



**Employment, Learning, Skills and  
Community Policy and Performance  
Board**

**Monday, 19 September 2011 at 6.30 p.m.  
Civic Suite, Town Hall, Runcorn**

A handwritten signature in black ink that reads 'David W R'.

**Chief Executive**

**BOARD MEMBERSHIP**

<b>Councillor Susan Edge (Chairman)</b>	<b>Labour</b>
<b>Councillor Peter Lloyd Jones (Vice-Chairman)</b>	<b>Labour</b>
<b>Councillor Chris Carlin</b>	<b>Halton Local Independent Party</b>
<b>Councillor Margaret Horabin</b>	<b>Labour</b>
<b>Councillor Harry Howard</b>	<b>Labour</b>
<b>Councillor Andrew MacManus</b>	<b>Labour</b>
<b>Councillor Stan Parker</b>	<b>Labour</b>
<b>Councillor Carol Plumpton Walsh</b>	<b>Labour</b>
<b>Councillor Joe Roberts</b>	<b>Labour</b>
<b>Councillor Christopher Rowe</b>	<b>Liberal Democrat</b>
<b>Councillor Geoff Zygadlo</b>	<b>Labour</b>

*Please contact Michelle Simpson on 0151 471 7394 or e-mail [michelle.simpson@halton.gov.uk](mailto:michelle.simpson@halton.gov.uk) for further information.  
The next meeting of the Board is on Monday, 14 November 2011*

**ITEMS TO BE DEALT WITH  
IN THE PRESENCE OF THE PRESS AND PUBLIC**

**Part I**

<b>Item No.</b>	<b>Page No.</b>
<b>1. MINUTES</b>	
<b>2. DECLARATION OF INTEREST (INCLUDING PARTY WHIP DECLARATIONS)</b>	
<p>Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.</p>	
<b>3. PUBLIC QUESTION TIME</b>	<b>1 - 3</b>
<b>4. EXECUTIVE BOARD MINUTES</b>	<b>4 - 8</b>
<b>5. SSP MINUTES</b>	<b>9 - 13</b>
<b>6. DEVELOPMENT OF POLICY ISSUES</b>	
<b>(A) PRESENTATION RIVERSIDE COLLEGE - CONTRIBUTION TO EMPLOYMENT, LEARNING AND SKILLS IN THE BOROUGH</b>	
<p style="padding-left: 40px;">To receive a presentation on the contribution to employment learning and skills in the borough.</p>	
<b>(B) CHILDREN AND YOUNG PEOPLE'S PLAN 2011-14</b>	<b>14 - 18</b>
<b>7. PERFORMANCE MONITORING</b>	
<b>(A) PERFORMANCE MONITORING QUARTER 1 2011/12</b>	<b>19 - 45</b>
<b>(B) SINGLE WORK PROGRAMME UPDATE</b>	<b>46 - 52</b>
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***In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.***

**REPORT TO:** Employment, Learning Skills, and Community Policy & Performance Board

**DATE:** 19<sup>th</sup> September 2011

**REPORTING OFFICER:** Strategic Director, Policy and Resources

**SUBJECT:** Public Question Time

**WARD(s):** Borough-wide

### **1.0 PURPOSE OF REPORT**

- 1.1 To consider any questions submitted by the Public in accordance with Standing Order 34(9).
- 1.2 Details of any questions received will be circulated at the meeting.

### **2.0 RECOMMENDED: That any questions received be dealt with.**

### **3.0 SUPPORTING INFORMATION**

3.1 Standing Order 34(9) states that Public Questions shall be dealt with as follows:-

- (i) A total of 30 minutes will be allocated for dealing with questions from members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
- (ii) Members of the public can ask questions on any matter relating to the agenda.
- (iii) Members of the public can ask questions. Written notice of questions must be given by 4.00 pm on the working day prior to the date of the meeting to the Committee Services Manager. At any one meeting no person/organisation may submit more than one question.
- (iv) One supplementary question (relating to the original question) may be asked by the questioner, which may or may not be answered at the meeting.
- (v) The Chair or proper officer may reject a question if it:-
  - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
  - Is defamatory, frivolous, offensive, abusive or racist;
  - Is substantially the same as a question which has been put at a meeting of the Council in the past six months; or

- Requires the disclosure of confidential or exempt information.
- (vi) In the interests of natural justice, public questions cannot relate to a planning or licensing application or to any matter which is not dealt with in the public part of a meeting.
- (vii) The Chairperson will ask for people to indicate that they wish to ask a question.
- (viii) **PLEASE NOTE** that the maximum amount of time each questioner will be allowed is 3 minutes.
- (ix) If you do not receive a response at the meeting, a Council Officer will ask for your name and address and make sure that you receive a written response.

Please bear in mind that public question time lasts for a maximum of 30 minutes. To help in making the most of this opportunity to speak:-

- Please keep your questions as concise as possible.
- Please do not repeat or make statements on earlier questions as this reduces the time available for other issues to be raised.
- Please note public question time is not intended for debate – issues raised will be responded to either at the meeting or in writing at a later date.

#### **4.0 POLICY IMPLICATIONS**

None.

#### **5.0 OTHER IMPLICATIONS**

None.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children and Young People in Halton** - none.

6.2 **Employment, Learning and Skills in Halton** - none.

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

6.5 **Halton's Urban Renewal** – none.

**7.0 EQUALITY AND DIVERSITY ISSUES**

7.1 None.

**8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

8.1 There are no background papers under the meaning of the Act.

**REPORT TO:** Employment, Learning, Skills and Community  
Policy and Performance Board

**DATE:** 19<sup>th</sup> September 2011

**REPORTING OFFICER:** Chief Executive

**SUBJECT:** Executive Board Minutes

**WARD(s):** Boroughwide

## **1.0 PURPOSE OF REPORT**

- 1.1 The Minutes relating to the Community Portfolio which have been considered by the Executive Board and Executive Board Sub are attached at Appendix 1 for information.
- 1.2 The Minutes are submitted to inform the Policy and Performance Board of decisions taken in their area.

## **2.0 RECOMMENDATION: That the Minutes be noted.**

## **3.0 POLICY IMPLICATIONS**

- 3.1 None.

## **4.0 OTHER IMPLICATIONS**

- 4.1 None.

## **5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

### **5.1 Children and Young People in Halton**

None

### **5.2 Employment, Learning and Skills in Halton**

None

### **5.3 A Healthy Halton**

None

### **5.4 A Safer Halton**

None

### **5.5 Halton's Urban Renewal**

None

**6.0 RISK ANALYSIS**

6.1 None.

**7.0 EQUALITY AND DIVERSITY ISSUES**

7.1 None.

**8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE  
LOCAL GOVERNMENT ACT 1972**

8.1 There are no background papers under the meaning of the Act.



**Extract of Executive Board Minutes Relevant to the Employment, Learning and Skills Policy and Performance Board**

**ECONOMIC DEVELOPMENT PORTFOLIO**

EXB13 SINGLE WORK PROGRAMME

The Board received a report of the Strategic Director, Children and Enterprise on the Single Work Programme in Halton.

The Board was advised that, as part of the Government's welfare reform proposals, a number of existing employment support programmes had ceased and had been replaced by a new initiative called the Single Work Programme. This would be a mandatory programme for residents reaching key milestones of unemployment.

It was noted that the work programme would be delivered through a number of contract areas and that Halton was included in a large contract area which covered Merseyside, Lancashire and Cumbria. The report contained details of the Prime Contractors for the area together with the Work Programme Income and Expenditure forecasts.

RESOLVED: That Halton Borough Council enter into contracts to deliver the Single Work Programme with the Prime Contractors named in the report.

Strategic Director - Children and Enterprise

**CHILDREN AND YOUNG PEOPLE PORTFOLIO**

EXB19 CHILDREN AND YOUNG PEOPLE'S PLAN 2011-14 - KEY DECISION

The Board received a report of the Strategic Director, Children and Enterprise, on the adoption of the Children and Young People's Plan (CYPP) 2011-14.

The Board was advised that the CYPP was the agreed joint strategy of the partners in the Children's Trust, detailing how they would co-operate to improve children's wellbeing. The Plan represented Halton's local vision and aspirations for children and young people in the Borough, provided strategic direction and determine how the

Children's Trust Board would work together to commission services to address locally identified needs and better integrate provision.

In July 2010, the Coalition Government announced its intention to reform Children's Trusts. The proposals came into force on 31 October 2010 and the report detailed the changes. The reforms removed the requirement to produce a CYPP. However, with agreement to continue the Children's Trust arrangements, came the need for a CYPP to provide strategic direction.

The Board was further advised that, following a Children's Trust Development Day in December 2010, work began on a new CYPP, and following further consultation, the new priorities for the Children's Trust had been agreed as:-

- Improve outcomes for children and young people through embedding integrated processes to deliver early help and support;
- Improve outcomes for children and young people through effective joint commissioning; and
- Improve outcomes for our most vulnerable children and young people by targeting services effectively.

#### Reason(s) For Decision

An Equality Impact Assessment undertaken on the document showed that there were no negative impacts on any individuals and groups within Halton as a result of the Plan. The Children & Young People's Plan facilitates positive action for children and young people overall in Halton and for particular groups of children and young people as appropriate.

#### Alternative Options Considered and Rejected

This CYPP had been developed to replace the previous Plan that expired on March 31<sup>st</sup> 2011 and took into account the agreed new priorities for the Children's Trust for the next three years. The CYPP was also aligned with the new Sustainable Community Strategy 2011-26.

Implementation Date

Not applicable.

RESOLVED: That Council be recommended to endorse and adopt the Children and Young People's Plan 2011-14.

Strategic  
Director -  
Children and  
Enterprise

**REPORT TO:** Employment Learning, Skills and Community  
Policy and Performance Board

**DATE:** 19<sup>th</sup> September 2011

**REPORTING OFFICER:** Chief Executive

**SUBJECT:** Specialist Strategic Partnership minutes

**WARD(s):** Boroughwide

**1.0 PURPOSE OF REPORT**

1.1 The Minutes relating to the Economic Development Portfolio which have been considered by the Specialist Strategic Partnership are attached at Appendix 1 for information.

**2.0 RECOMMENDATION: That the Minutes be noted.**

**3.0 POLICY IMPLICATIONS**

3.1 None.

**4.0 OTHER IMPLICATIONS**

4.1 None.

**5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

**5.1 Children and Young People in Halton**

None

**5.2 Employment, Learning and Skills in Halton**

None

**5.3 A Healthy Halton**

None

**5.4 A Safer Halton**

None

**5.5 Halton's Urban Renewal**

None

**6.0 RISK ANALYSIS**

6.1 None.

**7.0 EQUALITY AND DIVERSITY ISSUES**

7.1 None.

**8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE  
LOCAL GOVERNMENT ACT 1972**

8.1 There are no background papers under the meaning of the Act.

## Employment, Learning & Skills SSP

### Minutes of Executive Group Meeting 22 August 2011

2.00 pm, Marketing Suite, Municipal Building, Widnes

#### Present:

Nick Mannion  
 Kevin Smith  
 Simon Clough  
 Hitesh Patel  
 Madeleine Hamadianian  
 Cleo Pollard  
 Mariangela Hankinson  
 Cllr Peter Lloyd-Jones  
 Cllr Eddie Jones  
 David Gray  
 Sally Yeoman  
 Neil Maguire  
 Claire Bradbury  
 Sue Baxendale  
 Barry Fletcher  
 Emma Palmer  
 Jayne Smith  
 Claire Tierney

#### Organisation:

Strategic Policy & Partnership (HBC)  
 Riverside College Halton  
 Children & Young People (HBC)  
 Halton CAB  
 Employment, Learning & Skills (HBC)  
 Halton Parents & Carers Forum  
 Jobcentre Plus  
 Vice-chair of Halton BC ELC Policy & Performance Board  
 Portfolio Holder, Halton BC  
 HBC Welfare Rights Team  
 Halton & St Helens VCA  
 Skills Funding Agency  
 Power in Partnership  
 Halton Housing Trust  
 Ingeus  
 A4E  
 Riverside College Halton  
 External Funding (HBC)

Apologies had been received from:

Wesley Rourke  
 Siobhan Saunders  
 Ian Graham  
 Cllr Sue Edge

Economy, Enterprise & Property (HBC)  
 Employment, Learning & Skills (HBC)  
 Communications & Marketing (HBC)  
 Chair of HBC ELS Policy & Performance Board

#### 1. Welcome/Apologies

- 1.1 Kevin Smith welcomed everyone to the meeting and informed the Group that he would be acting as Chair for today's meeting on behalf of Wesley Rourke. Group members provided introductions.

