

Equality impact Assessment

Project Information	
Project Name	Fit and Proper Person Assessment Policy and Fit and Proper Person Fee Policy - Update
Service Area	Housing Services
EIA Author	Jason Hagland – Strategic Housing Manager
Date EIA drafted	26/01/2026
ID number	<i>HS004</i>

Executive summary	
Focus of EIA	<p>The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 prohibit the use of land as a residential mobile home site unless the local authority is satisfied that the owner or manager of this site is a fit and proper person.</p> <p>The Fit and Proper Person Assessment Policy sets out what the council will consider when a fit and Proper Person application has been submitted to the council. These considerations have been listed in line with the relevant legislation and Government guidance.</p> <p>The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 enable the Council to charge a fee for this assessment, however the Regulations are clear that the Council should not make any profit from this fee and should only charge a predicted level of expenditure to undertake this assessment.</p> <p>Fit and Proper Person Fee Policy sets out how the council will charge for this assessment and the following –</p> <ul style="list-style-type: none"> - the council will not consider any application for assessment until this fee has been received; - the council will not charge the applicant for any preliminary advice they receive before the application has been received; - should the council decide to not approve any application or the applicant decides not to continue with an application, the applicant will not be entitled to a refund; - that subject to consent of the site owner, should the Council appoint an individual to manage a site, these costs will be recovered from the site owner.

Mitigations		
Protected Characteristic	Potential Issue	Mitigating Actions

Age	Nil impact	Nil required
Disability	Nil Impact	Nil required
Gender reassignment (or affirmation)	Nil impact	Nil required
Pregnancy or maternity	Nil impact	Nil required
Race	Positive impact	Any person with a protected characteristic, or those who are vulnerable to disadvantage, who lives within a mobile home site in the district can be satisfied that the owner or managing agent has been judged by the council to be a Fit and Proper Person to operate the mobile home site.
Religion or belief	Nil impact	Nil required
Sex	Nil impact	Nil required
Sexual Orientation	Nil impact	Nil required.

Marriage and Civil Partnership	Nil impact	Nil required
The council recognises other communities may be vulnerable to disadvantage, this includes carers, people experiencing domestic abuse, substance misusers, homeless people, looked after children and care leavers, (ex) armed forces personnel.	Positive impact.	Any person with a protected characteristic, or those who are vulnerable to disadvantage, who lives within a mobile home site in the district can be satisfied that the owner or managing agent has been judged by the council to be a Fit and Proper Person to operate the mobile home site.

Actions Planned
Ongoing monitoring of these policies will be undertaken, along with ongoing monitoring of the decision taken with reference to these policies. This will ensure the council are continually satisfied that, as anticipated at this stage, there is no negative impact to those with protected characteristics.

Additional Information
Nil

Sign off:

Equalities Lead Officer	Date
Shivani Davé	29/01/2026

