



Department for  
Communities and  
Local Government

# The Mobile Homes Act 2013

A Guide for Local Authorities on setting site licence fees -  
Summary

© Crown copyright, 2014

*Copyright in the typographical arrangement rests with the Crown.*

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence, [www.nationalarchives.gov.uk/doc/open-government-licence/](http://www.nationalarchives.gov.uk/doc/open-government-licence/) or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).

This document/publication is also available on our website at [www.gov.uk/dclg](http://www.gov.uk/dclg)

If you have any enquiries regarding this document/publication, email [contactus@communities.gov.uk](mailto:contactus@communities.gov.uk) or write to us at:

Department for Communities and Local Government  
Eland House  
Bressenden Place  
London  
SW1E 5DU  
Telephone: 030 3444 0000

For all our latest news and updates follow us on Twitter: <https://twitter.com/CommunitiesUK>

February 2014

ISBN: 978-1-4098-4131-9

# Summary

The Mobile Homes Act 2013 has made sweeping changes to the law on park homes and marks the Government's commitment to giving better rights and protection to park home owners, whilst ensuring that honest professional site owners can flourish.

As part of the changes a new licensing scheme will come into force on 1<sup>st</sup> April 2014 that will enable local authorities to monitor site licence compliance more effectively. Authorities will now have the tools to take enforcement action where owners are not managing and maintaining their sites and its services. This will ensure residents' health and safety are better protected and the value of their homes safeguarded.

In summary, from 1<sup>st</sup> April local authorities will be able to charge fees for:

- considering applications for the issue or transfer of a site licence;
- considering applications for altering conditions in a site licence and
- Administration and monitoring of site licences.

The fee for administration and monitoring is levied as an annual fee. Where a local authority decides to charge fees these must be published in its Fees Policy document. Fees must be transparent and reasonable.

Ahead of the introduction of the licensing reforms the Department set up a working group of local authority practitioners, industry trade bodies and national resident organisations to provide informal guidance to local authorities in setting reasonable fees for their licensing functions for park home sites. A copy of the guidance can be obtained from [www.gov.uk/park-homes-guidance](http://www.gov.uk/park-homes-guidance).

The guidance sets out advice on:

- matters that can and cannot be taken into account in setting fees and
- setting fee structures and how fees are to be calculated.