

Annex B Proposed Updated Conditions:



POWYS COUNTY COUNCIL

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

SITE LICENCE

Type of Licence: STATIC HOLIDAY CARAVAN

Licence Ref:

Site name and address:

Planning Reference:

(For numbers and occupancy dates please refer to planning permission)

OS number:

The site plan attached is part of this licence and authorisation for a holiday caravan site is granted only in respect of the land indicated on the plan

Licence holder name and address:

Date of Issue:

Expiry Date (if any):

Authorised Officer:

Signature:

STATUTORY AND REGULATORY REQUIREMENTS OF SITE OWNER

In addition to the conditions imposed by this site licence there are other areas where a site needs to meet the statutory requirement of more specific legislation. It is the responsibility of the site owner to comply or have regard to any statutory requirements, regulations and codes of practice that apply at any time. The following list is not exhaustive, but it is provided as guidance. Legislation and guidance is regularly updated, the site owner will need to ensure that they are using the most up to date legislation/guidance.

Health & Safety

Health & Safety at Work etc. Act 1974

Fire Safety

Regulatory Reform (Fire Safety) Order 2005

Electrical Safety

The Electricity at Work Regulations 1989

Gas Safety

Gas Safety (Installation and Use) Regulations 1998

Mobile Homes and Caravan Sites

Mobile Homes Act 1983

Mobile Homes (Wales) Act 2013

Caravan Sites and Control of Development Act 1960

Caravan Sites Act 1968

Definition of caravan:

“... any structure designed or adapted for human habitation which is capable of

being moved from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer) and any motor vehicle so designed or adapted “

this could include some types of pods, lodges, shepherds' huts, or similar, but does not include a tent.

Planning

Town and Country Planning Act 1990

Misc.

Equalities Act 2010

Disability Discrimination Act 1995

Tree Preservation Orders

Private Water Supplies (Wales) Regulations 2017

Please contact the licensing section should the site owner change, there are any changes to the planning permission or site layout. It is likely that the site licence will need re-issuing to reflect the changes

SCHEDULE OF LICENCE CONDITIONS FOR STATIC HOLIDAY CARAVAN SITES

1. PLAN

A plan of the site must be supplied to the local authority on application for a licence or when there is a material change to the boundaries or layout, or if requested by the authority. The plan must clearly illustrate the layout of the site including all relevant structures, features and facilities on it.

2. SPACING

- a. No caravan or combustible structure will be positioned within 3 metres of the boundary. Lesser distances may be encountered on established sites and must be addressed and approved by the fire authority via the site's approved fire risk assessment.
- b. The minimum spacing distance between units made of aluminium or other materials with similar fire performance properties must be not less than 5 metres between units, 3.5 metres at the corners. For those with a plywood or similar skin it must be not less than 6 metres. Lesser distances may be encountered on established sites and must be addressed and approved by the fire authority via the site's approved fire risk assessment.
- c. Any structure attached to a unit may protrude a maximum of one metre into the 5/6m separation distance. The structure must not exceed the height of the unit. Greater sizes may be encountered on established sites and must be addressed and approved by the fire authority via the site's approved fire risk assessment.
- d. Garages/Sheds are permitted within the 6m space between units, they must be of non-combustible construction. In order to restrict the spread of fire there must always be 3m clear space.

3. ROADS, GATEWAYS AND FOOTPATHS

- a. Roads must provide adequate access for emergency vehicles and routes and must always be kept clear of obstruction.
- b. All roads must have adequate surface water/storm drainage
- c. Two-way roads must not be less than 3.7 metres wide or 3 metres wide if used by one-way traffic; where existing two way roads are not 3.7 metres wide, passing places must be provided where practical
- d. One-way systems must be clearly sign posted.

- e. Vehicular access and all gateways to the site must be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres.
- f. Communal roads, pavements and footpaths must be maintained in good condition; and be adequately lit between dusk and dawn to allow the safe movement of pedestrians and vehicles around the site.

