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*Status: Point in time view as at 16/09/2011.*

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## SCHEDULE

### AGREEMENTS UNDER PART 1 OF THIS ACT

#### **PART 1**

##### TERMS IMPLIED BY SECTION 3

###### *Duration of agreement*

**1** Subject to paragraph 2, the right to station the caravan on land forming part of the protected site shall subsist until the agreement is determined under paragraph 3, 4, 5 or 6.

**2.**—(1) If the owner's estate is insufficient to enable the owner to grant the right for an indefinite period, the period for which the right subsists shall not extend beyond the date when the owner's estate determines.

(2) If planning permission for the use of the protected site as a site for caravans has been granted in terms such that it will expire at the end of a specified period, the period for which the right subsists shall not extend beyond the date when the planning permission expires.

(3) If before the end of a period determined by this paragraph there is a change in circumstances which allows a longer period, account shall be taken of that change.

###### *Termination by occupier*

**3** The occupier shall be entitled to terminate the agreement by notice in writing given to the owner not less than 4 weeks before the date on which it is to take effect.

###### *Termination by owner*

**4** The owner shall be entitled to terminate the agreement forthwith if, on the application of the owner, the court—

(a) is satisfied that the occupier has breached a term of the agreement and, after service of a notice to remedy the breach, has not complied with the notice within a reasonable time; and

(b) considers it proportionate in all the circumstances for the agreement to be terminated.

**5** The owner shall be entitled to terminate the agreement forthwith if, on the application of the owner, the court—

(a) is satisfied that the occupier is not occupying the caravan as the occupier's only or main residence; and

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(b) considers it proportionate in all the circumstances for the agreement to be terminated.

6.—(1) The owner shall be entitled to terminate the agreement forthwith if, on the application of the owner, the court—

(a) is satisfied that, having regard to its condition, the caravan is having a detrimental effect on the amenity of the site; and

(b) considers it proportionate in all the circumstances for the agreement to be terminated.

(2) Sub-paragraphs (3) and (4) apply if, on an application under sub-paragraph (1)—

(a) the court considers that, having regard to the present condition of the caravan, paragraph (a) of that sub-paragraph applies to it, but

(b) it also considers that it would be reasonably practicable for particular repairs to be carried out on the caravan that would result in sub-paragraph (1)(a) not applying to it, and

(c) the occupier indicates that the occupier intends to carry out those repairs.

(3) In such a case the court may make an order adjourning proceedings on the application for such period specified in the order as the court considers reasonable to allow the repairs to be carried out. The repairs must be set out in the order.

(4) If the court makes such an order, the application shall not be further proceeded with unless the court is satisfied that the specified period has expired without the repairs having been carried out.

#### *Recovery of overpayments by occupier*

7 Where the agreement is terminated as mentioned in paragraph 3, 4, 5 or 6, the occupier shall be entitled to recover from the owner so much of any payment made by the occupier in pursuance of the agreement as is attributable to a period beginning after the termination.

#### *Sale of caravan*

8.—(1) The occupier shall be entitled to sell the caravan, and to assign the agreement, to a person approved by the owner, whose approval shall not be unreasonably withheld.

(2) The occupier may serve on the owner a request for the owner to approve a person for the purposes of sub-paragraph (1).

(3) Where the owner receives such a request, the owner must, within the period of 28 days beginning with the date on which the request is received—

