

Warm Spaces Charter

The Warm Spaces Programme supports residents through the winter months to find somewhere warm to sit, receive a warm drink and/or meal, access to charging points as well as some information about support services available to them.

This charter is to provide Warm Spaces providers with information about the standards and requirements of joining the Warm Spaces programme supported by Chorley Together and Chorley Council.

1. The Provider will display on all publicity that includes reference to Warm Spaces the Warm Spaces branding as provided by Chorley Council.
2. The Provider will register their provision on www.warmwelcome.uk and ensure details are kept up to date.
3. The Provider will offer 2 hours of warm spaces provision per week. If the provider is enhancing existing provision, this can be 2 hours of their current programmed activity advertised and badged as a Warm Space, or 3 additional hours outside of current programmed activity. Provision should run between 1st December 2023 – 29th February 2024.
4. The Provider will offer warm beverages and/or a meal free or at very low cost to all participants.
5. The Provider will, wherever possible, offer participants the opportunity to charge their devices for free.
6. The Provider will agree to allow services to attend the Warm Spaces activity to provide guidance and signpost participants into relevant support.
7. The Provider will agree to utilise and distribute any guidance and support documentation provided by Chorley Council to participants, signposting into relevant support services.
8. The Provider will refer to their own policies and procedures in terms of health, safety and safeguarding, as well as using the Warm Spaces Provider Resources information sheet (to follow) as a point of reference. Providers should seek support from Chorley Council to meet these requirements where needed, and at the earliest opportunity.
9. The Provider will agree to the monitoring requirements as detailed below.

Terms and Conditions

1. The Provider will ensure that the funding is spent on services in Chorley and for the benefit of Chorley residents.
2. The Provider is expected to comply with all applicable laws including but not limited to health and safety legislation.
3. The Provider is expected to comply with all equality legislation (including the Equality Act 2010 and relevant Codes of Practice and Human Rights Act 1998)
4. The Provider should consider maintaining adequate insurance in an insurance house of repute in respect of employment and public liability claims and shall produce evidence of such insurances to the Council on request.
5. The Provider will comply with all child protection legislation, including having a safeguarding policy in place and obtaining DBS disclosure for staff / volunteers where

appropriate, such DBS disclosure to be enhanced if appropriate. This also applies to vulnerable adults.

6. Notwithstanding any other term of this agreement, the Provider hereby gives its consent to the Council to publish this agreement in whatever form the Council decides.

Monitoring

1. The Provider may make use of Support Drop-Ins arranged by Chorley Council throughout the Warm Spaces programme to ask questions, seek clarification and support, and provide ad-hoc insights into who is accessing the provision.

2. A short monitoring consultation will be shared at the start of the programme with Providers, requiring them to report numbers of Participants and key themes of support offered, which should be completed and returned monthly to kay.unsworth@chorley.gov.uk

3. Monitoring will be in line with Household Support Fund guidance and provides Chorley Council with information on households accessing the warm space.

Providers signing up to the Warm Spaces Programme will be eligible to receive a one-off grant payment of **£500 per Warm Space**. Providers accessing this fund must:

- Meet the requirements of the Warm Spaces Charter, Terms and Conditions and Monitoring requirements.
- Spend the funds between 1st December 2023 – 29th February 2024, to enhance their Warm Spaces provision in line with the Charter, and for the benefit of Chorley residents.
- Respond to changes to the emphasis and requirements of the Warm Spaces Charter, Terms and Conditions and Monitoring requirements as the programme progresses.

If you have any questions about the Warm Spaces programme, including how to become a Warm Space, please contact the Chorley Council Communities Team at communities@chorley.gov.uk or 01257 515151.