#### 2. Declarations of Interest

- 2.1 There were no personal or pecuniary declarations of interest.

#### 3. Minutes of last meeting and matters arising

The Minutes of the meeting on Monday 9<sup>th</sup> May 2011 were reviewed and confirmed as accurate.

- 3.1 Matters arising not covered elsewhere on today's agenda;

Item 4 - Review of Halton Enterprise Board – **WR to feedback on outcome at next meeting.**

Item 6 – Apprenticeship Scheme – Is there a way for the voluntary sector to access the scheme.  
**NM to investigate and feed-back directly to HP.**

Item 7 - Welfare Reform Bill – This has been slightly delayed. Now likely to receive Royal Assent in the autumn. May also be some changes in response to criticism of certain elements.  
**NM to keep group informed.**

#### **4. Governance Update**

- 4.1 A draft 'Role Description' for members of the group was circulated with today's agenda. NM explained the purpose of the document as a guide to the level of seniority, commitment and standards of behaviour expected from members of the group.
- 4.2 Consensus that pitched at about the right level.

**Any suggested amendments to be forwarded to NM in time for the Role Description to be formally adopted at next meeting of Exec Group.**

#### **5. ELS SSP Action Plan**

- 5.1 The latest draft of the partnership's Action Plan had been circulated with agenda after review by theme leads.
- 5.2 Chair thanked theme leads for their input and invited comments from the meeting.
- 5.3 Comments from members included:
- Plan is light on what we will do to ensure appropriate provision for the Borough's young people. Needs to be more specific on this aspect.
  - Agreed that 'Primes' (see agenda Item 6) be included as appropriate.
  - Some content in the "*some things we will do*" column needs to be more specific. Suggested that logistics skill training and our local 'Redundancy Response' should be included.
  - Halton Housing Trust to forward to NM where it can contribute to Objective 4.
- 5.4 Chair drew the meeting's attention to the draft high level PIs at the back of the Action Plan. Comments and suggestions to NM within next fortnight.
- 5.5 Also made a request that members make a final check of the plan and feed back any 'last minute' additions/amendments to him or NM by mid-September, after which final version will be circulated electronically for sign-off and adoption.

#### **6. Single Work Programme Update**

- 6.1 Barry Fletcher of Ingeus and Emma Palmer of Action for Employment ('A4E') introduced their respective organisations and outlined the aims of the Single Work Programme. They also outlined their plans and services for Halton. A key local delivery partner for both organisations is Halton BC's Halton People into Jobs Team.
- 6.2 A lively question and informative answer session followed.

**BF & JP to send electronic copies of their organisations respective delivery models to NM ASAP for onward circulation to the group.**

**7. WNF Project Progress Updates**

- 7.1 Progress reports on four of the five continuing WNF-supported projects had been circulated with the Agenda.
- 7.2 Overall spend is in line with the respective SLAs and also progress towards outcomes.
- 7.3 At the recent Chairs' meeting it had been agreed that any projects not spending or delivering risked being terminated early and the funding redistributed elsewhere in the Partnership.

**NM to distribute the delayed in the fifth project update to the group as soon as it was received**

**8. Sub-Group Updates**

- 8.1 Updates had been circulated with the Agenda.

**9. Enhanced Partnership Project Update**

- 9.1 NM outlined the background to this piece of work to identify and remove duplication and waste in service delivery in Halton amongst partners.
- 9.2 One of the three topics identified is that of 'Developing a Stronger Local Workforce (the two others are reducing harm from alcohol abuse and improving social responsibility).
- 9.3 There has already been a well-attended workshop to map service provision by partners, and they have now been asked to apportion spend at each key stage in their service delivery.
- 9.4 Claire Tierney is co-ordinating the Council's return on this and outlined how she has identified activities, their costs and where they fit in. Happy to share her methodology with external partners.
- 9.5 There is a follow-up workshop on 9<sup>th</sup> September 2011. Details can be obtained from NM

**10. 2011 Meeting Dates (all start at 2 pm)**

- 10.1 24 October – **venue to be advised** (Marketing Suite no longer available)
- 05 December – **venue to be advised** (Marketing Suite no longer available)

**11. Any Other URGENT Business.**

- 11.1 There was no other urgent business.



<b>REPORT TO:</b>	Employment, Learning, Skills & Community Policy & Performance Board
<b>DATE:</b>	19 <sup>th</sup> September 2011
<b>REPORTING OFFICER:</b>	Strategic Director Policy and Resources
<b>SUBJECT:</b>	Children & Young People's Plan 2011-14
<b>WARD(S)</b>	Borough-wide

## **1.0 PURPOSE OF THE REPORT**

- 1.1 This report seeks PPB endorsement of the new Children & Young People's Plan 2011-14.

## **2.0 RECOMMENDATION: That the Children & Young People's Plan 2011-14 be endorsed.**

## **3.0 SUPPORTING INFORMATION**

- 3.1 The CYPP is the agreed joint strategy of the partners in the Children's Trust, detailing how they will co-operate to improve children's wellbeing. It represents Halton's local vision and aspirations for children and young people in the borough. It provides strategic direction and determines how the Children's Trust Board will work together to commission services to address locally identified needs and better integrate provision.
- 3.2 The CYPP is a core element within the overall vision for the borough, as contained within the Sustainable Community Strategy.
- 3.3 Halton's first Children & Young People's Plan (CYPP) was published in 2006, covering a three year period to 2009. The second CYPP for Halton was published in 2009 and ran until March 31<sup>st</sup> 2011.
- 3.4 Halton's Children's Trust Board was established in 2008 in line with national requirements that became statutory on April 1<sup>st</sup> 2010. The Apprenticeships, Skills, Children and Learning (ASCL) Act 2009, together with the Children's Trust Statutory Guidance 2010, increased the Trust's powers in a number of ways, widening the number of statutory partners on the Trust, and designating responsibility for producing, implementing and reviewing the Children & Young People's Plan to all partners on the Trust jointly.
- 3.5 The Coalition Government announced in July 2010 its intention to reform Children's Trusts. The proposals came into force from October 31<sup>st</sup> 2010 and included:

- removing the duty on schools to co-operate through Children's Trusts
- removing the requirement on local authorities to set up Children's Trust Boards and the requirement on those Boards to prepare and publish a joint Children and Young People's Plan (CYPP)
- revoking the regulations underpinning the CYPP and withdrawing the statutory guidance on Children's Trusts.

3.6 Although the Coalition Government removed the statutory footing for Children's Trusts, it did reconfirm its commitment to working in partnership to improve outcomes for children and young people through locally agreed partnerships. The reforms allow each local authority area to agree its own way forward in terms of delivering children and young people's services. The duty for partners to co-operate will continue, but the list of statutory partners reduced to remove the bureaucracy surrounding Children's Trusts or similar local partnerships for partners, and in particular schools.

3.7 Following the announcement of the reforms, the future of Halton's Children's Trust was discussed at both the Children's Trust Board and Executive Group. At both there was universal agreement from all partners for the Trust to continue in its current format, as the overarching multi agency body that contains all children & young people's services in Halton. This reflects the breadth and strength of partnership working across the children & young people's agenda in Halton, as well universal understanding of the need to continue to work in partnership in the challenging economic climate currently faced.

#### **4.0 POLICY IMPLICATIONS**

4.1 The Children's Trusts reforms in essence brought a reversal to the pre-April 2010 status of Children's Trusts.

4.2 The reforms removed the requirement to produce a CYPP. With agreement to continue the Children's Trust arrangements came the need for a CYPP to provide strategic direction and so a third CYPP for Halton has been developed within the Children's Trust for a three year period from 2011-14.

4.3 Work began on the new CYPP following a Children's Trust Development Day in December 2010. The event was used to reflect on the progress achieved by the Trust since 2008 in terms of its' priorities, the key initiatives facing the Trust at present and also to agree the priorities for the Trust for the next three years. Following further consultation, the new priorities for the Children's Trust have been agreed as

- Improve outcomes for children and young people through

embedding integrated processes to deliver early help and support.

- Improve outcomes for children and young people through effective joint commissioning
- Improve outcomes for our most vulnerable children and young people by targeting services effectively

4.4 The focus on Safeguarding will continue to be a key theme for the Trust across these priorities.

4.5 The new CYPP is framed around these priorities.

4.6 Work on the new Plan was stopped for a four week period in January and February 2011 as Halton planned for and underwent its Safeguarding & Looked After Children Inspection.

4.7 The new CYPP will impact upon all policy areas for children and young people's services across all partner agencies within the Children's Trust un Halton.

4.8 The Plan was published in July following approval by the Children's Trust and at Full Council. Printed copies are available (contact [mark.grady@halton.gov.uk](mailto:mark.grady@halton.gov.uk)), however the focus is on utilising the electronic version of the Plan to ensure the document is updated and remains useful for the full three year period through links to the latest supporting strategies and performance information. The CYPP is available on the Children's Trust website via the following link:

<http://www.haltonpartnership.net/childrenstrust/index.php/plan>

4.9 In addition, a 4-page version is available, summarising the vision, priorities and promises, as well as the purpose of Halton Children's Trust. This is aimed primarily at parents, carers and young people. For professionals, z-cards have been produced that again explain the role of Halton Children's Trust, as well as the vision, priorities and promises.

## **5.0 OTHER IMPLICATIONS**

5.1 The CYPP is fully aligned with the new Sustainable Community Strategy for Halton 2011-26. It is crucial that partners continue to play an integral role in the delivery of the Plan over the next three years through the Children's Trust structures.

## **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

### **6.1 Children & Young People in Halton**

The CYPP is the key strategic document for the Children's Trust, within which all children and young people's services in Halton sits.

The Plan outlines the main priorities for the Trust in order to improve outcomes for children, young people and their families in Halton.

## **6.2 Employment, Learning & Skills in Halton**

The Plan has a strong focus on continuing to tackle the numbers of Not in Education, Employment and Training (NEET) young people in Halton, including through the promotion of apprenticeship opportunities.

## **6.3 A Healthy Halton**

Although there is no longer a specific Health priority within the CYPP, Health remains a clear priority for the Children's Trust within the three priorities, fully involved and leading on working within each. Health indicators also remain a key element of the Performance Management Framework that supports the CYPP.

## **6.4 A Safer Halton**

The Plan looks at work being done around alcohol, anti-social behaviour and youth offending. In each of these areas the Trust works closely with the Safer Halton Partnership.

