

CARAVAN SITES AND CONTROL OF DEVELOPMENT ACT 1960

HOLIDAY SITE LICENSE

North Lanarkshire Council as a Local Authority under the above-mentioned Act and in the powers vested in it by said Act hereby grant to:-

Craigendmuir Limited, 1 Village Drive, Red Deer Village, Stepps, Glasgow G33 6FQ

These license conditions relate to a Caravan Site License for Red Deer Village Holiday Site, Stepps, Glasgow as shown on the displayed plan. These amended site license conditions cancel all conditions on previous site licences.

The site is separated into

- i) **Residential Mobile Home Area,** licensed for not more than 101 residential units,
- ii) **Holiday Site Area,** licensed for not more than 21 holiday units,
- iii) **Touring Site Area,** licensed for not more than 30 pitches,

The licence is issued subject to the following conditions:-

Holiday Site

Site Boundaries

1. The boundaries of the site should be clearly discernible on the ground by reference to, for example, fencing; or otherwise defined to the satisfaction of the licensing authority. An up to date plan showing the boundaries of the site will be displayed near to these site license conditions. An up to date copy of which will be provided to the Licensing Authority.

Density and Spacing

2. Subject to the variations in paragraph 3, the minimum distance between caravans made of aluminium or other materials with similar fire performance properties should be as follows.
 - a. If the caravans are arranged in a "chessboard" pattern (like the black squares on a chessboard), there should be a minimum distance of 3.5 metres between the closest corners of any two caravans.
 - b. In all other arrangements, there should be a minimum distance of 5 metres between any point on one caravan and any point on another.

If the caravans are not made of materials having this fire performance, for example, if they have plywood or similar skin, the minimum spacing should be as follows;

- a. If the caravans are arranged in a chessboard pattern, there should be a minimum distance of 4.5 metres between the closest corners of any two caravans.

- b. In all other arrangements, there should be a minimum distance of 6 metres between any point on the one caravan and any point on another.

If there is a mixture of holiday caravans of aluminium and plywood, the minimum separation should be 6 metres, or 4.5 metres between corners if they are arranged in a chessboard pattern; and if there is a mixture of residential caravans and holiday caravans, the minimum separation should again be 6 metres, and the exception for a closer separation of corners in a chessboard arrangement does **not** apply. The distance from any part of a caravan to any part of a road within the site should not be less than 2 metres.

3. The point of measurement for the following variations of the spacing in paragraph 2 is the exterior cladding of the caravan, excluding the drawbar. All measurements are between the closest points of the structures concerned.
 - (a) Porches may protrude 1 meter into the 5 or 6 metre space and should be of the open type.
 - (b) If awnings are used, the distance between any part of the awning and the adjoining caravan should not be less than 3 metres. They should not be of the type that incorporates sleeping accommodation and they should not face each other or touch.
 - (c) Eaves, drainpipes and bay windows may extend into the 5 or 6 meters space, provided the total distance between the extremities of two adjacent units is not less than 4.5 metres in the 5 metres space, or 5.25 metres in a 6 meter space.
 - (d) If there are any ramps for the disabled, verandas or stairs extending from the unit, there should be 3.5 metres space, between them in a 5 metres space, or 4.5 metres in a 6 metres space, and two such items should not face each other in any space. If they are enclosed, they should normally be considered as part of the unit and, as such, should **not** intrude at all into the 5- metre space or 6 meter space.
 - (e) "A garage, a shed or a covered storage space shall be permitted between units only if it is of totally non-combustable construction (including a non-combustable roof) and enough space is maintained around each unit so as not to prejudice means of escape in case of fire. Windows in such structures shall not face towards the unit on either side. Car ports and covered walkways shall in no circumstances be allowed within the 5 or 6 metres space.
4. The distance between any caravan and the site boundary should not be less than 3 metres.
5. The gross density should not exceed 62 caravans or tents per hectare, calculated on the basis of the usable area (that is, excluding lakes, roads, common service areas and other areas unsuitable for the sitting of caravans) rather than the total site area.

Hard Standing for Caravans

6. If the caravans are to remain permanently on the same stance, every caravan should stand on a hard standing of a suitable material, which should extend over the whole area occupied by the caravan and should project at least 0.9 metres outwards from the entrance or entrances of the caravan. If the caravan will not be permanently on the site, it will be sufficient enough for the site licensing authority to be satisfied that the surface on which the caravans rest can be maintained in a clean and tidy condition.

