

Record of officer decision

Decision title:	Establishment and continuation of Emergency Delivery Hub – Covid-19
Date of decision:	25.3.2020 (decision to establish hub) 2.4.2020 (decision to continue with hub)
Decision maker:	Chief Executive
Authority for delegated decision:	Council constitution 3.7.9 all necessary decisions in the case of emergencies
Ward:	Countywide
Consultation:	Leader and cabinet informed
Decision made:	To establish and continue with an Emergency Delivery Hub in response to the needs of the medically vulnerable in the county.
Reasons for decision:	<p>With lockdown and shielding of the medically most vulnerable in response to the Covid-19 outbreak there is a challenge for residents to access supplies of food and medicine. The government have established a food delivery service for people identified on the “shield group” and whilst that was being established the local authority was requested to set up an Emergency Delivery Hub as a physical location where a delivery of supplies could be sent for the council to arrange for the distribution of food to residents.</p> <p>Residents on the shield list are required to register for the Government’s food delivery services and that is now established with deliveries being made. However, there remains a gap where people on the shield list have not yet registered or parcels not arrived to date. Therefore the council made the decision to continue to provide for those people who do not have local friends, family or neighbours to support them (especially as the advice is to stay home to avoid the spread on Covid-19).</p> <p>The hub will also act as a storage unit and delivery point for other items as they arise.</p> <p>As a sub-set of the hub an Emergency Pharmacy Delivery Service was established to support residents to receive their medication. This is if the GP or pharmacy does not provide a delivery service and residents do not have friends and family to support.</p> <p>The costs involved will be in the region of £50k depending on the length of time the hub and delivery services are needed. The costs involved are:</p> <ul style="list-style-type: none"> • Hire of venue • Site and security management • Mileage costs • Purchase of supplies <p>The hub will be staffed by council employees and a small number of volunteers.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>Health concerns for people who are needed to work at the hub – precautions are taking place.</p> <p>The financial costs are unknown at the moment and will depend on the length of time the service is needed.</p> <p>The service is in place to support the medically vulnerable as identified by NHS England.</p> <p>The site is not named in this decision on purpose.</p>
Details of any alternative options considered and rejected:	To rely on the Government’s food distribution programme and delivery of medicines by the pharmacies. This is possible in the longer term with the council providing a temporary emergency service to ensure the medicinally most vulnerable do not go without.

Details of any declarations of interest made:	None
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Signed..... Date: 16 April 2020