## **6.5 Halton's Urban Renewal**

The CYPP highlights the development of further provision in Halton, including the CRMZ facility in Widnes and additional secure residential accommodation across Halton.

## **7.0 RISK ANALYSIS**

7.1 It is vital that both the Council and Children's Trust continue to be clear about priorities for service delivery and that this strategy is noted by Elected Members.

7.2 The absence of a CYPP would:

- Reduce the ability to take account of the local community's aspirations, needs and priorities;
- Have serious implications for Partnership co-ordination between all the public, voluntary and community organisations and other stakeholders that operate locally for the benefit of children, young people and their families;
- Potentially reduce the effectiveness of the Partnership through fragmentation of strategies;

7.3 These risks can be mitigated by the adoption of the CYPP and its implementation, monitoring and ultimate delivery.

## **8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 An Equality Impact Assessment undertaken on the document showed that there are no negative impacts on any individuals and groups within Halton as a result of the Plan. The Children & Young People's Plan facilitates positive action for children and young people overall in Halton and for particular groups of children and young people as appropriate.

**9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Children Act 2004	2 <sup>nd</sup> Floor, Runcorn Town Hall	Mark Grady
Halton Children & Young People's Plan 2009-11	2 <sup>nd</sup> Floor, Runcorn Town Hall	Mark Grady

**REPORT TO:** Employment, Learning and Skills  
& Community Policy & Performance Board

**DATE:** 19<sup>th</sup> September 2011

**REPORTING OFFICER:** Strategic Director Policy & Resources

**SUBJECT:** Performance Management Reports for Quarter  
1 of 2011/12

**WARDS:** Boroughwide

### **1.0 PURPOSE OF REPORT**

To consider and raise any questions or points of clarification in respect of performance management reports for the first quarter of 2011/12, to June 2011. The report details progress against service objectives/ milestones and performance targets, and describes factors affecting the service for:

- Economy Enterprise & Property extracts for Employment Learning & Skills.
- Community Services namely Library Services & other Culture & Leisure Services

### **2.0 RECOMMENDED: That the Policy and Performance Board**

- 1) Receive the first quarter performance management report;**
- 2) Consider the progress and performance information and raise any questions or points for clarification; and**
- 3) Highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Policy and Performance Board.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 Directorate Overview reports and associated individual Departmental Quarterly Monitoring reports have been previously circulated via a link on the Members Information Bulletin to allow Members access to the reports as soon as they become available. These reports will also provide Members with an opportunity to give advanced notice of any questions, points raised or requests for further information, to ensure the appropriate Officers are available at the Board Meeting.
- 3.2 Where a Department presents information to more than one Policy & Performance Board some reconfiguration of the reports has been actioned to reflect Board responsibilities as shown in the following papers.

3.3 The departmental objectives provide a clear statement on what the services are planning to achieve and to show how they contribute to the Council's strategic priorities. Such information is central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.

3.4 For 2010/11 direction of travel indicators have also been added where possible, to reflect progress for performance measures compared to the same period last year.

#### **4.0 POLICY IMPLICATIONS**

4.1 There are no policy implications associated with this report.

#### **5.0 OTHER IMPLICATIONS**

5.1 There are no other implications associated with this report.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 Departmental service objectives and performance measures, both local and national are linked to the delivery of the Council's priorities. The introduction of a Directorate Overview report and the identification of business critical objectives/ milestones and performance indicators will further support organisational improvement.

6.2 Although some objectives link specifically to one priority area, the nature of the cross - cutting activities being reported, means that to a greater or lesser extent a contribution is made to one or more of the Council priorities.

#### **7.0 RISK ANALYSIS**

7.1 Not applicable.

#### **8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 Not applicable.

#### **9.0 LIST OF BACKGROUND PAPERS UNDER SECTIONS 100D OF THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.

## Departmental Quarterly Monitoring Report

<b><u>Directorate:</u></b>	Children & Enterprise
<b><u>Department:</u></b>	Economy, Enterprise and Property ( Extracts)
<b><u>Period:</u></b>	Quarter 1 - 1 April – 30 June 2011

### 1.0 Introduction

This quarterly monitoring report covers the Economy, Enterprise and Property extracts first quarter period up to 30 June 2011 for Employment, Learning & Skills. It describes 'key' developments and progress against 'key' milestones and performance indicators for the service. The way in which the traffic lights symbols and direction of travel indicators have been used to reflect progress to date is explained within Appendix 5.

### 2.0 Key Developments

#### 2.1 Employment, Learning & Skills

Key developments for employment, learning and skills include the contracts with Ingeus Deloitte and A4E to deliver the Work Programme within Halton which were signed during quarter 1 and delivery on the Ingeus contract commenced June 2011.

Adult Learning & Skills Development restructure consultation – during quarter 1 a staff consultation relating to a restructure within Adult Learning & Skills commenced. Proposals included a number of teaching posts being deleted or reduced, together with the establishment of a new team of Information, Data & Support Officers. The structure will come into effect on 1 September 2011.

The Halton Employment Partnership launched its 'Big 100' campaign to create 100 new apprenticeships across the Borough by the end of 2011. The Apprenticeship Business Incentive Grant was also made available to those companies taking on a new or additional apprentice and the grant is used to cover the salary of the apprentice.

Recruitment – through the Halton Employment Partnership (HEP) 'complete employment offer', HPIJ worked with Widnes Bowl on recruiting suitable staff to the new jobs resulting in the Hive development. These included manager posts as well as technicians, food operatives and bar staff.



Tesco Extra recruitment – the HEP met with staff from JCP Merseyside and Tesco Extra to begin planning for the recruitment at the new Widnes store due to open in February 2012.

3MG/Prologis – the Halton Employment Partnership supported the community consultation event held by Prologis to raise awareness of pre employment support and training and of new employment opportunities arising from the second phase of the 3MG development.

Science Halton – the Primary Science Quality Mark was awarded to 5 Halton schools; the funding for this had been made through available the Science Halton group as part of the Science Halton Action Plan.

Adult Learners' Awards Ceremony – more than 150 award winners, families and guests attended the 2011 ceremony. Award winners were nominated through various HEP organisations (ELS Division, Children's Centres, Riverside College and community groups).

### 3.0 Emerging Issues

#### 3.1 Employment, Learning & Skills

TUPE staff – 4 Crosby Training staff were TUPEd to Halton People into Jobs as part of the Work Programme contracts. Currently, the staff are on Crosby Training terms and conditions of service and this has already created some issues. A further restructure across the whole division will be necessary in order to accommodate the delivery of the Work Programme.

Construction Halton – it is hoped that future developments on the former P & O site will allow for the Construction Halton principles to be applied. In addition, potential targeted training and recruitment clauses are being explored for a forthcoming Property Services Maintenance contract. It is critical that all relevant teams within the council are fully engaged with Construction Halton if it is to be successful, namely legal, procurement, planning, major projects and Employment, Learning & Skills.

An Apprenticeship pilot programme is being considered within the Waste Management division – this is a partnership project between Employment, Learning & Skills and Waste Management. The project could see the recruitment of circa 6 new apprentices.



Delivering on the various recruitment projects for The Hive and Tesco Extra within the specified timescales will be a challenge for the division given the additional pressures associated with delivering on the Work Programme. However, if successful, there are potentially 200 new jobs for local unemployed people.

Science Halton group – the Science Halton Routeway is now live and being used by careers staff and young people/adults. However, the key barrier to adapting the

post 16 curriculum offer for STAM subjects is lack of engagement from STAM (Skills for the Science, Technology & Advanced Manufacturing) companies and Skills Funding Agency). Science Halton will be subsumed into the Skills Group, however, a clearer strategy for engaging with STAM businesses is still needed and it is proposed that a joint strategy with the Chamber is perhaps a way forward.

#### 4.0 Service Objectives / milestones

##### 4.1 Progress against 'key' objectives / milestones

<b>Total</b>	<b>8</b>		<b>8</b>		<b>0</b>		<b>0</b>
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Of the 8 'key' performance objectives/milestones, all 8 were on target.

Please see appendix 1 for more information.

##### 4.2 Progress against 'other' objectives / milestones

<b>Total</b>	<b>11</b>		<b>11</b>		<b>0</b>		<b>0</b>
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Of the 11 'other' performance objectives/milestones, there were 11 where progress was as expected.

#### 5.0 Performance indicators

##### 5.1 Progress Against 'key' performance indicators

<b>Total</b>	<b>8</b>		<b>2</b>		<b>0</b>		<b>0</b>
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Of the 8 'key' performance indicators, there were 2 where progress was as expected, and 6 where data is unavailable at this time.

Please see appendix 2 for more information.

## 5.2 Progress Against 'other' performance indicators

<b>Total</b>	<b>22</b>		<b>6</b>		<b>1</b>		<b>0</b>
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Of the 22 'other' performance indicators, there were 6 where progress was as expected, and 1 where progress was uncertain at this stage of the year (ELS LI18) and three new Council indicators where progress will be reported in quarter 2. There are also currently 12 other area partner performance indicators for which progress is currently unavailable at this time or targets are to be determined with partners.

For further details please refer to appendices 3 for other indicators reported in quarter 1 by exception.

## 6.0 Risk Control Measures

Where a Key service objective has been assessed and found to have an associated 'High' risk, progress against the application of this risk treatment measures will be reported in quarters 2 and 4.

## 7.0 Progress against high priority equality actions

There are no High Priority Equality Actions identified in the quarter.

## 8.0 Data quality statement

The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.





## 9.0 Appendices

- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'key' performance indicators
- Appendix 3 Progress against 'other' performance indicators
- Appendix 4 Financial Statement
- Appendix 5 Explanation of use of symbols

**Appendix 1: Progress Against 'key' objectives / milestones**




Ref	Objective
EEP7 (previous reference: EEB02)	Foster Enterprise and entrepreneurship in order to grow an enterprise culture in Halton


Milestones	Progress Q1	Supporting Commentary
Deliver Enterprising Halton Business Start Up Programme (WNF). Deliver 90 contracted outputs by March 2012		The Division has now secured a further £60,000 to continue to deliver an extended start up programme in Halton. A service level agreement (SLA) is now in place for 2011/2012 for Enterprising Halton to provide one to one business start up advice, pre-start up training 'kick start' courses for individuals considering becoming self-employed or wanting to start up their own business. These services will operate alongside the New Enterprise Allowance Scheme (DWP) and The Intensive Start Up Support Programme (ISUS).
Deliver 12 Kick Start courses by March 2012		3 Kick Start courses were delivered in quarter 1, providing pre-start up advice to 36 local residents. Individuals have now been referred to access one-to-one practical support with a business advisor.
Manage Intensive Start Up Support Programme (NWDA) on behalf of A4e. Deliver 67 contracted outputs by December 2011		The ISUS programme supported 16 new business start ups in quarter 1. HPIJ is now working with Princes Trust and Elect to ensure 12 monthly reviews are carried out to measure sustainability and increase the number of jobs created in the borough.
Source alternative funding to continue Enterprise Services beyond March 2012		HPIJ has started to work with External Funding to explore funding streams that may be available post March 2012 across the Liverpool City Region (LCR).

