

North Yorkshire Council

9 March 2026

Procurement of the Management of Gypsy, Roma and Traveller sites across North Yorkshire

Report of the Corporate Director Community Development

This report contains confidential Appendices A, B and C which contain information of the type defined in paragraph 3 of Part 1 of Schedule 12A Local Government Act 1972 (as amended) as it contains information relating to the financial and business affairs of the Council and it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval for the procurement of a single supplier contract for the management of Gypsy, Roma and Traveller (GRT) sites across North Yorkshire. The contract will also include the provision of domestic abuse support services to residents.
- 1.2 The Director of Community Development, in consultation with the Assistant Director (Resources) and Executive Member for Culture, Arts and Housing to agree and enter into related contracts.

2.0 BACKGROUND

- 2.1 The current delivery model is fragmented. Horton Housing manages four sites, and is supported by Property Services, while Tara Park is managed in-house by the Housing Team. Domestic abuse support is grant-funded and separately commissioned. This structure presents operational inefficiencies and inconsistent service standards. A unified contract will improve service continuity and oversight, support consistent standards and financial transparency, and address risks related to staffing, compliance, and contract fragmentation.
- 2.2 Market engagement confirmed that providers are interested in delivering a combined contract covering all sites. Respondents welcomed the opportunity to streamline delivery but raised concerns about the sufficiency of the proposed budget, particularly in relation to future maintenance and improvement works. Several providers also requested longer initial contract terms to ensure financial viability and allow for meaningful investment in service quality. These elements have been addressed through the new specification. Further details of the specification at Appendix A (confidential).
- 2.3 The proposed procurement will address these issues by establishing a single contract with clear KPIs, escalation procedures, and performance monitoring. It will unify service standards, embed social value, and introduce digital reporting tools to improve oversight and resilience. See Appendix B (confidential).
- 2.4 Market insights appraisal identified that a long-term contract is the only viable option due to the resources involved and importance of building strong relationships on each site with the travelling community. An initial contract term of three years with a further three options to extend for 2 years each would therefore be required.

3.0 CONSULTATION UNDERTAKEN AND RESPONSES

- 3.1 A market insight exercise has been undertaken to assess current interest in a Traveller site management contract. This included engagement with potential providers and a review of delivery models used by other authorities. Consultation has also taken place with colleagues across Housing, Property Services, Community Safety, Procurement, and Legal Services, as well as with the Portfolio Holder for Housing.
- 3.2 All consultees expressed support for the proposed procurement approach, recognising its alignment with strategic priorities such as service integration, resilience, and social value. The proposal is also seen as addressing operational challenges including fragmented delivery, inconsistent standards, and limited oversight.

4.0 CONTRIBUTION TO COUNCIL PRIORITIES

- 4.1 This procurement supports several Council Plan priorities. It contributes to Thriving Places by improving service quality and consistency across five GRT sites, ensuring safer and better-managed environments for vulnerable communities. It aligns with Living Well by embedding safeguarding and domestic abuse support into a unified delivery model. The introduction of digital reporting and performance monitoring supports Sustainable and Connected Communities, while the contract's focus on social value and streamlined oversight reflects the Council's commitment to Organisational Excellence. Social and Practical Reasons.
- 4.2 Many Gypsy and Traveller families need a permanent base to access healthcare, education, and other services, especially as travelling has become more difficult due to changes in work patterns and fewer places to stop.
- 4.3 Reduced unauthorised encampments: Lack of legal sites leads to unauthorised encampments, which can cause tension with local residents and result in increased enforcement action. Providing authorised sites helps reduce these issues.
- 4.4 Permanent sites allow Gypsies and Travellers to maintain their cultural traditions while having the option to travel when desired.

5.0 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Maintaining the current model was deemed unsustainable due to fragmentation and lack of resilience. Framework procurement was rejected as no suitable framework exists. Separate procurements were also dismissed due to duplication, inefficiency, and risk of inconsistent standards.
- 5.2 Bringing the management of all sites in-house was ruled out due to the complexity of site operations and the significant resource implications this would entail.

