

QUESTION WITHOUT NOTICE
(Of which some notice has been given)

Wednesday, 26 November 2014

Hon Sue Ellery to the Minister for Education.

1. How were utility costs factored into the funding for schools under the Student Centred Funding Model for Education Support Centres on mainstream school sites?
 2. What guidelines are provided to the mainstream schools as to how to calculate an appropriate rate for those Education Support Centres?
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I thank the Hon. Member for some notice of this question.

1. Under the new student-centred funding model, all of the funding previously provided for utilities will be redistributed through the per-student and, where relevant, the enrolment-linked base and locality allocation funding. This is the case for Education Support Centres as well as other schools.

The Department of Education has ensured that each school has sufficient funding to cover general operating costs including salaries for principals, teachers and support staff, as well as costs for utilities, cleaning and gardening. This was based on the historical site costs, including utilities for each school, and therefore incorporated the varying utility costs in each school.

By managing the school's utilities, principals will have the flexibility to consider the most effective operations for their schools, and where savings can be made in the utility costs, these savings can be allocated to other resources.

The Department will continue to monitor utility costs so that refinements to the per-student and school-characteristic funding can be made to incorporate future changes in utility prices.

2. I table a support sheet that provides guidelines for schools operating as a shared site, as is the case for Education Support Centres.

A calculator has also been developed to assist schools in devising an apportionment of costs between the schools.



Minister for Education

Student-centred funding and one line budgets

A new way of resourcing and working



Operating as a shared site

The student-centred funding model (SCFM) per student and where applicable, enrolment-linked base and locality, allocation includes sufficient funding to cover general operating costs including salaries for principals, teachers and support staff as well as costs for utilities, cleaning and gardening. The SCFM and one line budget allow principals flexibility to use resources to address student needs.

In 2015 all schools will operate with one line budgets. There are a number of schools that share sites (e.g. Education Support Centres). Where schools share sites there is an expectation of ongoing liaison between the two principals to ensure the expenses related to the site are appropriately shared.

If required, the two principals sharing a site can develop a memorandum of understanding to clarify how each school will contribute to the overall cost of running the site.

A solution is currently being developed for schools sharing sites with Language Development Centres, Schools of the Air and Behaviour Centres. These schools/services are funded as unique schools and do not attract funding for utilities.

Given the variability in different schools' facilities and sites, it would not be equitable to provide a simple single formula on how site costs should be apportioned between the two schools. We recommend that both principals consider the key factors affecting their site costs. For example principals may wish to consider

- Number of students
- Number of classrooms and/or area used by each school
- Any equipment, facilities or services which would have a significant impact on site costs and which are totally or predominantly used by one school e.g. swimming or hydrotherapy pools, bus supervisors.

Please note that careful discussion and consideration of the whole operation of the shared site should be undertaken before any agreement is entered.

Some of the areas for consideration could include;

- Electricity
- Water
- Gas
- Rubbish disposal
- Cleaning & Gardening (e.g. payment and management of staff, supply of consumables, equipment, repair and replacement of equipment)
- Office costs (e.g. equipment, stationery, etc.)
- IT Infrastructure (e.g. sharing servers, replacement of servers, IT technical services)
- Administration (e.g. paying accounts, management of staff, census data, ordering cleaning supplies, reporting to parents, scheduling, etc.)
- Shared staff (e.g. Teachers and Support Staff).
- Faults management (reporting/managing and review of faults)

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EXAMPLE MOU TEMPLATE

SHARED SITE

MEMORANDUM OF UNDERSTANDING

[Name of school 1]

and

[Name of school 2]

This Memorandum of Understanding is made between [Name of school 1] of [Address of school 1] and the [Name of school 2] of [Address of school 2].

The aim for this document is to record an agreed understanding on the use of shared site facilities and utility costs.

After a joint examination of the school site characteristics and the enrolments at each school, the following split for each site will apply for the 2015 school year (complete percentage split as agreed).

Shared Cost	[Name of school 1]	[Name of school 2]	Timing of payment <i>E.g. As bill received; Beginning of year;</i>
Electricity	%	%	
Water			
Gas			
Rubbish Collection			
Cleaning			
Gardening			
Insert any additional site costs which you agree to split			

The percentages as stated in the table above for electricity, water, gas and rubbish collection will be applied

(delete one option as agreed) either

to the utility bills as they are received

or

a transfer based on the table above and the bills received in 2014 will be transferred from the one line budget of [Name of school 2] to [Name of school 1] by the close of business 20 March 2015.

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After using the table above a transfer of \$XXX for the cost of cleaning and gardening staff will be transferred from the one line budget of [Name of school 2] to [Name of school 1] by the close of business 20 March 2015.

STATEMENT OF UNDERSTANDING

This document is a statement of understanding and is not intended to create binding or legal obligations on either party.

Signed for and on behalf of
[Name of school 1] by

Signed for and on behalf of
[Name of school 2] by

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