

Corporate	ICBP054 - Adverse Weather Plan
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POLICY VALIDITY STATEMENT

Policy users should ensure that they are consulting the currently valid version of the documentation. The policy will remain valid, including during its period of review. However, the policy must be reviewed at least once in every 3-year period.

ACCESSIBLE INFORMATION STANDARDS

If you require this document in an alternative format, such as easy read, large text, braille or an alternative language please contact NECSU.comms@nhs.net

Version Control

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CONTENTS

1. Introduction.....	5
2. Purpose.....	5
3. Statement of Intent/Purpose	5
3.1. Aim.....	5
3.2. Objectives.....	5
4. Definitions and Abbreviations	5
4.1. Definitions.....	5
4.1.1. Cold Weather/Snow.....	5
4.1.2. Drought	5
4.1.3. Flood Risk	6
4.1.4. Flooding	6
4.1.5. Heatwave	6
4.1.6. Poor Air Quality	6
4.1.7. Storm.....	6
4.2. Acronyms	6
5. National Weather Health Alerts.....	6
6. Alerting	7
6.1. Weather Health Alerts.....	7
6.2. Typical Cascade of Weather-Health Alerts	8
6.3. Flooding Alerts.....	9
6.4. Types of Weather Warnings from the Met Office	10
6.5. ICB Alerting	10
7. Duties (Responsibilities)	11
7.1. Accountable Emergency Officer (AEO) or Deputy	11
7.2. Second on-call: ICB Executive Commander	11
7.3. First on-call: ICB Strategic Commander.....	11
7.4. Director of System Resilience/Deputy Director of System Resilience	12
7.5. Head of Primary Care or Deputy.....	12
7.6. ICB Head of Communications or Deputy	12
8. Operational Processes	12
8.1. Strategic Aim	12
8.2. Decision Making and Dynamic Risk Assessment.....	13
8.3. Reduction in Activity/Protection BAU	13
8.4. ICB Impacts.....	13
8.5. Heatwave/Hot Weather Actions	13
8.5.1. Heatwave and Summer Preparedness All Year Round.....	14

8.5.2.	Yellow Response.....	14
8.5.3.	Amber Enhanced Response.....	14
8.5.4.	Red Emergency Response.....	15
8.5.5.	High Risk Groups	15
8.6.	Cold Weather Actions.....	15
8.6.1.	Winter preparedness and action programme all year round.....	15
8.6.2.	Yellow Response.....	16
8.6.3.	Amber Enhanced Response.....	17
8.6.4.	Red Emergency Response.....	17
8.6.5.	Direct Effects of Winter Weather.....	18
8.6.6.	High Risk Groups (Adverse Weather Plan for England).....	18
8.7.	Flooding Response.....	18
9.	Health and Safety Statement.....	20
10.	Considerations.....	20
10.1.	Staff Welfare	20
10.2.	Vulnerable Persons.....	20
10.3.	Ramadan	21
11.	Stand Down, Recovery and Debriefing	21
12.	Review, Maintenance, Training and Exercising.....	21
13.	Appendix 1 – Action Cards	22
13.1.	NENC ICB Accountable Emergency Officer	22
13.2.	Director of System Resilience/Deputy Director of System Resilience	23
14.	Appendix 2 – IMT Adverse Weather Meeting Agenda Template	24
15.	Appendix 3 – Key Public Messages (Heatwave).....	25
16.	Appendix 4 – Key Public Health Messages (Cold Weather).....	27

1. Introduction

This plan applies to the North East and North Cumbria Integrated Care Board, subsequently referred to in this document as "NENC ICB".

2. Purpose

Adverse weather can affect the NENC ICB operating areas in a variety of forms, such as:

- Heatwave
- Cold Weather
- Snow
- Flooding
- Heavy Rainfall
- Drought

NENC ICB has a responsibility to ensure that it is prepared for such eventualities, this document indicates considerations and actions required in response to such events, and the actions required in advance of such events to ensure full preparedness.

3. Statement of Intent/Purpose

3.1. Aim

To indicate the ICB response to adverse weather events within the North East and North Cumbria area.

3.2. Objectives

- Detail initial actions required in response to adverse weather incidents;
- Identify key critical roles involved in the response to, and decision making, for adverse weather events;
- Indicate the proactive steps that must be taken to enable NENC ICB, ICB providers and Primary Care staff to prepare for adverse weather incidents;

4. Definitions and Abbreviations

4.1. Definitions

4.1.1. Cold Weather/Snow

Cold weather alerts are in place for the UK to monitor adverse effects on people's health, currently there are two thresholds in place for the UK, these are:

- Mean temperature falls below 2°C for 48 hours or longer;
- And/or heavy snow and/or widespread ice

4.1.2. Drought

Means a prolonged period of abnormally low rainfall leading to the shortage of water.

4.1.3. Flood Risk

Is a combination of the probability and the potential consequences from flooding. Areas at risk of flooding from any source, now and in the future. Sources include the rivers and the sea, direct rainfall on the ground surface, rising ground water, overwhelmed sewers and drainage systems, reservoirs, canals and lakes and other artificial sources. Flood risk also accounts for the interactions between these different sources.

4.1.4. Flooding

Means the submerging of normally dry land with a large amount of water, in the UK there are three main types of flooding fluvial which is the flooding of rivers, pluvial which is the flooding linked to very heavy rainfall and coastal flooding.

4.1.5. Heatwave

Means an extensive period of hot weather relative to the expected conditions of the area at that time of year, which may be accompanied by high humidity. The UK threshold for heatwave is met when a location records a period of at least three consecutive days with daily maximum temperatures meetings or exceeding the heatwave temperatures threshold.

