

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Educational Services

Educational Services Committee: 11 September 2013

Subject: Departmental Action Plan/Statement of Improvement Objectives 2013/14

1 Purpose

- 1.1** To inform members of the content of the Action Plan and Statement of Improvement Objectives for reporting year 2013/14 prepared by Educational Services (a copy of which is provided as Appendix 1) and to seek member comment on the content of the Plan. The Action Plan highlights the objectives, actions, performance indicators and targets from the 2012-17 Action Plan which will be delivered by Educational Services over the next year.

2 Recommendations

- 2.1** Members are asked to note the contents of this report and the attached appendix.
- 2.2** Members are asked to comment on the content of the plan prior to the finalising of the departmental Action Plan for 2013/14.

3 Background

- 3.1** In compliance with corporate strategic planning and budgeting guidance, Educational Services is required to prepare an Action Plan for the period 2013/14.
- 3.2** The objectives and priority areas were identified from the Department's Standards and Quality Report together with consultation sessions with senior staff led by the Executive Director and Head of Service.
- 3.3** The Action Plan is also the Department's Statement of Improvement Objectives which must be produced annually as stipulated in the Standards in Scotland's Schools etc. Act 2000.

4. Main Issues

- 4.1** The Action Plan (appendix 1 to this report) has been designed with a number of core sections
- Departmental profile
 - Performance review
 - Corporate Planning context
 - Key Departmental objectives

- Risks
- 2013/14 Action Plan with Indicators and Targets
- Resources
- Performance management and reporting
- Various appendices

5. People Implications

- 5.1** There are no people implications related to this report.

6. Financial Implications

- 6.1** Educational Services' 2013-14 budget will finance the Action Plan.

7. Risk Analysis

- 7.1** The Action 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. Failure to approve a plan would result in significant loss of reputation for the Council and would have a detrimental effect on service delivery.

8. Equalities Impact Assessment

- 8.1** Educational Services has carried out a screening in equality for this report. The report was found not to be relevant to the specified equality duty because the content provides an update on service delivery rather than stating a change in policy.

9. Consultation

- 9.1** Internal consultation has taken place with senior Educational services staff as part of the planning process.
- 9.2** Legal Services and the Section 95 Officer have been consulted in relation to this report.

10. Strategic Assessment

- 10.1** This report reflects the Council's aspiration to improve life chances for children and young people which is one of the strategic priorities for 2012 - 2017.

Terry Lanagan
Executive Director of Educational Services

Person to Contact: Laura Mason, Head of Service, Educational Services, Council Offices, Garshake Road, Dumbarton G82 3PU. Telephone (01389) 737304
e-mail: laura.mason@west-dunbarton.gov.uk

Appendix 1: Action Plan 2013/14

Background Papers:

- Education Service Plan 2012/17
- The Strategic Planning and Budget Process: A Guide for Services April 2009
- Standards in Scotland's Schools etc. Act 2000
- Standards and Quality Report 2011-2012
- EIA Screening

Wards Affected: All.