpages
- Repeat “the big 4” PH messages as often and as clearly as possible
- Challenge misinformation with PR, social and support from PHE
- Provide [partner packs](#) to ensure consistent messaging and to support safety-led recovery work (for example [Let’s be York](#))
- Promote how people can take easy steps to stay safe in social, OOH signage, posters and adverts, as part of [Let’s be York](#)
- Inform people about outbreak management control measures via the [Outbreak control advisory group](#)
- Share updates around [test and trace figures](#)
- On the event of a lock down, initiate the [Covid-19 incident comms plan](#), including weekly head of Comms group meetings
- Prepare [lockdown comms products](#) in advance, ready to “take off the shelf” inc. press briefings, FAQs and web-ready pages

Build advocacy

- Provide twice weekly partner updates (via e-mail) sharing central government advice and guidance
- Provide partner packs as the situation changes
- Facilitate discussions on discrete issues, such as face coverings, students returning, visitors returning
- Hold regular Head of Comms group meetings to discuss PH issues

EVALUATION

Residents and businesses are aware of the messages and rules (measured through OBC) and are confident in the measures
 Businesses and partners share messages via their channels
 Partners share information from the partner packs or updates

A phased approach

Phase		Approach (including aims)	Timing
Phase 1	Regular updates of current situation to try and prevent outbreaks	<p>Keep residents, businesses and partners informed</p> <p>Ensure consistent messaging and build advocacy through the Let's be York campaign.</p> <p>Show how keeping city safe for different audiences, eg. visitors – Visit York/Feel at Home in York</p> <p>Share case data regularly so people understand current situation</p> <p>Continue partnership approach including working together on discrete issues</p> <p>Develop specific messaging for target audiences</p> <p>Maximise reach and understanding of what to do.</p> <p>Embed public health messages in recovery work and communications</p>	Current work in progress
Phase 2	Alert following spike in cases	<p>Public health warning following increase in cases</p> <p>Reiterate public health messaging in clear way</p> <p>Offer guidance and practical support.</p> <p>Share message widely</p> <p>Share video content from public health professionals to explain latest advice in an engaging way</p> <p>Address inaccuracies/provide context</p>	
Phase 3	Manage outbreak (more details in subsequent slides)	<p>Initiate the covid-19 incident comms plan (see annex A)</p> <ul style="list-style-type: none"> • Deliver a regular drumbeat of accurate / up-to-date information as directed by cobra and relevant phase • Signpost support • Promote unity and community cooperation • Target information 	

The big 4 – key messages

Stopping the spread of the virus is in all our hands:



Wash them regularly



Wear a face covering



If you have symptoms
stay home and get tested



Socially distance -
2m is best

Phase I

Regular update of current situation to try and prevent outbreaks

19 August 2020



Share accurate and timely messaging

Continue to share consistent and persistent preventative messages via multiple channels including:

- Stakeholder briefings/updates
- Resident updates
- Radio interviews
- Press releases
- Our City (right)
- Social media
 - Facebook Live Q&A
 - Regular schedule esp. weekends



Stay safe

Let's be safe
With more of the city reopening we are encouraging people to stay safe while supporting our local businesses.

Wash your hands
Washing your hands regularly, and for more than 20 seconds is as important as ever.
Pick a song and thoroughly wash your hands with soap and water for at least 20 seconds.
Try and avoid touching your face too.
If you have symptoms stay at home and get tested

The main symptoms of coronavirus are:

- a high temperature – this means you feel hot to touch on your chest or back
- a new, continuous cough – this means coughing a lot for more than an hour, or three or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

If you have any of these symptoms:
Stay at home (self-isolate) – do not leave your home or have visitors. Anyone you live with, and anyone in your support bubble, must also self-isolate.
Get a test – get a test to check if you have coronavirus as soon as possible. Anyone you live with, and anyone in your support bubble, should also get a test if they have symptoms. Call 119 or visit www.nhs.uk/Coronavirus to book your test.

Face coverings
You must wear a face covering when out and about, including when shopping and on public transport.
A cloth face covering should cover your mouth and nose while allowing you to breathe comfortably. It can be as simple as a scarf or bandana that ties behind the head.
Wash your hands or use hand sanitizer before putting it on and after taking it off. Avoid touching your eyes, nose, or mouth at all times and more used face coverings in a plastic bag and you have an opportunity to wash them.
Do not touch the front of the face covering, or the part of the face covering that has been in contact with your mouth and nose. Once removed, make sure you clean any surfaces the face covering has touched.
Tips on how to make your own face coverings are available at www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering.

Current government guidance
The more people you have interactions with, the more chance the virus has to spread. Therefore, try to limit the number of people you see – especially over short periods of time.

