

FOI number: **HBC\_FOI\_20200152**  
Date FOI Received: **17/02/2020**  
Department: **Environmental Health**  
Title: **Details of site licenses for Caravan sites**  
Description: **List of sites under the Caravan Sites and Control of Development Act 1960.**

**Request: (As Redacted sent by requestor)**

Dear FOI Team of Hertsmere Borough Council,  
I am writing to you to make an open government request for all the information to which I am entitled under the Freedom of Information Act 2000.  
Please send me:  
The register of site licenses you are required to keep under the Caravan Sites and Control of Development Act 1960, specifically section twenty-five, subsection (1).  
I would like the above information to be provided to me in electronic form.  
If this request is too wide or unclear, I would be grateful if you could contact me as I understand that under the Act, you are required to advise and assist requesters. If any of this information is already in the public domain, please can you direct me to it, with page references and URLs if necessary.  
If the release of any of this information is prohibited on the grounds of breach of confidence, I ask that you supply me with copies of the confidentiality agreement and remind you that information should not be treated as confidential if such an agreement has not been signed.  
I understand that you are required to respond to my request within the 20 working days after you receive this letter. I would be grateful if you could confirm in writing that you have received this request.  
I look forward to hearing from you.  
Yours faithfully

**Response: (Response as Redacted sent by service)**

Thank you for your request for information.  
The public register is on our web page and free to view at any time, please follow the following link;  
<https://www.hertsmere.gov.uk/Housing--Private-Property/Private-sector-housing/Park-Homes-Mobile-Homes-and-Caravans.aspx>

If you have any queries about the processing of your request then please do not hesitate to contact me. Further information explaining the Council's process for responding to information requests together with a complaints/appeals procedure is available in our reception or via our website at:

<http://www.hertsmere.gov.uk/councildemocracy/accesstoinformation/>

The Information Commissioner oversees the application of the Freedom of Information Act. You may contact the Information Commissioner at:

Information Commissioners Office  
Wycliffe House, Water Lane

Wilmslow  
Cheshire SK9 5AF  
Telephone: 01625 545700  
Website: [www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)

Please include the above reference number on all correspondence related to this request.

Thank you for your request.

Kind regards

Information Services