

Report to Cabinet

30 March 2017

By the Cabinet Member for Planning and Development

DECISION REQUIRED



Not Exempt

GYPSY, TRAVELLER AND TRAVELLING SHOWPEOPLE Draft SITE ALLOCATIONS OF LAND DEVELOPMENT PLAN DOCUMENT (DPD)

PREFERRED STRATEGY

Executive Summary

This report seeks approval for the publication of the Gypsy Traveller and Travelling Showpeople Draft Site Allocations of Land Preferred Strategy for a six week period of consultation, between 21 April 2017 and 2 June 2017 together with the accompanying Sustainability Appraisal documentation. This document does not form Council policy at this stage.

Recommendations

Cabinet is recommended that:

- i) The draft Gypsy Traveller and Travelling Showpeople Site Allocations of Land Preferred Strategy and Sustainability Appraisal documentation be published for a 6 week period of consultation from 21 April 2017 to 2 June 2017.
- ii) The Cabinet Member for Planning and Development has delegated authority to agree minor editorial changes.

Reasons for Recommendations

- i) The recommendations are required to ensure that the statutory requirements in the The Housing Act 2004 and Town and County Planning (Local Planning) England Regulations 2012 are met.
- ii) To meet the Council's stated commitment in the Horsham District Planning Framework to publish a site allocation document to identify sites for Gypsy and Traveller sites
- iii) It is both necessary and appropriate to invite public participation in the preparation of a new planning document for the District

Background Papers

- Gypsy, Traveller and Travelling Showpeople Draft Site Allocation of Land Development Plan Document (DPD) - Preferred Strategy Consultation Document
- Gypsy, Traveller and Travelling Showpeople Draft Site Allocation of Land Development Plan Document (DPD) – draft Sustainability Appraisal
- Horsham District Planning Framework, November 2015.

Wards affected: All

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Background Information

1 Introduction and Background

- 1.1 This report seeks approval for the publication of the Gypsy Traveller and Travelling Showpeople Draft Site Allocations of Land Preferred Strategy for a six week period of consultation, between 21 April 2017 and 2 June 2017 together with the accompanying Sustainability Appraisal documentation. This document does not form Council policy at this stage.

2 Relevant Council policy

- 2.1 The Housing Act 2004 places a duty on local authorities to produce assessments of accommodation need for Gypsies, Travellers and Travelling Showpeople (GTTS), and outlining how their needs will be met.
- 2.2 In November 2015, the Local Plan for Horsham District, known as the Horsham District Planning Framework (HDPF) was adopted. This document now forms the overarching planning document for the Horsham district that lies outside the South Downs National Park. Within the HDPF, Chapter Eight sets out how the housing needs for Gypsies and Travellers will be met. This included the allocation of land for 39 net additional permanent residential pitches for Gypsies and Travellers within the period 2011 – 2017 and a policy setting out the criteria by which any applications for non-allocated sites would be considered.
- 2.3 As the HDPF only provided allocations for Gypsy and Traveller sites until 2017, it was recognised in the Local Plan that further work would need to be undertaken to identify and monitor need and to provide for additional pitches beyond the initial five year planning period. It was envisaged that these sites would be identified in a Site Allocations Document.

3 Details

- 3.1 The draft Gypsy, Traveller and Travelling Showpeople Site Allocation of Land Development Plan Document (DPD) has been divided into three key sections as follows:
 - Part A sets out more detail on the national and local context for providing accommodation for Gypsy and Traveller site provision. This includes the nationally set definitions of who is considered a Gypsy, Traveller or Travelling Showperson for the purposes of planning to meet the accommodation needs of these community groups.
 - Part B sets out the results of the updated Gypsy and Traveller accommodation needs assessment

- Part C sets out the process by which potential sites for allocation for Gypsy and Traveller land have been considered, and the preferred locations for the provision for Gypsy and Traveller Accommodation.

Gypsy and Traveller Accommodation Needs

3.2 The assessment of accommodation needs has been undertaken using a three stage process as follows:

1) Historical Data Collection and Desktop Analysis.

This process considered a range of issues including an assessment of the population size and movement of travellers, waiting lists for public sites; a review of existing Gypsy, Traveller and Travelling Showpeople sites within the District; and planning application, appeal and enforcement data. This section of the assessment was used to help establish the 'backlog' of sites – in other words the number of gypsy and traveller sites which are needed to meet the needs today, without considering the future needs of these families.

2) Initial Traveller Questionnaire and Responses and interviews with Gypsies, Travellers and Travelling Showpeople

In order to establish the future housing needs of gypsy and traveller and travelling showpeople needs in the district, detailed questionnaires were sent to 82 separate addresses at the 16 separate existing sites identified (authorised and unauthorised) that were known to the Council's Planning Compliance team. In addition, two agents who have put forward sites to the LPA as part of the 'Call for Sites' process have also provided completed questionnaires from the prospective occupants. The postal questionnaire was then followed up by a programme of face to face interviews. The postal questionnaires and interviews also assisted in identifying the existing backlog of Gypsy and Traveller sites in the district.

3) Data Analysis and Results

The assessment of needs set out above shows that the current requirement for pitches (or 'backlog') totals 47 pitches. In terms of future needs across the next 15 years, the requirements are for 9 pitches in the next five years (2017 to 2022), 19 pitches in the next 6 to 10 years, (2022 to 2027) and a further 18 pitches in the 11 – 15 year period (2027 to 2032). Together this equates to a total requirement of 93 pitches. National planning policy confirms that LPAs should identify a supply of specific, developable sites, or broad locations for growth, for years 6 to 10 and, *where possible*, for years 11 to 15. If the Horsham

district was to only plan for the next 10 years to 2027, the total requirement for pitches would be 75.

Meeting accommodation needs

3.3 There is a significant requirement for new pitches within the district in order to meet this accommodation need and the Council's requirements. In order to identify sites with potential for allocation a number of options have been considered as follows:

- Existing HDPF allocations
- Privately owned sites submitted to the Council as part of a 'call for sites' held in spring 2016.
- The allocation of sites in strategic development sites
- The use of publically owned land
- Extensions to existing sites
- The redevelopment and redesign of existing sites to provide more efficient use of the site to deliver additional pitches
- Existing sites with temporary or personal permissions

3.4 It has been necessary to assess potential sites to ensure that they are suitable, available and are either deliverable (within the 1-5 year period) or developable (in the 6-15 year period). Factors that were considered included the following:

- No significant barriers to development exist e.g. flooding, poor drainage, poor ground stability or proximity hazardous land or installation where conventional housing would not be suitable;
- The site has safe and convenient vehicular and pedestrian access;
- The site can be properly serviced and is supplied with essential services, such as water, power, sewerage and drainage, and waste disposal. The site must also be large enough to provide adequate vehicle parking, including circulation space, along with residential amenity and play areas;
- The site is located in or near to existing settlements, within reasonable distance of a range of local services and community facilities, in particular schools and essential health services;
- The development will not have an unacceptable impact on the character and appearance of the landscape and the amenity of neighbouring properties, and is sensitively designed to mitigate any impact on its surroundings.

3.5 A number of sites have been considered as part of this process and the sites which are considered to have the greatest prospect of contributing to meeting Gypsy and Traveller sites at this stage are as follows:

Site	Nature of Site	Potential number of additional pitches
Fryern Park Farm, Fryern Road, Storrington	New site	3-5 pitches
Smithers Rough, Guildford Road, Rudgwick	New site	10-12 pitches
HDC Depot, Hurston Lane, Storrington	Potential new site – constraints require further consideration	6-8 pitches
Greenacres, Hillside Lane, Small Dole, Upper Beeding	Existing unauthorised site – allocated under policy 21 of HDPF	12 pitches
Greenfield Farm, Valewood Lane, Barns Green, West Grinstead	Existing personal occupancy and unauthorised	6 pitches
Kingfisher Farm, West Chilmington Lane, Itchingfield	Existing site with unauthorised pitches	11 pitches
Lane Top, Nutbourne, Pulborough	Three personal occupancy conditions and allocated in HDPF	3 pitches
Northside Farm, Burnthouse Lane, Rusper	Three personal occupancy conditions	3 pitches
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	Four personal occupancy conditions and three new pitches	7 pitches
Parsons Field, Pickhurst Lane, Pulborough	Two with temporary planning permission	2 pitches
Rowfold Nurseries, Billingshurst	Allocated for ten in HDPF	10 pitches
Southview, The Haven, Slinfold	Existing site with unauthorised pitches and allocated for four in the HDPF	4 pitches
TOTAL		77-83 pitches

4 Next Steps

- 4.1 It is proposed to undertake a six week consultation on the proposed approach set out in the preferred strategy documentation, in accordance with regulation 18 of the Town and Country (Local Planning) (England) Regulations 2012. It should be noted that at this stage, **these proposals are solely for consultation and do not form Council policy.**
- 4.2 It is proposed that the six week consultation commence on Friday 21 April 2017 and run until Friday 2 June 2017. This representation period will provide stakeholders and the general public with the opportunity to set out their views on the document to

the Council, and to set out what potential changes they would wish to see made to the plan.

- 4.3 The consultation will be run in accordance with the Council's Statement of Community Involvement which was adopted in February 2017.
- 4.4 Representations that are submitted to the Council will be summarised and suggested changes will be considered by the Council. This could include evidence updates or further work on proposed sites or consideration of new land that could be proposed to the Council as part of the consultation.
- 4.5 The comments made on this document will be incorporated into a Proposed Submission document, which will need to be agreed by the Council for a six week consultation under Regulation 19 of the Town And Country (Local Planning) (England) Regulations 2012. After this consultation period, comments made will be submitted to the Planning Inspectorate together with the draft plan and any proposed modifications for independent examination. At this stage it is anticipated that the Proposed Submission consultation will be held in autumn of 2017, with the Examination of the plan in early 2018. It is currently envisaged that the document would be adopted in mid-2018, although this timescale is dependent on the Planning Inspectorate.

5 Views of the Policy Development Advisory Group and Outcome of Consultations

- 5.1 The proposed content of this document was discussed at the Planning and Development Policy Development Advisory Group on 7 March 2017. Members of the group supported the proposed approach to publish a draft site allocations document for consultation and to review existing unauthorised sites, or sites with personal occupancy conditions and temporary planning permission.

6 Other Courses of Action Considered but Rejected

- 6.1 One course of action that could be pursued is to continue to allow the consideration of sites for Gypsy, Travellers and Travelling Showpeople under the criteria set out in policy 23 of the Horsham District Planning Framework. However, this would not provide any certainty to either the Gypsy and Traveller community or the settled community as to the likely location of future sites. In addition, there is potential that other more suitable sites may not come forward using this approach as there would be no detailed assessment of all potential site options.
- 6.2 A second course of action that could be considered would be to seek to ensure that existing allocations in the HDPF together with any other temporary planning permissions or personal occupancy conditions are regularised in the shorter term. The remaining needs arising from the families could then be addressed in the

forthcoming local plan review. It is however considered that this option would not adequately address the accommodation needs of all Gypsy, Traveller and Travelling Showpeople in the shorter term, with the allocation of land as part of the Local Plan review increasing the delay in bringing forward sites. This option would also provide some degree of uncertainty to both the travelling and settled community in the shorter term.

7 Resource Consequences

- 7.1 There are no direct financial consequences arising from this report in addition to those which have already been identified, which are the normal staff and publication costs associated with the publication of this document for consultation. In the longer term, the progression of the site allocation document may have a financial and resource benefit to the Council, as an identified supply of Gypsy and Traveller sites will reduce time spent considering applications for 'ad-hoc' Gypsy and Traveller sites, and in time spent at planning appeals which may arise on these cases.

8 Legal Consequences

- 8.1 As set out in paragraph 2.1, The Housing Act 2004 places a duty on local authorities to produce assessments of accommodation need for Gypsies, Travellers and Travelling Showpeople (GTTS), and outlining how their needs will be met. It is considered that the production of this document will assist in meeting this requirement. This document will also meet the Council's stated intention to produce a Site Allocations document, as set out in the Council's adopted Local Plan (the Horsham District Planning Framework).
- 8.2 If agreed for consultation, the Preferred Options document consultation will need to be undertaken in accordance with the Town And Country (Local Planning) (England) Regulations 2012, and in particular regulation 18. In addition a Sustainability Appraisal incorporating the requirements of the Environmental Assessment of Plans and Programmes Regulations 2004 has been undertaken as part of this work.

9 Risk Assessment

- 9.1 With the preparation of any Development Plan Document, there is a small risk that the process could be subject to a Judicial Review on the adoption of the plan. By following the required legal processes as set out in the relevant legislation the risk of a successful challenge is considered to be low.

10 Other Considerations

- 10.1 Unregulated and unauthorised encampments present a potential for community tensions between the travelling and settled communities. Provision of managed

facilities would allow management of and hence a reduction in such sites. The proposals set out in the report will have a positive impact on community safety.

- 10.2 Under Article 8 of the Human Rights Act, everyone has the right to a home. The provision of land for Gypsy and Traveller accommodation will ensure that this need is met for all sections of the community in Horsham District.
- 10.3 Romany Gypsies and Irish Travellers are recognised in law as a distinct ethnic group and are legally protected from discrimination under the Equalities Act 2010. Local authorities are required to provide accommodation to meet the needs of Gypsies and Travellers. This report addresses the accommodation needs for this group. In addition, the equality impacts of the proposals have been assessed together with the sustainability impacts through the Sustainability Appraisal incorporating the requirements of the Environmental Assessment of Plans and Programmes Regulations 2004 that has been undertaken as part of this work. This work will ensure that the document mitigates any adverse social, economic or environmental impacts as far as possible.

GYPSY, TRAVELLER AND TRAVELLING SHOWPEOPLE

DRAFT SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT (DPD)

Preferred Strategy – Draft for Cabinet 30 March 2017

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Forward by the Cabinet Member

<Brief explanation and summary of why we are publishing this document>

<It is for consultation and is not council policy>

1.0 INTRODUCTION

The Horsham District Planning Framework

1.1 In November 2015, the Local Plan for the Horsham district, known as the Horsham District Planning Framework (HDPF) was adopted. This document now forms the overarching planning document for the Horsham district. The HDPF sets out the planning strategy for the years up to 2031 to deliver the social, economic and environmental needs of the district, outside of the South Downs National Park, in collaboration with other local planning authorities under the duty to cooperate process. This document sets out the number of homes which need to be built in the District in the period to 2031, together with strategic locations for development, employment policies and policies to ensure that development protects the environment and landscape within the district.

Gypsy and Traveller Accommodation

1.2 Within the HDPF, Chapter Eight sets out how the housing needs for Gypsies and Travellers will be met in the period to 2031. This included the allocation of land for 39 net additional permanent residential pitches for Gypsies and Travellers within the period 2011 – 2017 and a policy setting out the criteria by which any applications for non-allocated sites would be considered.

1.3 As the HDPF only provided allocations for Gypsy and Traveller sites until 2017, it was recognised in paragraph 8.8 of the HDPF that further work will need to be undertaken to identify and monitor need and to provide for additional pitches beyond the initial five year planning period. It was envisaged that these sites would be identified in a Site Allocations Document.¹

Gypsy and Traveller Site Allocations Document

1.4 This draft Site Allocation Document therefore sets out the Council's preferred approach to the provision of sites for Gypsy and Traveller accommodation for consultation. The format of this document is set out in three main sections as follows:

- Part A sets out more detail on the national and local context for providing accommodation for Gypsy and Traveller site provision. This includes the definitions of who constitutes a Gypsy, Traveller or Travelling Showperson.
- Part B sets out the results of the updated Gypsy and Traveller accommodation needs assessment.

