

North Somerset Council  
**Local Development  
Framework**

Gypsy and Traveller Sites Allocations  
Development Plan Document

**Pre-production Brief**

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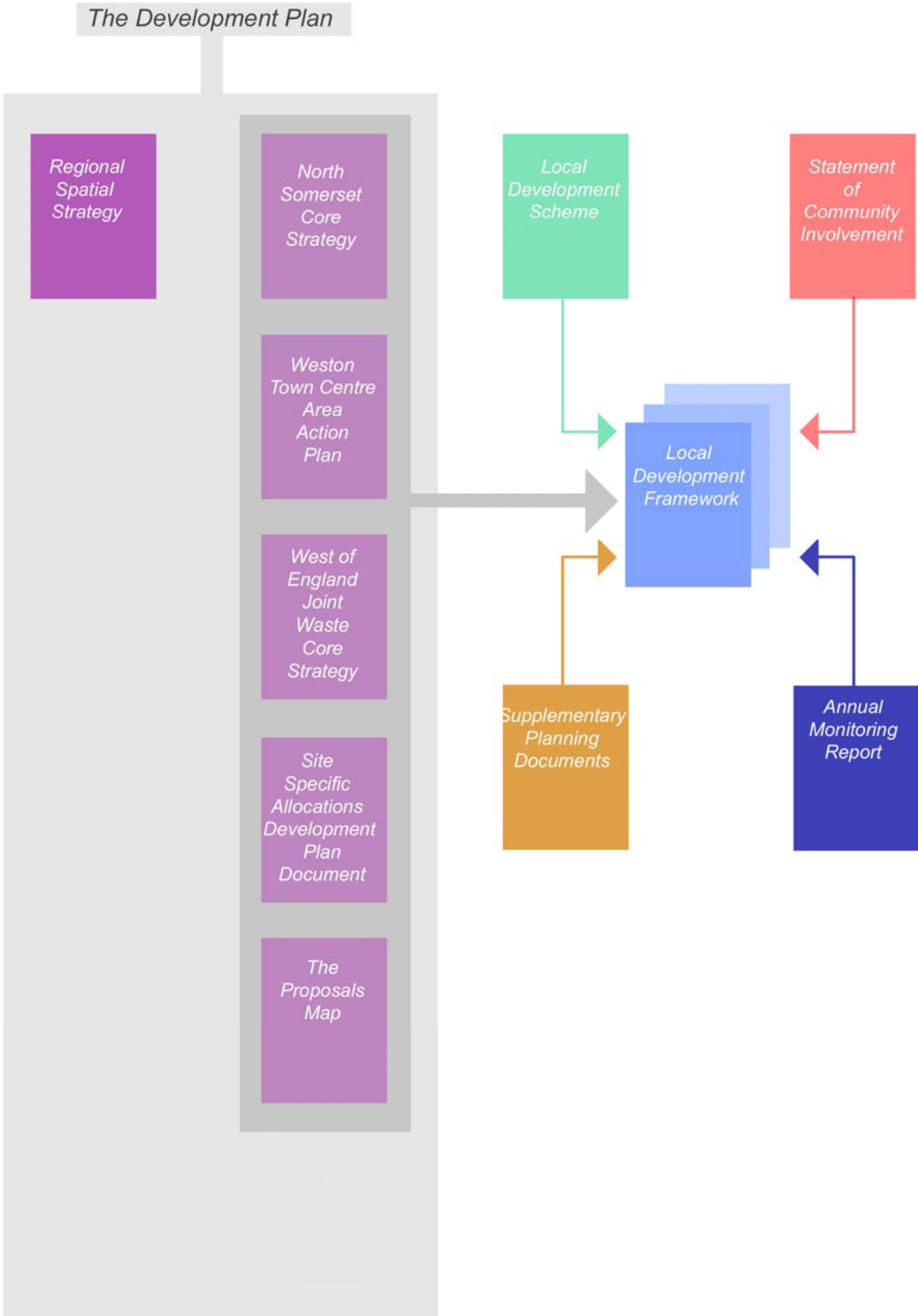
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# Introduction

