



Steps to create an Aire

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Overview

This document aims to set out the steps for creating an Aire. This document is aimed at small businesses and landowners who wish to create an Aire. This is an overview and therefore should be read in conjunction with the detailed information in the linked documents.

CAMpRA are always available to offer advice and suggestions throughout the process of creating your new Aire to make sure it is as successful as possible.

Project Stages

Survey of Land

Carry out survey of land identified and establish suitability for parking motorcaravans and what services can be offered. Considerations include:

1. Access roads, site entrance and turning circles
2. Ground condition – hard standing v grass only
3. Access to fresh water supply and type of drainage for wastewater and sewerage
4. Rubbish removal

Design

A design Plan will help decided what size and type of Aire is required. Plans can be from hand sketched up to professionally drawn. Considerations for spacing of vehicles and how to demark parking areas can be decided at this stage.

Planning and Exemption Certificates

For small Aires with 5 and under parking spaces for Motorcaravans Exemption Certificates may be all that is required. No planning consent is required from the local authorities for the actual site however if for example you are moving the access to the site or installing hardstandings, planning permission may be needed.

Seasonal v Year-round

Note for existing sites who want to add on an Aire, if you currently have seasonal planning you will need to apply for year-round planning permission and update your site licence.

Model Standards

Model standards have been prepared by CAMpRA UK Ltd as suggested conditions to be used in the granting of caravan site licences when applications for Aires are made using the existing legislation. These are different for Scotland from England and Wales and examples can be found on the [Business Hub](#) page of the website.

Insurance

Ensure that you have the appropriate Public Liability insurances for running the site. Should a member of the public injure themselves on site and seek compensation, public liability insurance will cover the legal costs around defending a claim, as well as any damages you may have to pay.

Health and Safety Risk Assessment

A Health and Safety Risk Assessment should be carried out. These are very straight forward to prepare and there is lots of help available on the Health and Safety Executives website www.hse.gov.uk.

Certification for Installations

Whilst electrical charge points are not required on an Aire, for any electrical installations (lights etc) you must use a qualified electrician and have all work certified. If you are creating a new connection to the mains sewerage system you should contact your local Water Authority and check their requirements.

Fire Safety

Ensure that an appropriate fire safety risk assessment is carried out and appropriate notices on the site are visible. The [CAMpRA Fire Safety Report](#) is an essential read. It was commissioned by CAMpRA from an Independent professional Fire Safety Expert and it is recommended that you give this to the person carrying out your fire assessment.

Site Notices

Design appropriate notice boards for site either to display on your website or to display at the Aire. CAMpRA recommended that there is a site plan and information relating to local services.

Promoting your Aire

Promote your Aire through existing networks such as SearchforSites.co.uk. CAMpRA are more than happy to offer help when deciding how to describe your Aire. You can add any conditions you wish, such as “maximum length 8m” or “weekends only”

CAMpRA Accreditation

Finally speak to CAMpRA and where possible, we will arrange for one of our members to visit site and carry out an accreditation visit. It’s a free visit and you will be able to order and display our own Accreditation sign!

Project Check List

Item	Done
1. Survey of Land	
2. Design and Plans	
3. Planning / Exemption Certificate	
4. Insurance	
5. Health and Safety Risk Assessment	
6. Certification for Installations	
7. Fire Safety Risk Assessment for Site	
8. Site Notices	
9. Promoting your Aire	
10. CAMpRA Accreditation	

Appendix 1

Documents in this Series

All these documents can be found on the CAMpRA UK Ltd [Business Hub](#)

Name	Overview
Introduction to Aires	
Aires and Motorcaravans	This document explains what an Aire is, why they are needed, how they are used and what if any benefits there are from them being introduced.
Aires and Tourism	This is a guide to help you understand how Aires can work positively with other tourism sectors such as campsites, bed and breakfast and hotels.
Creating Aires and Service Points	
Steps to Creating an Aire	This document aims to set out the simplified steps for creating an Aire. This document is aimed at Small Businesses and Landowners who wish to create a small Aire.
Designing an Aire	This document aims to give practical advice and offer suggestion for the creation of successful parking spaces for Aires.
Providing a Service Point for Motorcaravans	Service points are very important for responsible and environmentally friendly disposal of waste this document outlines the types of systems used and potential costs for installation and upkeep.
Planning, TRO, Site Licenses and Certificates	This document outlines what may be involved in gaining Planning Permission/licences/certification to open an Aire along with changes that might be required to Traffic Regulation Orders (TRO) for existing car parking areas.
Fees and Promoting an Aire	This document aims to give practical advice and offer suggestions for what fees if any to charge for the use of an Aire and what methods can be used for promoting the new Aire.
Site Notices and Signs	This document suggests what notices and signs may be of use on an Aire.
CAMpRA Accreditation	This document explains what a CAMpRA Accredited Aire is, what this means to the site and how to get Accreditation.

Recommended Reading in Conjunction with this Document.

Name	Notes
CAMpRA - Strategy for Sustainable Motorcaravan Tourism in the UK	
CAMpRA Fire Safety Report	Commissioned by CAMpRA from an Independent professional Fire Safety Expert.
CAMpRA 2020 Survey	
Health and Safety Executive - Risk Assessment	www.hse.gov.uk

Document History

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