


**TO: THE MONITORING OFFICER  
(TOM CLARK, SOLICITOR TO THE COUNCIL)**

**RECORD OF ACTION TAKEN BY A CABINET MEMBER  
UNDER DELEGATED POWERS**

<b>Subject:</b> To seek approval for the Council's Test and Trace Discretionary Payments Guidelines to local qualifying people.	
<b>Cabinet Member:</b> Councillor Ruth De Mierrre	
<b>Has the Cabinet Member received a report prior to making the decision?</b>	<b>Yes</b>
<b>In the case of a key decision where the Cabinet Member has received a report, please state the date a copy of the report was made available to the Chair of the relevant Scrutiny Committee and placed in the public domain:</b>	<b>N/A</b>
<b>Record of decision taken:</b> It is recommended to:  (i) <b>To receive and note the report;</b>  (ii) <b>Approve the Mid Sussex District Council Test and Trace Discretionary Support Payment Policy.</b>	
<b>Date of decision:</b> 15 <sup>th</sup> October 2020	
<b>Statement of reasons for making the decision:</b> On 20 <sup>th</sup> September 2020 the Government announced that Councils will need to administer a new Test and Trace Payment scheme starting on 28 <sup>th</sup> September 2020. Councils were advised that an online form and practices should be in place by the 12 <sup>th</sup> October 2020. The final version of the Government guidance was released on 13 <sup>th</sup> October 2020. As well as administering the standard Government scheme each Council must also administer a limited discretionary scheme. These guidelines are the Mid Sussex District Council's Test and Trace Discretionary Scheme that is active as at 12 <sup>th</sup> October 2020 utilising the set funding from Central Government.	
<b>Alternative options considered and rejected:</b> The options considered in this report are the only ones available (and based on Government advice) to the Council as the Council seeks to become more transparent in the use of its discretionary financial assistance to local qualifying people during the current COVID19 outbreak.	
<b>Code of Conduct Interest of Cabinet Members?</b> If yes, please advise on the nature and whether dispensation in place. <b>No</b>	
<b>Is the decision to be protected from call-in?</b> ( <i>i.e</i> if any delay would seriously prejudice the Council's or the public's interest) - see Scrutiny Procedure Rule 14 (M)	<b>Yes</b>

**If so, please state:** In the current pandemic we are trying to protect local residents from COVID19 by providing a payment for anyone on a qualifying low income to encourage them to self isolate from work and take a test and trace process. We are also under pressure to make these £500 payments from the 12<sup>th</sup> October 2020 by the Government.

Signed:   
Cabinet Member – Customer Services

This record must be forwarded immediately to the Monitoring Officer (TC) and copied to the relevant Cabinet Member.

**For Monitoring Officer**

<b>Date of publication of Member Information Service Bulletin</b>	21/10/20
<b>Date of decision can be implemented</b> (on the Thursday after publication of the Member Information Service Bulletin, unless already protected from call-in)	29/10/20

## REPORT TO CABINET MEMBER FOR CUSTOMER SERVICES

### TEST AND TRACE DISCRETIONARY SUPPORT PAYMENT GUIDELINES

REPORT OF: HEAD OF CORPORATE RESOURCES  
Contact Officer: Kevin Stewart – Business Unit Leader Revenues and Benefits  
Email: [kevin.stewart@midsussex.gov.uk](mailto:kevin.stewart@midsussex.gov.uk) Tel: 01444 477229  
Wards Affected: All  
Key Decision: No  
Report to: Cabinet Member for Customer Services  
Date: 15<sup>th</sup> October 2020

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#### Purpose of Report

1. To consider and approve the Test and Trace Discretionary Support Payment Guidelines for residents that fall outside of the standardised Government scheme.

#### Summary

2. On 20<sup>th</sup> September 2020 the Government announced that Councils will need to administer a new Test and Trace Payment scheme starting on 28<sup>th</sup> September 2020. Councils were advised that an online form and practices should be in place by the 12<sup>th</sup> October 2020. The final version of the guidance was released on 13<sup>th</sup> October 2020. As well as administering the standard Government scheme each Council must also administer a limited discretionary scheme. These guidelines are the Mid Sussex District Council's Test and Trace Discretionary Scheme that will be active from the 12<sup>th</sup> October 2020 utilising the set funding from Central Government.

