

Equality Impact Assessment

Service Area: Private Sector Housing, Environmental Health and Housing

Head of Service: Nina Lake

Lead Officer: Wendy Slate

Date of Assessment: 16/04/2024

Person responsible for completing the assessment: Tanisha Rowswell

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Name of policy/function/project/service area to be assessed:

Introduction of a Residential Park Home Licensing and Compliance Policy and associated Fees Policy

Brief description of proposal to be assessed: Approval on the introduction of a Fees Policy for residential park home sites. The policy is in respect of fees payable for licence applications and annual fees etc. This sits alongside a proposal to simultaneously approve the introduction of a Licensing and Compliance Policy for residential park home sites. The policy is in respect of the Council's approach to the administration, regulation and enforcement of the residential park home licensing regime.

Proposed implementation date of project/proposal: The proposed implementation date is May 2024.

Brief description of the anticipated outcomes of the proposal:

Provision	Current Arrangement	Proposed Arrangement	Comment
Residential Park Homes Fees Policy.	No fees currently charged or Fees Policy in place.	New Fees Policy and fee structure to come into effect July 2024.	Fees may be charged according to associated legislation in respect of prescribed applications etc. Proposal to solely achieve cost recovery.
Residential Park Homes Licensing and Compliance Policy.	No such policy in existence currently.	New Policy proposed to come into effect May 2024.	Proposal will increase the level of transparency and robustness surrounding this licence type.

Impact:

Summarise any positive impacts or benefits, any negative impacts (i.e. potential for discrimination, disadvantage or disproportionate treatment) and any neutral impacts and the evidence you have taken into account to reach this conclusion. Be aware that there may be positive, negative and neutral impacts within each characteristic. (NOTE: please refer to the Equality Strategy for the characteristics)
Where an impact is unknown, state so, and identify what steps will be taken to address any gaps in data:

Neutral impact. The proposal provides for a level of equality according to the characteristics detailed. Action will be targeted in terms of enforcement on those meeting the criteria to be applied. The policy provides for an increased level of transparency surrounding the Council's approach regarding residential park home licensing procedures, for which the overriding aim is one of proportionality.

Consideration of Alternatives:

Describe what alternatives have been considered and/or what actions will be taken to remove or minimise any potential negative effect identified above (attach evidence or provide link to appropriate data, reports, etc):

The Strategy and Resources Committee have the option to reject the implementation of the new policies.

Consultation:

Brief description of any consultation with stakeholders and summarise how it has influenced the proposal. Please attach evidence or provide link to appropriate data or reports:

A six week consultation was approved at the December Strategy and Resources Committee meeting. The consultation ran between, 22 January 2024 to 4 March 2024. Correspondence with details of the consultation was sent to site owners, residents associations (where known), the general public (via a social media release), the British Holiday and Home Parks Association, and the National Association of Park Home Residents.

Funding Considerations:

No funding considerations are relevant in terms of the proposals considering this proposal relates to the introduction of a set of associated licensing fees. These fees are intended to achieve improved recovery of the Council's associated costs in administering and regulating this regime.

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Reporting and Publication:

Equality Impact Assessments will be published on North Devon Council's website.

The completion of an Equality Impact Assessment is an ongoing process. Impacts will be continually reviewed during projects and the decision making process and the Assessment will be updated accordingly and published.

A further assessment will also be undertaken between 6 to 12 months following the implementation of the policy, project, decision or service change has been implemented.

Please also confirm the date on which you will be re-considering the project/report and submitting a further EIA if applicable.

Revision to this EIA will be considered annually in line with fee monitoring.

Monitoring Arrangements:

Briefly describe the monitoring arrangements/systems that will be put in place to monitor the effects of this proposal.

Fee monitoring on a regular and annual basis in terms of the Council's budgets, this will determine any necessary fee amendments over time.

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