

## Freedom of Information Act 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

### You asked:

#### 1) Software that schools in your authority use to return school census to the DfE?

##### Answer:

The vast majority of schools use SIMS, but one school uses Progresso.

#### 2) Do you provide schools with this software?

Capita provide schools with the SIMS software and schools use it under the local authority's licence. The school that uses Progresso is responsible for its own software and licensing arrangements.

#### 3) If yes how much do the schools pay for this software?

For SIMS schools, the local authority pays an 'Annual Entitlement' charge to Capita each year, based on the total number of pupils on roll in the licensed schools. This is then recharged in full to schools as part of their support charges. The total cost for 2014/15 for all schools is £210,823.00.

#### 4) Do you provide support for this software?

The local authority has a support team for SIMS that schools have the option of buying into.

#### 5) If yes how much do schools pay for support for this software?

Basic costs for 2014/15:

Secondary Schools - £2951 pa

Non Secondary Schools - £2062 pa

Note - some schools have an additional charge for some school specific services (eg running backups). The charges for Academies are calculated differently (note, they do not use SIMS under the LA's licence - they have their own licences).

#### 6) Are schools free to choose their own MIS software, or is this dictated by yourselves?

All schools are free to choose their own MIS.

#### 7) Do you have a license / contract arrangement with an MIS supplier?

The council holds a perpetual licence for SIMS. Annual Entitlement/Maintenance is renewed each year for those schools that are using SIMS under the LA's licence. Schools have the option of being excluded from this if they wish to use a different MIS.

#### 7a) If so please provide the name of the supplier.

Capita.

**7a) Please provide the nature of the duration of this contract.**

The current Annual Entitlement/Maintenance contract is for 1 year and ends on 31/03/2015.

**7b) Please provide the cost to the LA for this contract.**

The Annual Entitlement/Maintenance cost = £206,235.88

Note - there are also 2 charges relating to the LA's support team (£13,880). These are not included in the above figure.

**8) If you have a license / contract with an MIS supplier, when is this being reviewed?**

The council routinely reviews the status of major systems before renewing any annual maintenance arrangements, and therefore it will be reviewed again towards the end of this year.

For reference, at the time the council reviewed its use of Capita SIMS last year, it was decided that, as the council was about to approach the market for its Children's Education Records Management System (CERMS), then the Capita SIMS contract should be extended. Once the CERMS project is complete then the Council will assess the situation again to make an informed decision on how to progress further and potentially approach the market.

**9) Please provide contact details of the department + person/persons that are responsible for the MIS supply for the LA.**

Jill Craig – Director of Information Services  
[Jill.craig@leicester.gov.uk](mailto:Jill.craig@leicester.gov.uk)

The legislation allows you to use the information supplied for your own personal use, or for journalistic purposes. If the information is a dataset (which does not relate to the environment), you may also use the information for commercial re-use under an [Open Government Licence](#).

If you are dissatisfied with the handling of your request please write to:

**Information Governance Manager  
Information and Support  
Leicester City Council  
Bosworth House  
9 – 15 Princess Road West  
LEICESTER LE1 6TH  
e-mail: [info.requests@leicester.gov.uk](mailto:info.requests@leicester.gov.uk)**

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You may also seek independent advice from the Information Commissioner at:

**Information Commissioner's Office**  
**Wycliffe House**  
**Water Lane**  
**Wilmslow SK9 5AF**  
**Telephone: 01625 545 700**  
[www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)

Please be aware that the Information Commissioner does not normally consider requests until the internal appeals process of the Council has been exhausted. You are therefore advised to appeal to the Information Governance Manager before contacting the Commissioner.