

NOTICE
OF
MEETING
OUTBREAK ENGAGEMENT BOARD

will meet on

MONDAY, 15TH MARCH, 2021

At 2.30 pm

by

VIRTUAL MEETING - ONLINE ACCESS ON [RBWM YOUTUBE](#)

TO: MEMBERS OF THE OUTBREAK ENGAGEMENT BOARD

HILARY HALL - DIRECTOR OF ADULTS, HEALTH AND COMMISSIONING
(CHAIRMAN)

TRACY HENDREN – HEAD OF HOUSING AND ENVIRONMENTAL HEALTH

ANNA RICHARDS – CONSULTANT IN PUBLIC HEALTH

DAVID SCOTT – HEAD OF COMMUNITIES

LOUISA DEAN – COMMUNICATIONS AND MARKETING MANAGER

LISA PIGEON – ENVIRONMENTAL HEALTH MANAGER

COUNCILLOR STUART CARROLL

COUNCILLOR HELEN PRICE

COUNCILLOR SIMON WERNER

Karen Shepherd – Head of Governance - Issued: 11th March 2021

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Mark Beeley** mark.beeley@rbwm.gov.uk

Recording of Meetings – In line with the council's commitment to transparency the Part I (public) section of the virtual meeting will be streamed live and recorded via Zoom. By participating in the meeting by audio and/or video, you are giving consent to being recorded and acknowledge that the recording will be in the public domain. If you have any questions regarding the council's policy, please speak to Democratic Services or Legal representative at the meeting.

AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence.	-
2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest.	5 - 6
3.	<u>MINUTES</u> To consider the minutes of the meeting held on 15 th February 2020.	7 - 14
4.	<u>QUESTIONS FROM THE PUBLIC</u> To consider any questions submitted to the Board.	-
5.	<u>LATEST LOCAL POSITION</u> To hear from the Consultant in Public Health.	Verbal Report
6.	<u>UPDATE ON HIGH RISK SETTINGS</u> To hear from the Director of Children's Services/Director of Statutory Services (Optalis).	Verbal Report
7.	<u>COMMUNICATIONS AND ENGAGEMENT ACTIVITY</u> To hear from the Communications and Marketing Manager.	Verbal Report
8.	<u>ENFORCEMENT AND COMPLIANCE ACTIVITY</u> To hear from the Environmental Health Manager.	Verbal Report
9.	<u>UPDATE ON THE VACCINATION PROGRAMME</u> To hear from the Executive Managing Director (CCG).	Verbal Report
10.	<u>ANY OTHER BUSINESS</u> To consider any other business.	-
11.	<u>FUTURE MEETING DATES</u> All at 2.30pm: <ul style="list-style-type: none">Monday 19 April 2021Monday 17 May 2021Monday 21 June 2021	-

- Monday 19 July 2021
- Monday 16 August 2021
- Monday 20 September 2021
- Monday 18 October 2021
- Monday 15 November 2021
- Monday 20 December 2021

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MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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RBWM Outbreak Engagement Board

Monday 15th February 2021, 2.30pm, Zoom meeting

www.rbwm.gov.uk



Attendees:

- Cllr Carroll
- Cllr Price
- Cllr Werner
- Cllr Stimson
- Cllr C Da Costa
- Cllr Bond
- Cllr Baldwin
- Cllr Tisi
- Cllr Coppinger
- Cllr Clark
- Cllr Singh
- Cllr Bhangra
- Cllr Story
- Cllr Brar
- Cllr Rayner
- Cllr Shelim
- Director of Adults, Health and Commissioning – Hilary Hall
- Communications and Marketing Manager – Louisa Dean
- Executive Managing Director RBWM, Clinical Commissioning Group – Caroline Farrar
- Public Health Lead – Holli Dalglish
- Head of Housing and Environmental Health – Tracy Hendren
- Head of Communities – David Scott
- Director of Children's Services – Kevin McDaniel
- Executive Managing Director RBWM, Clinical Commissioning Group – Caroline Farrar

Apologies:

- Consultant in Public Health – Anna Richards
- Managing Director – Duncan Sharkey
- Lisa Pigeon – Environmental Health Manager
- Tessa Lindfield – Director of Public Health

	Item		Actions
1.	Conflicts of Interest	<ul style="list-style-type: none"> • Cllr Carroll is currently working for the UK Government's Vaccines Taskforce as an expert adviser and infectious disease and vaccines specialist, Sanofi Pasteur. he declared his employment in the interests of full transparency and to highlight that should for any reason during the meeting, or indeed during future meetings, the HWB discussed anything directly related to Sanofi 	

