

Revenue Budget Setting 2021/22 to 2023/24

Directorate: Place & Growth

Bid No.	Type	Bid Name	Cumulative movement from 20/21*			RAG Status
			2021/22	2022/23	2023/24	
P&G.8	Special Item	Customer Relationship Management (CRM) System/Document Management System for Highways and Transport (H&T)	£120,000	£0	£0	Amber
P&G.26	Special Item	Local Transport Plan 4 and Delivery Plan	£50,000	£150,000	£0	Green
P&G.34	Special Item	Contingency to offset any failure to achieve the stretched target for additional car park income	£250,000	£0	£0	Amber
P&G.15	Special Item	Additional budget to support preparation of Local Plan Update with consultant hire to prepare, maintain local plans and carry out viability modelling	£100,000	£175,000	£0	Green
P&G.23	Special Item	Building Control (BC) fees shortfall - reconciliation of BC Service account at the end of the current shared service agreement	£100,000	£0	£0	Red
Total			£620,000	£325,000	£0	

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Growth	£0	£0	£0
Invest to Save	£0	£0	£0
Savings	£0	£0	£0
Special Item	£620,000	£325,000	£0

* Special Items - Non Cumulative

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Bid Details

Bid Type	Special Item	One off budget (i.e. not permanent / recurring). Positive figure for increasing expenditure or reducing income. Negative figure for reducing expenditure or increasing income
Bid Name	Customer Relationship Management (CRM) System/Document Management System for Highways and Transport (H&T)	
Description of Bid Inc. (Reason for Bid i.e. Demand / Legislative / Discretionary)	Funding to support the development and provision of a CRM/Document management system as part of our continuous improvement programme. There is currently no central system for managing any of our correspondence both into and out of the service. The provision of a centralised system that is accessible to all staff will improve our response to our stakeholders, ensure that responses are consistent and will improve efficiency when our staff respond to enquiries	
Supporting Evidence / Trend Analysis / Business Case ref		
Impact if bid not successful	Continue our current inefficient, inconsistency approach to dealing with enquiries which is providing our stakeholders with a reduced level of service.	
Additional comments	Funding to commission the WBC Information, Management & Technology (IMT) team to support the provision of a new system in H&T	

Finance Information

		Yr 1	Yr 2	Yr 3
		2021/22	2022/23	2023/24
Amount needed per year	Expenditure	£120,000	£0	£0
	Income	£0	£0	£0
<i>Cumulative movement from 20/21 budget</i>		£120,000	£0	£0

RAG Status (Certainty around financial request and project delivery)	Green	High certainty on figures and project delivery
	Amber	Some certainty on figures and project delivery
	Red	Low certainty on figures and project delivery

Select "RAG Status"	Amber
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Comments regarding RAG Status	Figure is an estimate - there has currently been no engagement yet with IMT to define scope and therefore cost.
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Benchmarking

Supporting benchmarking information (Unit cost, demand stats, comparison to LAs, etc)	
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Sign Off

Service Manager	Matt Gould
Assistant Director	Andy Glencross
Director	Chris Traill
Lead Member Briefed	Pauline Jorgensen

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Bid Details

Bid Type	Special Item	One off budget (i.e. not permanent / recurring). Positive figure for increasing expenditure or reducing income. Negative figure for reducing expenditure or increasing income
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Bid Name	Local Transport Plan 4 and Delivery Plan
Description of Bid Inc. (Reason for Bid i.e. Demand / Legislative / Discretionary)	WBC's current Local Transport Plan 3 was completed in 2011; we have a statutory duty to keep the LTP current and it is therefore in need of updating. Work has commenced on a new plan, though the scale of work means that this will span over further financial years. The previous LTP does not have a delivery plan which should identify all of the necessary projects required to deliver the strategy, this will be produced as part of this project, setting out the key projects for the Highways and Transport Team for the period to 2036.

