

Specific Responsibilities of VA Governing Bodies (Buildings & Compliance)

VA schools

- Created in Education Act 1944
 - 50% foundation
 - Retain responsibility for key areas including employment of staff and compliance.
 - Government funding for capital works comes via the diocese
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Statement of Responsibility

For the schools where the Diocesan Board of Finance or the incumbent and churchwardens are the site trustee(s), responsibility for managing and maintaining the school sites, are as follows.

Academies	The Multi-Academy Trust Board or Trust Board of a Standalone Academy Trust as detailed in their Articles of Association and Church Supplemental Agreement
VC schools & maintained schools	Responsibility lies with the local authority, although it is possible that with the reduction of local authorities that some compliance items will have been devolved to individual schools.
VA schools	The responsibility for managing the physical site and compliance issues rests with the schools' governing bodies

General

All schools are responsible for seeking their site trustees permission when making significant structural changes to the land or buildings owned by the trustees.

You have overall responsibility for premises management including cleaning and risk assessing for areas that need to be managed while they are repaired.

You should know that your estate is well managed and compliant

Be aware of where your estate responsibility intersects with other areas of responsibility (safeguarding/ health & safety).

Funding

School Condition Allowance is paid as follows:

- To Local Authorities for VC & community schools
 - To Multi-Academy Trusts for academies
 - To Dioceses for VA schools.
 - In Bath & Wells there are 23 VA schools left
 - In 2021-22 we were given £730,000
 - In 2023-24 we have been given £430,000
 - Governors in VA schools must contribute 10% of their capital funding.
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How the Diocese allocates funding:

For the 2021-22 academic year the criteria were in priority order:

- Health & Safety and Disability Discrimination Act (DDA) requirements
- Condition issues which would result in the closure or serious failure of the building to deliver its primary function (ie boilers, leaking roofs etc)
- Outstanding matters from a Health and Safety or Fire Audit
- Other condition issues (windows; toilets; kitchens etc)
- Suitability improvements where the work would have an impact on the delivery of education (making classrooms bigger, providing withdrawal spaces etc)
- Suitability improvements where the work has an impact on the running of the school (office improvements, additional storage spaces, car parking etc)
- Building improvements generally (changing oil to gas boilers, additional, non-essential DDA improvements etc)

Conditions to the above:

- Where funds can be accessed for a project by taking out a SALIX loan, the project will not be considered for a SCA project.
- Funding will only be allocated if a school has an up to date (last two years) condition survey or prioritized maintenance survey.

Compliance

- Health & Safety
 - Fire safety
 - Emergency procedures
 - Asbestos register
 - Statutory inspecting and testing
Eg: Legionella/ PAT testing/ Elevator
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Questions to ask ourselves

Are we complying with our legal responsibilities?

- Are we clear about how the school knows it's complying with all the legal requirements relating to the occupation of the estate, including:
 - [Health and safety law](#) and other relevant laws and regulations?
 - Statutory inspecting and testing? Which will be different in every school but if you have showers you will have to test for legionella, all electrical equipment must be pat tested, if you have lifts they must be maintained etc.
 - Is there a record of all asbestos known or assumed to be on school premises? Are there written plans identifying the areas affected and the measures to manage risks, and are these reviewed regularly?
 - Has there been a risk assessment identifying the general fire precautions needed to safeguard people in case of fire, and is it regularly reviewed? Are there procedures in place to reduce the likelihood of fire, and maintain fire detection and alarm systems, and are staff and pupils familiar with emergency evacuation procedures?
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How do we manage the estate?

- Do we have long-term plans?
 - Do we have an asset management plan?
 - Do we have arrangements for day-to-day management?
 - Do we have the right skills round the table? Do we need a governor with buildings experience?
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Asset Management Plans 1

1. A statement from governors on how they will review and report on their estate at governing body meetings.
 2. Details relating to the land at the school including land registry numbers, details of leases etc. Who's permission do you need?
 3. The school's prioritised maintenance survey/ condition survey
 4. The school's compliance survey OR a list of which compliance tests are done and when each was last completed.
 5. The most recent health & safety/ asbestos/ fire safety reports. Any other relevant reports.
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Asset Management Plan 2

1. Any available energy and water management reports
 2. The school's ambitions for their estate
 3. The school's strategic plans for their DFC.
 4. A statement of their carbon footprint and plans on how the school intends to be more environmentally friendly.
 5. A one-page highlight sheet which will bring together the priority issues from each area of the AMP, sorted by the governing body into priority areas with potential sources of funding identified.
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