

Worcestershire County Council

Agenda

Cabinet

Thursday, 18 November 2021, 10.00 am
County Hall, Worcester

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DISCLOSING INTERESTS

There are now 2 types of interests:
'Disclosable pecuniary interests' and **'other disclosable interests'**

WHAT IS A 'DISCLOSABLE PECUNIARY INTEREST' (DPI)?

- Any **employment**, office, trade or vocation carried on for profit or gain
- **Sponsorship** by a 3rd party of your member or election expenses
- Any **contract** for goods, services or works between the Council and you, a firm where you are a partner/director, or company in which you hold shares
- Interests in **land** in Worcestershire (including licence to occupy for a month or longer)
- **Shares** etc (with either a total nominal value above £25,000 or 1% of the total issued share capital) in companies with a place of business or land in Worcestershire.

NB Your DPIs include the interests of your spouse/partner as well as you

WHAT MUST I DO WITH A DPI?

- **Register** it within 28 days and
- **Declare** it where you have a DPI in a matter at a particular meeting
 - you must **not participate** and you **must withdraw**.

NB It is a criminal offence to participate in matters in which you have a DPI

WHAT ABOUT 'OTHER DISCLOSABLE INTERESTS'?

- No need to register them but
- You must **declare** them at a particular meeting where:
You/your family/person or body with whom you are associated have a **pecuniary interest** in or **close connection** with the matter under discussion.

WHAT ABOUT MEMBERSHIP OF ANOTHER AUTHORITY OR PUBLIC BODY?

You will not normally even need to declare this as an interest. The only exception is where the conflict of interest is so significant it is seen as likely to prejudice your judgement of the public interest.

DO I HAVE TO WITHDRAW IF I HAVE A DISCLOSABLE INTEREST WHICH ISN'T A DPI?

Not normally. You must withdraw only if it:

- affects your **pecuniary interests OR** relates to a **planning or regulatory** matter
- **AND** it is seen as likely to **prejudice your judgement** of the public interest.

DON'T FORGET

- If you have a disclosable interest at a meeting you must **disclose both its existence and nature** – 'as noted/recorded' is insufficient
- **Declarations must relate to specific business** on the agenda
 - General scattergun declarations are not needed and achieve little
- Breaches of most of the **DPI provisions** are now **criminal offences** which may be referred to the police which can on conviction by a court lead to fines up to £5,000 and disqualification up to 5 years
- Formal **dispensation** in respect of interests can be sought in appropriate cases.

Cabinet

Thursday, 18 November 2021, 10.00 am, County Hall

Membership: Cllr Alan Amos, Cllr Marc Bayliss, Cllr Matt Dormer, Cllr Simon Geraghty (Chairman), Cllr Adrian Hardman (Vice Chairman), Cllr Marcus Hart, Cllr Adam Kent, Cllr Karen May, Cllr Tony Miller and Cllr Andy Roberts

Agenda

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| 1 | Public Participation Members of the public wishing to take part should notify the Assistant Director for Legal and Governance in writing or by e-mail indicating both the nature and content of their proposed participation no later than 9.00am on the working day before the meeting (in this case Wednesday 17 November). Further details are available on the Council's website. Enquiries can also be made through the telephone number/e-mail address listed in this agenda and on the website. | |
| 2 | Confirmation of the Minutes of the previous meeting The Minutes of the meeting of 23 September 2021 have been previously circulated. | |
| 3 | Apologies and Declarations of Interest | |
| 4 | Approval of Plans for New Secondary School for Worcester The enclosed report refers to some appendices which contain exempt information and may not be discussed in public. If the Cabinet needs to consider these in detail, then it may resolve to exclude the public and press from the meeting. | 1 - 26 |
| 5 | Revenue and Capital Budget Monitoring | 27 - 54 |

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Agenda produced and published by Abraham Ezekiel, Assistant Director for Legal and Governance, County Hall, Spetchley Road, Worcester WR5 2NP

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CABINET
18 NOVEMBER 2021**CONSIDERATION OF SPECIFICATION AND LAND
ACQUISITION FOR NEW SECONDARY SCHOOL**

Relevant Cabinet Member

Councillor Marcus Hart, Cabinet Member with Responsibility for Education

Relevant Chief Officer

Director of Children's Services

Recommendation**1. The Cabinet Member with Responsibility for Education recommends that Cabinet:**

- a) notes the progress made to date on the County Council's delivery of a new Secondary School;
- b) notes the outcome of the engagement survey undertaken in May-June 2021 as outlined in paragraphs 6-10;
- c) endorses the proposal to acquire land by private treaty within the boundary of the site as outlined in appendix 1 necessary to deliver the secondary school proposal and authorises the Strategic Director of Commercial and Change in consultation with the s151 and Monitoring Officers, to acquire the land in accordance with the delegated authorities as set out in paragraphs 31-33 below;
- d) authorises the consultation on the proposed school specification as outlined under paragraphs 25-27 and appendix 2;
- e) authorises the Cabinet Member with Responsibility for Education, in consultation with the Director of Children's services, to approve the specification having regard to any representations made during the consultation period;
- f) recommends that Council increase the Capital Programme by the outline project cost of £44m in order to deliver a new four form entry secondary school; and
- g) authorises the Director of Children's Services in consultation with the Strategic Director of Commercial and Change, the Chief Finance Officer and the Assistant Director for Legal and Governance to undertake all necessary steps to implement the project within the funding envelope agreed including any regulatory consents and contracts required including the completion of a pre-planning public engagement exercise and the preparation and submission of a Planning Application.

Background

2. The Local Authority has a statutory requirement to ensure a sufficiency of school places for all children and young people of statutory school age for their area as outlined in the Education Act 1996 Section 14.
3. In February 2021, Worcestershire County Council Cabinet considered the options for ensuring we are able to meet this duty, alongside the County Council's strategic visions and aims for education provision, over the next five years.
4. A key element of that programme was the agreement to deliver a new Secondary School to be built to address the shortfall in places within the Worcester City Council boundary.
5. Alongside a number of key delegated authorities, Cabinet agreed to consider a full report for a new Secondary School later in 2021 to include approval of capital scheme, school specification, agreement of land purchase subject to planning approval, and to authorise commencement of formal consultation on the proposals. This paper now outlines the outcomes of such delegated authorities and seeks approval of the above.

Pre-publication engagement and specification

6. Delegated authority was given to commence pre-publication engagement with stakeholders on the proposal for a new Secondary School in Worcester City Council boundary.
7. Stakeholders were invited to provide their views in a four week-engagement exercise running from 11 May-11 June 2021. This involved an online survey which was advertised through the website, social media, the local media, and local schools.
8. 595 responses were received to the survey. The majority of respondents were parents or carers (61%), and residents of Worcester or immediate surrounding area (61%). We also had a notable number of responses from previous pupils of Worcester Secondary Schools (18%) and School Staff Members (19%).
9. The full outcome of the results and how these have impacted on the proposal is outlined in **appendix 4** and key points summarised below:
 - a) Respondents were in support of the proposal to deliver a new school, with 58% strongly agreeing and 25% agreeing that a new secondary school is needed for Worcester. A further 9% neither agreed nor disagreed and 3% were unsure. Just 6% either disagreed or strongly disagreed with the proposal.
 - b) The most important factors for respondents were that: students felt safe in and around the school; the school has strong leadership; that students feel their mental health and wellbeing is well supported; and that students make good academic progress.
 - c) Respondents also strongly supported that the school should foster an environment of inclusivity and support, focusing just as much on mental

health and wellbeing and ensuring children are well rounded citizens as much as academic success.

- d) Respondents strongly felt that the school should be located within the local community it will serve and be accessible by active travel routes from opening and that existing congestion within the city should be considered.
- e) The new school should be integrated within its new community, through community use of facilities and by prioritising children living nearby in the admissions criteria.
- f) The new build should take consideration of sustainability and energy efficiency, and use local resources where possible.

10. In total 500 written comments were submitted as part of this survey. The majority of these have also been integrated into the specification. However, a number of respondents proposed specific areas of Worcester where the schools should be located, notable in the North of Worcester (Claines and Fernhill Health areas) which received 37 comments or in the East (Warndon Villages and the Berkeleys) which we received 16 comments. This feedback was considered alongside other factors to determine the recommended site.

School location

11. Delegated authority was given by Cabinet in February 2021 to the Strategic Director for Economy and Infrastructure in consultation with the Director of Children's Services, Chief Finance Officer and Assistant Director for Legal and Governance (Monitoring Officer) to enter into a form of Memorandum of Understanding and continue and conclude the negotiation of an Option to acquire land to deliver a new Secondary School in the Worcester City District boundary with the intention of presenting this Option for agreement by Cabinet.

12. A detailed assessment of site options has been undertaken which has considered a wide number of factors, notably:

- a) The location of the pupils that this school will serve
- b) The location of existing secondary schools
- c) Access to active travel routes
- d) Impact on highways and traffic congestion
- e) Impact on the local environment and existing communities
- f) The deliverability of a school at the location
- g) Health benefits for students of surrounding areas and amenities
- h) Suitability of the location to support the City in future decades

13. This assessment has considered all available sites either on the market or proposed for development within the Local Plan. A full assessment has been undertaken by consultancy Lloyd Wilson with support from Officers. The outcome of this assessment is outlined in **appendix 5**.

14. The full assessment has concluded that the site at Newtown Road (outlined in **appendix 1**), henceforth referred to as 'The Site' is the recommended site option to deliver a new secondary school for Worcester City.

15. The key reasons for this recommendation are outlined below:

- a) The Site is well located within the community of pupils the school will serve. Predominantly those pupils who are currently located furthest from a catchment school and who are least likely to be offered a place at one of their preferred schools.
- b) The location of The Site is well placed in relation to existing secondary schools and is appropriately placed to meet current housing growth within the City.
- c) The Site is well connected to existing foot and cycle paths, as well as public transport routes.
- d) The Site is well located to alleviate some pressure for places in the North as well as the South of the City.
- e) The Site is located close to green infrastructure which will enable opportunities for integrating this within the build of the school and curriculum, both of which are shown to enhance the learning environment for pupils as per the Worcestershire Health Policy.
- f) This Site provides sufficient space to deliver a 600-place secondary school, as well as capacity to consider further expansion of the school in the future, safeguarding secondary school provision for children in Worcester for decades.
- g) The Site is a greenfield site and the delivery of a school provides opportunities to enhance the existing ecology and habitats on site to benefit both the school population as well as existing habitats.
- h) The community use of sports facilities at a new school at this location will provide closer access to residents to sports facilities in this community.

16. This Site is identified in the adopted South Worcestershire Development Plan (SWDP) (2016) as SWDP 43/15 - Worcester Woods Business Park, Newtown Road and is currently allocated for "B1, B2 employment, Business care home, carpark, motorbike showroom, hospital expansion". The site is currently proposed for reallocation as employment land (SWDP Reallocate 17) in the South Worcestershire Development Plan Review (SWDP Review).

17. Worcestershire County Council are seeking to use part of the land for community purposes. Once the land required within the boundary of The Site has been secured (agreement for sale), by Worcestershire County Council, the land can be partly redesignated for education purposes, though this will follow the current timeline for the SWDP Review. When a planning application be submitted, this will be determined in accordance with the adopted development plan.

18. The Site was most recently considered for a £150m retail park to include a John Lewis, M&S, Sainsbury's, and Next Home & Garden. The application was rejected by Worcester City Council's planning committee in June 2016. The rejection of the application was due to the long-term impact of a commercial park on the retail structure and business of the City. Additionally, local concern was raised about traffic generation, highway implications, parking requirements, potential pollution, loss of green land, impact on hospital traffic/emergency vehicles, encouragement of car use and the visual impact of the application.

19. All of these concerns have been considered against the proposal for a new school, and there are no identified planning reasons in principle at present that would

make a proposal for a new secondary school unacceptable. Some of the key factors in consideration of this site are outlined below:

- a) Proximity to pupils the school will serve
 - i. This site is within walking/cycle distance of the pupils the school will serve, which are those pupils who are currently least likely to receive an offer from one of their preferred schools. This will increase use of active travel routes for schools and enable growth of strong community links as a school that can better serve the community it is within.

- b) Traffic generation and highways implications
 - i. Highways access to the school will be required from Newtown Road, which currently experiences congestion during peak hours. The traffic generation for a school will be significantly lower than that of a retail park, though there could be a higher impact at the start and end of school day if not appropriately managed. Mitigation will be considered as part of detailed design but some of the key principles are included throughout the following.
 - ii. Provision of space for bus drop off and pick up, to take buses away from the main road.
 - iii. A suitable solution for turning right into the school to minimise chance of congestion of cars going East along Newtown Road.
 - iv. The school has been positioned to protect the vast majority of classrooms from road noise from the A4440, with much of the East wing encompassing office and ancillary spaces.
 - v. Appropriate and safe road crossing for cycle / walking.
 - vi. The school will provide bicycle racks and be well connected to the cycle and walking active travel routes for pupils.

- c) Parking requirements
 - i. Parking requirements will be limited.