¹ Please see paragraph 3.27 of the HDPF for context.

- Part C sets out the process by which potential sites for allocation for Gypsy and Traveller land have been considered, and the preferred locations for the provision for Gypsy and Traveller Accommodation.

2.0 PART A: NATIONAL AND LOCAL CONTEXT

National Planning Legislation and Policy

- 2.1 The Housing Act 2004 places a duty on local authorities to produce assessments of accommodation need for Gypsies, Travellers and Travelling Showpeople (GTTS), and outlines how their needs will be met. However, there is no requirement for local authorities to provide such sites on their own land.
- 2.2 The main planning policy document relating to GTTS is the Planning Policy for Traveller Sites document (PPTS) that was first published by the Government in March 2012 and updated in August 2015.

Gypsy and Traveller and Travelling Showpeople - Definitions

- 2.3 The PPTS document provides a definition of both 'gypsies and travellers' and 'travelling showpeople' for the purposes of planning policy². Horsham District Council has therefore used these definitions for the purposes of this document.

- **Gypsies and Travellers:** *'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 dependents' 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'; and*
- **Travelling Showpeople:** *'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.'*

- 2.4 Annex 1 of the PPTS sets out the terms of determining whether people are 'gypsies and travellers' for the purposes of planning policy. It notes that consideration should be given to the following issues amongst other relevant matters

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

² As defined in the National Planning Policy for Traveller Sites (PPTS), DCLG, 2015, Annex 1

National Planning Policy Requirements

2.5 The Government's overarching aim is to ensure the fair and equal treatment of travellers, in a way that facilitates the traditional and nomadic way of life of travellers while respecting the interests of the settled community. In order to fulfil these aims, the Planning Policy for Traveller Sites document states that local planning authorities should:

- make their own assessment of need for the purposes of planning;
- working collaboratively, develop fair and effective strategies to meet need through the identification of land for sites;
- plan for sites over a reasonable timescale;
- promote more private traveller site provision while recognising that there will always be those travellers who cannot provide their own sites;
- aim, through plan-making to reduce the number of unauthorised developments and encampments and make enforcement more effective; and
- increase the number of traveller sites in appropriate locations with planning permission, to address under provision and maintain an appropriate level of supply.

2.6 In terms of practical plan-making for traveller sites within the District, paragraph 9 of the PPTS confirms that local planning authorities should set pitch targets for gypsies and travellers as defined in Annex 1 and plot targets for travelling showpeople as defined in Annex 1³, which addresses the likely permanent and transit site accommodation needs of travellers in their area, for the production of Local Plans. The document also notes that local planning authorities should:

- identify and update annually, a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against their locally set targets;⁴ and
- identify a supply of specific, developable sites, or broad locations for growth, for years 6 to 10 and, where possible, for years 11 to 15⁵.

2.7 It is noted at Paragraph 27 of the PPTS that if a local planning authority cannot demonstrate an up-to-date 5 year supply of deliverable sites; this should be a significant

³ For the purposes of planning policy, 'pitch' means a pitch on a 'gypsy and traveller' site and 'plot' means a pitch on a 'travelling showpeople' site (often called a 'yard'). The full definition is in the National Planning Policy for Traveller Sites (PPTS), DCLG, 2015, Annex 1.

⁴ To be considered deliverable, site should be available now, offer a suitable location for development, and be achievable with a realistic prospect that development will be delivered on the site within five years. Sites with planning permission should be considered deliverable until permission expires, unless there is clear evidence that schemes will not be implemented within 5 years, for example they will not be viable, there is no longer a demand for the type of units or sites have long term phasing.

⁵ To be considered developable, sites should be in a suitable location for traveller site development and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged.

material consideration in any subsequent planning decision when considering applications for the grant of temporary planning permission. There are exceptions and this includes where the proposal is on land designated as Green Belt; sites protected under the Birds and Habitats Directives and/or sites designated as Sites of Special Scientific Interest (SSSI); Local Green Space, an Area of Outstanding Natural Beauty (AONB), or within a National Park (i.e. the South Downs National Park (SDNP)).

Gypsy and Traveller Accommodation Needs Assessment: Guidance (2007)

- 2.8 The Gypsy and Traveller Accommodation Needs Assessment Guidance produced by the DCLG in 2007 aimed to provide guidance on the carrying out of an assessment of accommodation needs of gypsies and travellers; the guidance was neither exhaustive or prescriptive, but outlined a number of basic principles for the assessment. This publication was formally withdrawn on 9 December 2016 and effectively revoked on 12 July 2016. However, the publication still provides valuable guidance on a number of topics, most notably guidance on the likely rate of household formation and annual population increase. Given that no further national guidance has been provided on such issues through the PPTS, it is considered practical to still have regard to the guidance in the preparation of this accommodation needs assessment.

3.0 PART B: ACCOMMODATION NEEDS ASSESSMENT

3.1 This assessment, referred to as the Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (GTANA) for the remainder of this document, assesses the requirement for pitches and plots within the district and forms part of the evidence base for the emerging Site Allocations of Land Development Plan Document (DPD), which will focus primarily on the provision of land for Gypsy and Traveller needs. The document effectively updates the previous GTANA published in 2012, completed by WS Planning & Architecture, in support of policies 21, 22 and 23 adopted within the Horsham District Planning Framework (HDPF) in November 2015, which identified a requirement for an additional 39 pitches in the period to 2017. This GTANA has been conducted 'in-house' with assistance from West Sussex County Council (WSCC). Full details of the assessment methodology and results are set out in Appendix 1, but a summary of this process is set out in the following paragraphs.

Methodology

3.2 The methodology used to assess Gypsy, Traveller and Travelling Showpeople (GTTS) accommodation needs has involved the following steps:

- **Historical data collection and desktop analysis**

This initial stage of the assessment considered existing data such as population size, a review of existing Gypsy, Traveller and Travelling Showpeople sites in the District and a review of planning applications, appeals and enforcement data. This information was used to identify the existing accommodation need for Gypsy, Traveller and Travelling Showpeople in the District.

- **Predicting future needs in the next 15 years**

This stage of the assessment examined how many new Gypsy, Traveller and Travelling Showpeople sites would be needed in the next 15 years. This number was identified through questionnaires and visits to existing Gypsies, Travellers and Travelling Showpeople in the District. Where families could not be contacted a standard formula for predicting future accommodation needs was applied.

Summary of Results

Historical data collection and desktop analysis

- 3.3 This assessment considered a number of different data sources including, population size and movement of travellers and waiting lists for public sites, together with a review of the existing Gypsy, Traveller and Travelling Showpeople in the District. Each site was assessed as to whether the site was authorised, unauthorised, or had temporary or personal planning permissions.
- 3.4 It was found that there are currently a total of 30 unauthorised pitches in the District and a further 17 pitches with temporary planning permission or personal conditions attached. Together this gives a total existing need (or backlog) of 47 pitches.
- 3.5 This figure could be reduced significantly through the development of existing allocations in the HDPF and the outcome of ongoing appeals (particularly in the case of Kingfisher Farm) as 29 out of the 30 unauthorised pitches are either allocated in the HDPF or the subject of a planning appeal. There is also the potential for a review of existing sites with a personal occupancy condition to examine whether this could also alleviate the backlog of sites.

Predicting future needs in the next 15 years

- 3.6 As discussed within this assessment, the Council undertook an initial traveller questionnaire (see Appendix 2). This questionnaire was sent to 82 separate addresses at the 16 separate existing sites identified (authorised and unauthorised). These were followed up with face to face interviews where possible. This included five sites with no postal address.
- 3.7 The outcome of this process identified that there is no additional requirement for sites in the next five year period, with 15 children reaching 18 years old in 6 -10 years and a further 12 children reaching 18 years old in the next 11-15 years. Not all these children will require separate accommodation in the district however, as some will move away. The number of pitches that will be required in the next 15 years has been calculated to be 20.
- 3.8 In addition to the accommodation need identified from the questionnaires and interviews, a further 65 pitches did not return forms (and/or refused interviews) and could not be interviewed. It was therefore necessary to apply a standard formula to calculate the future additional need from these families. The details of this calculation is set out in Appendix 1 but the additional level of need was calculated to be a further 26 pitches.

3.9 The total number of pitches required is set out in the table below.

Table 1: Total Pitches required over the next 15 year period

Plan Period	Backlog	1-5 years – (2017-2022)	6-10 years – (2022-2027)	11-15 years – (2027-2032)
Pitches Required	47	9	19	18
Total Pitch Requirement from Existing G & T sites	93			

4.0 TRANSIT PROVISION

- 4.1 The Planning Policy for Traveller Sites (PPTS) document (August 2015) sets out the Government's approach to providing transit sites to facilitate travel undertaken by travellers to maintain their traditional way of life. In addition, the PPTS confirms that there is requirement for local planning authorities to co-operate with travellers, their representative bodies and local support groups; the other local authorities and relevant interest groups to prepare and maintain an up-to-date understanding of the likely permanent and *transit* accommodation needs of their areas over the lifespan of their development plan, in light of historical demand.
- 4.2 The questionnaire (see Appendix 2) contained six questions directed towards transient Gypsies and Travellers to aid the assessment for transit sites (see Questions 14 -19). It is noted that there is currently no authorised transit sites within the Horsham District and indeed, only permanent Gypsy, Traveller and Travelling Showpeople sites have been put forward through the 'call for sites' exercise. The results of the questionnaires and interviews did not yield any requests for transit sites within the District.
- 4.3 As found in the previous Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (GTANA) published in 2012 in support of the HDPF, in the majority of cases, the Romany Gypsy families living within the District are on permanent sites, or would wish to have permanent sites within the District. In general, it was found through interviews with the resident population that they do not rely on travelling as a way of life or means to find employment, and moreover, that the proximity of educational and health facilities were integral. It was also found that on permanent sites, many of the occupants had been living on the site for a number of years, some for lengthy periods of time of five years or more. The updated definition for 'gypsies and travellers' in terms of planning policy (see paragraph 2.3 of this document) does include those persons of nomadic habit of life that have ceased to travel temporarily on grounds only of their own or their family's or dependent' educational or health needs or old age. There are many examples of such families in the District that have school aged children or health issues.
- 4.4 Although there has been no formal transit site submitted to Horsham District Council as part of its 'Calls for Sites' exercise, a transit site for 9 pitches has received planning permission and been constructed within the neighbouring Chichester District for use across the whole of West Sussex. Horsham District Council is part of an agreement amongst the West Sussex authorities to provide a financial contribution towards the capital and revenue costs of its development, management and maintenance. The scheme was funded with a

£630,000 grant from the Homes and Communities Agency and £620,000 of funding from the eight District/Borough councils across West Sussex.

- 4.5 The number of unauthorised encampments has remained relatively static in the year following the opening of the new transit site in the Chichester District. Horsham District Council had successfully obtained an injunction in the High Court (May, 2016) to deal with a breach of planning control at Kingfisher Farm, West Chiltington Lane, Itchingfield that related to the unauthorised use of the land for residential purposes by gypsies and travellers; however, this was considered to be an isolated incident and given the high number of caravans present, the use of the West Sussex Gypsy and Traveller Site, which only had a limited number of pitches, was not considered feasible in this case. Further discussions on this specific site are included in Section 7 of this document.
- 4.6 Given the limited number of incursions that the Council experiences with regards to Gypsies and Travellers in the District and the recent implementation of a new transit site for 9 pitches within the neighbouring Chichester District, it has been concluded, that no transit site is required within the District at this stage. Horsham District Council will continue to have dialogue with neighbouring authorities regarding the accommodation needs of transit Gypsy and Traveller families in the wider area, and whether a further transit site is required in the long-term.

5.0 TRAVELLING SHOWPEOPLE ACCOMMODATION NEEDS

- 5.1 It was concluded in the previous GTANA undertaken in December 2012 in support of the Council's HDPF policies that there was no current backlog of provision for Travelling Showpeople. With no details of likely household formation for the period 2012-2017 the projected supply was calculated using a baseline figure of 4 households (plots) and applying a 1.5% family formation compound growth rate. This method only yielded 1 extra plot requirement by 2027. The only current authorised Travelling Showpeople site in the District is The Orchard, Ashington, which has 4 plots and space for storage equipment. No further Travelling Showpeople plots have been authorised since 2012.
- 5.2 The Travelling Showpeople site is not included bi-annual Gypsy and Traveller count as they do not meet the planning policy definition for Gypsies and Travellers and are a separate community. A visit was undertaken in January 2017 to The Orchard in Ashington, but this did not yield any further information on household formation within the site. The Council will continue to make further attempts to speak with the existing families within the site, with the aim of yielding further information from these families prior to preparing the Site Allocations Proposed Submission document. However, given the limited number of existing Travelling Showpeople plots in the District, it is not considered that this would not substantially alter the conclusions of the previous GTANA.
- 5.3 In addition to considering any future needs from the existing Travelling Showpeople site, a small number of questionnaires have been returned to the Council from Travelling Showpeople families that are 'new' to Horsham District Council. The returns from these surveys indicate that there is a need for two pitches from a family residing within the district, with a third who has recently moved from the Guildford area to the Horsham district near to Thakeham. A further three separate families who responded to the survey are currently living in the wider Horsham District area, but are located in the South Downs National Park, which is a separate planning authority. Further discussions regarding the future provision of this need will therefore need to take place with the South Downs National Park Authority.
- 5.4 A site has been submitted to the Council for consideration as a potential allocation as a Travelling Showpeople site. The results of this assessment are set out in Section 7.

6.0 PART C: MEETING NEEDS

THE SITE ASSESSMENT PROCESS

Call for Sites Exercise and Assessment of Publically Owned Land

- 6.1 Policy 22 of the HDPF sets out how the objectively assessed needs for Gypsies and Travellers will be met beyond 2017, including the provision of sites in a Site Allocations of Land Development Plan Document. The policy identifies six potential sources of where new pitches could come forward:
- windfall sites that have come forward through the planning process in accordance with the criteria based policy (i.e. Policy 23 of the HDPF) and are implemented;
 - extensions to existing sites;
 - the redevelopment and redesign of existing sites to provide more efficient use of sites to deliver additional pitches;
 - the allocation of sites;
 - the use of publically owned land to be developed for publically managed traveller provision;
 - the release of publically owned land to be used as a site available to be purchased and occupied by a Gypsy, Traveller or Travelling Showpeople family.
- 6.2 Other planning policies within the HDPF, particularly in relation to the rural character of the area, flooding and landscaping have also been considered in terms of their impact on potential site allocations.
- 6.3 As discussed in Part B of this report, there is a high requirement for new pitches within the District in order to meet this accommodation need and the Council's requirements against a rolling 5 year supply of pitches as required by the Planning Policy for Traveller Sites (PPTS) document.
- 6.4 In order to identify potential sites for allocation for Gypsy, Traveller or Travelling Showpeople provision, the Council undertook a 'Call for Sites' exercise in May 2016. This included a Gypsy and Traveller site submission form (see Appendix 5) that could be completed by agents/landowners to suggest sites for consideration. There was a limited response to this method initially, with only a single site suggested during the call for sites period.
- 6.5 The Council has examined its own land holdings and those of West Sussex County Council, which has resulted in two additional potential sites within the district, both owned

by HDC. WSCC has confirmed that it does not have any land that would be suitable for this provision in the Horsham District.

