

EXECUTIVE DECISION

made by a Cabinet Member



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


Executive Decision Reference Number – DS72 20/21

Decision	
1	Title of decision: COVID Winter Grant Scheme
2	Decision maker: Councillor Chris Penberthy, Cabinet Member for Housing and Co-operative Development
3	Report author and contact details: Mark Mortimer MBE Mark.Mortimer@plymouth.gov.uk
4	Decision to be taken: To implement the WGS Delivery Policy and Framework
5	<p>Reasons for decision:</p> <p>The Department for Work and Pensions (DWP) has provided £926,040.55 funding to PCC, under section 31 of the Local Government Act 2003, to administer the COVID Winter Grant Scheme and provide direct assistance to vulnerable households and families with children particularly affected by the pandemic. This will include some families who normally have access to Free School Meals (FSM) during term time. PCC will initially deliver the scheme through vouchers and grants.</p> <p>The COVID Winter Grant Scheme has been ring-fenced to cover the period until the 31 March 2021, allowing PCC to help deliver additional support throughout the Winter, while the effects of Covid-19 are likely to be most challenging for those in need.</p> <p>At least 80% of the total funding will be ring-fenced to support families with children, with up to 20% of the total funding to other types of households, including individuals.</p> <p>At least 80% of the total funding will be ring-fenced to provide support with food, energy and water bills (including sewerage), with up to 20% on other items.</p>
6	Alternative options considered and rejected: No alternatives were considered. This is a directive from DWP
7	Financial implications: WGS is entirely funded by DWP. A small amount of the funding is being used to support the administration of the scheme and this will be recorded in Management Information returns. We intend to spend 100% of allocated funding. To this aim, we will take stock, once the initial distributions have been made and then consider how best to allocate remaining funds, within the constraints and definitions as set by DWP and bearing in mind will need a reserve to cover February 2021 half term.

	50% was awarded in early December, with the remainder of funds distributed 25% in February and 25% in March 2021 on return of Management Information to the Department of Works and Pensions (DWP).			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
			X	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions			
9	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:	With other factors related to COVID likely to cause further hardship to our most vulnerable citizens, we will continue to support our most vulnerable children, young people and families. We believe we should support access to a winter food and heating. Within the WGS conditions there is flexibility about the proportion of support allocated to food and to bills. Up to 20% of the total funding can be used to provide support with other essentials clearly linked to the scheme conditions (including sanitary products, warm clothing, soap, blankets; boiler service/repair; purchase of equipment including fridges, freezers, ovens, etc.), in recognition that a range of costs may arise which directly affect a household's ability to afford or access food, energy and water.		
10	Please specify any direct environmental implications of the decision (carbon impact)	None		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)

		No		(If no, go to section 13a)
12a	Reason for urgency: In recognition of the impact of COVID and hardship experienced by many families, and the affect for their children, this requires an urgent decision, and actions to be taken as school Christmas break begins.			
12b	Scrutiny Chair Signature:	Councillor Mary Aspinall by email	Date	09/12/20
	Scrutiny Committee name:	Health and Adult Social Care Overview and Scrutiny Committee		
	Print Name:	Councillor Mary Aspinall		
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	x	(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?			
13c	Date Cabinet member consulted			
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	Alison Botham	
		Job title	Director for Children's Services	
		Date consulted	8th December 2020	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS72 20/21	
		Finance (mandatory)	djn.20.21.185	
		Legal (mandatory)	lt/35852/091220	
		Human Resources (if		

		applicable)						
		Corporate property (if applicable)						
		Procurement (if applicable)						
Appendices								
17	Ref.	Title of appendix						
	A	WGS Background Report, Delivery Policy and Framework						
	B	Equality Impact Assessment						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	<p>If yes, prepare a second, confidential ('Part II') briefing report and 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 in 18b below.</p> <p>(Keep as much information as possible in the briefing report that will be in the public domain)</p>					
		No		X				
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>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.</p>							
	Title of background paper(s)	Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	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.		
Signature		Date of decision	10/12/2020
Print Name	Councillor Chris Penberthy, Cabinet Member for Housing and Co-operative Development		