

# Gypsy & Traveller Accommodation Assessment 2015



# Contents

	Page
Definition of Key Terms	3
1 – Introduction	6
2 – Policy Context	7
3 – Background and Analysis of Existing Data	10
4 – Methodology	17
5 – Survey Findings	22
6 – Assessing Accommodation Needs	29
7 – Conclusions and Recommendations	33
Appendices	34

## Definition of key terms

Definitions of key terms and concepts in this guidance

Gypsies and Travellers	<p>(a) Persons of a nomadic habit of life, whatever their race or origin, including;</p> <p>(1) Persons, who, on grounds only of their own or their family's or dependents educational or health needs or old age, have ceased to travel temporarily or permanently, and</p> <p>(2) Members of an organised group of travelling show people or circus people (whether or not travelling together as such); and</p> <p>(b) All other persons with a cultural tradition of nomadism or of living in a mobile home.</p> <p>Source: Section 108, Housing (Wales) Act 2014</p>
Residential site	<p>A permanent residential site can be privately owned or owned by the Local Authority. This site will be designated for use as a Gypsy and Traveller site indefinitely. Residents on these sites can expect to occupy their pitches for as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013.</p> <p>Working space may also be provided on, or near, sites for activities carried out by community members.</p>
Temporary Residential Site	<p>These sites are residential sites which only have planning permission or a site licence for a limited period. Residents on these sites can expect to occupy their pitches for the duration of the planning permission or site licence (or as long as they abide by the terms of their pitch agreements, under the Mobile Homes (Wales) Act 2013 – whichever is sooner).</p>
Transit site	<p>Transit sites are permanent facilities designed for temporary use by occupiers. These sites must be designated as such and provide a route for Gypsies and Travellers to maintain a nomadic way of life. Individual occupiers are permitted to reside on the site for a maximum of 3 months at a time.</p> <p>Specific terms under the Mobile Homes (Wales) Act 2013 apply on these sites. Working space may also be provided on, or near, sites for activities carried out by community members.</p>
Residential pitch	<p>Land on a mobile home site where occupiers are</p>

	entitled to station their mobile homes indefinitely (unless stated in their pitch agreement). Typically includes an amenity block, space for a static caravan and parking.
Transit pitch	Land on a mobile home site where occupiers are entitled to station their mobile homes for a maximum of 3 months. Transit pitches can exist on permanent residential sites, however, this is not recommended.
Unauthorised encampment	Land occupied without the permission of the owner or without the correct land use planning permission. Encampments may be tolerated by the Local Authority, whilst alternative sites are developed.
Unauthorised development	Land occupied by the owner without the necessary land use planning permission.
Current residential supply	The number of authorised pitches which are available and occupied within the Local Authority or partnership area. This includes pitches on Local Authority or private sites.
Current residential demand	Those with a need for authorised pitches for a range of reasons, including; <ul style="list-style-type: none"> <li>• An inability to secure an authorised pitch leading to occupation of unauthorised encampments;</li> <li>• An inability to secure correct planning permission for an unauthorised development;</li> <li>• Households living in overcrowded conditions and want a pitch;</li> <li>• Households in conventional housing demonstrating cultural aversion;</li> <li>• New households expected to arrive from elsewhere.</li> </ul>
Future residential demand	The expected level of new household formation which will generate additional demand within the 5 year period of the accommodation assessment and longer LDP period.
Overall residential pitch need	The ultimate calculation of unmet accommodation need, which must be identified through the Gypsy & Traveller accommodation assessment process. This figure can be found by adding the immediate need to the future residential demand. The overall residential need will capture the needs across the 5 year period within which the accommodation assessment is considered to be robust.
Planned residential pitch supply	The number of authorised pitches which are vacant and available to rent on Local Authority or private sites. It also includes pitches which will be vacated in the near future by households moving to conventional housing or in other circumstances. Additional pitches which are due to open on private sites likely to achieve planning

	permission shortly should be included as planned residential supply.
Household	In this guidance this refers to individuals from the same family who live together on a single pitch/ house/ encampment
Concealed or 'doubled up' household	This refers to households which are unable to achieve their own authorised accommodation and are instead living within authorised accommodation (houses or pitches) assigned to another household. This may include adult children who have been unable to move home or different households occupying a single pitch.
Household growth	In this guidance household growth is defined by the number of new households arising from households which are already accommodated in the area.
The Guidance	Undertaking Gypsy and Traveller Accommodation Assessments which was produced by Welsh Government in May 2015. The aim of the Guidance is to assist Local Authorities in discharging their duties under Part 3 of the Housing (Wales) Act 2014 and was published under section 106 of the 2014 Act.

# 1. Introduction

- 1.1 The Housing (Wales) Act 2014 requires Local Authorities to carry out an assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area and to make provision for sites where the assessment identifies an unmet need for mobile home pitches.
- 1.2 This Gypsy and Traveller Accommodation Assessment (GTAA) was conducted in accordance with the statutory Welsh Government guidance; namely Undertaking Gypsy and Traveller Accommodation Assessments (the Guidance), which was produced in May 2015. The aim of the Guidance is to assist Local Authorities in discharging their duties under Part 3 of the Housing (Wales) Act 2014 and was published under section 106 of the 2014 Act.
- 1.3 The aim of this GTAA is to quantify the accommodation needs of Gypsies and Travellers in terms of residential and transit pitches for the next five years. This time frame is required under Section 101 of the Housing (Wales) Act 2014.
- 1.4 The GTAA was undertaken by the City & County of Swansea's Housing & Public Protection Service.
- 1.5 The GTAA sets out how the assessment was carried out and the summary of consultations undertaken in connection with the assessment, including responses received. All identified families of Gypsy and Traveller ethnicity living in the City & County of Swansea were given the opportunity to take part in the process.
- 1.7 Upon completion, the GTAA will be submitted to the Welsh Government for approval. Once approved, the City & County of Swansea will publish the GTAA on its website and provide feedback to the participants in the survey to ensure they understand how their views were included, represented and what the next steps will be.

## 2. Policy Context

### Legislation and Guidance

- 2.1 Under the measures introduced in Part 3 of the Housing (Wales) Act 2014, Local Authorities are required to “*carry out an assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area*”.
- 2.2 For the purposes of the 2014 Act, Gypsies and Travellers are defined as;
- (a) *persons of a nomadic habit of life, whatever their race or origin, including –*
- (i) *persons who, on grounds only of their own or their family’s or dependent’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), and*
- (b) *all other persons with a cultural tradition of nomadism or of living in a mobile home*
- 2.3 The Housing (Wales) Act 2014 imposes a duty on local housing authorities to meet assessed needs (s.103). The new duty requires the Council to use its powers under the Mobile Homes (Wales) Act 2013 (s.56) to provide sites for mobile homes for Gypsies and Travellers where its most recent accommodation needs assessment (as approved by WG) identifies site provision is inadequate in its area.
- 2.4 In 2007 the Welsh Assembly Government Circular C30/07 Planning for Gypsy and Traveller Caravan Sites (WAG, 2007) strengthened the requirement that Local Authorities identify and make provision for appropriate sites in their local plans. It also places a new emphasis on consulting Gypsies and Travellers, their representative bodies and local support groups in the planning process. Ultimately, the GTAA informs the preparation of both Local Housing Market Assessments (LHMAs) and Local Development Plans (LDPs) by the individual local planning authorities
- 2.5 In 1991, the Welsh Office Circular 78/91 Travelling Showpeople provided advice to Local Authorities about planning considerations relating to Travelling Showpeople. The Circular recognises that although Travelling Showpeople are of a peripatetic nature they nevertheless require secure, permanent bases for the storage of their equipment and more particularly for residential purposes. Such bases are most intensively occupied during the winter; hence they are traditionally referred to as “Winter Quarters”. Increasingly, Showpeople’s quarters need to be occupied by some members of the family on a permanent basis; older family members will stay on for most of the year

and there are plainly advantages in children living there all year to benefit from uninterrupted education.

- 2.6 Other legislation relevant to Gypsies and Travellers include the provisions of the European Convention for Human Rights, particularly Article 8 (the right to respect for family life, the home and correspondence) and Article 14 (prohibition of discrimination) which have been incorporated into UK legislation by the Human Rights Act 1998. Gypsies and Travellers are also protected by the provisions of the Equality Act 2010 which places a public sector authority duty on local authorities to have due regard to the need to eliminate discrimination, harassment or other conduct prohibited under the Act and to advance equality of opportunity.
- 2.7 The Welsh Government's Gypsy and Traveller Framework for Action, *Travelling to a Better Future* (2011) sets out a vision for culturally appropriate accommodation for these communities. The Welsh Government is seeking to ensure a wide choice of accommodation type is available to meet the needs of all members of the community. It is reflective of their commitment to ensure quality of opportunity for all sections of the community and in this instance, Gypsies and Travellers, should have the same access to culturally appropriate accommodation as all other members of the community.
- 2.8 The Welsh Government produced two non - statutory guidance documents in May 2015; *Designing Gypsy and Traveller Sites* and *Managing Gypsy and Traveller Sites*. These documents should be used in conjunction with each other and are intended to help Local Authorities in providing appropriate services at reasonable cost to the public purse for Gypsies and Travellers living on residential sites in Wales.

## **Local Development Plan Policies**

### **Site specific allocations**

- 2.9 Suitable site provision will be defined within the deposit Local Development Plan (LDP). This document is currently being finalised for public consultation.

### **Criteria based policies**

- 2.10 The adopted Unitary Development Plan (UDP) contains a criteria based policy for the determination of any planning applications for a site. The deposit LDP will also contain a criteria based policy consistent with the provisions of Welsh Government Circular 30/2007 and other appropriate guidance. This will provide the policy context for the determination of any planning applications that might be submitted for the development of further sites within the City & County of Swansea up to 2025.



## **Rural exception policies**

2.11 In order to be consistent with the provisions of Circular 30/2007 it is envisaged that the LDP, once established, will provide a policy context for the determination of any planning applications made for sites on the outskirts of built-up areas and in rural or semi-rural settings.

### **3. Background and Analysis of Existing Data**

#### **Previous Gypsy and Traveller Accommodation Assessment findings**

- 3.1 The previous City & County of Swansea GTAA was undertaken in 2013 and identified forty three Gypsy and Traveller households living in Swansea, who were all given the opportunity to take part. Of these, thirty two households completed surveys with the remaining eleven households either declining or not responding to attempts to engage with them.
- 3.2 The 2013 GTAA indicated an immediate need for ten pitches and estimated a potential of up to twenty five pitches over the following five years. However, the latter figure was construed by Welsh Government as not a definitive estimate as it relied on all community members who turned eighteen years of age by 2018, starting their own households. It is anticipated that this GTAA will have more robust and definitive figures in accordance with the aforementioned guidance produced by Welsh Government in May 2015.
- 3.3 At the time of writing, of the ten Gypsy and Traveller families that were determined to have an immediate need in 2013, three no longer reside within the boundaries of the City & County of Swansea. The remaining seven families are still resident on an Unauthorised Encampment they have occupied for several years. This Unauthorised Encampment is on land occupied without the permission of the owner or without the correct land use planning permission and is tolerated by the Local Authority. Subsequently, it is commonly known as the 'Tolerated Site'.
- 3.4 In March 2010, the City & County of Swansea's Cabinet resolved to start the search for a new site(s). In order to engage Members on a cross party basis, a Member led Task & Finish Group was formed to work with a multi-disciplinary group of officers in applying agreed criteria as part of a sifting process.
- 3.5 A report, detailing the site search process, was considered by Council on October 21<sup>st</sup>, 2013.
- 3.6 Since February 2014, a series of special meetings of the Scrutiny Programme Committee were held to review the process adopted to date in the search for Gypsy and Traveller site provision and to identify any learning points as appropriate and recommended any changes for the future.
- 3.7 The final report for the Scrutiny of Gypsy and Traveller Site Search Process was presented at a Special Scrutiny Programme Committee meeting held on February 4<sup>th</sup>, 2016.

