

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.

Decision Ref. No:

PH/2017/2/PH/HealthyLivingBME

Box 1

DIRECTORATE: Adults Health and Wellbeing **DATE:** 06/02/17

Contact Name: Caroline Temperton **Tel. No.:** 01302734481

Subject Matter: Healthy Living for BME Women in Doncaster - extension of contract for 12 months 1 April 2017 to 31 March 2018.

Box 2

DECISION TAKEN:

To take the option to extend the contract for the Healthy Living for BME Women in Doncaster for 12 months from 1 April 2017 to 31 March 2018.

Box 3

REASON FOR THE DECISION:

Give relevant background information

BME women experience worse health inequalities due to their low socio-economic status. Language is a barrier to many women being able to access services. This contract delivers ESOL (English for speakers of other languages) training for BME women in Doncaster which improves their level of communication, enables them to speak with confidence and become less socially isolated. The provider also delivers a range of health information, advice and guidance to the women for them and their families.

The Health and Wellbeing Board has requested that a BME Needs Assessment be conducted which is currently being undertaken. This Assessment will provide an up-to-date analysis of the needs of the BME community in Doncaster. However, this piece of work is not complete and therefore Public Health wishes to take up the option to extend this contract for the financial year April 2017 to March 2018 ensuring that the service continues to be provided. A review of the service will take place once the BME Needs Assessment is complete so that any recommendations can be considered as part of any service redesign, procurement or review.

The cost of the service is £50788 p.a.

Box 4

OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:

If other options were considered, please specify and give reasons for recommended option

Option 1: Do not extend the contract.

Option 2: Take up the 12 month extension whilst the BME Needs Assessment is fully completed and the service reviewed).

Option 2 is recommended ensuring this group of vulnerable people have access to ESOL and health information, advice and guidance. It will also provide time to redesign the service in line with the recommendations of the BME Needs Assessment.

Box 5

LEGAL IMPLICATIONS:

Section 1 Localism Act 2011 gives the Council a general power of competence to do anything that individuals may generally do.

Section 2B of the National Health Service Act 2006 (as amended by Section 12 of the Health and Social Care Act 2012) introduced a new duty on Councils in England to take appropriate steps to improve the health of the people who live in their area.

This contract was tendered in compliance with the Public Contracts Regulations 2015 and is consistent with the Councils Contract Procedure Rules.

Clause C1 of the contract states that the contract can be extended by one year. The report author wishes to exercise this option therefore the contract will be extended for a period from 1st April 2017 to the 31st March 2018.

Legal will provide the necessary documentation to give effect to the extension.

Name: Nicky Dobson Signature: _____ Date: 9th February 2017
Signature of Assistant Director of Legal and Democratic Services (or representative

Box 6

FINANCIAL IMPLICATIONS:

The Public Health function transferred to the council with effect from the 1st April 2013. The council has approved a budget of £25m in respect of Public Health services

for 2016/17. Within this £25m, £50K has been approved for Healthy Living for BME Women in Doncaster

This ODR is a contract extension for a further 12 months. The £50k contract extension will be met from the existing approved budget.

The overall commissioning / contract budget will need to be managed by the Public Health service to ensure that expenditure remains within the funding available

Name: Nick Cameron Signature: _ Date:07.02.2017
Signature of Assistant Director of Finance & Performance
(or representative)

Box 7

HUMAN RESOURCE IMPLICATIONS:

There are no apparent HR implications within this particular ODR as it has no effect on internal staffing levels.

The Healthy Living for BME Women in Doncaster Contract is co-ordinated within DMBC by the Public Health Service - Wider Determinants team within the Adults, Health & Wellbeing Directorate

Name: Bill Thompson Senior HR & OD Officer _____ **Signature:** Bill Thompson _____ **Date:** 07/02/2017 _____
Signature on behalf of Assistant Director of Human Resources, Communications & Executive Office (or representative)

Box 8

The contract has the provision for the extension therefore there are no procurement implications

Name: Dan Charlesworth Signature: Date: 6th February 2017
Signature of Assistant Director of Finance & Performance
(or representative)

Box 9

ICT IMPLICATIONS:

There are no ICT implications associated with this decision.

Name: Peter Ward (ICT Strategy Programme Manager)
Signature: Date: 07/02/17

Signature of Assistant Director of Customers, Digital & ICT
(or representative)

Box 10**ASSET IMPLICATIONS:**

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets.

Name: Gillian Fairbrother (Assets Manager, Project Co-ordinator)

Signature: By email

Date: 6th February, 2017

**Signature of Assistant Director of Trading Services and Assets
(or representative)**

Box 11**RISK IMPLICATIONS:**

To be completed by the report author

There will be no Healthy Living Service for BME women in Doncaster which would result in a reduced provision of ESOL within the borough. It would also reduce the opportunities for BME women to receive advice and guidance in relation to a number of services in particular health services and healthy lifestyle advice. This is particular pertinent for those women who will have recently arrived in the country and in Doncaster.

(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)

Box 12**EQUALITY IMPLICATIONS:**

To be completed by the report author



Due Regard
Statement.docx

Name: C Temperton **Signature:** **Date:** 6 Feb 2017
(Report author)

Box 13**CONSULTATION**

Officers

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

Box 14

INFORMATION NOT FOR PUBLICATION:

None identified

Name: Claire Hewitt Signature: _____ Date: 10th February 2017
Signature of FOI Lead Officer for service area where ODR originates

Box 15

Signed: ___Dr Rupert Suckling_____ **Date:** 9 February 2017
Director/Assistant Director

Signed: _____ **Date:** _____
**Additional Signature of Chief Financial Officer or nominated
representative for Capital decisions (if required)**

Signed: _____ **Date:** _____
**Signature of Mayor or relevant Cabinet Member consulted on the above
decision (if required).**

- **This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.**
- **A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.**
- **A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.**
- **A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox**