# NYGypsylogoYORK, NORTH YORKSHIRE & EAST RIDING

**GYPSY, ROMA, TRAVELLER AND SHOWPEOPLE STEERING GROUP ACTION PLAN 2017/18 (DRAFT - REVISED April 2017)**

The York, North Yorkshire & East Gypsy, Roma, Traveller, Showpeople (GRTS) Steering Group works to deliver the priorities of the York, North Yorkshire & East Riding Housing Strategy 2015-2021 relating to supporting GRTS communities. The group includes officers from Housing and Planning Departments from Craven, Hambleton, Richmondshire, Ryedale, Selby District Councils, Harrogate Borough, North Yorkshire County Council, Scarborough Borough Council, City of York and East Riding of Yorkshire as well as Horton Housing and external stakeholders. This action plan is focussed on delivering:

**Priority 9 – Provide Appropriate Housing and Support for those with Specific Needs:**

Proposal 2 – Continue the good practice and joint working across the sub region in relation to Gypsies, Travellers, Roma and Showpeople from the sub regional [Housing Strategy](http://www.nycyerhousing.co.uk/housing-strategy/):

**ACTION PLAN**

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| **KEY** | | | |
| **CA** | Carol Armstrong (NYCC) | **SWT** | Sue Walters Thompson (Hambleton DC) |
| **DCLG** | Department of Communities and Local Government | **DC teams** | Development Control Teams |
| **DFG** | Disabled Facilities Grant | **LA** | Local Authority |
| **ERYC** | East Riding of Yorkshire Council | **SP** | Supporting People |
| **GIS** | Geographical Information System | **CDC** | Craven District Council |
| **GRTS** | Gypsy, Roma, Travellers & Showpeople | **LLGs** | GRTS Local Liaison Groups |
| **HB** | Hannah Brown (Horton Housing) | **NP** | Nina Pinder (Craven District Council) |
| **HDC** | Hambleton District Council | **YNYER** | York, North Yorkshire & East Riding |
| **KG** | Kate Grandfield (City of York Council) | **SH** | Sarah Hall (YNYER Housing Strategy Manager) |
| **ML** | Matt Lewer (ERYC) | **HCA** | Homes and Communities Agency |
| **NYCC** | North Yorkshire County Council | **UE** | Unauthorised Encampment |
| **YNYER** | York, North Yorkshire & East Riding | **GaTEWAY** | Horton Housing GRTS support service |
| **GSM** | Gateway Site Management | **NL** | Nickie Lamb, GaTEWAY Site Manager |

