

# WORCESTERSHIRE COUNTY COUNCIL

## RECORD OF OFFICER EXECUTIVE DECISION

Item	Outcome
<b>Date of Decision</b>	12 August 2021
<b>Decision Maker</b>	Andrew Spice, Director of COACH, Tina Russell, Director of Children's Services (for TUPE of schools Finance team from Liberata to WCF)
<b>Brief Description of Decision</b>	<p>This decision relates to the insourcing of elements of services provided by Liberata. It is not considered to be a Key Decision. Relevant Cabinet Members have been consulted</p> <p>This decision is to approve in principle and authorise officers to finalise detailed arrangements below:</p> <p><u>Liberata - In-source elements of the service</u></p> <p>There are three elements of service coming back to the Council. It should be noted that Payroll services have already been extended for three years under the terms of the contract with Liberata.</p> <p>To authorise the finalisation of an exit payment to Liberata in respect profits guarantee from services that will transfer to the Council over the period for February 2023. Note that following this period the County Council will have the benefit of service provision and contract income and the services are anticipated to be at least cost neutral.</p> <p>(1) Accounts Payable/Accounts Receivable. (Lead contact Mark Sanders) To finalise the arrangements for service and staff transfer to the Council, and to finalise the arrangements via a deed of variation dealing with mechanics and price.</p> <p>(2) School finance (lead contact Phil Rook). This service is currently dealt with by Liberata staff and delivered directly to schools under call off contracts pursuant to the framework agreement with Liberata. To finalise the transfer of the service and staff from 1 September 2021 to WCF, who will enter into new contracts for these services with schools/academies as Liberata's expire on 31 August 2021.</p> <p>(3) HR Consultancy (lead officer Richard Taylor) to finalise the arrangements for insourcing the service on 1 September 2021. To include the transfer of the service and staff from 1 September 2021</p>

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	<p>to WCC, who will enter into new contracts for these services with schools/academies as Liberata's expire on 31 August 2021.</p> <p><b>Finance</b> The financial arrangements for the internal delivery of the services as opposed to contract payments to Liberata, and any severance payments to Liberata are to be made from the Council's core budget and within the existing budgets.</p>
<p><b>Reason(s) For Decision</b></p>	<p>The Council's strategic direction around providing support services to schools, managed through Worcestershire Children First, has been reviewed in consideration of the need to enable and shape service changes to align with an improved menu of services from a single supplier for HR consultancy and Finance services.</p> <p>It is expected that maintained schools and academies will benefit from updated service provision by combining Council and Liberata services earlier than would otherwise be the case under existing contractual arrangements.</p> <p>There are further strategic advantages for insourcing Finance Accounts Payable and Accounts Receivable services where the Council would have the ability to manage complete end to end procure to pay services and enable process efficiencies to be achieved without the need for handoffs to a third party.</p> <p>There are additional strategic advantages for insourcing HR Consultancy services including alignment to the Councils Trade Union frameworks and economies of scale within the current HR, OD and Engagement service to realise future efficiencies and to provide an improved service to Schools and Multi Academy Trusts to maximise income.</p> <p>These insourcing arrangements are considered in conjunction with continuing with Liberata as a strategic partner to provide Payroll services for the Council, Worcestershire Children First, Schools and Academies.</p> <p>Together, maintained and academy schools will benefit from market leading services, and the Council / Worcestershire Children First will be able to review all processes and achieve economies of scale.</p>
<p><b>Alternative Options Considered and Rejected</b></p>	<p>Accounts Payable, Accounts Receivable, Schools Finance and HR Consultancy services could remain being provided by Liberata until the end of the existing contract term in 2023. Whilst this option provides consistency of existing service, it would not have enabled the Council or Worcestershire Children First to make improvements now to align with the current circumstances and organisational objectives or to achieve efficiencies.</p>

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<p><b>Joint Equality, Public Health, Data Protection and Sustainability Impact Assessments carried out</b></p>	<p>The JIA screening did not identify any potential considerations requiring further assessment during implementation.</p>
<p><b>Any Conflict of Interest declared by a consulted Cabinet Member/ any dispensation granted</b></p>	<p>None Identified</p>
<p><b>Reference</b></p>	<p>05/2021</p>