

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

Agenda Item No. 11

meeting date: THURSDAY, 2 AUGUST 2012  
 title: BEACON FELL VIEW CARAVAN SITE LICENCE  
 submitted by: CHIEF EXECUTIVE  
 principal author: MATTHEW RIDING

### 1 PURPOSE

1.1 To consider an application for a site licence.

1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives – }
- Corporate Priorities – }      The Council aims to be a well-managed Council, the  
licensing system supports this objective.
- Other Considerations – }

### 2 BACKGROUND

- 2.1 Beacon Fell View Holiday Park is a large 37 acre site situated off Higher Road, Longridge, in what was originally Tootle Height Quarry.
- 2.2 The site has expanded considerably from its original development in the early 1970's when 75 vans were positioned at the lower end of the park. In 1979 planning permission was granted to significantly expand the caravan park into the adjoining Longridge Kart Track.
- 2.3 A further planning approval was granted in 1990 which extended the opening period of the site from 31 October until 14 January (site closed 15 January – 28 February inclusive).
- 2.4 The current site licence, issued to Haven Leisure Ltd on 10 February 1998, reflects the above planning consents and stipulates the following number of caravans on site: residential (7); static seasonal (399) and touring (98).
- 2.5 The present owner of the site, Sam Hagan Leisure (UK) Ltd (Hagan's) acquired the site from Haven Leisure Ltd in 2001.
- 2.6 Hagan's have recently submitted a revised site licence application that accurately reflects the number of modern vans that can be sited at Beacon Fell View (they have previously used the numbers given for the 1998 licence).
- 2.7 The size of the vans have significantly increased over the past 15 years, thereby reducing the maximum number that can be adequately sited.

2.8 A revised application has recently been made by Sam Hagan Leisure (UK) Ltd for a total of 351 statics (including 7 residential for staff); 68 tourers and 25 tents. A detailed site plan has been submitted with the application.

### 3 ISSUES

3.1 Under the Caravan Site and Control of Development Act 1960 each Local Authority is responsible for the granting of site licences which must be issued after planning permission has been obtained. Once granted there is no requirement for the renewal of the licence.

3.2 Local Authority's means of control then lies in the conditions that are attached to the licence. Examples of these conditions include spacing between vans, minimum road widths, sanitary provisions etc.

3.3 On 6 November 2007, this Council's Community Committee agreed to adopt the national template of model standards, modified as necessary to reflect local conditions, to be attached to caravan site licences. They also decided that "the granting of new licences will continue to be at Committee's discretion, whilst the re-issue and amendment of licenses would be delegated to the Director of Service".

3.4 In this particular case, Hagan's are not applying for a new licence. They are only trying to regularise matters on site by acquiring an updated licence, issued in their own name and which accurately reflects the number and type of vans on site. The power to transfer a licence is vested in Section 10 of the Caravan Site and Control of Development Act 1960.

3.5 Section 3 of the Caravan Site and Control of Development Act 1960 states that if an applicant has the benefit of planning permission and applies for a caravan site licence, the Local Authority shall issue a site licence within 2 months of that date. Therefore in future any changes to caravan site licenses shall be reported as information reports.

3.6 A condition will be included in Hagan's site licence which stipulates that the caravans shall only be used for the purpose of holiday accommodation and not as a permanent residence. This condition will also require the site owner to maintain (and make available for inspection) a suitable register with supporting evidence showing the details of the primary residence of the owner and/or occupier of the caravan.

3.7 Ward Members are aware of the concerns of several van owners, who appear to have been using their caravans at Beacon Fell View Holiday Park as their primary residence which is not permissible, save for the 7 residential vans. Discussions with the site owners are ongoing in order to resolve these issues.

3.8 Under the circumstances, officers will work with the site owner and residents to allow reasonable time to resolve these issues.

### 4 RISK ASSESSMENT

4.1 The approval of this report may have the following implications:

- Resources – No implications identified.

- Technical, Environmental and Legal – The Council has a duty to issue an appropriate licence within 2 months of an application being received.
- Political – No implications identified.
- Reputation – No implications identified.
- Equality & Diversity – No implications identified.

## 5 **CONCLUSION**

- 5.1 Note the intention to issue an amended site licence for Sam Hagan Leisure (UK) Ltd with the Council's approved licensed conditions (attached as Appendix A to this report).

