

Northumberland County Council

Public Protection

Licensing



Part 3 – Touring Caravan and Camping Sites



Approved Standards for Camping and Caravan Parks 1992

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Northumberland County Council – Approved Standards Part 3
Touring Caravan and Camping Sites

1. Introduction

The following standards will be applied to any caravan site or camp site used for touring caravans, tents or caravanettes. Where a caravan site is subject to a Licence issued by the Council under the Caravan Sites and Control of Development Act 1960, the standards will be applied by attaching conditions to the site Licence, the standard will also apply to those camping sites subject to a Licence under the Public Health Act 1936 where similar conditions may be attached to the site Licence. Other camping and caravan sites operated on a very 'casual' basis or by an 'exempted organisation' will be expected to comply with an equivalent standard.

When applying conditions to achieve the standards regard will be had to the existing characteristics of each site and the justification for any variation in the standard, be it more lenient or more strict covering additional factors.

A touring caravan or camping site is essentially an area of land used for pitching caravans (designed for towing on public roads by light vehicles), tents or caravanettes which individually stay at the site for normally a short period. A touring caravan or camping site can form part of a Mobile Home Park or Holiday Caravan Park to which the Approved Standards Part 1 and Part 2 will apply. Where this is the case facilities may be shared between the occupiers of each part of the park.

The standards refer to 'units'. Each caravan, tent, or caravanette will be regarded as a separate unit.

2. Density and Space Between Units

The number of units on the site at anyone time must not exceed 75 units per hectare or such lower figure as may be necessary to ensure compliance with the spacing and other requirements contained in the licensing conditions. The maximum number of units which can be sited may be specified in the planning permission for the land.

Every unit should not be less than 6 metres from any other unit in separate occupation, and under no circumstances less than 3 metres.

Due to the flimsy nature of a self supporting tent no tent should be closer to a roadway than 3 metres.

3. Roads and Footpaths

Roads of suitable material should be provided so that no pitch or toilet block is more than 90 metres from a road. Roads must not be less than 3.7 metres wide. or, if they form part of a clearly marked one-way traffic system 3 metres wide. Suitable turning areas should be provided. Headroom over access roads should be not less than 3.65 metres.

Roads and footpaths can be of compacted hard core, concrete, tarmac or other weather proof material.

The Standards of access and/or road widths may be relaxed where it is impracticable or would involve excessive cost providing:

- i. safety is not unreasonably compromised;
- ii. the reduced access and/or road widths do not interfere with the general use of the park/site by occupiers;
- iii. the reduced access and/or road widths are acceptable to the Fire and Rescue Service.

4. Fire Fighting

Fire Points

A network of fire points must be provided so that no unit or site building is more than 90 metres from a fire point.

At each fire point fire fighting equipment must be provided as follows:-

- i) The recommended equipment is 2 x 9 litre water extinguishers (to 6S5423).
- ii) As an alternative to (i) a suitable 50 metre hose on a reel complying with 6S5306 and fitted with a suitable nozzle can be used, provided it is permanently fixed to a suitable water supply capable of projecting an adequate jet of water at least 5 metres from the end of the hose when fully

unwound. If this type of fire point is provided no unit must be more than 50 metres away from the fire point.

- iii) Suitable fire beaters of "Forestry Commission- type should be available if there is a possibility of a vegetation fire spreading towards caravans or park homes.
- iv) Any other form of fire fighting equipment must be approved by the Council after consultation with the Fire Brigade.

Fire Warning

A means of raising the alarm in the event of a fire must be provided at each fire point. This can be by means of a manually operated sounder, eg a metal triangle with a striker, gong or hand operated siren.

Maintenance and Protection

All alarm and fire fighting equipment at a fire point must be installed, tested and maintained in working order by a competent person and be available for inspection by or on behalf of the Council. A log book should be kept to record all tests and any remedial action.

All fire fighting equipment will be susceptible to damage by frost and must be suitably protected. Fire fighting equipment, with the exception of fire beaters, at a fire point must be housed in a weather proof structure which is easily accessible at all times and clearly and conspicuously marked "fire point". All water-type fire extinguishers available for use at a fire point between the months of November and March (inclusive), and not kept within a site building must contain water to which a 'freezing point depressant' (anti-freeze) has been added.

Any hoses connected to the water supply must be drained down and kept empty between the months of November and March (inclusive) to avoid freezing up unless installed within a heated site building.

Fire Notices

A clearly written and conspicuous notice must be provided and kept 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 be protected from weather and direct sunlight and should include the following information:-

"On discovering a fire

- i) Ensure the *unit or site building involved is evacuated.
- ii) Raise the alarm and evacuate adjacent *units.
- iii) Call the Fire Brigade (the nearest telephone is sited ...).
- iv) Attack the fire using the fire fighting equipment provided, only if it is safe to do so.

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

*as appropriate

Fire Hazards

Long grass and vegetation must be cut at frequent and regular intervals where necessary to prevent it becoming a fire hazard to caravans, tents, buildings or other installations on the site. Any such cuttings must be removed from the camping area.

5. Telephone

A telephone should be available for calling the emergency services. Where there is no telephone at the camp site a telephone should be available within ½ mile and its precise location made clear to all those using the camp site.

In the case of a touring caravan and camping site in a remote location this standard may be relaxed where the provision of a telephone is impracticable or would involve excessive cost providing (i) safety is not unreasonably compromised, (ii) an alternative system of requesting help in an emergency is provided, and (iii) the alternative provision is acceptable to the Council and the Fire and Rescue Service.

6. The Storage and Use of Liquefied Petroleum Gas (LPG)

The storage of LPG, whether in cartridges, cylinders or bulk tanks, must comply with the guidance notes produced by the Health and Safety Executive (see Appendix 1).

7. Electrical installation

Where an electricity supply is provided at the camp site, the electrical installation must be installed, tested and maintained in accordance with the Institution of Electrical Engineers (IEE) Regulations in force at the time of installation, and

where appropriate, to the standard required by any overhead electrical lines Regulations.

Work on electrical installations and appliances must be carried out only by competent persons such as the manufacturers appointed agent, the electricity supplier, a professionally qualified electrical engineer, a member of the Electrical Contractors Association, a contractor approved by the National Inspection Council for Electrical Installation Contracting, or a qualified person acting on behalf of one of the above.

The installations must be inspected periodically under the IEE Regulations, at least every year or such longer period (not exceeding 3 years) as is considered appropriate in each case. When an installation is inspected it must be judged against the Regulations in force at that time.

The Inspector should, within one month of the inspection, issue an Inspection Certificate in the form prescribed in the IEE Wiring Regulations which must be retained by the camp site operator. A copy of the electrical Inspection Certificate must be forwarded to the Council.

If an inspection reveals that an installation no longer complies with the Regulations in force at the time it was first installed, any deficiencies must be remedied. Any major alterations and extensions to an installation and all parts of the existing installation effected by them, must comply with the latest version of the IEE Wiring Regulations.

Where there are overhead lines on the camp site suitable warning notices must be displayed at the entrance to the park and on the supports for the lines. Where appropriate, particular attention should be drawn to the danger of masts of yachts or dinghys contacting the lines.

All electrical outlets, lighting systems or equipment accessible to the camp site residents or members of the public must be protected by an effective Residual Current Device (RCD) having a tripping current of no more than 30mAmps.

Where permanent electricity supplies are made to any caravan or standing the position of any underground cable runs must be recorded and marked to prevent accidental damage. This must be done for all new installations and as far as is possible for existing installations. This information need only be shown on a map

or plan of the site, as long as it is readily accessible. In some limited circumstances cable positions may need to be physically marked on the ground.

8 Drainage, Sanitation and Washing Facilities

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 Council and where appropriate the National Rivers Authority. Purpose designed toilet units with their own foul water holding tanks may be used providing suitable emptying arrangements have been made. (See Appendix 2).

Toilet facilities should be provided with adequate supplies of water, on at least the following scales:-

Men; 1 WC and 1 Urinal per 30 units.

Women; 1 WC for the first 10 units or less, and 1 additional WC for between 10 and 30 units (inclusive). Thereafter 1 additional WC for every extra 15 units or part thereof.

1 wash hand basin with hot and cold water, for each sex, per 15 touring units (sites of 15 units or above).

1 shower or bath, with hot and cold water, for each sex, per 30 touring units (sites of 30 units or above).

Each toilet should have adequate artificial lighting available. Consideration should be given to providing facilities for the disabled.

A properly designed disposal point for the contents of chemical toilets must be provided. The disposal point should have an adequate supply of water for flushing away the contents of the toilet and for cleaning the container. Drainage from the chemical disposal point must be via a trapped connection to the foul drainage system. If the campsite is not connected to a mains drainage system a separate holding tank may be necessary for chemical toilet waste, as certain types of chemical used in these toilets can interfere with the biological action of a septic tank or similar system. When providing a chemical toilet disposal point advice should be sought from the Council prior to installation. This point must NOT be used for drinking and should be marked accordingly by a suitable notice.

Similarly a properly designed waste water disposal point connected to a drainage system must be provided within 90 metres of any pitch, preferably separate from any drinking water point.

Laundry facilities, where provided, should be in a separate room from toilet accommodation on the scale of not less than 1 deep sink with hot and cold water, per 30 units.

Dish washing facilities, where provided, should be separate from the laundry facilities, on the scale of not less than 1 deep sink and drainer with hot and cold water per 30 units.

9. WaterSupply

An adequate wholesome supply of drinking water must be provided at the camp site. The water supply must comply with standards laid down under The Water Industry Act 1991 which applies to both public and private water supplies.

The Council has a duty to sample both public and private water supplies to check the wholesomeness of the water. The frequency of sampling is laid down in Regulations made under The Act. In the case of private water supplies the sampling costs incurred by the Council can be recovered from the person providing or responsible for the water supply. Further details on water sampling can be found in **Appendix 3**.

Water points must be provided within 90 metres of any camping pitch. Each drinking water point must have a hard-standing around the supply tap with an apron beneath which is drained to a suitable and adequate soak way via a trapped gully.

10. Refuse Disposal

Refuse disposal points should be provided so that no unit is more than 100 metres from a disposal point. An adequate number of suitable covered receptacles should be provided at each point and these should be regularly cleared and cleansed and refuse disposed of as often as is necessary to prevent overflowing.

11. Recreation Space

Recreation is an essential part of the enjoyment of a camp site and some free space should be set aside for the pursuit of leisure and other recreational activities, on the park or in the immediate vicinity.

Not only is this part of the camp site standards but it will also be expected by park visitors.

Ideally up to 1/10th of the total camp site area should be allocated for recreational use. This is normally necessary because of the limited space available around caravans etc., but where suitable alternative and available recreational facilities are near at hand, the allocated space on the park may be reduced or omitted.

12. First Aid Equipment

Adequate first aid equipment should be maintained on the camp site. The location of a first aid kit should be made clear to all residents of the camping site.

13. Notices

A suitable sign must be prominently displayed at the camp site entrance indicating the name of the site.

Suitable notices including a plan where appropriate, should be displayed on the camp site setting out the action to be taken in the event of emergency. The notices should show where the police, fire brigade, ambulance and local doctors can be contacted, and the location of the nearest emergency telephone and First Aid Kit. The notices should also give the name and location/telephone number of the camp site proprietor or his/her accredited representative. At parks subject to flood risk, warning notices should be displayed giving advice about the operation of the flood warning system.

Where a Site licence has been issued for a Touring Caravan Site, a notice must be prominently displayed giving details of where a copy of the Site licence with its conditions can be inspected. The notice must at all times be legible and the licence copy freely accessible to park residents and others.

Appendix 1: Storage and Use of Liquefied Petroleum Gas (LPG)

LPG is used at virtually all caravan and mobile home parks and touring caravan and camping sites. It provides a useful fuel and is safe to use providing the dangers arising from leakage or fire near a storage cylinder are understood and precautions taken.

The main risks are:-

- Cylinders or cartridges hold gas under pressure, between 2 and 7 bar (28-100psi).
- The gas is 1 ½ times heavier than air and does not disperse easily. If a leak occurs gas will sink to the lowest possible level and may build up in cellars, pits, drains or other depressions.
- LPG forms a flammable mixture with air in concentrations between 2% and 10%by volume. The gas can be detected by smell at about 0.4% concentration. A fire or explosion could occur if LPG escapes and is ignited, particularly in a confined space.
- If an LPG container is involved in a fire or is close to a fire, it will over-heat and may rupture violently sending shrapnel like pieces of the cylinder a considerable distance from the fire.

It can be appreciated that the greatest potential danger will occur when cylinders or other containers are stored together.

In general terms a safe storage area for LPG will be as follows (note that empty or partly used cylinders are regarded as 'full" cylinders as they still give rise to a considerable risk):-

- i) LPG cylinders must be stored in a well-ventilated place, preferably in the open air.
- ii) The storage area should have a concrete, paved or well compacted level surface.
- iii) The cylinders should be kept in a secure compound for example, be surrounded by a 1.8 metre wire mesh fence or similar non combustible and well ventilated structure. The door to the compound must only open outwards to assist escape in case of emergency. A clear space of at least 1.5 metres must be maintained between compound fence and the nearest cylinder.

- iv) A suitable separation distance (typically 4 metres) must be maintained between any gas cylinder and a property boundary, building, source of ignition (electric points, motor vehicles etc.), pit, drain or cellar etc.
- v) Smoking must not be permitted near the storage compound.
- vi) Suitable warning notices must be fixed to the outside of the compound fence stating:

"LPG FLAMMABLE

No Smoking

In case of fire, sound the alarm at and call the fire brigade."

Detailed advice on keeping LPG in cylinders, cartridges and bulk tanks is provided by the Health and Safety Executive. The relevant documents are listed below and may be obtained from HMSO outlets.

Guidance Note CS4 - the keeping of LPG in cylinders and similar containers.

Guidance Note CS8 - small scale storage and display of LPG at retail premises (shop displays).

Health & Safety Booklet HS/G34 -the storage of LPG at fixed installations (bulk storage).

Northumberland County Council is responsible for enforcing The Health and Safety at Work Etc. Act 1974 at all types of caravan parks and LPG at each park or campsite will be expected to be kept to the standards required by the above guidance.

Appendix 2: Purpose Designed Temporary Toilet Units

For camp sites open for only a short period of the year, or sites which may be remote from 'mains' services, purpose designed toilet units can be used to provide the required toilet facilities.

These toilet units can have their own internal drainage systems and the installer of the toilet unit will normally provide an emptying and hygiene service.

The units can be hired for periods of one week to several months and can be fitted with W.C.s, urinals, wash-hand-basins or showers to order.

Suppliers of these units are listed in 'Yellow Pages' under 'Buildings -Sectional, Prefabricated and Portable' a number of local suppliers are listed.

Appendix 3: Water Supply; The Water Industry Act 1991

The Water Industry Act 1991, amongst other things, placed duties on water undertakers, normally the local water company, to supply wholesome water to the premises within its area which are connected to the water mains. Regulations made under The Act (The Water Supply (Water Quality) Regulations 1989) define the acceptable quality standards for water intended for human consumption, and The Private Water Supplies Regulations 1991 concern the quality and sampling frequency of private water supplies. How often a supply is to be sampled and the parameter for analysis depend on the quantity of water provided, Le. they are related to the maximum number of people potentially served by the supply on any day in the year.

The requirements for sampling private water supplies at caravan parks and campsites are basically as follows:-

- i) Private water supplies to caravan parks, touring sites, camping sites etc. will typically supply
- i) under 100 people. The Regulations require that these supplies are sampled twice a year in cases where the park is open throughout the year, and once a year if the park or campsite is open for six months or less.
- ii) If a water sample fails to meet the required quality standards re-sampling will be required, and if necessary more frequent sampling may be appropriate.
- iii) Where a caravan park or campsite etc. is only open for six months or less of the year the appropriate time to sample the water supply will be within the month prior to the opening of the park or campsite.

- iv) The parameters for analyses will be as follows:-

Total Coliforms	Nitrate
Faecal Coliforms	Odour (qualitative)
pH (acidity)	Taste (qualitative)
Conductivity	Turbidity
Lead	
Other parameters may be added if appropriate.	

- v) The Regulations require the Council to take water samples from private water supplies. In doing so the Regulations allow the Council to regain any costs incurred from the analysis of the water, and the costs resulting from actually taking the sample. These costs can be charged to the person providing or responsible for the supply.
- vi) Where a supply fails to meet the quality standards remedial work, which may vary from the cleaning down of a storage tank to the installation of filters or treatment equipment, will be required and in the interim period an alternative supply, or adequate warning to persons consuming the water may be required. This could take the form of providing an alternative supply, for instance of bottled water or issuing a "notice to boil" requiring all drinking water to be boiled before use.