

**PUBLIC HEALTH ACT 1936 - SECTION 269****STANDARD CONDITIONS OF LICENSING FOR TENT SITES**

The following conditions are attached to Tent Site licences issued by the Head of Environmental Health and Trading Standards on behalf of Herefordshire Council (the 'Licensing Authority').

All conditions must be complied with fully and to the satisfaction of the licensing authority. Failure to comply with any condition is failure to comply with the licence and may result in prosecution and/or revocation of the licence.

Clarification or further information regarding these conditions may be obtained from the Licensing Unit on (01432) 261761.

**1.0 NUMBER, CLASS & AUTHORISED USE OF TENTS,**

- 1.1 The number of tents on the site shall not exceed **XXX**.
- 1.2 Only tents which are in good order and capable of being dismantled shall be stationed on the site.
- 1.3 The site may only be used from **XXXXXXXX** to **XXXXXXXX** in each year or during such other period as is specified in the licence.

**2.0 DENSITY AND SPACE BETWEEN TENTS**

- 2.1 The gross density shall not exceed 75 units per hectare (30 units per acre) calculated on the basis of camping area.
- 2.3. These shall always be a separation of 6 metres between each unit in separate family occupation and not less than 3 metres shall be permitted between units in any circumstances.
- 2.3. The Licensee shall ensure that each tent shall be not less than 3 metres from any internal carriageway.
- 2.4 No tent shall be erected within 15 metres of any cesspool, septic tank, foul water soak away, or any communal sanitary convenience.
- 2.5. No tent shall be erected within 9 metres of any dwelling house.
- 2.6 No tent shall be erected within 3 metres of any boundary of the site.
- 2.7 Emergency vehicles shall be able to secure access at all times to within 90 metres of any unit on the site.

**3.0 DRAINAGE, WASTE WATER DISPOSAL AND SANITATION**

- 3.1 Satisfactory provision shall be made for foul drainage either by connection to a public sewer, or to a disposal works approved by the local authority.
- 3.2 Additional waste water disposal points (separate from drinking water points) shall be provided so that each pitch is no further than 45 metres from a waste water disposal point. Each such point shall consist of a gully connected to the foul drainage system, and surrounded by a dished concrete apron 1.25 metres (4 feet) square.

- 3.3 Communal toilet blocks shall be provided, with adequate supplies of water, on at least the following scales:-  
Men - 1 W.C. and 1 urinal per 30 pitches  
Women - 2 W.C.'s per 30 pitches  
2 wash basins for men and 2 for women per 30 pitches  
1 shower or bath (with hot and cold water) for each sex per 60 pitches.
- 3.4 Communal sanitary blocks shall be constructed in accordance with the Building Regulations, and in such a manner and of such materials that they are thoroughly hygienic and able to be easily cleansed. They shall be maintained in a clean and sanitary condition at all times. All sanitary fittings shall be of a type approved by the local authority.
- 3.5 Separate entrances to sanitary blocks shall be provided for each sex, adequately screened and legibly identified.
- 3.6 The site shall be provided with a properly designed disposal point for the contents of chemical closets, together with an adjacent adequate supply of water for cleansing containers. The method of disposal must first be approved by the Licensing Authority. The water supply shall be marked 'Not For Drinking Purposes'.
- 3.7 There shall be adequate surface water drainage for carriageways, footpaths and paved areas, and for the site generally.
- 3.8 Waste water from the tents shall be collected in suitable receptacles which shall be emptied when necessary into the waste water disposal points provided on the site.
- 3.9 No waste water shall be thrown into any ditch, stream or watercourse or disposed of other than at the waste water disposal point.

#### **4.0 WATER SUPPLY**

- 4.1 Mains water shall be provided if possible. Any other water supply shall be provided in accordance with appropriate Water Bylaws and Statutory Quality Standards.
- 4.2 Where a private water supply is in use, the supply shall be maintained at all times to the satisfaction of the Environmental Health Officer.
- 4.3 The supply should be adequate, with storage facilities if necessary, to cope with peak draw-off periods.
- 4.5 No pitch is to be more than 90 metres from a water tap. (Spring loaded taps are recommended).
- 4.6 A trapped gully, with a concrete surround 1mx 1m shall be provided beneath each standpipe AND constructed in accordance with Building Regulations.

#### **5.0 REFUSE DISPOSAL**

- 5.1 There shall be adequate provision for the storage, collection and disposal of refuse.
- 5.2 The site operator shall keep the site clean and free of all litter and rubbish.
- 5.3 The site operator shall be responsible for collection of refuse within the site.

#### **6.0 PARKING OF VEHICLES AND OTHER EQUIPMENT**

- 6.1 Vehicles and other equipment will be permitted in the 6 metres space between units subject to there always being 3 metres clear space between units.

## **7.0 DISABLED PERSONS**

- 7.1 On all new sites, water points, toilets, washing points and showers are to be designed in order to facilitate use by disabled persons.
- 7.2 On existing sites, this requirement is to apply when any of the above facilities are altered or replaced.