6.6 Policy 23 of the HDPF sets out the assessment criteria for new allocations within the Site Allocations DPD, to ensure that sites are suitable, available and are either deliverable (within the 1-5 year period) or developable (in the 6-15 year period). These are as follows:

- a. There must be no significant barriers to development exist in terms of flooding, poor drainage, poor ground stability or proximity to other hazardous land or installation where conventional housing would not be suitable;
- b. The site is served by a safe and convenient vehicular and pedestrian access. The proposal should not result in significant hazard to other road users;
- c. The site can be properly serviced and is supplied with essential services, such as water, power, sewerage and drainage, and waste disposal. The site must also be large enough to provide adequate vehicle parking, including circulation space, along with residential amenity and play areas.
- d. The site is located in or near to existing settlements, or is part of an allocated strategic location, within reasonable distance of a range of local services and community facilities, in particular schools and essential health services;
- e. The development will not have an unacceptable impact on the character appearance of the landscape and the amenity of neighbouring properties, and is sensitively designed to mitigate any impact on its surroundings.

6.7 The policy also confirms that for both mixed use sites and/or sites for Travelling Showpeople, the site and its surrounding context must be suitable for mixed residential and business uses, and would similarly not result in an unacceptable loss of amenity and adverse impact on the safety and amenity of the site's occupants and neighbouring properties.

6.8 In addition, the requirements of the PPTS have been taken into account when assessing potential sites, particularly paragraphs 13 and 14 of the document in terms of developing traveller sites that are sustainable economically, socially and environmentally. In addition, all physical constraints, such as land levels and flooding, and designations, such as the High Weald Area of Outstanding Natural Beauty (AONB), will be included for the commentary of each site.

6.9 Appendix 3 below shows the site pro-formas that were used for the assessment of each site as part of a programme of site visits and these incorporate the consideration of the

adopted planning policies, and other designations and constraints that would have an impact on potential allocations of land. A full list of the sites assessed is included below.

- 6.10 The remaining part of this report deals with each of the sites in turn and provides a summarised commentary of the planning merits, physical constraints and deliverability issues for each site. The next chapter of this report sets out the sites which the Council considers have potential for allocation, and is then followed by consideration of other 'alternative' sites, which were considered through the site assessment process. A map showing the location of the sites across the District is set out on Appendix 6. A list of all sites set out is set out as Appendix 4.

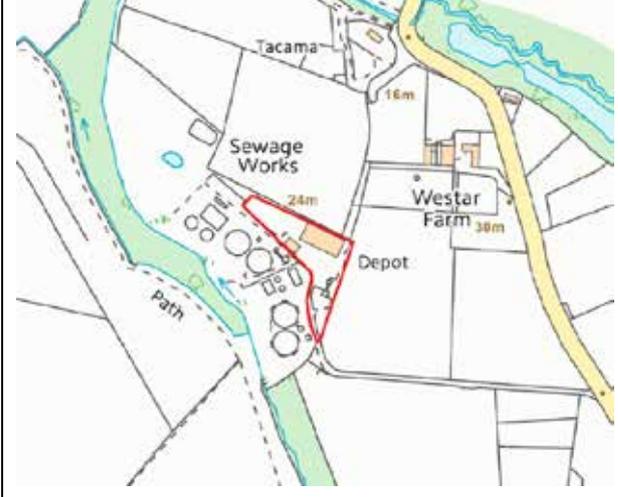
7.0 DRAFT SITE ALLOCATIONS

7.1 This section sets out the sites which are considered to have some potential for allocation in the Site Allocation of Land document. The following tables set out further detail on these sites.

Fryern Park Farm, Fryern Road, Storrington	
	
<p>Site Location and Size</p>	<p>Located to the west of Fryern Road, with the existing site access opposite Melton Drive, Storrington. The total size of the land owned is 1.82 Ha, although it is expected that only smaller part of the land would be allocated for pitch provision. The site has been put forward by a private land owner for between 3 and 5 pitches.</p>
<p>Neighbouring uses</p>	<p>There are several residential and equestrian buildings located to the south of the site, although it has been anticipated that any proposed pitches would be located to the southwest corner of the site, approximately 100 metres to the west of the nearest residential property.</p>
<p>Proximity to services and facilities</p>	<p>The site is located in close proximity to the Built-up Area Boundary (BUAB) of Storrington, to the north of village. Storrington and Sullington, is categorised as a small town and larger village within Policy 3 of the Horsham District Planning Framework (HDPF) (Strategic Policy: Development Hierarchy). Therefore, the site is considered to be in a relatively sustainable location, with access to both health services and education.</p>
<p>Access</p>	<p>The site accessed via a single track (Hurston Lane), which runs along the southern boundary of the site; this access</p>

	track is also a designated public right of way. It is likely that the existing vehicular access to the site would require improvement and widening given the type of use proposed.
Planning History	The land has been subject to several planning applications in recent years, the latest of which was granted planning permission (see reference DC/16/1659) for the erection of a replacement 4 bay stable and hay barn.
Environmental Considerations	There is mature tree screening on the eastern side of the site, beside the Fryern Road, albeit that this can be sporadic in places. In addition, there are mature trees on the southern boundary of the application site that could be retained through this process. Views to the site from a westerly and northerly direction are relatively open however and would require a degree of screening, given the sites' location in the countryside.
Recommendation	It is considered that this site is would be suitable for allocation for between 3 and 5 pitches, although further work would be required in relation to both landscaping and the vehicular access to the site.

Horsham District Council Depot, Hurston Lane, Storrington

	
<p>Site Location and Size</p>	<p>The site is located approximately 0.4km to the northwest of the Built-up Area Boundary (BUAB) of Storrington and is located to the west of Hurston Lane.</p>
<p>Neighbouring uses</p>	<p>Agricultural land and sewage works</p>
<p>Proximity to services and facilities</p>	<p>The site is located within close proximity to both community and educational facilities within the settlement and would meet the criteria set out in policy 23 (1) (d) of the HDPF that require the site to be located in or near to existing settlements, within a reasonable distance of a range of local services and community facilities, in particular schools and essential health services.</p>
<p>Access</p>	<p>The access arrangements for the site are relatively constrained, with the access road being narrow and with few passing places.</p>
<p>Planning History</p>	<p>The site has been used as a depot by Horsham District Council.</p>
<p>Environmental Considerations</p>	<p>The land is adjacent a sewerage works, that could have implications for residential occupiers of the site in terms of noise and odour; the land is located in the open countryside and is not well screened to either the north or east of the proposed site, so development has the potential to harm the character of the countryside (albeit, that there is an existing industrial building on site); and the land is located only 60 metres away from a designated flood zone (2 and 3) to the southwest of the site.</p>
<p>Recommendation</p>	<p>There may be potential for 6-8 pitches on this site. However, the physical constraints are significant considerations</p>

	<p>and will need further specialist advice from the Council's Environmental Health Department, the Environment Agency and the Local Highway Authority at WSCC. If any of the physical constraints listed above are considered 'showstoppers', where improvements to overcome the constraints are not possible, this site will not be able to be taken forward.</p>
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Smithers Rough, Guildford Road (A281), Rudgwick



<p>Site Location and Size</p>	<p>The site is located on the south side of the Guildford Road (the A281) and approximately 0.65km to the east of Rudgwick. The site is approximately 3.45 Ha in terms of area, although parts of the site are wooded.</p>
<p>Neighbouring uses</p>	<p>Agricultural Land and Residential Dwellings</p>
<p>Proximity to services and facilities</p>	<p>Rudgwick is classified as a 'medium village' for policy 3 of the HDPF (Strategic Policy: Development Hierarchy). The settlement does contain educational facilities and community facilities and it is therefore regarded as a reasonably sustainable location, although there would be some reliance on the private motor car to larger settlements. There is a rural bus service along the A281 that could be used for this purpose.</p>
<p>Access</p>	<p>A new vehicular access would be the main requirement if the site was to come forward within this Site Allocations DPD, particularly as the Guildford Road (A281) is both relatively busy and currently subject to a 60mph speed limit in this location. Specialist advice from the Local Highway Authority at WSCC will be required in order to assess options to create a suitable vehicular access.</p>
<p>Planning History</p>	<p>The site is partly owned by Horsham District Council and is partly in the ownership of private individuals. The Council did undertake enforcement action in the early 1990's to evict and buy out various owners who had purchased parcels of land on the site with the intention of creating a gypsy and traveller site.</p>

Environmental Considerations	Flood risk (zones 2 and 3) is present at the southern boundary and mature trees do surround the entire site and are partly located within the site also, although they are neither subject to a Tree Preservation Order (TPO) or are designated Ancient Woodland. There is also a marginal fall in land levels from north to south.
Recommendation	Subject to land ownership and site access considerations being resolved it is considered that this site could come forward for 10-12 pitches in the medium term.

Oakdene, Blackgate Lane, Codmore Hill, Pulborough



<p>Site Location and Size</p>	<p>The site is located to the northwest of the Built-up Area Boundary (BUAB) of Codmore Hill (at approximately 0.6km) and is located a shorter distance to Stane Street (the A29). There are four existing pitches present on the site with room for expansion to the south of the access lane for a further three pitches. The total site area is 0.91ha.</p>
<p>Neighbouring uses</p>	<p>Agricultural and woodland. There are some residential properties north of the site.</p>
<p>Proximity to services and facilities</p>	<p>Pulborough and Codmore Hill is classified as a 'small town and larger village' through policy 3 of the HDPF (Settlement Policy: Development Hierarchy) and contains both educational and community facilities. However, the existing and proposed occupiers of the site would be in part, reliant on the private motor vehicle for most of their journeys.</p>
<p>Access</p>	<p>The existing vehicular access is considered suitable for the existing 4 pitches on site and would likely still be suitable for the addition of 3 new pitches in this instance.</p>
<p>Planning History</p>	<p>There are four existing pitches at the site that all subject to personal occupancy conditions through planning permissions (see reference PL/115/99 and DC/12/2093).</p>
<p>Environmental Considerations</p>	<p>To the west of the site is ancient woodland (Gerrards Rough), on the western boundary of the site. It is not considered that the addition of three pitches to the south of the existing access track would not cause harm to the existing ancient woodland in this case. Further landscaping and screening, particularly on the southern boundary of the site, may be required to ensure that the rural character of the area is not significantly</p>

	impacted in this case
Recommendation	It is considered that this site would be suitable for allocation of 3 pitches (3 new pitches) and would also be suitable in terms of the removal of a personal occupancy conditions attached to the existing 4 pitches, although further work would be required in relation to landscaping and to ensuring that the rural character of the area is retained.

Greenacres, Hillside Lane, Small Dole, Upper Beeding

	
<p>Site Location and Size</p>	<p>The site is located approximately 0.5km to the south of Small Dole. The site area is approximately 0.45 Ha and is located to the south of the existing Hillside Park site owned by Horsham District Council.</p>
<p>Neighbouring uses</p>	<p>An existing Gypsy and Traveller site and reclamation yard to the north and east. Agricultural land/woodland is located to the west and south.</p>
<p>Proximity to services and facilities</p>	<p>Small Dole is classified as a ‘smaller village’ within policy 3 of the HDPF (Strategic Policy: Development Hierarchy), which has some limited services. The occupiers of the site are reliant upon the larger settlements of both Upper Beeding and Henfield for their educational and community needs.</p>
<p>Access</p>	<p>The existing vehicular access from the A2037 site can be used.</p>
<p>Planning History</p>	<p>12 pitches are currently occupied and unauthorised, but have been tolerated for a number of years. This site was allocated for 12 pitches within policy 21 of the HDPF (Strategic Policy: Gypsy and Traveller Sites Allocations) and was named in that policy as ‘land adjacent Hillside Park, Small Dole’. This private site, combined with the Horsham District Council owned site of Hillside Park to the north would amount to 24 pitches.</p>
<p>Environmental Considerations</p>	<p>The eastern boundary of the existing allocation does border the South Downs National Park (SDNP). It is also considered that the further intensification or expansion of this site would be inappropriate, particularly given the relatively small size of Small Dole.</p>

Recommendation	To continue with the existing allocation of 12 pitches within the HDPF and to consider what powers could be used to expedite the authorisation of the site and to help fulfil the backlog. It is considered that the site is not suitable for any further expansion or intensification at this stage.
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Greenfield Farm, Valewood Lane, Barns Green, Itchingfield



Site Location and Size

The Greenfield Farm site is located to the north of Valewood Lane and to the west of Barns Green. The site is located approximately 1.2 km from Barns Greens. The site area is approximately 4.7ha.

Neighbouring uses

Residential dwellings to the east, agricultural land to the west and woodland and agricultural land to the south. To the north is Kingfisher Farm, which is also in use as a Gypsy and Traveller site (see page 30).

Proximity to services and facilities

Barns Green is classified as a 'medium village' within policy 3 of the HDPF and contains an infant school, village store and community facilities, albeit reliant on larger settlements to meet a number of requirements. In planning cases relating to this site it has been concluded on all occasions that whilst the use of the private car is likely to remain the predominant mode of transport, the site itself is not in a remote or isolated location as some services (such as the infant school) are quite close to hand.

Access

The site is accessed from Valewood Lane.

Planning History

The total number of authorised pitches is currently 9 pitches, albeit that 5 of those pitches are tied to the applicant and their family (see reference DC/10/0721 and DC/12/0298). There is also a single unauthorised additional static caravan on the site.

Environmental Considerations

There are no significant planning designations or physical constraints that would have a significant impact upon the existing site. The site is relatively well screened from West Chiltoning Lane and Valewood Lane by the existing trees and hedges that run along the western, eastern and southern boundaries of the site,

	although the retention of roadside vegetation is important to ensure that this remains.
Recommendation	The cumulative impact of the existing number pitches together with Kingfisher Farm to the north is not considered to be contrary to national planning policy at this stage. To review whether the personal occupancy conditions attached to the 5 pitches on the site are justified and to recommend that the single unauthorised pitch be authorised, given its limited impact on the character of the area.

Kingfisher Farm, West Chilmington Lane, Itchingfield



Site Location and Size

The Kingfisher Farm site is located to the east of West Chilmington Lane and to the west of Barns Green, with the site located approximately 2.2 km from Barns Greens by road and approximately 1.6 km on foot. The site area is approximately 4.85 ha

Neighbouring uses

Agricultural land to the north, west and east. To the south is the Greenfield Farm Gypsy and Traveller site (see previous assessment).

Proximity to services and facilities

Barns Green is classified as a 'medium village' within policy 3 of the HDPF and contains an infant school, village store and community facilities, albeit reliant on larger settlements to meet a number of requirements. Whilst the use of the private car is likely to remain the predominant mode of transport, the site itself is not in a remote or isolated location as some services (such as the infant school) are quite close to hand.

Access

The site is accessed from West Chilmington Lane.

Planning History

The principle of the development has already been established under a planning appeal (APP/Z3825/A/11/2150329) in 2011 for the 11 pitches. Planning permission was not implemented in accordance with the pre-commencement conditions or approved plans. Horsham District Council successfully obtained an injunction in the High Court (May, 2016) to deal with a breach of planning control at Kingfisher Farm, West Chilmington Lane, Itchingfield and an enforcement appeal is ongoing.

