


Sevenoaks District Council

Community Infrastructure Levy Spending Board

Bid for Funding Pro-forma

Infrastructure Only

Scheme name:	Sevenoaks Day Nursery Rebuild
Description of Scheme:	<p>Sevenoaks Day Nursery (SDN) is located on the Community Centre field at Bat and Ball. This charitable daycare nursery (CIO No. 1162242) has been there since 1987 in modular buildings that are now nearing the end of their useful life. To continue providing low cost day care for working parents in the Sevenoaks area, SDN needs to replace these buildings.</p> <p>This scheme will enable the nursery to continue providing day care and charitable support for local families for the next 30 years, or more.</p>
Is this scheme promoted by your organisation in partnership with another organisation (s)?	<p>Yes</p> <p>Who is involved in the Partnership. Organisation Name (s): Sevenoaks Town Council ('STC')</p> <p>Responsible individuals (s): STC Town Clerk Linda Larter</p> <p>Signature (s) on behalf of other supporting organisations (s): </p> <p>Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation. Agreements:</p> <p>We are currently in the process of drawing up Heads of Terms agreements with STC, and a lease of 25 years has been agreed by the Council in its Minutes dated 20th February 2017.</p>

	<p>SDN is also one of the four chosen charities participating in the Sevenoaks Fund, and an agreement is in place between the two parties for this initiative.</p> <p>SDN needs to be able to raise £450,000 of structural funding for the new nursery setting to enable this project to go ahead, together with a Sevenoaks Fund contribution to the estimated value of £173,000 which will be made available to SDN by STC in kind.</p>
<p>Is planning permission required for the scheme?</p>	<p>Yes If yes, has it been applied for? No</p> <p>If no - please explain why?</p> <p>This is being prepared and is scheduled for submission after STC's overall Community Centre development plans have been finalised for submission.</p>
<p>Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Govt Bodies):</p>	<p>Consent required: None</p> <p>Date applied for / granted: N/A</p>
<p><u>Need for the Scheme</u></p>	
<p>List of projects or development that result in the need for this scheme:</p>	<ul style="list-style-type: none"> • The Northern Sevenoaks Masterplan. • The redevelopment of the Community Centre site at Bat and Ball.
<p>How is the scheme related to these developments (additional information, such as usage forecasts and existing and alternative capacity assessments, can be attached as an appendix):</p>	<ul style="list-style-type: none"> • The increase in affordable housing as a result of the Northern Sevenoaks Masterplan will lead to an influx of young families who will require affordable nursery places. SDN is ideally placed to support those families with low cost nursery places within walking distance of Bat and Ball station. The improved access to the station only metres from the nursery will allow young parents to reach London quickly and easily. Typically, both parents now have to work to be able to afford to support a family, and by providing low cost day care to local families, SDN will be supporting the development of the Northern Sevenoaks area. • To redevelop the Community Centre site, STC will need to build on the land where the Nursery currently stands. They have offered us a replacement parcel of land on the same

	<p>site. Rebuilding in a different location will incur extra costs for Sevenoaks Day Nursery, including a new base for the modular buildings, the classrooms themselves, new play surfaces, new fencing and security for the building and a new, covered pram area so that the SDN babies can sleep outdoors.</p>
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<p><u>Please provide an explanation of the ‘public benefit’ of the scheme proposed for residents in Sevenoaks District:</u></p>	
<p>Economic</p>	<p>SDN provides low-cost, all-day childcare for families in the area, as well as emergency places via social services. There is a need for affordable childcare in the area to help single parent families, parents returning to work and those with children with special needs. Sevenoaks is perceived as an affluent district, but there are significant areas of high deprivation. Many families struggle to afford the commercial day nurseries available locally and in most cases, both parents have to work because of the high costs of housing. The nursery enables working families to be self-sufficient, to further their careers and to make fewer benefit claims. The catchment area of the nursery, as the Northern Sevenoaks Masterplan develops, will reach a higher number of families with low incomes.</p> <p>SDN’s policy is to make low cost nursery places available from eight weeks old to pre-school age from 8am to 6pm in the evening for every week of the year (excluding Christmas) to families who might not otherwise be able to afford day care.</p> <p>SDN also offer the Free for Twos scheme, which provides two days of nursery education for children from disadvantaged families. SDN is unique in that it also provides top-up charitable funding to pay for these schemes to run for two full days per week of nursery provision and for 51 weeks of the year, rather than the 38 weeks covered by the government funding.</p> <p>SDN also offers the extended free 30 hours of nursery education for children of qualifying families aged three and over. Many commercial nurseries don’t offer this funding, as the government grant does not meet the running costs of the settings.</p>
<p>Social</p>	<p>The main aim of the nursery is to provide safe and consistent care for the children of working parents, in a home-from-home environment.</p> <p>The Nursery provides day care for all children, including some with special needs which may be physical, social or mental. The Nursery caters for up to 39 children a day; with two places reserved for emergency sessions in the case of unforeseen circumstances. They also offer a holiday cover for children up to the age of 12, whose parents need to work.</p> <p>Examples of the support provided by the nursery include:</p>