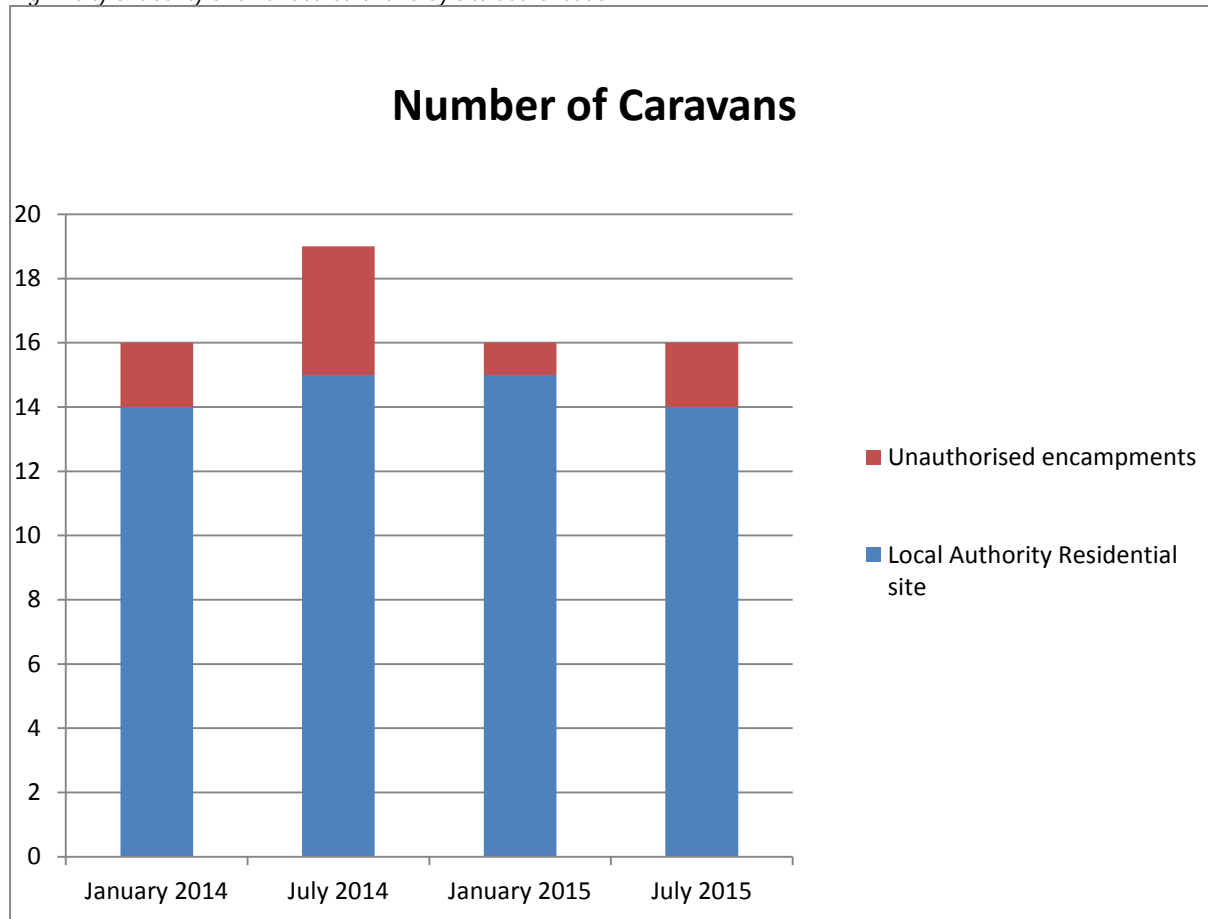
## Population Data

- 3.10 The Traveller Education Service, which has developed very strong links with the Gypsy and Traveller communities in Swansea, provided invaluable information for the GTAA. The Traveller Education Project Worker provided a data list of all families the service were currently working with/ knew were currently resident in Swansea. The Traveller Education Project Worker also acted as a conduit in order for the Housing Service to access and interview several members of the Gypsy and Traveller Community that otherwise may not have engaged with the process.
- 3.11 The Census 2011 recorded 239,023 *usual residents* of the City & County of Swansea. Of these, eighty five were of Gypsy or Irish Traveller ethnicity. These figures conflict with the GTAA 2015 which recorded one hundred and thirty five adults and children being of Gypsy & Irish Traveller ethnicity. The difference in figures could be attributed to community members not revealing their ethnicity in the Census, some community members not being present in Swansea when the Census took place or members of the community not identifying (themselves) as either Gypsy or Traveller.
- 3.12 The City & County of Swansea's Housing register did not provide any information regarding any additional community members other than those already known to the Housing Service.
- 3.13 Swansea's three main Registered Social Landlords (RSLs) were contacted to establish if they kept a record of any members of the Gypsy & Traveller Community that use their Housing Services. However, all three RSLs stated that although they do record ethnicity of everyone that uses their services, they do not have a specific category for Gypsy and Travellers. Therefore, they were unable to provide any information as to whether any of their current tenants were members of the Gypsy and Traveller Community.
- 3.14 The Health Board were unable to provide any additional information regarding members of the Gypsy and Traveller Community that had already been established. The Health Board were aware of several members of the Gypsy and Traveller Community but these members had already been identified and notified of the GTAA by the Council's Traveller Education Project Worker.

## Caravan Count

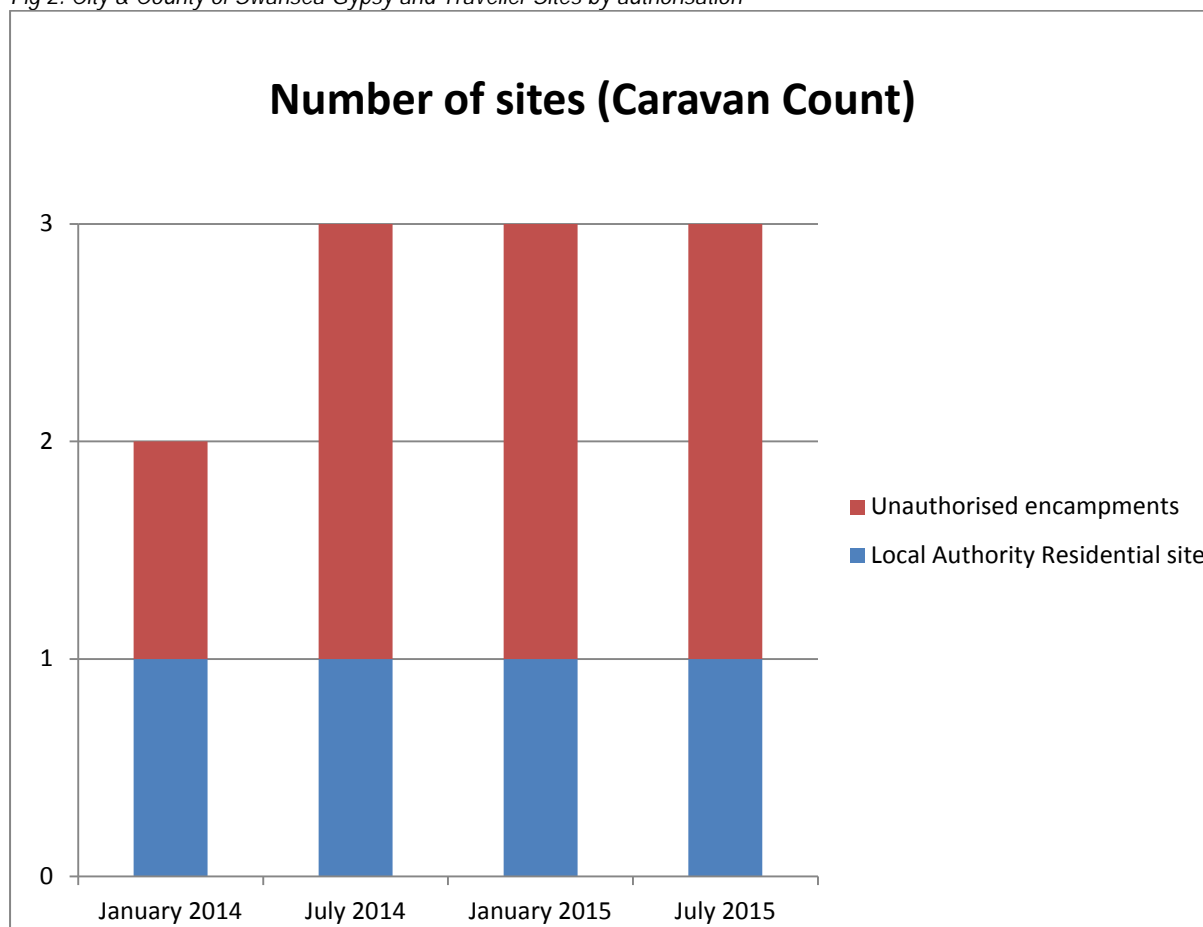
3.15 There have been four Caravan Counts since the previous GTAA was undertaken in 2013. A consistent pattern emerged during this period, with no real increase or decrease in either the total number of caravans in use by the Gypsy and Traveller Community in City and County of Swansea.

Fig 1: City & County of Swansea caravans by site authorisation



3.16 Fig 1 demonstrates the number of caravans recorded on the Local Authority Residential site and Unauthorised Encampments in the City & County of Swansea. As the graph shows, the figures have more or less remained the same since 2013, with 14 or 15 caravans at the Local Authority Residential Site and between 16 and 19 on the Unauthorised Encampments.

Fig 2: City & County of Swansea Gypsy and Traveller Sites by authorisation



3.17 Fig 2 demonstrates the number of Local Authority Residential Sites and Unauthorised Encampments City & County of Swansea. The figures are consistent over the period with one Local Authority Residential Site and one long term Unauthorised Encampment (Tolerated Site) in the area. The two additional Unauthorised Encampments (in July 2014 & 2015) are exclusively one extended family whose presence coincided with the Caravan Count. However, this family were no longer in the area when the GTAA took place.

### Current accommodation provision

#### Local Authority Residential Site

3.18 There is one Local Authority owned residential site in the City & County of Swansea. It is situated at Ty Gwyn, Llansamlet and has seven permanent pitches which were all occupied when the GTAA was undertaken.

#### Private Residential Sites

3.19 There are three privately owned residential sites in the City & County of Swansea that have planning permission. All are exclusively occupied by the respective owners' extended families.

- 3.20 One of these private sites has six plots and is fully occupied by the members of the land owner's extended family. Although the occupants have taken part in this and the previous GTAA, they have never been included in the official Caravan Count. Although the site has six pitches, there is no turnover of occupancy as the pitches are exclusively limited to family members.
- 3.21 The other two private residential sites are on land owned by members of the Showpeople community and are also occupied by their respective family members. Consequently, there is no turnover of occupancy. These two sites have also never been included in the official Caravan Count. Both sites house three separate households and only one household declined to take part in the GTAA.
- 3.22 On the 3<sup>rd</sup> of May 2013, a land owner was awarded personal and temporary permission for a private residential site but with specific conditions;
- Restricted occupation to only Gypsies and Travellers (the eight persons are specifically named) and their resident dependents
  - Restricted their occupation of the land to a max of four years from the decision date 3<sup>rd</sup> May 2013 with all structures, mobile homes, etc to be removed within one month of this cessation date
  - No more than four pitches and no more than two caravans on each. No commercial activities to take place including storage of materials
  - A number of conditions were to be met before occupation including landscaping and drainage.
- 3.23 Several attempts to contact the land owner (above) to take part in the GTAA proved unsuccessful. The land has not been considered as part of the current or future residential pitch supply, in accordance with S.147 of the Guidance;

*147. Similarly, if authorised sites only have temporary planning permission and are due to close within the 5 year period the GTAA covers the households on these sites will constitute demand under row F (unauthorised encampments) or G (unauthorised developments), rather than pitch supply.*

### **Unauthorised Developments**

- 3.24 There are 10 Showpeople households currently occupying land which is leased from the City & County of Swansea. The residents have leased the land for over twenty years, re-signing leases initially every five years but more recently, every three years. The land is not a recognised site, and there is no permanent planning provision, primarily due to concerns about the land's flood defences. Consequently, the residents have serious concerns about their current and longer term accommodation needs. Based on advice from the Welsh Government, the residents above are assumed to be resident at an *Unauthorised Development*, and are included in the *Table of Estimated Need for Residential Site Pitches* (Fig 7).

- 3.25 A further Showpeople household currently live on privately owned land without planning permission. The land owner is keen to sell the land and the occupying household does not have viable alternative site provision to move onto if and when the land is sold.

### **Unauthorised Encampments**

- 3.26 There is one long term Unauthorised Encampment in the City & County of Swansea, which is occupied by seven households. This Unauthorised Encampment is an accepted Tolerated Site and the families living there have lived in and around the area for approximately twenty five years.

### **Bricks and Mortar**

- 3.27 There are currently several families residing in Bricks & Mortar accommodation in the Swansea area. Those identified were either home owners or tenants renting Local Authority, Housing Association and Private Sector accommodation. These families were identified through the Steering Group membership and via members of the Gypsy and Traveller community. Attempts were made to contact all households, however only four households responded and completed surveys.

### **Transit Sites**

- 3.28 The City & County of Swansea does not have any transit site provision.

### **Travelling Showpeople**

- 3.29 The City & County of Swansea has a strong Showpeople Community (as noted above), many of whom have lived in the area for generations. There are no Winter Quarters for members of this community, whose accommodation needs are specific to their businesses (Fairgrounds). This is acknowledged in the Guidance, where it states;

*219. When calculating the unmet need for residential pitches, Local Authorities may wish to consider the proportion of need arising from each community as it may have a bearing on the future configuration of sites which need to be provided. For example, due to the specific design and management requirements of Travelling Showpeople and New Traveller sites they are likely to use sites which are unique to those communities*

and

*234. The Welsh Government Designing Gypsy and Traveller Sites guidance should be given due consideration when Local Authorities are seeking to develop sites. The Local Authority should also consider the Welsh Government's Planning for Gypsy and Traveller Sites planning circular and, when developing sites for Travelling Showpeople, the joint Welsh Office and*

*Department for the Environment circular 78/91. These documents are available on the Welsh Government website.*

- 3.30 There were a further six Showpeople households that took part in the GTAA, all of whom currently reside outside of the Swansea area. These households all originate from Swansea but do not live in area due to the lack of site provision.
- 3.31 Four of these households previously lived on the same land as the household noted at 3.25 and left for the reasons outlined in 3.25.
- 3.32 The remaining two households previously lived on a private residential site (3.21) but were asked to leave by the land owner in order to make room for business transport and equipment.



## 4. Methodology

### Project Steering Group Composition

4.1 A Steering Group was assembled comprised of the following Local Authority departments and external organisations;

- Cabinet Member for Next Generation Services
- Business Planning Division, Housing & Public Protection
- Landlord Services, Housing & Public Protection
- Legal Services, Legal & Democratic Services
- Planning Policy, Economic Regeneration & Planning
- Housing & Public Health, Housing & Public Protection
- Traveller Education Service, Education
- Showman's Guild
- Abertawe Bro Morgannwg University Local Health Board
- Western Bay Gypsy & Traveller Multi Agency Forum
- Travelling Showpeople Community Members

Two members of the Gypsy and Traveller Community were scheduled to attend the Steering Group meeting but sent their apologies, and the nominated person from South Wales Police did not attend.

4.2 The Steering Group was chaired by the Business Planning Division of the City & County of Swansea's Housing and Public Protection service. The first meeting was held on the 6<sup>th</sup> October 2015 and the minutes of the meeting are attached as Appendix 1. A 2<sup>nd</sup> meeting was held on the 21<sup>st</sup> January 2016 and the minutes of the meeting are attached as Appendix 2.

4.3 All external organisations and internal Local Authority departments that were consulted as part of the GTAA process were present at the Steering Group meeting. The Steering Group established that all in attendance had provided the relevant information concerning potential members of the Gypsy and Traveller Community living in the City & County of Swansea.

