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SUPPLEMENTARY PAPERS

Committee	COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE
Date and Time of Meeting	WEDNESDAY, 10 NOVEMBER 2021, 4.30 PM
Venue	REMOTE VIA MS TEAMS
Membership	Councillor Jenkins (Chair) Councillors Ahmed, Carter, Gibson, Philippa Hill-John, Lent, Lister, Mackie and McGarry

The following papers were marked 'to follow' on the agenda circulated previously

Item 4 - Updated Gypsy & Traveller Accommodation (Pages 3 – 50)

Davina Fiore

Director Governance & Legal Services

Date: Thursday, 4 November 2021

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**CYNGOR CAERDYDD
CARDIFF COUNCIL**

COMMUNITY & ADULT SERVICES SCRUTINY COMMITTEE

10 NOVEMBER 2021

**UPDATED GYPSY AND TRAVELLER ACCOMMODATION
ASSESSMENT**

Purpose of Report

1. This report provides background information to assist Members in their consideration of the '*Updated Gypsy & Traveller Accommodation Assessment*' which is to be considered by Cabinet on the 18th of November 2021.
2. A briefing report on the Assessment is attached at **Appendix A**, which contains the following Appendix:
 - **Appendix 1** Gypsy and Traveller Accommodation Assessment

Background

3. Data from the 2011 census suggested a total of 521 Gypsy and Irish Travellers in Cardiff. However as detailed on **page 7 of Appendix 1**, this number may not adequately reflect the full number of Cardiff's gypsy and traveller population due to the potential for some individuals not wishing to declare their ethnicity or holding a stronger affiliation with another ethnicity¹.
4. Cardiff Council is currently preparing a replacement Local Development Plan (LDP) to cover the period 2021 to 2036. The replacement LDP will need to identify sufficient land to meet the need for Gypsy and Traveller pitches presented in the Gypsy and Traveller Accommodation Assessment (GTAA).

¹ Members are to note the results from the 2021 census will be released between May & June 2022

5. The Council is required under Part 3 of the Housing (Wales) Act 2014 to undertake a Gypsy and Traveller Accommodation Assessment (GTAA) and to make provision for sites where the assessment identifies an unmet need for Gypsy and Traveller pitches. The first GTAA was approved by Welsh Ministers in 2016 and, in accordance with the Act, Local Authorities must update the GTAA every 5 years.
6. The updated assessment is attached at **Appendix 1** and is required to be submitted to Welsh Government by February 2022.
7. The Assessment is subject to the approval of Welsh Ministers who will assess the Gypsy and Traveller Accommodation Assessment to ensure its robustness in terms of compliance with Welsh Government guidance, quality of engagement with relevant individuals and calculation of needs. Members are to note that Welsh Ministers may approve the assessment as submitted, approve the assessment with modifications, or reject the assessment and require a new assessment be undertaken.
8. Members are to note the GTTA is to be conducted in accordance with Welsh Government guidance which can be found [here](#).

Current Accommodation Provision

9. The Welsh Government produce a biannual statistical report on Gypsy and Traveller caravans on both authorised and unauthorised sites in Wales using data collected and submitted by each local authority. The figures provided by Cardiff Council since January 2019 are:

Survey Date	Authorised Sites	Unauthorised Sites	Number of Caravans on Authorised sites	Number of Caravans on unauthorised sites
31/01/2019	6	N/A	192	N/A
24/01/2020	6	N/A	191	N/A
15/07/2021	6	N/A	185	N/A

10. As detailed in **Appendix 1**, in Cardiff there are:
- 4 authorised private sites in Cardiff with a total of 22 pitches²
 - 2 authorised local authority sites (Shirenewton & Rover Way) with a total of 80 pitches (59 at Shirenewton and 21 at Rover Way)
11. It is to note that some members of the Gypsy and Traveller community will not live on site and will instead reside in bricks and mortar housing.

Gypsy & Traveller Accommodation Assessment

12. Attached at **Appendix 1** is the Gypsy & Traveller Accommodation Assessment which is proposed for submission to the Welsh Government. Members are asked to reflect on the Assessment and can refer to the following sections for detail. *Please note the pages numbers listed below refer to the pages of the original document for Appendix 1.*

Section of Gypsy & Traveller Accommodation Assessment	Pages in Appendix 1
Policy Context <i>(includes information on legislation and guidance, local development plan and definition of key terms)</i>	3-6
Background & Analysis of Existing Data <i>(includes information on previous assessments identified need and progress to date, current accommodation provisions and unauthorised encampments)</i>	7-8
Methodology <i>(includes information on the project steering group,)</i>	9-12
Survey Findings	13-25
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Conclusions & Recommendations	30-31
<i>Appendix A – Interview Log</i>	32-37
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² The term ‘pitches’ refers to the space required to accommodate one household.

GTAA Methodology

13. The GTAA methodology is informed by Welsh Government guidance and contains three main components:
- an analysis of existing data sources,
 - conducting a specialist survey,
 - assessing accommodation needs.
14. To inform the GTAA, the Council commissioned Gypsy & Traveller Wales and Travellers Education to carry out interviews with Gypsy & Traveller communities, made contact through local schools and established a Steering Group.
15. **Pages 9–12 of Appendix 1** provides full detail on the methodology deployed to inform the assessment. Members will note that a total of 122 surveys were completed by Gypsy & Travellers residing in different accommodations across the city to inform the assessment and resultant identified needs.

Identified Needs

16. The previous GTAA, submitted to Welsh Minister in 2016, found a need for:
- an additional 72 permanent pitches and;
 - a regional transit site up to 2026.
- The 72 permanent pitch need was broken down into 48 short-term 5 year need and 24 long-term need.*
17. The updated GTAA, contained in **Appendix 1** identifies:
- a need for 115 permanent pitches up to 2036 and;
 - continues to support the need identified in 2016 for a regional transit site
- Of the above 115 additional need, 73 have been identified as being required in the next 5 years.*
18. Members are to note a full analysis of the findings are set out in **pages 26-31 of Appendix 1**.

19. Following agreement of the GTAA by Welsh Ministers, detailed technical assessments will be undertaken before identifying potential sites for consideration. **Points 7-10 of Appendix A** provides information on site selection criteria previously approved by Cabinet.

Way Forward

20. The Cabinet Members for Housing & Communities and Strategic Planning & Transport will be in attendance at the meeting, supported by officers from Housing & Communities and Planning, Transport & Environment. Officers in attendance will provide Committee Members with a presentation providing a short overview of the attached appendices.
21. Members will then be able to decide what comments, observations or recommendations they wish to pass on to the Cabinet for their consideration prior to making their decisions.

Legal Implications

The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATIONS

It is recommended that the Committee:

- i. Consider the appendices and decide whether it wishes to relay any comments or observations to the Cabinet at its meeting on the 18 Nov 2021; and
- ii. Decide the way forward with regard to any further scrutiny of this issue.

DAVINA FIORE

Director of Governance and Legal Services

4 Nov 2021

Briefing Report for Scrutiny

CARDIFF COUNCIL CYNGOR CAERDYDD

Jane Thomas
Director - Adults, Housing & Communities

UPDATED GYPSY AND TRAVELLER ACCOMMODATION ASSESSMENT

Reason for this Report

1. To provide members of the relevant Scrutiny Committee with information in relation to a matter to be considered at a future meeting of Cabinet. The information within this report will form the basis of that future report to Cabinet to seek approval for the submission of the updated Gypsy and Traveller Accommodation Assessment to Welsh Ministers.

Background

2. The Council is required under Part 3 of the Housing (Wales) Act 2014 to undertake a Gypsy and Traveller Accommodation Assessment (GTAA) and to make provision for sites where the assessment identifies an unmet need for Gypsy and Traveller pitches. The first GTAA was approved by Welsh Ministers in 2016 and in accordance with the Act local authorities must update the GTAA every 5 years. This update is required to be submitted to Welsh Government by February 2022 and to meet this deadline an update to the GTAA has been undertaken. This report outlines the findings of this update and the recommended steps that the Council needs to take under the Act.

Updated Report

3. In preparing the updated Accommodation Assessment the Council commissioned Gypsy & Traveller Wales to carry out the required interviews in addition to using Travellers Education to try to reach as many people as possible. This included contacting each household on at least 3 occasions to secure a completed survey, making contact with parents of children attending local schools and also through general awareness raising through community contacts. For project management purposes a Steering Group was established at the beginning of the process. This Steering Group helped ensure the GTAA was informed by all available

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expertise and included representation from several different organisations which are shown below.

- Cardiff Council – Housing
 - Cardiff Council – Strategic Planning
 - Cardiff Council – Travellers Education
 - Cardiff Council – Flying Start (including Health Visitors)
 - Cardiff & The Vale – Community Cohesion
 - South Wales Police – Community Engagement
 - Gypsy and Traveller Wales
 - Cardiff and Vale University Health Board
 - TGP Cymru – Children and Families Charity
4. A total of 122 survey forms were completed and respondents included Gypsy and Travellers living on council operated and private sites, those currently living in bricks and mortar housing and those residing on unauthorised transit sites at the time of the survey. Analysis of these responses identified a total additional need for 115 permanent pitches up to 2036. Of this total additional need 73 permanent pitches were identified as being required in the next 5 years. The consultation also identified the need for a regional transit site. The full findings are set out in the Report included at Appendix 1.
 5. This updated Assessment will update the findings of the previous study approved by Welsh Ministers in 2016. This found a need for 72 (48 short term) permanent pitches and also identified the need for a regional transit site up to 2026.
 6. These findings are subject to the approval of Welsh Ministers who will assess the Gypsy and Traveller Accommodation Assessment to ensure its robustness in terms of compliance with this guidance, quality of engagement with relevant individuals and calculation of needs. Welsh Ministers may approve the assessment as submitted, approve the assessment with modifications, or reject the assessment and require a new assessment be undertaken. If reports are not approved as submitted, the Welsh Government will consult with the Council in relation to the necessary changes required.

Progress in meeting identified Need

7. As set out above the Housing (Wales) Act 2014 also introduces a statutory requirement on the Council to meet the need for Gypsy and Traveller Accommodation as identified in the Accommodation Assessment. In order to meet the need identified in the 2016 Assessment a comprehensive city-wide search for suitable sites for Gypsy and Travellers has been undertaken using site selection criteria approved by Cabinet.
8. The approved site selection criteria sets out assessment criteria around three main headings relating to availability, site suitability and achievability. Availability considerations include whether the site is

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genuinely available long term and there are no legal issues. Site suitability considerations include a comprehensive list of policy and physical constraints, and deliverability considerations relate to the consideration of total cost (including any abnormal costs) to ensure it does not prejudice the ability to develop the site.

