



Department  
for Education

# Healthy pupils capital fund

**Guidance for responsible bodies who will  
receive direct allocations**

**March 2018**

# Contents

Summary	3
Who is this publication for?	3
Main points	3
Introduction	4
Responsible bodies eligible for direct allocations	5
Methodology	6
Weighted pupil numbers	6
Minimum allocations	7
Publication of allocations	7
Payments schedule	7
Use of the HPCF	8
Allocation of HPCF by responsible bodies	8
Examples of projects which could be funded using HPCF	8
Projects which are not consistent with the intended use of the HPCF	9
Pooling and match-funding	10
Accountability and reporting	11

## Summary

This publication provides non-statutory guidance from the Department for Education. It has been produced to provide guidance on direct allocations of the healthy pupils capital fund (HPCF) to local authorities and multi-academy trusts.

## Who is this publication for?

This guidance is for responsible bodies who will receive a direct allocation of HPCF:

- Local authorities.
- Multi-academy trusts with five or more academies and at least 3,000 pupils and academy chains who have opted in to receive a school condition allocation (SCA).
- Voluntary aided schools, who will be able to access HPCF through the Locally Coordinated Voluntary Aided Programme (LCVAP).
- Independent institutions (non-maintained special schools and specialist post-16 providers).

Schools, academies, headteachers and governors may also find this guidance of use.

## Main points

- The HPCF is intended to improve children's and young people's physical and mental health by improving and increasing availability to facilities for physical activity, healthy eating, mental health and wellbeing and medical conditions.
- Funding is provided from the Soft Drinks Industry Levy for 2018-19 only.
- Direct allocations for HPCF will be made to bodies responsible for individual institutions. This direct allocation is in addition to their normal SCA and will be announced and paid alongside it through the same mechanisms.
- Funding allocations for grant recipients are driven by the characteristics of their pupils and schools.
- Grant recipients are able to pool funding or take advantage of match-funding opportunities where appropriate, but are responsible for providing assurances on how their allocation has been spent.
- Responsible bodies will be required to report on how they have spent their HPCF in the same way they report on, and alongside, their SCA.

## Introduction

£100m of revenue generated from the Soft Drinks Industry Levy will be provided in 2018-19 for the HPCF. This fund is intended to improve children's and young people's physical and mental health by improving and increasing availability to facilities for physical activity, healthy eating, mental health and wellbeing and medical conditions.

The HPCF is being allocated utilising existing mechanisms for schools condition funding:

- Single and small academy trusts and sixth-form colleges have had the opportunity to bid for HPCF through the Condition Improvement Fund in 2018-19. The bidding round ran between 19 October – 14 December 2017. Further details are available here: <https://www.gov.uk/guidance/condition-improvement-fund>
- Local authorities, large multi-academy trusts and other bodies receiving SCA will receive a direct allocation from the HPCF. This direct allocation is in addition to their normal School Condition Allocation and will be announced and paid alongside it.
- VA schools will be allocated funding on a local authority basis through the existing LCVAP mechanism.

This guidance relates only to the direct allocations to be received by responsible bodies for HPCF.

## Responsible bodies eligible for direct allocations

Direct allocations for HPCF will be made to bodies responsible for individual institutions.

**Local authorities** are responsible and receive funding for community, foundation and voluntary controlled schools.

**Voluntary aided schools** are notionally assigned to their local authority. The local authority will coordinate the administration of their group funding allocation through the Locally Coordinated Voluntary Aided Programme (LCVAP).

**Multi-academy trusts** with five or more academies and at least 3,000 pupils receive a funding allocation for their academies. Where an academy chain has opted-in to receive a School Condition Allocation, they will also receive a direct allocation for HPCF.

**Independent institutions** (non-maintained special schools and specialist post-16 providers) will receive a direct allocation in respect of their state-funded pupils.

Funding allocations for grant recipients are driven by the characteristics of their pupils and schools.

## Methodology

The HPCF will utilise the allocations methodology for the schools condition funding. Full details of the SCA methodology are available in the Condition Funding Methodology for 2018-19 explanatory note:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/653264/Condition\\_Funding\\_Methodology\\_for\\_2018\\_19\\_Explanatory\\_note.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/653264/Condition_Funding_Methodology_for_2018_19_Explanatory_note.pdf)

Unlike SCA, the HPCF methodology does not include a high condition need funding component, nor any floor protection funding.

## Weighted pupil numbers

Pupil numbers underpin the allocation of the HPCF. These allocations are based on pupil numbers that are weighted to reflect a number of factors. The HPCF allocation methodology uses the same base pupil numbers and the same weightings as the School Condition Allocations methodology. In summary, weightings reflect:

- **Age-phase and type of pupils** – primary, secondary, sixth form, special school and boarding pupils have different weights reflecting their relative capital costs.
- **School modernisation** – for schools where 80% of their total floor area has been replaced or refurbished in the last 10 years, each of their pupils has a 50% weighting applied to reflect that these schools will generally have lower maintenance need. All private finance initiative (PFI) schools and those being addressed in phases one and two of the Priority School Building Programme – where they meet the above modernisation criteria – will be treated as a modernised school.
- **School location** – location factors, produced by the Building Cost Information Service, are applied to pupil numbers to reflect the different capital costs faced around the country.
- **Voluntary aided schools** – VA schools are required by law to make a 10% contribution towards capital costs, so we will deduct this from their HPCF allocation. These schools also do not have access to a VAT refund scheme so we have increased their allocations to reflect this. The net impact is a VA factor that uplifts their HPCF allocation by 8%<sup>1</sup>.

