

Wyre Council holiday site conditions

1. Usage of the site

1.1 The stationing of holiday caravans for the purpose of human habitation shall be restricted to the period stated on the licence.

2. Site boundaries

2.1 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 3m wide area should be kept clear within the inside of all boundaries.

3. Density and space between caravans

3.1 Subject to the following variations, the minimum spacing distance between caravans made of aluminium or other materials with similar fire performance properties shall be not less than 5m between units, 3.5 m at the corners. For those with a plywood or similar skin, it shall be not less than 6m. No caravan shall be less than 3m (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 aluminium and plywood, the separation distance shall be 6m; and where there is a mixture of permanent residential homes and holiday caravans, the separation distance shall again be 6m. The point of measurement for porches, awnings etc. is the exterior cladding of the caravan.

Variations

- (i) Porches may protrude 1m into the 5m 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 3m. They shall not be of the type which incorporates sleeping accommodation and they should not face or be within 3m of each other.
- (iii) Eaves, drainpipes and bay windows may extend into the 5m space provided the total distance between the extremities of 2 adjacent units is not less than 4.5m.
- (iv) Where there are ramps for the disabled, verandas, stairs and decking extending from the unit, there shall be 3.5m clear space between them (4.5m 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 5m (or 6m) 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 6m space. For cars and boats between units, see condition 12.1.

3.2 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 useable area (for example excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans) rather than the total site area.

3.3 The maximum number of caravans that may be stationed on the said land at any one time (provided all other licence requirements are satisfied) is printed on the licence.

4. Roads, gateways and footpaths

4.1 Roads and footpaths shall be designed to provide adequate access for fire appliances. Detailed guidance on turning circles is available from fire authorities. Roads of suitable material shall be provided so that no caravan standing is more than 50m from a road. Each standing shall be connected to a carriage-way by a footpath with a hard surface. Roads shall not be less than 3.7m wide, or, if they form part of a clearly-marked one way traffic system, 3m wide. Gateways shall be a minimum of 3.1m wide and have a minimum height clearance of 3.7m. Footpaths shall not be less than 0.75m wide. Roads shall have no overhead cable less than 4.5m 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.

5. Hard standings

5.1 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.

6. Fire fighting

Fire points

6.1 Fire points shall be established so that no caravan or site building is more than 30m 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

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 5m 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 30m 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'.

6.3 Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants shall be installed within 100m of every caravan standing. 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 litre) or a water tank of at least 500 litres capacity fitted with a hinged cover, two buckets and one hand pump or bucket pump.

Fire warning

6.5 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, for example metal triangle with a striker, gong or hand operated siren. The advice of the fire authority should be sought on an appropriate system.

Maintenance

6.6 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.

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

Fire notices

6.8 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

(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

6.9 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

6.10 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.

7. Storage of Liquefied Petroleum Gas (LPG)

7.1 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'.

7.2 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 Pipe-lines Act 1962 may also be applicable.

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

7.4 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'.

7.5 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 and 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.

8. Electrical installations

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

8.2 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.

8.3 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 three years) as is considered appropriate in each case. When an installation is inspected, it shall be judged against the current regulations.

8.4 The inspector shall, within one 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.

8.5 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.

8.6 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.

9. Water supply

9.1 The site shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards.

9.2 Where an internal piped water supply is not provided to a holiday caravan a standpipe or other suitable water supply shall be provided within 18m of such caravan.

10. Drainage, sanitation and washing facilities

10.1 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.

10.2 Properly designed disposal points for the contents of chemical closets shall be provided, along with an adequate supply of water for cleaning the containers.

10.3 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.

10.4 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: one WC and one Urinal per 15 caravans

Women: two WCs per 15 caravans

one washbasin for each WC or group of WCs

one 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.

11. Refuse disposal

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.

12. Parking

12.1 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.

13. Recreation space

13.1 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.

14. Notices

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

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

14.3 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.

14.4 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.

14.5 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.

15. Management

15.1 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.

15.2 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.

15.3 The site shall at all times be maintained in a clean and tidy condition and be kept clear of any accumulations of litter.