



**Notice of a public
Decision Session - Executive Member for Culture, Leisure and
Communities**

To: Councillor Smalley (Executive Member)

Date: Tuesday, 7 September 2021

Time: 9.00 am

Venue: The Snow Room - Ground Floor, West Offices (G035)

A G E N D A

Notice to Members – Post Decision Calling In:

Members are reminded that, should they wish to call in any item* on this agenda, notice must be given to Democratic Services by **4:00pm** on **Thursday 9 September 2021**.

*With the exception of matters that have been subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Customer and Corporate Services Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5.00pm** on **Friday 3 September 2021**.

1. Declarations of Interest

At this point in the meeting, the Executive Member is asked to declare:

- any personal interests not included on the Register of Interests;
- any prejudicial interests;
- any disclosable pecuniary interests

which he may have in respect of business on this agenda.

- 2. Minutes** (Pages 3 - 4)
To approve and sign the minutes of the Decision Session held on 2 March 2021.

- 3. Public Participation**
At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee.

Please note that our registration deadlines have changed to 2 working days before the meeting. The deadline for registering at this meeting is at **5.00pm on Friday 3 September 2021**.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The public meeting can be viewed on demand at www.york.gov.uk/webcasts.

During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

- 4. York Learning Services Strategic Plan** (Pages 5 - 18)
This report presents York Learning's position for the academic year 2021/22, offers clear areas for development and highlights areas of the provision that continue to grow and demonstrate success. Points of challenge and insecurity are also noted.
- 5. Urgent Business**
Any other business which the Executive Member considers urgent under the Local Government Act 1972.

Democracy Officer:

Angela Bielby

Tel: 01904 551088

Email: democratic.services@york.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting Louise Cook
Democracy Officer

- Registering to speak
- Written Representations
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

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Coronavirus protocols for attending Committee Meetings at West Offices

If you are attending a meeting in West Offices, you must observe the following protocols.

Good ventilation is a key control point, therefore, all windows must remain open within the meeting room.

If you're displaying possible coronavirus symptoms (or anyone in your household is displaying symptoms), you should follow government guidance. You are advised not to attend your meeting at West Offices.

Testing

The Council encourages regular testing of all Officers and Members and also any members of the public in attendance at a Committee Meeting. Any members of the public attending a meeting are advised to take a test within 24 hours of attending a meeting, the result of the test should be negative, in order to attend. Test kits can be obtained by clicking on either link: [Find where to get rapid lateral flow tests - NHS \(test-and-trace.nhs.uk\)](https://www.nhs.uk/conditions/coronavirus/covid-19/testing/rapid-lateral-flow-tests/), or, [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/order-coronavirus-covid-19-rapid-lateral-flow-tests). Alternatively, if you call 119 between the hours of 7am and 11pm, you can order a testing kit over the telephone.

Guidelines for attending Meetings at West Offices

- Please do not arrive more than 10 minutes before the meeting is due to start.
- You may wish to wear a face covering to help protect those also attending.
- You should wear a face covering when entering West Offices.
- Visitors to enter West Offices by the customer entrance and Officers/Councillors to enter using the staff entrance only.
- Ensure your ID / visitors pass is clearly visible at all time.
- Regular handwashing is recommended.
- Use the touchless hand sanitiser units on entry and exit to the building and hand sanitiser within the Meeting room.
- Bring your own drink if required.
- Only use the designated toilets next to the Meeting room.

Developing symptoms whilst in West Offices

If you develop coronavirus symptoms during a Meeting, you should:

- Make your way home immediately
- Avoid the use of public transport where possible
- Follow government guidance in relation to self-isolation.

You should also:

- Advise the Meeting organiser so they can arrange to assess and carry out additional cleaning
- Do not remain in the building any longer than necessary
- Do not visit any other areas of the building before you leave

If you receive a positive test result, or if you develop any symptoms before the meeting is due to take place, **you should not attend the meeting.**

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City of York Council

Committee Minutes

Meeting	Decision Session - Executive Member for Culture, Leisure and Communities
Date	2 March 2021
Present	Councillor Smalley (Executive Member)

8. **Declarations of Interest**

The Executive Member was asked to declare, at this point in the meeting, any personal interest not included on the Register of Interests or any prejudicial or discloseable pecuniary interests that he might have in respect of the business on the agenda. None were declared.

9. **Minutes**

Resolved: That the minutes of the Decision Session held on 2 February 2021 be approved and be signed by the Executive Member as a correct record at a later date.

10. **Public Participation**

It was reported that there had been one registration to speak at the meeting under the Council's Public Participation Scheme.

Ms Swinburn spoke on Agenda Item 4, Service Level Agreements (SLA) – Cultural and infrastructure organisations. She highlighted her concerns with the format of each SLA and expressed her preference for a more standard approach. Although she accepted that a 3 year agreement was good and that there was some interesting elements in the SLA's, she raised various concerns relating to the CVS agreement.

The Executive Member thanked Ms Swinburn for her comments.

11. Service Level Agreements - Cultural and Infrastructure Organisations

The Executive Member considered a report that sought his approval for three year funding agreements to 31 March 2021 with York CVS (core funding and community voices), Accessible Arts & Media and the National Centre for Early Music.

The Communities and Equalities Manager was in attendance to deputise for the Assistant Director of Communities and Culture. She provided a brief update and the Executive Member explained the background to the three institutions.

The Executive Member noted the public speakers comments and he offered to liaise with the speaker to discuss her concerns further.

The Executive Member expressed his thanks to the Communities and Equalities Manager and to Democratic Services for supporting council meetings during these unprecedented times.

Resolved: That the funding awards set out in paragraph 4 of the report and the associated service level agreements (SLAs) set out in the annexes be approved.

Reason: To increase the wellbeing and quality of life of York residents.

Cllr Smalley, Executive Member
[The meeting started at 10.00 am and finished at 10.10 am].



**Decision Session - Executive Member for
Culture, Leisure & Communities**

7 September 2021

Report of the Assistant Director (Customer and Communities)

York Learning – Strategic / Service Plan 2021/22**Summary**

1. This report presents York Learning’s position for the academic year 2021/22, offers clear areas for development and highlights areas of the provision that continue to grow and demonstrate success. Points of challenge and insecurity are also noted.

Recommendations

2. The Executive Member is asked to consider the attached Strategic / Service Plan and approve it subject to any suggested amendments.

Reason: To help York Learning to plan and monitor its service and to ensure sound governance arrangements.

Background

3. York Learning is a council service that 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 and fee income. For the academic year 2021/2022 is approximately £3.2m.
4. This report is an important element in enabling the service to demonstrate to Ofsted that it has secure and robust governance arrangements are in place.

Consultation

5. The plan is presented for consultation and approval. It has been consulted upon with senior managers from the service with a focus on the coming year. The plan also reflects input from the York Learning Improvement Board.

Options and Analysis

7. The attached plan is presented for comment and amendment by the Executive Member prior to approval.

Monitoring and Review

8. Performance against the action plan will be monitored and discussed by the York Learning Improvement Board and then reported by the chair of the board to the Children, Education and Communities Scrutiny Committee. In February, the Executive Member receives the service's self-assessment report, which draws on performance in the previous academic year and helps to shape the strategic plan for the following academic year.

Corporate Objectives

9. York Learning's plan is set within the context of the Council Plan and emerging Skills Plan. The service promotes an offer that supports the overall health and wellbeing of communities affording York residents the opportunity to secure well-paid jobs within an inclusive economy; a better start for children and young people; safe communities and culture for all. The service responds to a number of sub regional, regional and national policy objectives. The service will adapt to the asks that come out of the Local Enterprise Partnership objectives and will be central to the skills statement as part of the devolution process.
10. The service will continue to work with a range of partners including schools, FE and HEI partners and this is viewed as an opportunity to challenge our current provision and shape it to allow conduits to higher level qualifications and all the opportunities that brings for individuals and their chances to lead healthier and wealthier lives.

Implications

11. **Finance:** The service is funded via external contracts and grants. The budget remains challenging and the service will continue to seek additional income streams.
12. The report has no additional Human Resources, Equalities, Legal, Crime and Disorder, Information Technology, Property or other implications beyond those highlighted in the plan.

Risk Management

13. In compliance with the Council’s risk management strategy the main risks identified associated with the areas of work covered in this report are operational, affecting delivery of the Council’s business objectives and its image and reputation. Measured in terms of impact and likelihood, the risk score has been assessed at 10 which equates to “Low”. This is acceptable but means that regular monitoring will be required of the Quality Improvement Plans.