4.1.6. Poor Air Quality

Can lead to the irritation of the eyes, nose, and throat, cause shortness of breath, aggravate asthma and other respiratory conditions, and affect the heart and cardiovascular system. There are a number of sources that contribute to poor air quality such as cars, uses, plans, trucks and training, power plants, oil refineries, industrial facilities and factories. Other contributors include agricultural areas, cities, and wood burning fireplaces. Sunshine, ran, higher temperatures, wind speed, air turbulence, and mixing depths all affect pollutant concentrations. Department for Environment Food and Rural Affairs (DEFRA) provide a daily air quality index available at: [Daily Air Quality Index - Defra, UK](#)

4.1.7. Storm

Is usually applied to any violent atmospheric disturbance, whether it's a thunderstorm, squall, or snowstorm. Dependent on the intensity, it can cause significant damage to property and infrastructure and threat to life. When compounded with other factors, can cause additional problems (i.e., snow drifting, dust storms).

4.2. Acronyms

Please refer to the UK civil protection lexicon as per the link below:
[Emergency responder interoperability: lexicon - GOV.UK \(www.gov.uk\)](#)

5. National Weather Health Alerts

For both heatwave and cold weather health alerts, there are several levels that are monitored against by the MET Office and UKHSA each year during peak alert seasons for both types of impact type, these are indicated below:

Level	Definition
	Green (Preparedness) No alert will be issued as the conditions are likely to have minimal impact and health; business as usual and summer/winter planning and preparedness activities.
	Yellow (Response) These alerts cover a range of situations. Yellow alerts may be issued during periods of heat/cold which would be unlikely to impact most people but could impact those who are particularly vulnerable.
	Amber (Enhanced Response) An amber alert indicates that weather impacts are likely to be felt across the whole health service, with potential for the whole population to be at risk. Non-health sectors may also start to observe impacts and a more significant coordinated response may be required.
	Red (Emergency Response) A red alert indicates significant risk to life for even the healthy population.

6. Alerting

This section indicates how the NENC ICB will be alerted and subsequently alert to adverse weather incidents, each provider trust, primary care, and LRF partner will have their own internal processes for which the response will either include this response or ensure alignment to it.

6.1. Weather Health Alerts

The impact-based alerts are now issued by UKHSA in partnership with the Met Office. The alerts are underpinned by a dedicated webpage on gov.uk and a registration page where users are able to specify which region within England they wish to receive alerts for.

They also provide alerts in relation to other weather types i.e., heavy rainfall, high winds etc. These are registered for by the NENC ICB, specifically the EPRR team and System Co-ordination Centre who will receive these alerts so that they are aware of any potential incidents that they may need to respond to. Any identified risks will then be escalated to the ICB AEO (Executive Chief of Strategy and Operations). To sign up for these alerts, please follow the below link:

[Weather-Health Alerting system registration form \(office.com\)](#)

In line with other weather warning systems in operation within England (and the UK), warnings will be issued when the weather conditions have the potential to impact the health and wellbeing of the population.

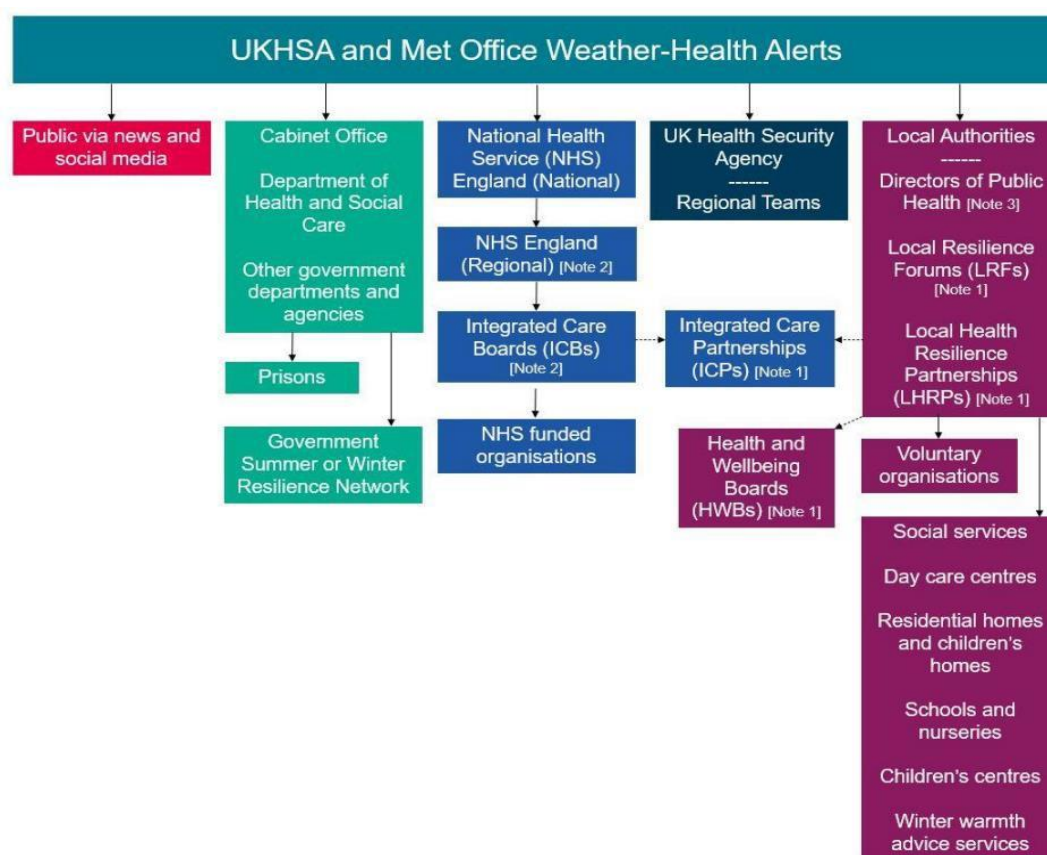
The alerts will be given a colour (yellow, amber or red) based on the combination of the impact the weather conditions could have, and the likelihood of those impacts being realised. These assessments are made in conjunction with the Met Office when adverse weather conditions are indicated within the forecast.

