

Maidstone Borough Council

Gypsy, Traveller and Travelling Showpeople Plan

SCOPING, ISSUES AND OPTIONS CONSULTATION
DOCUMENT (Regulation 18a)

FEBRUARY 2023



DRAFT

Contents

PART A: Context	5
1. Introduction	5
2. Why is the DPD needed?	6
National context.....	6
Local context	7
PART B: Consultation	11
3. Community Involvement.....	11
4. Duty to Cooperate.....	11
5. Supporting Evidence	11
6. Scope	12
7. Aims.....	12
8. Content	13
9. Need	14
10. How will sites be identified?	17
11. How will sites be assessed?	18
12. What if enough sites cannot be identified?	25
13. Call for sites 2023	26
14. Monitoring and Review	26
15. Next Steps	27
Appendix 1.....	28
Appendix 2.....	29
Appendix 3.....	30

Questions

Q1 – ARE THERE KNOWN INDIVIDUALS OR GROUPS WHICH YOU RECOMMEND WE CONSULT WITH?	11
Q2 – IS THERE ANY ADDITIONAL SUPPORTING EVIDENCE REQUIRED AS PART OF THIS DPD PROCESS?	12
Q3 – DO YOU AGREE WITH THE SCOPE OF THE DPD?.....	12
Q4 – DO YOU AGREE WITH THE AIMS OF THE DPD?	13
Q5 –WHAT ARE THE STRATEGIC ISSUES THAT SHOULD BE ADDRESSED THROUGH STRATEGIC POLICIES?.....	13
Q6 –WHAT SITE-SPECIFIC ISSUES SHOULD SITE ALLOCATION POLICIES SEEK TO ADDRESS? 13	
Q7 –WHAT DO YOU THINK THE DEVELOPMENT MANAGEMENT POLICIES SHOULD CONTAIN? 14	
Q8 – IS THERE ANY ADDITIONAL EVIDENCE ASSOCIATED WITH NEED THAT WE ARE UNAWARE OF THAT SHOULD BE TAKEN INTO CONSIDERATION?	17
Q9 – DO YOU AGREE WITH THE COUNCIL’S APPROACH TO SEEK TO MEET THE FULL CULTURAL NEED IDENTIFIED THROUGH THIS DPD?.....	17
Q10 – ARE THERE ANY OTHER METHODS OF SITE IDENTIFICATION THAT THE COUNCIL SHOULD CONSIDER?	17
Q11 – IS THE PROPOSED ASSESSMENT PORCESS CORRECT? IF NOT, WHAT ALTERNATIVE METHOD COULD BE USED?.....	18
Q12 – HAVE WE USED THE CORRECT SIFTING CRITERIA TO ASSESS THE POTENTIAL SITES? IF NOT, WHAT CRITERIA SHOULD BE USED?	18
Q13 – HAVE WE USED THE CORRECT DETAILED ASSESSMENT CRITERIA TO ASSESS THE POTENTIAL SITES? IF NOT, WHAT CRITERIA SHOULD BE USED?	25
Q14 – DO YOU AGREE WITH THE USE OF A PITCH DELIVERABILITY ASSESSMENT TO SEEK TO MEET SOME/ALL IDENTIFIED NEEDS ON SUITABLE EXISTING SITES?.....	25
Q15 – ARE THERE ANY OTHER OPTIONS THAT THE COUNCIL SHOULD CONSIDER TO FIND SUITABLE, AVAILABLE AND DELIVERABLE SITES?	25
Q16 – DO YOU OWN OR KNOW OF ANY SUITABLE SITES WHICH ARE AVAILABLE TO HELP MEET THE COUNCIL’S FUTURE NEED FOR GYPSIES AND TRAVELLERS?	26
Q17 – ARE THE MONITORING INDICATORS SUITABLE AND SUFFICIENT? .	26

PART A: Context

1. Introduction

Maidstone Borough Council is committed to meeting the housing needs of the borough's Gypsy, Traveller and Travelling Showpeople communities (herein referred to as Gypsy and Traveller communities). To meet this need, the Council is in the process of developing a Development Plan Document (DPD). The aim of this DPD is to identify a suitable spatial approach and specific sites for accommodating Gypsies, Travellers and Travelling Showpeople in a sustainable way. This includes promoting an integrated co-existence between existing and future sites and the wider local community; balancing the needs of all communities whilst protecting the natural and built environment.

The intention of this consultation document is to inform statutory consultees, the public and relevant organisations of our intention to produce a DPD; the progress made so far and to consider what the DPD ought to contain (the scope). As part of this consultation, we are not proposing a spatial approach, nor identifying specific sites/pitches or including any policies, but are seeking views on the site identification and assessment processes, as well options to meet the identified accommodation needs across the borough. There is the opportunity to raise issues and suggest options as part of this consultation and to submit sites/pitches for consideration as

potential options for allocation at the next stage.

This is the first formal stage in the planning process (known as Regulation 18 consultation¹) and will help to inform the future Regulation 18 Preferred Approaches consultation document, which the Council hope to publish early in 2024. The DPD production timetable can be found in Appendix 1 of this document.

¹[The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012 \(legislation.gov.uk\)](https://www.legislation.gov.uk/uksi/2012/2746/contents/part-1)

2. Why is the DPD needed?

National context

The Council has a responsibility through the **National Planning Policy Framework**² (NPPF) and legal requirements to assess and plan for the housing needs of all residents, including the Gypsy and Traveller community.

Section 124 of the **Housing and Planning Act 2016**³ specifies that local housing authorities should consider the needs of people *'residing in or resorting to their district with respect to the provision of sites on which caravans can be stationed, or places on inland waterways where houseboats can be moored'*.

The **Equality Act of 2010**⁴ provides protection from discrimination based upon, amongst other things, race. The courts have established that because of their ethnic group, Romany Gypsies and Irish Travellers are protected against race discrimination.

The national **Planning Policy for Traveller Sites**⁵ (PPTS) of 2015, sets out the process that must be followed in order to effectively assess and plan for meeting the needs of the gypsy, traveller and travelling showpeople communities. The guidance emphasises the need for local authorities to use evidence to plan positively and manage development. It also provides a formal definition of who is considered to be a 'Gypsy or Traveller' for

the purposes of planning and can be found in Appendix 2 of this document.

The PPTS⁶ states that the Council should:

- identify and update annually, a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against their locally set targets;
- identify a supply of specific, developable sites, or broad locations for growth, for years 6 to 10 and, where possible, for years 11-15 years;
- consider production of joint development plans that set targets on cross authority basis, to provide more flexibility in identifying sites, particularly if a local planning authority has special or strict planning constraints across its area;
- relate the number of pitches or plots to the circumstances of the specific size and location of the site and the surrounding populations size and density; and
- protect local amenity and environment.

² [National Planning Policy Framework - Guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/542222/National-Planning-Policy-Framework-Guidance-2019.pdf)

³ [Housing and Planning Act 2016 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2016/29/section-124)

⁴ [Equality Act 2010 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2010/15)

⁵ [Title \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/424222/ppts-2015.pdf)

⁶ PPTS (215), paragraph 10

Traveller sites should be sustainable, both socially and environmentally⁷. Policies should therefore:

- promote peaceful and integrated co-existence between the site, and the local community;
- promote, in collaboration with commissioners of health services, access to appropriate health services;
- ensure that children can attend school on a regular basis;
- provide a settled base that reduces both the need for long distance travelling and possible environmental damage caused by unauthorised encampment;
- provide for proper consideration of the effect of local environmental quality (such as noise and air quality) on the health and well-being of any travellers that may locate there or on others as a result of new development;
- avoid placing undue pressure on local infrastructure and services;
- avoid locating sites in areas at high risk of flooding, including functional floodplains, given the particular vulnerability of caravans; and
- reflect the extent to which traditional lifestyles (whereby some travellers live and work from the same location thereby omitting many travel to work journeys) can contribute to sustainability.

When assessing the suitability of sites in rural or semi-rural settings, the Council should ensure that the scale of such sites does not dominate the nearest settled community⁸.

Further, the Council should consider, wherever possible, including traveller sites suitable for mixed residential and business uses, having regard to the safety and amenity of the occupants and neighbouring residents. The Council should consider the scope for identifying separate sites for residential and for business purposes in close proximity to one another if mixed sites are not practical⁹.