(a) approve the person, unless it is reasonable for the owner not to do so, and

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- (b) serve on the occupier notice of the decision whether or not to approve the person.
- (4) The owner may not give approval subject to conditions.
- (5) If the approval is withheld, the notice under sub-paragraph (3) must specify the reasons for withholding it.
- (6) If the owner fails to notify the occupier as required by sub-paragraph (3) (and if applicable sub-paragraph (5)), the occupier may apply to the court for an order declaring that the person is approved for the purposes of sub-paragraph (1); and the court may make such an order if it thinks fit.
- (7) It is for the owner—
  - (a) if the owner served a notice as mentioned in sub-paragraph (3) (and if applicable sub-paragraph (5)) and the question arises whether the notice was served within the required period of 28 days, to show that it was;
  - (b) if the owner did not give approval and the question arises whether it was reasonable for the owner not to do so, to show that it was reasonable.
- (8) A request or notice under this paragraph—
  - (a) must be in writing, and
  - (b) may be served by post.
- (9) Where the occupier sells the caravan, and assigns the agreement, as mentioned in sub-paragraph (1), the owner shall be entitled to receive a commission on the sale at a rate not exceeding 10% of the sale price.
- (10) Except to the extent mentioned in sub-paragraph (9), the owner may not require any payment to be made (whether to the owner or otherwise) in connection with the sale of the caravan, and the assignment of the agreement, as mentioned in sub-paragraph (1).
- (11) In relation to a caravan on a travellers' site (within the meaning given by section 5(3)(c)), this paragraph applies with the omission of—
  - (a) sub-paragraph (9); and
  - (b) in sub-paragraph (10), the words “Except to the extent mentioned in sub-paragraph (9),”.

#### *Gift of caravan*

- 9.—**(1) The occupier shall be entitled to give the caravan, and to assign the agreement, to a member of the occupier's family approved by the owner, whose approval shall not be unreasonably withheld.
- (2) Sub-paragraphs (2) to (8) of paragraph 8 shall apply in relation to the approval of a person for the purposes of sub-paragraph (1) as they apply in relation to the approval of a person for the purposes of sub-paragraph (1) of that paragraph.

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(3) The owner may not require any payment to be made (whether to the owner or otherwise) in connection with the gift of the caravan, and the assignment of the agreement, as mentioned in sub-paragraph (1).

#### *Re-siting of caravan*

**10.—(1)** 10.—(1) The owner shall be entitled to require that the occupier's right to station the caravan is exercisable for any period in relation to another pitch forming part of any protected site of the owner (“the other pitch”) if (and only if)—

- (a) on the application of the owner, the court is satisfied that the other pitch is broadly comparable to the occupier's original pitch and that it is reasonable for the caravan to be stationed on the other pitch for that period; or
- (b) the owner needs to carry out essential repair or emergency works that can only be carried out if the caravan is moved to the other pitch for that period, and the other pitch is broadly comparable to the occupier's original pitch.

(2) If the owner requires the occupier to station the caravan on the other pitch so that the owner can replace, or carry out repairs to, the base on which the caravan is stationed, the owner must if the occupier so requires, or the court on the application of the occupier so orders, secure that the caravan is returned to the original pitch on the completion of the replacement or repairs.

(3) The owner shall pay all the costs and expenses incurred by the occupier in connection with the caravan being moved to and from the other pitch.

(4) In this paragraph and in paragraph 13 “essential repair or emergency works” means—

- (a) repairs to the base on which the caravan is stationed or to any amenities on the site;
- (b) works or repairs needed to comply with any relevant legal requirements; or
- (c) works or repairs in connection with restoration following flood, landslide or other natural disaster.

#### *Quiet enjoyment of the caravan*

**11** The occupier shall be entitled to quiet enjoyment of the caravan together with the pitch during the continuance of the agreement, subject to paragraphs 10, 12, 13 and 14.

#### *Owner's right of entry to the pitch*

**12** The owner may enter the pitch without prior notice between the hours of 9 a.m. and 6 p.m.—

- (a) to deliver written communications, including post and notices, to the occupier; and

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(b) to read any meter for gas, electricity, water, sewerage or other services supplied by the owner.

**13** The owner may enter the pitch to carry out essential repair or emergency works on giving as much notice to the occupier (whether in writing or otherwise) as is reasonably practicable in the circumstances.

**14** Unless the occupier has agreed otherwise, the owner may enter the pitch for a reason other than one specified in paragraph 12 or 13 only if the owner has given the occupier at least 14 days' written notice of the date, time and reason for the entry.

