

# Plymouth

# Severe Weather Plan

# Overview



Produced on behalf of the **City of Plymouth**  
and the **Rough Sleepers Strategy Group**

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# Severe Weather Plan

## I. Plan Overview

### Purpose

This plan fulfils governmental requirements that a plan be in place for periods of severe weather conditions.

This plan is intended to prevent the deterioration of health and loss of life for rough sleepers during a period of severe weather. It is not intended to be used to protect a single person but to be implemented when there is a risk to all those sleeping on the streets.

It should act as a clear manual, coordinating services during periods of severe weather.

### Aims

- Prevent deterioration of health
- Prevent loss of life
- Conform to governmental guidance

### Prerequisites to the Plan Being Implemented

Current Government Guidance (Nov. 2006) directs that the severe weather plan be implemented when temperatures drop, or are forecast to have dropped, to 0°C or below on 3 consecutive nights.

In addition, local weather conditions will be taken into account where it is considered that there may be a risk to health or life.

Further, local statutory and voluntary agencies should be able and agree to participate in such a plan.

## **2. Severe Weather Plan Implementation Manual**

### **Implementation**

The plan should be implemented on the first day when temperatures drop, or are forecast to have dropped, to 0°C or below on 3 consecutive nights.

This plan will be implemented by one of 3 Nominated Persons following advanced warning of severe weather conditions or by one of 3 Nominated Persons after their monitoring of local weather conditions. That Nominated Person will then notify all participating agencies that the plan has been implemented.

The identified agencies will participate according to their agreed role when notified that the plan has been implemented.

### **Cessation**

The plan will cease to be in effect once the Nominated Person notifies all participating agencies.

### **Preparation**

Nominated Persons will be identified from Plymouth City Council Housing Department, The Rough Sleepers Team and Shekinah Mission Day Centre. The Nominated Persons will be named within the plan and will consult each other and provide guidance to all participating agencies as required prior to and during the plan being implemented. These persons will be senior in their respective agencies and be responsible for implementing, monitoring, updating and reviewing the plan.

Individual agencies will be responsible for their own preparation to be able to respond when the plan is implemented. This should be in place and ready for when the plan is implemented.

### 3. Tables of Participants

#### Nominated Persons

Agency	Priority	Named Person
Plymouth City Council Housing Department	Primary	Housing Options Manager (Matt Garrett)
Rough Sleepers Team	Secondary	Rough Sleepers Development Worker (Dave Davies)
Shekinah Mission Day Centre	Reserve	CEO, Shekinah Mission (John Hamblin)

#### Service Providers

Agency	Telephone
Big Issue	226724
Plymouth City Council Housing Department	668000
Police / PCSOs	08452 777 444
Rough Sleepers Team	Path - 255889
Shekinah Mission Day Centre	203480
Social Services (Out of Hours Team)	668000
Soup Run	662636

#### Accommodation Providers

Agencies	Telephone
Gates	252000
Plymouth City Council Housing Department	668000
Salvation Army Hostel	562170
SHIP	306290

#### **4. Stated Roles for each Person / Agency**

##### **A. Nominated Persons**

Responsibility for the implementation and cessation of the plan is according to priority order as listed in the table. Other Nominated Persons assume responsibility, when a higher priority person is not available, according to their own priority.

All Nominated Persons will have due regard for government guidance on severe weather plans at all times.

All Nominated Persons are responsible for monitoring local weather conditions.

##### ***Upon advanced notification of severe weather conditions***

The highest priority Nominated Person available will advise all participating agencies and other Nominated Persons to prepare for the plan to be implemented.

Nominated Persons will consult each other to agree when the plan will be implemented or agree to continue to monitor weather conditions.

##### ***Upon monitoring and identifying a possible period of severe weather***

Nominated Persons will consult each other to agree when the plan will be implemented or agree to continue to monitor weather conditions.

Nominated Persons will advise all participating agencies to prepare for the plan to be implemented at short notice.

