

LCRC Joint agreement

Joint Agreement between the PHE London Coronavirus Response Centre and London Local Authorities for supporting the management of COVID-19 outbreaks and complex settings

Version: 4

Date: 5th June 2020

Review date: 6th July 2020

1.1 Overview

This joint agreement provides a framework for joint working between the PHE London Coronavirus Response Centre (LCRC) and the public health structures in London Local Authorities (LAs) for managing COVID-19 outbreaks, complex settings and community clusters.

This agreement will be kept under monthly review initially due to the rapidly changing regional situation and guidance, and fluctuating capacity across the system. This document is therefore intended to be flexible and adaptable for local operation due to the different support and capacity arrangements available in local systems in London.

1.2 Rationale for the joint agreement

- To have a joint collaborative and co-ordinated approach to supporting London settings including care homes, extra care housing and supported housing, local hospitals, workplaces, prisons, primary care settings, schools, nurseries and homeless hostels in managing COVID-19 outbreaks, reflected in councils' Local Outbreak Control Plans (LOCPs).
- To improve understanding and access to services, reduce transmission, protect the vulnerable and prevent increased demand on healthcare services
- To share outbreak information to facilitate appropriate measures
- To have a Single Point of Contact (SPoC) in LCRC and in each local authority to facilitate data flow, communication and follow up
- To provide consistent advice to settings and local public health teams

1.3 Joint approach

The overarching joint approach to managing **complex settings and outbreaks** will be as follows:

- LCRC will receive notification from Tier 2, undertake a risk assessment and give advice and provide information to the setting on management of the outbreak;
- LCRC will manage cases and contacts, and provide advice on testing and infection control;
- LCRC will convene an Incident Management Team (IMT) if required;
- LCRC will inform the relevant local authority SPoC;
- The local authority will follow-up and support the setting to continue to operate whilst managing the outbreak, including, if required, support with infection prevention and control measures and PPE access;
- The local authority will support wider aspects of the response, such as support for any vulnerable contacts who are required to self-isolate, as per London's 6 Point Plan and national 7 themes of outbreak management plans (Appendix 2).

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The overarching joint approach to managing **community clusters** will be as follows:

- The local authority or LCRC will receive notification from Tier 2
- The local authority will inform the LCRC SPoC/LCRC will inform the local authority SPoC
- The local authority will convene an IMT
- The local authority will provide support to the community
- LCRC will support the local authority in their risk assessment of and response to an identified community cluster

1.4 Contact details for Single Point of Contact (SPoC)

SPoC for PHE LCRC is LCRC@phe.gov.uk

SPoC for Local Authorities (Preferably DPH or Consultant in Public Health, Health Protection Lead):

Local authority	SPoC contact details	Local authority	SPoC contact details
Barking and Dagenham		Hounslow	
Barnet	Tamara.Djuretic@Barnet.gov.uk	Islington	
Bexley		Kensington and Chelsea	
Brent		Kingston upon Thames	
Bromley		Lambeth	
Camden		Lewisham	
Croydon		Merton	
Ealing		Newham	
Enfield		Redbridge	
Greenwich		Richmond upon Thames	
Hackney		Southwark	
Hammersmith and Fulham		Sutton	
Haringey		Tower Hamlets	
Harrow	Carole.furlong@harrow.gov.uk	Waltham Forest	
Havering		Wandsworth	
Hillingdon		Westminster	

Appendix 1 – 6 Point Plan for Local Authority wider response (London CEO Task and Finish Group)

 Point 1: Core requirements	 Point 2: Vulnerable groups	 Point 3: Community and economic impact	 Point 4: Local partnership response	 Point 5: Connecting and engaging communities	 Point 6: London regional resilience
Establish a LA Contact Tracing Lead and WG	Identifying potentially vulnerable groups	Understanding local community and economic impact	Partnership engagement	Mitigating low take-up of the national model	Local and regional resilience
Focus on Outbreak Management	Understanding vulnerability	Community Impact Checklist	Joining-up local intelligence with partners	Understanding barriers to engagement	Potential voluntary secondment to LCRC
Establish a local Data Hub	Role of shielding and 'shielding plus' services	Workforce Impact Checklist	Developing joint-action plans with partners	Focus on vulnerable groups and personas	Mutual-aid arrangements
Workplaces and buildings				Baseline and enhanced communications	

Developing a toolkit: In addition to the six-point plan set out above a toolkit of practical guides, structures, role profiles, scripts, and best-practice examples is being developed for LA's to access, co-design and develop,

Appendix 2 – Local Outbreak Control Plans themes (DHSC)

Local Outbreak Control Plans will centre on 7 themes

- 1 Care homes and schools**
Planning for local outbreaks in care homes and schools (e.g. defining monitoring arrangements, potential scenarios and planning the required response)
- 2 High risk places, locations and communities**
Identifying and planning how to manage high risk places, locations and communities of interest (e.g. defining preventative measures and outbreak management strategies)
- 3 Local testing capacity**
Identifying methods for local testing to ensure a swift response that is accessible to the entire population (e.g. defining how to prioritise and manage deployment, examples may include NHS, pop-up etc).
- 4 Contact tracing in complex settings**
Assessing local and regional contact tracing capability in complex settings (e.g. identifying specific local complex communities, developing assumptions to estimate demand and options to scale capacity)
- 5 Data integration**
Integrating national and local data and scenario planning through the Joint Biosecurity Centre Playbook (e.g., data management planning, including data security, NHS data linkages)
- 6 Vulnerable people**
Supporting vulnerable local people to get help to self-isolate (e.g. facilitating NHS and local support, identifying relevant community groups etc) and ensuring services meet the needs of diverse communities
- 7 Local Boards**
Establishing governance structures led by existing Covid-19 Health Protection Boards in conjunction with local NHS and supported by existing Gold command forums and a new member-led Board to communicate with the general public