



Gypsy and Traveller Site Design Guide

September 2020

Policy and Plans Group

1. INTRODUCTION:

The purpose of this guide is to provide key design principles to be used, where resources allow, in the provision of new Council run Gypsy and Traveller sites and guidance that applies also to private pitch provision, to ensure that planning applications for Gypsy and Traveller provision are appropriate for both their inhabitants and the local community. For clarity, this is not a statutory planning document. It does however provide examples of good design principles that will help meet national policy guidance (Appendix 1) relating to well-planned and landscaped sites and as such can help clarify the type of design that is to be expected that supports the delivery of statutory policies such as Core Strategy (CS) Policy P10 (design) and UDP Policy GP5 (general amenity). The guide has been informed by feedback from those living in existing Gypsy and Traveller sites in Leeds at Cottingley Springs and Kidacre Street, through surveys submitted, with the assistance of Leeds GATE (Gypsy and Traveller Exchange), through Council officers visiting and talking to residents, including children, to get their views, and through a survey carried out upon completion and occupation of the Kidacre Street site in 2018.

It is intended that this guide be used as a basis for further consultation on individual site builds to determine specific requirements of the waiting list cohort at the time of development, including need for family size or age friendly pitches and to enable choice wherever possible in pitch design features.

Leeds City Council values its relationship with the Gypsy and Traveller communities of Leeds and intends to reflect the values and priorities of our strategic vision in the Best Council Plan, through this work. We will work to deliver this guide within our values of:

- Working as a team for Leeds
- Spending money wisely
- Working with all communities
- Being open, honest and trusted
- Treating people fairly

We recognise the significant contribution that quality housing and environments have on the wellbeing of our residents and the disproportionately poor outcomes across the life course for our Gypsy and Traveller communities. This work should support our Best Council priorities of:

- reducing health inequalities and supporting active lifestyles
- making Leeds the best city for children and young people to grow up in
- making Leeds the best city to grow old in
- providing homes of the right quality, type and affordability in the right places and minimising homelessness
- keeping people safe from harm and promoting community respect and resilience

2. DEFINITIONS:

PITCH: one pitch (or pitch) provides for one 'family unit'. Generally a family will have one or more touring caravans, depending on the family size, and bedrooms tend to be in the caravans. Some families prefer a static caravan. These tend to be larger than touring caravans, and the pitch may also need to accommodate touring caravans, for example, when family or friends come to visit. A Gypsy and Traveller site may have a combination of types of accommodation – for example Cottingley Springs is mainly touring caravans, but a couple of pitches have static caravans.

NB. The term pitch or plot is often used interchangeably, but plot is the term more usually used in relation to Travelling Showperson sites. This guide does not apply to this type of provision.

3. PRINCIPLES OF GOOD DESIGN

OVERALL SITE DESIGN

LOCATION:

Appendix 1 sets out the planning policy regarding location and site selection process. The Site Allocations Plan allocates a number of sites for Gypsy and Traveller provision, so any application on these sites will be acceptable in principle, subject to any specific site requirements, or detailed design considerations through the planning application process. **Appendix 2** gives an extract from the Site Allocations Plan (SAP), setting out which sites are allocated for this use. Sites that are accessible to shops and services are preferred. **Appendix 3** gives an extract of Core Strategy policy H7 which guides where sites that are not in the SAP may be permitted.

Survey conclusions: residents liked the easy access to shops and services from the city centre location of Kidacre Street. However survey results also show that they prefer the layout of Cottingley Springs.

SIZE OF PITCHES:

From looking at provision on both Cottingley and Kidacre Street, and national guidance, an average pitch size of 320sqm is recommended. This would provide space for an amenity block (kitchen, bathroom, living room) and touring caravan space for up to 2 caravans and 2 vehicles. However, needs do vary with family unit size, so a range of pitch sizes should be provided where possible. The Council will use the Gypsy and Traveller site waiting list and consultation with families to help determine size requirements for different needs on Council led schemes.

Survey conclusions: Cottingley residents seemed generally happy with pitch sizes, although layout within pitches to maximise space for parking of additional caravans/vehicles was considered important. Some residents at Kidacre thought pitch sizes was too small, although this did depend on family unit size.

PARKING:

If the size of the site allows for it, a parking area for vehicles, including ones used for work, should be provided. On street parking of vehicles is an issue at both sites, which can inhibit refuse and emergency vehicles. Whilst visitor car parking should be provided, large areas dedicated to car parking should be avoided. Clearly identified visitor car parking spaces provided through the site is preferable. This also assists in facilitating access for visiting services such as health and education.

Survey conclusions: Defined parking area would be good, as too many vehicles parked on site. Visitor parking area would be encouraged if found to be safe. Residents would prefer to park their vehicles on their own pitch.

AMENITY/GREENSPACE/PLAY AREA:

The site should promote opportunity of healthy lifestyles. In terms of visual amenity, climate change emergency and good design principles applicable to any housing development, on site greenspace should be provided, although the type and location of greenspace needs careful consideration. The green space should be designed and located to ensure that it is safe and secure to use, whilst not allowing the area to be used as an additional pitch. Consideration should be given to the location of different size pitches- family size pitches, where possible, should be in the line of site of play spaces, whereas age friendly pitches should be located further away from play spaces to reduce disturbance to elderly residents.

Survey conclusions: There were mixed responses from residents as to whether they wanted greenspace or not. Older residents tended to not want it, and/or not want it located near them, due to noise and nuisance. Younger families and children really favoured having some play provision and soft, safe surfaces their children could use. Feedback from surveys highlighted that increased provision of green space within pitches may be more appealing than larger green space areas. If areas of open green space are to be provided then they should ideally be located adjacent/overlooking the larger pitches, as these would more likely to have larger families and children who use these spaces, living on them.

Stakeholder feedback has highlighted that built community spaces would be welcomed. This would allow a space where health and education professionals visiting the site can meet with residents. Whilst providing a space such as this may not be possible on smaller sites, it can be considered on the larger sites with input from the community regarding management and maintenance of the building. Consideration should be given to meeting Best Council priorities highlighted in the introduction, including the cost effectiveness of developing sites to be inclusive of these priorities and the cost benefit of providing such facilities which reduce inequalities.

LIGHTING:

On street lighting should be provided, although this may not be practical on very small sites in more rural locations.

Survey conclusions: Kidacre Street has no street lighting and this was not considered to be good. One resident at Kidacre Street referred to issues with intruders coming from behind her pitch. Survey responses show that an increase in lighting along footways is important, however this should not obstruct the movement of caravans in and out of pitches.

UTILITIES AND ENERGY EFFICIENCY:

With the declaration of a Climate Emergency and the need to reduce carbon emissions, every effort should be made to use 'green energy'. Examples include connection to the district heating network, if available, the use of solar panels or other sustainable energy generation. Individual access to meters, either on the pitch itself or in one location should be provided.

Survey conclusions: Gypsy and Travellers were not asked specifically about their thoughts on renewable energy, but there was general concern that costs of provision were high. At Kidacre Street storage heaters are used, which residents considered more costly. Also, residents want access to their own meters.

HIGHWAY LAYOUT

Highway layout should be designed with consideration of the movement of touring caravans or the delivery of static caravans in mind. Sufficient space and turning/manoeuvring area should be created to allow residents to easily take caravans on and off their pitches. Highways should be wide enough that a large static caravan can be delivered by a large goods vehicle to all pitches. Walking access and accessible walkways to be provided.

BINS:

Bin provision to individual properties is preferred rather than central pooling. Consideration needs to be given to where these should be sited, and how they could be shielded (bin stores).

Survey conclusions: Survey results reiterated that individual bins is preferred by residents.

4. INDIVIDUAL PITCH DESIGN

AMENITY BLOCK:

Semi-detached amenity blocks may be more cost effective. Amenity blocks should consider policies and standards regarding accessibility (Policy H10), ensuring all areas of the site are accessible to residents and all users (Policy P10), visit and support ageing in place as needs evolve over the life time. The waiting list can also provide information on any specific needs that families may require.

Survey conclusions: new amenity blocks (extensions to upgrade existing) at Cottingley considered best in terms of size, although residents want separation of kitchen and bathroom. (See also * below)

MATERIALS:

External finishes of any on site structures should give a residential appearance in keeping with the use of the pitches and site. All materials and structures should conform to normal standards of robustness expected of a residential dwelling (maintenance cycles and overall life cycle etc)

Survey conclusions: Residents at Kidacre generally did not favour the pre-fab buildings due to reasons of overheating, inability to put things on walls (wall mounted TVs), appearance and space etc.

LOCATION WITHIN PITCH:

Consider the location of the amenity block within the pitch – aim to be ‘space effective’ – ie locate to one side of pitch to avoid ‘wasted space’ and maximise space for caravans and vehicles. Location of the amenity building should not block views of streets or spaces or other pitches to promote good contact between members of the community.

Survey conclusions: Residents at Kidacre did not like the amenity block being ‘centralised’ and not sited far enough back within the pitch, as they thought this had wasted space they could have used for parking/caravans. At Cottingley, the same applied on some pitches, where the amenity block had been extended. Survey results show that an amenity block located to the back of the pitch would be preferred.

ORIENTATION, SIZE AND LOCATION OF ROOMS WITHIN BUILDING AND WINDOWS:*

The following should be considered:

- Consider orientation of rooms to maximise heat efficiency (avoid heat loss in winter and overheating in summer)
- Adequate windows needed for ventilation and these should open outwards rather than inwards to allow for curtains/blinds

- Kitchen and bathroom to be located apart, preferably separate toilet and bathroom.
- Storage cupboard to be provided
- Internal plug sockets. 6 surface plugs are required within the kitchen, 2 for other appliances within the kitchen, 2 within the hallway and 6 within the living area.
- External plug/hook up sockets – locate on amenity building, away from pitch boundary. Feedback recommends 4 on larger pitches and 3 on smaller pitches to ensure wire arrangements for several caravans don't create a fire risk.

Survey conclusions: residents want separation of kitchen and bathroom, and preferably separate toilet and bathroom. Separate toilet access from outside preferred by some. Room for a bed if necessary is important, according to survey results.

BOUNDARY TREATMENTS:

Modular fencing would allow for higher fencing where residents want more privacy. Solid metal gates allow easy and free access into the pitch. The aim is to provide an appropriate level of enclosure that ensures pitches are secure, but still enable connectivity with neighbours and the wider community.

Fencing heights to be applied as standard (reflecting standard residential heights, unless other circumstances/reasons):

- 900mm to streets (reflects highway requirements for site lines)
- 1200mm – 1500mm for pitch separation
- 1800mm in areas to be private

Survey conclusions: residents on both Cottingley and Kidacre generally happy with boundary treatments – enclosed space but not too high to allow for surveillance/interaction with neighbours preferred.

