

## RECORD OF DELEGATED DECISION

This form is used to record **all** officer decisions which are not included in the Forward Plan. The constitution details who can take delegated decisions.

<b>1. Name &amp; Title of Officer:</b> (who is taking the Decision)	<b>Nick Sach – Revenues and Benefits Manager</b>
<b>2. Title / Subject Matter:</b>	<b>Discretionary Test &amp; Trace Support payments scheme</b>
<b>3. Decision Reference No.</b>	<b>CEX086</b>
<b>4. Type of Decision:</b>	<b>Public</b>
<p><b>5. Decision Taken:</b> (Try to briefly summarise what you have decided to do. Do not include any exempt or other information in your decision that you would not want to be published.)</p> <p>1. To implement the Discretionary Test &amp; Trace Support payments scheme with immediate effect.</p>	
<p><b>6. Reasons for Decision:</b> (Briefly summarise why you think this is the right decision. Again, do not include any exempt or other information in your decision that you would not want to be published. Please ensure all background papers are attached to this decision)</p> <p>The Government has introduced Test and Trace Support Payments alongside a Discretionary Payments scheme to support people on low incomes who are unable to work from home and have been asked to self-isolate and their income has reduced as a result of this.</p> <p>The scheme helps to support residents within the Borough of Melton who receive a positive Covid-19 test result or who are asked to self isolate via a contact by the NHS Test &amp; Trace Team between 28<sup>th</sup> September 2020 and 31<sup>st</sup> January 2021. In order to be assessed under the discretionary scheme you must fall outside the eligibility criteria of the main Test &amp; Trace Support Payments scheme. This was provided to all Local Authorities by the Department of Health and Social Care.</p> <p>If this scheme and associated criteria was not introduced there was a potential for the Council to be exposed financially. As once the discretionary fund has been exhausted the Council would be expected to fund any additional payments. As all funding for this scheme has been given upfront and there is no additional monies</p>	

available.

**7. Authority / Legal Power:**

(Please detail where your authority comes from e.g. Committee Minute, Constitution or Legal power i.e. what enables you to take this course of action)

Under the Local Scheme of Delegation the Director for Housing and Communities has delegated all of the powers and functions in relation to Revenues and Benefits to the Revenues and Benefits Manager

**8. Background Papers attached?**

(Background papers are to be attached (unless exempt)

**Yes - Discretionary Test & Trace Support payments scheme V1.1**

**9. Alternative options available / rejected:**

(Briefly summarise what other options, if any, are available or considered and why they were rejected.)

Not to implement a Discretionary Test & Trace Support payments scheme. This was not considered as an alternative option as given the small amount of funding received there was a requirement to introduce eligibility criteria.

**10. Implications:**

(Please ask the respective professional officers ((a) Legal, (b) Finance and (c) Human Resources) for their assessment of the potential implications of this decision. You should also consult any other relevant officers if you think the decision will have an impact on their areas of responsibility.)

<b>Legal</b>	The relevant data sharing agreements for the implementation of this scheme will need to be in place.  Each case would be considered on its own merits and underpinned by Government guidance to ensure that all cases are treated fairly based upon the individual circumstances.
<b>Finance</b>	The policy that supports the scheme is being met from Government grant and once the grant is utilised in full no more grants will be made available.
<b>HR</b>	N/A

**11. Signature of Decision Maker:**

Signature redacted  
**Nick Sach – Revenues & Benefits Manager**

Please do no 'pp' for a Senior Officer	
<b>12. In consultation with:</b> (Where applicable)	<b>Cllr Alan Pearson</b>
<b>13. Date:</b>	<b>14/10/2020</b>

Please send all decision for publication to: Democratic Services at [democracy@melton.gov.uk](mailto:democracy@melton.gov.uk). All decisions with exempt information should be sent to Natasha Taylor, Democratic Services Manager at [ntaylor@melton.gov.uk](mailto:ntaylor@melton.gov.uk)