



Llywodraeth Cymru
Welsh Government

Equality & Human Rights Division

Gypsy and Traveller Sites Capital Grant – (2025-2026)

Application Form

www.cymru.gov.uk

- Please read the accompanying guidance notes when completing this form. You should complete all sections which are applicable unless the required information is in supporting documentation, in which case please refer to the relevant section.
- Applications for funding will be assessed against the assessment criteria in the accompanying guidance notes. Completing this form does not guarantee all or any of the funding you require.
- Applications are invited for new Gypsy and Traveller site developments, site extensions to existing Local Authority Gypsy and Traveller sites and for refurbishment projects.
- Applications will only be assessed where evidence of planning approval is in place for new site development.
- You need to provide all the information requested in this application form, otherwise your application will be rejected.
- You may be asked to clarify the information provided in the application.

1: APPLICANT DETAILS

1.1 Contact details

Local Authority	Flintshire County Council
Address	Chapel Street, Flint
Date bid submitted	11/12/2025

1.2 Project Manager contact details

Name	[redacted]
Position	[redacted]
Tel no	[redacted]
Email	[redacted]

2.1 Do you have planning

Yes

X

No

☐

permission in place?	
If Yes, please provide supporting evidence. If no, don't proceed with application	
3: THE PROJECT	
3.1 Local Authority Site name	Riverside Traveller Site
3.2 – Please tick which of the following area(s) your application relates to: • New site development ☐ • Site extensions to existing local authority sites ☐ • Enhance energy efficiency ☐ • Digital connectivity ☐ • Renewable energy installations ☐ • Refurbishment of existing local authority sites ☒	
3.3 Please provide a summary of the project	
The project proposes a full refurbishment of all twenty residential pitches on the site, addressing long-standing issues and ensuring that the accommodation meets modern health, safety, and quality standards. The works will include the repurposing and upgrading of kitchen, bathroom, and toilet areas for every pitch, as well as essential improvements to site infrastructure. This will involve resolving drainage issues, tackling rat infestation concerns, and future-proofing key assets to ensure long-term sustainability and resilience. The need for this investment is underscored by well-documented health inequalities experienced by Gypsy and Traveller communities. The Welsh Government's Travelling to Better Health (2015) guidance highlights significant and long-term disparities between the health outcomes of Gypsies and Travellers and those of the wider population. It identifies the importance of addressing barriers to services, improving living conditions, and ensuring culturally competent support. National evidence further demonstrates that the Gypsy and Traveller community reports poorer health and well-being than the general population. According to the 2021 Census, this community has the highest proportion of people reporting "not good" general health (ONS, 2023c). Research by Parry et al. (2004) also identified significantly higher levels of respiratory problems, chest pain, arthritis, and other symptoms of ill health among Gypsies and Travellers compared to non-Traveller populations. By addressing substandard facilities, improving environmental conditions, and delivering safe, modern, and hygienic living spaces, this project directly contributes to reducing these inequalities. The refurbishment will create healthier, safer, and more dignified living environments, supporting both immediate well-being and long-term outcomes for residents. The project is therefore essential to safeguarding public health, fulfilling statutory duties, and ensuring that the site remains fit for purpose for current and future generations.	
3.4 Explain the outcomes the Local Authority wishes to achieve and how this funding would support its realisation.	
The refurbishment of all twenty pitches is intended to deliver substantial improvements to the living conditions, safety, and well-being of residents, while ensuring the site meets modern standards and statutory requirements. This investment will allow the Local Authority to address long-standing infrastructure issues, create a better-quality environment, and ensure that the site remains sustainable and fit for purpose for current and future generations.	

Meeting the Needs of the Community

Through extensive consultation with all families, the Local Authority has identified specific works required on each pitch. The proposed refurbishment directly reflects these needs and will result in safer, healthier, and more secure accommodation. This resident-led approach ensures that the improvements support cultural preferences, enhance daily life, and provide a dignified living environment for the Gypsy and Traveller community.

