

Date: 9<sup>th</sup> June 2025  
Ref: CORP 25/26 - 036

Dear xxx

**Freedom of Information request: Multi-Agency Emergency Preparedness (CORP 25/26 – 036)**

Thank you for your request for information which the Trust received on 24<sup>th</sup> May 2025.

Your Request:

- 1. How many multi-agency exercises have been conducted by your organisation within the last 3 years (1st May 2022 to 30th April 2025 inclusive).*
- 2. What proportion of these multi-agency exercises were:*
  - i. Tabletop / Scenario Based*
  - ii. Live Exercises*
  - iii. Other (please state).*
- 3. Please detail how post-exercise findings are fed back into the organisation and how any changes to policies and procedures are implemented as a result of this feedback.*
- 4. What proportion of multi-agency exercises in the last 3 years:*
  - i. Involved more than two CCA 2004 category one responder organisations (please detail) ii. Involved CCA 2004 category two responders (please detail) iii. Involved organisations from the voluntary and faith-based sectors (please detail).*
- 5. Please detail how the aims and objectives of the exercise are determined and communicated to the parties involved.*

Please find the Trust's response below:

- 1. How many multi-agency exercises have been conducted by your organisation within the last 3 years (1st May 2022 to 30th April 2025 inclusive).**

A total of 3 exercises have been conducted by our organisation involving our partner agencies during 1<sup>st</sup> May 2022 to 30<sup>th</sup> April 2025.

- 2. What proportion of these multi-agency exercises were:**
  - i. Tabletop / Scenario Based**
  - ii. Live Exercises**
  - iii. Other (please state).**

Out of the three exercises, 2 were tabletop scenario-based exercises and one was a live exercise.

- 3. Please detail how post-exercise findings are fed back into the organisation and how any changes to policies and procedures are implemented as a result of this feedback.**

Mae Ymddiriedolaeth GIG Prifysgol Felindre yn hapus i dderbyn gohebiaeth yn y Gymraeg neu'r Saesneg.  
Velindre University NHS Trust is happy to receive communication in Welsh or English.

The organisation conducts formal debriefs which capture feedback from all exercise participants, collate lessons identified and recommendations for improvements. Debriefs are submitted to formal groups through established governance structures. Any requirements to update policies and procedures are actioned by identified owners and these policies and procedures are approved through established approval processes within our Quality Management System.

- 4. What proportion of multi-agency exercises in the last 3 years:**
- Involvement more than two CCA 2004 category one responder organisations (please detail)**
  - Involvement CCA 2004 category two responders (please detail)**
  - Involvement organisations from the voluntary and faith-based sectors (please detail).**

All exercises our organisation has conducted during this period involved more than one category one responder, and no category two responders or voluntary and faith-based sectors were involved in either exercise.

- 5. Please detail how the aims and objectives of the exercise are determined and communicated to the parties involved.**

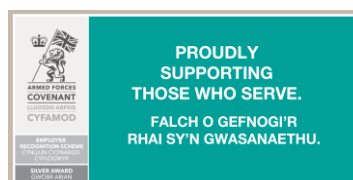
Aims and objectives are determined by assessing which single plan, or multiple plans and arrangements we are exercising, and which threats to explore. Each exercise is designed with a single aim, and multiple objectives required to achieve the overall aim, an exercise brief or joining instructions are written detailing these and circulated to participants, except for when running a no notice exercise.

I trust this answers your request for information, however, should you not be satisfied with the information supplied or the process of supplying it, you have a right to complain and request a review. Please note that you must submit a request for a review within 40 days of the date of this letter.

You should forward your complaint to:

Mr Ian Bevan via [FOI.VUNHST@wales.nhs.uk](mailto:FOI.VUNHST@wales.nhs.uk)  
Head of Information Governance  
Velindre University NHS Trust  
2, Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff,  
CF15 7QZ

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Should you wish to take your complaint further, if you are still unhappy with the decision after review, you can contact the:

Information Commissioner's Office - Wales  
2nd Floor,  
Churchill House,  
Churchill Way,  
Cardiff,  
CF10 2HH  
Telephone: 0330 414 6421  
email: [wales@ico.org.uk](mailto:wales@ico.org.uk)

Yours sincerely

**Non Gwilym**  
**Interim Director of Corporate Governance**  
Velindre University NHS Trust  
2 Charnwood Court  
Heol Billingsley  
Parc Nantgarw  
Cardiff  
CF15 7QZ

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