| **Objective** | **Action** | **Target Date** | **Lead** | **Progress / action required/issues** |
| --- | --- | --- | --- | --- |
| * 1. **Ensure local & sub regional policies and literature reflect current policy and guidance** | Refresh planning guidance note for GRTS (Based on HDCs draft of March 2016) and signpost via website | Sept 2016 | SWT | Adopted at HDC (Dec 2016) SWT to share with group for local development follow outcome of JR re: definition of GRTS. Test with LLGS and add to website once complete. |
| Develop consistency in Unauthorised Encampment Policy in each District. | March 2017 | All | SBC shared their approach/version, Ryedale complete – note to members. Craven due end of the year others to review locally and report policy and adoption to this group. Consider launch once all policies in place to ensure relevant responsible parties are aware. |
| Explore possibility of self-build options and, if self-build appears viable and permissible,publish information/guidance on YNYER website | Ongoing | All | Need information on self-build option for pitches. All reviewed lists in 2017 but found not identified GRTS on registers at that time. |
| Use feedback from site residents/LLGs to inform planning guidance | July 2017 | GaTEWAY | Nickie L to update on LLGs at July 2017 GRTS SG meeting. |
| Continue to include and update GRTS needs in Joint Strategic Needs Assessment (JSNA) | Ongoing | CA/ML/KG/ | CA, ML & KG to ensure data indicating GRTS health & social care needs informs relevant JSNA on ongoing basis. |
| * 1. **Gain a better understanding of the needs of GRTS through appropriate research and consultation** | Use GIS to map UEs following January & July caravan counts and on ongoing basis as required and map local fairs where Showpeople operate. | January & July Ongoing | All, NP | Provide information on Caravan counts and local fairs which Showpeople attend or deliver. NP to work with GIS team to map UEs. NL to add info on showpeople’s fairs. |
| Continue development of LLGs to develop effective relationships with statutory/non-statutory agencies to improve services for GRTS. LLGs to start where there are larger LA owned sites i.e. Hambleton and Selby, to find model which can be adopted elsewhere as appropriate. | On going | GaTEWAY | Requirement for establishing effective relationships with delivery agencies to improve services for GRTS included in the specification for the GRTS support service in North Yorkshire new contract date of 1 April 2016 |
| LLGs to facilitate access to Health Workers for GRTS and promote community health champion volunteers. | On Going | GaTEWAY | As part of spec. for Horton. HB to update this group. |
| Discuss first use and results and adopt the Site & Stock Condition proforma and use appropriately at caravan count in Jan each year (for sites over 3 units) and review results. | March 2017 | NP | Standardised site and stock condition pro-forma, including access and disability issues developed and completed as a pilot in Jan 2015. All to review form and NP to collate outcomes from 1st use and report to group meeting. Delayed to staffing. |
| Consider the development of consistent allocations process for GRTS pitches in public ownerships/in receipt of public funding. | March 2017 | Horton/ All | Discuss and review suitability, enforcement and monitoring at Steering Group meeting in April 2017 |
| Identify and review good practice case studies and lessons to learn in creating and maintaining positive relationships between sites and site residents and settled neighbours. | April 2017 | GSM/CYC/ERYC | Site managers to collect good practice examples from YNYER and other LAS and local practice and experience. SH collate for publication on website. Research from York and DeMontfort Uni to be included when published. |
| Update GRTS needs assessments as appropriate | March 2017 | All | GTAAs to be reviewed every 2 years. Updates to be given at Steering Group meetings. |
| Scope number of presentations by GRTS in each LA, identify problems/issues and implement recommendations for service improvement | April 2017 | NP | NP in liaison with homelessness group to collate figures for 2013/14 and 2014/15. To date GRTS are not presenting as homeless to housing options teams or are not identifying as GRTS if they do present.  Update 07/16: Included in Performance Monitoring annually |
| * 1. **Support provision of pitches and sites to meet identified needs** | Consider and respond to funding opportunities as they arise | On Going | All | Liaise with HCA as funding guidance announced for 2016+ capital programmes |
| * 1. **Training and Awareness** | Identify training needs of LA planning and housing officers.  Continue to provide awareness raising and light-touch training to staff and members to support improved delivery of services to GRTS | Ongoing | NP (NY Housing Training Group), | GaTEWAY to continue to offer & provide attendance at Team Meetings etc to deliver ongoing awareness raising & light-touch training.  Review appeal decisions as they arise.  Discuss with Housing Training Group |
| Review Steering Group Membership and attendance – consider invitations to Development Management Officers, Home Improvement Agencies, Health & Well Being/Public Health, York Travellers Trust etc. | March 2017 | All/Chair | Review agendas and invite wider attendees accordingly.  Update: Promoted wider attendance through the training event |
| Continue to review and update GRTS section of YNYER website and test with LLGs | Ongoing | SH | SH updated and will review as necessary. GaTEWAY to test with LLGs and service users to check fit for purpose |
| * 1. **Services – Heath and Education**   **Offer improved housing services, advice and assistance for GRTS.** | Improve links with public health, minority ethnic achievement hubs in schools and other agencies to raise awareness of needs of GRTS and provide opportunities for services to inform GRTS of services available. | Ongoing | GaTEWAY | GaTEWAY liaising with other agencies to encourage attendance at drop ins, site events etc. to meet and engage with communities. Collecting information on attendance at site meetings, off-site drop-ins by other agencies. Link made with Airedale, Wharfedale & Craven CCG. CA to check link with education. Links made by Hambleton. York good relations with Education and Ryedale has been in touch with NYCC.  Invite NY public health to sub group meeting |
| * 1. **Monitoring and Reporting** | Engage in provision of sub regional monitoring for YNYER Housing Board in relation to planning applications and completions for GRTS pitches | Bi-annually | All via local reporting/SH | Include assessment of need by # of pitches. Agree report and update CHOG/Board. First report due May 2016To include York’s experience of dealing with Floods for next report |
| GaTEWAY to report on service monitoring outcomes for NYCC – via their quarterly return including # for triage drop in sessions, # accessing floating support etc. | Bi Annually | NL | Discuss at April meeting agree reporting dates.  Update: NL & CA to update for inclusion in be-annual report. To include York’s Annual Satisfaction Survey. |