

SURREY LOCAL OUTBREAK ENGAGEMENT BOARD (LOEB) ACTION TRACKER

The action tracker allows Board Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Board. Once an action has been completed, it will be shaded out to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

KEY			
	No Progress Reported	Action In Progress	Action Completed

Date of meeting	Item	Recommendations/Actions	Response	Progress
18 February 2021 A1/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE	The COVID Director for Surrey Heartlands will keep the Board updated on the decision around the Gatwick option concerning a proposed vaccination regional super site.	There were no plans to stand up the vaccination regional super site option at Gatwick – update to 17 June 2021 LOEB.	Completed
15 April 2021 A2/21	COVID-19 COMMUNICATIONS PLAN UPDATE	The Communications team (SCC) will liaise with the Board member concerning updated or new communications toolkits for businesses.	External and Stakeholder Communications Manager (SCC) is in contact with the Chief Executive of Surrey Chambers of Commerce and an updated business toolkit will be produced.	Completed
15 April 2021 A3/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE	The Public Health team (SCC) will provide an update on the outcomes of the peer review to be undertaken between Surrey County Council, Buckinghamshire Council and East Sussex County Council.	The peer review was initially circulated to the Board on 28 May 2021.	Completed

15 April 2021 A4/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE	The Public Health team (SCC) will provide an update on the outcome of the face to face contact tracing service.	Environmental Health Officers over the past three months who completed face-to-face contact tracing for those cases not contacted via telephone, reaching 50% of the difficult to reach cases equivalent to twenty-two cases – update to LOEB on 17 June 2021.	Completed
15 April 2021 A5/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE	The Chairman will seek clarity with national partners on the national equivalent of the Board on: who is to use asymptomatic testing and when, and whether testing - rapid lateral flow or PCR - would be required for those travelling abroad and if such tests would be free of charge.	Testing for foreign travel update provided to LOEB on 17 June 2021 from the Public Health Lead (SCC).	Completed
15 April 2021 A6/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE	The Public Health team (SCC) will look into the difficulty of Looked After Children and Care Leavers getting dental appointments.	The Cabinet Member for Children and Families (SCC) noted that the issue was on the Corporate Parenting Board's radar, ensuring that it would be followed up and an update to be provided at the next Board. The Cabinet Member for Children and Families (SCC) provided an update at the LOEB on 2 September 2021.	Completed

17 June 2021 - Informal Board A7/21	COVID-19 SURVEILLANCE UPDATE	The Public Health team (SCC) will liaise with the Vice-Chairman concerning his offer of logistical support by Reigate and Banstead Borough Council through volunteers to encourage the uptake of vaccinations.	The Director of Public Health (SCC) and the Public Health Consultant (SCC) provided an update to the 2 September 2021 LOEB.	Completed
17 June 2021 - Informal Board A8/21	COVID-19 SURVEILLANCE UPDATE	The Chairman will liaise with Spelthorne Borough Council to look to return such an offer in relation to logistical support of the vaccination programme through volunteers.	The Chairman provided an update to the 2 September 2021 LOEB.	Completed
17 June 2021 - Informal Board A9/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE AND UPDATED TERMS OF REFERENCE	The Committee Manager (SCC) will re-circulate the Sector Led Improvement peer review to the Board members.	The peer review was re-circulated to LOEB members on 24 June 2021.	Completed
17 June 2021 - Informal Board A10/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE AND UPDATED TERMS OF REFERENCE	The Board will be kept updated on the trial at one GP surgery to measure the effectiveness of the Vaccine Confidence Calls.	This action has been postponed due to capacity limitations within the Local Contact Tracing Team, as a result of an increase in COVID-19 rates. Senior Public Health Contact Tracing Lead (SCC) / PH Team to provide an update.	In Progress – being overseen by SCC Equalities Board

17 June 2021 - Informal Board A11/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE AND UPDATED TERMS OF REFERENCE	Board members will provide support as appropriate to helping with the recruitment of Champions across the county and the removal of the barriers in relation to the setting up of the Community (COVID) Champions programmes in Woking and Tandridge. - The Chairman would engage with Environmental Health Officers at Woking Borough Council following up their interest in establishing the programme there.	Board members to pursue. - The Chairman provided an update to the LOEB on 2 September 2021, noting that she had engaged with Woking Borough Council / Environmental Health Officers at Woking Borough Council.	Completed
17 June 2021 - Informal Board A12/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE AND UPDATED TERMS OF REFERENCE	A written update will be provided at a future Board summarising the strengths and weaknesses of the Community (COVID) Champions programme across the county and a possible model template that could be provided to Borough and District Councils without the programme.	The Surrey Community (Covid-19) Champions Programme report was 'provided at the 2 September 2021 LOEB.	Completed
17 June 2021 - Informal Board A13/21	COVID-19 LOCAL OUTBREAK CONTROL PLAN UPDATE AND UPDATED TERMS OF REFERENCE	The Cabinet Member for Children and Families (SCC) will follow up the action concerning the difficulty of getting dental appointments for Looked After Children and Care Leavers with the Corporate Parenting Board, providing an update at a future Board.	The Cabinet Member for Children and Families (SCC) provided an update at the LOEB on 2 September 2021.	Completed
2 September 2021 - Informal Board A14/21	COVID-19 SURVEILLANCE UPDATE	The Public Health Consultant (SCC) and Director of Public Health (SCC) will share the report on future autumn and winter modelling assumptions, in advance of the next Board meeting.	The report will be provided at the Winter modelling (private) session which is being held on 19 November 2021 subsequent to the public meeting.	In Progress