Yellow and amber alert assessments cover a range of potential impacts (including impacts on specific vulnerable groups (for example people sleeping rough) through to wider impacts on the general population) as well as the likelihood (low to high) of those impacts occurring. This additional information should aid making decisions about the appropriate level of response during an alert period. Within the

alert that is issued, the combination of impact and likelihood will be displayed within a risk matrix.

Once the decision is made to issue an alert (yellow, amber or red), these will be cascaded to those registered to receive the alerts and made available on the dedicated web platform. Alerts will be issued with as much lead time to the event as possible to allow users time to make their local assessments and to initiate all appropriate actions to reduce harm to health. Users should review every alert when issued to ensure they fully understand the potential impacts and how likely they are to occur. The potential impact and risk will indicate the need to stand up an IMT, the details of the IMT set up are in appendix 2 and for more information please refer to the NENC ICB Incident Response Plan.

6.2. Typical Cascade of Weather-Health Alerts



- LHRPs, HWBs and ICPs are strategic and planning bodies, but may wish to be included in local alert cascades;
- NHS England regional teams and ICBs should work collaboratively to ensure that between them, they have cascade mechanisms for heat-health alerts to all providers of NHS funded services both in business-as-usual hours and out of hours period in their area;
- UKHSA would be expected to liaise with Directors of Public Health to offer support, but formal alerting would be expected through usual local authorities' channels;

The ICBs and local authorities work closely within the Integrated Care Systems (ICS). NHS funded organisations will receive alerts through their own heat-health alerts and will action a system wide risk if necessary. Further points to note on this cascade, are that UKHSA would be expected to liaise with Director of Public Health to offer support, but formal alerting would be expected through the usual local authority channels.

6.3. Flooding Alerts

The LRF have in place a multi-agency flooding plan that is utilised by all responder agencies (inc. NHS) across the North East to inform and then ensure an effective response and the government have a flood forecasting centre with the link below: <https://www.gov.uk/government/organisations/flood-forecasting-centre>

Trigger
ALERT Receipt of severe weather alerts for heavy rain (issued more than 24 hours ahead) And/or Flood alerts And/or Flood guidance statement (FGS) YELLOW (low risk)
WARNING Receipt of severe weather warnings for heavy rain (issued less than 24 hours ahead) and/or Flood Warnings and/or Flood Guidance Statement (FGS) AMBER (medium risk)
SEVERE WARNING Severe flood warning(s) issued (indicate a worsening situation for any flood risk area where there is deemed to be a significant threat to life). Flood Guidance Statement (FGS) RED (high risk). Decision to issue made through discussion with tactical agencies. The EA reserves the right to issue in an emergency.

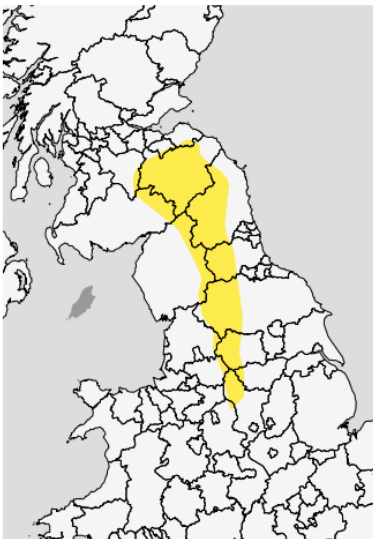
Yellow warning

Snow

Between

17:00 Fri 26 Nov 2021 and

10:00 Sat 27 Nov 2021



Spells of hill snow may bring some disruption to travel Friday night and into Saturday

What to expect

- There is a small chance of travel delays on roads with some stranded vehicles and passengers, along with delayed or cancelled rail and air travel
- There is a slight chance that some rural communities could become cut off
- There is a small chance that power cuts will occur and other services, such as mobile phone coverage, may be affected

6.4. Types of Weather Warnings from the Met Office

The Met Office National Severe Weather Warning Service (NSWWS) warns of the impacts caused by severe weather and is monitored by the EPRR team, also signed up to the Met Office Alerts.

- **Yellow Warning:** Yellow warnings can be issued for a range of weather situations. Many are issued when it is likely that the weather will cause some low-level impacts, including some disruption to travel in a few places.
- **Amber Warning:** There is an increased likelihood of impacts from severe weather, which could potentially disrupt your plans. This means there is the possibility of travel delays, road and rail closures, power cuts and the potential risk to life and property.
- **Red Warning:** Dangerous weather is expected and, if you haven't already done so, you should act now to keep yourself and others safe from the impact of the severe weather. It is very likely that there will be a risk to life, with substantial disruption to travel, energy supplies and possibly widespread damage to property and infrastructure.