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REF: MR/CMS/HEALTH & HOUSING/020812

## APPENDIX A

**RIBBLE VALLEY BOROUGH COUNCIL**

**Ref. No:**

**CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960**  
**SCHEDULE OF CONDITIONS ATTACHED TO SITE LICENCE ISSUED IN RESPECT OF \*\*\*\***

Site Licence Conditions referred to in Caravan Site Licence No. \*\*\*\* for land situated at \*\*\*\* and delineated by a red line on the attached drawing No. \*\*\*\*.

1. **Site Boundaries**

1.1 The stationing of touring caravans for the purposes of human habitation shall be restricted to the period from 1 March to \*\*\*\* in each year and no caravan is to be stationed on the site for more than 21 days in any period of 28 days.

2. **Density and Space between Caravans**

2.1 Every part of each caravan, including any awning or other similar structure, shall be not less than 6 metres from any other caravan in a separate occupation and not less than 3 metres from a carriageway, building or the site boundary, marked with a red line on the plan annexed hereto, unless express approval in writing has been given by the Environmental Health Officer to a departure from this condition. The 6 metres shall not be obstructed by any structures whether permanent or temporary but no account shall be taken of any guy lines. All measurements for the purposes of this Licence shall be taken at floor level on each caravan and no account shall be taken of tow bars of similar projections.

2.2 Site density should not exceed 75 units (caravans or motor caravans) per hectare calculated on the basis of the usable area rather than the total site area (ie excluding crags, lakes, roads, communal services etc), provided that, where tent camping is also permitted, the maximum number of units stationed on the site at any one time should be reduced by the number of pitches occupied by main tents stationed for human habitation.

2.3 Without prejudice to clauses (2.1) and (2.2) above the total number of caravans on the site shall not at any time exceed \*\*\*\*.

3. **Roads and Footpaths**

3.1 Roads of suitable materials and construction shall be provided so that no caravan pitch or toilet block is more than 45 metres from a road. Each toilet block to be connected to a road by a footpath with a hard surface. Roads must be not less than 4 metres wide, or, if they form part of a one-way traffic system 2.75 metres wide. Footpaths should be not less than 0.75 metres wide.

3.2 All roads and footpaths shall be maintained in a satisfactory condition.

#### 4. **Fire Fighting**

##### 4.1 Fire Points

Fire points shall be established so that no caravan pitch or site building is more than 30 metres from a fire point unless approval, in writing, has been given by the Environmental Health Officer on the recommendation of the Fire Authority to a variation of this requirement. They shall be housed in a weather-proof structure, easily accessible and clearly and conspicuously marked 'FIRE POINT'.

##### Fire Fighting Equipment

4.2 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. There shall also be a reel that complies with British Standard 5306 Part 1, with a hose not less than 30 metres long, permanently connected to a water supply of sufficient pressure and terminating in a small hand control nozzle. Hoses shall be housed in a box painted red and marked 'HOSE REEL'.

4.3 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 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; or

Such other means of fire fighting for emergency use by caravan occupiers as are approved, in writing, by the Environmental Health Officer on the recommendation of the Fire Authority.

4.4 It is recommended that a 2.4kg dry powder fire extinguisher be installed and maintained in each caravan.

##### Fire Warning

4.5 A means of raising the alarm in the event of a fire shall be provided at each fire point. This may be by means of a manually operated sounder, eg metal triangle with a striker, gong or hand operated siren. The advice of the fire authority should be sought on an appropriate system.

##### Maintenance

4.6 All alarm and fire fighting equipment shall be installed, tested and maintained in working order by a competent person. The servicing of such equipment shall be carried out at least annually. A log book shall be kept to record all tests and any remedial action and shall be available for inspection by, or on behalf of, the licensing authority.

4.7 All equipment susceptible to damage by frost shall be suitably protected.

##### Fire Notices

- 4.8 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 must 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 fire fighting equipment provided it is safe to do so.

#### Fire Hazards

- 4.9 Long grass and vegetation shall be cut at frequent and regular intervals to prevent it becoming a fire hazard to caravans. Any such cuttings must be removed from the vicinity of the caravans.
- 4.10 Where it is necessary to provide storage facilities for liquefied petroleum gas provision shall be made for the safe storage of such gas, such storage arrangements are to be in accordance with the current Health and Safety Executive Codes of Practice and Guidance Notes for the keeping of Liquefied Petroleum Gas in cylinders and similar containers and for bulk storage as appropriate.