9. The selection and consideration of potential Gypsy and Traveller sites will include detailed technical investigations, particularly flood risk assessments, to fully establish the extent of risk, along with the potential scope of mitigation measures and any other relevant site-specific technical matters. This work will be carried out in liaison with Natural Resources Wales and Welsh Government. It is important to find the best possible site for the community and it is important that this is fully considered before concluding the site assessment process.
10. Following the agreement of the Gypsy and Traveller Accommodation Assessment by Welsh Government, further work will then be undertaken before identifying potential sites for consideration.

Replacement Local Development Plan

11. The Council agreed with Welsh Government in March 2021 to prepare a replacement Local Development Plan to cover the period 2021 to 2036. The findings of this updated GTAA and the work undertaken to date on undertaking a city-wide search for land which could be available for Gypsy and Traveller sites will form a key part of the evidence base for the new plan. The replacement Plan will need to identify sufficient land to meet the need for Gypsy and Traveller pitches identified in the updated assessment.
12. The preparation of the new plan is at early informal consultation stage and the first formal stage of consultation is the Preferred Strategy planned for autumn 2022. This document will need to set out a preferred strategy for meeting the need identified in the updated Assessment taking on board the work undertaken to date. This document is due to be considered by Cabinet and Council in September 2022.

Next Steps

13. A report will be taken to Cabinet to seek their approval to submit the Gypsy and Traveller Accommodation Assessment (GTAA) to Welsh Ministers under the Act.

Legal Implications

14. The Council's legal obligations under Part 3 of the Housing (Wales) Act 2014 ("the Act") are set out in detail within the body of the report.
15. It is noted that the Act introduces a requirement on the Council to meet the need identified within the statutory assessment. If Welsh Ministers

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approve the GTAA, then the Council will need to identify adequate provision to meet that assessed need.

16. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council eg. standing orders and financial regulations; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.
17. The Council has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. As such a decision to implement the proposal has to be made in the context of the Council's equality act public sector duties.

Financial Implications

18. The costs of submitting the GTAA to Welsh Ministers for approval can be met from within existing resources. The financial implications of the GTAA will become more significant as the Assessment is updated and potential sites identified when funding requirement for the Council, both Capital and Revenue, will need to be included in the updated assessment.

Human Resources Implications

19. There are no HR implications for this report.

Property Implications

20. None

REPORT TO CABINET

1. A report will be taken to Cabinet seeking that they approve the Gypsy and Traveller Accommodation Assessment for Submission to Welsh Ministers for approval.

SENIOR RESPONSIBLE OFFICER

Jane Thomas

The following Appendices are attached:

- Appendix 1 – Updated Gypsy and Traveller Needs Assessment Report



Cardiff Council

**Gypsy and Traveller Accommodation
Assessment**

November 2021

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Chapter One: Policy Context

1.1 Legislation and Guidance

Housing (Wales) Act 2014

Part 3 of the Housing Act (Wales) 2014 places a duty on the Local Authority to undertake an assessment of the accommodation needs of Gypsies and Travellers residing in or resorting to its area within 1 year of the legislation coming into force and then every 5 years. The first assessment was approved by Welsh Government in 2016 and the current assessment must be submitted to Welsh Government for ministerial approval in February 2021. A failure to gain approval will result in either having to revise and resubmit or undertake a new assessment. The Act also places a duty on the Local Authority to meet the assessed needs.

Mobile Homes (Wales) Act 2013

Section 56 of the Mobile Homes (Wales) Act 2013 provides the powers required for the Local Authority to deliver Gypsy and Traveller accommodation in accordance with the assessed need.

Planning circular 005/2018

Guidance on Planning for Gypsy, Traveller and Showpeople sites is set out in the Welsh Government Circular 005/2018. The guidance focuses on finding sustainable sites and emphasising the need for local authorities to adopt an inclusive approach with Gypsies and Travellers to achieve this.

Welsh Government Guidance

The Welsh Government published the following guidance in May 2015:

- Undertaking Gypsy and Traveller Accommodation Assessments
- Designing Gypsy and Traveller Sites in Wales
- Managing Gypsy and Traveller Sites in Wales

The purpose of the guidance is to ensure a comprehensive assessment of need and that the accommodation is delivered in culturally appropriate ways and provides a good standard of living. Cardiff has sought to ensure that the process it has put in place has and will continue to adhere to these documents throughout.

1.2 Local Development Plan Policies

The adopted Cardiff Local Development Plan (2016) does not contain a policy which allocates any land for a Gypsy and Traveller site. However, a working group made up of Council officers from Planning and Housing has been set up with the responsibility for making arrangements for the Gypsy and Traveller Accommodation Assessment and for finding potential locations for both permanent and transit pitches to meet the required need. The working group is being led by the Corporate Director for People and Communities.

In accordance with Welsh Government legislation that requires Local Development Plans to be reviewed every 4 years the Council has now commenced a formal review of the adopted plan. A table for the review of the plan was agreed with Welsh Government in March 2021 and formal preparation of the Replacement Local Development Plan is now underway, Consultation on the Preferred Strategy and Deposit Plan is planned for autumn 2022 and autumn 2023 respectively with formal adoption of the plan at the end of 2024.

The plan period for the Replacement Plan is 2021 to 2036 and the findings of this assessment will form part of the evidence base for the plan. This plan will need allocate sites to meet the need for new Gypsy and Traveller pitches to 2036 and take forward work currently ongoing on identifying sites for new pitches within the city.

1.3 Definition of key terms

The Local Authority is in agreement with the recommendation to use the common definitions included in the Welsh Government Guidance: Undertaking Gypsy and Traveller Accommodation Assessments (May 2015). These are set out below.

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

	their pitch agreements, under the Mobile Homes (Wales) Act 2013 – whichever is sooner).
Transit site	<p>Transit sites are permanent facilities designed for temporary use by occupiers. These sites must be designated as such and provide a route for Gypsies and Travellers to maintain a nomadic way of life. Individual occupiers are permitted to reside on the site for a maximum of 3 months at a time.</p> <p>Specific terms under the Mobile Homes (Wales) Act 2013 apply on these sites. Working space may also be provided on, or near, sites for activities carried out by community members.</p>
Temporary Stopping Place	<p>Also known as a ‘stopping place’, ‘Atchin Tan’, or ‘green lane’, amongst other names. These are intended to be short-term in nature to assist Local Authorities where a need for pitches is accepted, however, none are currently available. Pro-actively identified temporary stopping places can be used to relocate inappropriately located encampments, whilst alternative sites are progressed.</p> <p>Temporary stopping places must make provision for waste disposal, water supply and sanitation at a minimum.</p>
Residential pitch	Land on a mobile home site where occupiers are entitled to station their mobile homes indefinitely (unless stated in their pitch agreement). Typically includes an amenity block, space for a static caravan and touring caravan and parking.
Transit pitch	<p>Land on a mobile home site where occupiers are entitled to station their mobile homes for a maximum of 3 months.</p> <p>Transit pitches can exist on permanent residential sites, however, this is not recommended.</p>
Unauthorised encampment	Land occupied without the permission of the owner or without the correct land use planning permission. Encampments may be tolerated by the Local Authority, whilst alternative sites are developed.
Unauthorised development	Land occupied by the owner without the necessary land use planning permission.
Current residential supply	The number of authorised pitches which are available and occupied within the Local Authority or partnership area. This includes pitches on Local Authority or private sites.
Current residential demand	<p>Those with a need for authorised pitches for a range of reasons, including:</p> <ul style="list-style-type: none"> • an inability to secure an authorised pitch leading to occupation of unauthorised encampments; • an inability to secure correct planning permission for an unauthorised development; • households living in overcrowded conditions and want a pitch;

	<ul style="list-style-type: none"> • households in conventional housing demonstrating cultural aversion; • new households expected to arrive from elsewhere.
Future residential demand	The expected level of new household formation which will generate additional demand within the 10 year period of the accommodation assessment and longer LDP period.
Overall residential pitch need	The ultimate calculation of unmet accommodation need, which must be identified through the Gypsy and Traveller accommodation assessment process. This figure can be found by adding the immediate residential need to the future residential demand. The overall residential need will capture the needs across the 5-year period within which the accommodation assessment is considered to be robust.
Planned residential pitch supply	The number of authorised pitches which are vacant and available to rent on Local Authority or private sites. It also includes pitches which will be vacated in the near future by households moving to conventional housing or in other circumstances. Additional pitches which are due to open on private sites likely to achieve planning permission shortly should be included as planned residential supply.
Household	In this guidance this refers to individuals from the same family who live together on a single pitch / house / encampment.
Concealed or 'doubled-up' household	<p>This refers to households which are unable to achieve their own authorised accommodation and are instead living within authorised accommodation (houses or pitches) assigned to another household.</p> <p>This may include adult children who have been unable to move home or different households occupying a single pitch.</p>
Household growth	In this guidance household growth is defined by the number of new households arising from households which are already accommodated in the area.

Chapter Two: Background and analysis of existing data

2.1 Previous Gypsy and Traveller Accommodation Assessment findings

The last Gypsy and Traveller Accommodation Assessment was undertaken in 2015/16 and approved by Welsh Government in July 2016. This study was undertaken in accordance with the Welsh Government guidance on undertaking Gypsy and Traveller Accommodation Assessment and identified a need for an additional 72 pitches in Cardiff up to 2026. This was broken down into 48 short-term 5 year need and 24 long-term. It also identified an additional need for a transit site of around 10 pitches to be located near to the M4 and not necessarily within the boundaries of Cardiff Council.

2.2 Identified need to be met and progress to date

The Census includes an estimate of residents classified by ethnic group according to their own perceived ethnic group and cultural background. The latest 2011 survey introduced an ethnicity category for 'White: Gypsy and Irish Traveller'. Data from 2011 suggests a total of 521 Gypsy and Irish Travellers¹ in Cardiff on Census Day (27th March 2011), representing approximately 0.15% of the total population of Cardiff at the time – approx. 519. As noted by Welsh Government guidance, this number may not include Travelling Showpeople or New Travellers and may also exclude members of communities who declined to self-ascribe their ethnicity for fear of discrimination, stronger affiliation with other ethnicity categories (e.g., White Welsh; White Irish) and/or other reasons.

The 2011 Census also provides an estimate of residents classified by ethnic group and by accommodation type³. In Cardiff, a total of 260 Gypsy or Irish Travellers were recorded as living within a house or bungalow (see breakdown below). An additional 246 were recorded as living within either a flat, maisonette or apartment, or mobile/temporary accommodation. However, there is no breakdown of this category and so it is not possible to disaggregate the precise number living in caravans or bricks and mortar accommodation.

