

Core standard	Clarifying Information	Evidence of assurance												Self assessment RAG Red = Not compliant with core standard and not in the EPRR work plan within the next 12 months. Amber = Not compliant but evidence of progress and in the EPRR work plan for the next 12 months. Green = fully compliant with core standard.	Action to be taken	Lead	Timescale	
		Acute healthcare providers	Specialist providers	NHS Ambulance service providers	Patient Transport Providers	111	Community services providers	Mental healthcare providers	NHS England Regional Teams	NHS England Central Team	CCGs	CSUs (business continuity only)	Primary care (GP, community pharmacy)					Other NHS funded organisations
2015 Deep Dive																		
DD1	Organisation has undertaken a Business Impact Assessment	<ul style="list-style-type: none"> The organisation has undertaken a risk based Business Impact Assessment of services it delivers, taking into account the resources required against staffing, premises, information and information systems, supplies and suppliers. The organisation has identified interdependencies within its own services and with other NHS organisations and 3rd party providers Risks identified through the Business Impact Assessment are present on the organisations Corporate Risk Register 												updated Business Impact Assessment corporate risk register				
DD2	Organisation has explicitly identified its Critical Functions and set Minimum Tolerable Periods of disruption for these	<ul style="list-style-type: none"> The organisation has identified their Critical Functions through the Business Impact Assessment. Maximum Tolerable Periods of Disruption have been set for all organisational functions - including the Critical Functions 												Business Continuity plan explicitly details the Critical Functions Business Continuity plan explicitly outlines all organisations functions and the maximum tolerable period of disruption				
DD3	There is a plan in place for the organisation to follow to maintain critical functions and restore other functions following a disruptive event.	<ul style="list-style-type: none"> The organisation has an up to date plan which has been approved by its Board/Governing Body that will support staff to maintain critical functions and restore lost functions The plan outlines roles and responsibilities for key staff and includes how a disruptive event will be communicated both internally and externally 												an organisation wide Business Continuity plan that has been updated in the last 12 months and agreed by the Board/Governing Body	BC policy has gone to all CCG boards, BSB CCG BCP is going to the governance committee on 11th August, all other CCG BCPs have been signed off by the boards/governing bodies.			
DD4	Within the plan there are arrangements in place to manage a shortage of road fuel and heating fuel	<ul style="list-style-type: none"> The plan details arrangements in place to maintain critical functions during disruption to fuel. These arrangements include both road fuel and applicable heating fuel. 												detail within the plan that explicitly makes reference to shortage of fuel and its impact of the business.				
DD5	The Accountable Emergency Officers has ensured that their organisation, any providers they commission and any sub-contractors have robust business continuity planning arrangements in place which are aligned to ISO 22301 or subsequent guidance which may supersede this	EPRR Framework 2015 requirement, page 17													All CCG Accountable Emergency Officers have ensured that their organisation have robust business continuity planning arrangements in place which are aligned to ISO 22301 or subsequent guidance which may supersede this. However there is not currently sufficient evidence/assurance available that all providers and any sub-contractors they commission have robust business continuity planning arrangements in place which are aligned to ISO 22301 or subsequent guidance which may supersede this. Although under the NHS standard contract for clinical services there is a mandatory requirement for providers to comply with EPRR guidance if and when applicable and to share copies of plans if they are an NHS Trust. Also under the terms of the contract, any sub-contractors for the provision of services would need to meet the same terms and conditions of the main contract so the same template would apply	The CCG Head of Emergency Planning to work with the contracts leads in each CCG over the next 12 months to determine if all provider and subcontractors have robust business continuity planning arrangements in place which are aligned to ISO 22301 or subsequent guidance which may supersede this	Jackie, CCG Head of Emergency Planning	Jul-17
DD6	Review of Critical Services Fuel Requirement Data Collection Programme (F1:F18)	Please complete the data collection below - this data set does not count towards the RAG score for the organisations. Please provide any additional information in the "Other comments" free text box.												NHS Ambulance Trusts have already provided this information in a national collection in May 2016.				

