

Community Impact Assessment

Gypsy & Traveller Sites Option to retain service & land.

This Impact Assessment supports the County Council in meeting its legal obligations under the **Public Sector Equality Duty**. The Equality Duty ensures that public bodies consider the needs of *all* individuals whether developing policies, delivering services, or in relation to an organisation's own employees.

The Equality Duty has three aims. It requires public bodies to have *due regard* to:

- eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity** between people who share a protected characteristic and people who do not share it; (*section 8 lists the protected characteristics*)
- foster good relations** between people who share a protected characteristic and people who do not share it.

Having ***due regard to*** means consciously thinking about the three aims of the Equality Duty as part of the process of decision making. This means that consideration of equality issues must influence the decisions reached by public bodies.

It is important to understand and consider how different people will be affected by the decisions the Council makes, so that policies and services are appropriate and accessible to all and meet different people's needs.

This assessment will help you to think about the potential impact your proposals will have on all sections of the community. Recognising these impacts early on in the process of developing policies will assist good decision making and ensure that the County Council delivers services appropriate to people's needs.

1. Person responsible for undertaking this assessment:

Name: Alan Bently	Telephone: 01452 426801
Service: PROW & Traveller Service	E-Mail: alan.bently@gloucestershire.gov.uk
	Date of Assessment: 14/11/11

2. Name of the policy, service, strategy, procedure or function: (indicate whether new or revised)

Gypsy & Traveller Site Management Review END OF CONSULTATION STAGE

3. Briefly describe its aims and objectives

The Gypsy & Traveller Sites project forms an element of the MtC Economy & Environment Project. The key aims of the Gypsy & Traveller Sites project are to:

- **Scope the possible transfer of the county's four Gypsy & Traveller Sites to a registered provider.**
- **Manage the reputational and financial risks to the council.**

A project board has been established in order to provide guidance and expertise to ensure that the project delivers its key aims and to ensure strategic decision makers are provided with sufficient, robust information.

Board Members	
Alan Bently	PROW & Traveller Services Manager
Gill Oxley	Equalities Manager
Rebecca Boulton	Principal Procurement Officer
Richard Hanman	Estates Manager
Jayne Fuller	Principal Accountant
Dawn Thompson	Marketing & Communication Manager
Eugene O'Kane	Programme Manager (MtC)
Victoria Jenkins	Project Manager (MtC)

In order to scope the possible transfer of sites, it has been necessary to understand other available options:

- Transfer the service and the land to a registered provider
- Transfer the service and the land to a private landlord
- Retain the service and the land (no change)

This community impact assessment form looks at the option to retain the service and the land.

4. What outcomes are expected?

A decision regarding the future management of the sites which takes account of the views and needs of the resident Gypsy & Traveller community as well as the costs and liabilities associated with the service.

As the project aims are concerned with scoping and review, there will need to be further outcomes identified to guide implementation planning for the preferred option.

5. Provide Details of Consultation and evidence of the outcome/s of this

Consultation with the residents of the 4 Gypsy & Traveller Sites within scope is underway at the time of this assessment.

The sites within scope are:

- Willows, Sandhurst Lane, Gloucester.
- Cursey Lane, Elmstone Hardwicke.
- Showborough, Twyning near Tewkesbury.

- Culkerton, near Tetbury.

The following demographic information, broken down by site, has been provided by the Principal Traveller Services Officer.

	No. individuals with a disability	No. older people	No. children under the age of 18
The Willows	7	10	64
Cursey Lane	0	1	1
Showborough	3	1	1
Culkerton	1	1	3
Total	11	13	69

The assessment is being regularly reviewed by Project Board members throughout the process of consultation and following the results of the consultation. The CIA has also been reviewed as a result of discussion with the Assistant Director of Law and Administration to ensure that all evidence available has been included prior to recommendations being made to cabinet. Legal advice offered indicated that in order to break down impact assessments to individual site level, it would be necessary to directly question residents as to their status in relation to protected characteristics. Owing to the limited number of residents at the sites, this was deemed to be intrusive and a potential breach of human rights. Instead, assumptions are embedded in the assessment regarding impact on age, disability and other protected characteristics.

There are 81 plots spread across the sites a number of which are double plots (originally single plots later amalgamated to double plots), plots are allocated to a license holder of which there are 72 (9 being licensed for double plots). Consultation has been carried out with license holders and concerns their views of the importance of elements of site management. Views were also invited on the preferred option for the management of the sites. The consultation, which commenced on the 23/9/11 was offered in writing however face to face support was offered in response to the needs of the residents. The consultation concluded on the 11/11/11. 72 questionnaires were issued with 100% license holders being provided with a questionnaire. 62 questionnaires were returned giving a response rate of 62%. 26% of responses included qualitative information in the form of comments.

Outcomes of consultation:

The majority of respondents rated the following things as important to them:

- Having more money spent on the site (85%).
- Having a say in how things are run (68%).
- Facilities for the disabled (71%).
- Being familiar with the way things are run (77%).
- Dealing with the same people (92%).

The majority of respondents expressed a preference for staying the same (95%) over transfer to a registered provider or private landlord.

The qualitative feedback received revealed a number of themes:

- Continuity of contact: 2 comments related the view that transfer to a registered provider

was acceptable as long as contact with Principal Traveller Services Officer continued.

- Do not want to change: a total of 8 comments were made expressing a preference for no change to the current situation. Of these, 5 referred to the fact that they were satisfied with the current position; 1 stated that they were against the sale of social housing and 2 that they felt wary of change.
- Dissatisfied with current service: 4 responses expressed dissatisfaction with the current service. The reasons differed for each with 1 wanting stricter rule enforcement to keep sites clean, 1 unhappy at charges, 1 wanting more provision for children and the remaining 1 expressing the view that improvements to plots favoured some individuals.
- Do not want private landlord: 2 respondents made a total of 3 comments expressing the view that they did not want to transfer to a private landlord. 2 comments referred to price and 1 to concerns that private landlords would not deal fairly with tenants.
- Having a say: 1 comment asked for involvement in how the sites are run.

It is important to note for the option to retain the service and the land that the consultation results suggest that this is the preferred option however there is also importance placed on the maintenance and improvement of the sites.

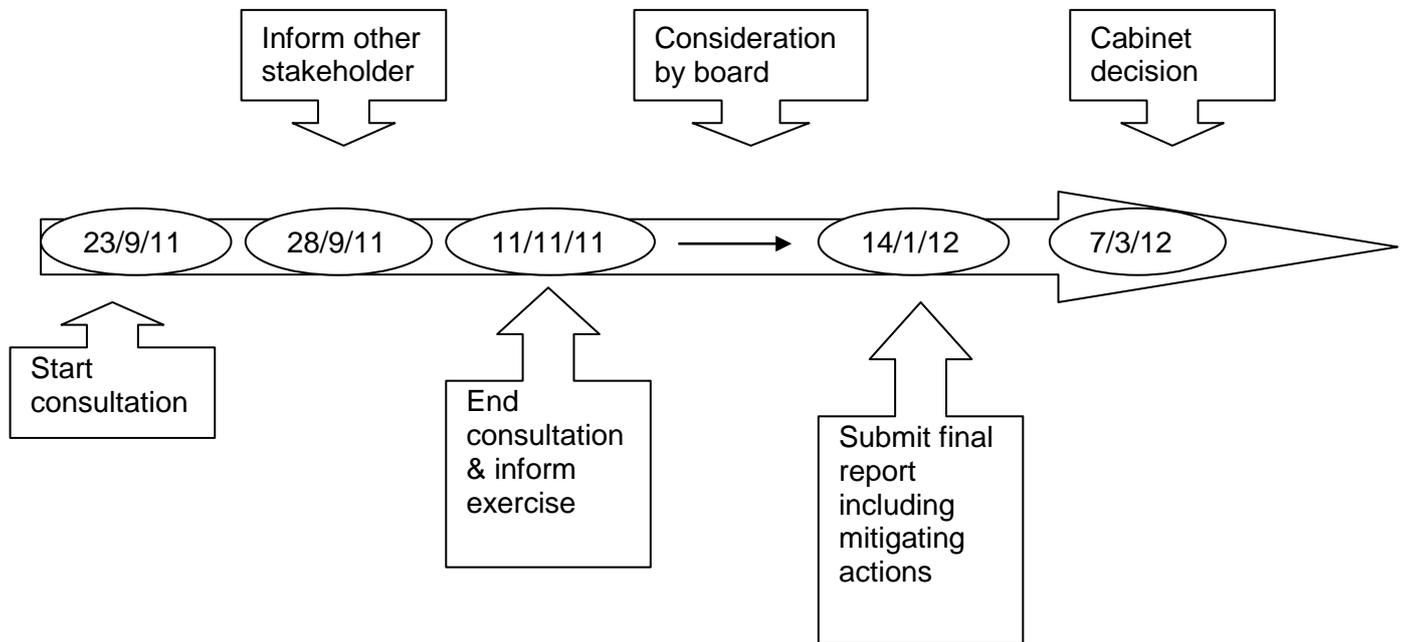
There were 4 responses to the exercise to inform other stakeholders:

- Letter from engagement group in support of option to transfer to registered provider
- Email from residents' association in support of transfer to registered provider on basis that would result in better management of the site, less fly tipping, reduced traffic problems
- Letter from neighbouring business expressing wish to be considered as potential private landlord for Cursesey Lane site
- Cllr response – email expressing concern re loss of enforcement function

The outcomes of the consultation will be used to inform decision makers of the views of the residents on what is important to them in the management of sites. There are currently a range of options being considered through consultation including transfer to a registered provider; transfer to a private landlord and no change. The information gathered from the consultation will be presented alongside detail regarding finance, national and local priorities, community impact and risk management to ensure that decision makers are able to take full account of these factors.

The outcomes of the consultation will be carried forward to inform the planning of any change arising from the decision including any actions required to mitigate negative impacts. The detail of implementation planning will be dependent upon the preferred option.

Timeline



Staff affected:

Options under consultation would potentially have an impact on staff should they lead to a transfer of the service or closure of the service. There is a single member of staff that may be affected by the potential changes and they do not share any protected characteristics. The member of staff has been kept informed by their line manager throughout the process and a full CIA is not deemed relevant or proportionate.

Additional sources of data have been considered to inform this assessment:

- A search of inform revealed that no similar consultations have been undertaken. Nationally, the DCLG have completed a consultation regarding planning for Gypsy & Traveller sites however this is to inform the national Planning and Policy Framework which remains in draft form at the time of writing.

Planning for traveller sites: Consultation - Planning, building and the environment - Department for Communities and Local Government

- Evidence of unmet need has been sourced from the 2007 Gypsy Traveller and Show People Accommodation Needs Assessment.

Gloucestershire County Council - Gypsy Traveller and Show People Accommodation Needs Assessment

- The Race Equality Scheme Action Plan 2008 – 2011 included reference to the needs of the local Gypsy & Traveller Community.

Race equality Scheme and Action Plan

- A site visit to Houndsfield Lane in Bromsgrove was undertaken by a member of staff to hear the views of residents who have undergone a transfer to a registered provider.

6. Describe how this policy will impact on the Councils Duty to:

- **Eliminate unlawful discrimination**
- **Advance equality of opportunity**
- **Foster good relations**

If the freehold ownership and management of the sites were to stay with GCC there would be no immediate impact and control of the service would be retained allowing GCC to protect residents against unlawful discrimination and continue current activity with regard to the advancement of equal opportunity and fostering good relations. The picture is less clear in the long term however as resources are limited and no additional funding has been identified that would secure the ongoing improvement and maintenance of the sites, which might ultimately have a negative impact on both the council’s duty to foster good relations and the duty to advance equality of opportunity.

7. Is this Policy affected by, or will it have an impact on other Meeting the Challenge proposals? Yes/No. (If yes please specify relevant project and indicate how it is affected.)

The project forms one strand of the MtC project Economy & Environment however there is no specific impact on the wider Economy & Environment project as there is no specific financial target attached to this scoping exercise and as it refers to a stand alone provision.

8. Could any particular group be affected differently in either a negative or a positive way?

	Negative	Positive	Neutral	Evidence
Age			x	For the option to retain the service and sites, there would be no impact related to age as there would be no change to service.
Disability	x			Evidence from consultation shows facilities for the disabled are important to the residents. Without further funding being identified there is the risk of lack of investment which has the potential to have a negative impact on the development and maintenance of these facilities. There are individuals with disabilities at 3 of the 4 sites: Willows (7); Showborough (3); Culkerton (1)
Gender			x	For the option to retain the service and sites, there would be no impact related to gender as there would be no change to service.
Pregnancy and Maternity			x	For the option to retain the service and sites, there would be no impact related to age as

				there would be no change to service.
Race (including Gypsy & Traveller)	x			<p>The possible changes relate only to members of the Gypsy & Traveller community and therefore any impacts can be considered differential.</p> <p>For the option to retain the land and the management of the service there would be both negative and positive impacts. Overall, the impact is likely to be negative.</p> <p>Positive – security of tenure; preferred option identified through consultation with residents.</p> <p>Negative – risk of deterioration of sites as the Council is unable to access central government funding to maintain or improve sites. Evidence from the 2007 accommodation needs assessment identified that sites were overcrowded with 37% of respondents’ families having members likely to want to start a new household. Overcrowding coupled with the normal deterioration of buildings etc over time may lead to decreasing standards and living conditions for site residents. Feedback from consultation rated more money being spent on the sites and facilities for the disabled as important. Without further funding being identified there is the risk that a lack of investment will prevent maintenance and improvement of the sites.</p>
Religion or Belief			x	For the option to retain the service and sites there would be no impact related to religion or belief as there would be no change to service.
Sexual Orientation			x	For the option to retain the service and sites, there would be no impact related to sexual orientation as there would be no change to service.
Marriage or Civil Partnership			x	For the option to retain the service and sites, there would be no impact related to marriage or civil partnership as there would be no change to service.
Transgender			x	For the option to retain the service and sites, there would be no impact related to transgender as there would be no change to service.

Other groups: eg Rural Isolation, Long term unemployed, Health Inequality, Carers.			x	It is known that the employment, health and education outcomes for Gypsy & Traveller communities are poor. The services available to the residents however are not in scope and in the 2007 accommodation needs assessment 100% of resident families who responded were registered with a doctor and dentist. If the sites were retained, there would be no impact.
Community Cohesion	<p>Provide details of any ways in which the proposed activity would promote equality in the community between those who share a protected characteristic and those who do not , and how it would promote good relations between such groups.</p> <ul style="list-style-type: none"> • Is there equality between those who will and won't benefit from the proposal? • Are there strong relationships between groups and communities in the area affected and will the proposed action promote positive relationships? • Does the proposal bring groups / communities into increased contact with each other 	<p>Currently, the in house provision is delivered by one FTE and approximately 20% of their time is spent in the provision of advice and development of a planning bridge acting as a first point of contact between the travelling community and the planning system, with a further 20% spent on enforcement activity relating to unauthorised encampments.</p> <p>Unauthorised encampments nationally and locally have attracted adverse media attention which clearly has a negative impact on the relationships between those who share the protected characteristic and those who do not.</p> <p>There would be no immediate impact on community cohesion if the service and the land were retained.</p>		

9. If you have identified a negative impact in question 8, what actions have you undertaken or do you plan to undertake, including consideration of any alternative proposals, to lessen or negate this impact and indicate whether this features in your Operational Business Plan, and whether it is recorded on Performance Plus

Negative Impact	Mitigating Action(s):	How will action be Monitored/Evaluated	When will policy be reviewed?	O.B.P.	Perform ance Plus
Differential impact on members of the Gypsy & Traveller community	The group affected by the scoping project is limited to the Gypsy & Traveller Community. In order to ensure that their views are taken into account in decision making and that	Oversight of the planning and execution of the consultation at the monthly project board meetings. Review of the	End of consultation period (11/11/11)	Y/N	Y/N

	<p>negative impacts are clearly identified, a consultation has been targeted specifically at this group and has been offered with the offer of verbal support in recognition of the preferred communication style of this group. An officer known to and trusted by the community has been assigned the task of the delivery, explanation and collection of consultation responses. A project board has been established to provide oversight of the consultation and to provide expertise on translating the issues raised through consultation into mitigating actions. Following consultation in November 2011, a key decision is scheduled for March 2012, allowing time for the thorough consideration of the outcomes of the consultation and other sources of information prior to decision making.</p>	<p>outcomes of the consultation by the project board.</p> <p>Recorded minutes/ notes from project board meetings and meetings to inform decision makers.</p>			
<p>Impacts on disability and race</p>	<p>Development of a resourced action plan for infrastructure to ensure that deterioration of sites does not have an impact on quality of life.</p> <p>Include consideration of the needs of individuals with disabilities in the development of the action plan.</p> <p>Progression of this action would be subject to a competitive process to secure funding from</p>				

	capital budget against other priorities.				
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Declaration

We are satisfied that an Assessment has been carried out and where a negative impact has been identified, actions have been developed to lessen or negate this impact.

We understand that the Community Impact Assessment is required by the County Council and that we take responsibility for the completion and quality of this assessment

Completed by: Alan Bently

Date: 15/11/11

Role:

Countersigned by Head of Service: Mark Parker

Date: 19/12/11

Name of relevant Portfolio Holder / Cabinet Member: Councillor Charles Fellows

I confirm that I have examined and understood the potential impact of the proposed policy and confirm that I have taken account of the Council’s Public Sector Equalities Duty.

..... **Portfolio Holder / Cabinet Member. Date.**

Please forward an electronic copy to the Equalities Team by emailing

equalities@gloucestershire.gov.uk

Community Impact Assessment

Gypsy & Traveller Sites: option to transfer to private landlord.

This Impact Assessment supports the County Council in meeting its legal obligations under the **Public Sector Equality Duty**. The Equality Duty ensures that public bodies consider the needs of *all* individuals whether developing policies, delivering services, or in relation to an organisation's own employees.

The Equality Duty has three aims. It requires public bodies to have *due regard* to:

- eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity** between people who share a protected characteristic and people who do not share it; (*section 8 lists the protected characteristics*)
- foster good relations** between people who share a protected characteristic and people who do not share it.

Having ***due regard to*** means consciously thinking about the three aims of the Equality Duty as part of the process of decision making. This means that consideration of equality issues must influence the decisions reached by public bodies.

It is important to understand and consider how different people will be affected by the decisions the Council makes, so that policies and services are appropriate and accessible to all and meet different people's needs.

This assessment will help you to think about the potential impact your proposals will have on all sections of the community. Recognising these impacts early on in the process of developing policies will assist good decision making and ensure that the County Council delivers services appropriate to people's needs.

1. Person responsible for undertaking this assessment:

Name: Alan Bently	Telephone: 01452 426801
Service: PROW & Traveller Service	E-Mail: alan.bently@gloucestershire.gov.uk
	Date of Assessment: 14/11/11

2. Name of the policy, service, strategy, procedure or function: (indicate whether new or revised)

Gypsy & Traveller Site Management Review – this is a new policy

3. Briefly describe its aims and objectives

The Gypsy & Traveller Sites project forms an element of the MtC Economy & Environment Project. The key aims of the Gypsy & Traveller Sites project are to:

- **Scope the possible transfer of the county's four Gypsy & Traveller Sites to a registered provider.**
- **Manage the reputational and financial risks to the council.**

A project board has been established in order to provide guidance and expertise to ensure that the project delivers its key aims and to ensure strategic decision makers are provided with sufficient, robust information.

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Jayne Fuller	Principal Accountant
Dawn Thompson	Marketing & Communication Manager
Eugene O'Kane	Programme Manager (MtC)
Victoria Jenkins	Project Manager (MtC)

In order to scope the possible transfer of sites, it has been necessary to understand other available options:

- Transfer the service and the land to a registered provider
- Transfer the service and the land to a private landlord
- Retain the service and the land (no change)

This community impact assessment form looks at the option to transfer the service and land to a private landlord.

4. What outcomes are expected?

A decision regarding the future management of the sites which takes account of the views and needs of the resident Gypsy & Traveller community as well as the costs and liabilities associated with the service.

As the project aims are concerned with scoping and review, there will need to be further outcomes identified to guide implementation planning for the preferred option.

5. Provide Details of Consultation and evidence of the outcome/s of this

Consultation with the residents of the 4 Gypsy & Traveller Sites within scope is underway at the time of this assessment.

The sites within scope are:

- Willows, Sandhurst Lane, Gloucester.
- Cursey Lane, Elmstone Hardwicke.
- Showborough, Twyning near Tewkesbury.

- Culkerton, near Tetbury.

The following demographic information, broken down by site, has been provided by the Principal Traveller Services Officer.

	No. individuals with a disability	No. older people	No. children under the age of 18
The Willows	7	10	64
Cursey Lane	0	1	1
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Total	11	13	69

The assessment is being regularly reviewed by Project Board members throughout the process of consultation and following the results of the consultation. The CIA has also been reviewed as a result of discussion with the Assistant Director of Law and Administration to ensure that all evidence available has been included prior to recommendations being made to cabinet. Legal advice offered indicated that in order to break down impact assessments to individual site level, it would be necessary to directly question residents as to their status in relation to protected characteristics. Owing to the limited number of residents at the sites, this was deemed to be intrusive and a potential breach of human rights. Instead, assumptions are embedded in the assessment regarding impact on age, disability and other protected characteristics.

There are 81 plots spread across the sites a number of which are double plots (originally single plots later amalgamated to double plots), plots are allocated to a license holder of which there are 72 (9 being licensed for double plots). Consultation has been carried out with license holders and concerns their views of the importance of elements of site management. Views were also invited on the preferred option for the management of the sites. The consultation, which commenced on the 23/9/11 was offered in writing however face to face support was offered in response to the needs of the residents. The consultation concluded on the 11/11/11. 72 questionnaires were issued with 100% license holders being provided with a questionnaire. 62 questionnaires were returned giving a response rate of 62%. 26% of responses included qualitative information in the form of comments.

Outcomes of consultation:

The majority of respondents rated the following things as important to them:

- Having more money spent on the site (85%).
- Having a say in how things are run (68%).
- Facilities for the disabled (71%).
- Being familiar with the way things are run (77%).
- Dealing with the same people (92%).

The majority of respondents expressed a preference for staying the same (95%) over transfer to a registered provider or private landlord.

The qualitative feedback received revealed a number of themes:

- Continuity of contact: 2 comments related the view that transfer to a registered provider was acceptable as long as contact with Principal Traveller Services Officer continued.

- Do not want to change: a total of 8 comments were made expressing a preference for no change to the current situation. Of these, 5 referred to the fact that they were satisfied with the current position; 1 stated that they were against the sale of social housing and 2 that they felt wary of change.
- Dissatisfied with current service: 4 responses expressed dissatisfaction with the current service. The reasons differed for each with 1 wanting stricter rule enforcement to keep sites clean, 1 unhappy at charges, 1 wanting more provision for children and the remaining 1 expressing the view that improvements to plots favoured some individuals.
- Do not want private landlord: 2 respondents made a total of 3 comments expressing the view that they did not want to transfer to a private landlord. 2 comments referred to price and 1 to concerns that private landlords would not deal fairly with tenants.
- Having a say: 1 comment asked for involvement in how the sites are run.

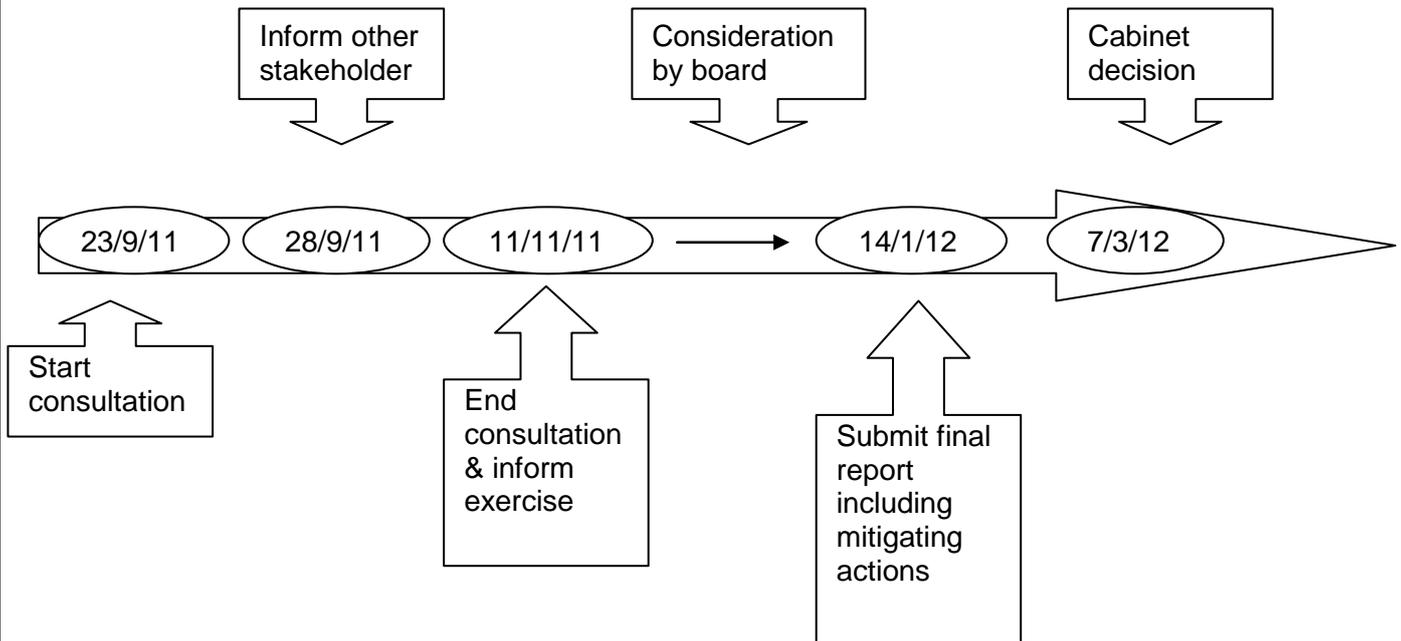
There were 4 responses to the exercise to inform other stakeholders:

- Letter from engagement group in support of option to transfer to registered provider
- Email from residents' association in support of transfer to registered provider on basis that would result in better management of the site, less fly tipping, reduced traffic problems
- Letter from neighbouring business expressing wish to be considered as potential private landlord for Cursesey Lane site
- Cllr response – email expressing concern re loss of enforcement function

The outcomes of the consultation will be used to inform decision makers of the views of the residents on what is important to them in the management of sites. There are currently a range of options being considered through consultation including transfer to a registered provider; transfer to a private landlord and no change. The information gathered from the consultation will be presented alongside detail regarding finance, national and local priorities, community impact and risk management to ensure that decision makers are able to take full account of these factors.

The outcomes of the consultation will be carried forward to inform the planning of any change arising from the decision including any actions required to mitigate negative impacts. The detail of implementation planning will be dependent upon the preferred option.

Timeline



Staff affected:

Options under consultation would potentially have an impact on staff should they lead to a transfer of the service or closure of the service. There is a single member of staff who may be affected by the potential changes and they do not share any protected characteristics. The member of staff has been kept informed by their line manager throughout the process and a full CIA is not deemed relevant or proportionate.

Additional sources of data have been considered to inform this assessment:

- A search of inform revealed that no similar consultations have been undertaken. Nationally, the DCLG have completed a consultation regarding planning for Gypsy & Traveller sites however this is to inform the national Planning and Policy Framework which remains in draft form at the time of writing.

Planning for traveller sites: Consultation - Planning, building and the environment - Department for Communities and Local Government

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Gloucestershire County Council - Gypsy Traveller and Show People Accommodation Needs Assessment

- The Race Equality Scheme Action Plan 2008 – 2011 included reference to the needs of the local Gypsy & Traveller Community.

Race equality Scheme and Action Plan

- A site visit to Houndsfield Lane in Bromsgrove was undertaken by a member of staff to hear the views of residents who have undergone a transfer to a registered provider.

6. Describe how this policy will impact on the Councils Duty to:

- **Eliminate unlawful discrimination**
- **Advance equality of opportunity**
- **Foster good relations**

There is scope within the option to transfer to a private landlord to place conditions against any legal agreements concerning the future use of the land and the security of tenure of the residents. There is also the potential if transferring the service to set expectations and conditions on community cohesion development through any specification and/ or agreement developed.

The council cannot delegate its equalities duty and it is important to note that private landlords are not subject to public sector equalities duties.

7. Is this Policy affected by, or will it have an impact on other Meeting the Challenge proposals? Yes/No. (If yes please specify relevant project and indicate how it is affected.)

The project forms one strand of the MtC project Economy & Environment however there is no specific impact on the wider Economy & Environment project as there is no specific financial target attached to this scoping exercise and as it refers to a stand alone provision.

8. Could any particular group be affected differently in either a negative or a positive way?

	Negative	Positive	Neutral	Evidence
Age	x			<p>There is potential for the option to transfer the service to have a differential impact on members of the Gypsy & Traveller Community of school age.</p> <p>Although the support services surrounding education are not within the scope of this exploration, ease of access to them is relevant and relates to security of tenure. According to the 2007 Gypsy Traveller and Show People Accommodation Needs Assessment, 85% of respondents' families had children of primary school age and 33% had children at secondary school. Current data provided by the Principal Traveller Services Officer shows that all 4 sites have children below the age of 18 resident on them: Willows 964); Cursey lane (25); Showborough (1); Culkerton (3).</p> <p>In the event of a transfer, private landlords</p>

				are required to comply with the law however are not subject to public sector equalities duties.
Disability	X			It is possible that a private provider would have a lower regard to the specific needs of disabled residents than either the county council or a registered provider. In the event of a transfer, private landlords are required to comply with the law however are not subject to public sector equalities duties. There are individuals with disabilities at 3 of the 4 sites: Willows (7); Showborough (3); Culkerton (1)
Gender			x	There are no service changes related to this option that would have an impact on gender
Pregnancy and Maternity			x	There are no service changes related to this option that would have an impact on pregnancy and maternity
Race (including Gypsy & Traveller)	x			<p>The possible changes relate only to members of the Gypsy & Traveller community and therefore any impacts can be considered differential.</p> <p>In response to the consultation questions the selection of a private landlord as the preferred option was outweighed by the comments made stating that respondents did not want to transfer to a private landlord.</p> <p>Transfer of the site to a private landlord: Negative – security of tenure is known to be of central importance to local gypsy & traveller community members (source: race equality scheme action plan) and the loss of secure tenure has implications for access to health and education services. Anecdotal evidence suggests that private providers in the rented site provision sector are less likely to respect the rights of residents or wider implications of a possible eviction.</p>
Religion or Belief			x	There are no service changes related to this option that would have an impact on religion or belief
Sexual Orientation			x	There are no service changes related to this option that would have an impact on sexual orientation
Marriage or Civil Partnership			x	There are no service changes related to this option that would have an impact on

				marriage or civil partnership
Transgender			x	There are no service changes related to this option that would have an impact on transgender
Other groups: eg Rural Isolation, Long term unemployed, Health Inequality, Carers.	x			<p>It is known that the employment, health and education outcomes for Gypsy & Traveller communities are poor. The services available to the residents however are not in scope and in the 2007 accommodation needs assessment 100% of resident families who responded were registered with a doctor and dentist. If the sites were retained, there would be no impact.</p> <p>For the option to transfer to a private landlord, there would be the risk of loss of security of tenure and associated difficulties in accessing services as previously described.</p>
Community Cohesion	<p>Provide details of any ways in which the proposed activity would promote equality in the community between those who share a protected characteristic and those who do not , and how it would promote good relations between such groups.</p> <ul style="list-style-type: none"> • Is there equality between those who will and won't benefit from the proposal? • Are there strong relationships between groups and communities in the area affected and will the proposed action promote positive relationships? • Does the proposal bring groups / communities into increased contact with each other 			<p>Currently, the in-house provision is delivered by one FTE and approximately 20% of their time is spent in the provision of advice and development of a planning bridge acting as a first point of contact between the travelling community and the planning system, with a further 20% spent on enforcement activity relating to unauthorised encampments.</p> <p>Unauthorised encampments nationally and locally have attracted adverse media attention which clearly has a negative impact on the relationships between those who share the protected characteristic and those who do not.</p> <p>There is an opportunity to place expectations on potential landlords to enhance community cohesion through the procurement process to evidence their commitment and capability in this area.</p>

9. If you have identified a negative impact in question 8, what actions have you undertaken or do you plan to undertake, including consideration of any alternative proposals, to lessen or negate this impact and indicate whether this features in your Operational Business Plan, and whether it is recorded on Performance Plus

Negative Impact	Mitigating Action(s):	How will action be Monitored/Evaluated	When will policy be reviewed?	O.B.P.	Perform ance Plus
Differential	The group affected by	Oversight of the	End of	Y/N	Y/N

<p>impact on members of the Gypsy & Traveller community</p>	<p>the scoping project is limited to the Gypsy & Traveller Community. In order to ensure that their views are taken into account in decision making and that negative impacts are clearly identified, a consultation has been targeted specifically at this group and has been offered with the offer of verbal support in recognition of the preferred communication style of this group. An officer known to and trusted by the community has been assigned the task of the delivery, explanation and collection of consultation responses. A project board has been established to provide oversight of the consultation and to provide expertise on translating the issues raised through consultation into mitigating actions. Following consultation in November 2011, a key decision is scheduled for February 2012, allowing time for the thorough consideration of the outcomes of the consultation and other sources of information prior to decision making.</p>	<p>planning and execution of the consultation at the monthly project board meetings.</p> <p>Review of the outcomes of the consultation by the project board.</p> <p>Recorded minutes/ notes from project board meetings and meetings to inform decision makers.</p>	<p>consultation period (11/11/11)</p>		
<p>Differential impact on children and young people of school age within the Gypsy & Traveller</p>	<p>Access to educational services has a relationship to security of tenure. In the event of transfer of the freehold ownership and management responsibility of the sites</p>	<p>Review of the impacts to inform decision makers.</p> <p>Review and further exploration of the impacts, including</p>	<p>End of consultation period (11/11/11)</p>	<p>Y/N</p>	<p>Y/N</p>

residents' community.	to a private landlord, concerns regarding security of tenure and future use of the land could be mitigated to some degree through the terms of legal agreements. However, it is acknowledged that there is a considerably greater degree of risk regarding future security of tenure if the private landlord option is chosen.	those on individuals with disability and those under the age of 18 , and mitigating actions once decision makers have selected preferred option. Evidence of the wording of the service specification and legal agreements should transfer go ahead.			
Community cohesion	Identify a strategy to ensure that unauthorised encampments are dealt with fairly whether this is retained in house, transferred to another in house service or transferred with the management of sites. Discussions are underway to develop a strategy for the future management of the enforcement function.	Review and further develop the strategy once the preferred option is known. Review in light of strategy development	End of consultation period (11/11/11) 30/12/11	Y/N	Y/N
				Y/N	Y/N
				Y/N	Y/N

Declaration

We are satisfied that an Assessment has been carried out and where a negative impact has been identified, actions have been developed to lessen or negate this impact.

We understand that the Community Impact Assessment is required by the County Council and that we take responsibility for the completion and quality of this assessment

Completed by: Alan Bently

Date: 4/11/11

Role: Project Manager

Countersigned by Head of Service: Mark Parker

Date: 19/12/11

Name of relevant Portfolio Holder / Cabinet Member: Councillor Charles Fellows

I confirm that I have examined and understood the potential impact of the proposed policy and confirm that I have taken account of the Council's Public Sector Equalities Duty.

..... **Portfolio Holder / Cabinet Member. Date.**

Please forward an electronic copy to the Equalities Team by emailing

equalities@gloucestershire.gov.uk

Community Impact Assessment

Gypsy & Traveller Sites: option to transfer to a registered provider.

This Impact Assessment supports the County Council in meeting its legal obligations under the **Public Sector Equality Duty**. The Equality Duty ensures that public bodies consider the needs of *all* individuals whether developing policies, delivering services, or in relation to an organisation's own employees.

The Equality Duty has three aims. It requires public bodies to have *due regard* to:

- eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity** between people who share a protected characteristic and people who do not share it; (*section 8 lists the protected characteristics*)
- foster good relations** between people who share a protected characteristic and people who do not share it.

Having ***due regard to*** means consciously thinking about the three aims of the Equality Duty as part of the process of decision making. This means that consideration of equality issues must influence the decisions reached by public bodies.

It is important to understand and consider how different people will be affected by the decisions the Council makes, so that policies and services are appropriate and accessible to all and meet different people's needs.

This assessment will help you to think about the potential impact your proposals will have on all sections of the community. Recognising these impacts early on in the process of developing policies will assist good decision making and ensure that the County Council delivers services appropriate to people's needs.

1. Person responsible for undertaking this assessment:

Name: Alan Bently	Telephone: 01452 426801
Service: Gypsy and Traveller Services	E-Mail: alan.bently@gloucestershire.gov.uk
	Date of Assessment: 14/11/11 Subsequently reviewed: 19/12/11

2. Name of the policy, service, strategy, procedure or function: (indicate whether new or revised)

Gypsy & Traveller Site Management Review – this is a new policy

3. Briefly describe its aims and objectives

The Gypsy & Traveller Sites project forms an element of the MtC Economy & Environment Project. The key aims of the Gypsy & Traveller Sites project are to:

- **Scope the possible transfer of the county's four Gypsy & Traveller Sites to a registered provider.**
- **Manage the reputational and financial risks to the council.**

A project board has been established in order to provide guidance and expertise to ensure that the project delivers its key aims and to ensure strategic decision makers are provided with sufficient, robust information.

Board Members	
Alan Bently	PROW & Traveller Services Manager
Gill Oxley	Equalities Manager
Rebecca Boulton	Principal Procurement Officer
Richard Hanman	Estates Manager
Jayne Fuller	Principal Accountant
Dawn Thompson	Marketing & Communication Manager
Eugene O'Kane	Programme Manager (MtC)
Victoria Jenkins	Project Manager (MtC)

In order to scope the possible transfer of sites, it has been necessary to understand other available options:

- Transfer the service and the land to a registered provider
- Transfer the service and the land to a private landlord
- Retain the service and the land (no change)

This community impact assessment form looks at the option to transfer the service and land to a registered provider. It has been reviewed following discussion with the Assistant Director of Law and Administration and in light of the recommendations that will be made to cabinet in March 2012 to the effect that transfer to a registered provider is the preferred option.

4. What outcomes are expected?

A decision regarding the future management of the sites which takes account of the views and needs of the resident Gypsy & Traveller community as well as the costs and liabilities associated with the service.

As the project aims are concerned with scoping and review, there will need to be further outcomes identified to guide implementation planning for the preferred option.

5. Provide Details of Consultation and evidence of the outcome/s of this

Consultation with the residents of the 4 Gypsy & Traveller Sites within was completed prior to this assessment and ended November 2011.

The sites within scope are:

- Willows, Sandhurst Lane, Gloucester.
- Cursey Lane, Elmstone Hardwicke.
- Showborough, Twyning near Tewkesbury.
- Culkerton, near Tetbury.

The following demographic information, broken down by site, has been provided by the Principal Traveller Services Officer.

	No. individuals with a disability	No. older people	No. children under the age of 18
The Willows	7	10	64
Cursey Lane	0	1	1
Showborough	3	1	1
Culkerton	1	1	3
Total	11	13	69

The assessment is being regularly reviewed by Project Board members throughout the process of consultation and following the results of the consultation. The CIA has also been reviewed as a result of discussion with the Assistant Director of Law and Administration to ensure that all evidence available has been included prior to recommendations being made to cabinet. Legal advice offered indicated that in order to break down impact assessments to individual site level, it would be necessary to directly question residents as to their status in relation to protected characteristics. Owing to the limited number of residents at the sites, this was deemed to be intrusive and a potential breach of human rights. Instead, assumptions are embedded in the assessment regarding impact on age, disability and other protected characteristics.

There are 81 plots spread across the sites a number of which are double plots (originally single plots later amalgamated to double plots), plots are allocated to a license holder of which there are 72 (9 being licensed for double plots). Consultation has been carried out with license holders and concerns their views of the importance of elements of site management. Views were also invited on the preferred option for the management of the sites. The consultation, which commenced on the 23/9/11 was offered in writing however face to face support was offered in response to the needs of the residents. The consultation concluded on the 11/11/11. 72 questionnaires were issued with 100% license holders being provided with a questionnaire. 62 questionnaires were returned giving a response rate of 62%. 26% of responses included qualitative information in the form of comments.

Outcomes of consultation:

The majority of respondents rated the following things as important to them:

- Having more money spent on the site (85%).
- Having a say in how things are run (68%).
- Facilities for the disabled (71%).
- Being familiar with the way things are run (77%).
- Dealing with the same people (92%).

The majority of respondents expressed a preference for staying the same (95%) over transfer to a registered provider or private landlord.

The qualitative feedback received revealed a number of themes:

- Continuity of contact: 2 comments related the view that transfer to a registered provider was acceptable as long as contact with Principal Traveller Services Officer continued.
- Do not want to change: a total of 8 comments were made expressing a preference for no change to the current situation. Of these, 5 referred to the fact that they were satisfied with the current position; 1 stated that they were against the sale of social housing and 2 that they felt wary of change.
- Dissatisfied with current service: 4 responses expressed dissatisfaction with the current service. The reasons differed for each with 1 wanting stricter rule enforcement to keep sites clean, 1 unhappy at charges, 1 wanting more provision for children and the remaining 1 expressing the view that improvements to plots favoured some individuals.
- Do not want private landlord: 2 respondents made a total of 3 comments expressing the view that they did not want to transfer to a private landlord. 2 comments referred to price and 1 to concerns that private landlords would not deal fairly with tenants.
- Having a say: 1 comment asked for involvement in how the sites are run.

It is important to note that the qualitative comments include statements to the effect that transfer to a registered provider would be acceptable if continuity were provided through continued contact with Principal Traveller Services Officer.

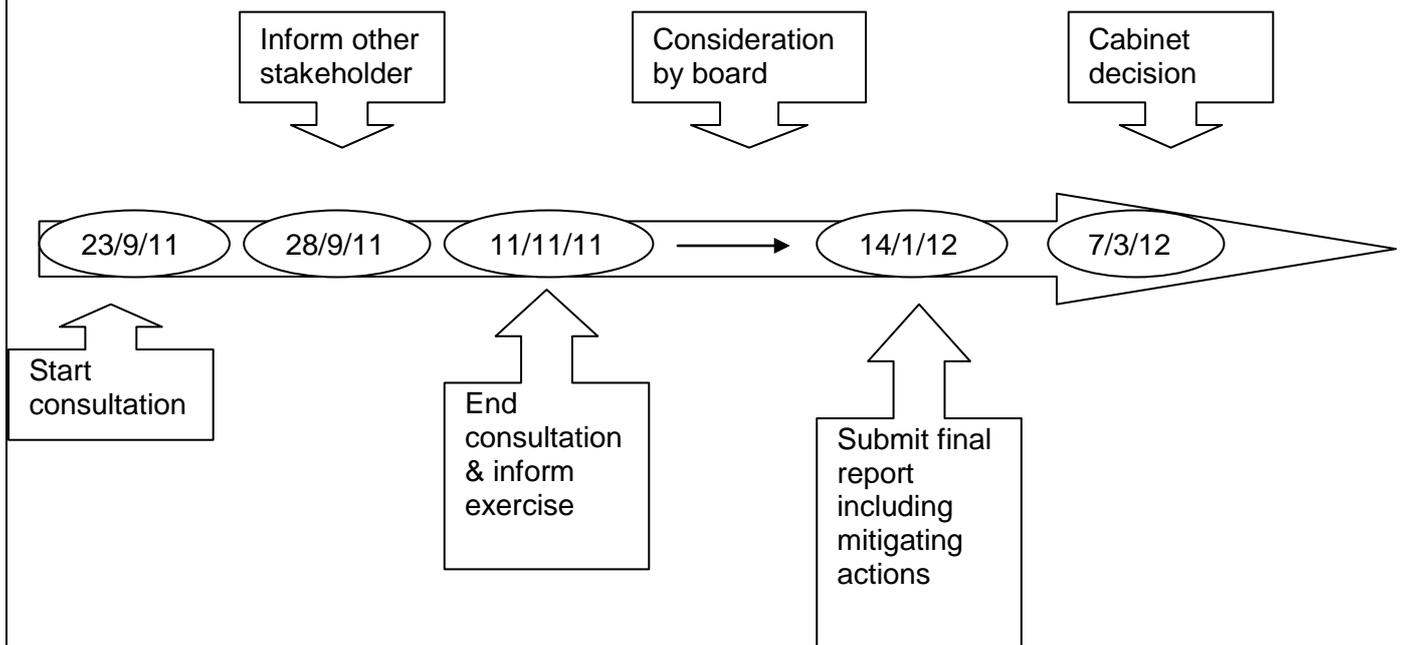
There were 4 responses to the exercise to inform other stakeholders:

- Letter from engagement group in support of option to transfer to registered provider
- Email from residents' association in support of transfer to registered provider on basis that would result in better management of the site, less fly tipping, reduced traffic problems
- Letter from neighbouring business expressing wish to be considered as potential private landlord for Cursey Lane site
- Cllr response – email expressing concern re loss of enforcement function

The outcomes of the consultation will be used to inform decision makers of the views of the residents on what is important to them in the management of sites. There are currently a range of options being considered through consultation including transfer to a registered provider; transfer to a private landlord and no change. The information gathered from the consultation will be presented alongside detail regarding finance, national and local priorities, community impact and risk management to ensure that decision makers are able to take full account of these factors.

The outcomes of the consultation will be carried forward to inform the planning of any change arising from the decision including any actions required to mitigate negative impacts. The detail of implementation planning will be dependent upon the preferred option.

Timeline:



Staff affected:

Options under consultation would potentially have an impact on staff should they lead to a transfer of the service or closure of the service. There is a single member of staff affected by the potential changes and they do not share any protected characteristics. The member of staff has been kept informed by their line manager throughout the process and a full CIA is not deemed relevant or proportionate.

Additional sources of data have been considered to inform this assessment:

- A search of inform revealed that no similar consultations have been undertaken. Nationally, the DCLG have completed a consultation regarding planning for Gypsy & Traveller sites however this is to inform the national Planning and Policy Framework which remains in draft form at the time of writing.

Planning for traveller sites: Consultation - Planning, building and the environment - Department for Communities and Local Government

- Evidence of unmet need has been sourced from the 2007 Gypsy Traveller and Show People Accommodation Needs Assessment.

Gloucestershire County Council - Gypsy Traveller and Show People Accommodation Needs Assessment

- The Race Equality Scheme Action Plan 2008 – 2011 included reference to the needs of the local Gypsy & Traveller Community.

Race equality Scheme and Action Plan

- A site visit to Houndsfield Lane in Bromsgrove was undertaken by a member of staff to hear the views of residents who have undergone a transfer to a registered provider.

6. Describe how this policy will impact on the Councils Duty to:

- **Eliminate unlawful discrimination**
- **Advance equality of opportunity**
- **Foster good relations**

There is scope within the option to transfer to a registered provider to place conditions against any legal agreements concerning the future use of the land and the security of tenure of the residents. There is also the potential if transferring the service to set expectations and conditions on community cohesion development through any specification and/ or agreement developed.

The Equalities Manager advises that the council cannot delegate its equalities duties however registered housing providers are subject to equalities duties.

7. Is this Policy affected by, or will it have an impact on other Meeting the Challenge proposals? Yes/No. (If yes please specify relevant project and indicate how it is affected.)

The project forms one strand of the MtC project Economy & Environment however there is no specific impact on the wider Economy & Environment project as there is no specific financial target attached to this scoping exercise and as it refers to a stand alone provision.