Addressing Health Inequalities

Many of the planned works—such as upgrading utilities, improving drainage, enhancing fire safety, and addressing damp, structural or environmental issues—will have a direct impact on reducing health inequalities. Improved site conditions support better physical health, reduce exposure to hazards, and contribute to improved mental well-being through greater stability, safety, and comfort.

Supporting Statutory Duties

This investment will help the Local Authority meet its statutory responsibilities under:

- Equalities Legislation, by ensuring fair and equitable access to safe, appropriate accommodation for Gypsy and Traveller residents, a group recognised as having protected characteristics.
- The Mobile Homes (Wales) Act, by ensuring the site and its infrastructure meet regulatory standards for safety, condition, and management.
- The Housing (Wales) Act and associated duties, through ensuring that accommodation for Gypsy and Traveller communities is adequate, culturally appropriate, and maintained to a high standard.

How the Funding Enables Realisation of These Outcomes

The scale of the required refurbishment is beyond the capacity of existing Local Authority budgets. This funding will enable a comprehensive programme of works across all twenty pitches rather than piecemeal repairs. It will ensure consistent standards, value for money, and timely delivery, allowing the Local Authority to:

- Implement strategic, long-lasting improvements
- Address the full range of pitch-level needs
- Prevent further deterioration and future higher-cost interventions
- Deliver safe, high-quality accommodation aligned with national guidance and legislative duties

Overall, the programme of refurbishment represents a crucial investment in addressing assessed need, reducing inequalities, and fulfilling statutory obligations, while

significantly improving outcomes and quality of life for all residents on the site

3.5 Explain how the project meets a clearly assessed need. Please include details of how the bid aligns to the Local Development Plan and Gypsy and Traveller Accommodation Assessment (GTAA) and how the project will improve outcomes for residents. If there is an unmet need in your GTAA, please outline how this is being addressed.

This project directly addresses an identified and evidenced need within Flintshire. The proposals align closely with the Flintshire Local Development Plan (LDP) and the findings of the Gypsy and Traveller Accommodation Assessment (GTAA), both of which highlight the requirement to improve existing site provision and ensure that accommodation meets appropriate standards for safety, quality, and long-term sustainability.

The GTAA identifies the ongoing need to maintain and enhance current pitches to ensure they remain fit for purpose and continue to meet the cultural and accommodation needs of Gypsy and Traveller families. The planned works respond to these requirements by delivering targeted improvements that reflect both the assessed need and the expressed preferences of residents. Where the GTAA identifies unmet needs, the Local Authority is actively addressing these through a combination of site improvement, continued engagement with families, and ongoing monitoring to ensure future needs are incorporated into strategic planning.

By enhancing the quality of infrastructure and living conditions, the project will deliver significant improvements in outcomes for residents. These include improved health and well-being, greater safety and security, and a more stable and supportive living environment. The project also strengthens alignment with the LDP's commitment to providing appropriate, high-quality accommodation for Gypsy and Traveller communities.

Overall, the proposed investment is grounded in robust evidence and contributes directly to meeting local need, statutory responsibilities, and long-term community well-being

3.6 Explain how investment into the project will be sustainable. Please include how the sourcing of materials and the development itself will contribute towards improved social, economic or environmental outcomes. Explain how the proposed work meets the 'sustainable development goals' under the Well-being of Future Generations (Wales) Act 2015

The proposed investment has been designed to ensure long-term sustainability and to contribute positively to social, economic, and environmental outcomes. In line with the Well-being of Future Generations (Wales) Act 2015, the project will support sustainable development by meeting present needs without compromising the ability of future generations to meet their own.

Sustainability principles will be embedded within the project specification for the appointed contractor. This includes the sourcing of renewable, durable, and recyclable

materials wherever possible, reducing waste and ensuring responsible use of resources. The development approach will also prioritise energy-efficient solutions and environmentally conscious construction practices, helping to minimise the project's overall carbon footprint.

Beyond environmental benefits, the project aims to strengthen social well-being by improving the quality, safety, and longevity of site infrastructure. Economic sustainability will be supported through the use of local supply chains where feasible, contributing to local employment and community resilience.

Collectively, these measures align with the sustainable development goals of the Well-being of Future Generations (Wales) Act, ensuring that the investment provides long-term value and enhances the well-being of both current and future residents.

