

WEST DUNBARTONSHIRE COUNCIL



# GYPSY / TRAVELLER STRATEGY



**2008 – 2011**

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# 1. Foreword

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Foreword by Spokesperson (s) for Equal Opportunities and Chair of the Gypsy/Traveller Forum.

West Dunbartonshire Council recognises that Gypsies/Travellers have been a part of Scottish life for centuries and values their traditions and lifestyle, which may include travelling and living in caravans or other vehicles, and/or camping, during at least part of the year.

Through our Gypsy/Traveller Corporate Forum we are striving to develop a holistic approach to the provision of services to Gypsies/Travellers in West Dunbartonshire. We will also work with Community Planning Partners and neighbouring local authorities to widen this approach as appropriate.

This Strategy, which has been developed in consultation with the Gypsy/Traveller community sets out how the Council and some of its partners provide services to Gypsies/Travellers in West Dunbartonshire and how it will manage unauthorised encampments.

The strategy was developed in consultation with Gypsy Travellers in West Dunbartonshire and consultation will form a key part of the implementation of this strategy.

## 2. Introduction

### 2.1 Contextual information

West Dunbartonshire Council has a population of around 92,000 people, of which 0.7% are from Black and Minority Ethnic (BME) backgrounds (census 2001). The Gypsy/Traveller population is a smaller percentage of this.

This is a changing picture and there is some evidence of a diverse range of migrants registering for work in the area, 240 in total in 2006/7, including significant numbers from Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia, Slovenia. However, figures on how many are living and working in West Dunbartonshire are harder to come by.

Local or national figures for the Gypsy/Traveller population are equally difficult to obtain, particularly considering that many live in mainstream housing. Figures for the site/encampment population are growing in Scotland as a whole. In West Central Scotland however, populations have been declining since 2001 with more Gypsies/Travellers in summer than winter, mostly concentrated in Argyll & Bute, South Lanarkshire and West Dunbartonshire<sup>1</sup>.

The Twice Yearly Count, last done in July 2007, showed 848 households in Scotland living on sites and encampments with an estimated population of 2,800 which shows an increase in recent years. Over the past 3 years there has also been an increase in unauthorised encampments, with the number of households living in such encampments in Scotland increasing from 170 in 2001 to 400 in 2007<sup>2</sup>. In West Dunbartonshire this seems to be overspill from the existing site based on information in the twice yearly count and anecdotal evidence.

A BME communities mapping study was carried out for the West Dunbartonshire area through the Community Planning Partnership. Gypsies/Travellers were included in this study. A high response rate was achieved, possibly due to the concentration of Gypsies/Travellers in particular areas, compared to more dispersed BME communities. Some key trends were that awareness of groups representing their interests was higher among Gypsies/Travellers and a larger percentage were not in employment compared to other groups. Whilst the study formed a good starting point, and gave some insight into the different communities in West Dunbartonshire, it also highlighted the need for further work to be done and for a BME communities Community Development Worker. There may be future development work through the Community Planning Partnership Equalities Group but at present it is unclear whether such a post will be funded.

In the West Dunbartonshire area there is one established Gypsy/Traveller community, based on a 20 pitch site in Dumbarton. The site is for permanent residents and is very popular with mainly long

<sup>1</sup>*An Accommodation Needs Assessment of Gypsies/ Travellers in West Central Scotland, Craigforth*

<sup>2</sup>*Gypsies/Travellers in Scotland: the Twice Yearly Count – No 12: July 2007, Craigforth*

standing residents. There are also a number of families who travel through the area throughout the year, and we are aware that some Gypsies/Travellers have settled in housing in the area. The July 2007 count showed 5 households in unauthorised encampments in West Dunbartonshire.

The following factors should also be noted:

- It is likely that the majority of Gypsies/Travellers in West Dunbartonshire are settled in houses or on the Dennystown Forge Travelling Persons Site, and are paying local taxes;
- Gypsies/Travellers contribute to VAT, fuel tax and other indirect national taxes;
- Gypsies/Travellers who have houses in other local authority areas will pay Council Tax

## 2.2 Policy Framework

West Dunbartonshire Council has an Equality and Diversity Strategy which provides a statement of the Council's commitment to equality and diversity, and presents a structure of specific policies and action plans to challenge the varied strands of discrimination and inequality.

Gypsy/Traveller communities are regarded by West Dunbartonshire Council as a minority ethnic group, and as such come under the protection of the Race Relations Act (RRA) 1976 as amended in 2000 and the Council's Race Equality Scheme (RES). There is currently no explicit legal recognition of this in Scotland although there are strong arguments that Scottish Gypsies/Travellers are a racial group in terms of the RRA, with specific needs and aspirations, and this is reflected in this document.

The RES is part of our Equality and Diversity portfolio and was updated in 2005. The Scheme sets out how the Council aims to ensure that all of its functions and policies will be delivered in a non-discriminatory way, and how it will meet the general duty to eliminate racial discrimination and harassment, promote equality of opportunity and to promote good relations between people of different racial groups. The RES will be reviewed in 2008 and there will be clear links with this strategy.

### *Action point:*

1. to link the Gypsy/Traveller Strategy into the review of the Race Equality Scheme

## 3. Aims and objectives

The aims and objectives of this Strategy are:

- To foster good community relationships, eliminate unlawful racial discrimination, promote equality of opportunity and positively promote good relations between people of different racial groups.
- To foster mutual understanding, respect and tolerance between Gypsies/Travellers and the rest of the community.

- To work with partners, including the Health Service, Police, voluntary agencies, and other local authorities to address issues of social exclusion amongst Gypsy/Traveller communities.
- To ensure that the accommodation and other needs of Gypsies/Travellers are met whilst taking account of cultural issues or specific requirements.
- To provide a clear policy and practice framework for the guidance of agencies, staff, elected members, Gypsies/Travellers, landowners and the wider public.
- To facilitate cost effective, practical and pragmatic joint working on Gypsy/Traveller issues, and ensure best use of public resources by eliminating duplication or wasteful and/or counter-productive activity.
- To ensure appropriate provision for Gypsies/Travellers across a range of services, including: assessment of needs, provision of accommodation, sites and stopping places, education, health, social welfare, promotion of positive race relations, housing and land use planning, refuse collection and provision of services to roadside camps.

We will treat Gypsies/Travellers for all practical purposes as an ethnic group in relevant plans, policies, and practices. We will also aim to integrate Gypsy/Traveller rights and needs into existing policies and mainstream services. Discrimination against Gypsies/Travellers, purely on grounds of their identity, way of life and culture is unacceptable and potentially illegal.

Gypsies/Travellers may live for long periods, or permanently, in settled accommodation including houses. We recognise that Travellers living in houses are entitled to retain their identity and culture. Our service planning will therefore take into account the needs of Gypsies/Travellers who are 'permanently' settled in houses, as well as those resident on Travelling Persons' sites or temporarily resident in the area.

'Unauthorised' roadside camping can be a source of particular controversy. We will be practical and pragmatic in our response to roadside camps, with the related aims of providing appropriate and cost-effective services to camps, and minimising nuisance and disruption to the settled community.

See **Appendix 2**.

*Action points:*

- 2. Take account of needs of Gypsies/Travellers in service planning, for both settled & temporary residents, including equalities issues*
- 3. To work with community planning partners in providing services for Gypsies/Travellers*

## 4. Legal Background

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See **Appendix 3** for a summary of the relevant Legislation. This includes:

- The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000
- The Children (Scotland) Act 1995
- The European Convention on Human Rights
- The Human Rights Act 1998
- The Trespass (Scotland) Act 1965
- The Roads (Scotland) Act 1984
- The Criminal Justice and Public Order Act 1994
- The Environmental Protection Act 1990
- The Refuse Disposal (Amenity) Act 1978

As members of society, Gypsies/Travellers are covered by all general legislation, e.g. regarding local authority and parental duties on the education of children.

In the past, specific legal measures often concentrated on simply 'moving on' Gypsies/Travellers who are illegally camped (Save the Children/ Dundee University, 2000). More recently there has been a growing recognition that other approaches may be both more humane and more cost effective (e.g. - Advisory Committee on Scotland's Travelling People, 2000; Chartered Institute of Environmental Health, 1997; Government of Ireland, 1998; Northern Ireland Housing Executive, 2002; ODPM, 2005; Scottish Parliament, 2001, 2005a-2005d).

The development of race relations and anti-discrimination legislation and practice, and the incorporation of human rights legislation into British law, has also impacted on the legal framework.

See **Appendix 3** for further details of the relevant legislation.

## 5. Gypsies and Travellers in West Dunbartonshire

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Gypsy/ Travellers in West Dunbartonshire form 3 distinct groups: those living on the site at Dennystown Forge, those travelling through the area throughout the year and those living in permanent accommodation. These groups have been consulted in the development of this strategy, although part of the ongoing work of implementing the strategy will be to develop consultation further.

Limited information is available on the number of Gypsy/Traveller households living in houses in West Dunbartonshire, or on their preferences and needs. Tenancy and Homeless application forms have a Gypsy/Traveller category in the monitoring form which will help to identify families.

The Council monitors Gypsies/Travellers as an ethnic group both in service and employment – in employment there is currently no separate category but members of any ethnic origin can use the “other” ethnic group category. Information gathered can be analysed to identify service use and non use by Gypsies/Travellers and this will highlight areas where work should be undertaken with residents to identify and resolve any problems.

## 5.1 Background: the Dennystown Forge Site

The Dennystown Forge site for travelling persons was established in Dumbarton in 1981, with 20 pitches. It has developed into a stable residential site. Further details are provided at **Appendix 4**.

A number of improvements have been made to the site in recent years. Further improvements will be made in consultation with the residents via the Gypsy/Traveller Action Group. A number of residents have stayed on the site for many years, and turnover is extremely low. There is a small waiting list for bays on the site.

Consultation with residents at Dennystown Forge has been carried out during the development of this strategy. Residents will continue to be involved in future plans for the site and via the Gypsy/Traveller Action Group and Gypsy/Traveller Corporate Forum – see under **Section 5.3** for details of their key concerns.

The Accommodation Needs Assessment – shows that, based on the evidence available, there may be a need for an additional 50 pitches in West Central Scotland over the next 5-6 years. An annual turnover of 30 must also be taken into account. Demand has been identified in West Dunbartonshire and Lanarkshire, i.e. where there is existing provision. We do not at present have a more detailed local picture to inform the Housing and Local Planning process.

A number of households on the site include elderly people, and assistance with access and aids to daily living may be required in future. Having the caravans on the site plumbed in assists the elderly people living there, and there may be challenges regarding adaptations.

## 5.2 Romany Youth Action Group

A number of the young women and girls on the Dennystown Forge site are members of The Romany Youth Action Group (RYAG). This group is supported by the youth information and support network Y-sort-it, which is open to young people aged 12 – 25 from in and around West Dunbartonshire.

Some of the activities of the group have included outward bound courses, taking part in Catering classes at Clydebank College, and producing a DVD on their lives as Gypsies/Travellers. The DVD was launched at Dumbarton Football Stadium and has been used by Dumbarton Academy for teaching pupils about different cultures. It was also shown at a national conference for the NEET (not in education, employment or training) strategy and led to a Times Educational Supplement article in 2006.

The group won the Group of the Year award 2006 from the Tulloch Trust. This allowed the Council's Sports Development service to run a sports club for younger Gypsies/Travellers on the site. Other activities have included an Art Club and Healthy Living Workshops funded by Save the Children and British Gas. Members of the group have linked with Skillseekers and the local Council for Voluntary Service (CVS). There are also future opportunities to access funding and develop the group and the skills of those involved, e.g. literacy and numeracy skills.

Generally, in regard to learning there is great enthusiasm to learn and often the children ask for more work. It is hoped that the existing education provided can be expanded, subject to funding and suitable premises. A partnership agreement will also be required to manage these premises.

Some examples of priorities identified for change by the group included:

- Improvements to the playpark and field, including provision for football
- Improve the fencing around the bays
- Improve facilities, such as a café
- Provide extra bays to stop overcrowding.

### 5.3 Gypsy/Traveller Action Group

The women living on the Dennystown Forge site formed a group called the Gypsy/Traveller Action Group (GTAG). Membership of the group is currently all female although open to all residents of the site.

The group has a constitution and holds regular meetings. They have been supported by Community Learning and Development (CL & D) and have met local Councillors and different organisations regarding developments on the site, including the possibility of chalet provision, and other issues.

The group meet to discuss issues that affect the whole site, and as well as CL & D staff, staff from other departments and organisations attend as required. The group also links in with the Gypsy/Traveller Corporate Forum through CL & D, and closer links will be developed to ensure that interests of Gypsies/Travellers are fully represented.

The key concerns relate to improving living conditions and facilities on the site, with particular concerns for the disabled and elderly. In addition, access to services, including education and health, alleviating overcrowding, dealing with issues that arise on site and receiving recognition of their needs and rights from the council, the wider public and politicians were key priorities identified during consultation with GTAG.

## 6. Access to Services

### 6.1 Management and services on site

Until 2005, there was a Site Manager at Dennystown Forge. Since then, there have been services delivered on the site from Education, Community Learning and Development, Y-sort it and Health.

The Council has been working to mainstream support for Gypsies/Travellers across its services, so that they are provided as a matter of course, rather than as an 'add on' or a special service. This has been more successful than previous approaches and the site is, to a certain extent, self-managing.

The site is managed by a small team of officers within the Dumbarton Area Housing Office. A named support worker is the first point of contact and visits the site regularly. This officer deals with any housing management issues and also visits any unauthorised encampments. In the absence of a Site Manager this officer also links in to the Site Managers' Association.

The Council's 'Dennystown Gypsy/Traveller site, Dumbarton, Offer to Let and Residential Agreement' is based on the Scottish Secure Tenancy Agreement and is a plain English version with a 'Crystal Mark' to promote understanding.

The complaints procedure is the same as for other tenants and is outlined in the Offer to Let and Residential Agreement.

A Tenants' Handbook for use by site residents has been produced and distributed.

### 6.2 Education

As an Inclusive Authority a number of important steps have been taken by West Dunbartonshire Council's Education department and agencies towards tackling issues of direct relevance to Gypsies/Travellers. This work is supported by the Scottish Traveller Education Programme (STEP).

RYAG identified Education as the most important issue for the young people living on the site.

In line with national trends, children on the site generally attend primary school and then do not progress onto secondary education. Members of the Romany Youth Action Group have been attending courses provided by Clydebank College, which have been a great success. Young people on the site can also access the Y-Sort-it bus which goes on to the site once a week, and provides computer access and a teacher from the Interrupted Learner Programme.

Through links with Education, we will aim to provide more information to Gypsies/Travellers on health issues, including smoking, drinking, physical activity, tobacco, mental and sexual health.

## 6.2.1 Interrupted Learner Programme (ILP)

Tuition is provided by the Interrupted Learning/Outreach Teacher (ILOT) with outreach support from the Choices Programme. Additional funding for session 2007/08 created the opportunity for S4 pupils to be presented for Standard Grade English and Maths and for a route to be established for seamless transition from P7 to the ILP.

The Choices Programme is an initiative set up by West Dunbartonshire Council and jointly funded by Educational Services, Housing, Social Work and Health.

Staff involved in this project will try to encourage Gypsy/Traveller children to move on to secondary education, but also highlight the alternatives to ensure that they do not miss out on educational opportunities.

There are strong aspirations within the Gypsy/Traveller community to learn, but there are concerns from parents about exposure to racial abuse on the way to school and conflicting cultural messages.

The ILOT liaises with Primary Head Teachers to identify Gypsy/Traveller children as they are transferring from primary, and encourages their involvement with the ILP thereafter.

Distance learning also features as part of the programme with children being provided with course work if their families are travelling. There is a bank of laptop computers which can be lent out to children, although they are not currently web enabled. The aspiration is to develop access to the web to facilitate distance learning and personal development.

To allow for the Gypsy/Traveller Education Programme to develop there is an urgent need for on site learning space. It has not been possible to date to identify funding.

There are computers on the bus, which are used for learning, with the main focus on literacy and numeracy. Other support is provided to Gypsy/Traveller learners at the library in Balloch and at the Vale of Leven Community Resource Base. Educational packages are developed and tailored to meet individual needs.

There has been some particular success with the Y-Sort-it bus with boys, who have previously proven hard to engage with in education. Links have been established with Careers Scotland to identify possible career choices for Gypsies/Travellers.

There is also access to Learnwise, an e-learning resource, at Clydebank College. This is normally used for post 16 year olds, but has been opened up to Gypsy/Traveller children and can assist with a variety of vocational subjects.

The girls from RYAG completed two Hospitality modules at Clydebank College focusing on catering. There is also the possibility of linking up with Anniesland College to access other learning opportunities.

The project aims to engage Gypsy/Traveller children at 11/12 years and support them through to 16 years and beyond. There is no restriction on age. For example, support will be provided for young people up to 24 years, where there is interest.

There is a real enthusiasm in Gypsy/Traveller children to learn and the ILP facilitates this opportunity.

The effective delivery of services can be measured using existing indicators and measures. This will enable positive outcomes for Gypsy/Traveller children to be identified.

## 6.2.2 Community Learning and Development (CL&D)

CL&D have been working with residents of the site to organise themselves into GTAG which has a constitution and office bearers appointed. CL&D has provided assistance with this process.

Members of the group will attend training on committee skills and other topics to assist with the development of the group.

The group has been offered training and support to develop the necessary skills to become self sufficient. It meets regularly and holds issue based meetings, bringing in representatives from appropriate agencies. The group is pro-active in taking forward the interests of site residents and working with others. See also **Section 5.3**.

### *Action points:*

- 4. To work with parents and schools to encourage continuing education beyond primary school*
- 5. To investigate further development of services depending on facilities available and numbers of young people resident on the site*
- 6. To continue to work with the Gypsy/Travellers Action Group in partnership with the Romany Youth Action Group to assist them to achieve their aims*
- 7. To assist the development of the groups, including arranging appropriate training*

## 6.3 Housing/ Site Provision

The accommodation needs of Gypsies/Travellers are outlined in the Local Housing Strategy, and the 2007 Housing Needs Assessment provides key information for the future development of services.

The local priorities identified in the Accommodation Needs Assessment for West Dunbartonshire are: to consider developing a new year round site – up to 20 pitches or chalets on a new site, and that consideration should be given to a transit site and chalets or larger pitches. As detailed above, the current site is overcrowded, with no spaces available for new households on the site, highlighting the need for an additional permanent site. See **Appendix 4** for further details of the findings of the Housing Needs Assessment.

A consultation, carried out with both the settled site and with people travelling through the area in summer 2006, identified that further permanent pitches are required in the area, as well as authorised

stopping places, or a short stay site. Recent consultation indicates that most of those passing through the area are looking for permanent accommodation.

Residents on the site have expressed an interest in chalets, similar to a development in Perth. Funding would need to be sought from the Scottish Government and the Council to enable this kind of development to go ahead. In Perth, 75% of the funding came from the Scottish Government and 25% from Perth and Kinross Council. Meetings have taken place with the MSP for Dumbarton and local Councillors regarding possible development and accessing funding. The situation has been reviewed in light of the Housing Needs Assessment and costs for the various options are currently being investigated.

The Council has been investigating options for future provision of additional places, including a short stay site at Dalmoak and also additional permanent places, by extending the existing site. These proposals are both included in the Local Plan, which is at present in draft form, and out for consultation. A response will be sought from the site residents on both these suggestions. Any proposals on location and size of any sites will be presented to Planning Committee for approval.

### **Services provided**

Council staff can provide general information and advice, including details of availability within sites in neighbouring authorities.

Officers from the Homeless section negotiated cheaper electricity prices and rebates for some residents. The Council will review rents and service charges regularly to ensure that they are affordable and reasonable.

The Dennystown Forge site is included in the general maintenance programme and Housing respond to repair requests in the same manner as any housing repair request. The repairs prioritising process for the amenity units on the site is the same as repairs for houses, e.g. urgent, emergency etc.

Council staff will work with residents to ensure that the services provided meet their needs.

### *Action Points:*

- 8. To investigate options for additional provision in the area in terms of permanent places, including the option of chalets*
- 9. To investigate options for a short stay site in the area*
- 10. To investigate portacabin facilities for education etc*
- 11. Review existing site facilities in consultation with residents and consider whether there is a need to improve on these, e.g. play facilities*
- 12. Review information in the Tenants' Handbook to reflect this strategy*

## 6.4 Environmental Health

The Environmental Health Service is involved in dealing with unauthorised encampments, and in particular complaints about fly tipping, or public health nuisance where activity is taking place that is 'injurious or dangerous to health'.

There is generally a one-stop approach through the Housing Service for sites owned by the Council. If the housing department identify the need for a skip on a site then they contact the cleansing department directly.

Environmental Health may visit encampments in response to complaints to assess the condition of the area and if it is not in a good condition action will be taken against those responsible, or contact will be made with the landowner.

Officers are aware that fly tipping in the vicinity of sites can be carried out by anyone, and not merely the residents of such sites. Site residents are encouraged to report fly tipping.

## 6.5 Social Work

As with all other sections of the population, access to Social Work Services is on the basis of assessed need.

Input from Services which are universally used, such as housing, education, health, on the site and during visits to unauthorised encampments identifies any concerns that would require referral to Social Work.

All services available through Social Work, including children's services and services for older people or adults with a disability are equally available to the Gypsy/Traveller population in the area.

The review of the Integrated Children's Services Plan will include information on Gypsy/Traveller children and young people.

## 6.6 Health

Improving health and reducing inequalities in Scotland is a national challenge and is a vital part of the West Dunbartonshire Joint Health Improvement Plan Vision.

Prosperity and opportunity mean little without good health, and sharp differences in wellbeing and life expectancy between citizens are simply not acceptable. In order to improve community health and wellbeing, and to reduce health inequalities, we must recognise the health impacts on the local Gypsy/Traveller population and address this through partnership working.

Responsibility has to be taken throughout West Dunbartonshire by all Community Planning Partners, and by organisations and individuals themselves, to achieve a healthier West Dunbartonshire.

A recent study states that: "Gypsies and Travellers have the poorest life chances of any ethnic group in the UK today. There is a greater incidence of ill-health amongst Gypsies and Travellers and 18 per cent of Gypsy and Traveller mothers have experienced the death of a child compared to one per cent of the settled population".<sup>3</sup>

Links will be developed with the Health Board to ensure that adequate services are provided for Gypsies/Travellers in West Dunbartonshire taking account of their needs. This will be done through the Council and Community Planning Partners.

A co-ordinated approach will be developed between Housing, Education and Social Work towards promoting access to information on health issues. We will work with the Health Board towards carrying out a Health Needs Assessment of Gypsies/Travellers in West Dunbartonshire and with CL&D to develop information on health topics for Gypsies/Travellers.

*Action Points:*

*13. Develop links with the Community Health Partnership regarding service provision for Gypsies/Travellers*

*14. Work with the Health Board/Community Health Partnership to develop information packs on access to health services for Gypsies/ Travellers*

*15. Work with Community Learning and Development to develop a range of information, including health topics for Gypsies/Travellers*

## 7. Implementing the Strategy

### 7.1 Staff Roles

This Strategy has been developed by the Gypsy/Traveller Corporate Forum. This Forum includes representatives from all Council departments which provide services for Gypsies/Travellers and from Strathclyde Police. This work is co-ordinated by the Policy & Development Officer, Diversity, who chairs the Race and Gender Equality Working Group, which includes officers from each department. Reports are also submitted to the Equality and Diversity Working Group (which includes elected members) and to Council.

A number of staff throughout the Council will have a role to play in implementing the strategy and much will depend on access to funding for improvements.

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<sup>3</sup>*Out in the open: Providing Accommodation, promoting understanding and recognising rights of Gypsies and Travellers 2007.*

Progress with implementing the scheme and Action Plan will be monitored and reported via the above mechanisms. Links will also be developed between the Gypsy/Traveller Corporate Forum and the Gypsy/Traveller Action Group and Romany Youth Action Group.

Awareness will also be raised among staff by producing a leaflet summarising the strategy, equalities training and through the staff magazine, Westlife. Positive images of Gypsies/Travellers will be promoted in council publications.

## 7.2 Training

An equalities training programme is currently in place for West Dunbartonshire Council staff, covering race, gender, disability, religion and belief, sexual orientation and age. There will also be coverage of the Gypsy/Traveller Strategy and issues facing Gypsies/Travellers in West Dunbartonshire.

A trainer has been seconded from Community Learning and Development until June 2008 with future funding to be investigated beyond this time. The training will be delivered both in face to face sessions and in a web-based format. This training will cover new staff and existing staff.

There will also be training on Equalities for community groups and individuals through Inspire Community Training Group.

## 7.3 Consultation and participation

The 'Offer to Let and Residential Agreement' commits the Council to consultation with site residents on any rent and service charge increases.

As literacy can be an issue within the Gypsy/Traveller community, residents are less likely to write letters of complaint, or fill in service satisfaction surveys. As an alternative, the Gypsy/Traveller Action Group or the Romany Youth Action Group provide vehicles to raise concerns, with support from officers from Housing and Community Learning and Development.

These groups have been involved in the development of this strategy and links will continue to be developed between the Gypsy/Traveller Action Group, Romany Youth Action Group and the Gypsy/Traveller Corporate Forum.

Consultation will be carried out regularly both with the settled Gypsy/Traveller population and those visiting the area. Consultation will also be a key feature of the strategy review.

The strategy, or a summary of the strategy, will be published on the Council's website and will be distributed to the Gypsy/Traveller site and any Gypsies/Travellers passing through the authority. Leaflets will also be available. It will also be distributed to local businesses and residents groups.

We will continue to consult with the residents of the Gypsy/Traveller site through the Community Learning and Development officers working with residents, as well as through Y-Sort-it staff supporting the Romany Youth Action Group.

*Action Points:*

- 16. To implement the Gypsy/Traveller Strategy within departments and monitor progress via the Gypsy/Traveller Corporate Forum*
- 17. To publicise the strategy on the internet (for the public), intranet (for staff), staff magazine and local press*
- 18. To produce summary leaflets for staff and the public*
- 19. To raise awareness of issues affecting Gypsies/Travellers via council publications and promote positive images of travellers*
- 20. To include awareness of Gypsy/Traveller issues and the Strategy in Equal Opportunities training for staff*
- 21. To develop links between the Gypsy/Traveller Corporate Forum, Gypsy/Traveller Action Group and Romany Youth Action Group*
- 22. To continue to consult with Gypsies/Travellers and the settled community on the development, implementation and review of this strategy*

## **8. Arrangements for monitoring and reviewing the Strategy**

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Monitoring will include consultation with the Gypsy/Traveller community.

There will be regular reports on progress to the Gypsy/Traveller Corporate Forum which may include representatives from the Gypsy/Traveller Action Group. The Equality and Diversity Working Group and Race and Gender Working Group will also monitor progress with the Action Plan.

Performance indicators will be developed which will enable us to monitor the success or otherwise of the strategy. These will include: service satisfaction levels, access to services, provision of pitches/short stay site, numbers of children accessing education opportunities. Number of unauthorised encampments, number of caravans.

An annual report on progress will be made to the Gypsy/Traveller Corporate Forum and copied to the Race & Gender Working Group and the Equality & Diversity Working Group.

The strategy will be reviewed in 2011 and an updated strategy produced.

*Action point:*

- 23. To monitor the Strategy annually and review after 3 years*

# Appendix One:

## Action Plan - 2008-2011

Action	Outcome	Timescale	Responsibility	
1	To link the Strategy into the review of the Race Equality Scheme	To ensure consistency and links in council policies and strategies	November 2008	Policy & Development Officer, Diversity
2	Take account of needs of Gypsies/Travellers in service planning, for both settled & temporary residents, including equalities issues	Ensure services provided take account of needs of gypsies/travellers	Ongoing	All depts
3	To work with Community Planning Partners in providing services for Gypsy/Travellers	To ensure partners work together to improve outcomes for Gypsy/Travellers	Ongoing	CPP Equalities Working Group
4	To work with parents and schools to encourage continuing education beyond primary school	Ensure that children do not miss out on education after primary	Ongoing	Education Services
5	To investigate further development of services depending on facilities available and numbers of young people resident on the site	Increase provision to children on site if suitable premises are identified and sufficient numbers of children on site	Ongoing	Education Services
6	To continue to work with the Gypsy/Travellers Action Group in partnership with Romany Youth Action Group to assist them to achieve their aims	To provide support and training, facilitate meetings and establish links with relevant staff and groups within the council and partnership	Ongoing	CL & D
7	To assist the development of the groups, including arranging appropriate training	To provide additional training and support as required to develop the groups and give them the skill to become sustainable and self sufficient	Ongoing	CL & D
8	To investigate options for additional provision in the area in terms of permanent places, including the option of chalets	To meet the accommodation needs of Gypsy/Travellers permanently residing in the area	2008	Section Head, Homeless Services & other depts as appropriate
9	To investigate options for a short stay site in the area	To meet the needs of Gypsy/Travellers visiting the area	2008	Section Head, Homeless Services & other depts as appropriate
10	To investigate portacabin facilities for education etc.	To allow services for residents to be provided on site	2008	Finance, HEEDS, Education Services
11	Review existing site facilities in consultation with residents and consider whether there is a need to improve on these, e.g. play facilities	Work with residents to improve facilities on site	2008 and ongoing	HEEDS, other depts as required

	Action	Outcome	Timescale	Responsibility
12	Review information in Tenants' Handbook to reflect this strategy	Ensure that Tenant's Handbook reflects the contents of this strategy	2009	Section Head, Homeless Services
13	Develop links with the Community Health Partnership regarding service provision for Gypsies/ Travellers	Work to improve access to service for Gypsies/Travellers and promote joint working	2008 and ongoing	Policy Unit, CPP, CHP
14	Work with the Health Board/Community Health Partnership to develop information packs on access to health services for Gypsies/Travellers	Improve information on health issues for Gypsies/Travellers and work towards improving health in conjunction with the Health Board/CHP	2008 onwards	Lead Officer, Public Health Development, CHP
15	Work with Community Learning and Development to develop a range of information, including health topics for Gypsies/Travellers	Provide information and promote good health	2008 onwards	Lead Officer, Public Health Development, CL&D
16	To implement the Gypsy/Traveller Strategy within departments and monitor progress via the Gypsy/Traveller Corporate Forum	Ensure awareness of strategy and objectives carried forward	2008 onwards	Corporate GT Forum, Race & Gender Equality Working Group (RGEWG), designated staff in depts
17	To publicise the strategy on the internet (for the public), intranet (for staff), staff magazine and local press	To promote awareness of the strategy and issues affecting Gypsies/Travellers	2008	Policy & Development Officer, Diversity, PR dept
18	To produce summary leaflets for staff and the public	To provide summary information for staff and the public	April 2008	Policy & Development Officer, Diversity, GT Corporate Forum
19	To raise awareness of issues affecting Gypsy/Travellers via council publications and promote positive images of travellers	To raise public awareness and improve perceptions of travellers in West Dunbartonshire	Ongoing	Policy & Development Officer, Diversity, PR dept
20	To include awareness of Gypsy/Traveller issues and the strategy in Equal Opportunities training for staff	To raise awareness among staff as part of wider equalities training	Ongoing subject to funding for training	Equalities Training Officer, Policy Unit, Education
21	To develop links between the Gypsy/ Traveller Corporate Forum, Gypsy/Traveller Action Group and Romany Youth Action Group	To ensure communication and that needs of Gypsies/Travellers are represented	2008 onwards	GT Corporate Forum, Policy & Development Officer, Diversity, Snr Community Education Worker
22	To continue to consult with Gypsy/Travellers and the settled community on the development, implementation and review of this Strategy	To ensure views of Gypsies/Travellers are taken into account in developing and implementing the strategy	Ongoing	Policy & Development Officer, Diversity, Snr Community Education Worker
23	To monitor the Strategy annually and review after 3 years	To maintain progress in implementing and reviewing the Strategy	Report annually in January, review in 2010	Policy & Development Officer, Diversity, GT Corporate Forum

## Appendix Two:

### Managing Unauthorised Encampments in West Dunbartonshire

This applies to land owned by the Council. It is not applicable to Gypsies/ Travellers residing on private land.

See also flowchart attached.

#### 1.0 Aims and Objectives

##### Basic Principles:

- This policy seeks to manage unauthorised encampments to minimise disruption for all concerned and ensure that any anti-social behaviour is tackled firmly, regardless of who the perpetrators are.
- The same standards of behaviour are expected from all members of the community, whether Gypsies/Travellers or the settled population, based on mutual respect and with equal rights, responsibilities, entitlements and obligations.

##### Objectives:

- Ensuring that the needs and legitimate expectations of all parties (Gypsies/Travellers, landowners and the settled community) are considered.
- Ensuring a fit with all relevant legislation (e.g. Equal Opportunities and human rights).
- Linking the approach to unauthorised camping to other strategies and policies that affect Gypsies/ Travellers (not only housing and the provision of sites/stopping places, but also health, education etc.).
- Involving all those with an interest in developing and implementing the strategy.
- Clarifying roles and responsibilities of public bodies, stakeholders and communities.
- Ensuring that the policies and approaches reflect the human rights of both the settled and Gypsy/Traveller communities, emphasising the balance of rights.
- Ensuring the prevention of anti-social behaviour, regardless of who the perpetrators are, and effective enforcement against perpetrators.

#### 1.1 What behaviour is expected by both the settled community and the Gypsy/ Traveller community.

We aim to help strike an appropriate balance between the needs and legitimate expectations of members of the settled community, local businesses, landowners, and Gypsies/Travellers.

Expected behaviour is outlined in the Tenancy Agreement of all Council tenants and the 'Dennystown Gypsy/ Traveller site, Dumbarton, Offer to Let and Residential Agreement' sets out the tenants'

responsibilities on the site, as does the Tenants' Handbook. The agreement is based on the Scottish Secure Tenancy Agreement, but is a plain English version to promote understanding.

A leaflet, regarding the encampment and with contact numbers and other information, is distributed to unauthorised encampments and they are visited on a regular basis. The Homeless Service respond to any complaints of anti-social behaviour, including fly-tipping.

## 1.2 Unauthorised encampments/roadside encampments

Throughout the year there are a number of families who travel through West Dunbartonshire, with on average, six caravans in an encampment at a time.

Records have been kept on unauthorised encampments since at least 1991. A small team of named officers within Homeless Services has responsibility for roadside camps and keep records. Previously the Site Manager for the Dennystown Forge site was responsible for this.

There are some minor discrepancies in the records, but the general trend is 5-15 Camps per year in recent years.

## 1.3 Policy to be followed when unauthorised camping takes place

See flowchart at **Appendix 3** for further details of the steps to be taken.

When advice is received regarding an encampment being set up without authority, officers will firstly visit within one working day.

If it is not council land, the landowner has responsibility to take legal action, however Homeless Services staff will continue to visit and provide a welfare role.

The procedure applied for dealing with unauthorised encampments is currently to move them on, although this position may be reconsidered in future as there are currently no authorised stopping places available and it is recognised that people have nowhere to go. However, this has to be balanced with the disruption caused to the resident community. Generally camps move on before an enforcement action is taken, but legal procedures are used if they do not.

The Police may also have a role in dealing with unauthorised encampments, should a complaint be made to them, or if the encampment is identified by an officer on patrol.

## 1.4 What the Council will do

Officers from the Homeless Service will visit the camp within one working day of becoming aware of it and will:

- give out an information leaflet including contact numbers
- establish how long the people there intend to stay
- provide bin bags
- identify any assistance requirements e.g. access to health services, education, welfare advice etc.
- give advice regarding any available pitches in neighbouring authorities

The officers will advise that they are camped without authority, that they will not be allowed to remain and that legal action will be taken. Officers will continue to visit the site and provide advice and support as required. They will take account of any literacy issues and ensure that any written information is fully explained and understood.

Where any health issues are identified, a referral will be made to Dumbarton Health Centre. This has worked very well in practice and Gypsies/Travellers on unauthorised encampments within WDC have been able to access health services at the Dumbarton Health Centre.

It will be explained that the expected behaviour standards apply to WDC settled tenants as well, and should the camp experience any harassment they should report it to the Housing Office in Dumbarton, or to Strathclyde Police, giving contact details.

If it is agreed that eviction proceedings are to be initiated, it is essential that the situation is closely monitored and contact with the Gypsies/Travellers will be maintained during this time. In this way, WDC has accurate information about the situation at the encampment and is in a position to respond effectively to any enquiries or complaints.

All of the above information will be recorded. However, it has to be recognised that it can often be difficult to obtain accurate information - particularly in relation to names and family composition. Any information collected will be subject to data protection legislation and will be held confidentially.

The Homeless Service will respond to any complaints from the settled community, highlighting that the Council has a non-harassment policy, and that any action taken will use the full process of the law to move the encampment on. It will be pointed out that the Council requires court approval for this, and the process can take time.

If the people on the site have indicated an intention to move to another local authority area, officers at West Dunbartonshire Council will inform colleagues at neighbouring authorities when the camp moves on.

Council Officers will inform the Gypsy/Traveller Liaison contact at Strathclyde Police when unauthorised camping takes place.

## 1.5 What Strathclyde Police 'L' Division will do

Strathclyde Police officers may become involved in an unauthorised encampment in response to a complaint by a member of the public, a patrolling officer coming across an unlawful encampment, a private landowner complaining of an unlawful encampment, or via a local authority.

If encountered by a police officer on patrol or reported to the police by a member of the public, the police will then contact the Local Authority point of contact together with the Police Divisional Gypsy/Traveller Liaison Officer.

Any other issue raised by a member of the public in relation to unauthorised encampments of Gypsies/ Travellers, including an allegation of criminal activity, will be dealt with and investigated as normal and the complainer/victim informed of the resultant police action.

Should an unauthorised Gypsy/Traveller encampment be reported by a landowner, he/she should be advised that it is their responsibility to notify the Gypsies/Travellers that their presence on the land is illegal. The decision to evict will lie with the landowner, not the Local Authority. If this has been done and the Gypsies/Travellers have refused to move on, the Landowner should be given details of the Local Authority Gypsy/Traveller contact and advised to contact that person for advice.

The Police would only be further involved if there was an incidence of criminal behaviour, or overriding public safety issues. The police, will respond to any complaints and liaise with the Local Authority Gypsy/Traveller contact officer.

The Police response may include engaging with individuals and families with regard to wider crime prevention, community and personal safety matters.

Further detail of the role of the Police in managing unauthorised encampments is outlined in the 'Strathclyde Police Gypsy/Traveller Standard Operating Procedures'. The onus of dealing with encampments lies with the Local Authority or the owner of the land where the encampment is, therefore, unless there is criminal activity, the Police have limited involvement. Even where Sheriff's Officers are serving an eviction notice, police presence will only be for the purpose of keeping the peace, and the police officer will not become involved in the eviction.

## 1.6 Making a decision

Any decision taken about what action to take about an unauthorised encampment will be:

- **proper:** in line with local policy and procedures
- **reasonable:** in the light of the evidence available
- **balanced:** taking into account the needs of the Gypsies/Travellers and the settled population
- **proportionate:** taking into account the nature of the location and the needs/behaviour of the Gypsies/Travellers.

The person responsible for making decisions about an unauthorised encampment is the Executive Director of Housing, Environmental and Economic Development Department, supported and advised by the Homeless Service. (If the encampment was on school property it may be the Director of Educational Services who would make a decision.)

Each encampment will be proactively managed on an ongoing basis. Any decision will take into account the welfare needs of the Gypsies/Travellers camped and also take account of humanitarian issues. The agencies involved will act in a way that is culturally sensitive, promotes equality of opportunity and good race relations. All decisions will be fully recorded and documented.

## 1.7 Resources required

West Dunbartonshire Council will apply Best Value principles to the consideration of the resources required for managing unauthorised camping. This includes:

- Identifying what we are spending at present on dealing with this (responding to complaints, clearing rubbish etc)
- Estimating the costs borne by others (local businesses, landowners)
- Considering whether there are indirect costs of unauthorised camping e.g. additional costs to health and education
- Comparing these with the possible costs and benefits of improving site provision, where appropriate (including short stay)

Indicative costs have been obtained from Environmental Health and Land Services regarding clearing up sites, providing skips etc and the indications are that this is fairly costly. There would also be court costs incurred. Some kind of short stay provision may help to reduce these costs.

If short stay provision is to be considered, then there will be consultation with visiting travellers and existing residents in relation to the location and facilities provided.

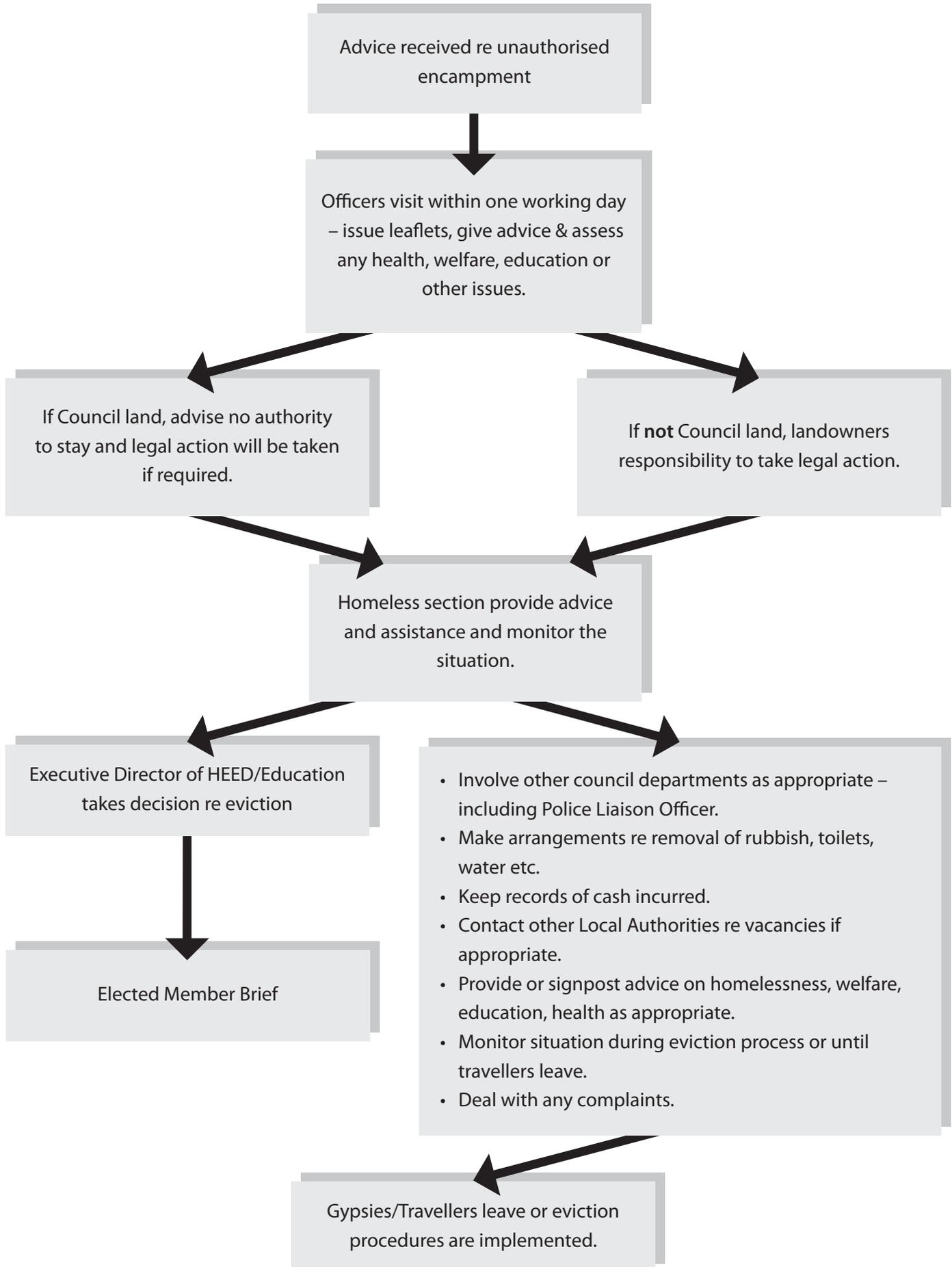
## 1.8 Protocols for sharing information

Any information that the Council holds on residents in the West Dunbartonshire Council area is subject to the Data Protection Act 1998. Residents can see personal information held on them. The Council will provide photocopies of the information held, which may incur a charge.

If there are child protection issues then data will be shared with the appropriate agency/agencies.

If there is concern in regard to particular welfare issues, health and safety or criminal behaviour, information may be shared, but this would be in compliance with the Data Protection Act.

## Procedures for dealing with unauthorised encampments: summary



# Appendix Three

## Summary of Relevant Legislation

**The Human Rights Act 1998 (HRA)** came into force in October 2000, incorporating the European Convention on Human Rights into British Law. The Act means that all eviction and enforcement decisions made by public authorities must be 'proportionate' and 'necessary'. Potential challenge under the HRA means that all decision-making must be fully recorded and evidenced to uphold human rights and withstand scrutiny. A public authority must determine if the interference with Gypsy/Traveller family life is justified and proportionate.

Articles which particularly apply to Gypsies/Travellers are:

### Article 8:

- Everyone has the right to respect for private and family life, home and correspondence.
- There shall be no interference by a public authority with the exercise of this right except such as, in accordance with the law, is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country for the prevention of disorder or crime, for the protection of health and morals, or for the protection of the rights and freedoms of others.

### And Article 14:

- The enjoyment of the rights and freedoms set forth in the convention shall be secured without discrimination on any ground such as sex, race, colour, language, religion, political or other opinion, national or social origin, associated with a national minority, property, birth or status.

**The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000** – Imposes a positive duty on all local authorities to have due regard to the need to eliminate unlawful discrimination, and promote equality of opportunity and good relations between people of different racial groups. A recent Police policy paper noted that:

- "Given that Gypsies/Travellers will probably gain recognition as a racial group and gain the full protection of the Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000, there is the potential for public authorities dealing with Gypsy/Traveller issues to commit civil wrongs if they fail to comply with their general duty or any specific duties placed on them by this legislation." (Taggart, 2003, p.20).

The Scottish Executive has also advised that public authorities in Scotland should regard Gypsies/Travellers as a racial group protected by the Race Relations Act 1976 as amended.

**The Children (Scotland) Act 1995** – Requires local authorities to have regard to children’s religious persuasion and cultural and linguistic background when reaching decisions about them. The Act makes clear that a child's views must be taken into account in any decisions affecting him or her. It further notes that the child's welfare is paramount.

**The European Convention of Human Rights (ECHR)** – Article 14 is a key Article in relation to Gypsies/ Travellers, and enshrines the right to enjoy any other convention rights and freedoms without prejudice and discrimination.

**Article 8** is also relevant as it provides a right for respect for one’s private and family life.

**The Human Rights Act 1998** - Incorporated the ECHR into UK Law. One implication is that public authorities must determine if interference with Gypsy/Traveller family life, including eviction and enforcement decisions, is justified and ‘proportionate’. Failure to do so (and to clearly record that this has been done) would leave the authority concerned open to legal challenge.

**The Trespass (Scotland) Act 1865 s.3** - Makes it an offence to camp without permission, and to camp or light a fire on or near a public or private road, enclosed or cultivated land or any plantation. Note - with the ending of the ‘toleration’ policy in 1999, there is now a presumption against prosecution of encampments causing no other nuisance (Scottish Parliament, 2001a; Taggart, 2003).

