

This is an editable PDF Form and should be saved, printed and emailed.

Summary information

Academy Name

East Wickham Primary Aacademy

Project Name

Playground surface replacement

Funding Requested (£)

£ 68,250

Application Notes

SCF funding applications and payments for 2017-2018 will be managed centrally by TKAT Operations Executive (OE). The Department for Education (DfE) has advised that SCF funding should be allocated to projects that:

- Address Health & Safety (including Fire Safety) requirements to protect students and staff
- Tackle building condition issues and support energy saving
- Demonstrate a direct impact on educational standards.
- Support successful, popular academies that are overcrowded and/or wish to expand their existing facilities and floor space to accommodate more students and/or offer alternative choices.

TKAT OE will use these criteria to assess which projects should be funded.

SCF funding will be prioritised to academies that have not been modernised and those with a moderate refurbishment history (up to 50% of floor area). Projects in academies that have been rebuilt (BSF or PFI) or that have been significantly refurbished (more than 80% of floor area) are unlikely to be funded.

SCF funding may not be used to 'top up' larger projects supported by other external funding (eg Sport England bids) but academies may use routine maintenance funding, Devolved Formula Capital (DFC) funding, Salix loans, or other external funding to support an SCF project. Salix loans are repayable over an 8 year period.

Exceptionally, projects may be funded over two successive years. Projects funded solely in 2017-2018 must be completed by 31 March 2018; projects for which funding is requested over two years must be completed by March 2019.

Applications must be supported by

- A business/educational case for the project.
- Building and/or services condition report/s, where condition is a factor, that clearly identifies and evidences condition issues, prepared by qualified professional advisors. Reports commissioned within the previous 5 years may be used subject to a current price validation.
- Evidence of historic maintenance and repair, including costs and maintenance schedules, where condition is a factor.
- Quotations for the full extent of the project works, including design, project management and full construction costs. Professional fees may be added to the cost of the works.
- Evidence of what suitable arrangements for managing the project will be put in place so that health, safety and welfare will be secured, as required under CDM2015. A project management programme for works that are not appropriate to be managed by the academy. Project management fees may be added to the cost of the works.

Professional and project management fees should be kept to a minimum. Fees judged to be excessive may not be funded in full. PM fee costs will not be funded in excess of 10% of the overall project cost.

SCF funding will be allocated net of VAT. The academy will be responsible for the submission to TKAT Finance of invoices due to be paid against particular projects. Academies are reminded to arrange for works on different projects to be invoiced separately and it is the academy's responsibility to instruct contractors accordingly.

Academies retain the responsibility of ensuring that works are inspected properly prior to submitting invoices and payment certificates to TKAT for payment. The proposal for staged payments is to be included on the application to assist TKAT with cashflow forecast.

All available SCF funding will be allocated at the start of the year and not all applications will be successful. Only a very small contingency will be retained by TKAT OE for emergency applications this is proposed to be around 5% of the total allocation.

If a project runs over budget, the academy will be responsible for funding the shortfall and will be cross charged accordingly. If a project runs under budget (as evidenced by the value of invoices received) academies may not use the balance at their discretion. Academies will not be able to offset an overspend on one project against an underspend of another project without the express written permission of TKAT.

Where possible, TKAT OE will re-allocate any positive balance to another academy whose project best meets the SCF Criteria for funding.

Additional files should be sent with this application form where possible. Please complete the details on Page 4. If files are too large they may be sent by separate emails, but the details of additional files on page 4 must be completed.

The following form fields are automatically calculated:

- Funding Requested on page 1
- TOTAL WORKS COST on page 3
- TOTAL PROJECT COST on page 3
- FUNDING REQUESTED on page 3

Please ensure that this application is submitted as an attachment in its original format and not as a scanned image.

Lead Contact Details for Enquiries and Correspondence

Name

[REDACTED]

Position

School Business Manager

Address & Postcode

Wickham Street, Welling, Kent DA16 3BP

Telephone

0208 8543637

Email

[REDACTED]

Project Details

Main Project Type

Health & Safety

Key Feature of the Project

Replace existing tarmac surface in three separate areas

Funding Over More Than
One Year



Yes



No

Project Outline

(50 words maximum)

What is the purpose of the project?

Repeated repairs and building developments have left surfaces uneven and dangerously thin in places, cracks are appearing which are exacerbated by extreme heat or cold, heavy rain causes excess surface water and drainage issues. The number of trips, slips and playground accidents are increasing.

Outcomes to be Achieved

(75 words maximum)

What do you expect the benefits of the project to be?

An even surface will reduced the number of accidents and improve safety. Improved surface drainage would allow increased use of the playgrounds during both break and lesson times. Areas can then be used more for teaching and after school activities.

Value for Money

(75 words maximum)

How will you procure this project?

Three quotes requested from reputable suppliers with a proven track record of delivering projects on time.
By completing all three playgrounds at the same time we achieve economies of scale from the contractors.
The improvement in materials used for surfacing and technique for laying these should ensure longevity of the playgrounds. Guarantees from contractors for minimum of 10 years will be sought.

Deliverability

(75 words maximum)

What key processes are required to deliver the project on time?

Re-surfacing will need to be completed when school is closed, so summer holidays will be most likely. Access from the street is available for KS2 and via our playing field for KS1.

Project Estimated Costs (£)

Please summarise the costs of the project, using comment fields to explain any assumptions. If your project relies on additional funding for its completion, state the source of the income in the comments field and provide evidence that it has been secured.

	Estimate (all financial fields must be completed)	Comments
Refurbishment	£ 65,000 a	Three estimates obtained
New Build	£ 0 b	
Enabling Works	£ 0 c	
TOTAL WORKS COST	£ 65,000 d = a+b+c	
Professional Fees	£ 0 e	
PM Fees	£ 0 f	
Fixtures & Fittings	£ 0 g	
ICT Infrastructure	£ 0 h	
Other Costs (specify)	£ 3,250 j	Contingency for when detailed quotations prepared
TOTAL PROJECT COST	£ 68,250 k = d+e+f+g+h +j	
Academy Funding Used	£ 0 m	
Salix Funding Estimate	£ 0 n	
FUNDING REQUESTED	£ 68,250 o = k-m-n	

Project Milestones

Please summarise the key dates for the project. Larger projects may require a more detailed project plan. Remember that one year projects must be completed by 31st March 2018; two year projects must be completed by 31st March 2019.

	31	Jan	2017	Proposed Staged Payment Schedule mm/yyyy		
Feasibility Complete	31	Jan	2017	First	20%	
Design Complete	31	Jan	2017	Second	20%	
Planning Approval	28	Feb	2017	Third	20%	
Procurement Complete	31	Mar	2017	Forth	20%	
Start on Site	24	Jul	2017	Final	20%	
Project Complete	31	Aug	2017			

Additional Documentation

How Many Additional Files Are You Sending With This Application?	1
FileNames	Playground quotations.pdf Will also send CD with photographs of playground surfaces via post