Local context

Maidstone Strategic Plan 2019-2045

The Strategic Plan underpins every action the Council takes. At its core is the vision for Maidstone by 2045 as *'a vibrant, prosperous urban and rural community at the heart of Kent where everyone can realise their potential'*.

The Maidstone Strategic Plan sets out the overarching priorities, outcomes and short-term actions to be given particular importance, to deliver the overall vision. In addition, it identifies four cross-cutting themes which are correlated to the short-term actions and, by extension, to the identified outcomes.

⁷ PPTS (2015), paragraph 13

⁸ PPTS (2015), paragraph 14

⁹ PPTS (2015), paragraph 18

Under the priority of embracing growth and enabling infrastructure, one of the key outcomes is that by 2045, housing need is met including affordable housing. This includes the need of both the settled and travelling community.

Maidstone Planning Framework

Once adopted, this DPD will contribute to the wider framework of plans and guidance documents which, combined, help to deliver planned, sustainable growth in the borough. The diagram below shows the planning framework in Maidstone and where this DPD would sit within this framework.

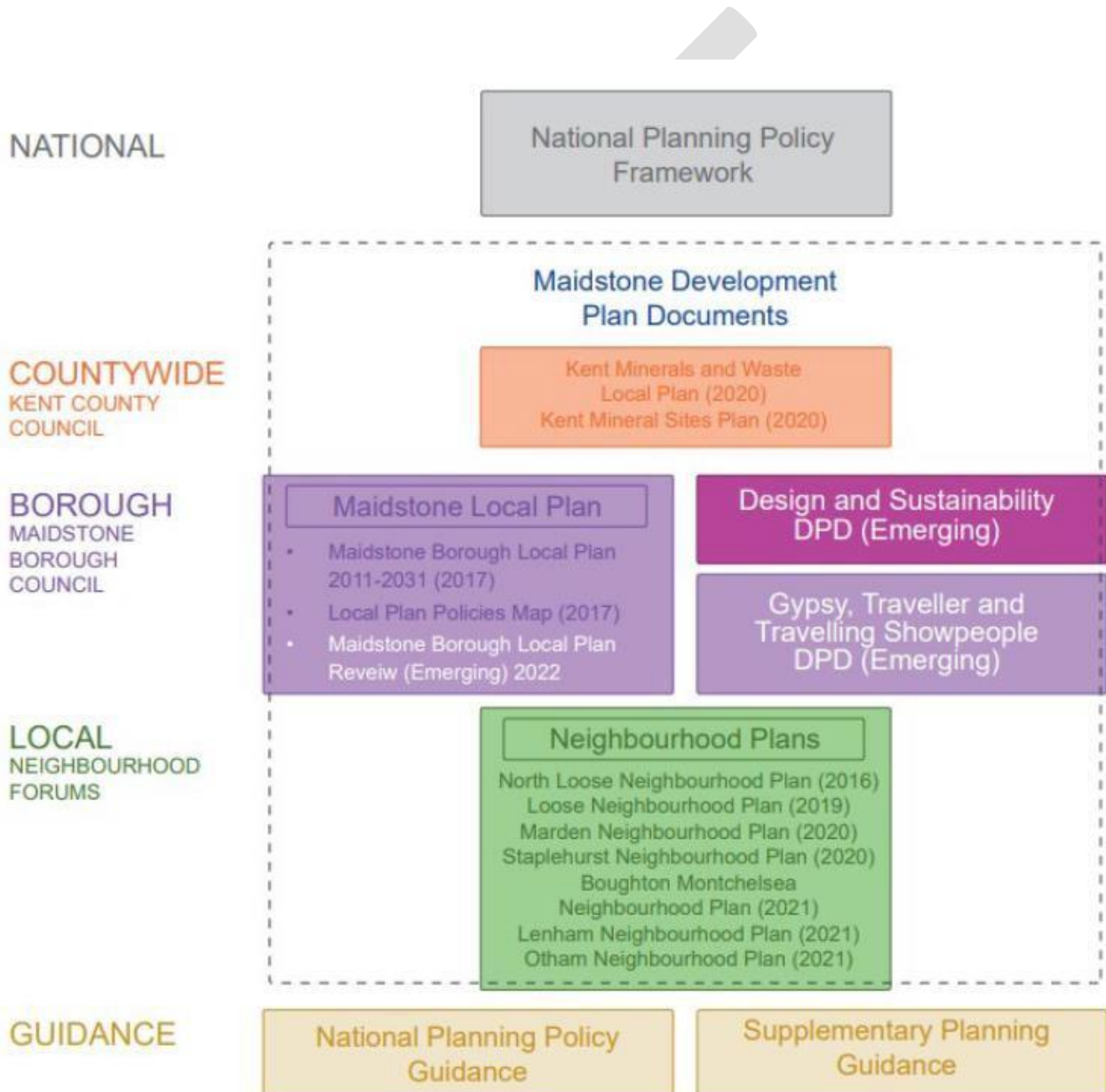


Figure 1: Planning Framework

Maidstone Development Plan

As shown in Figure 1, the Development Plan¹⁰ for Maidstone currently consists of the following:

- Maidstone Borough Local Plan 2011-2031
- Kent Minerals and Waste Local Plan 2013-20 as amended by early partial review (2020)
- Kent Mineral Sites Plan (2020)
- Seven Neighbourhood Plans

Emerging Development Plan Documents:

- *Local Plan Review (currently at examination in public, Regulation 24)*
- *Design and Sustainability DPD (Regulation 18 consultation October – December 2022)*
- *Gypsy, Traveller and Travelling Showpeople DPD (this document – Regulation 18a consultation)*

Maidstone Borough Local Plan 2017

The Maidstone Borough Local Plan¹¹ (MBLP) was adopted in 2017 and covers the plan period 2011 to 2031. It sets out the spatial approach for delivering planned growth over the plan period and includes site allocations and development management policies to guide proposals and ensure sustainable growth and development.

Among other things, it plans for the provision of 17,660 new dwellings, 187

gypsy and traveller pitches and 11 travelling showpeople plots.

MBLP includes strategic policy GT1 – Gypsy and Traveller site allocations; 16 detailed site allocation policies (GT1(1) to GT1(16)); and development management policy DM15 – Gypsy, Traveller and Travelling Showpeople Accommodation.

Local Plan Review

Maidstone Borough Council is in the advanced stages of a Local Plan Review¹² that will cover the period 2021 to 2038, with Stage 1 examination Inspector's interim report having been published in January 2023. Stage 2 hearings are programmed for May/June 2023.

The Local Plan Review does not include new strategic policies or site allocations specifically for Gypsies and Travellers, instead continuing to 'save' the 2017 Local Plan policies until this new DPD is adopted. The Local Plan Review does, however, include a proposed new development management policy LPRHOU8, that will be examined as part of the Stage 2 hearing sessions expected in 2023. The policy is criteria-based and can be used to assess applications for Gypsy and Traveller pitches and Travelling Showpeople plots on both allocated and non-allocated or 'windfall' sites.

The proposed policy is as follows:

¹⁰ [Adopted local plan and Associated Documents - MBC Local Plan \(maidstone.gov.uk\)](https://maidstone.gov.uk/data/assets/pdf_file/0005/171149/Local-Plan-v2-November-2017.pdf)

¹¹

https://maidstone.gov.uk/data/assets/pdf_file/0005/171149/Local-Plan-v2-November-2017.pdf

¹² [Local Plan Review - MBC Local Plan \(maidstone.gov.uk\)](https://maidstone.gov.uk)

Policy LPRHOU8

1. Planning permission for Gypsy and Traveller and Travelling Showpeople accommodation will be granted if the site is allocated for that use and proposals comply with the site allocation criterion, or if the following criteria are met:

- i. Caravans to meet the definition of a caravan in the Caravan Sites and Control of Development Act (1960) and the Caravan Sites Act (1968) ;
- ii. The planning definition of a Gypsy, Traveller or Travelling Showpeople, as set out in Planning Policy for Traveller sites (2015) is met;
- iii. Local services, in particular school, health and shopping facilities, are accessible from the site preferably on foot, by cycle or on public transport;
- iv. The development would not result in significant harm to the landscape and rural character of the area. Impact on these aspects will be assessed with particular regard to:
 - a. Local landscape character;
 - b. Cumulative effect - the landscape impact arising as a result of the development in combination with existing lawful caravans;
 - c. Existing landscape features - development is well screened by existing landscape features and there is a reasonable prospect of such features' long-term retention;
 - d. Additional planting should be used to supplement existing landscaping but should not be the sole means of mitigating the impact of the development;
 - e. Prominent boundary treatments should be screened/softened by existing and/or proposed landscaping
- v. The site can be safely accessed to and from the highway by all vehicles using the site on a regular basis;
- vi. The site is not located in an area at risk from flooding (zones 3a and 3b) based on the latest information from the Environment Agency or a specific Flood Risk Assessment which has been agreed by the Environment Agency; and
- vii. The ecological impact of the development has been assessed through appropriate survey and a scheme for any necessary mitigation and enhancement measures confirmed.