4.4 Prior to the Steering Group being assembled, a Sub Group was formed. The Sub Group consisted specifically of members of the Gypsy and Traveller Community. The ideology behind the Sub Group was so the community members felt comfortable discussing the GTAA as a majority presence, as opposed to a group formed with a majority of professional figures. The Sub Group would also provide the opportunity for community members to democratically nominate representatives to sit on the Steering Group.

4.5 The Sub Group met on the 21<sup>st</sup> September 2015 at the Penllergaer Civic Offices and the minutes of the meeting are attached as Appendix 3.

The Sub Group comprised of the following;

- Business Planning Division, Housing & Public Protection
- Traveller Education Service, Education
- Showman's Guild
- Travelling Showpeople Community Members

Two members of the Gypsy and Traveller Community were scheduled to attend the Sub Group meeting but were unable to attend and sent their apologies.

- 4.6 The members of the Sub Group were happy to inform other members of their respective community of the GTAA and provide the requisite contact details. The Chairperson of the Showman's Guild was satisfied with this and said the GTAA would be an agenda item at the next Showman's Guild meeting.

### **Study Methodology**

- 4.7 The study was undertaken by the Business Planning Division, which is part of the City & County of Swansea's Housing & Public Protection service.
- 4.8 The GTAA surveys were conducted during October and November 2015 and consisted of site and home visits, surveys taken over the phone, self-completions and surveys completed at Civic Offices.
- 4.9 All participants were contacted either by a fellow member of the Gypsy & Traveller Community, the Traveller Education Project Worker, the Chairperson of the Showman's Guild or directly by the Business Planning Division.
- 4.10 The Gypsy and Traveller Community members were offered the opportunity to take part in the GTAA via telephone, word of mouth or in writing (Appendix 4). All written correspondence took into consideration the low literacy rates which are sometimes prevalent within Gypsy and Traveller communities.

### **Consultation**

- 4.11 Consultation took place with several other Local Authorities, namely Neath & Port Talbot, Carmarthenshire, Bridgend, Rhondda Cynon Taf and Powys. The consultation was arranged by Neath & Port Talbot and all named Authorities contributed requested information.
- 4.12 The Consultation requested information on the following;
- Number of current sites/ pitches
  - Management arrangements
  - Status (authorised, unauthorised or tolerated)
  - Levels of unauthorised encampments and any enforcement issues
  - Levels of satisfaction with existing accommodation improvements required to any sites, etc.

- Current assessment of need from the current GTAA, need from previous study and what period did this cover
- Is there any planned provision for new sites/ pitches and are there any allocations for new sites, etc. contained within the LDP
- Arrangements for undertaking current GTAA – in house, external agency, etc
- Levels of known bricks and mortar housing and reasons if known, i.e. is it due to ill health, lack of available pitches, etc.
- Travelling Showpeople – levels of travelling, annual fairs, etc.
- Is there any current or planned transit provision
- Education provision
- Community cohesion and community relationships
- Existing groups; i.e. liaison officers, links to networks/ forums, etc.

#### 4.13 A snapshot of the consultation revealed;

- The Authority acknowledges that Travellers from France have visited Swansea on very short term basis in recent times. Subsequently, the Authority will consider the needs of these and any other Travellers as and when they visit Swansea
- A lack of permanent Showpeople communities other than in Swansea
- Limited levels of unauthorised encampments and enforcement action Although there were 21 different encampments recorded via the Caravan Count since 2010, these are predominantly from members of one extended family who usually reside at the Tolerated Site, who have moved off temporarily. These family members have been included in the GTAA and accepted as being in immediate need of site provision. Therefore, their known need has been discussed and incorporated in the GTAA
- A definite need for new pitches, sites and extended sites within the LDP period

The full results of the consultation are attached as Appendix 5.

### Engagement Checklist

- 4.14 The Guidance stressed the importance of Local Authorities following an *Engagement Checklist*<sup>1</sup> to ensure they reached as many households as possible through the GTAA process<sup>2</sup>.

#### Engagement Checklist

##### **1. Visit every Gypsy and Traveller household identified through the data analysis process up to three times, if necessary**

---

<sup>1</sup> Page 23 Understanding Gypsy & Traveller Accommodation Assessments – Welsh Government Guidance 2015

<sup>2</sup> The Welsh Government will check compliance with the checklist when assessing whether to approve the submitted GTAA

*There were fifty households identified through the data analysis process. Of these, eight households failed to take part; four refused face to face and four did not respond to three separate written contact attempts. One of the households that did not respond to contact is a land owner who has been awarded temporary planning permission for a private site with 4 pitches (see 3.22).*

## **2. Publish details of the GTAA process, including contact details to allow community members to request an interview, on the Local Authority website, Travellers' Times website and World's Fair publication.**

*The Steering Group was satisfied with the contact methods already agreed on and in use. The Welsh Government published an advert in Traveller's Times, which did not result in any referrals to the City & County of Swansea.*

*The Chairperson of the Showman's Guild, along with members of the Showpeople Community and the Business Planning Division, identified the households that wanted to take part in the GTAA. It was decided that an advert in World's Fair would not be necessary in this instance.*

*Local Authority practitioners have forged strong links with the Gypsy & Traveller Community in Swansea and those links were utilised to identify all households that took part in the GTAA.*

*The GTAA process was not published on the City & County of Swansea's website. It was felt that due to the involvement of Gypsy & Traveller Community Members, plus Traveller Education and the Showman's Guild, meant that those directly involved in the GTAA were fully aware of the process throughout.*

## **3. Consult relevant community support organisations**

*The Showman's Guild was very much part of the GTAA process; the Chairperson was a member of both Sub and Steering Groups (see 4.1- 4.6) and liaised throughout.*

*The City & County of Swansea's Traveller Education Project Worker has such strong links and a vast knowledge of the Gypsy and Traveller community and was a vital cog in the process. Not only for being able to identify the households but to also act as a conduit to enable the Business Planning Division to conduct site and home visits in order to undertake GTAA surveys.*

*Travelling Ahead and the Western Bay Gypsies and Travellers Multi Agency Forum were kept abreast of the GTAA and were fully aware of households identified as part of the process.*

## **4. Develop a Local Authority waiting list for both pitches and housing, which is accessible and communicated to community members**

*All Gypsy & Traveller families/ childless couples/ single people that are new to the area and have been identified by Environmental Health's Gypsy Liaison Officer, are referred to the Housing Service; namely the 'Housing Options' Section.*

*All Gypsy & Traveller families/ childless couples/ single people referred to Housing Options are offered the opportunity of completing a housing application to be accepted onto the Local Authority's Housing waiting list. During this process, the families/ childless couples/ single people are provided with appropriate accommodation advice; such as Local Authority site provision, Local Authority, Housing Association and Private Sector Bricks and Mortar accommodation. Records are kept of all interviewees. Landlord Services, the Housing section that manages the Local Authority Gypsy site, are directly informed by Housing Options of those who express interest in moving onto the site. Subsequently, if any pitches become available, those registered on the Housing waiting list from the earliest date will be advised accordingly.*

#### **5. Endeavour to include Gypsies and Travellers on the GTAA project steering group**

*Prior to the GTAA surveys being undertaken, all identified community members were given the opportunity to attend the Sub Group meeting, which would have enabled them the opportunity of becoming part of the Steering Group (see 4.4). Members of the Showpeople community sat on both the Sub and Steering Groups but unfortunately other members of the Gypsy and Traveller community were unable to attend as scheduled.*

#### **6. Ensure contact details provided to the Local Authority by community members through the survey process are followed up and needs assessed**

*Every community member that provided contact details was given the opportunity to take part in the GTAA process. All confidential contact details are being kept by the Local Authority, as agreed by the community members.*

#### **7. Consider holding on-site (or nearby) GTAA information events to explain why community members should participate and encourage site residents to bring others who may not be known to the Local Authority**

*Prior to the GTAA surveys being undertaken, the Business Planning Division visited every known Gypsy and Traveller site to explain the GTAA process. The Traveller Education Project Worker also engaged separately with families living in Bricks & Mortar and others who were not initially reached on site. Prior to commencement, the Business Planning Division also hosted a meeting with the Chairperson of the Showman's Guild to explain the GTAA process and to encourage as many households from that community to take part. The Chairperson then relayed this to the Showman's Guild and its community members.*

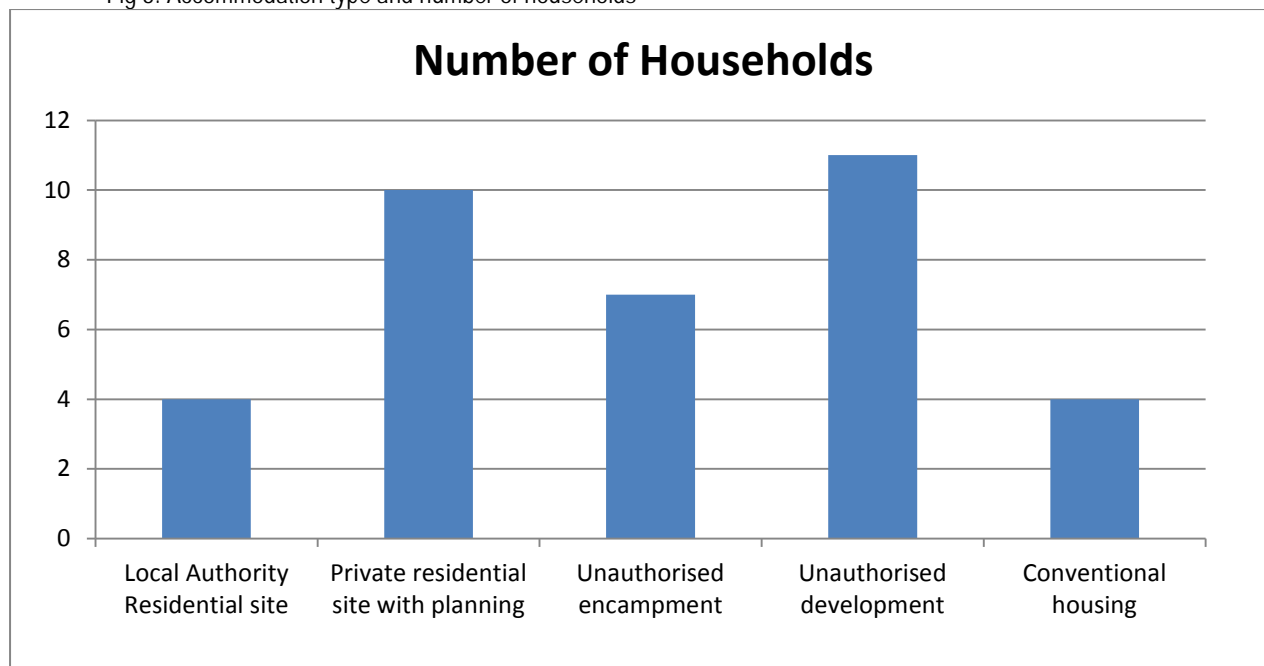
## **5. Survey Findings**

## Household Interviews

5.1 The number of households who took part in the GTAA was forty two. Six of these households do not currently live in the Swansea and for the purposes of identifying current accommodation in the Swansea area they were excluded.

The types of accommodation the households in Swansea currently occupy are as follows;

Fig 3: Accommodation type and number of households

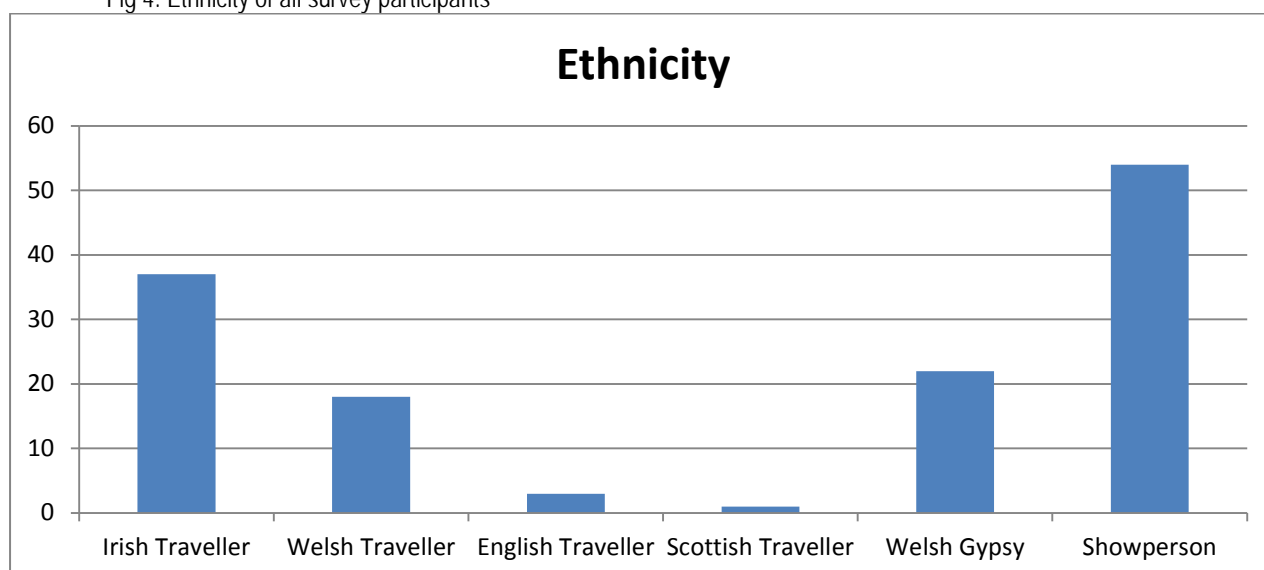


5.2 Fig 3 indicates 50% of the Gypsy and Traveller households living in Swansea that took part in the GTAA currently live on unauthorised encampments or developments.

5.3 The above figure discounts the households not currently resident in Swansea but if they returned to live in the area, in unauthorised site conditions, the figure would increase to 57%.

