



BASSETLAW DISTRICT COUNCIL

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960, SECTION 5

LICENCE CONDITIONS FOR TOURING CARAVAN SITES

1. LIMITATIONS

- 1.1 The total number of caravans stationed on the site at any one time shall not exceed ..

2. SITE BOUNDARIES

- 2.1 The boundaries of the site shall be clearly marked by hedges or fences etc. A plan of the site layout shall provided by the Site Licensee to the Council's Licensing Officer and to the Chief Fire Officer on receipt of this Licence.
- 2.2 A 3 metre wide area within the inside of all boundaries of the site shall be kept clear of all caravans, vehicles and other structures.

3. DISABLED PERSONS

- 3.1 Consideration shall be given to the needs of disabled persons using the site generally in particular where provision is required to be made under these conditions for communal water points, toilets, washing points and showers or bathing compartments.

4. DENSITY AND SPACE BETWEEN CARAVANS

- 4.1 The site density shall not exceed 75 caravans per hectare (30 caravans per acre) calculated on the basis of usable land available, rather than the total site area, excluding lakes, crags, roads, communal services and other areas unsuitable for the siting of caravans. Where tent camping is also permitted, the maximum number of caravans stationed on the site at any one time shall be reduced by the number of pitches occupied by main tents in separate family occupation.
- 4.2 The minimum spacing distance between caravans in separate family occupation shall be not less than 6 metres. In any event the minimum spacing distance between caravans in the same family occupation, shall be not less than 3 metres in any circumstances.
- 4.3 Vehicles and other ancillary equipment shall be permitted within the 6 metre space between caravans in separate family accommodation provided there is always 3 metres clear space within the 6 metre separation.

5. HARDSTANDINGS

- 5.1 Suitable hardstandings should be provided as agreed with the Council's Principal Environmental Health Officer, where the ground is found not to be safe and firm in poor weather conditions.

6. FIRE FIGHTING APPLIANCES

- 6.1 Fire points shall be established so that no caravan or site building is more than 90 metres from a fire point. Fire fighting appliances shall be housed in a weather proof structure, easily accessible and clearly and conspicuously marked "FIRE POINT".

- 6.2 Where water standpipes are provided and there is a water supply of sufficient pressure and flow to project a jet of water approximately 5 metres from the nozzle, such water standpipes shall be situated at each fire point. In addition, a reel shall be provided that complies with British Standard 5306 Part 1, with a hose of not less than 30 metres, having a means of connection to a water standpipe (preferably a screw thread connection) with a water supply of sufficient pressure and terminating in a small hand-controlled nozzle. Hoses shall be housed in a box painted red and marked "HOSE REEL".
- 6.3 Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants shall be installed at the fire points. Hydrants shall conform to British Standard 750. Access to hydrants and other water supplies shall not be obstructed or obscured.
- 6.4 Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point shall be provided with either water extinguishers (2 x 9 litres) or a water tank of at least 500 litres capacity fitted with a hinged cover two buckets and one hand pump or bucket pump.
- 6.5 The Site Licensee shall ensure that emergency vehicles are able to secure access at all times to within 50 metres of any unit or structure on site.

7. FIRE WARNING

- 7.1 A constantly accessible means of raising the alarm in the event of fire shall be provided at each fire point by a manually operated sounder e.g. a metal triangle with striker, gong or hand operated siren.

8. MAINTENANCE OF FIRE FIGHTING EQUIPMENT

- 8.1 All alarm and fire fighting equipment shall be installed, tested and maintained in good working order by a competent person and be available for inspection by, or on behalf of, the licensing authority. A logbook shall be kept to record all tests and any remedial action taken.
- 8.2 All equipment susceptible to damage by frost shall be suitably protected.

9. FIRE NOTICES

- 9.1 A clearly written and conspicuous notice shall be provided and maintained at each fire point to indicate the action to be taken in case of fire and the location of the nearest telephone. This notice shall include the following:-

On discovering a fire

- a) ensure the caravan or site building involved is evacuated.
- b) raise the alarm
- c) call the Fire Brigade (the nearest telephone is sited)
- d) attack the fire using the fire fighting equipment provided, if safe to do so

It is in the interests of all occupiers of this site to be familiar with the above routine and the method of operating the fire alarm and the fire fighting equipment.