In addition to this, Travellers Education Services currently have 125 families recorded on their contact database and have 319 children/young people (aged between Nursery and Year 11) recorded on their pupil database and Gypsy and Traveller Wales 150 households recorded on their contact database. It will be seen later in the report how these families formed the basis of the study's attempt to engage as widely as possible with Gypsies and Travellers who do not reside on the Local Authority sites. Health Services were unable to provide figures but were represented on the Gypsy and Traveller Accommodation Assessment Steering Group and provided direct assistance through helping to inform and encourage engagement during the period in which the surveys were being carried out.

2.3 Caravan Count and Current Accommodation Provision

The Welsh Government produce a biannual statistical report on Gypsy and Traveller caravans on both authorised and unauthorised sites in Wales using data collected and submitted by each local authority. The figures provided by Cardiff since January 2019 are shown below and represent the number of caravans on site on the day of the survey:

Survey Date	Authorised Sites	Unauthorised Sites	Number of Caravans on Authorised sites	Number of Caravans on unauthorised sites
31/01/2019	6	N/A	192	N/A
24/01/2020	6	N/A	191	N/A
15/07/2021	6	N/A	185	N/A

The total number of caravans has remained reasonably stable over this period. There are four authorised private sites with a total of 22 pitches. There are no known unauthorised developments in Cardiff. There are currently 80 residential pitches on Local Authority sites made up of 59 at Shirenewton and 21 at Rover Way.

2.4 Unauthorised Encampments

The Local Authority has a policy for responding to unauthorised encampments within its boundaries. The policy was developed over a number of years and more recently reviewed to ensure that it adhered to the principles set out in the Welsh Government Guidance on Managing Unauthorised Camping (2013). The 2020/21 figures to date can be seen in the table below.

Unauthorised encampments Cardiff 2020/2021				
Date Reported	Location	Number of vehicles	Date ended	Total Days
20/01/2020	Penmark Close	1	20/02/2020	31
06/02/2020	Sophia Gardens (National Express)	5	08/02/2020	2
08/02/2020	Curran Road	5	10/02/2020	2
31/03/2020	International Swimming Pool	1	07/05/2020	37
27/05/2021	Peppermint Park	5	01/06/2021	6

Chapter Three: Methodology

3.1 Project Steering Group

A Gypsy and Traveller Accommodation Steering Group was established in the lead up to the survey period which then met on a monthly basis throughout. Having agreed that all appropriate agencies had been invited to take part, the main objective for the Steering Group was to publicise the study to as many people as possible using all established contact with Gypsies and Travellers in Cardiff. In doing this, it was agreed that, to encourage full participation, it was very important to stress to people the duty that now fell on the Local Authority to meet the assessed need as part of the Housing (Wales) Act 2014.

The Group then oversaw the process during the survey period, monitoring the level of engagement and continuing to look at ways to maximise this (both at the meetings and in ongoing individual dialogue between partners as the survey progressed).

The Steering Group also approved the recommendation to use the Research Unit within Cardiff Council to carry out the analysis of the surveys to ensure both consistency and accuracy.

The membership of the Steering Group contained representation from a number of different organisations which are shown below.

- Cardiff Council – Housing
- Cardiff Council – Strategic Planning
- Cardiff Council – Travellers Education
- Cardiff Council – Flying Start (including Health Visitors)
- Cardiff & The Vale – Community Cohesion
- South Wales Police – Community Engagement
- Gypsy and Traveller Wales
- Cardiff and Vale University Health Board
- TGP Cymru – Children and Families Charity

3.2 Study Methodology and Participating Organisations

The Council's Working Group gave consideration to different methods of undertaking the assessment, which included using internal staff and the use of a tendering process, before deciding on extending the existing Service Level Agreement with Gypsy and Traveller Wales to allow them to carry out the surveys with the Council's Research Unit then completing the analysis. The main reasons for this was that it was anticipated that Gypsy and Traveller Wales would be in a strong position to achieve a high level of participation and the welcomed clarity of the Welsh Government's guidance which now gave a more prescriptive process that would allow it to be carried out in-house. The survey was undertaken over the period 16th February 2021 to 14th June 2021.

The terms agreed with Gypsy and Traveller Wales were that they would ensure a direct approach was made with all those residing on the Local Authority sites (with assistance from Cardiff Council staff), households living on private sites, all households not occupying residential pitches that had accessed their services over the previous 2 years and all unauthorised encampments in Cardiff during the survey period. The survey would be undertaken using the standard questionnaire contained within the Welsh Government guidance.

In addition to this, whilst unable to share their records with Gypsy and Traveller Wales, Travellers Education would send letters to all households on their database inviting people to take part. This also extended to speaking to people directly 'at the school gates' to encourage participation and to ask that they help spread the word to any family members and other associates. Those that wanted to participate could either be referred to Gypsy and Traveller Wales or complete the survey with Travellers Education staff (allowing confirmation of their participation to be passed on to Gypsy and Traveller Wales to avoid duplication as their records would inevitably contain replication).

The other organisations represented on the Steering Group volunteered to make sure that they publicised the study directly with people during all of their day-to-day contact throughout the survey period.

The Local Authority contacted the South Wales branch of the Showmen's Guild of Great Britain on two occasions to ask whether they were aware of any travelling Showpeople in Cardiff during the study, but no response was received. The steering group also considered this matter and had no knowledge of Showpeople in Cardiff during the study.

Cardiff's General Housing Waiting List, the list of homeless families in temporary accommodation during the survey period and the Local Authority Gypsy and Traveller Waiting List were all used to identify people who had self-ascribed their ethnicity as 'Gypsy Traveller'. Due to the same confidentiality issues, the letters distributed to the families on the Travellers Education database were also sent to households on the General Housing Waiting List and to those on the Local Authority Gypsy and Traveller Waiting List who did not reside on the sites. The Council staff were able to approach each of the households on the Gypsy and Traveller Waiting List currently residing on the sites, all of whom agreed to take part.

Contact has been maintained with neighbouring local authorities in relation to the Gypsy and Traveller Accommodation Assessment to ensure effective information sharing. This included matters such as people who were residing within one local authority but reported that they owed land in another on which they wished to develop a private site and liaison to identify the exact location of a reported encampment close to the boundary. Perhaps most importantly, formal discussion has started on a regional response to transit provision and a sub group from the membership of the South East Wales Strategic Planning Group has been formed to look at this matter on a regional basis and feed into the preparation of the new Strategic Development Plan for South East Wales.

3.3 Engagement Checklist

The Local Authority and Steering Group paid particular attention to the engagement checklist contained in the Welsh Government guidance to make sure that a robust system was in place. The measures taken can be described against each heading.

<p>Visit every Gypsy and Traveller household identified through the data analysis process up to 3 times, if necessary.</p>	<p>Gypsy and Traveller Wales were commissioned to make a direct approach to all households on the Local Authority sites, all private sites, all unauthorised encampments during the study period and each household that had accessed its services within the last 2 years. This continued until the survey was completed; the household declined to take part; it was evident that the family were no longer at that address; or that 3 contacts had been carried out without success.</p> <p>The study also used the Travellers Education database to identify other households. Travellers Education did not have the resources to visit each address and the list could not be shared with Gypsies & Travellers Wales because of data protection. Travellers Education staff spoke with as many people as possible 'at the school gates' to encourage participation and publicise the study by word of mouth to other family members.</p>
<p>Publish details of the GTAA process, including contact details to allow community members to request an interview, on the Local Authority website, Travellers' Times website and World's Fair publication</p>	<p>Direct contact from the community was invited through Welsh Government adverts placed in the Travellers' Times and The World's Fair (which the Showmen's Guild had also used) and Local Authority publicity. No approach was received.</p>
<p>Consult relevant community support organisations.</p>	<p>As shown from the Steering Group and the methodology used, the Local Authority sought and gained the involvement of all agencies that have direct contact with the community in Cardiff in addition to an approach to external providers who may have knowledge of people in Cardiff.</p>

<p>Develop a Local Authority waiting list for both pitches and housing, which is accessible and communicated to community members.</p>	<p>The Local Authority has accessible General and Gypsy and Traveller waiting lists in place. All those identifying as 'Gypsy Traveller' were included in the invitations to take part.</p>
<p>Endeavour to include Gypsies and Travellers on the GTAA project steering group</p>	<p>The approach adopted in Cardiff was to make a direct approach to everyone included in the records held by each organisation and that through this contact invitation would be made for them to identify further family members or associates who may want to get involved.</p>
<p>Ensure contact details provided to the Local Authority by community members through the survey process are followed up and needs assessed.</p>	<p>As stated, all information provided to the Council, Travellers Education and Travelling Ahead were followed up and the assessment form was completed in each case.</p>
<p>Consider holding on-site (or nearby) GTAA information events to explain why community members should participate and encourage site residents to bring others who may not be known to the Local Authority.</p>	<p>A direct approach was made to all households on the sites, both agreement holders and those on the waiting list. As described, methods were in place to ask community members taking part in the survey to publicise it to others that might want to participate.</p>

Chapter Four: Survey Findings

A total of 122 questionnaires were completed and these were submitted to the Research Unit within the Local Authority to carry out a full analysis, including a comparison with the 2016 survey. The results of this analysis are as follows:

Section A – Your Home

Where do you live now?

Three in five (60.7%) of those surveyed live in a Local Authority ‘Council’ residential site, this is 5.9 percentage points higher when compared with the results from the 2015 survey (54.8%).

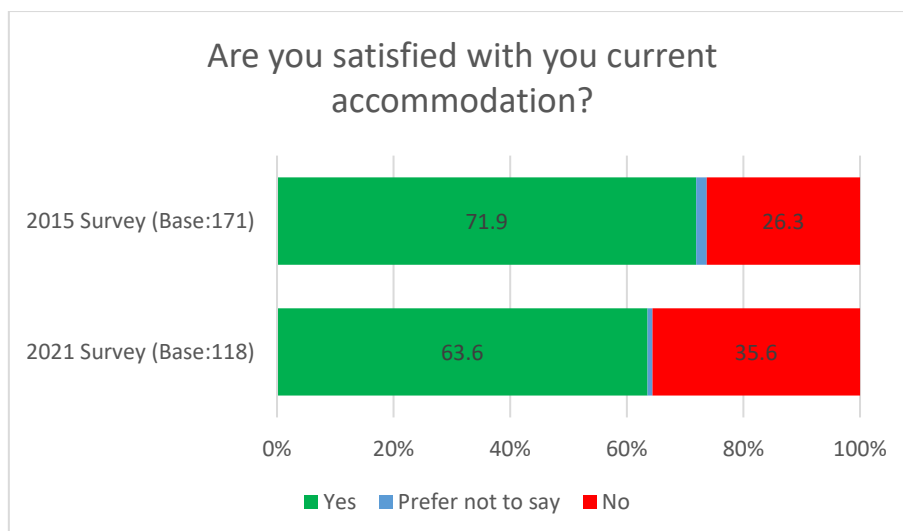
Over a quarter (27.4%) live in a bricks and mortar - socially rented property, this is a rise of 8.4 percentage points when compared to the 2015 results (19.0%).

