

Appendix 3

Supporting People Team Growth Bid Template

All growth bids must be fully supported by a member of the Supporting People Commissioning Body detailing how the bid will meet their own strategic objectives and how this will support the SP Programme objectives. This should be attached as an appendix to this document.

Providers submitting a growth bid should provide information by means of the template below which sets out the business case. It should then be returned to the Supporting People Team.

1	Organisation Details	
1.1	Organisation name:	Sevenoaks District Council
1.2	Main address for correspondence:	Argyle Road Sevenoaks Kent TN13 1HG
1.3	Registered Office: (If different from above)	
1.4	Person applying on behalf of the Company or Consortium	Pat Smith
1.5	Position in the Company:	Head of Housing services
1.6	Telephone Number:	01732 227 355
1.7	Fax Number:	
1.8	Email Address:	Pat.smith@sevenoaks.gov.uk
1.9	Website address:	www.sevenoaks.gov.uk
1.10	VAT Registration Number	
1.11	Is your organisation a public limited company / limited company / a partnership / a sole trader / registered as an Industrial & Provident Society / has Charitable status / other: If a Charity please indicate if your organisation is: N/A Local Authority.. District Council a)Unincorporated b)A Trust c)A Company	
1.14	Please state the registration number of your organisation Registered Charity no:	N/A

1	Organisation Details	
	Registered Company no:	
1.17	Companies House Registration Number of parent company (if applicable)	N/A

Purpose The purpose of the business case is to provide a full statement of reasons for the commissioning of a service. It should include all the topics below and must have the full backing of at least one member of the Commissioning Body.

Contents This Business Case contains the following topics:

Topic	See Page
Summary of the Service	
Evidence of Need	
Strategic Context	
Service Implementation	
Anticipated Outcomes	
Timescales	
Financial Information	
Supporting Statement(s) from Commissioning Body member(s)	

Summary of
the Service

Summarise the nature of the service, the model of delivery and service user group

To provide Housing related support to residents of the Council owned gypsy/traveller site in Edenbridge Kent . The Council has the highest number of public gypsy/traveller plots in the County as well as a high number of private plots. The Councils site is located at Hever Road Edenbridge and currently has 12 plots with consideration for a further 6 (planning permission agreed) but that element is subject to a successful bid with CLG(results due December 2008).

Gypsy/travellers are the highest BME group in the district and a recent Government required survey identified the need for approx 64 more plots in the district ,which is by far the highest amount in Kent.

The Council is quite unique and employs a Gypsy/Traveller Liaison Officer who is responsible for unauthorised encampments , mobile and caravan licensing and liaising with Planning concerning unauthorised developments which leaves minimal time for supporting residents on this site. The Council as a matter of good practice, has appointed one of the residents as Site Warden but the quality of life could be improved for residents if an Officer provided;

Advice regarding welfare benefits (claiming housing benefit/council tax benefit etc)

Support to manage a tenancy and reduce evictions

Support to the warden in ensuring the effectiveness of his role

Support to raise gypsy/traveller profiles in a positive way and to enable better integration into the community.

Evidence of
Need

Detail the research that has been undertaken to prove the need for this service

Gypsy/traveller survey identified need for approx 64 plots in district (highest need in Kent)

Highest number of permanent public plots in the county (82)

Largest BME group in the district

Highest percentage of social housing allocated to gypsy/travellers in the North of the District and in Edenbridge

Hever Road Gypsy/Traveller site has 12 plots with possible 6 extra plots to be included on site if a recent CLG bid is successful.

Dedicated GTLO with minimal time available to support residents on the site.

Out of 12 plots 2 are vacant awaiting repairs to amenity blocks and 4 plots are not paying rent and need to be supported to make housing benefit claims.

Strategic
Context

How will the service meet with local, regional and national targets and strategies

The national Gypsy/Traveller accommodation assessment has been undertaken and indicates the need for a further approx 64 permanent plots. Extending the current site provision will meet some of that target. Providing housing related support to the residents of the Hever Road site will achieve Government priorities to reduce homelessness and subsequent use of temporary accommodation. Gypsy/Travellers traditionally and as part of their culture are suspicious of Government organisations and generally do not access services because of their culture. It is therefore important to recognise the cultural housing needs of this District's highest BME group. To provide an outreach service on site will sustain that local community and minimise evictions from the site..

Service
Implementation

How will the service be implemented, engagement with other stakeholders
It is anticipated that 40% of an officers time is required to provide this enhanced supported housing service tailored to Gypsies/Travellers. This will be about 15 hours a week and will support the Site Warden already in place from November 2008.

Anticipated
Outcomes

What are the anticipated outcomes of the service
To reduce evictions
To minimise anti-social behaviour
To ensure rent/housing benefit is paid
To enhance good relationships on site
To signpost to appropriate services and advise on welfare benefits
To empower residents to pay rent and sustain their tenancies
To meet the Government targets and priorities
To sustain the local community at Hever Road site.

Timescales

Timescales for the service to be fully operational
Site warden in place from Nov 2008 and to provide housing related support (if funding is received) from 1st April 2009.

Financial
Information

Full cost breakdown of the service including paid and voluntary staff and management
40% of a FTE officer with on-costs (£15,000 pa)
Approx 15 hours per week
