

**Executive Member for Leisure & Culture and Advisory Panel** 25 March, 2008

Report of the Assistant Director (Lifelong Learning & Culture)

**PURCHASING FROM THE NOT FOR PROFIT SECTOR 2008/9:  
SERVICE LEVEL AGREEMENTS**

**Summary**

1. This report seeks approval to purchase Lifelong Learning and Culture programmes through Service Level Agreements.

**Background**

2. Service Level Agreements (SLAs) are one form of funding offered by the Learning, Culture and Children's Services Department to York's not for profit sector. They are used to purchase a specific activity or programme that will meet the needs of target customer groups. The purchasing priorities and criteria for SLAs are attached at Annex 1.
3. SLAs fall under the category of grants. The scheme of delegation is as follows:
  - Delegated authority for Chief Officers to approve grants of up to £5k
  - Delegated authority for the Executive Member to approve grants of more than £5k and up to £50k
  - The Executive to approve grants of more than £50k
4. This paper therefore asks the Executive Member to approve grants between £5,001 and £50,000. (There is only one grant of over £50k – to the Theatre Royal – and this is dealt with separately in a three year funding agreement reported to the Executive.)
5. All organisations that receive a Service Level Agreement work in partnership with the Council in the delivery of their services to provide programme that has been actively developed through discussion with the Council over time. Through this partnership working officers are able to ensure that the services commissioned are delivered satisfactorily. Furthermore, as a minimum, organisations are asked to complete a monitoring form describing how the funded programme was carried out and the outcomes achieved. All the monitoring forms are kept on file should Members wish to view them.

**Consultation**

6. The Council has entered into 'The York Compact' agreement with the Voluntary Sector. Under the Code of Practice on Funding section of the Compact it has been agreed that, where appropriate, the Council will endeavour to enter into 3

year funding agreements. For this reason the Council has entered into 3 three year agreements with 3 organisations (in addition to the Theatre Royal): York Early Music Festival, York Early Music Foundation, and Friends of St Nicholas Fields. These were last renewed in 2006/7.

7. A funding booklet is produced centrally and made widely available. It sets out all sources of funding available across the Council and the process for applying. Organisations are invited to submit ideas for new programmes. The Council's funding priorities are also discussed with relevant partnerships, notably York@Large and Active York.

### **The Process for 2008/9**

8. The available budget for 2008/9 is reduced by £4k compared to 2007/8 due to:
  - The third year impact of a decision in the budget process for 2006/7 to reduce one Arts SLA by £2k per annum (affecting Stagecoach)
  - The second year impact of a decision in the budget process for 2007/8 to reduce a further Arts SLA by £2k per annum (affecting the Yorkshire Film Archive)
9. No inflation is available within the SLA budgets and it is therefore proposed that no organisation will receive an inflationary increase to their SLA funding.

### **Options**

10. The following applications have been received for SLA funding of over £5k:

<b>Organisation</b>	<b>Requested 2008/9</b>	<b>Received 2007/8</b>	<b>Proposed 2008/9</b>
Cube Media	8,000	7,280	7,280
Friends of St. Nicholas Fields	28,000	25,590	25,590
Pilot Theatre Company	8,000	1,820	1,820
York Early Music Foundation	5,250	5,000	5,000

### **Analysis**

11. The following response is recommended to these applications:
  - Cube Media: An SLA is proposed for programmes providing affordable access and creative opportunities in sound, media and video that target groups with special needs. These are important programmes for target groups that the Council does not have the skills to provide itself.  
  
As no inflation uplift is available in the budget none is proposed in the SLA which will be pegged at the 2007/8 level.
  - Friends of St Nicholas Fields: An SLA is proposed to operate, conserve and develop St Nicholas Fields on behalf of the Council. Without this SLA the land would have to be managed by the Council. Such an arrangement would be more expensive and fail to reap the benefits of voluntary action that the Friends provide.

As no inflation uplift is available in the budget none is proposed in the SLA which will be pegged at the 2007/8 level.

- York Early Music Foundation: As no inflation uplift is available in the budget none is proposed in the SLA which will be pegged at the 2007/8 level. During the year there is a proposed merger with the National Centre for Early Music. Officers will use delegated powers to enter into an SLA for £5k in respect of the July and December early music festivals.
- Pilot Theatre: Given the constraints on the budget it is not recommended to purchase the more extensive SLA proposed by Pilot Theatre. Officers will nonetheless use delegated powers to provide a grant for £1,820 to support local delivery of Pilot's nationally acclaimed theatre work with young people including the development of European exchange projects and four new theatre productions targeted at ages 5 – 25.

### Implications

12. **Financial:** The budget available for SLAs in 2008/9 is summarised in the table below:

	<b>Arts</b>	<b>Sports</b>	<b>Parks</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>2007/08 Budget</b>	35,660	6,500	26,790	68,950
<b>2008/09 Budget Savings</b>	4,000	0	0	4,000
<b>2008/09 Available Budget</b>	<b>31,660</b>	<b>6,500</b>	<b>26,790</b>	<b>64,950</b>
<b>Proposed Awards</b>				
>5k and <50k	7,280	0	25,590	32,870
≤ 5k	24,380	6,500	1,200	32,080
<b>Total</b>	<b>31,660</b>	<b>6,500</b>	<b>26,790</b>	<b>64,950</b>

13. There are no human resources, equalities, legal, crime and disorder, or information technology implications arising from the report.

### Corporate Priorities

14. SLAs are given to meet the key priorities as detailed in Annex 1.

### Risk Management

15. All SLAs are monitored by the relevant officer to ensure compliance with the Council's requirements.

## Recommendations

16. The Executive Member is asked to approve the proposed Service Level Agreement awards of more than £5k to Cube Media and Friends of St Nicholas Fields as set out in paragraph 12.

Reason: To provide programme that contributes to meeting the Council's objectives.

## Contact Details

### Author & Chief Officer responsible for the report:

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Report Approved  Date 25.2.08.

Specialist Implications Officer:

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Wards Affected:

All

For further information please contact the author of the report

## Annexes

1. Service Level Agreement Criteria
2. Detailed Service Level Agreement Profiles for SLAs of > £5k

## Background Papers

SLA application and monitoring files held by the author.