

Decision Log for Emergency Decision-making Forum

Report ID	Date of Meeting	Topic	Item	Option Agreed	Amendment?	Moved	Seconded	Amendment	Votes on Amend (F = For, A = Against, B = Abstain)	Votes on Motion (F = For, A = Against, B = Abstain)	Decision	Declarations of Interest	Notes
01	27-Mar-20	Other	Re-instating previous employees	2	×	Cllr Ellen Forson	Cllr Les Sharp	None	N/A	F = 6 Unanimous	To amend policy position for the period of the pandemic and engage former staff on a temporary basis (provided they have not been employed by us more recently than 4 weeks ago) only in those areas delivering priority services. This re-engagement would be on the basis of business continuity requirements and risk assessment only.	None	
02	27-Mar-20	Businesses	Assistance for small local businesses, charities and voluntary groups	3	✓	Cllr Donald Balsillie	Cllr Dave Clark	Add "There will be review of the individual circumstances of each small business, charity and community group affected at the end of the deferred period."	F = 6 Unanimous	F = 6 Unanimous	To defer collection of rent for small businesses, charities and community groups (30 have been identified) for the period 1 April 2020 to 30 June 2020 until at the end of the financial year subject to the amendment.	None	
03	03-Apr-20	Businesses	Licensing of taxi and private hire car drivers	1	×	Cllr Donald Balsillie	Cllr Martha Benny	None	N/A	F = 6 Unanimous	To dis-apply standard condition 3 for all applications made between 4 April 2020 and 1 October 2020 and to require all applicants who would have been subject to condition 3 during this period of time to submit a medical certificate certifying fitness to drive to the Council by Friday 18 December 2020.	None	
04	03-Apr-20	Community Support	Support to Voluntary Organisations	1	×	Cllr Ellen Forson	Cllr Les Sharp	None	N/A	F = 6 Unanimous	Provide an initial £20,000 funding from the Hardship Fund for the purpose outlined in the report. This could be reviewed in due course if necessary. The funding would be retained by the Council but released quickly in batches of up to £5,000 as requested by CTSI to disburse as need dictates. Given these are trusted community groups already providing vital services at pace in a complex and ever changing environment, CTSI are in the process of putting in place a light touch monitoring system, e.g. asking groups to keep receipts for any expenditure but not detailed records. Given it is a trusted partner, it is suggested that we avoid additional monitoring and evidence demands above what CTSI is already putting in place.	None	

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05	03-Apr-20	Money	IT Capital Programme	1	✓	Cllr Donald Balsillie	Cllr Martha Benny	Expenditure of approximately £65,000 is made available from the either the Council's capital plan or from other sources of funding as directed by the Section 95 Officer to enable capability of deploying an additional 150 IT devices for remote working should it be needed.	F = 6 Unanimous	F = 6 Unanimous	That expenditure of approximately £65,000 is made available from the either the Council's capital plan or from other sources of funding as directed by the Section 95 Officer to enable capability of deploying an additional 150 IT devices for remote working should it be needed.	None	The Clerk advised that this report, was being considered within 6 months of a decision being made, therefore the EDMF agreed to suspend Standing Orders to allow the report to be considered as there were exceptional circumstances due to the coronavirus pandemic.
06	10-Apr-20	Learning & Childcare	Provision of free school meals during school shutdown	3	×	Cllr Ellen Forson	Cllr Donald Balsillie	None	N/A	F = 6 Unanimous	<ol style="list-style-type: none"> 1. That each option identified by the Service has advantages and disadvantages. 2. That the EDMF agree to move to Option 3 (para 3.5 of the report), with the intention of having the new system in place during the week after the Easter Holiday 3. The EDMF agreed to delegate authority to the Chief Education Officer to finalise the details of the scheme which is approved. This will include the amount of the grant, which would be set in consultation with Finance colleagues, likely to be around £25 for a 2 week period, taking account of the additional arrangements in place with the additional Food Fund. 4. That the Education Service will lead on administrative, resource and support arrangements to help families access the new system. This proactive approach would support the broader Council approach of wraparound and supporting Vulnerable Families, including food parcel deliveries, and linking with CTSI on referrals. 	None	
07	10-Apr-20	Businesses	Licensing of taxi and private hire cars	1	×	Cllr Donald Balsillie	Cllr Chris Dixon	None	N/A	F = 6 Unanimous	To suspend all vehicle testing between 10 April 2020 and 30 June 2020 for all taxi and private hire plates expiring up to and including 30 June 2020 (impact on 23 cars); and to delegate authority to the Senior Manager Legal & Governance in consultation with the Civil Licensing Standards Officer to put in place a process to carry out testing on the 23 cars which will be affected by the suspension after the testing process is reinstated.	None	

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08	20-Apr-20	Other	Chief Executive	2	×	Cllr Ellen Forson	Cllr Dave Clark	None	N/A	F = 6 Unanimous	Option 2 was agreed.	None	This item is exempt under Paragraph 1 of Schedule 7A of the Local Government (Scotland) Act 1973.
09	20-Apr-20	Tenants	Welfare and Hardship Report	1	×	Cllr Ellen Forson	Cllr Donald Balsillie	None	N/A	F = 6 Unanimous	Agreed the options as set out at paragraphs 1.4 for an initial period of two months at which time a progress report is brought back to EDMF or the Council if it has reconvened at that point.	None	