The format of this document requires amendment to reflect the corporate template.

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Caravan Sites and Control and Development Act 1960
Standards to be imposed as a Condition of Licence – Touring Caravan Sites

Note: Where a site is comprised of a mix of touring and static caravans the Conditions of Static Caravans shall apply.

TYPE OF CARAVANS

1. Definition

A "touring caravan" shall be either:

a) a motorised caravan or
b) a caravan capable of being towed by a private motor car and used exclusively for recreational purposes.

One awning per caravan shall be permitted.

2. Site Boundaries

The boundaries of the site should be clearly marked, for example by fences or hedges. In addition, the site owner should give the local authority a plan of its layout. It is recommended that a 3 metre wide area should be kept clear within the inside of all boundaries.

3. Period of Occupation of Site

Touring caravans may be stationed on the site only between 1 March and 31 October of the following year.

No caravan shall remain on the site for a period in excess of **14 consecutive days** and having vacated the site no caravan shall be **permitted to return** to the site within a period of at least **14 days**.

4. Spacing of Caravans

Caravans may be stationed only on that part of the site set aside for caravans and as indicated on the plan accompanying the Site Licence application or any amendment thereof duly approved by the Council. No caravan shall be positioned less than 2 metres from a carriageway and 3.0 metres from a boundary fence or hedge.

A space of 6 metres (all round) between each touring caravan and neighbouring caravans shall be maintained at all times. One awning per caravan may be erected provided that each touring unit (including awning) is at least 3 metres from an adjacent unit. This awning must not be of the type which incorporates sleeping accommodation and awnings must not touch or face each other.

Note: To ensure compliance with this Condition by tourists, it is recommended that sites onto which touring caravans shall be positioned should be delineated or that hardcore bases be provided.

5. Roads

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A suitable road shall connect the site to the Highway, such road to be constructed of suitable material on a proper foundation and laid to such levels as will prevent the accumulation of rain water on its surface.

The road shall be not less than 2.75 metres in width and shall be adequately maintained to the satisfaction of the Council.

Footpaths

Footpaths not less than 0.75 metres in width shall connect any toilet block or amenity building to the site carriageway.

6. Fire Fighting Provisions

a) Fire Points

These should be established so that no caravan or site building is more than 30 metres from a fire point. They should be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked **"FIRE POINT"**.

b) Fire Fighting Equipment

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 should be situated at each fire point. There should also be a reel that complies with British Standards 5306 Part 1, with a hose not less than 30 metres long, 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 control nozzle. Hoses should be housed in a box painted red and marked "HOSE REEL".

c) Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants should be installed within 100 metres of every caravan standing. Hydrants should conform to British Standard 750. Access to hydrants and other water supplies should not be obstructed or obscured.

d) Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point should be provided with either water extinguishers (2 x 9 litre) or a water tank of at least 500 litres capacity fitted with a hinged cover, 2 buckets and 1 hand pump or bucket pump.

e) Fire Warning

A means of raising the alarm in the event of a fire should 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 operates siren. The advice of the fire authority should be sought on an appropriate system.

f) Maintenance

All alarm and firefighting equipment should be installed, tested and maintained in working order by a competent person and be available for inspection by, or on behalf of, the licensing authority. A log book should be kept to record all tests and any remedial action.

g) All equipment susceptible to damage by frost should be suitable protected.

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h) Fire Notices

A clearly written and conspicuous notice should 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 should include the following:

"On discovering a fire

i. Ensure the caravan or site building involved is evacuated
ii. Raise the alarm
iii. Call the fire brigade (the nearest telephone is sited……)
iv. Attack the fire using the firefighting equipment provided, if safe to do so.

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 firefighting equipment."

i) Fire Hazards

Long grass and vegetation should be cut at frequent and regular intervals where necessary to prevent it becoming a fire hazard to caravans, buildings or other installations on the site. Any such cuttings should be removed from the vicinity of caravans. The space beneath and between caravans should not be used for the storage of combustible materials.

j) Telephones

An immediately accessible telephone should be available on the site for calling the emergency services. A notice by the telephone should include the address of the site.

