

# KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

**DECISION TO BE TAKEN BY:**

Georgia Foster, Cabinet Member for Community  
and Regulatory Services

**DECISION NUMBER:**

26/00017

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**Executive Decision – key****26/00017– Adoption of Gypsy and Traveller Site Pitch Allocation Policy 2026**

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**Decision:**

As Cabinet Member for Community and Regulatory Services, I agree to:

**ADOPT** the Gypsy and Traveller Site Pitch Allocation Policy 2026

**DELEGATE** authority to the Director of Growth & Communities to take all relevant actions and decisions necessary for its implementation, where such changes do not alter the intent of the policy and do not require further Member decision-making.

**DELEGATE** authority to the Director of Growth & Communities or other officer (as authorised through the Council’s Scheme of Delegation) as required to review the policy on an annual basis and revise the policy where changes do not require additional governance.

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**Reasons for decision:**

The current policy is outdated and some parts are confusing, so the updated version explains the process more clearly, strengthens the checks and evidence needed, and brings the system in line with how housing allocations work elsewhere in Kent. It also helps ensure the council meets legal and data-protection requirements, reduces risks, and makes the process easier and more accessible for applicants, including those who may need extra support. Overall, adopting the new policy will help KCC manage its limited pitches better and make sure they go to those most in need.

**Financial implications:**

There are no financial implications to adopting the Gypsy and Traveller Site Pitch Allocation Policy 2026.

**Legal implications:**

External legal review of the amended policy and associated documents has been sought, with no challenges or issues identified.

**Equalities implications:**

The assessment found no significant negative impacts for most groups, and highlighted several positive ones—such as clearer information, improved accessibility, and more support for applicants of different ages, abilities, and literacy levels. Where potential challenges were identified (for example, applicants with lower literacy or disabled applicants needing support), the EqIA sets out practical mitigating actions, including offering help with applications and making the process easier to understand.

**Data Protection implications:**

A DPIA was required and has been completed. It is currently being reviewed by the DPO Support Team.

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**Cabinet Committee recommendations and other consultation:**

The proposed decision will be considered by the Growth, Environment and Transport Cabinet Committee on 5 May 2026

This version of the PROD is included in the agenda pack for committee members to review ahead of the meeting.

**Any alternatives considered and rejected:**

Do nothing, or to have kept the existing policy but offered clearer guidance or extra support to help applicants understand and use it. However, this would not have provided improvements, and it would not have tackled the underlying issues of fairness, clarity, and consistency

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Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:

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Signed

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Date