



DERBY CITY COUNCIL

**GENERAL LICENSING COMMITTEE**  
**22 JULY 2009**

Report of the Corporate Director of Environmental Services

**AMENDMENTS TO THE PERMANENT RESIDENTIAL MOBILE HOME  
SITE LICENSING CONDITIONS (CARAVAN SITES AND CONTROL OF  
DEVELOPMENT ACT 1960)**

**RECOMMENDATION**

- 1.1 To approve amendments to the current caravan site licensing conditions that are applicable to permanent residential mobile caravan sites within the city.

**SUPPORTING INFORMATION**

- 2.1 Local Authorities licence various types of caravan sites under the provisions of the Caravan Sites and Control of Development Act 1960. Under the provisions of the Act, no occupier of land is allowed to permit land to be used as a permanent residential caravan site unless he/she is the holder of a site licence. The site licence is issued as a 'one-off' not on a yearly basis.
- 2.2 The Local Authority can attach any conditions to the licence which it sees as necessary or desirable in the interest of persons living in the caravans. These conditions apply to the site and its amenities, but not to the physical condition of the caravans themselves. Caravans are included within the definition of a house and housing legislation applies to them.
- 2.3 In specifying its licence conditions, the local authority must have regard to Model Licence Conditions that are issued from time to time. The Secretary of State may specify model standards with respect to the layout and provision of facilities, services and equipment for sites. When deciding what (if any) conditions to attach to a site licence, the local authority shall have regard to any standards so specified. Local authorities should consider whether it is appropriate for these standards to apply.
- 2.4 The model standards represent those standards normally to be expected as a matter of good practice. New standards were issued by the Department for Communities and Local Government in 2008 to replace the document 'Model Standards 1989; Permanent Residential Mobile Home Sites'. When issuing new licences or reviewing current ones the local authority must have regard to these 2008 standards in setting or varying any of the conditions. The site licence conditions were last amended in February 2006.
- 2.5 There are 4 permanent residential sites in Derby. These are The Navigation Site on London Road, together with New City Homes and Alvaston Park Homes which are both situated at Curzon Lane, Alvaston. All hold licences issued by Derby City Council. Derby Homes also operate a site at Park Homes, Shelton Lock, but this

site is not licensed by the Council.. It has become apparent that at the licensed sites some development has taken place that contravenes the Council's existing conditions. These relate mainly to the erection of fencing and other structures that are covered by restrictions in the Council's current site licence conditions. These site conditions only relate to permanent mobile home sites, not sites for touring caravans or traveller's sites.

- 2.6 Although work has been carried out with the site owners to address these issues, it was felt that with the issuing of the new 2008 Model Standards a review should be carried out of the current licence conditions to address the issues identified at the sites in order that those matters could be addressed to reflect the nature of the sites and their development. As part of this process Derbyshire Fire Service were consulted in respect of issues relating to fire safety, which were the primary concern.
- 2.7 The existing conditions were amended having regard to the new standards and comments were requested from the Fire Service in July 2008 and their recommendations were included in the revised draft conditions.
- 2.8 Following recommendations by General Licensing Committee further consultation was carried out in April/May 2009, where residents and operators of the three private sites and Derby Homes were asked for their comments on the proposed conditions. Comments were received from residents and the site owners of New City Homes/Alvaston Park Homes. These have been noted in Appendix 3, together with the Divisions comments and proposals.
- 2.8 Specific amendments relate mainly to fire safety matters, including addressing the issue of fencing and structures that had been prohibited by the previous conditions but had still been erected over a period of time, principally by the occupiers of the individual plots.
- 2.9 If Members do approve the draft conditions it is then proposed to agree a structured timetable with the site owners to implement the amendments. This will include those issues that remain that have never complied with conditions issued by the Council, for example structures erected between vans that are constructed from combustible material.
- 2.10 The original draft proposed conditions produced in February 2009 are shown in Appendix 2, with the final proposed site conditions based on the 2008 Model Standards shown in Appendix 4.
- 2.11 The Department for Communities and Local Government has produced a consultation document in May 2009, 'Park Home Site Licensing – Improving the Management of Park Home Sites'. This relates to a proposed introduction of a revised and improved park home site licensing regime and how any new licensing regime may look. Views are sought on areas such as interim licences, site certification, criteria for demonstrating 'fit and proper person' and suitable management arrangements such as site conditions, enforcement notices and related provisions, offences and fines, management orders and fee structures. The result of this is unlikely to affect the actual licence conditions as new model standards have only recently been introduced but may lead to changes in

management and enforcement of sites. The consultation period runs until August 2009 and where necessary comments will be made by officers.

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<b>Background papers:</b>	None
<b>List of appendices:</b>	Appendix 1 – Implications Appendix 2 – Original Draft Site Conditions (February 2009) Appendix 3 – Comments from consultation exercise. Appendix 4 – Proposed Final Draft Site Conditions (July 2009)

## APPENDIX 2

### **Permanent Residential Mobile Home Site Licence Conditions (February 2009) (Caravan Sites and Control of Development Act 1960, Section 5)**

The following conditions are attached to Permanent Residential Mobile Home Sites licences issued by Derby City Council (the '**Licensing authority**').

All conditions must be complied with fully and to the satisfaction of the licensing authority. Failure to comply with any condition amounts to failure to comply with the licence. Failure to comply with the licence is a criminal offence and may result in prosecution and/or revocation of the licence.

Clarification or further information regarding these conditions may be obtained from the licensing authority's Public Health Team on (01332) 641991

#### **1. Number of Mobile Homes and Site Boundaries**

- 1.1 The number of caravans on the site shall not exceed \_\_\_\_\_
- 1.2 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 drawn to a scale of not less than 1/500. It is recommended that a 3 metre wide area should be kept clear within the inside of all boundaries.

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

- 2.1 Subject to the following variations, every caravan should be no less than 6 metres from any other caravan which is preoccupied separately and not less than 2 metres from a road. The point of measurement for porches, awnings etc is the exterior cladding of the caravan not the exterior of the porch.
- 2.2 Porches may protrude 1 metre into the 6 metres and should be of the open type.
- 2.3 Eaves, drainpipes and bay windows may extend into the 6 metre space provided that the total distance between the extremities of 2 adjacent units is not less than 5.25 metres.
- 2.4 Where there are ramps for the disabled, verandas and stairs extending from the unit, there should be a 4.5 metre clear space between them and two such items should not face each other in any space. If they are enclosed, they may need to be considered as part of the unit and, as such should not intrude into the 6 metre space.
- 2.5 Where a caravan has retrospectively been fitted with cladding from Class 1 fire rated material to its facing walls, then the separation distance between it and an adjacent caravan may be reduced to a minimum of 5.25 metres.

- 2.6 A garage, a shed or a covered storage space should be permitted between units only if it is of a non-combustible construction (including non-combustible roof). Sufficient space must be maintained around each unit so as not to prejudice means of escape in case of fire. Sufficient space should relate to the width of escape routes as defined within building regulations which is a minimum of 750mm. Windows in such structures should not face towards the units on either side. No combustible material should be stored between caravans.
- 2.7 Car ports may only be permitted within the separation distance between caravans if they are of non-combustible material.
- 2.8 Private cars may be parked within the separation distance between vans provided that they do not obstruct entrances to caravans or access around them and they are a minimum of 3 meters from an adjacent van. Sufficient and suitably surfaced parking spaces should be provided where necessary to meet the additional requirements of the occupants and their visitors.
- 2.9 The density should be consistent with safety standards and health and safety requirements. The gross density should not exceed 50 caravans to the hectare, calculated on the basis of the useable area (i.e. excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans) rather than the total site area.

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

- 3.1 Roads and footpaths should be designed to provide adequate access for fire appliances. Detailed guidance on access for fire appliances is provided within section B5 of Approved Document B of the Building Regulations 2000. Advice should be sought from an approved Building Control Officer.
- 3.2 Roads of suitable material should be provided so that no caravan standing is more than 50 metres from a road.
- 3.3 Where the approach to the caravan is across ground that may be difficult or dangerous to negotiate in wet weather, each standing should be connected to a road by a footpath with a hard surface.
- 3.4 Roads should not be less than 3.7 metres wide, or, if they form part of a clearly marked one way traffic system, 3 metres wide.
- 3.5 Roads should have no overhead cable less than 4.5 metres above the ground.
- 3.6 Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
- 3.7 Footpaths should be not less than 0.75 metres wide.
- 3.8 Roads and footpaths should be suitably lit.
- 3.9 Emergency vehicle routes within the site should be kept clear of obstruction at all times.

#### **4. Hard Standings**

- 4.1 Every caravan should stand on a concrete hard-standing which should extend over the whole area occupied by the caravans place upon it, and should project a sufficient distance outwards from its entrance or entrances to enable its occupants to enter and leave safely.

#### **5. Fencing**

- a) It is at the discretion of the site owner if fencing or barriers are allowed between caravans or between a caravan and a carriageway.
- b) Any fence, which is allowed, should not exceed one and a half metres in height as recommended by Derbyshire Fire and Rescue Service, except in the case of site boundary fencing which should not exceed two metres in height.
- c) Because of a greater fire risk, any existing or proposed conifer or hedge fencing must not exceed the recommended height of one and a half metres as agreed by Derbyshire Fire Service.

#### **6. Fire Points**

- 6.1 These should be established so that no caravan or site building is more than 30 metres from a fire point. They must be easily accessible and clearly and conspicuously marked "FIRE POINT". The contents must be clearly displayed and housed in a weatherproof structure. As recommended by Derbyshire Fire and Rescue Service the site owner must ensure that the correct type of fire extinguisher is contained within each fire point. Each fire point should be provided with a combination of dry powder and water extinguishers. These extinguishers must be subject to a testing regime in compliance with BS5839 and that suitable arrangements are made for winter periods when water extinguishers are stored outside.

#### **7. Fire Fighting Equipment**

- 7.1 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.
- 7.2 There should also be a reel that complies with British Standard 5306 Part 1, with a hose not less than 30 metres long, having a means of connection to a water standpipe (preferably a screw head connection) with a water supply of sufficient pressure and terminating in a small hand control nozzle.
- 7.3 Hoses should be housed in a box painted red and marked "HOSE REEL". As recommended by Derbyshire Fire and Rescue Service hose reels should be

connected to a ring main, be easy to roll out and use and must be able to reach all areas of the site where mobile homes are situated.

- 7.4 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. As recommended by Derbyshire Fire and Rescue Service, hydrants should conform to British Standard 750 and are capable of providing 8 litres per second with an inlet pressure of 1.7 bar when fitted with a British Standard Code of Practice Flow Measurement 1042, 1964. Access to hydrants and other water supplies should not be obstructed or obscured.
- 7.5 Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point should be provided with either water extinguishers (2x9 Litre) or a water tank of at least 500 litres in capacity fitted with a hinged cover, 2 buckets and 1 hand pump or bucket pump.
- 7.6 Any water main and hydrant provided would be classed by the fire authority as a private hydrant and therefore must be subject to a testing regime or it may not be used by the Fire Authority in an emergency.

## **8. Fire Warning**

- 8.1 A means of raising the alarm in the event of a fire should be provided at each fire point. This could be by the means of a manually operated sounder, e.g. metal triangle with striker, gong or hand operated siren. The advice of the fire authority should be sought on an appropriate system. There should also be available at this point a notice detailing the location of the telephone available to contact the emergency services referred to in 11.1.

## **9. Fire Notices**

- 9.1 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 fire fighting equipment provided, if safe to do so.

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

- 9.2 All homes must be fitted with a minimum of two suitable smoke detectors as recommended by Derbyshire Fire and Rescue Service. Information on suitable detectors is available from Derbyshire Fire and Rescue Service.

## **10. Fire Hazards**

- 10.1 Long grass and vegetation should be cut at 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.
- 10.2 Where barbeques are permitted on the site regard must be had to the following:
- Two metres away from any building, fence or other potentially flammable material.
  - Be placed on hard standing.
  - Have a fire extinguisher available.
  - Never leave the BBQ unattended.
- 10.3 The installation of wooden decking to a mobile home plot is at the discretion of the site owners. However, as recommended by Derbyshire Fire and Rescue Service, any wooden decking provided must be treated with a suitable intumescent (fire resistant) paint. The frequency of re-cover will depend on the manufacturers instructions.
- 10.4 Bonfires shall not be permitted on the site.
- 10.5 It is at the site owners discretion whether fireworks are permitted on the site. If fireworks are allowed manufacturers instructions must be followed.

## **11. Telephones**

- 11.1 An immediately accessible telephone should be available on site for calling the Police, Fire Brigade, Ambulance or other emergency services. A notice by the telephone should include the address of the site.

## **12. Maintenance**

- 12.1 All alarm and fire equipment should be installed, tested and maintained in working order only by persons who are competent to do the particular type of work being undertaken and be available for inspection by, or on behalf of, the licensing authority. A logbook should be kept to record all tests and any remedial action.
- 12.2 All equipment susceptible to damage by frost should be suitably protected.
- 12.3 All roads, footpaths, paved areas, hard standings, foul and surface water drains, water services and fittings sanitary conveniences, fire fighting equipment, refuse



containers and other facilities in connection with the site shall be maintained at all times in a proper state of repair and in clean condition.

### **13. Gas Installation and Equipment**

13.1 Must comply with the relevant and applicable parts of the following (or successor guidance);

- a) For LPG supplied from tanks:  
LP Gas Association Code of Practice 1: Part 1; Design, Installation and Operation of Vessels Located Above Ground and Part 4; Buried/Mounted LPG Storage Vessels.
- b) For LPG supplied from cylinders:  
LP Gas Association Code of Practice 7: 1999 "Storage of Full and Empty LPG Cylinders and Cartridges.
- c) For metered LPG supplied from tanks:  
LP Gas Association Code of Practice 25: 1999 "LPG Central Storage and Distribution Systems for Multiple Consumers".
- d) For installations in caravans:  
British Standard 5482: Code of Practice for domestic butane and propane gas burning installations: Part 2: 1977: Installations in Caravans and Non-Permanent Dwellings. The Gas Safety (Installation and Use) Regulations 1998.

### **14. For Mains Gas to the Site**

14.1 The Pipelines Safety Regulations 1996. The Gas Safety (Installation and Use) Regulations 1998.

14.2 A copy of all current safety check certificates required by applicable gas safety legislation in respect of appliances provided on the site by the site licensee shall be kept available for inspection by authorised officers of the licensing authority.

14.3 Unless otherwise approved by the licensing authority, every gas appliance provided on the site by the site licensee shall be provided with an effective flame failure device.

14.4 Where required, all work to gas supply and fittings must only by persons who are competent to do the particular type of work being undertaken.

### **15. Electrical Installations**

15.1 Sites shall have an electricity supply sufficient to meet all reasonable demands of the caravans situated on them. 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 British Standard 7671:2001: "The Requirements 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.

- 15.2 Supplies to sites shall be inspected in accordance with recommendations of 'competent person' and a Periodic Inspection Report in the form required by BS7671:2001 shall be provided.

**Note:** Portable electrical equipment in buildings or caravans under the control of the licensee should be examined (by a competent person, a professionally qualified electrical engineer; a member of the Electrical Contractors Association; a certificate holder of the National Inspection Council for Electrical and Installation Contracting or a member of NAPIT - National Association of Professional Inspectors and Testers) in accordance with Health and Safety Executive guidance "Maintaining Portable Electrical Equipment in Offices & Other Low Risk Environments" Ref: HS(G) 107 ISBN 0 7176 1272 4. See leaflet INDG 236 – available free from the Health & Safety Team of the licensing authority's Environmental Services Division.

- 15.3 Inspections or work on electrical supplies and installations shall be carried out by a competent person as required by BS 7671:2001. If an installation does not comply with Regulations applicable at the time it was first installed, it shall be rectified. Any major alterations and extensions to an installation shall comply with BS 7671:2001.
- 15.4 All electrical installations shall be maintained to prevent danger to the installations, caravans situated on the site, site users, the licensee and any other visitors to the site, as far as is reasonably practicable.
- 15.5 If there are overhead electric lines on the site, suitable warning notices should be displayed at the entrance to the site and on the supports for the line.
- 15.6 Portable Appliance Testing (PAT) should be carried out on single appliances used in individual homes rented from the site owner.

## **16. Water Supply**

- 16.1 All parks shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards.

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

- 17.1 Satisfactory provision should be made for foul drainage, either by connection to a public sewer or sewerage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the licensing authority.
- 17.2 Each caravan should have its own water supply and water closet. Each caravan standing should be provided with a connection to the foul drainage system; the connection should be capable of being made air-tight when not in use.

- 17.3 There should be provided an adequate surface water drainage system from the site, buildings, caravans, carriageways, footways and paved areas.

## **18. Refuse Disposal**

- 18.1 Every caravan standing should have an adequate number of suitable non-combustible refuse bins with close fitting lids or plastic bags. The licensee should implement an arrangement/scheme 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. The site owner, together with the waste management provider will decide on the most appropriate manner of waste removal.

## **19. Storage Spaces**

- 19.1 At least 2.75 square metres of covered storage space should be provided for each caravan standing. The structures should be separate from the caravans they serve, and not less than 5 metres from any other caravan. They should be capable of being locked.

## **20. Recreation Space**

- 20.1 Where children live on the site, space equivalent to about one-tenth of the total site 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 round the caravans, but may be omitted where there are suitable alternative publicly provided recreational facilities, which are readily accessible.

## **21. Transitional Arrangements**

Existing caravan, porch, storage space, standing etc, which would otherwise contravene these conditions but which satisfied the conditions imposed with effect from 15 September 1987, **may remain** until the caravan, porch, storage space etc is substantially altered, rebuilt or removed from its present position. In this event the caravan, porch, storage space etc, or any of their replacements shall fully comply with these site licence conditions.

## **22. Notices**

- 22.1 A suitable sign should be prominently displayed at the site entrance indicating the name of the site.
- 22.2 A copy of the site licence with its conditions should be displayed prominently on the site.
- 22.3 Notices and a plan should be displayed on the site setting out the action to be taken in the event of an emergency. They should show where the Police, Fire Brigade, Ambulance, and local doctors can be contacted, and the location of the nearest public telephone. The notices should also give the name and location/telephone number of the site licence holder or his/her accredited representative. At sites

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

- 22.4 All notices should 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.

## **23. Miscellaneous**

- 23.1 Any new works shall comply with these licence conditions.
- 23.2 If there are any circumstances that would mean that any necessary works could not comply with these standards then that work must be approved by the licensing authority prior to commencement.
- 23.3 For the avoidance of doubt the term 'retrospective work' refers to any work required to be undertaken to secure compliance with relevant legislative and/or regulatory provisions, guidance or any previous licence conditions. Any such work must have been substantially begun at the date on which these new conditions come into effect. In any other circumstance, works undertaken will be classified as 'new works' and Condition 23.1 will apply.

## **24. General**

- 24.1 No business activities should be carried out on this site except by the holder of the Site Licence.
- 24.2 Only vehicles used for personal transport, or used for transport to and from work, may be kept on the site.
- 24.3 No structures or erections of any kind other than those specifically permitted or required by these conditions shall be allowed on the site. All caravans and buildings shall be well maintained and the spaces between caravans shall be kept clear at all times.

**Permanent Residential Mobile Home Site Licence Conditions.**

**Caravan Sites and Control of Development Act 1960**

**Comments and response to Consultation Exercise**

<b>Comment from Consultees on Draft Licence Conditions (February 2009) (Appendix 2)</b>	<b>Environmental Health and Trading Standards Division Response</b>
<p><b>Condition 1.1 Number of Mobile Homes and Site Boundaries –</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b> This questions the density of caravans.</p>	<p>Paragraph 1.1 is to show the number of permitted vans, in accordance with the maximum gross density of 50 per hectare of useable area. It is not intended to limit the owner to less than the gross density permitted.</p>
<p><b>Condition 1.2 Number of Mobile Homes and Site Boundaries –</b> <b>Comments by Alvaston Park Homes Residents Association</b></p> <p>“Suggest that it should be a <u>suitable</u> plan of its layout” – as Model Standards”.</p> <p>“What does “kept clear” mean? Residents have fences, plants, ponds etc. within this space”.</p>	<p>The conditions have been amended to reflect this comment, as included in the Model Standards 2008 for Caravan Sites in England and now include the phrase “suitable plan of its layout”</p> <p>The model conditions state that no caravan or combustible structure shall be positioned within 3 metres of the boundary of the site. The conditions have been amended to reflect this.</p>
<p><b>Condition 2.2 – Density and Space between Caravans</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b> The Model Standards do not preclude ‘closed’ porches (with suitable door limitations) and some homes on site do have ‘closed’ porches. Why keep the ‘open’ limitation?</p>	<p>The conditions have been amended and this limitation has been removed.</p>

<p><b>Condition 2.7 Car Ports</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b>  Questions provision of car ports – should be only be with site licence holders permission.</p>	<p>The site licence conditions have been amended to reflect this.</p>
<p><b>Condition 2 – Density and Space between Caravans</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>  “This is a little unclear. Where double garages exist between homes, up to 4 cars could be parked. However, even parking one car on the appropriate home’s ‘drive’ can mean it is closer than 3 metres to that home”.</p> <p>“What ‘additional’ parking should be provided for occupants and particularly visitors?”</p> <p><b>Condition 2.8 Car Parking</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b>  The site owners request that the existing condition limiting parking to one vehicle next to a home is retained.</p>	<p>The distance specified reflects the model standards.</p> <p>This reflects the Model Standards 2008 for Caravan Sites in England. The amount of additional parking is not specified and it is felt that Derby City Council cannot specify the amount of such parking provided. This falls to the Site Licence holder to determine based on such usage. The conditions have therefore not been amended to include specific details.</p> <p>The number of cars parked is not reflected in the new model standards. If an individual site owner wishes to limit the number of vehicles in order to meet the requirements on parking to avoid access/egress from vans then this can be specified in specific site rules.</p>
<p><b>Condition 3.2 Roads, Gateways and Footpaths</b></p>	

<p><b>Comments by Alvaston Park Homes Residents Association</b>          “What is “suitable material”?”</p>	<p>This reflects the Model Standards 2008 for Caravan Sites in England. It is felt that Derby City Council cannot specify materials. This falls to the Site Licence holder to determine based on the area in question and suitability would be assessed in relation to specific needs and site conditions. The conditions have therefore not been amended to include specific details of materials.</p>
<p><b>Condition 3.3 Roads, Gateways and Footpaths</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “Why not simply that “each standing should be connected....”?          There are no standings here without paths and surely to omit a path would be detrimental in all cases”.</p>	<p>This comment has been noted and the site conditions amended accordingly.</p>
<p><b>Condition 3.7 Roads, Gateways and Footpaths</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          Model Standards suggest that new footpaths should be 0.9 metres wide but allows 0.75 metres for existing paths – why not same?</p>	<p>The conditions have been amended to reflect that any new footpaths built should not be less than 0.9 metre wide where practicable.</p>
<p><b>Condition 3.8 Roads, Gateways and Footpaths</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “What does “suitably lit” mean? Lighting on site appears to be inadequate in places – but how is this gauged? While ‘low lighters’ are suitable for footpaths, they can dazzle car drivers and are felt to be unsuitable on these sites”.</p>	<p>This reflects the Model Standards 2008 for Caravan Sites in England. It is felt that Derby City Council cannot specify lighting levels. This falls to the Site Licence holder to determine based on the area in question and suitability would be assessed in relation to specific needs and site conditions. The conditions have therefore not been amended to include specific levels of lighting.</p>
<p><b>Condition 3.8 Roads, Gateways and Footpaths</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “This is bound to be breached on numerous occasions – deliveries etc. It is breached weekly when the company skip is emptied (10 mins) which would be avoided if the skip was not unsuitably sited”.</p>	<p>The conditions have been amended to take into account the specific phrase included in the Model Standards 2008 for Caravan Sites in England. There will inevitably be times when because of practicalities of</p>

<p>“Speed Limit. Should not some reference be made to the enforcement of a suitable speed limit on the site”?</p> <p>“Adequate water/storm drainage. The Model Standards include a reference to adequate drainage of roads etc. in this section – as well as elsewhere – to emphasise it’s importance”.</p> <p>“Maintained in good condition? Similarly, this point is emphasised”.</p>	<p>maintenance etc. routes may be briefly obstructed but this is unavoidable.</p> <p>The Local Authority is unable to enforce speed restrictions on site and such a requirement is not included in the Model Standards 2008 for Caravan Sites in England</p> <p>This is included in the amended conditions under item 13.3</p> <p>This is included in the amended conditions under item 9.3</p>
<p><b>Condition 5 Fencing</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b></p> <p>“There are numerous cases of plants between homes which exceed a height of one and a half metres. These may be a number of isolated plants along the dividing line – rather than a close planted ‘hedge’. What is the position in these cases”?</p>	<p>The Model Standards 2008 for Caravan Sites in England refer to a maximum height between caravans of 1 metre. In consultation with Derbyshire Fire Service it has been agreed to increase this to 1.5 metres to reflect the current situation at some sites. Isolated plants not forming a hedge are not covered by this condition. However under condition 8.1 Fire Hazards long grass and vegetation should be cut to prevent it becoming a fire hazard. Advice should be sought from Derbyshire Fire Service with respect to individual isolated plants to determine whether such a hazard exists.</p>
<p><b>Condition 5b Fencing</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b></p> <p>The site licence conditions state that site boundary fences should not exceed 2 metres in height. The owners state that some fencing does exceed 2 metres and it would be unduly burdensome</p>	<p>This was a pre-existing condition of previous site conditions. The new conditions have not been amended and the maximum height is still 2 metres. The individual circumstances at this site will need to be discussed</p>



<p>to reduce/alter/replace the fence and request that the current situation is recorded as acceptable to the Council.</p>	<p>further with the site licence holder.</p>
<p><b>Condition 6 – 10 Fire Safety</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>  “Fire safety etc. is a complex issue. We intend to discuss this further with the Council and the Fire Service. The conditions below appear unclear and possibly self conflicting in places – but that may well be due to our lack of understanding at this point”</p> <p>Alvaston Park Homes Residents Association submitted a separate written comment regarding issues relating to fire safety, and these comments are attached.</p> <p>.</p> <p><b>Condition 9.1 Fire Notices</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park</b></p>	<p>Advice was taken from Derbyshire Fire Service and the original conditions included very prescriptive fire related conditions. However, the amended conditions now reflect the simpler wording given in the Model Standards 2008 for Caravan Sites in England, including mention of the Regulatory Reform (Fire Safety) Order 2005. Together with the issues relating to gas and electrical safety the conditions are much simpler and less prescriptive. It has to be remembered that these are general site conditions, not those specific to Alvaston Park Homes, or specific site rules administered by the owner. The owners are required to work in conjunction with the Fire Service and Local Authority to maintain fire standards, but the onus is on the site owner to ensure compliance (with guidance) rather than the local authority being very specific about such conditions.</p>

<p><b>Homes owner)</b> Comment was made that this could not be complied with in respect of residents attacking any fire and it is requested that this paragraph be removed.</p> <p><b>Condition 9.2 Smoke Detectors</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b> It was commented that the site owners have no jurisdiction inside an owner occupiers home and no legislation exists to enforce this.</p>	<p>This has been removed and recommendations for wording of Fire Notices reflect those in the Model Standards 2008 for Caravan Sites in England</p> <p>This condition has been amended so include a requirement for accommodation that is rented out only to be fitted with these. This is not deemed unreasonable. There is no requirement for provision by the site owners within owner occupied properties. Residents also commented on provision of fire safety equipment but this is not included in the licence conditions because of the above reason.</p>
<p><b>Condition 10.2 Barbeques</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b> Comments regarding barbeques. It is requested that this be removed from the site licence conditions.</p>	<p>The conditions are not specific to Alvaston Park Homes site. Other operators may allow barbeques provided precautions are taken. If individual site rules preclude barbeques this is a site decision and residents must abide by it. Therefore the conditions have not been amended</p>
<p><b>Condition 10.5 Fireworks</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b> It is requested that fireworks are not permitted on site.</p>	<p>The conditions are not specific to Alvaston Park Homes site. Other operators may allow fireworks provided precautions are taken. If individual site rules fireworks this is a site decision and residents must abide by it. Therefore the conditions have not been amended</p>

<p><b>Condition 11 Telephones</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “Is this condition necessary? It is not in the Model Standards and has been ignored by the Council for years. With modern availability of mobile phones it is surely of very little benefit (if any) to Residents and an unnecessary cost to the Park Owner”.</p> <p><b>Condition 11 Telephones</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b>          Request that this requirement be removed</p>	<p>There is no requirement for a site telephone. This has been removed from the amended conditions.</p> <p>See above.</p>
<p><b>Condition 12.3 Maintenance</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>  <b>“Trees</b> The Model Standards include a reference to maintenance of trees, of which there are many on the Park”.</p> <p><b>“Grass and vegetation</b> Similarly, grass and vegetation and the removal of litter, waste and rubbish is suggested”.</p>	<p>These items are covered by condition 8.1 of the amended conditions</p>
<p><b>Condition 11 Telephones</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b>          Words missing in text.</p>	<p>Amended</p>
<p><b>Condition 15.6 Telephones</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park</b></p>	

<b>Homes owner)</b> Query regarding requirement to comply with testing of electrical appliances. Request that this be removed.	The amended conditions now reflect the simpler wording given in the Model Standards 2008 for Caravan Sites in England and this requirement is no longer specifically mentioned.
<b>Condition 17.3 Drainage, Sanitation and Washing Facilities</b>  <b>Comments by Alvaston Park Homes Residents Association</b> “What is “adequate”? In normal rainfall conditions there is significant ‘ponding’ in some places on site. In storm conditions this has led to complete blocking of pedestrian access via the Curzon Lane entrance. Road drainage is only soak away”.	This reflects the Model Standards 2008 for Caravan Sites in England. This falls to the Site Licence holder to determine based on the area in question and suitability would be assessed in relation to specific needs and site conditions. The general conditions have therefore not been amended to include specific details of drainage required. If drainage is suspected to be inadequate then further investigation and enforcement would be carried out by the Council based on the circumstances causing an alleged problem.
<b>Condition 18.1 Refuse Disposal</b>  <b>Comments by Alvaston Park Homes Residents Association</b> “This has been a source of significant concern to Residents – including the recent Court case. A separate representation on this subject will be made to the Council shortly”.	The conditions state that there should be adequate refuse disposal arrangements but do not specify what those arrangements should be. No representation has been received on this matter. If problems exist with refuse disposal these would be investigated as appropriate.
<b>Condition 19.1 Storage Space</b>  <b>Comments by Alvaston Park Homes Residents Association</b> “All newer homes are provided with garages but not sheds. This has led to confusion as to what is included or not with the pitch, and thus pitch fees charged. A separate representation on this subject will be made to the Council shortly”.	Issues regarding pitch fees and contractual arrangements are not licence condition issues. No representation has been received on this matter.
<b>Condition 20 Recreation Space</b>  <b>Comments by Alvaston Park Homes Residents Association</b> “Children (under 16) are not allowed to live on the site. In that respect this condition is unnecessary. However, could not provision of some open space (as currently does exist) for Residents general amenity be protected in these conditions”?	This comment is noted and the conditions have been amended to reflect this, as contained in the Model Standards 2008 for Caravan Sites in England
<b>Condition 21.1 Transitional Arrangements</b>	

<p><b>Comments by Alvaston Park Homes Residents Association</b>          “What is the position where such things DO contravene the conditions imposed with effect from 15 September 1987”?</p>	<p>If such circumstances do exist the amended conditions now state that those matters must be brought up to the standards imposed by the new conditions within a timescale agreed with the Council.</p>
<p><b>Condition 24.1 General</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “Is this condition necessary? What is defined as “business activity”? The existing Park rules allow limited business activities on the Park with the permission of the Park Owner – presumably where these do not affect other Residents or breach other conditions or rules”.</p>	<p>The conditions have been amended to clarify that no business activities should take place on site without the agreement of the site licence holder. This does not preclude business activity but enables the site licence holder to restrict business activities that could cause nuisance to residents. It is up to the site licence holder to determine this in accordance with their own site rules.</p>
<p><b>Condition 24.2 General</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “The qualification “or used for transport to and from work” has been added – why? This presumably allows large vans, trucks etc. – despite these being against Park rules and having been reported to the Council as a significant source of annoyance and disturbance in the past”.</p>	<p>This is introduced to reflect that residents may be provided with work vehicles for transport. If certain vehicles are precluded because of site rules then this should restrict problems to other residents.</p>
<p><b>Condition 24.3 General</b></p> <p><b>Comments by Alvaston Park Homes Residents Association</b>          “Are we allowed statues, ponds, barbeques etc. in our gardens? The Agreements and Park rules provide for limitations at the park Owners discretion”.</p>	<p>Structures and erections are taken to mean buildings, caravans, sheds etc. that are placed in accordance with other licence conditions. It would not be taken to mean ponds, ornaments etc which are in existence, subject to specific site rules.</p>
<p><b>General</b></p> <p><b>Comments by Charles Simpson Organisation (Alvaston Park Homes owner)</b>          Request that the word caravan is replaced in the conditions as it could be deemed to be detrimental and unacceptable.</p>	<p>The term Caravan is still used in the model standards. The conditions have not been changed with regard to this request.</p>

## **APPENDIX 4**

### **Permanent Residential Mobile Home Site Licence Conditions (July 2009)**

#### **(Caravan Sites and Control of Development Act 1960, Section 5)**

The following conditions are attached to Permanent Residential Mobile Home Sites licences issued by Derby City Council (the '**Licensing authority**').

All conditions must be complied with fully and to the satisfaction of the licensing authority. Failure to comply with any condition amounts to failure to comply with the licence. Failure to comply with the licence is a criminal offence and may result in prosecution and/or revocation of the licence.

Clarification or further information regarding these conditions may be obtained from the licensing authority's Public Health Team on (01332) 641991

#### **1. Number of Mobile Homes and Site Boundaries**

- 1.1 The number of caravans on the site shall not exceed \_\_\_\_\_
- 1.2 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 suitable plan of its layout drawn to a scale of not less than 1/500 scale. A 3 metre wide area should be kept clear of caravans or combustible structures within the inside of all boundaries.

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

- 2.1 Subject to the following variations, every caravan should be no less than 6 metres from any other caravan which is occupied separately and not less than 2 metres from a road. The point of measurement for porches, awnings etc is the exterior cladding of the caravan not the exterior of the porch.
- 2.2 Porches may protrude 1 metre into the 6 metre space and should not exceed 2 metres in length and 1 metre in depth.
- 2.3 Eaves, drainpipes and bay windows may extend into the 6 metre space provided that the total distance between the extremities of 2 adjacent units is not less than 5.25 metres.
- 2.4 Where there are ramps for the disabled, verandas and stairs extending from the unit, there should be a 4.5 metre clear space between them and two such items should not face each other in any space. If they are enclosed, they may need to be considered as part of the unit and, as such should not intrude into the 6 metre space.

