

# EXECUTIVE DECISION

made by a Cabinet Member




## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – HCD02 20/21

Decision				
1	<b>Title of decision:</b> COVID-19 Test and Trace Discretionary Support Payments			
2	<b>Decision maker (Cabinet member name and portfolio title):</b> Councillor Chris Penberthy (Cabinet Member for Housing and Co-operative Development)			
3	<b>Report author and contact details:</b> Emma Rose (Strategic Development Manager) 01752 312571 emma.rose@plymouth.gov.uk			
4	<b>Decision to be taken:</b> Agree a framework for decision making on receipt of applications for test and trace discretionary support payments			
5	<b>Reasons for decision:</b> To apply the latest guidance issued 9 October 2020 relating to the government allocation of test and trace support payment funds to Plymouth City Council. This discretionary fund is designed to support employed and self-employed customers required to self-isolate by the national Covid-19 test and trace service, who are unable to work from home and suffer a drop in earnings which would compromise their ability to self-isolate. The national scheme covers eligible customers in receipt of a means tested benefit and the discretionary fund covers eligible customers not in receipt of a means tested benefit.			
6	<b>Alternative options considered and rejected:</b> Plymouth City Council administers the discretionary fund and must have a policy to cover how it will be administered. There is no option to do nothing			
7	<b>Financial implications:</b> Central government funding is provided for the discretionary fund and, once exhausted, there will be no more discretionary support. Separate central government funding has been provided for the implementation and administration of the national and discretionary schemes.			
8	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	<b>Per the Constitution, a key decision is one which:</b>  in the case of <b>capital</b> projects and contract awards, results in a new

				commitment to spend and/or save in excess of <b>£3million</b> in total
				in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b>
		<b>X</b>		is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.
	<b>If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u></b>	n/a		
<b>9</b>	<b>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</b>	This is an urgent decision in an emergency situation which will support the legal requirements to self-isolate when advised to do so by the Test and Trace service		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	No direct implications.		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>	<b>x</b>	(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>		<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency: To implement emergency guidance as a result of the Covid-19 pandemic to support some of our most vulnerable residents</b>			
<b>12b</b>	<b>Scrutiny Chair Signature:</b>	Councillor Mary Aspinall approved by email.	<b>Date</b>	13/10/2020
	<b>Scrutiny Committee name:</b>	Health and Adult Social Care Overview and Scrutiny Committee		
	<b>Print Name:</b>	Councillor Mary Aspinall		
<b>Consultation</b>				
<b>13a</b>	<b>Are any other Cabinet members' portfolios affected by the decision?</b>	<b>Yes</b>		
		<b>No</b>	<b>x</b>	<b>(If no go to section 14)</b>

<b>I3b</b>	<b>Which other Cabinet member's portfolio is affected by the decision?</b>			
<b>I3c</b>	<b>Date Cabinet member consulted</b>			
<b>I4</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer
		<b>No</b>	x	
<b>I5</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Andy Ralphs and Ruth Harrell	
		<b>Job title</b>	Strategic Director of Customer and Corporate Services Director of Public Health	
		<b>Date consulted</b>	6 October 2020	
<b>Sign-off</b>				
<b>I6</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS48 20/21	
		<b>Finance (mandatory)</b>	djn.20.21.117	
		<b>Legal (mandatory)</b>	lt/35424/121020	
		<b>Human Resources (if applicable)</b>		
		<b>Corporate property (if applicable)</b>		
		<b>Procurement (if applicable)</b>		
<b>Appendices</b>				
<b>I7</b>	<b>Ref.</b>	<b>Title of appendix</b>		
	A	Briefing report (Test and Trace Discretionary Support Payments)		
<b>Confidential/exempt information</b>				
<b>I8a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is

		<b>No</b>	x	not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>							
<b>Background Papers</b>								
<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Cabinet Member Signature</b>								
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
<b>Signature</b>				<b>Date of decision</b>	13/10/2020			
<b>Print Name</b>	Councillor Chris Penberthy (Cabinet Member for Housing and Co-operative Development)							