

Test and Trace Programme Highlight Report

Period: w/e 24 July 2020



Programme Leads:	Shade Agboola (WCC); Liz Gaulton (CCC); Ruth Tennant (SMBC)	Delivery Status	Overall	Governance	Progress	Finance	Risks & Issues	Value Added
Programme Manager:	Ali Williams		A	A	A	G	A	G
What's happened?			What's happening next?					
<ul style="list-style-type: none"> Major Outbreaks session delivered on 21 July Review of organisation access terms (by authority) to the NHS COVID-19 Containment Dashboard Public dashboard launched and enhanced – available at www.staysafecsw.info Shared approach agreed to mapping high risk settings and outbreaks Warwickshire and Coventry out to tender for new outbreak testing service Review and briefing on National Contain Framework (how national and local partners will work together to contain outbreaks) led by Solihull CSW Beacon Rapid Pilot proposal to DHSC agreed 			<ul style="list-style-type: none"> Refine arrangements for managing major outbreaks Continue to establish local test and trace response teams Continue with mapping of high risk settings across CSW Continue work on developing community engagement frameworks Consideration of sub-regional arrangements and guidance on powers given to local authorities to impose restrictions to help prevent the spread of COVID-19 within the National Contain Framework Development of CSW Beacon Rapid Pilot (local swab kits) Handover of MTU final mapping work via military planning colleagues in Warwickshire 					
Meetings held this week:			Upcoming meetings:			Points for CEO / DPH Discussion:		
<ul style="list-style-type: none"> 21.7.20 Coventry Health Protection Board 21.7.20 COVID-19 Outbreak and Second Wave Planning 20.7.20 Warwickshire Operational response group - thrice weekly (Monday, Wed Friday) 21.7.20 Solihull Informal Scrutiny Briefing 23.7.20 Solihull Health Protection Board 24.7.20 Coventry Member Panel Update 			<ul style="list-style-type: none"> 27.7.20 Solihull COVID-19 HWBB sub-group 28.7.20 Warwickshire Member Engagement Board 29.7.20 Warwickshire Operational Response Group 30.7.20 Solihull Health Protection Board 30.7.20 Warwickshire Health Protection Board 31.7.20 CSW Member Advisory Board 03.8.20 Coventry Health & Wellbeing Board Test & Trace Subgroup 			<ul style="list-style-type: none"> CSW Member Advisory Board Agenda 		
Key Risks / Issues:								
No Areas of Concern/Issues raised by Workstream Cells this week.								
Key Message / Communications:								
<ul style="list-style-type: none"> The CSW Test and Trace Beacon continues to work sub-regionally to deliver local benefit with local comms campaigns taking shape, ongoing development of a joint CSW Lockdown Plan, and launch of public dashboard – available on our Beacon microsite www.staysafecsw.info. Through our Beacon arrangement we will be considering how we will work as a sub-region in relation to new powers announced recently for local authorities within the National Contain Framework. As the CSW Beacon Rapid Pilot we will also be working with DHSC to shape national approaches and learning in the use of Pillar 2 tests in outbreak management (local swab kits) as part of our work sub-regionally and locally to put in place arrangements for hyper local testing. 								

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Track and Trace Programme Highlight Report - Progress Summary

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OVERALL PROGRAMME			A
CATEGORY	Direction of Travel	Comment	RAG
PROGRESS (TIME)	➔	Work is progressing with the mobilisation of plans and teams; a public-facing Dashboard has now been launched, hosted on the CSW microsite and session on response to major outbreaks held this week complementing work already underway on developing lockdown plan arrangements. Alongside this, plans for high risk settings on now coming together, with shared approach to mapping of these settings agreed, and shaping of local teams now well advanced.	A
GOVERNANCE	➔	With the frequency with which some of the Test and Trace Boards and Groups meet changing, discussion is underway to determine a new rhythm for sub-regional meetings. A draft delivery and governance framework is currently under consideration; this includes a Programme Plan and Risk Register.	A
FINANCE	➔	Arrangements relating to the principles and priorities for sub-regional funding are under consideration by the Directors of Public Health. Each partner authority is now well advanced in identifying and exploring priorities for local funding.	G
VALUE ADDED	⬆	Delivery of joint out of hours arrangements. Development of response to major outbreaks (CSW Lockdown Plan with local annexes). Identification of MTU sites and risk assessments, with support from Military Planners. Joint commissioning (Coventry and Warwickshire) of swabbing capacity. Development of Dashboards and shared approach to mapping high risk settings and outbreak across the sub-region CSW Beacon Rapid Pilot (local available swab kits)	G
RESOURCES	➔	Resourcing proposals for the Programme will be taken forward over coming weeks, following confirmation of priorities for sub-regional funding. Recruitment to local response teams is now in train.	A
WORKSTREAM	Direction of Travel	Comment	RAG
Communication, Engagement and Participation (Lead: Fran Collingham)	➔	<p>Activity this week:</p> <p>Sub-regional:</p> <ul style="list-style-type: none"> Translated posters with Coventry migrant champions for feedback. Developing approach for evaluation of marketing/communications activities. <p>Activity for coming week:</p> <ul style="list-style-type: none"> Translated posters in 12 languages to be launched and shared once feedback and amends from Coventry Migrant Champions group incorporated Discussions to agree approach on localised data on microsite 	G