8. Could any particular group be affected differently in either a negative or a positive way?

	Negative	Positive	Neutral	Evidence
Age		x		<p>There is potential for the option to transfer the service to have a differential impact on members of the Gypsy & Traveller Community of school age.</p> <p>Although the support services surrounding education are not within the scope of this exploration, ease of access to them is relevant and relates to security of tenure. According to the 2007 Gypsy Traveller and Show People Accommodation Needs Assessment, 85% of respondents' families had children of primary school age and 33% had children at secondary school. There are individuals with disabilities at 3 of the 4 sites: Willows (7); Showborough (3); Culkerton (1)</p> <p>Whilst the above constitutes a possible negative impact, the ability of registered providers to access central government funding for improvements to sites represents an opportunity to improve conditions on the sites and therefore quality of life for elderly</p>

				residents. Learning from the Bromsgrove experience suggests that this is an increasingly important issue.
Disability			x	Consultation feedback rated facilities for the disabled as important. The ability of registered providers to access central government funding for improvements to sites represents an opportunity to improve facilities for the disabled.
Gender			x	There are no service changes related to this option that would have an impact on gender.
Pregnancy and Maternity			x	There are no service changes related to this option that would have an impact on pregnancy and maternity.
Race (including Gypsy & Traveller)		x		<p>The possible changes relate only to members of the Gypsy & Traveller community and therefore any impacts can be considered differential.</p> <p>Although the consultation results rated staying the same as the preferred option, the results also showed that improvements to the conditions on sites were important. Fears around change and loss of continuity were expressed by residents however comments received suggested that these could be mitigated if ongoing contact with Principal Traveller Services Officer was assured.</p> <p>Positive – registered providers are able to access central government funding to support the development and maintenance of sites which opens up the possibility of improved conditions for the residents.</p> <p>Negative – security of tenure is known to be of central importance to local gypsy & traveller community members (source: race equality scheme action plan) and the loss of secure tenure has implications for access to health and education services.</p>
Religion or Belief			x	There are no service changes related to this option that would have an impact on religion or belief.
Sexual Orientation			x	There are no service changes related to this option that would have an impact on sexual orientation.
Marriage or Civil Partnership			x	There are no service changes related to this option that would have an impact on

				marriage or civil partnership.
Transgender			x	There are no service changes related to this option that would have an impact on gender.
Other groups: eg Rural Isolation, Long term unemployed, Health Inequality, Carers.		x		<p>It is known that the employment, health and education outcomes for Gypsy & Traveller communities are poor. The services available to the residents however are not in scope and in the 2007 accommodation needs assessment 100% of resident families who responded were registered with a doctor and dentist. If the sites were retained, there would be no impact.</p> <p>If transferred to a registered provider, there would be the risk of loss of security of tenure and associated difficulties in accessing services as previously described.</p> <p>If security of tenure could be mitigated, the the ability of registered providers to access central government funding for improvements to sites represents an opportunity to improve conditions on sites.</p>
Community Cohesion	<p>Provide details of any ways in which the proposed activity would promote equality in the community between those who share a protected characteristic and those who do not , and how it would promote good relations between such groups.</p> <ul style="list-style-type: none"> • Is there equality between those who will and won't benefit from the proposal? • Are there strong relationships between groups and communities in the area affected and will the proposed action promote positive relationships? • Does the proposal bring groups / communities into increased contact with each other 			<p>Currently, the in house provision is delivered by 1 FTE and approximately 20% of their time is spent in the provision of advice and development of a planning bridge acting as a first point of contact between the travelling community and the planning system, with a further 20% spent on enforcement activity relating to unauthorised encampments.</p> <p>Unauthorised encampments nationally and locally have attracted adverse media attention which clearly has a negative impact on the relationships between those who share the protected characteristic and those who do not. The option to transfer to a registered provider may have a negative impact if the management of unauthorised encampments was not planned for.</p>

9. If you have identified a negative impact in question 8, what actions have you undertaken or do you plan to undertake, including consideration of any alternative proposals, to lessen or negate this impact and indicate whether this features in your Operational Business Plan, and whether it is recorded on Performance Plus

Negative Impact	Mitigating Action(s):	How will action be Monitored/Evaluated	When will policy be reviewed?	O.B.P.	Performance Plus
<p>Differential impact on members of the Gypsy & Traveller community</p>	<p>The group affected by the scoping project is limited to the Gypsy & Traveller Community. In order to ensure that their views are taken into account in decision making and that negative impacts are clearly identified, a consultation has been targeted specifically at this group and has been offered with the offer of verbal support in recognition of the preferred communication style of this group. An officer known to and trusted by the community has been assigned the task of the delivery, explanation and collection of consultation responses. A project board has been established to provide oversight of the consultation and to provide expertise on translating the issues raised through consultation into mitigating actions. Following consultation in November 2011, a key decision is scheduled for March 2012, allowing time for the thorough consideration of the outcomes of the consultation and other sources of information prior to decision making.</p>	<p>Oversight of the planning and execution of the consultation at the monthly project board meetings.</p> <p>Review of the outcomes of the consultation by the project board.</p> <p>Recorded minutes/ notes from project board meetings and meetings to inform decision makers.</p>	<p>At point of decision March 2012</p>	<p>Y/N</p>	<p>Y/N</p>

<p>Differential impact on children and young people of school age within the Gypsy & Traveller residents' community.</p>	<p>Access to educational services has a relationship to security of tenure. In the event of transfer of the freehold ownership and management responsibility of the sites to a registered provider, concerns regarding the security of tenure and future use of the land could to some degree be mitigated through the terms of legal agreements for the transfer of each of the sites.</p> <p>Mitigation of concerns regarding loss of continuity by TUPE of Principal Traveller Services Officer to new provider, dependent upon his agreement.</p> <p>Mitigation of concerns regarding familiarity and</p>	<p>Review of the impacts to inform decision makers.</p> <p>Review and further exploration of the impacts, including those on individuals with disabilities and individuals under the age of 18, and mitigating actions once decision makers have selected preferred option.</p> <p>Evidence of the wording of the legal agreements should transfer go ahead.</p> <p>Confirmation of availability of funding for registered providers has been confirmed since previous CIA.</p> <p>Implementation of HR process should decision to proceed be made</p> <p>As above</p>	<p>End of consultation period (11/11/11)</p>	<p>Y/N</p>	<p>Y/N</p>
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	continuity through engagement of residents and involvement of residents in selection process.				
Community cohesion	Identify a strategy to ensure that unauthorised encampments are dealt with fairly whether this is retained in house, transferred to another in house service or transferred with the management of sites. Discussions are underway to develop a strategy for the future management of the enforcement function.	Review and further develop the strategy once the preferred option is known. Review in light of strategy development	End of consultation period (11/11/11) 30/12/11	Y/N	Y/N
				Y/N	Y/N
				Y/N	Y/N

Declaration

We are satisfied that an Assessment has been carried out and where a negative impact has been identified, actions have been developed to lessen or negate this impact.

We understand that the Community Impact Assessment is required by the County Council and that we take responsibility for the completion and quality of this assessment

Completed by: Alan Bently

Date: 15/11/11

Role: Project Manager

Countersigned by Head of Service: Mark Parker

Date: 19/12/11

Name of relevant Portfolio Holder / Cabinet Member: Councillor Charles Fellows

I confirm that I have examined and understood the potential impact of the proposed policy and confirm that I have taken account of the Council's Public Sector Equalities Duty.

..... Portfolio Holder / Cabinet Member. Date.

Please forward an electronic copy to the Equalities Team by emailing

equalities@gloucestershire.gov.uk

