

SCA Capital Premises Funding for Voluntary Aided Schools

INTRODUCTION

The School Condition Allocation (SCA) (formerly the Locally Co-ordinated Voluntary Aided Programme (LCVAP)) is currently the main funding stream for Voluntary Aided (VA) schools. The following guidance is provided for headteachers and governors at VA schools and Board of Education Officers are very happy to offer assistance. Further guidance can be found by consulting the DfE website at

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/175382/Blue_Book_-_Capital_Funding.pdf and

<https://dera.ioe.ac.uk/1920/>

A. SCA DEFINED

SCA is a formulaic allocation which the Department for Education (DfE) pays to Diocesan Boards of Education (DBE) to undertake projects at their VA schools. The SCA programme is allocated according to local needs and priorities.

Key points

1. This funding programme is only for capital works associated with school premises.
 - a. For all VA schools, capital funding is only allocated for works costing above the current de minimus limit of £2,000 (excluding VAT).
 - b. All building and maintenance works costing under £2,000 (excluding VAT) are revenue works and must be funded direct by the school, using alternative non DfE funding.
 - c. Although there is no upper limit on the value of project bids in order to share the allocation fairly amongst schools, historically only projects up to £250,000 have been included, rather than larger projects.
2. DfE grant aid is paid at 90% of the amount allocated and approved as the gross grant aided project cost.
3. Governors are liable for 10% of the gross grant aided project cost and also for 100% of any non-grant aided expenditure.
4. VAT is payable on all capital works, unless zero-rated due to the type of works and cannot be reclaimed.
5. Under the DBE Measure 1991 the governors of Church schools must obtain written permission from their DBE before undertaking any work on their school buildings.
6. SCA funding must normally be spent in the year it is allocated. If not, it becomes a commitment in the following year resulting in fewer new projects being funded.
7. There should be no delay in starting a project once the allocation has been confirmed. 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 be forced to allocate the funds elsewhere.

8. There are always many more applications for funding than there is funding available and final decisions are made according to individual project priorities.

A. The SCA Process in the Diocese of Rochester

1. In April schools are invited to submit bids by the 31 July for funding in the following financial year. Such bids should be prepared following prior consultation with the Diocesan approved appointed consultant and include.
 - a. A brief description of the project
 - b. A clear justification for the project
 - c. Budget costs including professional fees and VAT and
 - d. Confirmation that the governors are able to meet the 10% liability and any non-grant aided liability.
2. In September, the Board of Education's Finance and Resources Committee considers all project bids received and determines the draft programme based on priorities and need. The programme is finalised, and schools notified once the annual SCA funding is confirmed by the DfE usually around March or April.
3. The following factors will be considered when determining individual project priorities.
 - a. Remedying Health and Safety matters
 - b. Essential capital repairs
 - c. Suitability of existing accommodation
 - d. Number of pupils on roll compared with the Published Admission Number (PAN)
 - e. Previous allocations of SCA / LCVAP funding to the school
 - f. Availability of other funding
 - g. Governors' ability to fund their associated liabilities
 - h. School's Academy conversion plans and
 - i. Other relevant factors

B. The administration of SCA

Although the contractual relationships for SCA projects are for individual governing bodies as the Religious Authority and or school Trustees and custodians of SCA funding, the Board of Education will ensure that an appropriately experienced consultant is appointed and advice given concerning projects is heeded.

Additionally, in accordance with the SCA guidance schools should.

- a. Develop and agree with their board an estate vision, strategy, and asset management plan.
- b. Have clear, documented roles and responsibilities, processes and procedures covering governance, budget and finance, performance management and other data related to the estate, procurement and delivery of projects, and emergency planning.
- c. Develop policies and procedures that ensure buildings support the provision of a safe environment for children and staff, and comply with all relevant regulations, including, but not limited to, those related to health and safety, fire safety and the control and management of asbestos.
- d. Understand their estate and maintain it through a prioritised programme of maintenance works informed by up to date and costed condition data and

- e. Ensure the schools have a robust and value for money approach to prioritising, planning, procuring, and delivering projects.

Board of Education officers deal with the administration of SCA projects including.

1. Administering payments to contractors and professionals on behalf of schools.
2. Assisting in resolving funding issues.
3. Liaison with and returns to the DfE.
4. Collecting governors' 10% contributions which are requested prior to projects commencing.