## **8.0 FIRE SAFETY**

- 8.1 A suitable and sufficient written assessment (Site Specific Fire Risk Assessment) of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under the Regulatory Reform (Fire Safety) Order 2005 must be carried out.
- 8.2 The licence holder will provide a copy of the Site Specific Fire Risk Assessment to the Licensing Authority within 28 days of the issue of the site licence. The Fire Risk Assessment should be reviewed and updated annually, or more frequently if significant changes occur on site. A copy of the latest Site Specific Fire Risk Assessment should be provided to the Licensing Authority.
- 8.3 Bonfires shall not be permitted on the site.
- 8.4 The fire points shall be clearly marked and easily accessible. All fire fighting equipment shall be maintained in working order and available for inspection by the Fire or Licensing Authority.
- 8.5 At each fire point there should be a means of raising the alarm in the event of fire (a manually operated sound, gong or hand operated siren). Each fire point should exhibit a conspicuous notice indicating the action to be taken in the case of fire and the location of the nearest telephone. The notice should include the following:
- 8.6 On discovering a fire-
- a. Raise the alarm.
  - b. Ensure the affected unit is evacuated.
  - c. Call the fire brigade, (the nearest telephone is sited at .....)
  - d. If practical attack the fire using the firefighting equipment provided.

## **9.0 ELECTRICAL INSTALLATIONS**

- 9.1 Where there is an electrical installation other than Electricity Board works and circuits subject to the Electricity Act 1947, it shall be installed to the requirements of the current I.E.E. Wiring Regulations and, where appropriate, to the standard acceptable for the Electricity (Overhead Lines) Regulations 1970, S.I. 1970, No. 1355.

Supplies to sites shall be inspected in accordance with the frequency set out below and a periodical inspection report in the form required by BS 7671:2001 shall be provided.

- a) Fixed buildings (excluding licensed premises) every 3 years.
- b) Licensed premises (liquor and entertainment) every 12 months.
- c) Electrical distribution up to and including connection units on holiday home or mobile home parks (i.e. statics) every 3 years (12 months if cables are overhead).
- d) Electrical distribution up to and including electrical caravan pitch supply equipment on touring parks every 12 months.
- e) Hire fleet caravan holiday homes (park owned) every 3 years.
- f) Hire fleet caravan holiday homes (owner/occupier but sub-let to park) – operator to ensure the owner provides the park operator with a current satisfactory electrical safety certificate every 3 years.
- g) Street lighting every 3 years (or every 12 months if cables are overhead).
- h) Fire alarms and emergency lighting systems every 12 months with a documented quarterly check (not a certificate to BS7671:2001) to ensure they are in working order.
- i) Park operators must carry out documented checks (not a certificate to BS7671:2001) that all residual current devices are working properly every 3 months.

Note: Portable electrical equipment in buildings or units under the control of the licensee should be examined (not necessarily by a qualified electrician) in accordance with the Health and Safety Executive guidance "Maintaining Portable and Transportable Electrical Equipment" Ref: HS(G) 107 ISBN 071760715 1. See leaflet IND(G) 164L available free from the Environmental Section of the Councils Community Services Department.

Inspections or work on electrical supplies and installations shall be carried out by a competent person as required by BS 7671:2001. If an installation does not comply with Regulations applicable at the time it was first installed, it shall be rectified. Any major alterations and extensions to an installation shall comply with BS 7671:2001.

## **10.0 LIQUEFIED PETROLEUM GAS**

10.1 Liquefied petroleum gas stored on site should be stored in accordance with the current national code of practice and regulations.

## **11.0 TELEPHONES**

11.1 Where practicable a telephone should be provided on the site and the full address of the site should be displayed near the telephone.

## **12.0 SITE NOTICES**

12.1 A sign indicating the name of the site to be displayed at the site entrance.

12.2 Notices shall be displayed prominently on the site indicating the action to be taken in the event of an emergency, and showing where the police, fire brigade, ambulance, local doctors and the Chief Public Health Officer or his representative can be contacted.

12.3 A copy of the licence, with its conditions, shall also be displayed prominently on the site at all times when tents are stationed thereon.

12.4 At all times there shall be displayed on the site in some conspicuous place a notice showing the name of the licence holder and the address at which he or his authorised agent may be contacted at all reasonable times.

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

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

## **13.0 GENERAL**

13.1 No unit shall be brought on to the site for the purpose of human habitation until such time as the Council has certified in writing that the works required to comply with these conditions have been completed to its satisfaction.

13.2 Grass shall be kept short during such time as any tent is on the site. The site shall not be used for grazing stock or running poultry during such time as any tent is on the site.

## **14.0 INSPECTION**

14.1 The local authority's officers shall have the right to inspect any camping site, including all sanitary conveniences, cesspools, septic tanks, ablution buildings and any other similar installations at any time.

## **15.0 MISCELLANEOUS**

- 15.1 Where changes have been made to the licence conditions and retrospective work, which complied with the old conditions, does not now comply with the new conditions that retrospective work may be permitted with the approval of the licensing authority.
- 15.2 All new works shall comply with these licence conditions.