### **5. Telephones**

- 5.1 A telephone, clearly identified, shall be available on the site, or in such other convenient positions as may be approved, in writing, by the Environmental Health Officer, for calling the emergency services. A notice by the telephone shall include the address of the site.

### **6. Electrical Installations**

- 6.1 Any electrical installations on the site, other than Electricity Company works and circuits subject to regulations made by the Secretary of State for Energy, under Section 60 of the Electricity Act 1947, shall be installed and maintained in accordance with the requirements of the Institute of Electrical Engineers Regulations for the Electrical Equipment of Buildings (the IEE Wiring Regulations) 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.
- 6.2. The installations shall be inspected not less than once in every 12 months (in the case of underground installations 3 years) or in such longer period as may be recommended by a person who should be one of the following:
- A professional 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).

## **7. Water Supply**

- 7.1 The site shall be provided with a water supply complying with British Standard Code of Practice CP310 (1965).
- 7.2 A water standpipe with an adequate supply of water shall be provided within 30 metres, or such greater distance as the Environmental Health Officer may approve in writing of every caravan pitch. Each standpipe shall discharge over a trapped gully or soakaway surrounded by an adequate concrete apron.

## **8. Drainage, Sanitation and Washing Facilities**

- 8.1 Where sanitary facilities are required on site, provision to the satisfaction of the Environmental Health Officer shall be made for foul drainage on the site and such drainage shall be connected to a public sewer, where such is available, and the connection is physically possible. Where connection to a public sewer is not possible, the drainage system shall be connected to a sewage disposal system of a type and construction approved by the Environmental Health Officer.
- 8.2 Facilities shall be provided for the disposal of waste water by means of trapped gullies connected to the foul drainage system. The gullies should be provided with concrete aprons falling to the centre and may be sited under standpipes or at a point where no caravan pitch is more than 30 metres from a gully, or such greater distance as the Environmental Health Officer may approve in writing.
- 8.3 Communal sanitary facilities shall be provided for caravanners using the touring site. Such facilities shall be positioned on or adjacent to the touring site in a position approved by the Environmental Health Officer. Each communal block shall be constructed in accordance with building regulations and in such a manner and of such materials as to be thoroughly hygienic and able to be easily cleansed. Separate entrances shall be provided for each sex, adequately screened and legibly identified. Each toilet block shall have adequate supplies of hot and cold water with facilities, on the following minimum scale, unless the Environmental Health Officer approves, in writing, the provision of alternative arrangements:

Men: 1 WC and 1 Urinal per 15 caravan pitches.

Women: 2 WCs per 15 caravan pitches.

1 wash basin for each WC or group of WCs.

For every 20 caravan pitches or part thereof, one shower or bath with hot and cold water for each sex. Sufficient space shall be allowed in each shower compartment to enable clothing to be store and kept dry.

It is recommended that particular consideration should be given to the needs of the disabled in the provision made for toilets, showers, washing facilities and water points.

Toilet blocks must be sited conveniently so that all site occupants may have reasonable access to one by means of a road or footpath and shall be provided with suitable and sufficient means of internal and external lighting during the hours of darkness.

- 8.4 Properly designed disposal points for the contents of chemical closets, with an adequate supply of water for cleaning the containers shall be provided so that no pitch is more than 75 metres away from each disposal point. These points shall not be used to supply drinking water and shall be marked accordingly by a suitable notice.
- 8.5 Laundry facilities shall be provided in a separate room on the scale of not less than one deep sink, with hot and cold water, for every 15 caravan pitches, unless the Environmental Health Officer shall approve, in writing, the provision of alternative arrangements.
- 8.6 Suitable and sufficient means of internal and external lighting shall be provided and maintained for all communal facilities.
- 8.7 All fixtures and fittings provided for communal use shall at all times be maintained in a proper working order and in a clean condition.
- 8.8 Adequate surface water drainage for carriageways, footways and paved areas shall be provided and maintained.

## **9. Refuse Disposal**

- 9.1 Refuse disposal points shall be provided in such positions as are convenient for use by caravanners and for disposal by the Local Authority. An adequate number of covered receptacles of a type approved by the Local Authority shall be provided at each point and these should be cleared and cleaned and the refuse disposed of as often as is necessary to prevent overflowing.