5.4 The ethnicity of all adults and children (135) who took part in the survey is as follows;

Fig 4: Ethnicity of all survey participants



5.5 Irish, Welsh English & Scottish Travellers formed 44% of the total number of adults and children recorded as part of the interview process. The Showpeople community formed 40% with Welsh Gypsies forming 16%

5.6 Irish Travellers formed 27% of the overall total but although the households are of the same ethnicity they are formed from different families living on different 'sites'. Consequently, they are highly unlikely to all live together on one site.

5.7 It is important to also note that the Showpeople are considered a separate group within the Gypsy and Traveller community. Their cultural and site provision needs differ from those of Gypsies and Travellers and subsequently, they would not share a site with families from non-Showpeople communities.

### Interview log

5.8 A record of all interviews and attempted interviews was logged in accordance with the Guidance<sup>3</sup>. The Households were split into;

- A – Residential Site (Local Authority)
- B – Unauthorised Encampment (Tolerated Site)
- C – Showpeople
- D – Private Site
- E – Bricks & Mortar

See Appendix 6 for the full interview log.

5.9 There was very little difficulty accessing households once they had been identified. Overall, 92% of all households identified by the Steering Group

<sup>3</sup> Annex 4: Draft Gypsy and Traveller Accommodation Assessment submission template- Page 61 of Understanding Gypsy & Traveller Accommodation Assessments – Welsh Government Guidance 2015

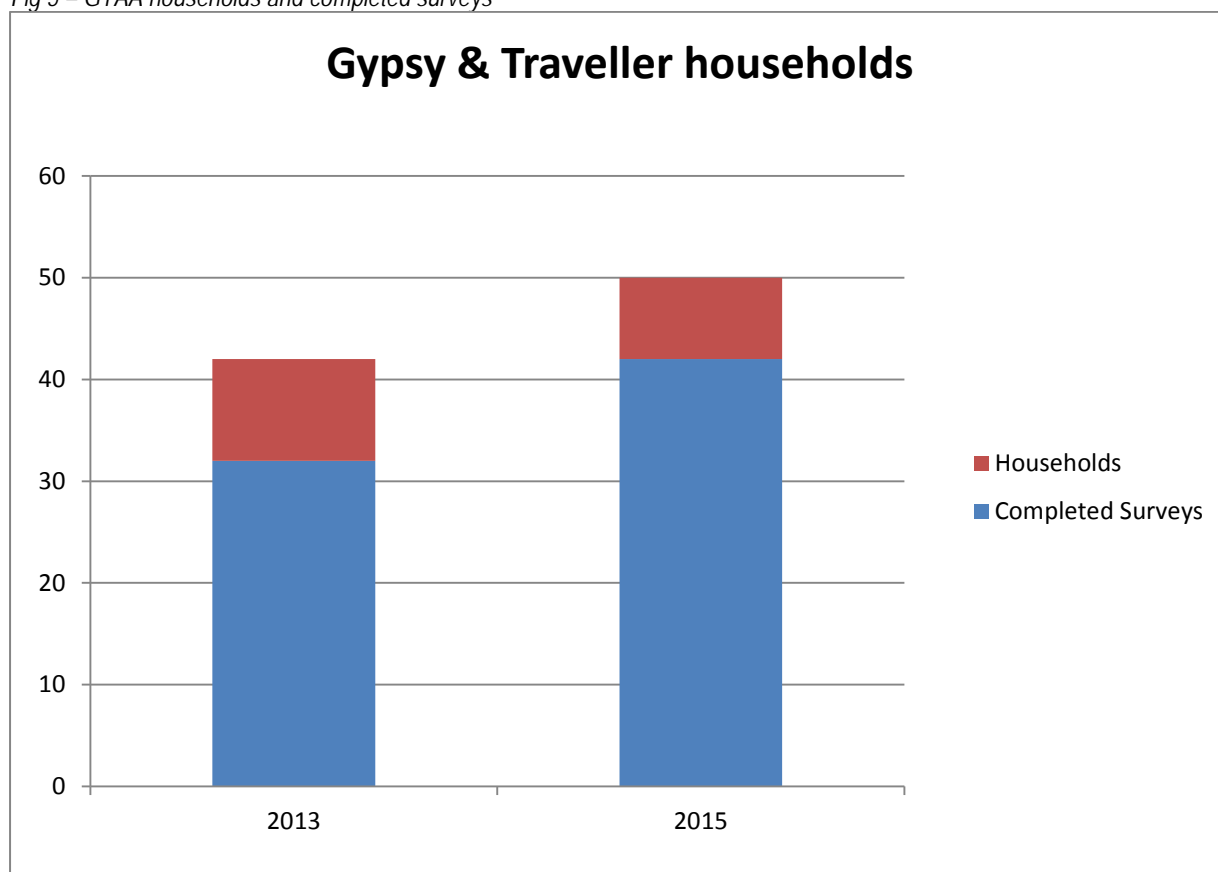
responded to contact attempts and were given the opportunity of taking part in the GTAA. Of these households 91% completed surveys.

- 5.10 Of the eight households that did not complete surveys, four did not respond to three contact letters. The remaining four households made themselves accessible but when approached they decided they did not want to take part. The importance of the GTAA was explained to the households but despite of the explanation, their preference was not to take part.

### Demographic profile of population

- 5.11 The GTAA identified fifty households, of which forty two were surveyed. This is an increase from the 2013 GTAA, where forty two households were identified and thirty two surveys undertaken

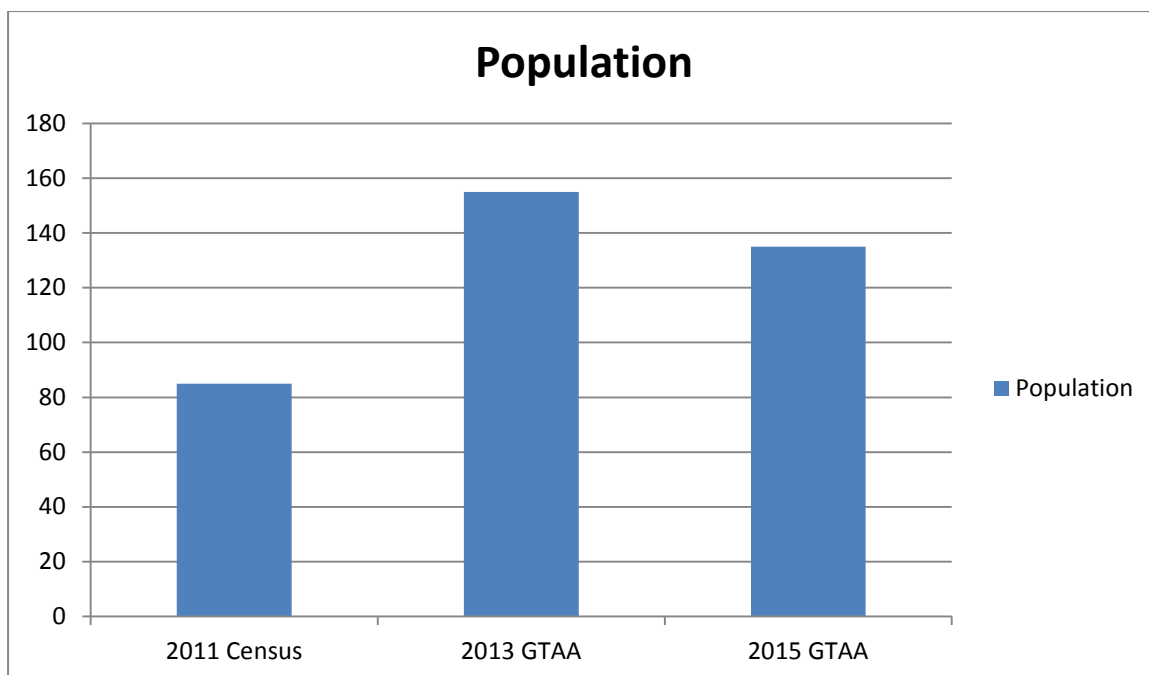
Fig 5 – GTAA households and completed surveys



- 5.12 The 2011 Census identified eighty five *usual residents* of the City & County of Swansea being of Gypsy and Traveller ethnicity. However, the 2013 GTAA identified one hundred and fifty five and the 2015 GTAA identified one hundred and thirty five current residents of the City & County of Swansea being of Gypsy & Traveller ethnicity.

Fig 6 – Current Gypsy & Traveller population of the City & County of Swansea





5.13 There is an increase in Gypsy and Traveller population in Swansea from the Census in 2011 and GTAAs in 2013 & 2015. The difference in figures could be attributed to community members not revealing their ethnicity in the Census, some community members not being present in Swansea when the Census took place or members of the Showpeople community not identifying (themselves) as either Gypsy or Traveller.

5.14 Although there was an increase in identified households in the 2015 GTAA than in 2013, there is decrease in the overall population figures. The differences can be attributed to a number of factors;

- There were more households due to an increase in members of the Showpeople community taking part in the 2015 GTAA
- There were more individual households formed in 2015 by members who would have been recorded as children in the 2013
- Several large families living on unauthorised encampments who took part in the 2013 GTAA, have since moved out of the area

### **Suitability of current accommodation**

5.15 The levels of accommodation satisfaction were found to be consistent with the current circumstances of the households that completed surveys. A summary of the findings can be found below. All anonymised survey responses are attached as Appendix 7.

### **Local Authority Residential Site**

- 5.16 Households living on the Local Authority residential site were generally very satisfied with their accommodation but felt they could have better heating facilities in their extension service plots.
- 5.17 One household on the Local Authority site said three of their children would require their own pitches soon. The eldest two children are getting married in the summer of 2016 and the other child is likely to get married in the next five years. They asked if the site could be expanded to accommodate these newly forming households. These comments have been taken into consideration for assessing the growth rate for future need (fig 7).

### **Unauthorised Encampment**

- 5.18 Households living on the unauthorised encampment (Tolerated Site) are happy with the location, although they understand that the land is not recognised as an authorised site. They lack certain amenities, as would be expected of an unauthorised encampment but their preference is to stay where they are and for the *tolerated site* to be updated to an official residential site, owned and managed by the Local Authority.
- 5.19 Several of the households have lived in the area for twenty five years and consider it their home. They have been resident at the *tolerated site* for the past three years. The previous encampment was subject to necessary flood defence work and the households had no choice but to leave in order for the essential works to be carried out by National Resources Wales.
- 5.20 The households surveyed said they would prefer to stay where they are currently living and rejected the prospect of moving to the Local Authority site if it was expanded to accommodate them. However, they would consider moving onto a new Local Authority owned and managed site, but that would depend on the location. The households have lived in the same area of Swansea for the past twenty five years wish to remain in this locale due to their familiarity with the local amenities.

### **Unauthorised Developments**

- 5.21 There are three unauthorised developments, all occupied by members of the Showpeople community.
- 5.22 Ten households currently occupy Local Authority owned and leased land. They have lived there for around twenty five years, signing the lease at three or five year intervals. The households are satisfied with the site location and size but are concerned as permanent planning provision has never been awarded due to concerns of flooding in the area. The households would ideally remain on the site, if permanent planning can be achieved. The households would be interested in either purchasing the land or the security of a long term lease.

## **Overcrowding**

- 5.23 There are no incidents of overcrowding on the Local Authority or Private sites. However, consideration has to be made to the likelihood of families outgrowing the sites in the future. This is reflected in the annual growth estimate (fig 7).

## **Improvements/ Changes Required**

- 5.24 The improvements and changes required were found to be consistent with the current circumstances of the households at their respective accommodation. A summary of their responses can be found below and all anonymised survey responses can be found in Appendix 7.
- 5.25 Households resident at the Local Authority site questioned the standard of fencing and requested more external lighting facilities for enhanced security. The households also reported that the hardstanding on most pitches were in a state of disrepair.
- 5.26 Households living at the Unauthorised Encampment provided consistent responses with regard to improvements at the site. As noted in 5.18 – 5.20, their preference would be to remain where they are and for improvements to be made if the tolerated site is made an official residential site.

## **Accommodation aspirations**

- 5.27 The surveys revealed an aspiration for the households currently living in bricks and mortar accommodation to move onto a site. The surveys also indicated aspirations for members of current households to form their own separate households. These aspirations helped shape the growth rate for future pitch requirement.
- 5.28 One household is currently living in Local Authority owned bricks and mortar accommodation. The household were living on the tolerated site but applied for housing as the conditions on the site was not suitable for the health needs of the interviewee's children and there was no alternative site provision in Swansea. The interviewee said she would prefer to live on a site but not Swansea's Local Authority residential site. The interviewee would only consider a pitch at a new site with other family members who live on the tolerated site.
- 5.29 Another interviewee had been living in Local Authority owned bricks and mortar accommodation for over two years and does not have any aversion to this accommodation. However, if a new site was developed the interviewee said they would be interested in being considered for a pitch. The interviewee stressed they would not consider moving onto the current Local Authority residential site if a pitch became available.

- 5.30 The above interviewees were not considered to be in immediate accommodation need but their aspirations were a factor in establishing the annual growth figure (fig 7). If a new site was developed and a pitch became available it would feasibly mean their accommodation and cultural needs are addressed whilst freeing up social accommodation for non Gypsy and Traveller families with more general accommodation needs.
- 5.31 Several older children currently living on private residential sites had aspirations to form their own households in the future. These aspirations centred on the current sites they inhabited being expanded as they would not consider moving onto a new site with members of the Gypsy and Traveller community who were not part of their immediate family.
- 5.32 Two of the children living on the Local Authority residential site are due to get married in the summer of 2016 and therefore will be forming new households in the process. Their preference was for site expansion to cater for their newly forming households and their comments were taken into consideration when assessing the growth rate for future need (fig 7).

### **Household Growth**

- 5.33 Welsh Government states that the likely household growth in Gypsy and Traveller communities is greater than in the wider settled community. However, data compiled from previous GTAA's suggests this growth rate is usually within the range of 1.5% - 3% per annum.
- 5.34 Due to the number of Gypsy and Traveller children living in Swansea (68), coupled with the aspirations of elder children and the households living in bricks and mortar, it was deemed reasonable to apply 3% annual growth rate when calculating future need (fig 7).
- 5.33 The 3% growth rate is applied for the next five years and also to the end of the LDP period (2025). However, if any households with unmet needs are accommodated in the near future, it would be reasonable to recalculate the anticipated growth rate.