**Appendix 1: Progress Against 'key' objectives / milestones**

Ref	Objective
EEP8 (previous reference: EEB3)	Reduce unemployment/worklessness by assisting people to secure employment

Milestones	Progress Q1	Supporting Commentary
Deliver the extended Apprenticeship Support Programme. Deliver 43 contracted outputs by March 2012.		From April 2011, the £3,000 Business Support Grant per apprentice to assist local companies employing a previously unemployed young person or adult into an apprenticeship job vacancy was made available. By the end of quarter 1, seven companies had secured funding from this programme.
Develop Apprenticeships within the Council by September 2011.		During quarter 1 an apprenticeship pilot programme was discussed with the Waste Management Division. The pilot would create circa 6 new apprenticeship opportunities within the council. If successful, it is proposed to get buy in from all managers across the council to roll the initiative out to all departments.
Secure future funding for HPIJ from the DWP Work Programme – June 2011.		Halton People Into Jobs (HPIJ) has successfully secured funding via Ingeus Deloitte and A4E to deliver the Work Programme through sub contractor arrangements to support long-term unemployed, hard to reach customers with multiple barriers to employment, the majority of whom will be mandated to participate in the programme for a minimum of 2 years. Contracts between the Council and Ingeus Deloitte/A4e were signed in June 2011. The financial profile can be made available on request.



**Appendix 1: Progress Against 'key' objectives / milestones**

Ref	Objective	
EEP8 [Continued] (previous reference: EEB3)	Reduce unemployment/worklessness by assisting people to secure employment	
Deliver the Work Programme in Halton via sub contract arrangement to Prime Contractors A4e and Ingeus Deloitte. Deliver 1279 starts on joint programmes, 257 job entries and 94 sustained job outcomes by March 2012		HPIJ has commenced delivery of the Work Programme for Ingeus Deloitte as of 27 June 2011. Delivery for A4e is due to commence on 11 July 2011.

**Appendix 2: Progress Against 'key' performance indicators**



Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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Employment, Learning & Skills

Service Delivery							
ELS LI01 (previous reference EEB LI04)	Number of enrolments on Employment and Learning Courses (for the academic year)	3763	3450	1226			The ratio of enrolments to learners shows that during the summer term, 24% of learners attended more than one course
ELS LI02 (new)	Number of adults engaged in Skills for Life learning	New indicator	Target to be set for 11-12	273	n/a	n/a	Data shows 273 learners participated in Adult Literacy and Numeracy learning programmes in the quarter. Targets to be set for the academic year 2011-12 in September 2011.
ELS LI03 (new)	Number of starts on DWP Work Programme	n/a	1279	Refer to comment	n/a	n/a	HPIJ has commenced delivery of the Work Programme for Ingeus Deloitte as of 27 June 2011. Delivery for A4e is due to commence 11 July 2011.
ELS LI04 (new)	Number of job starts on DWP Work Programme	n/a	257	Refer to comment	n/a	n/a	HPIJ has commenced delivery of the Work Programme for Ingeus Deloitte as of 27 June 2011. Delivery for A4e is due to commence 11 July 2011.
ELS LI05 (new)	Number of sustained (13/26wks) job outcomes on DWP Work Programme	n/a	94	Refer to comment	n/a	n/a	HPIJ has commenced delivery of the Work Programme for Ingeus Deloitte as of 27 June 2011. Delivery for A4e is due to commence 11 July 2011.




**Appendix 2: Progress Against 'key' performance indicators**

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
ELS LI06 (new)	Number of new or additional apprenticeships created using £3,000 Apprentice Support Grant	154	43	7			7 companies had secured funding from this programme to recruit a new or additional apprentice during quarter 1. It is anticipated that this target will be achieved by the end of the year. In 2009-10 £308,000 was available for Apprenticeships. Consequently, the programme has been revised in accordance with available funding.
ELS LI07 (new)	Learners accessing HBC services achieving a Level 1 qualification in literacy (links to NI161)	44	TBC	4	n/a	n/a	Learners agree an Individual Learning Plan with the tutor at the start of each learning programme and work towards achievement of the next level of qualification. In this quarter 4 learners achieved adult literacy level 1. Target to be confirmed. Targets to be set for the academic year 2011-12.
ELS LI08 (new)	Learners accessing HBC services achieving a Level 3 qualification in numeracy (links to NI162)	33	TBC	5	n/a	n/a	Data shows that 5 Learners achieved Adult Entry level 3 qualifications in quarter 1. Target to be confirmed. Targets to be set for the academic year 2011-12.

**Appendix 3: Progress Against 'other' performance indicators**

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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Employment, Learning & Skills

Service Delivery							
ELS LI18 (previous reference EEB LI2)	Number of local people with disabilities into permitted/paid work	29	33	3	?		Almost all of HPIJ's programmes for the unemployed terminated March 2011. The Work Programme which replaced all previous work related programmes did not go live until the end of June 2011. This created a 3 month gap in provision which had a negative impact on the number of local people with disabilities entering paid employment / permitted work.

<b>Appendix 4: Financial Statement</b>
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**EMPLOYMENT, ECONOMIC REGENERATION & BUSINESS DEVELOPMENT DEPARTMENT****Revenue Budget as at 30 June 2011**

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (Overspend) £'000	Actual including Commitments £'000
<b><u>Expenditure</u></b>					
Employees	4,563	1,298	1,314	(16)	1,324
Repairs & Maintenance	2,555	320	318	2	318
Energy & Water Costs	936	219	216	3	593
NNDR	918	918	918	0	918
Rents	1,061	495	492	3	755
Marketing Programme	11	3	2	1	3
Promotions	36	1	1	0	2
Development Projects	85	8	0	8	0
Supplies & Services	1,208	340	350	(10)	585
Agency Related Payments	193	46	51	(5)	68
Property Rationalisation Savings Target	-327	0	0	0	0
<b>Total Expenditure</b>	<b>11,239</b>	<b>3,648</b>	<b>3,662</b>	<b>(14)</b>	<b>4,566</b>
<b><u>Income</u></b>					
Rent – Markets	-806	-171	-158	(13)	-158
Rent – Industrial	-952	-208	-200	(8)	-200
Rent – Commercial	-560	-120	-116	(4)	-116
Sales	-3	-1	-2	1	-2
Fees & Charges	-336	-15	-12	(3)	-12
Reimbursements	-440	0	0	0	0
Government Grant Income	-945	-109	-109	0	-109
Recharges to Capital	-1,008	0	0	0	0
Schools SLA Income	-735	0	0	0	0
Transfer from Enterprise & Employment Reserve	-353	0	0	0	0
<b>Total Income</b>	<b>-6,138</b>	<b>-624</b>	<b>-597</b>	<b>(27)</b>	<b>-597</b>
<b>Net Operational Expenditure</b>	<b>5,101</b>	<b>3,024</b>	<b>3,065</b>	<b>(41)</b>	<b>3,969</b>
<b><u>Recharges</u></b>					
Premises Support	1,522	273	273	0	273
Office Accommodation	153	38	38	0	38
Transport	57	14	14	0	14
Central Support	2,203	552	552	0	552
Asset Charges	2,307	0	0	0	0
Accommodation Recharge	-3,705	-911	-911	0	-911
Support Service recharge	-1,876	-281	-281	0	-281
Repairs & Maintenance	-2,599	-649	-650	1	-650
<b>Total Recharges</b>	<b>1,938</b>	<b>-964</b>	<b>-965</b>	<b>1</b>	<b>-965</b>
<b>Net Department Total</b>	<b>3,163</b>	<b>2,060</b>	<b>2,100</b>	<b>(40)</b>	<b>3,004</b>

**Appendix 4: Financial Statement**

**Comments on the above figures**




In overall terms, revenue spending at the end of Quarter 1 is showing a slight overspend.

The Employee budget is currently over budget to date due to insufficient level of staff turnover compared to staff vacancies across the departments. This will be monitored closely through out the financial year.

Rental Income (including Markets, Industrial & Commercial) is currently showing a shortfall due to vacant units across all three areas. Work is being carried out to promote these units and again budgets will be monitored closely throughout the year to make sure the financial impact is limited and action taken to balance the Departmental budget at year-end.




<b>Appendix 5: Explanation of Symbols</b>
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Symbols are used in the following manner:

<b>Progress</b>	<b><u>Objective</u></b>	<b><u>Performance Indicator</u></b>
<b>Green</b>	 Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
<b>Amber</b>	 Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
<b>Red</b>	 Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an <u>intervention or remedial action</u> taken.</i>

#### **Direction of Travel Indicator**

Where possible performance measures will also identify a direction of travel using the following convention

<b>Green</b>	 Indicates that performance <b>is better</b> as compared to the same period last year.
<b>Amber</b>	 Indicates that performance <b>is the same</b> as compared to the same period last year.
<b>Red</b>	 Indicates that performance <b>is worse</b> as compared to the same period last year.
<b>N/A</b>	Indicates that the measure cannot be compared to the same period last year.

## Departmental Quarterly Monitoring Report

<b><u>Directorate:</u></b>	Communities Directorate
<b><u>Department:</u></b>	Community and Environment Services Extracts for Library and other Culture & Leisure Services
<b><u>Period:</u></b>	1 <sup>st</sup> April 2011 – 30 <sup>th</sup> June 2011

### 1.0 Introduction

This quarterly monitoring report covers the Community and Environment Services first quarter period up to 30<sup>th</sup> June 2011. It describes key developments and progress against objectives and performance indicators for the Library and other Culture & Leisure Services.

The way in which the Red, Amber and Green, (RAG), symbols and Travel Indicator symbols have been used to reflect progress to date is explained in Appendix 6.

### 2.0 Key Developments

#### **Library**

Refurbishment/modernisation of Widnes Library is now complete.

An IT system (Koha) for ordering books and stock from the NW/Yorkshire consortium has been implemented, reducing costs by 70%. Halton is the first authority in the UK to adapt and implement a system previously only used in academic libraries. Library consortium in Scotland and London now plan to implement the same system.

#### **Other Leisure Activities**

A range of Leisure activities has been organised at Stadium Fitness

#### **Junior Sessions**

With the school holidays fast approaching Stadium Fitness has significantly increased its offer to our younger members Having worked closely with the fitness instructors a full and well-balanced programme is now in full swing which includes:-

- Junior Table Tennis (PESSCL) Saturday mornings 10am – 12pm
- Junior Fitness Sessions 11yrs – 16yrs Saturday afternoon 2pm – 4pm
- Family Gym Sunday Mornings 10am – 12pm

- Family Table Tennis Monday evenings 7pm-8pm
- Karate Tuesday, Wednesday & Friday evenings.
- Crèche sessions 2 hours each day
- Cheeky Monkeys (Toddler Group) Tue & Thursday

Last month we held the annual clubs for young peoples Table Tennis competition for the third year running, with youth clubs and schools from all over Great Britain spending the day at the Stadium. The Mayor of Halton also attended to present awards to the youngsters.

Also, Alive 'n Kicking a group for 14 – 19 year olds who are concerned about their weight continues to be well attended. They can join a six week programme developed to build confidence and lead a more healthy active life.

### **Community Engagement**

Ladies only kick fit class started in June, this has become very popular already. The class is a self defence/exercise session using punch bags and gloves.

Horizon Hypnotherapy is a new additional service at Stadium Fitness. Bob Wheat a certified hypnotherapist has sessions to help stop smoking, lose weight, reduce stress etc.

New Shoots Halton is a project that aims to make affordable fruit and vegetables available locally, which is managed by the neighbourhood. This club has been running now since March with new members joining each week. Fruit, Vegetables and Salad are priced at £3.00 a bag, all orders must be placed a week in advance.

