

The topic of Pandemic Flu was dealt with in our [Spring 08 Bulletin](#) (a copy of which is on our web site). It gave some general assumptions of spread and absenteeism for you to use for planning to manage your critical services if and when it struck.

Well now it has, albeit, at least in this country, on a fairly small and manageable scale – at the moment!

Now is a good time to look again and a little closer at your preparedness because it is very likely that it will return, possibly on a larger scale later on in the year.

The next Forum event is...

**Supply Chain Resilience.**

Morning of June 11th at the new West Suffolk House, Western Way, Bury St Edmunds.

To book, call Lesley Pretlove 01473 264099

**Flu Pandemic - What to do now.**

- We shouldn't assume the present infection was it and we can return to normal just yet.
- Check your BCP; does it adequately cover your critical activities for staff absence of up to 50% (revised government figures) during the two worst weeks of a pandemic?
- Organise a 'flu team' to help you prepare. Include (if you have them) HR, H&S, union rep, senior managers and business support.
- List contingencies and assign actions for preparedness.
- Once achieved, return to BAU but keep a watching brief for your agreed trigger points.



**Start the action list**

- You may need a new way of working for the peak sickness period such as cancelling leave, covering other jobs, working different shifts etc.
- Make sure this is agreed with unions, HR and conveyed to staff.
- Provide flu advice to your staff on hygiene, absence policy, changes to sickness reporting.
- Put up the 'Catch it, Kill it, Bin it' posters.
- Buy in antiseptic wipes or tissues for desks, hand gel dispensers for public or reception areas.
- Put paper towels in the toilets.

You may decide not to dispense these now but buy them in ready.

**Useful web sites:**

[Government check list for businesses](#) – Tick lists

[Department of Health daily updates](#) – The latest

[Pandemic flu guide for businesses](#) – Guide from Dept of health

[Business Link on Swine flu](#) – Lots of links and advice on specific topics

[Swine flu advice in other languages from DirectGov](#) – from Welsh to Urdu, as well as sign language videos, audios and large print.

**The Forum's Next Workshop**

**Supply Chain Resilience.**

This free half-day workshop will give advice, presentations and promote round table discussion on how you can protect your supply chain and keep goods and services flowing through your organisation.

Supply chains can cover anything from the supply of money, materials or utilities and involves everybody from the boardroom to the storeroom. See our [forum web page](#) for more details and [downloadable flyer](#).

To book your place, please call

Lesley Pretlove 01473 264099  
[lesley.pretlove@suffolk.gov.uk](mailto:lesley.pretlove@suffolk.gov.uk)

## BANF

As part of our Local Authority Category 1 responders duties, we receive government communications to help us warn and inform our communities during any crisis. The latest information regarding swine flu suggests that the Cabinet Office is formalising a Business Advisory Network for Flu (BANF) that provides a network that:

- Ensures the delivery of advice and guidance needed by business groups and individual firms to allow them to undertake their own planning.
- Passes back feedback from firms and business groups on the questions they have and the issues they would wish to see addressed.

In short, BANF has been developed to assist in the delivery of co-ordinated advice to employers and a speedy conduit for two-way communication as the situation develops.

It looks like this information flow will be through existing business networks which we are assuming will be the likes of Business Link. We are trying to find out more and will keep you informed.

In the meantime, if you receive any communications from BANF, please let us know whether or not you find it useful.

### Final note:

Rick and I have got a change in our email address. The old one will still work for now but you might like to note that from now it should be:

[rick.thornton@suffolk.gov.uk](mailto:rick.thornton@suffolk.gov.uk)  
[lesley.pretlove@suffolk.gov.uk](mailto:lesley.pretlove@suffolk.gov.uk)