## **6. Assessing Accommodation Needs**

## Table of Estimated need for residential site pitches

Fig 7: Table of Estimate Need

<b>Current Residential Supply</b>	<b>Number of Pitches</b>
A. Occupied Local Authority pitches	7
B. Occupied authorised private pitches	12
<b>Total</b>	<b>19</b>

<b>Planned residential supply</b>	<b>Number of pitches</b>
C. Vacant Local Authority pitches and available vacant private pitches	0
D. Pitches expected to become vacant in the near future	6
E. New Local Authority and private pitches with planning permission	0
<b>Total</b>	<b>6</b>

<b>Current residential demand</b>	<b>Pitch demand</b>
F. Unauthorised encampments	7
G. Unauthorised developments	11
H. Overcrowded pitches	0
I. Conventional housing	0
J. New households to arrive	5
<b>Total</b>	<b>23</b>

<b>Current households</b>	<b>Future households (at year 5)</b>		<b>Future households (LDP period)</b>	
K. 36	K1.	42	K2.	48
L. Additional household pitch need	L1.	6	L2.	12

<b>Unmet need</b>	<b>Need arising</b>	<b>Need accommodated</b>
M. Current residential need	23	
N. Future residential demand (5 year)	6	
O. Future residential demand (LDP period)	12	
P. Planned residential supply		6

Q. Unmet need (5 year) 23 pitches

R. Unmet need (LDP period) 29 pitches

### Residential Unmet Need

- 6.1 The full residential unmet need can be found in the Table of Estimated Need (Fig 7 above). Detailed explanations of how the figures were determined can be found below.

### **Current Residential Supply**

- 6.2 The current residential supply is the combined total of occupied Local Authority residential pitches and private residential pitches in Swansea<sup>4</sup>.
- 6.3 At present there are seven occupied pitches on the Local Authority residential site and twelve occupied pitches on three private residential sites.
- 6.4 Therefore, the total figure of current residential pitch supply is nineteen.

### **Planned Residential Supply**

- 6.5 The planned residential supply is a combination of vacant Local Authority pitches and available private pitches, pitches expected to become vacant in the near future and new Local Authority and private pitches with planning permission.
- 6.6 Planning permission was granted for a private site with four pitches on the 3<sup>rd</sup> of May 2013. However this has been discounted from the GTAA for reasons previously explained (3.22 & 3.23), and in accordance with the Guidance<sup>4</sup>.
- 6.7 The number of pitches expected to become vacant in the near future is determined by the average turnover of authorised pitches over the last five years. There were no turnover figures available for the private sites (see 6.2) as these are occupied by the land owner and their respective families.
- 6.8 Over the past five years there has been a turnover of thirty one tenancies of the seven plots at the Local Authority Residential site. This equates to an average of six a year over the recommended five year period. Historically the site has in the main been occupied by members of one extended family and this remains the case to the present day. That said whilst two families within this extended family tend to remain at the site, other family members are known to travel and move between other sites where they have family connections. This can be for varying reasons but mainly due to changes in family circumstances such as marriages, family illness or the passing of a family member. The family are known to have connections to sites at Pembrokeshire, Merthyr, Briton Ferry, Pyle and Leicestershire.
- 6.9 There are currently no plans for new Local Authority and private pitches with planning permission. However, the results of the GTAA will help the City &

---

<sup>4</sup> S. 146 - Discounted are the households living on Tolerated Sites within current residential supply unless the site has been provided with assurances that no planning enforcement action will be taken against the site with in the five year GTAA period – Understanding Gypsy and Traveller Accommodation Assessments – Welsh Government Guidance 2015

County of Swansea's Economic Regeneration & Planning Service determine site provision to be included in the Local Development Plan.

- 6.10 As noted in 6.8, the average turnover of pitches at the Local Authority Residential Site over the past years is six. Therefore, as there are no current plans for additional site provision and no anticipated turnover of pitches at private sites, the total planned residential supply figure is six.

### **Current Residential Demand**

- 6.11 The current residential demand for pitches is the combined total of households in need currently resident at unauthorised encampments and developments, overcrowded pitches, conventional housing and newly arriving households.
- 6.12 The total number of households currently living on unauthorised encampments in Swansea is seven. These figures relate exclusively to the households living on the Tolerated Site in Swansea.
- 6.13 The total number of households currently living on unauthorised developments is eleven. This figure is made up exclusively of Showpeople with varying circumstances.
- 6.14 Of the eleven Showpeople households listed above, ten currently live on land owned and leased by the Local Authority. However, this lease has recently expired and the tenants are holding over. The households have applied to renew the planning consent but planning is subject to a Flood Consequence Assessment (FCA) being undertaken and approved by National Resources Wales. Subsequently, this current situation means the residents are living on an unauthorised development as per S.147 of the guidance (see 3.23).
- 6.15 There are an additional five Showpeople households who currently live outside of the City & County of Swansea. However, these five households are originally from Swansea and live out of the area because of the lack of site provision. The households' circumstances were discussed by the Steering Group at the meeting on January 21<sup>st</sup> 2016 and were accepted as in accommodation need in Swansea (Appendix 2).
- 6.16 One Showpeople household currently occupies private land that does not have planning permission and is due to be sold.
- 6.17 Therefore, the total figure for the current residential demand is twenty three.
- 6.18 The above figures formed the Table of Estimated need for residential site pitches, which can be found overleaf (fig 7).

### **Current and Future Households**

- 6.19 The total number of current households was thirty six. This figure was determined by taking into consideration the total current supply and demand, less the average turnover at the Local Authority Residential site.
- 6.20 The future households figure at five years (2020) was forty two. This was established by applying 3% growth annually, to the current household figure of thirty six.
- 6.21 The same method was applied to the future households at the end of the current LDP period, i.e. applying 3% growth annually until 2025. The result of which was an anticipated total of forty eight households.

### **Unmet Needs**

- 6.22 The five year unmet need total was established by taking into consideration the current residential need and future five year residential demand, less the planned residential supply. This resulted in a five year unmet need figure of twenty three.
- 6.23 The unmet need total, encompassing the LDP period, was established by taking into consideration the current residential need and future LDP period residential demand, less the planned residential supply. This resulted in a LDP period unmet need figure of twenty nine.

### **Transit unmet need**

- 6.24 It was determined that analysis of the Caravan Count did not lend itself to an unmet transit need. There is a recognised need for permanent site provision in the Swansea area so it would be reasonable for discussions regarding whether any new sites or site expansion, incorporate transit pitches.
- 6.25 The residents at the Local Authority Residential site said they have a need for transit pitches at the site, so relatives could visit. They stressed there is no current provision in place for this to happen.
- 6.26 Many of the Showpeople households called for Winter Quarters as opposed to transit sites in the Swansea area. The Showpeople resident in Swansea would possibly require transit sites in other parts of South Wales but their priority need is for permanent site provision in the Swansea area.



## 7. Conclusions and Recommendations

- 7.1 The findings within the GTAA will formulate the recommendations for the Welsh Government to endorse.
- 7.2 The Local Authority is considering the most appropriate action for the households currently leasing Local Authority owned land and plans a quick and suitable resolution.
- 7.4 The Council's adopted Unitary Development Plan (UDP) runs until the end of 2016. It includes a policy (HC9) against which any planning application for a Gypsy and Traveller site would be determined.
- 7.5 The Council is currently preparing a Local Development Plan (LDP) which will cover the period up to 2025. The Deposit Plan has been published for consultation from the 18<sup>th</sup> July ending on the 31<sup>st</sup> August 2016. The Deposit Plan has identified appropriate site provision for 7 Irish Traveller households found to be in immediate need and included a criteria based policy for determining other site proposals which might come forward over the Plan period.
- 7.6 The Deposit Plan has not identified site provision for the households from the Travelling Showpeople community due to their current occupation of land that may be suitable but is currently subject to a range of ongoing leasing issues.

# Appendices

## Appendix 1

### GTAA Steering Group Meeting

### Committee Room 2, Civic Centre

6.10.15

Chair:

Peter Williams (PW)	Business Planning Division, Housing & Public Protection
---------------------	---

Present:

Andrea Lewis (AL)	Cabinet Member Next Generation Services
Mike Scott (MS)	Business Planning Division, Housing & Public Protection
Llinos Price (LP)	Landlord Services, Housing & Public Protection
Sandie Richards (SR)	Legal Services, Legal Democratic & Procurement Services
Emyr Jones (EJ)	Planning Policy, Economic Regeneration & Planning
Simon Malough (SM)	Housing & Public Health, Housing & Public Protection
Sue Highfield (SH)	Traveller Education Service, Education
Stephanie Jenkins (SJ)	Showman's Guild
Susan Williams (SW)	Abertawe Bro Morgannwg University Local Health Board
Gwenda Jones (GJ)	Western Bay Gypsy & Traveller Multi Agency Forum
Teddy Holmes (TH)	Travelling Showperson
Nina Holmes (NH)	Travelling Showperson

Apologies:

Chris Griffiths (CG)	Traveller Education Service, Education
Huw Morgan (HM)	Housing & Public Health, Housing & Public Protection
Sian Spencer-Jones (SSJ)	Community Housing Services, Housing & Public Protection
Christine Joyce (CJ)	Gypsy & Traveller Community
Bridget Gilheany (BG)	Gypsy & Traveller Community

Non attendees:

Jessica Reed (JR)	South Wales Police
-------------------	--------------------

**Gypsy & Traveller Needs Assessment**  
**Project Steering Group – October 6<sup>th</sup> 2015**

**AGENDA**

1. Introductions
2. Background Information - Presentation (Peter Williams)
3. Discussion regarding the location of Gypsies & Travellers
4. The Next Steps & Date of Next Meeting
5. A.O.B

Agenda Item No.	Summary of Actions discussed/ agreed	By
1.	Chair welcomed and thanked the forum members for attending the meeting. Apologies were noted and those present introduced themselves.	PW
2.	PW undertook a PowerPoint presentation, highlighting why the GTAA was required, its importance the processes involved	PW
3.	The group had an open discussion about the GTAA <ul style="list-style-type: none"><li>• TH asked whether the Travelling Community should complete a survey in one area only. He said he'd also been given surveys by Pembrokeshire Council. PW &amp; MS advised TH that he had the option of completing several surveys if he wanted to, as he would provide different information depending on the Local Authority area. It was stressed to him that as he currently lived in Swansea, it was important that he completed a survey which would enable him to state his current accommodation situation i.e. winter quarters. It was explained to TH that completing a form for Pembrokeshire Council could</li></ul>	

	<p>highlight the need for transit sites. TH accepted the advice he was provided.</p> <ul style="list-style-type: none"> <li>• TH asked about specific land he felt would be appropriate for site provision. EJ explained he would be more than happy to discuss planning protocol with TH and other members of the Travelling Community. A meeting has been schedule by MS for 14/10/15.</li> <li>• TH confirmed he had been provided with 40 surveys to distribute among the Showperson Community. He will collate them and contact MS to arrange a meeting where they can be discussed.</li> </ul>	
4.	<p>PW explained that the GTAA would be underway within the next couple of weeks. Once the surveys are collated and the report is finalised, a further Steering Group meeting will be arranged. The Group will then be in a position to oversee the findings of the report before it is sent to the Welsh Government for Ministerial approval.</p>	PW/ MS
5.	<p>No A.O.B declared</p>	

## Appendix 2

### GTAA Steering Group Meeting

21.1.16

#### Room 2.1.16 Civic Centre

Chair:

Peter Williams (PW)	Business Planning Division, Housing & Public Protection
---------------------	---

Present:

Andrea Lewis (AL)	Cabinet Member Next Generation Services
Mike Scott (MS)	Business Planning Division, Housing & Public Protection
Llinos Price (LP)	Landlord Services, Housing & Public Protection
Sandie Richards (SR)	Legal Services, Legal Democratic & Procurement Services
David Rees (DR)	Planning Policy, Economic Regeneration & Planning
Simon Malough (SM)	Housing & Public Health, Housing & Public Protection
Sue Highfield (SH)	Traveller Education Service, Education
Stephanie Jenkins (SJ)	Showman's Guild
Susan Williams (SW)	Abertawe Bro Morgannwg University Local Health Board
Gwenda Jones (GJ)	Western Bay Gypsy & Traveller Multi Agency Forum
Sian Spencer-Jones (SSJ)	Community Housing Services, Housing & Public Protection

**Gypsy & Traveller Needs Assessment**  
**Project Steering Group – January 21<sup>st</sup> 2016**

**AGENDA**

1. Introduction
2. GTAA process, figures and discussion
3. The way forward
4. Any other business

Agenda Item No.	Summary of actions discussed / agreed	By
1.	PW made introductions, set the scene and distributed written handouts containing the agenda and a summary of figures from the GTAA.	PW
2.	<p>PW summarised the GTAA figures and handed over to MS who ran through the Table of Estimated Need that is scheduled to be included in the GTAA report. PW advised the Group of how the GTAA was undertaken and the deadline for the report's submission.</p> <p>The Table was scrutinised by the Group who agreed it was an accurate recording of the Gypsy and Travellers with unmet accommodation needs.</p> <p>The Group were advised of 7 separate households currently living on the Tolerated Site. These households were accepted as being in need of accommodation.</p> <p>The Group were advised of 1 household (Showpeople) living on an overcrowded pitch. This household was accepted as being in need of accommodation.<sup>5</sup></p>	<p>PW/MS</p> <p>Group</p> <p>MS</p> <p>MS</p>

<sup>5</sup> Following a site visit and discussions with the household in question, it was established that they do not currently live in overcrowded conditions. The household fully understood and accepted that they were not in current need of accommodation