## **B. Service Providers**

### **Rough Sleepers Team**

Responsible for coordinating the plan's implementation.

#### ***Upon advanced notification of severe weather conditions***

- Will consult all service providers to ascertain who is currently sleeping on the streets.
- Will compile a list of names, assess needs, prepare supporting information, assess and bring up to date risk assessments and identify appropriate temporary accommodation for each person.
- Will communicate the above to all accommodation providers, Plymouth City Council Housing Department and Social Services Out of Hours Team.

#### ***Upon short notice of severe weather conditions***

- Will consult all service providers to ascertain who is currently sleeping on the streets.
- Will compile a list of names, prepare supporting information from historical data, assess and bring up to date risk assessments based on the most up to date data available and identify appropriate temporary accommodation for each person.
- Will communicate the above to all accommodation providers, Plymouth City Council Housing Department, Social Services Out of Hours Team.

#### ***Upon the plan being implemented***

- Will conduct outreach sessions to find and notify rough sleepers of their identified accommodation, assisting them in accessing that accommodation.
- Will, for new people reporting to be rough sleeping that night: assess needs, prepare supporting information, complete risk assessments and identify appropriate temporary accommodation.
- Will contact the Police/PCSOs to confirm the plan is being implemented and to generate a Police log number. Will then communicate the Police log number to the Soup Run, Social Services Out of Hours Team and all accommodation providers.
- Will communicate a list of names and sleeping locations to the Soup Run, Police and Social Services Out of Hours Team for those known to be rough sleeping but not found on outreach.
- Will communicate a list of those known to be rough sleeping and their allocated temporary accommodation to all accommodation providers, the Soup Run, the Police/PCSOs, Plymouth City Council Housing Department and Social Services Out of Hours Team.

## **Big Issue**

### ***Upon advanced notification of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the persons name and sleeping location.
- Will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon short notice of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the persons name and sleeping location.
- Where possible will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon the plan being implemented***

- Will communicate with persons they work with their temporary accommodation and assist the person in accessing that accommodation.
- Will notify the Rough Sleepers Team of any new persons, reporting to be sleeping rough, name and sleeping location and arrange for that person to be assessed, complete risk assessments and identify temporary accommodation.

## **Plymouth City Council Housing Department**

### ***Upon advanced notification of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the persons name and sleeping location.
- Will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon short notice of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the persons name and sleeping location.
- Where possible will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon the plan being implemented***

- Will communicate with persons they work with their temporary accommodation and assist the person in accessing that accommodation.
- Will notify the Rough Sleepers Team of any new persons, reporting to be sleeping rough, name and sleeping location and arrange for that person to be assessed, complete risk assessments and identify temporary accommodation.

## **Police / PCSOs**

- Will assist in locating rough sleepers.
- Will work with / respond to the Soup Run requesting assistance with rough sleepers.
- Will assist in transporting rough sleepers to temporary accommodation.

### ***Upon advanced notification of severe weather conditions***

- Will prepare to respond as above.

### ***Upon short notice of severe weather conditions***

- Will prepare to respond as above.
- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the person's name and sleeping location.
- Where possible will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon the plan being implemented***

- Will assess if a person has already been allocated temporary accommodation and advise a rough sleeper to continue using it.
- Will notify the Rough Sleepers Team of any new persons, reporting to be sleeping rough, name and sleeping location and arrange for that person to be assessed, complete risk assessments and identify temporary accommodation

## **Out of Hours**

- Will receive a list of names and sleeping locations for those known to be sleeping rough.
- Will work with the Soup Run in visiting sleeping locations and finding those who are sleeping rough.
- Will communicate with the SHIP to determine the temporary accommodation allocated to a person and transport the person to that accommodation.
- Will update the list and communicate the updated list to the Rough Sleepers Team for them to follow up.

## **Shekinah Mission Day Centre**

### ***Upon advanced notification of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the person's name and sleeping location.
- Will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon short notice of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the person's name and sleeping location.
- Where possible will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon the plan being implemented***

- Will communicate with persons they work with their temporary accommodation and assist the person in accessing that accommodation.
- Will notify the Rough Sleepers Team of any new persons reporting to be sleeping rough, name and sleeping location, and arrange for that person to be assessed, complete risk assessments and identify temporary accommodation.

## **Social Services (Out of Hours Team)**

All work conducted during out of hours periods:-

### ***Upon advanced notification of severe weather conditions***

- Will receive a list of those rough sleeping.
- Will prepare to make available alternative accommodation, for those not able to access hostel accommodation, during out of hours periods.

### ***Upon short notice of severe weather conditions***

- Will receive a list of those rough sleeping.
- Will prepare to make available alternative accommodation, for those not able to access hostel accommodation, during out of hours periods.

### ***Upon the plan being implemented***

- Will receive a list of those rough sleeping.
- Will arrange and make available alternative accommodation, for those not able to access hostel accommodation, during out of hours periods.
- Will up date the list and communicate it to the Rough Sleepers Team.

## **Soup Run**

### ***Upon advanced notification of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the person's name and sleeping location.
- Will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon short notice of severe weather conditions***

- Will identify all those reporting to be rough sleeping and inform the Rough Sleepers Team of the person's name and sleeping location.
- Where possible will arrange with the Rough Sleepers Team for all those sleeping rough to be assessed, complete risk assessments and identify temporary accommodation.

### ***Upon the plan being implemented***

- Will motivate persons to access allocated temporary accommodation.
- Will work with the Police in visiting the persons on the list at their sleeping location and support them in accessing the allocated temporary accommodation.
- Will contact the SHIP to identify temporary accommodation for those new persons found rough sleeping.
- Will contact the Police for assistance in working with rough sleepers and transporting rough sleepers to temporary accommodation, as required.
- Will update the list of people reported to be sleeping rough and communicate that list to the Rough Sleepers Team.

## 5. Accommodation Providers

### The Gates

#### ***Upon advanced notification of severe weather conditions***

- Will prepare to temporarily accommodate up to 5 persons. This will be very basic provision and may be a blanket and armchair.

#### ***Upon short notice of severe weather conditions***

- Will prepare to temporarily accommodate up to 5 persons. This will be very basic provision and may be a blanket and armchair.

#### ***Upon the plan being implemented***

- Will temporarily accommodate up to 5 persons. This will be very basic provision and may be a blanket and armchair.
- Will update the list and communicate the list back to the Rough Sleepers Team.
- Will communicate a list of those who have failed to arrive at the allocated temporary accommodation to Police, Soup Run, Social Services (Out of Hours Team) and the Rough Sleepers Team.

#### ***Upon cessation of the plan***

- Will work with the Rough Sleepers Team to identify accommodation options for all those who have been temporarily accommodated to minimise where possible people returning to the streets.

## **Plymouth City Council Housing Department**

### ***Upon advanced notification of severe weather conditions***

- Will identify appropriate temporary accommodation for those not able to access hostel provision.
- Will notify the Rough Sleepers Team of the above accommodation

### ***Upon short notice of severe weather conditions***

- Will identify appropriate temporary accommodation for those not able to access hostel provision.
- Will notify the Rough Sleepers Team of the above accommodation

### ***Upon the plan being implemented***

- Will access alternative accommodation for those not able to access hostel accommodation.
- Will notify the Rough Sleepers Team that such accommodation is available.
- Will direct rough sleepers to the accommodation.
- Will update the list and communicate the list to the Rough Sleepers Team.

### ***Upon cessation of the plan***

- Will work with the Rough Sleepers Team to identify accommodation options for all those who have been temporarily accommodated to minimise where possible people returning to the streets.

## **Salvation Army Hostel**

### ***Upon advanced notification of severe weather conditions***

- Will prepare to temporarily accommodate up to 5 persons. This will be very basic provision and may be a blanket and armchair.

