

**South Downs National Park
Authority, East Hampshire
District Council and
Winchester City Council**

**Gypsy and Traveller and
Travelling Showpeople Site
Assessment Study**

Methodology



Document Control Sheet



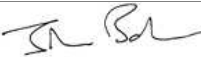
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1 Methodology Statement

1.1 Introduction

1.1.1 This report sets out the proposed methodology Peter Brett Associates will follow to complete the site assessment study to identify sites to meet Gypsy, Traveller and Travelling Showpeople needs and establish site criteria for planning policy. We have developed a methodology that is driven by national guidance and are confident it will provide what is needed in an efficient fashion. The methodology is available for the Authorities' consideration and any comments received will be fully considered before the methodology is finalised and it is applied to potential sites.

1.2 Sources of Sites

1.2.1 PBA and the Authorities will gather sites together for assessment. This involves the consideration of a number of sources of sites and initial sieving to remove sites with no potential early in the process. The site search process will consider the following sources:

- Authorised sites - All existing Gypsies and Travellers and Travelling Showpeople sites with full, temporary or personal consents or certificates of lawful use, will be assessed for intensification and/or expansion of the existing sites and will be taken forward to the **Stage 1** assessment;
- Unauthorised sites - All existing unauthorised and tolerated sites and encampments will be assessed and taken forward to the **Stage 1** assessment;
- Call for Sites - All sites promoted for Gypsy and Traveller and/or Travelling Showpeople uses will be taken forward to the **Stage 1** assessment;
- Council owned land – PBA will review GIS layers and undertake an initial sieve of the Authorities' owned land (i.e. both local authority and Hampshire County Council) removing all unavailable or incidental public land such as public buildings, public open space, active waste facilities and highway verges. PBA will include sites agreed, with the Authorities', to be taken forward to the **Stage 1** assessment;
- Surplus Public Sector Land: public sector land owned by other public bodies identified by the Authorities or through the Call for Sites exercise will be taken forward to the **Stage 1** assessment;
- Sites from the Strategic Housing Land Availability Assessment and Employment Land Reviews: Site owners of sites which were promoted through the SHLAA process will be contacted to identify if they are available for Gypsy and Traveller and/or Travelling Showpeople uses. Any positive responses will be taken forward to the **Stage 1** assessment.
- Strategic urban extensions. All potential strategic development opportunities identified by the Authorities (e.g. proposed site allocations and broad locations for development identified in the draft Local Plans) will be included within **Stage 1** for assessment. Unlike specific sites, mixed development locations can only be assessed on a high level basis and outcomes will most likely be reflected in the study recommendations.

1.3 Identifying Criteria for Site Assessment

- 1.3.1 Based upon our review of available policy, guidance, identified site need from the Traveller Accommodation Assessment (TAA) (2013) and physical constraints, we have identified a series of site criteria for discussion and agreement with the Authorities. PBA will use the criteria to assess potential sites. The criteria could also inform future local policy and subsequently be used to determine planning applications.
- 1.3.2 Account will be taken of national policy, as contained within Planning Policy for Traveller Sites (CLG, 2012) and existing and emerging local policy, as contained within adopted and emerging Local Plans. Account will also be taken of the existing pattern and distribution of need for Traveller provision as set out in the TAA.
- 1.3.3 Within the overall policy framework, the general approach to identifying appropriate site selection criteria will be to build upon the national planning policy framework:
- Is the site available?
 - Is the site suitable?
 - Is the site developable, e.g. viable and deliverable?
- 1.3.4 A key consideration, based upon national policy, has been that criteria should be “fair and should facilitate the traditional and nomadic life of travellers while respecting the interests of the settled community” (Planning Policy for Traveller Sites, paragraph 10). Criteria should be clear and transparent and unambiguous. Many previous studies and local plan criteria based policies across the country have used very restrictive criteria which have prevented many reasonable sites from coming forward.
- 1.3.5 We have taken account of the various criteria from the following sources including:
- National Planning Policy Framework and National Planning Policy Guidance;
 - ‘Planning Policy for Traveller Sites’, CLG, March 2012;
 - Adopted and emerging local policies within the Authorities;
 - The Showmen’s Guild of Great Britain ‘Model Standard Package’;
 - ‘Designing Gypsy and Traveller Sites’, CLG, May 2008.
- 1.3.6 The site criteria will be developed and applied in two stages, **Stage 1** is set out below.

1.4 Stage 1 Initial Site Assessment

- 1.4.1 **Stage 1** in the assessment process involves a desk top study undertaking the application of broad suitability criteria, including absolute constraints, together with an initial investigation of likely availability.
- 1.4.2 The application of broad suitability criteria sieves out immediately sites which are likely to fail on the grounds of contravening major constraints such as being within international environmental designations or within the boundaries of scheduled ancient monuments, etc.
- 1.4.3 Availability will be identified throughout this study as a key criterion. With regard to existing occupied sites we will discuss the future availability of the sites to accommodate additional pitches/plots or to expand with current owners/occupants and the Authorities.

