

Proposed timescale / Action Points: Minimum Spacing regulation Compliance

Summary of Caravans:

Red - 2015	2.5-3M	10
Amber - 2016	3.1 – 4.4M	67
Green – Risk Management / Review EOS 2016	4.5 – 4.9M	34

Total Non-compliant Vans: 111

Action Points - Red Caravans

- All red caravans to be removed / or replaced with smaller 28' units to reach compliance
- Movements prioritised – highest risk first
- See siting sheet: 80+ Van Movements

Employment of secondary siting team	£25K
Connection Costs (Steps / Pipe etc)	£10K
80 X Gas / Elec Safety Tests	£8K
Veranda / Balconies	£12K
Site Fee refunds to Owners / compensation x 25	£20K
Approx 8 x Crane Days	£25K

Hence Budgetary Provision Agreed with Directors: £100K

There are presently insufficient 28' Vans available on site to facilitate all moves.

Hence some pitches will be required to be left empty in 2015

'Amber' compliance dependant on arrival of 2016 reduce sized Hire Fleet

Update As at 10th November 2015

- 33 HF Moves completed
- 14 remaining Owner Moves – Letters issued advising of van relocation winter 2015/16
- 25 x 28 - 32ft HF Confirmed Order for Winter 2015/2016 for 'Amber' Moves
- Valley Way Pitch by Pitch plan for winter 2015/16

Action Points - Amber Caravans: End of Season 2016

Short – Medium Term actions:

- 2016 Order of 40 x 28' HF Vans necessary to complete Siting schedule (approx £560K)
- Siting Schedule to completion End of Season 2016

Action Points - Green Caravans Review End of Season 2016

Medium Term actions:

- Leavers / Part Exchange – replacement vans compliant (5 year average timescale)
- Criteria for future selling / siting – All sales team to check with GM – Memo Signed
- Anticipated 'organic' compliance of approximately 50% Green Caravans
- Possible Development of Valley Way (HiDef Units being trialled at Caister) /)Harley Mead / Hillside

Ongoing Risk Management

- New Fire Risk Assessment Completed
- Additional Fire points / bells to be installed in areas considered to high densities – Hentland completed
- Pitch by Pitch cleans / hazard spotting / removal detritus – Wardens completed
- BTEC – Siting of caravans and minimum spacing training of Siting team - Completed
- Fire Marshal training of all Wardens and Security team – Completed
- Siting team to produce Park map – maximum permissible size – [REDACTED] (Done)

HASTINGS BOROUGH COUNCIL

8th April 2015

10 APR 2015



**BOURNE
LEISURE
LIMITED**

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HEMEL HEMPSTEAD
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[REDACTED]
Licensing Team
Hastings Borough Council
Aquila House, Breeds Place
Hastings, East Sussex
TN34 3UY

HOUSE

Dear [REDACTED]

RE: Combe Haven Caravan Park, St Leonards on Sea

I contact you following on from my recent letter of 10th March 2015. This was subsequent to your correspondence dated 4th March 2015. I would like to provide you with the following update:-

I can confirm that I have met on site again with [REDACTED] and all interested parties to discuss the best way forward in this matter. This included representation from our external Consultants. The intention was to agree the best way forward in terms of an action plan to ensure that we are able to operate a wholly safe site in line with the conditions of our site license.

[REDACTED] was able to share a first draft structured plan that would include us dealing with the units with the least compliance in respect of spacing whilst we are fully operation in 2015. This plan requires significant additional funding which was fully committed to at yesterday's meeting. As you would expect this is a comprehensive task with a phased approach being taken. Not least consideration must be afforded to our valued Holiday Home Owners who have provided a large commitment to us in respect of their chosen leisure lifestyle.

Having discussed at length we felt that it would be useful for [REDACTED] to present this draft plan to you on site at your earliest convenience. This would afford [REDACTED] the opportunity to talk through how we would intend progressing, which would be useful as actions are already underway.

I will happily arrange to meet you again in the future as required as we progress on this project, in the meantime I would suggest that this local liaison would be beneficial to support the current efforts of [REDACTED] and his Team.

I look forward to your feedback on the above. Feel free to contact [REDACTED] direct at Park at any time. In the meantime rest assured our sole intention is to work closely with you, the East Sussex Fire and Rescue Service, and any other parties as required to reach a wholly suitable outcome.

Thank you for your patience in this matter.

Yours sincerely

[REDACTED]

[REDACTED]



RECYCLED PAPER

REGISTERED IN ENGLAND NO. 4011660. REGISTERED OFFICE: 1 PARK LANE, HEMEL HEMPSTEAD, HERTFORDSHIRE HP2 4YL



10th March 2015

[REDACTED]
Licensing Team
Hastings Borough Council
Aquila House, Breeds Place
Hastings, East Sussex
TN34 3UY

HASTINGS BOROUGH COUNCIL

12 MAR 2015

Dear [REDACTED]

RE: Combe Haven Caravan Park, St Leonards on Sea

I contact you following on from our meeting at Combe Haven on Tuesday 3rd March 2014 and in response to your subsequent letter dated 4th March 2014. Thank you for providing clarity on our meeting.

In line with your letter I would reiterate our willingness to work together with yourself and the East Sussex Fire and Rescue Service to ensure that we find a solution to the matters you have raised. I believe that a collaborative approach will be beneficial all round. Providing a wholly safe offering for all of our Park users and conforming to our Site Licence is an absolute priority. As you noted, following on from receipt of the findings of the report we have taken swift actions and will continue to do so where possible.

Whilst I am committed to providing you with a schedule of works, it is essential that the intended actions and timescale are achievable. I would ask you to allow me the opportunity to meet with all interested parties and get back to you in a timely fashion. In the meantime I know that locally [REDACTED] is liaising with the East Sussex Fire and Rescue Service Team in terms of areas they can support us with.

I trust the above is acceptable and I will be in touch shortly.

Yours sincerely

[REDACTED]