



LIVING OUT GOD'S TRANSFORMING PRESENCE

THE SALISBURY DIOCESAN
BOARD OF EDUCATION

Schools Condition Allocations (SCA)

What is SCA?

Each year, the Department for Education (DfE) allocates funding to help maintain and improve the condition of school buildings and grounds.

The funding is allocated by the DfE to eligible bodies responsible for maintaining school buildings, and as a Voluntary Aided (VA) school, Salisbury Diocesan Board of Education (SDBE) is your responsible body.

The SCA funding is allocated via a single payment, which includes for all VA schools that fall under the responsible body. The responsible body is then required to allocate SCA funding based on the most pressing needs and priorities across all the VA schools.

The DfE also allocates Devolved Formula Capital (DFC) to the responsible body. This DFC funding differs from SCA as DFC is allocated to each individual VA school. SDBE as the responsible body hold DFC funding on behalf of the VA school, who can apply for this funding based on their own priorities, such as improvements to buildings and other facilities, including ICT or capital repairs/refurbishment and minor works.

The SCA funding year is 1 April to 31 March.

Please note that every SCA and DFC project is subject to a 10% Governors contribution i.e. if a VA school is allocated £10,000 to meet the total project costs, the SCA and/or DFC funding will meet 90% of the total project costs (£9,000) and the 10% Governors contribution will be £1,000.

What can SCA funding be used for?

SCA funding is typically for larger more complex capital works projects, which exceeds the level of DFC funding allocated to each VA school.

Please note that SCA funding allocated by the DfE has been reducing year-on-year, which is likely to continue for the foreseeable. VA schools are encouraged to take a proactive approach to maintenance planning, especially cycles of internal and external painting and general decoration, which should be paid for from within the school's annual DFC funding allocation.

How is SCA allocated and prioritised by SDBE?

Each year, VA schools are given the opportunity to submit an SCA bid application in advance of the next funding year i.e. before April.

The Schools Estate Manager (Olivia Evans) will advise all VA schools of the SCA deadline which may vary each year.

The SDBE Resource Committee are responsible for prioritising and allocating SCA funding.

All SCA bid applications received by the deadline are collated, in advance of the annual Resource Committee Prioritisation Meeting, so that all applications can be fully considered and prioritised.

All SCA bid applications are prioritised based on keeping school buildings safe and in good working order by tackling poor building condition, building compliance, energy efficiency and health and safety issues.

Please note SCA bid applications can also be made for any disabled access and inclusion works.

Please be aware that the SCA funding cannot be used to expand a VA school. Basic need funding is the capital funding used to expand schools, when there is evidence that the local school cannot meet in catchment demand indefinitely. This basic need funding is allocated by the DfE directly to the Local Authority.

How do I make a good application?

1. Contact your nominated Diocesan Schools Surveyor or Architect for advice on your application and involve them at an early stage. If you are unsure who to contact, please email olivia.evans@salisbury.anglican.org.
2. Your nominated Diocesan Schools Surveyor or Architect may complete the application on your behalf, but if you complete it yourself, please make sure you complete all parts of the form, including the school name and town/village, and a brief description of the project.
3. Complete the funding breakdown showing all costs at 100%. Also attach a clear estimate of costs, broken down for buildings works, fees and VAT. Your nominated Diocesan Schools surveyor or Architect can provide this for you.
4. If the project involves alterations, please provide a sketch plan of the proposed works.
5. Give a clear justification for the project in summary form.
6. Attach copies of all relevant reports to your application (or the relevant pages of a report) and highlight the relevant parts, where these reports are quoted under “other supporting reports” on the form.
7. If your application includes several small items e.g. window replacement and security gates, give a breakdown of costs for each item – if one of these is considered a higher priority than the other, you may stand a better chance of getting some funding for the higher priority.
8. If you have enough DFC available to cover the costs of the works, do not send in an application unless you have other urgent works which you need to set aside DFC for. If this is the case, please clearly state the nature of these works, and the cost, in your application.
9. Make sure the information you provide is relevant to the application.
10. Be concise and make sure you complete all sections of the application clearly.

Please note that VA schools needs to engage with their Diocesan Schools surveyor or Architect for any complex capital works projects.

As a project becomes more complex, there are additional risks that need to be appropriately managed i.e. electrical works, work sequencing/coordination of trades, health and safety management. The surveying teams are there to manage these risks on behalf of the school, ensuring the appropriate level of competency of the contractors, looking at working practices, health and safety compliance and ensuring the works are delivered to good industry standards.

The surveying teams are also resolve any issues including outstanding works/snagging/sign off and certification.

Points to note about SCA funding

SCA funding allocations must be spent within the year they are allocated. If it is not spent, it is highly likely the funding will be allocated to other projects that initially received a lower priority. Please do not delay in starting a project once the allocation has been confirmed.

For those schools that have been allocated SCA, we would strongly advise that the project should be underway before the end of September in the financial year the funding is allocated. If a project is delayed beyond this time, we may look at allocating the funds elsewhere.

We would also advise that you start thinking about and planning any projects you would like to put forward for SCA funding next financial year in the summer term.

If you require any more information or assistance, please contact Olivia Evans on 01722 746946 or olivia.evans@salisbury.anglican.org