

Report on	Revised Design Guide for Traveller sites and the revised Model licence conditions for caravan sites
Date of Meeting	1 st July 2019
Reporting Officer	Fiona McClements, Head of Environmental Health

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To seek elected members' comments on the revised Design Guide for Traveller sites and the revised Model licence conditions 2019.
2.0	Background
2.1	The Human Rights Commission published their report "Out of sight, Out of mind" in March 2018. The report made a number of recommendations for a number of organisations. It was recommended that the Department for Communities (DfC) carry put a prompt and thorough review of the Design Guide for Traveller's sites in Northern Ireland and ensure that the minimum standards are sufficiently prescriptive and reflective of human rights.
2.2	The report also recommended that the DfI, "review the legal and policy framework concerning site licences. This should include the development of a model site licence setting out the minimum standard of provision and safety requirements for each type of Travellers site in NI, along with enforcement powers for any breach."
3.0	Main Report
3.1	Within the appendices are the two revised documents.
3.2	<p><u>The Design Guide for travellers sites in NI</u></p> <p>The Design Guide focusses on the design stage where the use of land as a caravan site is controlled by relevant planning legislation. The Design Guide is intended to support the provision of appropriate, cost effective facilities for Travellers living in NI. It seeks to outline the key issues, including the relevant planning context that should be considered and identifies the main design and management elements necessary to create high quality and sustainable traveller sites which meet residents' traditional and cultural needs. This guide would primarily be a planning related matter and views from the Planning department have been incorporated within the draft response. The opportunity to provide comments on the Design Guide is contained within Appendix 2 and a draft response is contained within Appendix 3.</p>

3.3	<p><u>Model Licence conditions 2019</u></p> <p>The use of land as a caravan site is controlled by relevant planning legislation, whereas the physical standards and layout, amenities and other standards within the site are controlled by a site licence issued by local Councils. Under section 5(7) of the 1963 Act the Department may from time to time specify model conditions with respect to the lay-out and the provision of facilities, services and equipment for caravan sites or particular types of caravan site; and that, in deciding what (if any) conditions to attach to a site licence, the council shall have regard to any conditions so specified. The model Licence conditions document revises and updates the Model Licence Conditions for Caravan Sites 1992 and Model Licence Conditions Residential Caravan Sites 1994 and now will apply to all caravan sites:</p> <ul style="list-style-type: none"> • Permanent residential caravan sites; • Holiday caravan sites; • Touring caravan sites; and • Traveller or Roma sites.
3.4	The revised document amalgamates the current Model Licence Conditions for holiday caravan sites as well as residential caravan sites into one document.
3.5	The Model Licence Conditions are not intended to be the “ideal”; Councils may in the circumstances set more demanding ones if it is appropriate and can be justified.
3.6	There will be some licence conditions that require inter and cross agency input and advice from other departments within the Council and outside organisations, such as the Planning and Building Control teams , Health and Safety Executive Northern Ireland, the Northern Ireland Fire and Rescue Service, Northern Ireland Water and the Northern Ireland Environment Agency.
3.7	The opportunity to provide comments on the revised model licensing conditions is contained within Appendix 5 and a draft response at Appendix 6.
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: Staff time
	Human: Staff time
	Risk Management: N/a
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/a
	Rural Needs Implications: N/a

5.0	Recommendation(s)
5.1	<p>That members consider content of this report and approve the draft responses to:</p> <ul style="list-style-type: none"> • The Design Guide for Travellers Sites - Appendix 3 • Model Licence conditions 2019 - Appendix 6
6.0	Documents Attached & References
6.1	Appendix 1 – Revised Design Guide for Traveller sites
6.2	Appendix 2 – Correspondence received providing the opportunity to comment on the Design Guide
6.3	Appendix 3 – Draft response to the Department on the Design Guide for Travellers sites
6.4	Appendix 4 – Revised Model conditions 2019
6.5	Appendix 5 – Correspondence received providing the opportunity to comment on the revised Model conditions 2019
6.6	Appendix 6 – Draft response to the Department on the revised Model conditions 2019