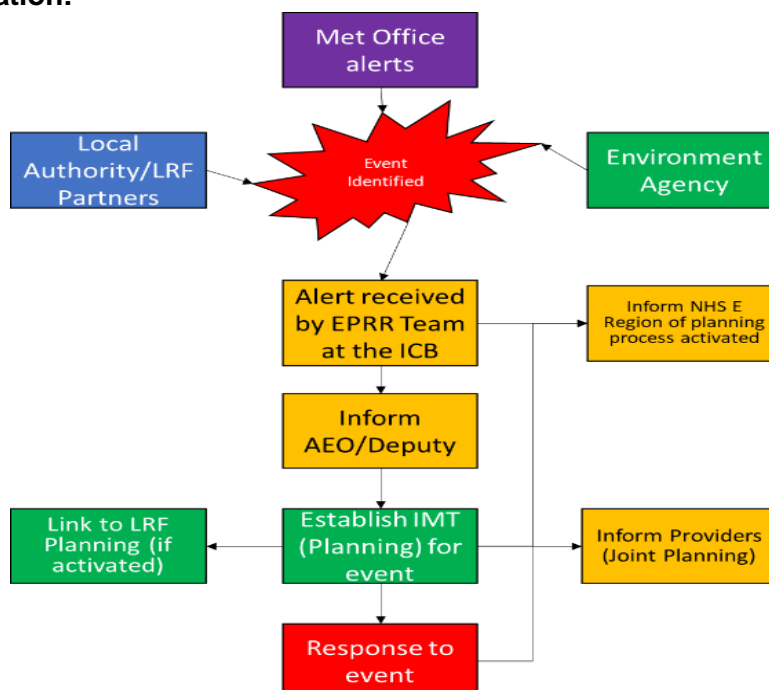
6.5. ICB Alerting

NENC ICB maintain a 24/7 Executive on-call and Strategic on-call team. It is anticipated due to the nature of adverse weather that alerting can come via two routes as indicated below:

- Planned adverse weather alert received by the ICB, SCC, EPRR team which is compiled and relayed to AEO to give assurance around preparedness for forthcoming adverse weather events. Escalation as required to incident response mode as indicated below
- Spontaneous or out of hours, received via Executive or Strategic on-call, dynamic risk

assessment as per the NENC ICB incident response plan forming an IMT if required or gaining assurance via conversations with NHS funded providers with North East and North Cumbria

Cascade of Information:



7. Duties (Responsibilities)

7.1. Accountable Emergency Officer (AEO) or Deputy

AEO is accountable to the Chief Executive for the direction and delivery of the ICB response to incident. The AEO will either assume the role of ICB Executive Commander or delegate this role to an appropriate person (2nd on-call). The AEO is ultimately responsible for determining the escalation/de-escalation of the ICB response.

7.2. Second on-call: ICB Executive Commander

During spontaneous or rapid development incidents it is likely that the 2nd on-call will become the default Executive Commander for the ICB system response whilst the AEO or deputy is alerted and activated to manage the incident response. The alerts for adverse weather incidents will be received by the 1st on-call manager initially and in conjunction with the 2nd on-call a dynamic risk assessment using the Joint Decision Making Model (JDM) [The Joint Decision Model \(JDM\) - JESIP Website](#) will be completed.

7.3. First on-call: ICB Strategic Commander

The ICB Incident Manager is accountable to the ICB Strategic Commander and provides senior tactical management support to the ICB Strategic Commander, they will receive the initial alert to the incident via the LRF, MET office etc. and will be required to alert the second on-call immediately as to the developing incident. This may come in the format of a M/EHTANE report as per the IRP.

[M/ETHANE - JESIP Website](#)

The Strategic Commander will support the ICB Executive Commander during the initial response to the incident by providing support to the ICB.

7.4. Director of System Resilience/Deputy Director of System Resilience

- The Director of System Resilience or Deputy Director of System Resilience will receive all alerts from the agencies responsible for monitoring potential adverse weather incidents, they will advise the AEO of any potential incidents and refer to the Incident Response Plan if necessary.
- They will provide specialist tactical advice to the AEO or second on-call (if out of hours) around the response to adverse weather events.

7.5. Head of Primary Care or Deputy

- Will ensure the consideration and actioning of impacts to primary care, including GP services in response to an adverse weather incident. Will also lead on the assurance processes prior to adverse weather incidents to ensure the preparedness of services for such events.

7.6. ICB Head of Communications or Deputy

- Will ensure that communications linked to the adverse weather incidents are centrally coordinated;
- They will ensure liaison with NHS England Communications Team, LRF communications team as required to ensure appropriate messages are released;
- They will communicate with the provider leads for communications to ensure messages are joined up and appropriate for the incident response;
- Will ensure the briefing of executives who may be required to talk to the press in relation to an incident response;
- Links in with the LRF Warning & Informing Group as appropriate.

8. Operational Processes

8.1. Strategic Aim

In relation to adverse weather incidents the strategic aim is to be:

"Preserve life, preservation of property and protection of services"

- Preserve Life: Work with responder agencies to ensure that health services can respond effectively to the adverse weather incident and to put in place where required special

measures to ensure life is protected.

- Preservation of Property: Work with NHS providers to ensure buildings are considered in relation to the provision of healthcare and that they have in place plans and preparedness to protect against the impacts of weather events.
- Protection of services: Ensure that as far as is possible that health care services are still provided to the users of those services through effective response and planning.

8.2. Decision Making and Dynamic Risk Assessment

Please refer to the ICB IRP for the Process for effective decision making in relation to incident response.

8.3. Reduction in Activity/Protection BAU

During adverse weather events the system may take decisions to reduce activity for non-essential services. This should be considered in relation to impacts to ongoing clinical care for patients to ensure emergency services are maintained. Considerations should include:

- What is the impact from the adverse weather event on Trust(s), does this require a reduction in services?
- What will the impact be for the reduction of these services?
- Are there any mutual aid initiatives that could be implemented to safeguard activity for the system?

8.4. ICB Impacts

Due to ICB staff being largely remote workers the impact of adverse weather events will be lowered. However, there are physical locations that the ICB employ staff within which must be considered in response with critical areas identified under business continuity planning and alternative work locations identified for usage if required in response to an adverse weather event.

Should the ICB be financially impacted consider the Bellwin Scheme from the Department for Levelling Up, Housing and Communities.

The scheme may be activated when an emergency or disaster involving destruction of property or danger to life occurs and, as a result, one or more local authorities incur expenditure on, or in connection with, the taking of immediate action to safeguard life or property, or to prevent suffering or severe inconvenience in their area or among its inhabitants.