**15** The rights conferred by paragraphs 12 to 14 do not extend to the caravan.

#### *The pitch fee*

**16** The pitch fee can only be changed in accordance with paragraph 17, either—

- (a) with the agreement of the occupier, or
- (b) if the court, on the application of the owner or the occupier, considers it reasonable for the pitch fee to be changed and makes an order determining the amount of the new pitch fee.

**17.—(1)** The pitch fee shall be reviewed annually as at the review date.

(2) At least 28 days before the review date the owner shall serve on the occupier a written notice setting out the owner's proposals in respect of the new pitch fee.

(3) If the occupier agrees to the proposed new pitch fee, it shall be payable as from the review date.

(4) If the occupier does not agree to the proposed new pitch fee—

- (a) the owner may apply to the court for an order under paragraph 16(b) determining the amount of the new pitch fee;
- (b) the occupier shall continue to pay the current pitch fee to the owner until such time as the new pitch fee is agreed by the occupier or an order determining the amount of the new pitch fee is made by the court under paragraph 16(b); and
- (c) the new pitch fee shall be payable as from the review date but the occupier shall not be treated as being in arrears until the 28th day after the date on which the new pitch fee is agreed or, as the case may be, the 28th day after the date of the court order determining the amount of the new pitch fee.

(5) An application under sub-paragraph (4)(a) may be made at any time after the end of the period of 28 days beginning with the review date.

(6) Sub-paragraphs (7) to (10) apply if the owner—

- (a) has not served the notice required by sub-paragraph (2) by the time by which it was required to be served, but

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- (b) at any time thereafter serves on the occupier a written notice setting out the owner's proposals in respect of a new pitch fee.
- (7) If (at any time) the occupier agrees to the proposed pitch fee, it shall be payable as from the 28th day after the date on which the owner serves the notice under sub-paragraph (6)(b).
- (8) If the occupier has not agreed to the proposed pitch fee—
- (a) the owner may apply to the court for an order under paragraph 16(b) determining the amount of the new pitch fee;
  - (b) the occupier shall continue to pay the current pitch fee to the owner until such time as the new pitch fee is agreed by the occupier or an order determining the amount of the new pitch fee is made by the court under paragraph 16(b); and
  - (c) if the court makes such an order, the new pitch fee shall be payable as from the 28th day after the date on which the owner serves the notice under sub-paragraph (6)(b).
- (9) An application under sub-paragraph (8) may be made at any time after the end of the period of 56 days beginning with the date on which the owner serves the notice under sub-paragraph (6)(b).
- (10) The occupier shall not be treated as being in arrears—
- (a) where sub-paragraph (7) applies, until the 28th day after the date on which the new pitch fee is agreed; or
  - (b) where sub-paragraph (8)(b) applies, until the 28th day after the date on which the new pitch fee is agreed or, as the case may be, the 28th day after the date of the court order determining the amount of the new pitch fee.
- 18.—**(1) When determining the amount of the new pitch fee particular regard shall be had to—
- (a) any sums expended by the owner since the last review date on improvements—
    - (i) which are for the benefit of the occupiers of caravans on the protected site;
    - (ii) which were the subject of consultation in accordance with paragraph 22(e) and (f); and
    - (iii) to which a majority of the occupiers have not disagreed in writing or which, in the case of such disagreement, the court, on the application of the owner, has ordered should be taken into account when determining the amount of the new pitch fee;
  - (b) any decrease in the amenity of the protected site since the last review date; and

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(c) the effect of any statutory provision which has come into operation since the last review date.

(2) When calculating what constitutes a majority of the occupiers for the purposes of sub-paragraph (1)(a)(iii) each caravan is to be taken to have only one occupier and, in the event of there being more than one occupier of a caravan, its occupier is to be taken to be the occupier whose name first appears on the agreement.

(3) In a case where the pitch fee has not been previously reviewed, references in this paragraph to the last review date are to be read as references to the date when the agreement commenced.