10. FIRE HAZARDS

- 10.1 Long grass and vegetation shall be cut at frequent and regular intervals when necessary to prevent it becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings shall be removed from the vicinity of the caravans. The space beneath and between caravans shall not be used for the storage of combustible materials. Weed killers containing oxidising agents (sodium chlorate) shall not be used.
- 10.2 Wherever there is a likelihood of fire spreading due to vegetation catching fire, suitable beaters, of the type used by the Forestry Commission, shall also be provided at each fire point.

11. TELEPHONES

- 11.1 Where practicable an immediately accessible telephone shall be available on the site for calling the emergency services. A notice by the telephone shall include the address of the site.

12. STORAGE OF LIQUIFIED PETROLEUM GAS (LPG)

- 12.1 LPG storage supplied from tanks shall comply with Guidance Booklet H.S.G. 34 'The Storage of LPG at Fixed Installations' or where LPG is supplied from cylinders with Guidance Note C.S. 4 'The Keeping of LPG in Cylinders and Similar Containers' as appropriate. Where retail sales take place storage should comply with guidance note C.S. 8 'The Small Scale Storage and Display of LPG at Retail Premises'.

Where there are metered supplies from a common LPG storage tank then Guidance Note C.S. 11 'The Storage and Use of LPG at Metered Estates' provides further guidance and shall be followed. In this case and where a British Gas Mains supply is available, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipelines Act 1962 may also be applicable and shall be complied with.

- 12.2 With the exception of one spare gas bottle or cylinder, unconnected gas bottles or cylinders shall not be kept within the separation boundary of adjoining units or within the interior of any caravan unit.
- 12.3 LPG installations shall conform to British Standard 5482 'Code of Practice for Domestic Butane and Propane Gas Burning Installations, Part 2: 1977 Installations in Caravans and Non-Permanent Dwellings'.

For mains gas supply, the 1984 Regulations will be relevant for the installation downstream of any service pipe(s) supplying any primary meter(s) and such service pipes are subject to the Gas Safety Regulations 1972.

In cases where the Site Owner/Licensee supplies gas to caravans on the site, he may need an authorisation to do so from OFGAS under the Gas Act 1986.

- 12.4 No LPG shall be stored or used on site without the prior confirmation in writing from the Council's Principal Environmental Health Officer that the equipment provided and manner of storage complies with the relevant legislation. It is the Site Licensee's responsibility to comply with all the relevant legislation in this area.

13. ELECTRICAL INSTALLATIONS

- 13.1 Where an electrical installation is provided (other than an Electricity Supply Authority works and circuits subject to regulations made by the Secretary of State under Section 16 of the Energy Act 1983 and Section 64 of the Electricity Act 1947) or other current superseding Act, they shall be installed, tested and maintained in accordance with the provisions of the Institution of Electrical Engineers' (IEE) Regulations for Electrical Installations for the time being in force and, where appropriate, to the standard which would be acceptable for the purposes of the Electricity Supply Regulations 1988, Statutory Instrument 1988 Number 1057.
- 13.2 The Licensee shall ensure that a working current operated 30 milliamp rated RCD (residual circuit device) is installed at the point of supply to the caravan. All RCD's shall be checked regularly in accordance with manufacturer's instructions.
- 13.3 Work on electrical installations and appliances shall be carried out only by either the manufacturer's appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractor's Association, a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above.
- 13.4 The installations shall be inspected periodically not less than once every year. When an installation is inspected, it shall be judged against the current regulations. In particular all overhead cables shall be inspected to ensure that they meet the necessary standards imposed by current regulations. The Inspector shall, within 1 month of such an inspection, issue an Inspection Certificate in the form prescribed in the IEE Wiring Regulations which shall be retained by the site operator and displayed, supplemented or replaced by subsequent Certificates, with the Site Licence. The cost of the inspection and report shall be met by the Site Licensee. A copy of the inspection certificate shall be forwarded to the Council's Principal Environmental Health Officer within 7 days of receipt of the Certificate and in any event shall be submitted no later than of each year.
- 13.5 If an inspection reveals that an installation no longer complies with the Regulations existing at the time it was first installed any deficiencies shall be rectified. Any major alterations and extensions to an installation and all parts of the existing installation affected by them comply with the latest version of the IEE Wiring Regulations. All repairs shall be undertaken and satisfactorily completed within 1 month of their discovery unless a longer time period is given in writing by the Council's Principal Environmental Health Officer.
- 13.6 If there are overhead electrical lines on the site, suitable warning notices shall be displayed at the entrance to the site and on supports for the line. No overhead cable shall be less than 4.5 metres above the ground. Where appropriate, particular attention shall be drawn to the danger of tall objects contacting the line. Electrical cables shall be buried underground wherever possible on new sites, new extensions or alterations to an existing site.