When comparing the 2015 results with the 2021 there was a stark decrease in respondents that currently live on an unauthorised encampment (falling from 11.9% to 2.6% respectively).

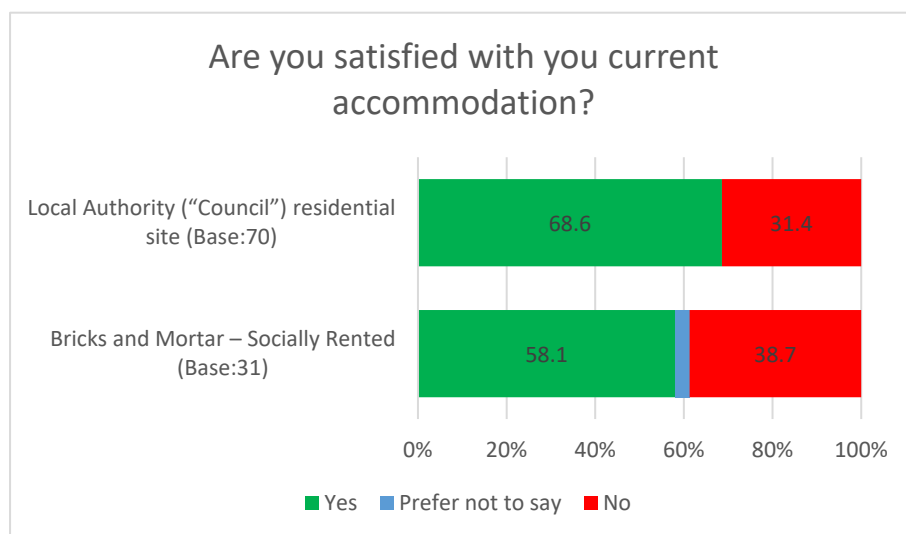
	No.	%
Local Authority (“Council”) residential site	71	60.7
Bricks and Mortar – Socially Rented	32	27.4
Bricks and Mortar – Privately Rented	6	5.1
Bricks and Mortar – Owner Occupied	3	2.6
Unauthorised encampment	3	2.6
Private site with planning permission	2	1.7
Total Respondents	117	100.0

Are you satisfied with your current accommodation?

Over three fifths (63.6%) of respondents were satisfied with their current accommodation, this is drop of 8.3 percentage points when compared with the findings from 2015 (71.9%).



Almost seven in ten (68.6%) of those respondents living in a Local Authority ‘Council’ residential site were satisfied with their current accommodation, this falls to just under three in five (58.1%) when viewed by respondents living in a Bricks and Mortar – Socially rented dwelling.



Can you tell me why you live here?

Almost two thirds (65.2%) of respondents currently live at their current dwelling due to local connections, this is in line with that of the findings from 2015 (66.1%).

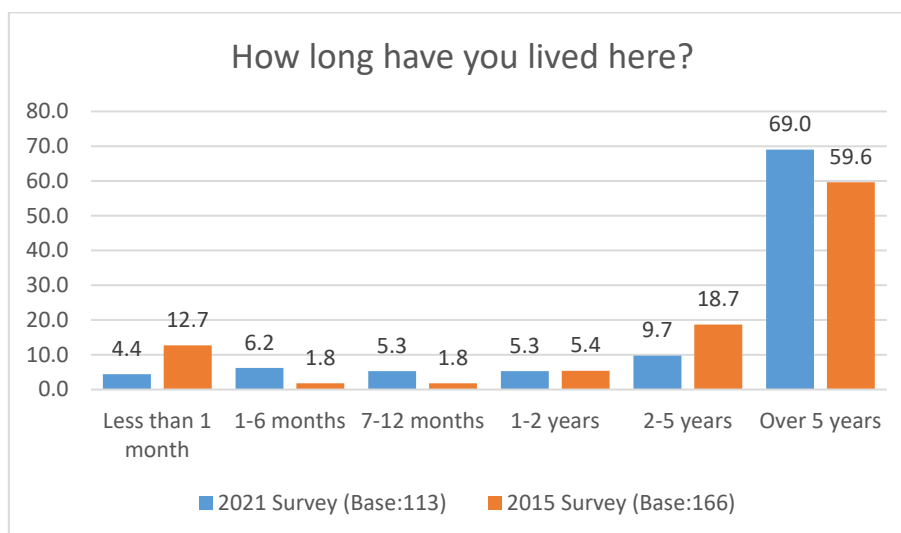
	No.	%
Local connections (family or work)	75	65.2
No alternative authorised pitch	17	14.8
Can't find a house to move into	2	1.7
Health or age reasons	3	2.6
Prefer houses to caravans	2	1.7
Other	26	22.6
Total Respondents	115	-

NB. Percentages do not total 100% as respondents could select multiple answers.

How long have you lived here?

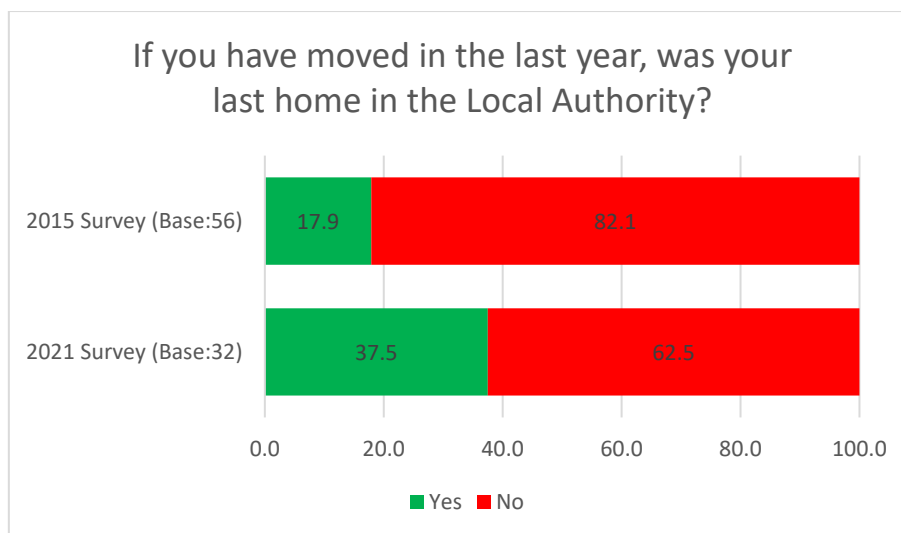
The amount of time people have lived in their current dwelling for at least 2 years was very similar for the 2015 and 2021 surveys (78.3% and 78.7% respectively).

Respondents from the 2015 survey was almost three times more likely to have been in their dwelling for less than a month when compared with the 2021 survey (12.7% and 4.4% respectively).



If you have moved in the last year, was your last home in the Local Authority?

More than a third (37.5%) of those respondents that have moved in the last 12 months, stated that their previous home was within the Local Authority. This compares with less than one in five (17.9%) when viewed by the 2015 responses.



Caution – low base size

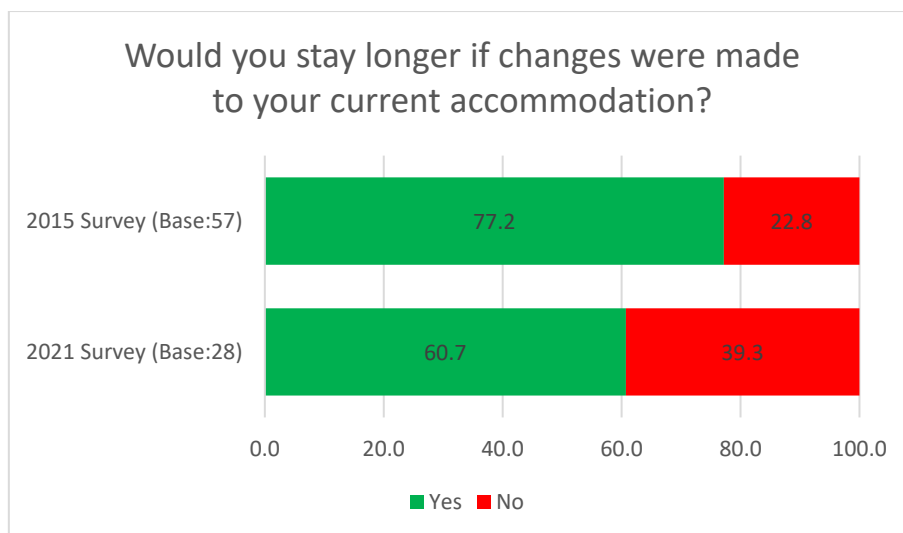
How long do you think you'll stay here?

When respondents were asked how long they plan to stay, over half (53.5%) stated that they do not intend to move. If don't know responses are excluded from the analysis, then this figure rises to 89.7%.

	No.	%
1 or 2 days	2	1.8
3-28 days	2	1.8
3 months-2 years	1	0.9
Over 5 years	2	1.8
Do not intend to move	61	53.5
Don't know	46	40.4
Total Respondents	114	100.0

Would you stay longer if changes were made to your current accommodation?

Three fifths (60.7%) of respondents to this question claimed they would stay longer if changes were made to their accommodation, this compares with 77.2% of the 2015 survey.

