



Our vision is to be stronger together, transforming lives and creating memories which are celebrated for a lifetime

## **SCHOOL CONDITION ALLOCATION POLICY**

### **Policy statement**

Multi-academy trusts (MATs) and some other groups of academy trusts with at least 5 academies and more than 3,000 pupils, receive a School Condition Allocation (SCA) to deploy strategically across their estate to address their priority maintenance needs. The SCA replaces Condition Improvement Fund (CIF) grants from the ESFA.

Devolved Formula Capital (DFC) remains based on individual Academies and allocations for each Academy will be transferred as DFC funds to that Academy without any adjustments by WMAT.

Trusts are expected to have a suitable plan that demonstrates the strategic use of the allocated funds across their estate and will have to report to the EFA on their use of funds during and at the end of the financial year. This document lays out that policy.

This policy also reflects guidance within the 2019 Academies Handbook to ensure that capital assets are managed effectively and adequate budget.

### **How WMAT intends to distribute SCA**

WMAT aspires to provide 'World Class' facilities for students and staff to learn and work in. The purpose of SCA funding is to maintain and improve the condition of school buildings to achieve our aim of 'World Class' facilities including:

- ensuring buildings support the provision of a safe environment for children, including carrying out duties under the Health and Safety at Work Act 1974 and complying with all relevant building regulations, including management of asbestos
- understanding the current condition of the estate and developing a long-term asset management strategy
- maintaining the estate for the long-term by renewing and modernising key building elements through appropriate preventative works, and replacing them when they are beyond economic repair

WMAT aims to ensure the process for allocating funds is transparent for both schools and at Trust level.

- SCA allocations will be based on the condition and need of schools
- Potentially all schools within the MAT may benefit from the funding, based on the condition needs within their school. Schools will not necessarily have projects funded each year.
- SCA allocations will not be based solely on student numbers

- Schools will work with the MAT central Finance and Operations team to triangulate expenditure across Revenue Budgets / DFC (including any one-off additional capital funding / Reserves and other sources of income.
- Where budgets allow, and depending on the scale of individual projects, Schools may be asked to contribute or match-fund from wider budget sources.
- Schools whose budgets reflect a positive reflection of Integrated Curriculum Financial Planning budget modelling will be able to access SCA funding.

### **Criteria for allocating SCA Funding**

WMAT SCA Funding allocations will be evaluated against the CIF criteria for capital funding projects. Investment will prioritise keeping academy buildings and grounds safe and in good working order by:

- Tackling poor building condition
- Building compliance
- Energy efficiency
- Health and safety issues

SCA Funding priorities for 19-21 will meet at least one of the following prioritised criteria:

#### **1. Compliance and health and safety issues**

- Fire Protection Systems
- Gas Safety
- Electrical Safety
- Emergency asbestos removal

#### **2. Weather tight buildings**

#### **3. Continuous heating and water supply**

#### **4. Expansion projects to either**

- Increase the number of admissions in the main year or entry or
- Address overcrowding e.g. recently approved age-range expansion and sixth form expansion

#### **5. Projects to improve the learning environment**

Projects will be scored using a multiplier based on the criteria above, plus a timeframe / urgency criteria. In addition, projects which attract alternative / school contributions will have a further points allocation added. See appendix for scoring criteria.

### **How SCA Funding differs from DFC Funding**

**DFC** is capital funding delegated to schools to address their own priorities including:

- Improvements to buildings and other facilities
- ICT
- Capital repairs / refurbishment

- Minor works

DFC can be aggregated / saved across 3 financial years

**SCA** is to be invested **strategically** across the estate. Unexpected or emergency capital projects would be expected to be managed through re-prioritising spending plans and using a combination of SCA funding, insurance arrangements or reserves. SCA Funding must be spent within 2 years. SCA Funding cannot be spent on IT projects unless part of a wider refurbishment project.

On an annual basis The Trust will strategically retain 20% of the SCA funding to be allocated against emergency estates work. At the end of each annual spending cycle, this 20% will be released back into the funding and a further 20% will be retained.

### **School Level Estate Planning**

- With the support of the MAT, each school will develop an Estates Development Plan utilising information from a variety of sources to identify anticipated projects / expenditure over a 3-5 year period.
- The Estates Development Plan should include issues identified through:
  - Independent Condition Surveys (e.g. WSW Condition Surveys)
  - EFA Condition Surveys (where appropriate)
  - Locally identified estate issues
  - Pro-active planned maintenance
  - Compliance issues
  - Pro-active development of the estate
  - Issues relating to expansion projects
- The Estates Development Plan should identify how projects / issues will be funded:
  - Revenue Budget
  - DFC Annual Allocation
  - DFC Additional Capital Funding / one – off Capital Funding
  - Other revenue sources e.g. PTA, Trust Fund, WESS
- **MAT Level Estate Planning**

A MAT Level Estates Plan will be created with prioritised projects ranked against the criteria for allocating SCA funding over a 3-5 year period.

### **How WMAT will distribute SCA Funding across the MAT**

Using the MAT Level Estate Plan, projects to be funded through SCA funding will be determined through discussion between the CEO/COO with the Principals / Headteachers and / or Business Managers within academies. Projects will be put forward for consideration by the CEO and a decision reached as to allocation.

Should any academy not fully utilise the funding as agreed, any unspent funds will be returned to the WMAT unspent SCA Capital Funds reserves and not that of the individual school.

Individual projects up to a value of £100k will be agreed / approved by the CEO who will report decision-making to the Trust Board.

Projects above £100k will be submitted to the Trust Board for approval.

#### **Estates Planning Timetable**

<b>Autumn Term</b>	School Level Estates Plans prepared
	Review of plans with HT / Principal / COO
	MAT Level Estates Plans compiled
	CEO to agree outline prioritised projects for SCA Funding
	Outline Scope of Projects developed and indicative budgets planned Procurement process instigated
<b>Spring Term</b>	Trustee approval of large projects CEO / COO reports planned projects for SCA Funding Cycle
<b>Summer Term</b>	SCA Funding confirmed by EFSA
	Projects approved by CEO
	Procurement process confirmed
	Project work begins
<b>Autumn Term</b>	Evaluation of projects and report to Trust Board

## Appendix – Scoring Criteria 2022

### Condition Category

Compliance / H&S - Fire Protection Systems	5
Compliance / H&S - Gas Safety	5
Compliance / H&S - Electrical Safety	5
Compliance / H&S - Emergency asbestos removal	5
Weather tight buildings / Security	4
Safeguarding	4
Expansion projects to address basic need	4
Continuous heating and water supply	3
Projects to improve the learning environment	1

### Timeframe Category

Urgent - Emergency	5
Urgent - Within 1 year	4
Medium - Within 2 years	3
Medium - Within 3 years	2
Not urgent	1

**Criteria to be added in addition to the scoring above:**

School Contributions	
Up to 75% contribution	3 points
Up to 50% contribution	2 points
Up to 25% contribution	1 point

### **Exemplar scoring calculation:**

(Condition category x Timeframe category) + School Contribution Category = Total Score

Eg, **Compliance – Emergency asbestos** 5 x **Medium – Within 2 years** 3 = 15 + **school contribution of 75% = 3**

Total score = 18