

RECORD OF DECISIONS – 11 MAY 2020

Power Exercised	Date	Reason	Council Function
Suspension of recovery action on Council Tax and Rents Arrears collection for 3 months. This means no summary warrants or wage arrestments will be made and no action will be taken beyond standard reminders being issued	March 2020	Many tenants and council taxpayers across Perth and Kinross will be impacted to some degree by COVID-19 response and may be unable to pay bills timeously or in full. To avoid unnecessary stress for families who may be struggling and potential very negative publicity for the Council it was considered appropriate to temporarily suspend formal recovery action on arrears.	Duty to collect Council Tax and Rent applying all due diligence in doing so.
Closing Registrars Offices to the public	March 2020	To reduce the health risk to staff and public in terms of COVID-19 and in compliance with Government Directions.	Duty to provide a Registrars Service. (Registration of deaths can now be done remotely.)
Closing Council schools	March 2020	To reduce the health risk to staff pupils and public in terms of COVID-19 and in compliance with Government Directions.	Duty to provide Education Services Duty to meet additional support needs.
Closing Council Buildings	March 2020	To reduce the health risk to staff and public in terms of COVID-19 and in compliance with Government Directions.	Duty to provide Council Services.
Closing all Council Recycling Centres	March 2020	To comply with government guidance in relation to the spread of covid 19 by preventing non-essential travel and members of the public from visiting busy sites where social distancing could not be safely implemented.	Environmental Protection Act 1990, duty to provide facilities for the public to deposit their waste.

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Closing all public conveniences	March 2020	Lack of staffing resource and also to minimise the risk of the spread of infection.	No statutory requirement in this case, but seen as an important public service.
Stand down all designated street sweepers	March 2020	Non-essential service. To comply with government Regulations in relation to spread of covid 19 and to protect staff from the risk of infection.	Environmental Protection Act 1990, code of practice in relation to street cleanliness.
Temporary suspension of bulky / special waste collections	March 2020	Lack of staff resource. To allow redeployment of existing resource to essential services.	Waste (Scotland) Regulations 2012.
Suspension of parking charges	March 2020	Lack of staff resource. To allow redeployment of existing resource to essential services and support key workers.	Car Park Traffic Orders.
Reduce road and street lighting maintenance	March 2020	Lack of staff and contractor resource. Non-essential service. To comply with government Regulations in relation to spread of Covid 19 and to protect staff from the risk of infection.	Roads (Scotland) Act 1984 duty to maintain roads and street lighting.
Reduce property maintenance	March 2020	Lack of staff and contractor resource. Non-essential service. To comply with government Regulations in relation to spread of Covid 19 and to protect staff from the risk of infection.	Duty to maintain property.
Changes to school and public transport arrangements/ contracts	March 2020	Changes to school opening times/use as key worker childcare hubs, as per government guidance in relation to spread of Covid 19; Changes to regulated bus services due to lack of contractor	Service Contracts/Traffic Commissioners requirements.

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		resources/passenger uptake.	
Suspension of unplanned repairs except emergency repairs (includes suspension of Right to Repair)	March 2020	Reduce risk to contractors and tenants. Government Regulations require that all but essential work should stop.	
Suspend tenant evictions from residential properties who find themselves in financial or other difficulties as a result of the coronavirus pandemic	March 2020	To comply with new legislation and guidance	
Civic Government (Scotland) Act 1982 Extension of all licences granted under the Civic Government (Scotland) Act 1982 or other legislation for a period of three months.	March 2020	The current circumstances have impacted 1) the ability of licence holders to obtain and produce required documentation (photographs, medicals, Public Liability Insurance); and 2) the ability of staff to process applications and ensure that all relevant documentation has been received.	The processing and granting of licences under the Civic Government (Scotland) Act 1982.
Emergency grant to foodbanks	March 2020		Duty to promote social welfare; power of wellbeing.
Free School Meals Payments to families	March 2020	To ensure alternative mechanism to provide meals and comply with duty.	Duty to provide free school meals to eligible children.
Waiving of the 3% increase for burial and cremation charges for 2020/21	March 2020	To assist with costs at difficult time.	
The setting of reserved places for schools for session 2020/21	March 2020	To ensure that reserved places are retained in schools ahead of determining placing requests.	Duty to set reserved places in schools.

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Variation to the School Admissions Policy for session 2020/21 in relation to the criteria for placing requests received from out with the local authority area.	March 2020	To ensure that the amended policy is in place prior to determining placing requests for the coming school year.	Duty to publish admissions policy; duty to determine placing requests.
Reduce provision of temporary accommodation to high risk groups	March 2020	Reduced availability of temporary accommodation due to suspension of housing allocation policy.	
Funding for community initiatives through Local Action Partnerships	March 2020	In order to speed up requests for funding from voluntary groups, decisions will be made only by Chairperson and Lead Officer of LAP, other than the Kinross LAP.	
Business Grants – agreed that small number of businesses who had applied for grants, but were not registered as rate payers at the start of the year, be given grants, subject to evidence checking by the relevant Council Team.	4 April 2020	To ensure service continuity during the current Coronavirus (COVID-19) outbreak.	
Support for Gypsy / Traveller Communities. Flexibility in approach to negotiated stopping, identification of potential mobile home/holiday sites which may need to be requested to re-open (subject to Gold Command approval), contact to be made with identified sites to ensure no barriers to prevent re-opening. Sites only to be re-opened for the purpose of Gypsy Travellers.	22 April 2020	To provide support to Gypsy / Traveller Communities during the Coronavirus pandemic.	

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Guidance on temporary supplier and provider relief. A suspension of part of the Council's Financial Regulations which states that all advance payments are individually approved by the Head of Finance. The Guidance on Supplier and Provider Relief suspends that requirement for an initial period until 30 June 2020 (or earlier if current restrictions are lifted). The revised arrangements provide that the accountable budget holder for the areas concerned retain discretion over and are responsible for all decisions over supplier and provider relief, subject to a general cap of 25% of the annual contract value.	22 April 2020	The Council is dependent upon its suppliers and providers continuing to deliver critical services as part of the ongoing COVID 19 response. Longer term, the Council also needs to protect its local supply chain.	