**Sustainable Communities for Learning Programme**

**Business Case Executive Summary Proforma**

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| **LA / College Name** |  |
| **Project Title** |  |
| **Business Case Stage** |  |
| **Brief overview of project (max 100 words)** | |
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**Strategic Case**

**School Organisation**

Names of schools/campuses included as part of project:

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Capacity:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Existing (FTE)** | | **Proposed (FTE)** | | **Change +/-** | |
| **EM** | **WM** | **EM** | **WM** | **EM** | **WM** |
| **Childcare Offer** |  |  |  |  |  |  |
| **Nursery** |  |  |  |  |  |  |
| **Primary** |  |  |  |  |  |  |
| **Secondary** |  |  |  |  |  |  |
| **Post-16** |  |  |  |  |  |  |
| **Additional Learning Needs** |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |

Is a statutory consultation required in accordance with the School Standards and Organisation (Wales) Act 2013?

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| **Yes** |  | **No** |  |

If yes, please outline the timescales:

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**Sustainability**

Confirmation that BREEAM Excellent, or higher, will be achieved?

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Confirmation the scheme will be designed to achieve the Programme’s mandated Net Zero Carbon (NZC) standard. Please provide an overview of the NZC strategy (**max 100 words**).

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Confirmation sprinklers will be installed:

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| **Yes** |  | **No** |  |

If no, please outline why:

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**Planning / Land**

Is a land acquisition required for the project? If so, please provide an overview of process and anticipated timescales (**max 100 words**).

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Is planning permission required?

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| **Yes** |  | **No** |  |

If yes, have you engaged with the Local Planning Authority? Please provide a summary of considerations (will a PAC be required? Will Pre-app advice be sought?) (**max 100 words**).

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**Active Travel / Highways**

Have you engaged with the Local Highway Authority and Active Travel Officer? Please provide a summary of considerations (**max 100 words**).

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If the proposal involves changes to the location of one or more schools/ nurseries/ colleges, how does the proposed location support the sustainable transport hierarchy, which prioritises walking, then cycling, then public transport over private car use. (**max 100 words**).

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How will you encourage pupils and staff to use walking, cycling, and public transport to travel to and from school? (**max 100 words**).

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|  | **Yes / No** | **Please provide evidence and attach any relevant documents** |
| Have you undertaken any travel or traffic assessments? If so, please attach these. |  | *E.g. traffic impact assessments* |
| For new locations, please estimate the change in travel distances for pupils and staff. |  | *E.g. analysing pupil location data* |
| Are your proposals already reflected on your local authority’s Active Travel Network Map? |  | (i.e. is the location connected to an existing or planned active travel route?) |
| If the location is not currently served by appropriate walking and cycling routes, will these be in place by the time of opening? |  | *E.g. Developer contribution, SRiC or AT Funding* |
| What steps have you taken to minimise the need for car parking spaces on site? |  |  |
| Is there a travel plan already in place? If so, please attach a copy. If not, when will it be prepared? And who will monitor the travel plan and review it on a regular basis? |  |  |
| Have you considered making the access area a School Streets area?  (A school street is where the area outside one or more schools is closed to traffic at the start and end of each school day) |  |  |
| Are there programmes that will encourage and enable active travel already in place or planned? |  | *E.g. Kerbcraft, cycle training, participation in Active Journeys, Walking promotion, cycle to work scheme, car / lift sharing?* |

**Flooding/Drainage**

Will Sustainable Drainage Approval Body (SAB) approval be required?

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| **Yes** |  | **No** |  |

If yes, have you engaged with the SAB Authority? Please provide a summary of considerations. (max 100 words)

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Does the project include an area within a flood zone as per the current and proposed technical advice note 15?

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| **Yes** |  | **No** |  |

If yes, please outline how this will be managed:

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**Welsh Language**

How does the project support Cymraeg 2050 strategy and the authorities’ WESP or FE and Apprenticeship Welsh Medium Action Plan?

