

Amber Valley Borough Council	(Appendix B) Touring Caravans/Tent Site	Housing
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AMBER VALLEY
BOROUGH COUNCIL

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CARAVANS SITES AND CONTROL OF DEVELOPMENT ACT 1960

Conditions attached to Site Licence for Touring Caravan/Tent Site

Licence reference: Issued to:

The occupier of

PERMITTED NUMBER OF CARAVANS

The Total Number of caravans stationed on the site at any one time shall not exceed
Touring caravans

For the purposes of calculation twin unit caravans shall be counted as two caravans.
The total number of tents shall not exceed **60 tents per acre**

SITE BOUNDARIES:

Touring caravans

- 1) The area to be occupied by caravans, the position of toilet blocks, the drainage, water points, fire points, recreation space, roads and car parking spaces shall conform to the details shown on the plan accompanying the application for this Licence.
- (2) No deviations from the plan shall be made without the previous consent of the Licensing Authority.
- (3) Applications for alterations or additions to the existing site layout shall be made to the Council's Department of Environmental Health accompanied by a map to a scale of not less than 1/500 showing the proposals.

DENSITY:

Touring caravans

The site density shall not exceed 75 units per hectare (30 units per acre) calculated on the usable area (i.e. excluding lakes, roads, communal services and other areas unsuitable

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for siting caravans). This condition shall also apply to sites with a mixture of touring caravans and tents.

SPACE BETWEEN CARAVANS

Touring caravans

Every caravan shall be not less than 6 metres from any other caravan in separate family occupation. Vehicles, a single tent (not exceeding 4.6sqm) used in the same family occupation and other ancillary equipment are permitted within the 6 m space, provided the door to the caravan is not obstructed and there is a clear space of 3 m from the adjoining caravan. The awning of one caravan may face the awning of another caravan providing there is a clear space of 3 m between them. Caravans shall not be less than 2 metres from a road, if roads are provided.

Tented camping near to touring caravans:

Where operators wish to allow groups of tents on pitches between caravans, the following will apply:

- a) Up to six tents accommodating no more than twelve people (including children), known to each other and forming a group who book together, are allowed to form one pitch. People in the group should be informed and consent to forming a group as a prior condition to camping. Tents not used for accommodating people will still be counted within the group maximum of six.
- b) Each tent shall be a minimum of two metres from any other tent in the group (as measured from the closest point of the fabric of the tent, including awning or any other structure). Where a canvas type tent is used within a group then the separation distance around such a tent is four metres.
- c) There should be a separation distance of six metres between the outer tents or structures in one group and those of another, in any direction as well as from any caravan.
- d) Emergency vehicles shall have access at all times to within 90 metres of any unit.
- e) Single tents (i.e. not forming part of a group known to each other) should be a minimum of three metres separate from each other as well as from any car, trailer or other equipment not in their possession. Up to six tents can be placed in this way before the inclusion of a six metre separation distance to the next group of tents or any caravan.
- f) Barbecues, cooking equipment, cars, trailers and boats may be placed amongst any group of tents. However the site operation must carry out a risk assessment to ensure the risks from fire and explosions are minimised. The site operator shall ensure that highly flammable substances, other than fixed fuel tanks are removed to a safe storage area and equipment which is capable of supporting an intense fire is kept reasonably separated from any ignition source. The site operator must also assess and deal with

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any ad hoc factors such as personal behaviour or unusual equipment/hazards which may lead to risk of injury or damage.

- g) There shall be a minimum of two metres between any tent and the edge of a kerb or roadway.

ROADS, FOOTPATHS AND GATEWAYS

Touring caravans:

Roads, vehicle gateways and footpaths shall be provided if a risk assessment by the site operator shows the site to be difficult or dangerous to negotiate in wet weather.

Where provided roads shall:

- be provided of suitable material and maintained in a serviceable and clean condition.
- be provided so that no caravan standing is more than 50 metres from a road.
- be designed to give adequate access to emergency vehicles.
- be not less than 3.7 metres wide or 3.0 metres wide if a one-way traffic system is in use.
- be suitably lit at night.
- have no overhead cables less than 4.5 metres above the ground.
- be kept clear for emergency vehicles at all times.

Where provided, vehicle gateways shall:

- be a minimum of 3.1 metres wide.
- have a minimum height clearance of 3.7 metres.
- be designed to give adequate access to emergency and other vehicles.

