

Schools Development Fund

Key Principle

The **Schools Development Fund** is an additional resource to support schools to be innovative and creative in order to-

- realise efficiencies to improve educational outcomes and protect front-line provision
- remodel and adapt to create more effective services and protect front-line provision.
- secure value for money to protect front-line provision
- develop invest to save initiatives to protect front-line provision
- address school, LA and regional strategic priorities

Operational Issues

1. The Fund's initial value will be up to a maximum of £500k and will be made available on an 'invest to save' basis.
2. The Fund will be managed by the Director of Education and Children's Services and the Director of Corporate Services with input from key officers from Education, Finance and TIC.
3. The Fund will be promoted via School Budget Forum, scheduled Headteacher meetings and by officers e.g. Schools TIC Officer.
4. Applications must demonstrate medium or long term financial savings for the school/s.
5. Funding Allocation Meetings will be arranged as and when required to consider applications received from schools/Clusters.
6. The maximum value of any application will be £100k and the minimum amount will be £1k.
7. The fund will only support projects that are capable of being repaid within a 4 year period.
8. Applications would be welcomed from individual schools or cluster of schools. There will be a need to complete a short pro-forma explaining-
 - a. Nature of the project
 - b. Amount of funding requested
 - c. Anticipated impact of initiative on budget/provision and likely saving
 - d. Input/evidence from other officers linked to the proposal- TIC, Education, IT, Finance
 - e. Sustainability of the project
 - f. Timescale of the project
 - g. Level of balances/reserves currently held by school.

9. Following a Funding Allocation Meeting, applications may receive all or a percentage of the funding requested might be agreed.
10. Following confirmation of a successful application, schools will need to provide Progress Reports set within an agreed Reporting Timescale. This activity will be supported and monitored by the Head of Education Services/Schools TIC Officer and reported to both Directors.
11. Examples of effective practice will be written up as case studies by the School TIC Officer and shared via the TIC Schools' Programme Newsletter. Schools/Clusters will be expected to contribute appropriately to this key function e.g. sharing data, practices etc.
12. All applications will be subject to formal approval by the Director of Education and Children Services and Director of Corporate Services.
13. Any application that is outside the criteria set for this fund will only be considered upon approval of the Executive Board Member of Resources/Executive Board Member for Education and Children's Services.

WHAT IS THE SCHOOL DEVELOPMENT FUND NOT FOR?

- It is not to support schools to reduce a deficit budgetary position.
- It is not to sustain staffing levels due to falling pupil roll/budget pressures.
- It is not support initiatives which should be funded from other monies.

Progress to date

11 applications have now been received for the School Development Fund, with a total funding request of £224k.

3 of these applications have already been approved at a combined value of £116k.

The remaining applications have recently been received and are currently being reviewed.

The benefits identified in the applications are a combination of financial and educational. The majority of these applications relate to proposed upgrades to IT equipment in order to meet modern digital requirements or the purchase of telephone systems to enable schools to leave expensive lease agreements. By utilising the development fund, the total purchase can be made in Year 1 and repaid over the 4 years with the current pupils benefitting as opposed to the school having to put aside funds each year to purchase the equipment in Year 4.

Case Study 1

Project Proposal: ICT Upgrade

Total Project Cost: £50,812

Funding requested: £50,000

Annual repayment: £12,500

Please provide description/details of the proposed project: Upgrading existing ICT provision at the school.

Most of the existing ICT provision has not been renewed since the school was formed, and as technology is moving at such a fast pace, we haven't been able to fund the resources necessary to help raise standards in ICT.

Within the last year or so we have seen technology move forward again, with the use of sophisticated smartphones, laptops tablet or iPads and Chromebooks. These portable devices enable learners to access wide ranging ICT in the classroom which can be used to enhance learning and become part of the normal day to day classroom activities in order to further raise standards. With the advent of the Digital Competency Framework as a Welsh Government priority, we feel that our outdated, unusable resources are not fit for purpose.

With the shift moving towards handheld devices in the classroom, it is less common for teachers to bring pupils to the front of the class to touch a board. In addition, with so many teaching resources available on Hwb, teachers are creating less interactive resources as they are shared far less due to compatibility issues.

Therefore, in line with new build schools blueprint, we would be looking to install Clevertouch boards for the foundation phase and either LED Projectors or non-touch display screens for KS2. Also, we are looking to add to our limited stock of ICT equipment through the use of ChromeBooks, Bee-bots and Talking Pegs.

Easy access to these 'front of class' screens will enable both our staff, and our learners, to develop their ICT, literacy, numeracy and scientific skills by creating presentations at the touch of a button during any lesson and the pupil's work can be seen, discussed and celebrated by the class.

The advantage of purchasing these LED Screens- that do not require a projector- means that there are no costs involved with replacing expensive bulbs, the clarity of the screen is excellent and there is no shadow cast by a projector. We are firmly of the opinion that this is the way forward to take teaching and learning technology into the 21st Century for our pupils.

