

## **Publication Draft Wyre Local Plan 2017**

### **Statement of Consultation**

#### **Appendix 5 - Call for Sites 2015 Publicity and Consultation Material**

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**WYRE BOROUGH COUNCIL  
PUBLIC NOTICE**

**PLANNING AND COMPULSORY PURCHASE ACT 2004  
THE TOWN AND COUNTRY PLANNING (LOCAL PLANNING) (ENGLAND) REGULATIONS 2012**

Wyre Council is seeking to identify separate sites capable of accommodating Gypsies/Travellers and Travelling Showpeople as part of the preparation of its new Local Plan through a "call for sites". If you own or are aware of land that could accommodate Gypsies/Travellers and Travelling Showpeople, you can let the Council know by Noon Friday 13<sup>th</sup> March 2015.

Putting a site forward does not guarantee that the Council will allocate it or support its development in the future as all sites will need to be assessed against relevant considerations.

If you wish to find out more and obtain copies of forms, which must be completed for each site submitted, full details are available on the Council's website [www.wyre.gov.uk/callforsites](http://www.wyre.gov.uk/callforsites). Alternatively, telephone 01253 891000 to ask to speak to a planning officer or email [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk) for further details.

David Thow (Head of Planning Services)



**Please ask for:** Len Harris  
**Telephone No.** 01253 891000  
**Email:** [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)  
**Our Ref:** CFS/GTAA/2015/OBJECTIVE

Dear Sir / Madam,

## Wyre Local Plan - `Call for Sites`

I am writing to you as you have previously asked to be kept informed as Wyre Council prepares its new Local Plan.

Part of this work involves addressing the accommodation needs of Gypsies, Travellers and Travelling Showpeople across the borough.

If you own or are aware of a site that may be suitable for this type of development – that is, either for Gypsies/Travellers or for Travelling Showpeople - we would like to hear from you.

At present the Council has not decided how many sites will be required to meet these needs. There is no standard site size. For this call for sites exercise the Council is particularly interested in land up to 1 hectare (2.47 acres) in size, although we will also consider larger parcels of land.

### Site Submission

If you wish to submit any sites for consideration please complete the Call for Sites Response Form and send it with a plan clearly showing the location of the site to either:

Post: Planning Policy, Wyre Council, Civic Centre, Breck Road, Poulton-Le-Fylde, FY6 7PU

Email: [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)

The Call for Sites Response Form and a Guidance Note covering frequently asked questions are attached to this email. They can also be downloaded from: [www.wyre.gov.uk/callforsites](http://www.wyre.gov.uk/callforsites) or you can request a copy from the Planning Policy team.

The deadline for the submission of sites is **Noon on Friday 13<sup>th</sup> March 2015.**

Civic Centre, Breck Road, Poulton – le – Fylde, Lancashire FY6 7PU

Tel: (01253) 891000

Fax: (01253) 899000

Textphone: (01253) 887636

[www.wyre.gov.uk](http://www.wyre.gov.uk)

My site has been submitted to the Council for consideration previously, therefore do I need to do this again?

If you have already submitted a site for use by Gypsies, Travellers or Travelling Showpeople in previous call for site exercises, there is no need to re-submit as your original submission is held on record and will be considered as part of the process of developing the Local Plan.

If, however, you have submitted a site for **other** uses through previous call for site exercises and now wish us to consider the site for Gypsy, Traveller and/or Travelling Showperson use, you will need to complete a new form and send it to us. In this case, you will need to indicate whether or not you wish the new submission to replace that previously made, or wish us to treat the new submission as additional to the original.

What Happens Next?

Once we have compiled all sites that have been submitted for consideration, we will assess their potential. The information we receive will be mapped and entered into a database and will be used to inform the preparation of the Local Plan. The most appropriate and deliverable sites will be taken forward in the Initial Draft Local Plan consultation document and comments on these sites will be invited from members of the public and other interested parties.

Please note that the submission of a site through this call for site process does **not** convey any degree of acceptability by the Council. Submissions through the call for sites exercise carry **no weight** in the determination of planning applications. Submitted sites **will not necessarily** be allocated in the Local Plan.

Finally, if you are receiving this letter in paper form but have an active e-mail address, please tell us so we can update our records.

If you have any queries about this letter, please do not hesitate to contact a member of the Planning Policy Team on 01253 891000.