Where provided footpaths shall:

- be not less than 0.75 metres wide and provided with a hard surface when new or replaced (existing paths may be not less than 0.6 metres wide).
- be suitably lit at night.

Where roads, footpaths and paving are provided, there shall be adequate surface water drainage.

USE AND OCCUPATION

Touring caravans:

This Licence shall not save as hereinafter set out authorise the use of the land for The standing of caravans except for holiday/touring purposes and during the period from **1st March** to **31st October** in each year.

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Nothing in this Licence shall authorise the occupation of caravans during the period from **1st November** to **28th February** in each year.

USE AND OCCUPATION (cont.)

Touring caravans

Unless caravans are removed during the period **1st November** to **28th February** in each year, every caravan shall stand on a hard standing of suitable material which shall extend over the full areas of the caravan placed upon it and should project not less than 1 metre outwards from the entrance or entrances of the caravan.

WATER SUPPLY

Touring caravans

The site to be provided with a constant and adequate water supply of satisfactory bacteriological and chemical quality. The supply shall be maintained at an adequate flow rate and pressure even when the system is placed under maximum demand. Each pitch shall be no further than 90 metres from a standpipe/ water tap. At each tap there shall be a trapped gully connected to a soakaway or drainage system.

DRAINAGE , SANITATION AND WASHING FACILITIES

Touring caravans

For sites with 10 pitches or fewer the scale of sanitary accommodation set out below may be reduced, provided entry to the site is restricted to caravans which have their own facilities.

For sites with up to 120 pitches there shall be

- 2 w.c's for women and 1 w.c & 1 urinal for men, per 30 pitches or part thereof.
- 2 wash hand basins for women and 2 wash hand basins for men per 30 pitches or part thereof, provided with a constant supply of water, sited adjacent to the toilets.

For sites with more than 120 pitches, the provision for toilets and wash hand basins may be varied with the agreement with the licensing authority.

In all cases showers with hot and cold water or water at a suitably controlled temperature shall be provided at the rate of

- 1 shower for women and 1 shower for men per 60 pitches or part thereof.

Properly designed chemical closet disposal points shall be provided, with an adequate supply of water for cleaning containers. The water supply at disposal points shall be marked "Not Drinking Water"

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Laundry facilities shall be provided with one deep sink per 30 pitches, supplied with hot and cold running water, unless adequate laundry machinery is provided.

Satisfactory provision shall be made for foul drainage, either by connection to a properly constructed septic tank or cesspool, constructed in accordance with current Building Regulation requirements. No alterations/extensions shall be made to any drainage system (other than repairs) without the prior approval of the Council's Department of Environmental Health.

REFUSE DISPOSAL

Touring caravans

Adequate arrangements shall be made for the storage, collection and disposal of refuse.

FIRE PRECAUTIONS

Touring caravans

There shall be a fire point housed in a weatherproof structure within 90 metres of every caravan and site building, which is easily accessible and clearly and conspicuously marked "FIRE POINT", comprising;

- Two 9 litre water extinguishers complying with BS EN3 (or with an extinguishing capacity of 13A rating) protected from frost.
- Fire warning - a means of raising the alarm in the event of a fire shall be provided at each fire point. This could be by means of a manually operated sounder, e.g. metal triangle with a striker, gong or hand operated siren.
- Fire Notices - 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 indicate the following:-

"On discovering a fire

- (i) Ensure the caravan or site building is evacuated.**
- (ii) Raise the alarm.**
- (iii) Call the Fire Brigade (the nearest telephone is sited).**
- (iv) Attack the fire using the fire fighting equipment provided.**

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

- Fire Hazards - Long grass and vegetation shall be cut at frequent intervals to prevent it becoming a fire hazard. Any such cuttings shall be removed from the vicinity of caravans.

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- 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.
- All alarm and fire fighting equipment must be installed, tested and maintained by a competent person. A logbook shall be kept to record tests, remedial action and dates

LIQUEFIED PETROLEUM GAS

Touring caravans

Provision shall be made for the storage of liquefied petroleum gas and regard shall be had to the relevant and applicable parts of the following (or successor guidance);

For LPG supplied from tanks:

LP Gas Association Code of Practise 1: Part 1; Design, Installation and Operation of Vessels Located Above Ground and Part 4; Buried/Mounded LPG Storage Vessels

For LPG supplied from cylinders:

LP Gas Association Code of Practise 7; 1999 'Storage of Full and Empty LPG Cylinders and Cartridges.