	Item		Actions
		Pastuer's business he would abstain from the discussion and leave the room as required. The Chairman also declared another personal interest as he was currently working as a policy advisor on the governments vaccine task force.	
2.	Questions from the Public	<ul style="list-style-type: none"> • The vaccinations sites have a consistent supply which enables them to book for the second vaccines. However, our local GP services have only just received their second vaccines delivery schedule. • Which ever vaccine people will receive will protect them from Covid-19. • 15th February was the date that people were to receive the first date by. This is why practises will call residents in at different times for the vaccine. • There are a small number of people that have allergies which made it more difficult to have the vaccines. Some of the GP sites may have risk assessed and waited until the clinic at Wexham Park Hospital is available. • Services wouldn't of been advertised due to the most vulnerable being vaccinated first. If the residents are in cohort 4 and haven't been vaccinated and want to be, they should come forward. However people in cohort 5 and above should not contact the NHS as there isn't enough capacity. • A self employed person may qualify for financial assistance if tested positive and legally required to self isolate. There is a link which we will publish which will give more details. This has the criteria and eligibility. • The lateral flow testing centres has been set up by a series of Local Authorities. We have made arrangements with Bracknell Forest to enable our residents that are in the South East corner of the Borough to be able to use their venues. At the times of which network needs to go where and the size they were, a variety of venues were looked at. The Borough operated sites are Braywick Leisure centre and Windsor Leisure centre. The sites in Bracknell are geographically closer and these are accessible. The 4 venues that they are operating are Brown Low Hall, Great Hollands Pavilion, the Morgan Centre and Sandhurst community hall. At this stage there is no plans to open a third site within RBWM. • There is a responsibility by employers to carry out a Covid-19 risk assessment. This will enable employers to mitigate and manage potential risk posed by Covid-19. Employers and managers must take steps to support their staff to adhere to Government guidance to keep the workplace safe. This includes increased cleaning, appropriate ventilation, talking to workers, staff working from home and putting appropriate mitigation in place for vulnerable employees within their workforce. With people sanitising when entering shops etc, this is only a recommendation not a requirement. With reference to face coverings this has some exemptions which can include a child under the age of 11, a person that cannot wear a mask due to impairment or disabilities, a person that is providing assistance to another person when that 	

	Item		Actions
		<p>person may rely on lip reading for communication or a person removing their mask because of harm or injury. The requirement of wearing face masks is a police matter. If anyone is concerned about a business that is not adhering to the rules, do let the enforcement team know as they will be able to do the initial investigations. There is a generic email address that the info can be sent to – env.health@rbwm.gov.uk</p> <ul style="list-style-type: none"> • With regards to Heathrow and the Borders being open, this remains national Government policy. It is not something that the Council can do anything about. As we know as of today, everyone coming into the Country is required to test and isolate. 	
3.	Local Position	<ul style="list-style-type: none"> • 367.2 cases tested per 100,000 population which is a 7 day moving average. This is increasing. • 5.7% of individuals tested positive. This is a decrease. • 119.5 cases per 100,000 population, which is a decrease. • 126.1 cases per 100,00 population for 60+. This is also reducing. • RBWM are currently sitting in line with the average of the South East although slightly lower than England. • The case rate is higher in Datchet, Horton & Wraysbury ward. There is a variation across all of the wards and all fluctuate although all areas have decreased. • Weekly case rates as of 4th February show the highest rates are in people within the age range of 30 – 34 (318 per 100,000) and 20 – 24 (269 per 100,000). Case rates have decreased in all age groups over the last week. • Statistically mortality rate is in line with what would be expected at this time of year. There have been 22 deaths recorded in the last week that are related to Covid-19 and 44 deaths related to all cause mortality. • The number of Covid-19 patients is slowly decreasing in FHFT Hospitals with 35 admissions on 31st January. On 2nd February, 442 patients were in FHFT Hospitals for Covid-19 and 43 of these were on mechanical ventilation. • The number of daily admissions for Covid-19 patients is slowly decrease in Royal Berkshire foundation trust hospitals. There was 11 admissions on 31st January. • As of 2nd February, 201 patients had been admitted to RBFT Hospitals for Covid-19, 28 of these needed mechanical ventilation. • The evidence of the vaccine suggests the first dose does give high immunity. <p>Action – HD to find out when cases are removed off the total number of cases.</p> <p>Action – HD to find out when the data will show the impact of the vaccine.</p>	

	Item		Actions
4.	Update on High Risk settings	<ul style="list-style-type: none"> Schools continue to remain open to vulnerable children and children to critical workers. There has been a significant improvement with Home learning. There has been a solid attendance from vulnerable children and children that are on an education and health care plan have also been attending. There has been a good level of performance from children that are known to Children Services. The winter support fund, which has been running from the department of work and pensions since Christmas, is providing £15 of food vouchers for vulnerable families this week in addition to any work being carried out by any local groups. Schools had early year settings in relation to vaccination and an increase in chatter and questions from all professionals in those areas as to when they will be eligible for the vaccination. This is currently not included in the JCVI regulations and therefore they are not a priority group. However there is some discussions and concerns around those sectors to open fully. Children's services are working closely with the CCG and monitoring the guidance from the Government. When the position changes, Children's services will work closely with the CCG to get those staff members onto the list. The regulations nationally are very clear that the groups that are eligible for vaccination are about the risk of health to those individuals. In the Royal Borough, a couple of the schools will pupil group, they have high vulnerability to significant illness and death caused by Covid-19, then those staff will be vaccinated. There are 37 care homes in the Borough, some of which have had outbreaks. The vast majority have had no cases over the last 14 days therefore they can now accept admissions following a risk assessment. The care homes have responded very well to the pandemic, ensuring that they are infection free. In terms of vaccinations for frontline staff within Social care, this is continuing and on target. The Government has announced that they are opening the vaccinations to the other cohorts, which will include informal carers. The Local Authority has a duty to identify those carers. For Domiciliary agencies and supported living providers staff are being tested weekly and there has only been 1 reported case of a staff member who has had no onward transmissions to customers this week. There has been a timely discharge for hospital admissions which is a significant achievement for the Social care staff working with the Care homes and agencies. 	
5.	Engagement and Comms	<ul style="list-style-type: none"> Social media campaign continues with general Public Health messages, sharing from both Central Government and Public Health England. Communications sent out on the vaccine on social media including avoiding scams. 	

