

# Equality Impact Assessment

**Service Area:** Planning, Housing and Health

**Head of Service:** Jeremy Mann

**Lead Officer:** Katy Nicholls

**Date of Assessment:** 25/07/2023

**Person responsible for completing the assessment:** Katy Nicholls and Tanisha Rowswell

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**Name of policy/function/project/service area to be assessed:** Amenity Standards, Minimum Room Sizing and Management Standards Document

**Brief description of proposal to be assessed:** Amendments are proposed to the Council's Amenity Standards, Minimum Room Sizing and Management Standards document. The document sets out the amenity standards, minimum room sizes and management standards for landlords, licence holders and managers operating licensable HMOs in North Devon. A change has been made to the existing document following a query received from a licence holder/ agent. The current Amenity Standards do not include any position surrounding the mixed use of licensed HMOs and short term holiday lets. As such, the report proposes a six week consultation exercise regarding this amendment.

**Proposed implementation date of project/proposal:** Estimated December 2023.

## Brief description of the anticipated outcomes of the proposal:

Provision	Current Arrangement	Proposed Arrangement	Comment
Revised 2023 Amenity Standards which include an amendment regarding mixed use HMOs and holiday lets	2022 Amenity Standards	Amendment to the current Amenity Standards, Minimum Room Sizing and Management Standards Document	Equally applicable to all persons/ groups. Neutral impact expected across all protected characteristic groups

**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 largely perceived due to the nature of the policy amendment. Moreover, the Amenity Standards are a requirement and remain the same for everyone, so it will have no specific effects on individual equality groups.

**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 proposed consultation and amendment.

**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 period is proposed in the report with external stakeholders (e.g. managing agents, licence holders, applicants, tenants etc.)

**Funding Considerations:**

Any financial costs which are incurred through the implementation of the Amenity Standards will be met by individual licence holders through the licence fee.

**Date approved by Head of Service:** 15/08/2023

**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.**

12 months after the initiation of the amendment to the standards.

**Monitoring Arrangements:**

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

Monitoring of HMO licence applications, queries and complaints.

**Date approved by Head of Service:** 15/08/2023

**Corporate and Community Services Use Only:** Date of publication to NDC  
Website: 18/08/2023