	<ul style="list-style-type: none"> • Where a parent at the nursery has died, free places have been allocated to the children whilst the bereaved parent sorts out their affairs. • Free sessions have been given to children whilst their single parent attends hospital appointments or a job interview. • When a father was taken seriously ill and placed on life support for several months, the Nursery waived the fees in full throughout this time. • When a single mother was trying to get back to work, the Nursery waived her fees to help when her benefits were stopped. • SDN works closely with the Sevenoaks Women’s Refuge. Emergency places have regularly been allocated to children where there have been issues around domestic violence in the household. • A free place was allocated to a young boy attending the nursery so that his mother and support worker could concentrate on his older brother who has behavioural issues. It meant that the younger brother had the chance for some normalcy in his life whilst the mother gave her full attention to the brother’s problems.
Environmental	<p>The proximity of the Nursery to Bat and Ball station makes it an ideal location for local parents to access public transport. SDN is also at the epicentre of the Northern Sevenoaks Masterplan area, and will be an easy walk for those living nearby.</p>
Is the need for the scheme identified in any adopted strategy/plan? E.g. Neighbourhood Plan, Work programme of a Statutory Body, Infrastructure Plan (Reg 1,2,3 list). If so, which?	No
Funding	
Total project cost:	<p>£623,000, being £450,000 for the building plus £173,000 support in kind from STC for, inter alia, the levelling of the site, ground works and foundation, plus the provision of all mains services and security fencing for the external borders of the new Nursery site. The Town Council has agreed to provide a 25 year lease on this new site as part of its support for Sevenoaks Day Nursery.</p>

<p>Funding required from CIL:</p>	<p>£100,000, being the Trustees' best estimate of the structural funding gap the nursery faces, based upon the requirement to replace the existing nursery for £450,000 whilst maintaining sufficient operational funding for the nursery for a minimum of 2 months and contingent liability cover for redundancy pay for eligible staff.</p>
<p>Identify other funding sources for this project, what contribution they are making and why these can not be used to fund the scheme in its entirety</p>	<ol style="list-style-type: none"> 1) Sevenoaks Town Council have kindly agreed to provide £173,000 in services and value in kind. Although this will provide for the levelling and preparation of the site, groundworks and foundation blocks for the nursery, it does not extend to any structural funds for the nursery building itself. 2) Parents and supporters of the nursery have raised nearly £10,000 both last year (2016) and in this year (2017) and we are relying upon our ability to raise similar amounts towards the cost of the new nursery in 2018 and 2019. 3) SDN's ongoing operational excess of income over expenditure was £16,000 in 2016 (excluding fundraising above) and the Trustees' approved forecast estimates a similar level of self-generated funding in 2018. The current year's outturn is anticipated to be closer to £35,000 due to a significant exceptional factor in the current year. The nursery may need to be fully paid for at any time in the course of 2019. 4) Although we are applying for, and have received some, small grants to support our fundraising, we have no other sources of funding of note. 5) 6)
<p>Is this bid for staged payments?</p>	<p>Yes</p>
<p>Will staged payments be accepted?</p>	<p>Yes</p>

	<p>Details of anticipated funding requirements and timetable:</p> <p>SDN will seek to make the first two staged payments to their Supplier, following contractual commitment, in the course of 2018 and early 2019 but would anticipate the requirement for CIL Structural Funding to arise on the third staged payment planned to be due in mid- to late 2019, with a fourth payment likely to be required on completion of all snagging etc. by end 2019 / early 2020. Alternatively, components of any approved CIL Funding could be staged from First Stage in 2018 through to Final Stage at end 2019 / early 2020.</p>
<p>Has a bid(s) for CIL funding been made to relevant town and parish councils?</p>	<p>Bid made: No</p> <p>Details of bid:</p> <p>Decision made: N/A</p> <p>Details of decision:</p>
<p>Would the scheme be fully funded if the CIL contribution is agreed:</p>	<p>Yes, assuming the Sevenoaks Town Council agreement to provide £173,000 in kind is made available.</p>
<p>Has this scheme benefited from CIL funding previously:</p>	<p>No</p> <p>If Yes; Please provide further justification as to why further CIL funding is required for this project. N/A</p>
<p><u>Deliverability</u></p>	
<p>Does your organisation have the legal right to</p>	<p>Yes</p>

