



Surrey Heath Borough Council

Gypsy and Traveller Accommodation Assessment

Final Report

June 2020



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Contents

1. Executive Summary	6
Introduction and Methodology.....	6
Key Findings.....	7
Pitch Needs – Gypsies and Travellers.....	7
Difference from Previous GTAA	8
Plot Needs - Travelling Showpeople	9
Transit Requirements	10
Additional Needs – Boat Dwellers.....	10
2. Introduction	11
Definitions	11
The Planning Definition in PPTS (2015).....	11
Definition of Travelling	12
Legislation and Guidance for Gypsies and Travellers	14
PPTS (2015).....	14
Revised National Planning Policy Framework (2019).....	16
3. Methodology	17
Background.....	17
Glossary of Terms/Acronyms.....	18
Desk-Based Review	18
Stakeholder Engagement.....	18
Working Collaboratively with Neighbouring Planning Authorities.....	18
Survey of Travelling Communities	18
Engagement with Bricks and Mortar Households.....	20
Timing of the Fieldwork	20
Applying the Planning Definition	21
Undetermined Households.....	22
Households that Do Not Meet the Planning Definition	23
Calculating Current and Future Need	23
Supply of Pitches.....	24
Current Need	24
Future Need.....	24
Pitch Turnover	25
Transit Provision	25
4. Gypsy, Traveller & Travelling Showpeople Sites & Population	27
Introduction.....	27
Sites and Yards in Surrey Heath	28
MHCLG Traveller Caravan Count	28

5. Stakeholder Engagement	29
Introduction	29
Views of Key Stakeholders and Council Officers in Surrey Heath	29
Accommodation Needs.....	29
Short-term Encampments and Transit Provision	30
Bricks and Mortar Households.....	30
Cross Border Issues and Meeting the Duty to Cooperate	30
Neighbouring Local Authorities	31
6. Survey of Travelling Communities	36
Interviews with Gypsies and Travellers.....	36
Interviews with Gypsies and Travellers in Bricks and Mortar	36
7. Current and Future Pitch Provision	37
Introduction	37
New Household Formation Rates	37
Breakdown by 5 Year Bands	39
Applying the Planning Definition	39
Interviews with Gypsies and Travellers in Bricks and Mortar	40
Migration	40
Pitch Needs – Gypsies and Travellers that meet the Planning Definition	42
Pitch Needs – Undetermined Gypsies and Travellers	43
Pitch Needs – Gypsies and Travellers that did not meet the Planning Definition	43
Travelling Showpeople Needs.....	44
Plot Needs – Travelling Showpeople.....	44
Transit Requirements	45
MHCLG Traveller Caravan Count	45
Stakeholder Interviews and Local Data.....	45
Potential Implications of PPTS (2015)	45
Transit Recommendations	46
Need for Boat Dwellers.....	47
8. Conclusions	48
Gypsies and Travellers	48
Travelling Showpeople.....	49
Transit Provision	49
Summary of Need to be Addressed	49
Additional Needs – Boat Dwellers.....	50

List of Figures.....	51
Appendix A: Glossary of Terms / Acronyms used.....	52
Appendix B: Undetermined Households	54
Appendix C: Households that did not meet the Planning Definition	56
Appendix D: Site and Yard List (January 2020)	58
Appendix E: Household Interview Questions	59
Appendix F: Technical Note on Household Formation and Growth Rates	68

1. Executive Summary

Introduction and Methodology

- 1.1 The primary objective of this Gypsy and Traveller Accommodation Assessment (GTAA) is to provide a robust assessment of current and future need for Gypsy, Traveller and Travelling Showpeople accommodation in Surrey Heath Council (the Council). The purpose of the study is to update the previous GTAA for Surrey Heath that was published in June 2018 to provide an up-to-date evidence base to support the preparation of a new Local Plan.
- 1.2 The GTAA provides a credible evidence base which can be used to aid the implementation of Development Plan Policies and, where appropriate, the provision of new Gypsy and Traveller pitches and Travelling Showpeople plots for the period 2020 to 2040.
- 1.3 The GTAA has sought to understand the accommodation needs of the Gypsy, Traveller and Travelling Showpeople population in Surrey Heath through a combination of desk-based research, stakeholder interviews and engagement with members of the travelling community living on all known sites, yards and encampments. The fieldwork for the study was completed between September and December 2019 and a total of 40 interviews or proxy interviews were completed with Gypsies and Travellers; 6 interviews or proxy interviews were completed with Travelling Showpeople; and 2 interviews were completed with households in bricks and mortar. This represents a site and yard response rate of 91%. A total of 10 stakeholder interviews were also completed.
- 1.4 The study also included an assessment of the accommodation needs of boat dwellers as required by the Housing and Planning Act (2016). Section 124 of the Act sets out:

In the case of a local housing authority in England, the duty under subsection (1) includes a duty to consider the needs of people residing in or resorting to their district with respect to the provision of—

 - (a) sites on which caravans can be stationed, or*
 - (b) places on inland waterways where houseboats can be moored.*
- 1.5 An assessment of the accommodation needs of wider caravan dwellers as required by the Act will form part of a wider assessment of housing need.

Key Findings

Pitch Needs – Gypsies and Travellers

- 1.6 Overall the pitch needs for Gypsies and Travellers for the period 2020-2040 are set out below. Whilst the Local Plan period runs from 2019, supply and demand for pitches nets to zero for the period 2019-2020 and the GTAA starts with a new baseline date of January 2020.
- 1.7 Needs are set out for those households that met the planning definition of a Gypsy or Traveller; for those undetermined households¹ where an interview was not able to be completed (either due to households refusing to be interviewed, or not being present despite up to three visits to each site) who may meet the planning definition; and for those households that did not meet the planning definition – although this is no longer a requirement for a GTAA.
- 1.8 Only the need from those households who met the planning definition and from those of the undetermined households who subsequently demonstrate that they meet it should be formally considered as need arising from the GTAA.
- 1.9 The need arising from households that meet the planning definition should be addressed through site allocation/intensification/expansion Local Plan Policies as appropriate.
- 1.10 The Council will need to carefully consider how to address any need associated with undetermined Travellers as it is unlikely that all this need will have to be addressed through the provision of conditioned Gypsy or Traveller pitches. In terms of Local Plan Policies, the Council should consider the use of a criteria-based policy (as suggested in PPTS) for any undetermined households, as well as to deal with any windfall applications.
- 1.11 In general terms, the need for those households who did not meet the planning definition will need to be addressed as part of general housing need and through separate Local Plan Policies. This approach is specifically referenced in the revised National Planning Policy Framework (February 2019). Paragraph 60 of the NPPF sets out that in determining the minimum number of homes needed, strategic plans should be based upon a local housing need assessment conducted using the standard method in national planning guidance. Paragraph 61 then states that *‘Within this context, the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes’*. The footnote to this section states that *‘Planning Policy for Traveller Sites sets out how travellers’ housing needs should be assessed for those covered by the definition in Annex 1 of that document.’*
- 1.12 The Council is in the process of preparing a new Local Plan; the findings of this report should be considered as part of future housing mix and type within the context of the assessment of overall housing need in relation to those households that did not meet the planning definition of a Traveller.

¹See Chapter 3 for further information on undetermined households.

- 1.13 There were 26 existing Gypsy or Traveller households identified living on sites in Surrey Heath that met the planning definition; 3 undetermined households living on sites that may meet the planning definition; and 23 households living on sites that did not meet the planning definition.
- 1.14 There is a need for **32 pitches for households that met the planning definition to 2040**. This is made up of 7 households on unauthorised developments; 5 concealed or doubled-up households or adults; 8 teenage children in need of a pitch of their own in the next five years; a need for 2 pitches due to in-migration; 2 pitches as a result of movement from bricks and mortar; and 9 from new household formation using a rate of 1.70% derived from the demographics of the households that were interviewed². There is also supply from 1 vacant pitch on a public site.
- 1.15 There is a need for **between 0 and 1 pitches for undetermined households**, all arising from new household formation from a maximum of 3 households (using the ORS national formation rate of 1.50%). If the locally derived proportion of households that met the planning definition (50%) were applied, this could result in a need for 1 pitch. If the ORS national average³ of 30% of households that met the planning definition were applied this could result in a need for no pitches.
- 1.16 Whilst not now a requirement to include in a GTAA, there is a need for **32 pitches for households that did not meet the planning definition**. This is made up of 5 concealed or doubled-up households; 10 teenagers who will be in need of a pitch of their own in the next 5 years; 1 due to in-migration; and 16 from new household formation derived from the demographics of the households that were interviewed.
- 1.17 Figure 1 summarises the identified need and Figure 2 breaks the need down for households that met the planning definition of a Traveller by 5-year periods.

Figure 1 – Need for Gypsy and Traveller households in Surrey Heath (2020-40)

Status	2020-40
Meet Planning Definition	32
Undetermined	0-1
Do not meet Planning Definition	32

Figure 2 – Need for Gypsy and Traveller households in Surrey Heath that meet the Planning Definition by year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	23	3	3	3	32

Difference from Previous GTAA

- 1.18 Whilst the previous Surrey Heath GTAA that was published in June 2018 found a need for 12 pitches for households that met the planning definition, this GTAA has identified a need for 32 pitches. There are a number of reasons that explain why the need figure has increased.
- 1.19 Firstly, the number of households that were found to meet the planning definition has increased from 9 to 26 so the initial population baseline is higher. Secondly, there are now a number of unauthorised pitches in Surrey Heath with additional need from doubled-up households and from teenagers. The assessment has also identified additional need from households living in bricks

² See Chapter 7 for further details on new household formation.

³ Based on over 4,100 interviews completed by ORS across England since 2015.

and mortar and from in-migration that was not picked up in the previous study. The overall impact of these changes has also been to further increase the baseline population used to calculate new household formation. The result of this is the increase of need from 12 to 32 pitches.

Plot Needs - Travelling Showpeople

- 1.20 Overall the plot needs for Travelling Showpeople from 2020-2040 are set out below. Needs are set out for those households that met the planning definition of a Travelling Showperson; for those undetermined households where an interview was not able to be completed who may meet the planning definition; and for those households that did not meet the planning definition (although this is no longer a requirement for a GTAA).
- 1.21 Only the need from those households who met the planning definition and from those of the undetermined households who may subsequently demonstrate that they meet it should be considered as need arising from the GTAA.
- 1.22 The need arising from households that met the planning definition should be addressed through yard allocation/intensification/expansion in Local Plan Policies.
- 1.23 The Council will need to carefully consider how to address the needs associated with undetermined Travelling Showpeople as it is unlikely that all of this need will have to be addressed through the provision of conditioned Travelling Showpeople plots.
- 1.24 The need for those households who did not meet the planning definition will need to be considered as part of general housing need. See Paragraphs 1.10-1.13 for further details.
- 1.25 There is 1 Travelling Showperson yard in Surrey Heath. It was possible to complete an interview or a proxy interview with all 6 households living the yard. Of the households interviewed, all 6 met the planning definition.
- 1.26 The GTAA identifies a need for **14 plots** for households that met the planning definition. This is made up of 1 concealed or doubled-up household; 7 teenagers in need of a plot of their own in the next 5 years; and 6 from new household formation using a rate of 1.75% derived from the household demographics.

Figure 3 – Need for Travelling Showpeople households in Surrey Heath (2020-40)

Status	2020-40
Meet Planning Definition	14
Undetermined	0
Do not meet Planning Definition	0

Figure 4 – Need for Travelling Showpeople households in Surrey Heath that meet the Planning Definition by year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	8	2	2	2	14

Transit Requirements

- 1.27 Due to low historic numbers of unauthorised encampments it is not recommended that there is a need for any transit provision in Surrey Heath at this time. However, there is a need for a more strategic approach to transit provision across Surrey.
- 1.28 The situation relating to levels of unauthorised encampments should be monitored whilst any potential changes associated with PPTS (2015) develop – for example a potential increase in the number of households travelling to seek to meet the current planning definition.
- 1.29 As well as information on the size and duration of the encampments, this monitoring should also seek to gather information from residents on the reasons for their stay in the local area; whether they have a permanent base or where they have travelled from; whether they have any need or preference to settle permanently in the local area; and whether their travelling is a result of changes to PPTS (2015). This information could be collected as part of a Welfare Assessment (or similar).
- 1.30 It is recommended that a review of the evidence base relating to unauthorised encampments, including the monitoring referred to above, should be undertaken on a Surrey-wide basis. This will establish whether there is a need for investment in any new transit provision or emergency stopping places, or whether a managed approach is preferable.
- 1.31 In the short-term it is recommended that the Council should continue to use its current approach when dealing with unauthorised encampments and management-based approaches such as negotiated stopping agreements could also be considered.
- 1.32 The term ‘negotiated stopping’ is used to describe agreed short-term provision for Gypsy and Traveller caravans. It does not describe permanent ‘built’ transit sites but negotiated agreements which allow caravans to be sited on suitable specific pieces of ground for an agreed and limited period of time, with the provision of limited services such as water, waste disposal and toilets. Agreements are made between the Council and the (temporary) residents regarding expectations on both sides. See www.leedsgate.co.uk for further information.
- 1.33 Temporary stopping places can be made available at times of increased demand due to fairs or cultural celebrations that are attended by Gypsies and Travellers. A charge may be levied as determined by the local authority although they only need to provide basic facilities including: a cold-water supply; portaloos; sewerage disposal point and refuse disposal facilities. Whilst such events are unlikely to occur in Surrey Heath, the Council should still be aware of temporary arrangements that could be put in place if required.

Additional Needs – Boat Dwellers

- 1.34 It is not considered that there is a need for any new permanent residential moorings in Surrey Heath that is driven by a local demand for additional moorings due to mooring restrictions on the Basingstoke Canal.

2. Introduction

- 2.1 The primary objective of this Gypsy and Traveller Accommodation Assessment (GTAA) is to provide a robust assessment of current and future need for Gypsy, Traveller and Travelling Showpeople accommodation in Surrey Heath. The outcomes of the study will supersede the outcomes of the previous Traveller and Travelling Showpeople Accommodation Needs Assessments completed in Surrey Heath.
- 2.2 The study provides an evidence base to enable the Council to comply with their requirements towards Gypsies, Travellers and Travelling Showpeople under the Housing Act 1985, Planning Practice Guidance (PPG) 2014, Planning Policy for Traveller Sites (PPTS) 2015, the Housing and Planning Act (2016) and the revised National Planning Policy Framework (NPPF) 2019.
- 2.3 The GTAA provides a robust assessment of need for Gypsy, Traveller and Travelling Showpeople accommodation in the study area. It is a credible evidence base which can be used to aid the implementation of Local Plan Policies and the provision of Traveller pitches and plots covering the period 2040. As well as identifying current and future permanent accommodation needs, it also seeks to identify any need for the provision of transit sites or emergency stopping places.
- 2.4 We would note at the outset that the study covers the needs of Gypsies (including English, Scottish, Welsh and Romany Gypsies), Irish Travellers, New (Age) Travellers, and Travelling Showpeople, but for ease of reference we have referred to the study as a Gypsy and Traveller (and Travelling Showpeople) Accommodation Assessment (GTAA).
- 2.5 The baseline date for the study is January 2020 which was when the household interviews were completed.

Definitions

- 2.6 The planning definition for a Gypsy, Traveller or Travelling Showperson is set out in PPTS (2015). The previous definition set out in the Housing Act (2004) was repealed by the Housing and Planning Act (2016).

The Planning Definition in PPTS (2015)

- 2.7 For the purposes of the planning system, the definition was changed in PPTS (2015). The planning definition is set out in Annex 1 and states that:

For the purposes of this planning policy “gypsies and travellers” means:

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family’s or dependants’ educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

In determining whether persons are “gypsies and travellers” for the purposes of this planning policy, consideration should be given to the following issues amongst other relevant matters:

- a) Whether they previously led a nomadic habit of life.
- b) The reasons for ceasing their nomadic habit of life.
- c) Whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.

For the purposes of this planning policy, “travelling showpeople” means:

Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family’s or dependants’ more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily, but excludes Gypsies and Travellers as defined above.

(Planning Policy for Traveller Sites, Department for Communities and Local Government (DCLG), August 2015)

- 2.8 The key change that was made to both definitions was the removal of the term “*persons...who have ceased to travel permanently*”, meaning that those who have ceased to travel permanently will no longer fall under the planning definition of a Traveller for the purposes of assessing accommodation need in a GTAA.

Definition of Travelling

- 2.9 One of the most important questions that GTAAs will need to address in terms of applying the planning definition is *what constitutes travelling?* This has been determined through case law that has tested the meaning of the term ‘*nomadic*’.
- 2.10 **R v South Hams District Council (1994)** – defined Gypsies as “persons who wander or travel for the purpose of making or seeking their livelihood (not persons who travel from place to place without any connection between their movements and their means of livelihood.)” This includes ‘born’ Gypsies and Travellers as well as ‘elective’ Travellers such as New Age Travellers.
- 2.11 In **Maidstone BC v Secretary of State for the Environment and Dunn (2006)**, it was held that a Romany Gypsy who bred horses and travelled to horse fairs at Appleby, Stow-in-the-Wold and the New Forest, where he bought and sold horses, and who remained away from his permanent site for up to two months of the year, at least partly in connection with this traditional Gypsy activity, was entitled to be accorded Gypsy status.
- 2.12 In **Greenwich LBC v Powell (1989)**, Lord Bridge of Harwich stated that a person could be a statutory Gypsy if he led a nomadic way of life *only seasonally*.
- 2.13 The definition was widened further by the decision in **R v Shropshire CC ex p Bungay (1990)**. The case concerned a Gypsy family that had not travelled for some 15 years in order to care for its elderly and infirm parents. An aggrieved resident living in the area of the family’s recently approved Gypsy site sought judicial review of the local authority’s decision to accept that the family had retained their Gypsy status even though they had not travelled for some considerable time. Dismissing the claim, the judge held that a person could remain a Gypsy even if he or she did not travel, provided that their nomadism was held in abeyance and not abandoned.
- 2.14 That point was revisited in the case of **Hearne v National Assembly for Wales (1999)**, where a traditional Gypsy was held not to be a Gypsy for the purposes of planning law as he had stated

that he intended to abandon his nomadic habit of life, lived in a permanent dwelling and was taking a course that led to permanent employment.

- 2.15 **Wrexham County Borough Council v National Assembly of Wales and Others (2003)** determined that households and individuals could continue to lead a nomadic way of life with a permanent base from which they set out from and return to.
- 2.16 The implication of these rulings in terms of applying the planning definition is that it will **only include those who travel (or have ceased to travel temporarily) for work purposes, or for seeking work, and in doing so stay away from their usual place of residence**. It can include those who have a permanent site or place of residence, but that it will not include those who travel for purposes other than work – such as holidays and visiting friends or relatives. It will not cover those who commute to work daily from a permanent place of residence. This is supported by a Decision Notice for an appeal in Ashford that was issued in November 2017 (Appeal Ref: APP/E2205/C/15/3137477).

'I consider the lack of evidence about the nature of his work and extent of travelling to be telling matters that count against the likelihood of his leading a nomadic existence. Whilst neither of these occupations would be inconsistent with leading a nomadic habit of life, they could equally well be carried out from a fixed base, with short trips away.

Whilst it is possible XXXX travels in the touring caravan – or as he also claims, in a camper-van – I am not satisfied that this demonstrates a nomadic habit of life, but is more akin to travelling for work, in much the same way as a builder might travel to carry out contracts.

On the balance of probabilities, I conclude that the appellant has not been able to show that he leads a nomadic habit of life for economic purposes.'

- 2.17 It may also be that within a household some family members travel for nomadic purposes on a regular basis, but other family members stay at home to look after children in education, or other dependents with health problems etc. In these circumstances the household unit would be defined as travelling under the planning definition.
- 2.18 Households will also fall under the planning definition if they can demonstrate that they have ceased to travel temporarily as a result of their own or their family's or dependants' educational, health needs or old age. In order to have ceased to travel temporarily these households will need to demonstrate that they have travelled for work in the past. In addition, households will also have to demonstrate that they plan to travel again for work in the future.
- 2.19 This approach was endorsed by a Planning Inspector in Decision Notice for an appeal in East Hertfordshire (Appeal Ref: APP/J1915/W/16/3145267) that was issued in December 2016. A summary can be seen below.

Case law, including the R v South Hams District Council ex parte Gibb (1994) judgment referred to me at the hearing, despite its reference to 'purposive activities including work' also refers to a connection between the travelling and the means of livelihood, that is, an economic purpose. In this regard, there is no economic purpose... This situation is no different from that of many landlords and property investors or indeed anyone travelling to work in a fixed, pre-arranged location. In this regard there is not an essential connection between wandering and work... Whilst there does appear to be some connection between the travel and the work in this regard, it seems to me that

these periods of travel for economic purposes are very short, amounting to an extremely small proportion of his time and income. Furthermore, the work is not carried out in a nomadic manner because it seems likely that it is done by appointment... I conclude, therefore, that XX does not meet the definition of a gypsy and traveller in terms of planning policy because there is insufficient evidence that he is currently a person of a nomadic habit of life.

- 2.20 This was further reinforced in a more recent Decision Notice for an appeal in Norfolk that was issued in February 2018 (Ref: APP/V2635/W/17/3180533) that stated:

As discussed during the hearing, although the PPTS does not spell this [the planning definition] out, it has been established in case law (R v South Hams DC 1994) that the nomadism must have an economic purpose. In other words, gypsies and travellers wander of travel for the purposes of making or seeking their livelihood.

Legislation and Guidance for Gypsies and Travellers

- 2.21 Decision-making for policy concerning Gypsies, Travellers and Travelling Showpeople sits within a complex legislative and national policy framework and this study must be viewed in the context of this legislation and guidance. For example, the following key pieces of legislation and guidance are relevant when developing policies relating to Gypsies, Travellers and Travelling Showpeople:

- » The Housing Act, 1985
- » Planning Policy for Traveller Sites (PPTS), 2015
- » The Housing and Planning Act, 2016
- » National Planning Policy Framework (NPPF), 2019
- » Planning Practice Guidance⁴ (PPG), 2019

- 2.22 In addition, Case Law, Ministerial Statements, the outcomes of Local Plan Examinations and Planning Appeals, and Judicial Reviews need to be taken into consideration. Relevant examples have been included in this report.

- 2.23 The primary guidance for undertaking the assessment of housing need for Gypsies, Travellers and Travelling Showpeople is set out in the PPTS (2015). It should be read in conjunction with the National Planning Policy Framework (NPPF). In addition, the Housing and Planning Act makes provisions for the assessment of need for those Gypsy, Traveller and Travelling Showpeople households living on sites and yards who do not meet the planning definition – through the assessment of all households living in caravans.

Planning Policy for Traveller Sites (PPTS) 2015

- 2.24 PPTS (2015), sets out the direction of Government policy. As well as introducing the planning definition of a Traveller, PPTS is closely linked to the NPPF. Among other objectives, the aims of the policy in respect of Traveller sites are (PPTS Paragraph 4):

- » *Local planning authorities should make their own assessment of need for the purposes of planning.*

⁴ With particular reference to the sections on *Housing needs of different groups* (July 2019).

- » *To ensure that local planning authorities, working collaboratively, develop fair and effective strategies to meet need through the identification of land for sites.*
- » *To encourage local planning authorities to plan for sites over a reasonable timescale.*
- » *That plan-making and decision-taking should protect Green Belt from inappropriate development.*
- » *To promote more private Traveller site provision while recognising that there will always be those Travellers who cannot provide their own sites.*
- » *That plan-making and decision-taking should aim to reduce the number of unauthorised developments and encampments and make enforcement more effective.*
- » *For local planning authorities to ensure that their Local Plan includes fair, realistic and inclusive policies.*
- » *To increase the number of Traveller sites in appropriate locations with planning permission, to address under provision and maintain an appropriate level of supply.*
- » *To reduce tensions between settled and Traveller communities in plan-making and planning decisions.*
- » *To enable provision of suitable accommodation from which Travellers can access education, health, welfare and employment infrastructure.*
- » *For local planning authorities to have due regard to the protection of local amenity and local environment.*

2.25 In practice, the document states that (PPTS Paragraph 9):

- » *Local planning authorities should set pitch targets for Gypsies and Travellers and plot targets for Travelling Showpeople, which address the likely permanent and transit site accommodation needs of Travellers in their area, working collaboratively with neighbouring local planning authorities.*

2.26 PPTS goes on to state (Paragraph 10) that in producing their Local Plan local planning authorities should:

- » *Identify and annually update a supply of specific deliverable sites sufficient to provide five years' worth of sites against their locally set targets.*
- » *Identify a supply of specific, developable sites or broad locations for growth, for years 6-10 and, where possible, for years 11-15.*
- » *Consider production of joint development plans that set targets on a cross-authority basis, to provide more flexibility in identifying sites, particularly if a local planning authority has special or strict planning constraints across its area (local planning authorities have a Duty-to-Cooperate on strategic planning issues that cross administrative boundaries).*
- » *Relate the number of pitches or plots to the circumstances of the specific size and location of the site and the surrounding population's size and density.*
- » *Protect local amenity and environment.*

2.27 Local Authorities now have a duty to ensure a 5-year land supply to meet the identified needs for Traveller sites. However, PPTS 2015 also notes in Paragraph 11 that:

- » *Where there is no identified need, criteria-based policies should be included to provide a basis for decisions in case applications nevertheless come forward. Criteria-based policies should be fair and should facilitate the traditional and nomadic life of Travellers, while respecting the interests of the settled community.*

Revised National Planning Policy Framework (2019)

- 2.28 The most recent version of the revised National Planning Policy Framework was issued in February 2019. Paragraph 60 of the revised NPPF sets out that in determining the minimum number of homes needed, strategic plans should be based upon a local housing need assessment conducted using the standard method in national planning guidance.
- 2.29 Paragraph 61 then states that *'Within this context, the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes'*. The footnote to this section states that *'Planning Policy for Traveller Sites sets out how travellers' housing needs should be assessed for those covered by the definition in Annex 1 of that document.'*
- 2.30 This essentially sets out that the needs of households that meet the planning definition should be assessed under the PPTS and that the needs of households that are not found to meet the planning definition should be assessed as part of the wider housing needs of an area.
- 2.31 In an Appeal Decision that was published in March 2020 for an appeal in Central Bedfordshire (APP/P0240/C/18/3213822) the Inspector concluded in relation to Paragraph 61 of the revised NPPF that:

It seems to me that this wording makes clear that it is only those meeting that definition that should be included in an assessment of need for 'planning definition' travellers and that gypsies who have ceased travelling should be counted and provided for elsewhere and this is the approach proposed in the emerging LP. This does not, of course mean that these gypsies should be allocated 'bricks and mortar' type housing. They will also need a suitable supply of caravan sites to meet their needs.

3. Methodology

Background

- 3.1 Over the past 10 years, ORS has continually refined a methodology for undertaking robust and defensible Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessments. This has been updated in light of the introduction of the PPG in 2014, changes to PPTS in August 2015, the Housing and Planning Act (2016) and the revised NPPF (2019). It has also responded to changes set out by Planning Ministers, with particular reference to new household formation rates. This is an evolving methodology that has been adaptive to changes in planning policy as well as the outcomes of Local Plan Examinations and Planning Appeals.
- 3.2 PPTS (2015) contains a number of requirements for local authorities which must be addressed in any methodology. This includes the need to pay particular attention to early and effective community engagement with both settled and traveller communities (including discussing travellers' accommodation needs with travellers themselves); identification of permanent and transit site accommodation needs separately; working collaboratively with neighbouring local planning authorities; and establishing whether households fall within the planning definition for Gypsies, Travellers and Travelling Showpeople.
- 3.3 ORS would note that since the changes to the PPTS in August 2015 the ORS GTAA methodology has been repeatedly found to be sound and robust, including through Local Plan Examinations in Bedford, Cambridge, Cheltenham, Cotswold, East Hertfordshire, Gloucester, Maldon, Milton Keynes, Newham, Runnymede, South Cambridgeshire, Tewkesbury and Waverley.
- 3.4 The Local Plan Inspector for the Cheltenham, Gloucester and Tewkesbury Joint Core Strategy, following hearings in April 2016 and July 2017, concluded in her final Examination Report that was issued in October 2017:
- 'The methodology behind this assessment incorporates a full demographic study of all occupied pitches, a comprehensive effort to undertake interviews with Gypsy and Traveller households, and consideration of the implications of the new national policy. I am satisfied that the GTAA provides a robust and credible evidence base and I accept its findings.'*
- 3.5 The Inspector for the East Herts District Plan also found the evidence base in relation to Gypsies and Travellers to be sound in her Inspection Report that was issued in July 2018. She concluded:
- 'The need of the travelling community has been carefully and robustly assessed and locations to meet identified needs have been allocated for the plan period. Policy HOU9 sets out the need for 5 permanent pitches for Gypsies and Travellers... the approach to the provision of housing is comprehensive, positively prepared, appropriate to the needs of the area and consistent with national policy.'*
- 3.6 The stages below provide a summary of the methodology that was used to complete this study. More information on each stage is provided in the appropriate sections of this report.

Glossary of Terms/Acronyms

^{3.7} A Glossary of Terms/Acronyms can be found in **Appendix A**.

Desk-Based Review

^{3.8} ORS collated a range of secondary data that was used to support the study. This included:

- » Census data.
- » Traveller Caravan Count data.
- » Records of unauthorised sites/encampments.
- » Information on planning applications/appeals.
- » Information on enforcement actions.
- » Existing Needs Assessments and other relevant local studies.
- » Existing national and local policy, guidance and best practice.

Stakeholder Engagement

^{3.9} Engagement was undertaken with key Council Officers and with wider stakeholders through telephone interviews. Two interviews were undertaken with Council Officers from the study area. A representative from Surrey County Council was also interviewed. Contact was also made with a representative from the Showmen's Guild and they had no comments to make in relation to need for Travelling Showpeople in Surrey Heath.

Working Collaboratively with Neighbouring Planning Authorities

^{3.10} To help support the Duty-to-Cooperate and provide background information for the study, telephone interviews were conducted with Planning Officers in seven neighbouring planning authorities. These interviews will help to ensure that wider issues that may impact on this project are fully understood. This included interviews with Officers from the Councils set out below. Again, a detailed topic guide was agreed with the Council.

- » Bracknell Forest Council
- » Guildford Borough Council
- » Hart District Council
- » Royal Borough of Windsor and Maidenhead
- » Runnymede Borough Council
- » Rushmoor Borough Council
- » Woking Borough Council

Survey of Travelling Communities

^{3.11} Through the desk-based research and the stakeholder interviews, ORS sought to identify all authorised and unauthorised sites/yards and encampments in the study area and attempted to complete an interview with the residents on all occupied pitches and plots. In order to gather the

robust information needed to assess households against the planning definition of a Traveller, up to 3 visits were made to households where it was not initially possible to conduct an interview because they were not available at the time.