1. In September 2004 the Planning and Compulsory Purchase Act introduced a new Development Plan system in England. This changed the way the planning system operates at the regional, sub-regional and local level.
2. A new Regional Spatial Strategy (RSS) for South West England is being prepared which will cover the period to 2026. This was the subject of an Examination in Public in April to July 2007 and subsequently a Report of the Panel was submitted in December 2007. Consultation on Proposed Changes took place during autumn 2008. When approved the new Regional Spatial Strategy will be part of the development plan and will provide the strategic planning context for local level planning in North Somerset.
3. Following a review of additional pitch requirements for Gypsies and Travellers in the South West, a Partial Review of the draft Regional Spatial Strategy was undertaken. Following the Examination in Public on the proposals of the Partial Review held in March 2008, the Report of the Panel was published in April 2008. Consultation on Proposed Changes to the policies relating to the provision for Gypsies and Travellers took place as part of the consultation on the Proposed Changes to the draft Regional Spatial Strategy.
4. North Somerset Council is required to prepare and maintain a set of statutory and non-statutory Local Development Documents. The Council produced a Local Development Scheme in June 2007 which outlined when it thought some of these documents would be produced. A revised Local Development Scheme (see Figure 1) is currently being prepared that includes proposals for a range of Local Development Documents including a North Somerset Gypsy and Traveller Sites Allocations Development Plan Document.
5. A Statement of Community Involvement has been prepared by the council and adopted in February 2007. This sets out how the community will be involved in the process of preparing the new set of plans, including the North Somerset Gypsy and Traveller Sites Allocations Development Plan Document.
6. The council monitors the performance of policies through its Annual Monitoring Report. This helps to establish robust and credible evidence on which to base the Local Development Framework planning policies. In the light of this process the Local Development Scheme is updated as necessary.
7. The documents prepared by North Somerset Council can be viewed on the council's website: [www.n-somerset.gov.uk](http://www.n-somerset.gov.uk)

**Figure 1: Local Development Framework**



## Purpose of the Pre-production Brief

8. This Pre-production Brief describes the process, timing, consultation strategy and likely key challenges the Gypsy and Traveller Sites Allocations Document will need to address. A Sustainability Appraisal Scoping Report is also being prepared for consultation with stakeholders.
9. The purpose of the Pre-production Brief is to ensure key stakeholders are:
  - aware that the process of preparing the Gypsy and Traveller Sites Allocations Document has commenced; and to
  - provide the opportunity for stakeholders to comment on the process, timetable, consultation strategy and general content of the Issues and Options Document prior to publication.

## What is a Sites Allocations Development Plan Document?

10. The North Somerset Gypsy and Traveller Sites Allocations Development Plan Document is one of a number of site specific documents that interprets the requirements of the Regional Spatial Strategy and the North Somerset Core Strategy.
11. It will identify, assess and allocate Gypsy and Traveller residential and transit sites in accordance with the requirements of the Regional Spatial Strategy. The emerging Regional Spatial Strategy is very specific about pitch requirements for the period 2006 – 2011 and provides guidance for the period beyond 2011.
12. The substantive development control policy in relation to Gypsy and Traveller sites will be included in the North Somerset Core Strategy. Once adopted, the new policy will replace adopted North Somerset Replacement Local Plan Policy H/12 *Sites for Gypsies and Travelling Showpeople* (Appendix 1).

**Question 1**      **Is the scope of the Gypsy and Traveller Sites Allocations Development Plan Document adequate?**

**Question 2**      **Should the timescale for identified provision be for the period to 2011, 2016 or beyond?**

# Sustainability Appraisal

13. Sustainability Appraisal is an integral part of preparing planning documents under the provisions of section 19(5) of the Planning and Compulsory Purchase Act 2004. This requires an appraisal of the economic, social and environmental sustainability of the plan. It aims to promote sustainable development by integrating sustainability concerns into the preparation of planning documents. It is a systematic and iterative process and incorporates the requirements of the Strategic Environmental Assessment Directive.
14. The UK Government's sustainability strategy: '*Securing the Future*' identifies five key principles of sustainable development:
  - Living Within Environmental Limits
  - Ensuring a Strong, Healthy and Just Society
  - Achieving a Sustainable Economy
  - Promoting Good Governance
  - Using Sound Science Responsibly
15. Sustainability Appraisal will ensure that the potential social, environmental and economic impacts are identified and that measures are taken to mitigate any potential detrimental impacts.
16. A separate scoping report on the Sustainability Appraisal in relation to the Gypsy and Traveller Sites Allocations Development Plan Document is being prepared and will be published for stakeholder consultation. Consultation documents will be published on the council's website as they are produced.

## Programme

17. The Gypsy and Traveller Sites Allocations Development Plan Document commenced with the agreement on 24 November 2008 of the Leader of the Council and the Executive Member for Strategic Planning, Highways and Economic Development of the Project Brief (Appendix 2).
18. The publication of this Pre-publication Brief marks the commencement of a process that is likely to take more than two years to complete, and it is anticipated that the Sites Allocations Development Plan Document could be adopted by March 2011. It should be noted that the emerging Regional Spatial Strategy pitch requirements relate to the period 2006 – 2011. In order for these requirements to be met it is imperative that a parallel assessment of opportunities is undertaken.