#### Recommendations

3. **The Cabinet Member for Customer Services is recommended to:**
    - (i) **To receive and note the report;**
    - (ii) **Approve the Mid Sussex District Council Test and Trace Discretionary Support Payment Guidelines.**
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#### Background

4. As of Monday 28<sup>th</sup> September 2020, residents have a legal duty to self-isolate if they test positive for COVID-19 or are contacted by NHS Test and Trace. This was laid in legislation: <https://www.legislation.gov.uk/ukxi/2020/1045/contents/made>
5. On 20<sup>th</sup> September 2020 Government announced that those on lower incomes who cannot work from home and have lost income as a result of this self-isolation will be eligible for a new £500 NHS Test and Trace Support Payment.
6. The standard Government scheme started from 28<sup>th</sup> September 2020 with Government giving Local Authorities until 12<sup>th</sup> October 2020 to prepare and finalise policies and procedures to administer the standard scheme and a locally defined discretionary scheme.

#### Criteria for Test and Trace Payments

7. Government have set certain criteria to ascertain who can make a successful claim for this payment. A resident will be entitled to a Test and Trace payment of £500 providing they meet all the following criteria:
  - Comply with the notification from NHS Test and Trace to self-isolate;
  - Are employed or self-employed;
  - Are unable to work from home and will lose income as a result;
  - Are in receipt of one of the following benefits:
    - o Universal Credit
    - o Working Tax Credit
    - o Income-related Employment and Support Allowance
    - o Housing Benefit
    - o Income Support
    - o Income based Job Seeker's Allowance
    - o Pension Credit
8. This is applicable if anyone has been told to self-isolate on or after 28 September 2020.
9. This payment is designed to support people on low incomes, if they will lose income as a result of self-isolating, and to encourage them to get tested if they have symptoms. People in the same household can each make an individual application to receive the payment, if they each meet the eligibility criteria.
10. A resident will not be eligible if they:
  - Are quarantining after travelling abroad (unless you test positive during the 14-day quarantine period).
  - Continue to receive full wages while you self-isolate.
  - Can work from home during a period of self-isolation.
  - Are no longer required to self-isolate i.e. your period of self-isolation ended before the Test and Trace Payment Scheme launched (28<sup>th</sup> September 2020)
  - Have not received a notification from NHS Test and Trace telling you to self-isolate.
11. The scheme will run from 28<sup>th</sup> September 2020 until 31<sup>st</sup> January 2021.

### **Recommendations for Discretionary Test and Trace Payment Guidelines**

12. Government guidance states that Council's must also operate a discretionary scheme to support residents that have been instructed to self-isolate but fall outside of the standard criteria.
13. Certain criteria must still be met, these are listed below:

- Have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive;
- Are employed or self-employed; and
- Are unable to work from home and will lose income as a result

This criteria maintains the philosophy that the scheme will support people on low incomes if they will lose income as a result of self-isolating.

14. Guidance states that in addition, the discretionary payment is for people:

- Who are not currently receiving Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit; and
- Who are on low incomes and will face financial hardship as a result of not being able to work while they are self-isolating.

Local authorities can introduce additional criteria to determine eligibility for discretionary payments in their area, as long as these operate in addition to, rather than instead of, the criteria set out above.

15. Recommendations on a local discretionary scheme are detailed below. These are similar to other local authorities and based upon feedback from pilot authorities. To consider applications from residents that are not applicable from the main scheme but fall into the below categories:

- Individuals that meet all the criteria for the test and trace payments with the exception of one of the qualifying benefits (eg who are not currently receiving Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit) will be considered for a £500 discretionary payment if they are determined to be in 'financial hardship'.

Financial hardship is; determined by factors such as the individual:-

- is likely to experience debt issues - for the purposes of core living expenses - as a result of requirement to self isolate;
- is unable to afford the essentials for living during the period of isolation; and
- has no access to savings or other financial help from relatives to assist during this period.

If this is determined officers will also need as part of this process check to see if they are entitled to any of these qualifying benefits if they apply for a discretionary test and trace payment. The individual applying would also need to agree to be referred by the Council to undertake free independent debt advice.

16. Each case would not receive an automatic award and would be assessed on its own merits as part of the discretionary decision making process by officers.

17. Applications would be made on the same form in the same process as for the standard scheme. This requires certain evidence to be provided that would enable the officer to make a decision.

18. To mirror the standard scheme each award must be for a flat rate of £500 per successful claim. Payments will be made until funding from the Government has been fully utilised or the Government has closed the scheme.

