



Team Devon Local Outbreak Engagement Board

TEAM DEVON (LOCAL OUTBREAK ENGAGEMENT BOARD)

Thursday, 10th September, 2020

A meeting of the Team Devon (Local Outbreak Engagement Board) is to be held on the above date at 11.00 am.

AGENDA

- 1 Apologies for Absence
- 2 Notes of the Previous Board Meeting (Pages 1 - 6)
- 3 Urgent Items from the Health Protection Board
The Director of Public Health or their representative to report.
- 4 Report / Presentation from the Health Protection Board
A Report from the Health Protection Board on current issues, data and matters for information.

This will include feedback on the recent 'exercise' plan and relevant communication and also using the interactive maps on the website.
- 5 Local and National Updates
To include:
 - an update on the National Institute for Health Protection (Government Body for Public Health Protection and Infectious Disease Capability); and
 - Local Testing – Access and Availability.
- 6 Schools and Colleges and the Safe Return of Pupils
An update will be given by the Head of Education and Learning on the work that has been done to prepare for the return to school and good practice.

- 7 Communications and Engagement Triggers
Director of Public Health and the Head of Communications to Report.
- 8 Public Questions / Other Questions for the Board
- 9 Key Messages to be Communicated
The Board and Head of Communications and Media to consider any key messages to be communicated.
- 10 Date of Next Meeting
Scheduled for 8th October 2020 @ 11.00am

Membership

Councillors J Hart (Chair), A Leadbetter (Vice-Chair), R Croad and J McInnes

Co-opted Members

D Crump (Living Options), T Gravett (Healthwatch), Dr P Johnson (Devon Clinical Commissioning Group), J Kay (Deputy Vice Chancellor of University of Exeter), Dame S Leather (Independent Chair of STP), S MacKney (Petroc), Councillor J Pearce (South Hams District Council), R Roberts (Visit Devon), S Sawyer (Chief Constable of Devon & Cornwall Police), C Stobart (Devon Association of Local Councils (Towns & Parish Councils)) and S Wilkinson (Devon Federation of Small Businesses)

Access to Information

Any person wishing to know any further information about the meeting including minutes, reports or background papers should contact Karen Strahan or Stephanie Lewis on 01392 382264.

Internet

Agendas and minutes of this Board are published online on the Council's Website

Webcasting, Recording or Reporting of Meetings and Proceedings

The proceedings of this meeting may be recorded for broadcasting live on the internet. For more information go to: <http://www.devoncc.public-i.tv/core/>

In addition, anyone wishing to film part or all of the proceedings may do so but we would ask that this is done as unobtrusively as possible, focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed.

Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting.

If you need a copy of this Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Customer Service Centre on 0345 155 1015 or email: committee@devon.gov.uk or write to the Democratic and Scrutiny Secretariat in G31, County Hall, Exeter, EX2 4QD.



Induction loop system available



Team Devon Local Outbreak Engagement Board

Decision and Action log

TEAM DEVON (LOCAL OUTBREAK ENGAGEMENT BOARD)

Date Wednesday, 12 August 2020

Present

Councillor John Hart, Councillor Roger Croad, Councillor James McInnes, Professor Janice Kay CBE, Dame Suzi Leather, Cara Stobart, Sue Wilkinson and Sean Mackney

Apologies

Councillor Andrew Leadbetter, Dr Paul Johnson, Councillor Judy Pearce and Diana Crump

No.	Decision/Action/Message	Who Will Communicate / action?	When?
21.	Notes of the Previous Board Meeting The notes of the previous Board meeting on 29 th July 2020 were endorsed.		

No.	Decision/Action/Message	Who Will action?	When?
22.	<p>Feedback / Urgent Items from the Health Protection Board</p> <p>The Deputy Director of Public Health advised that there were no urgent items for escalation from the Health Protection Board.</p>		
23.	<p>Local and National Updates</p> <p>The Deputy Director of Public Health advised on the recent announcements relating to locally supported contract tracing. This had been a change in national direction from Public Health England (PHE) to enhancing local support.</p> <p>There were a number of Local Authorities who were in pilot schemes across the country, although Devon was not part of those.</p> <p>He advised that there had been excellent working relationships with Public Health England colleagues and that the South West was doing well with contact tracing. This was also the case in more complex settings such as schools.</p> <p>There were no further local updates to report.</p>		
24.	<p>Covid-19 Statistics and Analysis</p> <p>The Consultant in Public Health presented the new public dashboard, and Board Members noted that the Council's coronavirus webpages included the link.</p> <p>Points of note from the presentation included;</p> <ul style="list-style-type: none"> • that information from a number of sources had been brought into the dashboard; • that the data covered Devon, Torbay, Plymouth and Cornwall; • the data included the latest weekly figures including confirmed cases, deaths and cases per 100,000 as well as cumulative totals to date and trends over time; 		