4 HARD STANDINGS

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

5. GAS SAFETY

- a. Gas supplies, storage and installations must meet the relevant and applicable parts of any legislation, British Standards and LP Gas Association Codes of Practice in force at any time. Any relevant certificates must be provided to the Council at their request.
- b. Any gas appliances must be maintained and tested in accordance with any current legislation or codes of Practice in force at any time. Any relevant certificates must be provided to the Council at their request

6. ELECTRICAL SAFETY

- a. The site must have an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it.
- b. All electrical installations must be installed, tested, maintained in accordance with the regulations and relevant statutes. Works on electrical installations and equipment should only be carried out by a competent person. The installation should be inspected annually or as otherwise stated by a qualified competent electrician who will issue a report of the inspection in the prescribed format. Any deficiencies must be rectified.

7. WATER SUPPLY

- a. There must be an adequate wholesome supply of drinking water.
- b. Satisfactory provision must 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

8. REFUSE

- a. Provision must be made for the storage, collection and disposal of refuse and managed to prevent pest, fire or other public health impact.
- b. An approved accredited waste contract must be in place.
- c. The site must be maintained in a tidy condition and kept clear of all litter and refuse

9. NOTICES

- a. The following signs/notices must be displayed in a prominent place
 - Name of the site
 - Site Licence
 - Name and telephone number of the licence holder and manager (where applicable)
 - Emergency contact details setting out action to be taken in an emergency and showing where the police, fire brigade, ambulance and local doctors can be contacted;
- b. In addition, the following to be available for inspection
 - a copy of the site licence including licence conditions;
 - a copy of the most recent periodic electrical inspection report;
 - any relevant gas safety certificates;
 - the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005
 - a copy of the up to date public liability insurance certificate

10. FLOODING

- a. The site owner must establish whether the site is at risk from flooding by referring to the Natural Resources Wales Flood Map. Where there is risk from flooding the site owner must consult Natural Resources Wales for advice on the likelihood of flooding, the depths and velocities of water that might be expected, the availability of a warning service and on what appropriate measures to take.



POWYS COUNTY COUNCIL

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

SITE LICENCE

Type of Licence: TOURING CARAVAN SITE

Site name and address:

Licence Ref:

Planning Reference:

(For numbers and occupancy period refer to planning permission)

OS number:

The site plan attached is part of this licence and authorisation for a touring caravan site is granted only in respect of the land indicated on the plan

Licence holder name and address:

Date of Issue:

Expiry Date (if any):

Officer Name:

Signature:

STATUTORY AND REGULATORY REQUIREMENTS OF SITE OWNER

In addition to the conditions imposed by this site licence there are other areas where a site needs to meet the statutory requirement of more specific legislation. It is the responsibility of the site owner to comply or have regard to any statutory requirements, regulations and codes of practice that apply at any time. The following list is not exhaustive, but it is provided as guidance. Legislation and guidance is regularly updated, the site owner will need to ensure that they are using the most up to date legislation/guidance.

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this could include some types of pods, lodges, shepherds' huts, or similar, but does not include a tent.

Planning

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Misc.

Equalities Act 2010

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Tree Preservation Orders

Private Water Supplies (Wales) Regulations 2017

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SCHEDULE OF LICENCE CONDITIONS FOR TOURING HOLIDAY CARAVAN SITES

1 PLAN

A plan of the site must be supplied to the local authority on application for a licence or when there is a material change to the boundaries or layout, or if requested by the authority. The plan must clearly illustrate the layout of the site including all relevant structures, features and facilities on it.