carry out the proposed scheme?	If not, you must attach documentation showing that the statutory provider of this service supports this scheme.
Anticipated start date for delivery of the scheme:	Anticipated to commence delivery in early to mid 2019, based upon Sevenoaks Town Council development timescale for the Sevenoaks Community Centre site.
Anticipated finish date for the delivery of the scheme:	Likely to be towards the end of 2019.
Anticipated date when CIL funding will need to be made available:	Most likely in one or more staged payments in the course of 2019.
Does land need to be purchased to facilitate the scheme:	No Details:
Please provide a consultation plan to let SDC know when they can expect progress reports on the project.	These will be provided by Sevenoaks Day Nursery and we will ensure that they will be in line with the consultation and progress reporting requirements of Sevenoaks Town Council for the overall development project for the Sevenoaks Community Centre site.
Please provide details of the management and timescales of the project.	<p>The project is controlled and managed by the SDN Management Committee through a mobilised project team including the Nursery Manager, two Trustees, the SDN Finance and HR Manager and three Deputy Managers, one representing each of the classrooms in the nursery.</p> <p>Governance and oversight of the project is provided by the full Trustee body of six Trustees, who include a qualified Chartered Accountant, a qualified Solicitor, a Director of Price Waterhouse Coopers, a senior Local Government Officer and a Commercial Director. The group includes two current parents and three former parents.</p> <p>The project has been operational since early 2016 and will be delivered in the course of 2019.</p> <p>The proposed new Nursery building has been selected and is currently being specified and Planning Permission applied for. This follows a competitive bid process that considered five nursery providers' full proposals in detail and the project's budgets and cost estimates for all aspects of the new setting have been prepared and validated on the basis of these proposals and discussions.</p>

Has consultation been carried out on the scheme or is any planned?	<p>Carried out / Planned / No Consultation planned</p> <p>Details: Parental Consultations have been carried out in several dedicated meetings over the last two years commencing in March 2016.</p> <p>Consultations with the Town Council have been undertaken on a continuous basis over the last two calendar years.</p> <p>(Note: Results can be attached separately if necessary.)</p>
Is a relevant SDC ward member(s) supportive of the scheme?	<p>Please see the email support provided to you as part of this application process.</p> <p>Signature of at least one SDC ward member:</p> <p>Note - An e-mail from them to cil@sevenoaks.gov.uk would also be sufficient.</p>
Is the relevant town/parish council supportive of the scheme?	<p>Please see the email support provided to you as part of this application process.</p> <p>Signature of at town/parish council chairman, clerk or chief executive:</p> <p>Note - An e-mail from them to cil@sevenoaks.gov.uk would also be sufficient.</p>
<u>Maintenance</u>	
Which organisation will be responsible for ongoing maintenance:	Sevenoaks Day Nursery

<p>Are funding arrangements in place for maintenance:</p>	<p>Yes - to be paid for out of SDN operational income.</p> <p>Details:</p>
<p>Any further comments:</p>	<p>We have been building up reserves for 30 years to replace our modular classrooms, but hadn't expected to have our existing nursery demolished for redevelopment so soon. Even though our fees are low and we are a charity, we estimate that we will have managed to save a total of £350,000 by the end of 2017 but this is estimated to be £150,000 less than we will need to provide the budgeted £450,000 structural funding for the new nursery setting plus provide for our ongoing operational and contingent liability funding requirements. We believe we can reasonably expect to raise in the order of a further £50,000 in total ahead of delivery of the project, but £100,000 of specifically structural funding is still required.</p>

<u>Declaration</u>	
<p>I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Sevenoaks District Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Sevenoaks District Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.</p>	
Signature	Hugh Kirby
Name	Hugh Kirby
Position	Finance Trustee
Organisation	Sevenoaks Day Nursery
Name, role and contact details of the person that will be attending SDC's CIL Spending Board to support this bid:	As above. Email: [REDACTED] Mobile [REDACTED]