- 3.12 Our experience suggests that an attempt to interview households on all pitches is more robust. A sample-based approach often leads to an under-estimate of need – and is an approach which is regularly challenged by the Planning Inspectorate and at Planning Appeals.
- 3.13 ORS worked closely with the Council to ensure that the interviews collected all the necessary information to support the study. The site interview questions that were used (see **Appendix E**) have been updated to take account of recent changes to PPTS and to collect the information ORS feel is necessary to apply the planning definition. All sites and yards were visited by members of our dedicated team of experienced Researchers who work on our GTAA studies across England and Wales. Researchers attempted to conduct semi-structured interviews with residents to determine their current demographic characteristics, their current or future accommodation needs, whether there is any over-crowding or the presence of concealed households and travelling characteristics. Researchers also sought to identify contacts living in bricks and mortar to interview, as well as an overall assessment of each site to determine any opportunities for intensification or expansion to meet future needs.
- 3.14 Researchers also sought information from residents on the type of pitches they may require in the future – for example private or socially rented, together with any features they may wish to be provided on a new pitch or site.
- 3.15 Where it was not possible to undertake an interview, Researchers sought to capture as much information as possible about each pitch through a proxy interview from sources including neighbouring residents and site management (if present).
- 3.16 Researchers also distributed copies of an information leaflet that was prepared by Friends, Families and Travellers explaining the reasons for the need to complete the household interview as part of the GTAA process.

Figure 5 – Friends, Families and Traveller Leaflet

fft
Friends Families and Travellers

We are writing to you from Friends, Families and Travellers (FFT) a national charity working on behalf of Gypsies and Travellers
www.gypsy-traveller.org

MORE PITCHES PLEASE!

Councils are currently carrying out new Accommodation Needs Assessments. The assessments are being done to work out if there is a need for more Gypsy/Traveller sites in your area and it is really important that you take part in the process so that your Council identifies the true level of need for sites in your area.

Your council will almost certainly employ consultants to carry out the assessment and you will probably be asked to complete a questionnaire.

How you answer the assessment questions is really important as it will affect the number of pitches required in an area.

Questions about travelling are particularly important.

In 2015 the Government changed the planning definition of what it means to be a 'Gypsy or Traveller' and it now reads as follows:
Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

This means that if you have completely stopped travelling, even if it is as a result of ill-health or old age or because you care for people who are too old or too ill to travel then you will be unlikely to meet the planning definition and any need you or your dependants have for a caravan site will no longer be included in the Council's assessment of its need for Gypsy/Traveller sites in your area.

So, if you are still travelling for work, even if it is only for part the year or in order to be and sell goods at any of the traditional horse fairs etc. then it is essential you make that clear to your Council when assesses its need for sites in your area

We have already seen some examples of questionnaires being used by consultants to assess needs and have some concerns about the way in which the questions have been worded and the limited space on forms to give answers.

For example, on a form produced by ORS questionnaire there is a section in the questionnaire about travelling (Section F) which could cause people to give misleading answers.

For example, one question asks **'How many trips you have made in the last 12 months'**
If you answer '0' to this question then you will probably not be deemed a Gypsy or Traveller according to the new planning definition, so don't forget to include trips such as for work, looking for work, going to horse fairs etc.

Another question asks **'When did you stop travelling'**
Please think carefully before answering such a question. Have you stopped travelling for good? If so then you could be judged not to be a Gypsy or Traveller in planning terms.

Finally, a question asks **'Do family members plan to travel in the future?'**
Again, please bear in mind that if you answer 'No' you will be judged not to be a Gypsy or Traveller in planning terms, so think carefully about whether you are ever likely to be travelling again in the future.

Another question asks **'Have you or family members ever travelled?'**
If you answer 'No' to this question then you will be probably be judged not to be a Gypsy or Traveller in planning terms. So again don't forget to include trips looking for work, visiting horse fairs etc.

fft
Friends Families and Travellers

If you want to speak to us further please do not hesitate to call FFT on 01273 234 777 or your local Gypsy/Traveller group.

Engagement with Bricks and Mortar Households

- 3.17 The 2011 Census recorded 44 households that identified as either Gypsies or Irish Travellers who live in a house or flat in Surrey Heath.
- 3.18 ORS apply a rigorous approach to making contact with bricks and mortar households as this is a common issue raised at Local Plan Examinations and Planning Appeals. Contacts were sought through a range of sources including the interviews with people on existing sites and yards; intelligence from the stakeholder interviews; information from housing registers; and other local knowledge from stakeholders. Through this approach the GTAA endeavoured to do everything to give households living in bricks and mortar the opportunity to make their views known.
- 3.19 As a rule, we do not make any assumptions on the overall needs from household in bricks and mortar based on the outcomes of any interviews that are completed, as in our experience this leads to a significant over-estimate of the number of households wishing to move to a site or a yard. We work on the assumption that all those wishing to move will make their views known to us based on the wide range of publicity we will put in place. Thus, we are seeking to shift the burden of responsibility on to those living in bricks and mortar through demonstrating rigorous efforts to make them aware of the study.

Timing of the Fieldwork

- 3.20 ORS are fully aware of the transient nature of many travelling communities and subsequent seasonal variations in site and yard occupancy. ORS would normally aim to complete fieldwork

during the non-travelling season, and also avoid days of known local or national events. The fieldwork was completed between September 2019 and January 2020 and Researchers were able to collect information on the majority of residents.

Applying the Planning Definition

- 3.21 The primary change to PPTS (2015) in relation to the assessment of need was the change to the definition of a Gypsy, Traveller or Travelling Showperson for planning purposes. Through the site interviews ORS sought to collect information necessary to assess each household against the planning definition. As the revised PPTS was only issued in 2015, only a small number of relevant appeal decisions have been issued by the Planning Inspectorate on how the planning definition should be applied (see Paragraphs 2.20 and 2.21 for examples) – these support the view that households need to be able to demonstrate that they travel for work purposes, or for seeking work, to meet the planning definition, and stay away from their usual place of residence when doing so, or have ceased to travel for work purposes temporarily due to education, ill health or old age.
- 3.22 The household survey included a structured section of questions to record information about the travelling characteristics of household members. This included questions on the following key issues:
- » Whether any household members have travelled in the past 12 months.
 - » Whether household members have ever travelled.
 - » The main reasons for travelling.
 - » Where household members travelled to.
 - » The times of the year that household members travelled.
 - » Where household members stay when they are away travelling.
 - » When household members stopped travelling.
 - » The reasons why household members stopped travelling.
 - » Whether household members intend to travel again in the future.
 - » When and the reasons why household members plan to travel again in the future.
- 3.23 When the household survey was completed, the answers from these questions on travelling were used to determine the status of each household against the planning definition in PPTS (2015). Through a combination of responses, households need to provide sufficient information to demonstrate that household members travel for work purposes, or for seeking work, and in doing so stay away from their usual place of residence, or that they have ceased to travel temporarily due to education, ill health or old age, and plan to travel again for work purposes in the future. The same definition applies to Travelling Showpeople as to Gypsies and Travellers.
- 3.24 Households that need to be considered in the GTAA fall under one of three classifications that will determine whether their housing needs will need to be assessed in the GTAA. Only those households that meet, or may meet, the planning definition will form the components of need to be formally included in the GTAA:
- » Households that travel under the planning definition.

- » Households that have ceased to travel temporarily under the planning definition.
 - » Households where an interview was not possible who *may* fall under the planning definition.
- 3.25 Whilst the needs of those households that do not meet the planning definition do not need to be included in the GTAA, they will be assessed to provide the Council with components of need to consider as part of their work on wider housing needs assessments. This is consistent with the requirements of the revised NPPF (2019).

Undetermined Households

- 3.26 As well as calculating need for households that meet the planning definition, the needs of the households where an interview was not completed (either due to refusal to be interviewed or households that were not present during the fieldwork period) need to be assessed as part of the GTAA where they are believed to be Gypsies and Travellers who may meet the planning definition. Whilst there is no law or guidance that sets out how the needs of these households should be addressed; an approach has been taken that seeks an estimate of potential need from these households. This will be a need figure over and above the need identified for households that do meet the planning definition.
- 3.27 The estimate seeks to identify potential current and future need from any pitches known to be temporary or unauthorised, and through new household formation. For the latter the ORS national rate of 1.50% has been used as the demographics of residents are unknown.
- 3.28 Should further information be made available to the Councils that will allow for the planning definition to be applied, these households could either form a confirmed component of need to be addressed through the GTAA or through wider assessments of housing need.
- 3.29 ORS believe it would not be appropriate when producing a robust assessment of need to make any firm assumptions about whether households where an interview was not completed meet the planning definition based on the outcomes of households where an interview was completed.
- 3.30 However, data that has been collected from over 4,100 household interviews that have been completed by ORS since the changes to PPTS in 2015 suggests that overall approximately 30% of households who have been interviewed meet the planning definition (this rises to 70% for Travelling Showpeople based on over 300 interviews that have been completed) – and in some local authorities, no households meet the planning definition.
- 3.31 ORS are not implying that this is an official national statistic - rather a national statistic based on the outcomes of our fieldwork since the introduction of PPTS (2015). It is estimated that there are 14,000 Gypsy and Traveller pitches in England and ORS have spoken with households on 30% of them at a representative range of sites. Approximately 30% meet the planning definition. It is ORS' view therefore that this is the most comprehensive national statistic in relation to households that meet the planning definition in PPTS (2015) and should be seen as a robust statistical figure.
- 3.32 This would suggest that it is likely that only a proportion of the potential need identified from undetermined households will require conditioned Gypsy and Traveller pitches, and that the needs of the majority will be addressed through separate Local Plan Policies.

3.33 The ORS methodology to address the need arising from undetermined households was supported by the Planning Inspector for a Local Plan Examination for Maldon District Council, Essex. In his Report that was published on 29th June 2017 he concluded:

150. The Council's stance is that any need arising from 'unknowns' should be a matter left to the planning application process. Modifications to Policy H6 have been put forward by the Council setting out criteria for such a purpose, which I consider further below. To my mind, that is an appropriate approach. While there remains a possibility that up to 10 further pitches may be needed, that cannot be said to represent identified need. It would be unreasonable to demand that the Plan provide for needs that have not been established to exist. That being said, **MM242h** is nonetheless necessary in this regard. It commits the Council to a review of the Plan if future reviews of the GTAA reveal the necessity for land allocations to provide for presently 'unknown' needs. For effectiveness, I have altered this modification from the version put forward by the Council by replacing the word "may" with "will" in relation to undertaking the review committed to. I have also replaced "the Plan" with "Policy H6" – the whole Plan need not be reviewed.

Households that Do Not Meet the Planning Definition

3.34 Households who do not travel for work now fall outside the planning definition of a Traveller. However Romany Gypsies, Irish and Scottish Travellers may be able to claim a right to culturally appropriate accommodation under the Equality Act (2010) as a result of their protected characteristics. In addition, provisions set out in the Housing and Planning Act (2016) now include a duty (under Section 8 of the 1985 Housing Act that covers the requirement for a periodical review of housing needs) for local authorities to consider the needs of people residing in or resorting to their district with respect to the provision of sites on which caravans can be stationed, or places on inland waterways where houseboats can be moored. Draft Guidance⁵ related to this section of the Act has been published setting out how the government would want local housing authorities to undertake this assessment and it is the same as the GTAA assessment process. The implication is therefore that the housing needs of any Gypsy and Traveller households who do not meet the planning definition of a Traveller will need to be assessed as part of the wider housing needs of the area and will form a subset of the wider need arising from households residing in caravans. This is echoed in the revised NPPF (February 2019).

3.35 Paragraph 61 of the revised NPPF states that '*Within this context, the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes*'. The footnote to this section states that '*Planning Policy for Traveller Sites sets out how travellers' housing needs should be assessed for those covered by the definition in Annex 1 of that document.*'

Calculating Current and Future Need

3.36 To identify need, PPTS (2015) requires an assessment for current and future pitch requirements but does not provide a methodology for this. However, as with any housing assessment, the underlying calculation can be broken down into a relatively small number of factors. In this case,

⁵ Draft guidance to local housing authorities on the periodical review of housing needs for caravans and houseboats. DCLG (March 2016).

the key issue is to compare the supply of pitches available for occupation with the current and future needs of the population.

Supply of Pitches

3.37 The first stage of the assessment sought to determine the number of occupied, vacant and potentially available supply in the study area:

- » Current vacant pitches.
- » Pitches currently with planning consent due to be developed within 5 years.
- » Pitches vacated by people moving to housing.
- » Pitches vacated by people moving from the study area (out-migration).

3.38 It is important when seeking to identify supply from vacant pitches that they are in fact available for general occupation – i.e. on a public or social rented site, or on a private site that is run on a commercial basis with anyone being able to rent a pitch if they are available. Typically, vacant pitches on small private family sites are not included as components of available supply but can be used to meet any current and future need from the family living on the site.

Current Need

3.39 The second stage was to identify components of current need, which is not necessarily the need for additional pitches because they may be able to be addressed by space already available in the study area. It is important to address issues of double counting:

- » Households on unauthorised developments for which planning permission is not expected.
- » Concealed, doubled-up or over-crowded households (including single adults).
- » Households in bricks and mortar wishing to move to sites.
- » Households in need on waiting lists for public sites.

Future Need

3.40 The final stage was to identify components of future need. This includes the following four components:

- » Teenage children in need of a pitch of their own in the next 5 years.
- » Households living on sites with temporary planning permissions.
- » New household formation.
- » In-migration.

3.41 As far 5-year need from teenagers is concerned the household interviewers are very specific in asking whether there is a need for teenagers on existing family sites in Surrey Heath. 5-year need from teenagers is usually met through additional touring caravans from the age of 13 upwards, as opposed to full additional pitches. Pairing and out-migration do not tend to occur until children are over the age of 18 and get married.

- 3.42 Household formation rates are often the subject of challenge at appeals or examinations. ORS firmly believe that any household formation rates should use a robust local evidence base, rather than simply relying on national precedent. The approach taken is set out in more detail in Chapter 6 of this report.
- 3.43 All of these components of supply and need are presented in tabular format which identify the overall net need for current and future accommodation for Gypsies, Travellers and Travelling Showpeople. This has proven to be a robust model for identifying needs. The residential and transit pitch needs for Gypsies and Travellers and Travelling Showpeople are identified separately and the needs are identified for the period 2020-40.

Pitch Turnover

- 3.44 Some assessments of need make use of pitch turnover as an ongoing component of supply. ORS do not agree with this approach or about making any assumptions about annual turnover rates. This approach frequently ends up significantly under-estimating need as, in the majority of cases, vacant pitches on sites are not available to meet any need. The use of pitch turnover has been the subject of a number of Inspectors Decisions, for example APP/J3720/A/13/2208767 found a GTAA to be unsound when using pitch turnover and concluded:

West Oxfordshire Council relies on a GTAA published in 2013. This identifies an immediate need for 6 additional pitches. However, the GTAA methodology treats pitch turnover as a component of supply. This is only the case if there is net outward migration, yet no such scenario is apparent in West Oxfordshire. Based on the evidence before me I consider the underlying criticism of the GTAA to be justified and that unmet need is likely to be higher than that in the findings in the GTAA.

- 3.45 In addition, a recent GTAA Best Practice Guide produced jointly by organisations including Friends, Families and Travellers, the London Gypsy and Traveller Unit, the York Travellers Trust, the Derbyshire Gypsy Liaison Group, Garden Court Chambers and Leeds GATE concluded that:

Assessments involving any form of pitch turnover in their supply relies upon making assumptions; a practice best avoided. Turnover is naturally very difficult to assess accurately and in practice does not contribute meaningfully to additional supply so should be very carefully assessed in line with local trends. Mainstream housing assessments are not based on the assumption that turnover within the existing stock can provide for general housing needs.

- 3.46 As such, other than current vacant pitches on sites that are known to be available, or pitches that are known to become available through the household interviews, pitch turnover has not been considered as a component of supply in this GTAA.

