



## **Call for Sites 2015**

### **Strategic Housing Land Availability Assessment Update**

## **Guidance Notes for the Gypsy and Traveller, and Traveling Showpeople**

### **1. General Introduction**

As part of the evidence base for the new Local Plan, the Council is seeking additional potential development sites across the district to help meet expected development needs to 2031. Whilst a number of sites have previously been submitted to the Council for consideration, there is a shortage of potential sites to meet emerging need in some places and for some types of development, particularly in the short term (0-5 years). Therefore the Council is inviting the submission of additional potential development sites to help meet the need for:

- accommodation of gypsies and travellers, and travelling showpeople.

The Call for Sites is an opportunity for individuals and organisations to suggest land or buildings within Harborough district for development during the period to 2031. Relevant sites received will be assessed for inclusion in the Strategic Housing Land Availability Assessment (SHLAA) 2015 Update. The assessment of land availability is an important step in the preparation of the new Local Plan as it is a key component of the evidence base to support the delivery of sufficient land for housing, employment and retail provision.

Sections 2 and 3 below set out the uses for which the Council is seeking sites and where these potential sites need to be located in order to be taken into consideration. Section 4 sets out how to submit a site for consideration.

### **2. Gypsy, traveller and travelling show people sites**

Potential sites to meet the accommodation needs of gypsies and travellers are sought. 'Planning policy for traveller sites' (2012) explains that the Council should identify a supply of deliverable sites sufficient to provide five years' worth of sites against locally set targets, and identify a supply of specific, developable sites or

broad locations for growth for years 6-10 and where possible for years 11-15. Gypsy and traveller site submissions are therefore invited. Sites submitted should be within a reasonable distance to a settlement identified in the settlement hierarchy (including Selected Rural Villages), have access to a range of facilities and be proportionate in size to the nearest settlement, its local services and infrastructure.

### **3. How to submit a site for consideration**

The Call for Sites runs in tandem with the Options Consultation for the new Local Plan (18<sup>th</sup> September 2015 to 30<sup>th</sup> October 2015).

Call for Sites Form: Sites put forward for consideration should be submitted on the Call for Sites response form. A separate form should be used for each site. All the questions should be answered as thoroughly as possible so as to enable officers to make an accurate assessment of the site's suitability, availability and achievability. The response forms and the information within them will be made available to the public. By responding you are accepting that your response and the information within it will be made available to the public. Anonymous proposals cannot be accepted, as we will need to be able to contact you in the future

Sites for submission must be within the administrative area of Harborough District Council (if sites cross the administrative boundary into another local authority area we would also like to know the full extent of the site).

You may wish to use an agent (e.g. planning consultant, solicitor, estate agent, etc.) to submit proposals on your behalf. Sites put forward and assessed will not necessarily be selected for inclusion in the new Local Plan. Furthermore a site's inclusion in the SHLAA or Economic Land Availability Assessment is no guarantee of planning approval for the stated use.

Extensive supporting material and other documents are not needed and will not be considered at this stage. If you feel that you need to provide supporting information, this should be summarised in no more than 500 words and attached to the form. If further information or clarity regarding the site is required you will be contacted.

Site Boundary Map: The boundary of the site must be clearly marked on an OS map base, supplied at A4 or A3 size. The scale must be sufficient to enable the boundary of the site to be clearly identified, and it is expected that maps will be to 1:1250 scale. Maps on which property boundaries cannot be accurately identified will not be accepted. The map must show at least two named roads to ensure the site can be correctly identified.

The boundary of the submitted site must be edged in red (if you also own adjacent land please edge this in blue) and should be clearly annotated with the name/location of your site and your name and contact details.

Wherever possible, completed response forms should be attached to your Representations on Q6 of the new Local Plan Options consultation, via the Strategic Planning Consultation Portal (<http://harborough.jdi-consult.net/ldp/>).

**The closing date for completed forms is 5pm on 30<sup>th</sup> October 2015.**

**Alternatively please email completed form with the relevant red-line site maps to [planningpolicy@harborough.gov.uk](mailto:planningpolicy@harborough.gov.uk).**

Contact Details: For further information or advice regarding submitting a site please contact a member of the Planning Policy Team on 01858 821160 or email [planningpolicy@harborough.gov.uk](mailto:planningpolicy@harborough.gov.uk).

Postal submissions should be sent to:

Strategic Planning Team  
Harborough District Council  
The Symington Building  
Adam and Eve Street  
Market Harborough  
Leicestershire  
LE16 7AG