19. The Planning and Compulsory Purchase Act 2004 and associated regulations prescribe a process, which in the case of the Gypsy and Traveller Sites Allocations Development Plan Document is set out under Table 1. Table 2 provides further detail about the stages of the Development Plan Document and the Sustainability Appraisal.

**Table 1: Key Stages in the Production of a North Somerset Gypsy and Traveller Sites Allocations Development Plan Document**

<b>Stage</b>	<b>Target Date</b>
Project Commencement	November 2008
Pre-Production Brief for consultation	January 2009
Issues and Options Document for consultation	April 2009
Consultation on “Published” (Draft) Submission Document	October 2009
Agree changes to Draft Submission Document in the light of consultation	January 2010
Submit revised document to Secretary of State	March 2010
Examination Period	March – Dec 2010
Adoption of Sites Allocations Document	March 2011

**Question 3 Is the programme realistic?**

**Table 2: Programme for the Production of a North Somerset Gypsy and Traveller Sites Allocations Development Plan Document and Sustainability Appraisal**

Stage	Date	Gypsy and Traveller Sites Allocations DPD	Sustainability Appraisal
<b>Pre-production</b>	December 2008 / January 2009	<ul style="list-style-type: none"> <li>• Survey and evidence gathering.</li> <li>• Identify relevant policies, including RSS polices.</li> <li>• Consult on the Pre-production Brief.</li> <li>• Call for Sites</li> <li>• Review Project Brief in light of consultation responses.</li> <li>• Review Evidence Base in light of consultation and undertake research to fill identified gaps.</li> <li>• Prepare Topic Papers as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify other relevant policies, plans and programmes, and sustainable development objectives.</li> <li>• Collect baseline information.</li> <li>• Identify sustainability issues.</li> <li>• Develop the Sustainability Appraisal framework.</li> <li>• Consult on the Sustainability Appraisal Scoping Report (5 week consultation).</li> </ul>
<b>Issues and Options</b>	March / April 2009	<ul style="list-style-type: none"> <li>• Identify issues and alternative options.</li> <li>• Consult on Issues and Options Document (regulation 25) using a range of techniques and targeting harder to reach groups.</li> <li>• Further Call for Sites.</li> <li>• Use <i>e-consult</i> (web-based facility to manage consultation).</li> </ul>	<ul style="list-style-type: none"> <li>• Test the objectives against the Sustainability Appraisal framework.</li> <li>• Develop the Options.</li> <li>• Evaluate the effects of the draft Sites Allocations Development Plan Document.</li> <li>• Consider ways of mitigating adverse effects and maximising beneficial effects.</li> </ul>

		<ul style="list-style-type: none"> <li>Analyse response to Issues and Options consultation.</li> <li>Undertake Screening for Habitats Regulations Assessment and undertake Appropriate Assessment if required.</li> </ul>	<ul style="list-style-type: none"> <li>Recommend measures to monitor the significant effects of implementing the draft Sites Allocations Development Plan Document.</li> <li>Prepare Draft Sustainability Appraisal report assessing the significant social, economic, and environmental effects of the identified preferred options.</li> <li>Consult on Sustainability Appraisal Report.</li> </ul>
<b>Submission</b>	October 2009 / March 2010	<ul style="list-style-type: none"> <li>Preparation of "publication" (draft) Submission Document for consultation.</li> <li>Prepare schedule of significant changes to Submission Document for submission to the Secretary of State.</li> </ul>	<ul style="list-style-type: none"> <li>Prepare Amendments to Sustainability Appraisal.</li> <li>Submission of Sustainability Appraisal.</li> </ul>
<b>Examination</b>	April / December 2010	<ul style="list-style-type: none"> <li>Pre-examination meeting.</li> <li>Independent Examination.</li> </ul>	
<b>Adoption</b>	March 2011	<ul style="list-style-type: none"> <li>Adoption.</li> <li>Publication of the Adopted Core Strategy.</li> </ul>	
<b>Monitoring and Review</b>	Post Adoption.	<ul style="list-style-type: none"> <li>Monitor through the Annual Monitoring Report procedure.</li> </ul>	

## Consultation

20. The consultation to be carried out in relation to the Sites Allocations Document will be in line with the council's Statement of Community Involvement, as adopted in February 2007, and statutory requirements.

21. The aim of consultation is to:

- produce better informed policies and decisions;
- reduce conflict; and
- improve understanding of the planning issues related to the provision of Gypsy and Traveller residential and transit accommodation.

22. Government guidance in Planning Policy Statement 12: Local Spatial Planning is that development plan documents should comply with a number of principles in relation to participation and stakeholders. The advice is that involvement should be:

**appropriate** to the level of planning;

**from the outset** – leading to a sense of ownership of local policy decisions;

**continuous** – part of ongoing programme, not a one-off event, with clearly articulated opportunities for continuing involvement;

**transparent and accessible** – using methods appropriate to the communities concerned;

**planned** – as an integral part of the process for making plans; and

**proportionate** – to the scale of issues involved.

23. In order to ensure that interested parties are involved at an early stage, copies of the Pre-production Brief will be sent to all the groups, statutory bodies and key stakeholders set out in Table 3 below as well as persons listed on the council's Local Development Framework database who have specifically registered an interest in the Gypsy and Traveller Sites Allocations Development Plan Document.

24. The focus at this stage in the process is to ensure that the correct procedures and key players have been identified. Whilst the views of the general public, local interest groups and community groups are welcomed these groups will be specifically targeted at the Issues and Options stage when the emphasis is to understand the issues and alternative ways that Gypsy and Traveller residential and transit accommodation could be provided.

25. The publication of the Pre-production Brief is the very first public stage in the preparation of the Gypsy and Traveller Sites Allocations Development Plan Document. The Brief will be made available on the North Somerset website [www.n-somerset.gov.uk](http://www.n-somerset.gov.uk) and the website will be updated to include information on how the Sites Allocations Development Plan Document is progressing. This will enable people to be kept informed as the plan progresses.

**Table 3: Individuals and Organisations to be sent a copy of the Pre-production Brief**

Councillors
Town and Parish Councils
Adjacent Local Councils
Central and Regional Government and Development Agencies
The North Somerset Partnership
Gypsy and Travellers Representative Groups
Those who have registered an interest in Gypsy and Traveller matters

26. Consultation events and publicity will take place in March / April 2009 when the evidence in the topic papers and the first main document, the Issues and Options Report, will be published.

27. Consultation will be via a range of methods to suit the different target groups identified in Appendix D of the Statement of Community Involvement. The consultation strategy will reflect the scope of the Sites Allocation Document, which is to focus on the options for the spatial distribution of sites and to propose sites. Interested persons listed on the Local Development Framework database will be informed of the Issues and Options Document and how to get involved. Other events could include workshops or focus groups together with one-to-one or group meetings with key stakeholders.

**Question 4**     **Are there other organisations that should be included on the consultation database?**

**Question 5**     **What are the most appropriate consultation methods?**

### Call for Sites

An integral part of the consultation process is a “Call for Sites” suitable for use for Gypsy and Traveller residential and / or transit pitches. The call for sites will be undertaken separately from consultation on this Pre-production Brief. The response to the Call for Sites is considered to be a vital part of the pre-production gathering of information. Sites that come forward will be assessed alongside other potential sites and suitable sites would be included in further consultation.

## Resources

29. The day to day management of the process of preparing the Gypsy and Traveller Sites Allocations Development Plan Document will be undertaken by the Planning Policy and Research Teams. Specialist advice on Gypsy and Traveller accommodation issues will be provided by Adult Social Services and Housing officers. There will be no specific additional resources to facilitate this in the short term, although the Inquiry costs and legal fees will need to be assessed later in the process.
30. The new planning system requires a significant increase in consultation with stakeholders, the general public and hard to reach groups. The emphasis of the new system is to 'frontload' much of the discussion and consultation in order to seek consensus on issues and options. This will have resource implications in terms of staff time, printing, advertising and facilitating meetings and focus group discussions.
31. The importance of ensuring a robust and credible evidence base is stressed throughout planning guidance. North Somerset Council carries out a bi-annual count of Gypsy and Traveller accommodation in the area and in 2007 completed a Gypsy and Traveller Accommodation Assessment jointly with Bath and North East Somerset, Bristol and South Gloucestershire Councils. This Assessment established the need for an additional 36 residential and 10 transit pitches in North Somerset for the period 2006 – 2011.
32. A review of evidence needs will be undertaken, including the methodology for the identification and assessment of suitable sites for residential and transit accommodation for Gypsies and Travellers. This may reveal the requirement for additional survey and analysis research to be commissioned which may have resource implications.