	Item		Actions
		<ul style="list-style-type: none"> • The team has promoted our own community testing programme • Shared info on the support the Council has provided to local Businesses. • Since the last public Outbreak Engagement Board, the Comms team have posted 44 posts and videos on FaceBook and Twitter including community testing. • Covid-19 newsletter has been produced. As under the World Health Organisation there are rules around what data can be used. There is recipient list of 54,609 on our newsletter. The first edition had a 62% open rate. The average of our normal Council newsletter is around 50%. The second edition went out last week, which has a 56% open rate. • For community testing which started on 8th February, there is now a section on RBWM's website. Press releases have also been sent out and the Comms team have liaised with the local media partners. David Scott has given an interview with BBC Radio Berkshire. • Interviews have also been given on Asian Star radio, this has been a theme since the start of the pandemic. • Posters have been done for essential shops, primary schools and workplaces. • Continuing to use the community influencer champion email which goes out every Friday to 150 people. One email asked for vaccine volunteers and 400 people have come forward for this. • Focus this week is to remind parents about mixing households and parks. Also to keep sharing messages from Local Government. 	LD
6.	Enforcement and Compliance Activity	<ul style="list-style-type: none"> • The council has had 130 reports of businesses trading when they shouldn't be. None of which required formal action. Because of a result of either those that were required to close did so following advice or where they were permitted to open we provided guidance/advice on how they could do this lawfully which was followed. We also ensured consistent advice was given to RBWM Services and sought advice from the Government in any grey areas. • Following the reopening of pubs and restaurants in July last year, a joint operation was undertaken with Environmental Health, Trading Standards, Licensing team and Thames Valley Police. This was to ensure the premises were following the guidelines as well as ensuring nightclubs remained closed. • Throughout October proactive interventions and spot checks were undertaken to areas such as Maidenhead and Windsor Town Centre. Visits included checking that staff were wearing face masks, appropriate movement of customers around the shop, appropriate signage, Hand sanitisers and an adequate risk assessments in place. • 12 notifications received of Outbreaks, this is a decrease. 3 workplaces, 3 Care Homes and 6 Schools. • 7 Covid enquiries and complaints received from 1st February to 7th February. 	

	Item		Actions
		<ul style="list-style-type: none"> • 18 requests of premises opening • 6 following up on Covid exposures. • 6 Residents requesting advise on exposure, tier restrictions and travel. • 5 businesses requesting info on vaccine and Covid testing. • 5 workforce Covid case enquiries. • 2 references to local contact tracing. • 8 complaints for public or staff not wearing face coverings. • 8 insufficient social distancing complaints • 7 reports of people working and not isolating • 6 Businesses opening in breach of restrictions • 6 with insufficient signage or Covid screens • 5 Businesses not permitting staff to work from home • 2 general complaints from lack of Covid security measures. 	
7.	Update on Vaccination programme	<ul style="list-style-type: none"> • 3 mains sites covering RBWM, Desborough suite in the Town hall, Windsor Racecourse and Waitrose sports club in Bracknell for Ascot residents. • Working through the vaccines deliveries, GP sites have been very successful in calling in patients and are working through the list of patients to be contacted. • CCG have made offers of a vaccine for people in cohort 1 – 4. • This is a vaccination centre in Slough, which is the mass site. • People who received the national booking service letter were able to book into the salt hill vaccination centre in Slough. Some residents have also been vaccinated at the chemist in Marlow. • There has been a good level of uptake over all local areas. • Primary care networks have been asked to focus on Cohort 6 which is the clinically vulnerable. The CCG are still awaiting some guidance from the national Government on Cohort 6. • Low levels of wastage. It is assumed that there can be a 6th dose out of a vial of the Pfizer vaccine. This is not the case. The actual level of wastage is small. • There aren't any plans to move away from Waitrose sports club in Bracknell. There has been a good uptake for the Ascot residents at this site. • The decider on which vaccine is offered will be down to what is available at the time at the site attended. The second dose will be the same as the first. Pfizer vaccine will be the preferred choice. • Berkshire Primary Care only offer services to Ascot and Bracknell practises. It is only currently delivering at the Waitrose site. <p>Action – CF to ask Berkshire Primary care to ensure residents have their information.</p>	

	Item		Actions
8.	AOB	<ul style="list-style-type: none"> None. 	
9.	Date of next public meeting	15 th March 2021, 2.30pm, Zoom meeting	

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