- 1.4.4 We propose to use a traffic light approach for the initial **Stage 1** desk top assessment, identifying where sites do not satisfy criteria in red, where criteria may be capable of being satisfied in yellow and where criteria are satisfied in green. **Table 1.1** overleaf sets out the **Stage 1** Assessment Matrix.

Table 1.1: Stage 1 assessment process

Criteria	Designation/Issue	Red (Sites does not satisfy criteria)	Yellow (Criteria may be capable of being satisfied)	Green (Criteria are satisfied)
Flood Zone	Environment Agency Indicative Flood Mapping and SFRA Area at Risk of Flooding	The site is within Flood Zone 3 and not suitable for Gypsy and Traveller use.	The site is affected by Flood Zone 2 requiring further investigation (and application of policy tests).	The site is not affected by identified areas of indicative flood mapping or is located in Flood Zone 1.
Environmental Designations	Special Protection Area RAMSAR Site Special Areas of Conservation Site of Special Scientific Interest National Nature Reserve Local Nature Reserves Sites of Importance for Nature Conservation	The site is covered by an international designation.	The site is within the buffer of an international designation and could therefore have a negative impact. The site is covered by a national or local designation or is within close proximity and could therefore have a negative impact.	The site is not within an international, national or local environmental designation or within its buffer.
National Park and Landscape	National Park	n/a	The site is within the National Park or sensitive landscape and could therefore have a negative impact requiring further investigation.	The site is not located in the National Park or sensitive landscape
Settlement Gaps	Defined Settlement Gaps	n/a	The site is within a defined settlement gap and may physically or visually diminish the gap.	The site is not located within a defined settlement gap.
Contamination or Unstable Land Issues	Land contamination or unstable land issues	The site is located on or adjacent a landfill site or the land is unstable, and the land has been identified as unsuitable for residential use.	The site is potentially contaminated or unstable and requires further investigation.	There are no known contamination or unstable land issues.

Noise Issues	Noise issues relating to existing land uses or transport corridors	n/a	The site is located adjacent noisy land uses, which requires further investigation.	There are no noisy adjacent land uses and therefore no noise impact on the site.
Criteria	Designation/Issue	Red (Sites does not satisfy criteria)	Yellow (Criteria may be capable of being satisfied)	Green (Criteria are satisfied)
Settlement Strategy	Relationship to existing settlements	n/a	The site is away from existing settlements with services.	The site is within or close to an existing settlement with services.
Residential Amenity	Location of site in relation to existing dwellings	n/a	The site is adjacent existing dwellings and requires further investigation.	There are no adjacent dwellings and therefore no harmful impact on residential amenity.
Historic Environment	Scheduled Ancient Monument (SAM) Sites of Archaeological Importance Historic Park and Garden Conservation Area Listed building	The site is likely to result in substantial harm to the significance of a Scheduled Monument, Grade I or II* Listed Building, or a Grade I or II* Registered Park and Garden.	The site could result in harm to elements which contribute to the significance of a designated heritage asset, which require further investigation.	The site is unlikely to harm the significance of any designated heritage asset or its setting.
Availability	Promoted sites, public land ownership, etc.	The owner has confirmed that the site is not available, nor is it likely to be available in the future.	Site availability is unknown and requires further investigation.	There is evidence that the landowner is willing to sell or develop the site as a Gypsy and Traveller and/or Travelling Showpeople site. Public owned sites deemed potentially available for Gypsy and Traveller and /or Travelling Showpeople's use.

- 1.4.5 If sites do not receive a “red” at **Stage 1**, the site will be considered further at **Stage 2**. **Stage 2** involves a more detailed assessment of suitability issues and an examination of developability. Potential capacity and delivery issues will also be investigated.

1.5 Stage 2 Detailed Site Assessment

- 1.5.1 All **Stage 2** sites will be visited by the consultant team. We are used to recording information and assessing sites in a consistent way and will record site details and surroundings using a standard proforma. At the same time, all **Stage 2** sites will be sent to key Authority and County Council officers, including highways, and development management, for comment. Comments will be collated by the Authorities’ project lead and provided to PBA. These comments will feed into **Stage 2** which involves a more detailed assessment of suitability and an examination of achievability issues. A further examination of availability will also be undertaken at this stage.
- 1.5.2 Further assessment will be centred upon:
- **Availability** – we will contact landowners and identify whether sites will be made available and any potential legal or ownership constraints;
 - **Suitability** – we will assess each site against the agreed criteria which will be broadly grouped into policy requirements, physical constraints and potential impacts; and
 - **Developability** – we will identify potential site constraints needing to be rectified which may affect viability and any potential alternative uses likely to affect deliverability.
- 1.5.3 **Stage 2 Matrix**, in **Table 1.2**, overleaf provides the details for how we would assess sites relating to suitability, availability and achievability. Each site will have a site proforma providing more detailed information, including a site map. All sites will be measured to key services and facilities, although no site will be rejected purely because of distance to facilities.
- 1.5.4 All issues of potential delivery identified will be subject to investigations where possible, with recommendations on how they can be addressed. All sites that are considered suitable, available and developable will be subject to an initial broad assessment of the capacity of the site in terms of the number of pitches or plots which could be provided on site. This will take account of:
- Size and shape of site and character of the adjoining area;
 - ‘Designing Gypsy and Traveller Sites’, CLG, May 2008; and
 - Relevant planning history and design templates developed by Peter Brett Associates

