

CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Special Meeting of the

SCRUTINY PROGRAMME COMMITTEE

At: Committee Room 3A, Guildhall, Swansea

On: Thursday, 9 July 2015

Time: 5.00 pm

Summary: This is the agenda pack for a special meeting of the Scrutiny Programme Committee taking place on the 9th July 2015. The main item is the Gypsy and Traveller Site Search Process. Background reports are included.

AGENDA

Page No.

- 1 **Apologies for Absence.**
- 2 **Disclosures of Personal & Prejudicial Interest.** 1 - 2
- 3 **Prohibition of Whipped Votes and Declaration of Party Whips.**
- 4 **Minutes:** 3 - 7
To approve and sign as a correct record the Minutes of the Special Scrutiny Programme Committee held on 2 April 2015.
- 5 **Evidence Session: Scrutiny of Gypsy & Traveller Site Search Process:** 8 - 11
Attending:
 - Councillor David Phillips
- 6 **Plan for Conclusion of the Review.** 12 - 15
- 7 **Gypsy & Travelling Community Accommodation Needs Assessment 2013. (For Information).** 16 - 60
(further to earlier evidence session on Housing Needs Assessments the document requested by the committee, including questionnaire used, is attached for information. Extracts from this Needs Assessment were included in the 21 October 2013 Council report).

Members of the public are welcome to attend the above Panel / Working Group meetings. Contact the Scrutiny Team if you would like to attend.

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Patrick Arran

Head of Legal, Democratic Services & Procurement

Thursday, 2 July 2015

Contact: Democratic Services - Tel: (01792) 636923

SCRUTINY PROGRAMME COMMITTEE (16)

Labour Councillors: 11

R A Clay	T J Hennegan
A M Cook	D J Lewis
D W Cole	G Owens
S E Crouch	R V Smith
J P Curtice	G J Tanner
N J Davies	

Liberal Democrat Councillors: 3

M H Jones	P M Meara
J W Jones	

Independent Councillor: 1

E W Fitzgerald	
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Conservative Councillor: 1

A C S Colburn	
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Co-opted Members:

Name	Term of Office
David Anderson-Thomas	14.03.2014 – 13.03.2017
Sarah Joiner	08.07.2013 – 07.07.2017

Officers:

Dean Taylor	Director of Corporate Services
Lee Wenham	Head of Marketing, Communications & Scrutiny
Dave Mckenna	Overview & Scrutiny Manager
Brij Madahar	Overview & Scrutiny Coordinator
Democratic Services	
Wendy Parkin	Legal
Archives	

Email:

Executive Board	
Cabinet Members	
Leaders of Opposition Groups	
Carl Billingsley	
Chair of Standards Committee	
Chair of Audit Committee	
Chair of Democratic Services Committee	

Total Copies: 30

Disclosures of Interest

To receive Disclosures of Interest from Councillors and Officers

Councillors

Councillors Interests are made in accordance with the provisions of the Code of Conduct adopted by the City and County of Swansea. You must disclose orally to the meeting the existence and nature of that interest.

NOTE: You are requested to identify the Agenda Item / Minute No. / Planning Application No. and Subject Matter to which that interest relates and to enter all declared interests on the sheet provided for that purpose at the meeting.

1. If you have a **Personal Interest** as set out in **Paragraph 10** of the Code, you **MAY STAY, SPEAK AND VOTE** unless it is also a Prejudicial Interest.
2. If you have a Personal Interest which is also a **Prejudicial Interest** as set out in **Paragraph 12** of the Code, then subject to point 3 below, you **MUST WITHDRAW** from the meeting (unless you have obtained a dispensation from the Authority's Standards Committee)
3. Where you have a Prejudicial Interest you may attend the meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, **provided** that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. In such a case, you **must withdraw from the meeting immediately after the period for making representations, answering questions, or giving evidence relating to the business has ended**, and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration (**Paragraph 14** of the Code).
4. Where you have agreement from the Monitoring Officer that the information relating to your Personal Interest is **sensitive information**, as set out in **Paragraph 16** of the Code of Conduct, your obligation to disclose such information is replaced with an obligation to disclose the existence of a personal interest and to confirm that the Monitoring Officer has agreed that the nature of such personal interest is sensitive information.
5. If you are relying on a **grant of a dispensation** by the Standards Committee, you must, before the matter is under consideration:
 - i) Disclose orally both the interest concerned and the existence of the dispensation; and
 - ii) Before or immediately after the close of the meeting give written notification to the Authority containing:

- a) Details of the prejudicial interest;
- b) Details of the business to which the prejudicial interest relates;
- c) Details of, and the date on which, the dispensation was granted; and
- d) Your signature

Officers

Financial Interests

1. If an Officer has a financial interest in any matter which arises for decision at any meeting to which the Officer is reporting or at which the Officer is in attendance involving any member of the Council and /or any third party the Officer shall declare an interest in that matter and take no part in the consideration or determination of the matter and shall withdraw from the meeting while that matter is considered. Any such declaration made in a meeting of a constitutional body shall be recorded in the minutes of that meeting. No Officer shall make a report to a meeting for a decision to be made on any matter in which s/he has a financial interest.
2. A "financial interest" is defined as any interest affecting the financial position of the Officer, either to his/her benefit or to his/her detriment. It also includes an interest on the same basis for any member of the Officers family or a close friend and any company firm or business from which an Officer or a member of his/her family receives any remuneration. There is no financial interest for an Officer where a decision on a report affects all of the Officers of the Council or all of the officers in a Department or Service.

CITY AND COUNTY OF SWANSEA

MINUTES OF THE SPECIAL SCRUTINY PROGRAMME COMMITTEE

HELD AT COMMITTEE ROOM 5, GUILDHALL, SWANSEA ON
THURSDAY, 2 APRIL 2015 AT 5.00 PM

PRESENT: Councillor R V Smith (Chair) Presided

Councillor(s)	Councillor(s)	Councillor(s)
A M Cook	N J Davies	P M Meara
A C S Colburn	P Downing	R A Clay
D W Cole	E W Fitzgerald	G J Tanner
J P Curtice	T J Hennegan	

Also Present:

Councillor J E Burtonshaw

Officers:

B Madahar	-	Scrutiny Co-ordinator
D Smith	-	Directorate Lawyer
S Woon	-	Democratic Services Officer

195 **APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillor D J Lewis and Mr D Anderson-Thomas.

196 **DISCLOSURES OF PERSONAL & PREJUDICIAL INTEREST.**

In accordance with the Code of Conduct adopted by the City and County of Swansea, the following interests was declared:

Councillor A M Cook - personal – Minute nos.199 and 203 - Ward Member from Cockett - one of the wards that was shortlisted.

Councillor J P Curtice - personal – Minute nos.199 and 203 - Ward Member from Penyrheol which abuts two of the five previously nominated sites.

Councillor R A Clay – personal & prejudicial – Minute nos. 199 and 203 – Llansamlet Ward Councillor and Secretary of the former campaign in the Ward against a second site.

Councillor D W Cole - personal – Minute nos.199 and 203 – I represent a ward abutting two wards selected in the final five sites for selection.

Councillor T J Hennegan - personal – Minute nos.199 and 203 - Ward Member for Penderry which abuts two of the five previously nominated sites.

Councillor J B Burtonshaw – personal – Minute no. 199 – Ward member for Penderry.

197 **PROHIBITION OF WHIPPED VOTES AND DECLARATION OF PARTY WHIPS.**

In accordance with the Local Government (Wales) Measure 2011, no declarations of Whipped Votes or Party Whips were declared.

198 **MINUTES:**

RESOLVED that the minutes of the Special Scrutiny Programme Committee held on 9 February, 2015, be agreed as a correct record.

199 **EVIDENCE SESSION: SCRUTINY OF GYPSY & TRAVELLER SITE SEARCH PROCESS:**

The Chair welcomed Councillor J E Burtonshaw to the meeting. Councillor Burtonshaw was invited to share any information and views on the site search process, which was followed by questions from the committee.

Before questions Councillor J E Burtonshaw stated that:

- She was Cabinet Member for Place from May 2012 until late 2014, and her portfolio responsibilities covered Gypsy & Traveller site provision. However, during 2012 declared an interest, having taken advice (as 1 of the shortlisted sites was within her ward), and ceased to be the responsible cabinet member. This meant she would not chair the 2nd Member Task & Finish Group (Councillor Nick Bradley acted as chair for this Group).
- This was a long standing issue - the process for the identification of a Gypsy Traveller Site had been going on for some years, and before her involvement as Cabinet Member in 2012. The process had not been completed before the 2012 local council elections.
- Various reports were made to Cabinet, including one on 1 November 2012 which led to independent assurance (internal and external) of the process to date, including the application of agreed criteria in the short listing process. It also led to member drop-in sessions for member awareness of the process, and extensive public consultation
- After declaring an interest she had no direct involvement in the process and did not discuss the process with officers.
- A full report was made to Council in October 2013 by the Executive Board (led by Reena Owen and Martin Saville) in order to obtain the view of Council.

Questions:

1. What were your responsibilities as Cabinet Member for Place in respect of Gypsy & Traveller Site Provision, and what was your role in the process?

Already covered in Councillor Burtonshaw's opening remarks.

2. What were the role/responsibilities of other Cabinet Members in the process?

Councillor J E Burtonshaw stated that although Councillor Nick Bradley, who was Cabinet Member for Regeneration, acted as chair of the 2nd Member Task and Finish Group (July – September 2012), Cabinet as a whole assumed responsibility for the process.

3. What were respective roles and responsibilities between you as cabinet member and officers? Did your involvement in the process include regular meetings with officers?

Councillor J E Burtonshaw stated that Cabinet as a whole was responsible with Officers doing the work. She added that officers played a significant role in the process, as instructed by Cabinet.

4. What is your understanding of the role and purpose of the second Member Task & Finish Groups? How did they differ?

Councillor Burtonshaw stated that she could not speak for nor comment on the work of the Task & Finish Groups. She confirmed that Cabinet had established the Task & Finish Groups with specific terms of reference.

In response to supplementary questions Councillor Burtonshaw stated that she was not aware of any shortlist agreed by the previous Task & Finish Group. She was also asked whether any other options were considered prior to re-establishing a Task & Finish Group and continuing the process where it left it. Councillor Burtonshaw stated that Cabinet had agreed to seek internal and external assurance of the process, which subsequently confirmed that the process was robust.

