

To: Holiday Caravan Park Operators

IMPORTANT: For the attention of Holiday Caravan Park Operators and Occupants

As you will be aware; during the national lockdown (and also when subject to tier 3 and tier 4) restrictions, holiday caravan parks have been required to close. There are some limited exceptions to this whilst sites are within their permitted open season (as defined by their license and planning conditions) including to enable occupancy by households who do not have anywhere else to go and would otherwise be at risk of homelessness. Government guidance was clear that additional caution would be required in high flood risk areas and as such, we wrote to you all in November 2020 to explain that holiday caravan sites in East Lindsey were required to close at the end of their permitted open season due to flood risk considerations and associated planning and license conditions.

As we approach the start of the permitted open season for many sites in March 2021, we know that many site operators and occupants are seeking advice and guidance in terms of reopening to occupants who cannot remain in the winter accommodation options they have been accessing and do not have anywhere else to go.

We continue to engage with site operators and occupants. Throughout the winter period we have also been inspecting sites and have identified that a number of households have been using holiday caravan sites in East Lindsey as their main and sole residence. We must remind caravan site operators and residents that caravan parks operating with planning and site license restrictions for holiday use only are not a primary residence and they are not permitted for use as permanent accommodation. No caravan site should be promoting the use of their units or selling them for this purpose. This is the case even where Council Tax is paid on the caravan. A holiday caravan site should only be used for holidays and not as a person's sole or main address for their permanent residential use. All households staying on a holiday site should have an alternative address available to them in line with the licence conditions and planning permission associated with the sites.

This is a complex matter however the Councils position on this is clear:

- Households who do not have anywhere else to live may return to their holiday caravan park from March but only if the site operator is willing to open their holiday caravan park and only if the site is within its permitted open season
- The Council does not condone residential use of holiday caravans - particularly where this is in breach of planning and site license conditions
- The Council will work with site operators to understand how many households on each site do not have an alternative address
- When the Covid restrictions have been eased, the Council will work with site operators and occupants to ensure that sites are being operated in line with license and planning conditions and that they can verify that all occupants have an alternative address available to them. Failure to do so will result in enforcement action being taken by the council
- Compliance checks will continue to be carried out by the Council on all holiday caravan sites across East Lindsey

The Council will provide advice regarding housing options to any household who needs this. Affected households are advised to contact the Housing Hub on 01507 613135 or email Housing.Hub@e-lindsey.gov.uk

Further information and Frequently Asked Questions (FAQ) can be found on the ELDC website at <https://www.e-lindsey.gov.uk/CaravanParks>

If you have other queries relating to site licensing of caravan parks, please email caravans@e-lindsey.gov.uk and we will arrange a call back.

Finally, we wish to reiterate that our teams are doing their best to provide advice and assistance during very challenging circumstances. We do understand that this has been a very difficult time for residents and site operators. Unfortunately, our teams have experienced challenging and unacceptable behaviour from some customers in relation this matter and we must stress that such behaviour will not be tolerated. Our teams remain available to advise and assist as needed.

Yours sincerely,



Mr D Dodds
Environmental Health Service Manager