Fuel Demand Summary

When providing information on the fuel requirements for both business as usual and to operate a critical service please ensure the supply and demand balances whereby:
Total Daily fuel use (P1) + own bunkered fuel use (P5) + any 3rd party bunkered fuel use (P6) + any forecast fuel use (P9)

Section 1: Business as Usual Demand Petrol Diesel Other (inc LPG, Kerosene)

F1 How much fuel do you use daily when providing a business as usual service? (litres)

Section 2: Bunkered Fuel Petrol Diesel Other (inc LPG, Kerosene)

F2 Do you hold bunkered fuel (Yes/No)
If no go to F6

F3 What is the total bunkered fuel capacity? (litres)

F4 On average, what volume of bunkered fuel do you hold? (litres)

F5 Do you use your own bunkered fuel when providing a business as usual service?
If no go to F6

F6 Do you access a 3rd party or another service's bunkered fuel when providing a business as usual service?
If no go to F8

F7 If you have answered "Yes" to F5 or F6 or have bilateral supply agreements to operate a business as usual service, please provide a description of any agreement(s), amount of supply and companies / organisations involved.

Section 3: Petrol Stations / Forecourts Petrol Diesel Other (inc LPG, Kerosene)

F8 Do you use forecourts to operate a business as usual service? (Yes/No)
If no go to F10

F9 What is the average daily forecourt fuel use to operate a business as usual service? (litres)

Critical Service Operation Only

Please refer to question 4 of the guidance notes for further information on how to identify the fuel requirements of a critical service. During an emergency it is expected that organisations will not be operating as normal and will only be delivering those essential services that are Critical. Low fuel consumption alternatives should also be explored as part of the Critical Service Identification process. For example, if there is the possibility that a Critical Service activity can be carried out remotely, and therefore does not require the use of fuel, this should be removed from the supply requirements to the below section refers to the fuel requirements to deliver a Critical Service only.

Section 4: Critical Service Demand Petrol Diesel Other (inc LPG, Kerosene, Gas Oil)

F10 How much fuel would you use daily if you were providing a critical service? (litres)

Section 5: Critical Service Bunkered Fuel Petrol Diesel Other (inc LPG, Kerosene, Gas Oil)

F11 Do you have access to either your own or 3rd party bunkered fuel if you were providing a critical service (either from general access or mutual supply agreements)? (Yes/No)
If no go to F14

F12 What volume of your own bunkered fuel would you use daily if you were providing a critical service? (litres)

F13 What volume of 3rd party or another service bunkered fuel (either from general access or mutual supply agreements) would you use daily if you were providing a critical service? (litres)

F14 If you have answered "Yes" to F11 or F12 or have bilateral supply agreements to operate a critical service, please provide a description of any agreement(s), amount of supply and companies / organisations involved.

Section 6: Critical Service Petrol Stations / Forecourt Petrol Diesel Other (inc LPG, Kerosene, Gas Oil)

F15 Will you need access to Designated Filling Stations (DFS) if you were providing a critical service? (Yes/No)
If no go to F17

F16 What volume of fuel would you use daily from Designated Filling Stations (DFS) if you were providing a critical service? (litres)

Critical Service Operation Only

F17 To ensure that there are adequate Designated Filling Stations* (DFS) to meet the demands of all critical users, please detail in the table below the number of vehicles required to operate a critical service. A Designated Filling Station (DFS) is a retail filling station with the purpose of only supplying road fuel for critical use only. The DFS list will be compiled to provide sites giving a good geographic coverage of the UK to meet the predicted regional demand for fuel for critical services.

Vehicles	Number of Vehicles required to operate a critical service		
	Petrol	Diesel	Other (inc LPG)
With NHS Logo			
Without NHS Logo			
Private vehicles			
Total			

F18 If you have answered "Yes" to question 2 (Do you hold bunkered fuel?) please detail which company primarily supplies your bunkered fuel and where known which local or regional supply depot or terminal does the fuel get delivered from. Please select from drop down list provided or select "other" and please detail.

Who primarily supplies your bunkered fuel? <small>Please Select from drop down list:</small>	If other or multiple suppliers please state:	Which Terminal is your bunkered fuel supplied from? <small>Please Select from drop down list:</small>	If other please state:	Average Number of Deliveries per Month