ELECTRICAL INSTALLATIONS

Touring caravans

Where there is an electricity supply it shall be sufficient to meet all reasonable demands of the caravans situated thereon.

Electrical installations, other than Electricity Board works and circuits subject to the regulations made by the Secretary of State under Section 16 of the Energy Act 1983 and Section 64 of the Electricity Act 1947, should be installed, tested and maintained in accordance with BS 7671:1992: 'The Requirements for Electrical Installations' for the time being in force and where appropriate, to the standards which would be acceptable for the purposes of the Electricity (Overhead Lines) Regulations 1988, Statutory Instrument 1988 No. 1057.

The installation shall be inspected in accordance with the appropriate frequency set out below and a certificate in the form required by BS 7671: 1992 shall be provided:

- Fixed buildings (excluding licensed premises) shall be inspected every 3 years.
- Licensed premises shall be inspected every 12 months
- Electrical distribution up to and including connection units on holiday caravan sites shall be inspected every 3 years.
- Electrical distribution up to and including electrical hook up point on touring sites shall be inspected every 12 months.
- Hire fleet caravan holiday homes (site owned) shall be inspected every 3 years.

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- Hire fleet caravan holiday homes (owner/occupier but sub let to site) site operator to ensure that the owner provides a current, satisfactory electrical safety certificate every 3 years.
- Street lighting shall be inspected every 3 years (or 12 months if cables are overhead).
- Fire alarms and emergency lighting systems shall be inspected every 12 months with a documented quarterly check (informal) to ensure they are in working order.
- Site operators must check and document (Informal) that all residual current devices are working properly every 3 months.

Inspections or work on electrical supplies and installations shall be carried out by a competent person as required by BS 7671: 1992. If an installation does not comply with regulations applicable at the time it was installed, it shall be rectified. Any major alterations and extensions to an installation shall comply with BS 7671:1992.

It is recommended that inspections are carried out by one of the following:

- A professionally qualified electrical engineer
- A member of the Electrical Contractors' Association
- A member of the Electrical Contractors' Association of Scotland
- A certificate holder of the National Inspection Council for Electrical Installation Contracting, or
- A qualified person acting on behalf of one of these (in which case it should be stated for whom he is acting).

Such person shall within 1 month of such an inspection issue an inspection certificate which shall be retained by the Site Operator and displayed with the Site Licence. The cost of the inspection and report shall be met by the Site Operator.

NB Portable electrical equipment in buildings or caravans under the control of the licensee should be examined (not necessarily by an electrician) in accordance with the HSE guidance "Maintaining Portable and Transportable Electrical Equipment" Ref HS(G) 107 ISBN 0 7176 0715 1. Leaflet IND (G) 164L explains this.

NOTICES

The following signs/ notices must be displayed in a conspicuous place:

- a sign at the site entrance indicating the name of the site;
- a copy of the site licence and licence conditions;
- a plan and notice setting out action to be taken in a emergency and stating where the police, fire brigade, ambulance and local doctors can be contacted;
- the name and location/ telephone number of the site licence holder or his/her accredited representative;
- if the site presents a risk of flooding, advice about the operation of the flood warning system;
- the location of the site emergency telephone;
- if the site has overhead electric lines, warning notices must be displayed on the supports for the lines and at the site entrance. Where appropriate, these must

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warn against the danger of contact between the lines and the masts of yacht or dinghies.

CLEANLINESS AND MAINTENANCE OF SITE

The site occupier shall ensure at all times that:-

- (a) All toilet blocks, disposal points, fire points, stand-pipes and artificial lighting are maintained in a satisfactory condition.
- (b) The site is regularly cleansed of litter and that all grass, hedges, trees and ditches are kept in a reasonable condition.
- (c) All reasonable steps are taken by him to prevent disorderly conduct on the site and to prevent noise or other nuisance likely to disturb the neighbourhood.

PARKING

Touring caravans

There shall be adequate car parking for occupiers and site visitors, safely located and to allow clear access by emergency vehicles. Parked vehicles must not obstruct a carriageway, a footpath or door to a caravan