- d) Potential pollution and impact on ecology
 - i. It is not envisaged that the school will create any pollution. The provision of a school on this site provides an opportunity to integrate the design and teaching with green infrastructure on site.
 - ii. Though it will result in a loss of green land, opportunities exist to increase and enhance beneficial ecology habitats.
 - iii. Full ecological surveys will be undertaken on the site and, where possible, solutions sought for on-site mitigation, and off-site where necessary.
 - iv. The vast majority of hedgerows and trees on the site will be maintained, the design of the school to be adjusted to ensure minimal disturbance.
 - v. The scheme will propose the diversion of Bridleway No WN-569 to the West of the school boundary to run alongside the existing hedgerow on site in order to safeguard a green corridor to enhance wildlife habitats and enable the continued access of residents to the North of the site to the community spaces at the Countryside Centre.

- e) Impact of hospital traffic/emergency vehicles
 - i. Newtown Road is a critical blue light corridor, meaning that an elevated level of consideration will be given to highways solutions that minimise

congestion for vehicles on this road, particularly for cars seeking to turn right into the site.

- f) Visual Impact of the application
- i. The site is surrounded by relatively low-rise buildings, such as the care home and residential houses on Newtown Road. The school will not exceed 3 storeys, responding to the scale and mass of its setting.
 - ii. Building & landscape materials will be selected to respond to the area and site.

20. The full impact assessment for the site can be viewed in full in **appendix 8,9 and 10**.

21. An initial design for the site has been produced by ADP Architects to ensure a new school can be delivered here, taking account of known constraints and the above concerns. This is outlined in **appendix 6**.

22. A number of sites formed the basis of the search, though most could not be deemed to be viable. In particular a number of sites were considered in the North (Blackpole and Claines) as a result of the feedback from the engagement survey. However, no sites in the North of Worcester were able to meet the base requirements for delivery of a new school, either as a result of size, or deliverability. Moreover, since the improvement of the Ofsted rating at Bishop Perowne CE College, we have seen the likelihood of pupils in this part of the City receiving an offer for a preferred school significantly improve, while results for pupils in Warndon and the Berkeleys remain low due to the distance of these pupils from existing schools.

| First preference received | 2017 | 2018 | 2019 | 2020 | 2021 |
|--|------|------|------|------|------|
| Claines CE Primary, Claines | 100% | 87% | 54% | 79% | 100% |
| Lyppard Grange Primary, Warndon Villages | 93% | 72% | 60% | 80% | 59% |
| Oasis Academy, Warndon | 86% | 79% | 67% | 75% | 81% |

23. The Newtown Road site does come with some challenges in the design and construction of the school, most notably the management of the highways and active travel routes link; and management of the 14m level difference on site. As a result, the proposal for a new school at this site has a higher cost. The anticipated cost of site conditions is outlined in **appendix 3 and 7**.

24. One alternative site was identified that could deliver a new secondary school for Worcester City through negotiation of land purchase, outlined in **appendix 5** The reasons this site is not recommended are outlined below:

- a) The Site at Newtown Road was assessed to be the preferred site in terms of location, connectivity, and proximity to the community it will serve, which are critical in meeting the Council's strategic aims and improving health and wellness of the community.
- b) The alternative site is currently allocated for employment use within the local plan and has an approved planning application to deliver employment use. This is a critical site for the District Council in the delivery of such need which

is expected within the next several years and has been factored into the master plan for the scheme alongside the delivery of 2,500 homes as part of the same application. It is therefore unlikely to be supported by District Planners in the delivery of a new school.

Consultation on the school specification

25. Any new school must be delivered as a free school, which will require an Academy Sponsor. The identification of the sponsor will be undertaken through a fair and open competition process based on a specification based on the Council's expectations for good schools and feedback received from the engagement survey.

26. The draft specification for the school is now recommended for consultation. This specification will shape the requirements for finding the right Academy Trust to operate the school and enable stakeholders to comment on factors such as the location, size, and values of the school. The draft specification is attached as **appendix 2**.

27. It is recommended that this consultation is undertaken 29 November 2021 to 23 January 2022.

Development of design and planning permission

28. The officer project board will work with relevant interested parties to develop a shared development vision with defined outputs. The intention is that the Project Board will appoint professional advisers in support of the preparation of the development vision and specification having regard to procurement methods, land use allocations and design.

29. Planning permission will be required to deliver a new secondary school and the planning process will be undertaken as part of the scheme in order to deliver a new school. A planning application will not be submitted unless it is clear that there is no planning impediment to delivery.

30. Ensuring sufficient due diligence and ensuring the vision and design of a new Secondary School is not a quick process. We will be working towards a new Secondary School opening date of September 2026. It is proposed that phase 1 will deliver a 4FE Secondary school for pupils aged 11-16. The site has potential to deliver future phases of expansion as required up to a maximum of 8 forms of entry (240 children per year group). Therefore, it is proposed that phase 1 will deliver larger core facilities to enable future expansion, the design of the build is proposed to take account of this likely future expansion as outlined in **appendix 6**.

Land to be Acquired

31. In order to deliver the secondary school, third-party land is required.

32. In identifying the land required to deliver the secondary school the County Council has balanced the need to deliver sufficient school provision with attempting to minimise interference with private property interests.

33. In accordance with the delegated authorities approved at Cabinet in February 2021, negotiations to purchase a parcel of land within the site boundary have advanced to the point of reaching Heads of Terms stage which include, inter alia, the price for the land. As the Council needs assurance that they will have exclusivity to the site to enable them to carry out the necessary due diligence and to develop the Heads of Terms into formal contract to purchase the site, conditional upon the grant of planning permission, a six-month Exclusivity Agreement is imminent to be entered into with the owners of the land prior to purchase of the site within this timescale. Cabinet is therefore recommended to approve the necessary delegated authority in accordance with paragraph 1c of this report, to enable Officers to acquire part of the land within the boundary of The Site as outlined in **appendix 1** by private treaty.

Legal, Financial and HR Implications

Finance

34. The estimated combined build cost and land purchase are outlined in **appendix 3**, resulting in a project cost of this scheme of £44m, funded principally from borrowing via the capital programme.

35. Sufficient land will be purchased to enable the delivery of the new secondary school. The site does provide further possible opportunity for non-school provision, for example NHS additional space and lease income, however these opportunities have not been fully explored. The primary purpose for this land purchase is the delivery of education services.

36. The cost of borrowing based on 4 forms of entry could be in the region of £1.5 to £2 million per annum. This additional revenue cost would need to be factored into the Medium-Term Financial Plan for the County Council from 2025 onwards. That is a significant call on the current net revenue budget, and the Medium-Term Financial Plan would need to be updated to fund this investment. At this stage, the level, albeit needing to be considered alongside other pressures, should be capable of being found on a recurring basis as part of the Council's future revenue budget.

37. It is recommended that Cabinet support Council to add the scheme of £44m to deliver a new secondary school for Worcester to the County Council budget.

Legal

38. The County Council will follow DFE (Department For Education) advice and statutory guidance on opening a new school in accordance with the prescribed Free School Presumption Process which will necessarily include, among other things, the requirement on the Local Authority to formally consult (as recommended here) and conduct impact and equality assessments etc.

Human Resources

39. There are no HR implications as a result of the recommendations of this report.

Risk Implications

40. This report outlines the recommendations necessary to ensure a sufficiency of school places for Worcester City. Without such progress, the County Council is at risk of failing in its statutory duty to provide sufficient school places, as outlined in the Education Act 1996 Section 14. The County Council could also be at risk of failing to meet the aims agreed under the Education and Skills Strategy.

41. The acquisition of The Site at this stage is simply about the buying and holding of sites for the development purposes described above. The risks associated with that development, for example adverse ground conditions and planning restrictions, will be explained and mitigated within due process of the project. That does not mean that the acquisition itself is without risks, which can be set out as follows.

- Value for Money/Valuation (risk level: low): There are several ways to value land depending, to some extent, on what the parties intend to do with it. This can range from a market rate (e.g., £/acre) to an investment based upon income (e.g. from existing tenants) or a residual valuation where the likely finished value of a development is discounted by the costs of getting there – this is the most appropriate method for valuing land for development when a scheme can be reasonably envisaged e.g. an office or factory. The County Council's professional advisers will have provided their opinions on the most appropriate valuation method and the results of that any valuation will reflect the quality of the title to the land provided by the County Council's legal advisers which must be a good and mortgageable title.
- Risk in Current Market (risk level: Medium): Cabinet needs to be aware that valuations at this time are caveated in relation to uncertainty about future market conditions and, in particular, whether the changes seen to patterns of behaviour during the current pandemic will affect land prices. The current project cost estimates are based on current predictions around materials costs and inflation. At present these are therefore estimates and further work would be undertaken on purchase around site condition and tender of build which means there is a risk of change. To help manage that risk from the outset a prudent inflation rate and contingency has been applied to the estimated construction cost based on what we know today. There are several factors that could change those estimates, up and down, and clearly site condition, inflation and highways are key but at this stage it is not practicable to determine the impact these could have, as such the risk is mitigated to medium subject to the purchase of the land and further work. If that were to change which, as with any project at this stage, there is always a higher likelihood and should the impact become higher we would need to assess options to mitigate as far as possible a higher risk through procurement and construction strategies, and we will uptake those charged with governance on the ongoing costs and funding as part of the project and budget monitoring.
- Risk of need (risk level: Low): There is a risk to the need for additional secondary school places. Four out of five secondary schools currently in Worcester City are Academies, meaning they can undertake accommodation expansions and school changes without approval from the Local Authority (though large-scale changes must be approved by the DfE), meaning there is a risk to an oversupply of places should any school choose to increase the

number of places at their school. This risk is low due to site constraints at all schools meaning expansion is unfeasible and known planned housing.

- **Affordability/Revenue (risk level: Medium):** The cost of holding land for the period until the site is developed will be marginal (initial purchase) and then phased linked to the contract. However, the total cost of £44m whilst being partially offset by s106 monies will require external borrowing to fund. Whilst saving proposals to fund this still need to be identified, the need for much of the borrowing is 3-5 years off and that allows through the Medium-Term Financial Plan for savings to be identified to fund the cost of any borrowing. At present the level of funding per annum to be identified (£1.5-2 million p.a.) equates to about 8-10% of an average year pressure found over the last five years. As such knowing the scale of the challenge now allows for time to identify how this will be funded and mitigate the risk.
- **Development Viability (risk level: Low):** Scheme failure where no viable scheme can be developed is a risk that needs to be contemplated at this stage. In such a situation, the County Council would need to bear any loss in value of the land, the costs of servicing any debt until that decision was made and the costs associated with the initial purchase of the land and up to the point of disposal. Mitigation here could be the procurement of specialist advice on disposal at the time which could include, for example, the partitioning and sale of the land in parts. Alternatively, it would be possible to consider alternative schemes for this site.
- **Timeliness of delivery (risk level: High):** Due to the timescales needed to deliver a new secondary school for the City, short term mitigations to meet the sufficiency duty for the City will be required.

Joint Equality, Public Health, Data Protection and Sustainability Impact Assessments

A full Equality and Public Health, Data Protection, and Sustainability Impact Assessment has been carried out in respect of the recommendations.

This identified potential negative impact for: Environmental Sustainability and Equality & Public Health.

The potential negative impact relates to:

- Greenhouse Gas Emissions impacted by the construction process.
- Increased use consumption of electricity, heating fuels and water and production of waste as this is a new building.
- Impact on the natural environment as the build is proposed for a greenfield site
- Impact of procuring materials.
- Physical health due to risk of harm during construction, impact on Newtown Road which is a critical blue light route, and proximity of the proposed location to a Fast-food outlet.

Notwithstanding the potential negative impact, the recommended course of action can be justified because: All potential negative impacts can be mitigated for and reduced as

part of the planning, procurement, and construction process through established techniques. Moreover, the potential positive impact on all the impacted areas outweighs the potential negative impacts following mitigation.

The mitigating actions have been identified throughout the joint impact assessments in **appendix 8, 9 and 10**. Relevant findings will contribute to future service commissioning.

