

CARAVAN SITES AND CONTROL OF DEVELOPMENT 4-217
ACT 1960

Circular No.:	23/83
Date of issue:	September 19, 1983
Issuing authority:	Department of the Environment and the Welsh Office (Circular No. 32/83 of that Office).
Background:	This Circular updates the existing advice in relation to the implementation of the Caravan Sites and Control of Development Act 1960.
References:	See the Caravan Sites and Control of Development Act 1960, ss.5 and 8(1), DOE Circular 119/77 (Welsh Office 42/77), and DOE Circular 22/91.

1. We are directed by the Secretary of State for the Environment and the Secretary of State for Wales to refer to the Revised Model Standards for licensed caravan sites in England and Wales specified under the Caravan Sites and Control of Development Act 1960 which were brought to the attention of local authorities in DOE Circular 119/77 (Welsh Office Circular 42/77). We also refer to the use of site-licence control as an alternative to enforcement procedures under the Town and Country Planning Act 1971 [now the 1990 Act] when caravans are stationed on an unauthorised site; and to the provision of winter quarters for members of the Showmen's Guild of Great Britain who, although exempt from site licensing requirements, are still required to obtain planning permission for the sites they occupy.

Model standards

2. Although the current standards may have been taken to apply to sites used for touring caravans, that was not the intention, and the opportunity has now been taken to clarify the situation by the formulation of model standards for touring caravan sites. The 1977 Revised Model Standards will have effect hereafter as applying only to permanent residential sites, to static holiday caravan sites and to sites on which there are both static and touring caravans but where the predominant use is for static holiday caravans.

3. In considering licences for sites which serve touring caravans, local authorities should have regard to the new Model Standards which have been published as an Annex to this Circular. These represent the standards normally to be expected, as a matter of good practice, on sites used wholly or predominantly by touring caravans which are not permanently placed on the site throughout the year or the holiday season.

4. Particular attention is drawn, however, to the possibility that lower standards in respect of communal toilet and washing facilities may be appropriate in some circumstances.

Effect on existing touring caravan sites

5. In the light of this Circular, local authorities should consider the alteration of conditions attached to site licences, after consultation with the holder of the licence, under the provisions of Section 8(1) of the 1960 Act. The fire authority should also be consulted before any conditions appertaining to their interests are altered.

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Emergency services

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6. Local authorities are reminded that, when emergency services are called to a caravan site, valuable time can be saved if the site is readily identifiable. They may wish to ensure, by attaching a condition to that effect to the site licence, that a sign indicating the name of the site is displayed at the site entrance. Provided it comes within the specified size-limits, a sign of this type will usually benefit from the "deemed consent" provided by Class II in Regulation 14 of the Town and Country Planning (Control of Advertisements) Regulations 1969 (SI 1969/1532) [since revoked and superseded: see now the 1992 Regulations, S.I. 1992 No. 666].

Site licence control as an alternative to enforcement procedures

7. Attention is drawn to the fact that the use of land as a caravan site (whether for residential or static holiday caravans, for touring caravans, or for gypsy caravans) is subject to a system of dual control. Consequently, a caravan site which is not authorised by a specific grant of planning permission for that use is likely to be in breach both of planning control, under the Town and Country Planning Act 1971 [now the 1990 Act], and of site-licence control under the 1960 Act, so that the enforcement powers in both enactments would be available to the local authority in order to remedy the unlawful use of land. In such cases, local authorities should consider which method of enforcement is likely to be the more effective and appropriate, bearing in mind that enforcement of planning control under the 1971 Act [now the 1990 Act] is likely to result in delay if the statutory right of appeal to the Secretary of State against an enforcement notice is exercised.

Travelling showmen

8. to 14. [Cancelled by DOE Circular 22/91, *Travelling Showpeople*, para. 17].

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ANNEX

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960, SECTION 5
MODEL STANDARDS FOR TOURING CARAVAN SITES

I. Section 5(6) of the Act provides that the Secretary of State may from time to time specify Model Standards with respect to the lay-out of, and the provision of facilities, services and equipment for, caravan sites or particular types of caravan site; and that in deciding what (if any) conditions to attach to a site licence the local authority shall have regard to any standards so specified. Under Section 5(1)(c) such conditions may regulate the positions in which caravans are stationed for the purposes of human habitation, and the placing or erection at any time when caravans are so stationed, of structures and vehicles of any description whatsoever and of tents.