2. In addition to the above criteria the following applies to Travelling Showpeople accommodation only:

- i. The site should be suitable for the storage and maintenance of show equipment and associated vehicles.

3. Applications for further ancillary development (including out buildings/dayrooms etc) on a Gypsy and Traveller and Travelling Showpeople site will be permitted if the following criteria are met:

- i. Criteria 1 (IV) (a-c) of this policy is met; and
- ii. The scale and form of any development respects its setting.

Figure 2: Local Plan Review policy LPRHOU8

PART B: Consultation

3. Community Involvement

Community involvement for this DPD will, as a minimum, follow what is set out in the Council's Statement of Community Involvement¹³ (SCI) 2020. The Council's SCI ensures that all sections of the community, including local voluntary and community groups and organisations, key stakeholders, Parish Councils, service providers, landowners, individuals and developers, are actively involved throughout the process of preparing Development Plan Documents. In the case of this DPD, it will be particularly important to involve Gypsies and Travellers, those groups which represent them, and members of the settled community likely to be affected by potential site allocations.

Q1 – ARE THERE KNOWN INDIVIDUALS OR GROUPS WHICH YOU RECOMMEND WE CONSULT WITH?

4. Duty to Cooperate

The Localism Act of 2011 and the NPPF requires that local authorities engage constructively and actively on an ongoing basis with other Local Planning Authorities and organisations. We recognise that close working and co-operation with neighbouring boroughs is essential to meet the needs of a traditionally mobile community. Collaborative working is central to the development of this plan. Regular duty to cooperate meetings with neighbouring planning authorities and other prescribed bodies are already established through the Local Plan Review

process. These will continue, with a focus on future DPD preparation, including this DPD. Through these meetings and the use of Statements of Common Ground where appropriate, the process of meaningful engagement on strategic cross boundary issues will be clearly set out. At submission, this DPD will be accompanied by a Compliance Statement setting out how the legal duty to cooperate has been met.

5. Supporting Evidence

A Gypsy and Traveller Accommodation Assessment (GTAA) is the key piece of evidence underpinning the DPD. It assesses the borough's current and future need for gypsy and traveller pitches and travelling showpeople plots. It expresses this need requirement according to the national policy definition¹⁴ and the wider cultural need.

A Sustainability Appraisal (SA) is an essential (statutory) part of the preparation of a DPD and the process of preparing the SA runs alongside the preparation of the DPD. It is designed to ensure that the plan preparation process maximises the contribution that a plan makes to sustainable development and minimises any potential adverse impacts. The SA process appraises the likely social, environmental and economic effects of the strategies and policies within a plan (in this case the Gypsy and Traveller DPD) from the outset of its development. Our SA incorporates Strategic Environmental Assessment (SEA) which is also a statutory assessment process. A Scoping Report will

¹³ [Statement-of-Community-Involvement-FINAL-amended.pdf \(maidstone.gov.uk\)](#)

¹⁴ Planning Policy for Traveller Sites (2015)

be undertaken and will be consulted upon alongside the Regulation 18b preferred approaches consultation document.

A Habitats Regulation Assessment (HRA)

is required under the EU Habitats Directive (92/43/EEC) for any proposed plan or project which may have a significant effect on one or more European sites, for example a Special Protection Areas (SPAs) or a Special Areas of Conservation (SACs). The purpose of the HRA scoping exercise is to determine whether or not significant effects are likely and suggest ways in which they could be avoided.

An **equality impact assessment (EqIA)** is a method that helps us to consider a policy in terms of how it might affect different groups of people protected in law (the Equality Act 2010). This helps to ensure our policies are fair for all people within the district. Whilst not a formal part of the SA or SEA process, we will carry out an EqIA of the DPD against all equality dimensions to enable us to identify and reduce the potential for discrimination and to promote equality and diversity of all kinds.

A **viability assessment** helps us to better understand whether or not the financial implications of complying with the proposed policy requirements will allow the majority of planned growth and development to come forwards in the plan period.

Q2 – IS THERE ANY ADDITIONAL SUPPORTING EVIDENCE REQUIRED AS PART OF THIS DPD PROCESS?

6. Scope

The Scope of the final DPD is to:

- identify the accommodation needs of Gypsies, Travellers and Travelling Showpeople in the borough for at least 15 years from plan adoption¹⁵;
- set out the spatial approach, strategic thematic and detailed policies to guide the provision and development of gypsy, traveller and travelling show people accommodation in the borough; and
- identify suitable, available and achievable sites for Gypsies, Travellers and Travelling Showpeople accommodation to meet the identified needs of the Borough over the plan period.

Q3 – DO YOU AGREE WITH THE SCOPE OF THE DPD?

7. Aims

This DPD has the following overarching aims:

1. To establish the full level of need for pitches and plots in the borough over the plan period;
2. To set out a suitable spatial approach and associated strategic policies for meeting the identified need;
3. To identify suitable sites to meet the identified need over the plan period;

4. To provide criteria-based development management policies for assessing applications for gypsy and traveller sites, and travelling showpeople plots both on allocated sites and non-allocated or 'windfall' sites.

Q4 – DO YOU AGREE WITH THE AIMS OF THE DPD?

8. Content

Strategic policies

In accordance with the NPPF requirements, the DPD will need to clearly set out an overall strategy for the pattern, scale and design quality of places, and make sufficient provision for accommodating the future needs of gypsies and travellers.

Any strategic policies will need to look ahead over a minimum 15-year period from plan adoption¹⁶. They should provide a clear and appropriate spatial approach for bringing sufficient land forward, and at a sufficient rate, to address objectively assessed needs over the plan period.

As the Local Plan Review does not include assessment of and provision for gypsies and travellers who do not meet the PPTS definition (the cultural need); this need should be addressed through this DPD (see Section 9 for further details).

Q5 – WHAT ARE THE STRATEGIC ISSUES THAT SHOULD BE ADDRESSED THROUGH STRATEGIC POLICIES?

Site allocation policies

In order to meet the future accommodation needs of the gypsy and traveller community, it is likely that some

new sites will need to be identified and 'allocated' in the DPD for future development. It is proposed that the DPD will contain site allocations. These would be identified on the Policies Map and accompanied by site specific allocation policies, setting out the requirements for developing the site.

Any site allocation policies in this DPD would supersede those site allocations in the 2017 Local Plan/'saved' in the Local Plan Review.

Q6 – WHAT SITE-SPECIFIC ISSUES SHOULD SITE ALLOCATION POLICIES SEEK TO ADDRESS?

Development Management policies

The Local Plan Review (LPR) includes a proposed new criteria-based development management policy (LPRHOU8), as is set out in Section A of this consultation document.

The criteria in the proposed overarching LPR policy will assist in the general determination of planning applications on both allocated and non-allocated or 'windfall' sites, for those who meet the PPTS definition. This LPR policy, subject to being found 'sound', could be reproduced within this DPD, for ease of reference. The LPR does not contain a similar criteria-base policy for assessing applications of those who do not meet the PPTS definition. This would need to be addressed through this DPD.

Further to policy LPRHOU8, this DPD provides an opportunity to include additional detailed design policies specific to the development of gypsy and traveller

¹⁶ NPPF paragraph 22

sites. One example might be the inclusion of a policy relating to the design of day rooms/ancillary outbuildings. Another might be the inclusion of indicative plans for allocated sites as part of the policy.

