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1 February 2016

To all Rally Officers

You may be aware that, following the serious incident on a rally over New Year, Club have further amended the rules regarding spacing on caravan rallies. These are issued under the heading "General Letters to Centres" and are mandatory. The applicable sections are:

General Letters to Centres, Section II

2.2 Code of Conduct for the Organisation of Rallies

Safety on the Rally Site

8. A minimum spacing between facing walls of adjacent motorhomes and caravans (the unit) of 6 metres is required. There should also be 3 metres clear between outfits, where an outfit is taken to mean and include the unit, an awning, pup tent and a car. Emergency vehicles should also be able to secure access at all times to within 90 metres of any unit on the site.

2.4 Layout of Rallies

1. The Club places great importance on the correct layout of rallies to ensure that safety standards are maintained and that we meet the requirements of our Exemption Certificate. Every effort should be made to keep the density as low as possible and certainly never to exceed the overall density of 20 caravans to the acre. A minimum spacing between facing walls of adjacent motorhomes and caravans (the unit) of 6 metres is required. There should also be 3 metres clear between outfits, where an outfit is taken to mean and include the unit, an awning, pup tent and a car. For health and safety purposes, emergency vehicles should also be able to secure access at all times to within 90 metres of any unit on the site.

AN 4 Amendment Notice 4 issued 22 January 2016

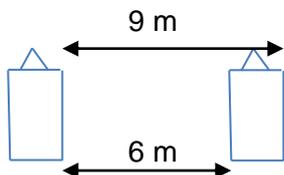
Following the guidance in Model Standards, there should be 6 metres separation between the facing walls of a caravan or motorhome and a building; however, that 6 metre space could be used for a towing vehicle or awning so long as there is still 3 metres clear space within that 6 metres

Following Committee discussions, the raising of the matter at SW Region where a Club Representative was present, and further guidance from Club, the Committee feel that the following guidelines may be helpful in clarifying the rules. ***NB. This guide only applies to rallies under the Exemption Certificate (schools, fields, village halls etc). For rallies on licensed sites (commercial caravan sites) you must obey their instructions as they know the details of their licence.***

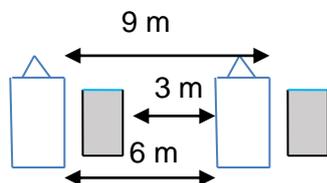
The symbol  represents EITHER a caravan OR a motorhome.

The symbol  represents a tow car, and the symbol  represents an awning OR tent.

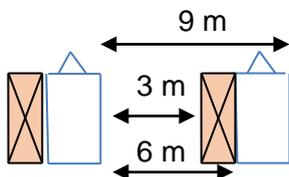
1) Minimum Spacing: The minimum spacing between facing walls of adjacent motorhomes and caravans (the unit) is to be 6 metres. Given that the maximum allowable motorhome/caravan width is 2.55 metres this means a minimum peg-to-peg distance of 8.55 metres. **The committee's recommendation is 9 metres minimum** for simplicity.



2) Clearances: There must be 3 metres clear between “outfits” where the outfit includes the “unit”, car and awning or pup tent. Taking the case of a rally where no awnings/tents are allowed, then the 9 metre peg spacing is sufficient, as the maximum width of a car is 2.55 metres.



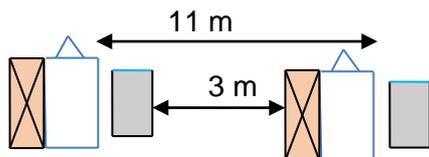
If cars are parked remotely and awnings/tents are allowed, then providing the awning/tent is less than 3 metres deep, and most are, then the 9 metre peg spacing also works.



NOTE 1. It is Club policy that a pup tent REPLACES an awning and is not “in addition to” .. it is either an awning OR a pup tent .. **NOT** both.

