

**COVID-19 Record of Emergency Response Spending Decisions**

(up to 15/04/20)

<b>Gold Command Urgency Decisions</b>		
<b>Decision Date</b>	<b>Requirement</b>	<b>Amount £</b>
25/03/2020	Purchase of Laptops to enable homeworking through Citrix™ access for essential workers	93,000
27/03/2020	Purchase of PPE equipment	40,000
27/03/2020	Purchase of PPE equipment	29,000
27/03/2020	Additional private and independent sector provider staffing capacity	50,000
27/03/2020	Care Home capacity and continuity incentives	336,000
30/03/2020	Purchase of PPE equipment	50,000
09/04/2020	Equipment for excess death management	46,000
14/04/2020	Purchase of PPE equipment	300,000
<b>Total to date</b>		<b>944,000</b>

<b>Decisions using Officer Urgency Powers (see separate records)</b>		<b>Amount £</b>
Ref: UP1	Emergency accommodation for a 90 day period for rough sleepers and Homeless	2,400,000
Ref: UP2	Support for the food partnership and supply chain	46,000
<b>Total to Date</b>		<b>2,446,000</b>

<b>Non-Urgency decisions under delegations by Executive Directors in consultation with the Chief Finance Officer</b>	<b>Amount £</b>
Low level (under £50,000) unavoidable cross departmental expenditure in response to COVID-19. Examples include: <ul style="list-style-type: none"> <li>- PPE bought by services in advance of corporate provision</li> <li>- building cleansing costs</li> <li>- equipment to support home working</li> <li>- additional hours and overtime in some teams due to staffing shortages and isolation</li> <li>- publicity and advice materials</li> <li>- staff training in ASC</li> </ul>	146,000
<b>Total to Date</b>	<b>146,000</b>

<b>Non-Urgency COVID-19 spend arising through statutory provision</b>	<b>Amount £</b>
Adult Social Care – ‘excess’ care packages and placements provided following assessment	3,160,000
<b>Total to Date</b>	<b>3,160,000</b>

<b>Total All Urgency Decisions</b>	<b>6,696,000</b>
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REF: UP1

**Brighton & Hove City Council – record of use of Officer urgency powers**

*This record relates to urgent decisions taken by Chief Officers under the Scheme of Delegation to Officers Paragraph 7(2).*

**RECORD OF URGENT DECISION TAKEN BY:****Chief Executive and Executive Director for Adult Social Care & Health**

**SUBJECT:** Covid-19 Response: Emergency Accommodation for Rough Sleepers and other adults with urgent accommodation needs

**CONTACT OFFICER:** Martin Reid, Assistant Director Housing, x3321

**REASONS FOR URGENCY AND WHY NOT PRACTICABLE TO HOLD A SPECIAL MEETING OR URGENCY SUB-COMMITTEE:**

Urgency powers required to meet MHCLG directives to relocate all rough sleepers from the streets of Brighton & Hove as a public health priority during the Covid-19 lockdown and to provide emergency accommodation for other client groups including those who need to self-isolate and who cannot do so as they are living in shared accommodation. This government directive was received by the council at the end of last week [27 March]. The council will also need to seek accommodation for other groups including stranded keyworkers in the NHS, other public sector workers and even potentially in the provider market where health and social care services are being delivered. Finally, we have received a request from the Probation Service to identify a block of accommodation for prisoners which these powers will cover also.

**DETAILS AND OUTCOME OF CONSULTATION WITH THE CHAIR/DEPUTY CHAIR OF RELEVANT COMMITTEE:**

The Executive Director for Health & Adult Social Care, Robert Persey has discussed and agreed the need to use urgency powers with the Chair of Policy & Resources Committee and Opposition Spokespersons for Policy & Resources Committee as well as Finance and Legal officers.

**DATE OF CONSULTATION WITH CHAIR/DEPUTY CHAIR & OPPOSITION SPOKES:**

29th March 2020

**THE DECISION:**

The decision is to enter into agreements, in the coming days, with accommodation providers to meet current government directives regarding rough sleepers and other people who are to be accommodated during this Covid-19 major incident as outlined above.