Annexes

Annex 1 – York Learning Strategic Plan 2021/22

Contact Details

Author:

Angela Padfield
Head of York Learning

Charlie Croft
Assistant Director (Customer
& Communities)

Chief Officer Responsible for the report:

Charlie Croft
Assistant Director (Customer &
Communities)

**Report
Approved**

Date 26th August 2021

Wards Affected:

All

For further information please contact the author of the report

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York Learning Strategic Plan		2021/22		ANNEX 1	
Areas covered across City		Whilst there isn't a course running in every ward, all residents have a choice from a range of offer they can attend centrally, online or nearby			
Last Ofsted Rating		Good (Nov 20)	Self-Assessment Rating	Good (Jan 21)	
Total Learner Enrolment numbers 20/21		5,659			
1	York Learning identifies the following key priorities from the Council Plan that we support and contribute towards.				
1.1	Safe Communities and Culture for All	Nos/Enrolments Performance 20/21	Target for 21/22	Progress to date	Commentary
	Languages	683	700		Understanding and participating in a language develops an understanding of other cultures and encourages a more equal and diverse approach to others. We believe that this helps encourage a mutual respect within communities.
	Heritage Skills	650	700		This wide offer develops personal interest and skills to support the cultural visual arts and crafts environment that York has to offer. Many learners go on to become self-employed artist, designers or benefit

					from improved mental health and wider social interactions to prevent feelings of isolation.
	Community Arts Events	7 events 194 enrolments	8 events 250 enrolments		There are varieties of events that run as introductory free activities to engage with residents through particular events. It engages with a wide range of groups across our communities particularly; different style of craft groups, schools, charities etc. These may also be events like the Adult Learning in York Week or particular events such as the Inspirations Art Show, The Fashion Show or Santa's socks enabling us to engage with a wide range of community groups and bring them together.
	Prevent and Safeguarding	986 video induction views Tutor talk at the start of every course			York Learning has robust Prevent and Safeguarding processes, all tutors are trained 3 yearly and highlight these to all learners as part of course induction. This supports our learners and partner organisations. Prevent and safeguarding both feed into safer communities and supports our residents understanding of what to do if the need should arise.

1.2	Well paid Jobs and an inclusive Economy	Enrolments Performance 20/21	Target for 21/22	Progress to date	Commentary
	Improve Essential Skills – English, maths, Digital, Employability	339	460		We are optimistically cautious in a full return to the classroom for the next academic year. There will still be online learning opportunities and blended learning but when teaching lower levels of skills such as Entry and Level 1 face to face has, the most impact and supports good achievement rates.
	1-1 Careers Information Advice & Guidance And + full assessments	84 524	100 540		All accredited courses have processes in place to do individual advice & guidance and assessment opportunities. However, these are the numbers for those with dedicated 1-1 time, which has more impact and supports individuals to understand what skills they need to improve on if any and what opportunities there are in the City for employment, volunteering, progression.
	Apprenticeships, Work Based (wbl)/ Vocational Learning & Level 3+ skills	99 (apprenticeships) 90 (WBL)	110 100		There is a choice to employers and employees of both apprenticeships and higher-level learner loans to support learning in the workplace. We cover Childcare, Adult Care,

					Business Administration, and Management. We are currently losing two tutor assessors and accept this may affect recruitment this year.
	Job fairs	0	2	Plan for October 2021	See focus section 2 below area 2.3 for update
	Counselling Programme L2,L3,L4	127	130	1107	Most learners progress from L2 up to L4 to gain employment or self-employment in counselling.
	Vocational courses aimed at employment or to support Self Employment	66 enrolments	80		There is a range of courses to support those who want to reskill when not in the workplace or to become self-employed. These include Digital Skills at L2 & L3, Bookkeeping and Payroll L1-L3, Putting a Business together/tax/marketing etc. & web design. Web design and bookkeeping is difficult to teach online and we hope will recapture a wider audience now we are back to face-to-face.
1.3	Good Health and Wellbeing	Enrolments Performance 20/21	Target for 21/22	Progress to date	Commentary
	Arts, Crafts, Fitness and Leisure opportunities	2,082 (inc. 650 Heritage skills)	2,500		We are starting September with a return to the classroom for some parts of our offer. This has attracted

					<p>a return of some learners who did not engage online. We will continue with our successful online programmes also and other blended/hybrid styles. Not all of these enrolments are funded places, many are also full costs activities but based within local areas to residents. Many learners articulate that these classes help support them substantially to reduce their isolation, build confidence, improve their health and wellbeing, make new friends and become part of a community group.</p>
	<p>Positive Progressions (PP), Action Towards Inclusion (ATI), Future Goals (FP)</p>				<p>ESF funded projects that enable us to work with those furthest away from the job market. These projects enable us to engage on a 1-1 basis to discuss barriers to employment and learning and setting targets and actions to enable participants to improve their life opportunities. Future Goals specifically works with those who are between yrs 18-24. PP and ATI projects have been extended until March (referrals) and</p>

