

## **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.

<b>REPORT TITLE:</b>	Local Authority Housing Fund Round 4 grant allocation
<b>OPEN/EXEMPT</b>	Open
<b>LEAD OFFICER</b>	Karl Patterson
<b>IS DECISION SUBJECT TO CALL IN?:</b>	Yes
<b>DATE DECISION ADVERTISED:</b>	15 May 2026
<b>DATE OF DECISION:</b>	22 May 2026
<b>DEADLINE FOR CALL IN:</b>	01 June 2026
<b>PRE-SCREENING EQUALITY IMPACT ASSESSMENT COMPLETED:</b>	Yes – Full EIA also completed

#### **Delegated Power**

Cabinet Decision dated 21<sup>st</sup> July 2025 in relation to Local Authority Housing Fund (LAHF) Round 3

“That delegated authority is given to the Chief Executive Officer in consultation with the Leader for the acceptance of further funding offered to the Council under the Local Authority Housing Fund (LAHF) or successor programme.”

#### **Decision Taken**

To accept grant funding of £802,574 from MHCLG through the Local Authority Housing Fund towards the delivery of at least 6 affordable homes, including four 2-4 bed homes to be used initially as Temporary Accommodation and two 4+ bed homes for the resettlement of Afghan households.

To enter into a Memorandum of Understanding with MHCLG to accept the funding.

#### **Reasons for the Decision**

To deliver more affordable housing through the Local Authority Housing Fund meeting the needs for temporary accommodation and resettlement accommodation and adding to the wider affordable housing stock in the longer term.

#### **Details of alternative options, if any, considered and rejected.**

- 1) Option to not accept the grant funding. This was rejected as it would result in a missed opportunity to deliver additional affordable housing in the Borough.

**Any declarations of interest and details of any dispensations granted in respect of interests (in relation to officers and any Members consulted).**

Karl Patterson – Director of West Norfolk Housing Company

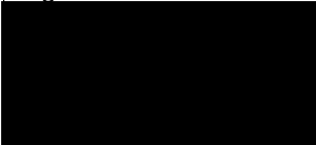
**List of Background papers**

[Cabinet Report on Local Authority Housing Scheme Round 3](#) – 21<sup>st</sup> July 2025

**Authorisation**

Post Held Chief Executive

Signature



Date 15.05.26

**Consultation with members/officers**

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

**Name of Members/officers consulted:**

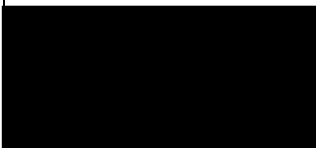
**Officers:**

Nikki Patton – Housing Services Manager

Cllr Alistair Beales

Cllr Jo Rust

**Signed by Member/officer as consulted:**



Date 15.05.26

## Stage 1 - Pre-Screening Equality Impact Assessment

For equalities profile information please visit [Norfolk Insight - Demographics and Statistics - Data Observatory](#)

Name of policy/service/function	The acceptance of capital grant funding offered to BCKLWN through the Local Authority Housing Fund Round 4 for the acquisition of a further 6 new affordable homes				
Is this a new or existing policy/service/function? ( <i>tick as appropriate</i> )	New		Existing	X	
Brief summary/description of the main aims of the policy/service/function being screened.  Please state if this policy/service is rigidly constrained by statutory obligations, and identify relevant legislation.	Acceptance of grant funding allocation from the Local Authority Housing Fund Round 4 for delivery of 6 affordable homes to provide 4 properties for use as temporary accommodation and 2 property for eligible Afghan households in line with eligibility criteria set by fund. The homes will help the council respond to homelessness pressures and will be used to meet the wider housing needs of the borough in the longer-term. Delivery of homes must be in accordance with the prospectus for the fund.				
Who has been consulted as part of the development of the policy/service/function? – new only ( <i>identify stakeholders consulted with</i> )					
<b>Question</b>	<b>Answer</b>				
<p><b>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, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</b></p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p> <p><b><i>If potential adverse impacts are identified, then a full Equality Impact Assessment (Stage 2) will be required.</i></b></p>		Positive	Negative	Neutral	Unsure
	Age			Y	
	Disability			Y	
	Sex			Y	
	Gender Re-assignment			Y	
	Marriage/civil partnership			Y	
	Pregnancy & maternity			Y	
	Race	Y			
	Religion or belief			Y	
	Sexual orientation			Y	
	Armed forces community			Y	
	Care leavers			Y	
	Other (eg low income, caring responsibilities)	Y			
<b>Please provide a brief explanation of the answers above:</b>					

Question	Answer	Comments	
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	The delivery of 2 homes through the fund for eligible Afghan households could be seen as favouring these households over established local communities.	
3. Could this policy/service be perceived as impacting on communities differently?	Yes	Perception that this could negatively impact on established communities although not the case as homes would be delivered as affordable housing without the funding	
4. 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	No	<b>Actions:</b>	
		<b>Actions agreed by EWG member:</b> .....	
<p><b>If 'yes' to questions 2 - 4 a full impact assessment will be required unless comments are provided to explain why this is not felt necessary:</b></p> <p><b>Full EIA completed</b></p> <p><b>Decision agreed by EWG member</b></p>			
5. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	Yes	<b>Please provide brief summary:</b> This process provides assistance to Afghan refugees and to homeless people in our Borough	
<b>Assessment completed by:</b> Name	Karl Patterson		
Job title	Housing Development Manager		
Date completed	11 <sup>th</sup> May 2026		
Reviewed by EWG member	Louise Gayton	Date	15/05/2026

✓ Please tick to confirm completed EIA Pre-screening Form has been shared with Corporate Policy ([corporate.policy@west-norfolk.gov.uk](mailto:corporate.policy@west-norfolk.gov.uk))