



Blaenavon Town Council Food Bank Policy Regarding Emergency Food Parcels.

May 2020

Purpose

The purpose of this policy is to set out the procedure, responsibilities, and criteria for the delivery of all food parcels from Blaenavon Town Council to the Community.

Criteria

Blaenavon Town Council's foodbank is an emergency response provision for residents of Blaenavon who are in crisis due to the following situations

- Debt
- Job loss
- The inability to afford food resulting in an extraordinary increase in living costs
- Sudden isolation due to symptoms of Covid 19.

All other requests will be assessed on a case by case basis. Residents are not entitled to a parcel if they are elderly. If they require support for shopping, they must be referred to the Healthy Blaenavon Officer.

Food parcels will provide food approximately for 3 days and will be nutritionally complete with non-perishable tinned fruit, vegetables, meat (vegetarian box can also be supplied) long life milk, carbohydrates, and cereal.

In relation to other non-food items namely household essentials and toiletries, a small stock will be purchased from the Blaenavon Emergency Fund to be distributed in line with the agreed criteria.

Procedure

All referrals must be directed through to the Healthy Blaenavon Officer so that consideration for extra ongoing support can be made to the correct agency.

If Councillors are contacted by residents, they will immediately be given the Healthy Blaenavon contact details highlighting that office hours are Monday to Friday 9am until 3pm. No food parcels can be promised without complying with the referral process.

All requests for food parcels must be received by 3pm on any given day for delivery the same day.

Food parcels will be allocated to available volunteers for delivery and this will be coordinated by the Healthy Blaenavon Officer.

If there are any disputes over eligibility for an emergency parcel, the Clerk of the Council will make the final decision in consultation with the Chairman and or Vice Chairman.

Risk Assessment.

All deliveries by any Officer, Councillor and or volunteer will be dynamically risk assessed with any adverse incidents reported to the Clerk of the Council or in an emergency to dial 101 / 999 requesting the relevant service.

All interaction with the community will follow the current Covid 19 rules and social distancing will be strictly followed.

Chairman Signed:

Date:

Clerk Signed:

Date: