

CARDIFF COUNCIL  
REGISTER OF DECISIONS TAKEN BY OFFICERS ON  
SENIOR MANAGEMENT TEAM  
2019/2020 No 53

Decision No.	Decision Maker	Decision	Reasons	Consultation Undertaken	Dates			Responsibility for Implementation after date shown
					Decision Made	Publication	Deadline for call-in	
SMT/19-20/117	Chris Lee – Corporate Director Resources	<p><b>COVID-19 Track and Trace service – additional staffing requirements</b></p> <p><b>Appendix 1 is exempt from disclosure as it contains information pursuant to paragraph 16 of the Local government Act 1972</b></p> <p><b>Agreed:</b> that approval be given to a direct award commission to the value of £962,000 to Cardiff International Airport Limited for the urgent deployment of staff to undertake work within the Track and Trace service for a 6-month term.</p>	<p>Cardiff Council manages the Track and Trace service for the city of Cardiff and the Vale of Glamorgan.</p> <p>Due to a rapid increase in the number of new cases the Council has an urgent need to access additional resource to supervise and deliver part of our Track and Trace service</p> <p>The circumstances are of extreme urgency. There was a planned resource plan for the increase of staff in the Track and Trace service and this plan has been actioned. This included repurposing of staff within the partners of Track and Trace which has been exhausted. A</p>		28.10.2020	This decision has been certified as urgent by the Monitoring Officer and Chair of Policy Review and Performance Scrutiny Committee and therefore call-in is disapplied	Chris Lee – Corporate Director Resources	

			<p>recruitment plan has been in place and that is resourcing at a high as level as possible through the council's own agency arrangements.</p> <p>However, along with the rest of the UK, Cardiff has seen as surge in positive COVID cases, to a point on 15<sup>th</sup> October where it has the highest cases in Wales at 239.8 per 100,000 and the number of positive tests stands at 15.6%. This has caused extreme pressure on the Track and Trace system which is the number one process in place by Public Health Wales to manage the pandemic. There has been a significant increase in the number of contacts requiring contacting and tracing to take place. Therefore there is a need for an immediate injection of resource as otherwise the Track and Trace process will not be able to take place and</p>				
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			people who have been in contact with someone with the virus will not be contacted to self isolate and this will cause increased cases and possible serious illness for individuals including death.				
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<b>Prepared by Cabinet Support Office:</b>	<b>30 October 2020</b>
<b>Submitted to Chief Executive for signature:</b>	<b>30 October 2020</b>

**Approved for Publication:** .....*Paul Orders*.....  
 Chief Executive

**Date:** ...30/10/2020.....