The local authority must claim within one month of an incident by contacting the Bellwin Team at DLUHC. This can be done via email: bellwin@levellingup.gov.uk

More information on the Bellwin scheme is available at: [Bellwin scheme: guidance notes for claims - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/674441/Bellwin_scheme_guidance_notes_for_claims_-_GOV.UK.pdf)

8.5. Heatwave/Hot Weather Actions

For each of the alert levels (section 5) there is a pre-determined level of activity expected of the ICB

and the system to prepare for escalations in incidents in relation to hot weather, these are detailed below with the actions required to ensure response by North East and North Cumbria:

8.5.1. Heatwave and Summer Preparedness All Year Round

1. Ensure a joined-up planning process is in place in relation to heatwave reduction initiatives, these can include:
 - a. Building resilience i.e., reduction in internal energy use and heat production
 - b. Environmental actions i.e., external shade installations, water features, increase green spaces
 - c. Other infrastructure changes i.e., porous pavements
2. Engagement with the community and voluntary section in the development of emergency plans.
3. Work with partners to ensure coordinated heatwave plans with focus on identification of marginalized and vulnerable patients/persons.
4. Work with partners on risk reduction schemes.
5. Ensure all NHS partners are engaged with the heatwave planning scheme and aware of their actions under the heatwave plan for England.
6. Continue to engage the community and voluntary section in preparedness processes.
7. Ensure any organisers of large events are embedding heatwave protection principles within their planning processes.

8.5.2. Yellow Response

1. Communicate key public health messages across the system with assurance that these have been embedded.
2. Communicate alerts to internal ICB staff to ensure awareness of actions required to protect during high temperatures.
3. Increase advice to health and social care workers working in the community, care homes and hospitals.
4. Ensure vulnerable are identified and actions taken where necessary to safeguard against high temperatures.
5. Be aware of the possibility of wildfires and the consequences for health and other partners affected.

8.5.3. Amber Enhanced Response

1. The EPRR team will review and highlight any significant risks and may refer to the incident response plan to ensure preparedness across the system for potential heatwave events.
2. Ensure any necessary media alerts are communicated and cascaded to the relevant audience such as the public, health system and staff.

3. Support organisations to reduce unnecessary travel via a virtual IMT to ensure discussion around any cancellation of non-urgent work to reduce travel, there must be understanding of the implications of doing this and a balance of risk must be understood.
4. Review safety of any public events with the LRF partners.
5. Mobilise any locally agreed community and voluntary support.

8.5.4. Red Emergency Response

1. Continue actions as per amber response.
2. Coordinated via NHS England Regional/National Team.
3. Attend TCGs/SCGs as required.

8.5.5. High Risk Groups

The below list is non-exhaustive however identifies those at the highest risk during hot weather or heatwave events and planning should consider the implications on this grouping of the community:

1. **Community:** over 75, female, living on own or isolated, severe physical or mental illness, urban areas, south-facing top flat, alcohol and/or drug dependency, homeless, babies and young children, public with multiple medications and member of the Muslim community who may be fasting during daylight hours in Ramadan.
2. **Care home or hospital:** over 75, female, frail, severe physical or mental illness, multiple medications, babies or young children (hospitals).

8.6. Cold Weather Actions

For each of the alert levels (section 5) there is a predetermined level of activity expected of the ICB and the system to prepare for escalations in incidents in relation to cold weather, these are detailed below to ensure response by North East and North Cumbria. The Urgent Care Team also seek assurance from provider organisations that they are fully prepared for cold weather action through adverse/cold weather assurance measures.

8.6.1. Winter preparedness and action programme all year round

1. Work with partner agencies to ensure that cold weather planning features within wider winter resilience planning.
2. Work with partners to ensure that a strategic approach to the reduction of excess winter deaths and fuel poverty is taken across the local health and social care economy.
3. Work with partner agencies to:
 - a. Develop a shared understand of excess winter deaths and what partners can do to reduce them;

- b. Identify those most at risk from seasonal variations;
 - c. Improve winter resilience of those at risk;
 - d. Ensure a local, joined up programme is in place to support improved housing, heating and insulation, including uptake of energy-efficient, low carbon solutions;
 - e. Achieve a reduction in carbon emissions and assess the implications of climate change
4. Consider how your winter plans can help reduce health inequalities, how they might target high-risk groups and address the wider determinants of health.
 5. Communicate public health media messages.
 6. Work with partner agencies to coordinate locally appropriate cold weather plans.
 7. Ensure key partners, including managers of care, residential and nursing homes are aware of the alert system and can access advice.
 8. Review the distribution of the cold weather alerts across the system and ensure staff are aware of winter plans and advice.
 9. Ensure that local organisations and professionals are taking appropriate actions considering the cold weather alerts, in accordance with the local and national cold weather plan.
 10. Ensure that organisations and staff are prompted to signpost vulnerable clients onwards (for example, for energy efficiency measures, benefits or related advice).
 11. Liaise with providers of emergency shelter for homeless people to agree plans for severe weather and ensure capacity to scale up provision.
 12. Support communities to help those at risk. Support the development of community emergency plans.
 13. Identify which local health, social care and voluntary and community sector organisations are most vulnerable to the effects of winter weather. Agree plans for winter surge in demand for services. Make sure emergency contacts are up to date.

8.6.2. Yellow Response

Mean temperature of 2°C and/or widespread ice and heavy snow are predicted within 48hours, with 60% confidence. North East and North Cumbria LRFs severe weather plans can be accessed via Resilience Direct.

1. Continue to communicate public health media messages.
2. Communicate alerts to staff and make sure that they can take appropriate actions.
3. Ensure key partners, including all managers of care, residential and nursing homes, are aware of the alerts and can access DHSC and other advice.
4. Ensure that organisations and staff are prompted to signpost vulnerable clients onwards (for example, for energy efficiency measures, benefits or related advice).