AMENITY AREA WITHIN PITCH:

If a main amenity area/greenspace is provided, this will lessen the need for individual garden/amenity space where overall space within the pitch is often at a premium. Could consider options such as provision of raised beds as part of boundary treatment, for residents who would like this.

Survey conclusions: mixed feelings about this – some consider space needed should be just for caravans and vehicles, and dogs. Some people use artificial grass outside caravans to give a green 'softening' appearance. Most people have plants in pots and don't want anything more.

SECURITY

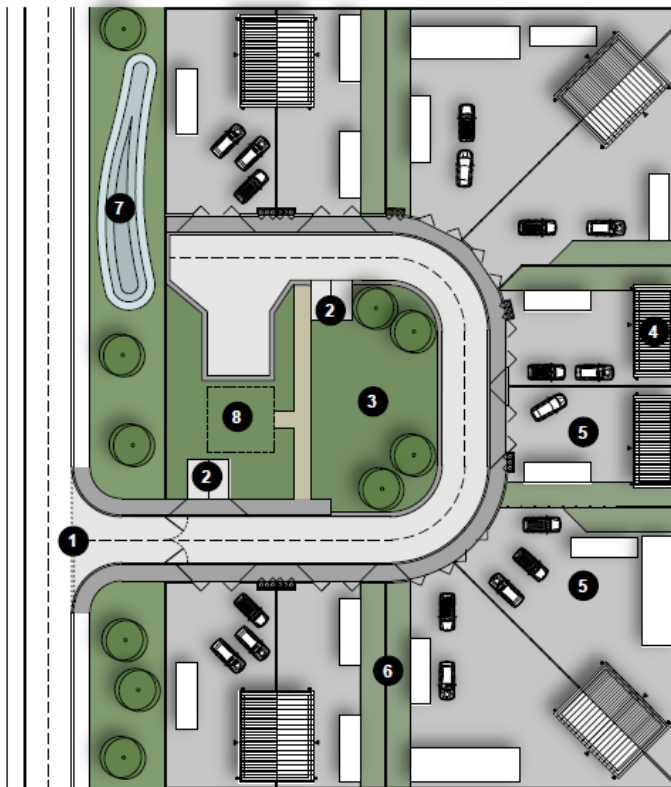
Feedback from GATE highlights that security has been an issue on existing sites. New sites should consider some form of secure highway access to the site if possible which could result in less non-residential traffic and no unauthorised use of empty pitches. The maintenance and management would need to be arranged with the Council prior to delivery of the system.

5. LCC Good Practice Drawings

Drawing 1: Site Layout (Large – circa 10)

INDICATIVE ONLY

1. Entry to the development should be attractive and welcoming. It should be easily visible from some of the pitches for safety and security.
2. Visitor parking should be provided in a convenient place. It should be overlooked to ensure it is safe and secure.
3. On site green space should be centrally located and well overlooked by a number of pitches.
4. Any buildings or permanent structures within the pitch should be located so as to maximise space for caravans and vehicles.
5. Pitches of a range of sizes should be provided to accommodate families of differing sizes, and also different sizes of caravan, including large static caravans.
6. Where appropriate, landscaped areas to pitches should be included, increasing the permeable area for water infiltration (assisting water run off) and offering opportunities for planting to aid biodiversity.
7. Sustainable Drainage Systems should be included to assist in managing water run off from major rainfall events. Safety of children and young people to be prioritised.
8. Where appropriate, a centrally located community building which is visible from plots to encourage use should be included. The building should enjoy good natural surveillance and be accessible by all members of the community and visitors.



DO NOT SCALE

- Pitch/plot hard standing
- Communal green space
- In curtiledge landscape strip
- Trees/structural landscape
- Highway
- Footpath
- Footpath
- Gates to individual pitches
- Gates to development
- Sustainable drainage system

Revisions
 A 16/06/2020 Car zoning reduced, car parking redistributed, number of static reduced, community building position relocated, green space reduced following fire draft consultation.
 B 01.07.2020 Amended static position moved toward rear of plot following DATE consultation.

Concept Site Plan Layout
 Gypsy and Traveller Design Guide

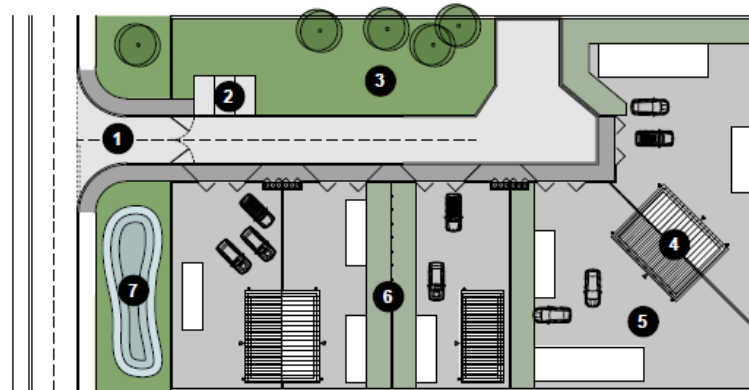
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Proj No	010-0100-011	Draw No	004
		Rev	B

Leeds City Council
 City Development Department



Drawing 2 Site Layout (Small – 5 pitches)

INDICATIVE ONLY



DO NOT SCALE

-  Pitch/plot hard standing
-  Communal green space
-  In curtilage landscape strip
-  Trees/structural landscape
-  Highway
-  Footpath
-  Gates to individual pitches
-  Gates to development
-  Sustainable drainage system

1. Entry to the development should be attractive and welcoming. It should be easily visible from some of the pitches for safety and security.
2. Visitor parking should be provided in a convenient place. It should be overlooked to ensure it is safe and secure.
3. On site green space should be centrally located and well overlooked by a number of pitches.
4. Any buildings or permanent structures within the pitch should be located so as to maximise space for caravans and vehicles.
5. Pitches of a range of sizes should be provided to accommodate families of differing sizes, and also different sizes of caravan, including large static caravans.
6. Where appropriate, landscaped areas to pitches should be included, increasing the permeable area for water infiltration (assisting water run off) and offering opportunities for planting to aid biodiversity.
7. Sustainable Drainage Systems should be included to assist in managing water run off from major rainfall events. Safety of children and young people to be prioritised.