Transit Provision

- 3.47 PPTS also requires an assessment of the need for any transit sites or stopping places. While the majority of Gypsies and Travellers have permanent bases either on Gypsy and Traveller sites or in bricks and mortar and no longer travel, other members of the community either travel permanently or for part of the year. Due to the mobile nature of the population, a range of sites

or management approaches can be developed to accommodate Gypsies and Travellers as they move through different areas, including:

- » Transit sites.
- » Emergency stopping places.
- » Temporary (seasonal) sites.
- » Negotiated Stopping Agreements.

^{3.48} In order to investigate the potential need for transit provision when undertaking work to support the study, ORS sought to undertake analysis of any records of unauthorised sites and encampments, as well as information from the Ministry of Housing Communities and Local Government (MHCLG)⁶ Traveller Caravan Count. The outcomes of discussions with Council Officers and with Officers from neighbouring planning authorities were also taken into consideration when determining this element of need in the study area.

⁶ Formerly the Department for Communities and Local Government (DCLG).

4. Gypsy, Traveller & Travelling Showpeople Sites & Population

Introduction

- 4.1 One of the main considerations of this study is to provide evidence to support the provision of pitches and plots to meet the current and future accommodation needs of Gypsies, Travellers and Travelling Showpeople. A pitch is an area normally occupied by one household, which typically contains enough space for one or two caravans but can vary in size⁷. A site is a collection of pitches which form a development exclusively for Gypsies and Travellers. For Travelling Showpeople, the most common descriptions used are a plot for the space occupied by one household and a yard for a collection of plots which are typically exclusively occupied by Travelling Showpeople. Throughout this study the main focus is upon how many extra pitches for Gypsies and Travellers and plots for Travelling Showpeople are required in the study area.
- 4.2 It should be noted that in Surrey Heath a number of sites are occupied by extended family groups and are not sub-divided into individual pitches.
- 4.3 The public and private provision of mainstream housing is also largely mirrored when considering Gypsy and Traveller accommodation. One common form of a Gypsy and Traveller site is the publicly provided residential site, which is provided by a Local Authority or by a Registered Provider (usually a Housing Association). Pitches on public sites can be obtained through signing up to a waiting list, and the costs of running the sites are met from the rent paid by the tenants (similar to social housing).
- 4.4 The alternative to a public residential site is a private residential site and yard for Gypsies, Travellers and Travelling Showpeople. These result from individuals or families buying areas of land and then obtaining planning permission to live on them. Households can also rent pitches on existing private sites. Therefore, these two forms of accommodation are the equivalent to private ownership and renting for those who live in bricks and mortar housing. Generally, the majority of Travelling Showpeople yards are privately owned and managed.
- 4.5 The Gypsy, Traveller and Travelling Showpeople population also has other types of sites due to its mobile nature. Transit sites tend to contain many of the same facilities as a residential site, except that there is a maximum occupancy period of residence which can vary from a few days or weeks to a period of months. An alternative to a transit site is an emergency or negotiated stopping place. This type of site also has restrictions on the length of time someone can stay on it but has much more limited facilities. Both of these two types of site are designed to accommodate, for a temporary period, Gypsies, Travellers and Travelling Showpeople whilst they

⁷ Whilst it has now been withdrawn, *Government Guidance on Designing Gypsy and Traveller Sites* recommended that, as a general guide, an average family pitch must be capable of accommodating an amenity building, a large trailer (a static caravan, park home or chalet for example) and touring caravan, parking space for two vehicles and a small garden area.

travel. A number of authorities also operate an accepted encampments policy where short-term stopovers are tolerated without enforcement action.

- 4.6 Further considerations for the Gypsy and Traveller population are unauthorised developments and encampments. Unauthorised developments occur on land which is owned by the Gypsies and Travellers or with the approval of the landowner, but for which they do not have planning permission to use for residential purposes. Unauthorised encampments occur on land which is not owned by the Gypsies and Travellers.

Sites and Yards in Surrey Heath

- 4.7 In Surrey Heath, at the base date for the GTAA, there were 2 public sites (29 pitches); 2 unauthorised sites (7 pitches); and 1 Travelling Showpeople yard with permanent planning permission (6 plots). See **Appendix D** for further details.

Figure 6 - Total amount of provision in Surrey Heath (January 2020)

Category	Sites/Yards	Pitches/Plots
Public sites	2	29
Private with permanent planning permission	0	0
Private with temporary planning permission	0	0
Lawful sites	0	0
Unauthorised sites	2	7
Public transit provision	0	0
Travelling Showpeople yards	1	6

MHCLG Traveller Caravan Count

- 4.8 Another source of information available on the Gypsy, Traveller and Travelling Showpeople population is the bi-annual Traveller Caravan Count which is conducted by each Local Authority in England on a specific date in January and July of each year and reported to MHCLG. This is a statistical count of the number of caravans on both authorised and unauthorised sites across England. With effect from July 2013 it was renamed the Traveller Caravan Count due to the inclusion of data on Travelling Showpeople.
- 4.9 As this count is of caravans and not households, it makes it more difficult to interpret for a study such as this because it does not count pitches or resident households. The count is merely a 'snapshot in time' conducted by the Local Authority on a specific day, and any unauthorised sites or encampments which occur on other dates will not be recorded. Likewise, any caravans that are away from sites on the day of the count will not be included. As such it is not considered appropriate to use the outcomes from the Traveller Caravan Count in the calculation of current and future need as the information collected during the site visits is seen as more robust and fit-for-purpose. However, the Caravan Count data has been used to *support* the identification of the need to provide for transit provision and this is set out later in this report.

5. Stakeholder Engagement

Introduction

- 5.1 To be consistent with the guidance set out in PPTS (2015) and the methodology used in other GTAA studies, ORS undertook a stakeholder engagement programme to complement the information gathered through interviews with members of the Travelling Community. This consultation took the form of telephone interviews which were tailored to the role of the individual. The aim of these interviews was to provide an understanding of current provision and possible future need; short-term encampments; transit provision; and cross-border issues.
- 5.2 Two interviews were undertaken with Council Officers from the study area. A representative from Surrey County Council was also interviewed.
- 5.3 Local Authorities also have a duty to cooperate on strategic planning issues that cross administrative boundaries (S.110 Localism Act 2011). In order to explore issues relating to cross boundary working, ORS also interviewed a Planning Officer from seven neighbouring local authorities:
- » Bracknell Forest Council
 - » Guildford Borough Council
 - » Hart District Council
 - » Royal Borough of Windsor and Maidenhead
 - » Runnymede Borough Council
 - » Rushmoor Borough Council
 - » Woking Borough Council
- 5.4 Due to issues surrounding data protection, and in order to protect the anonymity of those who took part, this section presents a summary of the views expressed by interviewees and verbatim comments have not been used. The views expressed in this section of the report represent a balanced summary of the views expressed by stakeholders, and on the views of the individuals concerned, rather than the official policy of their Council or organisation.

Views of Key Stakeholders and Council Officers in Surrey Heath

Accommodation Needs

- 5.5 Since the last GTAA, Surrey Heath have found difficulties in identifying appropriate land in order to be able to identify and deliver sites. Current provision is therefore lacking in quantity. Based on the outcomes of the previous GTAA there was a need to identify a minimum of 9 Gypsy and Traveller pitches and 3 Travelling Showpeople plots over the upcoming five-year period.
- 5.6 Conversations have taken place with a view to perhaps having to compulsory purchase land, in due course. However, that scenario was not felt to be something that would be happening in the immediate future.

- 5.7 It was felt that current provision in Surrey Heath does not meet the accommodation needs for Travellers. Issues of overcrowding and concealed households were identified at both public sites in Surrey Heath and on the unauthorised sites.
- 5.8 There is an unauthorised site in the Chobham area which the council are looking to direct action against.

Short-term Encampments and Transit Provision

- 5.9 Surrey Heath do not experience a large volume of short-term unauthorised encampments. There were around 10 incursions over the course of the last year. The longest stay was 14 days and all encampments were moved on. Encampments were felt to be just moving through or stopping for family events.
- 5.10 Chobham Common was suggested to be a popular location where the short-term encampments stop. There is also a three-year injunction in place at Chobham Common as a result of fly tipping from Travellers who have stopped at the location.
- 5.11 Surrey Heath have no transit or temporary stopping places. However, transit provision is expected to be considered at a county-wide level.

Bricks and Mortar Households

- 5.12 None of the stakeholders for Surrey Heath were aware of any Travellers wanting to move from bricks and mortar onto a site.

Cross Border Issues and Meeting the Duty to Cooperate

- 5.13 No specific cross-border issues were identified other than the need to address transit provision.
- 5.14 Neighbouring boroughs were believed to be meeting their own need, in so far as the stakeholders had not heard that any neighbouring authorities were having difficulties.
- 5.15 Surrey Heath maintain cross-border working through keeping in regular contact with Officers in Hart and Rushmoor.
- 5.16 Surrey Heath and all neighbouring authorities were said to be complying with the Duty to Cooperate.

Future Priorities and Any Further Issues

- 5.17 A future priority highlighted was the need to identify suitable land that is deliverable for sites and yards to cover the 0-5-year need identified in the previous GTAA, including any suitable land owned by Travellers.
- 5.18 In providing more permanent sites, it was noted that keeping these sites would help with management and living conditions on the sites.

Neighbouring Local Authorities

Bracknell Forest Council

5.19 With regard to **overall accommodation need** in Bracknell Forest, the views of the officer interviewed were as follows:

- » Since the last GTAA (2017), Bracknell Forest has met the requirement identified for Gypsy and Traveller pitches over the period 2013/14 – 2015/16. A further 5 pitches were identified as being needed over the remaining periods (2016/17 - 2020/21 and 2021/22 – 2035/36) with 3 having been granted planning permission. It was felt that the council is meeting the needs of Gypsies and Travellers
- » The GTAA (2017) did not identify a need for further plots for Travelling Showpeople.
- » Although there is a lack of data, there do not seem to be many problems with unauthorised encampments in the area and the issue was not believed to be a serious concern. Those that do stop do so for only short periods and move on voluntarily.
- » There is no transit provision in Bracknell Forest. The issue was flagged in the last GTAA for Bracknell to work with other former Berkshire authorities to look into the possibility of providing transit provision in the future

5.20 With regard to the subject of **cross border issues and the Duty to Cooperate**, the views of the officer interviewed were as follows:

- » The border of Surrey Heath is close to the area of Bracknell Forest where most Travellers commonly reside. However, no cross-border issues were identified.
- » Bracknell Forest works with other authorities across the former Berkshire and has also consulted/had Duty to Cooperate discussions about their Local Plan with other adjoining authorities outside Berkshire.

Guildford Borough Council

5.21 With regard to **overall accommodation need** in Guildford, the views of the officer interviewed were as follows:

- » Since the last GTAA (2017), Guildford Borough Council has allocated 57 (net) Traveller pitches within the Local Plan 2019, planning permission has been granted for 3 pitches, and an extant planning application for 1 pitch (net) has been built. A further 6 pitches have been recommended for approval and the permission for these will be formally granted once a Section 106 agreement has been signed. The Council has also allocated 8 (net) Travelling Showpeople plots.
- » The need for pitches within Guildford Borough from Travellers meeting the planning definition (PPTS 2015) is being met, in both the short and longer term. However, there is an unmet need for more pitches for Travellers not meeting the PPTS definition, those of unknown traveller planning status and Travelling

Showpeople plots, but this has been addressed by allocating sufficient plots within the Guildford Local Plan: Strategy and Sites 2019.

- » The representative from Guildford was aware of concealed households and unauthorised encampment within the borough.

Hart District Council

5.22 With regard to **overall accommodation need** in Hart, the views of the officer interviewed were as follows:

- » Hart's 2016 GTAA did not highlight any unmet need so no new sites have been promoted or allocated for pitches/plots. There have been no planning permissions granted since 2016 for new pitches.
- » Four planning applications have been submitted between 2016 and 2018 on two sites in Hartley Wintney - north east of Hares Lane (1 pitch) and adjacent to Bramble Cottage, Hulfords Lane (2 pitches). These have all been refused for various reasons, such as the negative impact on the countryside, flood risk, and impact on conservation area.
- » The stakeholders for Hart were aware of 8 instances of unauthorised short-term encampments within the district across 2018. As of the time the stakeholders were interviewed there had been 4 so far in 2019.

5.23 With regard to the subject of **cross border issues and the Duty to Cooperate**, the views of the officer interviewed were as follows:

- » No cross-border issues with Surrey Heath were identified.
- » There was an acknowledgement of an unmet need in East Hampshire, that could impact on Hart.
- » Hart will be required to meet the Duty to Cooperate as part of the new GTAA currently being prepared to inform preparation of the Traveller DPD. Initial analysis suggests that there will be an increase in Hart's needs which will potentially require the authority to seek assistance from neighbouring LPA's under the Duty to Cooperate.

Royal Borough of Windsor and Maidenhead

5.24 With regard to **overall accommodation need** in Windsor and Maidenhead, the views of the officer interviewed were as follows:

- » Since the last GTAA (2018), Windsor and Maidenhead have been progressing a Traveller Local Plan which is intending to allocate sites to meet the assessed need for Gypsies and Travellers in the area. Windsor and Maidenhead also undertook an Issues and Options Consultation in January 2019
- » There was a need identified for Gypsies, Travellers and Travelling Showpeople in the last GTAA and it is hoped that sites will be allocated soon. It was acknowledged that there was a need for more sites in the borough, particularly due to the amount of people on the waiting list for the 2 council sites

- » Windsor and Maidenhead experience a large number of unauthorised encampments throughout the year. There is no transit provision in the borough and the issue has been raised and discussed with other former Berkshire authorities.

5.25 With regard to the subject of **cross border issues and the Duty to Cooperate**, the views of the officer interviewed were as follows:

- » No specific cross-border issues with Surrey Heath were raised.
- » Efforts have been made to engage with neighbouring authorities, with limited success. It was felt that more joint working on issues concerning Gypsy and Traveller accommodation provision would be beneficial for all involved.

Runnymede Borough Council

5.26 With regard to **overall accommodation need** in Runnymede, the views of the officer interviewed were as follows:

- » The last GTAA was used to inform the Local Plan which indicated the need for 83 pitches for Gypsies and Travellers and 19 Travelling Showpeople plots, up to 2030. The Local Plan was able to make provision for all 83 pitches; made up from 35 new Gypsy and traveller pitches and the repatriation of 48 Gypsy and Traveller pitches at Walnut Tree Farm. The repatriated pitches were originally intended for Gypsy and Traveller provision but have historically been used by the site owner for general housing. The Council have also allocated 10 Showpeople plots in the Local Plan, however, the Council are still having difficulty with delivering the remaining 9.
- » Officers were unaware of any short-term unauthorised encampments stopping in the area. There is currently no transit provision in Runnymede and the need for provision has not been identified in previous GTAA.

5.27 With regard to the subject of **cross border issues and the Duty to Cooperate**, the views of the officer interviewed were as follows:

- » No cross-border issues with Surrey Heath were identified. Furthermore, Runnymede have not been asked to assist in meeting any unmet need from neighbouring authorities over the last few years.
- » It was believed that Runnymede and all neighbouring authorities are meeting the Duty to Cooperate. This was thought to be achieved through joint working ventures, such as working with neighbouring authorities on previous GTAAs.

Rushmoor Borough Council

5.28 With regard to **overall accommodation need** in Rushmoor, the views of the officer interviewed were as follows:

- » The Local Plan (adopted in February 2019) includes site allocations for 2 plots for Travelling Showpeople (Policies LN3.1 and LN3.2). This is based on ongoing engagement with the Travelling Showpeople community, including a detailed needs survey in 2015. Policy LN3 in the adopted Plan sets out criteria for granting

permission for new sites for Gypsies and Travellers and Travelling Showpeople, should applications come forward during the plan period.