## Pre-production Stage

33. The first stage in the preparation of the Gypsy and Traveller Sites Allocations Development Plan Document is to establish the context and the relevant baseline information. (The Planning and Compulsory Purchase Act 2004 requires that a robust baseline is identified prior to deciding the likely content and range of a statutory planning document).
34. The context for the Gypsy and Traveller Sites Allocations Document is provided by national, regional and local policy.
35. The national policy is set out in Circular 01/2006 'Planning for Gypsy and Traveller Caravan Sites'. This explains how those sites are to be planned for in the new development plan system. The first step is the preparation of a Gypsy and Traveller Accommodation Assessment which identifies the pitch requirements. These are taken forward in the Regional Spatial Strategy which assesses the accommodation requirements for the region and specifies pitch numbers for each local authority area.
36. Circular 01/2006 requires that the number of pitches set out in the Regional Spatial Strategy must be translated into specific site allocations in one of the local planning authority's development plan documents. A requirement of the Planning and Compulsory Purchase Act 2004 is that development plan documents must be in general conformity with the Regional Spatial Strategy. The Core Strategy should set out the criteria for the location of Gypsy and Traveller sites which will be used to guide the allocation of sites in the relevant development plan document. Criteria based policies must be fair, reasonable, realistic and effective in delivering sites.
37. The approach that North Somerset Council is taking is to prepare a Core Strategy which, among other things, establishes the overview of the Gypsy and Traveller accommodation requirements for North Somerset. This will include a criteria based policy that will replace the adopted North Somerset Replacement Local Plan Policy H/12 *Sites for Gypsies and Travelling Showpeople* (Appendix 1). Because there is an identified need for additional pitches, the required additional sites are proposed to be allocated in the Gypsy and Traveller Sites Allocation Development Plan Document.
38. The North Somerset Gypsy and Traveller Sites Allocations Development Plan Document project commenced formally with the approval on 24 November 2008 of the Project Brief (Appendix 2). A more detailed Project Plan will be prepared to facilitate efficient progress of the Development Plan Document.

## Evidence Base

39. The Evidence Base is an essential part of the preparation of proposals for the allocations of new sites for Gypsy and Traveller residential and transit pitches. Table 4 identifies the baseline information upon which the Gypsy and Traveller Sites Allocations Development Plan Document will rely upon. Further evidence will be identified as the plan progresses.

**Table 4: Evidence Base**

<b>Main information Sources</b>	<b>Scope</b>
Gypsy and Traveller Accommodation Assessment	<ul style="list-style-type: none"> <li>• Required by s225 of the Housing Act 2004;</li> <li>• Accommodation assessment required of Gypsies and Travellers residing in or resorting to the particular area.</li> </ul>
Bi-annual Gypsy and Traveller Caravan Counts	<ul style="list-style-type: none"> <li>• Caravan counts undertaken in January and July of each year;</li> <li>• Includes public and private, authorised and unauthorised sites.</li> </ul>
Schedule of Unauthorised Encampments	<ul style="list-style-type: none"> <li>• Updated from data collected.</li> </ul>
North Somerset Annual Monitoring Review 2008	<ul style="list-style-type: none"> <li>• Published in January each year.</li> </ul>

### **Question 6**

**Are there additional specific pieces of evidence that should be gathered?**

### **Question 7**

**Do you have a proposal for a methodology for identifying and assessing suitable sites for Gypsy and Traveller accommodation?**

# Commenting on the Pre-production Brief

Consultation on the Pre-production Brief runs until 6<sup>th</sup> March 2009

Please send comments to:

Planning Policy and Research  
Development and the Environment  
North Somerset Council  
Somerset House  
Oxford Street  
Weston-super-Mare  
BS23 1TG

or

by email to: [planning.policy@n-somerset.gov.uk](mailto:planning.policy@n-somerset.gov.uk)

Further copies of the document are available from:

Telephone: 01934 426 177  
[www.n-somerset.gov.uk](http://www.n-somerset.gov.uk)  
Somerset House, Oxford Street, Weston-super-Mare

A Glossary of Terms is included as Appendix 3, and a list of References are listed under Appendix 4.

**Personal information will be processed by North Somerset Council, in accordance with the Data Protection Act 1998, to assist in the preparation of the Gypsy and Traveller Sites Allocations Development Plan Document.**

**Representations to consultations will be made available on a public website. For responses made by individuals, please be aware that the respondent's name may be displayed. Responses made on behalf of an organisation will have the organisation name displayed. North Somerset Council is unable to treat submissions as confidential.**

**North Somerset Replacement Local Plan:  
Policy H/12: Gypsy and Traveller and Travelling Showpeople:**

**North Somerset Replacement Local Plan  
Policy H/12: Gypsy and Traveller and Travelling Showpeople**

Proposals for the use of land for the stationing of residential caravans occupied by gypsies or other travellers or as permanent bases for travelling show people will be permitted in the Green Belt in very special circumstances only.

