

SCHOOLS FORUM

Meeting date: 3rd July 2020

**From: Dan Barton
Assistant Director – Education & Skills**

SCHOOL PAYROLL CONTRACT AWARD

1.0 EXECUTIVE SUMMARY

- 1.1 *This report informs the Schools Forum of the current position regarding changes to payroll services for maintained (non-chequebook) schools.*

2.0 STRATEGIC PLANNING AND EQUALITY IMPLICATIONS

- 2.1 *Ensuring that Cumbrian schools are funded appropriately is supportive of the Council Plan outcome that 'People in Cumbria are healthy and safe.*

3.0 RECOMMENDATION

- 3.1 *The Schools Forum is asked to:*
- *note the report*

4.0 BACKGROUND

- 4.1 Schools were informed on 25 November 2019 of the local authority's intention to develop a framework contract which will offer schools several providers to bid for their payroll contracts. A consultation with the maintained Schools Forum representatives providing an opportunity to comment on the terms of the contract was completed in January 2020.
- 4.2 Following the consultation the Invitation to Tender was issued and three providers have been appointed to the framework contract. The award of contract is subject to 'call in' after which schools will be notified of the provider names.
- 4.3 Once the award of the framework contract has been completed maintained (non-chequebook) schools will be advised of the steps needed for each school

to be able to appoint their own provider from the framework with an expectation that the new contracts will be in place by 1st November 2020. Given the timeframe and impact of COVID19 the mini competitions will be completed by the Council's Corporate Procurement and Contract Management Team on behalf of the 180 schools.

5.0 OPTIONS

- 5.1 Schools Forum are asked to note the report notifying them of the payroll contract award for maintained (non-chequebook schools).

6.0 RESOURCE AND VALUE FOR MONEY IMPLICATIONS

- 6.1 The cost of the new payroll service for schools will not be known until tenders are returned via a mini competition but the contract award criteria at that stage will be based on 100% price.

7.0 CONCLUSION

- 7.1 This paper informs the Schools Forum of the progress made on the payroll contracts for maintained (non-chequebook schools).

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