- » There are no permanent sites for Gypsies and Travellers in the Borough, due to a lack of identified need. There are long-established yards for Travelling Showpeople in the Borough, at Peabody Road, Queens Road and Farnborough Road.
- » For the 2018-19 reporting year, 7 unauthorised encampments were recorded on Council, private or MoD land. In two cases, the private landlord tolerated the encampments. The most favoured location of the encampments in the past 3 years has been the Council-owned Ivy Road Playing Field.
- » There is no transit provision in the Borough. The 2012 GTAA identified potential need for temporary/transit sites to deal with the infrequent unauthorised encampments. However, the estimated need for pitches was small and the GTAA concluded that the need could be more practically met as part of a wider, sub-regional strategy.

5.29 With regard to the subject of **cross border issues and the Duty to Cooperate**, the views of the officer interviewed were as follows:

- » Since 2012, Rushmoor has provided input into GTAAs for Hart, Wokingham, Surrey Heath, and Basingstoke and Deane. During this joint working, no cross-border issues around traveller accommodation have been identified.
- » Historically, Rushmoor has worked with Hampshire authorities on planning issues for Travellers and are a member of the Hampshire Joint Authorities Gypsy and Traveller Panel. The Panel agreed in 2013 that the component authorities would plan to meet Gypsy and Traveller need for permanent pitches within their own areas.
- » Neither the neighbouring authorities nor the Planning Inspector raised any concerns regarding the Duty-to-Cooperate on traveller accommodation during the 2018 Local Plan Examination.

Woking Borough Council

5.30 With regard to **overall accommodation need** in Woking, the views of the officer interviewed were as follows:

- » Woking's latest GTAA Identified a need for 19 pitches up until 2027. It also directed the council to prepare a Site Allocations Development Plan Document (SA-DPD) to allocate specific sites to enable the need to be met
- » Since the last GTAA, Woking have published a draft SA-DPD that has been sent to the Secretary of State. Within the document a number of sites have been identified that would meet the identified need, over the plan period until 2027.
- » There are currently two Traveller sites in Woking. One is owned by Woking Borough Council and managed by Surrey County Council. The other is a private site, however, Woking Council have recently acquired an interest in it.
- » Woking do have some short-term unauthorised encampments. However, the issue is not considered to be a serious concern and enforcement action is taken to move

encampments on. There is currently no transit site in Woking. However, the council have allocated land to account for any future need for transit provision

^{5.31} With regard to the subject of **cross border issues and the Duty to Cooperate**, the views of the officer interviewed were as follows:

- » Woking have a statement of common ground with many of its neighbouring authorities and work collectively to address any cross-boundary issues.
- » Woking and its neighbouring authorities are all complying with the Duty to Cooperate.

6. Survey of Travelling Communities

Interviews with Gypsies and Travellers

- 6.1 One of the major components of this study was a detailed survey of the Gypsy and Traveller population living in the study area, and also efforts to engage with the bricks and mortar community.
- 6.2 Through the desk-based research and stakeholder interviews ORS identified 2 public sites; 2 unauthorised sites; 1 Travelling Showmen yard; and 2 households living in bricks and mortar. The table below sets out the number of pitches/plots, the number of interviews that were completed, other site notes, and the reasons why interviews were not completed. A total of 40 interviews or proxy interviews were completed.
- 6.3 During the period between commencing the GTAA and reporting no transient households were identified to interview.

Figure 7 – Sites and yards visited in Surrey Heath

Site Status	Pitches/Plots	Interviews	Notes
Public Sites			
Kalima	15	12	1 x refusal, 1 x no contact, 1 x vacant
Swift Lane	14	13	1 x refusal
Private Sites			
None	-	-	-
Temporary Sites			
None	-	-	-
Lawful Sites			
None	-	-	-
Unauthorised Sites			
Guildford Road	4	4	-
Stonehill Farm	3	3	-
Bricks and Mortar			
Kings Road	1	2	-
TSP			
Pennypot Lane	6	6	-
TOTAL	43	40	

Interviews with Gypsies and Travellers in Bricks and Mortar

- 6.4 Following all of the efforts that were made, it was possible to interview 2 households living in bricks and mortar. Interviews were also completed with 3 households living on the roadside as a result of over-crowding on public sites.

7. Current and Future Pitch Provision

Introduction

- 7.1 This section focuses on the pitch provision which is needed in the study area currently and to 2040. This includes both current unmet need and need which is likely to arise in the future⁸. This time period allows for robust forecasts of the requirements for future provision, based upon the evidence contained within this study and also secondary data sources. Whilst the difficulty in making accurate assessments beyond 5 years has been highlighted in previous studies, the approach taken in this study to estimate new household formation has been accepted by Planning Inspectors as the most appropriate methodology to use.
- 7.2 We would note that this section is based upon a combination of the on-site surveys, planning records and stakeholder interviews. In many cases, the survey data is not used in isolation, but instead is used to validate information from planning records or other sources.
- 7.3 This section concentrates not only upon the total provision which is required in the area, but also whether there is a need for any transit sites and/or emergency stopping place provision.

New Household Formation Rates

- 7.4 Nationally, a household formation and growth rate of 3.00% net per annum⁹ has been commonly assumed and widely used in local Gypsy and Traveller assessments, even though there is no statistical evidence of households growing so quickly. The result has been to inflate both national and local requirements for pitches unrealistically. In this context, ORS has prepared a *Technical Note on Household Formation and Growth Rates (2015)*. The main conclusions are set out here and the full paper is in **Appendix F**.
- 7.5 Those seeking to provide evidence of high annual net household growth rates for Gypsies and Travellers have sometimes sought to rely on increases in the number of caravans, as reflected in caravan counts. However, caravan count data is unreliable and erratic – so the only proper way to project future population and household growth is through demographic analysis.
- 7.6 The Technical Note concludes that in fact, the growth in the national Gypsy and Traveller population may be as low as 1.25% per annum – much less than the 3.00% per annum often assumed, but still greater than in the settled community. Even using extreme and unrealistic assumptions, it is hard to find evidence that net Gypsy and Traveller population and household growth rates are above 2.00% per annum nationally.
- 7.7 The often assumed 3.00% per annum net household growth rate is unrealistic and would require clear statistical evidence before being used for planning purposes. In practice, the best available evidence supports a national net household growth rate of 1.50% per annum for Gypsies and

⁸ See Paragraphs 3.41 and 3.42 for details of components on current and future need.

⁹ Page 25, Gypsy and Traveller Accommodation Needs Assessments – Guidance (DCLG – 2007) *Now withdrawn*.

Travellers (in addition research by ORS has identified a national growth rate of 1.00% for Travelling Showpeople) and this has also been adjusted locally based on site demographics.

- 7.8 This view has been supported by Planning Inspectors in a number of Decision Notices. The Inspector for an appeal in Doncaster that was issued in November 2016 (Ref: APP/F4410/W/15/3133490) where the agent acting on behalf of the appellant claimed that a rate closer to 3.00% should be used concluded:

In assessing need account also needs to be taken of likely household growth over the coming years. In determining an annual household growth rate, the Council relies on the work of Opinions Research Services (ORS), part of Swansea University. ORS's research considers migration, population profiles, births & fertility rates, death rates, household size data and household dissolution rates to determine average household growth rates for gypsies and travellers. The findings indicate that the average annual growth rate is in the order of 1.50% but that a 2.50% figure could be used if local data suggest a relatively youthful population. As the Council has found a strong correlation between Doncaster's gypsy and traveller population age profile and the national picture, a 1.50% annual household growth rate has been used in its 2016 GTANA. Given the rigour of ORS's research and the Council's application of its findings to the local area I accept that a 1.50% figure is justified in the case of Doncaster.

- 7.9 Another more recent decision was in relation to an appeal in Guildford that was issued in March 2018 (Ref: APP/W/16/3165526) where the agent acting on behalf of the appellant again claimed that a rate closer to 3.00% should be used. The Inspector concluded:

There is significant debate about household formation rates and the need to meet future growth in the district. The obvious point to make is that this issue is likely to be debated at the local-plan examination. In my opinion, projecting growth rates is not an exact science and the debate demonstrates some divergence of opinion between the experts. Different methodologies could be applied producing a wide range of data. However, on the available evidence it seems to me that the figures used in the GTAA are probably appropriate given that they are derived by using local demographic evidence. In my opinion, the use of a national growth rate and its adaptation to suit local or regional variation, or the use of local base data to refine the figure, is a reasonable approach.

- 7.10 In addition, the Technical Note has recently been accepted as a robust academic evidence base and has been published by the Social Research Association in its journal Social Research Practice in December 2017. The overall purpose of the journal is to encourage and promote high standards of social research for public benefit.

- 7.11 ORS assessments take full account of the net local household growth rate per annum calculated on the basis of demographic evidence from the site surveys, and the 'baseline' includes all current authorised households, all households identified as in current need (including concealed or doubled-up households, movement from bricks and mortar and those on waiting lists not currently living on a pitch or plot), as well as households living on unauthorised pitches or plots who are not included as current need. The assessments of future need also take account of modelling projections based on birth and death rates, household dissolution, and in-/out-migration.

- 7.12 Overall, the household growth rate used for the assessment of future need for households that met the planning definition has been informed by local evidence. For those households that met the planning definition, 42% of residents were aged under 18. This demographic evidence has been used to adjust the national growth rate of 1.50% (which is based on 36% aged under 18) upwards to 1.70% based on a higher proportion of those aged under 18.
- 7.13 In certain circumstances where the numbers of households and children are low, or the population cohorts are not distributed evenly it is not appropriate to apply a percentage rate for new household formation. In these cases, a judgement is made on likely new household formation based on the age and gender of the children. This is based on evidence from other GTAA's that ORS have completed across England and Wales that indicates that 50% of households likely to form will stay in the area. Due to a higher local number of children aged 0-12 in households that did not meet the planning definition in Surrey Heath, this approach has been taken to estimating new household formation.
- 7.14 The ORS national formation rate of 1.50% has been applied to undetermined households in the absence of any demographic data for these households.
- 7.15 Overall new household formation has also been adjusted to take account of teenagers in need of a pitch in the next 5 years who have already been identified as components of need in their own right. This eliminates any double counting in the assessment of need.

Breakdown by 5 Year Bands

- 7.16 In addition to tables which set out the overall need for Gypsies and Travellers, the overall need has also been broken down by 5-year bands as required by PPTS (2015). The way that this is calculated is by including all current need (from unauthorised pitches, concealed and doubled-up households, 5-year need from teenage children, and net movement from bricks and mortar) in the first 5 years. In addition, the total net new household formation is split across the GTAA period based on the compound rate of growth that was applied rather than being split equally over time.

Applying the Planning Definition

- 7.17 The outcomes from the household interviews were used to determine the status of each household against the planning definition in PPTS (2015). This assessment was based on the responses to the questions given to Researchers. Only those households that met the planning definition, in that they were able to provide information during the household interview that household members travel for work purposes, or for seeking work, and stay away from their usual place of residence when doing so – or that they have ceased to travel temporarily due to education, ill health or old age, form the components of need that will form the baseline of need in the GTAA. Households where an interview was not completed who may meet the planning definition have also been included as a potential component of need from undetermined households. Whilst they do not need to be formally considered in the GTAA, need from households that did not meet the planning definition has also been assessed to provide the Councils with information on levels of need that will have to be considered as part of the wider housing needs of the area and through separate Local Plan Policies.

- 7.18 The information used to assess households against the planning definition included information on whether households have ever travelled; why they have stopped travelling; the reasons that they travel; and whether they plan to travel again in the future and for what reasons.
- 7.19 The table below sets out the planning status of households living on sites in Surrey Heath. This includes any hidden households that were identified during the household interviews including concealed and doubled-up households or single adults, in-migration and households living in bricks and mortar.

Figure 8 – Planning status of households in Surrey Heath

Status	Meets Planning Definition	Undetermined	Does Not Meet Planning Definition
Gypsies and Travellers			
Public Sites	14	3	23
Private Sites	-	-	-
Temporary Sites	-	-	-
Lawful Sites	-	-	-
Unauthorised Sites	10	-	-
Bricks & Mortar	2	-	-
Sub-Total	26	3	23
Travelling Showpeople	6	-	-
Sub-Total	6	-	-
TOTAL	32	3	23

- 7.20 Figure 8 shows that for Gypsies and Travellers, 26 households met the planning definition of a Traveller and that for Travelling Showpeople 6 households met the definition in that ORS were able to determine that household members travel for work purposes and stay away from their usual place of residence or have ceased to travel temporarily.
- 7.21 A total of 23 Gypsy and Traveller households did not meet the planning definition as they were not able to demonstrate that they travel away from their usual place of residence for the purpose of work, or that they have ceased to travel temporarily due to children in education, ill health or old age. Some did travel for cultural reasons, to visit relatives or friends, and others had ceased to travel permanently.

Interviews with Gypsies and Travellers in Bricks and Mortar

- 7.22 Following all of the efforts that were made, it was possible to interview 2 households living in bricks and mortar. Both expressed a need to move to a site in Surrey Heath to live with family members.

Migration

- 7.23 The study has also sought to address in-migration (households requiring accommodation who move into the study area from outside) and out-migration (households moving away from the study area). Site surveys typically identify only small numbers of in-migrant and out-migrant households and the data is not normally robust enough to extrapolate long-term trends. At the national level, there is nil net migration of Gypsies and Travellers across the UK, but the

assessment has taken into account local migration effects on the basis of the best evidence available.

- 7.24 Evidence drawn from stakeholder and household interviews has been considered alongside assessments of need that have been completed in other nearby local authorities. Through the site interviews ORS were able to identify a further 3 households currently living on the roadside who are in need of a permanent pitch in Surrey Heath. Both were previously doubled-up on family pitches at Swift Lane and Kalima but had been forced to move off due to over-crowding. ORS have found no evidence from other local studies that have been completed recently of any further households wishing to move to Surrey Heath or of any residents on existing sites stating that they were planning the move away from the area. Therefore, apart from the 3 households identified through the household interviews, net migration to the sum of zero has been assumed for the GTAA – which means that net pitch requirements are driven by locally identifiable need rather than speculative modelling assumptions. Should any households from outside of Surrey Heath wish to develop a new site the proposal will need to be considered by a criteria-based Local Plan Policy.

Pitch Needs – Gypsies and Travellers that meet the Planning Definition

7.25 Analysis of the household interviews indicated that there is a need for 7 pitches for households on unauthorised developments; a need for 5 pitches from concealed or doubled-up households or adults; a need for 8 pitches for teenage children in need of a pitch of their own in the next 5 years; a need for 2 pitches due to in-migration; a need for 2 pitches as a result of movement from bricks and mortar; and a need for 9 pitches as a result new household formation, using a rate of 1.70% derived from the demographics of the residents. There is also supply from 1 vacant pitch on a public site. Therefore, the overall level of need for those households who met the planning definition of a Gypsy or Traveller is for **32 pitches** over the GTAA period.

Figure 9 – Need for Gypsy and Traveller households in Surrey Heath that met the Planning Definition (2020-40)

Gypsies and Travellers - Meeting Planning Definition	Pitches
Supply of Pitches	
Supply from vacant public and private pitches	1
Supply from pitches on new sites	0
Pitches vacated by households moving to bricks and mortar	0
Pitches vacated by households moving away from the study area	0
Total Supply	1
Current Need	
Households on unauthorised developments ¹⁰	7
Households on unauthorised encampments	0
Concealed households/Doubling-up/Over-crowding	5
Movement from bricks and mortar	2
Households on waiting lists for public sites	0
Total Current Need	14
Future Need	
5 year need from teenage children	8
Households on sites with temporary planning permission	0
In-migration/Roadside	2
New household formation	9
<i>(Household baseline 31 and formation rate 1.70%)</i>	
Total Future Needs	19
Net Pitch Need = (Current and Future Need – Total Supply)	32

Figure 10 – Need for Gypsy and Traveller households in Surrey Heath that met the Planning Definition by 5-year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	23	3	3	3	32

¹⁰ Whilst a planning application has been submitted for 2 pitches at Guildford Road, the household interviews completed at the site suggest that additional pitches are needed.