**19** When determining the amount of the new pitch fee, any costs incurred by the owner in connection with expanding the protected site shall not be taken into account.

**20.—(1)** There is a presumption that the pitch fee shall increase or decrease by a percentage which is no more than any percentage increase or decrease in the retail prices index since the last review date, unless this would be unreasonable having regard to paragraph 18(1).

(2) Paragraph 18(3) applies for the purposes of this paragraph as it applies for the purposes of paragraph 18.

#### *Occupier's obligations*

**21** The occupier shall—

- (a) pay the pitch fee to the owner;
- (b) pay to the owner all sums due under the agreement in respect of gas, electricity, water, sewerage or other services supplied by the owner;
- (c) keep the caravan in a sound state of repair;
- (d) maintain—
  - (i) the outside of the caravan, and
  - (ii) the pitch, including all fences and outbuildings belonging to, or enjoyed with, it and the caravan,
 in a clean and tidy condition; and
- (e) if requested by the owner, provide the owner with documentary evidence of any costs or expenses in respect of which the occupier seeks reimbursement.

#### *Owner's obligations*

**22** The owner shall—

- (a) if requested by the occupier, and on payment by the occupier of a charge of not more than £30, provide accurate written details of—

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- (i) the size of the pitch and the base on which the caravan is stationed;  
and
  - (ii) the location of the pitch and the base within the protected site;  
including details of measurements between identifiable fixed points on the protected site and the pitch and the base;
- (b) if requested by the occupier, provide (free of charge) documentary evidence in support and explanation of—
- (i) any new pitch fee;
  - (ii) any charges for gas, electricity, water, sewerage or other services payable by the occupier to the owner under the agreement; and
  - (iii) any other charges, costs or expenses payable by the occupier to the owner under the agreement;
- (c) be responsible for repairing the base on which the caravan is stationed and for maintaining any gas, electricity, water, sewerage or other services supplied by the owner to the pitch or to the caravan;
- (d) maintain in a clean and tidy condition those parts of the protected site, including access ways, site boundary fences and trees, which are not the responsibility of any occupier of a caravan stationed on the protected site;
- (e) consult the occupier about improvements to the protected site in general, and in particular about those which the owner wishes to be taken into account when determining the amount of any new pitch fee; and
- (f) consult a qualifying residents' association, if there is one, about all matters which relate to the operation and management of, or improvements to, the protected site and may affect the occupiers either directly or indirectly.

**23** The owner shall not do or cause to be done anything which may adversely affect the ability of the occupier to perform the obligations under paragraph 21(c) and (d).

**24** For the purposes of paragraph 22(e), to “consult” the occupier means—

- (a) to give the occupier at least 28 days' notice in writing of the proposed improvements which—
  - (i) describes the proposed improvements and how they will benefit the occupier in the long and short term;
  - (ii) details how the pitch fee may be affected when it is next reviewed;  
and
  - (iii) states when and where the occupier can make representations about the proposed improvements; and



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- (b) to take into account any representations made by the occupier about the proposed improvements, in accordance with paragraph (a)(iii), before undertaking them.

**25** For the purposes of paragraph 22(f), to “consult” a qualifying residents' association means—

- (a) to give the association at least 28 days' notice in writing of the matters referred to in paragraph 22(f) which—
  - (i) describes the matters and how they may affect the occupiers either directly or indirectly in the long and short term; and
  - (ii) states when and where the association can make representations about the matters; and
- (b) to take into account any representations made by the association, in accordance with paragraph (a)(ii), before proceeding with the matters.

*Owner's name and address*

**26.—(1)** The owner shall by notice inform the occupier and any qualifying residents' association of the address in Northern Ireland at which notices (including notices of proceedings) may be served on the owner by the occupier or a qualifying residents' association.

(2) If the owner fails to comply with sub-paragraph (1), then (subject to sub-paragraph (5)) any amount otherwise due from the occupier to the owner in respect of the pitch fee shall be treated for all purposes as not being due from the occupier to the owner at any time before the owner does so comply.