NOTE 2. If a motorhome uses a pull out canopy this has the same effect as an awning

If cars and awnings are both allowed, the peg spacing should be 11 metres minimum to provide the 3 metres between outfits

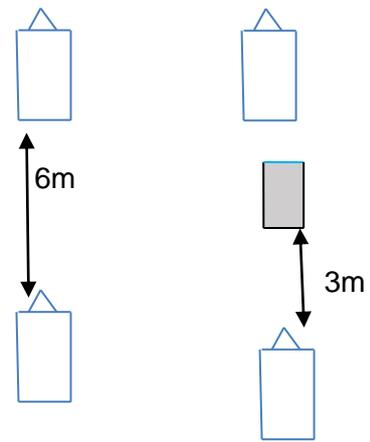


This is made up of : unit 2.55 m, car 2.55 m, awning 2.5m, car access 0.4m, safety gap 3m

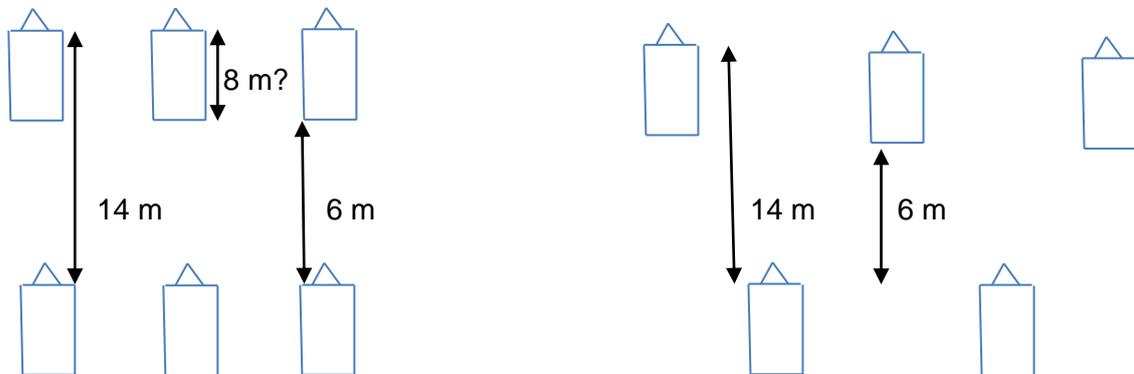
NOTE 3. If the unit is of non-standard width, or has “slide outs”, or the tow car is abnormally wide, or the awning is wider than 2.5m, these factors must be taken into account when siting the outfit.

3) Parking “nose to tail”: The same 6 metre rule applies and if any vehicle is parked within the gap, then the 3 metre rule also still applies

As units and towcars are of very variable length, this is a difficult option to manage effectively



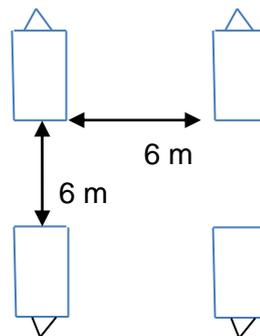
4) Roadways: As most units are around 7m in length, with a few of around 8m, **the Committee recommends a minimum of 14 metres** between peg rows



This ensures a decent access road to all pitches, and eliminates the necessity to “drive through lines”. It also ensures simplicity in adhering to the rules above.

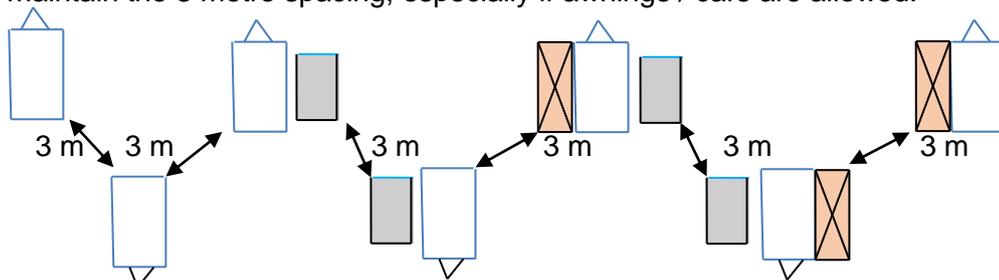
5) The “Back-to-Back” option:

If parked directly back-to-back then the 6 metre rule applies as the walls are “facing”



The difficult one ...