## **10. General Maintenance**

- 10.1 The site shall be kept free of litter and all buildings or other structures on the site shall be maintained in good repair and condition.

## **11. Car Parking**

- 11.1 Cars may be parked alongside caravans, but where cars are so kept, 3 metres of clear space shall be maintained between the car and any unit (car and caravan or motor caravan) in separate occupation.
- 11.2 Additional suitably surfaced car parking places, to accommodate visitors and additional cars, shall be provided on the scale of one car parking space to every 15 caravan



pitches or part thereof. These parking areas should not be positioned within 6 metres of any caravan pitch.

## **12. Recreation Space**

- 12.1 Space equivalent to one-tenth of the total area of the site (or such smaller proportion as the Environmental Health Officer shall approve in writing) must be allocated for appropriate recreational purposes. If suitable alternative publicly provided recreational facilities are readily accessible the Environmental Health Officer may consider omitting this requirement.

## **13. Emergencies and First Aid**

- 13.1 First Aid equipment, to a standard approved by the Environmental Health Officer, shall be maintained on the site. A notice indicating the action to be taken in the event of an emergency and incorporating the following information shall be displayed in a prominent position on the site:

- (i) Location of nearest telephone.
- (ii) Location of the site first aid kit.
- (iii) Name, address and telephone number of local doctor(s) and surgeries.
- (iv) Address and telephone number of nearest hospital.
- (v) Address and telephone number of the police and fire brigade.

- 13.2 Adequate arrangements shall be made to ensure that emergency vehicles may secure access, at all times, to within 90 metres of any part of the site.

## **14. Notices**

- 14.1 A suitable sign shall be prominently displayed at the site entrance indicating the name of the site.
- 14.2 Where the site is subject to flood risk, warning notices shall be displayed giving advice about the operation of the flood warning system.
- 14.3 Where overhead electric cables cross the site, warning notices shall be displayed on any supports for the lines and at the site entrance. Where appropriate, such signs should warn against the danger of contact between the lines and the masts of yachts or dinghies.

## **15. Display of Licence**

- 15.1 At all times when caravans are stationed or kept on the site for the purpose of human habitation, a copy of the site licence with its conditions shall be displayed prominently on the site.

# **RIBBLE VALLEY BOROUGH COUNCIL**

**Ref. No:**

## **CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960** **SCHEDULE OF CONDITIONS ATTACHED TO SITE LICENCE ISSUED IN RESPECT OF**

**....**

Site Licence Conditions referred to in Caravan Site Licence No. \_\_\_\_\_ for land situated at \_\_\_\_\_ and delineated by a red line on the attached drawing No. \_\_\_\_\_.

### **1. Usage of the Site**

1.1 The stationing of \_\_\_\_\_ holiday caravans for the purpose of human habitation shall be restricted to the period \_\_\_\_\_.

### **2. Site Register**

2.1 With the exception of caravans identified as being in residential use, the site licence holder must provide and maintain a register showing the address of each caravan owner and/or occupiers main residence. This register must be supported with evidence of payment of Council Tax at the address shown as the main residence. The register must be made available on request for inspection by any Environmental Health Officer employed by Ribble Valley Borough Council, or any office duly authorised by an Environmental Health Officer.

### **3. Site Boundaries**

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

### **4. Density and Space between Caravans**

4.1 Subject to the following variations, the minimum spacing distance between caravans made of aluminum or other materials with similar fire performance properties shall be not less than 5 metres between units, 3.5 metres at the corners. For those with a plywood or similar skin, it shall be not less than 6 metres. No caravan shall be less than 3 metres (or such distance as may be specified in writing by the Environmental Health Officer) from any building. Where there is a mixture of holiday caravans of aluminum and plywood, the separation distance shall be 6 metres; and where there is a mixture of permanent residential homes and holiday caravans, the separation distance shall again be 6 metres. The point of measurement for porches, awnings etc is the exterior cladding of the caravan.

#### **Variations**

- (i) Porches may protrude 1 metre into the 5 metres and shall be of the open type.
- (ii) Where awnings are used, the distance between any part of the awning and an adjoining caravan shall not be less than 3 metres. They shall not be of the type \_\_\_\_\_.

which incorporates sleeping accommodation and they should not face or be within 3 metres of each other.

