

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:

2017/14/PH/WintWarm

Box 1

DIRECTORATE: Adults Health and Wellbeing

DATE: 06.10.17

Contact Name: Vanessa Powell-Hoyland

Tel. No.: 01302 732040

Subject Matter: Winter Warmth Road shows

Box 2

DECISION TAKEN:

To agree the Winter Warmth Grant Fund spend of £6,000.

To agree an invitation to quote for £500 per application (12 applications) and award funding to deliver the Winter Warmth agenda.

Box 3

REASON FOR THE DECISION:

Give relevant background information

Over the past 4 years DMBC staff have delivered community winter warmth road shows across the borough of Doncaster, which have proven to be extremely successful.

Criteria for Winter Warmth Fund

The criteria are for the sessions to be delivered only in the 12 areas identified with excess winter deaths and high rates of fuel poverty. The sessions will cover signs and symptoms of cold weather exposure, how to identify and support vulnerable people, cascade the national winter campaign, and a networking session focusing on getting to know your community.

In line with the Council's direction of travel in relation to supporting the community to deliver support services in their locality, this small fund lends itself to be delivered creatively by constituted community groups. This approach will give the opportunity for community groups to deliver creative sessions that they have identified in response to community needs, thereby ensuring the offer is community led and focuses on the most vulnerable members of Doncaster. This funding is part of recurrent monies from the Better Care Fund has been funded since 2012.

Box 4

OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:

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

Option 1 – Recommended

To agree inviting applications to a Winter Warmth Fund of £500 per application, with a maximum of 12 applications.

Option2

For DMBC staff to continue to undertake the road shows. However, this option is not recommended as this approach does not support the Council's Transformation Agenda in relation to community focused solutions.

Option 1 is the preferred option.

Box 5

LEGAL IMPLICATIONS:

Section 1 of the Localism Act 2011 gives the local authority the power to do anything that individuals may generally do.

The relevant Director must comply with financial procedure rules E15 to ensure that the council interests are protected at all times.

A suitable funding agreement should be entered into with the funding recipient..

**Name: _Nicky Dobson _ Signature: _by email Date: 6th November 2017
Signature of Assistant Director of Legal and Democratic Services (or
representative**

Box 6**FINANCIAL IMPLICATIONS:**

This ODR seeks to agree an invitation to quote for £500 per application (12 applications) and award funding in accordance with the Council's Contracts Procedure Rules to deliver the Winter Warmth agenda. The cost of the proposal is £6k. The funding will come from the Better Care Fund (BCF) within the BCF there is an approved funding amount against Winter warmth / Affordable warmth of £99k for the financial year 2017/18. This £6k will be met from within the £99k allocation.

The budget approved was agreed at the regular transformation co-ordination group. The £99k funding has been secured for the 2017/18 financial year only. If funding is to continue after the 2017/18 financial year then funding will need to be identified at this time.

Name: Nick Cameron Signature: _ Date:30.10.17
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 clearly the preferred option is for constituted Community Groups to deliver the sessions as oppose to DMBC Public Health staff, albeit that team have always had such expertise and experience within their duties and responsibilities.

Name: Bill Thompson Senior HR & OD Officer__ Signature: Bill Thompson
Date: __16/11/2017_____
Signature on behalf of Assistant Director of Human Resources, Communications & Executive Office (or representative)

Box 8**PROCUREMENT IMPLICATIONS**

The CPRs allow for purchase below £5k to be direct award however as it is proposed to invite applications for the distribution of the funds to deliver the road shows, in the spirit of fairness and transparency there must be a clearly communicated methodology for selecting the most appropriate application so that interested parties can tailor their application accordingly

Name: Dan Charlesworth Signature: Date: 27th October 2017
Signature of Assistant Director of Finance & Performance
(or representative)

Box 9

ICT IMPLICATIONS:

There are no anticipated ICT implications associated with this decision.

Name: Peter Ward (Governance & Support Manager)

Signature: *P. Ward* **Date:** 27/10/17

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:** 30th October, 2017

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

Box 11

RISK IMPLICATIONS:

To be completed by the report author

Having no winter warmth community road show or community events could result in an increase in Excess Winter Deaths. As in previous years, this offer has identified a number of those most at risk of cold exposure. It would also reduce the opportunities for the most vulnerable people to receive advice and guidance in relation to a number of services, in particular health services and healthy lifestyle advice and keeping warm and well in winter.

(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

The eligibility criteria for the community winter warmth sessions will not discriminate against any of the protected characteristics (age, gender reassignment; disability; marriage and civil partnerships; pregnancy and maternity; race, religion or belief; sex; sexual orientation). As the sessions will

be open to all general public and will be inclusive, however the sessions will be most appropriate for older people, families with young children and pregnant women due to possible health implication of living in a cold home.

Name: Vanessa Powell-Hoyland Signature: by email _____ Date: 06/10/2017
(Report author)

**Box 13
CONSULTATION**

During September 2013, ten focus groups were planned in the top ten areas of excess winter deaths and fuel poverty, totalling 124 people engaged. At each session there was a facilitator, a note taker and all sessions were recorded to be transcribed later. All the community focus groups were with local consented individuals to identify the best method of engagement and resources required to give most impact during the winter. The findings from the focus groups were analysed using framework analysis and produced themes and sub themes including participant's quotes.

The focus groups findings helped to produce the criteria, information given at road shows and which winter warmth resources to be purchased. The main findings from the consultation highlighted a fear of safety, risk of falls, a need to have a community drop in to attend when feeling lonely. Also discussed was road gritting, loss of community wardens and the need to for more local police to do community walks.

**Box 14
INFORMATION NOT FOR PUBLICATION:**

In accordance with the Freedom of Information Act 2000, it is in the Public's interests for this decision to be published in full, redacting on the signatures.

Name: __Claire Hewitt_ Signature: __ Date: 16/11/2017
Signature of FOI Lead Officer for service area where ODR originates

Box 15

Signed: _____Rupert Suckling
Director/Assistant Director

Date: 21/11/2017

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**