

## WALSALL M.B.C.

### CARAVAN SITE LICENCE CONDITIONS

#### Full Site name and Address

#### Site Boundaries

1. The boundaries of the site must be clearly marked by provision of suitable fences or hedges.

#### Density

2. Every caravan should not be less than 6 metres from any other caravan, which is occupied separately, and not less than 2 metres from a road.
3. The space between the caravans will be kept clear of obstructions.
4. Sheds, garages or covered storage space are not permitted unless of non-combustible construction, and positioned so as not to prejudice means of escape in case of fire.
5. A maximum of **X** caravans shall be allowed on the site. These can only be for residential use and will be located as per the attached layout plan titled '**Title and date of the site plan**'.

#### Roads, Gateways and Footpaths

6. Roads and footpaths should be designed to provide access for emergency vehicles and suitably surfaced with bitumen macadam or other alternative durable surface material.

Roads should be not less than 3.7 metres wide and footpaths not less than 0.75 metres wide.

7. Gateways should be a minimum 3.1 metres wide and have a minimum height clearance of 3.7 metres.

#### Hard Standings

8. Every caravan should stand on a concrete hard-standing which should extend over the whole area occupied by the caravan placed upon it, and should project a sufficient distance outwards from its entrance or entrances to enable occupants to enter and leave safely (minimum 1.0 metre projection).

#### **FIRE FIGHTING APPLIANCES**

#### Fire Points

9. These should be established so that no caravan or site building is more than 30 metres from a fire point.  
They should be housed in a weatherproof structure, easily accessible and conspicuously marked 'FIRE POINT'.

A map displaying fire points should be displayed in a conspicuous position.

### **Fire Fighting Equipment**

10. Where water standpipes are provided and there is a water supply of sufficient pressure and flow to project a jet of water approximately 5 metres from the nozzle, such water standpipes should be situated at each fire point. There should also be a reel that complies with British 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 thread connection) of sufficient pressure and terminating in a small hand control nozzle. Hoses should be housed in a box painted red and marked 'HOSE REEL'.
11. Where standpipes are not provided but there is a water supply of sufficient pressure and flow, fire hydrants should be installed within 100 metres of every caravan standing. Hydrants should conform to British Standard 750. Access to hydrants and other water supplies should not be obstructed or obscured.
12. Where standpipes are not provided or the water pressure or flow is not sufficient, each fire point should be provided with either water extinguishers (2 x 9 litre) or a water tank of at least 500 litres capacity fitted with a hinged cover, 2 buckets and 1 hand pump or bucket pump.

### **Fire Warning**

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

The site license holder must ensure that testing of fire warning equipment includes an audibility test. This is to be checked inside each caravan on site.

### **Maintenance**

14. All alarm and fire fighting equipment should be installed, tested and maintained in working order by a competent person and be available for inspection by, or on behalf of, the licensing authority. A logbook should be kept to record all tests and any remedial action.
15. All equipment susceptible to damage by frost should be suitably protected.

### **Fire Notices**

16. 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.

- iv. Attack the fire using the fire fighting equipment provided but only if it is 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.

### **Fire Hazards**

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

### **Telephones**

18. Where a mobile telephone signal is absent or poor, an immediately accessible telephone should be available on the site for calling the emergency services. A notice by the telephone should include the address of the site.

### **Storage of Liquefied Petroleum Gas (L.P.G)**

19. Storage, use and installation of L.P.G. should be in accordance with L.P.G.A. codes of practice (L.P. Gas Association), and relevant Health & Safety requirements.
20. No more than 2 gas cylinders (not exceeding 47 kg) should be sited at each plot at any one time. These must not be sited within the 6 metre separation distance between caravans, (except in circumstances to meet supply requirements).

### **Electrical Installations**

21. Sites should be provided with an electricity supply sufficient in all respects to meet the reasonable demands of the caravans situated on them, and every caravan shall be provided with an electric supply.
22. Any electrical installations, 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, should be installed, tested and maintained in accordance with the provisions of the Institution of Electrical Engineers' (IEE) Regulations for Electrical Installations for the time being in force, and where appropriate, to the standard which would be acceptable for the purposes of the Electricity Supply Regulations 1988, Statutory Instrument 1988 No 1057.
23. Work on electrical installations and appliances should be carried out only by competent persons such as the manufacturer's appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractor's Association, a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above. The installations should be inspected periodically: under IEE Wiring Regulations, every three years. When an installation is inspected, it should be judged against the current regulations.

The inspector should, within 1 month of such an inspection, issue an inspection certificate in the form prescribed in the IEE Wiring Regulations which should be retained by the site operator and displayed, supplemented or replaced by subsequent certificates, with the site licence. The cost of the inspection and report should be met by the site operator or licence holder.

24. If an inspection reveals that an installation no longer complies with the regulations extant at the time it was first installed, any deficiencies should be rectified. Any major alterations and extensions to an installation and all parts of the existing installation affected by them should comply with the latest version of the IEE Wiring Regulations.
25. If there are overhead electric lines on the site, suitable warning notices should be displayed at the entrance to the site and on supports for the line.

### **Water Supply**

26. All sites should be provided with a water supply complying with the appropriate water bylaws, codes of practice and statutory quality standards.
27. Each caravan standing must be supplied with an individual piped supply.

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

28. Satisfactory provision should be made for foul drainage, either by connection to a public sewer or sewage treatment works or by discharge to a properly constructed septic tank or cesspool approved by the local authority.
29. 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.
30. Every site and every hard standing should be provided with an adequate drainage system for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravans, roads and footpaths.

### **Refuse Disposal**

31. Every caravan standing should have a refuse bin, in accordance with Local Authority requirements, and arrangements made for regular emptying to be undertaken.

### **Vehicle Parking**

32. A maximum of 2 cars may be parked on each plot provided they are parked on a suitable surface and their presence does not impact negatively on the separation distance with the adjacent caravans.
33. Additional and suitable surfaced areas should be provided for other vehicles.

### **Recreation Space**

34. This residential site is to be occupied only by residents over 55 years of age. If the site is to be occupied by children (other than those visiting but not residing on the site), space equivalent to

approximately one tenth of the total area or other such agreed by Walsall MBC, shall be allocated for children's recreational purposes, or as an amenity area.

### **Notices**

35. A suitable sign should be prominently displayed at the site entrance indicating the name of the site.
36. A copy of the site licence with its conditions should be displayed prominently on the site.
37. 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.
38. All notices should be suitably protected from the weather, and adequately illuminated during the hours of darkness.

### **Special Conditions**

39. Every caravan to have a prescribed Gas Safety Notice prominently displayed in a window, warning of the dangers of carbon monoxide, details of the other conditions imposed by the Council and contact numbers.
40. That no caravan is permitted on site if it is fitted with a Sirocco 2 space heater.
41. All caravans on site with gas appliances to have an annual gas safety certificate.
42. Copies of the safety certificates to be available for inspection on site by the relevant Council or other Enforcement Agencies.
43. All caravans, apparatus, works and appliances on the site shall be maintained to the satisfaction of Walsall MBC.
44. Timber or other combustible sheds are not allowed on site.