(3) Where in accordance with the agreement the owner gives any written notice to the occupier or (as the case may be) a qualifying residents' association, the notice must contain the following information—

- (a) the name and address of the owner; and
  - (b) if that address is not in Northern Ireland, an address in Northern Ireland at which notices (including notices of proceedings) may be served on the owner.
- (4) Subject to sub-paragraph (5), where—
- (a) the occupier or a qualifying residents' association receives such a notice, but
  - (b) it does not contain the information required to be contained in it by virtue of sub-paragraph (3),

the notice shall be treated as not having been given until such time as the owner gives the information to the occupier or (as the case may be) the association in respect of the notice.

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(5) An amount or notice within sub-paragraph (2) or (4) (as the case may be) shall not be treated as mentioned in relation to any time when, by virtue of an order of any court, there is in force an appointment of a receiver or manager whose functions include receiving from the occupier the pitch fee, payments for services supplied or other charges.

(6) Nothing in sub-paragraphs (3) to (5) applies to any notice containing a demand to which paragraph 27(1) applies.

**27.—**(1) Where the owner makes any demand for payment by the occupier of the pitch fee, or in respect of services supplied or other charges, the demand must contain—

- (a) the name and address of the owner; and
- (b) if that address is not in Northern Ireland, an address in Northern Ireland at which notices (including notices of proceedings) may be served on the owner.

(2) Subject to sub-paragraph (3), where—

- (a) the occupier receives such a demand, but
- (b) it does not contain the information required to be contained in it by virtue of sub-paragraph (1),

the amount demanded shall be treated for all purposes as not being due from the occupier to the owner at any time before the owner gives that information to the occupier in respect of the demand.

(3) The amount demanded shall not be so treated in relation to any time when, by virtue of an order of any court, there is in force an appointment of a receiver or manager whose functions include receiving from the occupier the pitch fee, payments for services supplied or other charges.

#### *Qualifying residents' association*

**28.—**(1) A residents' association is a qualifying residents' association in relation to a protected site if—

- (a) it is an association representing the occupiers of caravans on that site;
- (b) at least 50% of the occupiers of the caravans on that site are members of the association;
- (c) it is independent from the owner, who together with any agent or employee of the owner is excluded from membership;
- (d) subject to paragraph (c), membership is open to all occupiers who own a caravan on that site;
- (e) it maintains a list of members which is open to public inspection together with the rules and constitution of the residents' association;

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- (f) it has a chairman, secretary and treasurer who are elected by and from among the members;
  - (g) with the exception of administrative decisions taken by the chairman, secretary and treasurer acting in their official capacities, decisions are taken by voting and there is only one vote for each caravan; and
  - (h) the owner has acknowledged in writing to the secretary that the association is a qualifying residents' association, or, in default of this, the court has so ordered.
- (2) When calculating the percentage of occupiers for the purpose of subparagraph (1)(b), each caravan shall be taken to have only one occupier and, in the event of there being more than one occupier of a caravan, its occupier is to be taken to be the occupier whose name first appears on the agreement.

#### *Interpretation*

**29** In this Schedule—

“pitch” means the land, forming part of the protected site and including any garden area, on which the occupier is entitled to station the caravan under the terms of the agreement;

“pitch fee” means the amount which the occupier is required by the agreement to pay to the owner for the right to station the caravan on the pitch and for use of the common areas of the protected site and their maintenance, but does not include amounts due in respect of gas, electricity, water and sewerage or other services, unless the agreement expressly provides that the pitch fee includes such amounts;

“retail prices index” means the general index (for all items) published by the Statistics Board or, if that index is not published for a relevant month, any substituted index or index figures published by that Board;

“review date” means the date specified in the written statement as the date on which the pitch fee will be reviewed in each year, or if no such date is specified, each anniversary of the date the agreement commenced; and

“written statement” means the written statement that the owner of the protected site is required by section 2 to give to the occupier.

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