

Appendix 1 - Decision Log – Leadership Group

| Date | Decision | Group |
|--------------------------------|--|---------------------|
| 18 th March 2020 | <p>Provision of school meals</p> <p>Approach to provision of school meals.</p> <p>Decision Noted</p> | Leadership Group |
| 19 th March 2020 | <p>Executive Director recruitment</p> <p>Suspension of Executive Director recruitment process and maintenance of existing acting-up arrangements.</p> <p>Decision Agreed.</p> | Leadership Group |
| 23 rd March 2020 | <p>Mourners at Funerals</p> <p>Number of mourners permitted at funeral or crematorium services. Advice that mourners should be restricted to close family and number able to be accommodated respecting social distancing guidance. Preference for one clear decision but noted the changui</p> | |

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| | <p>Communications to be issued to all members ASAP in relation to the suspension of waste services. Situation will be reviewed on a weekly basis.</p> <p>Decision Agreed with additional requests for:-</p> <p>Press release, clarity on food waste aspect and information on staff safety.</p> | |
| <p>25th March 2020</p> | <p>Scottish Sea Farms request</p> <p>Request from Scottish Sea Farms for temporary commercial berthing at Oban breakwater, supported by OLI Area Committee.</p> <p>Decision Agreed with decision to be communicated to Members.</p> | <p>Leadership Group</p> |
| <p>25th March 2020</p> | <p>Number of people permitted within crematorium</p> <p>Request on people permitted to be present within crematorium following staff concerns. Service reviewing in terms of operational need/overall resource.</p> <p>Decision Agreed with proposal to limit to 8 people.</p> | <p>Leadership Group</p> |
| <p>26th March 2020</p> | <p>Provision of free school meals</p> <p>Provision of free school meals to key worker children not normally eligible.</p> <p>Decision Agreed.</p> | <p>Leadership Group</p> |

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| 26 th March 2020 | <p>Conversion of Oban Airport PSO plane</p> <p>Conversion of Oban Airport PSO plane to support landing at Coll without fire cover.</p> <p>Decision Endorsed.</p> | Leadership Group |
| 26 th March 2020 | <p>Suspension requests</p> <p>Service suspension requests: Non-critical Building Standards, Planning, Housing and Environmental Health.</p> <p>Decision Agreed. Economic Growth to focus solely on business support.</p> <p>Decision Agreed in principle with more detail/assurance on potential impacts on longer-term activity.</p> | Leadership Group |
| 26 th March 2020 | <p>Service Suspension requests</p> <p>Roads, Amenity and Infrastructure Services suspension requests:</p> <ul style="list-style-type: none"> • Glass collection bring sites • Bin delivery and replacement • Street light repairs (focus on dangerous defects) • LED project (focus on dangerous defects) • Warden service (focus on statutory duties) | Leadership Group |

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| 26 th March 2020 | <p>Decision Agreed – all will be kept under review in context of available resources and changing positions.</p> <p>Number of people at graveside funerals Request to limit people permitted at graveside funerals to eight in line with crematorium position.</p> <p>Decision Agreed.</p> | Leadership Group |
| 27 th March 2020 | <p>Implementation of fees and charges Seeking delay of implementation of fees and charges (agreed at budget meeting on 27th February) to Monday 6th April.</p> <p>Decision Agreed</p> | Leadership Group |
| 31 st March 2020 | <p>Commercial tenants with rent difficulties Commercial tenants with rent difficulties can have payments deferred for three months, on request and in line with national support (initially for noting but shifted to decision).</p> <p>Decision Agreed.</p> | Leadership Group |
| 3 rd April 2020 | <p>Waste Management The Leadership Group noted the proposal to move to a 2 weekly collection schedule for both green and blue bins (to include food waste) as from 6 April 2020.</p> | Leadership Group |

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| | <ol style="list-style-type: none"> 1. To support the proposal to have the helpline open from 10am till 1pm on both Good Friday and Easter Monday, with no cover on Saturday and Sunday as demand is very low; and 2. To refer this to the Leadership Group for decision at their meeting on 7th April 2020. | |
| 6 th April 2020 | <p>Covid Homeless pressures</p> <p>The Strategic Group considered the report relating to Homeless pressures.</p> <p>Decision</p> <p>The Strategic Group agreed:-</p> <ol style="list-style-type: none"> 1. To note the additional provision already made and the extra expense incurred; 2. To support the proposed HSCP mobilisation plans & costs at Appendix A on the basis that officers ensure that they work with the Acting Head of Financial Services to make 0.25 (5%) of 21.960 | |

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Decision
They agreed that no follow-up, either text message or reminder

