



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>Delegated Power</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>Decision Taken</p> <p>To utilise £1,000 of the West Norfolk Wins Borough Council funds to support the Bridge for Heroes 'Operation Mirror' project.</p>
<p>Reasons for the Decision</p> <p>Bridge for Heroes would like to assist the local community, and in particular the most vulnerable members of the local Armed Forces community, in obtaining the vital supplies they need during the Covid-19 pandemic. The organisation has altered the use of their Bridge Centre into a centre for decontaminating and storing foodstuffs, as well as the preparation of hot meals in their kitchen.</p> <p>These meals and other foodstuffs are delivered to the community members by Bridge for Heroes staff trained in PPE. The organisation is currently supporting approximately 150 vulnerable members of the Armed Forces community in this way.</p> <p>They are also providing much needed mental health support during a time when the most vulnerable members of our society are feeling even more isolated and afraid.</p>
<p>Options considered</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. Organisations may not be set up to be able to offer premises where foodstuffs can be assimilated, decontaminated and delivered from this base. Bridge for Heroes also has kitchen facilities within which to prepare a much needed hot meal.</p>
<p>Any declarations of interest and details of any dispensations granted in respect of interests.</p> <p>None.</p>
<p>List of Background papers</p>
<p>Authorisation Post Held: Sarah Dennis. Partnership and Funding Officer</p> <p>Signature: </p> <p>Date: 22nd April 2020</p>
<p>Consultation with members/officers If the decision is taken following consultation with the members/officers, please give details:</p> <p>Signed by <i>Officer</i> Member as consulted: </p> <p>Date: 23rd April 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.</p>				
Question	Answer				
<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 according to their different protected characteristic, 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		
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/ 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.			
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions?</p> <p>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	Actions:			
		Actions agreed by EWG member: Name			
Assessment completed by: SARAH DENNIS Name					
Job title : Partnership & Funding Officer	Date : 22nd April 2020				