

September 2023

Dear Headteachers and Chairs of Governors

Capital Grant Funding in VA Schools 2024-25

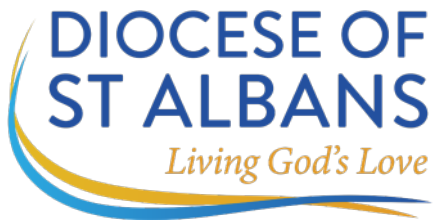
School Condition Allocations (SCA) is capital funding helps many of our VA schools fund the costs of condition work/ building improvement / development projects which are beyond the resources of accumulated Devolved Formula Capital (DFC) funding.

Projects will be assessed using 8 criterion that prioritise projects that first meet condition needs that have the potential to close a school (leaking roofs, boiler and pipework replacement, asbestos ceiling tile replacement etc), then suitability/health and safety issues (secure entrance areas, disability access, new toilet facilities etc) and finally school improvement projects (classroom refurbishment, new small group support rooms, redecoration, ICT upgrades). A portion of the funding will also be reserved for projects which address carbon reduction (such as LED lighting, insulation, window upgrades etc) and bids for works in this area are encouraged. In exceptional circumstances SCA funding may be used to support basic need expansion or school extension costs where a school is changing age range.

As some of you may be aware from recent capital works the costs of materials and contracted works has increased by a significant amount in the last 3 years. This rise in costs has not been matched by an increase in funding from the DfE. Therefore, it is highly likely that less projects will be able to be approved in the 2024-25 funding round than in previous years. In order to prevent any large surprises between bidding for funds and completing any approval form in April/May 2024 please try to obtain as true to actual quotes for your bid. A project manager will be able to help with this process should you require it, a list of suggested firms can be provided upon request.

A reminder that SCA funding is to be used for capital works only and not for ongoing maintenance programmes, which should be funded through your revenue budget. For more information about this please see the following paper on our website [here](#). SCA funding works in the same way as your DFC grant in that governors have to fund 10% of the work. Please bear this in mind when considering affordability. VAT and professional fees also need to be included.

As part of your bid please indicate how the project fits within your schools' asset management plan, specifically highlighting why the work is a priority for the school. Bids must also be accompanied by an in date Quinquennial/5 Year Asset Plan report, bids without these cannot be considered. Reports must be completed by a firm qualified to carry out these surveys, a list of such firms can be provided upon request.



If your bid is successful please be aware that governors will need to supply evidence of at least 3 competitive and comparative quotes / tenders to meet the best value criteria before works can commence. I would again urge all headteachers and governors considering submitting a bid for capital grant to employ the services of a professional consultant / architect to help you. They will also be able to project manage the work once underway.

If you have a project which you wish to be considered for inclusion in any potential 2024-25 capital programme, would you please complete the form attached and return to myself at the email address below **by Friday 15th December 2023**. If you have any queries about potential projects or in relation to completing the form you can contact me on 07311 310570 or rgarman@stalbans.anglican.org.

Yours sincerely

Ruth Garman
School Buildings Officer

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Holywell Lodge, 41 Holywell Hill, St Albans AL1 1HE | Tel. 01727 818170 | www.stalbansdiocese.org/schools/