

# **Title of report: Peterchurch Primary School Rebuild**

**Meeting: Cabinet**

**Meeting date: Thursday 27 October 2022**

**Report by: Cabinet member children and families;**

## **Classification**

Open

## **Decision type**

Key

This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.

Notice has been served in accordance with Part 3, Section 9 (Publicity in Connection with Key Decisions) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

## **Wards affected**

Golden Valley North;

## **Purpose**

To approve the rebuilding of Peterchurch Primary School on its existing site.

## **Recommendation(s)**

**That:**

- (a) Planning permission be sought for the rebuild of Peterchurch Primary School on its current site;**
- (b) Subject to securing planning consent, the rebuild of Peterchurch Primary School, at a capacity of 140 pupils plus 26 nursery places, and to include provision of a nurture hub be approved within a budget of £10.853m including fees and contingency;**

- (c) A period of 12 months is allowed for the school and Parish Council to seek a viable arrangement to fund and maintain a new replacement swimming pool, with delegated authority given to the Section 151 Officer in consultation with Corporate Director, Children and Young People and Cabinet Members for Commissioning, Procurement and Assets and Children's and Family Services, and Young People's Attainment, to consider and decide any business case put forward;**
- (d) In the absence of a viable business case in recommendation (c), the demolition and making good of the swimming pool site be approved within the budget;**
- (e) Delegated responsibility for award of procured contracts for the lifecycle of the project, is given to the Corporate Director, Children and Young People; and**
- (f) The Service Director, Education, Skills and Learning, be authorised to take all operational decisions necessary to implement the above.**

### **Alternative options**

1. Do nothing – not recommended, A programme of maintenance work will need to be carried out over the next three years at a cost of approx. £600K, which is a significant amount of the modest maintenance grant supplied by government. In addition to planned work the council would expect to incur further costs for reactive work in line with the previous three years. Given the extent of the dilapidation at the school, further health and safety issues could arise for which the council could be held liable. Children will continue to learn in an unsuitable environment.
2. Close the school – not recommended. The council would have to follow the statutory process as defined in the Education and Inspections Act 2006, which has additional requirements when considering the closure of a rural school. This is a long 5 stage process which will include a published consultation with clear rationale for the closure, alternative options and the impact on the community to name just a few matters that would need to be addressed. There is no capacity in the neighbouring schools to accommodate all the children currently on roll at Peterchurch Primary School, additional capacity would therefore need to be provided – at a cost. The nearest five primary schools are 4.9, 5.3, 6.8, 7.2 and 7.6 miles away from Peterchurch which would involve providing transport to enable the children to attend, this would again come at a cost and would have an impact on the environment. Given the above, it would be hard to justify that Peterchurch Primary School is no longer required and the only option is the closure of the school.
3. Acquire a new site adjacent to Fairfield High School and rebuild Peterchurch Primary School there – this option has been explored in great detail and has been deemed as unviable. A study identified that significant transport and drainage infrastructure would be required. In addition, there was a lack of support from the local parish and schools.
4. Build the school as a full form of entry (30 per year group, 210 capacity) - This is not recommended at this time. There are capital cost benefits to building the extra capacity now compared to the future. For example, to build it now would cost £741k compared to 5 years' time when it is estimated it will cost £873k. However, this additional capacity is not projected to be required in the Golden Valley in the near future. Should the additional classrooms be built and the school not fill, this would become a financial burden on the school as it would have to pay business rates on the unused space and keep the additional space maintained. In the alternative, if the space was to fill, due to parental preference for example, this could make other schools in the Golden Valley unviable.

5. The Nurture Hub is not included in the initial rebuild - Although this would save £328k in construction costs, this is not recommended. The proposed Nurture Hub would offer a resource to offer intensive early intervention for children in the Golden Valley with social, Emotional and Mental Health (SEMH) needs. The aim would be to use the model currently being piloted in other geographical areas of the county. The nearest hub currently is in Ross-on-Wye and the travel costs to get children to Ross-on-Wye would exceed the cost of the Nurture Hub provision.
6. There are a number of options for the swimming pool:
  - I. Do nothing –this is not recommended. The existing pool suffers from a number of functional, maintenance and condition issues. Due to the lack of building and pool insulation, the pool can only be used seasonally (3 months a year). The existing slab is cracked and in poor condition in several areas. Visually, the pool is located on the front aspect of the school and would look very much out of place next to the modern new school.
  - II. Replace the roof and update changing area – this is not recommended, it doesn't demonstrate best value for money in comparison to a new build. This option would not bring the pool up to passivhaus standards and the pool could still only be used seasonally (slightly longer at 4-5 months), as the pool will remain poorly insulated.
  - III. Demolish the pool – this should be considered in the absence of a viable business case. The existing swimming pool was, prior to COVID, used seasonally by Peterchurch Primary School, and four other local schools. However, the other schools have not returned since restrictions were removed, therefore the viability of a pool needs to be fully explored, by the school, so that it doesn't become a financial burden.