Specific design guidance produced by the Government in relation to travellers sites, although now quite dated, includes some useful principles¹⁷ in this regard.

Q7 –WHAT DO YOU THINK THE DEVELOPMENT MANAGEMENT POLICIES SHOULD CONTAIN?

9. Need

Previously identified need

In 2012, the **Gypsy & Traveller and Travelling Showpeople Accommodation Assessment (GTAA)**¹⁸ identified a need for 187 Gypsy and Traveller pitches and 11 Travelling Showpeople plots over the plan period (2011-31).

The Council undertook a sequence of work to identify available sites suitable for allocation in the Local Plan – the '**Gypsy & Traveller and Travelling Showpeople Sites' Assessment: Report of Findings February 2016**'¹⁹. The outcome was that 16 sites were allocated in the Local Plan to deliver 41 additional pitches. These sites would contribute to the overall 187 pitch target. Additional sites would come forwards through windfall permissions.

Site and plot delivery to date (up to 31 March 2021)

The delivery of new pitches and plots to meet the identified need is monitored and reported on an annual basis through a series of indicators in the **Authority's Monitoring Report**²⁰ (AMR). The most recently published AMR data indicates that 273 pitches have been granted permanent consent thereby exceeding the 187 pitch target (indicator M27). In terms of allocated pitch delivery, 16 permanent pitches have been delivered on allocated sites (39% of the 41 pitch requirement) (indicator M28).

Future need

The GTAA supporting the 2017 Local Plan was completed in 2012 and is now over a decade old. The Council has therefore commissioned a new GTAA as a key piece of evidence identifying future need and underpinning this DPD.

Survey work on a new GTAA commenced in winter 2019/2020, however site visits were suspended due to the nationally imposed Covid pandemic lockdowns. The remaining survey work has now resumed and an updated GTAA including determination of final need figures will be completed later in 2023. This will be used as the basis for identifying suitable sites to meet the assessed need. In the meantime, an Interim GTAA report with indicative need figures has been produced (January

¹⁷ [designinggypsiesites.pdf](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/544442/designinggypsiesites.pdf) ([publishing.service.gov.uk](https://www.publishing.service.gov.uk))

¹⁸ [Local Plan Evidence - MBC Local Plan](https://www.maidstone.gov.uk/documents/HOU_001) ([maidstone.gov.uk](https://www.maidstone.gov.uk)) [document HOU 001]

¹⁹ [Local Plan Evidence - MBC Local Plan](https://www.maidstone.gov.uk/documents/HOU_006) ([maidstone.gov.uk](https://www.maidstone.gov.uk)) [documents HOU 006 (a-h)]

²⁰ [Maidstone Authority Monitoring Report 2021-2022.pdf](https://www.maidstone.gov.uk/documents/HOU_006) - [Google Drive](https://www.google.com/drive)

2023) and published as supporting evidence alongside this consultation.

‘PPTS’ and ‘Cultural’ need

The GTAA assesses and determines the need of both those residents who meet the planning definition of Gypsy and Travellers set out in Annex 1 of PPTS (see Appendix 2), and those who, whilst culturally defining themselves as Gypsy or Traveller, do not meet that current planning definition. This will give rise to a ‘PPTS Need’ figure and a ‘Cultural Need’ figure. The GTAA also assesses and determines the needs of travelling showpeople, expressing the future need requirement in terms of ‘plots’.

At this stage, the interim GTAA work (January 2023) – as published alongside this consultation document – indicates a gross need for the 606 pitches and 7 plots over the plan period to 2040, with no identified need for transit sites.

The need identified in the interim GTAA represent the starting point for the Council – from which further, more detailed work and wider engagement can begin.

	Pitches	Plots
PPTS need	325	5
Undetermined	132	2
Not visited	113	0
Cultural need²¹	36	0
TOTAL NEED	606	7

Table 1: Future need identified in Interim GTAA

For context, our neighbouring authorities’ pitch needs, as set out in their published GTAA assessments, range from 32 to 82 pitches, and 0 to 5 plots over the respective plan periods.

In terms of when this need is generated over the plan period, the Interim GTAA suggests that the most acute need is in the short term, between 2019-2024. This is primarily generated from three sources:

- 1) those currently on unauthorised pitches;
- 2) those in concealed or doubled-up households; and
- 3) those with teenagers who are likely to need their own pitches in the next 5 years.

Beyond 2024, the need is generated from new household formation (see Figure 3).

²¹ This includes those who ‘do not meet planning definition’. See Interim GTAA January 2023.

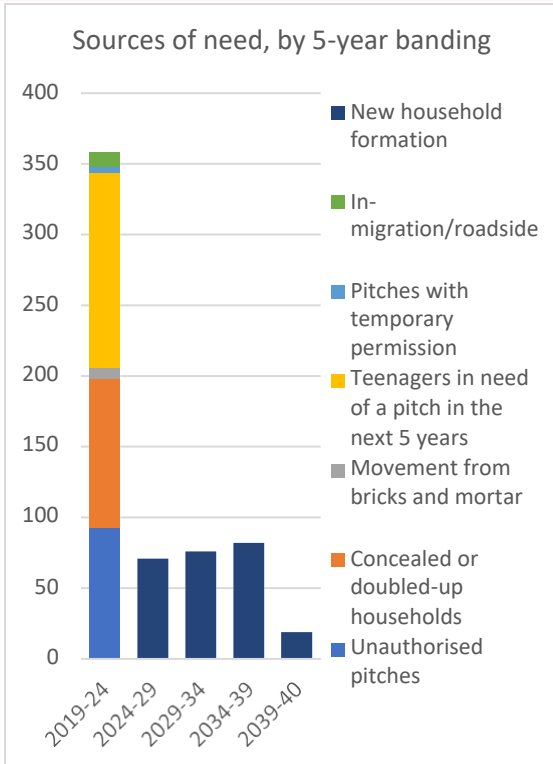


Figure 3: Sources of need, by 5-year banding

Meeting PPTS definition need

Under current guidance, the Council is only required to identify suitable sites to meet the accommodation needs of Gypsies and Travellers who meet the revised PPTS definition and not the full ‘cultural need’. This would mean identifying enough land to provide 325 pitches over the plan period. 179 of those pitches should be ‘deliverable’ within the five-year period 2019-2024.

The base-date used to determine this need is 2019. Since then, the Council has permitted 106 permanent pitches across the borough. This adjusts the PPTS definition need for ‘deliverable’ pitches (2019-2024) to 73. Remaining available

pitches from site allocations in the adopted 2017 Local Plan plus the availability of pitches on the two public sites may further alter this need figure.

Meeting undetermined/not visited need

The Interim GTAA provides a pitch need figure from households where it was undetermined whether or not they met the PPTS definition, and also a pitch need figure from households that were not visited. It is likely that a proportion of need arising from these sources will meet the PPTS definition at the time of application. The interim GTAA indicates either 30%²² or 88%²³ of the need from these sources would likely meet the PPTS definition. The interim GTAA suggests this need could be met through a combination of site allocations and criteria-based policies (including LPRHOU8).

Meeting non-PPTS definition need

The housing needs of those not meeting the PPTS definition would require addressing through this DPD, as they are not specifically addressed in the Local Plan Review. The Council suggests that they could be addressed through criteria-based policies similar to LPRHOU8 and other wider housing policies in the DPD. Given the specific housing-type requirements of non-PPTS definition gypsies and travellers i.e. predominantly not bricks and mortar, the Council considers their needs are best addressed alongside those who do meet the planning definition.

²² Opinion Research Services (ORS) national average of Gypsies and Travellers that meet the planning definition

²³ Locally derived proportion of Gypsies and Travellers that met the planning definition

Further, a recent judgement²⁴ at the Court of Appeal concludes that the PPTS definition is in fact discriminatory and in breach of the Equality Act 2010. This may lead to a change in the PPTS definition in the future.

On this basis, the Council proposes to meet the identified 'cultural need' – possibly through a combination of allocations and criteria-based policies – thereby ensuring that all members of this community have their specific housing needs addressed through this DPD. Further, this ensures that obligations under the Equality Act have been met and provides a more robust position when assessing future planning applications.