- 2.5 Where a caravan has retrospectively been fitted with cladding from Class 1 fire rated material to its facing walls, then the separation distance between it and an adjacent caravan may be reduced to a minimum of 5.25 metres.
- 2.6 A garage, a shed or a covered storage space should be permitted between units only if it is of a non-combustible construction (including non-combustible roof). Sufficient space must be maintained around each unit so as not to prejudice means of escape in case of fire. Sufficient space should relate to the width of escape routes as defined within building regulations which is a minimum of 750mm. Windows in such structures should not face towards the units on either side. No combustible material should be stored between caravans.
- 2.7 Car ports may only be permitted within the separation distance between caravans with the site licence holders agreement and if they are of non-combustible material.
- 2.8 Cars may be parked between adjoining caravans provided they do not obstruct entrances to caravans or access around them and they are a minimum of 3 metres from an adjacent van. Sufficient and suitably surfaced parking spaces should be provided where necessary to meet the additional requirements of the occupants and their visitors.
- 2.9 The density should be consistent with safety standards and health and safety requirements. The gross density should not exceed 50 caravans to the hectare, calculated on the basis of the useable area (i.e. excluding lakes, roads, communal services and other areas unsuitable for the siting of caravans) rather than the total site area.

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

- 3.1 Roads and footpaths should be designed to provide adequate access for fire appliances. Detailed guidance on access for fire appliances is provided within section B5 of Approved Document B of the Building Regulations 2000. Advice should be sought from an approved Building Control Officer.
- 3.2 Roads of suitable material should be provided so that no caravan standing is more than 50 metres from a road.
- 3.3 Each standing should be connected to a road by a footpath with a hard surface.
- 3.4 Roads should not be less than 3.7 metres wide, or, if they form part of a clearly marked one way traffic system, 3 metres wide.
- 3.5 Roads should have no overhead cable less than 4.5 metres above the ground.
- 3.6 Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
- 3.7 Where practicable, new communal footpaths built after the introduction of these conditions shall not be less than 0.9 metres wide. Any existing footpaths should not be less than 0.75 metres wide.

- 3.8 Roads and footpaths should be suitably lit.
- 3.9 Emergency vehicle routes within the site should be kept clear of obstruction at all times, taking into account practicalities such as use by delivery vehicles, vehicles used for maintenance etc which may use those routes for a short period of time out of necessity.

#### **4. Hard Standings**

- 4.1 Every caravan should stand on a concrete hard-standing which should extend over the whole area occupied by the caravans place upon it, and should project a sufficient distance outwards from its entrance or entrances to enable its occupants to enter and leave safely.

#### **5. Fencing**

- a) It is at the discretion of the site owner if fencing or barriers are allowed between caravans or between a caravan and a carriageway.
- b) Any fence, which is allowed, should not exceed one and a half metres in height as recommended by Derbyshire Fire and Rescue Service, except in the case of site boundary fencing which should not exceed two metres in height.
- c) Because of a greater fire risk, any existing or proposed conifer or hedge fencing must not exceed the recommended height of one and a half metres as agreed by Derbyshire Fire Service.

#### **6. Fire safety – Requirement to Comply with the Regulatory Reform (Fire Safety) Order 2005**

- 6.1 The site owner shall make available the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005 for inspection by residents and when demanded, a copy of the risk assessment shall be made available to the local authority.

#### **7. Fire safety measures to be taken where the Regulatory Reform (Fire Safety) Order 2005 does not apply.**

The standards in this paragraph only apply if the site is **not** subject to the Regulatory Reform (Fire Safety) Order 2005

##### **Fire Points –**

- 7.1 These should be established so that no caravan or site building is more than 30 metres from a fire point. They must be easily accessible and clearly and conspicuously marked "FIRE POINT". The contents must be clearly displayed and housed in a weatherproof structure. As recommended by Derbyshire Fire and Rescue Service the site owner must ensure that the correct type of fire extinguisher



is contained within each fire point. These extinguishers must be subject to a testing regime in compliance with BS5839 and that suitable arrangements are made for winter periods when water extinguishers are stored outside.

## **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.
- 7.3 There should also be a reel that complies with the current British standard, with a hose not less than 35 metres long, having a means of connection to a water standpipe (preferably a screw head connection) with a water supply of sufficient pressure and terminating in a small hand control nozzle.
- 7.4 Hoses should be housed in a red box and marked "HOSE REEL". As recommended by Derbyshire Fire and Rescue Service hose reels should be connected to a ring main, be easy to roll out and use and must be able to reach all areas of the site where mobile homes are situated. Access to the fire point shall not be obstructed or obscured.
- 7.5 Where hydrants are provided, hydrants shall conform to the current British or European Standard. Access to hydrants and other water supplies should not be obstructed or obscured.
- 7.6 Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point should be provided with either water extinguishers (2x9 Litre) which comply with the current British or European Standard.
- 7.7 Any water main and hydrant provided would be classed by the fire authority as a private hydrant and therefore must be subject to a testing regime or it may not be used by the Fire Authority in an emergency.

## **Fire Warning**

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

## **Maintenance and Testing of Fire Fighting Equipment**

- 7.9 All alarm and fire fighting equipment shall be installed, tested and maintained in working order by persons who are qualified in the particular type of work being undertaken and be available for inspection by, or on behalf of, the licensing authority or the Fire Service.
- 7.10 record shall be kept of all testing and remedial action taken.
- 7.11 All equipment susceptible to frost shall be suitably protected.

## **Fire Notices**

- 7.12 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 .....)

- 7.13 All rental homes must be fitted with a minimum of two suitable smoke detectors as recommended by Derbyshire Fire and Rescue Service. Information on suitable detectors is available from Derbyshire Fire and Rescue Service.

