



## **Health and Wellbeing Board**

Date: Wednesday, 18 March 2020

Time: 10.00 am

Venue: Council Chamber, Level 2, Town Hall Extension

This is a **supplementary agenda** and contains information that was not available at the time that the original agenda was published.

### **Access to the Council Antechamber**

Public access to the Council Antechamber is on Level 2 of the Town Hall Extension, using the lift or stairs in the lobby of the Mount Street entrance to the Extension. That lobby can also be reached from the St. Peter's Square entrance and from Library Walk. **There is no public access from the Lloyd Street entrances of the Extension**

### **Filming and broadcast of the meeting**

Meetings of the Health and Wellbeing Board are 'webcast'. These meetings are filmed and broadcast live on the Internet. If you attend this meeting you should be aware that you might be filmed and included in that transmission.

## **Membership of the Health and Wellbeing Board**

Councillor Richard Leese, Leader of the Council (Chair)

Councillor Craig, Executive Member for Adults (MCC)

Councillor Sue Murphy, Executive Member for Public Service Reform (MCC)

Councillor Bridges, Executive Member for Children's Services (MCC)

Dr Ruth Bromley, Chair Manchester Health and Care Commissioning

Dr Denis Colligan, GP Member (North) Manchester Health and Care Commissioning

Dr Murugesan Raja GP Member (Central) Manchester Health and Care Commissioning

Dr Claire Lake Member (South) Manchester Health and Care Commissioning

Kathy Cowell, Chair, Manchester University NHS Foundation Trust

Jim Potter, Chair, Pennine Acute Hospital Trust

Rupert Nichols, Chair, Greater Manchester Mental Health NHS Foundation Trust

Mike Wild, Voluntary and Community Sector representative

Vicky Szulist, Chair, Healthwatch

Dr Tracey Vell, Primary Care representative - Local Medical Committee

Paul Marshall, Strategic Director of Children's Services

David Regan, Director of Public Health

Bernadette Enright, Director of Adult Social Services

Dr Angus Murray-Browne, South Manchester GP federation

Dr Vish Mehra, Central Primary Care Manchester

Dr Amjad Ahmed, Northern Health GP Provider Organisation

## Supplementary Agenda

---

5. **COVID-19** 3 - 18  
Report of the Director of Public Health

This report provides a brief overview of the current plans to ensure the City of Manchester can respond effectively to the respective phases of the COVID-19 pandemic and deal with the wider societal impacts.

## Further Information

---

For help, advice and information about this meeting please contact the Committee Officer:

Andrew Woods  
Tel: 0161 234 3011  
Email: [andrew.woods@manchester.gov.uk](mailto:andrew.woods@manchester.gov.uk)

This supplementary agenda was issued on **Wednesday, 18 March 2020** by the Governance and Scrutiny Support Unit, Manchester City Council, Level 3, Town Hall Extension (Lloyd Street Elevation), Manchester M60 2LA

**Manchester Health and Wellbeing Board  
Report for Resolution**

**Report to:** Manchester Health and Wellbeing Board – 18 March 2020

**Subject:** COVID-19

**Report of:** Director of Public Health

---

**Summary**

This report provides a brief overview of the current plans to ensure the City of Manchester can respond effectively to the respective phases of the COVID-19 pandemic and deal with the wider societal impacts.

It is important to note that following the announcement by the Prime Minister, Chief Medical Officer and Chief Scientific Advisor on Monday 16<sup>th</sup> March 2020, all organisations represented on the Manchester Health and Wellbeing Board have been considering all of the guidance issued. A verbal update will be provided to the Board by the Director of Public Health.

**Recommendation**

The Board is asked to note the report and approve the formal establishment of the Manchester COVID-19 Locality Planning Group as set out in Annex A.