From 4 July:

- You can meet in groups of up to two households at a time (your support bubble counts as one household) in any location – public or private, indoors or outdoors. You should continue to practice social distancing with those outside your household.
- When you are outside you can continue to meet in groups of up to six people from different households, following social distancing guidelines.
- Additional businesses and venues, including restaurants, pubs, cinemas, visitor attractions, hotels, and campsites will be able to open where they are COVID secure.
- Other public places, such as libraries, community centres, places of worship, outdoor playgrounds and outdoor gyms will be able to open.
- Stay overnight away from your home with your own household or support bubble, or with members of one other household.

You should not:

- Gather indoors in groups of more than two households (your support bubble counts as one household) – this includes when dining out or going to the pub.
- Gather outdoors in a group of more than six people from different households (gatherings larger than six people should only take place if everyone is from just two households).
- Interact socially with anyone outside the group you are attending a place with, even if you see other people you know, for example, in a restaurant, community centre or place of worship.
- Hold or attend celebrations (such as parties) where it is difficult to maintain social distancing.
- Stay overnight away from your home with members of more than one other household (your support bubble counts as one household).

Information for those shielding
The government has announced that from 1 August the shielding scheme will be paused, however the Council will not stop supporting residents. Help will remain in place for those who need it through our Coronavirus Helpline. People can continue to call 01904 551550 or email COVID19helpline@york.gov.uk.

Let's protect each other
Our medical services weren't designed with a viral outbreak in mind.
Wearing a face covering helps prevent the spread of the virus.

Let's be York
Let's be York
Let's be York
Let's be York

Stopping the spread of the virus is in all of our hands:

- Keep washing them regularly with soap and water
- Socially distance, as is best where possible
- If you have symptoms, stay at home and get tested
- Wear a face covering

Social distancing
The closer we get to each other the more chance the virus has to spread.
Please continue to stay 2m apart where possible. If this isn't feasible, the same advice should be followed with people wearing face coverings or being behind the perspex screens that many businesses have put up.

Our City COVID-19 Helpline July 2020

Build advocacy

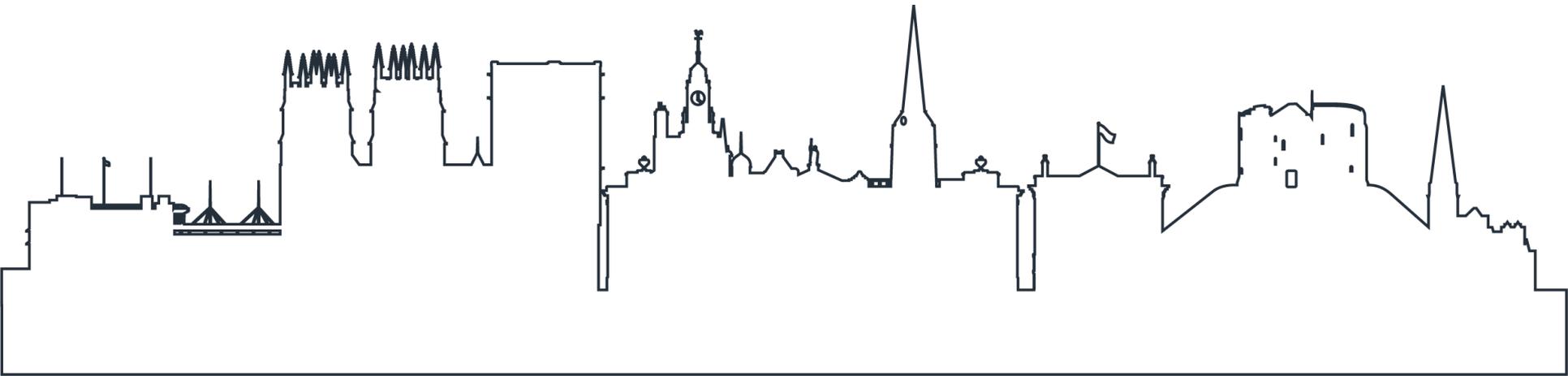
We are working with different partner and stakeholders:

- Head of Communications group
- Schools, academies and early years providers
- Universities and colleges
- Businesses and voluntary sector
- Face coverings group

Build engagement

Delivering different engaging communications:

- Facebook live with partners
- Joint press releases and statements
- Sharing content and messages via the twice weekly partner update
- Listen to feedback from Our Big Conversation (report end August)



Learn from others

We are constantly monitoring the impact of Coronavirus in different parts of the country and around the world to understand best practice, including a weekly briefing session with the Cabinet Office.

Current themes include:

- The impact of the pandemic
- Local outbreaks
- Tackling misinformation
- Resilience

Head of Comms Group – a lessons learned during the incident to inform the incident comms plan (Annex A)

Annex A

Coronavirus incident communications plan

To support residents to prepare and **during** an incident



Coronavirus incident communications plan

To support residents to prepare and **during** an incident

Objectives

Think – residents believe we are meeting their immediate and longer-term needs, all residents and visitors know what to do to protect each other (esp elderly/underlying health conditions), stakeholders are aware of how they can support

Feel – all audiences feel CYC are responding appropriately and that the council, city and country work together to be prepared and continue essential services.