Supporting Evidence / Trend Analysis / Business Case ref	Will support MTFP sub categories as follows: Climate Emergency - CO2 Reduction Environment - Alternative Transport Investment and Regeneration - Housing delivery Roads and Transport - Alternative Transport / Road Improvements
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Impact if bid not successful	The scale of the project and its outputs means it exceeds our current level of budget available in the service. If the bid does not proceed existing revenue funds will need to be allocated to this work which would have a significant impact of normal service delivery or the production of the LTP4 would need to be stalled/timescales extended meaning the completion may not coincide with the Local Plan Update.
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Additional comments	This will set out our strategy for the next 15 years, defining our major schemes and projects identifying key areas for the teams to focus on; this will therefore be directly link, and based upon, other key strategies and plans across all services of the council as appropriate.
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Finance Information

		Yr 1	Yr 2	Yr 3
		2021/22	2022/23	2023/24
Amount needed per year	Expenditure	£50,000	£150,000	£0
	Income	£0	£0	£0
<i>Cumulative movement from 20/21 budget</i>		£50,000	£150,000	£0

RAG Status (Certainty around financial request and project delivery)	Green	High certainty on figures and project delivery
	Amber	Some certainty on figures and project delivery
	Red	Low certainty on figures and project delivery

Select "RAG Status"	Green
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Comments regarding RAG Status	Cost and timescales are based on fee estimates from our highway alliance partners, timescales are partly dependant on the Local Plan Update as these are being programmed to be delivered in parallel.
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Benchmarking

Supporting benchmarking information (Unit cost, demand stats, comparison to LAs, etc)	
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Sign Off

Service Manager	Matt Gould
Assistant Director	Andy Glencross
Director	Chris Trail
Lead Member Briefed	Pauline Jorgensen

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Bid Details

Bid Type	Special Item	One off budget (i.e. not permanent / recurring). Positive figure for increasing expenditure or reducing income. Negative figure for reducing expenditure or increasing income
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Bid Name	Contingency to offset any failure to achieve the stretched target for additional car park income	
Description of Bid Inc. (Reason for Bid i.e. Demand / Legislative / Discretionary)	A corresponding savings bid has been submitted for £500K in relation to positive action that is planned to recover car parking income lost over the 2020/21 financial year as a result of the COVID-19 pandemic. Achieving the savings target will be dependent on the how quickly we recover from the pandemic and the use of our car parks return close to `normal` i.e. pre-pandemic levels. There is still significant uncertainty as to when and how quickly we will recover for the pandemic and as a result we may be unable to achieve the savings target, therefore this Special Item has been proposed as a contingency to offset any shortfall in the car parking income during 2021/22.	

Supporting Evidence / Trend Analysis / Business Case ref	
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Impact if bid not successful	There will be no ability to offset any shortfall in our savings target which is contingent on a good recovery from the COVID-19 pandemic
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Additional comments	
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Finance Information

		Yr 1	Yr 2	Yr 3
		2021/22	2022/23	2023/24
Amount needed per year	Expenditure	£250,000	£0	£0
	Income	£0	£0	£0
<i>Cumulative movement from 20/21 budget</i>		£250,000	£0	£0

RAG Status (Certainty around financial request and project delivery)	Green	High certainty on figures and project delivery
	Amber	Some certainty on figures and project delivery
	Red	Low certainty on figures and project delivery

Select "RAG Status"	Amber
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Comments regarding RAG Status	Uncertainty regarding recover from COVID-19 pandemic and the impact the pandemic has had on `normal` behaviour.
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Benchmarking

Supporting benchmarking information (Unit cost, demand stats, comparison to LAs, etc)	
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Sign Off

Service Manager	Matt Gould
Assistant Director	Andy Glencross
Director	Chris Traill
Lead Member Briefed	58 Juline Jorgensen