### **Older Adults**

Table Tennis Wed & Fri (Hearts)  
Sequence Dancing Tuesdays  
Chair Based Exercise Thursdays

### **Fitness Membership**

Current	Full Members	780
	Halton Leisure Card	120
	Casual	1603

## **3.0 Emerging Issues**

### **Directorate Efficiency Review**

The 2010 Directorate Efficiency Review of Libraries is at implementation stage. Consultation on staff structures will commence shortly.

An Efficiency Service Review is in progress including Sports Development, The Brindley and Norton Priory.

#### 4.0 Service Objectives / milestones

##### 4.1 Progress against 'key' objectives / milestones

Total	2		2		0		0
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All 'key' objectives/milestones are on course to be achieved by the target dates set. Refer to Appendix 1 for further detail.

##### 4.2 Progress against 'other' objectives / milestones

Total	7		7		0		0
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All 'other' objectives/milestones to increase participation in sport and physical activity and the use of libraries and life long learning are on course to be achieved by the target dates set, and are therefore not reported on by exception at this time.

#### 5.0 Performance indicators

##### 5.1 Progress Against 'key' performance indicators

Total	3		1		0		0
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One 'key' indicator is on course to achieve the target date set. However, two indicators cannot be reported at this time. Refer to Appendix 3 for further detail.

##### 5.2 Progress Against 'other' performance indicators

Total	3		2		0		0
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Two 'other' indicators are on track to achieve their target dates however one indicator which is the survey of satisfaction of Library service users is not expected to take place until Autumn 2012. Refer to Appendix 4 for further detail.



## **6.0 Risk Control Measures**

During the Development of the 2011-12 Service activity, the service was required to undertake a risk assessment of all Key Service objectives.

Where a Key service objective has been assessed and found to have an associated 'High' risk, progress against the application of this risk treatment measures will be reported in quarters 2 and 4.

## **7.0 Progress against high priority equality actions**

As a result of undertaking a departmental Equality Impact Assessment no high priority actions were identified for the service for the period 2011 – 2012.

## **8.0 Data quality statement**



The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, sourced externally, or where there are any concerns regarding the limitations of its use this has been clearly annotated.

## **9.0 Appendices**

- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'key' performance indicators
- Appendix 3 Progress against 'other' performance indicators
- Appendix 4 Emerging Indicators
- Appendix 5 Financial Statement
- Appendix 6 Explanation of use of symbols



**Appendix 1: Progress Against 'key' objectives / milestones**

Ref	Objective
CE4	Increase the use of libraries promoting reader development and lifelong learning, thereby encouraging literacy skills and quality of life opportunities.

Milestones	Progress Q 1	Supporting Commentary
<i>Implement action plan derived from Public Library Service User Surveys to ensure services meet the needs of the Community. Mar 2012. (AOF 21 &amp; 26)</i>		Results from various user surveys currently being collated and will be used to develop an action plan to ensure the needs of the community are met.
<i>Develop proposals for a new Runcorn Library. Mar 2012. (AOF21 &amp; 26)</i>		Specification for a new Library/HDL facility has been developed, completion 2012.

**Appendix 2: Progress Against 'key' performance indicators**

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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Service Delivery							
<b>CE LI 6</b>	% of adult population (16+) say they have used their public library service during the last 12 months	47.3				N/A Refer to comment	The cultural sector questions have not been included in Active Peoples Survey 5 (APS 5). They were included up to the end of APS 4. Alternative proxy to be discussed with Directorate SMT.
<b>CE LI 7</b>	% of adult population (16+) participating in sport and active recreation each week	26.3	24.02	27.4			The Interim Active Peoples Survey 5 (APS 5) will publish local statistics on participation and active recreation in June 2011. Data for the full year will be available in December 2011.

Quality							
<b>CE LI 22</b>	% Overall satisfaction of Library Users (Previously CS1) (3-yearly 2012)	95	97	N/A	N/A	N/A	Next survey not due until Autumn 2012.

**Appendix 3: Performance Against 'other' performance indicators**

Ref	Description	Actual 2010/11	Target 2011/12	Quarter 1	Current Progress	Direction of Travel	Supporting Commentary
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<b>Service Delivery</b>							
CE LI 16	Participation in regular volunteering (Previously NI6)	N/A	20.02	See comment	<input checked="" type="checkbox"/>	N/A	This was a previous Place Survey measure and as such cannot be reported for Q1. Follow up is required to determine whether this should be encompassed within the new Residents Survey which is proposed to take place in the Autumn.
CE LI 17	Environment for a thriving third sector (Previously NI7)	N/A	N/A	See comment	<input checked="" type="checkbox"/>	N/A	In the absence of a nationally prescribed survey, work is now being progressed to locally capture community perceptions and satisfaction levels. As per CE LI16, it is anticipated that such a survey would be undertaken during the autumn of the current financial year.

<b>Quality</b>							
CE LI 22	% Overall satisfaction of Library Users (Previously CS1) <b>(3-yearly 2012)</b>	95	97	N/A	N/A	N/A	Next survey not due until Autumn 2012.

**Appendix 4: Emerging Indicators**

**Proposed Performance Indicators  
(Derived from Department of Culture, Media and Sport Business Plan)**

Ref <sup>1</sup>	Description	Halton 09/ 10 Actual	Halton 10/11 Target	Halton 10/11 Actual	Halton Targets		
					11/12	12/13	13/14
	<i>Input Indicator</i> – DCMS subsidy per home with broadband access that would not otherwise be connected	Further detailed information is awaited from Department of Culture, Media and Sport Business Plan regarding the above measures. The Business Plan can be obtained from the Number10.gov website.					
	<i>Input Indicator</i> – Tourism (e.g. subsidy per foreign visitor)						
	<i>Input Indicator</i> – Arts (e.g. Arts Council England subsidy per funded performance)						
	<i>Input Indicator</i> – Museums (e.g. subsidy per visit)						
	<i>Input Indicator</i> – Sport (e.g. subsidy per coach, subsidy per total number of sport sessions)						
	<i>Input Indicator</i> – Heritage (e.g. subsidy per property, subsidy per visit)						
	<i>Impact Indicator</i> – Proportion of adults and children who regularly participate in sport						
	<i>Impact Indicator</i> - Proportion of adults and children who regularly participate in cultural activities and/or proportion of adults and children satisfied with their last cultural experience						
	<i>Impact Indicator</i> – Proportion of people who volunteer or donate to cultural or sporting organisations						
	<i>Impact Indicator</i> – Proportion of people employed in tourism and/or spend per foreign visitor						
	<i>Impact Indicator</i> – UK broadband take-up						

<sup>1</sup> Further detailed information is awaited from Department of Culture, Media and Sport Business Plan regarding the above measures. The Business Plan can be obtained from the Number10.gov website.

## Appendix 5: Financial Statement

**COMMUNITY & ENVIRONMENT DEPARTMENT**  
**Revenue Budget as at 30 June 2011**

	Annual Budget £'000	Budget To Date £'000	Actual to Date £'000	Variance To Date (overspend) £'000	Actual Including Committed Items £'000
<b><u>Expenditure</u></b>					
Employees	11,623	3,011	3,184	(173)	3,194
Other Premises	1,183	424	404	20	769
Supplies & Services	1,408	385	326	59	1,006
Hired & Contracted Services	965	145	137	8	140
School Meals Food	1,689	292	260	32	260
Food Provisions	557	130	92	38	142
Bar Provisions	304	76	109	(33)	121
Book Fund	232	20	14	6	19
Transport	30	7	16	(9)	23
Consumer Protection Contract	443	110	109	1	109
Waste Disposal Contracts	5,190	372	344	28	514
Leisure Management Contract	1,395	349	362	(13)	569
Other Agency Costs	455	200	177	23	179
<b>Total Expenditure</b>	<b>25,474</b>	<b>5,521</b>	<b>5,534</b>	<b>(13)</b>	<b>7,045</b>
<b><u>Income</u></b>					
Fees & Charges Income	-2,569	-802	-775	(27)	-775
Sales Income	-1,878	-478	-506	28	-506
School Meals Sales	-2,128	-9	-8	(1)	-8
School Meals Other Income	-1,850	-73	-81	8	-81
Rents Income	-83	-11	-16	5	-16
Government Grant Income	-26	-2	-3	1	-3
Reimbursements & Other Income	-922	-74	-55	(19)	-55
Schools SLA Income	-240	-32	-32	0	-32
Internal Fees Income	-319	-52	-29	(23)	-29
Capital Salaries	-101	0	-17	17	-17
<b>Total Income</b>	<b>-10,116</b>	<b>-1,533</b>	<b>-1,522</b>	<b>(11)</b>	<b>-1,522</b>
<b>Net Controllable Expenditure</b>	<b>15,358</b>	<b>3,988</b>	<b>4,012</b>	<b>(24)</b>	<b>5,523</b>
<b><u>Recharges</u></b>					
Premises Support	1,603	318	318	0	318
Asset Charges	2,483	0	0	0	0
Central Support Services	3,961	1,032	1,032	0	1,032
Departmental Support Services	87	22	22	0	22
Transport Recharges	2,166	415	415	0	415
HBC Support Costs Income	-329	-66	-66	0	-66
<b>Net Total Recharges</b>	<b>9,971</b>	<b>1,721</b>	<b>1,721</b>	<b>0</b>	<b>1,721</b>
<b>Net Department Total</b>	<b>25,329</b>	<b>5,709</b>	<b>5,733</b>	<b>(24)</b>	<b>7,244</b>

**Appendix 5: Financial Statement****Comments on the figures**

Net controllable budget is £24,000 above budget profile at the end of the first quarter of the financial year.

Staffing expenditure is currently above budget to date, primarily due to savings targets relating to premium pay which have not been achieved as negotiations with the union are still on going. Expenditure is also higher than current budget due to the use of agency staffing amounting to £16,000 to date, for a long term absence and £19,000 overtime for Open Spaces to sustain front line services. There are also delays in the Libraries efficiency restructure which are still under negotiation so the full year savings target may not be achieved.

A large number of matches and functions at the Stadium have resulted in a high use of casual staff and other related costs such as bar provisions is more than expected at this time of year, although this has been met by additional sales income received for these events. Sales income is also overachieving budget due to above average receipts for weddings and other registrar events. This level of income is not expected to continue throughout the remainder of the year as stadium fixtures are likely to reduce in the forthcoming months.

Expenditure on Supplies and Services is currently £59,000 under budget profile due to savings being made across the department particularly in respect of advertising and marketing costs, school meals repairs and general prudence on other supplies and services expenditure.

Food provisions are £38,000 lower than budget profile due to the closure of Municipal Catering for part of the first quarter of the financial year. Lower than average spending in Stadium Catering has also continued following last years trend. Both of these are offset slightly by lower income received from the Corporate Training Centre as they no longer provide catering on training courses. There has also been a reduction in this type on income for the Stadium due to less internal orders for catering across the council as a whole.




School Meals provisions are £32,000 under budget mainly due to last year's renegotiation of contract prices and a large closure period for schools in quarter 1 for Easter, the royal wedding and bank holidays.

Waste disposal contracts are paid in arrears due to invoices being received late from contractors, therefore estimates have to be made in order to present a realistic position. The above portrays the present position based on current information to hand however careful monitoring will be undertaken regarding this budget.

The Leisure Management contract received a significant budget reduction in 2010/11 however contract prices remain at a higher level. Attempts are being made to renegotiate the contract in order to make the saving required. Although it is unlikely this savings target will be met in full the department must ensure a balanced budget by the end of the financial year.