A discussion ensued about the composition of the Task & Finish Groups, and relevance of ward interests prior to completion of shortlisting.

Councillor Burtonshaw was also asked whether she was aware of where the 1st Task & Finish Group had ended up and the controversy over wanting to remove 2 sites from the list. She stated that she was not aware of this, however the 2nd Task & Finish Group may have been informed.

5. Were the conclusions of the second Task & Finish Group reported to the Cabinet? If so, when and how?

Councillor J E Burtonshaw stated that there was no direct report from the Task & Finish Group to Cabinet however outcomes were reported as part of officer reports in November 2012. The committee noted the absence of a document clearly indicating the conclusions of the Task & Finish Group / agreed shortlist.

6. You were written to in October 2012 by the Chair of the former Stronger & Safer Communities Scrutiny Board. In that letter various issues were raised about the work to identify potential sites. Your response letter simply attached the Cabinet report of 1st November which covered some of the issues however did not address any of the points raised concerning community cohesion. Can you advise what work was carried out in preparation to maximise community cohesion, tolerance and avoidance of unnecessary conflict?

Councillor J E Burtonshaw stated that extensive consultation had been carried with the people of Swansea and council departments worked together to support this. There were no targeted actions for specific areas in terms of community cohesion and tolerance as no decisions had been taken on sites.

7. What is your understanding of the outcome of consultations with the Gypsy & Traveller families?

Councillor Burtonshaw stated that she was not directly involved in consulting with gypsy and traveller families. She was aware that consultation was being undertaken and understood that the Task & Finish Group had some involvement. She added that the Council report of October 2013 set out the results of consultations with the gypsy and traveller families.

There was some discussion about the exact nature of the involvement of the Task & Finish Group in view of the meeting held on 7 September 2012 (prior to the public consultation process) when some members of the Task & Finish Group and officers met with gypsy and traveller families.

Councillor Burtonshaw was asked about the thinking of Cabinet in relation to views of the local Gypsy & Traveller community and weighting that would be applied in identifying suitable site provision, and whether the Task & Finish Group had any guidance on this matter. She stated that the Task & Finish Groups worked to criteria agreed by Cabinet against which sites should be assessed. Consultation was a separate stage of the process once the site sieve had resulted in a shortlist. Councillor Burtonshaw confirmed that the Task & Finish Group was left to carry out its task and during its work there was no discussion by Cabinet or steer provided to the Group.

In response to a further question Councillor Burtonshaw indicated that (apart of knowledge of problems with the tolerated site) she was not briefed directly on specific issues relating to the views of gypsy and traveller families (including issues about certain families not being willing to share a site with others) and could not comment. It was noted that there was no specific Cabinet discussion on gypsy and traveller views.

A question was asked about thinking about the need for a transit site as part of the solution. Councillor J E Burtonshaw stated that she was aware of that the importance of a transit site had been raised however it was a priority to identify a permanent site first, and would have been looked at then i.e. the second phase of the programme.

The Chair thanked Councillor J E Burtonshaw for her attendance.

200 **WORK PLAN: TO DISCUSS OUTSTANDING EVIDENCE GATHERING.**

The Chair stated that the committee should identify questions for Councillor D Phillips in advance of his attendance in order that he may prepare for the meeting.

Members discussed potential questions.

201 **DATE OF NEXT MEETING - TO BE CONFIRMED.**

The Scrutiny Co-ordinator stated that he would advise Members of the date of the next meeting, taking into account availability of Councillor David Phillips.

202 **EXCLUSION OF THE PUBLIC.**

The Committee was requested to exclude the public from the meeting during the consideration of the items of business identified in the recommendations to the report on the grounds that it involved the likely disclosure of exempt information as set out in the exclusion paragraph of 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation)(Wales) Order 2007, relevant to the item of business as set out in the report.

It was **RESOLVED** that the public be excluded for the following items of business.

(CLOSED SESSION)

203 **COUNSEL'S OPINION PRIOR TO OCTOBER 2013 COUNCIL.**

The Lawyer advising the Committee circulated copies of Counsel's Opinion prior to October 2013 Council.

Members discussed Counsel's Opinion and related issues.

RESOLVED that Counsel's Opinion be **NOTED**.

The meeting ended at 6.55 p.m.

CHAIR

Agenda Item 5

Report of the Chair

Special Scrutiny Programme Committee – 9 July 2015

EVIDENCE SESSION: SCRUTINY OF GYPSY & TRAVELLER SITE SEARCH PROCESS

Purpose	The eleventh evidence session will enable the committee to hear from Councillor David Phillips.
Content	The report provides a background / introduction to the evidence session.
Councillors are being asked to	Gather information as part of the committee's review of the process and ask questions.
Lead Councillor(s)	Councillor Robert Smith, Vice-Chair of Scrutiny Programme Committee.
Lead Officer & Report Author	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk

1. Introduction

- 1.1 Since February 2014 a series of special meetings of the Scrutiny Programme Committee have been held to review the process adopted to date in the search for further gypsy and traveller site provision.
- 1.2 The committee's role has been to consider whether the process, leading up to the report to Council on 21 October 2013, was robust. The committee is looking at the quality of that process, and may identify learning points about the process, and recommend any changes for the future as appropriate.

2. Evidence Session – 9 July

- 2.1 Before the conclusion of evidence gathering it was agreed by the committee to invite Councillor David Phillips to give evidence. This session will enable the committee to hear from Councillor David Phillips, who was Leader of the Council between May 2012 and September 2014, in order to:
 - explore aspects of the site search / selection process
 - better understand his role in the process and events between May 2012 and November 2013
 - invite reflection on the process and learning points

2.2 Questions for the session were agreed by the committee and circulated to Councillor Phillips in advance (see **Appendix 1**). This indicates the main areas which committee members will want to discuss.

2.3 Councillor Phillips will be invited to make any opening statement / remarks, ahead of the questions.

3. Legal Implications

3.1 There are no specific legal implications raised by this report.

4. Financial Implications

4.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

1 – Questions for Councillor David Phillips

Legal Officer: Debbie Smith

Finance Officer: Carl Billingsley

Questions for Cllr David Phillips:

1. What were your responsibilities from May 2012 as Leader of the Council in respect of Gypsy & Traveller Site Provision, and what was your role in the process?
2. How was the Cabinet / new administration briefed after the May 2012 elections to ensure awareness of progress and current position?
3. What were the role / responsibilities of other Cabinet Members in the process? At some point during the process Cllr Burtonshaw declared an interest and ceased to be the responsible cabinet member - who provided the political leadership of the process after that point?
4. What were respective roles and responsibilities between the cabinet, the member task and finish group, and officers and inter-relationship? Did your involvement in the process include regular meetings with officers?
5. Did any review of the process take place under the new administration between May and July 2012 – before it was agreed to re-establish a member task and finish group and continue where things were left off?
6. As Leader, what was your awareness / understanding of the “West Glamorgan agreement” and what implication did this have on the process?
7. What is your understanding of the role and purpose of the 2 Member Task & Finish Groups (pre-May 2012 and post-May 2012)? How did they differ?

(any comment on the relatively short period between the 2012 local elections and the ‘conclusion’ of the 2nd Task & Finish Group?)

8. Why was there no specific report 'setting out options' to Cabinet from the Task & Finish Group in accordance with cabinet decision on 5 July 2012, having spent almost 2 years on the short listing process. A report to Cabinet on 1 November 2012 only makes brief reference to the work of the Task & Finish Group.

(was it left to officers?; there had been some issues regarding the exclusion of 2 sites by the Task & Finish Group prior to the 2012 election – were you made aware of this at the time, or subsequently after the 2012 election?)

9. With regard to community engagement in the process can you confirm what work was carried out to maximise community cohesion, tolerance and avoidance of unnecessary conflict?
10. What is your understanding of the outcome of consultations with the Gypsy & Traveller families? Should the views of the families have been taken into account at an earlier stage in the process?
11. What led you to announce that the final decision in the process would rest with the Council?
12. After the council meeting in October 2013 did cabinet at all consider proceeding to planning application stage despite council's view that the search should consider all land options, given various assurances that the process had been sound and the authority has acted rationally and lawfully throughout?
13. Finally, we would like you to consider your experience generally over the last few years dealing with this matter and invite reflections on the process and any learning points / improvements. Did you consider the process to have been deeply flawed? If so, could you elaborate on the problem(s)? Could this process have been done differently with better outcomes?

Agenda Item 6

Report of the Chair

Special Scrutiny Programme Committee – 9 July 2015

PLAN FOR THE CONCLUSION OF THE REVIEW

Purpose	To discuss the plan for the conclusion of the Review of the Gypsy & Traveller Site Search Process.
Content	A summary of the evidence gathering undertaken to date is attached.
Councillors are being asked to	Agree the plan for the conclusion of the review
Lead Councillor(s)	Councillor Robert Smith, Vice-Chair of Scrutiny Programme Committee.
Lead Officer & Report Author	Brij Madahar, Scrutiny Coordinator Tel: 01792 637257 E-mail: brij.madahar@swansea.gov.uk

1. Introduction

- 1.1 Since February 2014 a series of special meetings of the Scrutiny Programme Committee have been held to review the process adopted to date in the search for further gypsy and traveller site provision.
- 1.2 Having undertaken a range of evidence gathering to consider perspectives on the process, the committee is asked to discuss a plan for the conclusion of the review and necessary steps, in order to report findings and possible recommendations.

2. Purpose of the Review

- 2.1 The key question that the committee is exploring is:

Was the process, leading up to the report to Council on 21 October 2013, robust?

- 2.2 The committee agreed that it would:

- review the process adopted to date and seek assurance on quality
- identify any learning points as appropriate and recommend any changes for the future

3. Progress

- 3.1 The initial meetings (between February and April 2014) involved relevant officers attending to provide information and answer questions, covering:
- overview of gypsy traveller site search - report giving chronology of process and legal framework
 - criteria for site selection / explanation of site sieve process
 - consultation process and outcomes
- 3.2 During the initial meetings the committee had requests from councillors and members of the public to give evidence, and agreed to deal with these. This took place between April and July 2014. In September 2014 the committee decided that further evidence gathering was necessary and has continued to meet. At the last meeting on 2 April 2015 it was agreed that a session with Councillor David Phillips should be held before the conclusion of evidence gathering.
- 3.3 A summary of the evidence gathering sessions held to date is attached as **Appendix 1**.

