

Appendix C Section 6 Governance

A simplified summary of the roles and responsibilities for the different groups is set out in Table 1.

Table 1: Local Governance Responsibilities

Forum/Board or Unit	Health and Wellbeing Board	Local Covid Outbreak Engagement Board	Health Protection Forum	Test and Trace Business Unit
Governance	Statutory committee of the Council	Sub-group of Health and Wellbeing Board	Sub-group of Health and Wellbeing Board	Operational management. In parallel reports to the Health Protection Forum
Responsibility	Strategic long-term oversight of health and wellbeing	Political and public accountability and oversight of COVID-19 outbreak response	Strategic interagency delivery of outbreak response plan	Operational delivery of outbreak response plan
Senior Responsible Officer	Cabinet Member for Adult Social Care and Health	Leader	Director of Public Health	Assistant Director of Public Health
Frequency of meeting	Bi-monthly	Monthly	Monthly	Daily

- Full Terms of reference for these groups are available in Annex A.
- There is a battle rhythm to these meetings. The Health and Wellbeing Board meets every two months, the Local Covid Outbreak Engagement Board and Health Protection Forum meets every four weeks. This rhythm can be ramped up as necessary with the Test and Trace Business Unit offers a 7 day response.
- The local Test and Trace Business Unit sits within a wider governance framework at local, regional and national levels. A simplified summary of the roles and responsibilities at these different tiers is set out in Table 2.

Table 2: Wider Governance Responsibilities

Tier	Structure	Responsibilities
Local	Co-ordination and Response Group	<ul style="list-style-type: none"> - Retain oversight of Covid-related operational activity being delivered by CRG and by Directorates (risk management) • Act as point of escalation for Directorates on Covid-related matters, referring to the strategic level within BCC (Council Leadership Team - CLT) as required for information / decision • Undertake horizon scanning, to anticipate likely new asks • Review new tasks or objectives, coming in from Directorates or from CLT • Setup and run projects to deliver new tasks or objectives where these sit outside of current scope of Directorates, e.g. Lateral Flow Testing • Recommend re-introduction of Emergency Planning protocol, where required
West Midlands Conurbation	Local Resilience Forum (LRF)	To provide a multi-agency forum to consult and collaborate to support planning.
Regional	Strategic Co-ordinating Group	<p>Multi-agency co-ordinating strategic group made up of statutory partners to support the multi-agency response to an incident.</p> <p>Note: The purpose of this group is to co-ordinate not command partner agencies.</p>
	Integrated Care System	Develop and deliver regional health strategy.
National	Test and Trace Programme	Develop national test and trace strategy.
	Joint Biosecurity Centre	Provide data and analytics relating to management of regional infection rates building on PHE's surveillance systems.