Pitch Needs – Undetermined Gypsies and Travellers

- 7.26 Whilst it was not possible to determine the planning status of a total of 3 households as they were not on site at the time of the fieldwork or refused to be interviewed, the needs of these households still need to be recognised by the GTAA as they are believed to be Gypsies and Travellers and may meet the planning definition.
- 7.27 ORS are of the opinion that it would not be appropriate when producing a robust assessment of need to make any firm assumptions about whether or not households where an interview was not completed meet the planning definition based on the outcomes of households in that local authority where an interview was completed.
- 7.28 However, data that has been collected from over 4,100 household interviews that have been completed by ORS since the changes to PPTS in 2015 suggests that nationally approximately 30% of households that have been interviewed meet the planning definition.
- 7.29 This would suggest that it is likely that only a proportion of the potential need identified from these undetermined households will need conditioned Gypsy and Traveller pitches, and that the needs of the majority will need to be addressed through other means.
- 7.30 Should further information be made available to the Council that will allow for the planning definition to be applied to the undetermined households, the overall level of need could rise by between 0 and 1 pitch as a result of new household formation - using the ORS national formation rate of 1.50%. If the locally derived proportion of households that met the planning definition (50%) were applied, this could result in a need for 1 pitch. If the ORS national average¹¹ of 30% of households that met the planning definition were applied this could result in a need for no pitches.
- 7.31 Tables setting out the components of need for undetermined households can be found in **Appendix B**.

Pitch Needs – Gypsies and Travellers that did not meet the Planning Definition

- 7.32 It is not now a requirement for a GTAA to include an assessment of need for households that did not meet the planning definition. However, this assessment is included for illustrative purposes and to provide the Council with information on levels of need that will have to be addressed through separate Local Plan Policies. On this basis, it is evident that whilst the needs of the 17 households who did not meet the planning definition will represent only a very small proportion of the overall housing need, the Council will still need to ensure that arrangements are in place to properly address these needs – especially as many identified as Romany Gypsies and may claim that the Council should meet their housing needs through culturally appropriate housing.
- 7.33 Analysis of the household interviews indicated that there is a need from 5 from concealed or doubled-up households or single adults; a need for 10 pitches for teenage children in need of a pitch of their own in the next 5 years; a need for 1 pitch as a result of in-migration; and a need for 16 pitches as a result new household formation, derived from the demographics of the

¹¹Based on over 3,900 interviews completed by ORS across England.

residents. Therefore, the overall level of need for those households who did not meet the planning definition of a Gypsy or Traveller is for **32 pitches** over the GTAA period.

- 7.34 A summary of this need for households that did not meet the planning definition can be found in **Appendix C**.

Travelling Showpeople Needs

Plot Needs – Travelling Showpeople

- 7.35 There was 1 Travelling Showmen’s yard identified in Surrey Heath and interviews or proxy interviews were completed with all 6 households and all met the planning definition. As such there is no assessed need for undetermined Travelling Showpeople or for Travelling Showpeople that did not meet the planning definition.
- 7.36 Analysis of the household interviews for households that met the planning definition indicated that there is a need for 1 plot for a concealed or doubled-up household or single adult; a need for 7 plots for teenage children in need of a pitch of their own in the next 5 years; and a need for 6 plots from new household formation using a rate of 1.75% derived from the household demographics. Therefore, the overall level of need for those households who met the planning definition of a Travelling Showperson is for **14 plots** over the GTAA period.

Figure 11 – Need for Travelling Showpeople households in Surrey Heath that met the Planning Definition (2020-40)

Travelling Showpeople – Meeting Planning Definition	Pitches
Supply of Pitches	
Supply from vacant plots	0
Supply from plots on new yards	0
Plots vacated by households moving to bricks and mortar	0
Plots vacated by households moving away from the study area	0
Total Supply	0
Current Need	
Households on unauthorised developments	0
Households on unauthorised encampments	0
Concealed households/Doubling-up/Over-crowding	1
Movement from bricks and mortar	0
Total Current Need	1
Future Need	
5 year need from teenage children	7
Households on yards with temporary planning permission	0
In-migration	0
New household formation	6
<i>(Household baseline 14 and formation rate 1.75%)</i>	
Total Future Needs	13
Net Pitch Need = (Current and Future Need – Total Supply)	14

Figure 12 – Need for Travelling Showpeople households in Surrey Heath that met the Planning Definition by 5-year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	8	2	2	2	14

Transit Requirements

7.37 When determining the potential need for transit provision the assessment has looked at data from the MHCLG Traveller Caravan Count, the outcomes of the stakeholder interviews, records on numbers of unauthorised encampments, and the potential wider issues related to changes made to PPTS in 2015.

MHCLG Traveller Caravan Count

7.38 Whilst it is considered to be a comprehensive national dataset on numbers of authorised and unauthorised caravans across England, it is acknowledged that the Traveller Caravan Count is a count of caravans and not households. It also does not record the reasons for unauthorised caravans. This makes it very difficult to interpret in relation to assessing future need because it does not count pitches or resident households. The count is also only a twice yearly (January and July) ‘snapshot in time’ conducted by local authorities on a specific day, and any caravans on unauthorised sites or encampments which occur on other dates are not recorded. Likewise, any caravans that are away from sites on the day of the count are not included. As such it is not considered appropriate to use the outcomes from the Traveller Caravan Count in the assessment of future transit provision. It does however provide valuable historic and trend data on whether there are instances of unauthorised caravans in local authority areas.

7.39 Data from the Traveller Caravan Count shows that there have only been a small number of non-tolerated unauthorised caravans on land not owned by Travellers recorded in the study area in recent years.

Stakeholder Interviews and Local Data

7.40 There is currently no public transit provision in Surrey Heath. Information from the stakeholder interviews also identified that there are low levels of unauthorised encampments in Surrey Heath and that those that do occur are as a result of Travellers passing through the area.

7.41 It was felt that Surrey Heath and neighbouring boroughs would benefit from a network of transit provision across Surrey to prevent individual boroughs attracting large volumes of transit caravans.

Potential Implications of PPTS (2015)

7.42 It has been suggested that there will need to be an increase in transit provision across the country as a result of changes to PPTS leading to more households travelling. This may well be the case, but it will take some time for any changes to become apparent. As such the use of historic evidence to make an assessment of future transit need is not recommended at this time. Any

recommendation for future transit provision will need to make use of a robust post-PPTS (2015) evidence base and it is too early for this to happen at this point in time.

Transit Recommendations

- 7.43 Due to low historic numbers of unauthorised encampments it is not recommended that there is a need for any transit provision in Surrey Heath at this time. However, there is a need for a more strategic approach to transit provision across Surrey.
- 7.44 The situation relating to levels of unauthorised encampments should be monitored whilst any potential changes associated with PPTS (2015) develop – for example a potential increase in the number of households travelling to seek to meet the current planning definition.
- 7.45 As well as information on the size and duration of the encampments, this monitoring should also seek to gather information from residents on the reasons for their stay in the local area; whether they have a permanent base or where they have travelled from; whether they have any need or preference to settle permanently in the local area; and whether their travelling is a result of changes to PPTS (2015). This information could be collected as part of a Welfare Assessment (or similar).
- 7.46 It is recommended that a review of the evidence base relating to unauthorised encampments, including the monitoring referred to above, should be undertaken on a Surrey-wide basis. This will establish whether there is a need for investment in any new transit provision or emergency stopping places, or whether a managed approach is preferable.
- 7.47 In the short-term it is recommended that the Council should continue to use its current approach when dealing with unauthorised encampments and management-based approaches such as negotiated stopping agreements could also be considered.
- 7.48 The term ‘negotiated stopping’ is used to describe agreed short-term provision for Gypsy and Traveller caravans. It does not describe permanent ‘built’ transit sites but negotiated agreements which allow caravans to be sited on suitable specific pieces of ground for an agreed and limited period of time, with the provision of limited services such as water, waste disposal and toilets. Agreements are made between the Council and the (temporary) residents regarding expectations on both sides. See www.leedsgate.co.uk for further information.
- 7.49 Temporary stopping places can be made available at times of increased demand due to fairs or cultural celebrations that are attended by Gypsies and Travellers. A charge may be levied as determined by the local authority although they only need to provide basic facilities including: a cold-water supply; portaloos; sewerage disposal point and refuse disposal facilities. Whilst such events are unlikely to occur in Surrey Heath, the Council should still be aware of temporary arrangements that could be put in place if required.

Need for Boat Dwellers

- 7.51 ORS are of the view that there are 3 types of potential need associated with those who live permanently on a boat, or who may wish to live permanently on a boat:
- » Need for additional permanent residential moorings.
 - » Need for additional temporary moorings for boats with Continual Cruiser Licences.
 - » Need for additional waterside facilities.
- 7.52 A small section of the Basingstoke Canal runs through Surrey Heath but there are not understood to be any residential moorings and general mooring restrictions are also in place. There are not understood to be any other navigable waterways in Surrey Heath.
- 7.53 It is not therefore considered that there is any need for any permanent residential moorings in Surrey Heath that is driven by a local demand for additional moorings.

8. Conclusions

- 8.1 This study provides a robust evidence base to enable the Council to assess the housing needs of the Travelling Community for the period to 2040, as well as complying with their requirements towards Gypsies, Travellers and Travelling Showpeople under the Housing Act 1985, Planning Practice Guidance (PPG) 2014, Planning Policy for Traveller Sites (PPTS) 2015, the Housing and Planning Act 2016, and the revised National Planning Policy Framework (NPPF) 2019. It also provides the evidence base which can be used to support Local Plan Policies.
- 8.2 As a result of the efforts that were made during the fieldwork period; the very high response rate of 91%; and cooperation of local Travellers: the outcomes of the GTAA should be seen as robust and up to date, and an accurate reflection of housing need for Gypsies, Travellers and Travelling Showpeople in Surrey Heath.

Gypsies and Travellers

- 8.3 In summary there is a need for:
- » 32 pitches in Surrey Heath over the GTAA period to 2040 for Gypsy and Traveller households that met the planning definition;
 - » 0-1 pitches for undetermined Gypsy and Traveller households that may meet the planning definition; and
 - » 32 pitches for Gypsy and Traveller households who did not meet the planning definition.
- 8.4 In general terms need identified in a GTAA is usually seen as need for additional pitches. As set out in Chapter 4 of this report, the now withdrawn *Government Guidance on Designing Gypsy and Traveller Sites* recommended that, as a general guide, an average family pitch must be capable of accommodating an amenity building, a large trailer and touring caravan, parking space for two vehicles and a small garden area.
- 8.5 However, it is also recommended that alternative approaches should be considered when seeking to address the levels of need identified in this GTAA, especially when seeking to meet the need through the regularisation, intensification or expansion of existing sites.
- 8.6 The first approach to consider is in relation to single concealed or doubled-up adults and teenagers who will be in need of a pitch of their own in the next 5 years. In the short to medium term it is likely that the accommodation need of these individuals could be met through additional touring caravans on existing sites which are, generally, each equivalent to the provision of a pitch, as opposed to more formally set out pitches. This could potentially reduce the short to medium-term need for full new pitches by up to 13 for households that met the planning definition, and by up to 15 for households that did not meet the planning definition.
- 8.7 The second approach to consider is to regularise unauthorised sites occupied by extended family groups. Again, sites like this may be able to meet the overall accommodation needs through a combination of shared static caravans, tourers and dayrooms on existing sites which are, generally, each equivalent to the provision of a pitch – as opposed to more formally set out sites with separate pitches. It is common for conditions in Decision Notices for Travellers sites to simply

place limits on the numbers and types of caravans as opposed to placing limits on the number of pitches.

- 8.8 It is recommended that need for households that met the PPTS planning definition is addressed through new pitch allocations and the regularisation, intensification or expansion of existing sites – considering some of the alternative approaches set out above.
- 8.9 The Council will need to carefully consider how to address any needs from undetermined households, from households seeking to move to Surrey Heath (in-migration), or from households currently living in bricks and mortar. In terms of Local Plan Policies, the Council could consider the use of a criteria-based policy (as suggested in PPTS).
- 8.10 In general terms, it is the Government’s intention that the need for those households who do not fall within the PPTS planning definition should be met as part of general housing need, as all Travellers that do not meet the planning definition will have been included as part of the overall housing need.
- 8.11 It is recognised that the Council is in the process of preparing a new Local Plan for the Borough. In preparing the new Local Plan, the findings of this report should be considered as part of future housing mix and type within the context of the assessment of overall housing need in relation to those households that did not meet the PPTS planning definition of a Traveller.

Travelling Showpeople

- 8.12 The assessment has identified a need for 14 plots for households that met the planning definition.

Transit Provision

- 8.13 Due to low historic low numbers of unauthorised encampments it is not recommended that there is a need for any transit provision in Surrey Heath at this time. However, there is a need for a more strategic approach to transit provision across Surrey.

Summary of Need to be Addressed

- 8.14 Taking into consideration all of the elements of need that have been assessed, together with the assumptions on the proportion of undetermined households that are likely to meet the planning definition, the table below sets out the likely number of pitches that will need to be addressed either as a result of the GTAA, or through a Housing Needs Assessment (HNA) and through separate Local Plan Policies as set out in the revised NPPF (2019).
- 8.15 Total need from Gypsy and Traveller households that meet the planning definition, from undetermined households, and from households that do not meet the planning definition is for 65 pitches. Total need from Travelling Showpeople households (all of whom met the planning definition) is for 14 plots.
- 8.16 The tables below break need down by the GTAA and HNA by taking 30% (the ORS national average for Gypsies and Travellers) and 70% (the ORS national average for Travelling Showpeople) of need from undetermined households and adding this to the need from households that met the planning definition, and by adding the remaining need from undetermined households to the need from households that did not meet the planning definition.

Figure 13 – Need for Gypsy and Traveller households broken down by potential delivery method

Planning Status	GTAA	HNA	TOTAL
Meet Planning Definition (+ 30% undetermined)	32 (32+0)	0	32
Not meeting Planning Definition (+ 70% undetermined)	0	33 (32+1)	33
TOTAL	32	33	65

Figure 14 – Need for Travelling Showpeople households broken down by potential delivery method

Planning Status	GTAA	HNA	TOTAL
Meet Planning Definition (+ 70% undetermined)	14 (14+0)	0	14
Not meeting Planning Definition (+ 30% undetermined)	0	0 (0+0)	0
TOTAL	14	0	14

Additional Needs – Boat Dwellers

- ^{8.17} It is not considered that there is a need for any new permanent residential moorings in Surrey Heath that is driven by a local demand for additional moorings due to mooring restrictions on the Basingstoke Canal.