7. Liquefied Petroleum Gas (LPG)

LPG storage supplied from tanks should comply with Guidance Booklet HSG 34 "The Storage of LPG at Fixed Installations" or, where LPG is supplied from cylinders, with Guidance Note CS4 "The Keeping of LPG in Cylinders and Similar Containers" as appropriate.

Where there are metered supplies from a common LPG storage tank, then Guidance Note CS11 "The Storage and Use of LPG at Metered Estates" provides further guidance. In this case and where a British Gas mains supply is available, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipe-lines Act 1962 may also be applicable.

Exposed gas bottles or cylinders should not be within the separation boundary of an adjoining unit.

LPG installation should conform to British Standards 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 supplies gas to caravans on the site, he may need an authorisation to do so from OFGAS under the Gas Act 1986.

8. Electrical Installations

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a) Sites should be provided with an electricity supply sufficient in all respects to meet reasonable demands of the caravan situated on them.

b) Such electrical installation, other than Electricity Board 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, should 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 (Overhead Lines) Regulations 1988, Statutory Instrument 1988 No. 1057.

a. Work on electrical installations and appliances should be carried out only by competent persons such as the manufacturer's appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractors'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. The installations should be inspected periodically: under IEE Wiring Regulations, every year or such longer period (not exceeding 3 years) as is considered appropriate in each case. When an installation in inspected, it should be judged against the current regulation.

The inspector should, within 1 month of such an inspection, issue an inspection certificate in the form prescribed in the IEE Wiring Regulations which should 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 should be met by the site operator or licence holder.

c) If an inspection reveals that an installation no longer complies with the regulations extant at the time it was first installed, any deficiencies should be rectified. Any major alterations and extensions to an installation and all parts of the existing installation affected by them should comply with the latest version of the IEE Wiring Regulations.

d) If there are overhead electric lines on the site, suitable warning notices should be displayed at the entrance to the site and on supports for the line. Where appropriate, particular attention should be drawn to the danger of masts of yachts or dinghies contacting the line.

9. Water Supply

The site shall be provided with a water supply in accordance with waterworks byelaws and statutory quality standards.

10. Foul Drainage, Sanitation and Washing Facilities

a) Satisfactory provision should 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 local authority.

b) Properly designed disposal points for the contents of chemical closets should be provided, with an adequate supply of water for cleaning the containers.

c) For caravans without their own water supply and water closets, communal toilet blocks should be provided, with adequate supplies of water, on at least the following scales:

Men: 1 WC and 1 urinal per 15 caravans
Women: 2 WC's per 15 caravans

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1 wash basin for each WC or group of WC's
1 shower or bath (with hot and cold water) for each sex per 20 caravans.

d) All disposal points for chemical closet contents, water closets and communal toilet blocks and washing facilities must be constructed in such a manner and of such materials as to enable them to be effectively cleaned and all such areas must be maintained in a clean condition at all times.

11. Laundry Facilities

One deep sink shall be provided for every 40 caravans (or part thereof) each equipped with running hot and cold water supplies.

If washing machines are provided on the site one sink only shall be required, equipped as stated above.

12. Surface Water Drainage

All parts of the site shall be provided with adequate surface water drainage.

13. Cleanliness of the Site

The site shall be maintained in a clean and tidy state and adequate litter receptacles shall be provided to the satisfaction of the Council.

14. Dustbin

A suitable refuse storage receptacle with close fitting lid shall be provided and arrangements made for the regular emptying of the receptacle by the Council.

15. Parking

One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking space should be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats should not be parked between units.

16. Recreational Space

Where children stay on site, space equivalent to about one-tenth of the total area should be allocated for children's games and/or other recreational purposes. This provision will normally be necessary because of the limited space available around the caravans but may be omitted where there are suitable, alternative, publicly provided recreational facilities which are readily accessible.

17. Display of Site Licence and Other notices

A suitable sign should be prominently displayed at the site entrance indicating the name of the site together with a copy of these conditions and any other relevant notices (eg fire and electrical certificates).

Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. They shall show where the police, fire brigade ambulance and local doctors can be connected and the location of the nearest public telephone. The Notices shall also give the name and location/telephone number of the site licence holder or his/her accredited representative. At

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

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