**The Roads (Scotland) Act 1984 s.151(1)** - Prohibits camping in a road, including the verge.

**The Criminal Justice and Public Order Act 1994 s.61–64** - Provides police powers to move people on if there is more than one trespasser, they intend to remain for some time, reasonable steps have been taken to remove them, they have either caused damage, or used abusive/threatening language or behaviour or there are more than six vehicles. The Act allows for confiscation of vehicles in some circumstances. It was passed by a Conservative Government in response to public/press hysteria regarding New Age Travellers.

**The Refuse Disposal (Amenity) Act 1978 and The Environmental Protection Act 1990** - These provide various options for dealing with fly tipping and other public health nuisances caused by both Gypsy/Traveller and settled communities.

A variety of statutory guidance may also be relevant to Gypsy & Traveller Issues, e.g. SDD circular 34/1984 set out the ‘toleration and non-harassment policy’.

## Appendix Four

Extract from An Accommodation Needs Assessment of Gypsies/Travellers in West Central Scotland.

### WEST DUNBARTONSHIRE

#### Official Sites

There is 1 official site in the area located at Dumbarton. The site provides 20 pitches all of which were occupied at the time of the research (November 2006) giving an occupancy rate of 100%. The site is owned by the Council.

#### Provision and Occupancy

Site Name/Location	Pitches	Occupancy	%
Dennystoun Forge, Dumbarton	20	20	100%
TOTAL	20	20	100%

Opened in 1981. Very stable site with minimal turnover. Majority of residents been on the site for over 20 years and many since it opened. Majority from one single extended family: Scottish Traveller population.

Site Office:	Yes
Amenity Blocks:	kitchen, bathing, toilet and laundry facilities
Other:	Children's play area
Site/tenants association:	Yes – Tenants Action Group (meets in site office).

Upgraded in 1992 and more recently in 2003/4 – new kitchens, bathrooms and insulation put into amenity blocks; 2004/05 play area provided; 2006/07 road resurfaced. Very recent investment to plumb in statics funded by mix of SE Site Development Fund and Council sources.

Waiting list: 6 applicants but this is not considered indicative of real demand (perceived to be no point in applying). Based on research evidence potential demand for up to 20 pitches and perhaps more.

The basic rent per pitch is £44.41 per week only 2% lower than the average rent for a 2 bedroom Council property (£45.41 per week).

#### Issues

- Some evidence of periodic overcrowding on site – year round and at peak in winter months
- Emerging households – also evidence that being forced on to the road (encampments) or into housing including use of winter lets
- Need for more pitches the biggest issue
- Interest in larger bays and chalets especially among older established households.

## Private Sites

There are no known year round private sites in the area.

## New Site Provision

The Council has agreed in principle to investigate the possibility of a new Gypsies/Travellers site in the Dumbarton area. A Council owned site at Dalmoak, Dumbarton is under investigation but no funds yet identified for development.

## Homelessness Applications

Reportedly a small number of applications from Gypsies/Travellers in 2005/06 but no details on profile or outcomes provided.

## Housing

Likely to be 30-50 Gypsy/Traveller households living in housing in the Dumbarton/Alexandria/Renton area. Gypsies/Travellers report much higher levels than this.

No information available on social housing applications from Gypsies/Travellers (not recorded).

## Encampments

Only one encampment with 2 households recorded over last 4 years (Twice Yearly Count); this is an under representation of the true scale of activity.

Evidence of regular encampments in and around the Dumbarton area (not only in spring/summer); research evidence suggests this is in part due to overspill from the Dumbarton official site

## Priorities

- Consider developing new year round site(s) with a capacity of up to 20 pitches.
- Alternatively consider national pilot of group housing or chalets on a new site giving priority to those currently living on the existing Dumbarton site (and thereby release capacity).
- Consider the case for the development of a transit site in the Dumbarton area as an interim measure in response to the above need; re-assess need for permanent transit provision if/once new year round site is developed.
- Consider the case for chalets or increased pitch sizes once progress has been made on one or both of the above.

## Appendix Five

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### Glossary

**Gypsy/Traveller; Gypsies/Travellers; Travelling People** – All these terms are used to describe a variety of self-identifying groups that historically have lived, and continue to live, a nomadic, or semi-nomadic lifestyle. It includes Scottish Travellers, Irish Travellers and Romany Gypsies, and may include people 'settled' for long periods in houses, but who define themselves as Gypsies or Travellers. The term Gypsy/Traveller is used in this document.

The term Gypsy/Traveller does not include fairground/showpeople, occupational travellers or New (Age) Travellers.

**New or New Age Travellers** - Travellers who come originally from settled communities but who have made a lifestyle choice to live 'on the road'. This community has developed since the 1960s, largely in England.

**Occupational Travellers** – In Scotland, this refers to the traditional Show and Fairground Families, who also live a semi-nomadic lifestyle.

**Travelling Person's Site** – A residential site, usually provided by local authorities, for the use of Gypsies and Travellers. Sites consist of a series of 'pitches' or 'bays', each having space for a caravan and associated vehicles, and usually an 'amenity unit', which contains basic toilet and washing facilities. Pitches are let to individual tenants.

**Toleration and Non-Harassment Policy** – a non-statutory policy of 'toleration and non-harassment of Travellers' was suggested by the Scottish Office and Scottish Executive between 1977 and 1999. The policy was discontinued, without a clear replacement, in 1999.

**'Short Stay Site'/'Transit site'** - A permanent official site intended for short-term use by Gypsies/Travellers. A maximum period of stay, e.g. up to 3 months, may be imposed. Services provided may be more basic than on a Travelling Person's site, e.g. hardstanding, water supply, toilet facilities and rubbish collection. A small rental charge may be levied. There are short stay sites in Ireland and England, but few or none in Scotland. Experience in England has shown that, to be successful, short stay sites need more intensive management than Travelling Persons Sites (Niner et al, 2002).

**Stopping Place/Halting Place** - An area of land identified for legitimate use by Gypsies/Travellers in transit. Less formal still than a transit site. May be designated for a temporary fixed period. Very basic 'floating' services are provided, e.g. rubbish collection, water bowser, portaloos, when the stopping place is occupied only. There is no provision in Scotland.

**Unauthorised Encampment / Roadside Camp** - Any area where Gypsies/Travellers stay in vehicles or tents without permission of the landowner or tenant. Usually camps are on waste ground. Public agencies (local authority, Health Service) may choose to provide temporary 'floating' services, to Roadside Camps, partly to reduce conflict with the settled community. The term Roadside Camp is used here to avoid confusion as 'Unauthorised Camp' is often used in England to describe 'permanent' residential sites set up by Gypsies/Travellers without planning permission.

**Settled Community** – Shorthand term which is used to distinguish the broader non-nomadic community, living in houses, from Gypsies/Travellers.

## Appendix Six

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