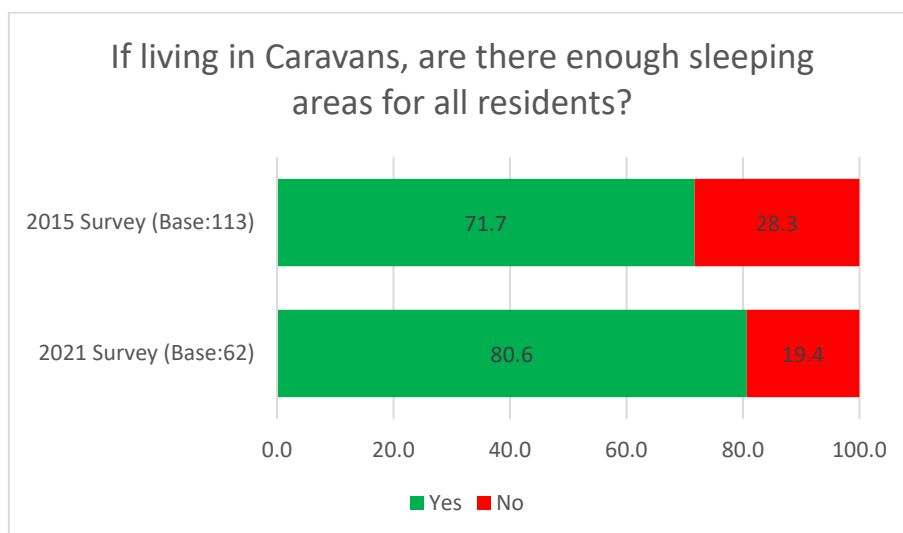


Caution – low base size

Section B – Your Family

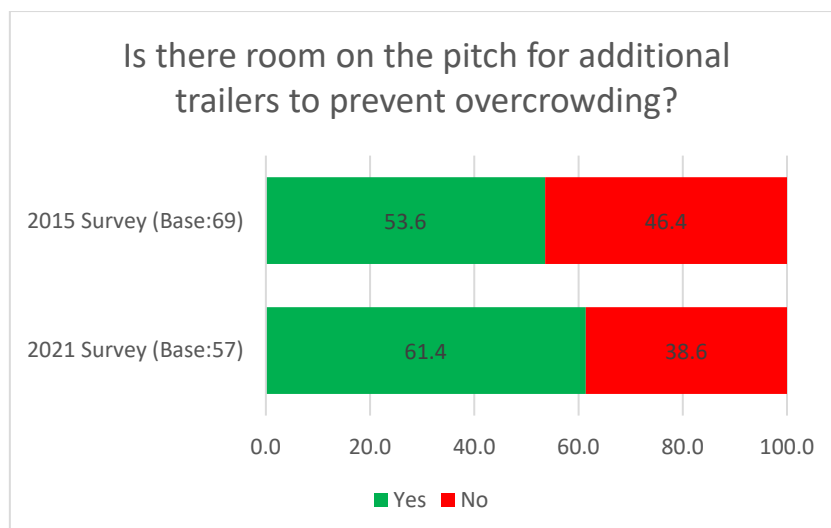
If living in Caravans, are there enough sleeping areas for all residents?

Four in five (80.6%) respondents currently living in caravans feel there are enough sleeping areas for all residents, this is 8.9 percentage points higher than that recorded in the 2015 survey (71.7%).



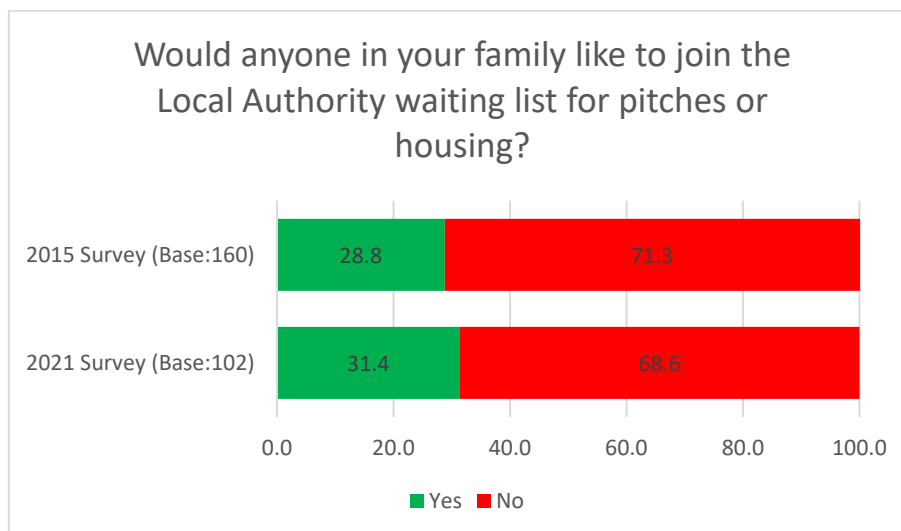
Is there room on the pitch for additional trailers to prevent overcrowding?

Around three in five (61.4%) respondents feel there is room on the pitch for additional trailers to prevent overcrowding, this compares with 53.6% when viewed by the 2015 results.



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

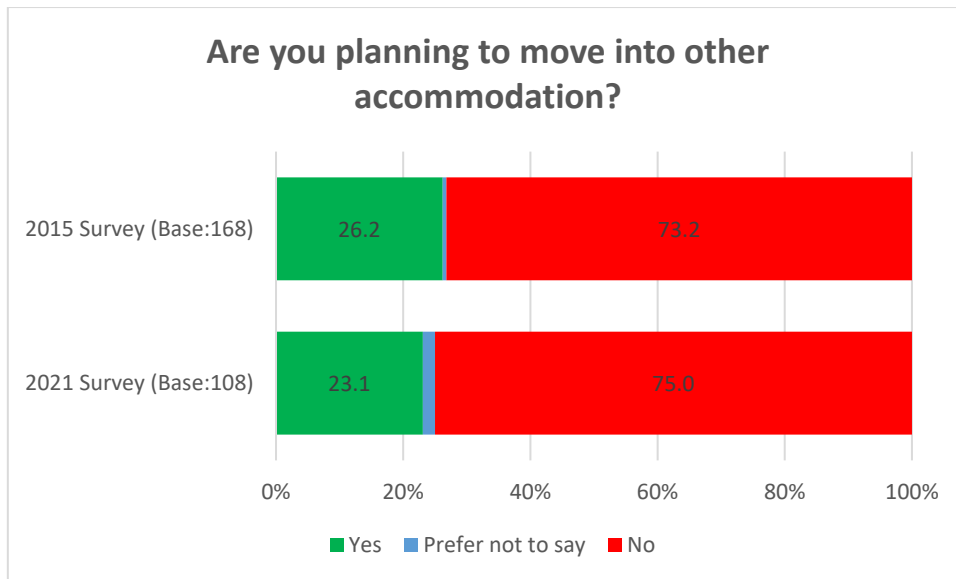
The proportion of respondents indicating there was someone in their family who would like to join the Local Authority waiting list for pitches or houses were similar for the 2015 and 2021 survey (28.8% and 31.4% respectively).



Section C – Your Plans

Are you planning to move into other accommodation?

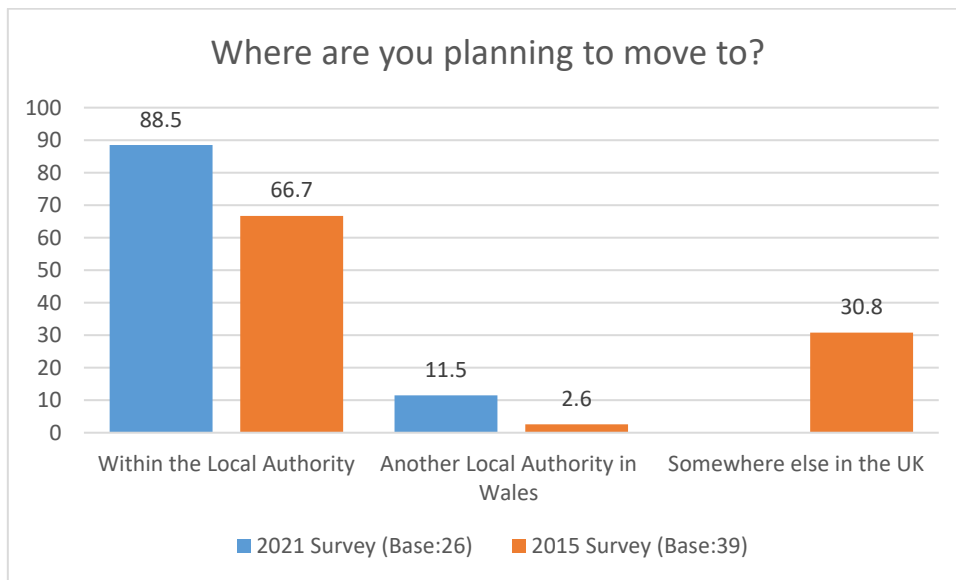
Less than a quarter (23.1%) of respondents to this question plan to move into other accommodation, this is similar with the results from the 2015 survey (26.2%).



Where are you planning to move to?

Of the respondents that said they’re planning to move, around nine in ten (88.5%) stated they’d be staying within the Local Authority. This is a 21.8 percentage point increase when compared with the results from 2015 (66.7%).

Three in then (30.8%) respondents from the 2015 survey claimed they were planning to move somewhere else in the UK, there were no respondents from the current survey that cited that option.



Caution – low base size

Why are you planning to move?

Needing more space (32.1%) was viewed as the main reason why people planned to move, this was followed by local connections (21.4%).

	No.
Need more space	9
Local connection (family or work)	6
Need different facilities	2
Need to be closer to services – schools etc.	1
Other	17
Total Respondents	28

NB. Due to a low base size, numbers have been reported here instead of percentages

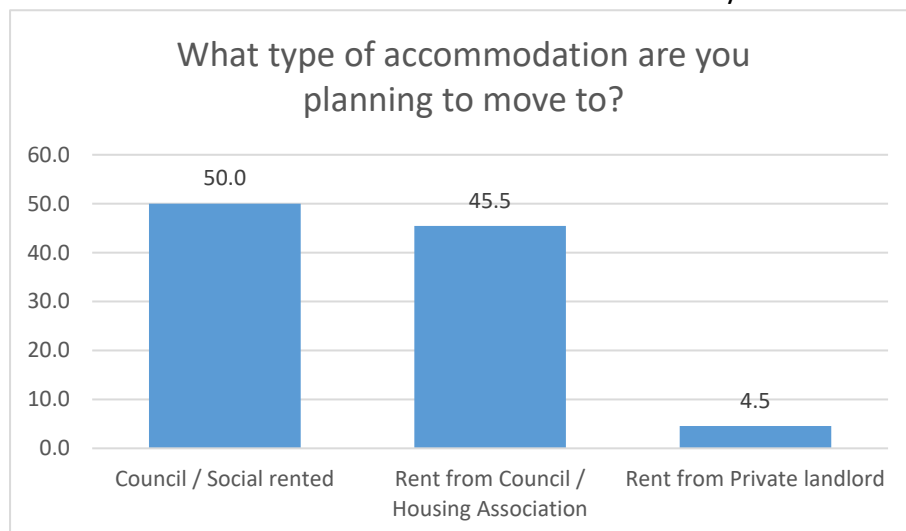
Of the 17 respondents that selected 'other', 15 of these left a valid comment, this have been captured below / overleaf:

- Need property in better repair
- To be on site
- Want my own plot
- Need own pitch
- Not safe as want family nearby
- Want to live on site
- Poor conditions
- Temporary accommodation
- Don't want to live on site
- Trouble
- Own plot
- I need somewhere safe
- Health Problems
- Racist harassment
- Need utilities and toilet

What type of accommodation are you planning to move to?