This is the starting point for the Council. Following receipt of the final GTAA Report, further, more detailed work will be required to establish the level of need likely to require the identification of sites for future pitch provision, balanced against the future need that could be met through other means such as broad locations, natural pitch turnover and site coming forwards through windfall permissions.

Q8 – IS THERE ANY ADDITIONAL EVIDENCE ASSOCIATED WITH NEED THAT WE ARE UNAWARE OF THAT SHOULD BE TAKEN INTO CONSIDERATION?

Q9 – DO YOU AGREE WITH THE COUNCIL'S APPROACH TO SEEK TO MEET THE FULL CULTURAL NEED IDENTIFIED THROUGH THIS DPD?

10. How will sites be identified?

On the basis of the indicative high needs published in the interim GTAA report (December 2022), the Council will endeavour to undertake a comprehensive and proactive approach to identifying potential sites (the term 'sites' includes gypsy and traveller sites and travelling showpeople 'plots'). The following methods of site identification are considered appropriate:

- sites put forward as part of the Council's Local Plan Review call for sites exercise in 2019;
- sites put forward as part of a targeted Gypsy and Traveller Call for sites exercise in 2022;
- a further Call for Sites exercise alongside this Regulation 18 consultation;
- a comprehensive review of known Council and public owned sites;
- a review of all known existing sites in the borough;
- Pitch Deliverability Assessment of all suitable sites to identify opportunities for intensification, expansion or regularisation; and
- discussions with neighbouring local authorities under the duty to cooperate.

Q10 – ARE THERE ANY OTHER METHODS OF SITE IDENTIFICATION THAT THE COUNCIL SHOULD CONSIDER?

²⁴ [Microsoft Word - Smith judgment 31 October 2022.docx \(gypsy-traveller.org\)](#)

11. How will sites be assessed?

The draft process for the assessment of sites is shown below.

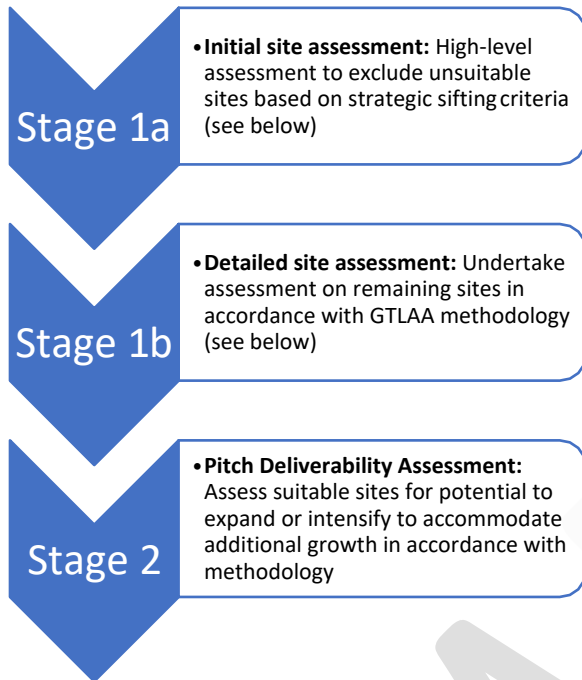


Figure 4: Site assessment process

Q12 – HAVE WE USED THE CORRECT SIFTING CRITERIA TO ASSESS THE POTENTIAL SITES? IF NOT, WHAT CRITERIA SHOULD BE USED?

Q11 – IS THE PROPOSED ASSESSMENT PORCESS SUITABLE? IF NOT, WHAT ALTERNATIVE METHOD COULD BE USED?

Stage 1a: initial site assessment

This first stage would be a high level ‘sifting exercise’ where sites would be assessed against a set of exclusion criteria. The sites that remain after this initial sift would then be subject to a more detailed assessment against the same criteria used in the Strategic Land Availability Assessment (SLAA) as part of the Local Plan Review. This would ensure a consistent approach to plan making across all land use types.

The proposed sifting criteria for the initial assessment of sites as part of the Gypsy and Traveller Land Availability Assessment can be found in the following diagram.

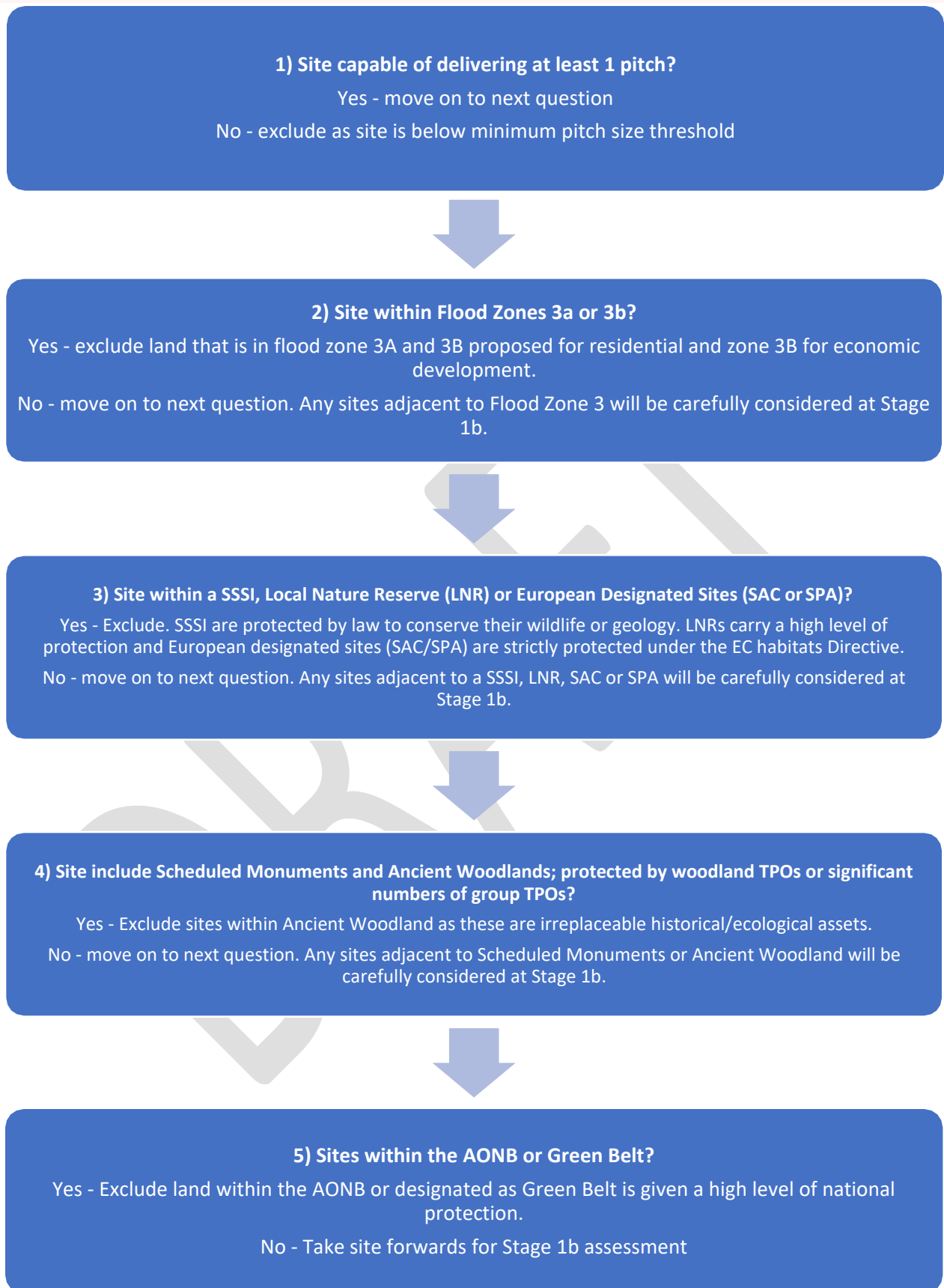


Figure 5: Initial site assessment criteria

Stage 1b: detailed assessment

The proposed criteria for the second stage detailed assessment of sites as part of the Gypsy and Traveller Land Availability Assessment can be found in the table below. To ensure consistency in approach, they are aligned with the criteria used to assess sites for the Local Plan Review.

