

MEETING	SCHOOLS BUDGET FORUM
DATE	18 November 2015
TITLE	Amend the Clerk of Governors Service Level Agreement
PURPOSE	Seek agreement from the Schools Funding Forum
RECOMMENDATION	Approve the Clerk of Governors Service Level Agreement
REPORT BY	Arwyn Thomas, Head of Education
CABINET MEMBER FOR EDUCATION	Cllr Gareth Thomas

1. Background

- 1.1 Recommend inclusion of Governing Body Advisory element in the SLA.
- 1.2 Recommend an increased charge for SLA to match level of hours required to undertake the responsibilities appropriately and to a high standard.
- 1.3 Recommend providing an additional Extended Service but at a price in accordance with use, additional meetings to the 6 usual ones, e.g. Governing Body’s Statutory Committees.

APPENDIX 1 LEA Governing Body Clerk Service Level Agreement.

2. Conclusion

- 2.1 It was noted that not enough recognition was given to the time taken to carry out the work of the clerk fully and to a high standard.
- 2.2 Consultations were held with the LEA’s Secondary Schools Administrative Officers and Clerks to the primary schools in order to reach an agreement on average number of hours taken to complete all the responsibilities in both sectors.
- 2.3 It was noted that Governing Bodies required an advisory service element.

3. Recommendation

- 3.1 The Schools Budget Forum is requested to agree to the amendment in the SLA and sanction the recommendation for the following price:

£1500 Primary Schools
 £2500 Secondary Schools