<p>Environmental Considerations</p>	<p>There are no significant planning designations or physical constraints that would have a significant impact upon its allocation. For the appeal process in 2011, the Council considered that the proposal for 11 pitches would not have a material adverse impact on the visual amenities of the rural area. The Inspector agreed that the main body of the site is set well back from West Chilton Lane, the mature tree screening along the road frontage is extensive and there are limited wider public views of the site.</p>
<p>Recommendation</p>	<p>It is considered that this site would be suitable for allocation of 11 pitches, and indeed the principle of this development has already been established for this number of pitches. The ongoing enforcement appeal and its outcome will need to be considered when available. The cumulative impact of 11 pitches together with the Greenfield Farm site to the south is not considered to be contrary to national planning policy at this stage.</p>

Lane Top, Nutbourne, Pulborough	
	
Site Location and Size	The site is located 0.7km to the northwest of West Chiltington Common and 1.7km east of Pulborough. The site area is approximately 0.51 ha.
Neighbouring uses	Land around the site is bounded by a number of low density residential properties.
Proximity to services and facilities	Pulborough is classified as 'small town and larger village', whilst West Chiltington is classified as 'medium village' within policy 3 of the HDPF (Strategic Policy: Development Hierarchy). The site is in reasonable proximity to a range of services and facilities, albeit that there will be some reliance on the private car.
Access	The site is accessed from Nutbourne Road. Vehicular accesses has been considered in previous planning applications on the site (DC/10/0586) and it was considered to be acceptable providing that the appropriate visibility splays were provided.
Planning History	This site was allocated for 3 pitches within policy 21 of the HDPF (Strategic Policy: Gypsy and Traveller Sites Allocations) but as of yet has not come forward through formal planning processes.
Environmental Considerations	There are no significant planning designations or physical constraints that would affect the existing site, although the boundaries of the site are well screened by mature trees that would be appropriate to retain; the site is hardly visible from any public viewpoints.
Recommendation	To continue with the existing allocation of 3 pitches within the HDPF and to consider what options could be used to expedite the authorisation of the site and to help fulfil the backlog.

Northside Farm, Burnthouse Lane, Rusper



Site Location and Size

The site is located within the open countryside, approximately 1.8 km from the nearest settlement of Rusper. The large town of Crawley is 3km to the east. The site is approximately 3.2 ha.

Neighbouring uses

Agricultural Land.

Proximity to services and facilities

Rusper is considered only a 'small village' by policy 3 of the HDPF (Strategic Policy: Development Hierarchy), which are considered to have limited services, facilities, social networks but with good accessibility to larger settlements. A greater range of facilities is available either in Crawley or Horsham. Occupiers of the site would be heavily reliant upon private modes of transport in this location.

Access

The site is accessed from Burnthouse Lane.

Planning History

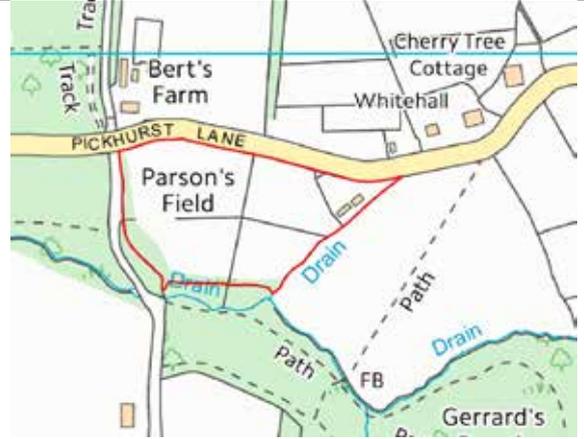
This site acquired planning permission in June 2015 (see reference DC/14/2385) for a maximum of 3 caravans. The site is tied by a personal occupancy condition to the applicant and his family only and if the family cease to occupy the site, the land would need to be restored to its previous use as pasture land.

Environmental Considerations

There is potential for impact upon the rural character of the area and this was considered as part of the planning application on the site. The site contains a number of rural (agricultural/equestrian) buildings in varying states of repair and the residential accommodation is located within this existing part of the site. The site is screened by mature trees that border Burnthouse Lane on the southern boundary of the site; views are still

	<p>possible from the public highway that is at odds with the existing character of the area. However, given the existing buildings on site and the location of the caravans on the northern boundary of the site, the harm to character of the area has been reduced, with further work on screening the site still possible if the personal occupancy condition was to be removed.</p>
Recommendation	To consider the potential options to mitigate the acknowledged impact upon the character of the area and to review whether the personal occupancy condition attached to the current planning permission should still be applied.

Parsons Field Stables, Pickhurst Lane, Pulborough



Site Location and Size

This site is located approximately 1.08 km to the northwest of Codmore Hill and 0.6 km away from the A29. The site area is 1.72ha.

Neighbouring uses

Woodland to the west and south and pasture land to the east. Pickhurst Lane bounds the site to the north along with a few isolated rural dwellings.

Proximity to services and facilities

The closest settlement to the site is Pulborough and Codmore Hill that is classified as 'small town and larger village' with policy 3 of the HDPF, which has good range of services and facilities, such as educational and health facilities and a railway station, located 3.4km to the south. There would still be some reliance on the private car.

Access

The site is accessed from Pickhurst Lane to the north.

Planning History

A planning application for the change of use of land to a caravan site for stationing of up to three caravans (two pitches with two mobile homes and one touring caravan) and associated development (see reference DC/16/2388) was approved on a temporary basis until the 31 December 2019; the main reason for this was to consider the site as part of the draft Site Allocations of Land Development Plan Document (DPD). An earlier appeal (APP/Z3825/A/14/2218650) stated that the harm to the rural character and appearance of the countryside was considerable.

<p>Environmental Considerations</p>	<p>Whitehall Cottage, which is Grade II listed is located approximately 60 metres to the east of site. The recent planning application considered the additional planting undertaken by the owner of this site and the distances between the properties and was found to be sufficient to not result in harm to the amenities of neighbouring occupiers or the setting of the listed building. There is potential for development on this site to have an adverse impact on rural character, but it is considered that the existing hedgerow planting (that could be supplemented further) does mean that the existing mobile homes are not overly prominent within the streetscene.</p>
<p>Recommendation</p>	<p>Although the permanent use of the site for the stationing of two mobiles homes is recognised to be detrimental to the character of the area, this does need to be weighed against the requirement for new sites. It is therefore recommended that the potential options to mitigate the acknowledged impact upon the character of the area are given further consideration together with a review as to whether a temporary planning permission would still be justified beyond the end of 2019.</p>

Rowfold Nurseries, Coneyhurst Road, Billingshurst	
	
Site Location and Size	The site is to the east of Coneyhurst Road and approximately 1km east of Billingshurst. The site area is approximately 1.65ha.
Neighbouring uses	The site is predominantly surrounded by agricultural land. Rowfold Lodge is located on the northern boundary of the site.
Proximity to services and facilities	Billingshurst is classified as a 'small town and larger village' within policy 3 of the HDPF (Strategic Policy: Development Hierarchy) and contains educational, health and community facilities. The site is relatively close to the facilities although some reliance on the private car will still remain.
Access	The site is accessed from Coneyhurst Road. The access road into the site is narrow and the existing highway access may therefore need to be enhanced.
Planning History	There are currently 2 unauthorised pitches on this site. This site was allocated for 10 pitches within policy 21 of the HDPF (Strategic Policy: Gypsy and Traveller Sites Allocations) but has not yet come forward through the formal planning process.
Environmental Considerations	The site is well screened at its western boundary by mature trees and is relatively well contained, particularly at northern part of the site.
Recommendation	To continue with the existing allocation of 10 pitches within the HDPF and to consider what options could be used to expedite the authorisation of the site to help fulfil the backlog. Further dialogue with the site owner will be required.

Southview, The Haven, Slinfold



<p>Site Location and Size</p>	<p>The site is located to the west of the A29 (Stane Street) along the Haven Road, to the northwest of the unclassified settlement of Five Oaks. The site area is approximately 0.95 ha.</p>
<p>Neighbouring uses</p>	<p>The land is bounded by a small copse to the north and south with agricultural land beyond. West Sussex County Council owns the Gypsy and Traveller site of Cousins Copse that is located to the south.</p>
<p>Proximity to services and facilities</p>	<p>Slinfold is approximately 3km away. Slinfold is classified as a 'medium village' within policy 3 of the HDPF (Strategic Policy: Development Hierarchy) and contains a primary school and other community facilities. The existing occupiers of the site are relatively reliant upon private motor vehicle journeys owing to their location.</p>
<p>Access</p>	<p>The site is accessed from Haven Road. The vehicular access to the site is considered adequate and there would be space to improve this aspect of the site if required by the Local Highway Authority.</p>
<p>Planning History</p>	<p>This site was allocated for 4 pitches within policy 21 of the HDPF (Strategic Policy: Gypsy and Traveller Sites Allocations) but has not yet come forward through the formal planning processes. There are 4 pitches that are unauthorised, (but tolerated) at the application site.</p>
<p>Environmental Considerations</p>	<p>The boundaries of the site are well screened by mature trees, which should be retained. There are no significant planning designations or physical constraints that would affect the existing site.</p>
<p>Recommendation</p>	<p>To continue with the existing allocation of 3 pitches within the HDPF and to consider what options could be used to expedite the authorisation of the site to help fulfil the backlog.</p>

Southside, Honeybridge Lane, Dial Post



<p>Site Location and Size</p>	<p>The site is located to the east of the A24 near Dial Post. The site is approximately 3.6ha in size. The site has been proposed as a site for travelling showpeople as opposed to the Gypsy and Traveller community.</p>
<p>Neighbouring uses</p>	<p>The land is bounded to the north by the Old Barn Nurseries garden centre and to the west by the A24. Land to the east of the site is a caravan park. To the south, the land is in agricultural use.</p>
<p>Proximity to services and facilities</p>	<p>Dial Post is considered an 'unclassified settlement' in policy 3 of the HDPF (Strategic Policy: Development Hierarchy) that is defined as a 'settlement with few or no facilities or social networks and limited accessibility, that are reliant on other villages and towns to meet the needs of residence.' Such settlements are considered to be least sustainable in the development hierarchy and the occupiers of the site would be heavily reliant upon private motor vehicles.</p>
<p>Access</p>	<p>The site is accessed from Honeybridge Lane to the north of the site. The road is already accessible to caravans given the use to the site to the east for this purpose.</p>
<p>Planning History</p>	<p>The site is subject to an ongoing application for 5 travelling showpeople plots (DC/17/0387). Two previous applications on this land have been withdrawn (DC/16/1340 and DC/15/0807).</p>
<p>Environmental Considerations</p>	<p>The site is bounded on all sides by mature trees. The site is adjacent to the A24 to the west and may therefore be subject to noise impacts which may need mitigation in the form of bunds.</p>

Recommendation	Subject to any additional needs of the Travelling Showpeople community being confirmed, this site has potential for allocation for this use. The site may however require noise mitigation due to the proximity to the A24, which could potentially reduce the deliverability of the site in the shorter term. The outcome of the ongoing application will need to be kept under review as the preparation of the Site Allocations of Land document progresses.
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8.0 ALTERNATIVE SITES

- 8.1 In addition to the sites set out in Section 7, which are considered to have some potential for allocation for Gypsy and Traveller accommodation, a number of other sites have also been considered by the Council, but for a number of reasons are not considered to have potential for allocation at this stage. Further information on these sites is set out in this chapter.
- 8.2 Three sites were screened out of this assessment process entirely. Two of these, at Adversane, Stane Street near Billingshurst, and Cousins Copse, the Haven, near Slinfold are owned by West Sussex County Council. The county has confirmed that there is no prospect of expansion on these sites, and they do not own the surrounding land, so cannot expand into surrounding land. The final site screened out of the assessment was Hillside Park, at Small Dole, which is an existing site owned by this Council. This site does not have any capacity for further expansion within the site, and there is no prospect of expansion of this land due to environmental constraints including the adjoining district boundary (the South Downs National Park) and the existing Gypsy and Traveller site to the south, which is already allocated in the Horsham District Planning Framework.

Deer Park Farm, Hampers Lane, Horsham (Forest)	
	
Site Location and Size	This site is located approximately 0.5 km to the east of Horsham. The site is approximately 0.51ha.
Neighbouring uses	Woodland and pasture
Proximity to services and facilities	Horsham is classified as the Main Town in District by policy 3 of the HDPF (Strategic Policy: Development Hierarchy) and is the focus for new development in the District. The site is therefore close to a wide range of services and facilities.
Access	The site is accessed from Hampers Lane.
Planning History	The existing site contains one permanent pitch (one static caravan and one touring caravan) that was allowed on appeal (see reference DC/10/1974) in 2014. The site is owned privately and has not been put forward as part of the 'Calls for Sites' exercise. The site has also been visited twice in the winter of 2016/17, but the owners were not available.
Environmental Considerations	The site is situated in the High Weald Area of Outstanding Natural Beauty (AONB). The site is also located within the non-designated heritage asset of St Leonard's Park and is contained within setting of the Listed Building Leonard's Park House. The Inspectors report, in allowing the pitch in 2014, confirmed that there would be some detriment to the character and quality of the AONB caused by the development, although it was also concluded that it would cause harm no harm to the setting of the listed building at St Leonard's Park House or the non-designated heritage asset of St Leonard's Park. The intensification of the site with further development is therefore likely to cause further detrimental harm to the character and appearance of the

	High Weald AONB.
Recommendation	It is considered that the site is not suitable for expansion or intensification due to impacts on the rural character (including the High Weald AONB) and the lack of deliverability of the site.

Denver Storage, Okehurst Lane, Billingshurst



<p>Site Location and Size</p>	<p>This site is located approximately 1.3 km north of the settlement of Billingshurst. The site area is 0.78 Ha.</p>
<p>Neighbouring uses</p>	<p>Land to the south and east is in agricultural use. A small number of residential properties adjoin the site to the west and north of Okehurst Lane.</p>
<p>Proximity to services and facilities</p>	<p>The site is 1.3km north of Billingshurst. Billingshurst is classified as a 'small town and larger village' within policy 3 of the HDPF (Strategic Policy: Development Hierarchy) and contains educational, health and community facilities. The site is relatively close to those facilities but will still be reliant on the private car to access these services and facilities.</p>
<p>Access</p>	<p>The site is accessed from Okehurst Lane, which adjoins the A29 to the east.</p>
<p>Planning History</p>	<p>This site was the only Gypsy and Traveller site submitted to the Council through the 'Call for Sites' exercise undertaken in the Spring of 2016. There has been a recent appeal (APP/Z3825/W/16/3151676) for the demolition of the existing storage building and the erection of 2 detached dwellings, dismissed in November 2016. The main reasons cited for this decision, was that the residential development would be located away from any existing settlement and not be essential to its countryside location. A current planning application (DC/17/0081) has been submitted to the LPA for eight permanent Gypsy and Traveller pitches but at the time of writing, has not been determined.</p>

<p>Environmental Considerations</p>	<p>The site is in part brownfield and contains a storage building (B8 Use Class) and would therefore be the redevelopment of previously used land. There is potential for impact on the rural character of the area, if not effectively screened or landscaped, the intensification of site could cause harm in this respect. This site could also cause adverse impacts to neighbour on grounds of proximity and intensification of the use. Minstrel's wood to the west of the site is a Grade II listed building and the proposal could also harm the setting of this property.</p>
<p>Recommendation</p>	<p>It is considered that the site is not suitable for the allocation of eight permanent pitches at the current time given the potential impacts on rural character, the impact on historic buildings and the amenity of existing residents. The outcome of the current planning application together with any subsequent appeal will however be considered going forward.</p>

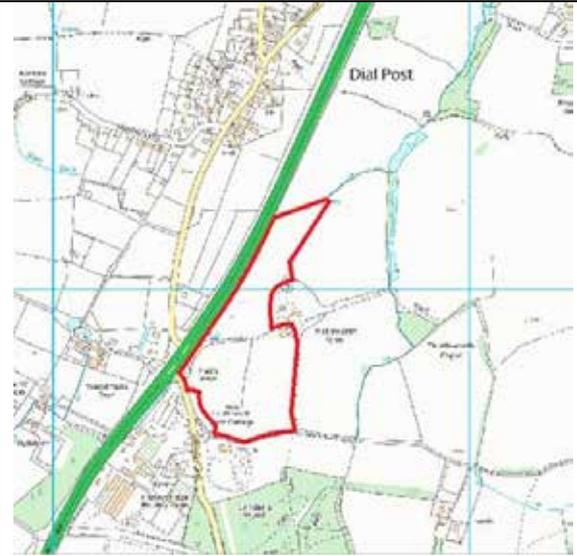
Oaklands, Honeybridge Lane, Dial Post, West Grinstead	
	
Site Location and Size	This site is privately owned and is located to the west of Grinders Lane in a rural location to the east of the A24. The site is limited in terms of its scale at approximately 0.3ha.
Neighbouring uses	The site is bounded by the Old Barn Nurseries to the north, south and west and by Grinders Lane to the east.
Proximity to services and facilities	Dial Post is considered an 'unclassified settlement' in policy 3 of the HDPF (Strategic Policy: Development Hierarchy) that is defined as a 'settlement with few or no facilities or social networks and limited accessibility, that are reliant on other villages and towns to meet the needs of residence.' Such settlements are considered to be least sustainable in the development hierarchy and the occupiers of the site would be heavily reliant upon private motor vehicles.
Access	The site is accessed from Grinders Lane to the east of the site.
Planning History	The existing site is authorised for four pitches. An original personal occupancy condition was removed in 2014 and an additional pitch was permitted in 2015 (DC/15/1145). The implementation of this additional pitch has not yet taken place
Environmental Considerations	There are no specific environmental constraints on the site.
Recommendation	The approved additional pitch is considered to be the last potential space on site to construct a new pitch and therefore, it is not considered that there is any further capacity to intensify the use of the site. It is considered that the site is not suitable for expansion or intensification.