5. Support local community organisations to activate community emergency plans.
6. Activate business continuity arrangements and emergency plans as required.
7. Consider how to make best use of available capacity, for example, by using community beds at risk patients who do not need an acute bed and enabling access to step down care and reablement.
8. Work with partner agencies (for example, transport) to ensure road/pavement gritting preparations are in place to allow access to critical services and pedestrian hotspots.
9. Attend relevant TCG/SCG meetings in preparation if required.

8.6.3. Amber Enhanced Response

Severe winter weather is now occurring mean temperature of 2°C or less and widespread ice and heavy snow. North East and North Cumbria LRFs severe weather plans can be accessed via Resilience Direct.

1. Consideration for activation of local incident management team (IMT) as per NENC ICB incident response plan.
2. Continue to communicate public health media messages.
3. Communicate alerts to staff and make sure that winter plans are in operation.
4. Ensure key partners are undertaking action in response to alerts.
5. Support local community organisation to mobilise community emergency plans.
6. Ensure continuity arrangements are working with provider organisations.
7. Work with partner agencies (for example, transport) to ensure road and pavement gritting arrangements are in effect to allow access to critical services and pedestrian hotspots.
8. Attend relevant TCG/SCG meetings.

8.6.4. Red Emergency Response

1. Continue the actions as per amber enhanced response.
2. Activate local incident management team (IMT) as per NENC ICB incident response plan.
3. Coordinated via NHS England Regional/National team.
4. Liaise with local LRF and consider potential use of 4x4 for access to provider sites for staff.
5. Attend relevant TCG/SCG meetings.

8.6.5. Direct Effects of Winter Weather

The NHS can see and increase in the occurrence of the below during winter weather periods:

- Heart Attack
- Stroke
- Respiratory Disease
- Influenza
- Falls and Injuries
- Hypothermia

8.6.6. High Risk Groups (Adverse Weather Plan for England)

The below list is non-exhaustive however identifies those at the highest risk during adverse weather and planning should consider the implications on this grouping of the community:

- Older people (those over 75 years old, otherwise frail or socially isolated)
- People with pre-existing chronic medical conditions such as heart disease, stroke or TIA, asthma, chronic obstructive pulmonary disease, or diabetes
- People with mental ill-health that reduces individual's ability to self-care (including dementia)
- Pregnant women (in view of potential impact of cold on foetus)
- Children under the age of 5
- People with learning difficulties
- People assessed as being at risk of, or having had, recurrent falls
- People who are housebound or otherwise low mobility
- People living in deprived circumstances
- People living in houses with mould
- People who are fuel poor
- Homeless or people sleeping rough
- Other marginalised or socially isolated individuals or groups

8.7. Flooding Response

Flooding would be multi-agency response led by the LRF with reporting requirements to NHS England Regional to ensure that the impacts on health are being communicated and where required mutual aid can be activated (via the incident response plan processes).

North East and North Cumbria has areas at high risk of flooding and has experienced incidents which have resulted in evacuation and shelter of communities at risk from potential breaches.

The response to whichever trigger for flooding (fluvial, fluvial flash flooding, pluvial, or manmade) will be responded to in much the same way.

The ICB will refer to the incident response plan as soon as a high risk is identified that there is a potential for a damaging flood event, this will be flexible dependent on the warning i.e., there is usually advance warning of heavy rainfall however flooding can also be spontaneous and localized incident that must be responded to in time.

The North East and North Cumbria LRFs flood plan and detailed maps are published on ResilienceDirect.

In the event of a flooding incident, the Environment Agency may issue predictive maps with a link to take you directly to that.

Actions are required at each stage by the ICB and system in relation to flooding preparedness and response:

1. Planning

- Consider if the ICB should implement the incident response plan;
- Liaise with other LRF members;
- Develop own emergency and business continuity plans and procedures;
- Participate in internal and multi-agency training and exercises;
- Determine the risk of flooding to own assets and put in place suitable flood protection measures;
- Procure suitable resources and ensure their maintenance;
- Distribute flooding advice to the public;
- Monitor the weather forecast;
- Receive and disseminate internally EA flood warnings, Heat health alerts and flood guidance statements;
- Work with communities to develop and interpret local flood plans

2. Response

- Save/protect life and relieve suffering;
- Contain the emergency and limit its escalation where reasonably practicable;
- Continue to monitor the weather forecast;
- Continue to receive and disseminate internally EA flood warnings, heat health alerts and flood guidance statements;
- Provide the public with warnings, information and advice;
- Assess the developing situation and allocate resources as necessary;
- Always protect the health and safety of personnel;
- Attend TCG/SCG as required;
- Safeguard the environment;
- Protect property;
- Maintain and restore the critical services of the organisation;
- Maintain normal services at an appropriate level;
- Activate operational procedures and emergency plans;
- Implement business continuity plans;
- Provide personnel and resources to assist the response;
- Maintain records of response related expenditure;
- Provide mutual aid wherever possible;
- Maintain incident logs;
- Coordinate the NHS response to flooding;
- Coordinate collation and submission of SitReps;
- Coordinate media response

3. Recovery

- Repair equipment used during the response and replenish as necessary;

- Inspect and repair damage to own assets;
- Attend public meetings;
- Promote self-help in affected communities;
- Facilitate the recovery of affected communities;
- Collate information/data on flooded properties/incidents/rainfalls and share with partners;
- Attend incident debriefs, evaluate the response, and identify lessons;
- Carry out internal reviews to improve services;
- Facilitate investigations and inquiries if required;
- Attend LRF Strategic Recovery Group if convened;
- Consider applying for emergency government funding Bellwin scheme;
- Ensure the continuing recovery of those affected during the flooding;
- Monitor the long-term health of the public;
- Coordinate media response

9. Health and Safety Statement

The Health and Safety Executive (HSE) is the enforcing body for health and safety in relation to health services. The HSE will be involved in criminal investigations following a system response to an incident and will request information pertaining to individual provider responses as well as system coordination to a response, this process will be led/coordinated by local Police Forces.

