

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Educational Services

Education and Lifelong Learning Committee: 12 May 2010

Subject: Service Plan/ Statement of Improvement Objectives 2010/14

1 Purpose

- 1.1** To inform members of the content of the Service Plan and Statement of Improvement Objectives for reporting years 2010/14 prepared by Educational Services and to seek member comment on the content of the Plan. The Service Plan highlights objectives, actions, performance indicators and targets which will be delivered by Educational Services over the next four years.

2 Background

- 2.1** In compliance with corporate strategic planning and budgeting guidance prepared in April 2009 as a result of the Golden Thread Healthcheck Educational Services is required to prepare a Service Plan for the period 2010/14. This Service Plan is also informed by the review of Educational Services carried out by Michael O'Neill from November 2009 – January 2010.
- 2.2** The Service Plan also includes the Statement of Improvement Objectives which must be produced annually as stipulated in the Standards in Scotland's Schools etc. Act 2000.
- 2.3** All Members of the committee will be invited to a consultation seminar about the Service Plan.
- 2.4** The readability of the plan will be discussed to ensure the format, text and layout of the Service Plan meet the needs of the Elected Members.

3. Main Issues

- 3.1** The draft Service Plan (appendix 1 to this report) has been designed with a number of core sections
- Service profile
 - Performance review
 - Strategic assessment
 - Corporate Planning context
 - Departmental objectives
 - Risks
 - Departmental Action plan and targets
 - Resources
 - Performance management and reporting

- Consultation and communication
- Various appendices

3.2 It also links to the following sources:

- Single Outcome Agreement 2009
- Community Plan 2007/17
- Integrated Children's Services Plan
- Corporate Plan 2009/13
- Annual Statement of Local Improvement Objectives 2009
- Operations and Development Plans from March 2009
- Improvement Plans generated as a result of self-evaluation and reviews

3.3 Due to the size and complexity of the Service Plan a leaflet explaining the Plan to members of the public will be prepared and will be made available.

4. People Implications

4.1 There are no implications for personnel.

5. Financial Implications

5.1 Educational Services' budget will finance the service plan.

6. Risk Analysis

6.1 The Service Plan is essential to the delivery of Educational Services within the Authority. The plan is necessary to comply with legislative requirements and corporate guidance, as well as being a key aspect of the enhancement and development of educational services.

7. Conclusions and Recommendations

7.1 The Service Plan/ Statement of Improvement Objectives has been designed to ensure compliance with various pieces of legislation and the National Priorities in Education.

7.2 Members are asked:

1. to note the contents of this report and the attached appendix;
2. to agree that a consultation seminar be organised for members of the committee on the Service Plan; and

3. to discuss and to comment on the content of the draft plan prior to the finalising of the departmental Service Plan for 2010/14.

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Appendix 1: Service Plan 2010/14

Background Papers:

- The Strategic Planning and Budget Process: A Guide for Services April 2009
- Standards in Scotland's Schools etc. Act 2000

Wards Affected: All.