Do – residents access the support they need using appropriate channels, residents and businesses access appropriate services and stakeholders signpost the right support/service at the right time

Strategy

Deliver a regular drumbeat of accurate / up-to-date information as directed by cobra and relevant phase

Initiate incident comms toolkit, assign roles and establish the rhythm of the incident, with weekly member/CLG/partner/media comms and daily resident/staff and targeted comms and ongoing social media and website updates.

Signpost support

Update CYC website and signpost support through all channels, responding to social media and providing information for partners (esp .Head of Comms and Outbreak Group) to distribute through their channels

Promote unity and community cooperation

Put people first, share stories of people coming together and showing the very best of themselves, being mindful of sentiment and team needs

Target information

Provide residents with targeted information about service changes, signpost relevant support services, coordinate information through targeted networks for partners to distribute to their channels – targets are education, public transport, economic/business, social care communities

PRIORITIES

- This plan is “live” whilst the incident remains “live”
- Initiate incident comms toolkit, assign roles and establish rhythm, set up social media monitor report
- Update CYC website and CYC social media channels
- Provide information for partners, members, CLG staff, managers, residents
- Provide updates for staff residents and targeted partners (schools and social care)
- Manage and engage key stakeholders
- Continue to promote York as a city open for business when possible
- Escalate communications if situation worsens/scope widens

Incident response communications plan – for duration of response. Escalated at different stages

OBJECTIVES

Think – residents believe we are meeting their immediate and longer-term needs, all residents and visitors know what to do to protect each other (esp elderly/underlying health conditions), stakeholders are aware of how they can support

Feel – all audiences feel CYC are responding appropriately and that the council, city and country work together to be prepared and continue essential services.

Do – residents access the support they need using appropriate channels, residents and businesses access appropriate services and stakeholders signpost the right support/service at the right time

AUDIENCE

- Affected (elderly/underlying health conditions) residents
- All residents
- Members / parish councillors
- Partners / Outbreak control / HOC group
- Businesses
- Staff / managers
- CLG
- Daily targets: adult social care/education
- Audience segments: education, economic, social care, communities, public transport

STRATEGY

1. Deliver a regular drumbeat
2. Signpost support
3. Promote unity and community cooperation
4. Target communications

- Signpost support**
- Ensure all content links back to official sources (usually NHS/gov.uk)
 - Provide content for CYC website with all support available
 - Develop FAQs for CYC website and publish in partner brief
 - Share signposts with managers
 - Provide FAQs to customer services centre
 - Provide partners with targeted toolkits/tweets to share signposts
 - All media statements to include signposts for support
 - Monitor social media and signpost responses on official channels
 - Collate staff/partner/resident concerns and identify appropriate signpost for future comms
 - Develop business comms to support grant applications etc for budget 2020 measures

IMPLEMENTATION

Deliver a regular drumbeat of accurate /up-to-date communications (escalate comms if situation worsens)

- Attend command briefings /establish the rhythm of the incident, messaging and initiate comms toolkit / assigning roles
- Maintain the single version of the truth (SVOT) – use this to brief CLG and spokespeople
- Distribute comms update after gold/cobra – SVOT, partner brief, members brief, internal message, managers brief
- Share weekly media statement and manage media response
- Provide daily update about current situation to staff/residents
- Update press / members with any new confirmed cases (only)
- Address inaccuracies on social media
- Produce comms to support SVOT as identified
- Maintain list of FAQs for media/leader/spokespeople

- Target communications**
- Share daily update from NYLRF with key messages to CYC education and adult social care heads of service
 - Provide targeted information via partners with tailored content for education, economic/businesses, social care, communities and public transport
 - Provide media response for confirmed cases (with clear roles for spokespeople (PHE – case, Leader – city, DPH – health protection)
 - Provide comms products for partners to distribute via their employees and through their channels, with specific information for different areas
 - Update target groups with changes to services as appropriate
 - Encourage channel shift to reduce F2F visits, including information for meetings
 - Provide infection control updates in Hazel Court and West Offices

Promote unity and community cooperation

- Share stories of people coming to help others – case studies, re-tweets, arranging media opportunities (as spokespeople for the York response to an incident), building community resilience
- Monitor media sentiment as a proxy for resident sentiment and align tone (via Meltwater) – share with command group

EVALUATION

Increased number of residents go to CYC channels for information, content shares (through retweets, media, partners, etc.), accuracy of information, increased visits to signposts, increased use of telephone or web, complaints mitigated