Supporting Information

- Appendix 1: Newtown Road (“The Site”) Red Line Boundary plan
- Appendix 2: Proposed Worcester City Secondary School Specification
- Appendix 3: Finance Summary (EXEMPT)
- Appendix 4: WCSS Engagement Results
- Appendix 5: LWP Report on Site Selection (EXEMPT)
- Appendix 6: ADP Design Report (EXEMPT)
- Appendix 7: Worcester School High Level Cost and Programme (EXEMPT)
- Appendix 8: Data Protection JIA
- Appendix 9: Environmental Sustainability JIA
- Appendix 10: Equality and Public Health JIA

Contact Points

County Council Contact Points
County Council: 01905 763763

Specific Contact Points for this report
Sarah Wilkins, Director of Education

Background Papers

In the opinion of the proper officer (in this case the Director of Children’s Services) the following are the background papers relating to the subject matter of this report:

Cabinet report February 2021: [Agenda for Cabinet on Thursday, 4th February 2021, 10.00 am - Worcestershire County Council \(modern.gov.co.uk\)](#)

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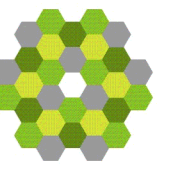
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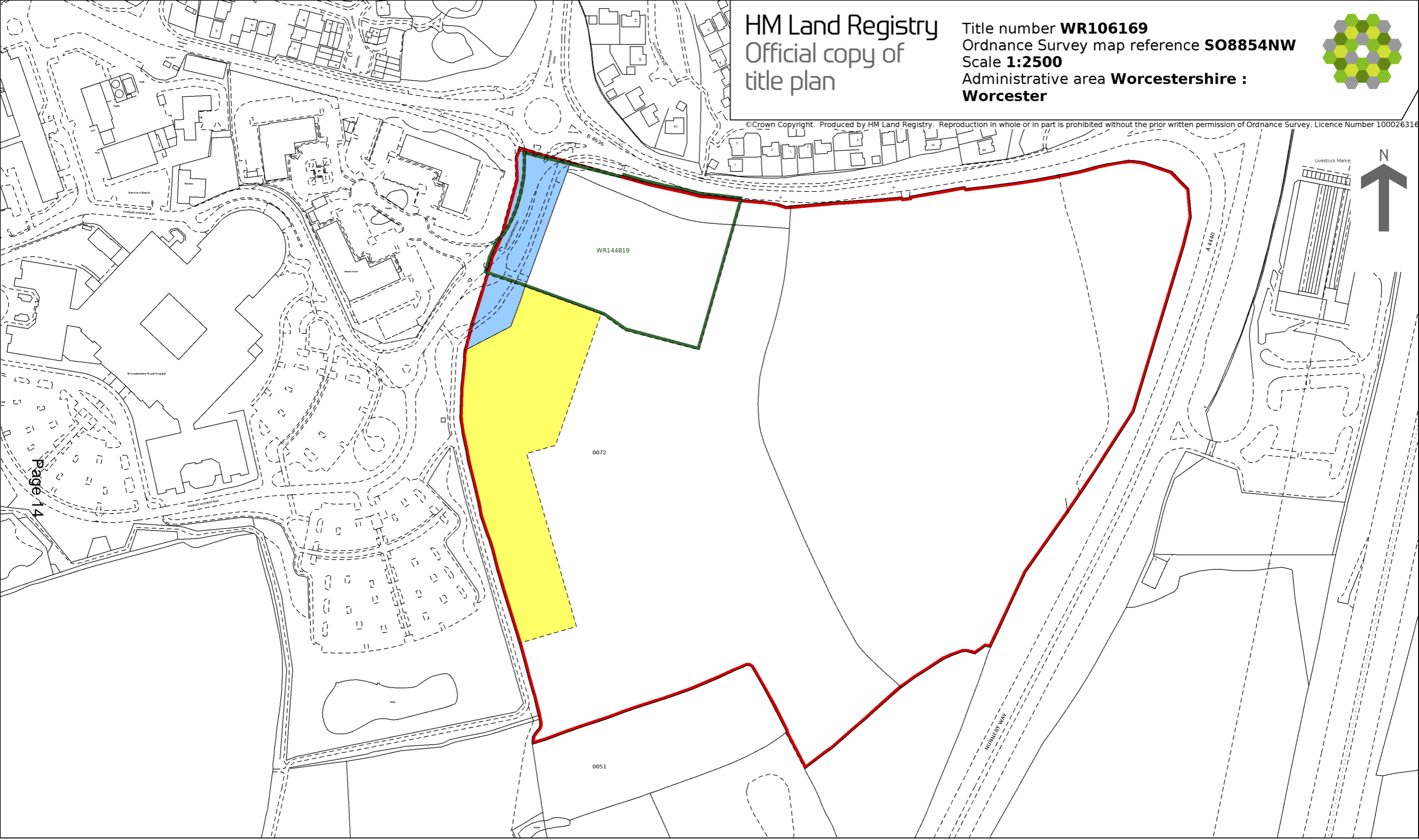
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Worcestershire County Council New Worcester Secondary Free School

Background Information and School Specification



Figure 1 Concept art by ADP Architects

Section A - Introduction

Worcester is a growing City in the heart of the West Midlands, well connected by road and rail to the rest of the UK. As a result, the City has seen its population increase over the last decade, and with it, the need for additional school places.

The number of children seeking a year seven place in Worcester has been consistently increasing over the last decade. Despite expansions at four out of the five existing secondary schools in the City, in Autumn 2020 there were fewer than 10 spare places in year seven across the City. The population of Worcester continues to grow, with increasing cohort numbers due to enter year seven over the next six years, as well as significant housing planned for the City and surrounding area as part of the South Worcestershire Development Plan.

The growth of housing will be particularly focused on the South and South East, which is supported by two secondary schools; Nunnery Wood High and Blessed Edward Oldcorne Catholic. The rise in population in this region is expected to continue with significant housing developments approved on the South Worcester Urban Expansion. Provision in the South is currently below forecast need for the next five years, with demand approximately four forms of entry (120 places) higher than these two secondary schools can currently support.

As a result, we see fewer young people receiving an offer of a place at their preferred secondary school, and more pupils needing to travel across the City for their education. Therefore, the delivery of a new secondary school for the City was agreed at Cabinet in February 2021, and this specification endorsed for consultation in October 2021.

Under section 6A of the Education and Inspections Act 2006 (the 'free school presumption') where a local authority identifies the need to establish a new school it must, in the first instance, seek proposals to establish an academy. This specification is designed to guide Academy Trusts in submitting their application to sponsor the new school as outlined below and has been informed by engagement with the local community and stakeholders for which it will serve.

Proposers should complete the Free School Presumption application form and return it to newsecondaryschool@worcestershire.gov.uk

Section B - The School

Overview

Age Range:

Secondary, 11-16

Gender:

Mixed

Proposed opening date:

September 2026

Capacity

600 places (four forms of entry)

The school will open initially with a year seven cohort only which will gradually feed through the school until reaching all year groups, allowing the number on roll to grow organically until finally reaching capacity in 2030.

The school site is of sufficient size to accommodate an eight forms of entry school. The school will be designed to enable future expansion when required.

Special provision:

It is highly likely that we will seek to open a 12 place Mainstream Autism Base (MAB) as part of the school, following the Worcestershire MAB specification

Area/community to be served:

The need for the school has arisen from growing demand for local places in the South East area of Worcester. It is therefore expected that the new school will cater for this local demand.

The school will be located on land at Newtown Road on the eastern edge of Worcester, identified below

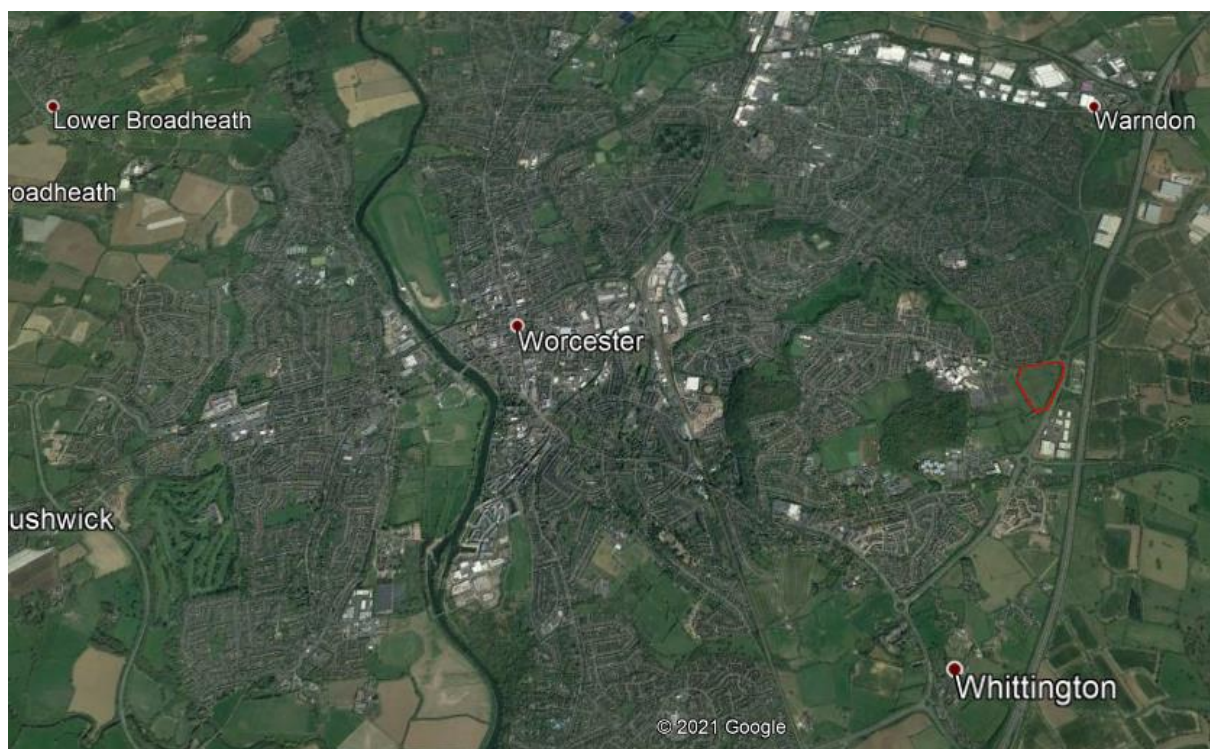


Figure 2 Location of the proposed secondary school

Admissions Arrangements

The school will have a published admission number of 120 places. The overall capacity of the school will be 600 (four forms of entry from Years 7 - 11).

The school will need to cater to local demand, and therefore admissions arrangements will be expected to align with that goal. The Sponsor will be required to abide by the Codes of Practice on Admissions and Admissions Appeals and participate in the Authority's co-ordinated schemes for admissions and the In Year Fair Access Protocol.

It is recommended that the oversubscription criteria should prioritise siblings of pupils at the school, children of staff and then allocations based on distance.

Once a preferred sponsor has been identified discussions will take place to agree an Admissions Policy. Please note that the preferred sponsor will need to prepare and submit this to the DfE promptly once notified. Please refer to the external guidance on admissions for further information of requirements¹.

¹ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/389813/Free_School_Admissions_Guidance.pdf.

It is expected that the Academy Trust will be part of the co-ordinated admissions scheme of the Local Authority from the year of opening, unless for exceptional reasons. This is to ensure we are able to work closely on arrangements for opening, and to ensure the process is clear and streamlined for families wishing to apply for a place at the school. All endeavours should be made by the preferred sponsor to be a part of the co-ordinated admissions scheme from the first year of admissions to provide clarity and consistency for applications.

Transport

The school will be accessible through walking and cycling routes from the community it serves and will be close to major bus routes. A Traffic Impact Assessment will be carried out by the Council as part of the planning process for the build project. The appointed sponsor will then be required to develop a School Travel Plan encouraging safe travel to school which promotes walking and cycling.

Facilities

It is expected that the chosen Academy Sponsor will build an ongoing holistic understanding of their pupils and their needs, and facilities should reflect an ethos of inclusivity.

It will be expected that the Academy Sponsor will have a strong IT Policy that seeks to utilise technology to support inclusivity and accessibility for all pupils, including children with special educational needs or disabilities (SEND) including children with Dyslexia or hearing impairment.

Moreover, the management of other facilities such as bathrooms and staff facilities must link to the inclusivity policy of the school in particular gender and self identity.

The community use of core facilities such as sports halls and libraries can have a positive effect on the local community, support in community cohesion and integration, and enable these facilities to be used most effectively. It is expected that the Sponsor will establish a community use agreement to ensure facilities are available for community use

Accessibility and Inclusivity

It is expected that the chosen sponsor must have a strong ethos and evidence of effective practice to ensure inclusivity of all pupils, and ensure all pupils are able to access the curriculum, quality first teaching (QFT) and high-quality teaching. This must include making appropriate adjustments for pupils with SEND, vulnerable learners and Looked after Children. This should be linked to facilities management, inclusive policy and practice, and behaviour management. The school must fulfil its duty to have the relevant SEND Information Report, SEND Policy, Accessibility Policy and other policies relating to vulnerable learners written and published on the school's website. During engagement with parents and the community, ensuring the school is responsive to children with SEND and has ingrained values of inclusivity was highlighted of key importance for the school so that pupils feel safe and are able to access their education in an positive and welcoming environment which meets their needs

It will be expected that the sponsor can show an approach to education that includes:

- In addition to QFT the school should use carefully selected and evidence based small group and one to one targeted intervention when needed
- The school should deploy teaching assistants and support staff where needed – these staff will also have access to SEND, Vulnerable Learner, Young Carers, and Looked after Children training. This deployment should reflect what is known about evidence-based practice and there should be clear plans and arrangements in place to review outcomes achieved on a regular basis.
- The school should actively engage with the SEND teams in WCF and other professionals to support all areas of SEND and Inclusion. This will include proactive working as well as fulfilling statutory duties for pupils with SEND, including those receiving SEND Support and those with EHCPs.
- In addition to provision for CYP with an EHCP who have a diagnosis of autism through the Mainstream Autism Base, the chosen sponsor will be expected to evidence a strong approach to supporting pupils with a diagnosis of Autism Spectrum Disorder (ASD) and those with social communication difficulties through mainstream lessons and provision available to all pupils.
- The school should actively engage with the Worcestershire Children First (WCF) Vulnerable Learners team to support the needs of vulnerable pupils and should be compliant with all legislation focused on this cohort of CYP.
- The school should engage with the Virtual School to meet the needs of LAC pupils where needed and should be compliant with all legislation focused on this cohort of children and young people.

