

COVID19 - Decision Log

Date and time	Message from Government	Decision	Rationale	Date decision taken	Forum	Comms
16.03.20 1300 hours	Identify business critical business and cancel non-essential meetings Social distancing measures likely to be month long	Cancel Full Council Meeting	Level of vulnerability of Members, no essential business and business continuity	16.03.20	CX/Leading Members	Press release
16.03.20 1700 hours	List of vulnerable groups asked to self-isolate for 12 weeks Advise general population to social distance	Send all staff who are in those groups to work from home Cancel all council run events Close museums and galleries	Protecting staff who must be in work and protecting those staff with vulnerabilities Create the conditions for people to socially distance Create the conditions for people to socially distance	17.03.20 17.03.20 18.03.20	ET/CX/Leader ET/CX/Leader ET/CX/Leader	Comms to staff and via managers Comms out Comms out
18.03.20 1700 hours	Schools will partially close from Friday 20 March 2020					

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19.03.20 1700 hours	Key worker guidance published	Identify staff as key workers Reinforce working from home message to clarify this is something people should do in discussion with managers	Ensure business continuity Protecting our staff	20.03.20	Cabinet signed of all decisions to date and gave direction on pending decisions	Comms out
20.03.20 1100 hours		Provision of free parking for council staff who are key workers and attending work at long stay parking locations	Recognition of the effort employees are making to provide key services	20.03.20	CX/Leader	Comms out
20.03.20 1700 hours	Closure of pubs, restaurants, cafes, leisure centres, gyms etc	Close leisure centres, libraries, Greenhead park café	To reinforce and strengthen the social distancing measures and messages	20.03.20	CX/Leader	Comms out
21.03.20 1400 hours	Support for businesses that are affected					

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22.03.20 1600 hours	Subset of most vulnerable to self-isolate for 12 weeks	Ensure our staff in that group know this and act.	Protecting our staff	23.3.20	ET/CX/Leader	Comms out for all these
	Reinforce social distancing from advice to tell	Strengthen staff message, and apply more stringent social distancing measures to the workplace	Creating social distancing as the norm	23.3.20	ET/CX/Leader	
		Close play areas	Creating social distancing as the norm	23.3.20	ET/CX/Leader	
		Social distancing measures applied to tips	Creating social distancing as the norm	23.3.20	ET/CX/Leader	
		Triage and social distancing applied to customer contact centre	Creating social distancing as the norm	23.3.20	ET/CX/Leader	
		Cancel all meetings other than those whose agendas been published	Reduce social contact	23.3.20	Leading Members/CX	
		Increase Ward Budgets to 50k per ward	To allow a greater impact to be made in Wards to alleviate Coronavirus impacts	23.3.20	CX/Leader	

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23.03.20 0830 hours	Further stay at home guidance issued, and additional closure announced	<p>Closing household waste recycling centres, Council owned sports pitches and courts, markets</p> <p>Civic 1 and 3 receptions closed</p> <p>Customer contact centres for emergency cover</p> <p>Close adult day opportunity services</p> <p>Rent free for 3 months - decision for businesses using council owned premises</p> <p>Cancel all meetings, take today's key Cabinet decision in a different way</p> <p>Endorsed the 'minded to' West Yorkshire Devolution Deal and approved a statutory review, as recommended in report produced for Cabinet on 24/3*</p>	<p>Create the conditions for people to stay at home</p> <p>Business continuity</p> <p>Create the conditions for people to stay at home + business continuity</p> <p>High risk individuals who should be socially distancing and where risk of being in service greater than risk of not</p> <p>Supporting local business/sustainable economy</p> <p>To reduce social interaction</p> <p>To allow statutory review to commence alongside other WY Authorities, as set out in report published for Cabinet meeting on 24/3</p>	24.3.20	ET/CX/Leader	Comms approaches agreed for all these
				24.3.20	ET	
				24.3.20	ET/CX/Leader	
				24.3.20	ET/CX/Leader	
				24.3.20	ET/CX/Leader	
				24.3.20	CX/Leader/Cabinet	

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24.03.20 1545 hours		Suspend choice-based lettings	Business continuity (not possible to turn properties round) and compliance with national stay at home guidance	24.3.20	ET/CX/Leader	
		Refurbishment work at Cherry Trees respite centre suspended	So that we have an additional 8 beds available if needed.	24.3.20	ET/CX/Leader	
27.03.20 1000 hours		Closure of No11 and No 12 Care Leavers facility - with alternative contact methods in place	To reduce social contact	27.3.20	ET/CX/Leader	
31.03.20 1000 hours		Provide Food Vouchers for children in receipt of Free Meals during the Easter and Spring Bank Holidays	To ensure vulnerable children continue to have access to meals during the current crisis.	27.3.20	ET/CX/Leader	
		Close Oakwell Hall Carpark	To ensure Government directives on essential travel only are supported	31.3.20	Strategic Director	
		No events to take place until 31 May 2020	To support social distancing and stay at home rules	31.03.20	ET/CX/Leader	
		Business Rates Discount - additional retail reliefs agreed for 2020/21 regarding retail units, pub, music venues, cinemas and local newspapers.*	Measures to help local businesses manage the impact of coronavirus	31.03.20	CX/Leader	

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01.04.20 1000 hours		Extend the period of existing licences for premises for a period of 3 months in the event of no government regulations in place in this area	To maintain continuity - existing licences expire in June 2020	01.04.20	ET/Chief Executive	
		Social distancing Trial to commence on 6.4.20 for refuse collection	To maintain social distancing in the workplace	01.04.20	ET/Strategic Director	
		Childcare Provision to support vulnerable children and children of key workers- Agreed to fund double funding 50 children for the full 30 hours in the summer term at a cost of £71k.	To support vulnerable children and children of key workers	01.04.20	ET/CX/Leader	
		Booking of funeral services to be by telephone only with the removal of the Web booking facility	To give more control of capacity for services if demand increases	01.04.20	ET/Strategic Director	
		No further bookings to be taken for funeral services within the Councils' two crematoria from Monday 6 April 2020 with existing bookings being honoured- with the number of people in attendance limited to 10, and changes to arrangements for graveside burials	The implementation of Government guidance on social distancing	01.04.20	ET/CX/Leader	
		Prioritise Kirklees residents for Funeral Services	To give more control of capacity for services if demand increases		ET/CX/Leader	

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02.04.2020		Suspend period allowed to clear a KNH house after the death of a tenant and write off of resulting debt	Due to social distancing and the constraints this places on the ability to do this		ET/CX/Leader	
03.04.2020		Respite services for Children suspended due to the need to adhere to social distancing rules	Due to social distancing and on the advice of the Infection Control Team		ET/CX/Leader	