Roads, Gateways and footpaths

7. Roads and footpaths should be designed to provide adequate access for fire appliances. Wherever reasonable and practicable no caravan standing or toilet block should be more than 45 metres from the road; and common buildings and facilities should be connected to a

road by a footpath at least 0.75 metres wide with a hard surface. Roads should be not less than 3.7 metres wide, with provision for passing places if the width of the road is less than 5.5 metres and it is subject to two-way traffic; and there should be adequate turning space at the end of a cul-de-sac. Roads should be adequately surfaced and suitable to carry the vehicles for which they are intended. Gateways should be a minimum of 3.1 metres wide and have a minimum height clearance of 3.7 metres. Roads should have no overhead cable less than 4.5 metres above the ground. Roads and footpaths should be suitably lit. Emergency vehicle routes within the site should be kept clear of obstruction **at all times**.

8. The surface and gradient of roads and footpaths leading to facilities on the site, such as toilets, washrooms, litter bins and water supplies, should take account of the requirements of disabled people.

Car Parking

9. One car only may be parked between adjoining caravans provided that the doors to the caravan are not obstructed. Suitably surfaced parking spaces should be provided where necessary to meet the additional requirements of the occupants and their visitors. Plastic or wooden boats should not be kept between units.

Water Supply

10. The site will be provided with a water supply complying with British Standard 6700:1987 and any subsequent modification; and in accordance with the appropriate water bylaws.
11. Water standpipes with an adequate supply of water should be situated not more than 18 metres from any standing. At each water supply point there should be a suitable paved area, drained to a gully, which should not be used for disposal of wastewater.

Drainage, Sanitation and Washing Facilities

12. Every site and every hard standing will be provided with a drainage system complying with the Building Standards (Scotland) Regulations in force at the time of installation, for the complete and hygienic disposal of foul, rain and surface water from the site, buildings, caravans, roads and footpaths.
13. For caravans having their own plumbing systems connected to the site water supply, each caravan standing should be provided with a piped water supply and with a connection to the foul drainage system. The connection should be capable of being sealed when not in use.
14. Sanitary and washing facilities should be provided, with adequate supplies of water, on at least the following scales and with separate accommodation for each sex.

Men: One WC and one urinal (or two WC's) per 15 caravans
Women 2 WC's per 15 caravans.

One washbasin with hot and cold water for each WC or urinal

For each sex, one shower or bath with hot and cold water, per 20 caravans.

Provision should be made in the women's toilets for the hygienic disposal of sanitary towels.

15. There should be provision for WC's, washbasins and showers, accessible to disabled people of either sex. The entrances should be flat and wide enough to admit a wheelchair.

16. Properly designed and suitably situated disposal points for the contents of chemical closets should be provided, with an adequate supply of water for cleaning the containers. This water supply should be clearly labelled as not suitable for drinking.
17. The toilets referred to in paragraph 15 should be provided in weatherproof buildings of a suitable construction complying with the appropriate Building Standards (Scotland) Regulations and capable of being easily cleaned, maintained and protected from frost.
18. There should be adequate surface water drainage for roads, footways, paved areas and for the site generally.
19. New buildings on the site and buildings undergoing a change of use or being altered or adapted must comply with the Building Standard (Scotland) Regulations 1990 and any subsequent modifications.

Litter and Refuse Disposal

20. Every caravan standing should have an approved refuse receptacle, conforming to licensing authority requirements, made of non-absorbent material and with a close-fitting lid; if communal refuse bins are also provided these should be of similar construction and housed within a properly constructed bin store.
21. All refuse receptacles should be emptied and cleansed at least once a week.
22. If the local authority does not operate a refuse collection, the contents of the bins should be disposed of in accordance with any conditions prescribed by the local authority.

Fire Points

23. Fire points will be established so that no caravan or site building is more than 30 metres from a fire point. The fire points should be housed in a weatherproof structure, easily accessible, and clearly and conspicuously marked as a 'FIRE POINT'.

Fire Fighting Equipment

24. 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, two buckets and one hand pump or bucket pump. This or equivalent level of fire fighting equipment, to the satisfaction of the local Fire-master, shall be provided at each fire point.

Fire Warning

25. A means of raising the alarm in the event of a fire should be provided at each fire point. This could be a battery or mains powered fire alarm and a sounder or a manually operated sounder, such as a metal triangle with a striker, a gong or hand-operated siren. It is recommended that smoke alarms should be installed within each caravan.

Maintenance of Fire-fighting and Alarm Equipment

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

Fire Notices

28. A clearly written and conspicuous notice will 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 must include the following:

“ On discovering a fire

- a. ensure that the caravan or site building involved is evacuated;
- b. raise the alarm;
- c. call the fire brigade (the nearest telephone is located...);
- d. if it is safe to do so, attack the fire using the fire-fighting equipment provided.

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

Fire Hazards

29. Grass and other vegetation should be cut at frequent and regular intervals to prevent them from becoming a fire hazard. Any such cuttings should be removed from the vicinity of the caravans. The space beneath and between caravans should not be used for the storage of readily combustible materials.

