



DRAFT PORTFOLIO HOLDER DECISION NOTICE

PROPOSED INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR ENVIRONMENT, HEALTH AND WELLBEING

TOPIC – RECOMMENDATIONS OF THE HOW WE RESOLVE EXCLUSION INFORMAL SCRUTINY GROUP

PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Chief Operating Officer, the Chief Executive and the Chief Finance Officer are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Democratic Services Officer by 5.00pm on Wednesday 29 October 2014.

Contact Officers:

Case Officer: Lorraine Ronan, Tel: 01962 848 369, Email: Ironan@winchester.gov.uk

Democratic Services Officer: Nancy Graham, Tel: 01962 848 235, Email: ngraham@winchester.gov.uk

SUMMARY

The How We Resolve Exclusion ISG reported the outcome of their review to The Overview and Scrutiny Committee on 20 January 2014 (Report OS93 refers). The minute extract from that meeting is attached as Appendix 1 to this notice.

Since the meeting, the Leader has agreed that the Portfolio Holder consider the recommendations of the ISG and outline her response in a Portfolio Holder Decision Notice.

PROPOSED DECISION

That the final recommendations of the How We Resolve Exclusion ISG be approved, as set out in Appendix 1.

REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

All of the alternative options were considered by the original ISG who have recommended the actions within this PHD.

RESOURCE IMPLICATIONS:

Implementation of the recommendations set out in this PHDN should have no significant resource implications over and above staff time and a small sum for improved signage in the Council's main Reception which can be found within existing resources.

CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION

Members of The Overview and Scrutiny Committee through consideration of Report OS93.

FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE

N/A

DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED

N/A

DISPENSATION GRANTED BY THE STANDARDS COMMITTEE

N/A

Approved by: (signature)

Date of Decision

Councillor Jan Warwick – Portfolio Holder for Environment, Health and Wellbeing

APPENDIX – MINUTE EXTRACT FROM THE OVERVIEW AND SCRUTINY COMMITTEE HELD 20 JANUARY 2014

1. FINAL REPORT OF THE HOW WE RESOLVE EXCLUSION INFORMAL SCRUTINY GROUP (Report OS93 refers)

At the invitation of the Chairman, Councillor Evans (Chairman of the Informal Scrutiny Group (ISG)) introduced the Report. In summary, Councillor Evans referred to the recommendations of the ISG which proposed ways in which the City Council could further assist the work of the many agencies who supported vulnerable groups. The importance of Trigger Tool training for staff was also emphasised.

During discussion, it was agreed that the Assistant Director (Chief Housing Officer) ensure that information related to tenants, where appropriate, be shared with Ward Councillors as well as between Council departments. The Committee therefore supported the following additional words to be added at the end of Recommendation 10, ‘..and where, appropriate, with Ward Councillors’.

The Head of Health and Wellbeing clarified that Age Concern Hampshire was represented on the Health and Wellbeing Board and was also working proactively with regard to the County Council initiatives, Dementia Friendly Community and Community Agents.

RESOLVED:

That following recommendations of the How we Resolve Exclusion Informal Scrutiny Group be supported by The Overview and Scrutiny Committee for referral to Cabinet for implementation:

1. That the Winchester City Council Reception area should join the Tourist Information Centre and the RPLC as an additional designated safe place under the ‘Safer Places’ scheme. This should be publicised in WCC communications.
2. Additional signage should be provided in the main City Council Reception area to make it clear to people that rooms can be offered for confidential discussions. These should be made freely available.
3. Ensure that the confidentiality and anonymity of rehoused victims of domestic violence and abuse is protected in all contacts with the Council.
4. That the Council should consider the policy of having one key contact officer for residents with Autism and other mental health issues.
5. The Council should ensure continuity of information between departments in cases where there is a change to the key contact officer.

6. The Council should ensure that language used in contact communications with residents with Autism and mental health issues should be unambiguous and clear.
7. Relevant City Council officers should receive appropriate training to ensure that they can address the needs of vulnerable adults, particularly those with mental health issues including Dementia. WCC should also arrange specialised training for a number of key officers in how to deal with people with Autism. There should be a regular in-house check to ensure all departments currently have staff with appropriate training.
8. Trigger Tool training should be included as part of the staff induction process for all staff and members. Consideration should also be given to extending the training to the Council's contractors.
9. Training opportunities should be extended to elected Members and WCC contractors where appropriate.
10. Consideration should be given to putting procedures in place whereby vulnerable or at risk tenants can, with consent, be identified on the Council's Orchard Housing systems and can also be 'flagged' up between departments and, where appropriate, with Ward Councillors.