II. Section 7(1) of the Act provides that on an appeal against any condition of a site licence a magistrates' court, if satisfied (having regard amongst other things to any standards specified by the Secretary of State under Section 5(6)) that a condition is unduly burdensome, may vary or cancel the condition.

III. Section 24, which empowers local authorities to provide caravan sites, provides, in subsection (2), that in exercising their powers under the section the local authority shall have regard to any standards they may have been specified by the Secretary of State under Section 5(6) of the Act.

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IV. Section 8(2) of the Local Government (Miscellaneous Provisions) Act, 1982 inserted provisions into Section 5, 8 and 24 of the Caravan Sites and Control of Development Act 1960 requiring local authorities to consult fire authorities when exercising their powers under that Act in relation to the issuing of site licences for caravan sites and the provision of local authority caravan sites. The local authority is now required to consult the fire authority as to the extent to which any model standards relating to fire precautions are appropriate in relation to the site. If the fire authority considers that the standards specified are inappropriate in relation to the site, the local authority is required to consult them as to what conditions relating to fire precautions ought to be attached to the site licence. The local authority is also required to consult the fire authority before altering any condition in a site licence that relates to fire precautions or before themselves providing a caravan site. 4-218

V. In pursuance of his powers under Section 5(6) of the Act, the Secretary of State now specifies Model Standards for sites for touring caravans. Although these represent the standards normally to be expected, as a matter of good practice, the Secretary of State does not wish them to be applied to all sites, regardless of the economic and other implications for the site operators, people using the site and public amenity. They should be applied with due regard to the particular circumstances of each case, including the physical character of the site, any services or facilities that may already be available within convenient reach, and other local conditions including the kind of holidays which the site is designed to offer. Where usage is restricted to caravans equipped with their own toilet and washing facilities, communal toilet and washing facilities may not be necessary and lower standards than specified may be desirable in some locations for the avoidance of visually intrusive structures or installations.

VI. These Model Standards are for sites used by touring caravans, by which is meant caravans which are not permanently placed on the site throughout the year or the holiday season. Where a site is used both for touring caravans and for static caravans, the local authority should judge whether to refer to the Revised 1977 Model Standards or to the following Standards according to the predominant use of the site. For example, where static caravans predominate, application of the Revised Model Standards of 1977 will be appropriate. Account should, however, be taken of the fact that significant changes in the nature of the use might warrant the alteration of site licence conditions.

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Density

1. Site density should not exceed 75 units (caravans or motor caravans) per hectare (30 units per acre) calculated on the basis of the usable area rather than the total site area (*i.e.* excluding crags, lakes, roads, communal services etc), provided that, where tent camping is also permitted, the maximum number of units stationed on the site at any one time should be reduced by the number of pitches occupied by main tents stationed for human habitation.

2. Where the number of units on the site is to be limited by condition, it may be appropriate to prescribe maxima by references to specified periods so as to permit up to 10 more units during such peak holiday periods as may

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4-219 be agreed between the site licensing authority and the licence holder without the provision of additional facilities, provided that:

- (i) the provisions of paragraph 1 above are complied with; and
- (ii) the standards relating to spacing, as set out in paragraphs 3-5 below, are complied with.

Spacing

Every unit should be not less than 6 metres from any other unit in separate family occupation and not less than 3 metres should be permitted between units in any circumstances.

4. Vehicles and other ancillary equipment should be permitted within the 6 metres space between units in separate family occupation but, in order to restrict the spread of fire, there should always be 3 metres clear space within the 6 metres separation.

5. Emergency vehicles should be able to secure access at all times to within 90 metres of any unit on the site.

Drinking water supply and waste water disposal

6. There should be an adequate supply of drinking water. Each pitch on a site should be no further than 90 metres from a water tap. At each tap there should be a soakaway or gully.