	<p>The Group were advised of 5 separate households currently based in Gloucester and Porthcawl. The Group were asked to consider whether these households should be included in Swansea's GTAA. Following information concerning the households provided by MS, SH and SJ, the Group accepted all 5 households as being in need of accommodation (in Swansea). The group was advised of 4 households who had been awarded temporary planning permission for a 4 pitch private site in Birchgrove. Although these households did not respond to any attempt to engage them in the GTAA process, they were included in the Table of Estimated Need due to them being awarded this planning permission and therefore, satisfying their own accommodation needs. This was understood and accepted by the Group.</p> <p>The Group was advised of 2 separate households (Showpeople) who were currently living on unauthorised developments. Both households were accepted as being in need of accommodation.</p> <p>The Group were advised of the likelihood of separate households forming at the Council Site in the next 5 years and therefore site expansion needed. The rate to measure expected household growth over the next 5 years was explained to the Group, who accepted and agreed that it be 3%.</p>	<p>MS</p> <p>MS</p> <p>MS</p> <p>MS</p>
3.	<p>The possibility of expanding the current Authorised Site was discussed. There were question marks over the land that had been earmarked due to it being close to the river Tawe. This piece of land had previously been assessed and had been deemed a flood risk. DR noted that the site is designated as flood risk C1 but that this does not necessarily preclude this use if it can be justified in-line with the provisions of national policy contained in Technical Advice Note 15. Following the Cabinet resolution of 19/11/15, Planning are exploring further the proposal to expand the existing authorised site with a view to potentially including the site in the Local Development Plan (LDP). Further site assessments are being undertaken and technical studies will be required including a Flood Consequences Assessment (FCA) .</p> <p>Also discussed was the potential of converting the Tolerated Site into an Authorised Site.</p> <p>The land and lease situation at Railway Terrace was discussed. MS informed the group that the lease had expired and the situation was currently at an impasse. In order for the lease to be renewed, Planning had to approve an application submitted by the residents. However, in order for planning to approve</p>	<p>DR</p> <p>MS/ AL</p>

	<p>permission, a Flood Consequence Assessment (FCA) had to be undertaken and the area deemed not to be a flood risk. The FCA could potentially cost around £10k (MS waiting for official costings from the Consultancy involved). MS advised the group that the Showpeople resident at Railway Terrace wished to remain living there. Consequently, if planning was not awarded and the leased not renewed, the households would become homeless. AL spoke of funding the FCA, something she will raise at the next Cabinet meeting. It was viewed that the cost implications of identifying and planning a new site are likely to far outweigh the cost of a FCA.</p>	
4.	<p>GJ shared her concerns regarding officers who work with the Gypsy &amp; Traveller Community on a daily basis not being consulted prior to articles being made public in the Evening Post (e.g. current Local Authority owned site being extended). She stressed consultation/ communication would have avoided the potential for difficulties between the groups concerned if officers had been able to break the news in a considered way.</p> <p>GJ also raised concerns over the apparent speed and suddenness with which the decision to expand the current Authorised site had been reached, given that the Council had previously announced its intention to search for a possible site from privately owned land. GJ was not aware whether any progress had been made in this area.</p> <p>AL said she would raise these issues at the next Cabinet meeting</p> <p>SW advised the group that she had recently visited the Tolerated Site and they had been left with a severe lack of amenities; no gas, water or electric.</p> <p>AL expressed an interest in visiting the various sites to speak with families involved in the GTAA, specifically those in accommodation need. Site visits are to be arranged</p>	<p>AL</p> <p>MS/ SH</p>

<b>Key Points</b>	<b>Recommendations</b>	<b>By</b>
Flood risk at Railway Terrace	Possible funding of a FCA, issue to be taken forward	AL
Meeting various members of the Gypsy & Traveller Community	Site visits by Cabinet Member	AL/ MS/ SH



## Appendix 3

### GTAA Sub Group Meeting

21/9/15

#### Present:

Mike Scott (Housing), Sue Highfield, Yvonne Lear (Traveller Education),  
Stephanie Jenkins (Showman's Guild)

Joey Whayman, Mark Whayman, Teddy Holmes, Nina Holmes, Tuson Evans,  
Elizabeth Evans (Travelling Showman Community Members)

- MS explained to the group the purpose of the Sub Group and the forthcoming Steering Group.
- MS, SH & SJ stressed the importance of undertaking the GTAA to the group
- MS fielded all questions concerning the GTAA. Explained that his role was to complete the GTAA and provide a report initially for Swansea's Cabinet, which would then be approved by Welsh Government.
- MS stressed that the GTAA was to be undertaken only by those in current and future need of site provision. This was understood by the group.
- There were several questions about land availability (specifically the Old Greyhound Stadium site, Ystrad Rd, Fforestfach). MS said he would make enquiries to the Planning Department about the land. MS advised that the GTAA was crucial in order to identify the potential need for permanent & transit sites and winter quarters.
- TH suggested that if land was identified, more families would then undertake the GTAA. However, MS explained that a need had to be established first and foremost and again stressed the importance of families undertaking the GTAA.
- The group were sceptical about the GTAA. Based on previous experiences, they felt that this may be a "tick box" exercise and that the report would be put on a shelf and ignored. MS explained he understood their concerns but emphasised that legally, if there is an identified need, the Local Authority has to meet that need, whether by Council owned or private land, etc. MS explained this was now included in the Housing Act.
- MS completed a couple of sample forms for TH and TE/EE, so they could take them away and demonstrate to other families. MS noted a couple of concerns regarding Section C of the Survey and contacted John Davies (Welsh Government). MS agreed with JD that the section "Your Plans" did not

have to be “concrete” plans but could more what the respondents would like to do, if given the opportunity, i.e. the accommodation they would like to consider moving to. MS agreed with JD that additional notes clarifying individuals’ preferences should be noted.

- MS provided contact details and stressed he would be available to help with all surveys, either over the phone or in person. MS stressed that his remit was Swansea only and that he would not be able to travel outside the area, emphasising that he would only be surveying families that have a need to live in the Swansea area.
- It was requested that 6 members of Showmen families attend the Steering Group. MS said this would probably be too many but he would ask if ok. The reasoning behind 6 attending was that they could get an understanding of the group and subsequently, 1 or 2 could attend thereafter. MS explained that was the purpose of the Sub Group meeting, but would seek permission for 6 to attend.
- TH suggested the Steering Group should meet on a regular basis, to not only oversee the GTAA process but the ongoing search for site provision. MS agreed and suggested the Steering Group should meet quarterly. MS will make this point at the Steering Group meeting Oct 6<sup>th</sup>.
- MS distributed 40 surveys, as requested. It was agreed that TH would contact MS in 4-6 weeks to arrange to meet again and collate the surveys. MS stressed the importance of returning the surveys as soon as possible.

### **Post Meeting**

- MS spoke to Emyr Jones (Planning) re: land availability. Agreed that it would be in the families best interests to meet with EJ and MS in order to see what land is currently available, and for EJ to explain the planning processes to them.
- MS emailed SJ and TH to inform of the above

## Appendix 4



CITY AND COUNTY OF SWANSEA  
DINAS A SIR ABERTAWE

Mr M Thomas  
c/o Scott Pitt Cottage  
Gwernllwynchwyth Road  
Llansamlet  
SA7 9DS

Please ask for: **Mike Scott**  
Gofynnwch am:  
Direct Line:  
Llinell Unlonyrchol: **01792 635042**  
E-Mail:  
E-Bost:  
Our Ref:  
Ein Cyt:  
Your Ref:  
Eich Cyt:  
Date: **12/10/15**  
Dyddiad:

To receive this information in alternative format, please contact the above.  
I dderbyn yr wybodaeth hon mewn fformat arall, cysylltwch â'r person uchod.

Dear Mr Thomas,

The City & County of Swansea is currently undertaking a Gypsy & Traveller Accommodation Assessment.

Could you please contact me on the above telephone number if you want to find out more about the assessment and if you would like to take part.

If you do not respond to this letter by Oct 27<sup>th</sup>, it will be assumed that you do not wish to take part in the survey.

Many thanks,

Michael Scott  
Housing Policy Officer  
Housing Service  
City & County of Swansea  
Penllergaer Civic Offices  
SA4 9GH

DIRECTORATE OF REGENERATION AND HOUSING / CYFARWYDDIAETH ADFYWIO A THAI  
City and County of Swansea, Civic Centre, Oystermouth Road, Swansea, SA1 3SN  
Canolfan Ddinesig, Heol Ystumllwynarth, Abertawe, SA1 3SN  
☎ (01792) 636000 ☎ (01792) 635020  
✉ [housing@swansea.gov.uk](mailto:housing@swansea.gov.uk) ✉ [tai@abertawe.gov.uk](mailto:tai@abertawe.gov.uk)



CITY AND COUNTY OF SWANSEA  
DINAS A SIR ABERTAWE

Mr M Thomas  
c/o Scott Pitt Cottage  
Gwernllwynchwyth Road  
Llansamlet  
SA7 9DS

Please ask for: **Mike Scott**  
Gofynnwch am:  
Direct Line: **01792 635042**  
Llinell Unlonyrhol:  
E-Mail:  
E-Bost:  
Our Ref:  
Ein Cyt:  
Your Ref:  
Eich Cyt:  
Date: **28/10/15**  
Dyddiad:

To receive this information in alternative format, please contact the above.  
[I dderbyn yr wybodaeth hon mewn fformat arall, cysylltwch â'r person uchod.](#)

Dear Mr Thomas,

I recently wrote to you to advise you that the City & County of Swansea is currently undertaking a Gypsy & Traveller Accommodation Assessment.

Could you please contact me on the above telephone number if you want to find out more about the assessment and if you would like to take part.

If you do not respond to this letter by Nov 6<sup>th</sup>, it will be assumed that you do not wish to take part in the survey.

Many thanks,

Michael Scott  
Housing Policy Officer  
Housing Service  
City & County of Swansea  
Penllergaer Civic Offices  
SA4 9GH

DIRECTORATE OF REGENERATION AND HOUSING / CYFARWYDDIAETH ADFYWIO A THAI  
City and County of Swansea, Civic Centre, Oystermouth Road, Swansea, SA1 3SN  
Canolfan Ddinesig, Heol Ystumllwynarth, Abertawe, SA1 3SN  
☎ (01792) 636000 ☎ (01792) 635020  
✉ [housing@swansea.gov.uk](mailto:housing@swansea.gov.uk) ✉ [tai@abertawe.gov.uk](mailto:tai@abertawe.gov.uk)



CITY AND COUNTY OF SWANSEA  
DINAS A SIR ABERTAWE

Mr M Thomas  
c/o Scott Pitt Cottage  
Gwernllwynchwyth Road  
Llansamlet  
SA7 9DS

Please ask for: **Mike Scott**  
Gofynnwch am:  
Direct Line: **01792 635042**  
Llinell Unlonyrchof:  
E-Mail:  
E-Bost:  
Our Ref:  
Ein Cyt:  
Your Ref:  
Eich Cyt:  
Date: **9/11/15**  
Dyddiad:

To receive this information in alternative format, please contact the above.  
[I dderbyn yr wybodaeth hon mewn fformat arall, cysylltwch â'r person uchod.](#)

Dear Mr Thomas,

I recently wrote to you to advise you that the City & County of Swansea is currently undertaking a Gypsy & Traveller Accommodation Assessment.

Could you please contact me on the above telephone number if you want to find out more about the assessment and if you would like to take part.

If you do not respond to this letter by Nov 16<sup>th</sup>, it will be assumed that you do not wish to take part in the survey.

|

Many thanks,

Michael Scott  
Housing Policy Officer  
Housing Service  
City & County of Swansea  
Penllergaer Civic Offices  
SA4 9GH

DIRECTORATE OF REGENERATION AND HOUSING / CYFARWYDDIAETH ADFYWIO A THAI  
City and County of Swansea, Civic Centre, Oystermouth Road, Swansea, SA1 3SN  
Canolfan Ddinesig, Heol Ystumllwynarth, Abertawe, SA1 3SN  
☎ (01792) 636000 ☎ (01792) 635020  
✉ [housing@swansea.gov.uk](mailto:housing@swansea.gov.uk) ✉ [tai@abertawe.gov.uk](mailto:tai@abertawe.gov.uk)  
🌐 [www.swansea.gov.uk/housing](http://www.swansea.gov.uk/housing) 🌐 [www.abertawe.gov.uk/housing](http://www.abertawe.gov.uk/housing)

## Appendix 5

Gypsy and Traveller Accommodation Assessments - Consultation with neighbouring Authorities						
	RCTCBC	Bridgend	City & County of Swansea	Carmarthenshire	Powys	NPTCBC
<b>1. Existing level of provision; please provide details of -</b>						
Number of current sites/pitches	6 sites Talbot Green 2 sites- 3 pitches, Beddau- 6 pitches, Llanharran- 5 pitches, Pontyclun- 9 pitches, Tylorstown- 10 pitches)	3 sites consisting of an estimated 7 pitches	1 Council owned site (7 pitches), 1 tolerated encampment, 2 privately owned sites, 1 site without planning on land leased from the Council	The information you are requesting is what our consultants are currently pulling together as part of our GTAA. This information will not be ready until December	x1 Public (10) - no specific conditions for G&T x1 Public (14 + planning permission for an additional 4) x1 temporary transit (100) - 2 week temporary stopping place for G&T attending the Royal Welsh Agricultural Show x1 Private (1) - 5 year personal temporary planning permission (05/09). Query whether now unauthorised? x1 Private (1) Application withdrawn in 2005 - no further planning history identified. x1 tolerated (3 caravans) x 1 tolerated (2 caravans) x1 tolerated- an encampment but they were not travellers	56 permanent residential pitches over 3 sites. No transit pitches or Showman's quarters within the County Borough.
Management arrangements	1 is Council run (Beddau), the rest are private	private	as above		X2 Council	All sites are public and managed by NPTCBC.
Status (authorised,	1 is unauthorised (Tylorstown), although	authorised	as above		As above	All authorised.