4. Legal Implications

- 4.1 There are no specific legal implications raised by this report.

5. Financial Implications

- 5.1 There are no specific financial implications raised by this report.

Background Papers: None

Appendices:

- 1 – Timetable of Work: Review of Gypsy & Traveller Site Search Process

Legal Officer: Debbie Smith

Finance Officer: Carl Billingsley

Special Scrutiny Programme Committee – Review of Gypsy & Traveller Site Search Process

Timetable of Work:

Meeting		Purpose	Attending
1	20 Feb 2014	<ul style="list-style-type: none"> Overview of Gypsy Traveller Site Search - report giving chronology of process and legal framework <p>Papers included:</p> <ul style="list-style-type: none"> City & County of Swansea Gypsy Traveller Policy – June 2009 Site Selection Criteria agreed by Cabinet Cabinet Report 26 Aug 2010 Reference to numerous relevant background papers 	<ul style="list-style-type: none"> Jack Straw (Chief Executive) Reena Owen (Corporate Director) Emyr Jones (Planning Services) Patrick Arran (Head of Legal)
2	6 Mar 2014	<ul style="list-style-type: none"> Criteria for Site Selection / Explanation of Site Sieve Process (Officer presentation given) <p>Papers included:</p> <ul style="list-style-type: none"> Cabinet Report & Minutes 11 Mar 2010 Cabinet Report & Minutes 5 Jul 2012 Cabinet Report & Minutes 1 Nov 2012 	<ul style="list-style-type: none"> Reena Owen (Corporate Director) Emyr Jones (Planning Services) Dave Turner (Estates)
3	3 Apr 2014	<ul style="list-style-type: none"> Consultation Process and Outcomes To deal with outstanding queries from officer evidence 	<ul style="list-style-type: none"> Reena Owen (Corporate Director) Patrick Arran (Head of Legal)
4	23 Apr 2014	<ul style="list-style-type: none"> Evidence from members of the public / other councillors (1) 	<ul style="list-style-type: none"> Tony Beddow Keith Jones Cllr Uta Clay Cllr Penny Matthews
5	27 May 2014	<ul style="list-style-type: none"> Evidence from members of the public / other councillors (2) 	<ul style="list-style-type: none"> Cllr Jennifer Raynor Hilary & Tom Jenkins Phillip Robins Lawrence Bailey
6	8 Jul 2014	<ul style="list-style-type: none"> Evidence from members of the public / other councillors (3) 	<ul style="list-style-type: none"> Cllr Chris Holley

7	10 Sep 2014	Review of Evidence Base and To Consider Next Steps	
8	26 Nov 2014	<ul style="list-style-type: none"> Gypsy & Traveller Consultation Process 	<ul style="list-style-type: none"> Emyr Jones (Planning Services) Simon Malough (Traveller Liaison Officer)
		<ul style="list-style-type: none"> Impact of Economic Regeneration / Development Plans on Site Selection 	<ul style="list-style-type: none"> Phil Holmes (Head of Economic Regeneration & Planning)
9	8 Dec 2014	<ul style="list-style-type: none"> Role of Housing Needs Assessment 	<ul style="list-style-type: none"> Lee Morgan (Head of Housing) Peter Williams (Strategic Planning & Enabling Manager) David Evans (Housing Business Manager)
10	9 Feb 2015	<ul style="list-style-type: none"> Final officer session to address some of the key issues that have emerged during the review, and deal with any outstanding questions 	<ul style="list-style-type: none"> Jack Straw (Chief Executive) Phil Roberts (Director – Place) Patrick Arran (Head of Legal)
11	2 Apr 2015	<ul style="list-style-type: none"> Evidence from former Cabinet Member(s) 	<ul style="list-style-type: none"> Cllr June Burtonshaw
12	9 Jul 2015	<ul style="list-style-type: none"> Evidence from former Cabinet Member(s) 	<ul style="list-style-type: none"> Cllr David Phillips

Further meetings to be confirmed
(Committee to agree plan for conclusion of review)

Gypsy & Travelling Community Accommodation Needs Assessment



September 2013

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Glossary of Terms

The Assessment	The Gypsy Traveller Accommodation Needs Assessment
Authorised Site	A site that has been granted planning permission, in the instance of this report, the site owned & managed by the Council
Gypsy & Travelling Community	Persons with a cultural tradition of nomadism or living in a caravan; and in all other persons of nomadic habit of life, whatever their race or origin, including <ul style="list-style-type: none"> i) such persons who, on grounds of only their own or their family's or dependent educational or health needs or old age, have ceased to travel temporarily or permanently; and ii) Members of an organised group of travelling showpeople or circus people (whether or not travelling together as such) (Source: Welsh Government (Housing) (Assessment of Accommodation Needs) (Meaning of Gypsies & Travellers) (Wales) Regulations 2007)
Local Development Plan (LDP)	The Local Development Plan (LDP) is a strategic level planning document that sets out the broad approach the Council intends to take to ensure the City and County of Swansea is developed in a sustainable manner over the period to 2025
Local Housing Strategy (LHS)	The plan that brings together all the issues relating to housing in Swansea, looking at all the actions needed to improve housing in the private and public sectors
Local Authority Site	A site that is owned by the Local Authority
The Niner Report	A Report commissioned by the Welsh Government into the Accommodation Needs of Gypsies & Travellers
Pitch	A space on a site where a caravan can be positioned
Private Site	A site that is owned and managed privately
Unauthorised & Tolerated Site	A site that is being used without planning permission
Encampment	Residing at roadsides or on private/ public land not owned by G&TCs which does not have planning permission
Bricks & Mortar	Permanent mainstream housing

1. Executive Summary

Introduction

- 1.1 This needs assessment has been undertaken for two reasons:
- a. There is a requirement to consider this Assessment in developing planning policy through Development Plans under the Planning and Compulsory Purchase Act 2004.
 - b. The Housing Act 2004 requires Local Authorities to consider the Gypsy & Travelling Community (G&TC) accommodation needs in developing housing policy.
- 1.2 The Assessment has been conducted in accordance with the relevant Welsh Government guidance and considers a range of G&TC groups found in the City & County of Swansea in both authorised, unauthorised and private sites, as well as in “bricks and mortar” housing. Data has been drawn from:
- Face to face survey results from questionnaires with G&TCs;
 - Secondary information, including literature reviews and secondary data analysis.
- The aim of this Assessment is to quantify the accommodation needs of G&TCs in terms of residential and transit pitches for the next five years. This time frame is suggested by the Welsh Government guidance¹. The results will be used as evidence to inform the allocation of resources and policy development in both Housing and Planning areas across the City & County of Swansea.
- 1.3 There is one authorised G&TC site in the City & County of Swansea, one unauthorised & tolerated site and two encampments. There are also several privately owned or temporary leased sites. Recent figures² obtained from the Welsh Government illustrated that there are ten Authorities in Wales with higher G&TC caravan counts than the City and County of Swansea.
- 1.4 This Assessment has concluded that there is currently a need for 11 extra pitches and up to 28 additional pitches could be required over the next 5 years. However, this is dependant on a range of factors that are difficult to predict with accuracy such as whether teenage gypsies and travellers currently living with their parents will marry in the next 5 years and whether they will choose to continue to live in Swansea.

¹ Local Housing Market Assessment Guidance, Welsh Government

² Gypsy and Traveller Caravan Count January 2013, Welsh Government

2. Introduction

Study context

- 2.1 From April 2013 to August 2013 surveys of the G&TCs views on accommodation were undertaken to provide the primary data for this Assessment. The purpose of this Assessment is to quantify the accommodation needs of the G&TC in terms of residential and transit sites, and bricks and mortar accommodation.
- 2.2 The data collection and the analysis has followed best practice guidance set out by the Welsh Government in its 'Local Housing Market Assessment Guide' (March 2006).
- 2.3 The research has drawn on a number of data sources including:
 - A review of secondary information, including a literature review and secondary data analysis
 - A survey of G&TCs living on sites/ encampments and in bricks and mortar accommodation
 - Consultation with organisations involved with G&TC issues

Policy Background

- 2.4 There is a national shortage of pitches for G&TCs. A study in 2006 for the Welsh Government entitled 'the Niner Report'³, stated that from 2005 to 2010 between 250 and 400 additional permanent pitches would be required across Wales, as well as 100 to 150 transit pitches. It is not clear how many pitches have been actually provided during this period.
- 2.5 The Housing Act 2004 requires local authorities to assess the needs of G&TCs in their area and to develop strategies to meet those needs. It also states that, where there is a shortage of sites, Local Authorities are expected to make this a priority.
- 2.6 In producing development plans for their areas, Local Authorities are also required to assess the adequacy of G&TC accommodation⁴.
- 2.7 The Niner Report contains important statements regarding the nature of need. It states that G&TC accommodation needs can extend beyond those of the settled community to reflect their distinctive accommodation requirements. This includes bricks and mortar dwelling

³ Niner, P. (2006) Accommodation Needs of Gypsy-Travellers in Wales, Welsh Government

⁴ Welsh Government Circular 30/2007, Planning for Gypsy and Traveller Caravan Sites

households 'whose existing accommodation is overcrowded or unsuitable'⁵.

Who does the study cover?

2.8 In December 2007 the Welsh Government published the *Housing (Assessment of Accommodation Needs) (Meaning of Gypsies and Travellers) (Wales) Regulations 2007*. The Regulations state that for the purpose of accommodation assessments, G&TCs should be defined as:

- *Persons with a cultural tradition of nomadism or of living in a caravan; and*
- *All other persons of a nomadic habit of life, whatever their race or origin, including -*
 - i) *such persons who, on grounds only of their own or their family's or dependant's educational or health needs or old age, have ceased to travel temporarily or permanently; and*
 - ii) *members of an organised group of travelling show people or circus people (whether or not travelling together as such).*

⁵ 'unsuitable' in this context can include unsuitability by virtue of a proven psychological aversion to bricks and mortar accommodation - Niner, P. (2006) Accommodation Needs of Gypsy- Travellers in Wales, Welsh Government, para. 15

3. The Policy Context

Introduction

- 3.1 Under the measures introduced in the Housing Act 2004, Local Authorities are required to include G&TC in their Local Housing Needs Assessment process. The Welsh Government Planning Circular 30/2007 requires local authorities to identify appropriate sites in Development Plans for G&TC accommodation.
- 3.2 A study commissioned by the Welsh Government⁶ found a considerable shortage of accommodation for G&TCs across the country.