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|  | **How will the proposal support?** |
| **Local Authorities** | |
| **Outcome 1**  More nursery children/ three year olds receive their education through the medium of Welsh |  |
| **Outcome 2**  More reception class children/ five year olds receive their education through the medium of Welsh |  |
| **Outcome 3**  More children continue to improve their Welsh language skills when transferring from one stage of their statutory education to another |  |
| **Outcome 4**  More learners study for assessed qualifications in Welsh (as a subject) and subjects through the medium of Welsh |  |
| **Outcome 5**  More opportunities for learners to use Welsh in different contexts in school |  |
| **Outcome 6**  An increase in the provision of Welsh-medium education for pupils with additional learning needs (ALN) (in accordance with the duties imposed by the Additional Learning Needs and Education Tribunal (Wales) Act 2018 |  |
| **Outcome 7**  Increase the number of teaching staff able to teach Welsh (as a subject) and teach through the medium of Welsh |  |
| **Further Education** | |
| Ensuring that learners are provided with support and information to progress along the Welsh language continuum in post-16 education and training and onto post-19 where appropriate. |  |
| Create an improved infrastructure to enable learners to increase the level of learning undertaken through the medium of Welsh. |  |
| Build and extend existing staff development opportunities to enable post-16 education and training providers to increase the level of Welsh-medium provision. |  |
| Engage effectively with employers to enable effective skills planning to take place. |  |

Has a Welsh Language Impact Assessment been undertaken?

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| **Yes** |  | **No** |  |

If yes, please provide a copy.

If no, please outline why this has not been required.

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**Digital Inclusion**

Please confirm if you have considered whether the school/college internet provision can be opened up to allow for public access (e.g. community Wi-Fi) and for ICT equipment to be made available to support community use? What was the outcome? **(Max 100 words).**

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**Benefits**

Please outline how the project supports the investment objectives of the Sustainable Communities for Learning Programme **(max 100 words).**

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Provide an overview of facilities available to the community **(max 100 Words).**

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**Economic Case**

Short listed options:

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Preferred way forward? Why?

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**Financial Case**

**Size and Cost Standard**

Proposed Area:

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|  | **Area (m2)** |
| New build |  |
| Light Refurbishment |  |
| Medium Refurbishment |  |
| Heavy Refurbishment |  |
| **Total** |  |

Is the scheme being designed in accordance with the relevant Building Bulletin or FE Space Norms? (Please outline which guidance has been used for the project)

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Breakdown of areas:

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| **Schools** | **Proposed Area (m2)** | **Colleges** | **Proposed Area (m2)** |
| Childcare |  | Please specify areas |  |
| Nursery |  |  |  |
| Primary |  |  |  |
| Secondary |  |  |  |
| Post 16 |  |  |  |
| ALN |  |  |  |
| Other (please specify) |  |  |  |
| **Total** |  | **Total** |  |

Please provide justification for any areas in excess of the relevant Building Bulletin or Space Norms.

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Breakdown of cost:

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|  | **Cost (£)** |
| Construction cost |  |
| ICT |  |
| FFE |  |
| NZC |  |
| Abnormals |  |
| **Total** |  |

Provide a breakdown of abnormal costs (including allocated cost for each):

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**Funding**

Breakdown of funding

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| --- | --- | --- | --- |
|  | | Funding (£) | Percentage (%) |
| Welsh Government Grant | |  |  |
| LA/FEI | General Capital Funding |  |  |
| Capital Receipts |  |  |
| S106 Contributions |  |  |
| Reserves |  |  |
| Borrowing |  |  |
| Other |  |  |
| Total | |  |  |

Please outline any other Welsh Government grants allocated to support the proposal.

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Please confirm LA or College funding has been approved.

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**A current Programme Funding Forecast is required at business case submission, if not included, the submission will not be taken forward for scrutiny.**

**Commercial Case**

How will the project be procured? **(Max 100 words)**

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What are the proposed contractual relationships? **(Max 100 words)**

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Confirmation a project bank account will be utilised?

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Provide an overview of the approach to maximising community benefits? **(Max 100 words)**

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**Management Case**

Overview of governance arrangements for project **(max 100 words).**

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