List of Figures

Figure 1 – Need for Gypsy and Traveller households in Surrey Heath (2020-40).....	8
Figure 2 – Need for Gypsy and Traveller households in Surrey Heath that meet the Planning Definition by year periods	8
Figure 3 – Need for Travelling Showpeople households in Surrey Heath (2020-40).....	9
Figure 4 – Need for Travelling Showpeople households in Surrey Heath that meet the Planning Definition by year periods	9
Figure 5 – Friends, Families and Traveller Leaflet	20
Figure 6 - Total amount of provision in Surrey Heath (January 2020).....	28
Figure 7 – Sites and yards visited in Surrey Heath	36
Figure 8 – Planning status of households in Surrey Heath	40
Figure 9 – Need for Gypsy and Traveller households in Surrey Heath that met the Planning Definition (2020-40)	42
Figure 10 – Need for Gypsy and Traveller households in Surrey Heath that met the Planning Definition by 5-year periods	42
Figure 11 – Need for Travelling Showpeople households in Surrey Heath that met the Planning Definition (2020-40)	44
Figure 12 – Need for Travelling Showpeople households in Surrey Heath that met the Planning Definition by 5-year periods	45
Figure 14 – Need for Gypsy and Traveller households broken down by potential delivery method ...	50
Figure 15 – Need for Travelling Showpeople households broken down by potential delivery method	50
Figure 16 – Need for undetermined Gypsy and Traveller households in Surrey Heath (2020-40).....	54
Figure 17 – Need for undetermined Gypsy and Traveller households in Surrey Heath by 5-year periods.....	54
Figure 18 – Need for undetermined Travelling Showpeople households in Surrey Heath (2020-40) ..	55
Figure 19 – Need for undetermined Travelling Showpeople households in Surrey Heath by 5-year periods.....	55
Figure 20 – Need for Gypsy and Traveller households in Surrey Heath that did not meet the Planning Definition (2020-40)	56
Figure 21 – Need for Gypsy and Traveller households in Surrey Heath that did not meet the Planning Definition by 5-year periods	56
Figure 22 – Need for Travelling Showpeople households in Surrey Heath that did not meet the planning definition (2020-40)	57
Figure 23 – Need for Travelling Showpeople households in Surrey Heath that did not meet the Planning Definition by 5-year periods.....	57

Appendix A: Glossary of Terms / Acronyms used

Amenity block/shed	A building where basic plumbing amenities (bath/shower, WC, sink) are provided.
Bricks and mortar	Mainstream housing.
Caravan	Mobile living vehicle used by Gypsies and Travellers. Also referred to as trailers.
Chalet	A single storey residential unit which can be dismantled. Sometimes referred to as mobile homes.
Concealed household	Households, living within other households, who are unable to set up separate family units.
Conditioned Gypsy or Traveller pitches	Pitches with planning conditions restricting occupation to Gypsies and Travellers
Doubling-Up	Where there are more than the permitted number of caravans on a pitch or plot.
Emergency Stopping Place	A temporary site with limited facilities to be occupied by Gypsies and Travellers while they travel.
Green Belt	A land use designation used to check the unrestricted sprawl of large built-up areas; prevent neighbouring towns from merging into one another; assist in safeguarding the countryside from encroachment; preserve the setting and special character of historic towns; and assist in urban regeneration, by encouraging the recycling of derelict and other urban land.
Household formation	The process where individuals form separate households. This is normally through adult children setting up their own household.
In-migration	Movement of households into a region or community
Local Plans	Local Authority spatial planning documents that can include specific policies and/or site allocations for Gypsies, Travellers and Travelling Showpeople.
Out-migration	Movement from one region or community in order to settle in another.
Personal planning permission	A private site where the planning permission specifies who can occupy the site and doesn't allow transfer of ownership.
Pitch/plot	Area of land on a site/development generally home to one household. Can be varying sizes and have varying caravan numbers. Pitches refer to Gypsy and Traveller sites and Plots to Travelling Showpeople yards.

Private site	An authorised site owned privately. Can be owner-occupied, rented or a mixture of owner-occupied and rented pitches.
Site	An area of land on which Gypsies, Travellers and Travelling Showpeople are accommodated in caravans/chalets/vehicles. Can contain one or multiple pitches/plots.
Social/Public/Council Site	An authorised site owned by either the local authority or a Registered Housing Provider.
Temporary planning permission	A private site with planning permission for a fixed period of time.
Transit provision	Site intended for short stays and containing a range of facilities. There is normally a limit on the length of time residents can stay.
Unauthorised Development	Caravans on land owned by Gypsies and Travellers and without planning permission.
Unauthorised Encampment	Caravans on land not owned by Gypsies and Travellers and without planning permission.
Waiting list	Record held by the local authority or site managers of applications to live on a site.
Yard	A name often used by Travelling Showpeople to refer to a site.

GTAA	Gypsy and Traveller Accommodation Assessment
GTANA	Gypsy and Traveller Accommodation Needs Assessment
HEDNA	Housing and Economic Development Needs Assessment
HNA	Housing Needs Assessment
LPA	Local Planning Authority
MHCLG	Ministry of Housing, Communities and Local Government
ORS	Opinion Research Services
PPTS	Planning Policy for Traveller Sites (PPTS) in August 2015
SHMA	Strategic Housing Market Assessment
TSP	Travelling Showpeople

Appendix B: Undetermined Households

Figure 15 – Need for undetermined Gypsy and Traveller households in Surrey Heath (2020-40)

Gypsies and Travellers – Undetermined	Pitches
Supply of Pitches	
Supply from vacant public and private pitches	0
Supply from pitches on new sites	0
Pitches vacated by households moving to bricks and mortar	0
Pitches vacated by households moving away from the study area	0
Total Supply	0
Current Need	
Households on unauthorised developments	0
Households on unauthorised encampments	0
Concealed households/Doubling-up/Over-crowding	0
Movement from bricks and mortar	0
Households on waiting lists for public sites	0
Total Current Need	0
Future Need	
5 year need from teenage children	0
Households on sites with temporary planning permission	0
In-migration	0
New household formation	1
<i>(Household base 3 and formation rate 1.50%)</i>	
Total Future Needs	1
Net Pitch Need = (Current and Future Need – Total Supply)	1

Figure 16 – Need for undetermined Gypsy and Traveller households in Surrey Heath by 5-year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	0	0	1	0	1

Figure 17 – Need for undetermined Travelling Showpeople households in Surrey Heath (2020-40)

Travelling Showpeople – Undetermined	Plots
Supply of Plots	
Supply from vacant public and private plots	0
Supply from pitches on new yards	0
Pitches vacated by households moving to bricks and mortar	0
Pitches vacated by households moving away from the study area	0
Total Supply	0
Current Need	
Households on unauthorised developments	0
Households on unauthorised encampments	0
Concealed households/Doubling-up/Over-crowding	0
Movement from bricks and mortar	0
Households on waiting lists for public yards	0
Total Current Need	0
Future Need	
5 year need from teenage children	0
Households on yards with temporary planning permission	0
In-migration	0
New household formation	0
<i>(No undetermined Travelling Showpeople)</i>	
Total Future Needs	0
Net Plot Need = (Current and Future Need – Total Supply)	0

Figure 18 – Need for undetermined Travelling Showpeople households in Surrey Heath by 5-year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	0	0	0	0	0

Appendix C: Households that did not meet the Planning Definition

Figure 19 – Need for Gypsy and Traveller households in Surrey Heath that did not meet the Planning Definition (2020-40)

Gypsies and Travellers – Not Meeting Planning Definition	Pitches
Supply of Pitches	
Supply from vacant public and private pitches	0
Supply from pitches on new sites	0
Pitches vacated by households moving to bricks and mortar	0
Pitches vacated by households moving away from the study area	0
Total Supply	0
Current Need	
Households on unauthorised developments	0
Households on unauthorised encampments	0
Concealed households/Doubling-up/Over-crowding	5
Movement from bricks and mortar	0
Households on waiting lists for public sites	0
Total Current Need	5
Future Need	
5 year need from teenage children	10
Households on sites with temporary planning permission	0
In-migration	1
New household formation	16
<i>(Formation from household demographics)</i>	
Total Future Needs	27
Net Pitch Need = (Current and Future Need – Total Supply)	32

Figure 20 – Need for Gypsy and Traveller households in Surrey Heath that did not meet the Planning Definition by 5-year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	16	5	5	6	32

Figure 21 – Need for Travelling Showpeople households in Surrey Heath that did not meet the planning definition (2020-40)

Travelling Showpeople – Not Meeting Planning Definition	Plots
Supply of Plots	
Supply from vacant public and private plots	0
Supply from pitches on new yards	0
Pitches vacated by households moving to bricks and mortar	0
Pitches vacated by households moving away from the study area	0
Total Supply	0
Current Need	
Households on unauthorised developments	0
Households on unauthorised encampments	0
Concealed households/Doubling-up/Over-crowding	0
Movement from bricks and mortar	0
Households on waiting lists for public yards	0
Total Current Need	0
Future Need	
5 year need from teenage children	0
Households on yards with temporary planning permission	0
In-migration	0
New household formation	0
<i>(No Travelling Showpeople households not meeting the planning definition)</i>	
Total Future Needs	0
Net Plot Need = (Current and Future Need – Total Supply)	0

Figure 22 – Need for Travelling Showpeople households in Surrey Heath that did not meet the Planning Definition by 5-year periods

Years	0-5	6-10	11-15	16-20	Total
	2020-25	2025-30	2030-35	2035-40	
	0	0	0	0	0

Appendix D: Site and Yard List (January 2020)

Site/Yard	Authorised Pitches or Plots	Unauthorised Pitches or Plots
Public Sites		
Kalima	15	-
Swift Lane	14	-
Private Sites with Permanent Permission		
None	-	-
Private Sites with Temporary Permission		
None	-	-
Lawful Sites – Long-term without Planning Permission		
None	-	-
Unauthorised Developments		
Guildford Road	-	4
Stonehill Farm	-	3
TOTAL PITCHES	29	7
Travelling Showpeople Yards		
Pennypot Lane	6	-
TOTAL PLOTS	6	0

Appendix E: Household Interview Questions

GTAA Questionnaire 2019



INTERVIEWER: Good Morning/afternoon/evening. My name is < > from Opinion Research Services, working on behalf of XXXX Council.

The Council are undertaking a study of Gypsy, Traveller and Travelling Showpeople accommodation needs assessment in this area. This is needed to make sure that accommodation needs are properly assessed and to get a better understanding of the needs of the Travelling Community.

The Council need to try and speak with every Gypsy, Traveller and Travelling Showpeople household in the area to make sure that the assessment of need is accurate.

Your household will not be identified and all the information collected will be anonymous and will only be used to help understand the needs of Gypsy, Traveller and Travelling Showpeople households.

ORS is registered under the Data Protection Act 1998. Your responses will be stored and processed electronically and securely. This paper form will be securely destroyed after processing. Your household will not be identified to the council and only anonymous data and results will be submitted, though verbatim comments may be reported in full, and the data from this survey will only be used to help understand the needs of Gypsy, Traveller and Travelling Showpeople households

A General Information

A1 Name of planning authority:
INTERVIEWER please write in

A2 Date/time of site visit(s):
INTERVIEWER please write in

A3 Name of interviewer:
INTERVIEWER please write in

A4 Address and pitch number:
INTERVIEWER please write in

A5 Type of accommodation: *INTERVIEWER please cross one box only*

Council	Private rented	Private owned	Unauthorised	Bricks and Mortar
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A6 Name of Family:
INTERVIEWER please write in

A7 Ethnicity of Family:
INTERVIEWER please cross one box only

Romany Gypsy	Irish Traveller	Scots Gypsy or Traveller	Show Person
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Traveller	English Traveller	Welsh Gypsy	Non-Traveller
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)			

A8 Number of units on the pitch:
INTERVIEWER please write in

Mobile homes	Touring Caravans	Day Rooms	Other (please specify)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

A9 Is this site your main place of residence? If not where is it?
INTERVIEWER: Please cross one box only

Yes No

A10 How long have you lived here? If you have moved in the past 5 years, where did you move from? *INTERVIEWER: Please write in below*

Years	Months	If you have moved in the past 5 years, where did you move from? Include ALL moves
-------	--------	---

A11 Did you live here out of your own choice or because there was no other option? If there was no other option, why? *INTERVIEWER: Please cross one box only*

Choice No option

A12 Is this site suitable for your household? If so why and if not why not? (For example close to schools, work, healthcare, family and friends etc.)
INTERVIEWER: Please cross one box only

Yes No

A13 How many separate families or unmarried adults live on this pitch?
INTERVIEWER: Please cross one box only

1 2 3 4 5 6 7 8 9 10

B Demographics

B1 Demographics — Household 1 *INTERVIEWER: Please write-in*

Person 1		Person 2		Person 3	
Sex	Age	Sex	Age	Sex	Age

Complete additional forms for each household on pitch *INTERVIEWER: Please write-in*

Person 4		Person 5		Person 6		Person 7		Person 8	
Sex	Age	Sex	Age	Sex	Age	Sex	Age	Sex	Age

C Accommodation Needs

C1 How many families or unmarried adults living on this pitch are in need of a pitch of their own in the next 5 years? *INTERVIEWER: Please cross one box only*

INTERVIEWER: AN ADULT IS DEFINED AS 16+

1 2 3 4 5 6 7 8 9 10

Other Please specify

C2 How many of your children will need a home of their own in the next 5 years? If they live here now, will they want to stay on this site? If not, where would they wish to move? (e.g. other site, in bricks and mortar etc.) If they do not live on this site, where do they currently live and would they want to move on to this site or another local site if they could get a pitch? *INTERVIEWER: Please cross one box only*

1 2 3 4 5 6 7 8 9 10

Other *Please specify*

Details (Please specify)

D **Waiting List**

D1 Is anyone living here on the waiting list for a pitch in this area? *INTERVIEWER: Please cross one box only*

Yes —————> Continue to D2
 No —————> Go to D4

D2 How many people living here are on the waiting list for a pitch in this area? *INTERVIEWER: Please cross one box only*

1 2 3 4 5 6 7 8 9 10

Other *(Please specify)*

Details (Please specify)

D3 How long have they been on the waiting list? *INTERVIEWER: Please cross one box only*

0-3 months 3-6 months 6-12 months 1-2 years 2+ years

Other *(Please specify)*

Details (Please specify)

D4 If they are not on the waiting list, do any of the people living here want to be on the waiting list? (INTERVIEWER if they do - please take their contact details) *INTERVIEWER: Please cross one box only*

1 2 3 4 5 6 7 8 9 10

No Other *(Please specify)*

Details (Please specify) and take contact details)

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E Future Accommodation Needs											
<p>E1 Do you plan to move from this site in the next 5 years? If so, why? <i>INTERVIEWER: Please cross one box only</i></p> <p>Yes <input type="checkbox"/> <i>If yes</i> → Continue to E2 No <input type="checkbox"/> <i>If no</i> → Go to E5</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto;"> If so, why? (please specify) </div>											
<p>E2 Where would you move to? <i>INTERVIEWER: Please cross one box only</i></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;"> Another site in this area <i>(specify where)</i> </td> <td style="width: 20%; text-align: center;"> A site in another council area <i>(specify where)</i> </td> <td style="width: 20%; text-align: center;"> Bricks and mortar in this area <i>(specify where)</i> </td> <td style="width: 20%; text-align: center;"> Bricks and mortar in another council area <i>(specify where)</i> </td> <td style="width: 20%; text-align: center;"> Other (e.g. land they own elsewhere) <i>(Please specify)</i> </td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <div style="border: 1px solid black; padding: 20px; margin-top: 10px; text-align: center;"> <p>Please specify where they would move to If they own land elsewhere - probe for details</p> </div>		Another site in this area <i>(specify where)</i>	A site in another council area <i>(specify where)</i>	Bricks and mortar in this area <i>(specify where)</i>	Bricks and mortar in another council area <i>(specify where)</i>	Other (e.g. land they own elsewhere) <i>(Please specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Another site in this area <i>(specify where)</i>	A site in another council area <i>(specify where)</i>	Bricks and mortar in this area <i>(specify where)</i>	Bricks and mortar in another council area <i>(specify where)</i>	Other (e.g. land they own elsewhere) <i>(Please specify)</i>							
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
<p>E3 If you want to move would you prefer to buy a private pitch or site, or rent a pitch on a public or private site? <i>INTERVIEWER: Please cross one box only</i></p> <table style="width: 100%; text-align: center;"> <tr> <td>Private buy</td> <td>Private rent</td> <td>Public rent</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		Private buy	Private rent	Public rent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Private buy	Private rent	Public rent									
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>									
<p>E4 Can you afford to buy a private pitch or site? <i>INTERVIEWER: Please cross one box only</i></p> <table style="width: 100%; text-align: center;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		Yes	No	<input type="checkbox"/>	<input type="checkbox"/>						
Yes	No										
<input type="checkbox"/>	<input type="checkbox"/>										
<p>E5 Are you aware of, or do you own any land that could have potential for new pitches? <i>INTERVIEWER: Please cross one box only</i></p> <table style="width: 100%; text-align: center;"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> <div style="border: 1px solid black; padding: 10px; margin-top: 10px; text-align: center;"> <p>Please ask for details on where land/site is located and who owns the land/site?</p> </div>		Yes	No	<input type="checkbox"/>	<input type="checkbox"/>						
Yes	No										
<input type="checkbox"/>	<input type="checkbox"/>										

F Travelling

F1 How many trips, living in a caravan or trailer, have you or members of your family made away from your permanent base in the last 12 months?
INTERVIEWER: Please cross one box only

0 1 2 3 4 5+

↓ Go to F6a } Continue to F2

F2 If you or members of your family have travelled in the last 12 months, which family members travelled? *INTERVIEWER: Please cross one box only*

All the family Adult males Other If other, please specify

F3 What were the reasons for travelling? *INTERVIEWER: Please cross all that apply*

Work Holidays Visiting family Fairs Other

Details / specify if necessary. If fairs—probe for whether this involves work

F4 At what time of year do you or family members usually travel? And for how long?
INTERVIEWER: Please cross one box only

All year Summer Winter

And for how long?