Revisions
A 19/08/2020 Visitor car parking reduced following comments from DATE and comment.

Concept Site Plan Layout Gypsy and Traveller Design Guide

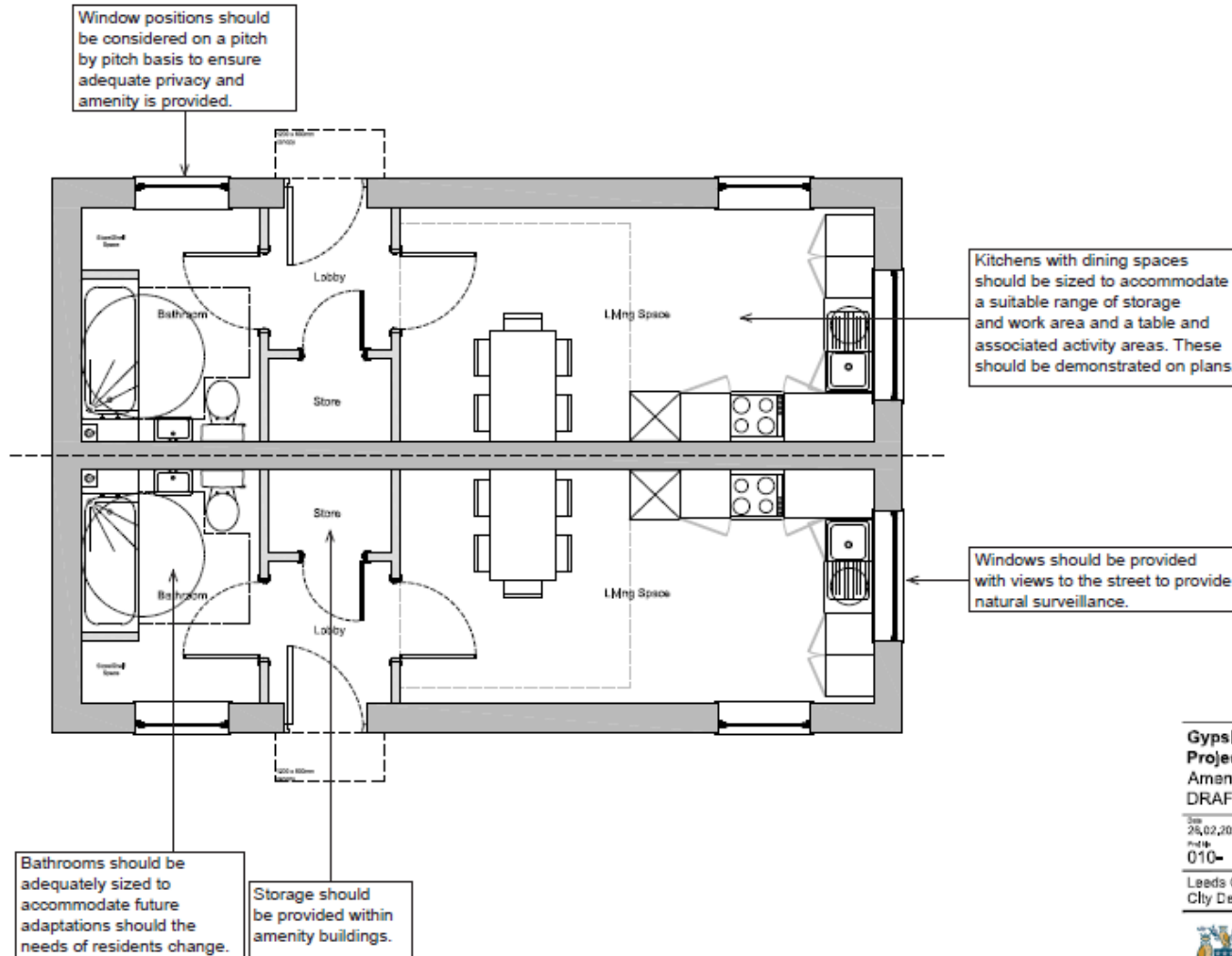
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Drawing 3 Amenity Block Version A (GIA 27.5 sqm):

