



<b>B1</b> What is the Decision?	To approve the criteria for the Council's Test and Trace Support Payments Discretionary Scheme
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2 What are the reasons for the Decision?

Test and Trace Support Payments were announced by the Government on 20<sup>th</sup> September 2020 as a response to the Covid-19 pandemic. With effect from 28<sup>th</sup> September 2020 there is a legal requirement for Local Authorities (LAs) to make lump sum payments of £500 to individuals who meet relevant criteria.

There are two schemes: the Standard 'Main' Scheme and a Discretionary Scheme. The Government has issued guidance stating the criteria for each scheme, and have allowed LAs to add other criteria to their Discretionary Scheme.

The Government has allocated funding to each LA and the initial allocation for East Staffordshire is £48,500 for the Standard 'Main' Scheme, although this is subject to reconciliation based on demand and £29,264.14 for the Discretionary Scheme, which is a fixed amount.

**Main points of both schemes:**

- Applications to be made by an online application, with an alternative system for non-digital users.
- Payments to be issued within 3 working days of the successful application being verified for payment.
- Eligibility effective from 28<sup>th</sup> September 2020.
- LAs should have arrangements to administer payments by 12<sup>th</sup> October 2020.
- Scheme due to close 31<sup>st</sup> January 2021.

**Standard 'Main' Scheme criteria:**

Eligibility for a £500 Test and Trace Support Payment is restricted to people who:

1. have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive;
2. are employed or self-employed;
3. are unable to work from home and will lose income as a result; and

4. are 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.

**Discretionary Scheme criteria:**

LAs can make a £500 discretionary payment to individuals who:

1. have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive;
2. are employed or self-employed; and
3. are unable to work from home and will lose income as a result.
4. who are not 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
5. who are on low incomes and will face financial hardship as a result of not being able to work while they are self-isolating.

The Council has agreed that under its Discretionary Scheme, people on low incomes are defined as:

- a) Applicants who have a maximum weekly gross earnings level of £300 per applicant per week.
- b) Applicants who have capital not exceeding £6,000.

People in the same household can each make an individual application to receive the payment, if they each meet the eligibility criteria.

Applications from students will normally be refused, however the Council will accept applications from students who have an underlying entitlement to the in-work benefits identified in the Standard 'Main' Scheme.

	<p>Applications from furloughed workers will be refused.</p> <p>The applications window will open on Monday 12<sup>th</sup> October 2020 and applications received from that date will be processed on a first come, first served basis. Once the funding has been spent no further payments will be made unless Government gives permission for the Council to do so.</p> <p>Where the applicant does not meet the criteria of the Council's Discretionary Scheme there is no right of appeal against the Council's decision to refuse a payment.</p>
<b>B3</b> What are the contributions to Corporate Priorities?	As this scheme is discretionary and the Council has a finite amount of funding available to support applicants within the scope of the scheme, it contributes to the priority 'Community Regeneration, Environment, Health and Well Being'.
<b>B4</b> What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

### Financial Implications

<b>B5</b> What are the financial implications?	<p>The main financial issues arising from this decision are as follows:</p> <p>Government has allocated funding for these payments. Funding for the 'Main' Scheme is subject to top-up or clawback based on demand and there is a fixed or finite allocation which equates to 58 payments of £500 from the Council's Discretionary Scheme.</p>
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Revenue	2020/21
<b>Initial Allocation for the standard 'Main' Scheme</b>	£48,500
<b>Fixed Allocation for the Discretionary Scheme</b>	£29,264.14

The finance section has been approved by the following member of the Financial Management Unit:	<p>Please print name: Lisa Turner, Chief Accountant</p> <p>Please sign name: <a href="#">Approval by email</a> 091020</p>
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## Policy Framework

<b>B6</b> Is the Decision wholly in accordance with the Council's policy framework?	Yes
<b>B6.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
<b>B6.2</b> Has it got the appropriate approvals under those provisions?	NA
<b>B7</b> Is the Decision wholly in accordance with the Council's budget?	Yes
<b>B7.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
<b>B7.2</b> Has it got the appropriate approvals under those provisions?	NA

## Equalities Implications

<b>B8</b> What are the Equalities implications:
<b>B8.1</b> Positive (Opportunities/Benefits): The Council is able to support East Staffordshire residents who have a low income and who are unable to work due to being instructed to self-isolate.
<b>B8.2</b> Negative (Threats): The funding is finite and limited numbers of residents will have a successful application. We do not know who has been told to self-isolate until they make an application.
<b>B8.3</b> The subject of this decision is a policy, strategy, function or service that is new or being revised. An equality impact assessment is being completed.
<b>B8.4</b> [The equality impact assessment identified the following actions to be carried out:] NA

## Risk Assessment

<b>B9</b> What are the Risk Assessment implications:
<b>B9.1</b> Positive (Opportunities/Benefits): The impact to the Council is low as the scheme is fully funded by the Government.
<b>B9.2</b> Negative (Threats): NA
<b>B9.3</b> The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

## Legal Considerations

<b>B10</b> What are the Legal Considerations:
<b>B10.1</b> The main legal issues arising from this decision are as follows: The contractor that maintains the Council's Council Tax Reduction Scheme will draft a document detailing the Council's Test and Trace Support Payments Discretionary Scheme to ensure it meets all legislative requirements.
This section has been approved by the following member of the Legal Team
Please print name: Angela Wakefield, Solicitor to the Council, Monitoring Officer. Please sign name: Approval by email 091020

## Sustainability Implications

<b>B11</b> What are the Sustainability implications:
<b>B11.1</b> The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures).
<b>B11.2</b> Positive (Opportunities/Benefits): NA
<b>B11.3</b> Negative (Threats): NA

## Health & Safety Implications

<b>B12</b> What are the Health & Safety implications:
<b>B12.1</b> A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.
<b>B12.2</b> Any financial implications to mitigate against these hazards and risks are considered above.
<b>B12.3</b> [Control measures and an action plan have been identified for any significant hazards and risks identified in the risk assessment. The positive/negative impacts are set out below] NA
<b>B12.3.1</b> Positive (Benefits) NA
<b>B12.3.2</b> Negative (Threats) NA



## Key Decision

**B13** Is this a Key Decision?      No

**Note: A Key Executive Decision is one where:**

- 1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000**
- 2. CAPITAL – Any capital project with a value in excess of £150,000**
- 3. A decision which significantly affects communities living or working in an area comprising two or more wards.**

<b>B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?</b>	NA
<b>B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?</b>	NA

**NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.**

Please send the original signed document to [andrea.davies@eaststaffsbc.gov.uk](mailto:andrea.davies@eaststaffsbc.gov.uk)