No.	Decision/Action/Message	Who Will action?	When?
	<ul style="list-style-type: none"> • the ability to look at data per district area, which showed there had been no clusters of infection to date and the cases seemed to be isolated (i.e not linked); • the pages also referenced other data sources for further interrogation such as that from Public Health England and ONS for example; and • all of the information and data was therefore in the public domain and accessible. <p>Members of the Board commented that the data was very reassuring, particularly in advance of schools fully opening and thanked officers for their hard work in this area.</p> <p>The pages could be found here https://www.devon.gov.uk/coronavirus-advice-in-devon/coronavirus-data/ and feedback was welcomed from Board Members.</p>		
25.	<p>Devon County Council Coronavirus Live Website</p> <p>The Head of Digital Communications presented the Council's current Coronavirus Live Website.</p> <p>He commented that he had been an evolution to where it was now and reflected the move to local management with the website at the centre of the Council's communications.</p> <p>There had been three strands to those communications of prevention, trust and confidence and a strong message that Devon was ready to respond rapidly to any outbreak or situation.</p> <p>The previous agenda item had covered the data element which had been introduced some two weeks previous. There was signposting from the home page of the website so it was very clear in terms of the direction and navigation.</p> <p>The Head of Digital Communications further reported that Devon and one of the first Authorities to publish their Local Outbreak Management Plan online and had received recognition from national leads for this.</p>		

No.	Decision/Action/Message	Who Will action?	When?
	<p>As part of the website, there was a section ready for any outbreak details. This outbreak box led into maps and other spatial information and allowed the public to search by postcode for any issues in their neighbourhood. Following on from that, if there was an area with an outbreak, then there was targeted information available to those people.</p> <p>Work was ongoing to ensure data and information was available in different languages as well as information for particular sectors and communities.</p> <p>Members of the Board commented on the high quality nature of the site and asked questions around the usage statistics and how this might be monitored as well as accessibility and the work in term of search optimisation and all the other communication strands that formed part of the whole strategy, for example social media and press releases.</p> <p>The Head of Digital Communications thanked the Board for their kind comments and invited feedback of any areas where improvement could be made.</p>		
26.	<p>Communications Standards Operating Procedures</p> <p>The Head of Communications and Media gave an update on the Communications Standing Operating Procedures, highlighting that this was work in progress, but would address how communication might work across different scenarios and sectors, learning lessons from elsewhere and taking best practice.</p> <p>It would also highlight various roles and responsibilities as well as key players in different settings and at different stages of a proves.</p> <p>The Communications Standing Operating Procedures had been drafted but were currently being tested.</p> <p>Agreed – that the Communications Standing Operating Procedures would be brought to a future board meeting for discussion and endorsement.</p>		

No.	Decision/Action/Message	Who Will action?	When?
27.	<p>Public Questions / Questions for the Board</p> <p>Other questions raised for the Board included;</p> <ul style="list-style-type: none"> • what information (intelligence) was required from the community and how that would be done; • an understanding of what scenario planning was going on in relation to schools and colleges and other educational settings; and • 'softer intelligence' gathering – and the use of data for those symptomatic, but not tested as positive. 		
28.	<p>Key Messages to be Communicated</p> <p>Key messages to be communicated from the 12th August 2020, included:</p> <ul style="list-style-type: none"> • there hadn't been much change in the last two weeks with cases low and no linked cases; • work continued on the standing operating procedures working with local data and intelligence; • continuation of the joint partnership working and to keep this up, given the benefits that had been realised; • a core message was that Devon would not hesitate to take proportionate local action if this was needed; • the importance of children returning to school and the ongoing work with transport and headteachers; • in relation to the tourism industry, there was close working for good practices to be in place, ensuring compliance and the targeting of businesses in any hotspots and at all times respect for local host communities; and • for health, the NHS was open for business and it was important that people kept appointments, particularly for matters such as tests and scans. 		

No.	Decision/Action/Message	Who Will action?	When?
29.	Date of Next Meeting Members noted the date of the next meeting as 26 August 2020 @ 11.00am		