Oldfield Stables, Fryern Road, Storrington	
	
Site Location and Size	The site is privately owned and is located a short distance (0.3km) north of the Built-up Area Boundary (BUAB) of Storrington. The site area is 0.69ha.
Neighbouring uses	Agricultural
Proximity to services and facilities	Storrington and Sullington, is categorised as a 'small town and larger village' within policy 3 of the Horsham District Planning Framework (HDPF) (Strategic Policy: Development Hierarchy). Therefore, the site is considered to be in a relatively sustainable location, with access to both health services and education.
Access	The site is accessed from Fryern Road to the east of the site.
Planning History	The site contains three authorised pitches that were allowed on appeal ⁶ and were being implemented at the time of the last site visit in January 2017. The owner of the site has indicated that they would wish to retain this site for family members only. Expansion of the site would therefore be unlikely to be deliverable.

⁶ The first appeal (see reference APP/Z3825/A/13/2206172) granted planning permission for the stationing of one residential mobile home in 2014, whilst the most recent appeal (see reference APP/Z3825/W/16/3150594) was allowed also and granted planning permission for siting of two additional mobile homes in February 2017.

Environmental Considerations	For the planning appeal on this site it was considered that whilst there would be some limited harm to the character and appearance of this part of Fryern Road, it was considered that the proposal would not have an unacceptable impact on the character and appearance of the landscape. Any intensification of site further may have a more detrimental impact upon the landscape.
Recommendation	It is considered that the site may be suitable for expansion or intensification, but that the deliverability of the site would be in doubt, particularly in the short-term. The site is therefore not considered suitable for allocation at this time.

Sussex Showground, Grinders Lane, Dial Post, West Grinstead



Site Location and Size

This site comprises three separate fields located to the east of the A24 dual carriageway and to the north Grinders Lane and the Old Barn Nurseries. The nearest settlement to the site is Dial Post that is located approximately 0.5 km to the northwest of the access to the site. The site area is 8.8 ha.

Neighbouring uses

The majority of the site is adjacent to the A24 dual carriageway to the west. Old Barn nurseries is located to the south with agricultural land to the north and east. Thistleworth Farmhouse is located to the northeast of the proposed land.

Proximity to services and facilities

Dial Post is considered an 'unclassified settlement' in policy 3 of the HDPF (Strategic Policy: Development Hierarchy) that is defined as a 'settlement with few or no facilities or social networks and limited accessibility, that are reliant on other villages and towns to meet the needs of residence.' Such settlements are considered to be least sustainable in the development hierarchy and the occupiers of the site would be heavily reliant upon private motor vehicles.

Access

The vehicular access into the site becomes narrow heading north-eastwards along the land. The access at Grinders Lane is however wide, with further space to widen if necessary. This access road is designated as a Public Right of Way (PRoW).

Planning History	This Sussex Showground site has been put forward by a private landowner, for 15 or more pitches.
Environmental Considerations	The nearest residential property to the site is Thistleworth Farmhouse that is located to the northeast of the proposed land and is a Grade II Listed Building. The setting of this listed building could easily be impacted if pitches were to be located in the eastern most field. Bunds would be required to mitigate noise issues relating to the busy dual carriageway. The site is also very open and would have significant impacts on the landscape.
Recommendation	It is considered that the site is not suitable for the allocation of Gypsy and Traveller pitches due to its rural location, impact upon the character of the area and potentially the setting of a Listed Building (Thistleworth Farmhouse). It is similarly noted that noise levels from the A24 and the vehicular access through the site would require mitigation and/or improvement. This would require substantial infrastructure/landscape works, which means that the site would not be deliverable in the shorter term.

Sussex Topiary, Naldretts Lane, Rudgwick



Site Location and Size

This site is located in a relatively rural location to the south of Naldretts Lane and is approximately 0.95km to the south Bucks Green and 1.7km to the south of Rudgwick. The site area is 3.38ha.

Neighbouring uses

Agricultural

Proximity to services and facilities

Rudgwick is classified as a 'medium village' for policy 3 of the HDPF (Strategic Policy: Development Hierarchy). The settlement does contain educational facilities and community facilities and it is therefore regarded as a reasonably sustainable location, although there would be some reliance on the private motor car to larger settlements.

Access

The site is accessed from Naldretts Lane. The recent planning appeal indicated that vehicular access would be satisfactory and the existing highway network is adequate to serve the site. It is noted that if the use was to intensify, this stance would need to be reviewed.

Planning History

This site was the subject of a recent planning appeal (see reference APP/Z3825/A/14/22205910) for the use of the land for the stationing of caravans for residential purposes for four gypsy and traveller pitches, along with the formation of hardstanding and four utility/day rooms ancillary to that use, which was allowed in February 2016. Works on this site have

	now commenced. The owner of the site has stated that only the extended family would occupy the site at the current time, and there was no requirement within the family for any further pitches beyond the four that have already been approved.
Environmental Considerations	Although the site was broadly considered as sustainable by the Inspector, it was noted that in this countryside location would cause some limited harm to the character and appearance of the area. It should be noted that the appeal was determined on the basis of previous local policies within the District and not on the most recently adopted HDPF.
Recommendation	It is considered that although site may be suitable for expansion or intensification, the deliverability of further pitches would unlikely given that the owner would currently only wish to accommodate family members.

9.0 CONCLUSIONS AND NEXT STEPS

9.1 As set out in Part B of this document, the overall need for Gypsy and Traveller pitches in the District equates to a total of 93 pitches over the next 15 years. This comprises an existing need of 47 pitches which have been identified as the 'backlog' of existing unauthorised sites, personal or temporary planning permissions. In addition, there is also a future accommodation need of 46 pitches in the next 15 year period. There is therefore a significant requirement for new pitches within the district in order to meet this accommodation need and the Council's requirements.

9.2 A number of sites have been considered as part of this process and the sites which are considered to have the greatest prospect of contributing to meeting Gypsy and Traveller sites at this stage are set out in the table below. In addition, land at Southside, Honeybridge Lane in Dial Post, may also have potential for allocation for Travelling Showpeople, should the need for this community be confirmed.

Site	Nature of Site	Potential number of additional pitches
Fryern Park Farm, Fryern Road, Storrington	New site	3-5 pitches
Smithers Rough, Guildford Road, Rudgwick	New site	10-12 pitches
HDC Depot, Hurston Lane, Storrington	Potential new site – constraints require further consideration	6-8 pitches
Greenacres, Hillside Lane, Small Dole, Upper Beeding	Existing unauthorised site – allocated under policy 21 of HDPF	12 pitches
Greenfield Farm, Valewood Lane, Barns Green, West Grinstead	Existing personal occupancy and unauthorised pitches	6 pitches
Kingfisher Farm, West Chiltington Lane, Itchingfield	Existing site with unauthorised pitches	11 pitches
Lane Top, Nutbourne, Pulborough	Three pitches under personal occupancy conditions and allocated in HDPF	3 pitches
Northside Farm, Burnthouse Lane, Rusper	Three pitches under personal occupancy conditions	3 pitches
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	Four pitches under personal occupancy conditions and three new pitches	7 pitches
Parsons Field, Pickhurst Lane, Pulborough	Two pitches with temporary planning permission	2 pitches

Rowfold Nurseries, Billingshurst	Allocated for ten pitches under policy 21 of HDPF	10 pitches
Southview, The Haven, Slinfold	Existing site with unauthorised pitches and allocated for four pitches under policy 21 of HDPF	4 pitches
TOTAL		77-83 pitches

Next Steps

9.3 This document is published for a six week period of consultation in accordance with regulation 18 of the Town and Country (Local Planning) (England) Regulations 2012. It should be noted that at this stage, **these proposals are solely for consultation and do not form Council policy.**

9.4 The Council is seeking views from stakeholders and the general public on the findings from the assessment of needs and the site assessments and what changes they would wish to see before the next stage of consultation.

9.5 The six week consultation will commence on **Friday 21 April 2017 and run until 5.00pm on Friday 2 June 2017.** Comments can be submitted online, via the council's website <https://www.horsham.gov.uk/planningpolicy/planning-policy/current-consultations> by email to strategic.planning@horsham.gov.uk or by post to

Horsham District Council
Parkside
North Street
Horsham,
West Sussex
RH12 1RL

9.6 Representations that are submitted to the Council will be summarised and suggested changes will be considered by the Council. This could include evidence updates or further work on proposed sites or consideration of new land that could be proposed to the Council as part of the consultation.

9.7 The comments made on this document will be incorporated into a Proposed Submission document, which will need to be agreed by the Council for a six week consultation period under Regulation 19 of the Town and Country (Local Planning) (England) Regulations 2012. After this consultation period, comments made will be submitted to the Planning Inspectorate together with the draft plan and any proposed

modifications for independent examination. It is anticipated that the Proposed Submission consultation will be held in autumn of 2017, with the Examination of the plan in early 2018. It is currently envisaged that the document would be adopted in mid-2018.

APPENDIX 1 – IDENTIFICATION OF GYPSY AND TRAVELLER NEEDS

A1.1 The methodology used to assess Gypsy, Traveller and Travelling Showpeople (GTTS) accommodation needs has involved the following steps:

- **Historical data collection and desktop analysis**

This initial stage of the assessment looked at existing data such as population size, a review of existing Gypsy and Traveller and Travelling showpeople sites in the District and a review of planning applications, appeals and enforcement data. This information was used to identify the existing need for Gypsy, Traveller and Travelling Show people in the District.

- **Predicting future needs in the next 15 years**

This stage of the assessment examined how many new Gypsy, Traveller and Travelling Showpeople sites would be needed in the next 15 years. This number was identified through questionnaires and visits to existing Gypsies, Travellers and Travelling Showpeople in the District. Where families could not be contacted a standard formula for predicting future needs was applied.

Historical Data Collection and Desktop Analysis

A1.2 In terms of assessing historical data for the Horsham District's GTTS population, a number of data and information sources were used to gain a wider understanding of the Gypsy and Traveller accommodation demands. These sources are outlined below:

- Population size and movement of travellers;
- Waiting Lists for Public Sites;
- A review of existing Gypsy, Traveller and Travelling Showpeople sites within the District;
- Planning application data for the previous five years, including live applications and appeals;
- Biannual Gypsy and Traveller caravan counts data since 2010 that have been detailed in the Council's Authority Monitoring Reports (AMR);
- Data from other organisations on the number of families and individuals within GTTS community (notably including the 2011 Census);
- Information from the HDC Housing Register; and

- Up-to-date positions regarding planning applications, appeals and outcomes, or enforcement action.

Predicting Future needs

Initial GTTS Questionnaires and Interviews with the Community

- A1.3 The initial traveller questionnaire (see Appendix 2) was designed and based on a questionnaire agreed across authorities in Sussex and, Surrey. It was sent to 82 addresses at 16 existing sites, which included authorised and unauthorised sites. In addition, planning agents who have put forward sites to the LPA as part of the 'Call for Sites' process have, in some cases, provided completed questionnaires from the prospective occupants.
- A1.4 Following the distribution of questionnaires to known addresses across the district, the Council then undertook face-to-face visits to existing Gypsy and Traveller sites across the District, including to five sites that were described as inaccessible. This was to encourage as many participants as possible. The questionnaires focused on the accommodation needs of Gypsy and Travellers and the storage of equipment and need for employment space for travelling Showpeople.
- A1.5 To facilitate further participation in this assessment, the assessment will remain live and open to additional interview data up to the completion of the submission Site Allocations of Land DPD.

RESULTS OF ASSESSMENT

Historical Data Collection and Desktop Analysis

- A1.6 This section of the report analyses the existing available data in order to present what is already known about Gypsies, Travellers and Travelling Showpeople (GTTS) within the Horsham district. The Council has endeavoured to establish links with the GTTS community over a number of years. Members of the GTTS communities liaise with specific officers from the Council's Planning, Property, Housing, Legal and Environmental Health teams. Consequently, the Council has, over the years, collected a substantive amount of data regarding the movements and needs of travelling community within the District.

Population Size, Census and Gypsy and Traveller counts

A1.7 The 2011 Census confirmed that the number of individuals who identify themselves as 'White Gypsy or Irish Traveller' living within the Horsham District is 234, or 0.2% of the total population of the District, which is in line with the rest of the South East of England. The 2011 Census also confirms the geographical spread of known Gypsies and Travellers within the District. The table below illustrates the number of people who identify themselves as 'White Gypsy or Irish Traveller' within each Parish. Some caution should be taken with this data as it is noted that each Parish has been aggregated and in fact the totals of the Parishes does not meet 234 figure identified for the District as a whole. Parishes partially or wholly within the South Downs National Park (SDNP) have also been identified as such in the table. The SDNP is its own Local Planning Authority (LPA), so any accommodation need arising from such communities in the SDNP would be assessed through their own accommodation needs assessment.

Table A1: Parishes and Location of Gypsies and Travellers within the Horsham District (Census 2011)

Parish	Gypsy and Traveller No. (Census 2011)
Amberley (Fully within SDNP)	1
Ashington	1
Ashurst	0
Billingshurst	26
Bramber (partially within SDNP)	0
Broadbridge Heath	0
Coldwaltham (wholly within SDNP)	2
Colgate	6
Cowfold	0
Henfield (small section of Parish within SDNP)	12
Itchingfield	11
Lower Beeding	1
North Horsham	11
Nuthurst	2

Parham (wholly within SDNP)	1
Pulborough (small section of Parish within SDNP)	9
Rudgwick	11
Rusper	1
Shermanbury	0
Shipley	0
Slinfold	22
Southwater	18
Steyning (partially within SDNP)	12
Storrington and Sullington (partially within SDNP)	25
Thakeham	0
Upper Beeding (partially within SDNP)	9
Warnham	0
Washington (partially within SDNP)	3
West Chiltington	3
West Grinstead	9
Wiston (partially within SDNP)	0
Woodmancote (small section of Parish within SDNP)	0

A1.8 It is noted from the table above that the main concentrations of the District's Gypsy and Traveller population are located within the Parishes of Billingshurst, Slinfold, and Storrington and Sullington with estimates of over 20 people identifying themselves as Gypsies and Travellers. In general, the existing permanent GTTS sites are located along the main road arteries running from north to south through the District, namely along the A29 (Stane Street), A24 and A281.

