

Service Plan: TRAVELLER ISSUES – 2007/08

Part 1. Purpose of the Service

Work towards a realistic solution to Traveller Issues that is mutually acceptable for both the settled and Travelling communities through:-

- Firm, fair and consistent planning enforcement
- Contributing to a regional response to accommodating Traveller needs
- Developing community cohesion
- Providing and sharing information.

Part 2. Plans to Improve Your Service in 2007/08

#	Action	Supporting Information (eg resources, outputs, outcomes and risks)	Complete by Month	Responsible Officer
Actions to Improve Customer Service (Council priority):				
1	Update the Traveller Issues pages on the Council's website (RES B5.3)	Resources: Kirsty Simmons Outputs: Revised web pages Outcomes: Up to date information to benefit the residents of south camps Risks: FOI request for information	May 07	Kirsty Simmons
2	Hold consultation events/workshops as part of the GTDPD to involve all sections of the community in its development and investigate more accessible ways for Gypsies and Travellers to make representations on the GTDPD documentation.	Resources: Planning Policy Team/Kirsty Simmons/Gareth Jones Outputs: DPD/Strategy Outcomes: A strategy that has been developed with the support of local communities Risks: Equalities	Oct 07	Keith Miles
Affordable Housing and Growth Area milestones (Council priorities):				
3	Willingham - Seek an injunction for a specified area in the parish to protect it from further unauthorised development, which would otherwise jeopardise the outcome of the GTDPD. Continue to pursue the parish Council for the service of notices on the land.	Resources: Gareth Jones, Planning Enforcement, Legal, Counsel, Kirsty Simmons Outputs: Injunction Outcomes: SCDC control over unauthorised developments in the parish Risks: Uncontrollable persistent unauthorised development	Jun 07	Gareth Jones
4a	Produce an Issues and Options report 2 (Site Options) for public consultation	Resources: Planning Policy Team/Kirsty Simmons/Gareth Jones Outputs: DPD/Strategy Outcomes: Meet the accommodation needs of Gypsies and Travellers	Sep 07	Keith Miles

4b	Manage the production and development of the GTDPD, which will ensure SCDC can meet the needs of Travellers in the district and provide a policy for determining future planning applications for Gypsy/Traveller sites.	Risks: Legal challenge over procedure	Complete Dec 09	
5	Moor Drove, Histon - Take forward injunction proceedings and continue to help the occupants find an alternative site.	Resources: Gareth Jones, Planning Enforcement, Legal, Counsel, Kirsty Simmons Outputs: Land restored to green belt Outcomes: Resolution to unauthorised development/alternative location of site Risks: Have to take enforcement action on an occupied site	Mar 08	Gareth Jones
6a	Smithy Fen, Cottenham – Continue to take enforcement action against those persistently in breach of planning control.	Resources: Gareth Jones, Planning Enforcement, Legal, Counsel, Kirsty Simmons Outputs: Successful enforcement action Outcomes: Planning controls correctly enforced Risks: Have to take enforcement action on an occupied site/ H&S of staff	Mar 08	Gareth Jones
6b	Pine View – Continue process of recovering costs and consider future uses of the land e.g. planting			Simon McIntosh
6c	Victoria View – Take forward injunction proceedings whilst continuing to discuss the health needs of the occupants.			
7	Continue to determine planning applications, from Travellers, as they are submitted.	Resources: Development Control Outputs: Consistent planning processes Outcomes: Equitable planning process Risks: Failure to determine in an equitable manner could result in legal challenges	Ongoing	Gareth Jones
8	Discuss with all developers and partners the issue of providing Traveller sites in the growth areas possibly through the use of Section 106 documents. In order to do this a specification for new sites needs to be prepared.	Resources: Kirsty Simmons, Major Developments and Housing Strategy Outputs: Traveller sites in the growth areas Outcomes: Meeting Travellers accommodation needs Risks: We will be challenged if we fail to meet at least some of the need identified	Ongoing	Gareth Jones
Actions to mainstream Council policies (Community Safety, Climate Change and Equalities):				
9	Help communities affected by community tensions by holding biannual Traveller Liaison Forums for joint discussions, ensuring all parties are kept informed of developments (RES A3.6 refers).	Resources: Matt Siggery, Kirsty Simmons Outputs: Biannual consultation events Outcomes: Reduced tensions, better informed public and improved service satisfaction (BV3) Risks: Community Safety & Equalities	Mar 07	Simon McIntosh

