

YORK TRAVELLERS SITE ALLOCATIONS POLICY

This leaflet explains how City of York Council will decide who moves on to the Travellers Sites in York. There are three permanent sites, Water Lane, Clifton, Outgang Lane, Osbaldwick and James Street, York.

We aim to provide a service that is fair and open and which responds to peoples` s needs and wishes. However, the Council knows it is not possible to provide a permanent pitch on the Travellers sites for everyone who wants one. We will therefore be honest with you about your chances and if we cannot help by offering you a pitch we will try to advise you on other options.

How does the Council decide who will live on the Travellers Sites?

We will look at the following;

- 1 Ill Health - Do you or any member of your family who are included on the application form attend local hospitals for treatment.
- 2 Children - Are they in local schools? Would their welfare suffer if they did not live on a permanent site.
- 3 Local connection - How many years have you lived in the York area?
- 4 Social Factors - Do you need to be in York because someone here looks after you? Do you need to be in York because you look after someone who lives here permanently?
- 5 Homelessness - You will only be offered a pitch if you have nowhere else to live, i.e. no permanent home.

What will exclude me from being offered a pitch ?

- 1 Accommodation Elsewhere - if you have any other home (or own any property) you will not be offered a pitch.
- 2 Owing Money - If you owe money for any reason to the City Council you will not be offered a pitch.
- 3 Trespassers - Anyone who is currently or has in the past, trespassed on one of the City of York Travellers Sites will not be offered a pitch

Who can apply?

The list is open to any traveller who meets the criteria

How do I apply?

You need to complete an application form, these can be collected from Ordnance Lane, Fulford Road, York. YO10 4DY or The Advice Centre, P O Box 402, George Hudson Street, York. YO1 1ZE. Please return completed forms to one of these addresses.

What facilities will the Travellers Sites offer?

Individual pitches, most are big enough for two caravans and 1 to 2 vehicles.

Each pitch has its own service block which includes a kitchen area and bathroom.

Electricity will be provided and paid for by buying cards which slot into the meter.

Water and sewerage facilities will be provided and paid for as part of the licence charge. Water and sewerage charges are not housing benefit eligible.

Responsibilities of the licensee

You will pay a licence charge for the pitch. This will be around £60 per pitch per week. You can apply for Housing Benefit to help you pay for this.

You will have to pay Council Tax for your pitch. You can apply for Council Tax Benefit to help you pay for this.

You will be responsible for maintaining your own pitch which would include keeping the garden area clean and tidy. You will be responsible for the general upkeep of the site and not causing any nuisance. You will be required to agree to and sign conditions of licence, a copy of which can be obtained from the offices mentioned previously.

Can I be considered for any other kind of rented accommodation?

You can apply to join the Council's housing list if you live in the York City Area. This is a list of people who want to be considered for flats and houses owned by the City Council and Housing Associations.

If you want more information please see the leaflet "Finding a Home" or contact the Allocations Section at the Advice Centre, 10 George Hudson Street, York. Y01 1ZE

What if the Council cannot offer me a pitch on the Travellers Sites?

You can remain on the list and be considered when the next vacancy comes up. Please make sure we have an up to date postal address so that we can contact you quickly if a vacancy occurs. If we cannot contact you within 7 days of a pitch becoming available the pitch will be allocated to the next customer.

Complaints

We have tried to make this a fair system. However if you feel that your case has not been dealt with fairly you can contact Ann-Marie Douglas at 10 - 12 George Hudson Street, York, who will look into your complaint and reply to you in writing with 10 working days.

If you are still not happy please contact the complaints manager, Cath Murray, at Community Services, 10-12 George Hudson Street, York.

If you would like advice which is independent from the City Council you can contact the York Travellers Trust, 20 Falsgrave Crescent, Burton Stone Lane, York.