### ***Upon short notice of severe weather conditions***

- Will prepare to temporarily accommodate up to 5 persons. This will be very basic provision and may be a blanket and armchair.

### ***Upon the plan being implemented***

- Will temporarily accommodate up to 5 persons. This will be very basic provision and may be a blanket and armchair.
- Will update the list and communicate the list back to the Rough Sleepers Team.
- Will communicate a list of those who have failed to arrive at the allocated temporary accommodation to Police, Soup Run, Social Services (Out of Hours Team) and the Rough Sleepers Team.

### ***Upon cessation of the plan***

- Will work with the Rough Sleepers Team to identify accommodation options for all those who have been temporarily accommodated to minimise where possible people returning to the streets.

## **SHIP**

Is responsible for coordinating the Plan during out of hours periods.

### ***Upon advanced notification of severe weather conditions***

- Will prepare to temporarily accommodate up to 2 persons. This will be very basic provision and may be a blanket and armchair.

### ***Upon short notice of severe weather conditions***

- Will prepare to temporarily accommodate up to 2 persons. This will be very basic provision and may be a blanket and armchair.

### ***Upon the plan being implemented***

- Will temporarily accommodate up to 2 persons. This will be very basic provision and may be a blanket and armchair.
- Will update the list and communicate the list back to the Rough Sleepers Team.
- Will communicate a list of those who have failed to arrive at the allocated temporary accommodation to Police, Soup Run, Social Services (Out of Hours Team) and the Rough Sleepers Team.

### ***Upon cessation of the plan***

- Will work with the Rough Sleepers Team to identify accommodation options for all those who have been temporarily accommodated to minimise where possible people returning to the streets.

## **6. Exceptions to provision of temporary accommodation**

### **Where risk to staff or others is considered too high**

- The Nominated Persons will be notified when there is no available provision for a person who is deemed to be too high risk to staff or others.
- The Nominated Persons will consult each other and confirm this decision or identify alternative temporary accommodation.
- Where the decision is confirmed this will be made in writing and sent to the Vulnerable Adults Coordinator in Social Services and the Rough Sleepers Team. The Rough Sleepers Team will monitor the health and well being of the person when found rough sleeping.

### **Where a person does not arrive at allocated temporary accommodation**

- The Soup Run, Police and Rough Sleepers Team will actively look for the person at their last known sleeping site and all other known sleeping sites within the area.
- Anyone finding the person will motivate, assertively advise and support the person in accessing the allocated provision.

### **Where a person refuses to accept the allocated temporary accommodation**

- The Nominated Persons must be informed immediately.
- The Soup Run, Police and Rough Sleepers Team will actively look for the person at their last known sleeping site and all other known sleeping sites within the area.
- Anyone finding the person will motivate, assertively advise and support the person in accessing the allocated provision.
- Where a person continues to refuse to accept the allocated temporary accommodation anyone finding them should advise on available service provision and notify the Rough Sleepers Team of any changes to health or well being and the person's sleeping site.
- The Nominated Persons will consult each other, will confirm the available information and direct further work or accept that all work that could be done is completed.
- Where the Nominated Persons accept that all work has been done the decision will be made in writing and sent to the Vulnerable Adults coordinator in Social Services and the Rough Sleepers Team. The Rough Sleepers Team will monitor the health and well being of the person when found rough sleeping.

## 7. Review of the Plan

The Plan will be reviewed by the Nominated Persons each year during the summer months prior to the next winter period when the Plan may be required to be implemented.

The review will take into account changes in service provision from each agency.

The review will assess: where it has been implemented or where there was preparation to implement in the previous winter; the effectiveness of the Plan and how it was implemented / prepared for implementation.

The review will identify any changes in Nominated Persons, update contact details for each agency and confirm any changes in role for persons or agencies.

The review will rewrite or update the plan to account for any changes and the revision will be noted in the plans documentation.

Review Date	Reviewer	Signature	Revision No.
28/07/09	Dave Davies		1