



## Officer Decision Record

### 1. Subject and details of the matter (to include reasons for the decision)

#### Implementation of the Governments Test and Trace support payments for those who are self-isolating.

The Governments Test and Trace process is due to come into operation Monday 28th September and local authorities are expected to have a scheme in place to enable the payments of the grants by Monday 12th October. This scheme will run until 31 January 2021.

### 2. Is it a Key Decision as defined in the Constitution?

No

### 3. Details of Decision

People who have received notification from NHS Test, Track and Trace with a unique 8 digit identifier number and are eligible under the scheme criteria will receive:

- £500 if they have tested positive for coronavirus and must self-isolate for 10 days (from the point they first developed symptoms or from the date they tested positive if they do not have symptoms)
- £500 if they have been identified as coming into close contact with an individual with Covid19 and they are told to self-isolate for 14 days

To be eligible for the Test and Trace payment, individuals must meet certain criteria;

- been notified to self-isolate on or after 28 September, not before that date, and
- have been asked to self-isolate by NHS Test and Trace either because they've tested positive for coronavirus or have recently been in close contact with someone who has tested positive, and
- be employed or self-employed, and
- be unable to work from home and will lose income as a result, and

- be currently receiving Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit, and
- make a claim within 14 days of the last day of self-isolation

Funding is being provided as follows;

#### 1. Standard Scheme Grant Payments to Customers

This is grant monies to pay customers who qualify under the "standard" government T&T scheme. Every successful applicant gets £500. The government will cover all grants to customers who qualify under the standard scheme so if we have to pay more customers than the above identified numbers they will reimburse us. Allocation is:-

- NELC £83,000.00 .
- This equates to 166 customer payments @ £500 per customer.

#### 2. Discretionary Scheme Grant Payments to Customers

This is grant monies to pay customers who don't qualify under the main standard government T&T scheme but there there are sufficient grounds under the discretionary scheme to award them a payment. There is currently no scope in the scheme for councils to match fund it should they wish to do so/have the funds to accommodate this. The allocation is:-

- NELC £49,897.14.
- This equates to 99 customer payments @ £500 per customer leaving a remaining balance of £397.14.

#### 3. Administration/Running costs Grant.

This is split between a flat payment of £20k to every local authority plus an additional element based on predicted caseloads that each council area will be expected to handle. This money is intended to cover the set up and subsequent running costs associated with the scheme. None of the monies are intended to go out in the form of customer payments. The allocations is:-

- NELC £32,350.40 This is made up of the £20k fixed grant to all LA's plus a further local proportional allocation £12,350.40

So the grand total for all 3 elements currently stands at £165,247.54

**4. Is it an Urgent Decision? If yes, specify the reasons for urgency Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.**

No

## 5. Anticipated outcome(s)

The national picture suggests that for every 250k residents this may equate to up to 8 cases per day who will need to self-isolate and may be eligible for the support payment. If this suggestion were true for our area, we could be looking at 4 to 6 cases per day, but this is only a very broad estimate.

### How will this be implemented in North East Lincolnshire

The scheme will be operated within Local Taxation and Benefits with support from other teams both within and outside of the authority.

- An on-line application form is being developed which is intended to go onto the Covid related pages of the website
- LT&B will support those individuals who do not have digital access to apply for the funds
- Links with colleagues in Public Health are in place to verify test and trace data
- A comms release is planned to ensure residents are aware of the process to follow
- Processes for payment of the funds are in place
- The grant is subject to Income Tax, but this is not at the point of payment, analysis of payments will be returned to HMRC to enable this to be put in place
- Decisions and payments will be made within 3 days of receipt of an application
- There are no external appeal rights to this decision

### Discretionary Scheme

Each authority must have in place a discretionary scheme to complement the national scheme in place. This scheme must look to support those who do not fully meet the terms of the national scheme. The proposal in North East Lincolnshire is;

- MUST still have a valid NHS T&T no. that requires them to self isolate
- MUST still have bank account we can pay money into
- MUST still have a job can't do from home
- MUST still have lost pay due to having to self-isolate and must be suffering financial hardship
- NEED NOT be getting one of the 8 qualifying benefits either because won't have time to apply and be awarded within the time scale of applying for T&T or just above threshold to qualify or are awaiting to hear about a benefit they have applied for (no decision made - decision made and they qualify they will be main scheme even if the benefit hasn't been paid yet).
- MUST be on a low income - suggest their income is no more than £325 per week (after tax) for full time work this is based on £9.30 per hour living wage for 40 hours per week - this is would help people we have always said that are just outside that boundary for help but often suffer most.
- ADDITIONAL "MUST" CRITERIA - must have Housing costs - eg. rent, or mortgage or C.Tax - i.e. not adult children living with mum and dad where parents are covering household costs.

## 6. Details of any alternative options considered and rejected by the officer when making the decision

None, this is a Government led and funded scheme which is being delivered locally by Councils.

### **7. Background documents considered**

The Department of Health: The Test and Trace Support Payment Scheme: Implementation Guide for Local Authorities in England.

Copy available from Democratic Services.

### **8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons**

### **9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)**

### **10. Monitoring Officer Comments (Monitoring Officer or Deputy Monitoring Officer)**

There are no direct legal implications. This is a Government led and funded scheme, which is being administered by unitary authorities and district councils. Any scheme must have clear criteria for clarity, consistency, fairness and transparency.

### **11. Section 151 Officer Comments (Deputy S151 Officer or nominee)**

The payments will be covered through Government grant received specifically for the purposes outlined within this ODR. Payments through the discretionary scheme should be limited to the amount of grant available to cover those costs. Any spend above that level would result in a revenue budget pressure.

### **12. Human Resource Comments (Strategic Workforce Lead or nominee)**

There are no direct HR implications

### **13. Risk Assessment (in accordance with the Report Writing Guide)**

Equality and diversity impact assessment, reference number NELC258214126.

<b>14. Decision Maker(s):</b>	Name: Sharon Wroot  Title: Director of Resources and Governance  Signed: REDACTED  Dated: 6 <sup>th</sup> November 2020
<b>15. Consultation carried out with Portfolio Holder(s):</b>	Name: Cllr Stan Shreeve  Title: Portfolio holder Finance and resources  Signed: REDACTED  Dated: 6 <sup>th</sup> November 2020
<b>16. If the decision is urgent then consultation should be carried out with the relevant Scrutiny Chair/Mayor/Deputy Mayor</b>	Name:  Title:  Signed:  Dated: