**OFFICIAL – SENSITIVE**

**[Local Authority/ Further Education Institution]**

**Strategic Outline Programme (SOP) – Rolling Programme**

**Overview**

This document is aimed at local authorities, further education institutions, and diocesan authorities when preparing a Strategic Outline Programme for the next phase of strategic infrastructure funding from the Sustainable Communities for Learning Programme which will see the start of delivery partners’ rolling programme. The form aims to capture your Rolling Programme - Strategic Outline Programme (SOP) aligning with your latest Estate Strategy.

Guidance is given at the beginning of each section, but should be read in conjunction with Rolling Programme: [Sustainable Communities for Learning rolling programme | GOV.WALES](https://www.gov.wales/sustainable-communities-learning-rolling-programme) and with the HM Treasury Guide to Developing The Programme Business Case, [Guide to developing the Programme Business Case (gov.wales)](https://www.gov.wales/sites/default/files/publications/2018-08/guide-to-developing-the-programme-business-case.pdf)

Please complete all relevant sections of this form including the statement of approval of this information in **Section 9.**

Please note that the budget for the Rolling Programme is a fixed annual budget and prioritisation of projects will take place should applications for funding exceed the resources available. In the first instance projects will be prioritised based on building condition and sufficiency, but the exercise may consider wider investment objectives such as, but not limited to, flexibility of assets, efficiency of the education estate and deprivation.

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| **Please return a signed, electronic copy of the form to the Sustainable Communities for Learning Mailbox:**  Cymunedau Dysgu Cynaliadwy / Sustainable Communities for Learning [SustainableCommunitiesForLearning@gov.wales](mailto:SustainableCommunitiesForLearning@gov.wales) |

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# Rolling Programme Costs

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| Costs should be calculated based on the relevant cost benchmark for year 1-3 of your rolling programme with a baseline year 4 cost for the remainder of the programme i.e. years 4 to 9. Identified separately, optimism bias as per HM Treasury Green Book should be included together with anticipated abnormal costs.  Cost share between Welsh Government and delivery partners should be based on the following intervention rates.   |  |  | | --- | --- | | Category | Intervention Rate (%) | | Community, Voluntary Controlled Schools and Foundation | 65 | | Voluntary Aided Schools of Religious Character | 85 | | Special Schools & PRUs | 75 | | Mutual Investment Model (Revenue Funded element) | 81 | | Mutual Investment Model (Associated Capital Cost) | 65 | | Further Education Institutions | 65 | | Extra Over Costs of Net Zero Carbon[[1]](#footnote-1) | 100 | |

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| **Total Project Costs Years 1,2 & 3**  *e.g. £45,000,000* |  |
| **Welsh Government contribution**  *e.g. £29,250,000* |  |
| **LA/ FEI contribution**  *e.g. £15,750,000* |  |

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| **Total Project Costs Years 4,5 & 6**  *e.g. £45,000,000* |  |
| **Welsh Government contribution**  *e.g. £29,250,000* |  |
| **LA/ FEI contribution**  *e.g. £15,750,000* |  |

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| **Total Project Costs Years 7,8 & 9**  *e.g. £45,000,000* |  |
| **Welsh Government contribution**  *e.g. £29,250,000* |  |
| **LA/ FEI contribution**  *e.g. £15,750,000* |  |

# Executive Summary

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| **Outline the main focus of your SOP/ Estates Strategy?**  *1000 words maximum* |
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# Strategic Case

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| The purpose of the strategic dimension of the Strategic Outline Programme is to make the case for change and to demonstrate how it provides strategic fit. Specific strategic fit with Welsh Government policies is required in line with the sub sections. |

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| **How does your Programme link to local and national strategies e.g. the Wellbeing of Future Generations (Wales) Act 2015, Cymraeg 2050: Welsh language Strategy and childcare strategies?**  *750 words maximum* |
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| **Highlight any differences to your strategic case since Band B version of your SOP/ Estates strategy was produced.**  **Please provide details of benefits and risks of your Programme.**  *750 words maximum* |
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# Strategic Case - Welsh in Education Strategic Plans (WESP) or Further Education and Apprenticeship Welsh-medium Action Plan

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| **How does your Programme align with the relevant Welsh Language plan?**  For LA’s you will need to demonstrate how your proposed investment plan will support the delivery of the agreed target of year 1 learners over the life of your 10 year plan.  *500 words maximum* |
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# Strategic Case - Regeneration and Town Centre First

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| **How does your Programme link to these policy areas?**  *500 words maximum* |
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# Strategic Case - Active Travel

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| **How does your Programme link to this policy area?**  *500 words maximum* |
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# Strategic Case - Sustainability and Decarbonisation

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| **How does your Programme contribute to decarbonisation, sustainability including a positive contribution towards ecology?**  *500 words maximum* |
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# Strategic Case - Demand for Places

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| **How does your Programme link to School Organisation policy area or for colleges explain your projections for demand?**  *500 words maximum* |
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# Strategic Case - Community Access

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| **How does your Programme support your wider communities, in every aspect of social, environmental and economic life as well as through educational provision?** LA’s to identify contributions towards Community Focused Schools.  *500 words maximum* |
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# Strategic Case - Additional Learning Needs

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| **How does your Programme link to this policy area?**  *500 words maximum* |
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# Economic Case

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| The purpose of the economic dimension of the Strategic Outline Programme is to identify the proposal that delivers best social value to society, including wider social and environmental effects. |

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| **Highlight any differences to the Economic Case since the latest version of your SOP/ Estates strategy was produced.**  *1000 words maximum* |
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# Commercial Case

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| The purpose of the commercial dimension of the Strategic Outline Programme is to demonstrate that the preferred option will result in a viable procurement and a well-structured deal between the public sector and its service providers. |

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| **Highlight any differences to the Commercial Case since the latest version of your SOP/ Estates strategy was produced.**  **Please include details of what delivery models you are considering e.g. batching or single delivery.**  *1000 words maximum* |
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# Financial case

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| The purpose of the financial dimension of the Strategic Outline Programme is to demonstrate the affordability and funding of the preferred option, including the support of stakeholders and customers, as required. |

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| **Highlight any differences to the Financial Case since the latest version of your SOP/ Estates strategy was produced.**  **Please give details of the match funding arrangements for your Programme and confirm whether or not it is affordable.**  *1000 words maximum* |
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# Management Case

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| The purpose of the management dimension of the Strategic Outline Programme is to demonstrate that robust arrangements are in place for the delivery, monitoring and evaluation of the scheme, including feedback into the organisation’s strategic planning cycle. |

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| **Highlight any differences to the Management Case since the latest version of your SOP/ Estates strategy was produced.**  *1000 words maximum* |
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| **Please provide details of the structures in place to deliver the projects within your Programme and contact details of the core team.**  *500 words maximum / organogram* |
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**Please provide key milestones for the Programme**

***COPY PLAN HERE***

# Rolling Programme Projects

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| Projects should be identified in the nine-year capital programme with:   * Years 1, 2 and 3 projects expected to reach full business case within the 3 years. * Years 4, 5 and 6 projects being developed and going through statutory consultation. * Years 7, 8 and 9 being pipeline projects. |

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| **How many projects do you intend to deliver in each segment of your rolling programme?** | |
| **Years 1-3** |  |
| **Years 4-6** |  |
| **Years 7-9** |  |

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| **What are they? (Please note that details of the projects should also be included in the Project Data Collection spreadsheet and attached). The projects should be ranked in both documents in order of priority.** |
| **Years 1-3**  *500 words maximum* |
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| **Years 4-6**  *500 words maximum* |
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| **Years 7-9**  *500 words maximum* |
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# Statement of Approval for Strategic Outline Programme (SOP) – Rolling Programme

**Please complete as appropriate:**

**I confirm that the updates in this form have been signed off by either the Cabinet of the local authority or the Board of the further education institution:**

|  |  |
| --- | --- |
| **Local Authority / College** |  |
| **Name**  *Printed* |  |
| **Name**  *Signed* |  |
| **Position in the organisation** |  |
| **Date**  DD/MM/YYYY |  |

**If there has not yet been sign off at Cabinet or Board level, please confirm when this is anticipated. Please also confirm at what level the document has currently been signed off.**

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1. Subject to Ministerial Approval for future years. [↑](#footnote-ref-1)