### **Financial Implications**

19. Government will provide funding to support local authorities in implementing the Test and Trace Support Payment scheme. This includes both administrative costs (set-up costs and running costs) and the costs of the payments made under the scheme.
20. Mid Sussex District Council have received two streams of funding that form the award elements of the scheme. They have also received costs for the administration of the scheme.
21. Funding for the standard scheme is £40,500. This equates to 81 awards up the end of January 2021. This is a 'down-payment' based upon expected programme costs. This will be subject to reconciliation which could mean that funding may be returned if the number of payments made is less than the allocation.
22. Funding for the discretionary scheme is £24,331.57. This equates to 48 awards up to the end of January 2021. This is a fixed four month envelope that will not be topped up or subject to a reconciliation process.
23. There is an administration income that has been paid by the Government to administer the scheme. Mid Sussex District Council has been paid £24,331.57 for this.

### **Risk Management Implications**

24. There is a potential risk to the Council's reputation should any awards of Discretionary Grants payments be applied inconsistently or unfairly. However, this risk will be managed by the drafting of robust guidelines for Mid Sussex that will provide clear guidelines to staff making such decisions on a case by case basis and allow an element of discretion in exceptional circumstances.

### **Equality and Customer Service Implications**

25. These guidelines do not have a negative effect on any group and has been developed to help support those people most disadvantaged by COVID19 that have not already received or unlike to receive other Government assistance. An equality impact assessment has not been undertaken as we will only help customers who apply for test and trace and fully meet the criteria and we follow clear guidelines issued by DHCS and Mid Sussex District Council.

### **Other Material Implications**

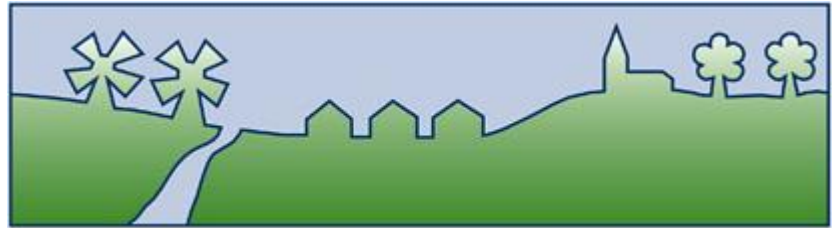
26. This is a Cabinet Portfolio Holder function.
27. There are no other material implications.

### **Background Papers**

- Appendix 1 - Mid Sussex Discretionary Grants Guidelines



Department  
of Health &  
Social Care



**MID SUSSEX**  
**DISTRICT COUNCIL**

## **Test and Trace Support Payments: Discretionary Guidelines for Mid Sussex DC**

### **1. Purpose of this document**

This guidance sets out the discretionary guidelines for Mid Sussex District Council on helping people in their area to claim the discretionary Test and Trace Support Payment.

### **2. Test and Trace Payments: an overview**

From 28<sup>th</sup> September 2020, individuals will be entitled to a discretionary Test and Trace Support Payment of £500 if they meet all of the following criteria:

- Have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive
- Are employed or self-employed

- Are unable to work from home and will lose income as a result
- Are suffering exceptional financial hardship as they are unable to work and have a limited income and/or no recourse to public funds.

### **Social isolation discretionary payments**

Individuals that meet all the criteria for the test and trace payments with the exception of one of the qualifying benefits (eg who are not currently receiving Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit) will be considered for a £500 discretionary payment if they are determined to be in 'financial hardship'.

Financial hardship is; determined by factors such as the individual:-

- is likely to experience debt issues - for the purposes of core living expenses - as a result of requirement to self isolate;
- is unable to afford the essentials for living during the period of isolation; and
- has no access to savings or other financial help from relatives to assist during this period.

If this is determined officers will also need as part of this process check to see if they are entitled to any of these qualifying benefits if they apply for a discretionary test and trace payment. The individual applying would also need to agree to be referred by the Council to undertake free independent debt advice.

This discretionary payment is designed to support people on low incomes who are not in receipt of the listed benefits, if they will lose income as a result of self-isolating, and to encourage them to get tested if they have symptoms. This is important to help stop the transmission of COVID19 and avoid further economic and societal restrictions. The scheme will last until 31<sup>st</sup> January 2021.

These discretionary payments will be made available from 28<sup>th</sup> September 2020, and Mid Sussex District Council has arrangements in place to administer them from the 12<sup>th</sup> October 2020. Someone told to self-isolate on or after 28<sup>th</sup> September 2020 (but before the scheme is operational in their local authority) will need to be able to make a backdated claim for payment.