---

**Board Priority(s) Addressed:**

<b>Health and Wellbeing Strategy priority</b>	<b>Summary of contribution to the strategy</b>
Getting the youngest people in our communities off to the best start	The evolving nature of the COVID-19 pandemic means that it is too early to assess the impact on the delivery of Board priorities. However, it is clear that priorities 4, 6 and 7 will be particularly relevant.
Improving people's mental health and wellbeing	
Bringing people into employment and ensuring good work for all	
Enabling people to keep well and live independently as they grow older	
Turning round the lives of troubled families as part of the Confident and Achieving Manchester programme	
One health and care system – right care, right place, right time	
Self-care	

**Contact Officers:**

Name: David Regan  
Position: Director of Public Health

Telephone: 0161 234 5595

E-mail: d.regan@manchester.gov.uk

**Background documents (available for public inspection):**

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

## 1. Introduction

- 1.1 On 31 December 2019, the World Health Organization (WHO) was informed of a cluster of cases of pneumonia of unknown cause detected in Wuhan City, Hubei Province, China.
- 1.2 On 12 January 2020 it was announced that a novel coronavirus had been identified in samples obtained from cases and that initial analysis of virus genetic sequences suggested that this was the cause of the outbreak. This virus is referred to as SARS-CoV-2, and the associated disease as COVID-19.
- 1.3 As of 15 March 2020 (9:00am), over 152,000 cases have been diagnosed in 147 countries and areas (including mainland China), with a total of over 5,700 fatalities. Of these totals, over 72,000 cases and more than 2,500 deaths have been reported from countries outside mainland China. Within China, 84% of cases reported to date are in Hubei Province.
- 1.4 As of 9am on 16 March 2020, 44,105 people have been tested in the UK, of which 42,562 were confirmed negative, 1,543 were confirmed as positive and 35 deaths. There have been 80 cases in Greater Manchester, including 9 in Manchester.
- 1.5 Coronaviruses are a large family of viruses with some causing less-severe disease, such as the common cold, and others causing more severe disease such as Middle East respiratory syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS) coronaviruses.
- 1.6 On 11 February, WHO named the syndrome caused by this novel coronavirus COVID-19 (Coronavirus Disease 2019)

## 2. National Guidance

- 2.1 The Government published the Coronavirus Action Plan on 3<sup>rd</sup> March 2020 which sets out the four phases.

**Contain:** detect early cases, follow up close contacts, and prevent the disease taking hold in this country for as long as is reasonably possible;

**Delay:** slow the spread in this country, if it does take hold, lowering the peak impact and pushing it away from the winter season;

**Research:** better understand the virus and the actions that will lessen its effect on the UK population; innovate responses including diagnostic, drugs and vaccines; use the evidence to inform the development of the most effective models of care;

**Mitigate:** provide the best care possible for people who become ill, support hospitals to maintain essential services and ensure ongoing support for people ill in the community to minimise the overall impact of the disease on society, public services and on the economy

2.2 On Thursday 12 March the Government announced that we have moved from the “containment” to the delay phase

### **3. The Manchester response**

3.1 The response to the current situation has moved rapidly from supporting public health messages and promoting hand-washing, to a phase of community and city leadership.

3.2 Planning to deal with the impacts has taken place at a regional level as well as a local level, and across the local authority and health sectors.

3.3 Scenario planning for potential escalation of the impacts of Covid-19 has been carried out and tested to ensure that partners can work together to mitigate any issues.

3.4 In the course of the last week, messaging has moved from primarily being around measures to contain the virus – hand-washing and hygiene – to leading a community response.

3.5 The council website has been redesigned to reflect the changed circumstances with information on how individuals can help vulnerable groups in their area; support for those who may lose their job as a result of cancelled events; new health guidance; support for schools and businesses.

3.6 Each individual organisation has handled its own internal communications messaging, but all organisation communication leads meet frequently to ensure consistency and support.

3.7 In public health terms, preparations to respond to COVID-19 commenced in early January following an assessment of the emerging situation in Wuhan (Manchester’s sister city) and Hubei Province. The focus in late January/early February was:

- Conducting tests on people who had returned to Manchester from Wuhan/Hubei (all negative).
- Responding to community cohesion concerns and business impacts on the Chinese community

3.8 A decision was also made to rename the Manchester Health Protection Group which already has a formal link to the Manchester Health and Wellbeing Board, as the Manchester COVID-19 Locality Planning Group (MCLPG) for the duration of the pandemic.