- The school should have a behaviour policy that does not discriminate against pupils with SEND or vulnerable learners and achieves good outcomes for these children and young people in line with evidence-based practice.
- The school should pay full regard to understanding and implementing good practice from the national context such as the:
 - SEND Code of Practice 2015 [SEND code of practice: 0 to 25 years - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/281423/SEND_Code_of_Practice_2015.pdf)
 - Equalities Act 2010 [Equality Act 2010: guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/281423/Equality_Act_2010_guidance.pdf)
 - Reasonable Adjustments for Disabled pupils – Guidance for schools [reasonable adjustments for disabled pupils 1.pdf \(equalityhumanrights.com\)](https://www.equalityhumanrights.com/en/education/2015/03/24/reasonable-adjustments-for-disabled-pupils-1)
 - Supporting pupils with medical conditions at school - [Supporting pupils at school with medical conditions \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/281423/Supporting_pupils_at_school_with_medical_conditions.pdf)

The school will pay full regard to the local context and guidance for SEND and follow the:

- WCF Graduated Response when supporting pupils with SEND [Graduated Response \(SEND support in education provision\) | Worcestershire County Council](https://www.worcestershire.gov.uk/graduated-response)
- WCF Accessibility Guidance
- The school will be proactive in preventing exclusions and will following the Graduated Response to preventing Exclusions in Mainstream Schools.
- The school should commit to staff continuing professional development and training to upskill senior leaders, teachers, teaching assistance and other school staff in understanding the requirements to meet the individual needs of pupils.
- The school should commit to implementing reasonable adjustments so pupils with SEND can be an active and valued part of the school community and access learning, which will include but not be limited to effective differentiation of the curriculum.
- The school should meet the parents of children with SEND regularly to develop school and parent relationships and agree support/ outcomes for pupils to ensure continual integration and access to education and school life. Coproduction of policy and practice for children and young people with SEND with families will be key to effective provision.
- The school will effectively delegate Pupil Premium funding and track impact on pupils.
- The school should have a SEND Governor in place – the SEND Governor will be supported in going on governor training.
- The school will utilise the Early Help pathway to identify children at the earliest stage for support and complete an assessment in line with WCF community Early Help

assessment processes, including the completion of a Supporting Families assessment and follow WCF processes for reporting.

- An Early Help offer should be integrated onto school websites to enhance support for parents, children and their families.
- Pupil participation in decision making that directly affects them is critical, and it will be expected that the schools will have a formal structure in place which allows pupils, including those students who have SEND and/or are vulnerable learners, to have a real say in issues that affect them and to know that their opinions count. We would expect the Sponsor to, as a minimum, have a school council which actively encourages participation and engagement in democracy, local and global citizenship and accountability. Further best practice for pupil participation can be found here: <https://www.education-ni.gov.uk/articles/school-councils-and-pupil-participation>

Health and Wellbeing

It is expected that the Sponsor will have a strong approach to ensuring the health and wellbeing and pupils and staff, in consideration of both physical and mental health.

Recent engagement with parents and the community emphasised the importance of the Sponsor's approach to supporting pupil and staff mental health, reducing stress and anxiety, and ensuring pupils develop the skills to thrive after leaving school. We would expect the chosen Sponsor to have:

- An ethos of pupil and staff wellbeing throughout policy and practice, with evidence of engagement and commitment to national and local schemes /initiatives and opportunities to promote well-being and prevent mental ill health
- A clear policy which documents the approach to ensuring and improving pupil and staff health
- Safe spaces and quiet areas for pupils to access for counselling sessions or to support with emotional regulation or sensory needs
- Development opportunities for staff and a process for ensuring wellbeing is prioritised

The design of schools can also support the health and wellbeing of students and staff, contributing to increased performance and reduced absenteeism. In particular, the integration of green spaces within and around a school improves the mental development of children, increases students' memory, and improves attention span. There is ample opportunity on this site to integrate green infrastructure into school life.

Section D – Education Plan

Approach to education

The chosen Sponsor must have a strong approach to education and be able to evidence:

- Strong leadership track record with experience of leadership in a range of schools to provide depth of knowledge assurance regarding best practice for school development.
- A strong educational vision and a curriculum delivery based on high standards of attainment for each key stage.
- An ambitious, broad and balanced, and deliverable curriculum plan which is consistent with the vision and pupil intake. This could include a curriculum table and pupil build up chart.
- Strategies for measuring pupil performance effectively and setting challenging targets.
- Quality assurance model to ensure pupil performance, behaviour and attendance targets are maintained and improved.
- A staffing structure that will deliver the planned curriculum within the expected income levels; with a focus on outstanding teaching (including strategies for effective performance management). This could also include an organogram and staff build up chart.
- A dedicated head of school with experience of strong leadership
- Descriptions of how the needs of all children are fully provided for and how the school will be fully inclusive (please see section below on accessibility and inclusivity for more details)
- Details of enrichment and extended services, for example: breakfast clubs; sports clubs; homework clubs; and music/art clubs

Section I – Partnership working

We would expect the chosen Sponsor to work closely with the Local Authority and other local schools and community partners to share best practice across Worcestershire and improve outcomes for children and parents. As a minimum we would expect the Sponsor to:

- Have a local understanding of Worcester and the areas for which the school will serve.
- Attend partnership meetings such as Early Help and Safeguarding forums and other

related schemes

- Utilise the Early Help offer to ensure Early Help partner agencies in the local community and countywide are able to support children in the school by signposting or referrals
- Link to Adult and Family Learning to enhance learning opportunity for children and families in their school and community.
- Link in closely with 'Keeping Children Safe in Education', 'Working Together', and other critical initiatives and partnerships to ensure the wellbeing and safety of young people.

Section E – Capacity and Capability

It must be demonstrable that the Academy Sponsor has the resource and experience to successfully provide secondary school provision in line with this specification. This must include:

- Strong evidence of education outcomes across existing school/s
- A demonstrable record of strong financial management across the Trust and individual school/s
- Evidence and proven learning of how the operation and policies of school/s in the Trust have adapted to the needs of their individual and unique communities
- The resources you would draw on and/or deploy to support the development of the new free school by the opening date
- Clear evidence that you have the range of skills and abilities necessary to set up and then run a school effectively, including: managing school finances; leadership; project management; marketing; human resources; safeguarding; and health and safety
- How the school would be organised and what the governance arrangements would look like, including a diagram of the proposed structures

Section F – Funding and Costs

The design and build costs will be met by Worcestershire County Council from a combination of funding through County Council borrowing and Section 106 developer

contributions. The project will be commissioned by Worcestershire County Council in line with the approved specification.

The land will remain within the ownership of Worcestershire County Council, with a 125 year lease issued to the Academy Trust at a peppercorn rent.

Currently, the funding for mainstream schools is allocated to LAs by the DfE through their National Funding Formula (NFF) from the Schools Block DSG on a 'lagged' funding basis using the previous October pupil census. There is also a national Pupil Growth Fund (PGF) allocated by the DfE based upon their national formula, which is designed to support the revenue cost implications of approved growth in pre-16 pupil numbers to meet basic need and revenue costs for new schools.

The funding has been based on the current funding structures in place as at the time of the competition. However, it is anticipated that by school opening date, the DfE would have implemented their full 'hard' NFF. The implications of this on the Schools Block DSG and PGF are currently unknown but therefore the below may be subject to change by the time of school opening.

So, taking this into account, in terms of pre-opening funding and on-going revenue funding, this will be a call on the allocation of the PGF received by WCC as part of its Schools Block DSG. The pre-opening funding will be £100k to support the set-up costs for the key appointments e.g. Headteacher, School Business Manager, etc from the start of the Spring Term prior to the school being opened in the following September. Based upon the 4FE model (120 pupils in KS3), using the approved WCC PGF criteria on the current secondary MFL of £5,415 per pupil, will require an annual commitment of £0.65m for 5 years from the PGF to support the school's growth in Year 7. This is indicative funding and is subject to Worcestershire Schools Forum approval and any changes from the DfE arising from any implementation of their 'hard' NFF policy. Also, being based upon estimated numbers it will be adjusted annually for the effect of actual pupil numbers against the 120 funded from the PGF. As the school year groups grow the October census will fund the year groups 8 to 11 on a lagged funding actual pupil number basis as detailed above.

As the new school will be a free school, the successful sponsor will need to enter a revenue funding agreement with the Secretary of State for Education. The DfE currently provides £25,000 for legal expenses to the successful sponsor. The on-going school revenue costs will be met from the Dedicated Schools Grant.

It is highly likely that we will seek to include a 12 place mainstream autism base (MAB) as part of this school. If this is the case the number of commissioned places will equal the number of places for which the MAB is designated. Each place will have a financial value and the aggregate value of the places plus the pupil top up provides the budget for running the MAB. There will be a requirement for an end of financial year audit and financial report to the LA, showing an analysis of income and expenditure for the MAB.

Section G – Impact and Equalities Assessments

As prescribed by section 9 of the Academies Act 2010 and section 149 of the Equality Act 2010, the Local Authority must assess the potential impact of any new school on existing educational provision in the area. The local authority must also consider whether the new school would impact on any groups with protected characteristics.

Section H – Application process and contact details

Proposers *must* be DfE approved sponsors. If you are not already an approved sponsor you will need to apply separately through the formal sponsor approval process. You should contact the DfE about becoming a sponsor before submitting a proposal and you can find out more information at: <https://www.gov.uk/guidance/sponsor-an-academy>

Bids must be submitted by 1st April 2022. Applicants should take account of the relevant criteria in Annex C of the free school presumption guidance. and expectations outlined in Section B of this document.

All forms can be downloaded from www.worcestershire.gov.uk/newsecondaryschool

Please submit your application by the submission deadline. As a minimum, this must include the Application Form downloadable from the above link.

If you would like further information or wish to discuss your application, please contact newsecondaryschool@worcestershire.gov.uk

NB: The Local Authority led free school presumption is a different route to the DfE's free school programme. Further information about how to establish a new school via the DfE's free school programme route can be found at: [Setting up a free school - GOV.UK](http://www.gov.uk/guidance/setting-up-a-free-school)

Section M - Timeline for provider competition

- Start of free school competition – 28/02/2022
- Application deadline – 01/04/2022
- Engagement Sessions – TBD
- Interviews take place – April 2022
- Recommendation shared with the Regional Schools Commissioner – May 2022

The Regional School Commissioner (RSC) for West Midlands, on behalf of the Secretary of State, will then consider the local authority assessments and recommendations before deciding which proposer is in the best position to take forward the new school. The RSC will inform the local authority and the successful proposer of its decision, and the local authority will inform any unsuccessful proposers.

CABINET
18 NOVEMBER 2021**RESOURCES REPORT – REVENUE BUDGET MONITORING -
MONTH 6 (30 SEPTEMBER) 2021/22**

Relevant Cabinet Member

Mr S E Geraghty

Relevant Officer

Chief Financial Officer

Recommendations

1. **The Cabinet Member with Responsibility for Finance (who is also the Leader of the Council) recommends that Cabinet:**
 - (a) **endorses his conclusions concerning revenue budget monitoring up to 30 September 2021;**
 - (b) **notes the financial impact and forecast for COVID-19 expenditure;**
 - (c) **notes the current progress regarding savings plans approved by Council in February 2021; and**
 - (d) **notes the report on borrowing and lending transactions during 2020/21 detailed in paragraphs 39-40.**

Executive Summary

2. This report details the 2021/22 outturn forecast for the Council's £355 million net revenue budget as at Month 6 (30 September 2021), the estimated financial impact of COVID-19 and progress to date on the savings and reforms programme.

3. The Council is forecasting a £1.3 million cost pressure after utilisation of COVID-19 grant income, that is 0.4% of its net revenue budget. As such the Council's financial resilience and standing remains strong.

4. The Council is managing around £52 million of additional one-off funding to support our response to COVID-19. This includes working alongside partners and suppliers to ensure vital support services are enabled across the County area. The Council's spend is in line with the additional funding allocated by Central Government and all funds are forecast to be utilised.

5. This latest position on Schools Dedicated Schools Grant (DSG) spending indicates that there will be a net deficit at year end (-£3.6m) with 35 schools in deficit and 81 in surplus. In addition, spend on the High Needs Block is forecast to overspend by £6.1 million. The funding of schools in the County remains an issue the Council is raising with Government and we understand more funding is being allocated and will be assessing the impact as part of setting next year's budget. The Council will continue to work with schools to look at any actions possible to reduce the forecast deficit by year end.