Yours faithfully



**Réa Psillidou**  
Planning Policy Manager

**Please ask for:** Len Harris  
**Telephone No.** 01253 891000  
**Email:** [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)  
**Our Ref:** CFS/GTAA/2015/CLLR

Dear Councillor,

### **Wyre Local Plan - `Call for Sites`**

Wyre Council is currently preparing its new Local Plan. Part of this work involves addressing the needs of Gypsies, Travellers and Travelling Showpeople.

In order to inform the Local Plan site allocations process, the Council is issuing a "Call for Sites" designed to give land owners and other interested parties the opportunity to put forward sites that may be suitable to meet the needs of Gypsies/Travellers and Showpeople.

If you are aware of a site (or sites) that may be suitable for this type of development – that is either for Gypsies/Travellers or for Showpeople - we would like to hear from you.

At present the Council has not decided how many sites will be required to meet these needs. There is no standard site size. For this call for sites exercise the Council is particularly interested in land up to 1 hectare (2.47 acres) in size, although we will also consider larger parcels of land.

#### Site Submission

If you wish to submit any sites for consideration please complete the Call for Sites Response Form and send it with a plan clearly showing the location of the site to either:

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The Call for Sites Response Form and Guidance Note covering frequently asked questions are attached to this email. They can also be downloaded from: [www.wyre.gov.uk/callforsites](http://www.wyre.gov.uk/callforsites) or you can request a copy from the Planning Policy team.

The deadline for the submission of sites is **Noon on Friday 13<sup>th</sup> March 2015.**

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[www.wyre.gov.uk](http://www.wyre.gov.uk)

### Previously Submitted Sites

Where sites have been already submitted for use by Gypsies, Travellers or Travelling Showpeople in previous call for site exercises, there will be no need to re-submit as the original submission is held on record and will be considered as part of the process of developing the Local Plan.

If, however, sites have been submitted for **other** uses through previous call for site exercises and there is now a wish to consider Gypsy, Traveller and/or Travelling Showperson use, a new form will need to be completed.

### What Happens Next?

Once we have compiled all sites that have been submitted for consideration, we will assess their potential. The information we receive will be mapped and entered into a database and will be used to inform the preparation of the Local Plan. The most appropriate and deliverable sites will be taken forward in the Initial Draft Local Plan consultation document and comments on these sites will be invited from members of the public and other interested parties.

Please note that the submission of a site through this call for site process does **not** convey any degree of acceptability by the Council. Submissions through the call for sites exercise carry **no weight** in the determination of planning applications. Submitted sites will not necessarily be allocated in the Local Plan.

If you have any queries about this letter, please do not hesitate to contact a member of the Planning Policy Team on 01253 891000.

Yours faithfully



**Réa Psillidou**  
Planning Policy Manager



**Please ask for:** Len Harris  
**Telephone No.** 01253 891000  
**Email:** [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)  
**Our Ref:** CFS/GTAA/2015/PARISH&TC

Dear Sir / Madam,

## **Wyre Local Plan - `Call for Sites`**

I am writing to you as you have previously asked to be kept informed as Wyre Council prepares its new Local Plan.

Part of this work involves addressing the accommodation needs of Gypsies, Travellers and Travelling Showpeople across the borough.

If you own or are aware of a site that may be suitable for this type of development – that is, either for Gypsies/Travellers or for Travelling Showpeople - we would like to hear from you.

At present the Council has not decided how many sites will be required to meet these needs. There is no standard site size. For this call for sites exercise the Council is particularly interested in land up to 1 hectare (2.47 acres) in size, although we will also consider larger parcels of land.

We are keen for parish and town councils to put forward any site (or sites) within the borough that they consider have potential for development. Therefore we would be very grateful if you would bring this letter to the attention of your parish or town Councillors.

### Site Submission

If you wish to submit any sites for consideration please complete the Call for Sites Response Form and send it with a plan clearly showing the location of the site to either:

Post: Planning Policy, Wyre Council, Civic Centre, Breck Road, Poulton-Le-Fylde, FY6 7PU

Email: [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)

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The deadline for the submission of sites is **Noon on Friday 13<sup>th</sup> March 2015.**

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### Previously Submitted Sites

Where sites have already been submitted for use by Gypsies, Travellers or Travelling Showpeople in previous call for site exercises, there will be no need to re-submit as the original submission is held on record and will be considered as part of the process of developing the Local Plan.

If, however, sites have been submitted for **other** uses through previous call for site exercises and there is now a wish to consider Gypsy, Traveller and/or Travelling Showperson use, a new form will need to be completed.

### What Happens Next?

Once we have compiled all sites that have been submitted for consideration, we will assess their potential. The information we receive will be mapped and entered into a database and will be used to inform the preparation of the Local Plan. The most appropriate and deliverable sites will be taken forward in the Initial Draft Local Plan consultation document and comments on these sites will be invited from members of the public and other interested parties.

Please note that the submission of a site through this call for site process does **not** convey any degree of acceptability by the Council. Submissions through the call for sites exercise carry **no weight** in the determination of planning applications. Submitted sites **will not necessarily** be allocated in the Local Plan.

Finally, if you are receiving this letter in paper form but have an active e-mail address, please tell us so we can update our records.

If you have any queries about this letter, please do not hesitate to contact a member of the Planning Policy Team on 01253 891000.

Yours faithfully



**Réa Psillidou**  
Planning Policy Manager

## Wyre Local Plan – Gypsy, Traveller and Travelling Showpeople Call for Sites 2015 Response Form

We are looking for potential sites to accommodate Gypsies, Travellers and Travelling Showpeople. If you are aware of a potential site, please fill in this form and return it to the address below with a plan clearly showing the location of the site by **Noon Friday 13<sup>th</sup> March 2015**. Please complete a **separate** form for each site. Completed forms should be sent to by email or post as detailed below. If you have any questions about the response form, please contact the Planning Policy team on telephone 01253 891000.

Email: [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)

Post: **Planning Policy, Wyre Council, Civic Centre, Breck Road, Poulton-Le-Fylde, Lancashire, FY6 7PU**

Your suggested site cannot be included if you do not send a **location plan** which clearly identifies the site boundary. Due to Ordnance Survey licensing restrictions the Council is unable to provide blank plans for this exercise. Ordnance Survey plans of sites may be obtained via external companies (there is a charge for these services).

Please note that this Call for Sites exercise is designed to identify potential sites for Gypsies, Traveller and Travelling Showpeople **ONLY**.

### Data Protection and Freedom of Information

We need your permission to hold your details on our database.

I agree that Wyre Council can hold the contact details and related responses and I understand that they will only be used in relation to Community and Planning Policy matters.

Signed		Date	
Please note that forms that are not signed and dated will not be accepted.			

This information is collected by as data controller in accordance with the data protection principles in the Data Protection Act 1998. The purposes for collecting this data are:

- 1 to assist in the preparation of the Wyre Local Plan; and
- 2 to contact you, if necessary, regarding the answers given on this form.

The above purposes may require public disclosure of any data received by Wyre Council on the form, in accordance with the Freedom of Information Act 2000.

The form will also be used in discussion with consultees, but the contact details on the first sheet of questions will be detached and kept separate. If you have any concerns regarding the processing of your data, please contact email: [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk).  
Tel: 01253 891000

Putting a site forward does not guarantee that the Council will allocate it or support its development in the future, as all sites will need to be judged against relevant planning policies and other considerations.

YOUR DETAILS		
Name		
Position (if applicable)		
Organisation (if applicable)		
Email		
Telephone		
Address		
Postcode		
Fax		
I/Our status (please tick all that apply)	The Landowner <input type="checkbox"/>	A Developer <input type="checkbox"/>
	A Registered Social Housing Provider <input type="checkbox"/>	A Planning Consultant <input type="checkbox"/>
	A Land agent <input type="checkbox"/>	A Resident <input type="checkbox"/>
	Other <input type="checkbox"/> (please specify):	
	If acting on behalf of landowner/developer please provide client name and address details:	

We will use your details to update our Local Plan consultees database and keep you informed of progress of the Local Plan. If you don't want your details to be entered on the database, please let us know.

SITE DETAILS	
Site address	
Postcode (if known)	
Site size (hectares)	
Grid reference (if known)	

<b>SITE DETAILS (CONTINUED)</b>	
<b>Current land use(s)</b>	
<b>Historic land use(s)</b>	
<b>Adjacent land use(s)</b>	
<b>Planning History</b> - Has the site ever been subject to a planning application for the proposed use? Please provide details	
<b>Call for Sites History</b> - Has this site been submitted by you (or on your behalf) through previous Call for Site exercises? If so, please indicate: <ul style="list-style-type: none"> <li>• The uses originally proposed; and</li> <li>• Whether or not you wish this to replace or be additional to your earlier submission.</li> </ul>	

<b>NUMBER OF PITCHES (GYPSIES/TRAVELLERS) OR PLOTS (SHOWPEOPLE)</b>	
If possible, please indicate the estimated number of pitches or plots that could be provided on the site, taking into account the character of surrounding area, site access, road network etc?	

<b>SITE OWNERSHIP</b>		<b>Tick</b>
I (or my client)...	Is sole owner of the site	
	Owns part of the site	
	Do not own (or hold any legal interest in) the site whatsoever	
If you are not the owner, or own only part of the site, do you know who owns the site or the remainder of it (please provide details)?		
Does the owner (or other owner(s)) support your proposals for the site? Yes / No		

**MARKET INTEREST**

	Yes	No	Comments
Have any enquiries received for use by Gypsies, Travellers or Travelling Showpeople?			
Site is being marketed for use by Gypsies, Travellers or Travelling Showpeople?			

**UTILITIES/ INFRASTRUCTURE**

Please tell us which of the following utilities are available to the site

	Yes	No	Unsure
Mains water supply			
Mains sewerage			
Electrical supply			
Gas supply			
Public highway			
Landline telephone/broadband internet			
Other (please specify)			

**SUITABILITY ISSUES**

Question	Yes	Part	No	Comments/ Further Details
Does the site suffer from any physical constraint (e.g. topography, access, severe slope, tree cover etc.)?				
Is the site subject to flooding?				

<b>SUITABILITY ISSUES (CONTINUED)</b>				
<b>Question</b>	<b>Yes</b>	<b>Part</b>	<b>No</b>	<b>Comments/ Further Details</b>
Is the site affected by bad neighbour uses (e.g. power lines/ railway lines, major highways, heavy industry)?				
Is there a possibility that the site is contaminated?				
Can vehicular access to the site be achieved?				
If you answered yes to any of the above please provide additional information, including any measures required to overcome constraints:-				

<b>AVAILABILITY ISSUES</b>				
<b>Question</b>	<b>Yes</b>	<b>Part</b>	<b>No</b>	<b>Comments / Further Details</b>
Is there land in other ownership which must be acquired to develop the site?				
Are there any legal/ownership constraints that might prohibit or delay development of the site (e.g. Ransom strip/covenants)?				
Are there any current uses which need to be relocated?				
Is the owner willing to sell for a Gypsy, Traveller or Travelling Showperson site?				
Please indicate the timescale for site availability:	Immediately <input type="checkbox"/>		Up to 5 years <input type="checkbox"/>	
	5 – 10 years <input type="checkbox"/>		10 – 15 years <input type="checkbox"/>	
	Plus 15 years <input type="checkbox"/>			
If the site is not available immediately please state why				

**AVAILABILITY ISSUES (CONTINUED)**

If you answered yes to any of the above please provide additional information, including any measures required to overcome constraints:-

**ACHIEVABILITY ISSUES**

Question	Yes	Part	No	Comments/ Further Details
Is the site located within an area appropriate to the proposed use?				
Are there any known significant abnormal development costs (e.g. contamination remediation, demolition, access etc.)?				
Does the site require significant new infrastructure investment to be suitable for development?				
Are there any issues that may influence the economic viability or timing of the development?				

If you answered yes or partially to any of the above please provide additional information, including any measures required to overcome constraint:-

**ADDITIONAL COMMENTS**

If necessary, please continue on a separate sheet.



## **Wyre Local Plan**

### **Gypsies, Travellers and Travelling Showpeople Call for Sites 2015 – Frequently Asked Questions**

#### **What is the Call for Sites?**

The Call for Sites is an important opportunity for local communities, Members, parish councils, landowners, residents and organisations to suggest land in Wyre for potential future development – this Call for Sites is designed to identify land for Gypsies, Travellers and Travelling Showpeople **ONLY** and will inform the preparation of the new Wyre Local Plan. The Council has already carried out two Call for Sites exercises – the latest in 2014 - designed to identify land for a wide range of land uses. Sites submitted through these exercises are already being considered as part of the Local Plan process.

#### **What is the Local Plan?**

The Local Plan is the main reference document for determining planning applications in the Borough. The new Wyre Local Plan is currently being prepared. It will eventually replace the Saved Policies of the 1999 Wyre Local Plan. It will set out the strategy for the Borough over the next 15 to 20 years, and will also include policies, proposals and site allocations.

