



Ein Rhanbarth ar Waith
Education through Regional Working

Shared Functions Framework

**Cynghrair o 6 awdurdod lleol yw ERW a reolir gan gyd-bwyllgor cyfansoddiadol cyfreithiol.
Y nod yw gweithredu strategaeth a chynllun busnes rhanbarthol cytunedig a chefnogi gwelliant ysgolion.**

ERW is an alliance of 6 local authorities governed by a legally constituted joint committee.
Its aim is to implement the agreed regional strategy and business plan to support school improvement.





ERW

Ein Rhanbarth ar Waith
Education through Regional Working

SHARED FUNCTIONS FRAMEWORK

Purpose

This document presents a framework of common core functions to support design and delivery of services throughout the ERW Region.

The framework sets out the expectations and details outlined in the Legal Agreement between the six Local Authorities of Carmarthenshire, Ceredigion, Neath Port Talbot, Pembrokeshire, Powys and Swansea.

Any minor amendments made to the responsibilities noted in the agreement will be made within this framework and approved by the Joint Committee.

The primary purpose of the framework is to inform the distribution of services required to implement the delivery of the overall consortium business plan across the region. It also supports the specific remit from the Welsh Government to develop regional working to help those who educate our children and young people.

This framework sits alongside existing structures currently used by those departments that are integral to it.

Structure

This document provides an overview of the agreed core principles and functions. It is expected that individual teams will use the document as a guide to develop their own specific competencies.

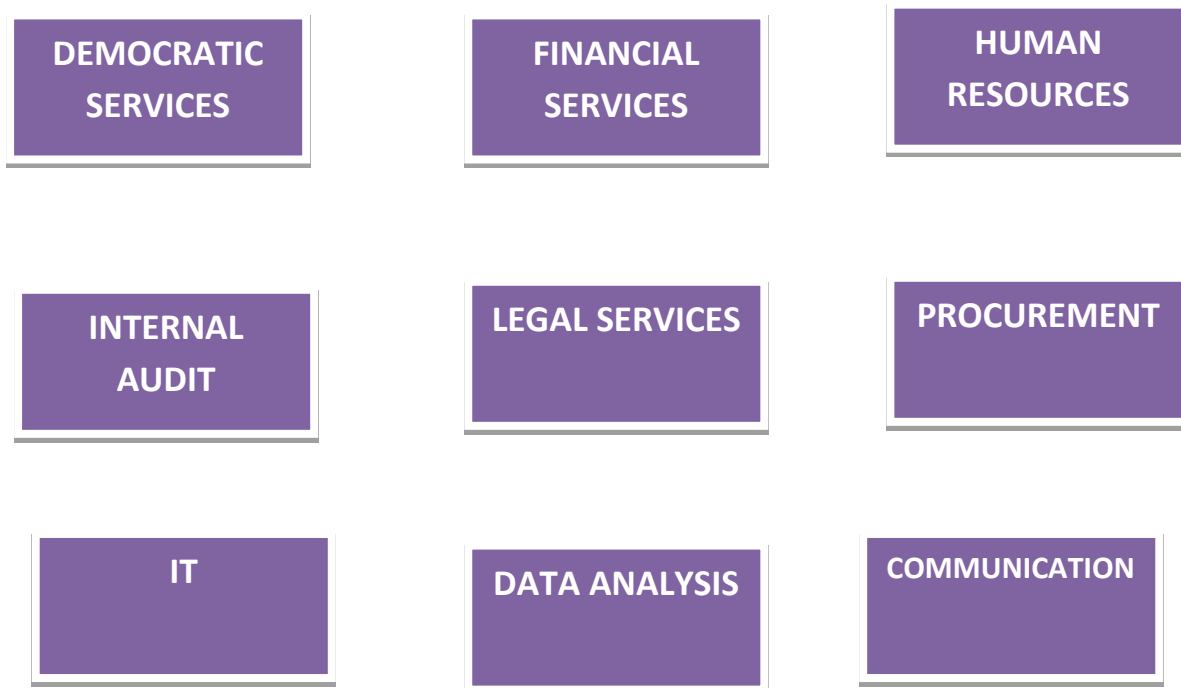
Rationale for developing the framework

Regional Working is a prerequisite for effective school improvement in Wales (*National Model For Regional Working Guidance Document, February 2014*). Within this, the role of the consortium is clear, and this document serves to identify ERW's centralisation of expertise in order to manage its functions across the region.

The organisational design of ERW builds on the collaboration of the six LAs. This framework will make clear how each authority supports the regional infrastructure.



The Shared Functions



Shared functions within ERW can be split into two distinct types / themes-

- a) Those noted in the Legal Agreement as in kind contributions.
- b) Those commissioned in partnership operationally from one or more LA to support central functions

a) Noted in the Legal Agreement

1. **Financial Services** – This service is provided by Pembrokeshire County Council, which will manage the budget, and will ensure that accounting practices adopted comply with relevant legislation and good practice.
In addition, ERW employs a full time Finance Officer, working to both the Section 151 Officer and the Managing Director. There is an expectation that each LA works collectively within the operational finance group.
2. **Human Resources** – This service is provided by Pembrokeshire County Council for staff centrally employed by ERW who are employees of PCC, and are therefore supported by HR services within the LA. There is an expectation that each LA works collectively through the HR service to manage common areas of work around teacher performance.
3. **Legal Services** – This service is provided by Ceredigion County Council.
This includes the role of the monitoring officer / legal services in supporting the Joint Committee in decision making.

In addition, there is an expectation that each LA works collectively through the service to manage common areas of work.

4. **Procurement** – This service is provided by Powys County Council, which will act as the contracting authority for and on behalf of the Consortium and will make all payments under a contract when they fall due. There is an expectation that each LA works collectively where necessary to manage regional areas of work
5. **Committee services to support the Joint Committee and the Executive Board** - This service is provided by Carmarthenshire County Council.
6. **Risk Management** – This service is provided by Neath Port Talbot CBC. Monitoring and tracking risk, managing arrangements for escalation across the six local authorities jointly and separately. Reporting to JC and Executive Board as required.
7. Swansea have been in discussion with the Managing Director regarding the possibility of supporting an aspect of work.

b) Commissioned from one or more LA to support central functions

1. **Data Analysis** – This service is delivered by Ceredigion County Council as part of an SLA with the other 5 LAs.
2. **Communication** – This service is provided by Carmarthenshire County Council as part of an SLA with ERW central team. All communication teams work together to ensure common messages are effectively transferred.
3. **Internal Audit** - This service is provided by Pembrokeshire County Council as part of an SLA with ERW central team.
4. **IT support** for the central team is provided under SLA from Pembrokeshire County Council

ACTION

All Directors to share with their respective local services the arrangements.

February 2015