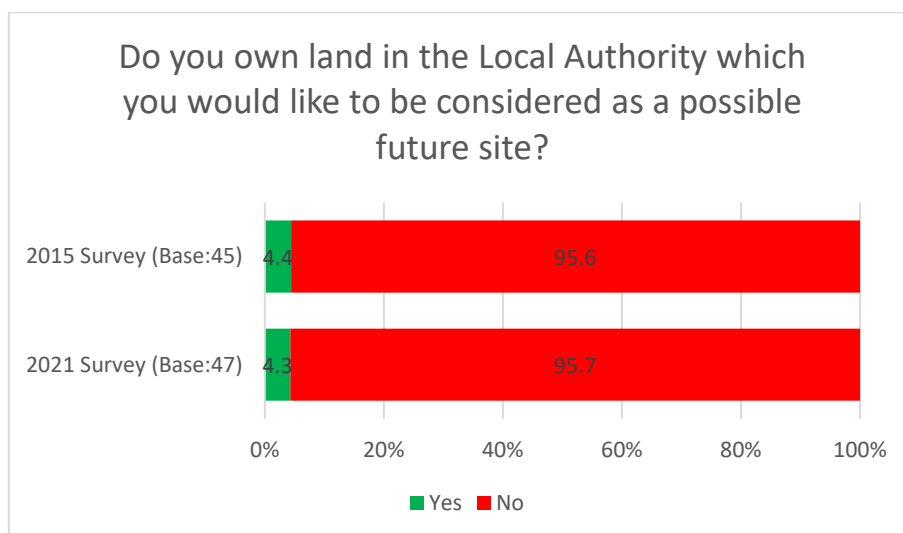
'Council / Social rented' and 'Renting from Council / Housing Association' were viewed as the most popular types of accommodation respondents are planning to move to (50.0% and 45.5% respectively). The 2015 survey saw 81.5% of respondents citing Council / Social

rented as their desired choice of accommodation if they move.



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

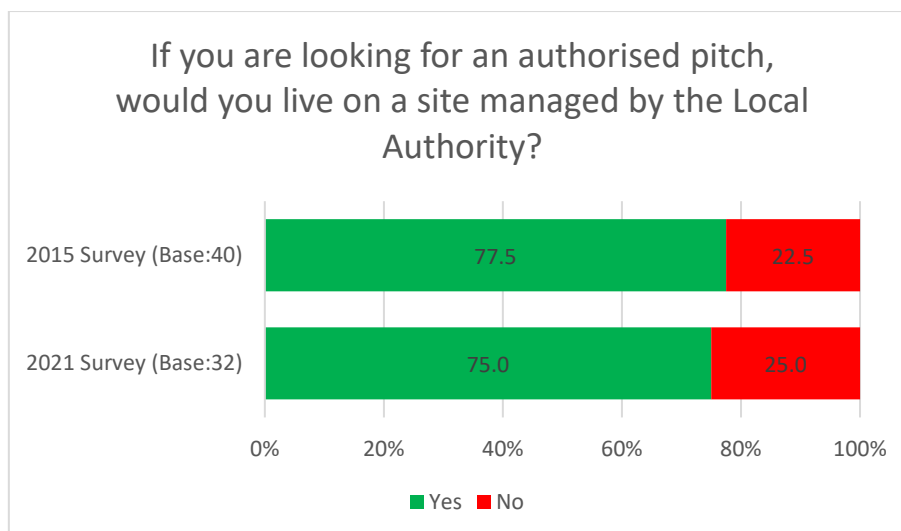
Less than one in twenty (4.3%) of respondents identified that they owned land in the Local authority which could be considered as a possible future site, this is in line with the findings from the 2015 survey (4.4%).



Caution – low base size

If you are looking for an authorised pitch, would you live on a site managed by the Local Authority?

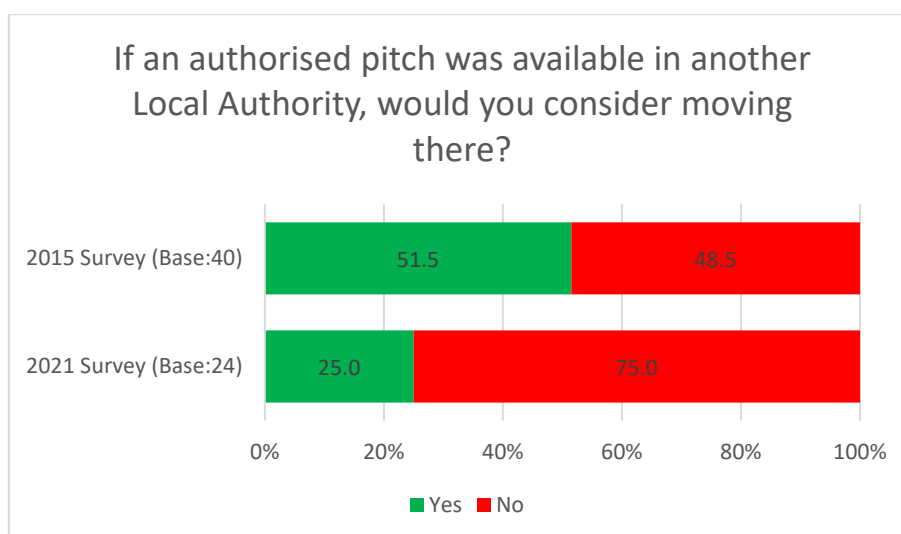
Three quarters (75.0%) of respondents who are looking for an unauthorised pitch, would be happy to live on a site managed by the Local Authority. These results are in line with what was reported in 2015 (77.5%).



Caution – low base size

If an authorised pitch was available in another Local Authority, would you consider moving there?

Only one in four (25.0%) respondents would consider moving to an authorised pitch in another Local Authority, this is less than half of that reported in 2015 (51.5%).



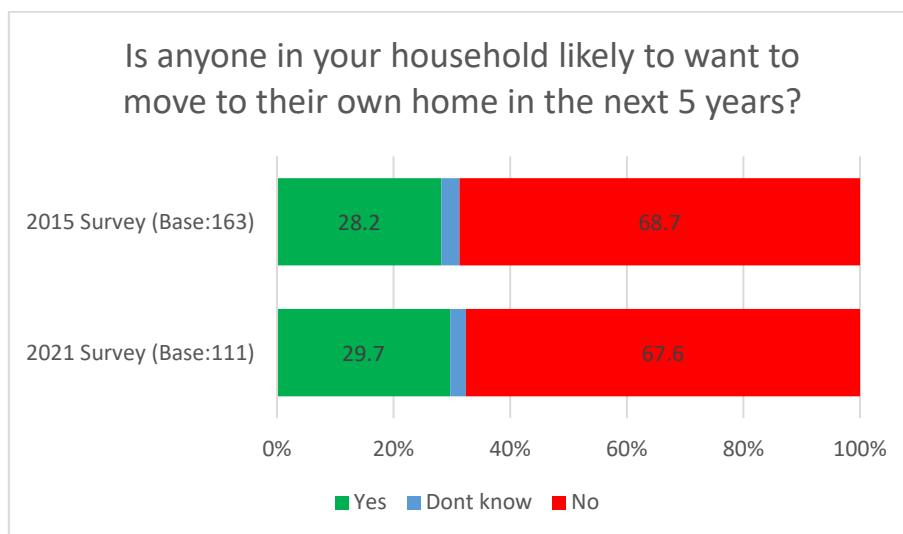
Caution – low base size

Section D – Family Growth

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

Three in ten (29.7%) respondents highlighted that there was someone in their household that is likely to want to move to their own home in the next 5 years. These results are

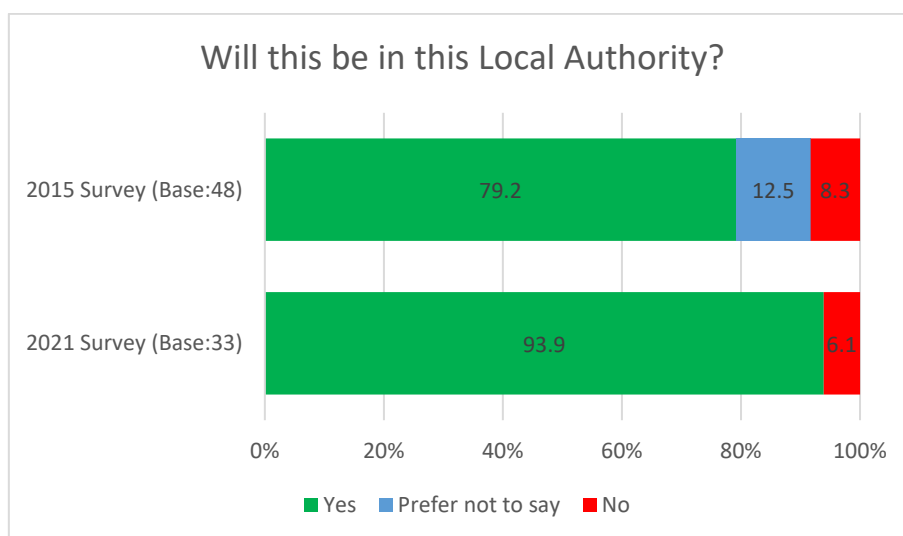
similar to those reported in 2015 (28.2%).



Will this be in this Local Authority?

Respondents that had identified a member of the household likely to move to their own home in the next 5 years were then asked would this be in the Local Authority or not.

Over nine tenths (93.9%) indicated that it would be within the Local Authority. This figure is 14.7 percentage points higher than that recorded in 2015 (79.2%).

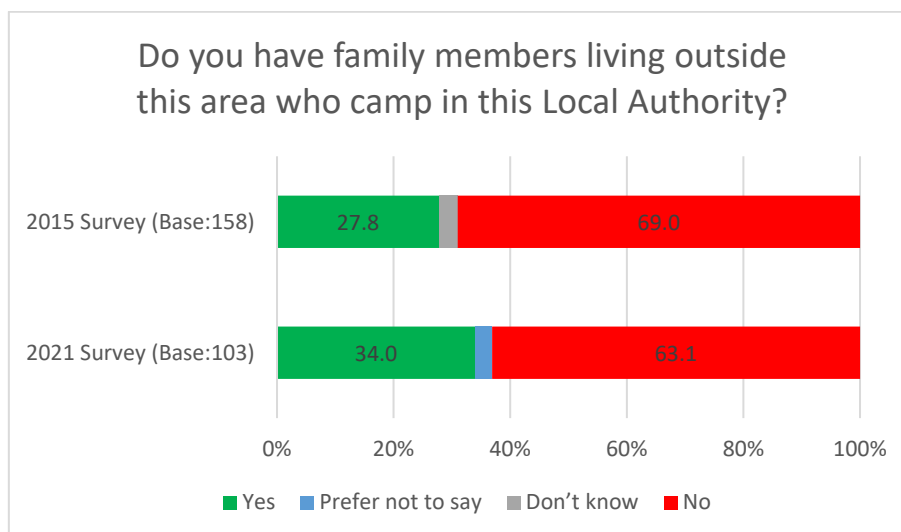


Caution – low base size

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

Around a third (34.0%) of respondents have family members living outside the area who camp in this Local Authority. This is a rise of 6.2 percentage points when compared with the