2 September 2021 - Informal Board A15/21	COVID-19 SURVEILLANCE UPDATE	The Public Health Consultant (SCC) and Director of Public Health (SCC) to liaise with the Board's Committee Manager (SCC) to set up an informal private Board meeting to provide detail on the autumn and winter modelling assumptions.	The Winter modelling (private) session is being held on 19 November 2021 subsequent to the public meeting.	Completed
2 September 2021 - Informal Board A16/21	COVID-19 COMMUNICATIONS PLAN UPDATE	The Strategic Director for Communication, Public Affairs and Engagement (SCC) will be invited to the informal private Board meeting to provide an update on winter pressures and preparedness from the Communications Team (SCC) (see minute item 27/21, action 2).	See action A15/21.	Completed
2 September 2021 - Informal Board A17/21	SURREY COVID-19 LOCAL OUTBREAK MANAGEMENT PLAN	The Director of Public Health (SCC) will provide Board members with the Surrey Heartlands ICS Resilience and Emergency Preparedness, Resilience and Response Board (EPRR) terms of reference; and will provide clarity on how the EPRR would interface with the LOEB.	Public Health are awaiting final version of Surrey Heartlands ISC Resilience & EPRR Board Terms of Reference. These will be shared with LOEB members once approved.	In progress
2 September 2021 - Informal Board A18/21	SURREY COVID-19 LOCAL OUTBREAK MANAGEMENT PLAN	The Senior Public Health Lead (SCC) will liaise with the Covid Vaccination Programme Director, Surrey Heartlands ICS on the high-level communications piece prepared for health and social care workers, in order to prepare a similar piece for Community Champions once confirmation had been received on the start of phase three and on the eligibility.	Eligibility for the COVID-19 vaccine is being communicated by Public Health in the bi-weekly Community (COVID-19) Champions briefing.	Completed

2 September 2021 - Informal Board A19/21	SURREY COVID-19 LOCAL OUTBREAK MANAGEMENT PLAN	The Covid Vaccination Programme Director, Surrey Heartlands Integrated Care System will keep the Board informed on the move to phase three of the vaccination programme.		Outstanding
2 September 2021 - Informal Board A20/21	SURREY COVID-19 LOCAL OUTBREAK MANAGEMENT PLAN	Concerning the Managed Quarantine Service hotel accommodating British nationals and refugees from Afghanistan, the Senior Public Health Lead (SCC) will provide an email update to Board members on the offer from Sussex; recognising the support from the public for refugees from Afghanistan.	Updated circulated via email to LOEB members on 3 September 2021: <i>The offer from West Sussex was enacted and support was provided to the Afghan refugees in the Surrey hotel over the weekend. The support was for essential items such as clothing, shoes, nappies, baby milk. The aim was to support the refugees in the very short term to essentially tide them over until they are placed in the Bridging Hotels – longer term support will then be provided through Home Office and LA's, and health care through local NHS services.</i>	Completed
2 September 2021 - Informal Board A21/21	SURREY COVID-19 LOCAL OUTBREAK MANAGEMENT PLAN	The Cabinet Member for Children and Families (SCC) will provide a future update in three months' time concerning the difficulty of getting dental appointments for Looked After Children and Care Leavers.	See Appendix 1.	Completed

2 September 2021 - Informal Board A22/21	SURREY COVID-19 LOCAL OUTBREAK MANAGEMENT PLAN	The Chief Constable of Surrey Police will be invited to provide an update from a policing perspective / will be involved in the modelling discussions at the informal private Board meeting to help plan ahead for the autumn and winter (see minute item 27/21, action 2).	See action A15/21.	Completed
2 September 2021 - Informal Board A23/21	SURREY COMMUNITY (COVID-19) CHAMPIONS PROGRAMME	The Board will receive a future update on Phase 2 of the programme, including future proposals such as different cohorts of Community Champions; and in future reports the recommendations will be tailored specifically around the Community Champions programme.	To be provided at a future Board following November's LOEB.	In Progress

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