6.0 IMPACT ON OTHER SERVICES/ORGANISATIONS

- 6.1 The domestic abuse support element is grant-funded at £50,000 per annum, though this funding is not guaranteed, this is for an initial 12 months.
- 6.2 Costs relating to the assets on site will be managed by Property Services, whilst the management of tenancies, advice and contract monitoring will be provided by Housing Needs Service together with Property services for the technical support.

7.0 FINANCIAL IMPLICATIONS

7.1 The anticipated annual contract cost will be largely offset by site income, both from rents and utilities. The remaining cost will be met from existing council budgets both in Housing and Property Services, net of the aforementioned grant.

8.0 VALUE FOR MONEY

8.1 The provision of gypsy and traveller sites is a council obligation and as part of the Local Plan procedure additional pitches may need to be found across North Yorkshire. It is imperative that we have a good provider working with us who may be able to assist with the challenges of providing these

8.2 Bringing the site management together under one organisation, will allow us to work with a partner to maximise occupancy across all sites and minimise expenditure, to reduce the shortfall between rental income and expenditure.

8.3 Full utilisation of sites will deliver better service provision, optimise public assets, and achieve greater social impact. Further capital investment opportunities will also be explored with the provider to enhance site conditions.

9.0 LEGAL IMPLICATIONS

9.1 The procurement will be conducted in accordance with the Procurement Act 2023, with Legal Services confirming compliance requirements, supporting with TUPE regulations, and drafting the contracts to include appropriate terms and conditions and will be entered into in accordance with the Council's Procurement and Contract Procedure Rules.

9.2 Councils are also required by law to assess and meet the accommodation needs of all people in their area—including Gypsies and Travellers. This duty is set out in the Planning Act and reinforced by the National Planning Policy Framework (NPPF) and the government's Planning Policy for Traveller Sites. Councils must:

- Assess local need: Conduct a Gypsy and Traveller Accommodation Assessment to determine how many pitches are needed.
- Allocate land: Identify and allocate sufficient, suitable land for Gypsy and Traveller sites in their Local Plan.
- Set targets: Establish targets for the number of sites and pitches required.
- Grant permissions: If councils cannot demonstrate a five-year supply of deliverable sites, they are expected to grant planning permission for suitable sites that come forward, unless there are overriding reasons (e.g., protected land).

9.3 This procurement will assist with the requirements of the planning policy framework and future local plan requirements by ensuring the continuation of sites across North Yorkshire. Councils that fail to provide sites may be in breach of planning guidance and could face legal action. See Appendix C (confidential).

10.0 EQUALITIES IMPLICATIONS

10.1 An Equalities Impact Assessment screening tool has been completed (see Appendix D). No significant impacts were identified.

10.2 The contract is designed to ensure fair and equitable access to site management and domestic abuse support services for all GRT residents, including those with protected characteristics. The provider will be required to demonstrate a commitment to equality, diversity, and inclusion, and to comply with all relevant legislation.

11.0 CLIMATE CHANGE IMPLICATIONS

11.1 A Climate Change Impact Assessment screening has been completed (see Appendix E). While the procurement is not expected to have significant direct impacts, the contract will encourage the supplier to adopt environmentally sustainable practices, such as minimising travel emissions, promoting energy efficiency, and reducing waste.

12.0 PERFORMANCE IMPLICATIONS

12.1 Key performance indicators (KPIs) will be embedded in the contract, including occupancy maximisation, effective rent collection, site condition, resident satisfaction, response times, and domestic abuse support outcomes. Automated reporting and escalation procedures will be included.

13.0 POLICY IMPLICATIONS

The procurement aligns with Council policies on social inclusion, equality, and value for money. It supports the Housing Strategy and the commitment to provide safe, well-managed accommodation for GRT communities. The contract will also reflect relevant safeguarding and domestic abuse policies.

14.0 RISK MANAGEMENT IMPLICATIONS

14.1 Risks include TUPE implications, service continuity, loss of local knowledge, and funding uncertainty. Mitigation strategies are in place, including phased implementation, onboarding protocols, and contingency planning.