Elsewhere, such proposals will be permitted having regard to a search sequence commencing with previously developed and under-utilised land within urban areas, then other suitable land within urban areas, then within and immediately adjacent to urban areas, followed by other settlements and finally only when all options in other locations have been exhausted, in the open countryside; and where:

- i. there is an identified need for the site to be located within North Somerset; and
- ii. the site is well related to local services and facilities, such as schools and health and welfare facilities; and
- iii. the site is already or capable of being adequately screened and would otherwise respect the landscape character of the locality; and
- iv. the proposal would not unacceptably prejudice the amenities of adjoining occupiers; and
- v. the site is capable of being provided with foul and surface water drainage, including appropriate infrastructure and facilities to manage wastes; and
- vi. there is adequate parking and safe access into and out of the site; and
- vii. in the case of sites for travelling showpeople, there is evidence of a previous connection with the local area and an intention to continue this connection.

Proposals for transit sites for gypsies and travellers and small-scale business-related activities will be considered in the context of the above criteria, excluding (ii) and (vii).

## Approved Project Brief

<b>PROJECT BRIEF</b>		<b>Document Ref &amp; Version No: 2</b>
<b>Programme: North Somerset Local Development Framework</b>	<b>Project: North Somerset Gypsy and Travellers Sites Allocations Document Plan Document</b>	
<b>Author: Allan Davies, Principal Planning Policy Officer</b>		<b>Date: 7 November 2008</b>
<b>AUTHORISATIONS</b>		
<i>Project Manager's Signature:</i>		
<i>Customer/User's Signature:</i>		
<i>Project Sponsor's Approval:</i>		

**1. PURPOSE**

This document describes the preparation of a sites allocations development plan document that will include policies and site allocations to meet the identified accommodation needs of Gypsies and Travellers in North Somerset.

**2. BACKGROUND**

The Housing Act 2004, Chapter 43, Part 6 s225-226 requires all local authorities to carry out an assessment, as part of the Local Housing Need Assessment of the accommodation needs of Gypsies & Travellers, either living in or coming into the area. Circular 01/2006 'Planning for Gypsy and Traveller Caravan Sites' sets out a framework for the provision of sites for Gypsies and Travellers. Every local authority has to identify land for the sites that are needed in its area, and the Government expects local authorities to adopt a proactive approach to this task.

The project will be prepared in the context of the West of England Gypsy and Travellers Accommodation Assessment, the emerging South West Regional Spatial Strategy that sets out the requirements for Gypsy and Traveller accommodation in North Somerset and the emerging North Somerset Core Strategy. In accordance with guidance in Circular 01/2006 'Planning for Gypsy and Traveller Caravan Sites' Core Strategies set out the criteria for the location of Gypsy and Traveller sites, which will be used to guide the allocation of sites in a relevant development plan document.

The scale of Gypsy and Travellers accommodation proposed in the emerging Regional Spatial Strategy is for a need for an additional 36 residential pitches and capacity for 10 transit caravans in North Somerset for the period 2006 – 2011. In addition to national and regional policy, the operational policy on sites for Gypsies, other Travellers and Travelling Showpeople in North Somerset is the adopted North Somerset Replacement Local Plan Policy H/12 (which is subject to a legal challenge under section 287 of the Town and Country Planning Act 1990, to be heard on 24 November 2008).

Policy H/12 sets out a search sequence outside of the Green Belt commencing with previously developed and under-utilised land within urban areas, then other suitable land within urban areas, then within and immediately adjacent to urban areas, followed by other settlements and finally only when all options in other locations have been exhausted, in the open countryside and where a range of more detailed site based criteria are satisfied.

### **3. PROJECT DEFINITION**

#### **3.1. Project Objectives**

The purpose of the Project is to prepare a Gypsy and Traveller Sites Allocations Document for adoption as part of the Development Plan for North Somerset that clearly identifies sites suitable for the residential accommodation of Gypsies and Travellers, including making provision for transit accommodation, at least for the period to 2016.