F5 Where do you or family members usually stay when they are travelling?
INTERVIEWER: Please cross all boxes that apply

LA transit sites Private transit sites Roadside Friends/family Other If other, please specify

INTERVIEWER: Ask F6a — F8 ONLY if F1 = 0. Otherwise, go to F9

F6a Are there any reasons why you don't you travel at the moment?

Details

F6b Have you or family members ever travelled? *INTERVIEWER: Please cross one box only*

Yes → Continue to F7
 No → Go to F9

F7a When did you or family members last travel? *INTERVIEWER: Please write in*

Details

F7b What were the reasons for travelling? *INTERVIEWER: Please cross all that apply*

Work Holidays Visiting family Fairs Other

Details / specify if necessary. If fairs—probe for whether this involves work

F8 Why do you not travel anymore? INTERVIEWER: Cross all boxes that apply & probe for details

- | | | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Children
in school | Ill health | Old age | Settled now | Nowhere
to stop | No work
opportunities | Other |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

If other, please specify

Details about children in school, types of ill health, or looking after relative with poor health, and specific problems/issues relating to old age

F9 Do you or other family members plan to travel in the future?

INTERVIEWER: Please cross one box only

- | | | | |
|------------|--------------------------|--------|-----------------|
| Yes | <input type="checkbox"/> | —————> | Continue to F10 |
| No | <input type="checkbox"/> | —————> | Go to G1 |
| Don't know | <input type="checkbox"/> | —————> | Go to G1 |

F10 When, and for what purpose do you/they plan to travel?

Details

F11 Is there anything else you would like to tell us about your travelling patterns?

Details

G Any other information	
G1	Any other information about this site or your accommodation needs? INTERVIEWER: <i>Please write in</i>
	<p>Details (e.g. can current and future needs be met by expanding or intensifying the existing site?)</p>
G2	Site/Pitch plan? Any concerns? INTERVIEWER: <i>Please sketch & write in</i>
	<p>Sketch of Site/Pitch — any concerns?</p> <p>Are any adaptations needed?</p> <p>Why does the current accommodation not meet the household's needs; and could their needs could be addressed in situ e.g. extra caravans. This could cover people wanting to live with that household but who cannot currently</p>

H Bricks & Mortar Contacts	
H1	Contacts for Bricks and Mortar interviews? <i>INTERVIEWER: Please write in</i>
Details	
Council contact?	
<p>Would you like the council to contact you about any of the issues raised in this interview? Please note that although ORS will pass on your contact details to the Council we cannot guarantee when they will contact you?</p> <p><i>INTERVIEWER: Please cross one box only</i></p>	
Yes	No
<input type="checkbox"/>	<input type="checkbox"/>
<p>INTERVIEWER: Can I confirm your name and telephone number so that we can pass them on to the Council for this purpose only. Your details will only be used for this purpose and will not be passed onto anyone else.</p>	
Respondent's Name.....	<input type="text"/>
Respondent's Telephone.....	<input type="text"/>
Respondent's Email.....	<input type="text"/>
Interview log	
<p>INTERVIEWER: Please record the date and time that the interview was carried out</p>	
Date.....	<input type="text"/>
Time of interview.....	<input type="text"/>

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Appendix F: Technical Note on Household Formation and Growth Rates



Technical Note

Gypsy and Traveller Household Formation and Growth Rates

June 2020

Opinion Research Services



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Any press release or publication of this research requires the advance approval of ORS. Such approval will only be refused on the grounds of inaccuracy or misrepresentation.

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Contents

Contents	3
Household Growth Rates	4
Abstract and Conclusions	4
Introduction	4
Modelling Population and Household Growth Rates	4
Migration Effects	4
Population Profile.....	5
Birth and Fertility Rates.....	5
Death Rates	6
Modelling Outputs	6
Household Growth	6
Summary Conclusions	8

Household Growth Rates

Abstract and Conclusions

1. National and local household formation and growth rates are important components of Gypsy and Traveller accommodation assessments, but until 2013 little detailed work had been done to assess their likely scale. ORS undertook work in 2013 to assess the likely rate of demographic growth for the Gypsy and Traveller population and concluded that the figure could be as low 1.25% per annum, but that best available evidence supports a national net household growth rate of 1.50% per annum.
2. This analysis was produced as a separate document in 2013 and then updated in 2015 (www.opinionresearch.co.uk/formation2015) in light of comments from academics, planning agents and local authorities. The 2015 document was complex because there was still serious dispute as to the level of demographic growth for Gypsies and Travellers in 2015. However, ORS now consider these disputes have largely been resolved at Planning Appeals and Local Plan Examinations, so we consider that much of the supporting evidence is now no longer required to be in the document.
3. This current document represents a shortened re-statement to our findings in 2015 to allow for easier comprehension of the issues involved. It contains no new research and if reader wishes to see further details of the supporting information, they should review the more detailed 2015 report.

Introduction

4. Compared with the general population, the relative youthfulness of many Gypsy and Traveller populations means that their birth rates are likely to generate higher-than-average population growth, and proportionately higher *gross* household formation rates. However, while their *gross* rate of household growth might be high, Gypsy and Traveller communities' future accommodation needs are, in practice, affected by any reduction in the number of households due to dissolution and/or by movements in/out of the area and/or by transfers into other forms of housing. Therefore, the *net* rate of household growth is the *gross* rate of formation *minus* any reductions in households due to such factors.

Modelling Population and Household Growth Rates

5. The basic equation for calculating the rate of Gypsy and Traveller population growth seems simple: start with the base population and then calculate the average increase/decrease by allowing for births, deaths, in-/out-migration and household dissolution. Nevertheless, deriving satisfactory estimates is difficult because the evidence is often tenuous – so, in this context in 2013, ORS modelled the growth of the national Gypsy and Traveller population based on the most likely birth and death rates, and by using PopGroup (the leading software for population and household forecasting). To do so, we supplemented the available national statistical sources with data derived from our own surveys.

Migration Effects

6. Population growth is affected by national net migration and local migration (as Gypsies and Travellers move from one area to another). In terms of national migration, the population of Gypsies and Travellers is relatively fixed, with little international migration. It is in principle possible for Irish Travellers (based in Ireland) to move to the UK, but there is no evidence of this happening to a significant extent and the vast majority of Irish Travellers were born in the UK or are long-term residents.

Population Profile

7. The main source for the rate of Gypsy and Traveller population growth is the UK 2011 Census. The ethnicity question in the 2011 Census included for the first time 'Gypsy and Irish Traveller' as a specific category. While non-response bias probably means that the size of the population was underestimated, the age profile the Census provides is not necessarily distorted and matches the profile derived from ORS's extensive household surveys.

Table 1 - Age Profile for the Gypsy and Traveller Community in England (Source: UK Census of Population 2011)

Age Group	Number of People	Cumulative Percentage
Age 0 to 4	5,725	10.4
Age 5 to 7	3,219	16.3
Age 8 to 9	2,006	19.9
Age 10 to 14	5,431	29.8
Age 15	1,089	31.8
Age 16 to 17	2,145	35.7
Age 18 to 19	1,750	38.9
Age 20 to 24	4,464	47.1
Age 25 to 29	4,189	54.7
Age 30 to 34	3,833	61.7
Age 35 to 39	3,779	68.5
Age 40 to 44	3,828	75.5
Age 45 to 49	3,547	82.0
Age 50 to 54	2,811	87.1
Age 55 to 59	2,074	90.9
Age 60 to 64	1,758	94.1
Age 65 to 69	1,215	96.3
Age 70 to 74	905	97.9
Age 75 to 79	594	99.0
Age 80 to 84	303	99.6
Age 85 and over	230	100.0

Birth and Fertility Rates

8. The table above provides a way of understanding the rate of population growth through births. The table shows that surviving children aged 0-4 years comprise 10.4% of the Gypsy and Traveller population – which means that, on average, 2.1% of the total population was born each year (over the last 5 years). The same estimate is confirmed if we consider that those aged 0-14 comprise 29.8% of the Gypsy and Traveller population – which also means that almost exactly 2% of the population was born each year.
9. The total fertility rate (TFR) for the whole UK population is just below 2 – which means that on average each woman can be expected to have just less than two children who reach adulthood. We know of only one estimate of fertility rates of the UK Gypsy and Traveller community, in *'Ethnic identity and inequalities in*

Britain: The dynamics of diversity by Dr Stephen Jivraj and Professor Ludi Simpson (published May 2015). The authors use the 2011 Census data to estimate the TFR for the Gypsy and Traveller community as 2.75.

10. ORS used our own multiple survey data to investigate the fertility rates of Gypsy and Traveller women. The ORS data shows that on average Gypsy and Traveller women aged 32 years have 2.5 children (but, because the children of mothers above this age point tend to leave home progressively, full TFRs were not completed). On this basis it is reasonable to infer an average of 3 children per woman during her lifetime, which is broadly consistent with the estimate of 2.75 children per woman derived from the 2011 Census.

Death Rates

11. Although the above data imply an annual growth rate through births of about 2%, the death rate has also to be taken into account. Whereas the average life expectancy across the whole population of the UK is currently just over 80 years, a Sheffield University study found that Gypsy and Traveller life expectancy is about 10-12 years less than average (Parry et al (2004) *'The Health Status of Gypsies and Travellers: Report of Department of Health Inequalities in Health Research Initiative'*, University of Sheffield).
12. Therefore, in our population growth modelling we used a conservative estimate of average life expectancy as 72 years – which is entirely consistent with the lower-than-average number of Gypsies and Travellers aged over 70 years in the 2011 Census (and also in ORS's own survey data).

Modelling Outputs

13. If we assume a TFR of 3 and an average life expectancy of 72 years for Gypsies and Travellers, then the modelling, undertaken in PopGroup, projects the population to increase by 66% over the next 40 years – implying a population compound growth rate of 1.25% per annum. If we assume that Gypsy and Traveller life expectancy increases to 77 years by 2050, then the projected population growth rate rises to nearly 1.50% per annum. To generate an 'upper range' rate of population growth, we assumed an implausible TFR of 4 and an average life expectancy rising to 77 over the next 40 years – which then yields an 'upper range' growth rate of 1.90% per annum.

Household Growth

14. In addition to population growth influencing the number of households, the size of households also affects the number. Hence, population and household growth rates do not necessarily match directly, mainly due to the current tendency for people to live in smaller childless or single person households.
15. Because the Gypsy and Traveller population is relatively young and has many single parent households, a 1.25%-1.50% annual population growth could yield higher-than-average household growth rates, particularly if average household sizes fall or if younger-than-average households form. However, while there is evidence that Gypsy and Traveller households already form at an earlier age than in the general population, the scope for a more rapid rate of growth, through even earlier household formation, is limited.
16. Based on the 2011 Census, the table below compares the age of household representatives in English households with those in Gypsy and Traveller households – showing that the latter has many more household representatives aged under-25 years. In the general English population 3.60% of household representatives are aged 16-24, compared with 8.70% in the Gypsy and Traveller population. ORS's survey data shows that about 10% of Gypsy and Traveller households have household representatives aged under-25 years.

Table 2 - Age of Head of Household (Source: UK Census of Population 2011)

Age of household representative	All households in England		Gypsy and Traveller households in England	
	Number of households	Percentage of households	Number of households	Percentage households
Age 24 and under	790,974	3.6%	1,698	8.7%
Age 25 to 34	3,158,258	14.3%	4,232	21.7%
Age 35 to 49	6,563,651	29.7%	6,899	35.5%
Age 50 to 64	5,828,761	26.4%	4,310	22.2%
Age 65 to 74	2,764,474	12.5%	1,473	7.6%
Age 75 to 84	2,097,807	9.5%	682	3.5%
Age 85 and over	859,443	3.9%	164	0.8%
Total	22,063,368	100%	19,458	100%

17. The following table shows that the proportion of single person Gypsy and Traveller households is not dissimilar to the wider population of England; but there are more lone parents, fewer couples without children, and fewer households with non-dependent children amongst Gypsies and Travellers

Table 3 - Household Type (Source: UK Census of Population 2011)

Household Type	All households in England		Gypsy and Traveller households in England	
	Number of households	Percentage of households	Number of households	Percentage households
Single person	6,666,493	30.3%	5,741	29.5%
Couple with no children	5,681,847	25.7%	2345	12.1%
Couple with dependent children	4,266,670	19.3%	3683	18.9%
Couple with non-dependent children	1,342,841	6.1%	822	4.2%
Lone parent: Dependent children	1,573,255	7.1%	3,949	20.3%
Lone parent: All children non-dependent	766,569	3.5%	795	4.1%
Other households	1,765,693	8.0%	2,123	10.9%
Total	22,063,368	100%	19,458	100%

18. The key point, though, is that since 20% of Gypsy and Traveller households are lone parents with dependent children, and up to 30% are single persons, there is limited potential for further reductions in average household size to increase current household formation rates significantly – and there is no reason to think that earlier household formations or increasing divorce rates will in the medium term affect household formation rates. While there are differences with the general population, a 1.25%-1.50% per annum Gypsy and Traveller population growth rate is likely to lead to a household growth rate of 1.25%-1.50% per annum

Summary Conclusions

19. The best available evidence suggests that the net annual Gypsy and Traveller household growth rate is 1.50% per annum. Some local authorities might allow for a household growth rate of up to 2.50% per annum, to provide a 'margin' if their populations are relatively youthful; but in areas where on-site surveys indicate that there are fewer children in the Gypsy and Traveller population, lower estimates should be used.
20. The outcomes of this Technical Note can be used to provide an estimate of local new household formation rates by adjusting the upper national growth rate of 1.50% based on local demographic characteristics.
21. In addition, in certain circumstances where the numbers of households and children are higher or lower than national data has identified, or the population age structure is skewed by certain age groups, it may not be appropriate to apply a percentage rate for new household formation. In these cases, a judgement should be made on likely new household formation based on the age and gender of the children identified in local household interviews. This should be based on the assumption that 50% of households likely to form will stay in any given area and that 50% will pair up and move to another area, while still considering the impact of dissolution. This is based on evidence from over 140 GTAAs that ORS have completed across England and Wales involving over 4,300 household interviews.