

Appendix 2

Gypsy & Traveller Site Identification Process

June 2024

6th October 2018 – Note to Members of the former Adults Select Committee on proposal to establish Workshops.

October 2018 – Officer work commences on considering approach to identifying land for Gypsy & Traveller pitch provision, including MCC assets.

26th October 2018 – Members Workshop to acquire views of Members – Introduction to Legal Duty to meet Gypsy & Traveller pitch needs and update on housing requirement for the Gypsy & Traveller Accommodation Assessment 2020-25 and to 2033 of the Replacement LDP. [No slides produced].

29th March 2019 – Members Workshop to acquire views of Members on the proposed methodology for sifting MCC owned land. Focus was on Gypsy & Traveller site Planning Criteria.

4th June 2019 – Member visit through Adults Select Committee to Torfaen County Borough Council Gypsy & Traveller site, Shepherds Hill, Pontypool.

10th October 2019 – Email to former Adults Select Committee Members asking for comments on draft advert targeting Gypsy & Traveller community inviting to participate in Gypsy & Traveller Assessment.

27th November 2019 – All Members and Officers Awareness Training by Travelling Ahead, Gypsy & Traveller Advocate.

10th December 2020 – Report to Joint Select Committee: Adult and Economy & Development Selects – Scrutinise draft Gypsy & Traveller Assessment report and findings. [\(Public Pack\)Agenda Document for Joint Select Committee, 10/12/2020 10:00 \(monmouthshire.gov.uk\)](#)

6th January 2021 – Report to Cabinet – Approve and adopt Gypsy & Traveller Accommodation Assessment report. [\(Public Pack\)Agenda Document for Cabinet, 06/01/2021 14:00 \(monmouthshire.gov.uk\)](#)

March 2021 – Stage 1 - Asset Review by Estates to start identifying land with potential for use as Gypsy & Traveller site(s)

21st September 2021 – Report to Adults Select – Scrutinise Site identification update. [\(Public Pack\)Agenda Document for Adults Select Committee, 21/09/2021 10:00 \(monmouthshire.gov.uk\)](#)

September 2021 – Site Evaluation Commences

Stage 1 – Completed Asset Review by Estates:

- Regard given to Welsh Government Site Design Guidance 2015
- Approximately 1500 council assets have been reviewed and considered
- Sites removed to date through Estates:

[Asset is a MCC property; Cemetery Land; Allocations in the existing adopted LDP; tree planting; Woodland; Covered by a ground lease; Council Car Park; Footpath/road]

Stage 2 – Sites removed due to the following:

- Site is less than 500sqm; Equipped Children's Play Area; Playing Fields (Pitch); County Farm Holdings; Allocations in the existing adopted LDP/ RLDP promotion sites; Known unfavourable topography; C1 & C2 Flood Risk – known sites in flood risk removed; Sites with any uncertain inputs have been carried forward to the next stage for further assessment
- Approximately 70 sites remained from 1500 sites

Stage 3 – to assess for flood risk against and as per updated TAN 15. Land removed due to:

- Sites wholly or mostly in Zones 2 & 3 of updated TAN15 flood risk maps (sea and river)
 - Sites where boundary could potentially be amended to remove site out of flood risk kept on list
- Surface water flood risk highlighted for further assessment
- Any constraints identified in Stage 1 & 2 if picked up at Stage 3.

Approximately 50 sites from 1500 remaining.

Also removed:

- Brecon Beacons National Park Plan
- Within and adjacent to Conservation Areas and/or Historic Park & Garden
- Enclosed/surrounded by built environment privacy and amenity / placemaking
- National Ecological designations eg SSSI

20th July 2022 – Report to Adults Select – to include Gypsy & Site identification into the Committees work programme, participate in officer-led workshops and to scrutinise the proposed methodology for identifying and evaluating Council owned land for the purpose of providing a Gypsy & Traveller site. Also to invite Travelling Ahead - Gypsy, Roma and Traveller Advice & Advocacy Service to support the Council with the agreed approach. ([Public Pack](https://www.monmouthshire.gov.uk/agenda/2022-07-20-10-00))[Agenda Document for People Scrutiny Committee, 20/07/2022 10:00 \(monmouthshire.gov.uk\)](https://www.monmouthshire.gov.uk/agenda/2022-07-20-10-00)

8th August 2022 – Letter to Gypsy & Traveller community who contributed to Gypsy & Traveller Assessment, inviting to participate in site identification process.

29th September 2022 – All Member Workshop to acquire views of members – reminder of legal duties; consider ongoing methodology findings; planning implications; proposed approach including involving of Travelling Ahead.

