

Schools Funding Forum 14<sup>th</sup> September 2017

***Extract from Havering's Scheme for the Financing of Schools***

**SECTION 8: THE PROVISION OF SERVICES AND FACILITIES BY THE AUTHORITY**

**8.1 Provision of services from centrally retained budgets**

Before the start of each financial year, the LA will provide to all schools, information on the services available through the Support Services for Education Providers initiative. Other services may also be provided by the LA, outside of these arrangements such as premature retirement compensation and redundancy payments. The LA will determine the basis on which central services are provided to schools. There will be no discrimination in the provision of services on the basis of categories of schools except where (a) funding has been delegated to some schools only or (b) such discrimination is justified by difference in statutory duties.

**8.2 Timescales for the provision of services bought back from the LA using delegated budgets**

For those services charged on the basis of an annual subscription, agreements with the LA will be need to be completed by 30<sup>th</sup> April. To assist schools in making their decisions, by 31<sup>st</sup> December of the previous year, service providers must advise schools of any significant restructuring of their services or price increases above the rate of inflation.

Where a school has advised the LA's Business Support Team between 1 October and 30 April (inclusive) that it does not wish to continue the service for the following financial year, the service will discontinue on 31 August.

Where a school has advised the LA's Business Support Team between 1 May and 30 September (inclusive) that it does not wish to continue the service for the following financial year, the service will discontinue on 31 March.

The term of any arrangement with a school to buy services or facilities from the LA will be limited to a maximum of three years from the date of the agreement, and periods not exceeding five years for any subsequent agreement relating to the same services. In the case of catering services an extension applies to five and seven years respectively.

Services will be offered at prices which are intended to generate income which is no less than the cost of providing those services. The total cost of the service will be met by the total income, even if schools are charged differentially.

### **8.3 Packaging**

Any service for which funding has been delegated will be offered to schools on a buyback basis in a way which does not unreasonably restrict schools' freedom of choice among the services available, and where practicable, this will include provision on a service-by-service basis as well as in packages of services. This does not prevent the LA from offering package of services which offer a discount to schools taking up a wider range of services.

### **8.4 Service Level Agreements**

**8.4.1** Where services or facilities are provided under a service level agreement (including Services to Schools arrangements) - whether free or on a buyback basis - the terms of any such agreement starting on or after the inception of the Scheme will be reviewed at least every three years if the agreement lasts longer than that. At least one month will be given for schools to consider the terms of the agreements.

**8.4.2** Although many Council services will be available to schools through extended agreements and payment of an annual subscription, some services may be offered on a more ad hoc basis as "pay as you go" and may be charged at differentiated rates.

**8.4.3** Centrally commissioned premises and liability insurance is excluded from the requirements under 8.2 and 8.3 as the limitations envisaged may be impracticable for insurance purposes.