

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.

Delegated Power

Specify the particular delegated power being exercised by reference to the Delegation Scheme or Cabinet minute and date.

In accordance with the Council's scheme of delegation.

Decisions Taken

To update the methodology for charging for certain enforcement notices as adopted in the policy report dated 28th November 2017 and adopted by Council on the 25th January 2018.

Reasons for the Decisions

In order to ensure full cost recovery of reasonable administrative costs associated with the preparation and serving of relevant enforcement Notices and to ensure compliance with *s49 of The Housing Act 2004*. This change is in accordance with legal advice obtained.

Options considered

It would not be appropriate to continue with the existing charging methodology and therefore a new methodology is proposed.

Standard rates for enforcement Notices could be established however they might not accurately reflect the costs incurred with regards any enforcement action taken in any particular case.

Charging for officer time relevant to each enforcement action would be relatively straightforward to calculate, would be more transparent and less likely challenge.

Any declarations of interest and details of any dispensations granted in respect of interests.

None

List of Background papers

Charging for Housing Act 2004 Enforcement report dated 28 November 2017.

Authorisation

Post Held: Assistant Director (Regeneration, Housing and Place)

Signature:

Date:

Consultation with members/officer

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

Signed by Member as consulted:

Date:

e-Screening Equality Impact Assessment

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



Name of policy/service/function		Housing Act Enforcement Charges				
Is this a new or existing policy/ service/function?		Existing				
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		To update and clarify the charging methodology associated with the preparing and serving of notices in accordance with <i>s49 of The Housing Act 2004</i> .				
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?		No				
3. Could this policy/service be perceived as impacting on communities differently?		No				
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?		No				
<p>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</p>		N/A		Actions:		
				Actions agreed by EWG member: Name		
Assessment completed by: Gordon Jackson-Hopps						
Job title Housing Standards Manager		Date May 2020				

Please Note: If there are any positive or negative impacts identified in question 1, or there any 'yes' responses to questions 2 – 4 a full impact assessment will be required.

