

## OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

Decision Reference No: 2020/09/PH/CEVFunding

**BOX 1****DIRECTORATE:** Public Health**DATE:** 16<sup>th</sup> November 2020**Contact Name:** Karen Johnson**Tel. No.:** 01302862507**Subject Matter:** Funding for Clinically Extremely Vulnerable (CEV)**BOX 2****DECISION TAKEN**

To use the funding allocated to support those that are CEV as outlined in the report. This will allow immediate contact with those at high risk, enable us to manage the data and reporting requirements and also be flexible to meet future needs as this emerges.

**BOX 3****REASON FOR THE DECISION**

Government have recently provided updated guidance for those that are Clinically Extremely Vulnerable (CEV) in light of the national lockdown and have requested that Local Authorities implement the previously issued framework to support those that are CEV.

This framework places a responsibility on the Local Authority to assess food and basic support needs of those that are CEV and to put in place the necessary arrangements to meet those needs.

The Government have recognised that providing this support puts additional financial pressure and burdens on the Council and have announced financial assistance to help meet these costs. For Doncaster this financial support is £228,000 which is based on a CEV population of 15,565 @ £14.60 per CEV. The funding is unringenced section 31 grant.

Whilst we are utilising existing resources and support where it exists, this does put additional pressures on services and capacity is stretched. This is exacerbated at this time as it is difficult to estimate the likely demand for support and for how long this will be required. Albeit we are only technically in a 4 week national lockdown, support for the CEV is likely to be needed beyond this period.

Given this uncertainty, an indicative proposal of how the additional resources outlined above is attached. This has been signed off by Directors on 16<sup>th</sup> November 2020. In summary, this will be used as a priority to fund:

- 2fte additional Customer Service Advisors – additional capacity to manage additional incoming calls, email requests for support and proactive calls to those who have registered nationally and asked for local support
- 1 additional Apprentice post in PIC to manage the data and reporting
- Ring fence funding for additional support for locality inbox, triage and local solutions groups for CEV (adults and children) if needed
- Additional funding for emergency food for CEV
- Top up fund for voluntary, community and faith sector for local response offer if needed
- Comms and marketing materials such as Winter booklet for CEV, postage costs etc.

#### **BOX 4**

##### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Do nothing – this is not a viable option as there is a requirement for the Local Authority to assess and meet the needs of those identified as CEV.

Use existing resources – services are already stretched and despite national lockdown we are maintaining most mainstream work. Where possible, existing resources are being used but additional capacity is needed.

Use money in a different way – it is felt that the proposed use of this funding meets national expectations, provides the necessary immediate resources to manage the step up of support and also gives enough flexibility to respond to needs as they emerge. This will be reviewed on a regular basis and funding targeted at those areas of highest demand

#### **BOX 5**

##### **LEGAL IMPLICATIONS**

Government has asked the Council to support the Clinically Extremely Vulnerable in Doncaster and has provided funding to assist with this support. The monies provided should be used in accordance with any guidance or requirements provided by the Government.

**Name: S.R. Fawcus Date: 19/11/20**

Signature of Assistant Director of Legal and Democratic Services (or representative)

#### **BOX 6**

##### **FINANCIAL IMPLICATIONS:**

The decision is to spend £228,000 on support for the Clinically Extremely Vulnerable and it has been recognised by government that this support will put additional financial pressures and burdens on the Council. The money is to be spent in key service areas as described in this report.

The £228,000 expenditure is to be funded by a Section 31 grant from the Ministry of Housing,

Communities and Local Government which should be received in December. The grant funding means that this decision will be cost neutral with no adverse budget effects and there will be a separate cost centre set up so grant expenditure and income can be clearly identified.

**Name:** David Armistead \_\_\_\_\_ **Signature:** \_Via-E-Mail\_\_\_\_\_ **Date:** 19/11/2020 \_\_\_\_\_

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

#### **BOX 7**

##### **OTHER RELEVANT IMPLICATIONS**

None required

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Signature of Assistant Director (or representative)

**ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.**

#### **BOX 8**

##### **EQUALITY IMPLICATIONS:**

Covid-19 has a significant impact on all our residents, businesses and colleagues across Doncaster. The CEV population, however, are our most vulnerable residents in terms of risk of worse outcomes should they contract the virus. This cohort includes many people from those groups with protected characteristics: young people, older people, people with disabilities and now also includes adults with Downs Syndrome. The data we receive from the Shielded Patient list does not give us other protected characteristics information.

Whilst many of those that are CEV are able to support themselves or have family, friends and wider networks to support, which is to be encouraged, there are some who may still need support during this second wave and beyond. This programme and the associated funding will enable people who are vulnerable to get the support they need and to help them keep safe.

#### **BOX 9**

##### **RISK IMPLICATIONS:**

- CEV is left without support \ does not know how to get support – this has been mitigated so far by writing out to all the CEV population and publicising the NSSS and local helpline. In addition we have issued FAQ's and will be sending a briefing note to front line workers.
- Identifying most in need – a risk assessed and pragmatic approach has been taken and signed off by Directors.
- Demand – difficult to determine at this stage. We have used the assumption that this will be similar to Wave 1 demand (around 3% of the CEV population) 4,671 people.

- Capacity – as outlined above these additional expectations could stretch capacity. This will be mitigated through additional posts where immediately identified and a flexible use of the funding as new demands emerge. Linking in with the Contain programme to ensure most effective use of capacity and resources.
- Monitoring and data management – still awaiting final reporting guidance. Capturing local data is crucial as the NSSS does not allow for recording of outcomes. Currently using spreadsheet to record outcomes to ensure monitoring data available however will be moving to web based solution.

**BOX 10  
CONSULTATION**

The Communities and Localities task and finish group have been involved in this step up plan and proposal. This includes officers from across the Council as well as external partners (Social Isolation Alliance, St Leger Homes).

Directors have been consulted and agreed this programme and proposal.

**BOX 11  
INFORMATION NOT FOR PUBLICATION**

**None identified for publication**

**Name: \_\_\_\_\_ Claire Hewitt \_\_\_\_\_ Signature \_\_\_\_\_ Date: 19<sup>th</sup> November 2020**  
Signature of FOI Lead Officer for service area where ODR originates

**BOX 12  
BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR YES  
(If YES please list and submit these with this form)

Directors Report 16<sup>th</sup> November 2020 and Appendices