## Key considerations

1. Peterchurch Primary School is in a central position in the village of Peterchurch, on the B4348 – the main road running through the Golden Valley. The school currently operate an admission number of 15 (capacity 105 pupils) and has an on-site nursery. The site is approx. 1.1 hectares – sufficient to accommodate a school of the recommended size, according to the Department for Education's Building Bulletin 103 – Area Guidelines For Schools.
2. The existing buildings comprise the original small Victorian school and associated teacher's house; a purpose built extension; some buildings inherited from the community centre when the hall was relocated to another site on the opposite side of the road; various modular classrooms; and a covered swimming pool.
3. The school buildings have been recognised as highly problematic for some years. The school occupies buildings which are in poor condition and which are unsuitable in many respects for the provision of primary education.
4. The inadequacy of the building in terms of both its condition and suitability led to the decision of Council on 18 December 2015 to include £5.5m provision within the capital programme for the replacement of the school. This decision was subject to working with the schools in the Golden Valley and the community to develop the most appropriate option for education in the area, including exploring options across primary and secondary provision. This required significant work over a period of time. It was concluded that any refurbishment/rebuild of Peterchurch Primary School would need to be on the current Peterchurch Primary School site.
5. [In December 2018](#), Cabinet gave approval to commission a feasibility study to inform the next steps for Peterchurch Primary School on its current site. The feasibility study concluded that a new build project would deliver the best value for money both in the short and longer term.

6. Informed by the feasibility study, a business case was submitted to full Council for an uplift in the capital programme allocation for the rebuilding of Peterchurch Primary School. In February 2020, Council agreed a new budget of £10.853m.
7. Following this, [in November 2020](#), cabinet gave approval to commission a RIBA stage 3, developed design, for a new build school.
8. The brief for the developed design included points raised, by Cabinet, during the approval process:
  - a. The build must achieve a green building certificate. As a *minimum* it should receive Passivhaus certification and a net gain in biodiversity on the site.
  - b. The build must be adaptable beyond, and able to move from, an admission number of 20 to 30. It needs to be able to meet the future needs of the Golden Valley and/or County if required. Be that the addition of a specialist setting for example or growing the school into a 'campus' should the land behind the school be purchased. In these circumstances the school still needs to flow and not look like a hotchpotch as it has in the past.
  - c. Although the amount of capital funding set aside to rebuild Peterchurch Primary School is in the public domain, the build cost should come in significantly below this without compromising quality. To achieve this all methods of construction should be considered beyond just a traditional bricks and mortar build.
9. Point's a. and b. have been achieved in the design. A summary of the environmental and energy strategy can be found in the Environmental Impact section below. The design of the building has been done in such a way that the infrastructure is in place so that it can easily be expanded to a full form of entry (30 per year group), in the future, with little disruption to the operation of the school.
10. In addition, a Nurture Hub has been added within the design (as an optional extra) as a flexible space that can be adapted to support the needs of the Golden Valley and the wider county. The hub can be used, as outlined in a recent scrutiny [committee report](#), to give dedicated support to additional learners, for example, with social, Emotional and Mental Health (SEMH) needs and/or low level autism.
11. Cost remains an issue however. Although the project remains within the budget envelope agreed by full Council, the continued impact of the pandemic remains, with labour shortages, high demand for raw materials, soaring energy prices and, since the commissioning of this design, the geopolitical situation in Ukraine and its consequent impact on oil and gas supplies are all serious causes for concern. A statement on product availability from the Construction Leadership Council (21 April 2022) noted that increased energy and raw materials costs currently remain key factors driving rising prices for construction in the UK.
12. In addition to the increasing prices for construction, inflation is the highest it has been for over 40 years, hitting over 10% in August 2022. To put both into context for this project, the cost consultant for the design has estimated that the cost to deliver the project has increased since November 2020 by £1.3m.
13. Given the volatility in the market, and in a bid to continue to deliver value for money effectively, a suitable contingency is vital in order to ride the waves of uncertainty and avoid further cost inflation by decision delay.