<b>Appendix 6: Explanation of Symbols</b>
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Symbols are used in the following manner:

<b>Progress</b>	<b><u>Objective</u></b>	<b><u>Performance Indicator</u></b>
<b>Green</b>	 Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
<b>Amber</b>	 Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
<b>Red</b>	 Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an <u>intervention or remedial action</u> taken.</i>

#### **Direction of Travel Indicator**

Where possible performance measures will also identify a direction of travel using the following convention

<b>Green</b>	 Indicates that <b>performance is better</b> as compared to the same period last year.
<b>Amber</b>	 Indicates that <b>performance is the same</b> as compared to the same period last year.
<b>Red</b>	 Indicates that <b>performance is worse</b> as compared to the same period last year.
<b>N/A</b>	Indicates that the measure cannot be compared to the same period last year.



**REPORT TO:** Employment Learning and Skills and  
Community Policy and Performance Board

**DATE:** 19 September 2011

**REPORTING OFFICER:** Strategic Director Children and Enterprise

**SUBJECT:** Single Work Programme Update

**WARDS:** All Wards

### **1.0 PURPOSE OF THE REPORT**

To provide a progress report on the delivery of the Work Programme in Halton.

### **2.0 RECOMMENDATION: That**

- 1. Members note the progress report; and**
- 2. Members agree to receive 6 monthly updates on the Work Programme**

### **3.0 BACKGROUND**

The Work Programme aims to provide a single, personalised welfare to work programme for all customer groups, regardless of the benefit they claim. It has replaced many national programmes previously on offer and these have now been phased out with the Work Programme commencing in summer 2011.

The Work Programme gives providers longer to work with customers and greater freedom to decide the appropriate support for them. Work Programme Providers are required to deliver an individually tailored service for each customer which could last up to 2 years (the 'allotted time' for this service will be 104 weeks) if the customer does not move into and sustain employment. It offers providers the opportunity to deliver a flexible and personalised package of support and the chance to improve people's lives through sustainable employment.

The Work Programme (WP) will deliver provision for customers on:

- Jobseeker's Allowance (JSA);
  - Employment and Support Allowance (ESA);
- and when Universal Credit is introduced, the WP will continue to provide support to relevant customers.

Halton People into Jobs (HPiJ) bid to deliver Work Programme provision on a sub contract arrangement with 7 of the 16 shortlisted Prime Contractors (Ingeus UK Ltd, A4e Ltd, Serco, Reed in Partnership, G4S, InTraining, Working Links). On 1<sup>st</sup> April 2011 DWP announced that the successful Prime Contractors for CPA6 – North West were Ingeus UK Ltd and A4e Ltd.

- **A4e** is a large private sector organisation with an annual turnover of around £150m. They are one of the largest commercial welfare to work specialists in the UK with over 20 years experience in the direct delivery of services.

- **Ingeus** is a global welfare to work provider and is one of the UK's leading providers. Prior to the Work Programme Ingeus delivered high-quality, flexible employment programmes to long-term and recently unemployed people, those with health conditions and single parents across London, the Midlands and Scotland. They have supported over 66,000 clients into suitable, lasting work since 2002. In May 2011 the Ingeus and Deloitte joint venture was awarded seven Work Programme contracts by the Department for Work and Pensions, in the following areas: East of England, East Midlands, West London, North East, North West (Cumbria, Lancashire, Merseyside & Halton), Scotland and West Yorkshire

HPiJ was awarded 'end to end' delivery contracts for both organisations in Halton and will be responsible for delivering a total of 75% of Work Programme provision in Halton. End to end delivery means that HPiJ will be delivering the full programme of activities/support within each delivery model for both Ingeus UK Ltd and A4e UK. Ingeus UK Ltd have sub-contracted the whole of their Halton delivery to HPiJ, whilst A4e Ltd will be delivering 50% of their contract in Halton, with HPiJ delivering the remaining 50% in Halton.

#### 4.0 PROGRESS UPDATE

##### **Ingeus**

Contract delivery for Ingeus commenced on Monday 27<sup>th</sup> June 2011. Ten Employment Officers and three Tutors have been assigned to this contract and delivery is across Widnes and Runcorn. There have been some significant issues with the bespoke IT system, IngeusWorks. This has impacted upon staff training and delivery. However, this is not surprising given the speed at which the contract was negotiated and implemented and is not unexpected given that, at the time of writing, the contract has been operating for 7 weeks.

To date (end of July) HPiJ had received 216 referrals (appendix 1) to the Ingeus contract and 127 have commenced upon the programme (engaged). The number of referrals has been 60% greater than expected. Of the 172

Runcorn referrals 99 customers (56%) have been 'engaged' although 100% of Widnes referrals have been engaged. Our focus at present is to reduce the backlog of customers arising out of the delay to the start of the contract so as to increase the conversion of referrals to attachments (starts) and to improve the job starts.

Of the 127 customers seen to date approximately 22% are 'job ready'. Many customers have numerous constraints preventing them moving into employment including long term unemployment (2years+), substance misuse and health conditions and will require long term measures to assist them to move closer to the employment.

During August HPIJ increased the group 'welcome' sessions and have increased the number of 1:1 appointments per week. In addition, weekly meetings are being held with Ingeus to discuss performance against a monthly forecast and monthly performance review meetings are taking place. Ingeus have been extremely supportive in helping with staff training.

### **A4e**

The delivery of the contract for A4e was expected to commence on 1<sup>st</sup> June 2011 but did not go live until 11<sup>th</sup> July 2011. The delay was due to data security issues linked to the completion of a complex Data Information Security Plan and the results of a Penetration Test that had to be completed and passed prior to 'going live'. At the end of July 2011 Halton Borough Council was the only local authority within Contract Package Area (Merseyside, Halton, Lancashire and Cumbria) to have commenced delivery for A4e.

Six Employment Officers have been assigned to work on the A4e contract, supported by three Tutors. The main issue has been the delay in delivery linked to the complex Data Security Plan requirements of A4e. ICT colleagues have worked hard to complete the Data Security Plan, arrange a Penetration Test and negotiate with A4e over numerous requirements. Halton Borough Council will be subject to a Security Audit by A4e in October 2011.

As with Ingeus there have also been some issues with A4e's bespoke IT system, MyA4eDesk, including access delays for some staff, which have had some impact upon delivery.

Performance for A4e is detailed in Appendix 2. The delayed start date has impacted upon delivery, as by the end of July there should have been 110 starts upon the contract but there have only been 31 starts. Of the 31 customers who have attended their 'About You' appointment approximately 22% are considered to be 'job ready' whilst other customers have complex and multiple barriers to work. Additional 'Meet & Greet' group sessions were

timetabled during August and the Employment Officers are booking in 15-20 customers per week for 'About You' appointments to bring delivery and performance back on line.

## **5.0 POLICY IMPLICATIONS**

- 5.1 The delivery of the Work Programme contributes to employment, learning and skills key priorities contained in the Halton Sustainable Communities Strategy and the Liverpool City Region Employment & Skills Strategy.
- 5.2 The work of Halton People into Jobs in delivering the Work Programme also contributes to performance against National Indicators relating to employment, enterprise and learning.

## **6.0 FINANCIAL IMPLICATIONS**

Halton People into Jobs must achieve the profiled targets of starts, job outcomes and sustainability to generate income necessary to sustain the service beyond March 2012.

## **7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

### **7.1 Children and Young People in Halton**

The Work Programme supports people over 18 providing intensive support to young people young people who will be offered the opportunity to explore employment and training opportunities, including access to apprenticeships, which will better prepare them for applying for employment.

### **7.2 Employment, Learning and Skills in Halton**

The Work Programme supports the employment, learning & skills agenda in Halton by providing customers who are unemployed and in receipt of benefit with the ongoing advice, guidance and the skills required to better prepare them for the world of work

### **7.3 A Healthy Halton**

The Work Programme will assist placing hard to help groups currently disadvantaged in the labour market into employment and training opportunities. The programme also incorporates a Health & Wellbeing service

### **7.4 A Safer Halton**

### **7.5 Halton's Urban Renewal**

The Work Programme includes an Enterprise module which will support customers into self employment or business start up.

## **8.0 RISK ANALYSIS**

8.1 The failure to achieve the profiled targets set within the contracts with Ingeus Deloitte and A4e will result in a loss of income and potentially the loss of the contracts.

## **9.0 EQUALITY AND DIVERSITY ISSUES**

The Halton People into Jobs operates within the LSP framework, which in turn operates under the Council's Equality and Diversity policy.

## **10.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

10.1 None under the meaning of the Act.

## Appendix 1

HPIJ Ingeus Performance (end July 2011)

	Actual Referrals	Contracted Target	Actual Attachments	Contracted Target	Actual Praped Attachments	Contracted Target	Actual Job Starts	Contracted Target
<b>Runcorn (achieved)</b>	172		99		99		0	
<b>Widnes (achieved)</b>	44		28		28		1	
<b>Total</b>	<b>216</b>	130	<b>127</b>	117	<b>127</b>	117	<b>1</b>	10

## Appendix 2

HPIJ A4e Performance (end July 2011)

Halton People into Jobs Delivery		June 2011		July 2011	
		Contracted	Actual	Contracted	Actual
	<b>Referrals</b>	49	0	61	<b>59</b>
	<b>Starts</b>	49	0	61	<b>31</b>
	<b>Job Starts</b>	0	0	3	<b>1</b>

**REPORT TO:** Employment, Learning and Skills and  
Community Policy & Performance Board

**DATE:** 19<sup>th</sup> September 2011

**REPORT AUTHORS:** Strategic Director Children and Enterprise

**SUBJECT:** Scrutiny Topic Assessing the Impact of  
Deficit Policy on Employment Learning and  
Skills in Halton

**WARDS:** Borough Wide

## **1.0 PURPOSE OF THE REPORT**

1.1 To update Members on the scrutiny topic 'Impact of Deficit Policy on Employment Learning and Skills in Halton'.

## **2.0 RECOMMENDATION: That**

- 1. Members note and comment on the information gathered to date; and**
- 2. Members agree to receive a further progress report in six months time.**

## **3.0 SUPPORTING INFORMATION**

3.1 For the Municipal Year 2010/11 Members proposed that a scrutiny topic group should consider '**Assessing the Impact of the Government's deficit policy on Employment Learning and Skills**' (in Halton).

The topic group has been chaired by Councillor Lloyd Jones. Councillors Austin, Howard and McManus have been Members of this group.

Much of the early work of the group was dependent upon the outcome of the Government's Spending Review, which was announced at the end of October 2010.

The group also considered that the Government's deficit policy would have an impact on a wide range of initiatives and measures in Halton, but that it was important to remain focused on issues that would be of specific relevance to this Policy Performance Board. Therefore, the group carried out an initial audit/assessment of emerging Government policy relating to the Employment, Learning and Skills agenda. Reference has been made for example, to the Local Growth White



Paper, and wider welfare reform agenda and its relationship with worklessness and potential return to work incentives.

An overview of Employment Learning and Skills policies that the Scrutiny Topic Group considered is contained in Appendix 1.

Members of the group also considered a number of publications from a variety of 'think tanks', and to maintain balance, from within and outside Government. Members considered work recently commissioned in the Liverpool City Region concerning Market Accounts. This work has concentrated on "Labour Market Dynamics", "Labour Market Segmentation" and "Job Creation and Destruction" in the light of the Government's deficit reduction policies.

The group felt that it was important to reflect on the macro economic context and then 'drill down' to local services and Employment Learning and Skills provision in the borough. A summary of the publications that were considered is contained in Appendix 2.

Members mapped current activities and the organisations undertaking this activity with likely future arrangements.