Summary Revenue Budget Monitoring 2021/22 Forecast at Month 6 (30 September 2021)

6. The County Council's net budget of £355 million was set by Full Council in February 2021.
7. This report covers the forecast financial position for 2021/22 to the end of Month 6 (30 September 2021) and shows an overall outturn forecast, as set out in Table 1, at Month 6 of a net overspend of £1.3 million, this is 0.4% of the annual net revenue budget.

Table 1: 2021/22 Month 6 Forecast

| Service area | Budget £m | Forecast £m | Variance £m |
|--------------------------------|----------------------|------------------------|------------------------|
| People – Adults | 133.807 | 133.797 | -0.010 |
| People – Communities | 20.105 | 20.107 | 0.002 |
| People – Public Health | -2.420 | -2.425 | -0.005 |
| Children's Services/WCF | 106.791 | 106.791 | 0.000 |
| Economy & Infrastructure | 55.349 | 55.533 | 0.184 |
| Commercial & Change | 7.762 | 7.821 | 0.059 |
| Chief Executive | 1.114 | 1.108 | -0.006 |
| Total: Service excl DSG | 322.508 | 322.732 | 0.224 |
| Finance/Corporate Items | 34.525 | 34.081 | -0.444 |
| Non-assigned items | -1.500 | 0.000 | 1.500 |
| TOTAL | 355.533 | 356.813 | 1.280 |

8. Table 1 identifies a net £0.244 million overspend on services, a £0.444 million underspend on corporate areas as a result of no commitments allocated against the corporate contingency budget, and a £1.5 million overspend as a result of pausing the Organisational Redesign project during the pandemic.
9. A further breakdown for each service area, including spending on the pandemic, is set out in Appendix 1 and in the following paragraphs.

Detailed summary

COVID-19 Funding and Spending

10. The following key assumptions are made in the forecast this year.
- COVID-19 expenditure is contained within the grant monies provided by Central Government
 - Qualifying expenditure that supports hospital discharges will be fully reimbursed via CCG's from Department of Health
11. Central Government has continued to issue grants to local authorities for cost pressures incurred in the new financial year in response to COVID-19. At the end of last financial year unspent COMF monies of £13.7 million and General Grant of £9.4 million were carried forward to 2021/22, and we have received a further £29.2 million to date bringing the total additional grants to £52.0 million. This is set out in more detail in Table 2.

Table 2: 2021/22 COVID-19 Grant Funding

| Grants for 2021/22 | £m |
|--|-------------|
| 2021/22 General Grant | 11.4 |
| 2021/22 CCG forecast | 5.7 |
| 2021/22 COMF | 2.9 |
| 2021/22 Transport | 0.4 |
| 2021/22 Self Isolation | 0.8 |
| 2021/22 Winter grant | 2.1 |
| 2021/22 Housing Support Grant | 3.9 |
| 2021/22 Holiday Activities & Food | 1.4 |
| 2021/22 Community Lateral Flow Testing | 0.6 |
| Sub Total | 29.2 |
| General Grant used in 19/20 | -0.3 |
| Add unspent General Grant b/f from 2020/21 | 9.4 |
| Add unspent COMF b/f from 2020/21 | 13.7 |
| TOTAL | 52.0 |

12. This funding will enable the Council to continue its response and it is forecast all these funds will be utilised this financial year. Some of this spend is through our partners and providers, including a large element of the latest Holidays activities and Food Grant that will provide support to families and vulnerable members of our community. At this stage all spending is in line with allocations and is expected to be spent on responding and recovering from the pandemic.

Service area spending

13. Forecast commentary on the more significant financial issues is included below in the following paragraphs and variances by individual service area greater than £0.250 million are set out in more detail in Appendix 2.

People Services Total Budget £151.5m, £0.013m underspend

14. The People Directorate, comprising Adult Social Care, Communities and Public Health, is forecasting an overall underspend of £0.013 million against its £151.5 million budget, that is less than one percent.

15. This forecast assumes the Council will continue to receive funding from the CCG for the Hospital Discharge Programme, and that broadly demographic and cost pressures can be managed from within existing budget limits. The more significant variations within the overall Directorate budgets are as follows:

People Services (Adult Social Care) Budget £133.8m, forecast to breakeven

16. The Adult Social Care budget is forecast to breakeven overall, with variances from budget as follows:

- Lower than expected placement costs resulting in underspend forecasts for Physical Disabilities (£0.8 million).
- £3.1 million overspend in respect of Learning Disability services due to higher than expected placement costs which are forecast to continue for the rest of the financial year.
- £2.0 million underspend in Support Services due mainly to a planned and targeted one-off recovery of direct payments income, and a reduction in spend on staffing.

17. Whilst the forecast at Period 6 is for a broadly breakeven position, demand for adult social care is expected to rise over the winter and with additional pressures faced in the care sector, including pay costs and hard to fill vacancies, this remains a key risk for the authority for this and future financial years.

People Services (Communities) Budget £20.1m, forecast to breakeven

18. The forecast position includes the following managed risks:

- Provider Services is forecast to break even following use of one-off COVID funding for loss of income and additional staffing costs at Howbury.

People Services (Public Health) includes £30.4m Public Health Grant Income and related expenditure.

19. As a result of the pandemic the service is taking several actions alongside its business as usual. As such the spending across the service straddles both costs under various COVID grants such as the Containment Outbreak Management Fund (COMF) and within the Public Health Ring-fenced Grant (PHRG). Overall, the service is forecasting a one-off underspend as a result of the use of other COVID grant monies, and it is anticipated we are able to carry forward £2.7 million into 2022/23. The service has and continues to identify plans to spend its reserves over the next two years, many of which are linked to recovery from the pandemic.

Childrens / WCF (excluding DSG) - Budget £106.8m, £0.797m overspend

20. The Children's Services relating to those services that remain within WCC budget is forecasting a break-even position at P6. Whilst the WCF forecast position is a £0.797 million deficit (less than 1% of the WCF budget). This mainly relates to increased demographic pressures in Placements for Looked After Children giving rise to a forecast £1.0 million overspend in this provision for an estimated 6.5% increase in placements over the remainder of this financial year.

21. The pressure in the social care budget remains due to an increased number of external placements since April 2020 which is consistent across the country where other local authorities are experiencing significant increases in costs for placements and overspends greater than Worcestershire. There has been a Covid-19 impact on our ability to move children and young people onto permanent arrangements which has contributed to increased costs, however the primary increase is due to the rising cost of residential and external foster care provision.

22. The overspend is being partially offset by other underspends across the Children and Young Peoples Social Care service, for example £0.4 million underspend on vacant posts, or where there are active efforts to reduce non-staffing spend. This is not a sustainable option as this the savings in staffing are a one-off short-term solution and will be picked up in the budget process for 2022/23.

23. The current DSG position is a forecast overspend of £6.1 million against a total budget of £224 million. This is consistent with previous forecasts. The overspend is exclusively within the High Needs block of the DSG and this together with a £3.2 million estimated catch up on School and Early Year Blocks will increase the overall DSG deficit brought forward from 2020/21 of £6.5 million to £15.7 million at the end of the year.

24. A high needs recovery plan is in place and this has been discussed at the Schools Forum and with Special School Heads. This remains a national issue with other councils in a significantly worse deficit than ours and we understand that the Department of Education is reviewing proposals to address and fund this.

Economy & Infrastructure (E&I) – Budget £55.4m, £0.184m overspend

25. The Economy and Infrastructure Directorate is forecasting to overspend its £55.4 million budget by £0.184 million.

26. Within this forecast there are a number of significant variances:

- £0.26 million forecast overspend in Transport Planning and Strategic Planning (part of Planning and Regulation) due to reduction in expected levels of capitalisation and impact of agency costs to cover hard to recruit vacancies.
- £0.25 million forecast underspend in Street Lighting due to reduction in energy costs following conversion to LED lighting.

27. Waste Services has an outstanding savings target of £3.8 million which relates to the WCC element of the waste contract. This remains a key area of risk for the Directorate and contract discussions are taking place to address this.

28. There are a number of other small pressures relating to reduction in levels of income partly due to COVID-19 and work is underway to monitor this and establish mitigating action to ensure budget pressures can be contained.

Commercial and Commissioning – Budget £7.8m, £0.059m overspend

29. The Commercial and Commissioning Directorate is forecasting to overspend its £7.8 million budget by £0.059 million. There are a number of small variations that are being managed successfully across the directorate.

30. Property services are forecasting their £0.4 million savings target as amber risk due to emerging works and this position is being closely monitored to ensure this is delivered.

Chief Executive/HR – Budget £1.1m, forecast to breakeven

31. The Chief Executive/HR function is forecasting a breakeven position on its £1.1 million budget. There are no significant variances to report.

Finance / Corporate / Non-assigned Budget £34.5 million, underspend £0.444 million underspend

32. The Financial Services budget includes corporate items such as Debt Interest and Minimum Revenue Provision (MRP). The £34.5 million budget for Finance / Corporate Items is forecast to underspend in total by £0.444 million.

33. Underspends arising due to treasury management, such as lower borrowing costs and slippage in the capital programme reducing borrowing need were transferred to the Financial Risk Reserve at the last Cabinet. The only other significant difference since that report is the Whole Organisation Contingency remains uncommitted giving rise to a £0.4 million underspend forecast, as such this is being used to offset overall cost pressures.

Savings programme Update

34. The savings target for 2021/22 is £12.2 million. £7.1 million was identified as part of the 2021/22 Budget Setting Process and £5.1 million was brought forward from last financial year. Progress is set out in Table 3:

Table 3: Savings Forecast as at Month 6 2021/22

| Service Area | Target £m | F'cast £m | Var £m | Detail |
|-----------------------|---------------|---------------|--------------|--|
| WCF | 2.950 | 2.950 | 0.000 | A review of back-office posts and vacancies is forecast to yield £0.650m; the restructure is now complete, and budgets have been removed. The in-sourcing of school improvement has enabled us to grow our traded element and we forecast to seek an additional £0.6m in 2021/22. Specific budget reductions have been identified and worked through with Service leads across the business. |
| E&I | 2.200 | 2.142 | 0.058 | Capitalisation of staffing costs across a range of service areas along with other income generation opportunities. |
| E&I (b/fwd) | 0.030 | 0.030 | 0.000 | County Enterprises efficiencies |
| E&I (b/fwd) | 0.830 | 0.830 | 0.000 | Review of management structures |
| E&I (b/fwd) | 0.500 | 0.434 | 0.066 | LEAN systems reviews continuing |
| E&I (b/fwd) | 3.800 | 3.800 | 0.000 | Waste Services |
| Commercial and Change | 0.400 | 0.400 | 0.000 | There is an ongoing review of property charges and costs following both COVID and the in-sourcing of PPL that expects to save £0.4m. |
| Corporate | 1.500 | 0.000 | 1.500 | This is a continuation of the Organisational Redesign target set in 2020/21 following work supported by external advisors to change the way we work and review structures and posts. This has been deferred due to work responding to the pandemic, however alternative plans are being reviewed to address this shortfall by year end. |
| Total | 12.210 | 10.586 | 1.624 | |

35. The above table shows that £1.624 million of savings are not forecast to be achieved this year. This is almost solely due to redirection of work to responding to the pandemic. The full programme with RAG status for each project is included at Appendix 6.

Schools in financial difficulty

36. Table 4 shows the latest summary forecast position for Schools to 31 March 2022.

Table 4: Schools 2021/22 Forecast Position - Summary

| | |
|--------------|-----------------------|
| -£7.0m | 35 Schools in Surplus |
| £10.6m | 81 Schools in Deficit |
| £3.6m | Net Deficit |

37. The net forecast position may deteriorate if schools convert to academy status in 2021/22. Schools with a forecast surplus will transfer these balances on conversion; where schools with a forecast deficit convert to academy status, the deficit will remain with the Council. The maximum risk remaining if deficit balance schools convert is £10.6 million.

38. Cabinet earlier this year approved a new Earmarked Reserve with £2.4 million set aside for adverse financial changes which fall to the County Council to resolve after exhausting support from the Department for Education. This would be used in part to offset the risk relating to deficit balances, however we continue to work with schools to seek actions to manage and recover deficits.

Borrowing and Lending Transactions 2021/22 Mid-Year Update

39. In accordance with Financial Regulations and the County Council's Treasury Management Policy Statement, the Chief Financial Officer is required to report annually on the activities of the Treasury Management operation. There has been no significant activity during the first half of the year.

40. The key highlights are: -

- The Council's treasury activities were managed successfully within the approved Prudential Indicator limits.
- The Base Rate remained at 0.10% for the entirety of the Financial Year.
- Investments of £101.0 million as at 30 September 2021 were prudently made to the UK Debt Management Office, other local authorities, Money Market Funds and Ultra-Short duration Bond Funds and are in line with the existing County Council Treasury Management Policy.
- £14.1 million of existing loans have been repaid during the year, in line with their contractual maturity.
- No new borrowing has been taken so far in 2020/21.
- Total long-term debt outstanding is within plan and stood at £508.6 million at 30 September 2021 at an average rate of 3.32% (3.27% as at 31 March 2021).