3.9 The MCLPG will fulfil the functions of the ‘Borough/City Pandemic Co-ordinating Group’ as set out in the Greater Manchester Resilience Forum Pandemic Plan.

- 3.10 The MCLPG will also report to the Greater Manchester Strategic Co-ordination Group and link to NHS COVID-19 Incident Management Teams and the Council's Resilience Forum.
- 3.11 The Terms of Reference are attached as Annex A. This includes the key responsibilities (Appendix 1), membership (appendix 2) and a draft of the current governance and reporting arrangements (Appendix 3). It is important to note that Appendix 3 will be further updated following discussions with Manchester City Council and NHS Organisations earlier this week.
- 3.12 There has been a noticeable shift in the contacts with the Council since Saturday from public health related information to requests for community and city resilience support.
- 3.13 While health partners have continued to manage the health issues, the council focus has moved to sharing information on support for businesses, people placed in financial difficulty as a result of self-isolation or a business failure caused by cancellation of events, how communities can support foodbanks and other local resilience groups, advice for schools, and to act as a hub for voluntary and community sector information.
- 3.14 With the rapidly changing situation, information is updated on and shared from the Manchester.gov.uk website, shared across social networks, and amended in line with the most recent guidance.

#### **4. Recommendations**

- 4.1 The Board are asked to:
- 1) note the report; and
  - 2) approve the formal establishment of the Manchester COVID-19 Locality Planning Group as set out in Annex A.

This page is intentionally left blank



## **Annex A**

### **Manchester COVID-19 Locality Planning Group**

#### **Terms of Reference**

#### **1. Introduction**

- 1.1 The Manchester Health Protection Group is the established group for all health protection issues in Manchester. It meets quarterly and has a formal reporting and governance line to the Health and Wellbeing Board agreed in 2013. The group is chaired by the Director of Public Health.
- 1.2 It is proposed to rename the Manchester Health Protection Group as the Manchester COVID-19 Locality Planning Group (MCLPG) for the duration of the COVID-19 national incident. This will ensure a direct escalation route to the Health and Wellbeing Board, chaired by the Leader of the City Council, and with all relevant Manchester NHS organisations represented on it. The Christie is not represented on the Health and Wellbeing Board because it is a regional centre, however, for COVID-19 they will link into the Manchester structures.
- 1.3 Furthermore, the MCLPG will fulfil the functions of the “Borough Pandemic Co-ordinating Group” set out in the Greater Manchester Resilience Forum Pandemic Strategic Response Plan. The Plan does relate to an influenza outbreak situation but many of the general principles contained in the plan will guide the work on COVID-19.
- 1.4 The MCLPG will report to the GM Strategic Co-ordination Group (GMSCG) and link to NHS Incident Management Teams and the Council’s Resilience Forum.
- 1.5 The key responsibilities of the group are provided in Appendix 1 and these have been “lifted” from the GM Pandemic Plan document. They have been amended to reflect the evolving COVID-19 situation.

#### **2. Membership**

- 2.1 The core membership of the group is attached as Appendix 2. A set of structure charts and reporting arrangements are attached as Appendix 3.
- 2.2 People attending the meeting must have delegated authority from their respective organisations so that decisions can be made quickly. A number of workstreams/sub groups will be established to respond to the various phases of the UK outbreak, namely:
  1. Containment
  2. Delay
  3. Mitigation
  4. Research

**3. Frequency of meetings**

- 3.1 It is planned to have weekly meetings for March and April with a review at the end of this period. It will be important to give sufficient time for sub groups to implement plans agreed.
- 3.2 All meetings will be structured with an agreed agenda and key actions will be recorded to enable rapid circulation of information.