Refer to business continuity plan to maintain 24/7 services

Objective	Task	Audience	Comms product
Regular drumbeat	Make sure command know current situation and have easy access to scope of information	CLG, Leader, Dep Leader, JP Emergency Planning, Comms – members	Single version of the truth
	<ul style="list-style-type: none"> - Keep staff updated with latest advice and information - Share latest information - Review manager advice and update following gold/silver 	Internal	Daily staff update / silver linings Weekly staff briefing Intranet
	<ul style="list-style-type: none"> • Public Health officers reassure residents, offer latest health advice - York is prepared. • Regular update on local impact. 	<ul style="list-style-type: none"> • York Residents • Local media 	Media interviews and statements Website Social media (and responses) Update existing signage
	<ul style="list-style-type: none"> - Keep councillors updated with latest advice and information about York preparedness - Share latest information for partners 	Executive Ward councillors Parish Councillors MPs	Twice a week members brief Media statements Ward level briefings if hyper local
Signpost support	Provide updated advice and resources from NYLRF to key internal stakeholders so they can support partners	Commissioning (to share with independent care providers), independent living and housing - Schools to update parents. Brief headteachers. Early years providers and childcare providers.	Daily update
	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Partners – HOC group, outbreak group	Twice weekly partner brief
Promote unity and cooperation	<ul style="list-style-type: none"> - Continue to share latest information and advice - Promote good meeting practices (infection control) 	<ul style="list-style-type: none"> • HOC group • Partners • West Office/Hazel court visitors • Members 	Head of Comms group meeting (monthly) Twice a week partner brief
Target information	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Targeted networks (as listed)	Partner toolkits (targets only) Website Business bulletin

Escalation

Objective	Task	Audience	Comms product
Regular drumbeat	Make sure command know current situation and have easy access to scope of information	Extend to partners	Single version of the truth
	<ul style="list-style-type: none"> - Keep staff updated with latest advice and information - Share latest information - Review manager advice and update following gold/silver - Demonstrate support 	Internal	Hold team meetings Team visits Daily updates / silver linings Telephone auto-messaging
	<ul style="list-style-type: none"> • Public Health officers reassure residents, offer latest health advice and Leader states that York and the country is prepared. • Regular update on local impact. • Demonstrate civic leadership 	<ul style="list-style-type: none"> • York Residents • Local media 	Paid-for social including videos Paid-for advertorials Additional public space signage Facebook live Q&As Direct mail / Our city
	<ul style="list-style-type: none"> - Keep councillors updated with latest advice and information about York preparedness - Share latest information for partners 	Executive Ward councillors Parish Councillors MPs	Daily members briefing
Signpost support	Provide updated advice and resources from NYLRF to key internal stakeholders so they can support partners	Extend recipient list – could include partners	Daily update
	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Extend partner list	Daily partner brief Weekly Head of Comms group meeting
Promote unity and cooperation	<ul style="list-style-type: none"> - Continue to share latest information and advice - Promote good meeting practices (infection control) - Anticipate comms needs from different groups 	<ul style="list-style-type: none"> • HOC group • Partners • West Office/Hazel court visitors • Members 	Provide comms tools to support specific needs Channel shift campaign Case study “York Kind”
Target information	Share latest advice and signpost information Keep stakeholders informed Share local impact of national advice	Targeted networks – opt into information	E-newsletters

Access to Testing by University and College Students in York

Introduction

This paper updates the Outbreak Management Advisory Board on the options being pursued to enable HE and FE students to access routine symptomatic Covid testing once term begins in September. In reviewing these options, the Universities and Colleges Covid Sub Group have agreed five key criteria for testing provision:

1. **Capacity** - any option must have enough supply to support the approximately 40,000 HE and FE students across the University of York, York St John University, York College and Askham Bryan College. FE students elsewhere in the City are covered through the wider support provided to local schools.
2. **Accuracy** - test provision must provide results with a high degree of accuracy, limiting the risk of false negative and false positive results.
3. **Speed** - in order to encourage students to use the system, and to prevent lengthy stays in self-isolation caused by freshers 'flu, tests should return results to students as quickly as possible, at the latest within 24 hours
4. **Access** - testing should be easy to access, noting the current site at Poppleton will be inaccessible to any student without access to a private car.
5. **Consistency** - provision should be consistent across institutions

This report sets out the current situation, options under consideration, and a recommendation to the Advisory Board

Current Situation

The current local arrangements for testing follow the national testing programme where:

- Pillar I: swab testing in Public Health England (PHE) labs and NHS hospitals for those with a clinical need, and critical NHS workers.
- Pillar II: swab testing for the wider population, as set out in government guidance

Any resident living in York who develops symptoms of Covid-19 can access testing through either attending the Pillar II testing site in Poppleton (or other nearby local options), or if unable to attend, can request delivery of a home-test kit for postal return to obtain Covid-19 results. Some mobile testing units accessed by foot are also available to local authorities, but these are stationed in different locations on a rolling basis depending on local need.

Pillar I testing is allocated for those with a clinical need and health and care workers who meet the inclusion criteria. Tests are processed locally at York Teaching Hospital Foundation Trust (YTHFT). Pillar I testing would also be made available for wider use in an outbreak scenario.

Access to Pillar 2 testing sites currently requires a mobile telephone with credit, or internet connection to book a test, an NHS number or a national insurance number. Access to the test site is restricted to private motor vehicles only, with attendance by taxicab, public transport, walking, or cycling, not supported.

This limits the accessibility to this site for many students, especially those overseas students who do not have access to a private motor vehicle. The needs for an NHS number or NI number is also a potential barrier to international students and is being explored by the Council's Public Health Team

There are currently limited options to increase physical access to Pillar 2 testing sites for those students who are unable to meet the requirements to attend.

Options Being Considered - Pillar I

1. Partnership With York Hospital

Pillar I testing is currently locally available through York Teaching Hospital Foundation Trust (YTHFT). Primarily, the capacity of Pillar I testing has been established to test those with a clinical need, and critical NHS workers. As a group, students do not fall within this criterion and so any Pillar I option comes with a risk that if demand increases, any local solution for student testing that is aligned to Pillar I resources would not be able to be met.

Discussions are on-going with both York Hospital (who host the lab which conducts Pillar I tests) and NHS Regional colleagues (who could provide access to swabs, via the Department for Health and Social Care). Test kits/swabs are made available through the DHSC's national testing programmes. Currently only specific settings and scenarios are being provided with a routine supply, and this does not include universities. Latest discussions indicate that this will continue to be the case.

If this access to swabs could be solved, in principle the logistics of getting students swabbed on campuses and returning these to York Hospital for testing would be solvable through support from individual institutions. The University of York would also be able to provide additional capacity to the labs at York Hospital (both personnel and equipment) if this was necessary to ensure sufficient testing capacity.

Options Being Considered - Pillar II

1. Deployable tests

Currently the Director of Public Health has up to 500 swab kits available for distribution to City of York residents (which would include students). This process is already established for use within local care homes and has the potential to be extended to include other communities / venues / locations that are classed as high risk within the York Covid-19 Outbreak Management Control Plan. Universities and Colleges would fall into this high risk category

A process to identify the number of swabs required on a daily basis would need to be established and detailed logistics would need to be worked through, including how the swabs themselves would be delivered to students and then returned to the Pillar II labs. We judge that these logistical challenges are solvable.

Further discussions between HE/FE institutions and the Council are on-going but this solution, for students who cannot access tests via other routes, could provide a viable source of tests on a daily basis. As with any local Pillar I solution, a spike in demand may temporarily limit supply: these swabs would, rightly, need to be prioritised according to need across the City's high risk environments, so an outbreak in a care home would necessarily limit the amount available to Universities and colleges.

2. Home Testing Kits

Students can (like any other resident in England) request a home test-kit. There are concerns about the accessibility, timeliness, and effectiveness of this process when compared to accessing a test at a testing centre, which mean it might not be the ideal solution for all students in the local area. Particularly, the time taken to order, take delivery and return a home test will mean students would be waiting for significantly longer than 24 hours for their results. There are also concerns about the rate of false negative tests from home test kits which is assessed to be higher than other forms of testing due to the requirement to self-administer.

City Council colleagues are also requesting further details from PHE on how accessible tests are to newly arrived residents as delivery is dependent on an online credit check process. Whilst this credit check process is not assessing accessibility criteria based on credit score, it does require an individual to be known at that address. There are potentially a significant number of students who would not be verified at their term-time accommodation and therefore not meet the hidden inclusion criterion to access a home test kit.

Were a supply of home testing kits made available, the logistics of ensuring these could be delivered to on-campus students who needed them would be relatively simple to arrange by each University and College.

Options Being Considered outside of Pillar I and II

Members of the group are also continuing to engage with colleagues across the region and at a national level to investigate any testing options or new methodologies (for example, LAMP¹ based testing) which might supplement symptomatic testing under Pillar I. Should viable options emerge from these interactions, they will be tabled for discussion through the Universities and Colleges Sub Group and Council colleagues.

¹ Loop-mediated isothermal amplification

Recommendations

Reviewing the five criteria agreed by the Universities and Colleges Sub Group, the current most viable option to ensure students in York can access a Covid test is the use of Pillar II swabs, available through deployment by the Director for Public Health as a supplement for students unable to access either Poppleton Park and Ride or a home test kit. Logistics for this option are being worked through in detail with the Council and while it would be a slower method of testing than Pillar I, it is less susceptible to interruption from the internal demands on Pillar I testing capacity inside the hospital.

We are also continuing to explore a York based solution under Pillar I which would appear to present the best level of accuracy, availability, speed and consistency. However, the capacity of this system is not entirely within the gift of the City, HE/FE institutions or the Hospital, given its dependence on the availability of swabs. The Universities and Colleges Sub Group recommends that the Advisory Group ask the Council to write at a senior level to DHSC requesting support to ensure that a consistent supply of swabs is made available to support this testing.