Summary Capital Budget Monitoring 2021/22 Forecast at Month 6 (30 September 2021)

41. The timing of capital expenditure over the current and future years has been reviewed and an updated profile is provided at Appendix 7.

42. The revised profile has taken account of schemes from last financial year and the impact that has on the current year's profile of expenditure and estimate for future years, along with re-profiling across financial years based on current best information available. This profile will continue to be reviewed and progress to achieve this year's programme of works is made.

43. There have been changes to values of capital schemes due to changes in external income and specific grants expected, and reallocations between schemes to take account of current information.

44. The overall revised Capital Budget for 2021/22 totals £198 million.

Table 4: Capital Programme

| TOTAL EXPENDITURE | YEAR-END | REVISED | REVISED | REVISED | REVISED |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|---|
| | OUTTURN | FORECAST | FORECAST | FORECAST | TOTAL |
| | 2020/21 | 2021/22 | 2022/23 | 2023/24 | (Incl. Outturn and Beyond 20/21) |
| | £000 | £000 | £000 | £000 | £000 |
| CHILDREN AND FAMILIES | 13,734 | 30,125 | 8,970 | | 52,829 |
| OPEN FOR BUSINESS | 55,358 | 71,290 | 2,600 | 200 | 129,448 |
| THE ENVIRONMENT | 51,076 | 77,378 | 4,403 | 1,000 | 133,857 |
| HEALTH & WELL-BEING | 314 | 3,689 | | | 4,003 |
| EFFICIENCY & TRANSFORMATION | 2,752 | 15,421 | 5,056 | | 23,229 |
| TOTAL | 123,234 | 197,902 | 21,029 | 1,200 | 343,365 |

Legal Implications

45. Legal advice will be provided to support any changes in service delivery in accordance with the requirements of the Council's policies and procedures.

Financial Implications

46. Members are required under Section 25 of the Local Government Act 2003 to have regard to the Chief Financial Officer's report when making decisions about the budget calculations for each financial year. This is undertaken through the approval of the annual budget in February each year.

47. Section 25 of the Act also covers budget monitoring and this process monitors the robustness of budgets, adequacy of reserves and the management of financial risk throughout the year. This Cabinet report highlights forecast variances arising from current financial performance and the possible impact of existing pressures on future expenditure so that appropriate action may be taken. A 0.4% overspend is significantly within the levels of tolerance and thus the Council's financial position and standing remains strong and resilient.

48. In discharging governance and monitoring roles, Members are asked to consider the issues arising and the potential impact on the budget as well as the financial risks arising. The sums for 2022/23 and beyond reflect the position as last February before any Government announcements still awaited on areas such as schools basic need, and a further update due to the timings of our local elections. The actual sums will therefore be significantly higher and more in line with 2021/22 in the budget setting process for 2022/23.

49. The Council's procedures for budget monitoring are reinforced through close financial support to managers and services on an ongoing basis to ensure processes and controls are in place to enable tight financial control.

HR Implications

50. A number of existing savings may impact on staff roles and responsibilities and where appropriate senior officers take advice from the Council's Human Resources team.

51. This will include undertaking consultations with staff, trade unions and any other affected body as appropriate.

Equality Duty Considerations

52. The Council will continue to have due regard to proactively addressing the three elements of the Public Sector Equality Duty in all relevant areas – in particular the planning and delivery of our services. The Council will continue to assess the equality impact of all relevant transformational change programmes and will ensure that Full Council has sufficient equalities assessment information to enable it to have due regard to the three elements of the Equality Duty when considering any changes to the budget. The Council will continue to ensure best practice is followed with regard to these requirements.

Risk Implications

53. The Cabinet report includes recommendations regarding the Council's forecast financial position for 2021/22 and the carry forward of earmarked reserves and unspent grants.

54. If approved, there are normal risks regarding ensuring that appropriate qualifying expenditure is incurred, and that spending is within the cash limited for budgets. These risks are mitigated through the regular budget monitoring process.

Privacy and Public Health Impact Assessment

55. A Health Impact Assessment has been undertaken with regard to this report and recommendations relating to new spending decisions to understand the potential impact they can have on Public Health outcomes across the county area.

56. This report is mainly about confirming the forecast financial position at this stage of the year reflecting existing Cabinet decisions and policies, and where appropriate utilising specific grant monies with spending restrictions associate with these grants.

57. Taking this into account, it has been concluded that there are no other specific health impacts as a result of new decisions arising from this Cabinet report.

58. A similar assessment has been undertaken with regard to privacy/data protection and has confirmed that there is no impact anticipated as a result of this report.

Supporting Information

- **Appendix 1** – Budget Monitoring Outturn Forecast for Month 6 - 30 September 2021
- **Appendix 2** - Budget variances greater than £0.250 million
- **Appendix 3** - Capitalisation
- **Appendix 4** – Proposed withdrawal from Grants/Reserves
- **Appendix 5** – Proposed Carry Forwards – Grants / Earmarked Reserves
- **Appendix 6** – List of Savings / RAG Analysis
- **Appendix 7** – Capital Programme

Contact Points

County Council Contact Points

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Specific Contact Points for this Report

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Rachael Hart, Financial Reporting Manager, 01905 84**3165**, rhart@worcestershire.gov.uk

Background Papers

In the opinion of the proper officer (in this case the Chief Financial Officer) the following are the background papers relating to the subject matter of this report:

Previous Cabinet Resources Reports [Browse meetings - Cabinet - Worcestershire County Council \(moderngov.co.uk\)](#)

| P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service | | | | | One Off / Adjustments | | | | |
|---|----------------------|--------------------|--|-----------------------------------|-----------------------|---|-----------------|----------------------|----------------------|
| Service | 2021/22 Gross Budget | 2021/22 Net Budget | 2021/22 Forecast Excluding One-off Adjustments | 21/22 Draft Variance Before Adj's | Transfer to Capital | Proposed Additional Use of Reserves / C/wd Grants | Proposed C/Fwds | Variance After Adj's | Variance After Adj's |
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | % |
| DSG - School Formula Budgets | 124,528 | 124,528 | 124,528 | 0 | 0 | 0 | | 0 | 0.0% |
| DSG - High Needs Pupils | 59,275 | 59,275 | 65,309 | 6,034 | 0 | 0 | (6,034) | 0 | 0.0% |
| DSG - Early Years | 36,476 | 36,476 | 36,476 | 0 | 0 | 0 | | 0 | 0.0% |
| DSG - Statutory Duties / Historic Commitments | 3,377 | 3,377 | 3,424 | 47 | 0 | 0 | (47) | 0 | 0.0% |
| DSG - Other School Grants | 15,177 | 0 | 0 | (0) | 0 | 0 | | (0) | -100% |
| DSG - Dedicated Schools Grant | 7,320 | (223,656) | (223,656) | 0 | 0 | 0 | | 0 | 0.0% |
| Total Dedicated Schools Grant (DSG) | 246,153 | 0 | 6,081 | 6,081 | 0 | 0 | (6,081) | (0) | -100.0% |
| WCF Contract | 124,949 | 106,791 | 106,791 | 0 | | | | 0 | 0.0% |
| Total WCF (Excl DSG) | 124,949 | 106,791 | 106,791 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| Business Management | 1,079 | 221 | 140 | (81) | 81 | | | 0 | 0.1% |
| Economy & Sustainability | 5,092 | 819 | 1,251 | 432 | (136) | (232) | | 64 | 7.8% |
| Waste management | 48,769 | 28,261 | 38,966 | 10,705 | | (10,705) | | 0 | 0.0% |
| Infrastructure Asset Management | 4,208 | 1,492 | 1,598 | 106 | (83) | | | 23 | 1.5% |
| Development Management | | 166 | 221 | 55 | | | | 55 | 33.1% |
| Infrastructure & Assets | 2,834 | 5,692 | 3,179 | (2,513) | (1,032) | | 3,286 | (259) | -4.6% |
| Sustainable Schemes | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0.0% |
| Highways Operations and PROW | 9,219 | 6,741 | 8,442 | 1,701 | (1,700) | | | 1 | 0.0% |
| Passenger Transport Operations | 16,866 | 10,637 | 10,824 | 187 | (60) | (127) | | 0 | 0.0% |
| Planning & Regulation | 1,314 | 639 | 1,592 | 953 | (419) | (278) | | 256 | 40.0% |
| Network Management | 3,496 | 683 | 821 | 138 | (96) | | | 43 | 6.3% |
| Economy & Infrastructure | 92,877 | 55,350 | 67,034 | 11,683 | (3,445) | (11,342) | 3,286 | 184 | 0.3% |
| COACH - Management | 580 | 222 | 220 | (2) | 0 | 0 | 0 | (2) | -1.1% |
| Legal and Democratic Services | 8,074 | 5,087 | 5,520 | 433 | (35) | (378) | | 20 | 0.4% |
| Commercial Team | 3,817 | 1,355 | 1,708 | 353 | 0 | (352) | | 1 | 0.1% |
| Property Services | 6,333 | 358 | 536 | 178 | (188) | | 55 | 44 | 12.4% |
| Technology | 9,191 | 739 | 1,145 | 406 | (191) | (219) | | (4) | -0.5% |
| Transformation & Change Team | 311 | (0) | 966 | 966 | (965) | (1) | | 0 | -100.0% |
| Total Commercial and Change | 28,306 | 7,761 | 10,095 | 2,334 | (1,379) | (950) | 55 | 59 | 0.8% |

| P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service | | | | | One Off / Adjustments | | | | |
|---|----------------------|--------------------|--|-----------------------------------|-----------------------|---|-----------------|----------------------|----------------------|
| Service | 2021/22 Gross Budget | 2021/22 Net Budget | 2021/22 Forecast Excluding One-off Adjustments | 21/22 Draft Variance Before Adj's | Transfer to Capital | Proposed Additional Use of Reserves / C/wd Grants | Proposed C/Fwds | Variance After Adj's | Variance After Adj's |
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | % |
| Engagement & Communications | 1,244 | 364 | 336 | (28) | 0 | (14) | | (42) | -11.5% |
| Health & Safety | 357 | 23 | 6 | (17) | 0 | (1) | | (18) | -78.6% |
| HR - Core | 4,091 | 404 | 434 | 30 | 0 | (25) | | 5 | 1.3% |
| HR - Old | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0.0% |
| Chief Executive | 327 | 322 | 371 | 49 | 0 | 0 | | 49 | 15.2% |
| Total Chief Executive | 6,019 | 1,113 | 1,147 | 34 | 0 | (40) | 0 | (6) | -0.5% |
| Adults Commissioning Unit | 14,260 | 2,305 | 2,175 | (130) | 0 | 0 | | (130) | -5.6% |
| Learning Disabilities | 72,490 | 60,313 | 63,436 | 3,123 | 0 | 0 | | 3,123 | 5.2% |
| Mental Health | 28,149 | 18,297 | 18,119 | (178) | 0 | 0 | | (178) | -1.0% |
| Older People | 102,301 | 66,276 | 66,721 | 445 | (440) | 0 | | 5 | 0.0% |
| Physical Disabilities | 19,586 | 15,429 | 14,643 | (786) | 0 | 0 | | (786) | -5.1% |
| Support Services | 509 | (17,959) | (20,004) | (2,045) | 0 | 0 | | (2,045) | 11.4% |
| Future Fit | 1,144 | (10,852) | (10,853) | (0) | 0 | 0 | | (0) | 0.0% |
| Total People - Adult Services | 238,439 | 133,807 | 134,237 | 430 | (440) | 0 | 0 | (10) | 0.0% |
| Adult Provider Services | 16,267 | 9,209 | 9,209 | (0) | 0 | 0 | | (0) | 0.0% |
| Strategic Libraries | 12,453 | 4,268 | 4,407 | 139 | 0 | 0 | | 139 | 3.3% |
| Museum Services | 776 | 657 | 655 | (2) | 0 | 0 | | (2) | -0.3% |
| Archives and Archaeology | 3,649 | 1,515 | 1,610 | 95 | 0 | 0 | | 95 | 6.3% |
| Greenspace & Gypsy Services | 1,841 | 197 | 197 | 0 | 0 | 0 | | 0 | 0.0% |
| Community Services Leadership Team | 207 | 207 | 205 | (2) | 0 | 0 | | (2) | -0.9% |
| Skills & Inv incAdult learning | 2,103 | 430 | 430 | 0 | 0 | 0 | | 0 | 0.1% |
| Severn Arts Music | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0.0% |
| SENDIASS | 191 | 52 | 63 | 11 | 0 | 0 | | 11 | 21.2% |
| Chs Comm & Ptnership | 329 | 329 | 89 | (240) | 0 | 0 | | (240) | -72.9% |
| Buildings and Pensions (CHS) | 11,679 | 407 | 513 | 106 | 0 | (106) | | 0 | 0.0% |
| Childrens S75 | 2,361 | 1,954 | 1,954 | 0 | 0 | 0 | | 0 | 0.0% |
| Education Statutory | 43 | | (0) | (0) | 0 | 0 | | (0) | 0.0% |
| Registration & Coroner | 2,212 | 881 | 904 | 23 | 0 | (23) | | 0 | 0.1% |
| Total People - Communities | 54,111 | 20,105 | 20,236 | 131 | 0 | (129) | 0 | 2 | 0.0% |