10. Considerations

10.1. Staff Welfare

Ensure that during a response that staff welfare is considered, several key principles must be considered/adhered to:

- Access to work during heavy snowfall, is it safe for staff to drive or are there other options that could be considered, have staff winter proofed vehicles;
- During a heatwave, consider access to water/air conditioning/fans for staff working on site;
- Childcare could become an issue during adverse weather events such as school closure, ensure this is considered in planning and approximate numbers of staff that would be affected into planning
- The NENC ICB special leave policy states that there will be occasions when its difficult to get to work safely due to exceptionally severe inclement weather condition such as snow, flooding etc.
 - When employees are unable to get in to work (or their nearest base) due to inclement weather, they will be required to take annual leave, flexi-time or unpaid leave (unless otherwise directed by the Executive team in cases of severe weather)
 - Where practicable, employees may work from home with the agreement of their manager;
 - Employees not able to get to work must inform their line manager of their absence as close as possible to the beginning of their day's work

10.2. Vulnerable Persons

It is key during the response to adverse weather that vulnerable persons are considered within all response, the most vulnerable include:

- Elderly;
- On-going health conditions;
- Young;
- Those on medical equipment i.e., dialysis machines;
- Those requiring community input;
- Those on home care requiring social care input

Several local provider organisations will retain lists of those patients they care for that could be indicated to be vulnerable in this circumstance, this is also supported by key lists maintained by LRF partners, access to these lists if required for incident response purposes would be via the information sharing agreements in place across North East and North Cumbria and would need to be requested and utilised in the response to the incident.

10.3. Ramadan

When Ramadan falls during a heat health watch period in hot weather dehydration is a common risk.

The ICB communications team will work with colleagues in UKHSA, local council, voluntary agencies, on suitable messaging during heat events during Ramadan.

The Muslim Council of Britain has confirmed that breaking fast in such conditions is permissible under Islamic law.

11. Stand Down, Recovery and Debriefing

Stand down for incidents will be dealt with via processes identified within the NENC ICB incident response plan.

Recovery must be considered in relation to adverse weather events with expectation that a number of additional factors will need to be considered pertinent to weather events.

Debriefing processes are covered via the NENC ICB incident response plan.

12. Review, Maintenance, Training and Exercising

This plan will be reviewed as a minimum annually in line with the integrated emergency management pathway. There is, however, the opportunity for more regular review following post incident or post exercise where learning is identified that requires updates to the NENC ICB processes for adverse weather.

The maintain and review of this document is the responsibility of the NENC ICB EPRR team and it will be endorsed by the NENC ICB Accountable Emergency Officer (AEO) and presented to the EPRR Steering Group before the NENC ICB Executive Team for final approval.

NENC ICB staff with incident response roles in the plan and those who potentially have a role in an incident response will take part in targeted training and exercising program to ensure their competency against those roles.

The plan will be regularly exercised to ensure that not only those processes are suitable, but to allow exercising of staff in a 'safe environment'. Learning will be embedded as identified above.

13. **Appendix 1 – Action Cards**

13.1. **NENC ICB Accountable Emergency Officer**

ADVERSE WEATHER	
Action Card 1	
ICB Accountable Emergency Officer (or deputy)	
THIS ACTION CARD IS A SUPPLEMENT TO THE IRP ACTION CARDS	
Responsible to:	ICB Chief Executive
Responsibilities:	
<p>As per the IRP plus:</p> <ul style="list-style-type: none"> • Ensure the IMT meets if the Heat Health assurance document indicates significant risk and; • Chair the adverse weather IMT meetings and ensure suitable actions are assigned and completed as required (utilise agenda in ICB adverse weather plan). 	
Initial Actions:	
<p>As per the IRP plus:</p> <ul style="list-style-type: none"> • If risk indicates, establish an IMT (consider regional, national and LRF `battle rhythm` these meetings will require inputs from SCG and TCG level meetings therefore the IMT must match this); • Be aware of the Met office/UKHSA or other agency alerts in detail; • Understand direct impacts to the ICB i.e. hot weather staff working in office spaces or those at risk; • If flooding, ensure awareness of any ICB locations that may be affected; • Consider in relation to flooding any potential risk of site evacuation; • Ensure rapid joint understanding of risk of those that are vulnerable in relation to weather incidents. 	

13.2. Director of System Resilience/Deputy Director of System Resilience

ADVERSE WEATHER	
Action Card 2	
Director of System Resilience/Deputy Director of System Resilience	
THIS ACTION CARD IS A SUPPLEMENT TO THE IRP ACTION CARDS	
Responsible to:	ICB Accountable Emergency Officer
Responsibilities:	
<ul style="list-style-type: none">• Ensure Tactical Advice and input into the Adverse Weather planning.• Ensure awareness of Met office alerts and other associated alerting mechanisms i.e. EA Flood Risk alerts.	
Initial Actions:	
<ul style="list-style-type: none">• Contact AEO and/or deputy on receipt of weather alerts.• Contact providers via EPRR routes to ensure awareness of potential adverse weather events.• Contact LRF secretariat to understand wider implications and battle rhythm for the county.• If risk creates the necessity, support the AEO in establishing the IMT for Adverse Weather.	
Post-Incident:	
<ul style="list-style-type: none">• Ensure completion of hot and cold debrief process.• Ensure that learning is shared internally and externally via appropriate routes.	

14. Appendix 2 – IMT Adverse Weather Meeting Agenda Template

To be chaired by NENC ICB Executive Commander or NENC ICB Strategic Commander

A separate minute taker is required, the Loggist should **NOT** keep the minutes of these meetings.