Finally, as a fall back option, ensuring a supply of home testing kits that institutions can deliver to their students (and then arrange for onward delivery to the PHE testing systems) would provide a welcome backstop to other, quicker, testing methods. The Outbreak Advisory Group might also wish to note this as a reserve option, and note the importance of ensuring access to home testing kits to students within the City, given the inaccessibility of the Poppleton drive through site for most students.

On behalf of the University and Colleges Covid-19 Sub Group
17 August 2020

Annex 2 - Monthly update on schools and early years

Author : Maxine Squire
Date : July 2020
Executive Member: Cllr Ian Cuthbertson

Background

The purpose of this paper is to provide a monthly update on the opening and operation of early years settings and schools during the Covid-19 pandemic.

Planning for full opening in September

It is the government's intention that all settings, schools and colleges should be fully open in September. The Department for Education has published a range of guidance for early years settings and schools to support planning for full re-opening in September. In York, leaders and managers and headteachers share this aim and have been working hard during the summer term to implement measures to facilitate the safe opening of their settings and schools for all children and young people from 7th September. On 2nd July, the Department for Education published guidance to support settings, schools and further education colleges with planning for full opening in September.

The rationale for full opening is fully articulated in the guidance documents but central to the government's decision are the following considerations:

- The prevalence of coronavirus (Covid-19) has decreased and the NHS Test and Trace system is running.
- Public Health England is clear about the measures that need to be in place to create safer environments within schools.
- Returning to school is vital for children's education and for their wellbeing -we know that school is a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families.
- The risk to children themselves of becoming severely ill from coronavirus is low and there are negative health impacts of being out of school.
- Lower academic achievement also translates into long-term economic costs due to having a less well-qualified workforce. This affects the standard of living that today's pupils will have over the course of their entire life. For many households, school closures have also affected their ability to work. As the economy begins to recover, we need to remove this barrier so parents and carers can return to work.

Planning for the full return to school in September has meant that settings and schools have had to revise their risk assessments and this process will continue throughout the summer in response to any further updates to guidance from the Department for Education. Central to the planning has been the need to minimise

contacts between groups of children and adults to prevent any potential spread of the virus. This requires schools to work in year group bubbles of children and young people. This grouping by bubble reduces the need for social distancing in classrooms. The guidance published by the Department for Education on 2nd July is less prescriptive than the guidance published prior to the extended opening of schools from 1st June. The guidance acknowledges that individual schools will need to develop operational plans which will vary according to the context of each school, but the common factor for all schools is the need to strictly enforce prevention and infection control measures. To ensure that schools are preventing spread of Covid-19 they must take the following actions:

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
 - 2) clean hands thoroughly more often than usual
 - 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
 - 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
 - 5) minimise contact between individuals and maintain social distancing wherever possible
 - 6) where necessary, wear appropriate personal protective equipment (PPE)
- Numbers 1 to 4 must be in place in all schools, all the time. Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances. Number 6 applies in specific circumstances.*

Schools have been provided with information about how to deal with a case of infection. These measures include:

- 7) engage with the NHS Test and Trace process
 - 8) manage confirmed cases of coronavirus (COVID-19) amongst the school community
 - 9) contain any outbreak by following local health protection team advice
- Numbers 7 to 9 must be followed in every case where they are relevant.*

In York, settings and schools have been provided with detailed guidance by the city's public health team and have been proactive in contacting the public health team to ask for additional guidance and support throughout the summer term. The Public Health nurse consultant, Anita Dobson, has continued to attend meetings of the York Schools and Academies Board, the early years reference group and the maintained heads meetings. These briefings have been highly valued by early years managers and headteachers and have helped to inform their work on risk assessments.

School transport and planning for full opening of schools

The council is working with schools to promote the importance of walking and cycling to school for those children and young people who are able to do so. For those schools with dedicated school buses the school services team have been working with each school to discuss their plans for the full return of all pupils in September. The majority of schools in the city want to avoid making too many significant changes to the structure of the school day through having to have staggered arrivals

and departure times. This means that they have been developing site plans which keep year groups separated through using different entrances and dedicated outdoor spaces for year group bubbles. Schools which use dedicated school transport are:

- Applefields Special School
- Danesgate
- Hob Moor Oaks Special School
- Fulford School
- Huntington secondary school
- Tadcaster Grammar

The school services team have been meeting with school leaders and York Pullman to review school transport arrangements for September and to put transport plans in place. This is a complex piece of work as the requirements for each school varies according to the operational plans being developed by each school. Huntington secondary has requested that transport should be provided in year group bubbles. In practice this will increase the number of buses needed and this would increase the cost of school transport to the school by £40-50k per term. As there are already pressures on the school transport budget this needs to be considered carefully and alternatives are being explored including the mixing of year groups but ensuring the face masks are worn. Both Fulford School and Tadcaster Grammar have decided not to ask for transport for each year group bubble. The guidance published by the Department for Education states that:

The approach to dedicated transport should align as far as possible with the principles underpinning the system of controls set out in this document and with the approach being adopted for your school. It is important to consider:

- how pupils are grouped together on transport, where possible this should reflect the bubbles that are adopted within school
- use of hand sanitiser upon boarding and/or disembarking
- additional cleaning of vehicles
- organised queuing and boarding where possible
- distancing within vehicles wherever possible
- the use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet

Secondary pupils will be asked to wear face masks which pupils/parents will be asked to provide. For the two primary school services, under 11's are exempt from wearing masks, so it will be business as usual.

For Hob Moor Oaks and Applefields transport is being planned according to the bubbles the pupils will be in, this has resulted in having to use 5 additional vehicles. For all other pupils to all other schools using taxi/ 8 seater mini buses including SEND and CLAC transport will not be in in bubbles. Work is taking place with Danesgate as they are moving towards delivering a more normal school day. This would help to manage costs as larger vehicles can be used. School services will continue to work with schools and colleagues in transport services on over the next 7

weeks to ensure that transport plans are in place to support the full return to school in September.

DfE ICT devices scheme

York received delivery of 454 ICT devices (laptops, chrome books and dongles) on 18th June. These will be allocated to children 0-19 with a social worker, care leavers and disadvantaged Year 10 students in maintained schools. The laptops have been delivered to the majority of children and the remaining laptops will be delivered to families in early August.

Free School Meals over the summer holidays

During week beginning 15th June the government confirmed that it would be looking to extend support for children in receipt of free school meals over the summer holiday. This has resulted in an extension of the voucher scheme to cover the 7 weeks of the summer holidays. Schools were required to order vouchers for eligible children by Friday 10th July. Families will receive an e-voucher for £105 to cover the 7 week summer holiday.

The Covid Catch Up Premium

The Department for Education is allocating £80 per pupil in reception through to Year 11 to all mainstream schools to support universal catch-up activities. Special schools, alternative provision and hospital schools will be provided with £240 per pupil. The money will be paid in 3 tranches, with the first part payment being made in the autumn term. The funding will only be available for 2020/21 and schools are advised not to allocate it per pupil but to view it as a single total from which to prioritise support for pupils according to their need.

In addition to the universal premium additional funding is available to provide targeted support for disadvantaged and vulnerable pupils through the National Tutoring Programme. Schools will be able to access support from approved tuition partners who will be available from November 2020.

Schools in the most disadvantaged areas will be supported to employ in-house academic mentors to provide small group tuition to their pupils.

Teach First will be supporting the recruitment, training and placement of the first cohort of academic mentors and their salaries will be subsidised by the government.

Schools have flexibility about how to use the premium but use of the premium will be monitored by Ofsted. In York discussions will be taking place with the York Schools and Academies Board to ensure that the impact of the premium can be maximised for all children and young people through developing a local response to use of the premium.

Bags of Creativity and Doodle Books

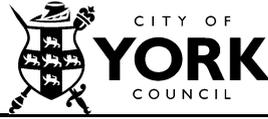
The Council has been working with the Cultural Education Partnership (REACH) to develop resources to support vulnerable and disadvantaged children and young people over the summer holidays. Through the Arts Council 'Bags of Creativity'

project cultural partners in the city have filled 1000 bags with arts materials and activity postcards. The bags have been filled by volunteers at York Explore and will be delivered to children and young people by Children's social care. 1000 Doodle Books have been developed to provide KS2 and KS3 children with a book of creative things to do over the summer. The books have been developed through a partnership between the Council and REACH.

Communications Plan

A back to school/ settings communications plan has been developed which focuses on increasing parents/carers confidence in the return to school/childcare and in sharing best practice from schools/settings linked to the Covid recovery plan.

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Outbreak Management Advisory Board

19 August 2020

Update from the Corporate Director of Health, Housing & Adult Social Care

Theme 1 in the Outbreak Control Plan: Care Homes Update

Current Position

As of the 14th August, there are no current confirmed cases with residents in any care homes in the City, this has been the position since the 17th July. The position has been achieved through the close monitoring and liaison with providers, proactive testing of all residents and staff in care homes and joint daily working between ASC Commissioning, Public Health leads and CCG colleagues.

A brief summary of the approach and current testing position and the Infection Control Fund is detailed below;

ASC Commissioning Care Home Management

Alongside the daily arrangements detailed below to provide a wide range of support across the care home sector and care sector in general, the Council has also provided support through a dedicated PPE helpline, dedicated 7 days a week e-mail and contact arrangements from Adults Commissioning Team and alongside colleagues in the CCG have provided additional support through Team Around The Home - a multi-agency and system wide approach to specific and immediate support for care homes. In addition the Council is represented by ASC and Public Health at the Gold Care Home meeting which is a cross authority, multi-agency meeting on care homes and care settings.

