

Recommendation to Cabinet from the Corporate Director of Housing

following consideration by the Licensing Committee – 17 November 2021 and their ‘minded to’ recommendation.

Park Home Fees Policy

For Decision

Portfolio Holder: Cllr L Miller Customer and Community Services

Local Councillor(s): N/A

Executive Director: V Broadhurst, Interim Executive Director of People - Adults

Report Status: Public

Recommendation to Cabinet

1. That Cabinet approves the adoption of the Park Home Fees Policy attached at **Appendix 1** to the report to Licensing Committee of 17 November 2021.
2. That Cabinet delegates authority to the Corporate Director Housing and Community Safety in consultation with the Portfolio Holder Customer and Community Services to:
 - (a) Make minor amendments to the policy to comply with changes in legislation or to reflect increases or decreases in the cost of administering the functions described in the policy.

Reason for Recommendation:

The Council is required by law to adopt and publish a park home fees policy under the Mobile Homes Act 2013. In addition, The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 require the Council to have a published fees policy regarding registration to a Fit and Proper Person Register.

This policy describes how these fees will be charged and how they are calculated.

Appendices

Appendix 1 - Report to Licensing Committee of 17 November 2021 including: appendices 1. Park Home Fees Policy & 2. Equality Impact Assessment.

Appendix 2 – Extract minute of Licensing Committee – 17 November 2021.

Background Papers

- a. The Mobile Homes Act 2013 – a Guide for Local Authorities on Setting Licence Fees and Mobile homes:
<https://www.gov.uk/government/publications/mobile-homes-act-2013-a-guide-for-local-authorities-on-setting-licence-fees>
- b. A guide for local authorities on setting fees for the fit and proper person test <https://www.gov.uk/government/publications/mobile-homes-fit-and-proper-person-test-guidance-for-local-authorities/mobile-homes-a-guide-for-local-authorities-on-setting-fees-for-the-fit-and-proper-person-test>
- c. [Agenda papers for Licensing Committee on Wednesday, 17th November 2021, 10.00 am - Dorset Council](#)