15.0 HUMAN RESOURCES IMPLICATIONS

15.1 TUPE is likely to apply to the existing officer at Tara Park and potentially to Horton Housing staff. HR and Legal Services are engaged to assess implications and support consultation.

16.0 ICT IMPLICATIONS

16.1 The contract will include requirements for digital reporting and secure data handling. No internal ICT burden is anticipated.

17.0 COMMUNITY SAFETY IMPLICATIONS

17.1 The unified contract will enhance community safety by ensuring consistent site management standards, effective incident reporting, and robust safeguarding procedures. The inclusion of domestic abuse support will strengthen the Council's response to vulnerable residents.

18.0 CONCLUSIONS

18.1 The procurement of a single supplier contract for GRT site management and domestic abuse support will address current service fragmentation, improve resilience, and deliver better outcomes for residents. The approach is sustainable, compliant, and aligned with Council priorities.

19.0 REASONS FOR RECOMMENDATIONS

19.1 The proposed procurement offers a sustainable, resilient, and cost-effective solution to deliver consistent GRT site management and domestic abuse support. It aligns with council priorities and addresses operational risks.

20.0 RECOMMENDATIONS

20.1 Approve the procurement of a single supplier contract for GRT site management and domestic abuse support.

20.2 Agree and enter into a contract, in accordance with the Council's Procurement and Contract Procedure Rules for Management of Gypsy, Roma and Traveller sites across North Yorkshire

CONFIDENTIAL APPENDICES:

Appendix A – Service Specification

Appendix B – Gateway 1

Appendix C – Additional Planning Information

APPENDICES:

Appendix D - EIA Screening

Appendix E - CCIA Screening

Nic Harne
Corporate Director – Community Development
County Hall
Northallerton

Report Authors:
Kim Robertshaw (Head of Housing Needs)
Lynn Williams (Head of Housing Renewal)

Presenter of Report – Andrew Rowe

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.

APPENDIX D

<p>Initial equality impact assessment screening form This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.</p>			
Directorate	Community Development		
Service area	Housing		
Proposal being screened	Procurement of the Management of Gypsy, Roma and Traveller sites across North Yorkshire		
Officer(s) carrying out screening	Emma Jesper – Private Housing Standards Manager		
What are you proposing to do?	To contract a single supplier for the management of Gypsy, Roma and Traveller (GRT) sites across North Yorkshire including the provision of domestic abuse support services to residents, and to delegate authority to the Corporate Director of Community Development.		
Why are you proposing this? What are the desired outcomes?	<p>Currently, 1 GRT site is managed internally and 4 GRT sites are under contract. A single unified contract across the 5 traveller sites will improve service continuity and oversight, support consistent standards and financial transparency, and address risks related to staffing, compliance, and contract fragmentation across the 5 sites.</p> <p>The desired outcome is for a single supplier contract for GRT site management and domestic abuse support to address current service fragmentation, improve resilience, and deliver better outcomes for residents. The approach will be sustainable, compliant, and aligned with Council priorities.</p>		
Does the proposal involve a significant commitment or removal of resources? Please give details.	No – The proposal aligns the delivery of the management of Gypsy, Roma and Traveller (GRT) sites across North Yorkshire to a single supplier. It is altering and improving the service delivery and better utilising resources.		
<p>Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYC’s additional agreed characteristics As part of this assessment, please consider the following questions:</p> <ul style="list-style-type: none"> • To what extent is this service used by particular groups of people with protected characteristics? • Does the proposal relate to functions that previous consultation has identified as important? • Do different groups have different needs or experiences in the area the proposal relates to? <p>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked ‘Don’t know/no info available’, then a full EIA should be carried out where this is proportionate. You are advised to speak to your directorate representative for advice if you are in any doubt.</p>			
Protected characteristic	Potential for adverse impact		Don’t know/No info available
	Yes	No	
Age		X	
Disability		X	
Sex		X	
Race			X
Sexual orientation		X	
Gender reassignment		X	
Religion or belief		X	
Pregnancy or maternity		X	
Marriage or civil partnership		X	