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		<ul style="list-style-type: none"> • Accepted invite to be on expert panel for LGA national webinar for communications around Covid-19 to share experiences and learning. • Press release issued on launch of www.staysafecsw.info/microsite • Coventry - test and trace animation launched. National editable posters localised by design team and shared with the Coventry Test and Trace Engagement and Participation group for feedback ahead of developing an approach to distributing physical/hard media resources across city. Finalising Coventry local lockdown communications notification plan Let's Talk Coventry Test and Trace page promoted via CCC social media to drive people to to platform for T&T issues. • Warwickshire – finalising high-profile local campaign - “Let’s Do it for Warwickshire” to address spikes. Launch Thursday 23 July with PR and photoshoot with NBB Council • Solihull: Finalising recruitment of extra comms support. Continuing with ramping up social media and other messaging – exploring additional channel to get messaging to those areas identified with increases in Covid-19 cases. Engaging with new internal ‘cell’ structure to provide comms support and advice and ensure consistent messaging. <p>Areas of Concern/ Issues / Risks:</p> <ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • Develop comms around learning/best practice/beacon experience 	
<p>Data / Intelligence (Lead: Valerie De Souza)</p>	<p>↑</p>	<p>Activity this week: This week, we brought together geographical information systems leads across the region to agree on a shared approach to mapping high risk settings and outbreaks.</p>	<p>G</p>	

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		<p>The public dashboard has been launched and enhanced – this is at www.staysafecsw.info and also can be embedded by authorities into their own websites, e.g. Coventry: https://www.coventry.gov.uk/info/195/facts_about_coventry/2437/health_and_wellbeing/4</p> <p>Activity for coming week: This week, we are bringing communications expertise in about how we best communicate data and decisions to the public, particularly as request for localised data increase, and local outbreaks happen and test and trace efforts may need to be ramped up / local lockdowns enforced.</p> <p>Areas of Concern/ Issues / Risks:</p> <ul style="list-style-type: none"> • None – status has improved following better local access to cases, testing and contact data. 	
<p>Testing (Lead: Ruth Tennant)</p>	<p>➔</p>	<p>Activity this week: On going work to agree locations for additional MTU sites. Confirmation of handover of sites to new providers from DHSC (no information on local provider). Confirmation that overall responsibility for delivery remains with DHSC Discussions on hyper-local testing model progressing with DHSC.</p> <p>Areas of Concern/ Issues / Risks:</p> <ul style="list-style-type: none"> • Ensuring smooth hand over to new providers. DHSC are agree escalation point. 	<p>A</p>
<p>Joint Health Protection Response (Lead: Nadia Inglis)</p>	<p>➔</p>	<p>Activity this week in relation to the group’s focus of regional PHE/local relationships, pathways and communication flows (information sharing, problem solving and shared learning):</p> <p>Focus on operational response live issues across the 3 authorities (and how we are structuring our operational cells) as numbers of cases starting to rise in terms of notifications, Joint discussion with CSW Resilience Team colleagues around draft lockdown plan, recognising further work needed.</p> <p>Activity for coming week: Handover of MTU final mapping work via military planning colleagues in Warwickshire, and further work on the lockdown plan.</p> <p>Areas of Concern/ Issues / Risks:</p> <ul style="list-style-type: none"> • None 	<p>A</p>