October 2022

Stage 4 – Land/Site Evaluation Criteria Developed

- Site area
- Ability to provide utility infrastructure
- Flood Zone (updated TAN15 flood risk maps)
- Within or adjoining a settlement boundary

- Greenfield/brownfield
- Surround by built development
- Potential for expansion
- Within BBNP or AONB
- Within green wedge or potential greenbelt
- Within phosphates catchment area
- Adopted LDP DES2 allocation
- DES2 in review
- Within/adjacent to Conservation Area or Historic Parks & Garden
- Within Archeologically Sensitive Area
- Permanency
- Ecological Designation on whole or part of site (SSSI, SINC, SAC, RAMSAR, national/local nature reserve)
- Proximity to ecological designation
- Landscape Sensitivity (as recorded in the Landscape Sensitivity Study)
- Mineral safeguarding area
- Proximity to potential 'bad neighbours' e.g. dual carriageways, trunk roads, motorway, railway, industrial estates)
- Contamination (as recorded on Monmaps)
- School proximity
- Medical facility proximity
- Proximity to other amenities
- Public transport proximity and frequency
- Proximity to Historical Designation (inc Listed Buildings and Con Areas)
- Topography
- Access

October 2022 – Stage 5 Further evaluation of 17 remaining site through officer RAG and visits. Reduced to 11 with parts of 2 sites at Dancing Hill being merged to form an amended Dancing Hill site, leaving 9 sites for internal consultation and discussion with the Gypsy & Traveller community.

1st November 2022 – Email to individual Members with a site in their ward in respect of forthcoming Members Workshop.

3rd November 2022 – All Member Workshop to acquire views – consider proposed 9 pieces of land should remain in the process for continued evaluation.

10th November 2023 – Stage 5 – Continue evaluating 9 remaining sites. Internal services contacted requested to provide feedback on 9 sites.

30th January 2023 – All Member and officer Gypsy & Traveller Awareness Training by Travelling Ahead. See Appendix 3

31st January 2023 – Updated RAG following receipt of feedback from internal consultees. Officer Meeting to consider feedback on 9 sites.

13th June 2023 – Informal Cabinet – informally discuss next steps

23rd June 2023 – Email to individual Members with a site in their ward in respect of forthcoming Members Workshop

27th June 2023 – Email to all Members – background papers for 4th July 2023 Members Workshop

4th July 2023 – All Member Workshop to acquire views – proposal to consult on four locations, undertake further investigations in respect of one location and four to be removed from the process.

7th July 2023 – Environmental Health briefing on sites x 5 and Land Contamination, Noise and Air Quality Assessments.

14th July 2023 – All Member site visits x 9. Feedback received to further inform RAG and suitability.

19th July 2023 – Report to People Scrutiny – Proposal to consult on four sites and investigative work on a fifth site. ([Public Pack](#))[Agenda Document for People Scrutiny Committee, 19/07/2023 10:00 \(monmouthshire.gov.uk\)](#)

26th July 2023 – Report to Cabinet – Approve 4 sites for consultation and one for further investigative work. Decision made to defer consultation on the selection of potential sites for Gypsy and Traveller accommodation to allow more time for consideration – no sites have been confirmed for consultation at this stage.

Three sites removed from process as determined unsuitable.

28th July 2023 – preparations to commission land contamination, air and noise assessments for Magor with Undy sites to continue to assess their potential suitability and to inform future consultation.

August 2023

- Review of 17 site shortlist to a) ensure nothing was ruled out that shouldn't have been and b) ensure wording is consistent and robust.
- Review of 9 site shortlist to ensure information is consistent and robust
- Assessment of MCC RLDP candidate sites – there are 5 sites submitted for residential development, one for tourism, two for solar farms and one for a mix of employment and solar farm. All 9 will be assessed for suitability
- Public call for any sites closing 23rd August 2023.
- Potential review of all other (non-MCC) RLDP candidate sites (approx.250)
- Continue to seek to address need wherever possible on existing private sites, subject to the necessary permissions eg facilitate self-serving.

4th October 2023 – Cabinet – the meeting ratified the proposal made at Cabinet on 26th July 2023 to remove Manson Heights, Monmouth' Garrow Road, Mitchel Troy; Rocklea, Mitchel Troy; Dancing Hill West, Magor and to put forward two Council owned RLDP candidate sites, Bradbury Farm and Oakgrove.

The Cabinet also agreed to the commencement of a public consultation exercise for the potential to provision of up to 6 pitches each at Bradbury Farm, Crick; Oakgrove Farm, Portskewett and Langley Close, Magor, whilst also continuing to support households wanting to self-serve.

In addition to the Cabinet recommendations and in the context of the comments made by The Place Scrutiny Committee on 19th July 2023, it was considered appropriate to commission site evaluation surveys to further help inform site suitability. External Specialists were appointed to undertake the following site surveys for each site:

- Noise assessment

- Land contamination assessment (not including Oakgrove on the advice of Environmental Health)
- Air quality assessment (not including Oakgrove on the advice of Environmental Health)
- Transport assessment
- Ecology assessment

November to December 2023 – 6-week public consultation - co-ordinated on behalf of the Council by Grasshopper, communications agency to acquire feedback about The suitability of Langley Close, Magor; Bradbury Farm, Crick and Oakgrove, Portskewett.

May 2024 – officer consideration and analysis completed of Grasshopper public consultation and findings.

June 2024 – officer consideration and analysis of findings from completed and finalised site surveys together with internal comments and recommendations from Environmental Health, Highways and Ecology Teams.