



## **EDUCATION SCRUTINY COMMITTEE – 29TH JUNE 2021**

**SUBJECT: SLA AGREEMENTS**

**REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND  
CORPORATE SERVICES**

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### **1. PURPOSE OF REPORT**

- 1.1 To provide Members with an overview of the SLAs (Service Level Agreements) available to schools and details with regards to the level of purchase for the Authority's internal services. This report is provided following Member request for this information.

### **2. SUMMARY**

- 2.1 This report aims to provide Members with details of which areas of services within the Authority provide support to schools through an SLA arrangement, the level of purchase and the value of spend by schools.
- 2.2 The SLAs details are currently being finalised for financial year 2021/22, consequently the details contained in this report are based on the details for financial year 2020/21.

### **3. RECOMMENDATIONS**

- 3.1 Members are requested to note the content of this report.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To ensure that Members have an overview of the SLA position with schools. Many Members will be familiar with the arrangements in place due to their School Governor roles.

## 5. THE REPORT

5.1 In 2020/21 the following areas of service offered an SLA arrangement with our 86 schools:

- Education Finance [Core & Premium SLA available]
- HR (Human Resources)
- Payroll
- Health & Safety [4 options of SLA available]
- Communications
- IT [3 – SLA's IT Support; IT (SIMS); IT Hardware]
- Information Governance
- Procurement
- Legal Services
- Corporate Finance [SLA for the Purchase Ledger]
- Building Consultancy
- Catering Services (Primary & Secondary SLA)
- Pest Control [4 options of SLA available]
- CCTV [1 or 2 or 3 cameras]
- Governor Support [this is supported by the Education Achievement Service(EAS)]

5.2 Each financial year, schools receive the SLA Agreement from each service area (co-ordinated through Education Finance) and are given the opportunity to review and raise any queries prior to a decision to purchase. There is a significant amount of information contained within each of the SLAs, consequently appendices 1 to 3 provide a few examples for 2021/22 (Finance, HR & Legal). To advise Members, IT Services will be reviewing and updating the 3 IT SLAs over the coming months in discussion with Officers in Education and headteachers. The roll out of the Ed Tech Programme (Welsh Government investment in schools IT infrastructure and devices) is key to this review.

5.3 It's important to note that this list of SLAs excludes arrangements co-ordinated directly between the schools and service area most notably cleaning, catering and grounds maintenance. With regards to cleaning contracts, 80 of our schools purchase cleaning services from the Authority. All our primaries have catering provision delivered by catering services and in the secondary sector there are 2 schools who provide their own catering provision plus catering in the PFI schools is delivered by an external contractor as part of the contract. Those secondary schools who utilise Caerphilly Catering are charged per free school meal (FSM) delivered, the schools receive funding for FSM's in their formula / budget allocation.

5.4 The school formula funding methodology provides for a level of funding to schools towards their SLA costs. In addition there are SLA arrangements in place which have originated because it is more cost effective for schools to buy into a shared arrangement rather than fully resource locally. At the start of the financial year the headteacher and Governing Body will allocate funds from the schools budget, which SLAs schools decide to support will be part of that discussion.

5.5 In 2020/21 schools paid £2.4m for the support provided through the SLAs listed above. Appendix 4 provides a summary of the SLAs and the level of purchase, which is 100% for many of the services.

5.6 A number of years ago the Education Finance Team established a Traded Services

Board with Primary and Secondary Headteacher representatives. The purpose of this forum was to give headteachers the opportunity to raise and discuss common issues linked with SLAs. Each meeting would generally involve two service managers providing an overview of the service SLA and then discussing any concerns from schools. In this last year and a half this forum has not met but it is certainly something that Finance will be looking to re-establish for the new academic year. Whilst the Traded Services Board is specifically to discuss SLA arrangements, the School Budget Forum which includes Headteachers, School Governors and Members also provides an opportunity for discussions around finance that could include SLAs as required.

## **5.7 Conclusion**

SLA purchase from schools continues to be excellent within the Authority. Agreements are issued on an annual basis and service areas must continue to respond to meet the needs of schools to ensure that this level of support for our internal services continues.

## **6. ASSUMPTIONS**

6.1 There are no specific assumptions contained in this report.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is providing information for Members and does not require an IIA.

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no direct financial implications as a result of this report. It does however provide a level of information with regards to the value of SLA arrangements that schools supported in financial year 2020/21.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no direct personnel implications arising from this report.

## **10. CONSULTATIONS**

10.1 There are no consultation responses that have not been reflected in this report.

## **11. STATUTORY POWER**

11.1 Local Government Act 1972 and 2000.

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Appendices:  
Appendix 1 Finance SLA [Example – Primary]  
Appendix 2 HR SLA  
Appendix 3 Legal SLA [Example – Secondary]  
Appendix 4 Schools SLA Summary 2020-21