Housing and planning legislation and guidance

- 3.3 The Housing Act 2004 requires local housing authorities to produce a housing assessment that takes into account the accommodation needs of the G&TC. This includes the need for authorised sites for their caravans, and to have a strategy in place which sets out how any identified G&TC need will be met as part of an authority's housing strategy.
- 3.4 The Welsh Government Guidance on Gypsy and Travelling Community Accommodation Assessments notes that the definition of 'housing need' in mainstream cases is 'households in unsuitable housing who cannot access suitable accommodation in the market'. In terms of G&TC needs, the Guidance notes that the same principle can be applied to bricks and mortar accommodation with a consequent need for a pitch.
- 3.5 All G&TC sites, including those provided by local authorities, must have planning permission and Circular 30/2007 "Planning for Gypsy and Traveller Caravan Sites" strengthens the requirement that local authorities identify and make provision for appropriate sites in their local plans.
- 3.6 Circular 30/2007 sets out a new definition of G&TCs that is based on 'nomadic habit' and includes all those who are too ill or old to have a nomadic lifestyle. It also places a new emphasis on consulting G&TCs, their representative bodies and local support groups in the planning process.
- 3.7 Consultation is also stressed in the Local Housing Market Assessment Guide⁷ which highlights the need to work with local communities throughout the document. Appendix F of that Guide provides advice on assessing the accommodation needs of G&TCs.

⁶ Niner, P. (2006) Accommodation Needs of Gypsy-Travellers in Wales, Welsh Government

⁷ *Local Housing Market Assessment Guide*, Welsh Government, March 2006

- 3.8 As Circular 30/2007 outlines, the Gypsy Traveller Accommodation Needs Assessment is integral to the planning process. These requirements are reiterated in Planning Policy Wales (Edition 3, 2010). Ultimately, this Assessment will inform the preparation of the Local Development Plan.
- 3.9 Section 318 of the Housing and Regeneration Act 2008 (c.17) amends section 5 of the Mobile Homes Act 1983 (“the 1983 Act”) so as to bring land occupied by a local authority as a caravan site providing accommodation for gypsies and travellers within the definition of protected sites for the purposes of the 1983 Act. The provisions give greater security to occupants of such sites and makes the occupancy more akin to those of private caravan sites.

Other Legislation

- 3.10 In addition to housing-specific legislation and guidance, there is a range of other policies relevant to G&TC accommodation matters. These place duties on local authorities to recognise and meet the needs of minority and disadvantaged groups. Gypsies were recognised as an ethnic group and brought within the Race Relations Act in 1989 through case law and Travellers came under the Act in 2000. The Race Relations Act has now been superseded by The Equality Act 2010.
- 3.11 The Human Rights Act 1998 transposed the European Convention on Human Rights (ECHR) into UK law. Public authorities – including local authorities – must act in a way that is compatible with this. In particular, local planning authorities should consider the consequences of refusing or granting planning permission, or taking enforcement action, on the rights of the individuals concerned, and whether the chosen action is necessary and proportionate.
- 3.12 The Equality Act 2010 brings together and replaces the previous anti-discrimination laws with a single Act. The Act includes the public sector equality duty which replaced the separate duties on race, disability and gender equality. This came into force on 5th April 2011. The public sector equality duty covers a number of protected characteristics including race which (as above) includes Gypsies and Travellers.

Through the duty public bodies are required to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- advance equality of opportunity between people who share a relevant protected characteristic and those who do not

- foster good relations between people who share a protected characteristic and those who do not.

3.13 Homelessness legislation also takes into account the needs of G&TCs. Part VI of the Housing Act 1996 states that a person is homeless if he has accommodation but cannot secure entry to it, or if it consists of a movable structure and there is no place where he is entitled or permitted both to place and to reside in it.

4. Gypsy & Travelling Communities in the City & County of Swansea

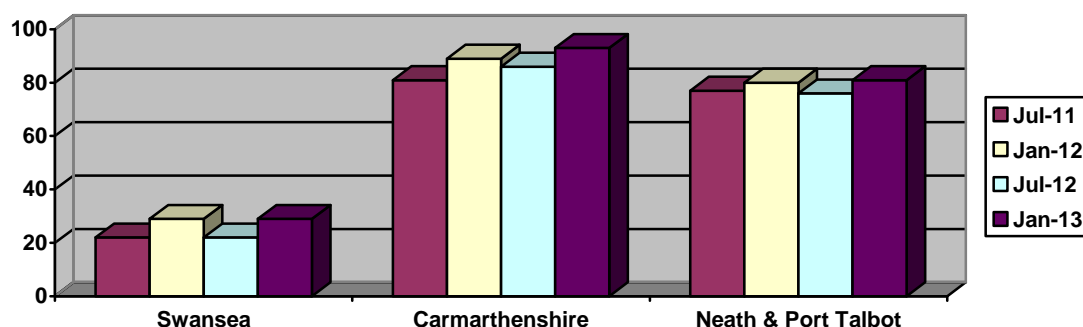
Introduction

- 4.1 This section examines what information is available on the current Gypsy Traveller population in the City & County of Swansea. The information is sourced from the national Gypsy Traveller Caravan Count, previous research and locally collected information from planning applications and enforcement notices.

Gypsy & Travelling Communities Caravan Count

- 4.2 The G&TCs Caravan Count presents the number of Gypsy & Travelling Community caravans on authorised, unauthorised & tolerated sites and encampments. The Caravan Count also details the number of pitches each local authority provides. The Caravan Count was re-introduced in Wales in July 2006 after recommendations from two Welsh Government reports.^{8 9} The Caravan Count is conducted every 6 months in January and July.

Fig.1: Total caravans on authorised, unauthorised & tolerated sites and encampments in Swansea, Carmarthenshire and Neath & Port Talbot, Jan 2011 – Jan 2013 (Source: Welsh Government Caravan Count)



- 4.3 The graph above shows the data from the Caravan Counts from July 2011 until January 2013 for Swansea, Carmarthen and Neath & Port Talbot (the two counties bordering Swansea). The graphs show the total number of caravans identified on the authorised and unauthorised & tolerated sites and encampments.
- 4.4 The graph illustrates that in Swansea the number of caravans has increased over the period. The numbers of caravans has also increased slightly in Carmarthenshire over the same period whereas the Neath & Port Talbot figures are more constant.

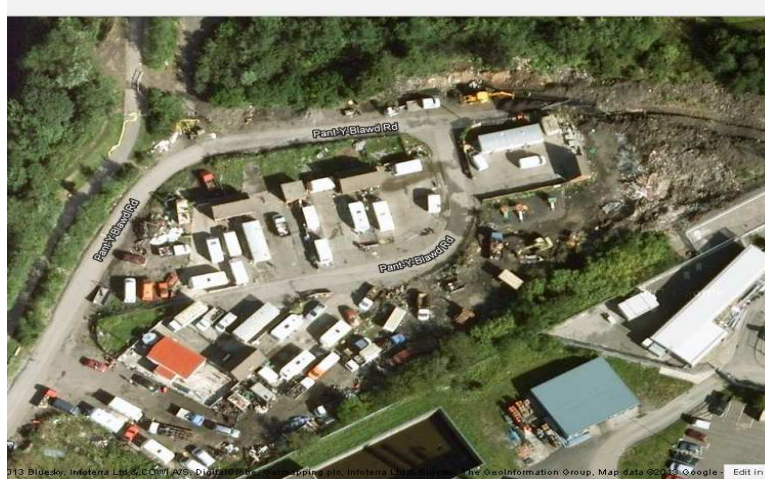
⁸ Welsh Government (2003), Review of Service Provision for Gypsies and Traveller

⁹ Niner, P (2006) Accommodation Needs of Gypsy-Travellers in Wales, Welsh Government

Authorised Local Authority Site

- 4.5 There is currently one authorised site in operation that is owned and managed by the City & County of Swansea. The Ty Gwyn Traveller site on Pant-Y-Blawd Road (*fig.2*) is in the Llansamlet Ward. The site has formally been in existence since the early 1980s. It has 7 pitches, where seven separate households currently live.

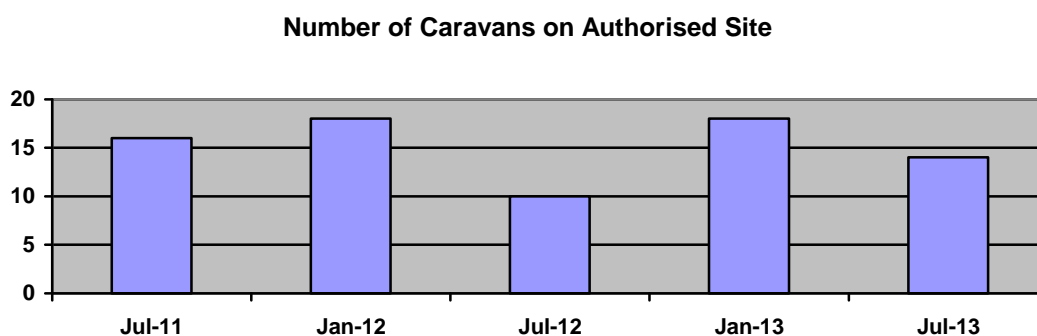
Fig.2: Ty Gwyn Gypsy Traveller Site, Pant-y-Blawd Road, Llansamlet



— Highlights the Ty Gwyn site at Pant-y-Blawd Road

4.6 Fig.3 shows that the number of caravans on the authorised site has remained constant since July 2011. The slight increase in caravan numbers from July 2012 – Jan 2013 suggests families are growing and using more caravans. Pitches are not limited to one caravan, so there may be several caravans on one pitch for one family.

Fig.3: Number of Caravans on the authorised site in Swansea, July 2011 – July 2013
(Source: Welsh Government Caravan Count Jan 2011- Jan 2013; July 2013 figures from The Assessment)



4.7 An assessment of the proximity of the authorised Local Authority site to services is shown below (fig.4). The authorised Local Authority site has good access to key services. The site is within one mile of five different primary schools, one secondary school and three GP surgeries.

