

<b>DSG DE-DELEGATED PROPOSAL 2024-25</b>		
<b>Full Title of Proposal</b>	Renewal of EVOLVE Licence – educational visits.	
<b>Lead Officer</b>	Christopher Davies	
<b>Reference Number</b>	DD2	
<b>Annual Funding Proposal</b>	<b>£7,300</b>	
<b>Date of Funding Proposal</b>	19/9/2023	
<b>Which phase of school does this support (✓)</b>	<b>Primary</b>	<b>Secondary</b>
	✓	✓
<b>What proportion will each phase bear Please state as an amount per pupil.</b>	<b>Primary</b>	<b>Secondary</b>
	16 pence (£5,4k)	16 pence (£1,9k)
<b>Is the service provided a statutory function</b>	Yes	
The software being licensed is not a statutory requirement, but it is an essential tool used to ensure the Council fulfils its H&S duty in respect of its employees, and those in their care.		
<b>How has this proposal been calculated?</b>		
This is the license fee for the EVOLVE software provided by eduFOCUS.		
<b>What will be the benefits to schools in Schools Forum agreeing this proposal? (Please give any details of previous proposals of a similar nature or specific details of requirements such as staffing and services)</b>		
Schools and LA use this software to ensure the safe and robust management of off-site educational visits.		
<b>What will be the impact if School Forum agree to purchase the statutory element of the service only? (Please give details on the total cost for the year, cost per pupil for each phase, service delivered)</b>		
N/A		
<b>What will be the impact if Schools Forum do not agree to this proposal?</b>		
Schools will lose access to a key mechanism used to safely plan and deliver learning outside of the classroom.		
<b>How will the amount be deployed?</b>		
<b>Salaries</b>	£	
<b>Services</b>	£	7,300
<b>Other costs</b>	£	

**How will expenditure be monitored?**

This is an annual license.

**How will impact be evaluated?**

By the number of schools and children attending off-site visits.

**Please detail any income generated by the service?**

Income is not generated solely through the license. Income is generated by Service Level Agreements – of which access to the software is an element – and also training delivered by the LA Educational Visits Advisers to teachers and visit leaders. The SLA revenue equates to approximately £50kp/a