DO NOT SCALE



Gypsies and Traveler Project
Amenity Block Version 1
DRAFT

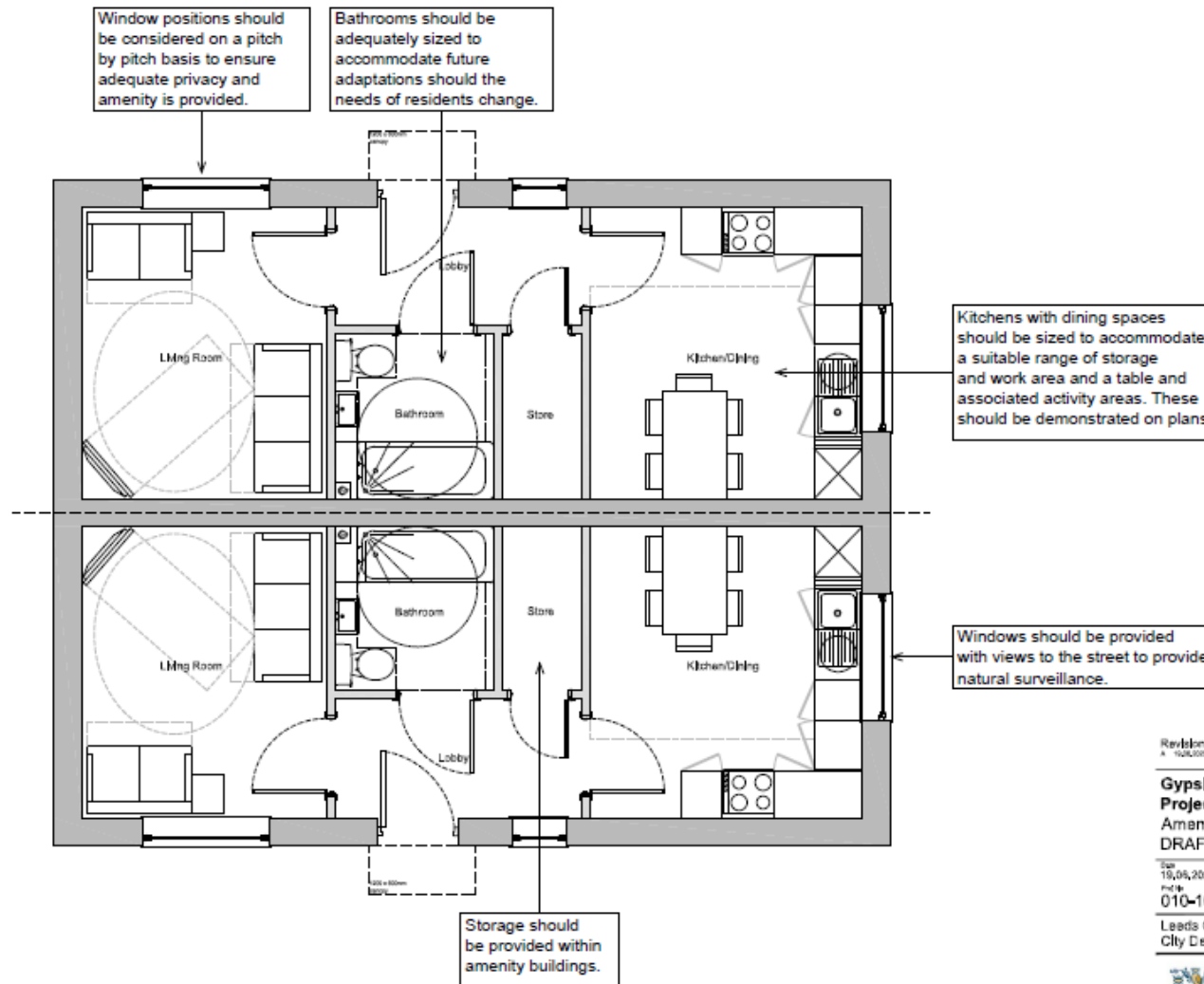
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Leeds City Council
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Drawing 4 Amenity Block Version B (GIA 35.4 sqm):

DO NOT SCALE



Revisions
A - 19/04/2020 - Profile of dimensions based on client comments from GATE and community.

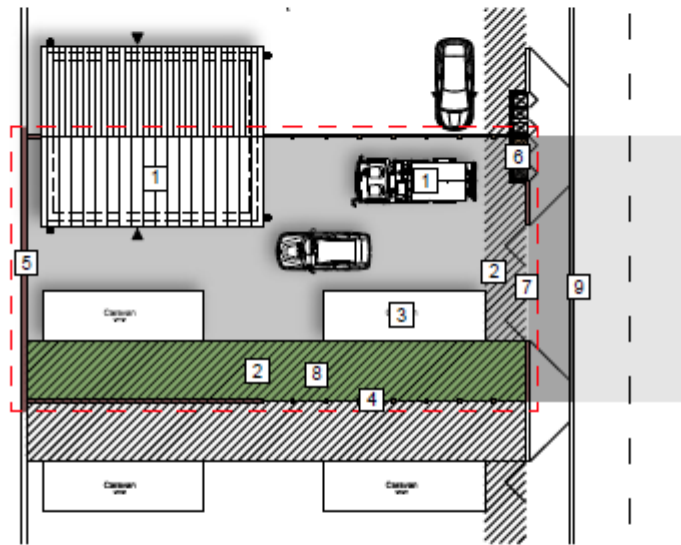
Gypsies and Traveler Project
Amenity Block Version 2
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City Development Department



Drawing 5 Pitch layout:



1. Amenity Blocks should be placed within the pitch so as to maximise space for caravans and vehicles.
2. Where caravan parking areas must be adjacent, enough space must be allowed so that the distance between parked caravans meets current/latest fire safety guidance/legislation.
3. Plots should be large enough to accommodate multiple vehicles and caravans to accommodate visitors to pitches.
4. Boundary treatments between pitches should provide appropriate levels of amenity. Boundaries to the rear of the pitch, or around the amenity block, may be taller to provide more privacy, and lower towards the highway so that residents can see what is happening around the development and encourage community interaction.
5. Boundaries to the rear of pitches must be secure so prevent unauthorised access to pitches for the safety and security of residents.
6. Bins should preferably be accommodated to individual pitches (rather than communal) and within curtilage. They should be stored where they are not a physical inconvenience or visual blight and if close to the highway be enclosed and hidden behind an attractive enclosure.
7. Gates should be provided so that residents can create a secure and defensible boundary to the pitch. Gate type should be decided upon individual site and plot design and any swing be incorporated into the overall pitch size so as not to reduce the effective usable area for caravans and vehicles.
8. To assist in combating climate change, and to contribute to health and well being, an area of landscaping should be provided to each plot. This will assist in water infiltration reducing water run off into sewers and water courses and offer an area of greenery for residents which can contribute to positive mental health.
9. Highway layouts should be developed to accommodate larger vehicles such as large vans and small lorries which are used for work. Highways should also consider the movements of caravans entering and leaving pitches and also the delivery or removal of large static caravans.

