

# **GYPSY & TRAVELLER PITCH ALLOCATIONS POLICY 2012**

# **Kent County Council Gypsy and Traveller Allocations Policy**

## **Aims of the policy**

To provide a high-quality site pitch for those in need. This policy aims to make sure that site pitches will be rented to people who apply because they are homeless, vulnerable or in priority need, and to those who may have had, or have great difficulty in securing pitches on privately owned Traveller sites with planning consent.

To make sure all applicants meet the criteria a 'needs assessment' is completed and a points system applied to this. Each applicant is given a point score based on the information provided. The Gypsy & Traveller Service must treat all applicants and applications fairly. However, there are only a limited number of pitches, and it is not possible to provide a pitch for everyone who wants one. If Kent County Council cannot help by offering a pitch, we will offer advice on other options.

## **How the system works**

The following people are eligible for inclusion onto Kent County Council's Gypsy and Traveller Service waiting list:

1. People over 18 years old who have lived in the area for at least 12 months or have close family that have lived in the area for the past three (3) years consecutively. Close family means grandparent, parent or sibling. Members of the Gypsy and Traveller community who are transitory will have their application assessed on priority need.

**OR**

2. People who apply as qualifying persons and meet the criteria because of exceptional circumstances or special needs, regardless of their previous address.

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## **The following people are not eligible to apply for a pitch:**

- a) Any person applying for a pitch in their own right who is under 18 years old unless they are deemed as meeting priority need.
- b) Any person who is ineligible under the law because they are subject to immigration controls or a person from abroad who is ineligible for housing assistance.

Existing family groupings will be considered when allocating pitches to new licensees to minimise potential conflicts, both within any official Gypsy & Traveller site and with residents living near a site. Individuals have a right to ask for a review of a decision to refuse or to terminate their application or seek to be re-included on the waiting list.

A fresh application can be considered if the applicant's immigration status changes to allow them to live in Britain.

Where an applicant or any member of their household knowingly gives false or misleading information, or withholds information that has been reasonably requested, a fresh application will not be accepted for one year.

The above criteria will be considered by an allocations panel made up of officers from Kent County Council, a member of any qualifying residents association for the site with the vacant pitch and an officer from the local borough or district council. Any information provided on personal issues will be kept confidential.

## **Pitch Allocation Policy**

Care should be taken to fill out the application form in line with the notes provided in the waiting list guidance information. An officer from Kent County Council's Gypsy and Traveller Service can help applicants complete the form if required.

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## **Pitch agreement**

All successful applicants will be offered a pitch agreement (both applicants where the licence is jointly held) regulated by the Mobile Homes Act 1983.

The pitch agreement sets out the rules governing good conduct of sites, advises that any breach of licence is likely to result in formal action being taken to remove the licensee responsible from the site. The rules of the site are set out in the licence and are made up of implied terms used in the Mobile Homes Act 1983 and express terms, which are site specific. Once agreement is concluded under the procedures in the Mobile Homes Act 1983, each applicant or joint applicant will be issued with a copy of their pitch agreement.

**Any application submitted that is found to have false information could be refused and or face further action.**

## **Grievances/complaints**

Any grievances or complaints can be handled using Kent County Council's formal complaints procedure. A copy of this can be obtained on request from:

### **Gypsy and Traveller Service**

Invicta House,  
County Hall,  
Maidstone,  
Kent ME14 1XX

**Email:** [Gypsy.traveller@kent.gov.uk](mailto:Gypsy.traveller@kent.gov.uk)

**Website:** [www.kent.gov.uk](http://www.kent.gov.uk)

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## Restrictions

We have a waiting list to achieve a balance between meeting accommodation needs, managing resources and fostering an acceptable quality of life on sites in accordance with our allocation procedures.

Applicants may not, therefore, be eligible if there is evidence of recent behaviour, **by an applicant or a member of their household**, likely to affect the management of the council's site and/or adversely impact on the Site Community.

Examples of exclusions could be where an applicant, or a member of their household, has, especially recently:

- Convictions for violent or other serious offence(s)
- Convictions for drug use or drug dealing
- Used threatening language or behaviour to any officer of a Council
- Been subject to an injunction over violent behaviour in the past three years
- Behaved in an antisocial manner towards neighbours.
- Supplied false or misleading information when making a Plot Waiting List application
- Deliberately worsened their housing situation without reasonable cause
- Moved onto one or more of our sites without permission in advance
- The applicant, or a member of their household, has property in Kent which they can reasonably be expected to occupy

## Pitch Allocation criteria

### Local Connections

Applicants have lived in the area for at least 12 months, or have family resident in the area for 3 out of the last 5 years

### Problems with Existing Accommodation

- Living on an overcrowded plot
  - Unauthorised site without useable facilities
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- Housing on an unauthorised private site

### **Poor or Absent facilities**

- Lack of water supply
- No Toilet
- No Bathing or Showering facilities

### **Security of Tenure**

- Applicant at Risk of Eviction (through no fault of their own)
- Given notice to quit

### **Welfare Considerations**

- Applicant fears for their personal safety. At risk of, or escaping violence, intimidation, harassment (through no fault of their own)
- Applicant required to support or care for a relative (for medical reasons)
- Applicant is required to support or care for a relative

### **Family Considerations**

- Pregnancy
- Children under 12 months
- Children 1 -18 Years old
- Relatives aged over 60

### **Educational Considerations**

- Children 5-11 Years Old
- Children 12-16 Years Old
- Children that have a Statement of Special Educational Needs

### **Medical Conditions**

**Substantial.** Applicant has/ is likely to have significant health problems. Has, or is likely to have an inability to carry out personal care or domestic routines in future.

**Moderate.** Applicant has an inability to carry out the majority of personal care/domestic routines and may need help from family.

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