unauthorised or tolerated)	tolerated					No unauthorised encampments/sites within the County Borough.
Levels of unauthorised encampments and any enforcement issues	no enforcement issues on the aforementioned site (owner lives abroad)	zero; there are sometimes unauthorised transit sites but they move on quickly	Illegal encampments have taken place for around 30 years and continue to exist to the present within particularly, the Enterprise Park and Swansea Vale area of the County. Since 2010, there have been a total of 21 unauthorised encampments in this area, the majority of which relate to one extended family. The families unlawfully parking on Council and sometimes private land are not provided with any facilities.		As above	The Authority historically has very low levels of unauthorised encampments and enforcement issues. Currently have no unauthorised encampments.
Levels of satisfaction with existing accommodation , improvements required to any sites etc.		not known as BCBC do not manage the private sites	Residents on the Council owned sites and private sites are satisfied; their only concerns are whether the sites could be expanded. Residents on tolerated encampment and land leased from the Council would like to move onto an official site/ identify suitable land to purchase (respectively)			The Authority has recently undertaken a range of improvement works to sites following successful award of Welsh Government Capital Sites Grant, based on feedback from the Community



<b>2. Local Development Plans and GTAA's;</b>						
Please confirm the current assessment of need from previous study and what period did this cover	see attached	Previous GTAA in 2010 identified a need for a transit site consisting of up to 6 pitches	The 2013 GTAA identified a need for 10 pitches immediately. Work has also taken place on identifying potential requirements over the Local Development Plan period (up to 2025)			Previous GTAA completed December 2012, and covered 15 year period 2012-2027. The study identified a total of 20 pitches; 4 pitches over period 2012-2017, 7 pitches 2018-2022 and 9 pitches 2023-2027.
Is there any planned provision for new sites/pitches and are there any allocations for new sites etc. contained within the LDP;	the Council site is in the LDP, which can be extended	No planned provision however there is scope in the LDP for development	Yes, work is currently ongoing on identifying appropriate site provision for the Deposit Local Development Plan due to be consulted upon during spring 2016. It is anticipated that actual site provision will be identified which will be supplemented by a criteria based policy that will be used in the assessment of any new Gypsy & Traveller site proposals submitted.			Land was allocated within the LDP to accommodate the short to medium term need (11 pitches up to 2022), through an extension to the existing site at Cae Garw. The Authority has been awarded Welsh Government grant funding and the extension to the site is currently being built.
Arrangements for undertaking current GTAA – in-house, external agency etc	In house	survey being carried out externally by ORS currently; decision to be made on whether assessment will be done in-house or externally	The current GTAA is being undertaken by the Council's Housing Department.	ORS	ORS	Study being undertaken in-house.
<b>3. Other G&amp;T groups;</b>						
Bricks and mortar – levels	22 households in all forms of accommodation	An estimated 22 households living in bricks	A handful of families in bricks & mortar; mainly			Bricks and mortar – levels of known B&M housing

of known B&M housing and reasons if known – i.e. is it due to ill health, lack of available pitches etc ;	according to the Census	& mortar known to the local authority and its partners. It is anticipated that some of these will be duplicates. Reasons for living in bricks and mortar not currently known	due to a lack of site provision			and reasons if known – i.e. is it due to ill health, lack of available pitches etc ; Previous GTAA (2012) did not identify any Gypsy and Traveller families living in bricks and mortar, will be explored again as part of this GTAA.
Travelling show people – levels of travelling, annual fairs etc;	Three sites at the moment	Annual horse fair in Pencoed; cancelled this year and last year because of weather. There is a permanent fairground in Porthcawl which will be approached by ORS	Several Travelling Show people families; their winter base is in Swansea. Several more family members would live in Swansea but there is a lack of site provision/ land to purchase.			Travelling showpeople – levels of travelling, annual fairs etc; There is no permanent Showman population in the County Borough. Travelling Showmen do visit the area for the annual Neath fair in September each year.
Is there any current or planned transit provision	No, to be informed by new assessment	No	There is currently no official Transit Site provision within the County and no clear identified need for such facility in the immediate future. This is also the case from a regional perspective whereby both Carmarthenshire and Neath Port Talbot Councils have concluded that there isn't a clear need for such			No current transit provision and no planned future provision of transit sites.

			provision. From a national context it is clear from evidence that the demand for such facilities is within the Cardiff/Newport and Pembroke areas			
<b>4. Community: please advise/comment on the following</b>						
Education provision;	Unable to confirm at the moment	Households known to Education Welfare Officers, health visitors etc. There is a specialist teacher for gypsies and traveller but I am unsure of her exact remit	Travelling Education service- either enables children of a school age to access local schools or provides a travelling education service direct			There is a specialist education unit for Gypsy and Traveller children in Dyffryn School
Community cohesion and community relationships;		due to the small traveller population in the county borough, there are no community groups or existing community relationships	Several families are integrated into local communities- these are mainly families on the privately owned sites. All families can access schools, GPs, etc. Some ongoing problems about Royal Mail being delivered to the tolerated encampment. Some hostility in certain areas, opposition protests when new sites were made public			All sites are long established. Children from the Gypsy and Traveller community attend local primary schools.
Existing support groups: i.e. liaison officers, links to		not aware of any	Strong links in Swansea with all members of the Travelling Community, either through Housing,			There is a liaison officer employed by the Council and representatives from the Council sit on the

networks/forums etc.			Education, EVH, etc. Housing has recently forged strong links with the Showman's Guild			Regional Gypsies and Travellers Multi-Agencies Forum
----------------------	--	--	---	--	--	--

## Appendix 6

Household	Type of tenure	Interview attempts			Engagement techniques used	Questionnaire completed or refused?	Reasons for refusal?
A1	Local Authority Residential site	14 <sup>th</sup> Oct			Face to face	Completed	
A2	Local Authority Residential site	14 <sup>th</sup> Oct	21 <sup>st</sup> Oct	17 <sup>th</sup> Nov	Face to face	Completed	
A3	Local Authority Residential site	14 <sup>th</sup> Oct			Face to face	Completed	
A4	Local Authority Residential site	14 <sup>th</sup> Oct	4 <sup>th</sup> Nov		Face to face	Refused	Did not want to take part
A5	Local Authority Residential site	14 <sup>th</sup> Oct	10 <sup>th</sup> Nov	17 <sup>th</sup> Nov	Face to face	Refused	Did not want to take part
A6	Local Authority Residential site	9 <sup>th</sup> Nov			Face to face	Refused	Did not want to take part
A7	Local Authority Residential site	14 <sup>th</sup> Oct			Face to face	Completed	
B1	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
B2	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
B3	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
B4	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
B5	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
B6	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
B7	Unauthorised Encampment	4 <sup>th</sup> Nov			Face to face	Completed	
C1	Private Residential site	2 <sup>nd</sup> Nov			Face to face	Completed	
C2	Private Residential site	2 <sup>nd</sup> Nov			Face to face	Completed	
C3	Unauthorised Development	30 <sup>th</sup> Oct			Face to face	Completed	
C4	Private Residential site (Brynamman)	2 <sup>nd</sup> Nov			Face to face	Completed* live out of Swansea. No unmet needs	

C5	Porthcawl	27 <sup>th</sup> Oct			Face to face	Completed* live out of Swansea	
C6	Porthcawl	27 <sup>th</sup> Oct			Face to face	Completed* live out of Swansea	
C7	Porthcawl	27 <sup>th</sup> Oct			Face to face	Completed* live out of Swansea	
C23	Gloucester	24 <sup>th</sup> Nov			Face to face	Completed* live out of Swansea	
C8	Gloucester	16 <sup>th</sup> Oct			Face to face	Completed* live out of Swansea	
C9	Unauthorised Development	30 <sup>th</sup> Oct			Face to face	Completed	
C10	Unauthorised Development	2 <sup>nd</sup> Nov			Face to face	Completed	
C11	Unauthorised Development	2 <sup>nd</sup> Nov			Face to face	Completed	
C12	Unauthorised Development	13 <sup>th</sup> Oct			Face to face	Completed	
C13	Unauthorised Development	30 <sup>th</sup> Oct			Face to face	Completed	
C14	Unauthorised Development	13 <sup>th</sup> Oct			Face to face	Completed	
C15	Unauthorised Development	13 <sup>th</sup> Oct			Face to face	Completed	
C16	Unauthorised Development	13 <sup>th</sup> Oct			Face to face	Completed	
C17	Unauthorised Development	13 <sup>th</sup> Oct			Face to face	Completed	
C18	Unauthorised Development	13 <sup>th</sup> Oct			Face to face	Completed	
C19	Bricks and mortar	13 <sup>th</sup> Nov			Face to face	Completed	
C20	Private Residential site	13 <sup>th</sup> Nov			Face to face	Completed	
C21	Private Residential site	13 <sup>th</sup> Nov			Face to face	Completed	
C22	Private Residential site	13 <sup>th</sup> Nov			Face to face	Completed	
D1	Private Residential site		21 <sup>st</sup> Oct		Face to face	Completed	
D2	Private Residential site		21 <sup>st</sup> Oct		Face to face	Completed	
D3	Private Residential site		21 <sup>st</sup> Oct		Face to face	Completed	
D4	Private Residential site		21 <sup>st</sup> Oct		Face to face	Completed	

D5	Private Residential site		21 <sup>st</sup> Oct		Face to face	Completed	
D6	Private Residential site		21 <sup>st</sup> Oct		Face to face		Did not want to take part
E1	Bricks and mortar	12 <sup>th</sup> Oct	28 <sup>th</sup> Oct	9 <sup>th</sup> Nov	Letter sent	No response	No contact
		17 <sup>th</sup> May			Face to face		Did not want to take part
E2	Bricks and mortar	12 <sup>th</sup> Oct	28 <sup>th</sup> Oct	9 <sup>th</sup> Nov	Letter sent	No response	No contact
		3 <sup>rd</sup> Nov			Letter hand delivered	No response	No contact
E3	Bricks and mortar	12 <sup>th</sup> Oct	28 <sup>th</sup> Oct	9 <sup>th</sup> Nov		No response	No contact
		17 <sup>th</sup> May	19 <sup>th</sup> May		Letter hand delivered	No response	No contact
E4	Bricks and mortar	10 <sup>th</sup> Nov				Completed	
E5	Bricks and mortar	4 <sup>th</sup> Nov				Completed	
E6	Bricks and mortar	4 <sup>th</sup> Nov				Completed	

## Appendix 7

### Gypsy and Traveller Accommodation Assessment

#### Snap Survey Literal responses

##### Q2 – Are you satisfied with your current accommodation?

Happy with the land, if we could stay here we would  
Need permanent site  
Tolerated site, would stay if made permanent  
Need the land to be made a permanent site  
Site needs to be made permanent  
Land is fine but no facilities as it's not a permanent/ authorised site  
Site to be made permanent  
Outgrowing the site, machinery/ size of family  
Outgrowing the site- size of family/ machinery storage  
We would like to have our own site provided by the Council  
Need permanent site. All family from Swansea, had to leave as nowhere to live, want to return  
Need a permanent site. Only live with other Showman families  
Need a permanent site to live on, but only with other Showman families  
I need a permanent site to live on. I would only live with other Showman families  
Not in the area for our business, not an official pitch. Want to live in Swansea, where we are from  
Too small for my family, need a larger site to live on  
Would like to stay here but the land is owned by the Council. Outgrowing the site, need larger site  
If we could stay here we would but the land is temporary, need permanent, larger site  
The residency is temporary, we need secure, permanent land  
We live on Council land, temporary lease. no facilities, dirty water, etc  
Would like the land to be a permanent site with full planning. The land is fine. Owned by Council  
Would like it to be a permanent site, with full planning as Council owned, and temp lease  
The land is suitable for a permanent site but is owned and temp leased by the Council  
Want the site to be made permanent. Council owned land, leased  
Not enough room on the current site  
Not enough room on current site  
My family of 5 are outgrowing our site and need a bigger site  
Feel isolated, suffered racism. Ill child, family support network is in Morriston  
Have just moved into B&M. Want to live on a site but only with certain families in Swansea  
Moved into B&M as no pitches available in Swansea. Would move to a new site, depends who lives there  
We need permanent summer & winter quarters



### **Q3 – Can you tell me why you live here?**

We have lived in this area for 25 years, we were moved onto this land by the Council

Nowhere else to live, have lived in this area for years

Have lived on this land for years, on this land for about 3yrs after we were moved by the Council

Nowhere else to go. Need this site to be made permanent by the Council

Nowhere else to live. Moved here by the Council

Nowhere else to go. Lived here all my life, since moved by Council from land at Park & Ride

Lived here all my life (in this area)

We have lived here on a temp basis for years, it's our home. Site being sold by the owner

Suitable for work at present but the arrangement is temporary

We are from Swansea, land was sold. No site provision in Swansea, want to return

I am from Swansea. Lived here most of my life. I am not in Swansea as there is nowhere to live

I am from Swansea, want to live in Swansea

Had to move out of Swansea as land sold where we lived. Want to return but no site provision

From Swansea, want to stay here and want a site provided for us to accommodate my whole family

I was born in Gorseinon, lived here all my life. Friends and family all in the area

I was born here, all my friends are here

It's my home, have lived here 25 years or so

It's our home, have lived here all my life

It's our home, have lived here all my life

It's our home, we have lived here all our lives

Our home, lived here about 25 years

Family has been in the area for 60 years, lived here 49 years

Family has been in the area for 200 years

No other choice, no site provision in Swansea, forced to live in a house, for health reasons

Due to my disabilities (amputee), site accommodation can often be inappropriate

We live on the site but do not have an official pitch so often have to move off

### **Q7 – Would you stay any longer if changes or improvements were made to your current accommodation? Yes**

Holes in hard standing, better heating, lighting & fencing

3 children need their own pitches soon, 2 sons marrying next year (2016)

Hard standing, fencing, gates, lighting all need improving

Hard standing, lighting, fencing, security, heating all need to be better

Need toilets, security, lighting, electricity, water, fire hose/ hydrant. Need the land authorised