Appendix 1: Planning Policy and National Guidance:

Policy H7 of the adopted Core Strategy sets out the criteria for which Gypsy and Traveller planning applications are considered against:

In identifying land or determining planning applications for pitches / plots, consideration will be based on the following criteria:

(i) pitches and plots should have reasonable access to public transport, health care, schools, shops and local services,

(ii) pitches and plots should not be located on land that is deemed unsuitable for general housing, such as land that is contaminated, adjacent to refuse sites, landfill sites, heavy industry or electricity pylons,

(iii) pitches and plots should avoid zones of high flood risk (zone 3 flood risk areas),

(iv) the following order of preference for categories of land should be followed: brownfield, greenfield and Green Belt. Alterations to the Green Belt boundary to accommodate pitches and plots will only be considered in exceptional circumstances, to meet a specific identified need. In such circumstances and as part of the Site Allocations Plan, sites will be specifically allocated as a Gypsy, Traveller and Travelling Showpeople's site only,

(v) the availability of alternative deliverable sites for Gypsies and Travellers and Travelling Showpeople.

Whilst Policy H7 provides guidance on the strategic location of Gypsy and Traveller sites, further guidance relating to the design and layout of applications is necessary. National guidance, found within the Planning Policy for Traveller Sites NPPG, provides further clarification for decision takers when considering Gypsy and Traveller applications:

26. When considering applications, local planning authorities should attach weight to the following matters:

a) effective use of previously developed (brownfield), untidy or derelict land

b) sites being well planned or soft landscaped in such a way as to positively enhance the environment and increase its openness

c) promoting opportunities for healthy lifestyles, such as ensuring adequate landscaping and play areas for children

d) not enclosing a site with so much hard landscaping, high walls or fences, that the impression may be given that the site and its occupants are deliberately isolated from the rest of the community

Appendix 2: Extract from SAP

Specific Allocations – Sites for Gypsies and Travellers and Travelling Showpeople

2.64 Government guidance aims to ensure fair and equal treatment for Gypsies and Travellers and Travelling Showpeople in a way which facilitates their way of life, while respecting the interests of the settled community. Alongside the National Planning Policy Framework, Planning Policy for Travellers (PPTS) sets the requirements for local authorities to:

- make their own assessment of need
- set their own pitch targets
- identify and update a supply of specific deliverable sites to provide a five years supply
- use criteria to allocate sites
- use criteria to determine planning applications

2.65 The Leeds Core Strategy contains Policy H7: Accommodation for Gypsies, Travellers and Travelling Showpeople Policy H7 identifies a need for 62 pitches for Gypsies and Travellers in total. These needs are a result of evidence in the Leeds Gypsy and Traveller Accommodation Assessment (GTAA), August 2014 which was supported by a survey of Gypsies and Travellers in Leeds. In line with the GTAA, and as set out in paragraph 5.2.33 of the Core Strategy, this need is split into provision on Council managed sites, privately managed sites and publically managed sites for negotiated stopping as follows:

- 25 pitches on Council sites
- 9 pitches on negotiated stopping sites
- 28 pitches on private sites

2.66 Publicly managed sites are managed by the Council and help address the needs of Gypsies and Travellers who are on the Council's housing waiting list and have a cultural aversion to bricks and mortar housing. Publicly managed sites for negotiated stopping are provided so as to ensure that Leeds has a managed approach to Gypsies and Travellers who have a Leeds connection but who only require pitch provision for short periods of time each year and are travelling the remainder of the year. The Council will work to identify a pool of sites which can be made available at short notice e.g. currently vacant sites pending another future use, which are preferable to the roadside or more sensitive areas where temporary stopping has occurred in the past e.g. on parks and playing fields. This pool of sites will be an operational management issue for Environment & Housing. There is also an identified expressed preference amongst some Gypsies and Travellers to purchase and develop their own sites, termed private sites.

2.67 The Leeds GTAA identified that there were 48 existing Gypsy and Traveller pitches across 6 sites in Leeds. These sites are considered to form the existing supply in Leeds and are as follows: land at Cottingley Springs, Gelderd Road (41 public pitches); Nepshaw Lane South, Morley (1 Pitch); Roseneath Place, Wortley (1 Pitch);

Ninevah Lane, Allerton Bywater (2 Pitches); Knotford Nook, Old Pool Road, Otley (1 Pitch); Springfield Villas, Gildersome (2 Pitches). The existing Gypsy and Traveller site at Ninevah Lane, Allerton Bywater forms part of a proposed housing allocation (HG2-133). Consequently the site will cease to form part of the existing supply of Gypsy and Traveller sites once the site is developed for housing.

