



EXEMPTED CARAVAN SITES INFORMATION SHEET

This information is for Crofters and other landowners who wish to use land for overnight parking of caravans without the need to apply for Planning Consent or a Caravan Site Licence.

The Caravan Sites (Exemption from Licensing) Scotland Order 1961 allows land to be used provided the following applies: -

- The area of land must be a minimum of 2 acres
- A maximum of three caravans are permitted at any one time
- Caravans are only allowed on site between 1st April and 30th September

Any such site must still be operated in such a manner that they do not present a risk to public health or safety or pollution to the environment. The following advice is intended to help landowners in that respect.

NB Caravans includes campervans and attached awnings but does not include separate tents.

If the landowner wishes to allow more than 3 units on site or operate for a longer season then they will need to consider planning permission and a Caravan Site Licence or operate under the rules of an exempted organisation (such as the Caravan and Camping club of Great Britain or similar) whereby 5 units are permitted.

Livestock

The site must be kept free of livestock while it is being used as a caravan site and where required, the site must be protected by a stock-proof fence.

If the site has previously been used for livestock the following precautions must be taken to minimise the risk of infection from E.coli O157 before the site is used as a caravan site:

- Farm animals must be kept off the fields for at least 3 weeks before caravans are allowed on site;
- Any visible droppings should be removed at the beginning of the 3 week period;
- Grass should be mowed and clippings removed before opening.

Neighbours

Consideration needs to be given to the location of caravans so they do not cause disturbance to neighbours from noise, lights or smoke from BBQ's etc.

Drinking Water

It is not expected that the site will have a water supply available to visitors but where one is provided it must be free from contamination. Ideally, it should be connected to the public water supply in accordance with Scottish Water's requirements. A private water supply is allowed but only if it has been approved by the Council's Environmental Health service. pws@argyll-bute.gov.uk There is a charge for inspecting and sampling private water supplies.

Taps must be protected from contamination and be regularly disinfected. Water points should be sited away from waste water disposal points.

Further information on water supply requirements can be found on the Drinking Water Quality Regulator for Scotland website <https://dwqr.scot/> and on Argyll and Bute Council website [Private Water Supplies \(argyll-bute.gov.uk\)](http://www.argyll-bute.gov.uk/private-water-supplies)

Toilets and Waste Water Disposal

It is not expected that the site will have toilet facilities, in which case the site operator should only permit caravans which have their own self-contained toilet facilities. If toilets are provided, they must be connected to a suitable drainage system and a suitable means of hand washing must also be provided which uses soap and running water.

If a disposal point is provided for disposal of chemical toilet waste it must be connected to a suitable drainage system and be provided with a water tap and hose to clean the area down. This must be clearly signed so as not to be used for drinking water.

A suitable drainage system can be a connection to a public sewer in accordance with Scottish Water's requirements or a private drainage system approved by Argyll and Bute Council's Building Standards and/or the Scottish Environmental Protection Agency.

The provision of temporary portaloos is also permitted provided they are regularly maintained and emptied.

Burying of human waste or emptying grey/foul water onto land or to a watercourse is not permitted and may result in legal action.

Litter and Refuse Disposal

There should be adequate provision for the disposal of litter/refuse which prevents it being scattered by wind, birds or other pests. Refuse receptacles should be replaced or emptied at regular intervals.

Safety

Any safety hazards must be thoroughly assessed before caravans are allowed on site. For example, areas such as deep water, falls from height, derelict buildings or other structures etc. must be considered. In some cases, it may be necessary to fence areas off or otherwise put in place safety measures to minimise the risk to visitors. Consideration must be given to children being on site.

- It is not expected that the site will be provided with lighting so every effort should be made to make the site as safe as possible from slips, trips and falls.
- It is not expected that the site will be provided with an electrical supply but if this is the case, it must be installed/inspected by a competent, qualified person. A copy of the installation/inspection report must be provided to the Council's Environmental Health service.
- The site should be easily and safely accessible to caravans in all foreseeable weather conditions. The entrance/exit must have adequate visibility for vehicles.
- The site should have no overhead electricity cables less than 6 metres above the ground.
- Caravan owners may bring their own gas cylinders but there should be no additional gas storage unless approved in writing by the Council's Environmental Health service.
- Land which is susceptible to flooding should not be used to site caravans.

Information

There should be a notice at the entrance of the site which has the address of the site and the name and contact details of the site operator and the location of the nearest accessible landline telephone.

In addition, caravan owners must be provided with any relevant safety instructions resulting from the site risk assessment.