3.7 Explain the land ownership arrangement for the development land, including confirmation that the Local Authority possesses all the rights of an "owner", as set out in the Mobile Homes (Wales) Act 2013. Please also confirm that the land will continue to be used as a Gypsy and Traveller site for at least 21 years beyond this development being finished.

Land is owned by Flintshire County Council and will continue to be used beyond twenty-one years.

3.8 Explain the site management arrangements, including whether the Local Authority or another organisation/individual will be responsible for managing the site. If a third party will manage the site a management contract must be enclosed with the bid.

Site is managed by my team.

3.9 Please set out the evidence of meaningful consultation with residents on these proposals, including a balanced summary of the responses received. Please explain how many residents were consulted on your proposals and by which methods.

The Local Authority has undertaken meaningful and comprehensive consultation with all families currently residing on the site. Engagement was carried out through in-person discussions, scheduled visits to each pitch, and follow-up conversations to ensure residents had the opportunity to fully express their views and needs.

All households were consulted, and a detailed list of required works for each pitch has been compiled directly from residents' feedback. This information has been used to shape the scope of the proposed improvements and ensure that the programme reflects the priorities and lived experience of the community.

Overall, responses were constructive and supportive of the proposed works, with residents emphasising the importance of improvements that enhance safety, living conditions, and quality of life. The consultation process has ensured that the proposals are resident-led and aligned with the specific needs of every family on the site.

3.10 How many residents will these proposed works support? Please include the amount of pitches and families that will benefit from your proposals

All twenty pitches are in urgent need of refurbishment so all families will benefit.

3.11 Please confirm that the development aligns with the standards contained within the Welsh Government's 'Designing Gypsy and Traveller Sites' guidance. Explain any identified departures from the guidance.

The development will be fully aligned with the principles and standards set out in the Welsh Government's Designing Gypsy and Traveller Sites guidance. All relevant guidelines will be adopted and incorporated into the design and delivery of the project. At this stage, no departures from the guidance have been identified. Should any arise during detailed design, they will be clearly documented, justified, and addressed in consultation with the Welsh Government and relevant stakeholders.

3.12 How will you consider and seek to meet the needs of different equalities groups in use of this funding? For example, disabled people?

All works will ensure areas are accessible to all families even those with mobility issues.

4: FUNDING

4.1 How much funding are you requesting? Clearly outline the funding which is requested in each specific financial year. An itemised breakdown of expenditure must also be enclosed with this application. Whilst applications over more than one year may be accepted, funded projects will only be awarded agreed funding amounts in each specific year.

Financial Year	Amount (ex vat)	Works
2025	£368,330-00	<u>Phase 1 - Per Plot</u> Kitchen Area - renew kitchen like for like, PVC splashback, flooring, sockets, light, fan, heater, PVC external door, check water system and washing machine connections. Decoration to walls and ceilings. Shower Area - Renew floor, renew door and frame, heater, light, fans and switches, decorate to walls and ceiling in anti mould paint. Bathroom (WC) - Install stainless steel toilet, sink and fittings, new external door, light, fan, switches and heater and decorate walls and ceilings Caretaker Area - Main drain checks, fittings and fixture improvements, EICR and ventilation in attic space <u>Phase 2 - Per Plot</u> Renew External Outside Light Fill any holes that could allow pests Repairs to steps into unit Renew caravan hook ups Outside tap Check and repair drains

4.2 Explain how the Local Authority has considered Value for Money in compiling this application. Please include the Local Authority's procurement approach and explain how

indicative costs contained within this application were found, including more than one quote from contractors. Please also provide information on the quality of contractor you plan to use, including how they will be respectful and considerate of residents' cultural sensitivities and lifestyles.

The Local Authority has prioritised Value for Money in preparing this application by adhering to robust procurement procedures and ensuring that all indicative costs are based on competitive market testing. Multiple quotations from suitably qualified contractors were obtained and compared to confirm that the proposed budget is both reasonable and reflective of current market rates.

