

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION TAKEN UNDER EMERGENCY POWERS

Decision No:	D200016EM
Decision Taken By:	Leader of the Borough Council
Authority under which Decision Taken:	Emergency provisions for decision making during a period of serious and unexpected disruption under Part 7 of the Constitution.
Decision Type:	Executive Key Decision
Date:	25 November 2020

Decision(s) and Reason(s)

LOCAL CONTACT TRACING – CONTAIN OUTBREAK MANAGEMENT FUND

- (1) Kent County Council (KCC) had been allocated funding from the Contain Outbreak Management Fund (COMF) to set up a COVID-19 Local Tracing Partnership across Kent as part of the COVID-19 response. The aim of this crucial service was to contact positive cases of COVID-19 in Kent, support them in order that they can self-isolate for the required period and identify anyone they had come into contact with during their infectious period, so that local authorities contributed to breaking the chain of transmission through reducing onward spread of the virus.
- (2) KCC aimed to start the Local Contact Tracing approach from Thursday 26 November. This was a very quick implementation date and meant that information was based on the most up to date material available, although the picture was likely to change up to and beyond the roll out date.
- (3) One part of the Kent Local Tracing Partnership would be staffed by Agilisys call-handlers, trained to use the national Contact Tracing system, through a call-centre approach operating 7 days a week to complement the national NHS Test and Trace service. Telephone contact with each case would be attempted four times in 48-hours. The other crucial part of the Kent Local Tracing Partnership was the link with Borough and District Councils. The two key points at which KCC needed support from Tonbridge and Malling Borough Council (TMBC) were:
 - a. Where they identify cases with incorrect, incomplete or missing telephone numbers, help would be needed in searching for these individuals in the data held by TMBC and for any contact details to be returned.
 - b. Where they were not able to get hold of a case by telephone or they spoke to a case who refused to provide the necessary information over the telephone. In both scenarios these cases would need to be referred to TMBC for to attempt to get in touch with them by attending home

addresses to 'door knock'.

- (4) A Kent wide approach to funding had been agreed between the county and second tier authorities and on that basis TMBC had been allocated £277,000 to carry out these activities. There would be reporting requirements on the number of cases processed and timescales. This would be carried out on an ongoing basis by the assigned officers to enable up to date reporting to be provided to KCC.
- (5) It was proposed that the Local Contact Tracing work was led by the Environmental Health service, with a cross service approach to additional resourcing as required. An officer would be assigned to this work each day.
- (6) A seven day a week service as required and it was is proposed that the funding as utilised to initially to ensure adequate resource during the week and to pay out of hour's overtime at weekends.
- (7) The programme would be dynamically managed and risk assessed by the Director of Planning, Housing and Environmental Health and the Head of Housing and Health. This would include further decisions about the use of the funding, which would be consulted on with the Leader of the Council, Deputy Leader of the Council and Cabinet Member with responsibility for Emergency Planning as required.

RESOLVED: That

- (1) acceptance of the grant funding, as set out in (4) above, be approved; and
- (2) the proposed uses of this funding, as set out in (6) and (7) above, be approved.

Taken in accordance with the Emergency Provisions set out at Part 7 Paragraph 1.3 of the Constitution and in agreement with the Chairman of Overview and Scrutiny Committee.

Signed Leader:

N Heslop

Signed Chairman of Overview and Scrutiny Committee:

J Sergison

Signed Chief Executive:

J Beilby

Date of publication:

27 November 2020

This decision is urgent and therefore not subject to call-in (in accordance with Overview and Scrutiny Committee Procedure Rule 15 (i) as set out in Part 4 of the Constitution) and may be implemented immediately.