

CONDITIONS ATTACHED TO CARAVAN SITE LICENCE

- 1 The maximum number of caravans on the site shall not exceed * static (holiday) caravans, * **tourers** and * **residential** caravans. Occupancy shall be restricted to the period (***date to be inserted**) inclusive.
- 2 The site owner shall give to the Environmental Protection Director of Sefton MBC, a detailed plan of the layout of the site which identifies the position of all caravans, toilets, roads, fire points and recreational space on the site.
- 3 The boundaries of the site shall be clearly marked by fences, hedges or walls and, where possible, a 3 metre wide area shall be kept clear within the inside of all boundaries.
- 4 The minimum spacing distance for static caravans made of aluminium, or other materials with similar fire performance qualities, shall be not less than 5 metres between units, 3.5 metres at the corners. The distance between residential caravans shall not be less than 6 metres.
 - Porches may protrude 1 metre into the 5 metres and shall be of the open type.
 - Where awnings are used, the distance between the awning and an adjoining caravan shall be not less than 3 metres. They shall not be of the type which incorporates sleeping accommodation and they shall not face each other or touch.
 - Eaves, drainpipes and bay windows may extend into the 5 metre space provided the total distance between the caravans is not less than 4.5 metres, or 5.25 metres if one of the caravans is a permanent residential mobile home.
 - Where there are ramps for the disabled, verandahs and stairs extending from the unit, there shall be 3.5 metres clear space between them (4.5 m if a mixture of caravans).
 - A garage, shed or covered storage space shall be permitted only if it is of non-combustible construction (including the roof). No car ports or covered walkways are allowed within the 5 or 6 metre space.
- 5 Roads of a suitable material shall be provided so that no caravan standing is more than 50 metres from a road. Each standing and toilet block shall be connected to a road by a footpath with a suitable hard surface. Roads shall not be less than 3.7 metres wide, or, if they form part of a clearly marked one-way system, 3 metres wide. Gateways shall be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Roads shall have no overhead cable less than 4.5 metres above the ground. Emergency

vehicle routes shall be kept clear of obstruction at all times. Footpaths shall be not less than 0.75 metres wide.

- 6 Fire points shall be established so that no caravan or site building is more than 30 metres from a fire point. Each point shall be housed in a weatherproof structure which is easily accessible and clearly and conspicuously marked 'FIRE POINT'.
- 7 Where water stand pipes are provided and there is a sufficient pressure and flow to project a jet of water 5 metres from the nozzle, such water stand pipes shall be situated at each fire point. At such stand pipes, there shall be a reel that complies with BS 5306: Part 1 with a hose not less than 30 metres long, which has a screw thread connection for 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'.
- 8 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 should comply with BS 750. Access to hydrants and other water supplies should not be obstructed or obscured.
- 9 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.
- 10 A means of raising the alarm in the event of a fire shall be provided at each fire point.
- 11 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.
- 12 All equipment susceptible to frost shall be suitably protected.
- 13 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. The notice shall 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 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.'

- 14 Long grass and vegetation shall be cut at frequent and regular intervals, where necessary to prevent it becoming a fire hazard to caravans. 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.
- 15 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.
- 16 LPG storage supplied from tanks shall 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 metered supplies are provided from a common LPG storage tank then such installations shall comply with Guidance Note CS11 'The Storage and Use of LPG at Metered Estates'.

LPG installations shall conform to BS 5482 'Code of Practice for domestic butane and propane gas burning installations, Part 2: 1977 Installations in caravans and non-permanent dwellings'.

If a British Gas mains supply is provided, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipe-lines Act 1962 shall apply.

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

- 17 The site shall be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated at the site.
- 18 Any electrical installations on the site which are not 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, shall be installed, tested and maintained in accordance with the Institution of Electrical Engineers (IEE) Regulations for Electrical Installations for the time being in force, and when appropriate, to the standard which would be acceptable for the purposes of the Electricity (Overhead Lines) Regulations 1988, Statutory Instrument 1988 No 1057.
- 19 Work on electrical installations shall be carried out only by competent persons such as:
- the manufacturers' 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 (NICEIC).

The electrical installations shall be inspected not less than once every three years by a suitably qualified person, who 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 with the site licence.

- 20 If an inspection reveals that the electrical 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 shall comply with the latest version of the IEE Wiring Regulations.
- 21 Where there are overhead electric lines on the site, suitable warning notices shall be displayed at the entrance to the site and on supports for the line.
- 22 The site shall be provided with a water supply in accordance with the EC Directive and statutory quality standards.
- 23 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. All such drainage facilities shall be regularly and properly maintained and emptied as appropriate.
- 24 Properly designed disposal points for the disposal of chemical closets should be provided, with an adequate supply of water for cleaning the containers.
- 25 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 WC's per 15 caravans.

1 wash hand basin for each WC or group of WC's

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

Toilet blocks shall be sited conveniently so that all site occupants may have reasonable access to one by means of a road or footpath.

- 26 Every caravan standing shall have an adequate number of suitable non-combustible refuse bins with close-fitting lids or plastic bags. Arrangements shall be made for the bins to be emptied regularly. Where communal refuse bins are also provided, these should be of similar construction and housed within a properly constructed bin store.
- 27 One car only may be parked between adjoining caravans provided that the door to the caravan is not obstructed. Suitably surfaced parking places shall be provided where necessary to meet the additional requirements of the

occupants and their visitors. Plastic or wooden boats shall not be parked between units.

- 28 A suitable sign shall be prominently displayed at the entrance to the site, indicating the name of the site.
- 29 A copy of the site licence with its conditions shall be displayed prominently on the site.
- 30 Notices and a plan shall be displayed on the site setting out the action to be taken in the event of an emergency. 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 and location/telephone number of the site licence holder or his/her representative.
- 31 All notices shall be suitably protected from the weather and displayed out of the direct rays of the sun in an area lit by artificial lighting.
- 32 The conditions relating to the residential caravans shall be as above, but with the following additions:
 - a) The site licence shall relate only to a caravan specially designed and constructed for human habitation, and such caravans shall be, at all times, maintained in good condition to the satisfaction of the Chief Environment and Consumer Protection Officer. No converted railway carriages, trams or bus bodies, or similar structure or tents shall be stationed on the land.
 - b) The caravans shall stand on a hardstanding of suitable material (eg concrete) which shall extend over the whole area occupied by the caravan placed upon it, and shall project not less than 1 metre outwards from the entrance or entrances of the caravan.
 - c) A 5 litre size water (gas expelled) fire extinguisher shall be provided and sited adjacent to the caravan exit door. It shall be mounted on a suitable wall bracket or shelf no higher than 1.5 metres from floor level or alternatively a hose reel shall be kept readily available if there is a tap in or adjacent to the caravan for use in case of fire.
 - d) A water closet shall be provided within the caravan for the use of the occupiers of the caravan.
 - e) The caravan standing shall be provided with a refuse bin having a close-fitting lid and arrangements shall be made for the bin to be emptied regularly.