2.68 Through the course of the Site Allocations Plan further existing sites have come to light, which were not considered to form part of the existing supply in the Leeds GTAA at the time. One of these sites is publicly managed at Kidacre Street, has temporary permission for 10 years and will accommodate 8 pitches. The High Speed Rail (HS2) route impacts on Kidacre Street (HG6-2) which falls within a Safeguarding Directive for HS2. The revised HS2 route and safeguarding zone (land to be safeguarded) are shown on the Policies Map. The Kidacre Street site can contribute to meeting accommodation needs for most, if not all, of the plan period, as HS2 is due for construction in the 2030's. There is also potential to expand this site by 5 pitches. Given the highly sustainable nature of the Kidacre Street site, a replacement site has been reserved in the same area to replace the site, when it is lost to high speed rail development. This site, at Tulip Street, is therefore safeguarded to provide for Gypsy and Traveller accommodation use pending the loss of the Kidacre Street site.

2.69 In addition there are existing privately managed sites in Leeds which were not counted as part of the existing GTAA supply but can contribute towards future pitch need. These are at Nepshaw Lane South, Morley (1 pitch); Dunningley Lane, Middleton (2 Pitches); Thorpe Lane West (2 pitches); Thorp Lane East (1 pitch); White Rose Farm, Whitehall Rd, Gildersome (2 Pitches); Scarecrow Farm, Whitehall Road, Gildersome (1 Pitch); and UrnFarm, Middleton Road, Middleton (2 Pitches). The sites in Policy HG6 are considered suitable to safeguard as permanent sites following assessment against Core Strategy Policy H7 criteria. In terms of their current planning status they are either longstanding encampments or have been subject to a range of planning permissions (e.g. permanent, temporary and personal). They provide for the needs of 11 private pitches. Some of these existing sites are also considered to be suitable for small increases in pitch numbers. (Total: 5 additional pitches, of which 2 are Council, 3 are private).

POLICY HG6:

1) THE FOLLOWING GYPSY AND TRAVELLER SITES WILL BE SAFEGUARDED FOR GYPSY AND TRAVELLER USE. THESE ARE SHOWN ON THE POLICIES MAP AND DETAILED WITHIN SECTION 3 FOR EACH HOUSING MARKET CHARACTERISTIC AREA, AND ARE AS FOLLOWS:

i) EXISTING COUNCIL MANAGED SITES

- HG6-1 – COTTINGLEY SPRINGS, GELDERED ROAD, NR GILDERSOME (41 PITCHES AND 2 ADDITIONAL PITCHES)
- HG6-2 – KIDACRE STREET, CITY CENTRE (8 PITCHES AND 5 ADDITIONAL PITCHES)

ii) NEW COUNCIL MANAGED SITE PENDING DECISION ON HIGH SPEED 2 RAIL LINK AND CONSEQUENT LOSS OF SITE AT HG6-2 KIDACRE STREET

- HG6-3 – FORMER MOOREND TRAINING CENTRE, TULIP STREET, HUNSLET (8 PITCHES)

iii) EXISTING PRIVATE SITES

- HG6-4 – NEPSHAW LANE SOUTH, MORLEY (2 PITCHES)
- HG6-5 – ROSENEATH PLACE, WORTLEY (1 PITCH)
- HG6-7 – KNOTFORD NOOK, OLD POOL ROAD, OTLEY (1 PITCH)
- HG6-8 – SPRINGFIELD VILLAS, GILDERSOME (2 PITCHES)
- HG6-9 – DUNNINGLEY LANE, MIDDLETON (2 PITCHES)
- HG6-11 – WHITE ROSE STABLES, OFF WHITEHALL RD, GILDERSOME (2 PITCHES)
- HG6-12 – SCARECROW FARM, OFF WHITEHALL ROAD, GILDERSOME (1 PITCH)
- HG6-13 – URN FARM, MIDDLETON ROAD, MIDDLETON (2 PITCHES AND 2 ADDITIONAL PITCHES)
- HG6-15 THORPE LANE WEST (2 PITCHES)
- HG6-16 THORPE LANE EAST (1 PITCH AND 1 ADDITIONAL PITCH)

2) ANY GYPSY AND TRAVELLER SITES GRANTED, PERMANENT PLANNING PERMISSION AND IMPLEMENTED SHALL ALSO BE SAFEGUARDED FOR GYPSY AND TRAVELLER USE.

2.70 There is a need to allocate further sites in order to help to provide for Gypsy and Traveller needs throughout the plan period; these are set out in Policy HG7. Detailed planning applications for Gypsy and Traveller sites should have regard to the Core Strategy, PPTS and the NPPF. Other than extensions to existing sites, no submitted private sites were considered suitable, available and achievable for inclusion in the Site Allocations Plan. Using an equal annual distribution of the overall pitch requirement throughout the plan period (after deducting 9 negotiated stopping pitches), the SAP identifies sufficient pitches for years 1- 12 only. New private sites

will be provided where they satisfy the criteria in Core Strategy Policy H7. The Council will monitor approval rates of currently unidentified Gypsy and Traveller sites in the AMR, alongside the implementation of its managed approach to negotiated stopping. The Council will undertake an early review of the SAP should the Council's monitoring determine that the deficit in sites against the Core Strategy targets for private and public provision is not being addressed through the grant of planning permissions to meet the identified need of an additional 13 pitches beyond year 12 (2024). In such circumstances, and in line with the Local Development Scheme, a review will need to have commenced and new sites be identified, in advance of 31st March 2023 so as to ensure that there can be supply equal to 13 pitches for the period 2024 - 2028.