An estimate of between 300 and 400 clients will need to be accommodated for a minimum 3 months. Accessing accommodation will start from early next week (30<sup>th</sup> March 2020) and

will ramp up over the coming weeks. In the event that the current restrictions are still in place, agreement is sought for a further 3-month extension.

Access to units has been either confirmed (subject to contract/license being signed) or in advanced discussion with:

Hotels, a range of Bed and Breakfast establishments and the two universities as well as a number of other establishments. Most urgently, immediate access is required to the hotels and in the case of one of the hotels a signed Heads of Terms and License has been drawn up.

The rough sleeper units will provide a triage hub and accommodation that safely separates symptomatic, and asymptomatic people as outlined in the guidance from the MHCLG (attached). We require these units to meet the recently published directive from central government to get all rough sleepers off the street urgently.

Further provision will be required for early release prisoners via the probation service and other statutory agencies.

#### **REASONS FOR DECISION:**

Government Directives to accommodate people so they are not homeless in order to contain the spread of the covid-19 virus and support the wellbeing of vulnerable adults.

See also comments under “decision” above.

#### **DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED:**

Do nothing. But this would not be consistent with government directives and risks a number of people, including rough sleepers, early-released prisoners and those in emergency accommodation being at risk of exposure to the Covid-19 infection.

#### **LEGAL IMPLICATIONS:**

The proposals are in line with the council’s powers and obligations under the Civil Contingencies Act and government direction/guidance to secure accommodation for street homeless persons and other vulnerable adults as outlined above.

The decision record will be published in accordance with the protocol agreed by Policy & Resources Committee on 19<sup>th</sup> March 2020.

**Legal Officer Consulted:** Abraham Ghebre-Ghiorghis      **Date:** 29/03/2020

#### **FINANCIAL IMPLICATIONS:**

The cost is currently estimated at £45 per night on average for accommodation only. The indicative costs are £1.600m for up to 400 placements over a three month term.

Additional costs for support staff, security and food provision will be required. An initial £0.350m should be set aside for this purpose.

A further £0.100m should be set aside for forensic cleans, needle sweeps and dilapidation costs upon handback of the units procured.

If this were to continue for 6 months, then the total costs for 400 units would be in the region of £4.0m.

These costs will need to be met from the new MHCLG Emergency Response funding allocated to this authority for dealing with the virus of £8.157m. The authority has been informed that it will also receive specific funding to support for the homeless and rough sleepers to self-isolate. It should be noted that the Emergency Response fund is provided to meet all extra costs associated with COVID 19 across the whole council including providing for homelessness and rough sleepers and children's and adult social care.

**Finance Officer Consulted:** Monica Brooks

**Date:** 27<sup>th</sup> March 2020

**DATE OF NEXT COMMITTEE MEETING TO WHICH THE DECISION WILL BE REPORTED:**

Policy & Resources Committee, 30 April 2020

**Date:** 3 April 2020

**Signed:** Executive Director for Health & Social Care

**Logged by Democratic Services Officer for Annual Report:**

**Name:** Mark Wall

**Date:** 21 April 2020

REF: UP2

## Brighton & Hove City Council – record of use of Officer urgency powers

This record relates to urgent decisions taken by Chief Officers under the Scheme of Delegation to Officers Paragraph 7(2).

### RECORD OF URGENT DECISION TAKEN BY: Executive Director Housing, Neighbourhoods & Communities

**SUBJECT:** Emergency Food Supplies  
**CONTACT OFFICER:** Emma McDermott, Head of Community & Equality, x1577

#### REASONS FOR URGENCY AND WHY NOT PRACTICABLE TO HOLD A SPECIAL MEETING OR URGENCY SUB-COMMITTEE:

The Food Cell is part of the local COVID-19 emergency response structure. The objective of this cell is to provide an all-age citywide response to issues relating to food arising from COVID-19 crisis.

