

EIA Form About your EIA

Reference number	EIA000230
Date Submitted	22/01/2024
Subject of the EIA	Savings Proposals: Property Licensing - Administrative Overhead and Absorption Rate
Brief description of the policy, service or function covered by the EIA	The newly introduced (June 2023) Property Licensing Schemes together with the more established Mandatory (Houses in Multiple Occupation) Licensing Scheme are statutory services operating within a ring fenced budget funded by the licence fee. The Schemes are self funded and should not impact on the General Fund. As a result the fee was pre calculated to include central support charges and divisional overheads. This includes support from Birmingham City Council Finance, Human Resources, Digital & Customer Services etc. as well as management and other resource provided by the Regulation & Enforcement Division, which is where these schemes operate from. This proposal is an internal process which covers the payment of these support and overhead charges from the ring fenced budget to the Divisions and Sections providing the services to the Licensing Schemes, so as to ensure that the General Fund is not impacted by there operation. This is an internal process and does not impact on the delivery of the services to the member of the public.
Equality Assessment is in support of...	["New policy", "New service"]
How frequently will you review impact and mitigation measures identified in this EIA?	Not required
Due date of the first review	2024-04-01

Directorate, Division & Service Area

Which directorate(s) are responsible for this EIA?	["City Operations"]
Division	Regulation & Enforcement
Service area	Property Licensing
Budget Saving	Yes

Officers

What is the responsible officer's email address? What is	Simon Williams
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Data Sources

Data sources	["N/A"]
Data source details	Not relevant

Protected Characteristics

Protected Characteristic Age

Does this proposal impact people due to their age as





Monitoring

How will you ensure any adverse impact and mitigation measures are monitored?

This saving proposal is an internal process where services provided by the wider City Council to the Property Licensing Schemes are paid for from the ring fenced budgets. This is to ensure that the schemes are fully funded by the licence fee, and are not impacting on the General Fund. As result there are no adverse impacts to members of the public by implementing this proposal and no mitigations required.

Please enter the email address for the officer responsible for monitoring impact and mitigation

Simon Williams