To mirror the standard scheme each award must be for a flat rate of £500 per successful claim. Payments will be made until funding from the Government has been fully utilised or the Government has closed the scheme.



### **3. Eligibility for payments**

#### **Backdating**

Eligibility for the NHS discretionary Test and Trace Support Payment discretionary payments, will be for people who are told to self-isolate on or after 28<sup>th</sup> September 2020 and who meet the relevant eligibility criteria.

Residents in local authorities who do not have arrangements in place to administer the payment from 28<sup>th</sup> September 2020 will be able to claim retrospectively, as long as their period of self-isolation began on or after this date.

Mid Sussex District Council will not accept applications from people told to self-isolate before 28<sup>th</sup> September 2020, even if the period of self-isolation continues after 28<sup>th</sup> September 2020.

#### **Applications from members of the same household**

People in the same household can each make an individual application to receive the payment, if they each meet the eligibility criteria.

#### **Multiple claims**

Someone can claim more than once (if they are told to self-isolate multiple times), as long as they meet the eligibility criteria for each individual claim and their periods of self-isolation do not overlap. Mid Sussex District Council will keep a record of individuals who make multiple claims to guard against potential fraud.

#### **Applications made after someone's period of self-isolation has ended**

Eligible individuals can make a claim up to 14 days after their period of self-isolation ended. Mid Sussex District Council is not allowed to accept applications after this point.

#### **Third-party applications**

Applicants can apply on behalf of someone else. However, the £500 must be paid into a bank account in the name of the person for whom the application is being made (so, for example, if someone applied on behalf of a parent, the payment would be made into the parent's bank account).

#### **Applicants with other support needs**

As part of the information available on the online application form and in the design process, Mid Sussex District Council will reference applicants to any other local support that is available for people who have been instructed to self-isolate, such as food packages, welfare benefits and other financial assistance.

## **Applicants who are self-isolating who haven't been told to self-isolate by NHS Test and Trace**

Mid Sussex District Council is not allowed to approve applications for anyone who does not have a valid notification from NHS Test and Trace. The legal duty to self-isolate that comes into force on 28<sup>th</sup> September 2020 applies only to people who have been told to self-isolate by NHS Test and Trace. This means it is important that people who have tested positive share accurate information about their recent contacts with NHS Test and Trace.

## **Applicants who are quarantining after returning to the UK**

The Test and Trace Support Payment scheme does not cover people who are self-isolating after returning to the UK from abroad, unless they have tested positive for coronavirus or have been instructed to self-isolate by NHS Test and Trace.

## **Funding Pot**

As the funding pot for discretionary payments is very cash limited when the funding has been exhausted no further discretionary Test and Payment applications will be considered. Mid Sussex District Council will advise accordingly if this is the case.

## **4. Application process**

Mid Sussex District Council will put arrangements in place to process and verify applications, issue payments to successful applicants and prevent and detect fraud.

Mid Sussex District Council has its own online application system. The online form for Mid Sussex District Council is at <https://midsussex.grantapproval.co.uk>.

To apply, applicants will complete an online form (or a telephone/hard copy application if digitally excluded is available on request) and provide Mid Sussex District Council with:

- A notification from NHS Test and Trace asking them to self-isolate;
- A bank statement; and
- Proof of employment or, if they are self-employed, evidence of self-assessment returns, trading income and proof that their business delivers services which cannot be undertaken without social contact.
- A statement of the Financial Hardship they face.

Once this evidence has been verified and the applicant qualifies, Mid Sussex District Council will pay the applicant £500. This payment should be made within three working days of verifying an eligible application.

## **Accessibility requirements**

Mid Sussex District Council will ensure accessibility of forms for citizens across languages and disabilities.

## **How will people provide evidence?**

As applicants will be self-isolating at home, Mid Sussex District Council has provided an online claim form that allows applicants to upload their evidence electronically wherever possible. It is the responsibility of local authorities to ensure data security and that evidence provided is retained in line with their local policies.

As some applicants will not have access to scanning equipment while they self-isolate. Mid Sussex DC will accept photographs of documents wherever possible.

## **5. Pre-payment checks**

Mid Sussex District Council will carry out three main pre-payment checks. These are to verify that each applicant:

- Is receiving one of the benefits in the eligibility criteria;
- Has been told to self-isolate by NHS Test and Trace; and
- Is employed or self-employed and will lose income because they cannot work from home.