A1.9 Whilst the bi-annual caravan count does provide a snapshot of the scale and distribution of the travelling community within Horsham District, it is noted that these counts, which are reported within the Council's Authority Monitoring Reports (AMR) each year, can vary in terms of both scale and distribution. Below is a table that assembles data since July 2010 for the caravan counts, which includes both authorised and unauthorised caravans. It should be noted that the counts only include occupied units and not unoccupied units.

Table A2: Caravan Count Data since 2010 across accommodation types in Horsham District

Count Date	Authorised Sites (i.e. those sites with planning permission)			Unauthorised Sites (without planning permission)			Overall Total
	Socially Rented	Private Caravans	Total	Caravans on land owned by GTTS	Caravans on land not owned by GTTS	Total	
July 2010	43	24	67	27	0	27	94
July 2011	34	21	55	28	0	28	83
July 2012	42	18	60	25	24	49	109
July 2013	37	32	69	29	1	30	99
July 2014	33	31	64	28	3	31	95
July 2015	44	36	80	31	13	44	124
July 2016	40	65	105	30	20	50	155

A1.10 In summary, the caravan counts show that socially rented authorised sites have remained relatively static in terms of numbers. This is not surprising, as no new sites have been brought forward by WSCC or HDC within the Horsham District Council administrative area, in this period. Similarly, unauthorised caravans on land owned by the GTTS community have also remained relatively static, which potentially indicates that suitable land in the District for this type of use is limited and/or prohibitively expensive. In terms of unauthorised caravans on land not owned by GTTS, this has also been relatively limited with the exception of July 2012, where two New Age Traveller sites arrived in the District.

A1.11 It is noted that the overall number of both authorised and unauthorised caravans has increased from a relatively stable 90 to 110 caravans between 2010 and 2014 to 155 caravans in July 2016. This was largely due to an unauthorised incursion onto the Kingfisher Farm, West Chiltington Lane, Itchingfield during this period, where approximately 30 caravans were stationed at the site. Planning permission for 11 pitches at Kingfisher Farm (see reference DC/10/1041) was allowed on appeal in 2011, but the permission was not implemented in accordance with the necessary conditions or approved plans. Horsham District Council successfully obtained an injunction in the High Court (May, 2016) to deal with a breach of planning control at Kingfisher Farm. The site is subject to a breach of condition appeal and is discussed in detail in Part C of this document.

Waiting Lists for Existing Public Sites

A1.12 Within the Horsham District, there are three publically owned sites of which two (Adversane and Cousins Copse) are owned by West Sussex County Council (WSCC) and each have 12 pitches. A third site to the south of Small Dole, named Hillside Park, Hillside Lane, Small Dole is owned and managed by Horsham District Council (HDC) and similarly has 12 authorised pitches. This gives a total of 36 publically owned pitches.

A1.13 The two sites that are owned by WSCC are no longer managed by them and have been let on a long lease with management agreement to the Home Space Sustainable Accommodation CIC. The management agency have indicated that since they took over management of the two sites in October 2014, there have been 71 applications from gypsies and travellers (as of November 2016) for accommodation, with the majority of the applications coming from West Sussex. It was stated that there were also applications from Worcestershire, Cambridgeshire, Surrey, Croydon, East Sussex, Hampshire, Essex and

Kent, so it is suggested that a number of these applications were speculative. However, it was noted that there had only been two departures in over 2 years at the sites, so it is relatively clear that these sites are fully occupied and that there is demand for those sites.

A1.14 In terms of Horsham District Council's own site at Hillside Park, this was brought under Compulsory Purchase Order (CPO) powers in 1978 and has been used for Gypsy and Traveller site provision ever since. Although there is no formal waiting list for the site, the Council do received requests from occupiers of the adjacent site (known as Greenacres) on occasion to be accommodated on the site and these are considered on their own merits when pitches are vacated.

A1.15 In assessing the needs for Gypsy and Traveller accommodation, the Council has considered whether there are any Gypsies, Travellers or Travelling Showpeople (GTTS) on the housing waiting list. In terms of the housing register process, it is noted that there was at least 659 households on the housing waiting list as at 1 March 2017, but there is no formal data available regarding the movement of travellers to and from permanent housing.

The Planning Position on Private Gypsy and Traveller Sites in the Horsham District

A1.16 As discussed above, the publically owned Gypsy and Traveller sites include the provision of 36 pitches that have planning permission and are almost fully occupied. However, the majority of Gypsies and Travellers within the District are located on private sites, both authorised and unauthorised. A list of these private sites and the current planning position as at March 2017 is described below. **It should be noted that any GTTS site with either a temporary planning permission or a personal occupancy condition cannot be counted towards the identified need of the District.**

Table A3: The Planning Position for Existing Private Gypsy and Traveller Sites in the Horsham District

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Lane Top, Nutbourne, Pulborough	3 pitches have been authorised through planning permissions DC/04/2554 and DC/10/0586. However, both planning permissions had personal occupancy conditions attached.	None	The site was allocated under Policy 21 of the HDPF for three pitches, although no planning application has come forward to authorise the site.	It is considered that 3 pitches are still in backlog as no planning application to lift the personal occupancy conditions has been submitted to and approved by the Council following its allocation.
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	4 pitches have been authorised through planning permissions PL/115/99 and DC/12/2093. However, both planning permissions had personal occupancy conditions attached.	None	None	It is considered that 4 pitches are still in backlog as the personal occupancy condition(s) require that the use should cease as soon as the named person(s) no longer occupy the site and restored to its former use.

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Parsons Field, Pickhurst Lane, Pulborough	2 pitches have been authorised on a temporary basis until the end of 2019 with no personal restrictions (see reference DC/16/2388).	An application to discharge conditions relating to materials, landscaping and sewerage (amongst other matters) has been lodged with the Council, but has yet to be determined.	None	It is considered that 2 pitches will be in backlog at the start of 2020 owing to the temporary planning permission.
Southview, The Haven, Slinfold	Only a single pitch has permanent planning permission.	None	The site is allocated for 4 pitches within Policy 21 of the HDPF in order to authorise the 4 existing pitches on the site. No planning application has yet come forward to fulfil this allocation.	It is considered that 4 pitches are in backlog, albeit that they were allocated within the HDPF.

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Greenfield Farm, Valewood Lane, Barns Green, West Grinstead	9 pitches have planning permission, of which 5 pitches have personal occupancy conditions attached (see reference DC/13/2457 for the 4 permanent pitches).	None	None	It is considered that at least 5 pitches will be in backlog owing to the personal occupancy conditions attached.
Northside Farm, Burnthouse Lane, Rusper	Planning permission for the stationing of 1 static caravan and 2 touring caravans (DC/14/2385). Personal occupancy condition was attached to the decision notice.	None	None	Given that personal condition has been attached to the decision notice, it is considered that the 3 pitches would form part of the backlog unless the personal occupancy condition was removed.
Deer Park Farm, Hampers Lane, Horsham	Planning permission for one static caravan and one touring caravan was allowed on appeal (DC/10/1974).	None	None	None

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Oaklands, Honeybridge Lane, Dial Post, West Grinstead	There is planning permission for 4 pitches, with at least 3 of those pitches occupied at the time of writing the report (references DC/14/0875 and DC/15/1145). There is no personal occupancy conditions attached to either planning permission.	None	None	None
Rowfold Nurseries, Coneyhurst Road, Billingshurst	None	None	The site is allocated for 10 pitches with Policy 21 of the HDPF and is in use for employment. No planning application has yet been received in connection with this site allocation.	The Gypsy and Traveller Count for July 2016 confirmed that there was only 2 pitches (in the form static caravans) occupied on the site without planning permission.

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Oldfield Stable, Fryern Road, Storrington	There is planning permission for 3 permanent pitches, with both applications being allowed on appeal (DC/12/2345 and DC/15/2851).	None	None	None
Kingfisher Farm, West Chiltington Lane, Itchingfield	None	There was an allowed planning appeal for 11 pitches at Kingfisher Farm (DC/10/1041), but the permission was not implemented in accordance with the pre-commencement conditions or approved plans and is subject of an ongoing enforcement appeal.	None	Given that 11 pitches were allowed on appeal, but were not implemented in accordance with the pre-commencement conditions/approved plans, it is considered that the site does not have planning permission and should be added to the existing backlog of sites.

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Sussex Topiary, Naldretts Lane, Rudgwick	A planning appeal for 4 pitches (DC/13/2170) was allowed on 8 February 2016, but has not yet formally commenced. A discharge of conditions application was submitted (reference DISC/16/0058) recently but this was a split decision.	None	None	None, providing that the allowed appeal is adhered to full and constructed in accordance with the approved details.

Site Address	Approved Planning Permissions and the No. of Approved Pitches	Current Planning Applications and Appeals	Existing Allocations in HDPF	Backlog (<i>comprising unauthorised pitches; those with personal occupancy or temporary permission</i>)
Greenacres, Hillside Lane, Small Dole, Upper Beeding	None	None	The site was allocated for 12 pitches within Policy 21 of the HDPF (known as Land adjacent to Hillside Park, Hillside Lane, Small Dole). The site has been 'tolerated' for a number of years but continues to have 12 pitches occupied. No planning application to authorise the site has been forthcoming.	There continues to be a backlog of 12 pitches as the allocation has not received a planning application to authorise the site as of yet.

A1.17 As can be seen in the above table, although there is a high number of private gypsy and traveller sites within the District, a high percentage of these sites are not permanent sites that could count towards meeting District’s need for pitches. For example, at least 15 of the authorised pitches (at Lane Top, Oakdene, Greenfield Farm and Northside Farm) are subject to personal occupancy conditions, which require that the use should cease as soon as the named person(s) no longer occupy the site and restored to its former use. Furthermore, there are 2 pitches that are subject to temporary planning permission until the end of 2019 (at Parsons Field Stables) and further pitches that are ‘unauthorised’ but have been tolerated for a long period of time (in some cases over ten years), such as Southview and Greenacres.

Estimating the Number of Pitches in ‘Backlog’ within the Horsham District

A1.18 The findings above are similar to the 2012 GTANA. To address this matter, policy 21 of the HDPF allocated a number of sites that could simply be authorised through either the removal of personal occupancy conditions or the granting of planning permission for ‘tolerated’ sites (with the exception of Rowfold Nurseries that has only 2 occupied statics in the previous count, but was considered to have capacity for a higher number of pitches) as follows:

Table A4: Policy 21 of the HDPF – Gypsy and Traveller Site Allocations

Location	Pitches
1. Rowfold Nurseries, Coneyhurst	10
2. Southview, Five Oaks	4
3. Land adjacent Hillside Park, Small Dole	12
4. Lane Top, Pulborough	3

A1.19 Since the adoption of the HDPF in November 2015, the four sites that were allocated for a total of 29 pitches have not yet come forward through the development management process and it is not anticipated that these allocations will come forward in the short-term. Both the site at Southview, Five Oaks and the site adjacent to Hillside Park, Small Dole (now renamed as Greenacres for the remainder of this study) are unauthorised, but tolerated sites, which have still not been authorised. The Rowfold Nurseries site at Coneyhurst was a stand-alone allocation, which has not yet been brought forward and similarly Lane Top, Pulborough has been allocated for 3 pitches, which would require the

removal of a personal occupancy condition(s) that has not yet come forward. As none of these sites have been yet been fully authorised, each pitch in these circumstances still counts toward the Council's existing backlog of pitches.

A1.20 Table A5 below considers the number of pitches that are considered to be in backlog, due to personal occupancy conditions, temporary planning permissions or being unauthorised. The existing allocations under Policy 21 of the HDPF are also shown, but as discussed, these have yet to come forward.

A1.21 Table A5 shows the number of authorised pitches within the District at 70, with 36 of those pitches owned by public bodies. At least 17 private authorised pitches are either tied to a personal occupancy condition or have only been granted on a temporary basis, meaning that **only 53 of the 70 pitches authorised pitches with planning permission are on a permanent basis without personal occupancy conditions.**

A1.22 In terms of the unauthorised sites, the two largest sites that are unauthorised are Greenacres, Hillside Lane and Kingfisher Farm, West Chilton Lane that total 23 pitches collectively. The Greenacres site (12 pitches) has been tolerated for substantial period of time (over ten years) and adjoins the existing site owned by HDC named Hillside Park. This site was allocated for 12 pitches within the HDPF, but has yet to come forward. The Kingfisher Farm site was previously allowed on appeal for 11 pitches in 2011 (see reference DC/10/1041), but it was later found that the site had not been constructed in accordance with the approved plans (the site having approximately 30 caravans for the July 2016 count) and an enforcement notice has been served. The site is subject to an ongoing appeal, under Public Inquiry procedures, and is due to be heard in September 2017.

A1.23 The PPTS confirms at paragraph 10 that LPAs should identify and update annually, a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against their targets and identify sites for the 6-10 year period and, where possible, the 11-15 year period. The calculation for the backlog and the number attributed to the backlog should be within the next 5 year period (i.e. 2017-2022). This should also take account of any known vacancies at either public or private sites.

Table A5: The Existing Backlog of Gypsy and Traveller Pitches within the Horsham District

Overall Backlog for Gypsies and Traveller Sites in the Horsham District				
Location	No. of Authorised Pitches	No. of Unauthorised Pitches	No. of pitches with personal occupancy conditions or temporary planning permissions	Existing Allocation under Policy 21 of HDPF
Adversane, Stane Street, Billingshurst	12	0	0	None
Cousins Copse, The Haven, Slinfold	12	0	0	None
Deer Park Farm, Hampers Lane, Horsham	1	0	0	None
Greenacres, Hillside Lane, Small Dole, Upper Beeding	0	12	0	12 pitches
Greenfield Farm, Valewood Lane, Barns Green, West Grinstead	9	1	5 (Personal Occupancy)	None
Hillside Park, Hillside Lane, Small Dole, Upper Beeding	12	0	0	None
Kingfisher Farm, West Chiltington Lane, Itchingfield	0	11	0	None
Lane Top, Nutbourne, Pulborough	3	0	3 (Personal Occupancy)	3 pitches
Northside Farm, Burnthouse Lane, Rusper	3	0	3 (Personal Occupancy)	None
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	4	0	4 (Personal Occupancy)	None
Oaklands, Honeybridge Lane, Dial Post, West Grinstead	4 (3 existing pitches, 1 extant planning pitch yet to be constructed)	0	0	None
Oldfield Stable, Fryern Road, Storrington	3	0	0	None
Parsons Field, Pickhurst Lane, Pulborough	2	0	2 (Temporary Permissions)	None

**Overall Backlog for Gypsies and Traveller Sites
in the Horsham District**

Location	No. of Authorised Pitches	No. of Unauthorised Pitches	No. of pitches with personal occupancy conditions or temporary planning permissions	Existing Allocation under Policy 21 of HDPF
Rowfold Nurseries, Billingshurst	0	2	0	10 pitches
Southview, The Haven, Slinfold	1	4	0	4 pitches
Sussex Topiary, Naldretts Lane, Rudgwick	4 (under construction)	0	0	None
Totals	70 pitches	30 pitches	17 pitches	29 pitches

Conclusion on the Backlog of Existing Sites

The backlog is therefore assumed be those pitches that are either unauthorised (which total 30 pitches) and those pitches that are of a temporary nature or tied to a personal occupancy condition (17 pitches), **which gives the Horsham District area a total backlog of 47 pitches**. This figure could be reduced significantly through the development of existing allocations in the HDPF and the outcome of existing appeals (particularly in the case of Kingfisher Farm), as 29 out of the 30 unauthorised pitches identified above are either allocated within the HDPF or subject to the appeal process. It is also clear that a review of existing sites that have personal occupancy conditions could be undertaken to alleviate the backlog sites.

