




1. **Decision** (Pages 1 - 2)

**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 the officers under delegated powers and where necessary taken in consultation with members and officers.

<p><b>Delegated Power</b> Specify the particular delegated power being exercised by reference to the Delegation Scheme or Cabinet minute and date.</p> <p>Delegated authority to update the Council's Safeguarding Policy given to Executive Director, Central and Community Services and Leader (as relevant Portfolio Holder) at Cabinet on 11<sup>th</sup> April 2017.</p>
<p><b>Decision Taken</b> Specify precise details of the decision taken</p> <p>To add an addendum to the Borough Council's safeguarding policy to reflect operational changes within leisure services.</p>
<p><b>Reasons for the Decision</b> Specify all reasons for taking the decision</p> <p>To reflect revised operational arrangements for the provision of leisure services since the transfer of all leisure staff to Alive West Norfolk on 1<sup>st</sup> July 2019. This will also remove changes implemented in July 2018 which were required to reflect the Charity Commission's requirements of Alive Leisure.</p>
<p><b>Options considered</b></p> <ol style="list-style-type: none"><li>1. No update undertaken – this would mean current procedures remain as at present</li><li>2. Defer updates until the next scheduled review of the policy in two years' time – this would mean current procedures remain in place</li><li>3. Update and implement addendum with immediate effect – this will ensure there is clear information, guidance and procedures for employees working with Alive West Norfolk</li></ol>
<p><b>Any declarations of interest and details of any dispensations granted in respect of interests.</b></p> <p>None.</p>
<p><b>List of Background papers</b></p> <p>Safeguarding Policy as adopted by Full Council in July 2017 and as last updated in July 2018</p>
<p><b>Authorisation</b></p> <p>Post Held Executive Director, Central and Community Services</p> <p>Signature </p> <p>Date</p>
<p><b>Consultation</b> If the decision is taken by officers, please give details:</p> <p>Signed </p> <p>Date </p>

# Pre-Screening Equality Impact Assessment

Borough Council of  
**King's Lynn &  
West Norfolk**



Name of policy/service/function		Safeguarding Policy				
Is this a new or existing policy/ service/function?		Existing				
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		To reflect revised operational arrangements for the provision of leisure services since the transfer of all leisure staff to Alive West Norfolk on 1 <sup>st</sup> July 2019				
<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	√			
		Disability			√	
		Gender			√	
		Gender Re-assignment			√	
		Marriage/civil partnership			√	
		Pregnancy & maternity			√	
		Race			√	
		Religion or belief			√	
		Sexual orientation			√	
		Other (eg low income)			√	
<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?	No					
3. Could this policy/service be perceived as impacting on communities differently?	No					
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	No					
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	Yes	<p><b>Actions: The policy covers safeguarding of children and therefore has a positive impact on the provision of services to young people</b></p> <p><b>Actions agreed by EWG member:</b> .....</p>				
<b>Assessment completed by:</b> <b>Name</b>						
<b>Job title</b>	<b>Date</b>					