14. The existing swimming pool suffers from a number of functional, maintenance and condition issues:
  - The existing corrugated polycarbonate cover and changing rooms are in a poor condition, with no thermal insulation or space heating.
  - The lack of showers and sinks currently limits the use of the pool by local community groups, particularly for parent and baby groups.
  - The existing pool appears not to have a balance tank or be connected to its own drainage and it is understood that it is manually drained down annually.
  - The existing slab is cracked and in poor condition in several areas.
15. Two options to try address these issues were explored, refurbish the current pool or a new build. There are advantages and disadvantages for each option. The cost to refurbish is estimated at £237k compared to £369k for a new build. Improved thermal performance to pool enclosure in the refurb option may enable prolonged seasonal use. A new build would allow year-round use, but in doing so would have a higher annual energy consumption to heat the pool, but would allow for greater revenue generation opportunities in doing so.
16. Given the difference in capital cost versus opportunities, the design has proved that a new build would demonstrate best value for money, compared to a refurbishment, should a swimming pool be retained on site.
17. As well as other benefits, swimming is an essential survival skill and therefore forms an important part of the curriculum. The cost to provide a new on-site swimming facility for the children and wider community needs to be robustly explored by the school and Parish, taking into account capital cost, annual running costs and maintenance. This should be compared to revenue opportunities and the cost of (financially and time spent) commuting to and use of a public swimming pool, the nearest being approx. 11 miles away.
18. It is expected that procurement would commence in January 2023, with a successful contractor appointed in March 2023. The construction will be completed for the school to open in September 2025.
19. All procurements undertaken to deliver the school will be in accordance with the council's contract procedure rules and the Public Contracts Regulation 2015.

## **Community impact**

20. These activities support the council's County Plan Ambition to strengthen communities to ensure that everyone lives well and safely together and the Children & Young People's Plan Pledge of helping all children and young people succeed – be amazing.
21. The County Plan outlines the council's priorities. The rebuild of Peterchurch Primary School supports three of these: Ensure all children are healthy, safe and inspired to achieve, Protect and improve the lives of vulnerable people, and Invest in education and the skills needed by employers.
22. The project is included in Herefordshire council's delivery plan which highlights the key activity planned for 2022-23.

23. The children and young people's directorate schools capital investment strategy itemises 11 principles. The rebuild of the school would align with principles 1, 2, 7, 8, 10 and 11.
1. High quality learning environments are more likely to deliver the best outcomes for all children and young people.
  2. A high quality learning environment is one where:
    - The building is in good condition with an affordable and planned programme of maintenance;
    - The building has the right number of suitable places;
    - The building supports the delivery of a suitable curriculum and learning;
    - There is sufficient suitable outdoor space including playing fields and all weather surfaces;
    - Children are not taught in temporary classrooms;
    - The building is energy efficient;
    - The school has full disabled access;
    - The school meets all health and safety requirements.
  7. As a whole across Herefordshire, there should be no more than 10% surplus school places. This margin is designed to reflect population variations and trends over time.
  8. The council will be increasingly responsible for taking steps towards protecting the environment and will expect all schools to work towards achieving and displaying energy certificate rating of C or above and a silver eco schools rating along with reducing energy consumption located near community assets.
  10. Any financial investment must represent best value for investors and could come from a variety of sources, including:
    - Specific grants and one off government schemes;
    - The planned release of sites to sell and reinvest;
    - External funding such as from The Education Funding Agency, the Diocese and section 106 agreements with housing developers.
  11. The council will carry out detailed consultation on any changes or investment proposals.
24. As with all school provision, improvements to the quality of education is vitally important in improving the life chances of children and young people in the care system. The rebuild of Peterchurch Primary School will improve the quality of education, and the educational experiences for all of the pupils on roll, including those who are in care and therefore the responsibility of the corporate parenting board.
25. The proposed project would retain the pre-school and provide improved accommodation. The proposed project would support the Peterchurch Parish Council's preference for the school to be retained on its current site in the heart of the village as part of its overall vision for the village.
26. The detailed design will address how the safety of pupils, parents, staff and the community can be assured throughout the construction period. This will include separation of school and contractor spaces, management of vehicle movements, and control of machinery and materials which may pose any health and safety risk.