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Directorate	Place & Growth	
Bid Details		
Bid Type	Special Item	One off budget (i.e. not permanent / recurring). Positive figure for increasing expenditure or reducing income. Negative figure for reducing expenditure or increasing income
Bid Name	Additional budget to support preparation of Local Plan Update with consultant hire to prepare, maintain local plans and carry out viability modelling	
Description of Bid Inc. (Reason for Bid i.e. Demand / Legislative / Discretionary)	<p>Additional budget to support the preparation and adoption of a new local plan - known as the Local Plan Update.</p> <p>The council is required under the Planning and Compulsory Purchase Act to prepare and maintain up-to-date local plans. The council has started the process of reviewing the adopted plans - the Core Strategy (2014) and the Managing Development Delivery (2014) local plans, setting the special item budget 28422 (Major inquiry for sites allocations). Since originally set, the programme for the preparation of the new local plan has changed and increased evidence requirements have resulted from this and changes in national planning policy.</p> <p>It is estimated that an additional £100k is required in 2021/22 and that further funds estimated at £175k will be required in 2022/23.</p> <p>Budget 28422 relates solely to the preparation of the local plan and associated evidence base. It does not cover supplementary planning policy work such as the Borough Design Guide, or other activities such as neighbourhood development plans.</p>	
Supporting Evidence / Trend Analysis / Business Case ref	An estimate of future spend has been undertaken. Costs are estimated using comparable projects and the previous costs associated with the adopted Core Strategy and MDD local plans.	
Impact if bid not successful	<p>Unable to meet statutory requirement of maintaining up-to-date local plans.</p> <p>The consequence of not having an up-to-date local plan include:</p> <ul style="list-style-type: none"> -the loss of ability to manage development, including where it occurs and the impacts; -increased costs associated with appeal proceedings relating to speculative developments; -the loss of ability to introduce carbon neutral building standards; -reduced ability to collect planning obligations and Community Infrastructure Levy (CIL) towards infrastructure improvements; -reduce ability to require a proportion of affordable homes from developments; and -Government intervention regarding the plan-making function. 	

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Additional comments	<p>The preparation of the Local Plan Update is a corporate priority.</p> <p>Capacity funding accessed via Homes England has been secured. Additional conversations are taking place seeking to secure additional funds. These are in addition to those expressed in this bid.</p>
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Finance Information

		Yr 1	Yr 2	Yr 3
		2021/22	2022/23	2023/24
Amount needed per year	Expenditure	£100,000	£175,000	£0
	Income	£0	£0	£0
<i>Cumulative movement from 20/21 budget</i>		<i>£100,000</i>	<i>£175,000</i>	<i>£0</i>

RAG Status (Certainty around financial request and project delivery)	Green	High certainty on figures and project delivery
	Amber	Some certainty on figures and project delivery
	Red	Low certainty on figures and project delivery

Select "RAG Status"	Green
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Comments regarding RAG Status	An estimate of future spend has been undertaken. Costs are estimated using comparable projects and the previous costs associated with the adopted Core Strategy and MDD local plans.
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Benchmarking

Supporting benchmarking information (Unit cost, demand stats, comparison to LAs, etc)	Costs are estimated using comparable projects and the previous costs associated with the adopted Core Strategy and MDD local plans.
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Sign Off

Service Manager	Ian Bellinger
Assistant Director	Nigel Bailey
Director	Chris Traill
Lead Member Briefed	Wayne Smith

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Directorate	Place & Growth
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Bid Details

Bid Type	Special Item	One off budget (i.e. not permanent / recurring). Positive figure for increasing expenditure or reducing income. Negative figure for reducing expenditure or increasing income
Bid Name	Building Control (BC) fees shortfall - reconciliation of BC Service account at the end of the current shared service agreement	
Description of Bid Inc. (Reason for Bid i.e. Demand / Legislative / Discretionary)	End of Agreement - covering any deficit in the trading account due to covid reduced fee income	
Supporting Evidence / Trend Analysis / Business Case ref	Based on latest estimate of 2020/21 lost income	
Impact if bid not successful	Deficit in account when closed at the end of the current shared service	
Additional comments	The service can run with deficit in the ring fenced account but this will need to be settled at the end of the agreement in June 2021	

Finance Information

		Yr 1	Yr 2	Yr 3
		2021/22	2022/23	2023/24
Amount needed per year	Expenditure	£100,000	£0	£0
	Income	£0	£0	£0
<i>Cumulative movement from 20/21 budget</i>		£100,000	£0	£0

RAG Status (Certainty around financial request and project delivery)	Green	High certainty on figures and project delivery
	Amber	Some certainty on figures and project delivery
	Red	Low certainty on figures and project delivery

Select "RAG Status" Red

Comments regarding RAG Status	The loss of income is not fully known at this stage due to the in-year position
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Benchmarking

Supporting benchmarking information (Unit cost, demand stats, comparison to LAs, etc)	Based on current reduction in fee income at June which was £34k per month and projecting this forward assuming some recovery
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Sign Off

Service Manager	Roger Paine
Assistant Director	Clare Lawrence
Director	Chris Traill
Lead Member Briefed	Parry Batth

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