



# Doncaster Council

## OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. (See Annex 2 on Intranet.)

Decision Ref. No:  
**AHWB/039/2018 Carers  
Emergency Contact  
Scheme**

### Box 1

**DIRECTORATE:** Adults Health and Wellbeing

**DATE:** 7 June 2018

**Contact Name:** Marie Hall/Fay Wood

**Tel. No.:** 01302 736287

**Subject Matter:** Carers Emergency Contact Scheme continuation for 12 months to 31 March 2019.

### Box 2

#### **DECISION TAKEN:**

To agree for Age UK to continue to deliver an on call and response service for the Carers Emergency Card Scheme and it's activations to March 2019. This relates to CPR waiver ref number CPR/18/01/0005 signed 15 May 2018.

### Box 3

#### **REASON FOR THE DECISION:**

##### **Give relevant background information**

The Care Act 2014 requires the Council to ensure that carers are supported to maintain their well-being achieve outcomes that matter to the carer and enable the carer to continue to care for as long as they are willing and able. Under the Care Act 2014, local authorities have a responsibility to assess a carer's needs for support where the carer appears to have such needs.

A Carer's Support Service for Doncaster has been in place for a considerable number of years. The incumbent provider is Age UK Doncaster. For a number of years, the Council has also commissioned a service for the delivery of a Carers Emergency Card Scheme, which offers peace of mind to carers so that when they experience an emergency or unplanned event the card is activated and either family respond and/or the contracted provider responds.

In December 2016, a Contract Procedure Rule Waiver (CPR Waiver CPR/16/10/0002) was approved to transfer the delivery for the registration and activation of the Carers Emergency Card from the contracted provider Housing and Care 21 to Age UK Doncaster. The rationale for this was the contract with Housing and Care 21 would end on 31 March 2016 and there was a need to continue the Scheme and bring it into line with the Commissioned Care and Support at Home Phase 2, which includes the Scheme being moved into the zones 1-6 at the beginning of June 2017.

Discussions have been held with the four Strategic Lead Providers of Commissioned Care and Support at Home to move the Carers Emergency Card Scheme into the zones 1-6 at the beginning of June 2017. Although the rationale for the approach that was originally set out in the Commissioned Care and Support at Home tender documentation were valid, at an operational level they are not deemed practicable in terms of the providers adherence to CQC regulations therefore not all providers were supportive of this approach.

In addition, and equally important, in the current financial climate it would not prove cost effective due to the cost implications of undertaking required reviews of all those registered on the scheme. Equally important, the direction of travel the Council and partners are taking in terms of requiring communities/individuals to be more self-sufficient and to access their formal/informal networks of support in the first instance, means the Carers Emergency Card Scheme no longer aligns to this strategic approach.

#### **Future Direction.**

Going forward there needs to be an approach in place whereby the focus is on family stepping in when the carer experiences a crisis or if known to the Council and are in receipt of short breaks vouchers that they are utilised. If the person is not known to the Council then on application for the scheme the family identify a care provider who will provide replacement care. This approach going forward is consistent with other Local Authorities.

In order to progress this work in a planned way and being mindful of working with carers, social care teams and other partners, the current provider Age UK Doncaster should be commissioned to provide an on call service and respond as required when a card is activated from 1 April 2018 to 31 March 2019. A CPR Waiver has been agreed for 12 months only

#### **Contract Value**

£10k per annum for on call service. £10k for call out when emergency card activated)

#### **Please note:**

A briefing paper was tabled at Directorate Leadership Team Meeting held on 10 January 2018 and the Team supported an application for a CPR Waiver to continue the service for 12 months only.

**Box 4****OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:**

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

It is recommended that Age UK continue to deliver an on call and response service for the Carers Emergency Card Scheme and it's activations to March 2019. (This relates to CPR waiver ref number CPR/18/01/0005 signed 15 May 2018.)

**Box 5****LEGAL IMPLICATIONS:**

The Care Act 2014 places a obligation on the Council to promote an individuals well being.

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

Section 111 of the Local Government Act 1972 gives the Council the power to purchase goods and services.

Legal Services should be consulted to prepare the variation to the contract to extend the term.

**Name: \_\_Nicky Dobson Signature: \_by email\_ Date: \_15<sup>th</sup> June 2018  
Signature of Assistant Director of Legal and Democratic Services (or representative)**

**Box 6****FINANCIAL IMPLICATIONS:**

The total cost of this decision is estimated to be circa £20k. There is existing budget already allocated for the above service within the Carers Emergency Service cost centre.

**Name: Paul Williams Signature: \_\_by email\_\_ Date: 12/06/18  
Signature of Assistant Director of Finance & Performance  
(or representative)**

**Box 7****HUMAN RESOURCE IMPLICATIONS:**

There are no apparent HR implications associated with this particular ODR.

**Name:** Bill Thompson Senior HR & OD Officer \_\_\_\_\_ **Signature:** Bill Thompson \_\_\_\_\_ **Date:** \_07/06/2018\_\_\_\_\_

**Signature of Assistant Director of Human Resources, Communications & Executive Office (or representative)**

**Box 8****PROCUREMENT IMPLICATIONS:**

As mentioned in the report a Waiver from the Councils Contract Procedure Rules (CPR/18/01/0005) has been approved by the CFO. However going forward it is recommended that clear commissioning and procurement strategy is put in place as to how the service will be commissioned in future going forward. Any future services should be procured in accordance with the Council Contract Procedure Rules.

**Name:** \_\_Shaun Ferron \_\_ **Signature:** \_\_via email\_\_ **Date:** \_\_08/06.18\_\_

**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 (Technology Governance & Support Manager)

**Signature:** <sup>[redaction]</sup> **Date:** 07/06/18

**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 (Principal Property Surveyor)

**Signature:** By email **Date:** 7<sup>th</sup> June, 2018

**Signature of Assistant Director of Trading & Property Services (or representative)**

**Box 11**

**RISK IMPLICATIONS:**

**To be completed by the report author**

The Council have a responsibility in law as laid down in the Care Act 2014 to support informal carers.

**(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 Carers Emergency Contact Scheme will continue to ensure that the carers with protected characteristics are able to access the service and obtain appropriate support

[redaction]

**Name: \_ FW Signature  
(Report author)**

**Date: 7 June 2018**

**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:**

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 only the signatures.

**Name: Gillian Parker\_ Signature: \_\_by email\_ Date: \_\_15/06/2018\_\_\_\_\_**  
**Signature of FOI Lead Officer for service area where ODR originates**

**Box 15**

[redaction]

**Signed:** \_\_\_\_\_ **Date:** \_19/06/2018\_  
**Debbie John-Lewis 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**