7. Waste water disposal points should be provided so that each pitch is no further than 90 metres from a waste water disposal point. The appropriate Water Authority should be consulted about the arrangements for disposal of water likely to be contaminated.

Toilets: WCs and chemical closets

8. The scale of provision should be 1 WC and 1 urinal for men and 2 WCs for women per 30 pitches and their location should be to the satisfaction of the licensing authority. The pro rata scale can be reduced where sites have over 120 pitches (see also paragraph 9 below). Toilets may not be justified where sites have less than 10 pitches but on sites with between 10 and 30 pitches at least one WC and 1 urinal for men and 2 WCs for women should be provided.

9. Where the provision of WCs is not feasible or justified entry should be confined to units with their own toilets or chemical closets should be provided.

Disposal point for chemical closets

10. Whether or not WCs are provided, a properly designed disposal point for the contents of chemical closets should be provided together with an adjacent adequate supply of water for cleansing containers. The method of disposal will need to be considered in the light of the particular circumstances and should be to the satisfaction of the local authority and the appropriate Water Authority. Where appropriate, the water supply should be clearly labelled as non-potable.

Washing points

11. There should be a minimum of 4 wash basins supplied with water per 30 units; 2 each for men and women. They should be adjacent to the toilets.

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Hot water: showers

12. Showers should not be obligatory on sites with less than 70 pitches. If showers are required, provision should be on the basis of 1 shower per 25 pitches and hot water should be available. 4-219

Disabled persons

13. Particular consideration should be given to the needs of the disabled in the provision made for water points, toilets, washing points and showers.

Electrical installations

14. Where there is an electrical installation other than Electricity Board works and circuits subject to Regulations under Section 60 of the Electricity Act 1947, it should be installed to the requirements of the Institution of Electrical Engineers' Regulations for Electrical Installations (the IEE Wiring Regulations) for the time being in force and, where appropriate, to the standard acceptable for the Electricity (Overhead Lines) Regulations 1970, SI 1970 No. 1355. Any installation should be maintained in such a way as to prevent danger as far as reasonably practicable and should be periodically inspected and tested by a competent person in accordance with the IEE Wiring Regulations. 4-220

Refuse disposal

15. Adequate provision should be made for the storage, collection and disposal of refuse. (It is expected that site operators should normally be able to meet their responsibilities by making arrangements with the local authority.)

Fire precautions

16. No unit should be further than 90 metres from a fire point. At each point there should be two water (gas expelled) extinguishers each of 10 litres capacity and complying with British Standard 5423:1980, together with a means of raising the alarm in the event of fire (e.g. a manually operated sounder, gong or hand operated siren). All fire fighting equipment susceptible to damage by frost should be suitably protected.

17. Wherever there is a likelihood of fire spreading due to vegetation catching fire, suitable beaters, of the type used by the Forestry Commission, should also be provided at each fire point.

18. The fire points should be clearly marked and easily accessible. All firefighting equipment should be maintained in working order and kept available for use and for inspection by the licensing authority.

19. Each fire point should exhibit a conspicuous notice indicating the action to be taken in case of fire and the location of the nearest telephone. The notice should include the following:

On discovering fire

1. Raise the alarm
2. Ensure the affected unit is evacuated
3. Call the Fire Brigade (the nearest telephone is sited . . .)
4. If practicable, attack the fire using the firefighting equipment provided.

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Liquefied petroleum gas

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20. Arrangements for the storage of Liquefied Petroleum Gas (LPG) on the site should be in accordance with the current national Code of Practice and regulations.

Site notices

21. A sign indicating the name of the site should be displayed at the site entrance.

22. Notices should be displayed prominently on the site indicating the action to be taken in the event of an emergency and shown where the police, fire brigade, ambulance, and local doctors can be contacted, and the location of the nearest public telephone. Where practicable a telephone should be provided on the site and the full address of the site should be displayed near the telephone.

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

24. At sites with overhead electric lines, warning notices should be displayed on the supports for the lines and at the site entrance. Where appropriate, these should warn against the danger of contact between the lines and the masts of yachts or dinghies.

25. A copy of the site licence with its conditions should be displayed prominently on the site.