Table 1.2: Application of site assessment criteria

Draft criteria	Stage at which criteria considered	Designation/Issue	Reject	Accept but further investigation/mitigation required	Accept
Availability	Stage 2	Site promoted by landowners, agents or travelling community Public land confirmed as available	Site not available for Gypsy, Traveller or Travelling Showpeople use. There are known legal or ownership problems, such as multiple ownerships, ransom strips, tenancies or operational requirements which cannot be resolved. Public land has been identified in another plan / strategy for another use.	There continues to be doubt over whether the site is genuinely available for Gypsy, Traveller or Travelling Showpeople (GTTS) use after further investigations.	There is evidence that the landowner is willing to sell and/or a developer is interested in developing within the timeframe of the Local Plan. There are no known legal or ownership problems, such a multiple ownerships, ransom strips, tenancies or operational requirements which are not capable of being overcome within the timeframe of the Local Plan. Public site is not identified in a plan or strategy for another use.
Suitability					
Site Size and layout	Stage 2	Suitable site size and design	The site is of insufficient size to accommodate a pitch or plot in a satisfactory way.	The site will require careful design and layout to ensure it is suitable for use.	The site has no size constraints and will have no potential layout/design issues that can't be addressed.
Contamination and unstable land	Stage 2 Note: Will be considered at stage 1 if information available	Contaminated Land Unstable Land	Contains an area of unstable or contaminated land that is likely to undermine the site's suitability and achievability.	Could contain unstable or contaminated land that should be subject to further investigation.	Not located on unstable land. Not located on contaminated land.
Topography	Stage 2	Topography	Steep slopes which make the site unsuitable and/or unachievable.	Sloping or undulating land which may require works to achieve a suitable	Level or gently sloping site.

				development.	
Site access and safety	Stage 2	Access Proximity to major roads	Poor access and/or road of poor standard. Likely to be subject to safety issues from surrounding uses incapable of mitigation	Access poor but capable of being improved. Road of adequate or good standard. Likely to be affected by safety issues but this is capable of mitigation.	Adequate or good access off adequate or good standard of road. Not affected by safety issues.
Accessibility to facilities	Stage 2	Access to facilities: GP Surgery Primary School Shop Access to public transport: Bus stop or route Train station	NA	NA	(Actual distances to be measured to facilities).
Potential impacts					
National Park and Landscape	Stage 2	National Park and Landscape impact and visual containment	Unacceptable impact of site upon National Park and/or landscape not capable of mitigation.	Impact capable of mitigation Potential cumulative impact with other identified sites.	No unacceptable impact on National Park and or landscape.
Biodiversity / Protected Species / Important hedgerow	Stage 2	Impact on biodiversity resources or known protected species Site of Special Scientific Interest Local Nature Reserve Geological Conservation Review Site Sites of Importance for Nature Conservation	Significant effect and unacceptable impact of site upon ecology or protected species or habitats not capable of mitigation where no overriding public interest.	Impact capable of mitigation. Potential cumulative impact with other identified sites.	No significant effect or unacceptable impact on ecology, protected species or habitats.

Historic environment	Stage 2	Scheduled Ancient Monuments Listed Buildings Historic Parks and Gardens Conservation Areas Heritage assets (local lists)	Significant harm to the significance of a heritage asset not capable of mitigation.	Harm to the significance of a heritage asset but capable of mitigation.	No harm to the significance of a heritage asset.
Water quality	Stage 2	Groundwater Source Protection Zone	Unacceptable risk to the supply and quality of water resources.	Risk to the supply and quality of water resources capable of mitigation.	No risk to the supply and quality of water resources.
Noise	Stage 2	Noise pollution from surrounding uses e.g. road, rail and air transport	Likely to be adversely affected by noise pollution from surrounding uses that could make for an unacceptable residential environment.	Likely to be affected by noise pollution but this is capable of mitigation.	Not affected by noise issues.
Residential amenity (Impact of site and adjoining uses on each other)	Stage 2	Relationship with existing adjacent uses	Close proximity to existing adjacent uses esp. residential properties where any potential impact (light, visual, noise, traffic) on adjoining uses is not reasonably capable of mitigation.	Close proximity to existing adjacent uses esp. residential properties but any potential impact (light, visual, other disturbance) on adjoining uses is capable of mitigation.	Unlikely to adversely affect existing adjoining uses.
Developability	Stage 2	Deliverability (including utilities) Viability	Site constraints or ownership issues that are unlikely to be capable of resolution without considerable expense.	Site constraints capable of being overcome but where extent and cost of mitigation are unclear at this stage.	In a location where housing development is contrary to spatial policy. No site constraints needing to be overcome.

- 1.5.5 PBA will develop specific recommendations for the Authorities to take the evidence study forward into the preparation of policy and the identification of site allocations within the Authorities' Local Plans. The recommendations seek to will identify:
- A shortlist of suitable, available and achievable sites to meet identified needs; and
 - Identification of site capacity and delivery options for all sites.