Details of how savings will be achieved:

Savings will be made by replacing the current resources with:-

1. 15 Interactive screens with new CTouch screens
2. As the new screens will all be LED, there will be less energy consumption compared to the current system, which uses the expensive, inefficient projectors.
3. No longer need for expensive bulbs for projectors - replaced with more energy efficient LED projectors, which last longer and can use between 8-12% less electricity.

4. No costs for independent ICT technician (historical agreement that's come to an end) to repair & maintain ICT resource.
5. This equipment will need to be replaced within the next couple of years, therefore it is inevitable that the school will be facing these costs. By utilising the School Development Fund, we will be able to financially plan for this expenditure in a way that is not detrimental to the school's financial position

In addition to financial savings are there any other benefits from the project? Please give details:

The current ICT provision includes 'well worn' & unusable interactive whiteboards that are around 12 years old, projectors that are expensive to maintain, and computers that range from MacBooks, to desktops in many classes that are no longer fit for purpose, as they don't have the processing power nor memory upgrade capability to run the latest version of Microsoft Office.

The 7 whiteboards in key stage 2 have either come to the end of their shelf-life, or are no longer able to function effectively. As an example, several classes have to close blinds and dim lights just to see the light that is shown on the boards. This is not in line with 21st Century expectations. Many of the interactive whiteboards are experiencing problems with connectivity and functional problems, mainly down to the age of the boards and the heavy use over the years. Support from the manufacturers ended a few years ago, and even the CCC IT department are limited to what they can do given the age and condition of the boards. We would implement a cyclical replacement strategy to ensure linear literacy and numeracy development in the future, so that our investment is sustainable.

Case Study 2

Project Proposal: ICT hardware investment program including replacement of Interactive Whiteboards/ screens in each classroom, purchase of new Chrome Books for pupils and purchase of laptops for teachers/ IWB use.

Total Project Cost: £23,051

Funding requested: £23,000

Annual repayment: £5,750 per annum for four years

Planned investment will focus on the following:

1. Over the past year or so, Interactive Whiteboard hardware including touch screen boards and projectors have started to fail on a frequent basis in a number of classrooms. At present three classrooms have Interactive Whiteboards that are not working and three other classrooms have Interactive Whiteboards that are starting to fail. All Interactive Whiteboards are approximately twelve years old; nearly all are now coming to the end of their working lives.
2. The school wishes to invest in approx. 20 chrome books for pupil use in order to be in a position to ensure effective delivery of the Digital Competency Framework.
3. We also wish to purchase 9 laptops for staff use ensuring that all teachers have suitable hardware in order to access the school's Hwb Sharepoint system. The school has been served notice that our ICT server is close to crashing by the County IT Dept. Temporary remedial work has been carried out but the school has been advised to transfer all files from the server as it may be not repairable. The purchase of these laptops for teachers will help staff move away from using the school's internal server and towards storing data on Hwb.

Due to the school having to eradicate a large budget deficit (£47,000) over the past four years, recent ICT investment has been limited. Due to a fall in pupil numbers this year, the school is expected to return to a

budget deficit of approximately £15,000 by March 2019 following staff restructuring. At present without access to the Development Fund the school is not in a position to make the above improvements.

Details of how savings will be achieved:

The Finance Sub-Committee of the Governing Body has agreed to devote £6,000 per annum towards ICT investment over the coming years. Thus, Development Fund repayments would be affordable for the school. Accessing the Development Fund will enable the school to complete this essential investment project in one go. As the majority of funding will be used to replace defunct hardware the Governing Body has discussed the need to purchase most of the equipment this year in order to improve educational standards. If we were to fund this investment in one go our budget deficit would be approx. £32,000.

In addition to financial savings are there any other benefits from the project?

One of the recommendations from the school's last Estyn report focuses on improving ICT provision. Due to financial issues progress against this recommendation has been limited. The school is currently rated as an Amber school by ERW. One of ERW's recommendations is to improve standards of ICT through consistent whole school use of Hwb. Additional chrome books are required in order to improve ICT provision for pupils.

Case Study 3

Project Proposal: Purchase of new telephone system

Total Project Cost: £ 3,090

Funding requested: £ 3,090

Annual repayment: £ 772.50

Please provide description/details of the proposed project:

Following advice from the TIC team and working closely with Allan Carter, the school wishes to buy itself out of the remaining lease with Glamorgan Telecom for supply of its telephone system and purchase a new system which it will own at the end of the repayment period. This will also enable the school to access the council's approved and much cheaper provider of calls and line rental, Adept Telecom by ending the contract with Glamorgan Telecom's more expensive preferred supplier, Cablestream Ltd

Details of how savings will be achieved:

Please see below a breakdown of the estimated annual savings:

Rental	£587	<ul style="list-style-type: none">• Previous lease was for 7 years.• The school will own the new telephone system at the end of the repayment period.• Loan repayments are less than current payment plan.• Further savings will be achieved by moving to CCC approved service provider Adept for calls and line rental (approx 40% of current cost).
Maintenance	£200	
Calls @ 40% of current cost	£340	
Total	£1,127	
Less repayment of loan	£-772.50	
Annual savings (approximate)	£354.50	

In addition to financial savings are there any other benefits from the project?