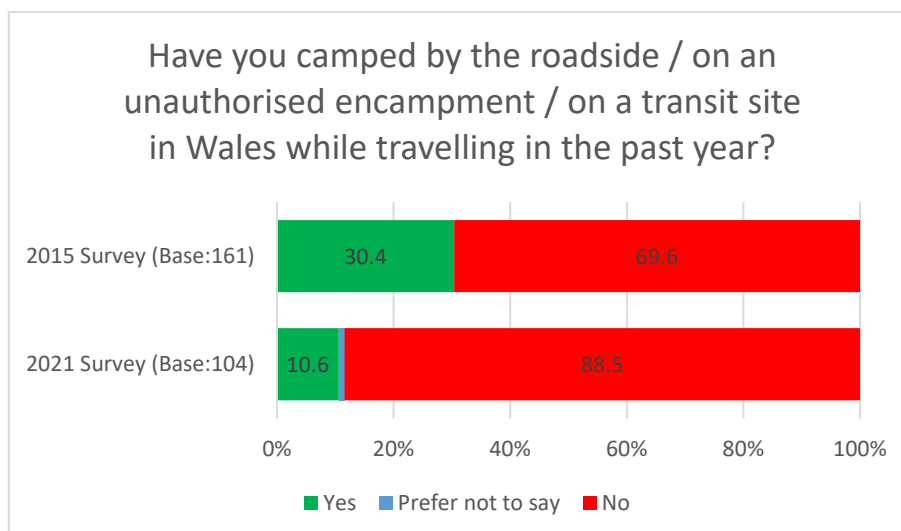
results from 2015 (27.8%).



Section E – Transit Sites

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

One in ten (10.6%) respondents claimed to have camped by the roadside / on an unauthorised encampment / on a transit site in Wales whilst travelling in the past 12 months. This is around a third of 2015 figure (30.4%).



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

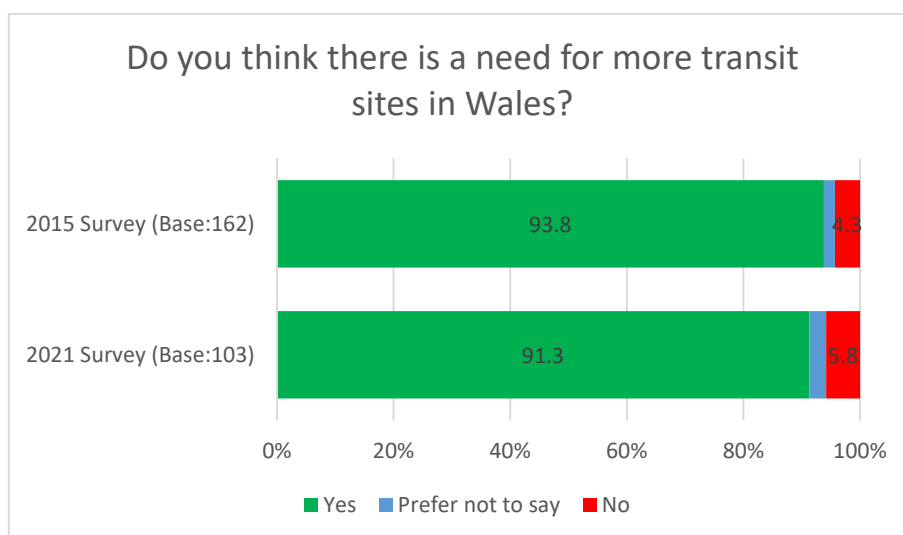
Of the ten people who responded to this question, seven alleged to stay in one place from between 1 day – 1 week.

	No.
1 -2 days	2
3 days – 1 week	5
1 -2 weeks	1
2 week- 1 months	1
1-3 months	1
Total Respondents	10

NB. Due to a low base size, numbers have been reported here instead of percentages

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

Over nine tenths (91.3%) of respondents think there is a need for more transit sites in Wales, this is slight decrease on the results recorded in 2015 (93.8%).



Chapter Five: Assessing accommodation needs

5.1 Residential Unmet Need

The overall outcome of the assessment is shown in the table below:

Cardiff GTAA - An estimate of need for residential site pitches

Current Residential Supply		Number of Pitches	
Occupied Local Authority pitches		80	
Occupied authorised private pitches		22	
Total		102	
Planned Residential Supply		Number of Pitches	
Vacant Local Authority pitches and available vacant private pitches		0	
Pitches expected to become vacant in near future		0	
New local authority and private pitches with planning permission		0	
Total		0	
Current Residential Demand		Number of Pitches	
Unauthorised encampments		0	
Unauthorised developments		0	
Overcrowded pitches		8	
Conventional housing		19	
New households to arrive		6	
Total		33	
Current Households		Future Households (at year 5)	Future Households (at 2036)
135		175	217
Additional household pitch need		40	42
Unmet Need	Need Arising	Need Accommodated	
Current residential demand	33		
Future residential demand (5 year)	40		
Future residential demand (to 2036) – 2.25% growth over 10 years	42		
Planned residential supply			
Unmet need (5 year)		73 pitches	
Unmet need (to 2036)		115 pitches	

Current Residential Supply

There are currently 80 residential pitches on Local Authority sites made up of 59 at Shirenewton and 21 at Rover Way and 22 pitches on four private sites. There are currently no vacant spaces on these sites which would contribute to meeting need for pitches in Cardiff.

Planned Residential Supply

There are currently no new local authority pitches with planning permission and no outstanding planning applications on private sites.

Unauthorised Encampments

No household identified that they were of no fixed abode (NFA) because of a lack of residential pitches in Cardiff. There are currently also no unauthorised developments within Cardiff.

Overcrowded Pitches

In terms of overcrowded pitches Welsh Government guidance states that overcrowding exists where family numbers have grown to the extent that there is now insufficient space for the family within its mobile home accommodation and insufficient space on the pitch or site for a mobile home. Questions B2 and B3 of the survey form address this issue and ask respondents whether there enough sleeping areas for all residents and is there room on the pitch to safely station additional trailers to prevent overcrowding. Where respondents answered no to both questions, they were included in the 8 overcrowded pitches identified in the assessment. In a separate measurement the Local Authority has assessed that there are 39 over-occupied pitches. The reason for the lower levels of overcrowded pitches identified in the study is because a lot of these families have young adults sharing the pitch and these have been picked up in the family growth category below which identifies the need for 40 new pitches over the next 5 years.

Conventional Housing

A need for **19** new pitches was identified from Gypsy and Travellers currently living in conventional housing. In accordance with Welsh Government guidance this need was derived from an analysis of the survey forms and included those stating a cultural aversion to conventional housing, those experiencing overcrowding, and those who have reached adulthood and want to live on a site. Of the requirement for 19 new pitches identified 1 respondent reported they had been the victims of harassment in their current accommodation.

New Households to arrive

A need for 6 pitches was added for households on the waiting list but who could not be interviewed during the survey period. These 6 households had previously resided on Local Authority sites but had moved away from the area due to overcrowding. No other households to arrive were identified and no information was received from any other local authority of any households seeking to live on a site and/or develop land they owned in Cardiff.

Family Growth

A need for 40 new pitches over the next 5 years was identified from the analysis of family growth in Section D. The figure arose from an analysis of the household make up to assess emerging households within the families responding to the questionnaire who were living on sites and where there was a reasonable expectation that the need would arise within this period. This corresponds well with the 46 households currently on the waiting list.

Current Residential Demand

A total need of 33 pitches was identified comprising 8 overcrowded pitches and 19 households in conventional housing. Also included were 6 pitches that were included as new households to arrive. These 6 households had previously resided on Local Authority sites but had moved away from the area due to overcrowding.

Analysis of Preference and Need

The figures for need are shown above. Of the respondents where no need was identified 44 lived on private or Local Authority sites who reported no issues of overcrowding, no plans to move into other accommodation and no family growth where a household would require a move into their own accommodation in the next 5 years.

Of the 40 respondents currently in bricks and mortar, 24 stated that they do not intend to move from their current accommodation and 17 stated they had no aversion to living in bricks and mortar. Although some had stated they would live on a site they had also stated they were happy to continue living bricks and mortar

Additional household Need

In order to calculate the additional household, need for the 10 years from 2026 to the end of the plan period in 2036 the 5 year figure of 40 pitches has been applied followed by a 2.25% annual growth rate to give a further 42 pitches to the end of the LDP period in 2026. The basis for this decision is that, in the absence of other solid information, the study indicates that the local family growth level may be at the mid-point of the Welsh Government guidance which anticipates a rate of between 1.5 to 3%. It should still be noted, however, that this is only a single study and that future Census and GTAA information may help to produce a more robust evaluation in time.

Unmet Need

The current residential demand and additional household need provide a total unmet need of 73 pitches over 5 years and 115 pitches to 2036 the plan period for the Replacement Local Development Plan.

Rover Way

The lifetime of the existing Rover Way site is currently being reviewed. The Local Authority has received grant funding from Welsh Government for works to improve the coastal defences along the Pengam Green stretch of the coastline which includes the Rover Way site. It is anticipated that work on this will commence in spring 2022 and be completed by autumn 2023. If the review concludes that the Rover Way site is no longer viable the Local Authority

will add the existing 21 pitches to the overall need. The need arising from overcrowding and family growth at Rover Way is already included within this assessment.

5.2 Transit Unmet Need

The figures contained within the caravan count, the record of unauthorised encampments in 2020/21 and the GTAA itself clearly show an identified need for a transit site. A transit site of 10 pitches was proposed from the previous Gypsy & Traveller Accommodation Assessment and this was included in the Local Development Plan Monitoring Framework. The current assessment still supports this figure. In addition to this, Housing and Planning officers from the local authorities that make up the South East Wales Strategic Planning Group have formed a Sub Group to look at the need for transit sites on a regional basis. This work will feed into the preparation of the new Strategic Development Plan for South East Wales, which will need to address the need for transit sites on a regional basis.

