

Thank you for your email of 15th March 2012 where you requested information about travellers' sites. You asked for the following:

Please confirm whether there is a guidance document used by the local authority to move on travellers from unauthorised encampments. Please supply a copy of this agreement or indicate where it can be viewed on the local authority's website.

The decision making process is conducted in line with Department of the Environment Guidelines, Circular 18/94 and, more recently, the Guidelines of the DETR and the Home Office entitled "Managing Unauthorised Camping – a Good Practice Guide".

Both of these documents can be downloaded from:

<http://www.communities.gov.uk/documents/housing/pdf/157323.pdf>

<http://www.communities.gov.uk/publications/housing/supplementmanaging>

The local policy for managing unauthorised encampments is the Code of Practice for Travellers in Leicestershire, Leicester City and Rutland (see attached).

Please confirm if such services are purchased via a tender or approved supplier's list.

No they are not. Leicestershire County Council's Multi Agency Travellers Unit (MATU) manages Gypsy and Traveller sites. More information on MATU can be found here:

http://www.leics.gov.uk/index/community/gypsies_and_travellers-2/multi_agency_travellers_unit.htm

Please confirm the cost to the council of moving travellers on in the last 2 years.

Dealing with illegal travellers is the responsibility of a Leicestershire County Council Multi Agency Unit (MATU). Leicester City Council makes a funding contribution to this agency along with the County and District Councils to cover staffing and running costs.

Whilst the City Council still cleans up any traveller sites where necessary and incurs the costs, they are not separately identifiable. The legal costs associated with eviction are met by MATU.

The costs that we are aware of are:

Year	Amount	Description
	£35,822.16	includes legal costs & clearing up costs

2008/9		
2009/10	£21,639.41	includes legal costs & clearing up costs
2010/11	£1,534.06	clearing up costs

Please confirm the names of the current contractors used for the service mentioned in 1) above.

No contractors are used. The Multi Agency Travellers Unit (MATU) is responsible for the service.

What is the name of the person responsible for this area of business? Please provide their direct email address and direct phone number.

Under s21 of the FOI Act this information is available elsewhere. The details that you require can be found on the MATU website at:

http://www.leics.gov.uk/index/community/gypsies_and_travellers-2/multi_agency_travellers_unit.htm

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

**Information Governance Manager
Information and Customer Access
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG
e-mail: foia@leicester.gov.uk**

Please remember to quote the reference number above in any future communications.

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

**Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow SK9 5AF
Telephone: 01625 545 700**

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.

Yours sincerely

Lynn Wyeth
Information Governance Manager