	Item	Presented by
1	Introductions, name, and role <i>State reason for holding meeting</i>	ICB Executive/ Strategic Commander
2	Weather Situation <i>Update of weather warnings in force and any weather warnings likely to be issued. Weather issues to consider / be aware of - e.g., will heavy rain be accompanied by strong winds which could affect rescue operations. Confidence level and uncertainty in the weather forecast</i>	EPRR Lead
3	Flooding Situation (REMOVE FOR NON-FLOOD EVENTS) <i>Update of weather warnings in force and any weather warnings likely to be issued. Weather issues to consider / be aware of - e.g. will heavy rain be accompanied by strong winds which could affect rescue operations. Confidence level and uncertainty in the weather forecast</i>	EPRR Lead
4	System Response Outline what we are doing and what we have planned	All System Partners
5	NHS National/Regional Response <i>Update on expectations of the national/regional response if activated</i>	ICB Executive/ Strategic Commander
6	Next steps in the multiagency response <i>Feedback from TCG/SCG, actions from external meetings, internal actions to be tasked to actioners</i>	ICB Executive/Strate gic Commander
7	AOB	All
8	Time of next meeting	ICB Executive/Strate gic Commander
<ul style="list-style-type: none"> • Punctuality. Participants should dial/join call 5 minutes before meeting starts to avoid disruption • All participants should engage their mute button when not talking to avoid background noise • Follow ABC – Accurate, Brief and Concise • Reminder this is not a normal conference call, and the call should last 15-20 mins at the most. 		

15. Appendix 3 – Key Public Messages (Heatwave)

Stay out of the heat

- Keep out of the sun between 11:00hrs and 15:00hrs
- If you must go out in the heat, walk in the shade, apply sunscreen and wear a hat and light scarf
- Avoid extreme physical exertion
- Wear light, loose fitting cotton clothes

Cool yourself down

- Have plenty of cold drinks, and avoid excess alcohol, caffeine and hot drinks
- Eat cold foods, particularly salads and fruit with high water content
- Take a cool shower, bath or body wash
- Sprinkle water over the skin or clothing, or keep a damp cloth on the back of your neck

Keep your environment cool

- Keeping your living space cool is especially important for infants, the elderly or those with chronic health conditions or who can't look after themselves
- Place a thermometer in your main living room and bedroom to keep a check of the temperature
- Keep windows that are exposed to the sun closed during the day, and open windows at night when the temperature has dropped
- Close curtains that receive morning or afternoon sun, however care should be taken with metal blinds and dark curtains, as these can absorb heat – consider replacing or putting reflective material in-between them and the window space
- Turn off non-essential lights and electrical equipment – they generate heat
- Keep indoor plants and bowls of water in the house as evaporation helps cools the air
- If possible, move to a cooler room, especially for sleeping
- Electric fans may provide some relief if temperatures are below 35°C

Longer-term

- Consider putting up external shading outside windows
- Use pale, reflective external paints
- Have your loft and cavity walls insulated – this keeps the heat in when it is cold and out when it is hot
- Grow trees and leafy plants near windows to act as natural air-conditioners

Look out for others

- Keep an eye on isolated, elderly, ill or very young people and make sure they can keep cool
- Ensure that babies, children, or elderly people are not left alone in stationary cars
- Be alert and call a Doctor or social services if someone is unwell or further help is needed

If you have a health problem

- Keep medicines below 25°C or in the refrigerator (read the storage instructions on the packaging)
- Seek medical advice if you are suffering from a chronic medical condition or taking multiple medications

If you or others feel unwell

- Try to get help if you feel dizzy, weak, anxious or have intense thirst and headache, move to a cool place as soon as possible and measure your body temperature

- Drink some water or fruit juice to rehydrate
- Rest immediately in a cool place if you have painful muscular spasms (particularly in the legs, arms or abdomen, in many cases after sustained exercise during very hot weather), and drink oral rehydration solutions containing electrolytes
- Medical attention is needed if heat cramps last more than one hour
- Consult your Doctor if you feel unusual symptoms or if symptoms persist

16. Appendix 4 – Key Public Health Messages (Cold Weather)

These are the core messages to be broadcast as official UKHSA warnings alongside national and regional weather forecasts. They may be expanded or otherwise refined in discussion with the NHS England communications team.

Winter preparedness and action

This is in force from 1st November to 31st March and indicates that actions should be taking place to protect health from cold weather, and that preparations should be in place to ensure service continuity in the event of severe winter weather. No warning is required unless the situation worsens to warrant a level 2 alert. A spell of chilly weather might warrant a message along the lines of:

"If this does turn out to be a spell of severe cold weather, we will try to give you as much warning as possible. But, in the meantime, if you want advice about protecting your health from the cold go to the winter health pages at the NHS website (www.nhs.uk). If you are worried about your health or that of somebody you know, ring NHS 111".

Alert and Readiness

The Met Office, in conjunction with UKHSA, would issue the following cold weather warning for (regions identified):

"Severe cold weather can be dangerous, especially for the very young or the very old or those with chronic disease. Advice on how to reduce the risk either for yourself or somebody you know can be obtained from the winter health pages at the NHS website (www.nhs.uk) or from your local pharmacy. If you are worried about your health or that of somebody you know, ring NHS 111".

Severe cold weather action and emergency

The Met Office, in conjunction with UKHSA, is issuing the following severe cold weather advice for (regions identified):

"Make sure you stay warm. If going outside make sure you dress appropriately. If indoors, make sure you keep your heating to the right temperature; heating your home to least 18°C in winter poses minimal risk to your health when you are wearing suitable clothing. If there is anyone you know who might be at special risk for example, an older person living on their own, make sure they know what to do to stay warm and are well stocked with food and medications. If you are worried about your health or that of somebody you know, ring NHS 111".