



**BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK**

**RECORD OF DECISION TAKEN BY OFFICERS UNDER DELEGATED POWERS**

This is a record of a decision taken by an officers under delegated powers and where necessary taken in consultation with members and officers.

**Delegated Power**

Ray Harding , Chief Executive

7-4-1

**Reasons for the Decision**

Community Actio Norfolk (CAN) submitted a bid to the British Gas Energy Trust (BGET) for funding (£377,750) for the delivery of a multi-faceted project in support of the Norfolk wide Warm and Well campaign.

As part of the funding each of Norfolk's districts will receive funding for direct interventions to help vulnerable households with their heating systems.

The funding is split into three distinct areas;

- £6,000 - £300 per intervention for heating system 'tune up' visits and follow up visits
- £10,000 - For small scale interventions/works up to £1,500
- £20,000 - For large scale interventions/works £1,500 up to £5,000

The assistance in West Norfolk will be administered by Care & Repair with 'tune up' visits undertaken by the handyperson service.

Care & Repair West Norfolk already have a database of cases relating to vulnerable households who are experiencing issues with their domestic heating systems. This database covers households served by gas and oil fired central heating.

In order to assist as many households as possible and to make best use of reserves it is proposed to provide additional funding from the Housing Standards reserves for energy efficiency and fuel poverty related projects. This additional funding would be allocated as follows:

- +£6,000 for heating system 'tune up' visits by the handyperson service
- +£20,000 for small scale interventions/works up to £1,500
- +£40,000 for large scale interventions/works £1,500 up to £5,000

Revised totals:

- £12,000** for heating system 'tune up' visits
- £30,000** for small scale interventions/works up to £1,500
- £60,000** for large scale interventions/works up to £5,000

For works valued over £5k the top up will be provided by way of a loan subject to a local land charge whereby the recovered charge will be used for future energy efficiency and fuel poverty related projects.

The local land charge will be interest free and will be recovered upon the sale or transfer of the property.

Best value will be sought by way of competitive quotations where practicable from suitably qualified and competent contractors and this will be administered by Care & Repair. As will the application process and the delivery of works ensuring client satisfaction.

The BGET funding is to be expended by no later than December 2016 however it is anticipated that this funding will be expended quickly given the levels of demand already experienced.

**Options considered**

No other options considered

**Decision Taken**

To provide additional assistance to support the BGET scheme.

**Any declarations of interest and details of any dispensations granted in respect of interests.**

None

**List of Background papers**

None

**Authorisation**

Ray Harding, Chief Executive

Signature

Date



**Consultation with members/officers**

**If the decision is taken following consultation with the members/officers, please give details:**

**Signed by Member as consulted:** Cllr Adrian Lawrence

Date



# Pre-Screening Equality Impact Assessment

Borough Council of  
King's Lynn &  
West Norfolk



Name of policy/service/function	Housing Services				
Is this a new or existing policy/ service/function?	New-/ Existing (delete as appropriate)				
Brief summary/description of the main aims of the policy/service/function being screened.  Please state if this policy/service rigidly constrained by statutory obligations					
<b>Question</b>	<b>Answer</b>				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups <b>according to their different protected characteristic</b>, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			x	
	Disability			x	
	Gender			x	
	Gender Re-assignment			x	
	Marriage/civil partnership			x	
	Pregnancy & maternity			x	
	Race			x	
	Religion or belief			x	
	Sexual orientation			x	
Other (eg low income)			x		
<b>Question</b>	<b>Answer</b>	<b>Comments</b>			
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	Yes / No				
3. Could this policy/service be perceived as impacting on communities differently?	Yes / No				
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes / No				
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	Yes / No	<b>Actions:</b>			
		<b>Actions agreed by EWG member: Name .....</b>			
<b>Assessment completed by: Name</b>	<b>G Jackson-Hopps</b>				
<b>Job title Housing Stds Officer</b>	<b>Date 27/01/16</b>				
<b>Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.</b>					