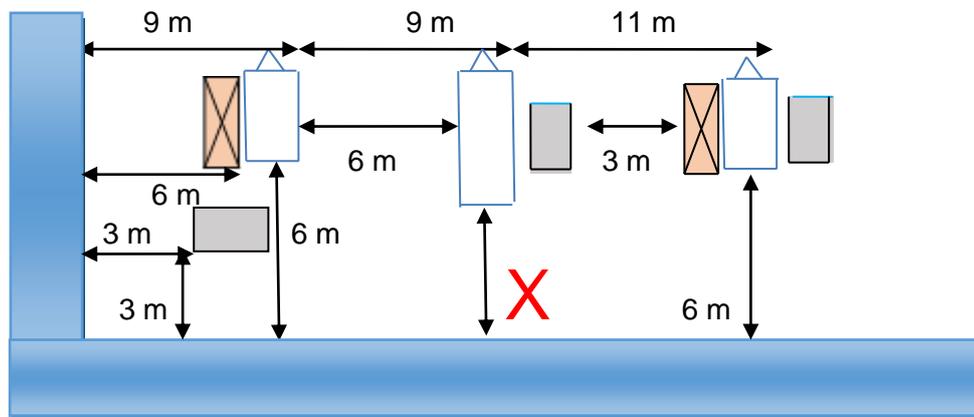
If staggered then the spacing requirements actually increase laterally as the back to back distance decreases, to maintain the 3 metre spacing, especially if awnings / cars are allowed.



NOTE 4. There is no requirement to consider fences, hedges, trees etc in these spacings. The target is to achieve 3 metres clear spacing *between* outfits rather than *around* outfits.

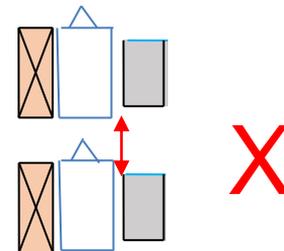
6) Buildings

The same 6 metre rule must be applied to the facing walls of any caravan or motorhome and an adjacent building, although the 6 metre space may be used for a towcar or awning providing the 3 metre clear space is maintained. For simplicity this will usually mean the first peg is 9 metres from any wall the unit is parallel to. Further spacing will depend on whether awnings are allowed or not. If backed onto a building the arrangements are harder due to the varying length of units, but the 6 metres clearance must be maintained



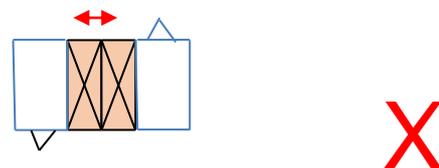
7) What you CANNOT do: Some of the “common practices” that are not permissible are:

i) Rally Officers closely “Nose to tail”



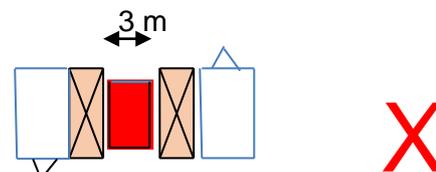
There must be 6 metres between the front/rear facing walls

ii) Rally Officers awnings together



There must be 3 metres between outfits

iii) That space must be CLEAR, no tents or gazebos.



Summary

1. **6 metres must be maintained between facing walls of Caravans and Motorhomes, as well as between Caravans/Motorhomes and Buildings**
2. **The Committee recommendations on minimum spacing are:**
 - a. **If either an awning OR a towcar are allowed beside a unit – 9 metres between pegs**
 - b. **If an awning AND a towcar are allowed beside a unit – 11 metres between pegs**
 - c. **Spacing between peg rows; 14 metres unless very long units (over 8 metres) are present when this must be enlarged.**
3. **These are the MINIMUM distances that must be maintained, if you have more space, use it !!**

Conclusion

The Committee is very aware that these rules will limit numbers on some rallies, especially those on hard standing during the winter months. It may result in some sites becoming unviable economically, however Club are adamant that these rules are to be enforced. The Committee will provide a measuring wheel with each Rally Equipment Set to assist in “marking out”

Breach of these rules could result in Natural England withdrawing the Exemption Certificate from the Club altogether, which would mean an end to Rallying for the whole of the Caravan and Motorhome Club.

Furthermore, any breaches could be viewed as negligence as these guidelines and a measuring wheel have been provided.

This guide cannot cover every possible scenario but tries to explain the rules in a clear manner. Your co-operation in adhering to these rules is appreciated, it is better to err on the side of caution and allow more space rather than less. If in doubt... please ask.

For, and on behalf of, the Wiltshire Centre Committee,



N Riley
Secretary