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LOCAL DELIVERY	Direction of Travel	Comment		RAG
Coventry	→	<p>Activity this week:</p> <ul style="list-style-type: none"> Local Risk Register compiled C-19 Incident and Outbreak log initiated 'Lets talk' Q&A on Council Webpage is now live, for public to ask T&T questions Action Cards for Care Homes and Education/ Schools almost ready to be published Action cards in workplaces – all have now been drafted and circulated for comment within CCC (before being sent to Solihull and Warks) 'Stress Test' exercise to test local outbreak plan carried out across Council services 21st July C-19 Health Protection Board took place 21st July. Board briefed on new closure/lockdown regulations. C-19 Prevention, Advice and Response team still under development – Project Coordinator applications received. 6 potential mobile testing unit sites identified for Coventry Comms and engagement – animated cartoon released and shared, and work on engaging with community meetings/community champions underway with Community Champions webinar booked for 11 August. Translated materials being reviewed by Migrant Health Champions for comment and to ensure fit for purpose. Survey of migrant health champions to identify possible barriers to T&T participation and gather ideas for future comms / engagement to address these 	<ul style="list-style-type: none"> Shortlisting and Interviews (31st July) for Project Coordinator Finalise Care Home & Education/ Schools Action Cards for publishing Continue to develop remaining Action Cards Planning date for operational level stress testing- multiagency approach 	A

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Solihull	➔	<p>Activity this week:</p> <ul style="list-style-type: none"> • ‘Stress Test’ exercise to test local outbreak plan carried out across Council services 21st July • C-19 Health Protection Board took place 23rd July. Board briefed on new closure/lockdown regulations. • C-19 Response team still under development • Resource Plan agreed • New MTU site (Monkspath) finalised. • Leisure Centre action card finalised and ‘walk-through’ of sites complete prior to opening • Care Home visiting letter agreed, based on existing risk levels • Holiday Club/ playscheme guidance and action card circulated • Further development of GIS mapping tool • Bespoke advice issued to gypsy & traveller team • LRF Outbreak exercise 	<p>Activity for coming week:</p> <ul style="list-style-type: none"> • Go live of case management system • Letters and posters to go to all licensed premises • Care home webinar • VCS briefing session • Targeted communications in North of the Borough • Develop joint proposal with Solihull BID for COVID-videos • Finalise swabbing capacity specification • High risk building scenario planning with SCH (social housing provider) 	A
Warwickshire	➔	<p>Activity this week:</p> <ul style="list-style-type: none"> • Out to tender with Coventry for new outbreak testing service • Public facing COVID-19 dashboard in place and CSW partnership data dashboard developed, with further products expected following a review of Business Intelligence COVID-19 activity • Model for new COVID-19 response team being developed with progress towards recruitment • Next phase of Community Engagement work regarding COVID-19 is underway - with programme of community webinars in place and being delivered • Workplace and Homelessness SOPs for COVID-19 finalised 	<p>Activity for coming week:</p> <ul style="list-style-type: none"> • Further progress with recruitment • Progress case management system implementation 	A

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		<ul style="list-style-type: none">• Delivered training session for providers of building-based services on joint reopening• Delivered training sessions to schools on September reopening• Internal Manager guidance regarding COVID-19 refreshed• Numerous single cases, clusters and outbreaks managed jointly with PHE, NHS colleagues and District and Borough Council partners• Ongoing work (soon to be completed) finalising data cell work with George Eliot Hospital.• Engagement and support work with Warwick and Coventry Universities regarding their Test and Trace plans• Work started on development of a CSW Lockdown plan (led by CSW resilience)• Seasonal flu vaccination partnership meetings have commenced (linked with COVID-19)	
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Key

Direction of Travel		
→	Horizontal	Same RAG as previous Report (i.e. progress/status remains the same)
↑	Upward	Better RAG than previous Report (i.e. progress/status improved)
↓	Downward	Worse RAG than previous Report (i.e. progress/status has deteriorated)

Delivery Status - RAG						
Status	Progress	Governance	Finance	Risks and Issues	Value Added	Resources
GREEN	Progress on Target	Effective and clear governance structure in place, setting direction and actively managing programme issues on a regular basis	Costs on Target	No current Risk or Issues	Programme is confident of realising benefits from sub-regional working	No current resource issues
AMBER	Progress behind schedule but has realistic plans to recover	Governance structure has been implemented, setting direction and actively managing programme issues, but is not entirely clear	Costs > 5% over budget but with realistic plans to recover	Minor Risks or Issues with plan in place to address	Programme is experiencing some issues in realising benefits from sub-regional working	Some (non-critical) issues with plan in place to address
RED	Progress behind schedule and likely to be delivered late	No governance structure in place, or existing structure is ineffective (e.g., poor attendance, unable to resolve programme issues)	Costs likely to be > 10% over budget at completion	Major Risk or Issue likely to affect delivery dates, quality or cost	Benefits from sub-regional working not likely to be realised	Critical programme resource issue likely to effect delivery dates, quality or costs

Note: Overall programme status colour is highest of individual key status indicators