2. SPACING

- a. No caravan or combustible structure will be positioned within 3 metres of the boundary. (Any lesser distances must be addressed and approved by the fire authority via the site's approved fire risk assessment)
- b. Every caravan must be no less than 6m from any other caravan. Vehicles, boats and/or awnings are permitted within the 6m space between units but in order to restrict the spread of fire, there shall always be 3m clear space. (Any lesser distances must be addressed and approved by the fire authority via the site's approved fire risk assessment)
- c. Emergency vehicle routes within a site must be kept clear from obstruction and all such vehicles must always be able to secure access to within 90 metres of any unit on the site

3. GAS SAFETY

Any gas storage and installation shall meet the relevant and applicable parts of any legislation, British Standards and LP Gas Association Codes of Practice in force at any time. Any relevant certificates shall be provided to the Council at their request.

4 ELECTRICAL SAFETY

- c. The site must have an electricity network of adequate capacity to meet safely all reasonable demands of the caravans and other facilities and services within it.
- d. All electrical installations must be installed, tested, maintained in accordance with the regulations and relevant statutes. Works on electrical installations and equipment should only be carried out by a competent person. The installation should be inspected annually or as otherwise stated by a qualified competent electrician who will issue a report of the inspection in the prescribed format. Any deficiencies must be rectified.

5. WATER SUPPLY

- a. There must be an adequate wholesome supply of drinking water. Each pitch on a site must be no further than 90 metres from a water tap.
- b. Satisfactory provision must be made for the disposal of 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.
- c. A properly designed disposal point for the contents of chemical toilets must be provided together with an adequate supply of water for cleansing containers

6. TOILETS/SHOWERS

- a. Toilet/Shower blocks must be suitably lit
- b. Toilets and showers must be provided and be kept in good repair, in a clean condition and must always be readily accessible while the site is operational. The following facilities must be provided as a minimum:

(xx*) WCs
(xx*) WHBs with supply of hot and cold water
(xx*) SHOWERS with a supply of hot water

*[* no's to be inserted depending on no of pitches calculated as – 1 WC & 1 WHB per 10 pitches 1 shower per 15 pitches, sites >100 pitches provision may be varied by agreement with Council]*

arrangements must be made for the reception and disposal of sanitary dressings.

Wheelchair users should be able to approach, transfer to and use the sanitary facilities provided. This requires an agreed proportion of wheelchair accessible toilets and showers. Sites that do not comply with this condition at the date of issuing this licence must meet compliance as soon as sanitary facilities at the site are refurbished, rebuilt or extended.

7. REFUSE

- d. Provision must be made for the storage, collection and disposal of refuse and managed to prevent pest, fire or other public health impact
- e. An approved accredited waste contract must be in place.
- f. The site must be maintained in a tidy condition and kept clear of all litter and refuse

8. NOTICES

- c. The following signs/notices must be displayed in a prominent place

- Name of the site
 - Site Licence
 - Name and telephone number of the licence holder and manager (where applicable)
 - Emergency contact details setting out action to be taken in an emergency and showing where the police, fire brigade, ambulance and local doctors can be contacted;
- d. In addition, the following to be available for inspection
- a copy of the site licence including licence conditions;
 - a copy of the most recent periodic electrical inspection report;
 - any relevant gas safety certificates;
 - the latest version of the fire risk assessment carried out under the Regulatory Reform (Fire Safety) Order 2005
 - Up to date Public Liability Insurance certificate

9. FLOODING

The site owner shall establish whether the site is at risk from flooding by referring to the Natural Resources Wales Flood Map. Where there is risk from flooding the site owner shall consult Natural Resources Wales for advice on the likelihood of flooding, the depths and velocities of water that might be expected, the availability of a warning service and on what appropriate measures to take.

10. LIGHTING

Holiday touring sites will vary in nature and character, it is appreciated that the dark sky of Mid-Wales will be an attraction for many visitors, the effect of which would be contrary to a mandatory requirement for artificial lighting throughout the site. It will be for site owners to assess the need/extent of artificial lighting around the site based on the nature of the site and needs of those likely to visit. Where it is decided not to install artificial lighting, visitors to the site should be made aware of this in advance in order that they may equip themselves with torches or similar, to enable safe movement around the site during darkness.