### **Applicants who have applied for benefits but are not yet receiving them, or have an outstanding appeal against a decision not to award them a benefit**

If the applicant meets all the other eligibility criteria but is not yet in receipt of one of the qualifying benefits, Mid Sussex District Council could choose to make a discretionary payment or wait for the person to receive the qualifying benefit to get a mandatory payment.

### **Checking that an applicant has been told to self-isolate by NHS Test and Trace**

Only people who have been told to self-isolate by NHS Test and Trace can claim the Test and Trace Support Payment. To check this, Mid Sussex District Council will use data provided from the Contact Tracing and Advice Service (CTAS) system (see below).

Applicants may try to provide a notification from the NHS Isolation Note service rather than NHS Test and Trace. If this happens, Mid Sussex District Council will not reject their application, but give them an opportunity to provide a valid NHS Test and Trace notification if they have one.

### **Checking that an applicant is employed or self-employed and will lose income because they cannot work from home**

The application process should ask applicants about the nature of their work and whether they can do this work from home, and whether they are employed or self-employed. These questions should be asked before applicants are asked to confirm whether they will lose income while self-isolating.

For applicants who are self-employed, local authorities should confirm they are satisfied with the evidence of self-assessment returns and trading income provided by the applicant.

### **Checking that an applicant will lose income because they cannot work from home**

The application form will ask applicants to confirm both that they cannot work from home while they are self-isolating and that they will have a reduction in earned income because they are self-isolating.

As long as someone meets the other eligibility criteria and is losing income because they have been told to self-isolate and cannot work from home, they are eligible. So, for example:

- Someone with a single job whose employer continued to pay them a full wage while they self-isolated would not be eligible.
- Someone whose employer paid them a reduced wage while they self-isolated would be eligible (they have lost income).
- Someone with two part-time jobs who continued to be paid a full wage by one employer, but whose other employer did not pay them while self-isolating, would be eligible.

## **6. Obtaining a CTAS number**

The NHS Test and Trace service uses a web-based tool called the Contact Tracing and Advice Service (CTAS) to record information about people who have tested positive for COVID-19 and their contacts. The CTAS Account ID is a 8-character identifier unique to each record on the web tool (e.g. 4a2c204a).

Most citizens who test positive for Covid-19 or are a contact of someone who has had a positive test will receive a digital invitation from the CTAS web tool to undertake the contact tracing journey. The invitation message (sent either via a text message or email) contains the 8-character Account ID.

All cases and contacts who completed the contact tracing journey (including those who were ineligible for the digital invitation such as children or individuals with a landline number only) will receive a citizen advice message upon completion of the NHS Test and Trace questionnaire. The citizen message (sent either via a text message/email or postal service for people with no access to mobile phone or email) contains the 8-character Account ID.

Mid Sussex District Council will use the web-based PowerBI based Eligibility Checker to check whether an applicant for a £500 test and tracing payment has a CTAS number.

## **7. Making payments**

Mid Sussex District Council will pay eligible individuals within three working days of verifying their received application. Payments will be made up front, as a single payment, to the bank account matching the bank statement they have provided, via BACS.

Mid Sussex District Council will send to each recipient an email to confirm that they have been paid.

### **Applicants who are overdrawn**

Mid Sussex District Council will on Government advice link to information to tell people how to exercise their first right of appropriation on the £500 payment, so their bank does not use it to pay their overdraft if they are overdrawn.

### **Appeals**

Mid Sussex District Council will not provide a right of appeal against any decision not to award a discretionary payment, either for the main Test and Trace Support Payment. People who are turned down will not be eligible because they do not meet the criteria.

However, where possible, the Government have requested that local authorities such as Mid Sussex District Council should work with applicants to make sure they provided the necessary evidence to support a successful application. For instance, someone who is self-employed may have forgotten to provide their self-assessment return in the first instance. This person should not be rejected but given the opportunity to provide further evidence if they have it.

If an individual is rejected because they do not meet the mandatory eligibility criteria, local authorities may wish to consider if the individual meets the criteria for a discretionary payment.

## **8. Records to be kept by local authorities**

As a minimum in accordance with the requirements laid out by the Government, Mid Sussex District Council will need to keep a record for the purposes of monitoring:

- The number of applications for discretionary payments under the scheme
- The number of approved applications for discretionary payments under the scheme
- The number of approved discretionary payment applications for which post-payment checks indicate the applicant was not eligible.

## 9. Taxation

These payments will be subject to income tax. Payments under the standard eligibility criteria will not be subject to National Insurance contributions.