## Environmental Impact

27. The developed design of the school has sought to minimise any adverse environmental impact and will actively seek opportunities to improve and enhance environmental performance through a dedicated environmental and energy strategy.
28. The council and school have made a commitment to pursue energy performance over and above the minimum requirements of the building regulations, by targeting more stringent industry standards and will achieve a high standard of environmental performance.
29. A key part of the council's brief for the new school was for the new school to achieve Passivhaus standards. Passivhaus means that the building must achieve a consistent good level of thermal comfort with very little energy consumption.
30. The approach to achieving a high environmental performance and reducing energy consumption and carbon emissions on the site will be led firstly by passive measures, then energy and carbon efficiency.
31. Passive measures have been included to reduce the building's energy consumption in the first instance. These include improving the u-values of the fabric, optimising window sizes to maximise daylight while limiting the potential for overheating and using a passive summertime comfort strategy to eliminate the need for active cooling. These measures ensure that the energy demands are minimised over the lifetime of the building and therefore form the fundamental basis of the energy strategy.
32. Energy and carbon efficiency then become the focus of the design. All equipment and plant included in the design has been selected based on high efficiency performance and quality, prioritising the reduction of carbon emissions.
33. Employing passive design measures will minimise both heat loss in the summer and heat gain in the winter from the outset. It is the most effective way of ensuring a low energy impact of the building over its entire lifetime.
34. In keeping with this 'passive first' approach, the proposed new fabric is highly thermally efficient and careful consideration has been paid to the airtightness and thermal lines to prevent uncontrolled airflow and its associated heat loss.
35. Most occupied spaces within the new school building will be provided with a good level of natural daylight to create a bright and enjoyable environment.
36. Part of the design for maximising daylight involves finding a good balance with limiting solar gain. The building orientation and envelope have been optimised while creating the daylighting and summer comfort strategies.
37. Throughout the year the building will be kept cool naturally via large opening windows and/or high-level ventilation openings in the roof in all occupied spaces. In larger spaces, such as classrooms and the hall, a mixture of high- and mid- level openings at either end of the space encourages high rates of air movement through the space via cross ventilation.
38. The proposed passive measures will minimise heat loss through the fabric and significantly reduce the need for active equipment. The following systems have been specified to ensure

that where active equipment is required, its energy demand and associated carbon emissions are as low as possible:

- Mechanical Ventilation with Heat Recovery (MVHR) - The building uses MVHR systems throughout to minimise the ventilation heat loss during winter months. One central unit ventilates most occupied spaces, while smaller locale units ventilate toilet blocks. Both types of unit have highly efficient heat recovery (>80%). Simple controls will ensure an easy and intuitive user interface allowing the system to operate efficiently.
- Air Source Heat Pumps - Heating to the new school building will be provided by electrically driven air source heat pumps. By using ambient air as a heat source, heat pumps avoid the need to burn fossil fuels on site to create energy and are up to three times as efficient as boilers.
- Hot Water Generation – Given the limited demand for hot water in the building, hot water will be generated locally via point of use electric water heaters. This eliminates the energy lost by circulating hot water throughout the building.
- High Efficiency Lighting - High efficiency LED light fittings will be specified throughout. Communal spaces will be controlled via presence/absence detection to ensure unoccupied spaces are unlit. All spaces with windows will also be provided with daylight dimming to limit the amount of time that the artificial lighting is used.
- Water Efficiency - Low flow water outlets will be used to minimise the water usage. This includes low flow taps for wash hand basins and classroom sinks.
- On Site Generation - As a final measure, on site electricity generation has been maximised to partially offset any energy consumed by the new school building. The single storey nature of the building provides abundant space for PV panels. Panels have been mounted wherever possible on the flat roof, with consideration to shading from parapets/other architectural elements to maximise scope for electricity generation. Any energy generated on site will feed directly back into the grid, ensuring all electricity produced, regardless of the building's occupancy or usage, will be useful.

