



Home Office

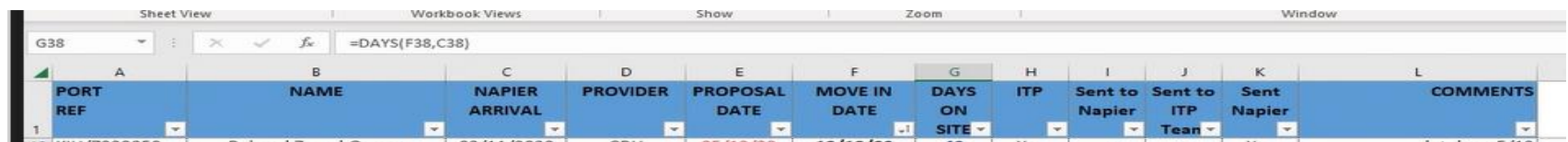
Wethersfield

Outflow process

Outflow/Dispersal

- The Issue Case to Provider (ITP) process to be undertaken by ACD [REDACTED] which essentially transfers each case to the provider to allocate the SU into dispersal accommodation. This process will enable the identification of dispersal accommodation for each SU and will be instigated at the 8-month mark to ensure dispersal by the 9-month duration of stay.
- Dispersal Letters will then be provided to the SUs at least 7-days ahead of any transfer informing them of the move and their new address.
- CRH will arrange transportation in line with the dispersal to the new address.
- If any requests for early dispersal are received, these will be considered by the Oversight Team and if accepted, passed onto [REDACTED] to conduct the ITP process thereafter.
- We currently have our Live Register which keeps track of arrival dates and therefore, dispersal requirements however, a standalone dispersals tracker is in place at Napier which can be adopted at Wethersfield.

For ref:



The screenshot shows an Excel spreadsheet with a table for tracking dispersals. The formula bar at the top displays '=DAYS(F38,C38)'. The table has the following columns: PORT REF, NAME, NAPIER ARRIVAL, PROVIDER, PROPOSAL DATE, MOVE IN DATE, DAYS ON SITE, ITP, Sent to Napier, Sent to ITP, Sent Napier, and COMMENTS. The 'Sent to ITP' column contains the text 'Team'.

PORT REF	NAME	NAPIER ARRIVAL	PROVIDER	PROPOSAL DATE	MOVE IN DATE	DAYS ON SITE	ITP	Sent to Napier	Sent to ITP	Sent Napier	COMMENTS
1									Team		

- Napier have operated as such that there are no dispersals on Friday, Saturday, Sunday and Bank holiday. There are also no more than 15 going on one day.