

Report of the Director of Communities and Neighbourhoods

York Learning Strategic / Service Plan

Summary

1. This report sets out the strategic direction of York Learning and presents a one year service/business plan which it is intended will form part of the governance arrangements for the service. Performance against the action plan will be reported to the Executive Member twice yearly in the form of an update report.

Recommendations

2. The Executive Member is asked to approve the attached Strategic/Service plan.

Reason: To provide a sound governance arrangement for the York Learning Services

Background

3. York Learning is a council service which delivers a range of learning programmes to support people into employment, to improve their skills and to support their personal development. The service is funded almost exclusively from external contract funding. For the academic year 2015/16 this will be £2.3m. This report gives an overview of the service and sets out some of the opportunities and challenges that the service faces over the next 12 months and beyond. It includes a detailed action plan to achieve service ambitions for the next 12 months.

Consultation

4. The plan is presented for consultation and approval. It has gone through internal consultation with senior managers and is in part as a result of a rigorous self-assessment process which is ongoing.

Options

5. It is open to the Executive Member to approve the plan as it stands or to suggest additions or amendments.

Analysis

6. This will be a dynamic document with actions added as appropriate. Any major changes to the plan will be brought back to the Executive Member for approval. The plan will form part of a suite of documents presented to OFSTED as part of the demonstration of the governance arrangement in place for the service. This is a very important aspect of the document.

Council Plan

7. The service plan highlights where it contributes to wider council objectives as part of the new council plan. If these change as part of the consultation exercise then these can be amended accordingly.

Implications

8. **Financial:** This service plan is designed to be implemented at zero based cost to CYC. Variations in expenditure and income will be reported through the usual management financial reporting arrangements.
9. **Human Resources:** One of the actions in the service plan is for a major reorganisation of the service. There will be significant HR implications for the service which will be taken through the normal HR policies and procedures.
10. **Equalities:** The report has no equalities implications that arise directly from the attached Strategic/service plan, although some of actions will be subject to equalities impact assessments. Service managers are fully aware of duties under the equalities legislation and implement equalities actions as part of a regular cycle of quality improvements and actions.
11. **Property:** There are no direct property implications in the report. However one of the service actions is to reduce costs associated with its 16-18 programme and this may have property implications in the future.
12. There are no Legal, Crime and Disorder, Information Technology, or other implications other than those noted in the report.

Risk Management

13. There are no direct risks associated with the Strategic/Service plan as presented. However, within some of the actions there are some inherent risks associated with contract delivery and HR. The service is always seeking ways to mitigate these risks and where they do arise these will be noted and shared with the Executive Member.

Glossary of Abbreviations used in report and annex:

CYC	City of York Council
GCSE	General Certificate of Secondary Education
York WEA	Workers Educational Association
LEP	Local Enterprise Partnership
ICT	Information Communication Technology
EFA	Education Funding Agency
NEET	Not in Education, Employment or Training
ESF	European Social Fund
ESIF	European Structural and Investment Fund
IAG	Information Advice and Guidance
SFA	Skills Funding Agency
DMT	Directorate Management Team
SAR	Self Assessment Report
PDF	Performance Development Framework
LCR	Leeds City Region

Contact Details

Author:
Alistair Gourlay
Head of York Learning
Tel No: 554294

Chief Officer Responsible for the report:
Sally Burns
Director of Neighbourhoods and
Communities

Report Date *Insert Date*
Approved

Specialist Implications Officer(s)

None

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

None

Annexes

Annex 1 – York Learning Strategic/Service Plan 2015/16