The principal objectives of the Project are:

- to make provision for Gypsy and Traveller accommodation for the period up to 2016 in accordance with the Regional Spatial Strategy and the West of England Gypsy and Traveller Accommodation Assessment in a way that provides access to decent and affordable authorised accommodation through the allocation of suitable sites;
- to promote high quality design of Gypsy and Traveller sites that reflects local character;
- to undertake local stakeholder/community workshops/events to identify and assess sites suitable for residential accommodation, including for transit purposes;
- to prepare the Sites Allocations Document in accordance with the requirements of statutory regulations and national policy as set out in Planning Policy Statement 12 'Local Spatial Planning' and Circular 01/2006 'Planning for Gypsy and Traveller Caravan Sites'; and
- to provide planning policy guidance to enable the detailed assessment of future planning applications.

#### **3.2. Project Scope, Exclusions & Interfaces**

The Project Scope is to objectively identify and assess the most sustainable sites for Gypsy and Traveller residential and transit accommodation in North Somerset, and to identify a clear Delivery Plan. This will require close working with a range of stakeholders, including within North Somerset Council and with neighbouring authorities, local communities and landowners.

### 3.3. Outline project deliverables and/or desired outcomes

The Project's key deliverables are:

- Stakeholder and community workshops
- Consultation Plan at the informal Issues and Options stage
- Consultation Plan at the formal "Publication" Submission Document stage
- Examination in Public process
- A Gypsy and Traveller Sites Allocations Document
- Delivery Plan

### 3.4. Project Constraints

#### 3.4.1. Priority

High priority is attached to the Project. The Government has stated that it believes that everyone should have the opportunity to have a decent place to live, and that this applies equally to the Gypsy and Traveller community. The Government is keen that local authorities should move on from Gypsy and Traveller Accommodation Assessments to that of delivering increased numbers of authorised pitches, thereby reducing the amount of unauthorised camping.

Having undertaken an Accommodation Assessment that, in the case of North Somerset the emerging Regional Spatial Strategy has supported, it is important to progress to the next level of plan making and implementation, without delay.

#### 3.4.2. Budget

A detailed budget will need to be prepared that itemises the costs associated with plan preparation. This will include costs associated with staff time, the potential use of consultants to assist the process of site identification and assessment, Examination in Public costs and specialist advice.

#### 3.4.3. Timescale (indicative)

Stage	Target Date
Project Commencement	October 2008
Pre-Production Brief for consultation	December 2008
Issues and Options Document for consultation	March 2009
Consultation on "Published" (Draft) Submission Document	October 2009
Submission of changes to Secretary of State	March 2010
Examination Period	March – December 2010
Adoption of Sites Allocations Document	March 2011

#### **3.4.4. Dependencies**

The Project must be co-ordinated with the preparation of the North Somerset Core Strategy.

#### **3.4.5. Constraints**

The Project must be completed within a reasonable time so as to enable suitable sites to be identified to meet the requirements set out in the Regional Spatial Strategy for the period 2006 – 11, and guidance prepared for the consideration of planning applications.

#### **3.4.6. Interfaces to other projects**

There will be links to related development plan documents, principally to the North Somerset Core Strategy. However, there is likely to be interfaces to other planning documents such as guidance or development planning documents relating to the two proposed urban extensions in North Somerset at Weston-super-Mare and the South West Bristol Urban Extension.

### **4. OUTLINE BUSINESS CASE / JUSTIFICATION**

The project is intended to provide a clear delivery framework for the required new sites for Gypsy and Traveller accommodation and associated infrastructure. Without a Sites Allocations Development Plan Document, development proposals are likely to be proposed by the Gypsy and Traveller community in an ad hoc, uncoordinated and potentially less sustainable manner to the detriment of existing and future residents.

### **5. QUALITY EXPECTATIONS**

Quality is important in terms of not only identifying technically the best solution in terms of the distribution of new sites, but in articulating and presenting the approach so as to secure maximum support from interested parties. The project will also set out the framework to ensure that the new sites suitable for Gypsy and Traveller accommodation are of high quality in respect of design and layout and access to local facilities.

### **6. KNOWN RISKS**

The principal risks are associated with the nature of the project, which is to identify suitable sites for a section of the community which traditionally has suffered racial discrimination from the settled community.

Sites most suitable for Gypsies and Travellers from a social, health, education and welfare point of view are likely to be in locations close to the settled community where there is a higher risk of tension between the settled and Gypsy and Traveller communities.

Failure to identify suitable sites through the preparation of a development plan document is likely to result in unauthorised encampments and speculative planning applications for development not in accordance with planning policy. In such circumstances there is a risk that such planning applications would be more likely to be granted on appeal.

## **7. OUTLINE PROJECT PLAN**

The project is anticipated to commence in November 2008, with the approval of this draft Project Brief and the preparation of a Pre-Production Brief for consultation. From the outset it will be important to open a dialogue with the Gypsy and Traveller Community and to proactively canvass / advertise for suitable sites in order to establish their aspirations for the new sites.