The Food Cell identified an immediate and growing need to secure food supplies and distribution to ensure that the most vulnerable residents of the city could be provided with the food that they need to sustain them. Working with the Brighton & Hove Food Partnership (BHFP), also part of the cell, an urgent response was developed including appropriate food supply chains and identification of staffing support to aid with planning and distribution. To fund this the BHFP set up a crowd-funding process and have managed to attract funding of approximately £30k. However, this is insufficient to maintain supply and distribution for more than a few weeks. The Food Cell identified a funding requirement of £46k to support the supply and distribution of food for a period of up to 3 months. The Executive Director of Housing, Neighbourhoods & Communities used officer urgency powers to agree the funding request which has 2 parts:

- £30k to match-fund the BHFP funding raised through crowd-funding. This money will be used to boost the supply of food to community food hubs and foodbanks; and
- £16k to fund posts within BHFP, initially for 3 months, but with provision for up to 6 months, that will directly benefit the most vulnerable residents needing food delivered. The details of the posts are given below and in summary relate to project management and co-ordination posts that will ensure food is not only coming into the community hubs but is also being effectively distributed to residents in need.

The total funding agreed is £46k, including funding of posts initially for 3 months, with a review at this point to consider whether or not extending for up to a further 3 months is

required:

<b>Food Cell Emergency Response Funding</b>	<b>3 months Costs</b>
Match-funding for food supplies	30,000
Project Manager 3 days per week	5,305
Senior Manager 1 day per week	2,304
Development work - 1 day per week	1,561
Operational work 2 days per week	4,871
Employer on-costs @13%	1,825
<b>TOTAL</b>	<b>45,866</b>

If the posts are extended for a further 3 months, the additional cost will be £15,866, bringing the total cost to £61,732.

#### **DETAILS AND OUTCOME OF CONSULTATION WITH THE CHAIR/DEPUTY CHAIR OF RELEVANT COMMITTEE AND OPPOSITION SPOKES:**

All groups were in agreement with the proposal.

#### **DATE OF CONSULTATION WITH CHAIR/DEPUTY CHAIR AND OPPOSITION SPOKES:**

7/4/2020 and 21/4/2020

#### **THE DECISION:**

To note the use of officer urgency powers by the Executive Director of Housing, Neighbourhoods & Communities to utilise up to £61,732 from the COVID-19 Emergency Response Fund to secure the supply and distribution of food to vulnerable residents.

#### **REASONS FOR DECISION:**

If the funding were not provided it would put pressure on BHFP to increase other sources of funding. The crowd-funding that BHFP launched has raised £30k so far and whilst the city has been generous there would be additional pressure for this to be maintained. In addition, food banks and community hubs would start approaching the council direct for funding to buy food for their individual services. Covid-19 is having an economic effect on individuals and businesses and it is not expected that significant additional crowd-funding will be forthcoming. Providing this funding support ensures effective security and distribution of food supplies to those who need them during the crisis.

#### **DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED:**

Not deploying emergency response funds to support BHFP would result in a less co-ordinated supply and distribution of food to those who need it and would result in people

applying for hardship funds via the Revenues & Benefits service, which is currently an over-whelmed service and would be a less effective response overall.

#### **LEGAL IMPLICATIONS:**

There are no legal implications arising from this decision. The Council's Constitution contains provision following consultation with the Chair of the relevant Committee for the exercise of officer urgency powers where it is not reasonably practicable to obtain prior approval of a Committee or Sub-Committee. In such cases, a record of the Officer Urgency Decision is made, including the detail of the consultation undertaken, and reported to the next available Committee.

*Lawyer Consulted: Elizabeth Culbert Date: 15/04/20*

#### **FINANCIAL IMPLICATIONS:**

The financial implications are set out in the report. The funding source will be the COVID-19 Emergency Response Fund for which the council received £8.157m.

*Finance Office Consulted: Nigel Manvell Date: 15/04/20*

#### **DATE OF NEXT COMMITTEE MEETING TO WHICH THE DECISION WILL BE REPORTED:**

Policy & Resources Committee, 30 April 2020

<b>Date:</b>	07/04/20
<b>Signed:</b>	Executive Director Housing, Neighbourhoods & Communities
Logged by Democratic Services Officer for Annual Report:	Name: Mark Wall Date: 21/04/20