- (iii) Eaves, drainpipes and bay windows may extend into the 5 metre space provided the total distance between the extremities of 2 adjacent units is not less than 4.5 metres.
- (iv) Where there are ramps for the disabled, verandas and stairs extending from the unit, there shall be 3.5 metres clear space between them (4.5 metres if mixture of caravans) and such items shall not face each other in any space. If they are enclosed, they are to be considered as part of the unit and, as such, shall not intrude into the 5 metre (or 6 metre) space.
- (v) A garage, a shed or a covered storage space will be permitted between units only if it is of non-combustible construction (including non-combustible roof) and sufficient space is maintained around each unit so as not to prejudice means of escape in case of fire.

Windows in such structures shall not face towards the unit on either side. Car ports and covered walkways shall in no circumstances be allowed within the 5 or 6 metre space. For cars and boats between units, see Condition 12.1.

- 4.2 The density must be consistent with safety standards and health and amenity requirements. The gross density shall not exceed 60 caravans to the hectare, calculated on the basis of the usable area (ie excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans) rather than the total site area.

## **5. Roads, Gateways and Footpaths**

- 5.1 Roads and footpaths shall be designed to provide adequate access for fire appliances. (Detailed guidance on turning circles etc is available from fire authorities). Roads of suitable material shall be provided so that no caravan standing is more than 50 metres from a road. Each standing shall be connected to a carriageway by a footpath with a hard surface. Roads shall not be less than 3.7 metres wide, or, if they form part of a clearly marked one-way traffic system, 3 metres wide. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Footpaths shall not be less than 0.75 metres wide. Roads shall have no overhead cable less than 4.5 metres above the ground. They shall be suitably lit taking into account the needs and characteristics of the site. Emergency vehicle routes within the site must be kept clear of obstruction at all times.

## **6. Hard Standings**

- 6.1 Every caravan shall stand on a hard-standing of suitable material, which shall extend over the whole area occupied by the caravan placed upon it, and project a sufficient distance outwards from the entrance or entrances of the caravan to enable occupants to enter and leave safely.

## **7. Fire Fighting**

- 7.1 Fire Points

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

#### Fire Fighting Equipment

7.2 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. There shall also be a reel that complies with British Standard 5306 Part 1, with a hose not less than 30 metres long, permanently connected to a water supply of sufficient pressure and terminating in a small hand control nozzle. Hoses shall be housed in a box painted red and marked 'HOSE REEL'.

7.3 Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants shall be installed within 100 metres of every caravan standing.

Hydrants shall conform to British Standard 750. Access to hydrants and other water supplies shall not be obstructed or obscured.

7.4 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 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.

#### Fire Warning

7.5 A means of raising the alarm in the event of a fire shall be provided at each fire point. This may be by means of a manually operated sounder, eg metal triangle with a striker, gong or hand operated siren. The advice of the fire authority should be sought on an appropriate system.

#### Maintenance

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

7.7 All equipment susceptible to damage by frost shall be suitably protected.

#### Fire Notices

7.8 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 must 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 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 fire fighting equipment.

### Fire Hazards

- 7.9 Long grass and vegetation shall be cut at frequent and regular intervals to prevent it becoming a fire hazard to caravans. Any such cuttings must be removed from the vicinity of the caravans. The space beneath and between caravans shall not be used for the storage of combustible materials.

### Telephones

- 7.10 An immediate 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.

## **8. Storage of Liquefied Petroleum Gas (LPG)**

- 8.1 If LPG is supplied from tanks, the installation shall comply with Guidance Booklet HSG 34 "The Storage of LPG at Fixed Installations" and where LPG is supplied from cylinders, with Guidance Note CS4 "The Keeping of LPG in Cylinders and Similar Containers".
- 8.2 Metered supplies from a common LPG storage tank shall comply with Guidance Note CS11 "The Storage and Use of LPG at Metered Estates". (In this case and where a British Gas mains supply is available, then the Gas Safety (Installation and Use) Regulations 1998 and the Pipelines Act 1962 may also be applicable).
- 8.3 Exposed gas bottles or cylinders shall not be within the separation boundary of an adjoining unit.
- 8.4 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'.
- 8.5 If mains gas is supplied to the site, the installation downstream of any service pipe(s) supplying any primary meter(s) shall comply with the Gas Safety (Installation Use) Regulation 1998 and such service pipes with the Gas Safety Regulations 1972. (Where the site owner supplies gas to caravans on the site, an authorisation to do so from OFGAS under the Gas Act 1986 may be required).