Consideration is being given to whether this activity will continue albeit with a different emphasis or a different delivery organisation. Similarly, whether activity has ceased but is being replaced by a different approach to solving or tackling a particular issue.

Finally, the Scrutiny Topic Group felt that it was important to compare statistics over a period of time so that a quantitative assessment of deficit policy could be considered. The Group acknowledged that given the Comprehensive Spending Review was announced in October, it would be too soon to measure this impact. A comparator date of 1<sup>st</sup> April 2011 was set. Therefore, it is proposed that a further report in six months time would give a more accurate reading of the impact of deficit policy.

As an interim arrangement, statistics have been gathered that relate to the period April 2010 to July 2011. Data are provided in Appendix 3

#### **4.0 POLICY IMPLICATIONS**

The work that the topic group has undertaken to date is playing an important role in not only understanding the policy context but drawing conclusions on how changes to legislation will impact on future service provision.

#### **5.0 OTHER IMPLICATIONS**

Work is progressing to evaluate which activities/actions have “worked” for Halton, and whether Government policy will accommodate these activities in the future. To this end, the remit of this topic group has informed work being undertaken by the Local Strategic Partnership in respect of Enhanced Partnership Working which is mapping the resources available in light of changes to Government policy.

Consideration is being given to whether this activity will continue albeit with a different emphasis or a different delivery organisation. Similarly, whether activity has ceased but is being replaced by a different approach to solving or tackling a particular issue.

## **6.0 IMPLICATIONS FOR THE COUNCIL’S PRIORITIES**

Whilst the topic group focuses on the implications for Employment Learning and Skills in Halton, it is clear from the research that deficit policy is having an impact on other Council Priorities.

In regard to Environment and Regeneration, the most significant piece of legislation has been the Local Growth White Paper which, for example has seen the removal of Regional Development Agencies, responsible for coordinating economic regeneration in English regions.

## **7.0 RISK ANALYSIS**

None.

## **8.0 EQUALITY AND DIVERSITY ISSUES**

There are no direct Equality and Diversity Issues arising out of this report. However, the research presented in appendix 2 suggests that there will be a number of future challenges relating to ensuring that adequate resources continue to be made available to our more vulnerable residents.

## **9.0 BACKGROUND PAPERS**

None under the meaning of the Act.

## **Appendix 1 – Overview of Employment Learning and Skills Policies**

### **Draft National Planning Policy Framework**

08/2011

This briefing gives an overview of the draft National Planning Policy Framework (NPPF), which was launched at the end of July 2011.

Consultation on the draft NPPF closes on 17 October 2011.

(all) Gypsies and Travellers: consultation on new planning statement  
04/05/2011

This briefing outlines the proposed planning framework for gypsy and traveller sites and context in which it will operate, and points to issues that require particular care in responding to the consultation which closes on 6 July

(ALL) Supporting Communities and Neighbourhoods in Planning  
Project

20/04/2011

The government has announced the allocation of £3.2 million worth of grants to organisations such as the RTPI for them to support communities involvement in local planning. This briefing comments on the announcement.

Independent Ageing: new LGiU research report

### **Localising Support for Council Tax in England**

08/2011

The government has published its consultation proposals for localising council tax support. The reforms are potentially very significant for all councils and their residents. Councils should respond fully to this consultation.

### **Local Government Resource Review: Proposals for Business Rates Retention**

07/2011

The Local Government Resource Review aims to incentivise councils to encourage local economic growth.

Implementing social housing reform: directions to the Social Housing Regulator

### **Fairer Care Funding: The Report of the Commission on Funding of Care and Support**

07/2011

This report summarises and comments on the Dilnot report, focusing on measures of particular interest to councils.

### **Learning Criminal Justice: Breaking the Cycle consultation the Government response**

06/2011

The government sets out its plans to reduce offending, some of which are controversial. The range of issues covered includes many which are of direct relevance to local government and their partners.

**(Learning) Adults facing Chronic Exclusion - final evaluation**

06/2011

This briefing summarises the final evaluation report of the Adults facing Chronic Exclusion programme. It offers insights into the nature of entrenched deprivation and the successful techniques and cost effectiveness of various approaches.

**(ALL) House of Lords inquiry into behaviour change**

05/2011

The House of Lords is holding an inquiry into behaviour change as a means of implementing government policy. One aim is to consider whether local authorities have sufficient expertise to ensure interventions are evidence-based and effective

**(MP) The Community Infrastructure Levy: An Overview**

05/2011

This briefing summarises and comments on a newly published overview of the Community Infrastructure Levy from the Department for Communities and Local Government.

The Community Infrastructure Levy (the levy) came into force in April 2010. It allows local authorities in England and Wales to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres.

**(EF) Safer and Active Communities : the Baroness Newlove report**

05/2011

This briefing summarises this report which makes proposals on how to strengthen and support local communities, and provide them with new powers and resources. It comments on its relevance to councils in view of the Baroness' move to the DCLG.

**(BD) Consumers Powering Growth - Better Choices : Better Deals**

05/05/2011

This briefing introduces the Government's new Consumer Empowerment Strategy. It draws local authorities' attention to the implications and opportunities for their strategic, regulatory and service provider roles.

**(ALL) Recovery Britain: ESRC report**

24/03/2011

The Economic and Social Research Council (ESRC) has published a report Recovery Britain presenting findings from recent research on the long-term effects of the recession and the social and economic ramifications of the recovery.

Budget 2011

**(All) Equality Act 2010: Banning age discrimination in services, public functions and associations – a consultation on proposed exceptions to the ban**

06/03/2011

This briefing outlines the proposed exceptions to the Equality Act that are relevant to local authorities, particularly the implications for health and social care where there will be no specific exceptions to the legislation.

**(Employment) Growing the Social Investment Market: A Vision and Strategy**

02/03/2011

Growing the Social Investment Market looks to develop the concept of a Big Society through expansion of the social investment market. Key to this is the establishment of a Big Society Bank. This brief outlines the strategy and comments on its main points.

**(Employment) The Welfare Reform Bill**

22/02/2011

This briefing sets out the main provisions of the Welfare Reform Bill, heralded as the biggest reform to the benefits system since the creation of the Welfare State.

**(BD) Trade and Investment for Growth White Paper**

15/02/2011

This paper outlines the Government's strategy for trade and investment. It is among the first appearing under the Growth Review. It is important background for those developing strategies at local levels.  
Right to Challenge: CLG consultation

**(MP/PS) Microgeneration strategy consultation**

12/01/2011

As part of a raft of announcements on climate change the Department of Energy and Climate Change is launching a consultation on microgeneration. Some of the issues of importance to councils are the role of planning, ESCOs, heat mapping and the Green Deal.

**(PS) Community Right to Buy consultation**

21/02/2011

This briefing summarises and makes comments on the DCLG consultation on the Community Right to Buy-Assets of Community Value. It is one of a series arising from the Localism Bill.

Appendix 2 –

### **Centre for Local Economic Studies (CLES)**

“The implications of Local Government cuts and changes to Service Provision”.

The CLES report outlined the implications of the Comprehensive Spending Review with approximately 28% cuts in Local Government finances over the next four years. Whilst the CLES report considered the issues pertaining to a wide range of services provided by Councils, the group focused on the implications of potential cuts upon the local economy.

Although the CLES report suggests that a reduction in budgets does not necessarily equate to a reduction in jobs, nevertheless recent economic indicators for Halton point to an increase in people claiming job seekers allowance, (JSA) and a higher proportion of young people (18 – 24) currently seeking employment.

The CLES report points to a number of other potential implications, which Members will need to consider over the coming months.

When assessing where cuts need to be made across the local public sector, local authorities must be aware of how they may impact upon the local economy. This requires a nuanced approach which does not necessarily equate budget cuts to job losses (e.g. the economic characteristics outlined below, means the wider economy would struggle to cater for major job cuts in the public sector):

- Small local economy and not entrepreneurial – if an economy has a relatively small economy, large scale cuts would put severe pressure on the local economic base. There would be limited ability to absorb jobs from across the public sector – this combined with depressed business conditions and a new economic era of lower or sluggish growth would mean that it would be particularly difficult for job seekers. Furthermore, if there is a poor entrepreneurial culture, it is unlikely that there will be a host of new businesses starting up. A further consideration is that will many people who have been in the public sector may not necessarily have the required culture of entrepreneurial endeavour;
- Lack of large companies – SMEs would need to fill the breach created by public sector job cuts due to the lack of large companies (which have more capacity to create new jobs);
- Lower value jobs not high end knowledge economy – in an era of ever increasing competitiveness, sustainable job creation will be ever more focused in those places which have higher value economies. This could potentially mean there is a limited scope for new investment in areas with lower value jobs;

- Impact of cuts upon retail sector – in areas with a high proportion of retail sector there could be problems. This sector will have struggled in the slowdown and major public sector cuts would further dampen local consumer demand;
- Impacts on the wider economy – each public sector job is estimated by Insight East to generate between 0.3 to 0.5 jobs in the wider economy – public cuts therefore are not just confined to the sector alone, an important point for all local authorities to note;
- Many small, self contained rural economies – some areas like Suffolk, are made up of several small, rural economies with a number of market towns predominating. These places are not well connected and their local economies are not conducive to agglomeration led growth and significant job creation.

Members also considered the response of the **Chartered Institute of Personnel and Development (CIPD) to the Comprehensive Spending Review (CSR)**, CIPD believes that Government's forecast of the loss of 490,000 public sector jobs by 2014-15 understates the full impact of public sector downsizing. The Chief Economic Adviser at CIPS estimates that deficit reduction measures will be around 750,000 and that some cuts could be disproportionate because of ring-fenced areas of spending (for example, the NHS).

Consideration was also given to the wider economic impact of CSR 2010, particularly in regard to the UK's GDP and Total Managed Expenditure Growth. The accountancy from Deloitte makes reference to the fact that Government is a direct buyer of at least £220 billion worth of goods and services each year – about 25% of Total Managed Expenditure. This accounts for approximately 6% of GDP and employs over 1.2 million people.

### **HM Treasury Response**

Members of the Topic Group also considered H.M. Treasury's response to comments on deficit reduction.

In its response, the Treasury reiterated its Programme for Government, deficit reduction and the need to ensure economic recovery.

Referring to the independent Office of Budget Responsibility public sector borrowing will decline from 11% of GDP in 2009/10 to 1.1% of GDP in 2015/16.

Cyclically – adjusted or “structural” current deficit will be eliminated by 2014 – 15 two years earlier than projected and public sector net debt will peak at 70.3% of GDP in 2013-14.

The response from HM Treasury concludes that the Government's fiscal mandate is to ensure that public finances are returned to a sustainable path.

## **Liverpool City Region Labour Market Accounts - Final Report**

The study considers the flow of working age people between the three main economic statuses of employment, unemployment and inactivity within the Liverpool City Region (LCR). The analysis considers both the nature of these changes and also the characteristics of the people in the different statuses. This summary considers the key issues that have emerged from the research in relation to the public sector/higher skills

The analysis confirms that the recession has reduced labour market dynamism, with working people less likely to change their occupation or move to another employer. This change is likely due to the perceived risks of leaving a secure job coupled with a lack of opportunities in the labour market at the current time. However, there has been an increase in part-time working, suggesting that when faced with a choice, people have reduced hours rather than face redundancy.

