

## LONDON BOROUGH OF WALTHAM FOREST

Meeting / Date	<b>SCHOOLS FORUM</b> <b>14 JANUARY 2015</b>	Agenda Item	<b>8</b>
Report Title	<b>Occupational Health Services De-delegation for 2015-16</b>		
Decision/ Discussion/ Information	For Decision		
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### 1. SUMMARY

- 1.1 This report provides the opportunity for Primary and Secondary maintained schools to de-delegate funding for Occupational Health services.

### 2 RECOMMENDATIONS

**That voting members of Schools Forum, who are Governors and Head Teachers of maintained primary schools only, agree**

- 2.1 To de-delegate Occupational Health funding of £60,700

**That voting members of Schools Forum, who are Governors and Head Teachers of maintained secondary schools only, agree**

- 2.2 To de-delegate Occupational Health funding of £35,800

### 3 REASON

- 3.1 Maintained mainstream schools can opt to return (“de-delegate”) some elements of central funding. These amounts are deducted from the final school budget shares after applying the Local Funding Formula. Regulations require that Schools Forum by sector must decide to de-delegate these amounts i.e. Primary and Secondary sectors. De-delegation is not an option for academies, special schools, nurseries or PRUs; however these settings may contribute by buying back any service provided by the local authority.

## 4 BACKGROUND

- 4.1 In 2010/11 the Council undertook a detailed procurement for its Occupational Health and Employee Assistance Programmes, this involved Head teacher representatives. The contracts were awarded to the current providers based on an assessment of quality and value for money.
- 4.2 The Council currently receives its Occupational Health Service from Medigold. The service assesses the fitness for work of staff referred by schools. They give advice on fitness and on adjustments that may need to be provided. They can also assess workplaces and workstations for staff with specialist needs. Finally the service offers pre-employment health checks for staff.
- 4.3 Workplace Options provides a confidential counselling, advice, support and information line to all staff in the Council including staff in maintained schools. This is a 24 hours day, 365 days/year service.
- 4.4 All these services assist schools in their duty of care to staff through ensuring their fitness for work and helping staff to either remain in work or return to work. Anecdotal evidence indicates that schools and managers of the Council are content with the services they receive. Usage statistics indicate that for the period January to September 2014 schools commissioned 724 pre-employment checks and 171 management referrals. In the period April 2013 to June 2014 there were 94 staff that accessed the variety of confidential support packages available via the employee assistance scheme.
- 4.5 Presently, the Local Authority has extended the contracts up to June 2015. It is intended to extend the existing contractual relationships for a further three years under a Framework Agreement.
- 4.6 The annual cost of the Occupational Health service is currently **£75,500** for schools. The annual cost of Employee Assistance is **£21,000**. The total cost is estimated to be **£3.77** per pupil in 2015-16 (£3.76 per pupil in 2014-15).
- 4.7 There are likely to be adjustments to this per pupil figure between now and June 2015. Firstly it is anticipated that the contract extension negotiations will deliver some savings in the annual cost of the service. Secondly we will need to review with providers the overall cost of the service given further impending academy transfers and resultant reductions in staff numbers in maintained schools that are covered by the contract. Both adjustments are likely to result in per pupil cost reductions and these will be reported to Schools Forum when clear. Any savings will be pass-ported straight back to schools.
- 4.8 Academies are not able to de-delegate funding for this service but will be able to purchase on the back of the Waltham Forest contract. These costs will be based on the same per pupil calculation but with a 10p per pupil addition, therefore £3.87 per pupil to recognise the Council incurred on costs in procuring, monitoring and administering the services.