Predicting future needs in the next 15 years

Questionnaires and Interviews with the Gypsy and Traveller Community

A1.24 As discussed in Part B of this assessment, the Council undertook an initial traveller questionnaire (see Appendix 2). This questionnaire was sent to 82 separate addresses at the 16 separate existing sites identified (authorised and unauthorised). In some cases, the questionnaire was only posted to the main contact for the smaller private family sites. There were only 5 addresses that were described as inaccessible and they were visited for potential face-to-face interviews.

A1.25 In addition, two agents who have put forward sites to the LPA as part of the 'Call for Sites' process have also provided completed questionnaires from the prospective occupants. There was a single Travelling Showpeople Site submitted as part of the 'Calls for Site' process, named Land at Southside, Honeybridge Lane, Dial Post for 5 plots and this is discussed in Section 7 of this report. In terms of Gypsy and Traveller sites, a new site was put forward at Fryern Park Farm, Fryern Lane, Billingshurst that has similarly provided 5 completed questionnaires from prospective occupiers of the site.

A1.26 Whilst there was the potential for the travelling community to not wish to respond to the formal surveys, it was considered that the distribution of such questionnaires would raise awareness within the existing GTTS community regarding the accommodation needs assessment and may elicit some responses initially.

A1.27 The postal questionnaire was followed up by a programme of face to face interviews. In addition, some of the important information regarding the ages of occupants and current occupiers has already been picked up through other means, most notably through recent planning applications and knowledge of the existing sites through the biannual gypsy and traveller counts. The questionnaire was therefore partly used as basis for conducting face to face interviews to obtain any additional information from the existing community over and above the desktop data, particularly in terms of future accommodation needs.

A1.28 A number of interviews, particularly at private sites, were conducted by pre-arranged appointments, with Council Officers contacting the occupiers of the sites. However, interviews at the publically owned sites (i.e. Adversane, Cousins Copse and Hillside Park) were undertaken speculatively due to difficulties in contacting occupants to arrange interviews, with mixed results. Table A6 below outlines all the survey responses from the existing sites, including interviews.

Table A6: Survey Responses from Existing Sites in the Horsham District

Survey Responses							
Location	Ownership	Estimated No. of Households	No. of Interviews/ Questionnaires Undertaken	Interviews Conducted With	Interviews Refused	Properties Unoccupied	Current Status
Adversane, Stane Street, Billingshurst	WSCC	10	0	Not applicable	5	2	
Cousins Copse, The Haven, Slinfold	WSCC	11	4	Heads of Household	2	1	
Deer Park Farm, Hampers Lane, Horsham	Private	1	0	Not applicable	0	0	The owner was away on two occasions visited.
Greenacres, Hillside Lane, Small Dole, Upper Beeding	Private	12	2	Heads of Household	3	0	
Greenfield Farm, Valewood Lane, Barns Green, West Grinstead	Private	10	0	To be arranged with owner of site	0	0	To be arranged with the owner of the site.
Hillside Park, Hillside Lane, Small Dole, Upper Beeding	HDC	10	1	Head of Household	4	2	
Kingfisher Farm, West Chiltington Lane, Itchingfield	Private	11	0	Not applicable	0	0	Owing to ongoing enforcement action at the site, it has been considered that interviews would be difficult to establish.
Lane Top, Nutbourne, Pulborough	Private	3	1	Head of Household	0	0	Follow up interview to be arranged with the owner of site
Northside Farm, Burnthouse Lane, Rusper	Private	3	1	Owner of site	0	0	Completed in full

Survey Responses							
Location	Ownership	Estimated No. of Households	No. of Interviews/ Questionnaires Undertaken	Interviews Conducted With	Interviews Refused	Properties Unoccupied	Current Status
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	Private	4	1	Owner of site	0	0	Completed in full
Oaklands, Honeybridge Lane, Dial Post, West Grinstead	Private	3	0	Owner of site refused	1	0	
Oldfield Stable, Fryern Road, Storrington	Private	2	1	Owner of site	0	0	Completed in full
Parsons Field, Pickhurst Lane, Pulborough	Private	2	0	Not applicable	1	0	
Rowfold Nurseries, Billingshurst	Private	2	0	Not applicable	0	0	
Southview, The Haven, Slinfold	Private	5	1	Owner of site	0	0	Completed in full
Sussex Topiary, Naldretts Lane, Rudgwick	Private	4	1	Owner of site	0	0	Completed in full
Totals		93	13		16	5	

A1.29 There were 13 responses and interviews undertaken at 9 of the 16 existing sites . The private sites that were interviewed largely included extended families and the heads of each household at the private sites were able to provide the Council detailed information on the family arrangements of each of those sites in full. Therefore, the interviews and questionnaires were able to identify the family arrangements for 30 families within the District that will feed into the 15 year projection.

Identification of need through questionnaires and interviews

A1.30 Table A7 below illustrates each of the sites where children/young adults are known to be residing and when the future accommodation need may be required. There is no set age within the Planning Policy for Traveller Sites (PPTS) document as to when travellers normally leave home to set up their own households. For the previous GTANA within the District, published in 2012, the age of 18 was set in terms of when a new household is expected to form; this age will vary from family to family, but is not considered unrealistic.

Table A7: Identified Existing Gypsy and Traveller Children/Young Adults identified through Questionnaires/Interviews

Location	1-5 years – (2017-2022)	6-10 years – (2022-2027)	11-15 years – (2027-2032)
Cousins Copse, The Haven, Slinfold	0	1	2
Greenacres, Hillside Lane, Small Dole, Upper Beeding	0	3	3
Hillside Park, Hillside Lane, Small Dole, Upper Beeding	0	2	1
Lane Top, Nutbourne, Pulborough	0	0	0
Northside Farm, Burnthouse Lane, Rusper	0	0	0

Location	1-5 years – (2017-2022)	6-10 years – (2022-2027)	11-15 years – (2027-2032)
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	0	1	2
Oldfield Stable, Fryern Road, Storrington	0	1	0
Parsons Field, Pickhurst Lane, Pulborough*	0	1	0
Southview, The Haven, Slinfold	0	6	3
Sussex Topiary, Naldretts Lane, Rudgwick	0	0	1
Totals	0	15	12

*This data was assembled from the most recent planning application at the site (reference DC/16/2388) that included a supporting statement (dated October 2016) where one child was on the site.

Calculation of 'known' future need

A1.31 In summary, it can be concluded from the 30 families identified by the LPA and for which the Council has detailed information for, that 27 children/young people on existing pitches would reach 18 years old by the end of the 15 year period in 2032. It is unlikely that all households will form and need independent accommodation within the District, as some young adults will move away from the District for work, to form families in other parts country, or to occupy bricks and mortar accommodation. In order to account for a degree of migration that may take place in practice; a ratio has been assumed as a rate of 1:0.75.

Calculation of 'known' Gypsy & Traveller families (Future Need):

$$27 \text{ pitches} \times 0.75 = \mathbf{20 \text{ pitches}}$$

A1.32 It is recognised that the above calculation only relates to 'known' Gypsy and Traveller families, albeit that the Council is aware that approximately 100 authorised/unauthorised existing pitches had been identified through the Gypsy and Traveller Counts and via planning application data (see Table A5 of this document). It is also known that at least 5 pitches, at the time of the July 2016 Gypsy and Traveller Count were vacant at the three publically sites owned sites. If both the known vacancies (5 pitches) and the 'known' Gypsy and Traveller family formations (30 pitches) are totalled together, this would account for 35 of the existing pitches in the District.

Calculation of 'unknown' future need

A1.33 However, for the remaining 65 pitches that have been identified through the surveys and the planning application data, it is noted that their future accommodation needs will also need to be accounted for over a 15 year projection to estimate their future accommodation needs.

A1.34 The Gypsy and Traveller Accommodation Needs Assessments: Guidance document (2007) states that information on the likely rates of household formation and assessments of future accommodation need should be based primarily on locally gathered evidence, albeit that it acknowledges that accurate projections of future needs are likely to be more difficult, particularly in the final 5 year period.

A1.35 The Council acknowledges that the remaining 65 pitches identified will similarly bring a future accommodation need; growth rates of 3% for Gypsy and Traveller families⁷ will be applied to the current pitch level, excluding those pitches that are already known and accounted for. These percentages have been applied as a compound growth rate per annum. As discussed previously, it is unlikely that all pitches will form and need independent accommodation within the District, as a percentage of young adults will move away from the District for work, to form families in other parts of the country, or to occupy bricks and mortar accommodation. In order to account for a degree of migration that may take place in practice; a ratio has been assumed as a rate of 1:0.75.

Calculation of 'unknown' Gypsy and Traveller families (Future Need):

3% of 65 pitches = 1.95

x 15 years (including compound growth each year) =
34.32

⁷ In terms of the future 'needs', the Gypsy and Traveller Accommodation Needs Assessment Guidance (2007, para 93) contends that the average growth rate of Gypsy and Traveller households nationally is approximately 3-4%.

A1.36 A short summary table is presented below that includes the shortfall, 'known' future needs and any anticipated future accommodation needs from the remaining pitches that the Council is currently unable to assess in full. The overall accommodation needs requirement is therefore estimated to be the backlog (identified as 47 pitches), 'known' future needs (20 pitches) and anticipated future needs (26 pitches).

Table A8: Total Pitches required over the next 15 year period

Plan Period	Backlog	1-5 years – (2017-2022)	6-10 years – (2022-2027)	11-15 years – (2027-2032)
Pitches Required	47	9	19	18
Total Pitch Requirement from Existing G & T sites	93			

APPENDIX 2 – GYPSY, TRAVELLER & TRAVELLING SHOWPEOPLE QUESTIONNAIRE

**INITIAL GYPSY, TRAVELLERS AND TRAVELLING SHOWPEOPLE
ACCOMMODATION ASSESSMENT NEEDS QUESTIONNAIRE**

Site/Address:

.....
.....

Name:

.....
.....

FOR QUESTIONNAIRES CONDUCTED ON-SITE PLEASE MARK ON THE ATTACHED SITE PLAN WHICH PITCHES/PLOTS THE RESPONDE NT RESIDES ON.

Is the Pitch Occupied: Yes () No () Don't know ()

If vacant is the occupier travelling: Yes () No () Don't know ()
Check with site manager/neighbouring pitches

When are the occupiers due back:

.....

Name of respondent:

.....
.....

Date of Interview:/...../.....

Data Protection

Your personal information will be held and used in accordance with the Data Protection Act 1998. The Council will not disclose such information to any unauthorised person or body but where appropriate will use such information in carrying out its various functions and services. No personal information relating to specific individual will be made public, and no individual will be identifiable through the description of where or how they live or their other circumstances.

INTERVIEWER'S DECLARATION

I certify that this interview was carried out according to Horsham District Council's instructions and with the MRS Code of Conduct.

SIGNATURE: _____

PRINT NAME: _____

NO: _____ DATE: _____

Q1. ETHNICITY OF RESPONDENT

Romany () Irish Traveller () Traveller () Showman () Circus People ()

New Age Traveller () Other () please state

Response not provided ()

Q2. COMPOSITION OF HOUSEHOLD

Please continue on a separate sheet if necessary

Relationship to Respondent (e.g. son, daughter, grandchild)	Gender	Year of Birth or Current Age
Respondent		

Q3. DOES THIS HOUSEHOLD OCCUPY MORE THAN ONE PITCH?

Yes () No ()

1 () 2 () 3+ () Response not provided ()

Q4. IS THE PITCH SHARED WITH ANOTHER HOUSEHOLD(S)?

1 () 2 () 3+ () Response not provided ()

Q5. DETAILS OF CURRENT ACCOMMODATION?

Local Authority site pitch/plot ()
 Privately owned site pitch/plot () i.e. Own land with planning permission
 Unauthorised development () i.e. Own land without planning permission
 Unauthorised encampment () i.e. Not own land and without planning permission
 Conventional bricks and mortar housing ()
 Side of the road ()
 Other () please state

Q6. TYPE AND SIZE OF CURRENT ACCOMMODATION?

House () 1 2 3 4 5 or more bedrooms
 Mobile Home/Chalet () 1 2 3 4 bedrooms
 Touring Caravan () 1 2 3 4 bedrooms
 Other () please state

Q7. LENGTH OF TIME AT CURRENT ADDRESS?

- Less than 1 year ()
- More than 1 year but less than 5 years ()
- More than 5 years ()
- Response not provided ()

Q8a. IF LESS THAN 1 YEAR, WHERE WERE YOU LIVING BEFORE?

Address/Site:.....
.....

Response not provided ()

Q9. ARE YOU INTENDING TO MOVE FROM THIS PITCH IN THE NEXT FIVE YEARS?

- Yes () No () Response not provided ()

Q9a. IF YES, WHERE ARE YOU THINKING OF MOVING TO?

Location:
.....
.....

Response not provided ()

Office Use Only:

Based on the response to Q9a please identify the local authority area

Adur () Arun () Chichester () Crawley () Mid-Sussex () Worthing ()

Surrey () Hampshire () East Sussex () Kent () Outer London () Central London ()
Elsewhere in the South East () Elsewhere in the UK () Abroad ()

Notes:

Q10. IF YOU ARE PLANNING TO MOVE, WHAT WOULD BE YOUR PREFERRED ACCOMMODATION/TENURE?

- Affordable/Social Housing () Local Authority Pitch/Plot () Private Pitch/Plot ()
- Privately owned home () Privately rented home () Response not provided ()

Q11. ARE ANY MEMBERS OF YOUR HOUSEHOLD LIKELY TO REQUIRE THEIR OWN PITCH/PLOT IN THIS DISTRICT/BOROUGH IN THE PERIOD TO 2021 I.E THE NEXT 5 YEARS?

Household	Relationship to the Respondent	Estimated Year Required	Type of Accommodation Required*	Is the Household registered on a site waiting list or housing register**		Where is the Accommodation Required
			What is your preference?	Housing (Yes/No)	Site (Yes/No)	What is your preference?
<i>Example</i>	<i>Son and Daughter-in-law</i>	<i>2017</i>	<i>B</i>	<i>No</i>	<i>Yes</i>	
1						
2						
3						
4						
5						

*** Type of Accommodation:**

- | | | |
|-------------------------------|-------------------------|--------------------------|
| A. Affordable/Social Housing | C. Private Pitch/Plot | E. Privately rented home |
| B. Local Authority Pitch/Plot | D. Privately owned home | F. Response not provided |

Office Use Only:

Based on the response to Q11 'where is the accommodation required' please identify the local authority area

Adur () Arun () Chichester () Crawley () Mid-Sussex () Worthing ()

Surrey () Hampshire () East Sussex () Kent () Outer London () Central London () Elsewhere in the South East () Elsewhere in the UK ()
Abroad ()

Notes:

Other Questions

Q12. DO YOU HAVE ANY LAND THAT YOU WOULD LIKE TO BE CONSIDERED FOR A NEW SITE/ADDITIONAL PITCH?