Access to the highways network, public transport, services, and utilities

To help inform the assessment of suitability and achievability of sites, Kent County Council (KCC), as the local Highway Authority, will provide advice on the suitability and achievability of sites from a transport perspective. This advice will take account of recognised technical guidance, including the Manual for Streets, the Design Manual for Roads and Bridges and the Kent Design Guide.

In order for a site to be recommended as being potentially suitable for inclusion in the Plan, a site is required to achieve specific criteria relating to access and sustainability. These recommendations serve only to identify potential viability from a transport perspective and are not necessarily indicative of KCC's final position on any proposal.

The criteria for access to the highways network requires that a site must have:

- An existing access of the requisite width, visibility and radius **and** a road connection of suitable width to the primary route network*

OR

- the land control necessary to provide an access of the requisite width, visibility and radius **and** a road connection of suitable width to the primary route network*

OR

- the scope to achieve such land control through collaboration with other adjacent or nearby sites.

There are three sets of criteria relating to sustainability from a transport perspective.

These are:

1. The whole site must be within 400m actual walking distance (via the footway network) of a bus stop or railway station providing 2 or more services per hour.
2. The whole site must be within 800m walking distance (via the footway network) of a convenience store, a primary school and a GP surgery.
3. The whole site must be within 30 minutes door to door public transport time of a GP, a primary school, a secondary school, an employment area and a major retail centre. The whole site must also be within 60 minutes door to door public transport time of a Hospital. ** Access from the site to the required public transport services must be available via the footway network.

In order to be considered as suitable, on sustainability grounds, a site must:

- Achieve completely at least one of these three sets of criteria.

OR

- have the potential to achieve completely at least one of these three sets of criteria through improvements that are proportionate to the scale of the development. ***

OR

- have the potential to achieve all criteria within at least one of these sets through mitigation measures involving collaboration with other adjacent or nearby sites.

If a site does not meet the criteria associated with both access and sustainability, it is to be recommended as unsuitable on transport related grounds.

A site that meets the criteria will be taken forward for further review, including a cumulative assessment of impact on highway network capacity.

Notes

* Within the recommendations provided, the term “suitable access” is used as shorthand for the requirements within this criterion.

** This timeframe is intended to reflect the longer journey times usually associated with travel to hospitals, thereby providing a more representative basis for assessment.

*** This is based on a review of the potential costs and complexity of the improvements, set against the scale of the development. Larger sites are typically assumed to offer scope for more substantive improvements.

Proximity to Ancient Woodland

Sites entirely within Ancient Woodland are to be excluded at Stage 1a. Sites adjacent to ancient woodland are to include a 15-metre buffer, which is to be deducted from the site area – in accordance with Natural England Statutory Guidance.

Areas of Outstanding Natural Beauty and Green Belt

Sites within the AONB and Green Belt are to be excluded at Stage 1a. The NPPF states that sites outside the Green Belt and AONB should be identified for growth prior to those inside, and as such at this point the Council is not considering sites within the AONB as being suitable for allocation in the LPR.

This position may need reviewing if, after identification and assessment of sites, the needs cannot be met.

MLB Landscapes of Local Value & Landscape Capacity

LLVs are set out in policy SP17 (The Countryside) as being suitable for conservation and enhancement due to their distinctive character. While LLV status is a factor in how a site should be designed/ developed, it does not “in principle” preclude development of a site. How a site should be designed to complement the landscape features of the LLV will be addressed at detailed design stage.

DRAFT

Each site is to be assessed using the conclusions in the Landscape Character Assessment (2012). This document reviews the borough (outside of the existing Maidstone urban envelope) and identifies its landscape character, condition, sensitivity, and capacity for change. This information should then be used to inform the design of developments across the borough. This approach primarily provides context for the potential design of a site, rather than considering its suitability for allocation.

There are particular circumstances in which landscape is a primary reason for a site being considered unsuitable. Examples of this are:

- Creating coalescence of two (or more) settlements;
- A site would unacceptably distort a settlement envelope within a particularly sensitive landscape context.

Where this is the case a justification of the deduction to the site area or unsuitability of the site would be recommended.

Sites of Special Scientific Interest, Local Nature Reserves, Local Wildlife Sites, Special Areas of Conservations, Hedgerows, Ecology (including ponds)

KCC Ecology are to conduct a high-level assessment of each site submitted in the Call for Sites. The assessment is to contain a high-level review of available desk-top information (including aerial photographs (1990 – 2018), Kent Habitat Survey 2012 data and designated sites), and would not present a definitive conclusion of the ecological importance of a site and any protected/notable species present.

KCC advise that most of the sites will likely require preliminary ecological appraisal as a minimum and some will require specific protected species surveys to ensure that all relevant material considerations can be addressed in the determination of applications. Ecological assessments will also support applicants in identify opportunities for ecological enhancements that will support Maidstone Borough Council in meeting the principles of the NPPF.

The commentary will only assess the biodiversity likely to be present on site and generally would not provide advice regarding strategic issues or in-combination impacts.

Impacts on the designated sties

KCC ecology will highlight which sites are adjacent to a designated site and therefore likely to have a negative impact individually on the designated sites – but it must be stressed that all sites in combination risk having a negative impact on the designated sites within Kent.

Protected/Notable Species

Protected/notable species which may be found within the site will be identified, but will not be limited to those which are listed - the species to be listed are those which are most likely to be found based on habitats present within the site.

Ecological scoping surveys, which will need to be carried out on most sites, will highlight what species are expected to be found and highlight which specific species surveys will be required.

KCC highlight that even sites which have been assessed as a category 4 may be utilised by protected species. There may not be optimum habitat within the site, but it may be used by species which are foraging/commuting through the site. All ecological surveys and details of any mitigation must be submitted with any planning application to ensure that all relevant material considerations are addressed when Maidstone Borough Council are determining the planning application. Each site is to be considered individually but the impacts on the sites may be larger if there are a number of proposed developments within the surrounding/immediate area.

Habitats

Habitats descriptions which have a higher potential of containing protected/notable species – Rough grassland, mature hedgerows, mature/veteran trees, ponds, scrub and calcareous/acidic/neutral grassland.

Habitat descriptions which have a lower potential of contain protected/notable species: grassland (implies regularly mown, cut or grazed), arable and hard standing. Although species such as ground nesting birds can still be found within grassland/arable fields.

Potential impact on heritage assets such as Conservation Areas, Listed buildings, and areas of Archaeological potential

Site assessments will be predominantly undertaken by means of desktop research, aerial photos and the use of Google Streetview.

Historic England Advice Note 3 (The Historic Environment and Site Allocations in Local Plans, 2015) has been consulted. The guidance provides a best-practice Site Selection Methodology.

A preliminary archaeological assessment is to be undertaken primarily from readily available resources held by the Kent County Council Historic Environment Record, including early OS maps, aerial photographs and British Geological Society data. It would not a detailed appraisal but would merely provide a broad initial view on the sensitivity of the archaeological resource and the way in which this should be approached for each of the options. The sensitivity of particular sites may change following more detailed

<p>appraisal and in light of new information. The process of assessment will be reviewed and refined as necessary, the Plan progresses.</p>
<p>The presence of TPOs & Veteran Trees</p>
<p>Tree Preservation Orders are to be identified using GIS, with the presence of veteran trees to be identified by officers on site visits. Where this is identified as a constraint on a site, the canopy to be preserved is to be identified, and that area of the site to be removed from the developable area.</p>
<p>Air Quality Management Area</p>
<p>Where sites are within Maidstone’s AQMA this is to be identified. This does not automatically preclude the site from inclusion in the plan.</p>
<p>Flood Risk</p>
<p>Land that is in flood zone 3A and 3B proposed for residential and zone 3B for economic development is to be excluded at Stage 1a. Where sites are within flood zones 2 or 3 this is identified. A separate SFRA may be carried out to test the suitability of sites with an element of flood risk to be included within the Plan. Where appropriate land may be set aside to manage flood risk.</p>
<p>Drainage matters</p>
<p>KCC Drainage are to provide comments on the likely drainage risks affecting sites. This includes reference to current sewer access, open watercourse issues, flood risk, source protection zone, ground formation, permeability of bedrock, and surface water discharge.</p>
<p>Contamination/ pollution</p>
<p>Existing contamination issues are to be identified through GIS analysis. The identification of contamination does not automatically preclude a site from being developed.</p>
<p>Land stability</p>
<p>Unless issues around a site’s land stability are already known to the site promoter at the time of submission, this is something only expected to become apparent at the assessment of a planning application. A site cannot therefore be reasonably ruled in or out of the assessment process based on this criterion at this stage.</p>
<p>Public Rights of Way</p>
<p>Where a Public Right of Way has been identified on a site, it will need to be re-provided and enhanced through the development of the site. It could result in a loss of developable land; this will be identified at the detailed planning stage of design.</p>
<p>Utilities (underground)</p>
<p>Where utilities infrastructure is identified on a site these will need to be managed through the development of the site. It could result in a loss of developable land; this will be identified at the detailed planning stage of design.</p>
<p>Pylons</p>
<p>Where high voltage electricity pylons are identified on a site these will need to be managed through the development of the site. It could result in a loss of developable land; this will be identified at the detailed planning stage of design.</p>

Neighbour/ residential amenity

Sites are to be assessed as to whether they have a sensitive and/or potentially loud or otherwise unsuitable use in close proximity.