POLICY HG7: THE FOLLOWING SITES ARE ALLOCATED AS GYPSY AND TRAVELLER SITES. THESE ARE SHOWN ON THE POLICIES MAP AND DETAILED WITHIN SECTION 3 FOR EACH HOUSING MARKET CHARACTERISTIC AREA.

COUNCIL MANAGED SITES:

- HG7-1 – WEST WOOD, DEWSBURY ROAD, TINGLEY (5 PITCHES)
- HG7-2 – LAND ON THE CORNER OF TONG ROAD AND LAKESIDE ROAD, WORTLEY (5 PITCHES)

2.71 Including the safeguarded site at Kidacre Street and its potential expansion, the Site Allocations Plan makes provision for 25 Council managed pitches and 14 private pitches. The sites allocated above contribute to meeting the Core Strategy needs in Policy H7 as follows:

- Council managed pitches: 25 pitches against a requirement for 25 pitches
- Negotiated stopping pitches: to be identified and managed by Environment and Neighbourhoods
- Private sites: 14 pitches against a requirement for 28 pitches

POLICY HGR2: THE SITE ALLOCATIONS PLAN WILL BE MONITORED AND SUBJECT TO A REVIEW DURING THE PLAN PERIOD, AS FOLLOWS:

1. MONITOR THE NUMBER OF PERMISSIONS FOR GYPSY AND TRAVELLER SITES GRANTED BY CORE STRATEGY POLICY H7 AND SAFEGUARDED THROUGH POLICY HG6(2),
2. ADOPT A PLAN REVIEW OF SITES FOR GYPSIES AND TRAVELLERS AGAINST CORE STRATEGY NEEDS IN POLICY H7 FOR PRIVATE AND PUBLIC PROVISION SHOULD THE QUANTUM OF SUCH SITES PROVIDED THROUGH PLANNING PERMISSIONS BE LESS THAN 13 AS AT 31st MARCH 2023

Appendix 3: Summary of Survey results from the Gypsy and Traveller community – what they think works well, and what doesn't

Question	Conclusion
Where do you think lighting should be positioned on site?	There is general agreement that lighting is important and should be encouraged on site. Lighting along paths is encouraged, but placement needs to ensure that caravans/trailers can freely move in and out of pitches.
What kind of security do you think you should have on site? Cameras, gates etc	Gates and cameras are welcomed.
Do you feel safe on site? If not why?	Generally people feel safe due to a sense of community, but there are concerns regarding road safety.
What type of caravan do you have? How many statics, how many tourers?	Average of around 2 caravans per plot.
Would you prefer a chalet/static?	Mixed responses. Around half would want a chalet/static.
Do you think there is a need for play areas for small children?	Play areas would be welcomed for younger children.
How important is privacy from your neighbours? Do you think there is enough privacy on current sites?	Privacy is important, and some feel that there is a lack of privacy on current sites. Higher fencing may be required.
Would you like boundary treatments between plots i.e fences or hedges?	Fences are generally supported.
What kind of fencing would you like? Consider height and material?	A mixture of responses. Wood is preferred but may not be long lasting.
What is the ideal position for an amenity block? Central, at the front or at the back of the plot?	Amenity block towards the back is generally supported the most.
Is there any disabilities in your family and what kind of adaptations would you need?	General agreement that pitches need to be accessible for all.
Is there any disabilities in your family and what kind of adaptations would you need?	General agreement that pitches need to be accessible for all.

Question	Conclusion
How important is recycling to you, would you like recycling bins?	A few are supportive or recycle already, whilst other respondents were not interested.
Would you prefer communal or individual bins?	Individual bins are generally preferred
What size amenity block would you require? Would you like a larger communal area within the block?	Generally a large amenity block would be preferable. An area to potentially put a bed is also favoured.
How much time would you spend in the amenity block?	Respondents confirm that they spend a lot of time within the amenity block.
Would you spend more time in the amenity block or your caravans?	Respondents spend more time within the amenity block than their caravans. Caravans tend to be used as bedrooms.
What site do you prefer in terms of layout, Cottingley Springs or Kidacre Park?	Cottingley Springs is generally preferred.
Do you think current plots are large enough?	Respondents generally believe the current pitches aren't large enough.
Do you need/want a community hub?	A community hub would be supported.
What kind of vehicles do you have in your family and how many?	Every respondent has at least one vehicle on their plot. Some have up to 4 vehicles.
Is there any trucks/work vehicles within your family?	Mixture of families with work vehicles and those without.
Where would you want to park these vehicles ie on a plot/carpark or directly outside your plot?	Would prefer to keep vehicles parked on own plot.
Do you think visitors parking is a good idea?	Visitor parking is supported.
How many family members would be living on your plot?	Average family members living on a plot is 3.
Can you give us a good example of a good site and bad one?	Malton, Doncaster and Barnsley are given as examples of good sites. Bradford and Cottingley Springs are given as bad examples.

Question	Conclusion
How many animals do you think you should be allowed?	Respondents believe that they should generally have as many as they want within reason.
Do you have horses?	Most respondents don't have horses.
Who do you think should manage the site?	Respondents generally that the Council should manage the sites with input from the traveller's themselves.
General Comments	<p>'More sites need to be created at a faster rate.'</p> <p>'More speed bumps would stop them driving bikes like idiots'</p> <p>'We want good neighbours. That's all you really want. '</p> <p>Every pitch/site should have a bedroom.</p> <p>'Sites should be better located so we can access facilities. We are always put out of the way.'</p> <p>'I think the barrier should be locked when the Council leave and all residents should have a key'</p>