					June (completions) 2023. FG ends this December.
	Counselling	As 2 above			Recruitment across all levels has been strong even through Lockdown. Recruiting and training Counsellors will help to support York to provide adequately trained personnel to keep counselling services with access to locally and quality trained staff.
1.4	Better start for Children and Young People	Enrolments Performance 20/21	Target for 21/22	Progress to date	Commentary
	Family Learning	133	200		The Family Learning team will be working directly with 8 of our primary schools this year specifically looking at key areas such as parent input in developing wider reading with younger children. Strategic partnership development within the Early Talk for York project has led to additional funding (Shine Educational Trust) and impact research capacity (Huntington Research School) for this work.
	Routes 16-19 Study programme	14	18		This study programme runs at Winterscale House near Fishergate and is targeted at those young people who have struggled with school and are not yet ready for an
	Positive Outcomes	70%	75%		

					apprenticeship or college and do not have the life skills to get a job.
	High Needs Support and Special Educational Needs 16-24	95	95	Fully on track	Application to access increased funding to cover more learners has been submitted
2	Key Areas of Focus	Target Date	Performance 20/21	Target for 21/22	Progress to date
2.1	Consolidate partnership working with North Yorkshire County Council and agree a strategy for future collaborative working	New Joint Head Paul Cliff Starts on 1 st September	Starting afresh with new post	June 2022	This will restart with a fresh perspective
2.2	Continue to secure and extend provision for High needs support students as part of a “Personalised Learning” for 16-19 year olds and for 19-24 with learning difficulties and disabilities	Ongoing	95	95	The service is hampered by its limited ESFA funding contract and will therefore continue to put robust business cases to our regional ESFA contact in support of growth. The service has submitted a separate business case with regard to High Needs learner number to increase numbers for the year 2021-2022.
2.3	Deliver 4 jobs fair as part of a strategy to support York residents into work	1 st by end of October 2021	0	2	We are hoping that there will be a positive return to job fairs in October.

2.4	Continuing to develop further English for Speakers of Other Languages programmes in response to demand	31/07/2022	77	90	Whilst potential growth is clear to our service experts, we continue to be limited by access to city centre premises and will be seeking advice, guidance, and funding within CYC to assist. Currently we have secured additional rooms at the Citadel for 2021/22 but funding of venues for this type of learning is difficult and support is still required with this.
2.5	Revise and develop new Family Learning Programmes to reinvigorate the programme and develop further support for learners	31/07/2022	68	80	Whilst disrupted by school closures and restrictions, work is continuing behind the scenes to connect with Early Help Health and Early Years Teams so we still feel positive progress in this area will continue. Tutors are back working with schools to recruit parents onto courses from September.
2.6	Improve recruitment to digital skills from entry point's up to work place competence and those digitally excluded.	31/07/2022	40	130	It is hoped that with the return to face-to-face delivery that numbers will return to pre-covid positions. We continue to support learners to access reconditioned IT equipment so that they can access courses from home and keep those devices for themselves. Whilst also loaning out

					equipment to support learning. We have also invested in online software access to make courses more accessible outside of the classroom.
2.7	Develop new community links to enable access to courses for social prescribing purposes and to target disadvantaged groups	31/07/2022	8 new connections	10	New partnerships have been formed with a variety of groups to support social prescribing onto our courses such as; York CVS; KYRA; York Carers & Young Carers; Yorkey Dads;. We have also refreshed our working with IDAS & Changing Lives and others. We continue to support and offer services to the following RAY, Community Hubs and various Community Centres; New Earswick Folk Hall and the libraries.
2.8	Develop a new curriculum incorporating creative digital design and digital editing skills, marketing, photography	31/09/2022	New	New	This curriculum we believe will support progression towards Higher level digital and artistic training needs. These skills are in demand now and will develop higher-level skills to meet the future skills needs. We believe a comprehensive curriculum design can complement the following areas; Digital & Coding, Art & Photography, Work Based and

					Apprenticeships, 16-18 Study Programme and may suit a small proportion of the High Needs Learners.
2.9	Develop strong community signposting and delivery of information advice and guidance using the Community Hubs and volunteers to support new Skills hubs moving forward.	31/07/2022	New	New	Working within the community hubs network build networking capacity and develop volunteer and community workers' skills In signposting and making appropriate referrals to support services.