---

<sup>1</sup> Calculated as  $(1 \times 90\%) \times 120\% = 108\%$  or a factor of 1.08.

## **Minimum allocations**

If a grant recipient's allocation would be less than £500, the allocation has been increased to £500. This is to help ensure that all institutions who receive a direct allocation receive a level of funding that they can use to support the health and wellbeing of their pupils.

## **Publication of allocations**

HPCF allocations for responsible bodies have been published on gov.uk alongside SCA allocations.

## **Payments schedule**

Responsible bodies will receive their HPCF grant in instalments alongside their SCA allocations.

# Use of the HPCF

## Allocation of HPCF by responsible bodies

Responsible bodies are required to distribute their HPCF allocation to institutions for which they are responsible. The breakdown is as follows:

- Community, foundation and voluntary controlled schools – the relevant local authority will decide.
- Voluntary aided schools – the relevant local authority will be responsible for coordinating a discussion of VA partners in the area, who will agree which projects should be taken forward.
- Academies who are members of larger multi-academy trusts or opted-in chains – the MAT will make decisions on how to prioritise its funding.

Responsible bodies have the flexibility to distribute funding based on local priorities and need, but the funding must be used to improve children's and young people's physical and mental health by improving and increasing availability to facilities for physical activity, healthy eating, mental health and wellbeing and medical conditions.

Responsible bodies may wish to consider the following factors when making decisions on the use of HPCF:

- What are your local priorities and needs for pupil health and wellbeing?
- What existing facilities are there?
- How will the HPCF be used to complement existing or new funding opportunities?
- How will the investment be sustainable? Responsible bodies could consider:
  - the staffing and future maintenance costs of facilities.
  - the number and characteristics of pupils who would benefit from the investment.

Responsible bodies may wish to consider the following lists of project examples. These lists are not exhaustive and intended to provide illustrative examples.

## Examples of projects which could be funded using HPCF

Refurbishment or building of:

- Changing rooms
- Sports halls and gyms
- Swimming pools
- Teaching and catering kitchens
- Dining spaces, to include seating and tables
- Spaces for mental health support



Creation or renovation of:

- Garden spaces for growing produce
- Playgrounds and active play spaces, such as resurfacing, climbing walls or multi-use sports panels
- Sports pitches, hard courts and athletics tracks
- Improvements to facilities, such as floodlighting, security fencing, pitch drainage

Modification of facilities to improve accessibility for pupils with disabilities, such as:

- Hoists to allow access to swimming pools
- Adaptations to cooking facilities
- Adaptations to changing room facilities
- Wheelchair-accessible paths and planters in garden spaces
- Sports wheelchairs
- Hydrotherapy pools

Provision of equipment, such as:

- Permanent goalposts
- Outdoor table tennis tables
- Defibrillators<sup>2</sup>
- Gym equipment
- Cookers, fridges and freezers
- Bike stands

Examples of smaller scale expenditure are included below, these may be of particular relevance to recipients of smaller grant amounts.

- Water fountains
- Playground markings to facilitate active play
- Cooking equipment such as table-top hobs and food processors
- Gardening planters and equipment
- Fixed sports equipment, such as wall-mounted basketball boards

## **Projects which are not consistent with the intended use of the HPCF**

- Operational costs, including hiring or leasing of facilities
- Viewing stands
- Car parks, roads or landscaping
- Bars, sleeping accommodation, offices or other parts of a project that have little or no health and wellbeing content

---

<sup>2</sup> <https://www.gov.uk/government/publications/automated-external-defibrillators-aeds-in-schools>

- Projects (or elements of projects) where work has already been completed.
- The repayment of loans
- The purchase of land or buildings

## **Pooling and match-funding**

HPCF will be paid directly to responsible bodies. They are able pool their allocations across a number of responsible bodies if they wish.

Organisations may offer match-funding opportunities for suitable facilities. Responsible bodies are able to combine HPCF with this type of funding.

Following the financial year-end, responsible bodies are required to provide assurances on how their allocation has been spent. The Accounting Officer will be required to complete an “Outturn Certificate”. This will confirm that the funds have been used for the purposes provided and spent in accordance with the terms and conditions of grant. The Education and Skills Funding Agency (ESFA) will send the “Outturn Certificate” following the end of the financial year, pre-populated with grants made including completion instructions, for signature and return within the deadline stated in the certificate.

## Accountability and reporting

HPCF for:

- local authorities is paid under Section 31 of the Local Government Act 2003 - it is not ring-fenced or time-bound, but it is for capital expenditure only
- multi-academy trusts is subject to conditions that trusts must sign and return in order to receive payment
- non-maintained special schools, special post-16 institutions and voluntary-aided bodies is for capital expenditure

Responsible bodies will be required to report on how they have spent their HPCF in the same way they report on, and alongside, their SCA.



Department  
for Education

© Crown copyright 2018

This publication (not including logos) is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/version/3](http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3)

email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk)

write to Information Policy Team, The National Archives, Kew, London, TW9 4DU

About this publication:

enquiries [www.education.gov.uk/contactus](http://www.education.gov.uk/contactus)

download [www.gov.uk/government/publications](http://www.gov.uk/government/publications)

Reference: DFE-00069-2018



Follow us on Twitter:  
[@educationgovuk](https://twitter.com/educationgovuk)



Like us on Facebook:  
[facebook.com/educationgovuk](https://facebook.com/educationgovuk)