#### **What is the timetable for the new Local Plan?**

The Council aims to undertake formal public consultation on an Initial Draft Local Plan in 2015. This will be followed by formal public consultation on the Final Draft Plan (also sometimes called the publication or pre-submission stage) in 2016. After this, the draft Local Plan will go to be checked by an independent Planning Inspector during 2016. The Local Plan will be formally adopted as Council policy in 2017.

#### **What is the definition of “Gypsy”, “Traveller” and “Showpeople”?**

At the time of writing, for the purposes of the planning system, Gypsies and Travellers means:

*Persons of nomadic habit of life, whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily or permanently, but excluding members of an organised group of Travelling Showpeople or circus people travelling together as such. (Planning Policy for Traveller Sites, Department for Communities and Local Government (CLG), March 2012).*

Within the main definition of Gypsies and Travellers, there are a number of main cultural groups which include:

- » Romany Gypsies;
- » Irish Travellers; and
- » New Travellers.

Romany Gypsies and Irish Travellers are recognised in law as distinct ethnic groups and are legally protected from discrimination under the Equalities Act 2010.

Alongside Gypsies and Travellers, a further group to be considered is Travelling Showpeople. They are defined as:

*Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their family's or dependant's more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers as defined above.*

(Planning Policy for Traveller Sites, CLG, March 2012).

### **What is a Gypsy, Traveller and Travelling Showpeople Accommodation Needs Assessment (GTAA)?**

Government guidance issued in March 2012 aims to ensure that members of the Gypsy, Traveller and travelling showpeople communities have access to decent and appropriate accommodation options. For a number of Gypsies, Travellers and travelling showpeople, appropriate housing means designated sites rather than 'bricks and mortar' accommodation.

The latest GTAA published in 2014 considers accommodation needs of Gypsies, Travellers and Travelling Showpeople up to 2031 in Wyre and also in neighbouring Blackpool and Fylde. We will use the results of this call for sites to help us consider how best to meet the needs identified in the GTAA and to decide which sites need to be allocated in the new Local Plan.

### **How should I respond to the Call for Sites?**

We would like to hear from you if you wish to submit a site or premises to be considered for development in the Borough. Sites do not necessarily need to be in your ownership.

Although there is no lower or upper limit on the size of site that may be submitted through this call for sites exercise, we are particularly interested in sites up to 1 hectare (2.47 acres) in size, although we will also consider larger parcels of land.

Each site being put forward should be accompanied by a complete call for site response form and a location plan illustrating a clear site boundary.

Please be aware that if you are submitting your form via email you will need to send an electronic copy of a location plan (a scanned copy will suffice). Due to Ordnance Survey licensing restrictions the Council is unable to provide blank plans for this exercise. Plans of sites may be obtained via external companies (there is a charge for these services).

All submissions should be received by the Council by **Noon on Friday 13<sup>th</sup> March 2015.**

**I have submitted a site in previous call for site exercises – what do I do?**

If you have already submitted a site for use by Gypsies, Travellers or Travelling Showpeople in previous call for site exercises, there is no need to re-submit as your original submission is held on record and will be considered as part of the process of developing the Local Plan (unless you wish us to consider an amended site boundary).

If, however, you have submitted a site for **other** uses through previous call for site exercises and now wish us to consider the site for Gypsy, Traveller and/or Travelling Showperson use, you will need to complete a new form and send it to us. In this case, you will need to indicate whether or not you wish the new submission to replace that previously made, or wish us to treat the new submission as additional to the original. If the site boundary you wish us to consider is no different than your original submission, there is no need to submit a new plan of the site.

**What happens next?**

All submitted sites and premises will be subject to detailed assessment to evaluate whether they should be taken forward through the Wyre Local Plan. The most appropriate and deliverable sites will be taken forward in the Initial Draft Local Plan public consultation document and comments on these sites will be invited at the time of publication. Sites taken forward through to the adopted Local Plan will be illustrated on a Policies Map.

Please note that if a site is assessed as being suitable for use by Gypsies, Travellers or Showpeople, this does not mean that planning permission will be granted for these uses or that submitted sites will be allocated in the Local Plan.

Before sites are allocated in the Local Plan all potential site allocations need to be assessed against the overall plan strategy and be subject to a test of sustainability called a Sustainability Appraisal. A Sustainability Appraisal involves assessing the social, economic and environmental impacts generated by planning policy.

**Who should I contact for further information?**

If you require any further information please contact the Planning Policy team on:

Telephone: 01253 891000

Email: [planning.policy@wyre.gov.uk](mailto:planning.policy@wyre.gov.uk)

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