**Appendix 1 - MCPLG Key Responsibilities**

1. Review and implement appropriate command, control and co-ordination arrangements to ensure effective multi-agency response structures.
2. Co-ordinate liaison between the GM SCG and the locality.
3. Co-ordinate liaison between the regional NHS Incident Management Centre, local NHS Incident Management Teams and the MCLPG.
4. Work together to 'warn and inform' the public, supporting the delivery of consistent messages wherever possible and ensure appropriate sign off with Public Health England.
5. Support the identification of, communication with, and provision of services to vulnerable groups.
6. Lead on communication with schools and early years providers, and work within national guidance to support the management of closures if necessary.
7. Lead on the work with social care providers and work within national guidance to support and maintain delivery of services.
8. Through the Director of Public Health, maintain oversight of population health and ensure that public health expertise and advice is provided to relevant organisations and the public.
9. Implement business continuity measures, including the provision of Personal Protection Equipment and other appropriate interventions, to maintain the delivery of services.
10. Work with partners to implement surge management procedures, including supporting hospital discharge arrangements where appropriate.
11. Implement arrangements for the management of excess deaths by working with partners across bereavement services. This work will be led by the Council Resilience Forum.
12. Facilitate local recovery from the 'public health emergency' and establish the multi-agency Recovery Co-ordinating Group if required.

## Appendix 2 – MCPLG Core membership

Name	Job Title	Organisation	Named Deputy	Rationale for group membership
David Regan	Director of Public Health	Manchester City Council / Manchester Health and Care Commissioning	Sarah Doran	Secretary of State delegated health protection function to Directors of Public Health
Sarah Doran	Consultant in Public Health	Manchester City Council / Manchester Health and Care Commissioning	Barry Gillespie	Consultant in Public Health statutory role around health protection
Leasa Benson	Clinical Lead Health Protection	Manchester City Council / Manchester Health and Care Commissioning	Helen Fabrizio	Co-ordinating Community Infection Team response to Manchester related queries
Vicky Schofield	Secretary to Director of Public Health	Manchester City Council / Manchester Health and Care Commissioning	Samuel Clarke	Note taking and action log management
Julie Cawthorne	Assistant Chief Nurse and Clinical Director of Infection Prevention and Control (IPC)	Manchester University NHS Foundation Trust	TBC	Senior Trust representative for IPC across all sites
Dr Shazaad Ahmad	Consultant Virologist	Manchester University NHS Foundation Trust	TBC	Senior clinical lead and expert advice on virology related matters
Dr Andrew Dodgson	Consultant Microbiologist	Manchester University NHS Foundation Trust	TBC	Infection Control Doctor Lead and oversight of PHE laboratory

Name	Job Title	Organisation	Named Deputy	Rationale for group membership
Dr Leann Johnson	Consultant in Infectious Diseases	North Manchester General Hospital Infectious Diseases Unit (IDU)	Dr Katherine Ajdukiewicz or Dr Karen Devine	Clinical lead representative of the IDU
Dr Manisha Kumar	Medical Director	Manchester Health and Care Commissioning	Gordon Reid	Chair and lead of Primary Care sub group
Nick Gomm	Director of Corporate Affairs	Manchester Health and Care Commissioning	Ruth Edwards	Lead for incident management function at MHCC
Sharmila Kar	Director of Workforce and OD	Manchester Health and Care Commissioning	TBC	Representative of the Locality Workforce Transformation Group of all HR/OD Directors in Manchester Trusts/MCC
Ian Trodden / Mark Edwards	Chief Nurse / Chief Operating Officer	Manchester Local Care Organisation (MLCO)	Lorraine Ganley	Executive Directors of the MLCO and leads for the Manchester COVID-19 Co-ordination Hub/Service
Jane Hadfield	Health and Safety and Emergency Planning Lead	The Christie	Gary Thirkell	Senior representative for The Christie
John Harrop	Head of Risk Management	Greater Manchester Mental Health NHS Foundation Trust (GMMH)	TBC	Senior executive representative for GMMH
Mike Wild	Chief Executive	Macc	TBC	Lead for VCSE sub group
Fiona Sharkey	Head of Compliance,	Manchester City	TBC	Chair of the Council