Would love to stay here if the site was made permanent

Where we live is perfect for a site, stay here if we can  
Land is ideal for a proper site. No need to move anywhere if land made permanent site  
Will stay if site made permanent. Nowhere else to go. Lived here for years  
Happy to stay here if made a permanent site  
Need a proper site with proper facilities. It's not fair, we have lived here for years  
Not a possibility as the site cannot be expanded  
Not a possibility, site cannot be expanded  
Yes but need a bigger site to accommodate my family  
Land owned by Council, leased on a temp basis. Want to stay here but site needs to be expanded  
Land leased temporarily, would stay here if made permanent. Site needs to be bigger  
If site made permanent we would stay. need toilets, sewerage facilities  
Toilets, sewerage facilities, etc. Site to be made permanent  
Repairs- fencing, drainage- prepared to do these jobs if planning awarded  
Repairs- fencing, drainage- would undertake these tasks ourselves if planning granted  
Repairs- fencing, drainage- will do these jobs ourselves if granted planning  
Fencing & drainage repairs needed- will do ourselves if planning granted and we can stay permanently  
Repairs needed- drainage/ sewerage- tasks we could do ourselves if we had planning  
Site cannot be extended so need to move onto a new site but only with other Showmen families  
Site can't be extended so would need to move onto a new site but only with other Showmen families  
Site needs to be expanded to cater for the growing community living here- to discuss with Planning  
The site needs to be expanded, if possible  
Ideally, current site expanded. Land adjacent to our land that would be perfect for expansion  
If possible, site expanded to cater for the young people living on the site

**Q8 – Would you stay longer if changes or improvements were made to your current accommodation? No**

Want to move back to Swansea  
Want to return to Swansea  
I do not have permanent accommodation on a permanent site at present  
I do not have permanent accommodation on a permanent site at present  
Want to return to Swansea. Will only live with other Showman families  
Do not intend moving but need more space for Fairground equipment  
Want a permanent pitch. In Swansea  
Or move closer to Morriston to be closer to my family and support network, housing & school  
If the house is ok I will stay but would prefer to move to a new site permanently

Want to return to Swansea where our family live. We are getting older, need to be with family

**Q12 – Is there room on the pitch for additional trailers to prevent overcrowding?**

There is enough room on the site  
we move around, question does not apply  
Currently moving around, living on fairground sites where the work is  
Currently moving around, staying where the Fairground work is  
Enough room on the site  
Enough room at the site  
Enough room on the site

**Q13 – Would anyone in your family like to join the Local Authority waiting list for pitches or housing?**

3 children need new pitches, Ty Gwyn site should be expanded.  
For a new site. Wouldn't move onto Ty Gwyn. If the current residents left, we would move there  
Only for a new site, would not move onto Ty Gwyn  
Only for a new site, would not move onto the site at Ty Gwyn  
Only if a new site. Do not want to live with the families who live at Ty Gwyn  
Only for a new site. Only to a site with members of my own family (not Ty Gwyn)  
Only for a new Council site. would not move onto the current site at Ty Gwyn  
Only for a new site, or if this land was made a permanent site  
Only with other Showman families  
Only for a new site, depending on who else lived there  
Only if a new site and depends on who else lives there

**Q15 – Where are you planning to move?**

Swansea  
Swansea  
Want to move to Swansea  
Swansea  
If forced to move, we would want to stay in Swansea  
If forced to move, would want to stay in Swansea  
Swansea- we have a desire to move, no plans as such

**Q16 – Why are you planning to move?**

We live on a tolerated site, need permanent. No plans to move but might have to  
If the opportunity arose to extend the site or new land to purchase, would consider this  
Owner selling land we are living on  
Need somewhere permanent to live  
I need to live on a permanent site

I need to live on a permanent site  
Need to be in Swansea with other family members  
Land is temporarily leased. Don't plan on moving but may have to  
Childrens' school, support networks all in Morrision, youngest son has open  
access to Morrision Hosp  
Need to be nearer family as we are getting older

**Q19 – If you are looking for an authorised pitch, would you live on a site managed by the Local Authority if offered one?**

Not at current Council site, only for a new site or if here was made authorised  
Only if a site with other Showman families  
Not if current Council site. Would consider a site with other Showman families  
Not the current Council site. Only a new site with other Showman families  
Not the current Swansea Council site, only with other Showman families  
Only with other Showman families  
Only with other Showman families  
I would prefer to live on a Site but no room available in Swansea  
We would consider a site with other Showman families

**Q23 – Do you have family members living outside this area who camp in this Local Authority regularly?**

No thank you

**Q24 – Have you camped by the roadside/ on an authorised encampment/ on a transit site in Wales whilst travelling in the past year?**

All over Wales  
Prefer not to say

**Q26 – Do you think there is a need for more transit sites in Wales? If so, where are they needed?**

Would like a pitch on the Ty Gwyn site for relatives to visit  
Would like a transit pitch at the Ty Gwyn site  
Would like a transit pitch at Ty Gwyn for relatives to visit  
Swansea  
Swansea  
Swansea  
Swansea  
Swansea  
Swansea  
Swansea  
Swansea. For Showman families (Winter Quarters)  
Swansea area (Winter Quarters)  
Swansea area (Winter Quarters)  
In Swansea but only for Showman families (Winter Quarters)  
Swansea, only for Showman families (Winter Quarters)  
Swansea (winter quarters)

Swansea (Winter Quarters)  
(Winter Quarters) All over South Wales  
All over South Wales (Winter Quarters), for Showman families  
(Winter Quarters) all over South Wales for Showman families  
Swansea (Winter Quarters)  
If the site could be expanded, couple of transit pitches for family members to visit  
In most Local Authorities  
Couple of pitches on this site for family members to visit  
On this site, so family can visit  
All over Wales, especially Swansea  
Swansea  
Swansea

## Appendix 8

### Land Availability Meeting

#### Committee Room 3, Civic Centre

14.10.15

Joint Chair: Mike Scott - Business Planning Division, Housing & Public Protection  
Emyr Jones - Planning Policy, Economic Regeneration & Planning

Present: Members of the Travelling Showpeople Community;  
Teddy Holmes, Nina Holmes, Guy Evans, John Evans, Tina Evans, Tuson Evans, Liz Evans, Edward Evans & Tuson Evans (jnr)

#### AGENDA

1. Introductions
2. Background Information – Mike Scott, Emyr Jones
3. Discussion regarding the availability of land in Swansea
4. The Next Steps

Agenda Item No.	Summary of Actions agreed	By
1.	Joint chair welcomed and thanked all attending the meeting.	MS/ EJ
2.	MS explained the purpose of the meeting to the group. The process of the GTAA was explained and he emphasised that his role was to collate the figures and that any decisions regarding site provision would be made by the Council & Welsh Government.  EJ explained Planning's role in site provision, specifically the Welsh Office Circular 78/91 which relates to Local Authorities planning considerations for Travelling Showpeople.  EJ explained that the Circular recognises that although Travelling Showpeople are of a peripatetic nature they nevertheless require secure, permanent	MS/ EJ

	bases for the storage of their equipment and more particularly for residential purposes.	
3.	<p>EJ advised the group of land in Swansea that was potentially available and the processes involved. There was a misunderstanding in the respect that the group thought land would be identified for them to consider.</p> <p>The group were shown maps of Swansea and the categories of potential land availability, i.e. residential/ commercial, etc.</p> <p>The group understood that they were entitled to identify potential land and make enquiries about the land's availability. They were advised of who to contact in Land Disposal</p>	MS/ EJ
4.	<p>MS explained that the results of the GTAA will formulate a report to be submitted to the Welsh Government. The WG will assess the report and the Council will await direction once that process has been completed.</p> <p>However, it was stressed to the group that they were entitled to continue to look for land they considered suitable for their needs and make direct enquiries with the relevant departments. This was accepted by the group.</p>	MS/ EJ

## Survey Questionnaire

### SECTION A – YOUR HOME

#### A1 Where do you live now?

Local Authority (“Council”) residential site	
Council transit site	
Private site with planning permission	
Private site currently without planning permission	
Unauthorised encampment	
Bricks and Mortar – Socially Rented	
Bricks and Mortar – Privately Rented	
Bricks and Mortar – Owner Occupied	

#### A2 Are you satisfied with your current accommodation?

Yes	
No	
Prefer not to say	

If ‘no’ please explain what could be improved:

#### A3 Can you tell me why you live here?

Local connections (family or work)	
No alternative authorised pitch	
Can’t find a house to move into	
Health or age reasons	
Prefer houses to caravans	
Other:	



**A4 How long have you lived here?**

Less than 1 month	1-6 months	7 - 12 months	1 - 2 years	2-5 years	Over 5 years

**A5 If you have moved within the last year, was your last home in this Local Authority?**

**YES / NO**

Please give details below:

Type of accommodation	Did it have planning permission?	Which Local Authority was it in?	Why did you leave?

**A6 How long do you think you'll stay here?**

1 or 2 days	3 - 28 days	1 - 3 months	3 months - 2 years	2 - 5 years	Over 5 years	Do not intend to move	Don't know

**A7 Would you stay longer if changes or improvements were made to your current accommodation?**

*(Note: The Local Authority may not be able to make these improvements but understanding the problems with your accommodation may help)*

**YES**

**NO**

<b>Reason</b>	<b>Tick</b>
Repairs needed	
Site made bigger	
Accommodation made safer	
Planning permission granted	
Adaptations needed (please state below)	

<b>Reason</b>	<b>Tick</b>
Just passing through	
Want authorised pitch in other area	
Want to move into housing	
Relationships broken down	
Prefer living in caravan	

Other:

**SECTION B – YOUR FAMILY**

	Relationship to respondent (eg. Spouse, son/daughter etc)	Age	Gender	Romani / Irish Traveller / New Traveller / Showperson / Roma / Other (Self-ascribed)	Are there any reasons why you cannot continue to live in this accommodation? (give details)
Respondent					
Person 2					
Person 3					
Person 4					
Person 5					
Person 6					
Person 7					
Person 8					
Person 9					
Person 10					
Person 11					
Person 12					

*If not living in caravans proceed to B4.*

**B2 If living in caravans, are there enough sleeping areas for all residents?**

**YES / NO**

**B3 Is there room on the pitch for additional trailers to prevent overcrowding?**

*(Note: guidance suggests that there should be 6 metre gap between trailers and 3 metre gap to boundaries to be safely accommodated on pitch)*

**YES / NO**

**If yes, how many additional sleeping areas can be added?**

**B4 Would anyone in your family like to join the Local Authority waiting list for pitches or housing?**

**YES / NO**

**Please provide address for application pack to be posted to below:**  
*Please state if already on a waiting list and which.*

**SECTION C – YOUR PLANS**

**C1 Are you planning to move into other accommodation?**

Yes	<i>Go to C2</i>	
No	<i>Go to D1</i>	
Prefer not to say	<i>Go to D1</i>	

**C2 Where are you planning to move to?**

Within the Local Authority	
Another Local Authority in Wales – please state which:	
Somewhere else in the UK	

**C3 Why are you planning to move?**

Need more space	
Need different facilities	
Local connection (family or work)	
Need to be closer to services – schools etc (Please give details below)	
Employment opportunities	
Other (Please specify below)	

**Services:**

**Other:**

--	--

**C4 What type of accommodation are you planning to move to?**

<b>1. Site</b>	
Council / Social rented	
Private site owned by self	
Private site owned by other	

<b>2. Bricks and Mortar</b>	
<b>Owner / occupied</b>	
Rent from Council / Housing Association	
Rent from private landlord	

**C5 Do you own land in the Local Authority which you would like to be considered as a possible future site?**

*(Note: Interviewer to explain that there is no guarantee that the site will be allocated or developed but planning officers may contact respondent to discuss their situation and offer support)*

Yes	<i>Give details below</i>	
No	<i>Go to C6</i>	
Prefer not to say	<i>Go to C6</i>	

**If you like the Local Authority to discuss these plans with you, provide contact details below:**

		YES	NO
<b>C6</b>	<b>If you are looking for an authorised pitch, would you live on a site managed by the Local Authority if offered one?</b>		
<b>C7</b>	<b>If an authorised pitch was available in another Local Authority, would you consider moving there?</b>  <b>If ' yes', which Local Authorities?</b>		

## SECTION D - FAMILY GROWTH

**D1 Is anyone in your household likely to want to move to their own home in the next 5 years?**

Yes	<i>Go to D2</i>	
No	<i>Go to D4</i>	
Don't know	<i>Go to D4</i>	
Prefer not to say	<i>Go to D4</i>	

**D2 Will this be in this Local Authority?**

Yes	<i>Go to D3</i>	
No	<i>Go to D4</i>	
Prefer not to say	<i>Go to D4</i>	

**D3 How many new households will there be and when will these be needed?**

	Type of accommodation (LA site; private site; B&M housing)	No. of people	Now	Within a year	1-2 years	2-5 years
Household 1						
Household 2						
Household 3						
Household 4						

**D4 Do you have family members living outside this area who camp in this Local Authority regularly?**

Yes	<i>Go to D5</i>	
No	<i>Go to E1</i>	
Don't know	<i>Go to E1</i>	
Prefer not to say	<i>Go to E1</i>	

**D5 If they would like to be interviewed about the need for pitches, provide their contact details and Local Authority where they currently live below:**

--

**E1 Have you camped by the roadside / on an unauthorised encampment / on a transit site in Wales while travelling in the past year?**

*(Prompt: this information is only to be used to understand if more transit sites are needed)*

Yes	Go to E2	
No	Go to E4	
Prefer not to say	Go to E4	

**E2 In which Local Authority areas have you camped?**

Prefer not to say

**E3 How long would you usually stay in one place whilst travelling?**

1 – 2 days	3 days – 1 week	1 – 2 weeks	2 weeks – 1 month	1 – 3 months

**E4 Do you think there is a need for more transit sites in Wales?**

Yes	Go to E5	
No	Questionnaire ends	
Prefer not to say	Questionnaire ends	

**E5 Where are they needed?**

*(Probe for Local Authorities and specific locations)*

Prefer not to say

**Questionnaire ends.**