

Caravans

Caravan Sites and Control of Development Act 1960



Do I need to apply for a licence from Calderdale Council?

The Caravan Sites and Control of Development Act 1960 (“the Act”) requires that (subject to certain exceptions) no occupier of land shall “cause or permit” any part of their land to be used as a caravan and/or camping site unless they hold a current site licence in respect of the land.

The Caravan Sites and Control of Development Act 1960 requires all local authorities to issue site licenses relating to mobile home sites. A licence is authorisation from the Council to allow the site owner to position caravans intended for the purpose of occupation on any land, whether for residential, holiday or touring use.

The Act defines caravan as “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”.

Are there any exemptions against the requirements to hold a caravan site licence? Yes, see below:

- Use within the curtilage of a dwelling as an extension of the accommodation
- Use by a person travelling with a caravan for one or two nights
- Uses of holdings of five acres or more in certain circumstances
- Sites occupied and supervised by exempted organisations – e.g caravan club
- Sites approved by exempted organisations
- Meetings organised by exempted organisations
- Agricultural and forestry workers
- Building and engineering sites
- Travelling showmen

Planning Permission

All site owners must obtain planning permission for the development of the site and comply with any conditions set by the Development Control section before operating a site. Without planning permission, a licence will be withheld.

The site licence is ordinarily issued automatically on application once planning permission has been obtained. Where the applicant already has planning permission when they provide the particulars, the local authority must issue the licence within two months of the particulars being given.

The application process

To apply for a caravan site licence, applicants must complete and submit an application form:

The applicant will need to include details of the following in their application:

- the type of caravan site for which the licence is required – permanent, residential, seasonal or touring;
- the maximum number of caravans that are proposed to be stationed on site at any one time for the purpose of human habitation;
- a layout plan of the site, to a scale of not less than 1/500, showing the boundaries of the site, the positions of caravan standings, and, where appropriate, the positions of roads and footpaths, toilet blocks, stores and other buildings, food and surface water drainage, water supply, recreation spaces, fire points and parking spaces;
- details of the arrangements for refuse disposal and for sewage and wastewater disposal.

Tacit consent

We will acknowledge your application on receipt. In the unlikely event you have not heard anything from us at the end of the processing timescale, tacit consent does not apply and your application is not deemed granted. Please contact the licensing unit in this situation.

Duration of the site licence

Generally, there is no expiry date for a site licence. However, if the relevant planning permission is for a limited period, the site licence must expire at the same time as the planning permission.

Transfer of the site licence

If a site licence holder ceases to be the occupier of the land, they may, with the local authority's consent, transfer the licence to the person who becomes the occupier of the land.

What conditions will be attached to a site licence?

These are:

- for restricting the occasions on which caravans are to be stationed, or the total number of caravans to be stationed at any time;
- for controlling the types of caravans on site;

- for regulating the positions in which caravans are to be stationed, and for regulating or prohibiting the placing of structures, vehicles and tents on the land;
- for ensuring that amenities are preserved, including the planting and replanting with trees and bushes.
- for securing that proper measures are taken for the prevention and detection of fire, and that adequate means of fire fighting are provided and maintained;
- for securing and maintaining adequate sanitary and other facilities, services and equipment.

Model standards

[Model Standards](#) have been published under the provisions of Section 5 (6) of the Act. The local authority is directed to have regard to the standards when deciding what conditions to attach to the site licence.

Appeal against conditions

Section 7 (1) of the Act allows a right of appeal against conditions attached to a site licence. An appeal must be made to the Magistrates' Court within twenty eight days of the licence being issued.

Alteration of conditions

Section 8 (1) of the Act states that the local authority may, at any time, alter such conditions by varying or cancelling them, by adding new conditions, or by a

combination of these methods. Before doing so, the Authority is obliged to afford to the licence holder an opportunity to make representations. No alteration becomes effective unless and until written notification has been received by the licence holder.

These conditions will concern the number and types of caravans allowed and the period of time the site is allowed to open in the year. It will also include conditions related to fire safety and density.

Licences are issued on a one-off basis. If major changes happen like a change in ownership or a change in the number of vans then you must reapply for a licence.

If you fail to have the correct site licence or breach any conditions of your licence we can take legal proceedings. The maximum fine is £2,500 per offence.

Offences and penalties

Section 9 (1) of the Act makes it an offence for a site licence holder to fail to comply with any conditions attached to the licence. If the local authority is satisfied that a breach of a condition under a site licence has occurred, in the first instance it can instigate proceedings in the Magistrates' Court.

If, after having been convicted of breaching site licence condition(s) on three or more occasions, a site licence holder continues to break conditions of the licence, the local authority may, instead of instigating further proceedings, apply to the Magistrates'

Court to have their licence revoked.

Where revocation is ordered, another licence may not be issued in respect of land to the same holder for at least three years.

Power of entry

Authorised officers of the Authority have the right to enter, at all reasonable hours land which is used as a caravan site or in respect of an application for a site licence has been made.

Fee

There is no fee payable for submitting a caravan site licence application.

Contact details

The information herein is provided as guidance only and is not intended to be either a comprehensive nor exhaustive explanation of the requirements and obligations arising out of the Caravan sites and Control of Development Act 1960.

**Calderdale Metropolitan Borough Council
Customer services and Communications
General Licensing Unit
Town Hall
Crossley Street
Halifax
HX1 1PS
Tel: (01422) 288001**

If you would like this information in another format or language please contact: 01422 288001

اگر آپ کو یہ معلومات کسی دوسری زبان
یا شکل میں چاہئے تو رابطہ کریں :