Chapter Six: Conclusions and Recommendations

6.1 Next Steps

1. It is evident from the assessment findings that there is a clear need in Cardiff for the provision of additional permanent and transit socially rented Gypsy and Traveller Accommodation. As set out above in paragraph 1.2 the Council has established a working group made up of Council officers from Planning and Housing with the responsibility for finding locations for both permanent and transit pitches to meet this need.
2. The timetable for meeting the need identified in the previous 2016 assessment was included in the LDP Annual Monitoring Framework. In accordance with this timetable a site selection criteria was approved by the Council's Cabinet in January 2016. The approved site selection criteria sets out assessment criteria around three main headings relating to availability, site suitability and achievability. Availability considerations include whether the site is genuinely available long term and there are no legal issues. Site suitability considerations include a comprehensive list of policy and physical constraints, and deliverability considerations relate to the consideration of total cost (including any abnormal costs) to ensure it does not prejudice the ability to develop the site.
3. The selection and consideration of potential Gypsy and Traveller sites will include detailed technical investigations, particularly flood risk assessments, to fully establish the extent of risk, along with the potential scope of mitigation measures and any other relevant site-specific technical matters. This work will be carried out in liaison with Natural Resources Wales and Welsh Government. It is important to find the best possible site for the community and it is important that this is fully considered before concluding the site assessment process.
4. Following the agreement of the Gypsy and Traveller Accommodation Assessment by Welsh Government, further work will then be undertaken before identifying potential sites for consideration.
5. The Council has now started the preparation of a Replacement LDP. The plan period for the Replacement Plan is 2021 to 2036 and the findings of this assessment will form part of the evidence base for the plan. This plan will need allocate sites to meet the need for new Gypsy and Traveller pitches to 2036 identified in this assessment and take forward work currently ongoing on identifying sites for new pitches within the city outlined above.
6. This assessment gives an indication of the likely demand for new pitches up to 2036. When planning any new accommodation provision it is important to distinguish between

demand and need. “Need” refers to households who are unable to access suitable accommodation without some financial assistance and “demand” to the quantity of housing that households are willing and able to buy or rent.

7. In Cardiff we will do this by using the established common housing register as the mechanism for allocating pitches on any socially rented site that is provided. Prospective residents are required to complete the standard housing application form which then allows the local authority to make an assessment of both their need and eligibility for a pitch.
8. In terms of transit provision, whilst the adopted Local Development Plan sets out the clear commitment to provide a transit site in Cardiff, the South East Wales Strategic Planning Group (SEWSPG), of which the Local Authority is a member, will continue to discuss transit provision at regional level. SEWSPG consists of 10 local planning authorities, plus the Brecon Beacons National Park Authority. This Group has formed a Sub Group to look at the need for transit sites on a regional basis. This work will feed into the preparation of the new Strategic Development Plan for South East Wales, which will need to address the need for transit sites on a regional basis

Appendix A – Interview Log – Record of contact for families on the Gypsies and Travellers Wales database

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
1	Shirenewton	16/02/21			Survey completed
2	Shirenewton	16/02/21			Survey completed
3	Bricks and Mortar	16/02/21			Survey completed
4	NFA	17/02/21			Survey completed
5	Bricks and Mortar	18/02/21	12/05/21	12/05/21	Call another time busy
6	Bricks and Mortar	18/02/21			Survey completed
7	Rover Way	18/02/21			Survey completed
8	Rover Way	23/02/21			Survey completed
9	Rover Way	23/02/21			Survey completed
10	Shirenewton	23/02/21			Survey completed
11	Shirenewton	24/02/21			Survey completed
12	Shirenewton	24/02/21			Survey completed
13	Shirenewton	24/02/21			Survey completed
14	Shirenewton	24/02/21	25/02/21	12/05/21	Didn't want to undertake survey
15	Shirenewton	24/02/21	12/05/21	12/05/21	No Reply
16	Shirenewton	24/02/21			Survey completed
17	Shirenewton	24/02/21			Survey completed
18	Shirenewton	24/02/21			Number no longer in use
19	Shirenewton	24/02/21	01/03/21 – Visit address		Survey completed
20	Shirenewton	24/02/21	01/03/21 – Visit address		Survey completed
21	Shirenewton	24/02/21			Survey completed
22	Shirenewton	24/02/21	01/03/21 – Visit address		Number no longer in use

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
23	Shirenewton	24/02/21	01/03/21	12/05/21	No Answer
24	Shirenewton	24/02/21	12/05/21		Survey completed
25	Shirenewton	24/02/21			Survey completed
26	Shirenewton	24/02/21	25/02/21	12/05/21	No Answer
27	Shirenewton	24/02/21			Survey completed
28	Shirenewton	24/02/21	12/05/21		Too unwell to take part in survey
29	Shirenewton	26/02/21			Survey completed
30	Shirenewton	26/02/21			Survey completed
31	Shirenewton	26/02/21			Survey completed
32	Shirenewton	26/02/21			Survey completed
33	Shirenewton	26/02/21			Survey completed
34	Shirenewton	26/02/21			Survey completed
35	Shirenewton	26/02/21			Survey completed
36	Shirenewton	26/02/21			Survey completed
37	Shirenewton	26/02/21			Survey completed
38	Shirenewton	26/02/21			Survey completed
39	Shirenewton	26/02/21			Survey completed
40	Shirenewton	26/02/21			Didn't want to undertake survey
41	Shirenewton	26/02/21			Survey completed
42	Shirenewton	26/02/21			Survey completed
43	Shirenewton	26/02/21			Survey completed
44	Bricks and Mortar	01/03/21			Survey completed
45	Shirenewton	01/03/21	12/03/21		Survey completed
46	Bricks and Mortar	01/03/21			Survey completed
47	Bricks and Mortar	01/03/21			Survey completed
48	Rover Way	02/03/21			Survey completed
49	Shirenewton	02/03/21			Survey completed
50	Private site	02/03/21			Survey completed

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
51	Bricks and Mortar	03/03/21			Survey completed
52	Bricks and Mortar	03/03/21			Survey completed
53	Shirenewton	12/03/21			Survey completed
54	Shirenewton	12/03/21	12/05/21		Didn't want to undertake survey
55	Shirenewton	12/03/21			Survey completed
56	Shirenewton	12/03/21	12/05/21		Didn't want to undertake survey
57	Shirenewton	12/03/21			Survey completed
58	Shirenewton	12/03/21			Survey completed
59	Shirenewton	12/03/21	26/03/21	12/05/21	Didn't want to undertake survey
60	Shirenewton	12/03/21	26/03/21	12/05/21	Didn't want to undertake survey
61	Shirenewton	12/03/21			Survey completed
62	Shirenewton	12/03/21	26/03/21		Didn't want to undertake survey
63	Shirenewton	12/03/21			Didn't want to undertake survey
64	Bricks and Mortar	16/03/21			Survey completed
65	Rover Way	18/03/21			Survey completed
66	Bricks and Mortar	16/03/21			Survey completed
67	Bricks and Mortar	22/03/21			
68	Bricks and Mortar	26/03/21			Survey completed
69	Bricks and Mortar	26/03/21			Survey completed
70	Bricks and Mortar	26/03/21			Survey completed
71	Bricks and Mortar	26/03/21	12/05/21		No Answer
72	Bricks and Mortar	26/03/21			Survey completed
73	Bricks and Mortar	01/04/21			Survey completed
74	Bricks and Mortar	01/04/21			Survey completed

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
75		05/04/21			Survey completed
76	Private Site	05/05/21			Survey completed
77	Rover Way	12/05/21			No Answer
78	Rover Way	13/05/21			Survey completed
79	Rover Way	13/05/21			Survey completed
80	Rover Way	06/05/21			Didn't want to undertake survey
81	Rover Way	06/05/21			Didn't want to undertake survey
82	Rover Way	06/05/21			Didn't want to undertake survey
83	Bricks and Mortar	06/05/21			Survey completed
84	Rover Way	06/05/21			Survey completed
85	Shirenewton	Date not recorded			
86	Bricks and Mortar	Date not recorded			Survey completed
87	Shirenewton	Date not recorded			Survey completed
88	Bricks and Mortar	13/05/21			Survey completed
89	Bricks and Mortar	18/05/21			Survey completed
90	Shirenewton	18/05/21			Survey completed
91	Bricks and Mortar	18/05/21			Survey completed
92	Rover Way	18/05/21			Survey completed
93	Rover Way	18/05/21			Survey completed
94	Rover Way	18/05/21			Survey completed
95	Rover Way	18/05/21			Survey completed
96	Bricks and Mortar	18/05/21			Survey completed
97	Bricks and Mortar	18/05/21			Survey completed
98	Bricks and Mortar	04/06/21	07/06/21		Survey completed
99	Bricks and Mortar	04/06/21			Survey completed
100	Bricks and Mortar	04/06/21			Survey completed
101	Bricks and Mortar	04/06/21			Survey completed

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
102	Bricks and Mortar	06/06/21			Survey completed
103	Private Site	08/06/21	09/06/21		Survey completed
104	Shirenewton	08/06/21			No response
105	Bricks and Mortar	08/06/21			No response
106	Bricks and Mortar	08/06/21			No response
107	Bricks and Mortar	08/06/21			No response
108	Bricks and Mortar	08/06/21			No response
109	Bricks and Mortar	08/06/21			No response
110	Bricks and Mortar	08/06/21			Survey completed
111	Bricks and Mortar	08/06/21			Survey completed
112	Rover Way	08/06/21			Survey completed
113	Shirenewton	08/06/21			Survey completed
114	Bricks and Mortar	09/06/21			Survey completed
115	Bricks and Mortar	10/06/21			Survey completed
116	Bricks and Mortar	10/06/21			No Answer
117	Bricks and Mortar	10/06/21			No Answer
118	Bricks and Mortar	10/06/21			Survey completed
119	Bricks and Mortar	10/06/21			Survey completed
120	Bricks and Mortar	10/06/21			No Answer
121	Bricks and Mortar	10/06/21			No Answer
122	Bricks and Mortar	10/06/21			Survey completed
123	Bricks and Mortar	10/06/21			Didn't want to undertake survey
124	Bricks and Mortar	10/06/21			Wants to be removed from database
125	Bricks and Mortar	10/06/21			Survey completed
126	Bricks and Mortar	No date recorded			Survey completed
127	Bricks and Mortar	14/06/21			No answer

Household	Accommodation Type	Contact 1	Contact 2	Contact 3	Outcome
128	Bricks and Mortar	14/06/21			Unable to participate as attending appointment
129	Bricks and Mortar	14/06/21			Survey completed
130	Bricks and Mortar	14/06/21			No answer
131	Bricks and Mortar	14/06/21			Survey completed
132	Bricks and Mortar	Date not recorded			No answer
133	Bricks and Mortar	Date not recorded			Survey completed
134	Rover Way	Date not recorded			No answer
135	Bricks and Mortar	Date not recorded			No answer
136	Bricks and Mortar	Date not recorded			No answer
137	Bricks and Mortar	Date not recorded			No answer
138	Bricks and Mortar	Date not recorded			No answer
140	Bricks and Mortar	Date not recorded			No answer
141	Private Site	Date not recorded			Survey completed
142	Bricks and Mortar	Date not recorded			No answer

Appendix B – Interview Log – Record of contact made by Traveller Education Service

Date	Completed	Declined
11/03/21		✓
11/03/21		✓
11/03/21		✓
11/03/21	✓	
11/03/21	✓	
21/04/21	✓	
Date not recorded	✓	
Date not recorded		✓
Date not recorded		✓
Date not recorded		

