

24 June 2021

**Fees and Charges Policy for Licensed Mobile Home Sites  
and Amendment to the Officer Scheme of Delegation**

**FEES AND CHARGES POLICY FOR LICENSED MOBILE HOME SITES AND AMENDMENT TO THE OFFICER SCHEME OF DELEGATION**

The table in this Annex presents proposed changes to Schedule 3b of the Council's Constitution - The Officer Scheme of Delegation.

The table includes all columns in the current scheme of delegation and a further column to explain the reason that it is proposed to make an amendment. The final column will not be included in the new scheme of delegation - it is simply for explanation.

The paragraph number is labelled 'New', as these are for wholly new delegations. These numbers will be changed once the revisions are incorporated, to enable fully sequential numbering.

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**Paragraphs to be added or amended in relation to Section 5 (Housing and other Residential Accommodation)**

| Section of the Scheme of Delegation | Delegated function   | Act(s)  | Officer(s)                                       | Consultation Required with   | Non-Executive/<br>Executive Function | Change and reason change is being proposed                                    |
|-------------------------------------|--|---|--|--|--------------------------------------|---|
| New paragraph in Section 5          | Review the Fees and Charges Policy for Licensed Mobile Home Sites annually and as and when new legislation or guidance comes into force, except when any significant variations of approach to setting of fees and charges are proposed. | Legislative and Regulatory Reform Act 2006  | HoS with responsibility for Environmental Health | Portfolio holder with responsibility for Environmental Health<br><br>CFO | Non-Executive                        | Addition of new policy, to allow for operational updates to fees and charges. |
| New paragraph in Section 5          | Exercise the Council's powers, duties and functions in relation to the enforcement of The Mobile Homes   | The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 | HoS with responsibility for Environmental Health | -  | Executive                            | Addition, as this is new legislation.   |

**Executive**

**Agenda Item: 11, Annex 2**

**24 June 2021**

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and Amendment to the Officer Scheme of Delegation**

| Section of the Scheme of Delegation | Delegated function   | Act(s) | Officer(s) | Consultation Required with | Non-Executive/<br>Executive<br>Function | Change and reason change is being proposed |
|-------------------------------------|--|--------|------------|----------------------------|---|--|
|                                     | (Requirement for Manager of Site to be Fit and Proper Person)<br>(England)<br>Regulations 2020 |        |            |                            |   |  |