14. WATER SUPPLY, DRAINAGE, SANITATION AND WASHING FACILITIES

- 14.1 The site shall be provided with a supply of wholesome drinking water at adequate pressure. Each caravan standing shall be no further than 90 metres from a water tap. At each water tap there shall be a gully which shall be connected to the foul drainage system with an adequate concrete apron between the water tap and gully.

- 14.2 Satisfactory provision shall be made for foul drainage, either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the Council. If a septic tank or cesspool is to be used, it shall be regularly emptied as and when necessary.
- 14.3 Whether or not wc's are provided, properly designed disposal points for the contents of chemical closets shall be provided, together with an adequate supply of water for cleansing containers. Proper provision shall be made for the contents of the chemical closets to be discharged into the foul drainage system adopted by the site.
- 14.4 Communal toilet blocks shall be provided on at least the following scales:-
- Men: Per 30 caravan standings – 1 wc and 1 urinal, together with 2 wash basins situated adjacent to the toilets, served with a constant supply of hot and cold water.
- Women: Per 30 caravan standings – 2 wc's, together with 2 wash basins situated adjacent to the toilets, served with a constant supply of hot and cold water.
- 14.5 Toilet blocks shall be sited in agreement with the Council's Principal Environmental Health Officer so that all site occupants have reasonable access.
- 14.6 One "properly equipped" and firmly insulated shower or bathroom compartment shall be provided per 25 caravan standings.
- ("Properly equipped" means that each compartment shall have impervious and easily cleansable surfaces. In addition, artificial heating and lighting and a sufficient constant supply of hot and cold water at adequate pressure shall be available for use at all times).
- 14.7 Toilet, bathing and washing facilities are not required where the Council's Principal Environmental Health Officer is satisfied that the provision of such facilities is either not feasible or justified. In such circumstances, entry on to the site shall be confined to caravans with their own toilets or chemical closets.

15. REFUSE DISPOSAL

- 15.1 Adequate communal, non-combustible, refuse bins with close-fitting lids shall be provided and housed within a properly constructed bin store. Arrangements shall be made by the Site Licensee for the bins to be emptied regularly.

16. NOTICES

- 16.1 A notice indicating the name of the site shall be prominently displayed at the site entrance.
- 16.2 A copy of the Site Licence with its conditions shall be prominently displayed at the site entrance.
- 16.3 A plan of the site and notices setting out the action to be taken in the event of an emergency, shall be displayed in a prominent position on the site. The notices shall show where the Police, Fire Brigade, Ambulance and local Doctors can be contacted and the location of the nearest public telephone. The notices shall also give the name, address and telephone number of the Site Licensee or his/her accredited

representative. At sites subject to flood risk, warning notices shall be displayed giving advice about the operation of the flood warning system.

- 16.4 All notices shall be suitably protected from the weather and displayed, where possible, out of the direct rays of the sun, preferably in areas lit by artificial lighting.

17. MAINTENANCE OF SITE

- 17.1 The Site Licensee shall ensure that all caravan standings and communal areas are maintained in a clean, neat and tidy condition at all times with particular reference to the regular cleansing of communal toilet and washing facilities, the mowing of grass, the eradication of weeds and the regular removal of all refuse and extraneous material.

- 17.2 The carrying on of any business or activity detrimental to the amenities of the site shall be prohibited.

18. TIME LIMITS

- 18.1 No caravan shall be brought on to the site for the purpose of human habitation until such time as the Council's Principal Environmental Health Officer has certified in writing that works required to be carried out on the site under the above Site Licence conditions have been completed to the Council's satisfaction.

- 18.2 For the purposes of Sections 8(4) and 9(3) of the Caravan Sites and Control of Development Act 1960, or any other future enactment of those sub-sections, all works required by any of the aforementioned conditions shall be completed within six months from the imposition of these Site Licence conditions or such other period as is agreed in writing between the Site Licensee and the Council's Principal Environmental Health Officer.

19. CHANGE OF OCCUPANCY OF SITE BY SITE LICENSEE

- 19.1 Should the Site Licensee cease to be the occupier of the land he shall, as soon as practicable, inform the Council's Licensing Officer of the change of circumstances and, wherever possible, of the name and address of the new occupant entitled to be the Site Licensee.