

## Decision Under Delegated Powers

### **Officer Requesting the Decision**

Melinda Capewell – Business Support Manager

### **Officer Making the Decision**

Justin Henry – Strategic Director, Commercial Services, Assets and Leisure

### **Recommendation**

To approve the provision of support for the re-opening of facilities and businesses in the borough of Charnwood as part of the government's roadmap, using the Covid Contain Fund. The support will include:

High Street Ambassador, 37 hours a week, 1<sup>st</sup> April to 30<sup>th</sup> June 2021 (extension of existing temporary post via Matrix). Approximate cost £8k

Charnwood Helpers (Casual post) various dates 29<sup>th</sup> March to 20<sup>th</sup> June 2021. Cost per hour £13.37, minimum of 2 hours per shift.

Provision of professional stewards to support Covid-19 safety compliance in the hospitality industry and public spaces as required during the period 1<sup>st</sup> April to 30<sup>th</sup> June 2021. Cost of Supervisor £16 per hour, Steward 14.50 per hour. Minimum of 6 hours per shift.

The estimated total cost of this provision, based on the attached deployment calendar, is £33k. Management of these resources will be via the Business Support Manager, post no. H589, in liaison with the Covid Safety Group.

### **Reason**

As businesses open and shoppers return to our towns and villages, in accordance with the Government's Covid-19 Roadmap for lifting restrictions, support to maintain public safety and business recovery through advice and monitoring will be needed.

### **Authority for Decision**

Under Section 8 of Constitution the Head of Paid Service (Chief Executive) has delegated authority to agree changes to the establishment, within budget and without major operational disruption or interruption or services or involving a change from direct to indirect provision or vice versa or other policy implications. This has been further sub-delegated by the Chief Executive to Strategic Directors/Heads of Service in certain circumstances (DD 002 021 refers)). These proposals fall within the limit of the authority of the relevant Head of Service.

## **Decision**

Approved on 14 April 2021



Justin Henry

Strategic Director – Commercial Development, Assets and Leisure

## **Background Information**

The Coronavirus pandemic has brought with it the introduction of a significant amount of regulation affecting businesses across all sectors within the borough. Businesses have been required to either close, restrict their trading hours and change the way customers can access their services. As part of the Government's COVID-19 RESPONSE - SPRING 2021 (Road Map), it is anticipated that the re-opening of some business sectors associated with the easing of lockdown restrictions will significantly increase the need to monitor and support public safety, as well as assist businesses to reopen successfully.

The activities and spend against this allocation of the fund will be reported to and monitored by the Council's Covid 19 Monitoring Group.

Further allocation of the funding will be subject to additional separate Delegated Decisions.

## **Comments from HR**

HR Adviser: Anna Cairns (8/4/21)

Normal processes regarding recruitment and eforms should be followed, please ensure HR Admin are updated regarding casual staff.

## **Financial Implications**

This support will be funded by the Covid Contain Fund. Approximate total spend is £33k

Charge Code:

Cost Centre:X464

Subjective Code:T0100

Project Code:BG509

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## Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Financial cost to the Council	High	Low	The government will ensure that local authorities are funded for the new requirements as quickly as possible, in line with the New Burdens doctrine
COVID 19 infection rates and local lockdown	Med	High	Plan is in place to undertake Compliance checks supported by this deployment of stewards and other staff to try and ensure controls remain in place.

**Key Decision:** No

**Date included on Forward Plan:** N/A

**Background Papers:**

Calendar of Ambassador, steward and High Street Helper staff April to June 2021 (Appendix 1)