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| | Confirmed by Leadership Group 9 th April | |
| 9 th April 2020 | <p>Dunollie Castle</p> <p>The Leadership Group considered a request from The MacDougall of Dunollie Preservation Trust in relation to proposed works.</p> <p>Decision</p> <p>The Leadership Group agreed that the Acting Executive Director would liaise with the organisation in relation to the request and provide an update in due course.</p> | Leadership Group |
| 9 th April 2020 | <p>Move to 7 day death registrations</p> <p>The Strategic Group considered a</p> | |

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| 9 th April 2020 | <p>Wellbeing Action Plan</p> <p>The Strategic Group considered a report which provided information on a Wellbeing Action Plan. It was noted that work had already commenced on a number of the actions which were included in the Plan.</p> <p>Decision The Strategic Group agreed the actions contained within Wellbeing Action Plan.</p> | Strategic Group and noted by Leadership |
| 15 th April 2020 | <p>Oban BID application for grant</p> <p>The Strategic Group considered a request for support in relation to the submission of an application for grant from Oban BID. It was noted that officers should liaise with the group in relation to the submission of the bid and that the relevant Policy Lead should be kept updated.</p> <p>Decision The Strategic Group agreed to support the request from Oban BID, and requested the Head of Development and Economic Growth, subject to discussion with the Policy Lead, to provide the relevant endorsement to the application.</p> | Strategic Group and noted by the Leadership Group |
| 22 nd April 2020 | <p>Framework for Recovery</p> <p>The Strategic Group considered a report which outlined the Council’s framework for the Recovery process.</p> <p>Decision The Strategic Group agreed:-</p> <ol style="list-style-type: none"> 1. In the absence of a national recovery strategy, it is appropriate to convene the Recovery Group and that the Head of Development and Economic Growth is asked to implement the Strategy, supported by the Regulatory Services Manager and other Council/HSCP staff as appropriate; | Strategic Group and noted by Leadership Group |

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| | <ol style="list-style-type: none"> 2. That the overarching principles outlined in 2.4 of the report are approved; 3. That the Chief Executive write to partner agencies and other key stakeholders as appropriate inviting them onto the recovery group; 4. That there should be regular progress reports taken to Strategic for approval, including the detailed recovery plan. | |
| 22 nd April 2020 | <p>Travel to testing facilities</p> <p>The Strategic Group considered a report which provided information on the proposals for staff testing and asked for agreement on reimbursement of travel expenses. It was noted that the 15p per mile figure was in line with current terms and conditions and had been agreed in consultation with the Trade Unions.</p> <p>Decision</p> <p>The Strategic Group agreed that travel expenses for employees required to travel to and from testing centres, including where required the facility at Glasgow Airport will be paid in line with those currently reimbursed for travel to occupational health appointments at 15p per mile.</p> | Strategic Group and noted by Leadership Group |
| 24 th April 2020 | <p>The Leadership Group considered a report which sought agreement of the future arrangements for provision of free school meals.</p> <p>Decision</p> <p>The Leadership Group agreed:-</p> <ol style="list-style-type: none"> 1. That free school meal provision should now move to being via a food parcel or other method instead of a prepared meal received in school; 2. That all families with children who are entitled to free school meals will be contacted and asked for their preferred method of delivery; 3. That officers should ensure that if contact is not made with families that appropriate follow up protocols are in place. | Leadership Group |

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| 24 th April 2020 | <p>The Leadership Group considered a request from Police Scotland for the closure of Kidston Car Park with immediate effect.</p> <p>Decision The Leadership Group agreed the closure of Kidston Car Park with immediate effect.</p> | Leadership Group |
| 29 th April 2020 | <p>Covid-19 Volunteering and age-related risk</p> <p>The Strategic Group homologated the decision which had been made via e-mail in relation to the increase in volunteer age to 65.</p> <p>Decision The Strategic Group agreed to:-</p> <ol style="list-style-type: none"> 1. Support the decision to increase the age of volunteers doing outside activities to 65 years in line with the age brackets outlined in the report; 2. Recognise the risks of increased morbidity and mortality in Covid-19 infections as people age; and 3. Support the intention of the Caring for People Partnership to reduce the population wide risks associated with Covid-19 in all volunteering activity. | Strategic Group and noted by Leadership Group |
| 20 th May 2020 | <p>Contact Tracing</p> <p>The Strategic Group considered a report which provided information on the proposed arrangements for contact tracing and testing and sought agreement on the preferred way forward.</p> <p>Decision The Strategic Group agreed:-</p> | Strategic Group and noted by Leadership |

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| | <p>Decision</p> <p>The Leadership Group considered the options as presented in the report and agreed the following for the 3 client groups:-</p> <ol style="list-style-type: none"> 1. Option 3 for free school meal pupils, the provision of vouchers at a level of £12 per week to be paid at a frequency to be advised; 2. Combined options 1 and 2 for vulnerable; reduced demand and the stopping for fresh food provision; and 3. Option 2 for shielding, stopping fresh food provision noting that Scottish Government ambient parcels will continue while eligible. | |