Where a sensitive use, for example a school or neighbouring dwelling is present, design consideration will need to be given to ensuring the existing neighbouring use remains viable and/or amenity is not significantly impacted.

Q13 – HAVE WE USED THE CORRECT DETAILED ASSESSMENT CRITERIA TO ASSESS THE POTENTIAL SITES? IF NOT, WHAT CRITERIA SHOULD BE USED?

Stage 2: Pitch Deliverability Assessment

The next stage in the proposed methodology is to undertake a Pitch Deliverability Assessment (PDA). The purpose of the PDA is to identify the levels of need that can be met on sites through potential regularisation of planning consent, through potential intensification or expansion of sites, or through potential reconfiguration of site layouts. This exercise would be undertaken with a view to trying to minimise the need to identify additional new sites to meet overall need.

The Council proposes to work with specialist consultants to complete a detailed pitch deliverability matrix for those sites that are agreed as being suitable. The Consultant would then contact site owners to determine if they are/would be able to deliver additional pitches through potential intensification, expansion and/or regularisation.

Q14 – DO YOU AGREE WITH THE USE OF A PITCH DELIVERABILITY ASSESSMENT TO SEEK TO MEET SOME/ALL IDENTIFIED NEEDS ON SUITABLE EXISTING SITES?

12. What if enough sites cannot be identified?

A number of sites have been submitted as part of the two Call for Sites exercises in 2019 and 2022. Based on the proposed high-level initial sifting exercise, some of those sites potentially may not make it through to stage 2 detailed assessment stage. As such, it is important to consider (at this early stage of the preparation of the DPD), what the options are if not enough suitable, available sites can be found.

Under the Duty to Cooperate, the council will approach the neighbouring Local Planning Authorities to discuss the borough's accommodation needs and whether the authorities have any capacity to accommodate some of that need within their area, should the Council be unable to within the borough's boundary.

Q15 – ARE THERE ANY OTHER OPTIONS THAT THE COUNCIL SHOULD CONSIDER TO FIND SUITABLE, AVAILABLE AND DELIVERABLE SITES?

13. Call for sites 2023

A 'call for sites' is an opportunity for developers, landowners and other interested parties to put forward sites for development within Maidstone Borough that they believe are suitable for development.

We are seeking suggestions from landowners and other interested parties for sites to assist with the preparation of our Gypsy and Traveller DPD.

If you would like to submit a site for consideration as part of this plan-making process, please refer to the Guidance Note and complete our call for sites submission form – both of which can be found in Appendix 3 of this document. Be sure to attach a clear map which shows the precise boundaries of the site and details of site ownership.

The deadline for the submission of sites is **17th April 2023**.

Q16 – DO YOU OWN OR KNOW OF ANY SUITABLE SITES WHICH ARE AVAILABLE TO HELP MEET THE COUNCIL'S FUTURE NEED FOR GYPSIES AND TRAVELLERS?

14. Monitoring and Review

An effective and proportionate monitoring framework is essential to ensure that the DPD delivers the required development, in the right place and at the right time. Monitoring not only demonstrates progress made against the plan, but also highlights any areas where the plans effectiveness is at risk, enabling correcting action to be implemented in good time.

Through the Authority's Monitoring Report (AMR), the Council reports on the following monitoring indicators:

M27: annual delivery of permanent pitches/plots (allocated and unidentified sites).

M28: Delivery of permanent pitches on allocated sites.

M29: Five-year supply position. (This sets out the future supply of pitches inclusive of a 5% buffer (bought forwards from the end of the plan period), in line with the current NPPF requirements for general housing).

M30: Number of caravans recorded in the bi-annual caravan count.

Q17 – ARE THE MONITORING INDICATORS SUITABLE AND SUFFICIENT?

15. Next Steps

After the closing date to this consultation, we will collate and review all of the comments received which will then inform the next stage of the plan. Any sites put forward as part of the 'call for sites' will be considered if they are suitable and available against the agreed criteria.

Once the period of consultation on this document has been undertaken, the responses received will be taken into account in the next stage of plan preparation. In early 2024 we intend to publish our Regulation 18 Preferred Approaches. The next stage is then the production of the Draft Submission version of the DPD (Regulation 19).

As a result of public consultation carried out on the Draft Submission Document, modifications may be agreed and these are notified to the Secretary of State when the DPD is submitted for approval. If, as a result of the representations received, it becomes apparent that significant changes are needed, the Council will make appropriate amendments. A period of consultation on the amendments could then be necessary prior to the document being submitted to the Secretary of State for approval.

The draft DPD, the Sustainability Appraisal and any representations made will then be submitted to the Secretary of State, after which will be an 'Examination in Public'. The Council will need to explain how any issues raised by objectors have been addressed. Matters raised by the










DPD and particularly those to which objections have been made, are then discussed at an Examination in Public, which is a hearing chaired by a Planning Inspector acting on behalf of the Secretary of State.

Subject to being found 'sound' by the Inspector the DPD will be formally 'adopted' and made part of the Development Plan for the Borough.

Appendix 1

Maidstone Gypsy and Traveller Development Plan Document Timetable

	2022												2023												2024												2025											
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Gypsy and Traveller DPD																																																

- Key
-  Evidence gathering and stakeholder engagement
 -  Call for Sites Exercise
 -  Regulation 18a Scoping Consultation
 -  Regulation 18b - Preferred Approaches Consultation
 -  Regulation 19 Consultation
 -  Submission (Regulation 22)
 -  Examination (Regulation 24)
 -  Main Modification Consultation
 -  Plan and associated documents to Full Council

Appendix 2

Definitions of Gypsies and Traveller and Travelling Showpeople

1. For the purposes of this planning policy “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, but excluding members of an organised group of travelling showpeople or circus people travelling together as such.

2. In determining whether persons are “gypsies and travellers” for the purposes of this planning policy, consideration should be given to the following issues amongst other relevant matters:

- a) whether they previously led a nomadic habit of life
- b) the reasons for ceasing their nomadic habit of life
- c) whether there is an intention of living a nomadic habit of life in the future, and if so, how soon and in what circumstances.

3. For the purposes of this planning policy, “travelling showpeople” means: 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 own or their family’s or dependants’ more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily, but excludes Gypsies and Travellers as defined above.

4. For the purposes of this planning policy, “travellers” means “gypsies and travellers” and “travelling showpeople” as defined above.

5. For the purposes of this planning policy, “pitch” means a pitch on a “gypsy and traveller” site and “plot” means a pitch on a “travelling showpeople” site (often called a “yard”). This terminology differentiates between residential pitches for “gypsies and travellers” and mixed-use plots for “travelling showpeople”, which may / will need to incorporate space or to be split to allow for the storage of equipment.

Appendix 3

Call for Sites – Guidance on site submissions (2023)

In order for submissions to be considered fully, they should be submitted on the Call for Sites submission form, having regard to this guidance. **One form should be completed for each site put forward. Please ensure you include a map (preferably on an OS base and at 1:1250 scale) outlining the exact boundaries of the whole site and distinguishing the part(s) that you consider suitable for development.**

The form is available to download: <https://localplan.maidstone.gov.uk/home/local-plan-review>

Site size threshold: Sites must be capable of delivering 1 or more pitch; there is no minimum threshold in terms of site area.