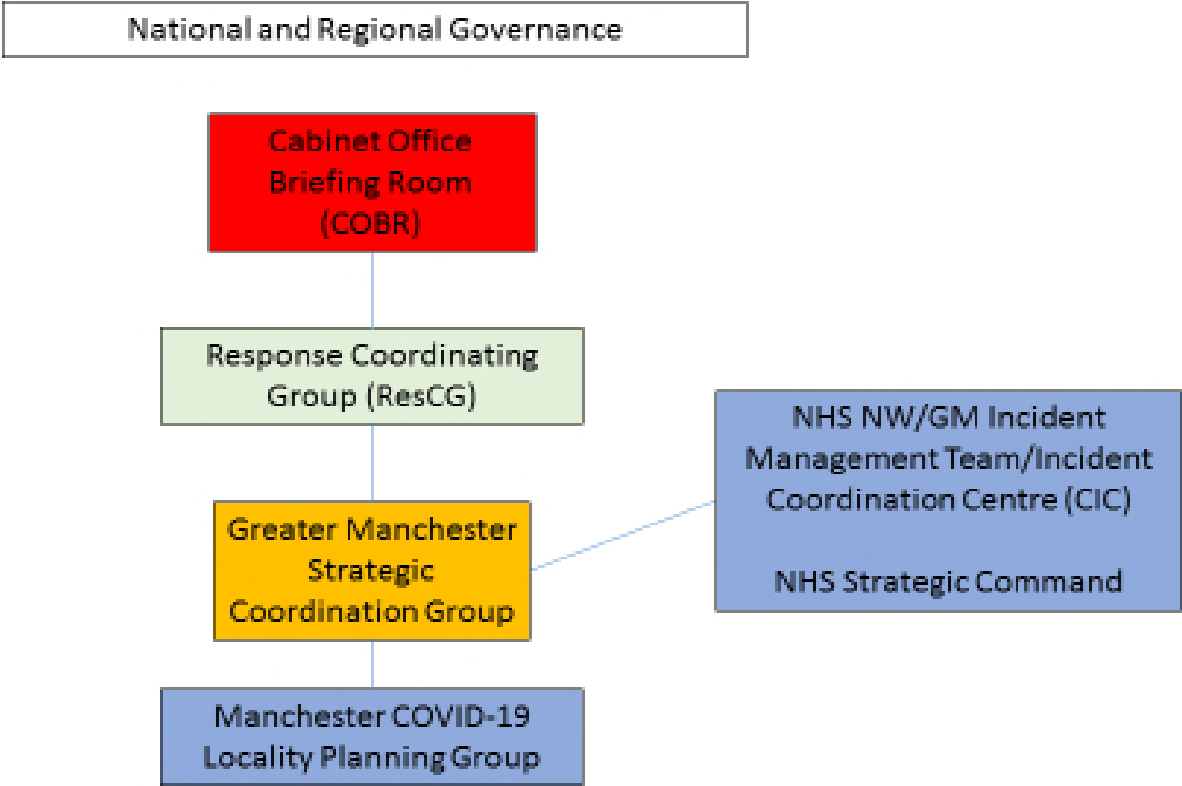
Name	Job Title	Organisation	Named Deputy	Rationale for group membership
	Enforcement and Community Safety	Council		Resilience Forum
Sue Brown	Principal Environmental Health Officer	Manchester City Council	Tim Birch	Senior advisor on environmental health and the Port Health Authority
Alun Ireland	Strategic Head of Comms	Manchester City Council	Penny Shannon	Lead for co-ordination of comms sub group
Karen Crier	Programme Lead	Manchester City Council	Paul Bickerton	Lead for Adult Social Care sub group
Mike Wright	Director of Homelessness	Manchester City Council	Suzanne Vyse	Lead for Homelessness / street based services sub group
Amanda Corcoran	Director of Education	Manchester City Council	Ruth Bradbury	Senior representative of Children's and Education including schools and Early Years
Andrew Bidolak	Senior Resilience Manager (MHCC)	NHS Greater Manchester Shared Services	Alan Cain	Support for MHCC co-ordination function and senior link to GMHSCP / NHSE
Dr Will Welfare	Deputy Director Health Protection	Public Health England	Dr Matt Pegorie	Senior PHE representative and link to Manchester Health Economy whilst Dr Caroline Rumble is on maternity leave