A focus on identifying and assessing suitable sites will be a priority, along with the preparation of an Issues and Options paper for wider consultation with stakeholders and the public, during early 2009.

A realistic timetable will need to be established for consultation as part of the Pre-Production Brief. The general principle is that the stages of the Sites Allocations Document are prepared one step behind the stages of the North Somerset Core Strategy.

The preparation of the North Somerset Gypsy and Travellers Site Allocations Development Plan Document is a proposal set out in the Review of the North Somerset Local Development Scheme.

## Glossary of Terms

### Annual Monitoring Report

The Annual Monitoring Report shows how the policies contained within Local Development Documents are performing and monitor their effectiveness. The Annual Monitoring Report is published in January of each year.

### Caravan

The Caravan Sites and Control of Development Act 1960 includes in the definition of "caravan" any structure designed or adapted for human habitation which is capable of being moved from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer).

### Development Plan

A development plan consists of the relevant Regional Spatial Strategy and the Development Plan Documents contained within the Local Development Framework.

### Development Plan Document

Local Development Documents are statutory documents with Development Plan status, and carry significant weight in the determination of planning applications. Independent scrutiny is required before they are adopted.

### Gypsy

The Caravan Sites and Control of Development Act 1960 defines "Gypsies" as: *"persons of nomadic habit of life, whatever their race or origin, but does not include members of an organised group of travelling showmen, or persons engaged in travelling circuses, travelling together as such."*

### Local Development Document

The collective term for Development Plan Documents, Supplementary Planning Documents and the Statement of Community Involvement.

### Local Development Framework

A Local Development Framework is a portfolio of Local Development Plans that provide the framework for delivering the spatial strategy for the area. Collectively they will be replacing the Local Plan and Structure Plan.

### Local Development Scheme

Programme setting out the proposed documents within the Local Development Framework and the timetable for their production.

### Pitch

A plot of land where a single Gypsy / Traveller household live in their caravans. A pitch may accommodate one residential caravan (or mobile home) and one touring caravan.

### Planning and Compulsory Purchase Act, 2004

The Act which sets out the requirement to produce a Local Development Framework.

### Planning Inspectorate

Body which considers the appropriateness of planning policies, taking into account public consultation responses.

### Planning Policy Statement

National planning policy produced by the Government as part of the new planning system.

### Regional Spatial Strategy

The Regional Spatial Strategy will set a regional framework that addresses the spatial implications of broad issues such as housing, investment, transport, the economy and environment. This will be a statutory document and the Local Development Framework will have to be in general conformity with its policies.

### Site

An area of land that is laid out and used for Gypsy and Traveller caravans.

### **Strategic Environmental Assessment**

The consideration of policies and proposals to assess their impact on the environment. This is to be undertaken as part of a Sustainability Appraisal prepared under the Strategic Environmental Assessment Directive (European Union Directive 200/42/EC)

### **Statement of Community Involvement**

The Statement of Community Involvement sets out how the Council intends to engage the community and stakeholders in the planning process.

### **Strategic Environmental Assessment**

Strategic Environmental Assessments will underpin the Development Plan process. They are environmental assessments of policies, plans and processes and are important when addressing issues and options at an early stage of plan preparation.

### **Supplementary Planning Document**

A Local Development Document that holds less weight than a Development Plan Document when determining planning applications. It is not subject to an independent examination, but is subject to community and stakeholder involvement.

### **Sustainability Appraisal**

The appraisal of the economic, environmental and social effects of a plan from the outset of the preparation process to allow decisions to be made that accord with sustainable development.

### **Sustainable Community Strategy**

Prepared by the North Somerset Strategy, the Sustainability Community Strategy '*Improving our communities together*' provides a framework for all stakeholders and agencies that have an interest in improving the quality of life in North Somerset.

## Appendix 4

### References

Planning and Compulsory Purchase Act, 2004

Housing Act, 2004

Circular 01/2006 'Planning for Gypsy and Traveller Caravan Sites';

Circular 04/2007 'Planning for Travelling Showpeople'.

Regional Spatial Strategy for the South West Review of Additional Pitch Requirements for Gypsies and Travellers Examination in Public March 2008, Report of the Panel April 2008

The Draft Revised Regional Spatial Strategy for the South West Incorporating the Secretary of State's Proposed Changes – for Public Consultation July 2008 (GOSW)

North Somerset Replacement Local Plan, Adopted March 2007