Supporting Studies: You are strongly encouraged to submit relevant technical reports, akin to what might be required at outline planning application stage, in support of your submission. The studies should focus on the high-level impacts of the site's development (based on an indicative scheme) and identify what measures will be put in place to address those impacts. The following are likely to be particularly relevant:

- **Transport Assessment**

Previous experience has shown that the impact of proposed developments on the existing highways network can often be the critical consideration.

For larger schemes where a Transport Assessment (TA) is required it is important to show that the cumulative impact of developments is transparently considered in the submission. This will normally involve, at least, localised modelling of impacts (particularly junctions) on a cumulative basis and the commensurate mitigation should the cumulative impact be above the design capacity of the network. Mitigation may well be a combination of capacity improvements (capable of passing the safety audits) and delivering robust sustainable transport.

For smaller sites of up to 100 dwellings a Transport Statement (TS) would provide the appropriate level of detail.

All TS/TA reports should be prepared in accordance with the planning practice guidance on 'Travel Plans, Transport Assessments and Statements' (March 2014, Ministry of Housing, Communities and Local Government). Consideration must be given to whether a suitable and safe access can be created with the public highway (including additional

emergency/secondary access points for larger sites in accordance with Manual for Streets and Kent Design Guide) in addition to investigation of road safety implications, accessibility to sustainable transport infrastructure and services and, particularly importantly, network capacity impacts.

Site promoters are encouraged to seek advice from the Highway Authority. A pre-application charge will apply for a formal written response (see link below).

<https://www.kent.gov.uk/waste-planning-and-land/planning-applications/planning-advice/highway-pre-application-advice>

•Landscape & Visual Impact Assessment

A landscape and visual appraisal should be submitted in all cases where sites are in, or adjacent to, sensitive landscapes (land with an international, national, regional or local designation). In other cases, submissions should include an assessment of viewpoints.

The reports should focus on a baseline study and identification of constraints and opportunities with an appraisal of direct and indirect landscape and visual effects and consider the potential for mitigation and enhancement. Visual assessments should establish where the site is visible from, who the receptors are, and the nature of those views and visual amenity.

The scope and content will vary on a case by case basis but should broadly comply with the principles of the Guidelines for Landscape and Visual Impact Assessment, third edition (GLVIA 3).

Other assessments which may be relevant according to the specific characteristics of the site and/or the use proposed are:

•Minerals Assessment

A site within a Minerals Safeguarding Area which has the potential to sterilise the mineral shall be accompanied by a Minerals Assessment (unless it is covered by one of the exceptions in Policy DM 7 (as amended) of the Kent Minerals and Waste Local Plan 2013-30). Further information on the scope and content can be found in the Minerals and Waste Safeguarding Supplementary Planning Document which is available here:

<https://www.kent.gov.uk/about-the-council/strategies-and-policies/environment-waste-and-planning-policies/planning-policies/minerals-and-waste-planning-policy#tab-1> .

Proposals which would adversely affect the continued lawful operation of minerals management, transportation and production facilities and waste management facilities are also covered (see Policy DM8 of the KMWLP).

•**Town centre uses**

Sequential and impact assessments in accordance with the National Planning Policy Framework

•**Air Quality Impact Assessment**

•**Flood Risk Assessment**

•**Phase 1 habitat survey**

•**Tree survey**

Note on availability: It is important that the submission includes confirmation from the landowner (or the person in legal control of the site) that the site will be available for the development being proposed. This is key to demonstrating that the site is genuinely available.

Addressing barriers to development: Those submitting sites should take a pro-active approach to identifying possible barriers to the successful development of their site and how these can and will be addressed in conjunction with their proposal.

Please submit your site form, plan and supporting information by **17th April 2023**:

By email: ldf@maidstone.gov.uk

By post: Strategic Planning – GTTS Call for Sites
Maidstone Borough Council
Maidstone House
King Street
Maidstone
ME15 6JQ

SUBMISSION FORM (2023)

Internal use only:

Site reference:

Respondent id:

Section 1: Contact details

1. Name		
2. Organisation		
3. Address		
4. Telephone no.		
5. Email address		
6. Your status (please tick <input checked="" type="checkbox"/> all that apply)	Land Owner	
	Planning consultant	
	Land agent	
	Registered Social Landlord	
	Developer	
	Other (please specify)	

If you are representing another person, please provide their name, address and contact details:

7. Name		
8. Organisation		
9. Address		
10. Telephone no.		
11. Email address		
12. Their status (please tick <input checked="" type="checkbox"/> all that apply)	Land Owner	
	Planning consultant	

	Land agent	
	Registered Social Landlord	
	Developer	
	Other (please specify below)	
13. Do you have the landowner's permission to submit this site?		

14. If you are not the landowner, or are not working on behalf of the landowner, or the site is in multiple ownerships then please provide the name, address and contact details of the landowner(s):

Section 2: Site details

15.Site name		
16.Site address		
17.Grid reference (Easting/Northing)		
18.Site area (ha)		
19.Description of site characteristics (e.g existing buildings, points of access, boundaries)		
20.Current land use		
21.Is the site brownfield / greenfield		
22.Relevant planning history (please quote planning application references)		
23.What uses is the site being promoted for: (please tick <input checked="" type="checkbox"/> all that apply and for mixed use sites, give the percentage for each use)	Gypsy and Traveller pitches	
	Travelling Showpeople plots	
	Gypsy and Traveller pitches (transit)	
	Travelling Showpeople plots (transit)	
<p>Please attach a map (preferably on an ordnance survey base and at 1:1250 scale) outlining the exact boundaries of the whole site and the part(s) that may be suitable for development.</p>		

Section 3: Suitability

<p>24. Accessibility (please tick <input checked="" type="checkbox"/> all that apply and provide known details)</p>	<p>Access (e.g. where does the site have access to the highway and what is the access)</p>	
	<p>Public Transport (type and proximity)</p>	
	<p>Services (e.g. education, health, shops)</p>	
	<p>Utilities (e.g. gas, electric, water, sewage, broadband)</p>	
	<p>Other (please specify below)</p>	
<p>25. Policy constraints (Please tick <input checked="" type="checkbox"/> all that apply and provide details)</p>	<p>Area of Outstanding Natural Beauty</p>	
	<p>Ancient Woodland</p>	
	<p>Sites of Special Scientific Interest</p>	
	<p>Green Belt</p>	

	MBLP Landscapes of Local Value (Policy SP17)	
	Local Nature Reserves	
	Local Wildlife Sites	
	Special Area of Conservation	
	Heritage (<i>e.g. Conservation Area, Listed buildings</i>)	
	Archaeology	
	Tree Preservation Order(s) / Veteran Trees	
	Air Quality Management Area	
	Other (please specify below)	
26. Tangible and infrastructure constraints (please tick <input checked="" type="checkbox"/> all that apply and provide details)	Flood risk	
	Drainage	
	Contamination /pollution	

	Land stability	
	Public Rights of Way	
	Utilities (underground)	
	Pylons	
	Hedgerows	
	Ecology (including ponds)	
	Neighbour/residential amenity	
	Other (please specify below)	
27. Please provide details on how identified constraints will be overcome (e.g. through mitigation) Please attach studies as separate documents to this form		

Section 4: Availability

<p>28. Is the site available for development now?</p>	
<p>29. If not, when will the site be available? (please specify year)</p>	
<p>30. What do you estimate the amount of development on the site to be? (please specify)</p>	
<p>31. When do you anticipate commencement on the site and completions? If completions are spread over a number of years please state the yield per year.</p>	<p>Commencement:</p> <p>Completions:</p>
<p>32. Is there a developer interested in the site? (please state name of the developer and the nature of interest)</p>	
<p>33. Are there any legal constraints on the site that may impede development? (please specify e.g. restrictive covenants, ransom strips)</p>	

Section 5: Achievability

34. Would the development be new build, involve a conversion or both?	
35. Would the development provide affordable housing? (Please state types)	
36. Are you aware of any exceptional issues that may affect site viability? (please specify)	
37. What, if any measures may be required to make the site viable for the development proposed?	

Section 6: Additional Information

This section of the submission form should be used to provide any other information in support of your site.