


24 March 2021

Report of	Licensing, Food and Safety Manager	Author	Jon Ruder
Title	Caravan sites Mersea Island		 282840
Wards affected	Not applicable		

1. Executive Summary

- 1.1 The Committee has asked for an update on the licensing of Caravan sites in relation to Mersea Island Holiday parks

2. Recommended Decision

- 2.1 That the information contained within the report be noted.

3. Reasons for the Decision

- 3.1 This report is an update as to any action that has been taken.

4. Alternative Options

- 4.1 Not applicable.

5. Background Information

- 5.1 The Caravan and Control Development Act 1960 allow for authorised officers to attend the site to inspect, observe, audit and to ensure the sites are complying with the conditions and standards laid out in the licence. If there is evidence of non-compliance at holiday sites this can result in prosecution and ultimately revocation of the licence. It should be noted that the Licensing Act 2003 has no bearing on the licensing and running of a holiday site.
- 5.2 The purpose of the licence is to regulate standards and to ensure that they are maintained. The standards are taken from the Model Standards 1989 and encompass such matters as site boundaries, adequate space between the caravans, hard standings, fire precautions, and amenities.
- 5.3 Conditions are attached to the licence which relate to the running of the site. The conditions will mirror those prescribed in the planning permission with further additional conditions being attached to specify –
- that the site remains a holiday park.
 - the site cannot be the occupier's main residence.
 - the number and type of caravans permissible on the site.

- the documentation and information that must be kept in order to evidence that the conditions are being adhered to.

6. Compliance

- 6.1 During the recent Covid Pandemic. We were able to run some checks in relation to suspected families residing on site without having another fixed abode. The licence is issued based on the planning permission granted.
- 6.2 Planning issues are not a consideration for the licensing of the sites. As such traffic, doctors' surgeries and schools cannot be taken into account when issuing the licence. This is a matter for planning and the local plan. In relation to utilities such as water and sewage caravans are exempt under the act and as such do not require Building Regulation approval. They would, however, require permission to be connected to the main sewer system. Where connection is not agreed the site will sometimes have their own treatment works.
- 6.3 Whilst during the Covid Pandemic there has been regulations that govern what a site can and cannot do during the lockdowns and the tier system. Investigations were carried out to confirm who may be residing on site in contravention of the regulations and or the regulations that related to the site licence. The Licensing, food and safety team have been working closely with the sites to ensure compliance both under the current Covid regulations and the 1960s act. When visiting the site and looking at the information received regarding the possibility of families living on the sites in Mersea. An audit inspection was carried out in July 2020 of all the sites. Outcome was that there were suspected families possibly living on site and as such required further investigation. All the site owners were informed and investigated or began to investigate the cases.
- 6.4 All Sites have been shut on and off throughout the lockdowns and tiers systems in 2020 and now in 2021. However there has been regulations that have allowed in certain circumstances persons to remain on site providing that they met the criteria in the covid regulations. Aside from this the sites have provided me with updates on what is happening at the sites including that outcomes of the caravans highlighted that needed further investigation. The Table attached below Highlights the number of suspected caravans against the number licensed and the outcomes.

6.6

Site	Number of Caravans	Number of Caravans licensed to be lived in Permanently STAFF and Family	Suspected Number of caravans being lived in	Family information investigated	Evidence produced of Fix main residence	Households remaining on site in compliance with the Covid Regulations Mar 2020-Mar 2021	
Mersea Island Holiday Park	230	0	12	12	8	1	
Fen Farm Holiday Park	94	4	0	0	0	0	
Coopers Beach Holiday Park	723	0	30	30	8	6	
Waldegraves Holiday Park	264	8	26	26	20	3	

West Mersea Holiday Park	293	2	25	25	25*	12	
Firs Chase	230	0	0	0	0	0	
Totals	1834	14	93	93	36	22	
Outcomes	failed to supply evidence	Investigations on-going, checked after covid regs	Warnings issued to owner of caravan and owner of site (red)	Sold and under new owners ship details supplied to site	Owner moved house awaiting new details	Contracts terminated	Covid Lockdown Closure
	4	0	0	0	0	4	Yes
	0	0	0	N/A	N/A	N/A	Yes
	2	8	3	8	0	1	Yes
	6	0	0	5	1		Yes
	0	0	0	0	0	0	Yes
	0	0	1	0	0	0	Yes
0	12	8	4	13	1	5	0

6.7 Further Follow up on the sites in relation to ongoing investigations will be looked in to after the we have come to the end of the Covid-19 Measures pending the success of the road map.

6.8 Note two licensing officers have been trained regarding caravan sites and will be following up with a program of inspections over the coming months.

7. Consultation

7.1 Consultation is not considered necessary.

8. Strategic Plan References

8.1 Not Applicable

9. Publicity Considerations

9.1 Not Applicable

10. Equality, Diversity and Human Rights Implications

10.1 There are no known equality, diversity or human rights implications.

11. Community Safety Implications

11.1 The policy deals with the protection of children and vulnerable adults

12. Health and Safety Implications

12.1 There are no known direct public health and safety issues.

13. Risk Management Implications

13.1 Not Applicable

14. Environmental and Sustainability Implications

14.1 There are no known direct environmental and sustainability implications