| P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service | | | | | One Off / Adjustments | | | | |
|---|----------------------|--------------------|--|-----------------------------------|-----------------------|---|-----------------|----------------------|----------------------|
| Service | 2021/22 Gross Budget | 2021/22 Net Budget | 2021/22 Forecast Excluding One-off Adjustments | 21/22 Draft Variance Before Adj's | Transfer to Capital | Proposed Additional Use of Reserves / Cfwd Grants | Proposed C/Fwds | Variance After Adj's | Variance After Adj's |
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | % |
| Public Analyst | 69 | 2 | 2 | | 0 | 0 | | 0 | 0.0% |
| Trading Standards | 871 | 122 | 117 | (5) | 0 | 0 | | (5) | -4.1% |
| Non PHRFG activities | 1,093 | (2,513) | (2,513) | (0) | 0 | 0 | | (0) | 0.0% |
| Public Health Grant Funded Services | 31,689 | (31) | (2,699) | (2,668) | 0 | 0 | 2,668 | 0 | -0.7% |
| People - Public Health | 33,722 | (2,420) | (5,093) | (2,673) | 0 | 0 | 2,668 | (5) | 0.2% |
| Total : Services (Excl DSG) | 578,423 | 322,508 | 334,447 | 11,939 | (5,264) | (12,461) | 6,009 | 224 | 0.1% |
| Financial Services | 5,575 | 1,418 | 1,418 | 0 | | | | 0 | 0.0% |
| Financing Transactions (Borrowing and Investments) | 18,075 | 17,678 | 13,800 | (3,878) | | | 3,878 | (0) | 0.0% |
| MSP | 11,098 | 11,098 | 10,000 | (1,098) | | | 1,098 | 0 | 0.0% |
| Contributions and Precepts | 267 | 267 | 267 | 0 | | | | 0 | 0.0% |
| Pension Fund Backfunding Liabilities | 4,464 | 4,464 | 4,464 | 0 | | | | 0 | 0.0% |
| Miscellaneous Whole Organisation Services | 924 | 668 | 188 | (480) | | | 480 | 0 | 0.0% |
| New Homes Bonus Grant Income | 0 | (1,513) | (1,513) | 0 | | | | 0 | 0.0% |
| COVID-19 | 0 | 0 | 0 | 0 | | | | 0 | 0.0% |
| Whole Organisation - Contingency | 444 | 444 | 0 | (444) | | | | (444) | -100.0% |
| Finance / Corporate Items | 40,846 | 34,524 | 28,624 | (5,900) | 0 | 0 | 5,456 | (444) | -1.3% |
| Organisation Review | (1,500) | (1,500) | 0 | 1,500 | 0 | 0 | | 1,500 | -100.0% |
| Other General Covid-19 Pressures | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0.0% |
| Commercial Savings | 0 | | | 0 | 0 | 0 | | 0 | |
| Financial Risk Reserve | 0 | | | 0 | 0 | 0 | | 0 | |
| Non-Assigned Items | (1,500) | (1,500) | 0 | 1,500 | 0 | 0 | 0 | 1,500 | -100.0% |
| Funding - Transfer To/(From) Reserves | (3,000) | (3,000) | 0 | 0 | 0 | | | 0 | 0.0% |
| Total (Excl DSG) | 614,770 | 352,533 | 363,071 | 7,538 | (5,264) | (12,461) | 11,465 | 1,280 | 0.4% |
| Council Tax | (285,197) | (285,197) | (285,197) | 0 | | | | 0 | 0.0% |
| Collection Fund (Surplus) / Deficit | (1,129) | (1,129) | (1,129) | 0 | | | | 0 | 0.0% |
| Business Rates Reserve | 0 | 0 | 0 | 0 | | | | 0 | 0.0% |
| Business Rates Retention Scheme | (66,207) | (66,207) | (66,207) | 0 | | | | 0 | 0.0% |

| P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service | | | | | One Off / Adjustments | | | | |
|---|----------------------|--------------------|--|-----------------------------------|-----------------------|---|-----------------|----------------------|----------------------|
| Service | 2021/22 Gross Budget | 2021/22 Net Budget | 2021/22 Forecast Excluding One-off Adjustments | 21/22 Draft Variance Before Adj's | Transfer to Capital | Proposed Additional Use of Reserves / Cfwd Grants | Proposed C/Fwds | Variance After Adj's | Variance After Adj's |
| | £000 | £000 | £000 | £000 | £000 | £000 | £000 | £000 | % |
| Total - Funding | (352,533) | (352,533) | (352,533) | 0 | 0 | 0 | 0 | 0 | 0.0% |
| Grand Total - Services and Funding (Excl DSG) | 262,237 | (0) | 10,538 | 7,538 | (5,264) | (12,461) | 11,465 | 1,278 | |
| Total Dedicated Schools Grant (DSG) | 246,153 | 0 | 6,081 | 6,081 | 0 | 0 | (6,081) | (0) | |
| Total | 508,389 | (0) | 16,619 | 13,619 | (5,264) | (12,461) | 5,384 | 1,278 | 0.362% |

P6 P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service
Directorate Variances over £250,000

| S/H | Dir. | Service | Budget £000 | Projection £000 | Variance £000 | Variance % | Comment |
|-----|--------|----------------------------------|----------------|--------------------|------------------|------------|---|
| S | PEOPLE | Learning Disabilities | 60,313 | 63,436 | 3,123 | 5.2% | Overspend due to increases in placement costs expected to continue for the remainder of 2021/22 |
| S | PEOPLE | Physical Disabilities | 15,429 | 14,643 | (786) | -5.1% | Reduction in placement costs compared with budgeted level |
| S | PEOPLE | Support Services | (17,959) | (20,004) | (2,045) | 11.4% | Underspend due to planned recovery of income and reductions in spend on staffing |
| S | E&I | Infrastructure & Assets | 5,692 | 5,433 | (259) | -4.6% | Underspend in Street Lighting due to reduction in energy costs following conversion to LED |
| S | E&I | Planning & Regulation | 639 | 895 | 256 | 40.0% | Overspend due to reduced capitalisation and increased staffing costs to cover hard to recruit vacancies |
| S | FIN | Whole Organisation - Contingency | 444 | | (444) | -100.0% | Use of corporate contingency to offset service costs |
| S | NON | Organisation Review | (1,500) | | 1,500 | -100.0% | Deferral of savings programme |

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| P6 | P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service |
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| |
|-----------------------------|
| Transfers To Capital |
|-----------------------------|

| | |
|-----------------|----------------|
| Subtotal | (5,264) |
|-----------------|----------------|

| S/H | Dir. | Service | Trf to Capital £000 | Capitalisation - Detail |
|-----|--------|---------------------------------|------------------------|--|
| S | PEOPLE | Older People | (440) | Capitalisation of eligible equipment within the Worcestershire Community Equipment Service. |
| S | E&I | Business Management | 81 | |
| S | E&I | Economy & Sustainability | (136) | |
| S | E&I | Infrastructure Asset Management | (83) | |
| S | E&I | Major Projects | (1,032) | |
| S | E&I | Highways Operations and PROW | (1,700) | |
| S | E&I | Passenger Transport Operations | (60) | Where staff time across directorates has been spent on designing or managing capital projects or activities such as transformation, where the Council receives benefit over a future period through efficiencies or future cost avoidance, these costs can be capitalised. |
| S | E&I | Planning & Regulation | (419) | |
| S | E&I | Network Management | (96) | |
| S | COACH | Legal and Democratic Services | (35) | |
| S | COACH | Property Services | (188) | |
| S | COACH | Technology | (191) | |
| S | COACH | Transformation & Change Team | (965) | |

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| P6 | P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service |
|-----------|--|

| |
|-----------------------------------|
| Additional Use of Reserves |
|-----------------------------------|

| | | |
|-----------------|-----------------|-----------------|
| Reserves | Subtotal | (12,461) |
|-----------------|-----------------|-----------------|

| S/H | Dir. | Service | Additional Use of Reserves £000 | Additional Use of Reserves - Detail |
|-----|--------|--------------------------------|------------------------------------|--|
| S | PEOPLE | Buildings and Pensions (CHS) | (106) | Budgeted use of Schools PFI Reserve |
| S | PEOPLE | Registration & Coroner | (23) | Additional use of Coroners Reserve to support increased workload |
| S | E&I | Economy & Sustainability | (232) | Use of Open for Business Reserve to fund economic development |
| S | E&I | Waste management | (10,705) | £6.1m Planned use of Waste PFI Reserve to support waste disposal contract expenditure, £3.8m to support waste contract savings and £0.8m additional tonnage and transformation costs |
| S | E&I | Passenger Transport Operations | (127) | To support Community Transport expenditure |
| S | E&I | Planning & Regulation | (278) | Use of Sub Regional Mineral Plan Reserve to fund Planning Development Control |
| S | COACH | Legal and Democratic Services | (378) | Comprises £570k use of Councillors Divisional Fund and £172k contribution to the Council Elections Reserve |
| S | COACH | Commercial Team | (352) | Staffing costs funded from Transformation Reserve to support service development |
| S | COACH | Technology | (219) | Transfer from Financial Risk Reserve to fund WCF pay uplift costs (£164k) and £55k planned use of Digital Reserve |
| S | COACH | Transformation & Change Team | (1) | Planned use of reserve to support Change Team costs |
| S | CEX | Engagement & Communications | (14) | Planned use of reserve to support Engagement & Communications |
| S | CEX | Health & Safety | (1) | Planned use of reserve to support Health & Safety |
| S | CEX | HR - Core | (25) | Planned use of reserve to support HR transformation |

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| P6 | P6 Outturn Forecast - 2021/22 SLT Revenue Budget Monitoring Forecast by Service |
|-----------|--|

Proposed Carryforwards

| | | |
|--------------|-----------------|--------------|
| C/fwd | Subtotal | 5,384 |
|--------------|-----------------|--------------|

| S/H | Dir. | Service | Cfwds | Carry Fwds - Detail |
|-----|--------|--|---------|---|
| | | | £000 | |
| S | PEOPLE | Public Health Grant Funded Services | 2,668 | Funding carried forward to support Public Health spend in 2022/23 to support pandemic recovery |
| S | E&I | Major Projects | 3,286 | Amounts carried forward to support Broadband Project Delivery |
| S | COACH | Property Services | 55 | Funding carried forward to support property spend projects in 2022/23, including £41k Wildwood Sinking Fund |
| S | CFC | DSG - High Needs Pupils | (6,034) | 21/22 High Needs Deficit carried forward |
| S | CFC | DSG - Statutory Duties / Historic Commitments | (47) | Overspend carried forward to DSG Deficit Reserve |
| S | FIN | Financing Transactions (Borrowing and Investments) | 3,878 | Treasury Management savings primarily driven by continued low interest rates and strong cash balances which enables the Council to defer external borrowing |
| S | FIN | MRP | 1,098 | MRP Policy underspend - to transfer to Financial Risk Reserve |
| S | FIN | Miscellaneous Whole Organisation Services | 480 | £0.7m insurance rebate less £0.2m reduction in dividend income |

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Savings Forecast 2021/22 P6

| Service Area | Target £m | F'cast £m | Var £m | Detail |
|-----------------------|---------------|---------------|--------------|---|
| People | 0.000 | 0.000 | 0.000 | Social care and communities will seek to manage demand and costs within their increased cash limit. |
| WCF | 2.950 | 2.950 | 0.000 | A review of back office posts and vacancies is forecast to yield £0.650m; the restructure is now complete and budgets have been removed. The in-sourcing of school improvement has enabled us to grow our traded element and we forecast to seek an additional £0.6m in 2021/22. Specific budget reductions have been identified and worked through with Service leads across the business. |
| E&I | 2.200 | 2.142 | 0.058 | Capitalisation of staffing costs across a range of service areas along with other income generation opportunities. |
| E&I (b/fwd) | 0.030 | 0.030 | 0.000 | County Enterprises efficiencies |
| E&I (b/fwd) | 0.830 | 0.830 | 0.000 | Review of management structures |
| E&I (b/fwd) | 0.500 | 0.434 | 0.066 | LEAN systems reviews |
| E&I (b/fwd) | 3.800 | 3.800 | 0.000 | Waste Services |
| Commercial and Change | 0.400 | 0.400 | 0.000 | There is an ongoing review of property charges and costs following both COVID and the in-sourcing of PPL that expects to save £0.4m. |
| Corporate | 1.500 | 0.000 | 1.500 | This is a continuation of the Organisational Redesign target set in 2020/21 following work supported by advisors 'C.Co' to change the way we work and review structures and posts. |
| Total | 12.210 | 10.586 | 1.624 | |