39. Key building performance criteria such as thermal performance, insulation, daylighting, ventilation and on-site energy generation has been carefully considered and remained integral part of the design development process throughout.

## **Equality duty**

40. Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows:

A public authority must, in the exercise of its functions, have due regard to the need to –

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;



- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 41. The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying 'due regard' in our decision making in the design of policies and in the delivery of services. Our providers will be made aware of their contractual requirements in regards to equality legislation.
- 42. The new school building is intended to serve all members of the local community in Peterchurch and the Golden Valley, including those with protected characteristics under the Equality Act 2010.
- 43. The principle equalities impact of the decision to rebuild Peterchurch Primary School related to the design and layout of the building. The current buildings are deficient in many respects. The new building would conform to all current legislative requirements and would meet the needs of disabled pupils and their families, as well as staff and other users of the buildings.

## **Resource implications**

- 44. By taking the decision to proceed to implementation of the project, the project will follow the council's Programme Management Office process. There will be no call on IT, property services and human resources within the council for this project. Internal support will be required by procurement and legal services, these services are accounted for in the budget plan.
- 45. The procurement process will be carried out in line with the council's contract procedure rules. The costs shown are estimates only and may vary once tenders are received.
- 46. There are no future revenue implications to the council as any ongoing maintenance costs will be funded from the school's budget.
- 47. The capital costs of the decision are set out below. All project costs to be incurred, from the decision to proceed point, have been included. Funding sources have been itemised, and include the year during which they will be required.
- 48. The funding to support the decision is included in the capital programme that was approved at full Council in February 2022.

Capital cost of project	Spend in prior years	2022/23	2023/24	2024/25	Total
	£000	£000	£000	£000	£000
Feasibility Design cost (up to RIBA stage 3)	228	22	0	0	250
Construction			3,123	3,000	6,123
Construction Contingency/Risk			200	204	404
Inflation			400	200	600
Nurture Hub			200	128	328
Swimming pool demolition				20	20
Enabling works			460	0	460
Other Project costs			50	180	230
Professional fees and surveys		90	250	190	530
Internal Fees and charges		14	70	49	133
<b>SUB TOTAL</b>	<b>228</b>	<b>126</b>	<b>4,753</b>	<b>3,971</b>	<b>9,078</b>
HC retained risk Contingency			944	831	1,775
<b>TOTAL</b>	<b>228</b>	<b>126</b>	<b>5,697</b>	<b>4,802</b>	<b>10,853</b>

Funding streams (indicate whether base budget / external / grant / capital borrowing)	Spend in prior years	2022/23	2023/24	2024/25	Total
	£000	£000	£000	£000	£000
Capital Receipts reserve	228	126	2,899	2,412	5,665
Prudent borrowing			2,798	2,390	5,188
<b>TOTAL</b>	<b>228</b>	<b>126</b>	<b>5,697</b>	<b>4,802</b>	<b>10,853</b>

## Legal implications

49. The school is a community school thus forming part of the council's property portfolio. The council has duties under health and safety legislation to ensure that all of its buildings remain fit for occupation and safe for use. Additionally the council has specific duties under the Education Act 1996 and the School Premises Regulations 1999 to ensure that school buildings meet minimum standards and to maintain school premises under the Schools Standards and Framework Act 1998.

## Risk management

Risk / opportunity The project could cost more than the provision in the capital programme.	Mitigation The design stage has given greater cost certainty with regular reviews of the market and inflation. In addition, a suitable retained contingency, with delegated authority to the
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The project could expand to include works not originally intended.	S151 officer gives better decision making ability and scrutiny. The recommendations specify as precisely as possible what the project is intended to achieve. This was in consultation with the school. Any additional extras to the design could be achieved at the school's cost.
There could be unforeseen costs in relation to the site or off-site planning requirements.	Major risks, such as the issues around the high voltage overhead cables have already been identified and outline costs obtained. There is a construction contingency which will be used for such unknowns.
There could be community concerns.	Discussions have already taken place with representatives of the parish council, the ward councillor, the school and the children to identify and mitigate any concerns raised. Further discussions on the design detail will include the school and Parish.
There could be planning or similar regulatory requirements that add to costs.	These have been anticipated and are being mitigated by involvement of planning, Sports England and public realm colleagues at RIBA stage 3, with amendments to the design being made where appropriate.
The work of the school could be disrupted by any resulting building works.	This possibility is anticipated and the architect is asked to address and suggest mitigation strategies for such potential disruptions.
Timescales may slip, if for example, governance, procurement and post pandemic related issues occur.	Timescales within the control of the council will be closely monitored. Should any unexpected delays happen, these will be escalated by exception to mitigate any impact.