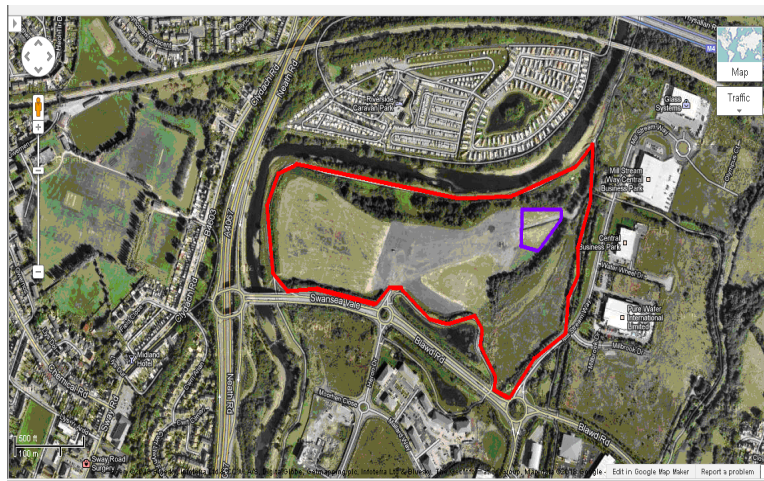
Fig.4: Proximity of Ty Gwyn site to service

Site Name	No. of primary schools within 1 mile	No. of primary schools over 1 mile but within 2 miles	No. of secondary schools within 1 mile	No. of secondary schools over 1 mile but within 2 miles	No. of GP surgeries within 1 mile	No. of GP surgeries over 1 mile but within 2 miles
Ty Gwyn	5	3	1	1	3	2

Unauthorised & Tolerated Site and Encampments

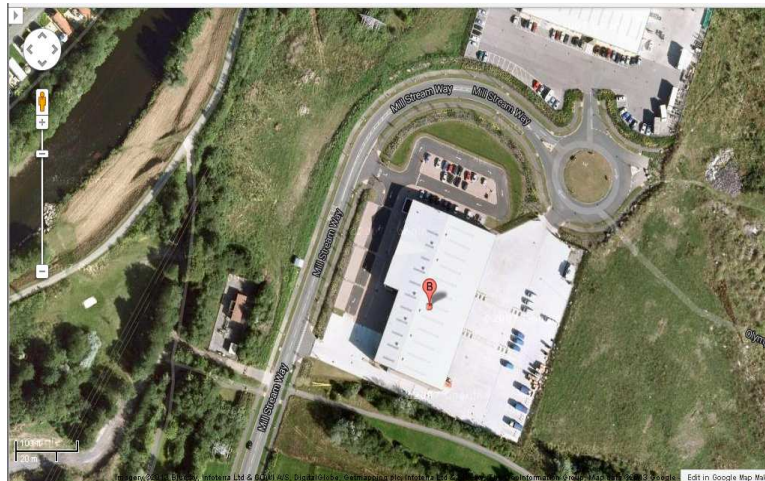
- 4.8 Over the last year the Council has been aware of one unauthorised & tolerated site and two encampments in Swansea. The unauthorised & tolerated site at Swansea Vale (fig 5) has portable toilets, showers, water supply, gas and electricity. The encampments at Mill Stream Way (fig.6) and Olympus Court (fig.6) do not have any amenities. Both encampments and the unauthorised & tolerated site are in the Llansamlet ward.

Fig.5: Unauthorised & tolerated site at Swansea Vale which is in the Llansamlet ward of the city, approximately 6.5 km north-east of the city centre.



- Highlights the whole area of land at Swansea Vale that has been used for occupation by members of the Gypsy & Travelling Community
- Highlights the specific area of land currently used as an unauthorised & tolerated site by members of the Gypsy & Travelling Community

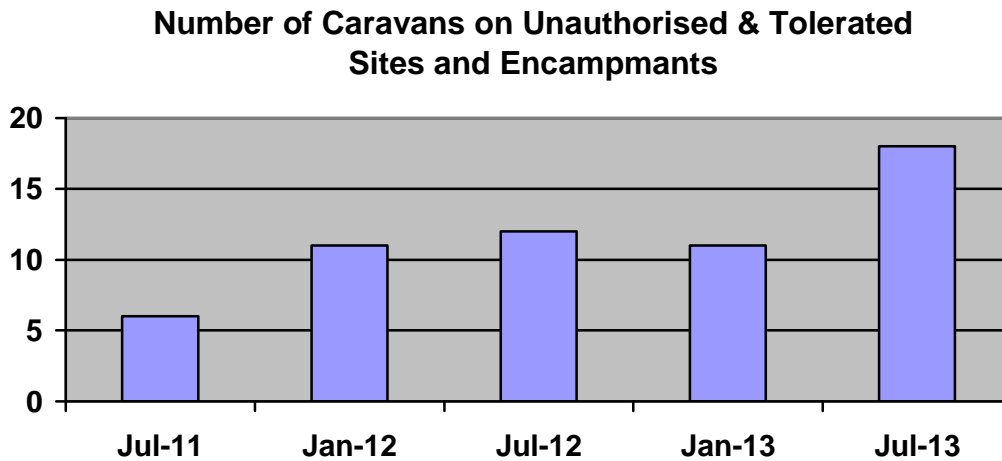
Fig.6: Encampments at Mill Stream Way and Olympus Court, Llansamlet



- Highlights land off Olympus Court currently used as an encampment by members of the Gypsy & Travelling Community
- Highlights land off Mill Stream Way currently used as an encampment by members of the Gypsy & Travelling Community

4.9 Fig.7 shows the number of caravans on the unauthorised & tolerated site and encampments identified by the Welsh Government Caravan Count (July 2011- Jan 2013). The figures from July 2013 are those identified from the Assessment. The number has remained fairly constant but there has been an increase over the past six months.

Fig.7: *Number of caravans on unauthorised & tolerated site and encampments in Swansea, July 2011 – July 2013, and additional figures from July 2013 (Source: Welsh Government Caravan Count and the Assessment 2013)*



Privately Owned Sites

There are two sites within the City and County of Swansea which are privately owned (excluding those occupied by Travelling Showmen Communities):

- 4.10 Site no1 has 7 pitches and currently hosts 13 caravans. The site is owned and occupied by several members of the same family who have lived there for over 25 years.
- 4.11 Site no2 is the contact address for an extended family that has recently been awarded 5 year temporary planning permission for a private site. Temporary planning permission was granted for four pitches and will accommodate four separate households.

Travelling Showmen Communities

- 4.12 The official website of the Showmen's Guild of Great Britain states the following;

"This guild is well aware that assessments of need are being carried out throughout the country, under the heading of Gypsy & Traveller Accommodation Assessments.

The guild is keen to ensure its members are represented in these reports. We are anxious to be involved in these assessments at every level. From field work and interviews, to spatial strategies and everything in between. Following our regular meetings with the Department for Communities & Local Government, we feel it is imperative that these reports are as accurate & informative of showmen's accommodation need as possible.

With this in mind we urge anyone carrying out these assessments, to contact their regional office of the showmen's guild.

Showmen should have a separate section within each report specifically dedicated to their circumstances and needs. This is necessary as showmen's needs differ significantly from any other traveller group. The impact of vehicle overcrowding on a site, vehicle overcrowding is an issue unique to showmen and one that must be addressed when carrying out an assessment."¹⁰

- 4.13 In order to undertake the Assessment with local Travelling Showmen's Groups, contact was made with the Secretary of the South Wales branch (Peter Jones). Mr Jones liaised with all known Travelling Showmen's families in the City & County of Swansea to establish any current or potential accommodation needs.
- 4.14 At the time of the assessment there were four known Travelling Showmen groups on four separate sites in the City & County of Swansea. Two of the sites are privately owned, one is temporary leased from the Council and the other privately leased. All families responded to attempts to contact them aside from families living on one of the privately owned sites.
- 4.15 Site no3 is a small privately owned site hosting one extended family. The residents undertook their own assessment and did not identify any accommodation needs.

¹⁰ Information taken from the official Showmen's Guild of Great Britain website; www.showmensguild.co.uk

- 4.16 Site no4 is situated on Council land that is temporary leased. There are five separate households, most of who have lived there for over 20 years, and are fully integrated into the local community. They would like to purchase the land if planning permission could be achieved. All residents living there undertook the Assessment and did not have any accommodation needs at present but were concerned about the lease being extended in the future, if they are unable to purchase the land. There is a private site adjacent to Site no4 but the families residing there did not respond to attempts to contact them and therefore did not undertake the Assessment.
- 4.17 Site no5 is a privately leased site hosting two separate households. Contact was made to the families currently resident at the site but they did not have any accommodation needs at present and would soon be moving out of the Swansea area. Subsequently, it was agreed that there was no need to undertake the Assessment.

Gypsy & Travelling Communities living in bricks and mortar accommodation

- 4.18 The Assessment includes six separate households who are resident in Swansea and made known to the Authority by members of the G&TC. Attempts were made to contact all six households and of these;
- 2 separate households undertook the Assessment
 - 3 failed to respond to attempts to contact
 - 1 household said they did not want to take part

Summary

- 4.19 There is sufficient information to provide a reasonably accurate estimate of the number and location of G&TC caravans currently in the City & County of Swansea area. However, due to their transient culture, it is difficult to establish a definitive figure on the overall G&TC population at any given time.
- 4.20 The Welsh Government Caravan Count illustrates that Swansea has the 11th largest number of G&TC caravans and the 10th largest quantity of pitches in Wales.

5. Primary Data & Survey Methodology

- 5.1 This section describes the primary research elements of the Assessment. These comprise a survey and consultation of G&TCs living on authorised, unauthorised & tolerated, private sites, encampments and in bricks & mortar accommodation.
- 5.2 The primary data is based on surveys of the G&TC views on their accommodation needs. The purpose of this Assessment is to quantify the accommodation needs of the G&TC in terms of residential and transit sites, and bricks and mortar accommodation.
- 5.3 The data collection and analysis has followed the practice guidance set out by the Welsh Government in their 'Local Housing Market Assessment Guide' (March 2006).
- 5.4 To achieve the study aims, the research drew on a number of data sources including:
 - Survey of G&TCs living on sites, encampments and in bricks and mortar accommodation
 - Review of secondary information and secondary data analysis
 - Consultation with organisations involved with G&TC issues and G&TCs themselves.

Survey Methodology

- 5.5 The survey and assessment of G&TC accommodation was conducted in line with Welsh Government guidance.
- 5.6 A questionnaire¹¹ was developed featuring a range of G&TC topics such as accommodation and amenity needs, gender profiles, frequency of travel, etc.
- 5.7 A target of identifying and accessing all known G&TC sites and assessing all contactable families was set.
In total;
 - 44 separate households were initially contacted
 - 33 surveys were completed
 - 5 households initially responded but then did not respond to meeting requests
 - 2 households responded to say they were moving out of the area
 - 3 households failed to respond to all contact attempts
 - 1 household did not want to take part

¹¹ A copy of the questionnaire can be requested as a separate document

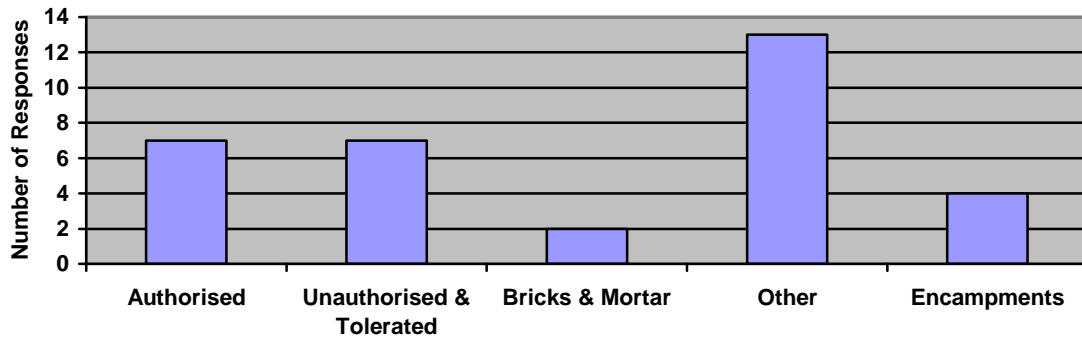
Interviewers and fieldwork strategy

- 5.8 Interviews took place between April and August 2013. Where required, the Education Welfare Officer and the Secretary of the South Wales branch of the Showmen's Guild were used to introduce families.
- 5.9 Several families living in bricks & mortar accommodation were identified via participants nominating other members of the G&TC who may have been interested in taking part in the research. Such referrals benefited from the extensive family and friendship networks that exist within the Gypsy & Travelling Community.
- 5.10 For the assessments at the authorised, unauthorised & tolerated sites and encampments, a spokesperson was nominated by the Community. At the request of the families residing there, one family member from each household was also present during the assessments to ensure a collective, uniform approach.

6. Questionnaire Results and Stakeholder Comments

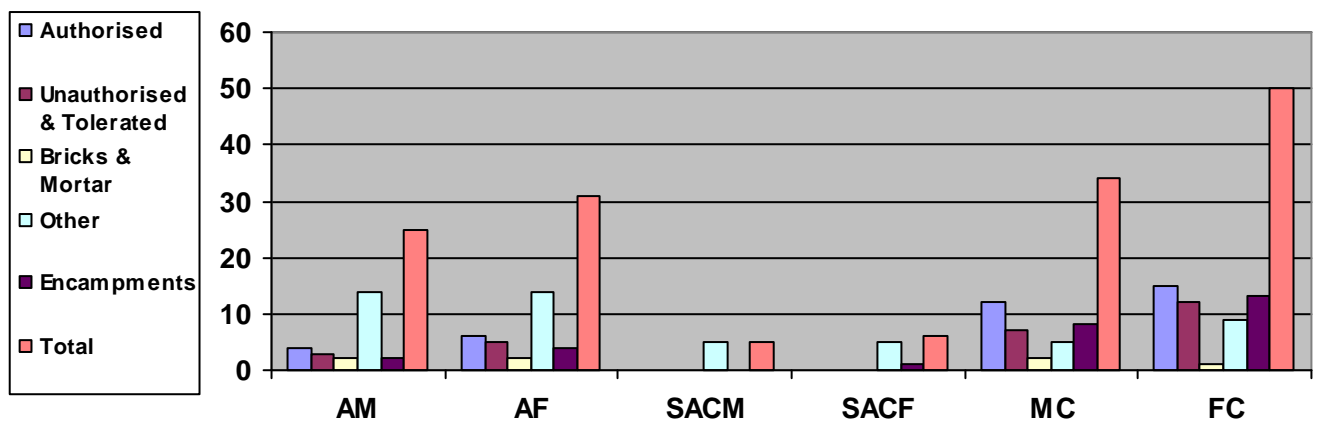
- 6.1 This section examines the data from the questionnaire and includes comments from the stakeholders in the relevant sections
- 6.2 The total number of respondents who undertook the questionnaire was 33 (fig.14).

Fig.14: Graph detailing questionnaire response rate



- 6.3 The overall number of responses for the authorised, unauthorised & tolerated site and encampments 18. The number of households living on these sites and encampments at the time the survey was conducted was 18; a response rate of 100%
- 6.4 The overall total of adults, single adult children (+18yrs) and children living in different tenures recorded via those who undertook the questionnaire process was 151 (fig.15).

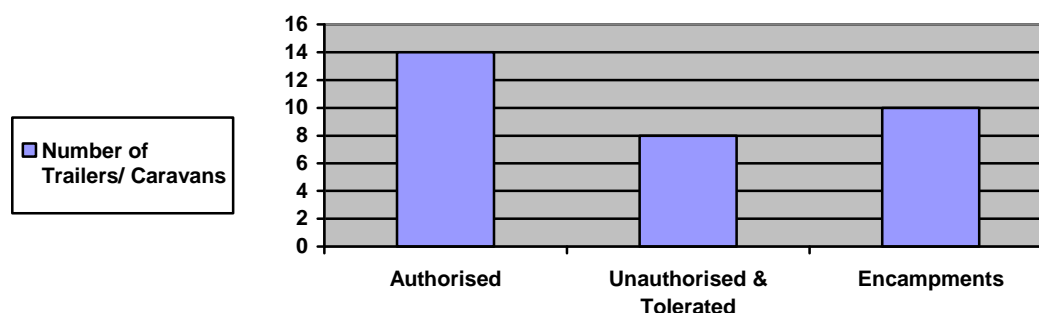
Fig.15: Graph showing split of Adult Males (AM), Adult Females (AF), Single Adult Child Male (SACM), Single Adult Child Female (SACF), Male Children (MC), Female Children (FC) and tenure



Responses from Gypsy & Travelling Communities living on authorised, unauthorised & tolerated sites and encampments

- 6.5 There were 14 trailers/ caravans at the authorised site, an average of 2 per pitch/ household (fig.16).
- 6.6 There were 8 trailers/ caravans on the unauthorised & tolerated site and 10 trailers/ caravans on the encampments, an average of 1.6 per household (fig.16).

Fig.16: Graph showing number of trailers/ caravans at authorised, unauthorised & tolerated sites and encampments



- 6.7 Very few of the households living on the authorised, unauthorised & tolerated sites and encampments travel at all. The majority said they occasionally travel to see relatives or to attend G&TC events, such as Stow and Appleby Horse Fairs but they consider the sites and encampments they occupy to be their homes.
- 6.8 All respondents living on the authorised site said they were very satisfied with the site and were very happy with the amenities they had been provided with. They were also very satisfied with the recycling collection and postal service. All respondents said they were very satisfied with the locality of the site as it was easily accessible for local shops, GP surgeries, schools and church.
- 6.9 Respondents living on the unauthorised & tolerated site at Swansea Vale were very satisfied with the location of the site and hoped to remain there on a permanent basis. However, they were not happy with the lack of security, limited water supply, lack of electric supply and the postal service, and they requested additional toilets. The respondents stressed that they maintain the site in good order and would continue to do so in the hope that the site would be granted official status. Their preference was for any future site to be owned and managed by the Local Authority. The respondents said they would live on a prospective new site only with members of their extended family and did not want the site to be a mix of residential and transit pitches (residential only). The respondents also stressed they had lived in the Llansamlet area for the past 25 years or so and considered this area to be their home.

- 6.10 Respondents living on the encampments were satisfied with the locations of the encampments but stressed how much they were in need of an authorised site with full amenities. The respondents' preference was for any future site to be owned and managed by the Local Authority and ideally any new site would be in the Swansea Vale/ Llansamlet area. The respondents would like to live on a prospective new site only with members of their extended family. They did not want a new site to have any transit pitches as they felt "others passing through" would not "look after the site in the same way as permanent residents". Similarly to the families living on the unauthorised & tolerated site, the families living on encampments have lived in and around the Llansamlet area for the past 20 years and considered this area to be their home.
- 6.11 The respondents on Site no1 are members of one extended family who have owned the land for over 25 years. The respondents may need to expand the site in the future but said they did not have any plans for that in the next 5 years. The respondents stressed they are fully integrated into the local community, their children attend the local schools, they all use local facilities and subsequently, they have no intention of moving from this site.
- 6.12 Attempts were made to contact the six known respondents living in bricks & mortar accommodation. However, only two households responded (one household previously said they did not want to be contacted by the Council to undertake the Assessment). Full assessments were not completed at the request of the respondents as they wanted to continue living in bricks & mortar accommodation and had no intention of returning to a site in the next 5 years. Therefore, it was agreed they did not have any current accommodation needs.
- 6.13 There were four Travelling Showpeople sites identified, and households from three of these sites undertook the Assessment. One site is temporarily leased from the Council and the households living there wanted to know how to enquire about purchasing the land and/or other land. Another site is owned and the households living there did not have any accommodation needs at present but may look to expand the site in the future. Again, they fully intend purchasing their own land. Respondents from the third site said they were privately leasing and were soon moving permanently out of the Swansea area. It was mutually agreed that there was no need to complete a full assessment at this time.

7. Gypsy and Travelling Community Accommodation Need

Results

7.1 Following the Assessment, the tables below illustrate both the current accommodation need and the accommodation need over the next 5 years.

Fig.18: Authorised, Unauthorised & Tolerated, Private Sites, Encampments & Bricks and Mortar Information

Site Address	Site Type	Adults	Children	Total Number of Households	No. of Caravans/ Trailers	Current Pitch Requirement	Additional Pitch Requirement in 5yrs
Ty Gwyn, Llansamlet	Council	10	27	7	14	0	7
Swansea Vale (Park & Ride), Llansamlet	Unauthorised (Tolerated)	8	19	7	8	7	2
Mill Stream Way, Llansamlet	Encampment	4	16	3	5	3	3
Olympus Court, Llansamlet	Encampment	2	6	1	5	1	4
Site no1	Private	14	14	7	13	0	0
Site no2	Private	8	3	4	0	0	4
Various	Bricks & Mortar ¹²	7 (+3)	8 (+4)	4 (+2)	0	0	0
Total		53 (+3)	93 (+4)	33 (+2)	45	11	20

¹²Figures in brackets relate to 2 separate G&TC households known to the Council but who declined to take part in the Assessment

Fig.19: Travelling Showmen Community Sites

Site Address	Site Type	Adults	Children	Households	No. of Caravans/ Trailers	Current Pitch Requirement	Additional Pitch Requirement in 5 years
Site no4	Temporary Lease	9	8	5	10	0	6
Adjacent to Site no4	Private	-	-	-	-	-	-
Site no3	Private	3	0	1	3	0	2
Site no5	Leased	4	-	2	-	-	-
Total		16	8	8	13	0	8

The following are a list of definitions for fig.18 & fig.19

Current Pitch Requirement

The figure for the current pitch requirement if a new site was developed immediately

Additional Pitch Requirement

The figure for the potential future pitch requirement is if a site was developed in 5 years time. This incorporates the existing need and all children listed in the above table that will be aged 18+ in the next 5 years. Traditionally, children marry fairly young within the culture, hence the base age being set at 18.

No. of Caravans/ Trailers

The most recent official Caravan Count was undertaken in January 2013 and the total figure was 29. However, new private sites have come to light since then, hence the current figure being higher.

Households

The number of separate households living on the respective sites/ and or other accommodation. Each household will require one pitch.

8. Conclusions

- 8.1 There are several known Gypsy & Travelling Community groups in the City & County of Swansea.
- 8.2 There are some issues concerning the supply of accommodation for those households who have a current need for pitch requirement. However, The Council is currently in the process of identifying suitable site provision to cater for the identified need within the County.
- 8.3 There is a high level of satisfaction with the authorised Local Authority site.
- 8.4 **There is evidence of an immediate need for 11 pitches in the Swansea area**
- 8.5 There is evidence of a potential need of up to 28 additional pitches in the Swansea area for the period 2013-2018 (***see Appendix 1 for detailed calculations and Figures 18 and 19 for a summary of the data***).
- 8.6 The potential additional 28 pitches include;
- 4 pitches planned for the private site recently granted temporary planning permission.
 - 8 separate households from the Travelling Showmen Community on the assumption that all children listed in the Assessment aged 18+ in the next 5 years marry and form their own separate households. However, this community's preference is to own their own site and they are highly unlikely to move onto sites with non Travelling Showmen families.
 - 16 additional households if all children listed in the Assessment living on the Authorised, Unauthorised & Tolerated Sites and Encampments aged 18+ in the next 5 years marry and form their own separate households.

**Gypsy and Traveller
Accommodation Needs Assessment
City & County of Swansea**

***GYPSIES / TRAVELLERS LIVING ON AUTHORISED &
UNAUTHORISED SITES***

SITE NAME OR LOCATION.....

ESTIMATE SIZE OF PITCH(ES):

NUMBER OF CARAVANS/TRAILERS ON PITCH(ES):

ESTIMATE OF CARAVAN/TRAILER(S) SIZE:

NAME OF INTERVIEWER:

DATE:

A YOUR FAMILY

A1. Please give the age, sex and relationship to you of all people in your family currently living with you (NAMES ARE NOT REQUIRED).

Relationship to respondent	Age	Sex Male/female
Person 1 (respondent).....	<input type="text"/>
Person 2 _____	<input type="text"/>
Person 3 _____	<input type="text"/>
Person 4 _____	<input type="text"/>
Person 5 _____	<input type="text"/>
Person 6 _____	<input type="text"/>
Person 7 _____	<input type="text"/>
Person 8 _____	<input type="text"/>

Person 9 _____

Person 10 _____

Person 11 _____

A2. How many couples are there?

couple(s)

A3. How many trailers do you have?

number of trailers

A4. How many beds does your home have?

A5. Is this enough space for your family?

Yes
No.....
<Don't know>.....

A6. How many more trailers do you need?

A7. How many cars or vans are owned, or available for use, by one or more members of your family?

None.....
One.....
Two.....

Three or more.....

A8. Are any of these currently in disrepair?

Yes

No.....

If 'Yes' please describe below:-

A9. Are you or any other family member able to carry out these repairs?

Yes, can do it on our own

No, we need help.....

A10. What help do you need?

Tools / equipment

Training / skills.....

Other

WRITE ANSWER

B SITE AND ACCOMMODATION

B1. How long have you lived at this location?

- Less than 1 month
- 1 – 3 months
- 4 – 6 months
- 7 – 12 months
- 1 – 2 years
- 3 – 5 years
- More than 5 years

B2. How long do you expect to remain living here?

- Les than 1 month
- 1 – 3 months
- 4 – 6 months
- 7 – 12 months
- 1 – 2 years
- 3 – 5 years
- More than 5 years
- Do not intend to move
- <Don't know>

B3. Where will you move to, do you think?

- In the Swansea area
- Another County
- <Don't know>
- <refused>

[PROMPT: IF RESPONDENT IS UNSURE OF COUNTIES, WRITE IN NEAREST TOWN]

B4 What type of accommodation do you think this will be?

- Local Authority managed permanent site
- Permanent private site (owned by you)
- Permanent private site (owned by other)
- Unauthorised temporary / transit sites
- Authorised temporary / transit sites

B5. Is this your main home?

- Yes
- No

B6 If no, where is your main home?

- In the Swansea area
- Another County

- Do not have a main site of residence
- <Don't know>
- <refused>

B7. How did you find the site? (TICK AS MANY AS APPLY)

- Through a friend or relative
- Word of mouth
- Previous use
- Council information
- <Other>

WRITE ANSWER

B8. How easy or difficult was it to find this current site?

- Very easy
- Easy
- Neither easy nor difficult
- Difficult
- Very difficult

B9. Why do you say that?

WRITE IN ANSWER

B10. Would you like more help in finding suitable sites?

Yes.....
No.....

B11. If yes, how? (TICK AS MANY AS APPLY)

From Council Gypsy/Traveller liaison officer.....
From Gypsy Council
From Education Services.....
From Health Services
From Citizens Advice Bureau.....
From amenity signs
From onsite notice boards
<Other>
<Please state>: _____

B12. Considering your current site, do you need the following services or facilities?

- | | Need | Do not Need |
|--|------|-------------|
| a) Rubbish collection..... | | |
| b) Water supply..... | | |
| c) Electricity supply..... | | |
| d) Gas supply | | |
| e) Your own washing machine..... | | |
| f) Shared washing machine | | |
| g) Hard surfaces for caravans etc..... | | |
| h) Your own telephone..... | | |
| i) Public telephone | | |
| j) Private toilet..... | | |
| k) Public toilet | | |
| l) Private showers | | |
| m) Public showers. | | |
| n) Site management | | |
| o) Internet access..... | | |
| p) Recycling..... | | |

B13. Are there any other services or facilities you have not got, but would like? WRITE IN

B14. Does the site have problems with pests or infestations?

Yes
No.....

IF YES, WRITE IN DETAILS OF PROBLEM

B15. Do you receive post on this site?

Yes
No.....
<Don't know>.....

**B16. Is security on site an issue?
[PROMPTS: Do you feel safe here?]**

Yes
No.....

**B17. IF YES:
How is it an issue? What are the main problems? (PROMPTS: traffic, child safety, burglary)**

B18. Does the site suffer from noisy or dangerous traffic?

Yes
No.....

B19. How satisfied are you with the site on which you are currently living?

Very satisfied
Satisfied
Neither satisfied nor dissatisfied.....
Dissatisfied
Very dissatisfied.....

**B20. What's good about living here?
WRITE ANSWER**

B22. What animals are you allowed to keep here?

Dogs
Horses
Chickens
<Other>.....

WRITE IN

B23. Are there any other site restrictions or regulations that you don't like? WRITE ANSWER

B24. Are you looking for alternative accommodation in this area?

Yes
No.....
<Don't know>.....

B25. Have you stopped on other council sites in South Wales?

Yes
No.....
<Don't know>.....

B26. Does your home suffer from problems with any of the following?

Structural stability
Disrepair
Dampness
Lighting
Heating
Ventilation
Water supply.....
Food preparation
Toilet / sewage disposal.....
Bath / shower.....
Drainage
None of the above
<Other>

WRITE IN ANSWER

B27. Have you ever lived in a house?

Yes
No.....

B28. IF YES:

Why did you move into a house? Why did you leave? WRITE ANSWER

B29. Would you live in a house if you had the chance?

Yes
No.....
<Don't know>.....

B30. Do you think residential pitches should be combined with transit pitches on the same site?

Yes
No.....
<Don't know>.....

C LOCAL SERVICES, INFORMATION AND ADVICE

C1. Do you or your family use the following local services?

- | | Use | Don't use |
|---------------------------------------|-----|-----------|
| a) Local shops..... | | |
| b) Post Office | | |
| c) Banking facilities | | |
| d) Leisure facilities..... | | |
| e) Parks & children's play areas..... | | |
| f) Public transport | | |
| g) Adult education courses | | |

C2. FOR ANY SERVICES NOT USED, ASK: Why don't you use this service? [PROMPTS: Are you aware of any in the area? Is it difficult to access? How could it be improved?]

ANSWER.	
---------	--

C3. Have you or your family used any of the following council services?

Use

Don't use

- a) Gypsy/Traveller liaison officer.....
- b) Local housing department
- c) Local planning department
- d) Social Services.....
- e) Education Services.....

C4. FOR ANY SERVICES NOT USED, ASK: Why don't you use this service? [PROMPTS: Are you aware of any in the area? Is it difficult to access/contact? Do you need help accessing it? How could it be improved?]