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Capital Programme 2020/21 to 2023/24 Onwards

| | YEAR-END OUTTURN 2020/21 | REVISED FORECAST 2021/22 | REVISED FORECAST 2022/23 | REVISED FORECAST 2023/24 and Beyond | REVISED TOTAL FORECAST (incl. outturn 20-21) |
|-----------------------------|--------------------------------|--------------------------------|--------------------------------|--|---|
| | £000 | £000 | £000 | £000 | £000 |
| TOTAL EXPENDITURE | | | | | |
| CHILDREN AND FAMILIES | 13,734 | 30,125 | 8,970 | | 52,829 |
| OPEN FOR BUSINESS | 55,358 | 71,290 | 2,600 | 200 | 129,448 |
| THE ENVIRONMENT | 51,076 | 77,378 | 4,403 | 1,000 | 133,857 |
| HEALTH & WELL-BEING | 314 | 3,689 | | | 4,003 |
| EFFICIENCY & TRANSFORMATION | 2,752 | 15,421 | 5,056 | | 23,229 |
| TOTAL | 123,234 | 197,902 | 21,029 | 1,200 | 343,365 |

| | YEAR-END OUTTURN 2020/21 | REVISED FORECAST 2021/22 | REVISED FORECAST 2022/23 | REVISED FORECAST 2023/24 and Beyond | REVISED TOTAL FORECAST (incl. outturn 20-21) |
|-----------------------------------|--------------------------------|--------------------------------|--------------------------------|--|---|
| | £000 | £000 | £000 | £000 | £000 |
| TOTAL FUNDING | | | | | |
| TEMPORARY AND LONG TERM BORROWING | 38,580 | 89,900 | 5,226 | 1,200 | 134,906 |
| CAPITAL RECEIPTS | | 14,509 | 3,550 | | 18,059 |
| GOVERNMENT GRANTS | 77,673 | 80,080 | 7,593 | | 165,346 |
| CAPITAL RESERVE | 399 | 604 | | | 1,003 |
| THIRD PARTY CONTRIBUTIONS | 6,583 | 12,809 | 4,660 | | 24,052 |
| TOTAL | 123,234 | 197,902 | 21,029 | 1,200 | 343,365 |

| | YEAR-END OUTTURN 2020/21 | REVISED FORECAST 2021/22 | REVISED FORECAST 2022/23 | REVISED FORECAST 2023/24 and Beyond | REVISED TOTAL FORECAST (incl. outturn 20-21) |
|--|--------------------------------|--------------------------------|--------------------------------|--|---|
| | £000 | £000 | £000 | £000 | £000 |
| Children and Families | | | | | |
| - The Chantry High School Expansion | 22 | | | | 22 |
| - Nunnery Wood High School Expansion | 206 | 1,402 | | | 1,608 |
| - Christopher Whitehead High School Expansion | 15 | | | | 15 |
| - Rushwick Primary School Expansion | 62 | 68 | | | 130 |
| - Bengeworth 1st | 28 | 111 | | | 139 |
| - Social Care Projects | | 37 | | | 37 |
| - Social Care Projects 17/18 | | 3,323 | | | 3,323 |
| - Evesham St Andrews | 7 | 122 | | | 129 |
| - Leigh and Bransford | | 165 | | | 165 |
| - Holyoaks Field 1st School | 3,304 | 1,662 | | | 4,966 |
| - Flexible use of Capital Receipts | | 133 | | | 133 |
| - Major Schemes - Residual | | 54 | | | 54 |
| - Capital Maintenance | | 13,360 | 1,400 | | 14,760 |
| - Basic Need | 10,090 | 6,295 | 7,570 | | 23,956 |
| - School Managed Schemes (Inc. Universal Infant School meals and Devolved Formula Capital) | | | | | |
| - EFA Extension of Provision (Early Years) | | 259 | | | 259 |
| - Higher Level Need Grant 21-22 | | 1,539 | | | 1,539 |
| - Special Provision | | 1,452 | | | 1,452 |
| - Composite Sums - Residual | | 142 | | | 142 |
| TOTAL | 13,734 | 30,125 | 8,970 | | 52,829 |

| | YEAR-END OUTTURN 2020/21 | REVISED FORECAST 2021/22 | REVISED FORECAST 2022/23 | REVISED FORECAST 2023/24 and Beyond | REVISED TOTAL FORECAST (incl. outturn 20-21) |
|--|--------------------------------|--------------------------------|--------------------------------|--|---|
| | £000 | £000 | £000 | £000 | £000 |
| Open for Business | | | | | |
| - Open for Business (including Economic Game Changer Sites). | 41 | 6,509 | 450 | | 7,000 |
| - QinetiQ Land Purchase | 101 | 1,899 | | | 2,000 |
| - Worcester Technology Park | | 18 | | | 18 |

| | | | | | |
|---|---------------|---------------|--------------|------------|----------------|
| - Malvern Hills Science Park Scheme | 121 | 0 | | | 121 |
| - Local Broadband Plan Phase 1 | 1 | 3,809 | | | 3,810 |
| - Local Broadband Plan Phase 3 | 1,788 | 1,598 | | | 3,386 |
| - A4440 WSLR Phase 4 | 17,784 | 20,631 | | | 38,415 |
| - A38 Bromsgrove | 6,121 | 6,188 | | | 12,309 |
| - Kidderminster Churchfields | 2,430 | 55 | | | 2,485 |
| - Pershore Northern Infrastructure (including up to £6.4m from HIIF) | 3,277 | 5,991 | 2,000 | | 11,268 |
| - Capital Skills Programme | 222 | 0 | | | 222 |
| - Southern Link Dualling Phase 3 | 1,147 | 1,968 | | | 3,115 |
| - Southern Link Dualling Phase 3 - Broomhall Way Footbridge | 4,853 | 486 | | | 5,339 |
| - Getting Building Fund - Vale Business Park | 600 | | | | 600 |
| - Getting Building Fund - Low Carbon Housing | | 610 | | | 610 |
| - Getting Building Fund - Construction & Automotive Skills (Kidderminster College) | | 550 | | | 550 |
| - Getting Building Fund - Health, Wellbeing & Inclusive Sport (University of Worcester) | 993 | 2,008 | | | 3,000 |
| - Getting Building Fund - Flood Resilience Tenbury - (Environment Agency) | 144 | 356 | | | 500 |
| - Getting Building Fund - Malvern Technology Park | 445 | 1,405 | | | 1,850 |
| - Getting Building Fund - Redditch Transport Interchange | 231 | 769 | | | 1,000 |
| - Worcester Parkway Regional Interchange | 2,182 | 1,387 | | | 3,569 |
| - Kidderminster Rail Station Enhancement | 1,199 | 0 | | | 1,199 |
| - Railway Stations Upgrades / Extra Parking | 204 | 3,917 | | | 4,121 |
| - Worcester Shrub Hill Industrial Estate | 9,672 | 6,178 | | | 15,850 |
| - Next Generation Economic Game Changer Sites | 156 | 555 | 150 | 200 | 1,061 |
| - Town Centre Improvements: | | | | | |
| - Evesham | 85 | 605 | | | 690 |
| - Redditch | 239 | 234 | | | 473 |
| - Stourport | 17 | 69 | | | 86 |
| - Worcester | 397 | 763 | | | 1,160 |
| - Kidderminster Town Centre Phase 2 | 17 | 0 | | | 17 |
| - Redditch Town Centre | | 0 | | | 0 |
| - Worcester City Centre | 31 | -0 | | | 30 |
| - Malvern Public Realm | | 39 | | | 39 |
| - ERDF Capital Projects | 861 | 2,691 | | | 3,552 |
| TOTAL | 55,358 | 71,290 | 2,600 | 200 | 129,448 |

| | YEAR-END OUTTURN 2020/21 | REVISED FORECAST 2021/22 | REVISED FORECAST 2022/23 | REVISED FORECAST 2023/24 and Beyond | REVISED TOTAL FORECAST (incl. outturn 20-21) |
|-----------------|--------------------------------|--------------------------------|--------------------------------|--|---|
| The Environment | £000 | £000 | £000 | £000 | £000 |

Local Transport Plan:

| | | | | | |
|--------------------------------------|--------|--------|--|--|--------|
| - Structural Carriageway/Bridgeworks | 33,349 | 30,691 | | | 64,040 |
| - Integrated Transport | 135 | 3,914 | | | 4,049 |

Major Schemes: Infrastructure

| | | | | | |
|---|-------|-------|-------|-------|-------|
| - Cutting Congestion: | | | | | |
| - A38 / A4104 Staggered Junction Upton | 768 | 5,696 | | | 6,464 |
| - Evesham Town Centre | 48 | 126 | | | 174 |
| - Bromsgrove Town Centre | 36 | 731 | | | 767 |
| - Hoobrook Roundabout, Kidderminster | 1,535 | 2,190 | | | 3,726 |
| - Walking and Cycling Bridges: | | | | | |
| - River Severn - Keepax to Gheluvelt Park | 908 | 3,802 | | | 4,709 |
| - River Severn - Sabrina Bridge refurbishment | 2,144 | 56 | | | 2,200 |
| - Local Members Highways Fund | 1,345 | 1,895 | | | 3,240 |
| - Road Safety Improvements | | 553 | | | 553 |
| - Traffic Signals Grant | | 500 | | | 500 |
| - Public Sector Decarbonisation | 7 | 879 | | | 886 |
| - South Little ton to Blackminster Cycleway | | 101 | | | 101 |
| - Hampton Bridge | 61 | 1,000 | 3,260 | | 4,321 |
| - Walk Cycle Route to Worc Parkway | 77 | 13 | | | 90 |
| - Green Deal Communities | | 3 | | | 3 |
| - Investment Initiatives to Support Business and /or Green Technology | | 1,323 | | | 1,323 |
| - Energy Efficiency - Spend to Save | | 462 | | | 462 |
| - Warm Homes Fund | 51 | 379 | 23 | | 453 |
| - Eastham Bridge | | 18 | | | 18 |
| - Pavement Improvement Programme | 2,232 | 5,815 | | | 8,047 |
| - Cutting Congestion Programme | 3,095 | 3,567 | | | 6,662 |
| - Highway Flood Mitigation Measures | 90 | 2,994 | | | 3,084 |
| - Bewdley Flood Mitigation Measures | | 500 | | | 500 |
| - Worcester Transport Strategy | 6 | 437 | | | 443 |
| - Hoobrook Link Road - Pinch Points | 2 | 25 | | | 27 |
| - Public Rights of Way | 283 | 1,167 | | | 1,450 |
| - Worcester Woods Paths Project | 31 | | | | 31 |
| - Zebra Crossings Package | 396 | 183 | | | 579 |
| - Covid 19 Emergency Active Travel Fund | 64 | 552 | | | 616 |
| - Highways Capital Maintenance Costs | | 2,000 | 1,000 | 1,000 | 4,000 |
| - Highways Strategic Investment Fund | 993 | 334 | 120 | | 1,447 |
| - Completion of Residual Schemes | -202 | 224 | | | 22 |
| - Vehicle Replacement Programme | 1,391 | 313 | | | 1,704 |

| | | | | | |
|---------------------------------------|---------------|---------------|--------------|--------------|----------------|
| - Street Column Replacement Programme | 2,232 | 4,935 | | | 7,168 |
| TOTAL | 51,076 | 77,378 | 4,403 | 1,000 | 133,857 |

| | YEAR-END OUTTURN 2020/21 £000 | REVISED FORECAST 2021/22 £000 | REVISED FORECAST 2022/23 £000 | REVISED FORECAST 2023/24 and Beyond £000 | REVISED TOTAL FORECAST (incl. outturn 20-21) £000 |
|--|--|--|--|--|---|
| Health and Well-Being | | | | | |
| Major Schemes: | | | | | |
| - Capital Investment in Community Capacity/ Specialised Housing | -182 | 2,283 | | | 2,101 |
| - IT Personalisation | 447 | | | | 447 |
| - A&CS Minor Works | 5 | 266 | | | 271 |
| - Social Care Performance IT Enhancement | | 593 | | | 593 |
| - Worcester Library and History Centre (Non - PFI capital costs) | 25 | 122 | | | 147 |
| - Redditch Library | | 119 | | | 119 |
| - Libraries Minor Works | 19 | 228 | | | 247 |
| - Kidderminster Library | | 78 | | | 78 |
| TOTAL | 314 | 3,689 | | | 4,003 |

| | YEAR-END OUTTURN 2020/21 £000 | REVISED FORECAST 2021/22 £000 | REVISED FORECAST 2022/23 £000 | REVISED FORECAST 2023/24 and Beyond £000 | REVISED TOTAL FORECAST (incl. outturn 20-21) £000 |
|--|--|--|--|--|---|
| Efficiency and Transformation | | | | | |
| Major Schemes: | | | | | |
| - Digital Strategy | 1,812 | 5,513 | 1,506 | | 8,831 |
| - Repair and Maintenance of a Longer Term Benefit (And BUoP) | 939 | 1,938 | | | 2,877 |
| - Stourport Library/ Coroners Relocation to Civic Centre | | 18 | | | 18 |
| - Capitalised Transformation Costs | | 7,953 | 3,550 | | 11,503 |
| TOTAL | 2,752 | 15,421 | 5,056 | | 23,229 |

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