## **8. Fire Hazards**

- 8.1 Long grass and vegetation should be cut at 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.
- 8.2 Where barbeques are permitted on the site regard must be had to the following:
- Two metres away from any building, fence or other potentially flammable material.
  - Be placed on hard standing.
  - Have a fire extinguisher available.
  - Never leave the BBQ unattended.
- 8.3 The installation of wooden decking to a mobile home plot is at the discretion of the site owners. However, as recommended by Derbyshire Fire and Rescue Service, any wooden decking provided must be treated with a suitable intumescent (fire resistant) paint. The frequency of re-cover will depend on the manufacturers instructions.
- 8.4 Bonfires shall not be permitted on the site.
- 8.5 It is at the site owners discretion whether fireworks are permitted on the site. If fireworks are allowed manufacturers instructions must be followed.

## **9 Maintenance**

- 9.1 All alarm and fire equipment should be installed, tested and maintained in working order only by persons who are competent to do the particular type of work being

undertaken and be available for inspection by, or on behalf of, the licensing authority. A record shall be kept to record all tests and any remedial action.

- 9.2 All equipment susceptible to damage by frost should be suitably protected.
- 9.3 All roads, footpaths, paved areas, hard standings, foul and surface water drains, water services and fittings sanitary conveniences, fire fighting equipment, refuse containers and other facilities in connection with the site shall be maintained at all times in a proper state of repair and in clean condition.

## **10. Gas Installation and Equipment**

- 10.1 Gas (including natural gas) and oil installations, and the storage of supplies shall meet current statutory requirements, relevant Standards and Codes of Practice.
- 10.2 Liquefied petroleum gas (LPG) cylinders must not be positioned or secured in such a way to impede access or removal in the event of an emergency.
- 10.3 Where required, all work to gas supply and fittings must only be carried out by persons who are competent to do the particular type of work being undertaken.

## **11. Electrical Installations**

- 11.1 On the site there shall be installed an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it.
- 11.2 The electrical network installations and appliances shall be subject to regulation under current relevant legislation and must be designed, installed, tested, inspected and maintained in accordance with the provisions of the current relevant statutory requirements.
- 11.3 Any work on electrical installations and appliances shall be carried out only by persons who are competent to do the particular type of work being undertaken, in accordance with current relevant statutory requirements.
- 11.4 Any work on the electrical network within the site shall be done by a competent person fully conversant with the appropriate statutory requirements.

## **12. Water Supply**

- 12.1 All parks shall be provided with a water supply in accordance with appropriate Water Byelaws and statutory quality standards.

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

- 13.1 Satisfactory provision should be made for foul drainage, either by connection to a public sewer or sewerage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the licensing authority.

- 13.2 Each caravan should have its own water supply and water closet. Each caravan standing should be provided with a connection to the foul drainage system; the connection should be capable of being made air-tight when not in use.
- 13.3 There should be provided an adequate surface water drainage system from the site, buildings, caravans, carriageways, footways and paved areas.

#### **14. Refuse Disposal**

- 14.1 Every caravan standing should have an adequate number of suitable non-combustible refuse bins with close fitting lids or plastic bags. The licensee should implement an arrangement/scheme 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. The site owner, together with the waste management provider will decide on the most appropriate manner of waste removal.

#### **15. Storage Spaces**

- 15.1 At least 2.75 square metres of covered storage space should be provided for each caravan standing. The structures should be separate from the caravans they serve, and not less than 5 metres from any other caravan. They should be capable of being locked.

#### **16. Recreation Space**

- 16.1 On sites where it is practical to do so, space equivalent to about one-tenth of the total site area should be allocated for recreational purposes. Unless in the local authority's opinion there are adequate recreational facilities within a close proximity to the site.

#### **17. Transitional Arrangements**

Existing caravan, porch, storage space, standing etc, which would otherwise contravene these conditions but which satisfied the conditions imposed with effect from 15 September 1987, **may remain** until the caravan, porch, storage space etc is substantially altered, rebuilt or removed from its present position. In this event the caravan, porch, storage space etc, or any of their replacements shall fully comply with these site licence conditions. Any items that contravene the conditions imposed with effect from 15 September 1987 must be brought up to the standard imposed by these conditions within a time scale agreed in conjunction with the Licensing Authority.

#### **18. Notices**

- 18.1 A suitable sign should be prominently displayed at the site entrance indicating the name of the site.

- 18.2 A copy of the site licence with its conditions should be displayed prominently on the site.
- 18.3 Notices and a plan should be displayed on the site setting out the action to be taken in the event of an emergency. They should show where the Police, Fire Brigade, Ambulance, and local doctors can be contacted, and the location of the nearest public telephone. The notices should also give the name and location/telephone number of the site licence holder or his/her accredited representative. At sites subject to flood risk, warning notices should be displayed giving advice about the operation of the flood warning system.
- 18.4 All notices should 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.

## **19. Miscellaneous**

- 19.1 Any new works shall comply with these licence conditions.
- 19.2 If there are any circumstances that would mean that any necessary works could not comply with these standards then that work must be approved by the licensing authority prior to commencement.
- 19.3 For the avoidance of doubt the term 'retrospective work' refers to any work required to be undertaken to secure compliance with relevant legislative and/or regulatory provisions, guidance or any previous licence conditions. Any such work must have been substantially begun at the date on which these new conditions come into effect. In any other circumstance, works undertaken will be classified as 'new works' and Condition 23.1 will apply.

## **20. General**

- 20.1 No business activities should be carried out on this site except in agreement with the site licence holder and subject to any additional requirements such as Planning Permission.
- 20.2 Only vehicles used for personal transport, or used for transport to and from work may be kept on the site, subject to any specific site rules concerning vehicle use and size.
- 20.3 No structures or erections of any kind other than those specifically permitted or required by these conditions shall be allowed on the site. All caravans and buildings shall be well maintained and the spaces between caravans shall be kept clear at all times.