The Council has followed a place based principle and approach in supporting care homes with;

- Positive alignment to the COVID-19 Discharge Service Requirements, following Home First / Why Not Home, Why Not today approach when planning discharge
- Capacity Planning based on Public Health modelling and monitoring actuals, and detailed intelligence about existing capacity and sustainability of the sector
- Close collaboration between Primary Care, Community Health Services, Social Care and the voluntary and community sector

Daily arrangements in place to review the local data and information of the state of the market locally;

By 10.30am	by 1.30/2pm	2.30pm meeting	By close of play	8am Gold meeting
<ul style="list-style-type: none"> •Capacity Tracker updated by homes and checked by CYC •Any homes requiring a call are contacted and calls logged - Homes are all usually contacted at present on a daily basis even when tracker has been updated 	<ul style="list-style-type: none"> •Daily Dashboard is prepared by CYC - This is detailed information on all covid cases, staffing, PPE, training, clinical support, support requested, infection control etc. •Contents checked and validated (QA) process 	<ul style="list-style-type: none"> •Multi – agency meeting to review dashboard and agree the support and testing priorities to be requested for the following day •Adult Social Care Commissioning, Public Health and CCG Nursing and Quality in attendance 	<ul style="list-style-type: none"> •Summary produced to accompany the dashboard, providing the narrative for the Gold meeting on the following day •CCG to send condensed version of dashboard to GP's •Daily bulletin providing information and support to care sector sent to approximately 125 services 	<ul style="list-style-type: none"> •Priorities for support are discussed and agreed for the system •CYC DPH rep submits testing request via the portal •Other support measures agreed and allocated to named leads

Reflecting the current position, the plan is from the 17th August to produce the comprehensive “daily dashboard” on Monday’s, Wednesday’s and Friday’s. This will enable the team to provide further support in terms of focused business discussions and meetings. If levels of infection were to start increasing again, the plan would be to revert back to daily dashboards with immediate effect.

Testing

A local decision-making process following national guidance is in place for care homes:

- ASC liaise with each site to ensure the latest information is available to assess known risks
- Risks are discussed at a daily “PH Silver Huddle” a partnership meeting governed by DPH/PH representative
- Any requests for testing are discussed and an agreement made within the context of the whole care system
- Decision is agreed and signed off by PH at the Silver Huddle, with the satellite site provided by Be Independent able to deliver the tests to the care home the following day.
- Wrap around support for sites is also considered within both the York and shared NY & Y meetings

Testing of symptomatic individuals for diagnostic purposes is ongoing and will continue where indicated.

All care homes were required to complete one round of whole home testing to identify asymptomatic or pre-symptomatic cases. This could be considered active case finding for all homes – those with outbreaks due to the existence of cases within the home, and those without known cases as the background prevalence of COVID-19 in care homes over the last few months has been high enough to substantially increase the risk across all care homes.

Our priority for whole setting testing will be active case finding in situations where there is a known epidemiological link – this response will need to be timely and follow the agreed processes.

There has been recent national guidance issued around repeat whole care home re-testing and whilst this has been delayed due to the recall of Randox test kits is due to be fully operational again by early September, capacity remains through the satellite testing centre established in York to ensure that the requirements of homes whom require retesting can be met locally.

Infection Control Fund

On 14th May 2020 the government announced an additional £600 million to support providers through a new Infection Control Fund. The fund will support adult social care providers to reduce the rate of transmission in and between care homes and support wider workforce resilience. It has been allocated to Local Authorities and is in addition to the funding already provided to support Adult Social Care sector during the COVID-19 pandemic.

Local Authorities received the funding in two instalments, the first during June and the second during July 2020. The total allocation for York, based on the number of 1,459 registered care beds, is £1,872,721. Councils are required to allocate 75% of each instalment to care homes on a proportional basis, according to the number of registered beds. This equates to £1.4m for York care homes. The remaining 25% or £468,180, is to be prioritised by the council for the greatest impact on infection control and it was agreed to use this funding to support Domiciliary Care and Supported Living Providers.

Some examples of how providers have used the fund to support infection control measures is detailed below;

- Enhanced pay for staff
- Additional costs for catering for disposable items and delivering meals to resident's rooms.
- Laptops /ICT to support continued engagement with relatives
- Food provided for staff on shift so they can remain on site
- Additional IT equipment so staff do not have to share
- Providing outdoor improvements and or new facilities
- Separate facilities for staff for donning and doffing PPE / changing etc.
- Additional uniforms for staff
- Additional cleaning hours
- Isolation areas and additional clinical waste facilities
- Replacement flooring
- En-suite facilities to ensure self-isolation
- Additional hand washing facilities
- Activity packs for residents
- Additional linen to allow more frequent laundry

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