## 10. Eligibility for other benefits

These discretionary payments will be disregarded when calculating eligibility for other benefits. This includes calculating entitlement to Universal Credit. However, they will be taken into account for calculating Council Tax Support.

## 11. Evidence of failure to self-isolate

Applicants should note that if Mid Sussex District Council becomes aware, either through post-payment verification checks or through other means, that someone has not self-isolated, they will need to refer the case to the police.

## 12. Fraud

Mid Sussex District Council will be responsible for fraud-prevention measures and has a duty to protect the public purse.

Mid Sussex District Council will have the right to recover costs from people who claim the discretionary £500 payment fraudulently and can keep any money recovered to put towards your costs of running the scheme.

## APPENDIX 1: Wider policy on self-isolation

### Why does self-isolation matter?

Ensuring infected individuals and their close contacts isolate is one of our most powerful tools for controlling transmission.

We know that someone with the virus can remain infectious to other people for up to 10 days after developing symptoms. It can take up to 14 days for individuals to develop coronavirus symptoms after they catch the virus, and in this time, they can unknowingly pass it on to others, even if they don't have symptoms.

Self-isolating helps prevent family, friends and the community from contracting coronavirus, as well as helping to protect the health and care system.

The changes announced by the government on 20<sup>th</sup> September 2020 will:

- introduce a new duty on individuals to self-isolate if someone tests positive or is identified as a contact by NHS Test and Trace.
- introduce a new Test and Trace Support Payment of a £500 lump sum payment for those on low incomes to support them if they cannot work during their self-isolation period.
- introduce penalties for those breaking the rules, including fines of at least £1,000 and up to a maximum of £10,000 for repeated or very serious offences.
- place a new legal obligation on employers that they must not knowingly enable or encourage their employees to break the law on self-isolation.
- provide discretionary funding for local authorities to help those who require corresponding financial support to the Test and Trace Support Payment to self-isolate, but do not meet all the eligibility criteria.

### **What difference does it make if self-isolation has a legal basis?**

This change is intended to make clear the importance of people self-isolating when they have COVID19 or they have been in recent and close contact with someone who has tested positive for COVID19. A new legal obligation, implemented rapidly nationwide, will help stop the virus continuing to spread.

### **What is the aim of the Test and Trace Support Payment?**

The Test and Trace Support Payment has been introduced in response to feedback from local authorities and directors of public health that some of their residents were struggling to self-isolate as directed due to financial constraints. It is to help ensure that people on low incomes self-isolate when they test positive or are identified as a contact, and to encourage more people to get tested. This will help to reduce the transmission of COVID19 and avoid further societal and economic restrictions, including local lockdowns.

### **How will the duty to self-isolate be imposed?**

The proposed legal duties will apply in England only. Anyone notified of a positive test result and any of their notified contacts will have a legal duty to self-isolate. Guidance will make clear that people who have symptoms should, as now, self-isolate while they get a test.

Those testing positive for COVID19 will be legally obliged to self-isolate for a period ending 10 days after the onset of symptoms or, for people who did not have symptoms when they were tested, 10 days after the date of the test. Other members of their household will be legally obliged to self-isolate for a period ending 14 days after the onset of the infected person's symptoms (or, if they were asymptomatic, after the date of the test). Non-household contacts will be obliged to self-isolate for the period notified to them by NHS Test and Trace (the period ending 14 days after their most recent exposure to the person who has tested positive).

### **What is the role of local authorities in supporting the requirement to self-isolate?**

NHS Test and Trace and local authorities will continue to work together to help ensure that people understand their obligations on self-isolation and why it is so important to self-isolate – and help them access any support they need to do so

Local authorities will focus on the principle of encouraging, educating and supporting self-compliance – they will not be expected to enforce the legal requirements. Local authorities should pass on the details of anyone they suspect of breaking the rules to the police. Where there is clear evidence that someone is not following the rules, the police will determine what follow-up action to take and, where necessary, issue fixed penalty notices.

### **Do local authorities need to launch a communications campaigns to advertise the Test and Trace Support Payment?**

The government is running a central communications campaign to publicise the new legal duty to self-isolate and the Test and Trace Support Payment. We will support local authorities in arranging additional local communications, publicity and engagement.

### **Do local authorities need to check that Test and Trace Support Payment recipients are self-isolating?**

Local authorities should focus on encouraging, educating and supporting self-isolation compliance. They should pass on the details of anyone they suspect of breaking the rules to the police.