

Aberdeenshire Council Gypsies/ Travellers Action Plan

Strategic Objective	What do we need to do to make the change?			Who should or will do this and when?			How will we know things have been improved? What are our performance measures?	Update	How well have we got on? Score progress and ground in evidence	What do we need to do next? Based on how we responded to the previous questions				
	Ref	Action	No	Description	Lead Officer	Partner / Officer Involvement	Target Timescale	Performance measures 09/10	As at 9th December 2009	Update March 2010	Traffic Light	Action required	Resources Required	
Objective (1) Better planning by Aberdeenshire Council and partner organisations to anticipate, and plan to meet, the future needs and aspirations of Gypsies/ Travellers in Grampian.	1.1	Establish an Encampment Management Strategy for the whole of the Grampian Area	1	Use the Interagency Group to oversee the Strategy and act as a mechanism for sharing information and intelligence	Strategic Development Officer (Social Inclusion) - Housing Strategy	Specialist Officer - Environmental Health	By Apr 2011	Have a Strategy in place.	Interagency Group (which includes Aberdeenshire Council and partner organisations) meet every quarter and have agreed to act as the mechanism for the three local authorities to take forward the Grampian Gypsy/ Traveller Action Plan.		G	None	None	
			2	Implement a uniform method of collecting information on encampments across Grampian, and of returning these to the Scottish Government as part of the Twice Yearly Count	Strategic Development Officer (Social Inclusion) - Housing Strategy	Specialist Officer - Environmental Health	By Apr 2010	Number of unauthorised encampments.	Officers have recently completed a questionnaire from the Scottish Government on the Twice Yearly Count. All 3 LAs work to one encampment assessment form		A	Consider joint response from City and Moray Councils.	Consistent systems in place within each local authority	
			3	Develop shared, standard encampment management policies/ guidelines with Aberdeen City and Moray Councils, including the creation of a joint good neighbour code for the whole	Strategic Development Officer (Social Inclusion) - Housing Strategy	Specialist Officer - Environmental Health	By Dec 2010	Compliance with Good Neighbour Code	Each Council has its own Good Neighbour Code. Good Neighbour Code has no legal backing, is used for guidance only.		A			
			4	Build a Grampian network of halting sites c6 pitches per site.	Strategic Development Officer (Social Inclusion) - Housing Strategy	Specialist Officer - Environmental Health	By Apr 2012	Number of new council pitches provided	Draft proposal of a Gypsy/ Traveller Site Development Officer post to be discussed at Joint Services Board meeting on 15th Dec 09. However, following the break-up of GTEIP the G/T Working Group does not see this as a priority and would like to investigate the possibility of employing a Gypsy/ Traveller Liaison Officer.		A	Await decision from Joint Services Board Meeting	Approximately £25k for Site Development Manager Post per year, fixed term over 2 years.	
			5	Consider sharing pitches on a more permanent site with Aberdeen City	Policy Officer (Estates Management)	Strategic Development Officer (Social Inclusion) - Housing Strategy	By Apr 2011	Number of unauthorised encampments.	Proposal currently within the draft Grampian G/T Action Plan. No update as yet.		A			
	1.2	Gypsies/Travellers' accommodation and support needs are integrated into LHS and other appropriate local authority strategies.	6	Outcomes articulate with work in other Services	Strategic Development Officer (Social Inclusion) - Housing Strategy	Specialist Officer - Environmental Health	By Apr 2010	Actions relevant to Services within the Council are included within Service Specific Plans	Newly formed Gypsy/ Traveller Officers Group (GTOG) meet every quarter to update Action Plan.		G	Continue to monitor	Within existing resources	
			7	Reduce the number of homeless presentations	Strategic Development Officer (Homelessness) - Housing Strategy	Strategic Development Officer (Social Inclusion) - Housing Strategy	By Apr 2011	Number of Gypsies/ Travellers applying as homeless.	Number of applicants have fallen from 11 to 9 over the past two years.		A	Continue to monitor	Within existing resources	
			8	Monitor the number of Council housing applications from Gypsy/ Travellers	Strategic Development Officer (Social Inclusion) - Housing Strategy		By Apr 2011	Number of Gypsies/ Travellers applying for Council housing.	No recordings over the past few years, however, may be as a result of G/Ts not wanting to self identify.		A	Continue to monitor	Within existing resources	
	Objective (2) Gypsies/Travellers normally resident in Grampian and Gypsies/Travellers visiting the area have accommodation that meets their needs, culture and lifestyle	2.1	Accommodation is reorganised to meet needs of current users and an additional 12 pitches are provided in Aberdeenshire	9	Consider the options for the future of Greenbanks	Policy Officer (Estates Management)	Strategic Development Officer (Social Inclusion) - Housing Strategy Specialist Officer - Environmental Health	By Apr 2011	Agreed remit for Greenbanks	Options to be investigated include revising the lettings policy of the site and the possibility of selling the site to the travellers that currently use the site. However, this procedure will change the status quo which is contrary to what was advised at local Area Committee.		A	Examine current running costs of Greenbanks site. Discuss possibility of selling site to current users. Consider the legality of the current lettings policy.	Estates Management Group (EMOG) to lead on a 'cost/ benefit analysis' of selling Greenbanks.
		2.2	Provision is of high quality and well-maintained, meeting the highest standards in line with current Scottish Government Guidance, by building upon current approaches to maintenance and upgrading of accommodation in each local authority area, ensuring it applies equally to any new provision to ensure:	10	Cyclical upgrades to all Local authority accommodation provided to Gypsies/Travellers	Housing Manager (Banff & Buchan)	Policy Officer (Estates Management)	Following annual inspection in February/March prior to site opening, with response repairs addressed as requested and required	Well maintained sites	Ongoing. Warden employed at Greenbanks site 2 hours per day/ 6 days per week.		A		Within existing resources
				11	Adaptations policy and practice is reviewed for Gypsies/Travellers with particular needs/disabilities, considering Regular visits and inspections by specialists - i.e. Occupational Therapists, Social Work - to ensure unmet needs/improvements are identified.	Strategic Development Officer (Particular Needs) - Housing Strategy	Strategic Development Manager (Social Work)	By Oct 2010	Number of particular needs enquiries received.				R	
			12	Regular consultations are undertaken with site residents groups and relevant agencies on site layout and maintenance	Tenant Participation Development Officer	Housing Manager (Banff & Buchan)	By Apr 2010, and annually	Number of G/Ts attending tenants groups	Newly formed Tenants Group set up in Banff & Buchan. G/Ts from Greenbanks site will be invited to be part of the group. Aberdeenshire Planning for Future group have met with residents on Aberdeen City Council's Clinterty site.		A			
	2.3	Provisions for privately developed Gypsies/Travellers sites are incorporated into local development plans.	13	Consider developing/ promoting private sites, ensuring affordability is built into all plans and proposals.	Policy Planner		By Apr 2012	Number of private sites developed	1 Application for a private site was submitted and withdrawn in 2008.		A			

		14	Take access and literacy into account when providing guidance and processing planning applications.	Policy Planner	Corporate Policy Officer (Equalities)	By Apr 2010, and annually	Number of applications from G/Ts			A	Involve Planning Aid (voluntary) and Development Management in strategy to ensure objective is met. Planning & Env Services I&R Team monitor development plan.	
		15	Put in place arrangements to ensure good quality provision and that Gypsies/Travellers on private sites are protected; this could involve inspection and accreditation.	With the break-up of GTEIP, this could be taken up by a GTLO, providing the post was agreed and funding established. See actions 16 & 17.		By Apr 2010	Number of private sites used.	Currently there are no G/Ts on private sites. There have been no recent applications by G/Ts to purchase land for private sites.		R		Funding and resources to be identified
Objective (3) Individual Support and Community Development Needs are identified and met	3.1	Gypsies/Travellers access services they need, are more self-reliant and proactive and engage more with the wider community	16	Assess the council's responsibilities following the breakdown of GTEIP	Specialist Officer - Environmental Health	Moyra Stephen (Housing Strategy) Vaughan Jennings (ELL - Inclusion)	By Apr 2010	Liaison arrangements in place	At the G/T Working Group meeting (Dec09) concerns were expressed about the Council's responsibilities towards G/Ts particularly in respect of education and how these can be met in the absence of GTEIP. Officers from Education, Housing & Social Work and Planning & Environmental Services will meet Jan10 to discuss. Following this updates will be provided to the G/T Working Group and the Interagency Group.	R		Funding and resources to be identified
			17	Evaluate the possibility of employing Gypsy/ Traveller Liaison Officer.	Moyra Stephen (Housing Strategy)	Specialist Officer - Environmental Health	By Apr 2010	Liaison arrangements in place	In the absence of GTEIP the possibility of employing a GTLO will be considered. See Action 16.	R		Funding and resources to be identified
	3.2	Support, care and health needs of Gypsies/Travellers are better met	18	Encourage Gypsies/Travellers to access education	ASN Manager (SERO Inclusion) - Education		Ongoing	Number of G/T children being provided with pre-school, primary and secondary education. Number of G/T children and adults being provided with support through Community Learning and Development.	Education, Learning & Leisure have funded GTEIP in the past for two specific educational programmes. Following the break-up of GTEIP, the EL&L Service will now reassess how these are taken forward. See Action 16.	A		Within existing resources
			19	Properly implement the use of Handheld Health Records, currently with many Doctor's Surgeries	Public Health Lead - NHS Grampian		By Apr 2011	Number of G/Ts registered with a GP	The NHS are represented on the Interagency Group. Updates will be available via the quarterly Interagency meetings.	R		
			20	Encourage new ways, such as outreach, for health needs of Gypsies/Travellers to be met.	Jennifer Hall (NHS)		By Apr 2011	Number of G/Ts accessing health services	As above.	R		
	3.3	Reduce risk of harassment, disadvantage and mental health/isolation issues amongst housed Gypsies/Travellers	21	Provide specialist housing advice/support for Gypsies/Travellers and incorporate recognition of particular needs in housing assessment and allocation procedures	Policy Officer (Estates Management)	Strategic Development Officer (Particulat Needs) - Housing Strategy	By Apr 2010, and annually	Number of enquiries made to the Council. Number of people receiving specialist support		R		
			22	Advice line/service on allocations and accommodation choice	Policy Officer (Estates Management)	Principal Policy Officer (Options/ Estates)	By Apr 2010	Service in place.		R		
			23	Encourage more Gypsies/Travellers to report instances of discrimination, including whether commercial/holiday sites are discriminating against Gypsies/Travellers	Aberdeenshire Diversity Officer - Grampian Police		By Apr 2010, and annually	Number of reported racist incidents		A		Within existing resources
Objective (4) Better and more constructive relationships are developed between Gypsies/Travellers and settled communities	4.1	General relations between Gypsies/Travellers and settled communities are improved, with clear guidelines on acceptable behaviour established for both	24	All Agencies should work together to counter racist media coverage, provide joint responses to press inquiries about Gypsies/Travellers encampments and coordinate legal action where necessary	Communications Team Leader	Project Solicitor	Ongoing	Number of reported racist incidents		A		
	4.2	Increase understanding of the needs, culture and lifestyle of Gypsies/Travellers amongst public sector employees	25	Raise awareness of effect/impact of prejudice on Gypsies/Travellers	Corporate Policy Officer (Equalities)		By Apr 2010, and annually	Number of Council employees trained in carrying out equalities impact assessments.	Equalities Impact Assessment training offered to all Services within the Council. (Approx 100 trained to date)	A	Continue to deliver training as required	Within existing resources
	4.3	Improve representation and consultation of Gypsies/Travellers in Grampian	26	Explore potential for a representative organisation for Gypsies/Travellers in Aberdeenshire	Tenant Participation Development Officer		By Apr 2010	Organisation in place.		A		Within existing resources
			27	Work towards encouraging Gypsies/Travellers representatives to join community representative organisations	Tenant Participation Development Officer		By Apr 2010, and annually	Number of Gypsies/ Travellers participating in TPPT	Newly formed Tenants Group set up in Banff & Buchan. G/Ts from Greenbanks site will be invited to be part of the group. Aberdeenshire Planning for Future group have met with residents on Aberdeen City Council's Clinterty site.	A		Within existing resources

Traffic Light Key:
Red: Action still to be progressed
Amber: Action progressing
Green: Action completed