Yes () No () Response not provided ()

Location/Address:.....
.....
.....

Additional Questions to Ask to Travelling Showpeople

Q13. IS THERE SUFFICIENT PROVISION AVAILABLE FOR STORAGE OF EQUIPMENT?

Yes () No () Response not provided ()

Additional Questions to Ask to Transient Gypsies and Travellers

Q14. WHERE HAVE YOU TRAVELLED FROM (LAST ACCOMMODATION)?

Location/Address:.....
.....

Response not provided ()

Q15. WHAT IS THE PURPOSE OF YOUR VISIT TO THE BOROUGH/DISTRICT? (for example visiting family or for work opportunities).

.....
.....

Response not provided ()

Q16. WHY DID YOU TAKE UP OCCUPATION OF THIS PARTICULAR SITE (unauthorised encampments)?

.....
.....

Response not provided ()

Q17. DO YOU HAVE A BASE ELSEWHERE?

Location/Address:.....
.....

Response not provided ()

Q18. HOW LONG DO YOU INTEND TO REMAIN ON THIS LAND/SITE?

.....
.....

Response not provided ()

Q19. IF YOU ARE REQUIRED TO VACATE THIS LAND/SITE, WHERE WILL YOU RELOCATE TO?

.....

Response not provided ()

Have you any comments relevant to this questionnaire or any other issues that you wish noted?

Comments:

Please continue on a separate sheet if necessary

YOUR ASSISTANCE IN ANSWERING THESE QUESTIONS IS MUCH APPRECIATED

APPENDIX 3 – GYPSY, TRAVELLER & TRAVELLING SHOWPEOPLE SITE ASSESSMENT PRO-FORMA
Gypsy, Traveller and Travelling Showpeople Site Assessment Pro-Forma (2016)

SHELAA reference (Not yet recorded)	
Site Address	
Size of site	Ha
Parish	
Brownfield /Greenfield Land	
Date of Survey	August / September 2016
General Site Description	
Existing Use or Previous Use if Vacant	
Development Potential (Pitches) Previously, in terms of site size, reference has been made to the 'Designing Gypsy and Traveller Sites: Good Practice Guidance' document. Although this has recently been withdrawn by the DCLG (1 September 2015), no new guidance has yet been published. It confirms that a maximum of 15 pitches 'is conducive to providing a comfortable environment which is easy to manage' and approximately 0.1 Ha would be required to allow for adequate turning space, parking provision, amenity space and the incorporation of soft landscaping.	Gross and Net Additions
SUITABILITY	

<p>Horsham District Planning Framework (HDPF), November 2015 (desk based assessment)</p>	<p>Flooding, AONB, SSSI, SNCI, SPA, TPO, Ancient Woodland, Heritage Assets, Safeguarding for Airport, Key Employment Area, BUAB etc.</p> <p>Policy 21 – Gypsy and Traveller Site Allocations</p> <p>Policy 22 – Gypsy and Traveller Sites</p> <p>Policy 23 – Gypsy and Traveller Accommodation</p> <p>The latter policy contains significant criteria in relation to A, B, C, D, E that includes flooding, drainage, ground stability, access, the installation of essential services, sustainable location and the impact upon the character and appearance of the landscape and the amenity of neighbouring properties.</p> <p>Other policies may also be relevant dependent on the intrinsic character of the site.</p>
<p>Accessibility on foot to local services (particularly schooling and essential health facilities as identified in Policy 23 (d) of the HDPF).</p>	
<p>Accessibility (distance) to public transport and road network</p> <ul style="list-style-type: none"> Ø Road Ø Bus Ø Rail <p>The road network is potentially the most important transport mode to assess as the population is most likely going to drive to schools/health facilities.</p>	
<p>Physical constraints</p>	<p>Site Access – Is the site served by a safe and convenient vehicular and pedestrian access?</p> <p>Topography – Is the land level and would it lend itself to the positioning of both static and touring caravans?</p>

	<p>Existing Essential Services - This would include services such as water, power, telephony, sewerage/drainage, and waste disposal. If not, could such essential services be provided as part of the scheme?</p> <p>Ground Conditions (i.e. contamination or poor drainage)</p> <p>Flooding – Is it located within a designated flood zone and/or has the site previously been subject to historic localised flooding? Is there the potential for surface water flooding – contact Martin Brightwell</p>
<p>Environmental constraints: (some duplication with land designation / classification)</p>	<p>Landscape Constraints – Is the proposed site well screened by trees and/or would impact high landscape value area (see policy 30 of HDPF)?</p> <p>Ecological Constraints – Any known ecological constraints and/or barriers to the implementation of the development? Signs that ecology may be an issue?</p> <p>Noise Constraints – This will be a particular factor in the northeast corner of the District near to the Gatwick Airport and equally along major roads (A24 and A264)? Or adjacent uses?</p> <p>Tree Preservation Orders (TPOs) and other mature trees</p> <p>Archaeological / Heritage Constraints (e.g. the impact upon listed buildings and/or historic parkland).</p>

Adjacent land uses (particularly noise generating uses and air quality)	Liaison with the environmental health team if necessary.
Location Type	i.e. Urban / Urban Fringe / Countryside
AVAILABILITY	
Planning status i.e. Does the site have planning permission / lapsed planning permission / is there a pre-application enquiry on the site for residential development?	This would be particularly important if there was (a) a planning application for a Gypsy and Traveller Site or (b) a planning application for new residential units in bricks and mortar.
Land Ownership details	Is this private land or publically owned land and what is the owners intentions; see previous planning applications.
Developer Intentions (if a private site)	
Planning Issues	Is there any potential for a mixed use development (see policy f of the PPTS) in this case?
Potential Management Issues of the site	Careful consideration will need to be given to the mix of ethnicities on site and potentially neighbour relations (if any) for bricks and mortar housing and employment sites
ACHIEVABILITY	
Character of surrounding area	
Land remediation costs	Any known costs in relation to contaminated land that will need to be completed before the development could take place?

Infrastructure costs	This would particularly relate to both vehicular access and the provision of services on site that would affect deliverability.
Initial conclusions	
Likely development area:	Site size and developable land to include the number of pitches.
Availability	_ years

APPENDIX 4 – A LIST OF SITES THAT HAVE BEEN ASSESSED FOR GYPSY, TRAVELLER AND TRAVELLING SHOWPEOPLE (GTTS) PROVISION

Location	Parish	Status	Ownership	Type Consideration	Previous Allocation
Adversane, Stane Street	Billingshurst	Existing	WSCC	Extension to an Existing Site	None
Cousins Copse, The Haven	Slinfold	Existing	WSCC	Extension to an Existing Site	None
Deer Park Farm, Hampers Lane	Forest	Existing	Private	Extension to an Existing Site	None
Denver Storage, Okehurst Lane	Billingshurst	Proposed	Private	Standalone Site	None
Fryern Park Farm, Fryern Road, Storrington	Storrington and Sullington	Proposed	Private	Standalone Site	None
Greenacres, Hillside Lane, Small Dole	Upper Beeding	Existing	Private	Extension to an Existing Site	12 pitches in the HDPF
Greenfield Farm, Valewood Lane, Barns Green	Itchingfield	Existing	Private	Extension to an Existing Site	None
HDC Depot, Hurston Lane, Storrington	Storrington and Sullington	Proposed	HDC	Standalone Site	None
Hillside Park, Hillside Lane, Small Dole	Upper Beeding	Existing	HDC	Extension to an Existing Site	None
Kingfisher Farm, West Chiltington Lane	Itchingfield	Existing	Private	Standalone Site	None
Lane Top, Nutbourne Road	Pulborough	Existing	Private	Extension to an Existing Site	3 pitches in the HDPF
Northside Farm, Burnthouse Lane, Rusper	Rusper	Existing	Private	Extension to an Existing Site	None
Oakdene, Blackgate Lane, Codmore Hill, Pulborough	Pulborough	Existing	Private	Extension to an Existing Site	None
Oaklands, Honeybridge Lane, Dial Post, West Grinstead	West Grinstead	Existing	Private	Extension to an Existing Site	None
Oldfield Stables, Fryern Road, Storrington	Storrington and Sullington	Existing	Private	Extension to an Existing Site	None

Location	Parish	Status	Ownership	Type Consideration	Previous Allocation
The Orchard, Hole Street, Ashington (Travelling Showpeople)	Ashington	Existing	Private	Extension to an Existing Site	None
Parsons Field, Pickhurst Lane, Pulborough	Pulborough	Existing	Private	Extension to an Existing Site	None
Rowfold Nurseries, Coneyhurst Road, Billingshurst	Billingshurst	Existing	Private	Standalone Site	10 pitches in the HDPF
Smithers Rough, Guildford Road (A281), Rudgwick	Rudgwick	Proposed	HDC/Private	Standalone Site	None
Southside, Honeybridge Lane, Dial Post (Travelling Showpeople)	West Grinstead	Proposed	Private	Standalone Site	None
Southview, The Haven	Slinfold	Existing	Private	Extension to the Existing Site	4 pitches in the HDPF
Sussex Showground, Grinders Lane, Dial Post	West Grinstead	Proposed	Private	Standalone Site	None
Sussex Topiary, Naldretts Lane, Rudgwick	Rudgwick	Existing	Private	Extension to the Existing Site	None

APPENDIX 5 – GYPSY AND TRAVELLER SITE SUBMISSION FORM

Gypsy and Traveller Site Submission Form

This form should be used to suggest sites to Horsham District Council for consideration as a Gypsy and Traveller site.

Please use this form to provide the Council with information about your site. It is important that you also send us a map showing us the boundary of the site that you would like us to consider.

Information about the site will be made available to the public, but personal details will not be published.

If you have more than one site that you would like us to consider, it would be helpful if you could use a separate form for each site. You can find additional forms on our website, <https://www.horsham.gov.uk> or by phoning the Strategic Planning & Sustainability Team on 01403 215398.

Please return this form together with a map of your site which clearly shows the site boundary to:

Strategic Planning & Sustainability Team
Horsham District Council
Parkside
North Street
Horsham
West Sussex
RH12 1RL

Alternatively you can e-mail the form and the map to:

strategic.planning@horsham.gov.uk

Your Details				
Name				
Company				
Address				
Postcode				
Telephone Number(s)		Mobile		
e-mail				
I am	The landowner		A developer	
	Planning consultant		A registered social landlord	
	Land Agent		Other (please state)	
If you are not the land owner, who owns the site?				

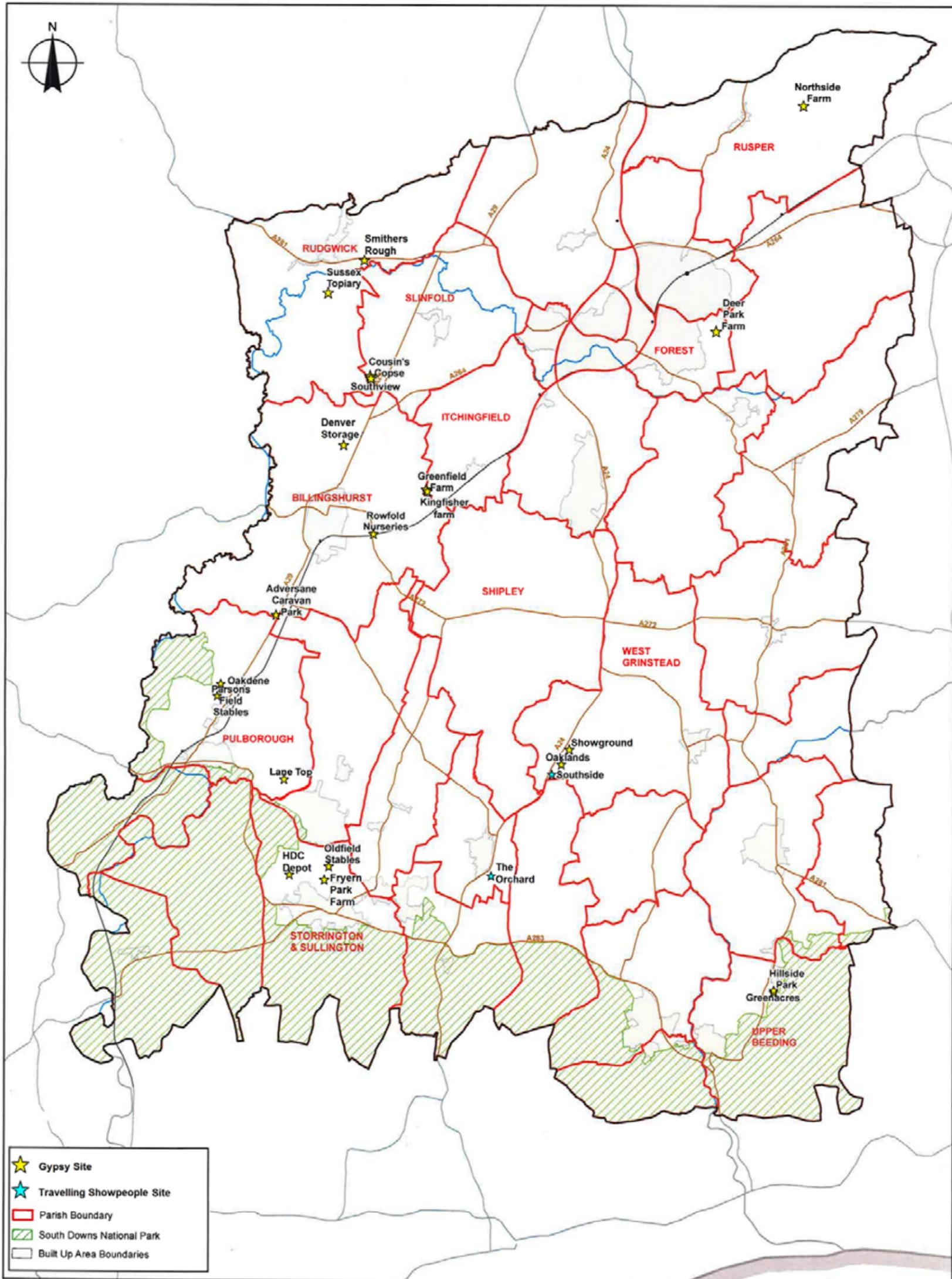
Please use the next section to provide us with information about your site. If you do not know the details for each section, the boxes can be left empty.

Site Details	
Site Address	
Site Area (hectares):	
Current Use(s) of the Land: (e.g. farmland, yard, existing Gypsy and Traveller site)	
Use(s) of Land around the Site: (e.g. farmland, roads, existing Gypsy and Traveller site)	
Relevant Planning History: (for example previous planning applications on the land)	

Please use the next box to tell us about how and when you think the site could be developed. The boxes can be left empty if you are unable to complete the details.

Development Details						
Proposed number of pitches						
When will the site be available for development?	0 – 5 years		6 – 10 years		11 – 15 years	
Are there any issues which could affect development on the site? (eg site ownership, flood risk, pollution etc)						
How could these issues be addressed?						
Any other relevant information?						

APPENDIX 6 – DISTRICT WIDE GYPSY, TRAVELLER AND TRAVELLING SHOWPEOPLE SITE PLAN



Horsham District Council
 Parkside, Chart Way, Horsham
 West Sussex RH12 1RL
 Chris Lyons : Director of Planning, Economic Development & Property

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Horsham District - Gypsy and Traveller Sites 2017			
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