50. Risks will be managed in accordance with the council's policy on risk management. Overall the risks at the design stage are low, however the developed design may identify issues which need to be addressed before the main project can go ahead.

## Consultees

51. Peterchurch Parish Council has previously been consulted on the current proposal to rebuild the school on its current site. It strongly supported that approach. The parish council takes the view that the current position is preferable because it is in the 'heart of the village', close to many of the other village amenities. It has requested that the swimming pool be retained if possible. It supports the proposal to put the electricity cables underground. It would be interested in having a joint use agreement for the management of the playing field/open space that may be provided on land adjacent to the school site to the east which is part of the Hawthorn Rise proposed development. This land would be provided to the community under a Section 106 planning agreement should the development go forward.

52. The governing body and headteacher of Peterchurch Primary School are supportive of rebuilding on the current site. The school leaders and the children and have been involved with the developed design from the outset.
53. The ward member has been consulted and is supportive of the proposed new build school and welcomed the addition of the Nurture Hub and the benefits it will bring for the children of the wider Golden Valley. , She further raised that she would welcome a safer crossing to be included as part of the project. Regarding the swimming pool, the ward member stated there is a big desire in the community to retain this facility. However, she acknowledged the cost of providing this at a standard which would complement the new build (ie neither making good, nor retaining as is) would both push the build cost uncomfortably high and with the energy market as it is, is likely to put an unachievable financial burden on the school for heating and maintenance, but she said that she would work with the community to help identify alternative funding opportunities were available for a facility which could provide for the wider community than the current pool allows.
54. This proposal has been discussed with the cabinet member for children's and family services and young people's attainment and the cabinet member for commissioning, procurement and assets. Both were supportive of a new build with the inclusion of a Nurture Hub. Both acknowledged the importance of swimming lessons, but were concerned of the financial burden and viability of a swimming pool at the school.
55. An updated political consultation presentation took place on 3 October 2022 which was attended by Councillors from the Liberal Democrats, Independents for Herefordshire (IFH), and the Green Party. A number of comments were received.
- There was an acknowledgement that prices have gone up and that they will likely rise again. Therefore, the school now needs to be built at pace (IFH) and avoid budget creep (lib dems) with the green party stressing how important it is that we now get on with this project.
  - There were supportive comments for the addition of the Nurture Hub with the IFH stating that it is brilliant to see and that it should be non-negotiable and that in the past we have been short-sighted in our planning of school buildings so it is good to see that it is going ahead. The green party added that it is an excellent development.
  - There was collective agreement that the swimming pool needed further consideration and needed involvement with the talk communities' hub (green party), parish and the school (IFH) with a fully costed business case (Lib Dems).
  - The issue of getting the children safely to school was raised with the absence of any crossings a real concern (IFH and the green Party) because the alternative means some local parents are opting to drive.
  - A question was asked about what will happen in regard to teaching while the construction is taking place (green party). It was confirmed that the current school would remain in use until the new build was completed.

## Appendices

### Appendix 1 - Peterchurch Primary School - Proposed Site Plan

#### Background papers

#### Links in key considerations

### Report Reviewers Used for appraising this report:

**Please note this section must be completed before the report can be published**

Governance	Sarah Buffrey	Date 26/09/2022
Finance	Karen Morris	Date 30/09/2022
Legal	Alice McAlpine	Date 27/09/2022
Communications	Luenne featherstone	Date 26/09/2022
Equality Duty	Carol Trachonitis	Date 26/09/2022
Procurement	Mark Cage	Date 28/09/2022
Risk	Chris Jones	Date 26/09/2022

Approved by

Darryl Freeman

Date 07/10/2022

**Please include a glossary of terms, abbreviations and acronyms used in this report.**

SEMH – Social, Emotional and Mental Health

S151 – Section 151 Officer

PV – Photo Voltaic

MVHR – Mechanical Ventilation with Heat Recovery

IFH – Independents for Herefordshire