## **9. Electrical Installations**

- 9.1 The site shall be provided with an electrical supply sufficient in all respects to meet all reasonable demands of the caravans situated on them.

- 9.2 Such electrical installations, other than Electricity Company 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, 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 (Overhead Lines) Regulations 1988, Statutory Instrument 1988 No. 1057.
- 9.3 Work on electrical installations and appliances shall 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 shall 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 is inspected, it shall be judged against the current regulations.
- 9.4 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 operator or licence holder.
- 9.5 If an inspection reveals that an installation no longer complies with the regulations extant 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 must comply with the latest version of the IEE Wiring Regulations.
- 9.6 If there are overhead electric lines on the site, suitable warning notices shall be displayed at the entrance to the site and on support for the line. Where appropriate, particular attention should be drawn to the danger of masts of yachts or dinghies contacting the line.

## **10. Water Supply**

- 10.1 The site shall be provided with a water supply in accordance with appropriate Water By-laws and statutory quality standards.
- 10.2 Where an internal piped water supply is not provided to a holiday caravan a standpipe or other suitable water supply shall be provided within 18 metres of such caravan.

## **11. Drainage, Sanitation and Washing Facilities**

- 11.1 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 local authority.
- 11.2 Properly designed disposal points for the contents of chemical closets shall be provided, along with an adequate supply of water for cleaning the containers.

11.3 The site shall be provided with an adequate drainage system for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravan, roads and footpaths.

11.4 For caravans without their own water supply and water closets, communal toilet blocks shall be provided, with adequate supplies of water, on at least the following scales:  
Men: 1 WC and 1 Urinal per 15 caravans.

Women: 2 WCs per 15 caravans.

1 washbasin for each WC or group of WCs.

1 shower or bath (with hot and cold water) for each sex per 20 caravans.

Toilet blocks must be sited conveniently so that all site occupants may have reasonable access to one by means of a road or footpath and shall be provided with suitable and sufficient means of internal and external lighting during the hours of darkness.

## 12. **Refuse Disposal**

12.1 Every caravan standing shall have an adequate number of suitable non-combustible refuse bins with close fitting lids or plastic bags, or, **alternatively**, communal refuse bins shall be provided of similar construction and housed within a properly constructed bin store. Arrangements shall be made for the bins to be emptied regularly.

## 13. **Parking**

13.1 Suitable surfaced parking spaces on the scale of at least one car parking space for each caravan standing shall be provided to meet the requirements of the site occupants and their visitors. One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Car parking spaces in between caravans shall be suitably surfaced to give ready access to the carriageway. Plastic or wooden boats shall not be parked between units.

## 14. **Recreation Space**

14.1 Where children stay on the site, space equivalent to about one-tenth of the total area shall be allocated for children's games and/or other recreational purposes. (This provision is necessary because of the limited space available round the caravans. If, therefore, suitable alternative publicly provided recreational facilities are readily accessible the Environmental Health Officer may consider omitting this requirement).

## 15. **Notices**

15.1 A suitable sign shall be prominently displayed at the site entrance indicating the name of the site.

15.2 A copy of the site licence with its conditions shall be displayed prominently on the site.

15.3 Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. They must 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 and location/telephone number of the site licence holder or his/her accredited representative. If the site is subject to flood risk, warning notices shall be displayed giving advice about the operation of the flood warning system.

- 15.4 Where the site is located within the notification zone of industrial premises subject to the Control of Major Accident Hazard Regulations or similar legislation, suitable clearly written and conspicuous notices shall be displayed and maintained in a prominent position on the site, to the satisfaction of the Environmental Health Officer, to indicate the action which must be taken in the event of a major industrial incident.
- 15.5 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. (See also 6.8, 6.10, 8.4 and 8.6).

**16. Management**

- 16.1 All buildings, roads, carriageways, equipment and facilities shall be maintained in good order and repair and in a clean and wholesome condition to the satisfaction of the Environmental Health Officer.
- 16.2 All caravans stationed on the site shall be maintained in good repair and in a sound and watertight condition to the satisfaction of the Environmental Health Officer.
- 16.3 The site shall at all times be maintained in a clean and tidy condition and be kept clear of any accumulations of litter, rubbish, etc.