

2022-2023: Joint Matched Funding (JMF)

Guidance for Headteachers and Governors of Community, Controlled and Foundation Schools on the availability of further funding for the scheme

Following on from the success of the JMF Scheme over the last 9 years, Cabinet has agreed to allocate a further £500,000 to support projects during 2022-23. This year there will be some changes to the scheme to ensure the funding is used to focus on the most pressing condition issues as supported by the Area Surveyors.

Suitable projects for JMF:

Suitable projects for inclusion in the scheme will be ‘**condition**’ led, i.e. that improve the external or internal fabric or structure of a school’s existing building and site (including services) and which are identified in the school condition survey. Some examples of possible projects are:

- Replacement of external windows or doors
- External fabric upgrades
- Toilet refurbishments
- Resurfacing of external hard play areas, access roads and car parks
- Boiler replacements

Unfortunately any schemes addressing suitability issues or any routine maintenance works (i.e. internal decoration) will not qualify. JMF cannot be used by a school to match fund any other DCC funding initiative e.g. Risk Management.

Maximum and minimum project values:

In order to attract matched funding, a scheme needs to have a minimum project value of £10,000 (£5,000 school contribution / £5,000 authority contribution). There is also a maximum funding limit of £30,000 (£15,000 school contribution/ £15,000 authority contribution). A school’s 50% contribution can be from a variety of sources; DFC, grants, delegated budget, private funds, etc. Projects costed above £30,000 will be considered but schools are responsible for all funding above £30,000.

Timetable and Process:

Schools interested in the funding should, in the first instance, discuss the possible project with their Development Contact Officer and DCC Area Surveyor (see contact details below and attached PDF). If after discussion the project is considered eligible

for JMF, schools should submit an expression of interest on the pro-forma accompanying this guidance. A budget price will need to be included which can be obtained from the Business Unit. Alternatively, schools can include a budget price based on a quote they have already received. Expressions of interest will be accepted from schools up to and including **30 November 2022**.

Schools will be notified by their Development Contact Officer if their expression of interest has been accepted to go forward as a formal bid. Prior to the bid being included in a report for approval schools will be asked to provide a full quote (if not previously obtained) and a **Project Approval Form (PAF)** will also need to be submitted and approved. Schools will also need to confirm in writing that they will meet 50% of the costs up to £30,000 and, if applicable, all costs above £30,000.

It is important to remember to include all fees, surveys and a contingency sum where applicable are included as, if the project for whatever reason goes over budget, the onus will be on the school to fund the difference.

Project Management:

If a school bid is approved, there are two options for procuring the work; DCC managed or school self-managed.

A DCC managed project will involve DCC delivering to the requirements of the project stated on the Project Approval Form. A DCC managed project will initially require a DCC Business Unit quote and subsequently DCC raising the order, DCC personnel managing the project (and the risk in terms of health and safety) and meeting the LA's Financial Regulations.

A school self-managed project will involve the school committing to carrying out the requirements of the project stated by Property Services personnel on the Project Approval Form. In this case the school will be the responsible body for ensuring that the appropriate building regulations and planning approval applications are made, appropriate asbestos reports commissioned, Construction Design and Management regulations are met, and Financial Regulations adhered to in respect of the production of a tender specification and the management of the tendering process. Schools are still able to use DCC property services to assist with design work, planning and building control applications. However, this would be subject to a specific fee agreement and availability. If the bid is approved and the school has fulfilled all the requirements arising out of the Project Approval Form, the funds will be made available and the school will be allowed to raise the order and manage the project (and the risk).

Should a school change from one of the options above to the other during the process, then a new Project Approval Form will be required to be submitted by the school and approval received before any orders are placed or works commence.

Children's Service Development Contact Officers by district:

Amber Valley

Fiona Moseley, email fiona.mosley@derbyshire.gov.uk

Bolsover

Tony Potter, email anthony.potter@derbyshire.gov.uk

Chesterfield

Tony Potter, email anthony.potter@derbyshire.gov.uk

Derbyshire Dales

Fiona Moseley, email fiona.mosley@derbyshire.gov.uk

James Bolton, email james.bolton@derbyshire.gov.uk

Jenny Webster, email jenny.webster@derbyshire.gov.uk

Erewash

Tony Potter, email anthony.potter@derbyshire.gov.uk

High Peak

Jenny Webster, email jenny.webster@derbyshire.gov.uk

North East Derbyshire

Terri Hirst, email terri.hirst@derbyshire.gov.uk

South Derbyshire

James Bolton, email james.bolton@derbyshire.gov.uk