The contractor proposed for this project is an approved supplier who has consistently demonstrated a transparent, compliant, and efficient procurement approach. Their inclusion offers value for money through access to pre-vetted contractors with proven capability, competitive pricing, and strong performance records. They have successfully delivered similar works within the Local Authority area, evidencing their ability to complete projects efficiently and to a high standard.

Quality of contractor and sensitivity to community needs were also central to the selection process. The chosen contractor has a well-established record of working respectfully with diverse communities and applying considerate construction practices. Supported by the Local Authority's project team, they will ensure that all works are undertaken in a manner that minimises disruption and fully respects the cultural sensitivities, daily routines, and lifestyle needs of Gypsy and Traveller residents.

Collectively, these measures demonstrate that the project delivers clear Value for Money while ensuring high-quality outcomes and a respectful, resident-centred approach to delivery.

4.3 Is the completion of this project dependent on any other sources of funding? If so, please provide details and assurances that the funding is secured.

No

4.4 For refurbishment projects, please state how much of the rental income contributes towards your local authority's routine maintenance budget for the site.

All rental income is used to maintain the site

5: DELIVERABILITY

5.1 Explain the timescale for the development of this project. Please explain if this application is for funding over more than one financial year. A full Gantt chart will also be required to be enclosed with this bid. Please also include an explanation of how you intend to keep this project on budget?

All works will be completed by 31st March 2026 – contractor has committed to complete the works in the agreed timeframe and my team will project manager the works.

5.2 Explain any significant risks over the lifetime of the project and planned mitigation by the Local Authority. A full risk register will also be required to be enclosed with this bid.

Over the lifetime of the project, the Local Authority has identified a number of potential risks and corresponding mitigation measures. A comprehensive risk register will be submitted alongside this application.

The project team will provide ongoing support to on-site contractors and will act as the central point of communication between the community and site personnel. This will help ensure that issues are identified and addressed promptly. The primary risk to timely completion relates to adverse weather conditions; this will be managed through flexible scheduling and contingency planning.

The project client will supply contractors with essential information on:

- Site boundaries
- Adjacent land uses and access requirements
- Measures to prevent unauthorised access

This information will inform the contractor's approach to site management and safety procedures.

Key issues requiring active management include:

- Effective control of site access
- Prevention and mitigation of public safety hazards
- Protection of vulnerable groups, including children and individuals requiring additional support

These measures will collectively support safe delivery of the project and reduce the likelihood and impact of identified risks.

5.3 Explain whether any permissions are required to enable this project to be delivered. Are all permissions secured?

All permissions are secured.

5.4 If this application relates to shared transit sites, please provide details of how responsibility for operation of the site will be shared.

N/A

6: SUPPORTING DOCUMENTATION

6.1 Please confirm that the following information is enclosed for each year of the development project. If you have not included them, please explain why.	Check to confirm
Breakdown of projected expenditure ex vat (Excel format)	X
Quotes from contractors for items over £5k	X
Project Plan / Gantt chart outlining proposed timetable for delivery of works (including outline of timetable for works if project is over 2 financial years)	X
Risk Register setting out any potential risks to delivery of the project which the Local Authority has identified and mitigation	X
Evidence relevant site development permissions are in place	X
Land feasibility study providing assurance (e.g. from Natural Resources Wales) the land is suitable for a Gypsy and Traveller site (only applicable for land acquisition applications)	☐
A copy of the management contract if the Local Authority has contracted another individual or organisation for this purpose (only if applicable)	☐
Evidence of previous and planned maintenance work undertaken by the Local Authority on the site to be refurbished with particular reference to the element of work being sought (for refurbishment projects only)	X
Evidence of an agreement between Local Authorities if they plan to develop a shared Gypsy and Traveller site (only if applicable)	☐
Evidence residents on the site to be refurbished have written agreements under the Mobile Homes (Wales) Act 2013 (for refurbishment projects only) e.g. blank copy of a tenancy agreement contract	X

Signed	[redacted]
Date	11/12/25
Name (<i>block capitals</i>)	[redacted]
Position	[redacted]

Completed Application forms including any supporting documentation (please refer to guidance notes) should be emailed to:

E-mail: [redacted] and [redacted]