Storage of Liquefied Petroleum Gas (LPG)

30. LPG supplied from tanks should comply with Guidelines Booklet HSG 34, “The Storage of LPG at Fixed Installations” or, if LPG is supplied from cylinders, with Guidance Note CS4, “The Keeping of LPG in Cylinders and Similar Containers”

31. If there are metered supplies from a common LPG storage tank, then Guidance Note CS11, “The Storage and use of LPG at Metered Estates” provides further guidance. In this case, and if a British Gas mains supply is available, then the Gas Safety (Installation and Use) Regulations 1984 and the Pipe-lines Act 1962 may also be applicable.

32. Exposed gas bottles or cylinders should not be within 6 metres of an adjoining unit.

33. LPG installations should conform to British Standard 5482, ‘Code of Practice for domestic butane and propane gas-burning installations, Part 2:1977: Installations in caravans and non-permanent dwellings”

34. For mains gas supply, the 1984 Regulations will be relevant for the installation downstream of any service pipe(s) supplying any primary metre(s). Such service pipes are subject to the Gas Safety Regulations 1972.

35. If the site owner supplies gas to caravans on the site, he may need an authorisation to do so from OFGAS under the Gas Act 1986.

36. All static caravans owned or managed by the site licensee and which are let for rent shall be inspected on an annual basis by a suitably competent person, who must be Confederation for the Registration of Gas Installers (CORGI) Registered, to ensure that liquefied petroleum gas appliances and any associated flues are in a sound state of repair and efficient working order. Additionally, the site licensee shall keep a register of such caravans, indicating when and by whom they have been inspected and such register must be readily available to enforcement officers.

Telephones

37. A telephone should be provided on the site for calling the police, fire brigade, ambulance or other services in an emergency and the full address of the site should be displayed near the telephone.

Electrical Installations

38. Sites should be provided with an electricity supply sufficient in all respects to meet all reasonable demands of the caravans situated there. All common buildings must have adequate internal lighting. In addition, it must be possible for residents to see their way about the site adequately at night and, in particular, to find their way easily to the common buildings. There should be enough external lighting to achieve this. Private access carriageways and roadways should also be provided with adequate street lighting. If several caravans are provided with mains electricity by means of cables from a central supply point, the cables should be laid in such a way as to minimise the risk of people tripping or having similar accidents.
39. Any electrical installation other than Electricity Board works and circuits should be installed in accordance with the requirements of the Institution of Electrical Engineers Regulations for the Electrical Equipment of Buildings (the IEE Wiring Regulations) for the time being in force (and, if relevant, to the standard acceptable for the purposes of the Electricity Supply Regulations 1988, SI 1988 No 1057) and be properly maintained.
40. The installation should be inspected not less than once in every 12 months (or in every three years for underground installations) or in such longer period as may be recommended by a person who should be one of the following:-
- A professional qualified electrical engineer;
 - A member of the Electrical Contractor's Association;
 - A member of the Electrical Contractor's Association of Scotland;
 - A certificate holder of the National Inspection Council for Electrical Installation Contracting; or
 - A qualified person acting on behalf of one of these (when it should be stated for whom he is acting).

Within a month of such an inspection, the person carrying it out should issue an inspection certificate in the form prescribed in the IEE Wiring Regulations. The certificate should be obtained by the site operator and displayed with the site licence. The site operator should meet the cost of the inspection and report.

Recreational Open Space

41. Reasonable space should be available on the site or nearby for recreational purposes. It should be located so as to minimise noise nuisance to caravanners and to adjacent residents.

Maintenance

42. The site and all the facilities on it are to be maintained in a good condition.

Notices

43. A suitable sign should be displayed at the site entrance indicating the name of the site and the name and telephone number of the site licence holder or his accredited representative.

44. Sites with overhead electric lines should display warning notices on the supports for the lines and at the site entrance. If appropriate, these should warn against the danger of contact between the lines and yacht masts and other similar protrusions.
45. A copy of the site licence with its conditions should be displayed prominently on the site.
46. Notices should be displayed prominently on the site indicating 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.

FOR INFORMATION NOT PART OF THE LICENSE CONDITIONS -

SHOULD YOU HAVE ANY CONCERNS OR ENQUIRIES AS TO THESE SITE LICENCE CONDITIONS PLEASE CONTACT -

**NORTH LANARKSHIRE COUNCIL
ENVIRONMENTAL HEALTH SERVICES
REGULATORY SERVICES & WASTE SOLUTIONS
PROTECTIVE SERVICES SECTION
MUNICIPAL BUILDINGS
KILDONAN STREET
COATBRIDGE
ML5 3LF**

**TEL: 01236 856 300
EMAIL: KILDONANPS@NORTHLAN.GOV.UK
WEB SITE - WWW.NORTHLANARKSHIRE.GOV.UK/**