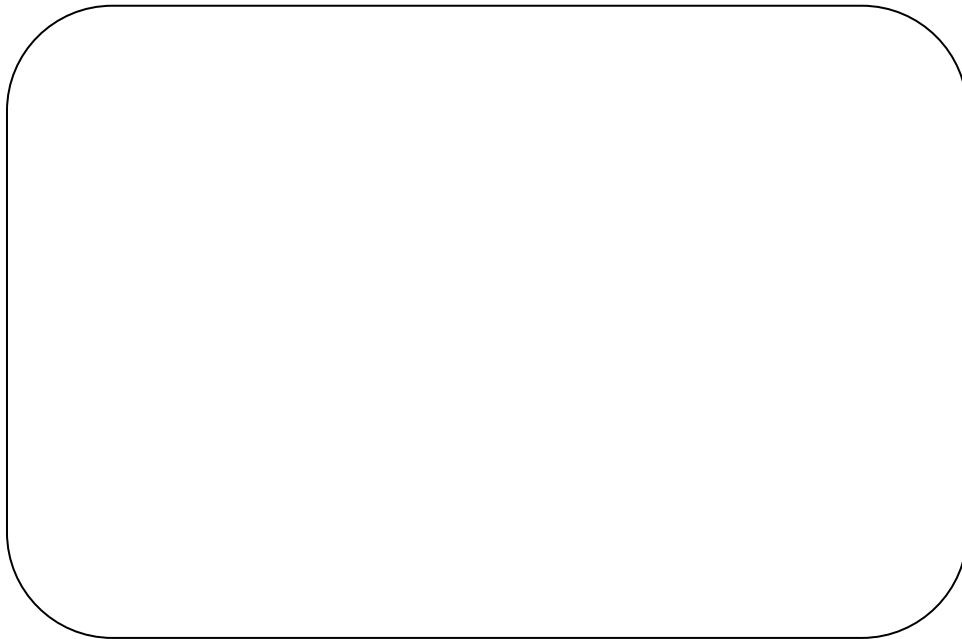
	ANSWER

C7. Have you ever been discriminated against when trying to access services?

Yes.....

No.....

C8. IF YES: What service was this? How did it happen? WRITE ANSWER



C9. Have you ever been a victim of racism, crime or bullying because of who you are?

Yes

No.....

D TRAVELLING

D1. How many times have you travelled in the past 12 months? (IF NONE, ENTER '0' AND PROCEED TO D18)

number of times travelled

D2. In what time of year did you travel?

- Seasons
- Spring
 - Summer
 - Autumn
 - Winter

D3. Is this your usual travelling pattern?

- Yes
- No
- Don't follow a pattern

**D4. If no:
How is it different?**

D5. Who do you normally travel with?

- By yourself
- Your immediate family.....
- Other family members.....
- Other families.....
- Friends.....
- Different every time.....
- <Other>.....
- <Please state>.....

D6. How many tourers do you normally travel with?

number of tourers

D7. When you travel do you get to keep this pitch?

- Yes
- No
- <Don't know>.....
- <Not applicable

D8. What are the five areas in which you last travelled?

a) Which counties?.....

b) If in Swansea, which area?

c) For each, please state the length of time you have travelled in that area:

Length of time in area.....

PROMPT: IF RESPONDENT IS UNSURE: **d) Where do you remember staying? (WRITE IN UP TO FIVE AREAS / NEARBY TOWNS AND LENGTH OF TIME THERE)**

D9. On average how far do you travel between sites?

- 0 – 20 miles
- 21 – 30 miles
- 31 – 50 miles
- 51 – 80 miles
- 81 – 100 miles
- More than 100 miles
- Varies
- <Don't know>.....

D10. What are your main reasons for travelling? [PROMPTS: Culture, work, seeing family]

WRITE ANSWER

D11. What types of site did you stay on in the last year? (TICK AS MANY AS APPLY)

- Self-owned with planning permission
- Self-owned without planning permission
- Self-owned with planning permission applied for.....
- Local authority / council
- Other landlord (housing association private).....
- Unauthorised
- <Other>
- <Please state>

D12. How long were you at the last site?

- Less than 1 month
- 1 – 3 months.....
- 4 – 6 months.....
- 7 – 12 months.....
- 1 – 2 years.....
- 3 – 5 years.....
- More than 5 years.....

D13. Why did you leave?

WRITE ANSWER [Prompts: eviction, employment]

D14. Have you been evicted or moved or from a site in the past year?

- Yes
- No.....

IF YES:

D15. What were the circumstances?

WRITE ANSWER

D16. Do you foresee a time when you will stop travelling?

- Yes
- No.....
- Have stopped travelling.....
- <Don't know>.....

D17. If yes, when?

- Within the next 12 months
- In 1 – 2 years
- In 2 – 5 years
- In 5 – 10 years
- Over 10 years

D18. What are the main reasons you would or have already stopped travelling? (TICK AS MANY AS APPLY)

- Age
- Health and/or support needs.....
- Employment
- Education
- Safety
- Harassment
- Want to move to permanent accommodation
- Lack of transit sites
- Restrictions on spending time away from preferred site
- Relationship breakdown
- <Other>

D19. Of the reasons you have given (IN D18) which is the single most important reason why you would or have already stopped travelling?

.....

.....

.....

E ACCOMMODATION PROVISION

E1. Do you think there is sufficient accommodation for Gypsies and Travellers in Swansea?

Yes
 No.....
 <Don't know>.....

E2. What else is needed?

WRITE IN

E3. Which of the following do you feel are as a barrier to accessing sites? (TICK AS MANY AS APPLY)

Cost
 Getting planning permission
 Finding suitable land.....
 Limited size of existing sites
 Distance from local facilities eg post office
 Distance from schools
 Distance from doctors, dentist, hospital
 None
 <Other>
 <Please state>: _____

E4. Have you tried to purchase land in Swansea?

Yes
 No.....

E5. Have you had any involvement with a local planning department in Swansea?

Yes
 No.....

E6. IF YES: Please explain (Prompts: What were the circumstances? How well did the process work? What was the outcome?)

E7. Was permission granted, with or without an appeal?

Yes
 No.....
 Waiting for decision

E8. Do you need or would you like assistance with the process?

Yes
 No.....

E9. What type of accommodation would you LIKE to live in and would you EXPECT to live in if you were to stop travelling?

	Like	Expect
Self owned site with planning permission		
Self owned site without planning permission		
Gypsy/Traveller owned		
District council site		
County Council site		
Other landlord (housing association, private) site		
Unauthorised site		
Self owned house		
Council or housing association rented house.....		
Private landlord rented house		
<Other>		
<Please state>:		

E10. IF EXPECT TO LIVE ON A SITE where would you LIKE to live and where would you EXPECT to live?

	Like	Expect
County	<input type="checkbox"/>	<input type="checkbox"/>
If in Swansea which area?	<input type="checkbox"/>	<input type="checkbox"/>

E11. Which of the following facilities will you require?

- Rubbish collection.....
- Water supply.....
- Electricity supply
- Gas supply.....
- Your own washing machine
- Shared washing machine.....
- Hard standing for caravans.....
- Your own telephone
- Public telephone
- Private showers
- Public showers.....
- Site management.....
- Internet access
- Recycling
- <Other>
- <Please state>:

E12. Would you require commercial space by your pitch? [PROMPT: space to park a working vehicle/van]

Yes

No.....

<Don't know>.....

E13. If you were to stop travelling, where would you LIKE to live and where would you EXPECT to live?

	Like	Expect
County	<input type="checkbox"/>	<input type="checkbox"/>
If in Swansea, which area?	<input type="checkbox"/>	<input type="checkbox"/>

E14. If you were to continue travelling, what would be the main area you would LIKE to live and where would you EXPECT to live next?

	Like	Expect
County	<input type="checkbox"/>	<input type="checkbox"/>
If in Swansea, which area?	<input type="checkbox"/>	<input type="checkbox"/>

F YOUR FAMILY'S FUTURE REQUIREMENTS

F1. Will any of the other people in your family need and/or are they likely to move to their own separate home within the next five years? (E.g., son or daughter, a parent, etc)

Yes
 No
 <Don't know>.....

F2. How many separate homes will be needed?

homes

FOR F3 FILL OUT A SEPARATE COLUMN FOR EACH FAMILY MEMBER ('FM') WHO WILL NEED A NEW HOME

F3. When will they need separate accommodation?

FM1 FM2 FM3

Now
 Within a year.....
 In 1 to 2 years.....
 In 2 to 5 years.....

IF MORE THAN ONE PERSON IN THE FAMILY NEEDS AND/OR ARE LIKELY TO MOVE TO THEIR OWN ACCOMMODATION IN THE NEXT 5 YEARS, PLEASE NOW ASK ABOUT THE PERSON WHO WILL NEED THEIR OWN ACCOMMODATION/ARE LIKELY TO MOVE FIRST.

F4. What is their relationship to head of family?

Son/daughter
 Parent/grandparent.....
 Other relative
 Friend
 <Other>

F5. Are they...

Single adult(s) without children
 Single adult(s) with, or expecting child(ren)
 Couple without children.....
 Couple with, or expecting child(ren)
 <Other>

F6. Will they be setting up home with anyone not currently living in your family?

Yes
 No.....
 <Don't know>.....

F7. Where do you think they would LIKE to live and where would you EXPECT them to live?

	Like	Expect
County	<input type="checkbox"/>	<input type="checkbox"/>
If in Swansea, which area?	<input type="checkbox"/>	<input type="checkbox"/>

F8. What type of accommodation do you think they would LIKE to live in and what type would they EXPECT to live in?

	Like	Expect
Self owned site with planning permission		
Self owned site without planning permission		
Gypsy/Traveller owned		
District council site		
County Council site		
Other landlord (housing association, private) site		
Unauthorised site.....		
Self owned house		
Council or housing association rented house.....		
Private landlord rented house		
<Other>		

WRITE IN

G FURTHER INFORMATION

G1. Have you experienced any harassment in the last year?

- Yes – from local people
- Yes – from other Gypsies or Travellers.....
- Yes – from local authority service providers....
- Yes – from other authorities incl. police
- No.....

G2. How would you describe you and your partner's ethnic origin?

a) Self b) Partner

- Romany
- English Traveller
- Irish Traveller
- Scottish Traveller
- Welsh Traveller.....
- Traveller.....
- Gypsy
- New Traveller.....
- Any other background.....
- <No partner>
- <Refused>.....

G3. Would you feel comfortable living close to other Gypsies and Travellers who might be different to your own?

- Yes
- No.....
- <Don't know>.....

H FURTHER RESEARCH

Swansea Council may wish to consult with Gypsies and Travellers in the future to ensure that they are kept informed of issues facing Gypsies and Travellers. Would you be willing to be involved in this?

Please note, this page will be separated from the questionnaire so no one will be able to identify your contact details.

IF YES, PLEASE ENTER CONTACT DETAILS:

Name: _____

Tel no: _____

E-mail: _____

Contact address (if applicable) _____

If yes, where would you prefer this to take place? (TICK AS MANY AS APPLY)

- On current site
- In Council offices
- In a community/leisure centre
- In a Church hall.....
- <Other>
- <Please state>: _____

**Thank you very much for
your time**