




# **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.

<p><b>Delegated Power</b></p> <p>Public and Civil Emergencies Delegation:</p> <p>1.8 – Public and Civil Emergencies      1.8.1 – Chief Executive – to exercise any power to protect the interests and well-being of the inhabitants of the Borough in cases of emergency</p> <p>1.8.2 – Executive Directors – day to day management of the Civil Emergency Plan.</p>
<p><b>Decision Taken</b></p> <p>To utilise £10,000 of the West Norfolk Wins Borough Council funds to support the King's Lynn Foodbank in supporting the residents of West Norfolk.</p> <p>There should also be the possibility of increasing this if the need arises, because, for example the virus lasts longer than anticipated.</p>
<p><b>Reasons for the Decision</b></p> <p>The Covid-19 virus outbreak has caused unprecedented levels of demand in local supermarkets and stores. Shops are struggling to keep up with demand exacerbated by a number of individuals who are stockpiling goods. This has caused an enormous amount of pressure on foodbanks who are seeing exceptionally high levels of customers requesting basic goods.</p>
<p><b>Options considered</b></p> <p>Funding could be awarded to other local businesses to assist with distribution of foodstuffs, but it would be extremely difficult, if not impossible, to truly identify those in need. Clients attending a foodbank have to produce a voucher to demonstrate need and so this funding would truly be assisting those in dire straits.</p>
<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><b>Authorisation</b></p> <p>Post Held: Sarah Dennis. Partnership and Funding Officer</p> <p>Signature: </p> <p>Date: 20<sup>th</sup> M </p>
<p><b>Consultation with members/officers</b></p> <p><b>If the decision is taken following consultation with the members/officers, please give details:</b></p> <p><b>Signed by Member as consulted</b> </p> <p>Date: 20<sup>th</sup> March 2020</p>

# Pre-Screening Equality Impact Assessment

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



Name of policy/service/function	Financial Assistance Scheme – West Norfolk Wins Lottery				
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	<p>A small budget is available for local community and voluntary groups to apply for funding, under the guidance of set criteria, to improve community facilities. The Scheme is administered by Norfolk Community Foundation, with grant award decisions made by Borough Council Officers and Members. It is not a statutory function.</p> <p>West Norfolk Wins creates a small fund available for distribution to local community groups in line with the Scheme detailed above. To date no funds have been distributed.</p>				
<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	The Financial Assistance Scheme and the West Norfolk Wins Lottery aims to assist all communities with any need they identify.			
3. Could this policy/service be perceived as impacting on communities differently?	–Yes/ No	Every application has to demonstrate a clear benefit to the community so grants will only ever improve a community and its facilities.			
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	–Yes/No	Some projects will do this through their activities, but this is not a specific requirement of the Scheme.			
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 / No	Actions:			
		Actions agreed by EWG member: Name .....			
<b>Assessment completed by: SARAH DENNIS</b> Name					
<b>Job title : Partnership &amp; Funding Officer</b>	Date : 20 <sup>th</sup> March 2020				