**Co-opted members for specific issues**

Name	Job Title	Organisation	Named Deputy	Rationale for group membership
Gareth James	Head of People, Place and Regulation	Manchester City Council	TBC	To provide legal advice on emerging legislation and scope for existing legislation to be used to inform local decisions

Appendix 3 – Structure charts and reporting arrangements

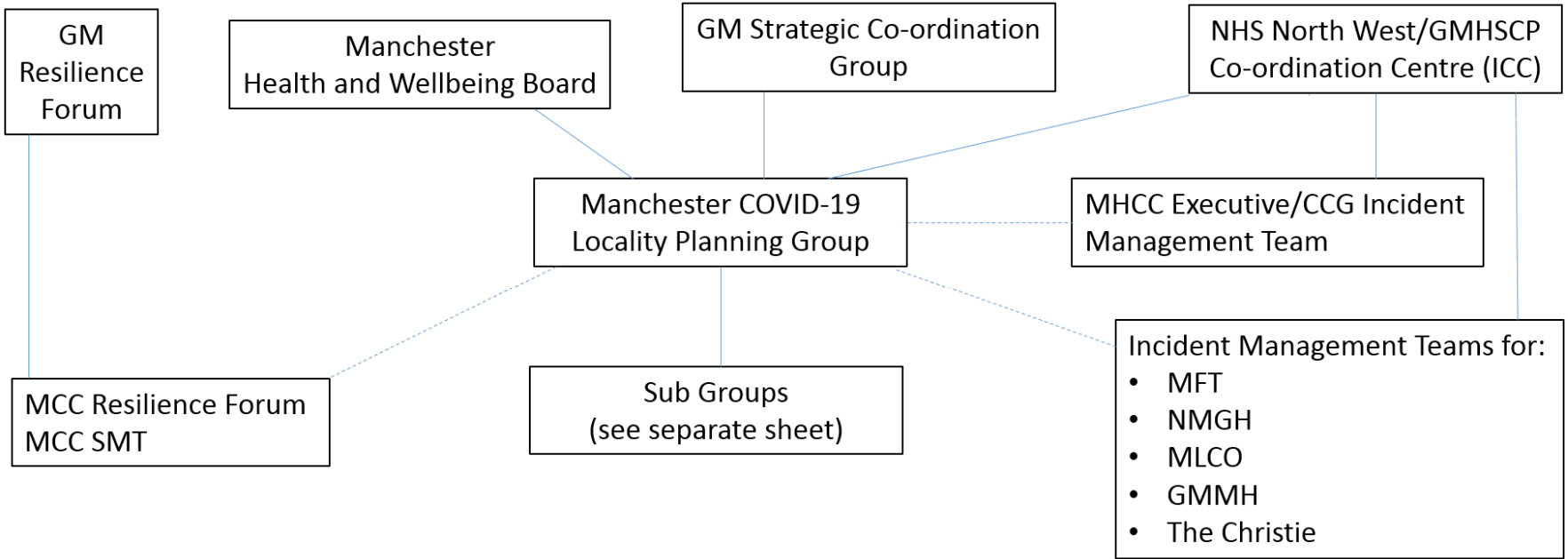
3a Command and Control Diagram





**3b Manchester COVID-19 Locality Planning Group Governance Chart**

Manchester COVID-19 Locality Planning Group – Manchester Governance Chart



NB: In Manchester, the Health Economy Resilience Group (HERG) will continue to operate to deal with all other health economy resilience issues

**3c Manchester COVID-19 Locality Planning Group Sub Groups/ Workstreams**