10	Consult and involve the Ormiston Children & Families Trust and other relevant community groups during the development of new strategies (RES B4.2).	Resources: Equalities officer Outputs: New strategies Outcomes: Robust and inclusive strategies Risks: Equalities and resources	Mar 08	Equalities officer
11	Review the quality of Traveller sites and management arrangements, including allocation policies, repairs services and the cost of utilities (RES B1.16). Possible SLA with County Council with regard management of sites.	Resources: Matt Siggery Outputs: Identification of required maintenance and management improvements. Outcomes: Improved sites Risks: Community Safety	Mar 08	Matt Siggery
12	Carry out equality impact assessment of services most associated with Traveller issues (RES B1.4).	Resources: Equalities officer Outputs: Identification of service areas of weakness Outcomes: Improved equal services Risks: Equalities and resources	Mar 08	Equalities officer
Actions to improve the service provided by your team:				
13	Arrange bi-monthly SOG meetings to develop and monitor the Councils approach to Traveller Issues.	Resources: Kirsty Simmons Outputs: Bi-monthly meetings Outcomes: Strategic approach to Traveller issues Risks: Failure to comply with legal obligations consistently	Mar 07	Kirsty Simmons
14	Monthly Member Briefings on Traveller issues.	Resources: Kirsty Simmons Outputs: Monthly email briefings Outcomes: Fully informed Members Risks: Resources to complete this on a regular basis	Mar 07	Kirsty Simmons
Actions to improve the efficiency or Value for Money of your service:				
15	Resolve unauthorised developments through negotiation rather than enforcement action and land clearance	Resources: Gareth Jones, Matt Siggery, Simon McIntosh Outputs: Successful cost effective resolution to unauthorised development Outcomes: Planning controls correctly enforced Risks: Negotiation is not successful	Mar 08	Gareth Jones/ Simon McIntosh
16	Complete a survey of all Council owned land to identify possible locations for affordable housing and/or Traveller sites	Resources: Kirsty Simmons, Housing Strategy and consultants Outputs: List of potential development land owned by SCDC Outcomes: Housing needs addressed Risks: No land identified is suitable for Traveller sites	Jul 07	Denise Lewis
Actions to develop and support your workforce and learning:				

17	Cultural awareness training with officers and Members	Resources: Bridget Fairley, Simon McIntosh Outputs: Culturally aware officers and Members Outcomes: Robust and informed decision making Risks: can't guarantee everyone will attend	Mar 2008	Simon McIntosh
Actions to address risks to your service:				
18	(1) Provide training for officers and Members to ensure public comments about Travellers are in line with the Council's RES	Resources: Bridget Fairley, Simon McIntosh Outputs: Culturally aware officers and Members Outcomes: Robust and informed decision making	Mar 2008	Simon McIntosh/ Equalities officer
19	(2) Continue to obtain injunctions requiring Travellers to vacate land before and land clearance to ensure enforcement action does not occur on occupied land	Resources: Legal, Gareth Jones, planning enforcement Outputs: Injunctions Outcomes: Land clearance of unoccupied sites	Mar 2008	Catriona Dunnett
20	(3) Consider the use of consultants/agents to carry out some of the work required on Traveller issues to overcome resource shortages should this become a pressing issue	Resources: Travellers Budget Outputs: Projects relating to Traveller issues Outcomes:	Jun 2007	Steve Hampson
21	(4) Be clear about the priorities for officers in order that resources can be used to best effect and officers not over stretched	Resources: SOG Outputs: Report to Cabinet Outcomes: Clear actions and priorities for the project	Jun 2007	Steve Hampson

Part 3. Performance Indicators

PI Code	PI Description	Past Performance					Future Targets		
		05/06			06/07		07/08	08/09	09/10
		Target	Actual	Top Quartile	Target	Actual	Target	Target	Target
Affordable Housing and Growth Areas									
SP 932	The number of pitches on <u>authorised</u> council Traveller sites in the district	29	29		Note 3	29	Note 3	Note 3	Note 3
SP 933	The number of caravans on <u>unauthorised</u> Traveller sites in the District	140	174		Note 3	140 Note 1	Note 3	Note 3	Note 3
SP 934	The number of caravans on <u>authorised</u> privately owned Traveller sites	345	337		Note 3	366 Note 2	Note 3	Note 3	Note 3

Notes:

Note 1: The 06/07 (i.e. March 07) figure is the average of the two most recent counts (i.e. July 06 (151) and January 07 (128)).

Note 2: The 06/07 (i.e. March 07) figure is the average of the two most recent counts (i.e. July 06 (329) and January 07 (402)).

Note 3. The Council is unable to set targets for future provision (increased caravan numbers) as they are subject to review via the LDF/RSS processes, which we are unable to pre-judge.

Part 4. Looking to the Future

Major issues or needs which your service will need to address (to maintain the level of service and new issues such as legislation, growth areas, demographic change)	Resource Requirements (Finance, staff, skills equipment etc)	Please tick appropriate years				
		2008/09	2009/10	2010/11	2011/12	2012/13
Investigate how new sites will come forward once identified through the GTDPD and how pitches will be allocated.	No resource at present – could employ consultants to complete.	✓				
Develop further links with Housing Associations to facilitate any Local Authority owned site provision.	Links established but more work to be done once sites are identified.	✓				