Reduced Admin time in servicing lease with Glamorgan Telecom, BNP Paribas (Finance Company) and Cablestream Ltd. The school will also be gaining greater control through owning the system and being tied to a leasing company and through utilising a CCC approved service provider.

Case Study 4

Project Proposal: To purchase specialist equipment to meet the requirements of the new curriculum in developing children's literacy, numeracy, ICT and physical development skills.

Total Project Cost: £14,000

Funding requested: £12,000

Annual repayment: £3000

Please provide description/details of the proposed project:

There are two aspects to the project but we strongly believe that these are closely linked and will support each other:

Project A

Since 2016 developing the outdoor learning environment has been a priority in the School Development Plan. Progress has been limited due to financial constraints, however we have a vision to develop resources aimed at developing children's skills.

The school has engaged with 'landscapes4learning' a company that provides bespoke out-door learning resources to develop skills such as physical, creative, kinaesthetic, social skills, literacy, numeracy and health and well-being. This will support all children from Nursery to Year 6. We feel that this will have a particular impact on all pupils

Project B

With the introduction of the Digital Competency Framework there is a need to develop and improve ICT resources, in particular devices that can be used individually by children which in turn will support Project A. This would give pupils opportunity to develop their skills. In 2016/2017 we engaged in the Lead Creative School Project as that project has now ended this project will enable us to embed the learning and skill from that project to ensure its sustainability. This had a particular impact on boys' engagement which we are keen to develop.

In addition to financial savings are there any other benefits from the project?

This project will greatly support the school to effectively implement the new curriculum and for pupils to develop a wide range of skills. Pupils will benefit greatly through having access to a wide range of outdoor equipment and updated IT equipment.

Case Study 5

Project Proposal: Purchase of Laser Cutter

Total Project Cost: £13,500

Funding requested: £13,500

Annual repayment: £3375 – this will be built into our budget

Please provide description/details of the proposed project:

We require support in the form of an interest free loan to purchase a floor standing laser cutter for our Design Technology department. Due to a budget deficit we are not able to afford to purchase outright at a cost of £13,500. We have considered leasing options and these result on an overall cost of £18,745 over a 5 year term. Our preferred option would be a loan from this fund to repay over 4 years.

The equipment is essential to support our pupils to fulfil their curriculum activities including GCSE and A Level course requirements. Our existing machine is coming to the end of its life and is not repairable.

Details of how savings will be achieved:

The lease is not a viable option at this stage as it would cost the school an additional £5245 over the term of the lease compared to purchasing outright through a loan of £13,500. If we did not obtain the loan then our only option would be a lease at additional cost to the school and over a longer period.

In addition to financial savings are there any other benefits from the project?

Requirement for our pupils to complete their course work for GCSE and A Level. We would be happy to consider other neighbouring schools having use of the machine.

APPENDIX 1- APPLICATION FORM

School Development Fund Application 2018/19

The purpose of the Development Fund is to support schools with one off projects that will generate long term savings for Schools.

Please refer to **School Development Fund Guidance 2018/19** before completing this application.

For an application to be successful the proposal must meet the following criteria:

1. Applications are restricted to 'one-off' type projects, support for recurring costs will not be considered.
2. The school/schools receiving support from the fund must demonstrate the ability to generate long-term savings.
3. Financial assistance from the fund is to be repaid over a maximum of 4 years.
4. Financial assistance for a particular scheme is restricted to a maximum of £100k and a minimum of £1,000.

PROJECT DETAILS:

School Name:

Project Proposal:

Please provide description/details of the proposed project :

Total Project Cost: £

Funding requested: £

Annual repayment: £

Total Costing details:

£

<i>Total Project cost:</i>	

Annual savings to be generated: £

Details of how savings will be achieved:

Is there opportunity to apply for other funding or grant? YES / NO

If yes, please complete:

Source/provider:
Name of Grant:
Amount available:
Funding already secured: YES / NO

Project Benefits:

In addition to financial savings are there any other benefits from the project? Please give details:
--

Additional comments/information:

Contact Details:

Name:	
Designation:	
Email:	
Tel No/Extn:	Date of Application:

Headteacher: I confirm that the details provided are accurate and that the Governing Body will be updated with the application and progress of the project:

Name:	Signature:
-------	------------

Education / Corporate Services use only:

Application:	APPROVED	REJECTED
--------------	----------	----------

Director of Corporate Services:	Date:
Director of Education & Children:	Date:
Executive Board Member:	Date:

Comments / Reason for rejection:

Acceptance / rejection notified to School: date:

Copy of notification attached-