

**Decision Session - Executive Member for
Culture, Leisure and Tourism**

25th September 2017

Report of the Assistant Director (Communities and Equalities)

York Learning Strategic / Service Plan: 2017/18

Summary

1. This report presents York Learning's strategic / business plan for the academic year commencing in September 2017. This forms a key part of the governance arrangements for the service.

Recommendations

2. The Executive Member is asked to consider the attached Strategic / Service plan (Annex 1) and approve it subject to any suggested changes.

Reason: To provide sound governance for 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 contracts. For the academic year 2017/18 income projections are estimated at £2.8m. This is the third year of funding growth.
4. This report gives an overview of the service and sets out some of the opportunities and challenges over the next 12 months. It also includes an outline action plan. This is used to form the basis of a more detailed plan which is presented to scrutiny committee and used to monitor progress against actions. There is a set of key performance data included with Annex. This is included as a mechanism to report key milestones and progress to Scrutiny Committee at 6 months and then academic year end.

Consultation

5. The plan is presented for consultation and approval. It has gone through some internal service consultation with senior managers and is

in part as a result of a rigorous self-assessment process which is ongoing.

Options

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

Analysis

7. This will be a dynamic document with actions added as appropriate. Any major changes to the plan will be presented to and approved by the Executive Member.

Monitoring and Review

8. Performance against the action plan is reported to Children, Education & Communities Policy & Scrutiny Committee twice yearly in the form of an update report.
9. In October, 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. Actions resulting from the self assessment report are included in a service quality improvement plan (QIP).

Council Plan

10. The plan takes account of wider council objectives as part of the new council plan and city's Skills Strategy. The service is also subject to national policy directives and funding constraints.

Implications

11. **Financial:** This service plan is designed to be implemented at zero base cost to the Council. Variations in expenditure and income will be reported through the usual management financial reporting arrangements.
12. **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.
13. **Crime and Disorder:** Whilst there are no direct crime and disorder implications contained within the plan, the service has a strategy to

support the “Prevent” strand of the Governments Anti-Terrorism strategy. This is part of clear contractual and legal requirement.

14. **Property:** There are no immediate property implications; however, one of the service actions is to reduce costs associated with its 16-18 programmes and this may have property implications in the future.
15. There are no additional Human Resources, Legal, Information Technology, or Other implications arising from the report.

Risk Management

16. In compliance with the Council’s risk management strategy the main risks that have been identified are those which could lead to the inability to meet business objectives and to deliver services, leading to damage to the Council’s reputation and failure to meet stakeholders’ expectations. The level of risk is assessed as “Low”. This is acceptable but means that regular monitoring is required of the operation of the new arrangements.

Contact Details

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**Report
Approved**



Date: Sept 27th
2017

Specialist Implications Officer(s) None

Wards Affected:

All



For further information please contact the author of the report

Background Papers: None

Annex 1: York Learning Strategic Plan 2017/18