APPENDIX D

People in rural areas		X	
People on a low income		X	
Carer (unpaid family or friend)		X	
Are from the Armed Forces Community		x	
Does the proposal relate to an area where there are known inequalities/probable impacts (for example, disabled people's access to public transport)? Please give details.	<p>Although the proposal relates to sites housing Gypsy and Roma Traveller communities, the proposal is unlikely to have an impact on the community living there.</p> <p>The proposal for a single supplier contract for the management of the Gypsy, Roma and Traveller (GRT) sites across North Yorkshire will ensure that all residents of the sites are treated the same, with consistent management, improved service resilience, providing better support and outcomes for residents.</p> <p>The single supplier contact will provide a consistent standard across all 5 sites. As part of the procurement exercise we will ask for information on the suppliers equality policy.</p>		
Will the proposal have a significant effect on how other organisations operate? (for example, partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.	No – The organisations working with the GRT community and relevant organisations will work in the same way, but they will have improved communications as they will only be dealing with a single supplier managing all 5 of the GRT sites in North Yorkshire.		
Decision (Please tick one option)	EIA not relevant or proportionate:	✓	Continue to full EIA:
Reason for decision			
Signed (Assistant Director or equivalent)	A Rowe		
Date	13 February 2026		

Initial Climate Change Impact Assessment (Form created August 2021)

The intention of this document is to help the council to gain an initial understanding of the impact of a project or decision on the environment. This document should be completed in consultation with the supporting guidance. Dependent on this initial assessment you may need to go on to complete a full Climate Change Impact Assessment. The final document will be published as part of the decision-making process.

If you have any additional queries, which are not covered by the guidance please email climatechange@northyorks.gov.uk

Title of proposal	Procurement of the Management of Gypsy, Roma and Traveller sites across North Yorkshire
Brief description of proposal	To contract a single supplier for the management of Gypsy, Roma and Traveller (GRT) sites across North Yorkshire including the provision of domestic abuse support services to residents, and to delegate authority to the Corporate Director of Community Development
Directorate	Community Development
Service area	Housing
Lead officer	Kim Robertshaw
Names and roles of other people involved in carrying out the impact assessment	Lynn Williams

APPENDIX E

The chart below contains the main environmental factors to consider in your initial assessment – choose the appropriate option from the drop-down list for each one.

Remember to think about the following;

- Travel
- Construction
- Data storage
- Use of buildings
- Change of land use
- Opportunities for recycling and reuse

Environmental factor to consider	For the council	For the county	Overall
Greenhouse gas emissions	No effect on emissions	No Effect on emissions	No effect on emissions
Waste	No effect on waste	No effect on waste	No effect on waste
Water use	No effect on water usage	No effect on water usage	No effect on water usage
Pollution (air, land, water, noise, light)	No effect on pollution	No effect on pollution	No effect on pollution
Resilience to adverse weather/climate events (flooding, drought etc)	No effect on resilience	No effect on resilience	No effect on resilience
Ecological effects (biodiversity, loss of habitat etc)	No effect on ecology	No effect on ecology	No effect on ecology
Heritage and landscape	No effect on heritage and landscape	No effect on heritage and landscape	No effect on heritage and landscape

APPENDIX E

If any of these factors are likely to result in a negative or positive environmental impact then a full climate change impact assessment will be required. It is important that we capture information about both positive and negative impacts to aid the council in calculating its carbon footprint and environmental impact.

Decision (Please tick one option)	Full CCIA not relevant or proportionate:	x	Continue to full CCIA:	
Reason for decision	<p>The proposal concerns contractual and service management arrangements only and does not result in changes to the built environment, land use, or operational activity that would affect carbon emissions or the environment. Climate change impacts have therefore been considered at screening stage and no further assessment is required.</p>			
Signed (Assistant Director or equivalent)	A Rowe			
Date	13 February 2026			