There has been an increase in the flow of unemployment to employment according to the research. However, it is suggested that this flow may be of the short term unemployed who are better skilled and experienced rather than the longer term unemployed. Over the coming years, the number unemployed is likely to increase, through public sector job losses coupled with reform to incapacity benefit. The research suggests that those with higher skills who are more job-ready that will be first in line to secure emerging job opportunities and indicates that those holding NQF level 2+ qualifications appear to be the ones progressing most easily upwards between economic statuses.

The research also expresses concern that a number of public sector occupations (such as teachers, planners, health professionals and town planners), which are not well represented in other sectors of the economy, will be highly exposed to changes in sectoral demand. Unlike previous recessions, graduates who have been working for many years are more exposed to changes in the economy, particularly government spending.

The research highlights a current trend across the North West region that those becoming unemployed appear to be more highly skilled than the employment opportunities that are currently available. As well as running counter to the national trend, it also suggests that the concept of a knowledge economy is not delivering enough jobs at the current time. This phenomenon may be related to the current growth of the consumer services sector which is creating jobs requiring lower qualifications while higher skilled jobs are being lost in public and business services. Further research is required to establish whether this is a short term issue, or one that will require significant attention.

Many students are currently moving into relatively low skilled and part-time jobs in sectors such as retail, hotels and restaurants. This may displace job opportunities for long term unemployed. In addition, more full time students are facing unemployment in the LCR, compared to regional and national benchmarks. This is particularly worrying since the unemployment rate for



graduates nationally is 20%, almost double the rate before the start of the recession. It is interesting that trade apprenticeships have continued to be an important route out of unemployment and suggests that helping young people to get work experience in relevant industries should help their future prospects.

# 'Impact of deficit policy on Employment, Learning and Skills in Halton' – an overview April 2010 to April 2011

Produced by HBC's Research & Intelligence unit: [research@halton.gov.uk](mailto:research@halton.gov.uk)



Working age people claiming an out-of-work benefit



Working age people economically inactive or unemployed



More business deaths than business births in 2009



Deficit in pay for Halton residents from people working in Halton

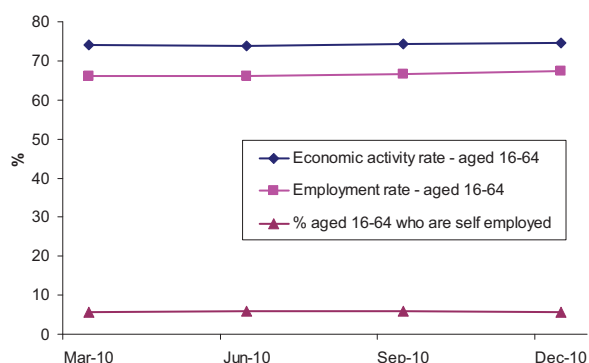
## Business Demography, Earnings and Housing Market

### Headlines

- Economic activity, employment rate and self-employment rate all remained steady in 2010
- Business deaths overtook business births for the first time in 2009
- People who work in Halton continue to earn above the North West average.

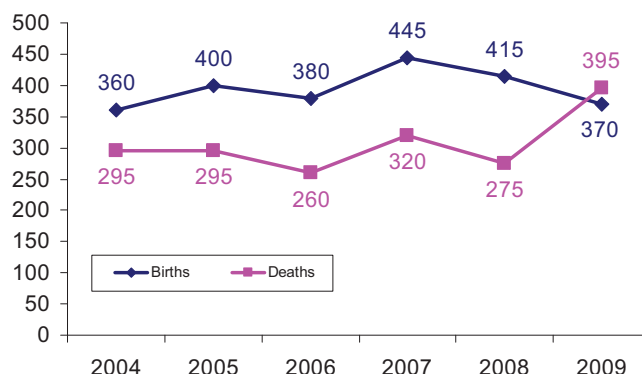
- People who live in Halton (but don't necessarily work in Halton) continue to earn below the North West average.
- Halton's average house price has steadily decreased from Q2 2010 to Q1 2011 and remains below regional and national figures

### Employment



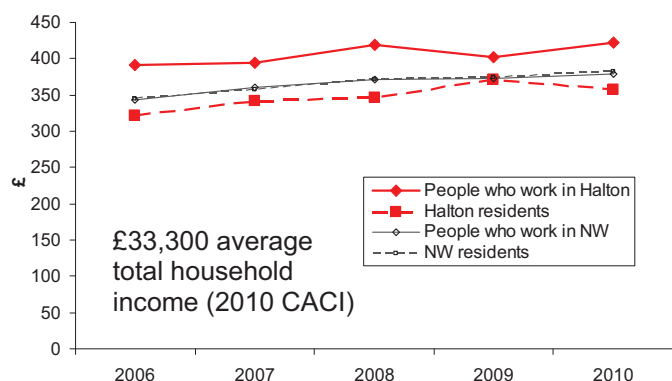
Source: NOMIS, Mar 10 to Dec 10

### Business Births and Deaths



Source: ONS, 2004 to 2009

### Median weekly earnings



Source: ONS, 2006-2010

### Average House Price



Source: DCLG, 2010/11

## Unemployment

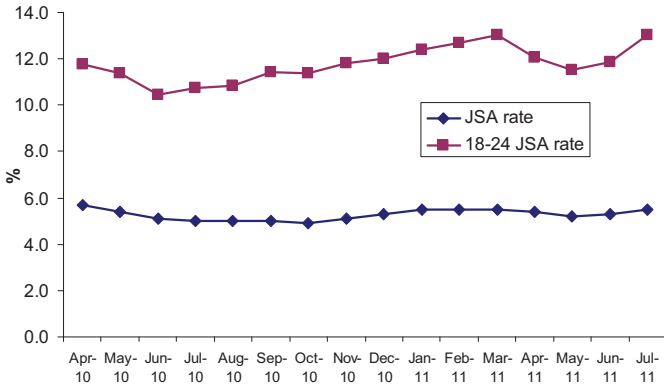
### Headlines

- JSA claimant rate fallen slightly from 5.7% to 5.5%
- Youth unemployment remains much higher at about 13%
- 1 in 5 people claim an out-of-work benefit
- True reflection of worklessness shows 1 in 3

people of working age as economically inactive (student, looking after family, sick, retired) or unemployed

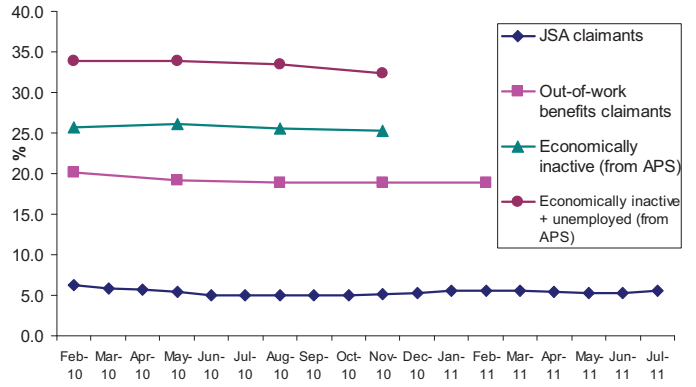
- Elementary occupations remain most sought
- Falling rate of NEET's (10.2% to 9.3%)
- Spike of redundancies in Jun-10 (DHL Runcorn)

### Unemployment and Youth Unemployment rate



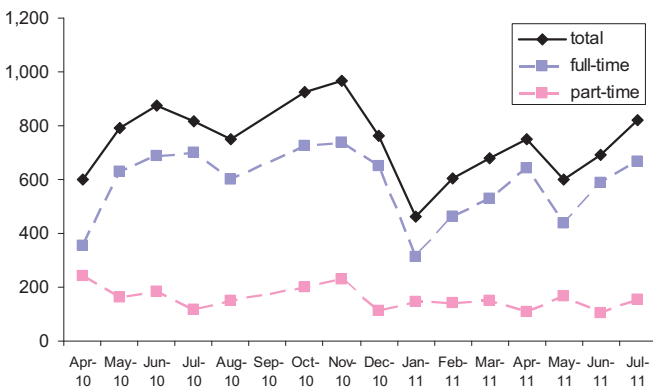
Source: ONS, Apr 2010 to Jul 2011

### Worklessness breakdown



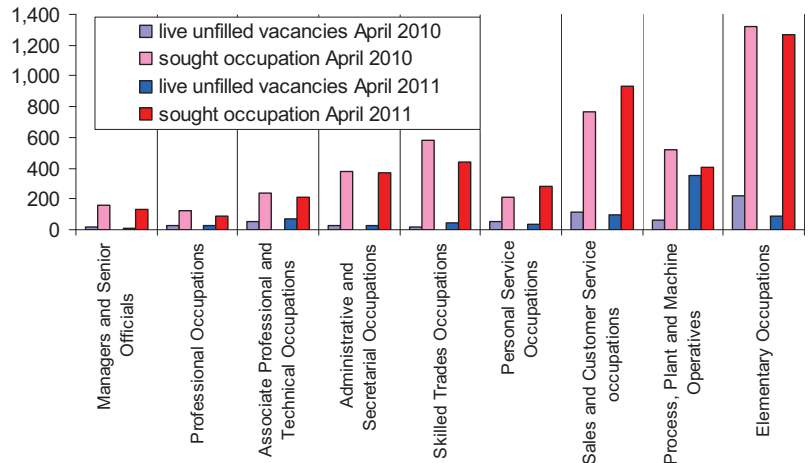
Source: ONS, Feb 2010 to Jul 2011

### No. of vacancies in Halton



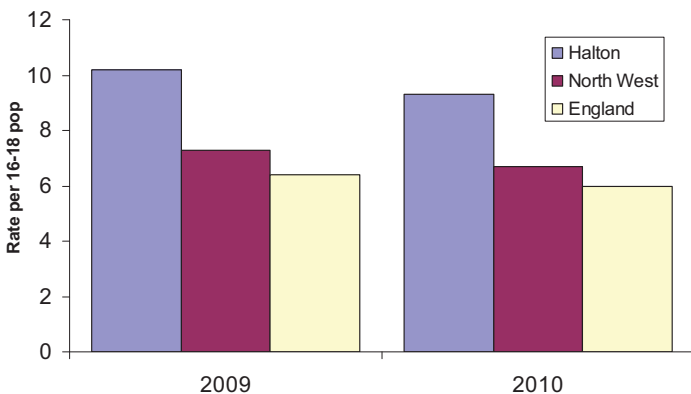
Source: NOMIS, Apr 2010 to Jul 2011

### job vacancies v sought occupation



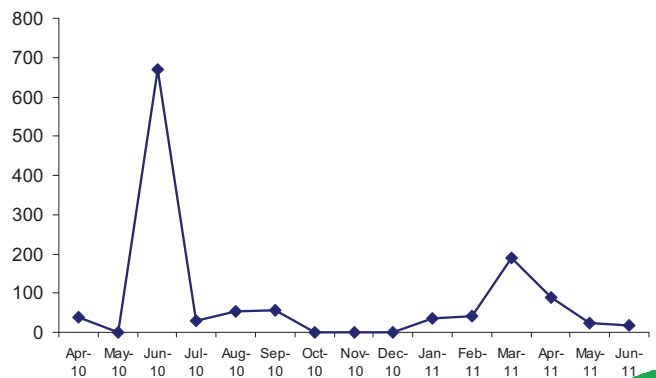
Source: NOMIS, Apr 2010 and Apr 2011

### 16-18's Not in Employment, Education or Training



Source: Connexions, 2009 (Ave Nov 09, Dec 09, Jan 10) to 2010 (Ave Nov 10, Dec 10, Jan 11)

### Redundancies in Halton



Source: JobCentre Plus

