

Public Document Pack



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

Monday, 19 February 2018 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

Councillor Andrew MacManus (Chair)	Labour
Councillor Susan Edge (Vice-Chair)	Labour
Councillor Sandra Baker	Labour
Councillor Lauren Cassidy	Labour
Councillor John Gerrard	Labour
Councillor Geoffrey Logan	Labour
Councillor Joan Lowe	Labour
Councillor Carol Plumpton Walsh	Labour
Councillor June Roberts	Labour
Councillor Pamela Wallace	Labour
Councillor Christopher Rowe	Liberal Democrat

*Please contact Ann Jones on 0151 511 8276 or e-mail
ann.jones@halton.gov.uk for further information.
The next meeting of the Board is to be confirmed.*

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

Part I

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Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
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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.

**EMPLOYMENT, LEARNING AND SKILLS, AND COMMUNITY POLICY AND
PERFORMANCE BOARD**

At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 20 November 2017 in The Board Room - Municipal Building, Widnes

Present: Councillors Edge (Vice-Chair, in the Chair), S. Baker, Cassidy, Logan, C. Plumpton Walsh, June Roberts, Wallace and Rowe

Apologies for Absence: Councillor MacManus and J. Gerrard

Absence declared on Council business: Councillor J. Lowe

Officers present: W. Rourke, A. Jones, C. Dinsdale, N. Goodwin, S. Lowrie, F. Edwards and C. Patino

Also in attendance: M. Murphy – Riverside College

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

MINUTE'S SILENCE

The Chair reported on the sad passing of Councillor Cole, who had served as a Borough Councillor.

The Board stood for a minute's silence as a mark of respect.

ELS17 MINUTES

The Minutes from the meeting held on 25 September 2017, were agreed and signed as a correct record.

ELS18 PUBLIC QUESTION TIME

The Board was advised that no public questions had been received.

ELS19 COMBINED AUTHORITY - INWARD INVESTMENT AND ECONOMIC DEVELOPMENT ACTIVITIES

The Board received a report from the Strategic Director, Enterprise, Community and Resources, updating them on recent Inward Investment and Economic activities

and events taking place in the Liverpool City Region (LCR).

In line with previous meetings of the Board where Members had received reports outlining the relationship between Halton's economy and the LCR economy, this report provided further detail on activities that were taking place during the last quarter.

Information was also provided to Members on the following:

- The Manufacturer Live;
- German British Forum Conference;
- What Brexit means for the manufacturing community (an event hosted by The Alstom Technology Centre); and
- Employer Skills Survey and Skills Strategy (*The initial findings of these were contained in Appendix 1. The context for the development of a Skills Strategy for the LCR was produced in October and this was contained in Appendix 2*).

It was noted that further to the Brexit event held by The Alstom Technology Centre, the Board would receive an update on the potential impacts of Brexit on local businesses at the February meeting.

In response to a Members query it was commented that the Mersey Gateway Bridge tolls had so far not impacted inward investment into Halton as this continued to rise.

RESOLVED: That Members note Halton's participation in wider Inward Investment and Economic Development activities in the Liverpool City Region.

Strategic Director
- Enterprise,
Community and
Resources

ELS20 PRESENTATION FROM RIVERSIDE COLLEGE

The Board received a presentation from Mary Murphy, the Principal of Riverside College, on the strategic priorities of the College which were as follows:

1. To achieve high quality outcomes for our students by prioritising teaching and learning;
2. To continue to improve levels of efficiency and remain in outstanding financial health; and
3. To maximise opportunities for growth.

The presentation provided information on the external factors affecting the College (funding, demographics,

devolution, maths and English, curriculum reform and apprenticeship reform). It also discussed the priorities of the College.

Further highlights from the presentation are:

- Over 6000 students are being educated this year with 69% of them being school leavers;
- The College employs 384 full and part time staff;
- The College worked with 32 high schools in and out of the Borough;
- The College works with 1200 employers; and
- Out of 207 General Further Education Colleges and the Department for Education League Tables, the College came 3rd;

Mary presented the Board with some outstanding results case studies of students who had moved on to further education following their time at the College.

Members discussed the consensus from employers that school and college leavers lacked general employability skills. In response to queries regarding Maths and English re-sits, the reason why the numbers had drastically increased was due to a condition of funding for 16-19 provision, where a student must achieve a grade C or above to enter a college course. They are able to re-sit up to the age of 19.

The Chair thanked Mary for her attendance and interesting presentation.

RESOLVED: That the Board notes the presentation and action points.

ELS21 COMMUNITY DEVELOPMENT SERVICE - 2016/17 ANNUAL REPORT

The Board received a report from the Strategic Director Enterprise, Community and Resources, informing of the operational delivery for the Community Development Service for the period 1 April 2016 to 31 March 2017.

The report advised that community development activity helped support the creation, development and sustainability of independent local community groups. Officers had both a strategic and neighbourhood role in co-ordinating support to respond to community concerns and aspirations and creating cohesive neighbourhoods. The report discussed the work of the Community Development

Service which worked alongside community groups to engage and support them to develop their skills and knowledge to promote community action. Examples of projects and groups that the team were working with across the Borough were provided in the report.

Members were also provided with the service's performance for 2016-17 and it was noted that the total amount of funding received from external and internal sources was £119,549.00.

The report continued to discuss the management of the Area Forum Projects applications and delivery. The tables in paragraphs 7.3 and 7.4 provided information on the category of the projects completed and the funding allocated.

Councillor Wallace thanked the Team for their support in her Ward, Riverside.

RESOLVED: That the report be received.

ELS22 SPORT AND RECREATION TEAM

The Board received the annual report and accompanying presentation for the period 2016-17 on the Council's Sport and Recreation Service. The report was presented by the Sport and Recreation Manager, Community and Environment and the Leisure Centres Manager, Community and Environment.

Members were advised that the Sport and Recreation Team had worked in partnership with a range of stakeholders and had made considerable progress, impact and achievements across the Borough. The Team was structured to reflect the priorities set out within the Halton Sports Strategy and illustrated how sport had and continued to enrich the lives of people living and working in Halton. It was commented that sports and recreation activities were used as an essential component in supporting and developing the infrastructure of the community and to improve the quality of life for residents both physically and mentally.

It was noted that without the contribution from partners such as Halton Sports Partnership, much of the work discussed in the report would not have been possible.

The Sports and Recreation Team had two distinct areas:

- Management of the Council's 3 Leisure Centres (Kingsway, Brookvale and Runcorn Swimming Pool); and
- The Sports Development Team.

These were discussed in the report and details of the delivery of the Sports Strategy were outlined in Themes as follows:

- Theme 1 – Increase participation and widen access;
- Theme 2 – Club development;
- Theme 3 – Coach education and volunteering;
- Theme 4 – sporting excellence;
- Theme 5 – Finance and funding for sport; and
- Theme 6 – Sports facilities.

Three Appendices were attached to the report providing details of Coach Education and Volunteering (Appendix 1); Sports Coaching Bursaries (Appendix 2); and Sports Development Group Grants and Bursaries 2016-17 (Appendix 3).

The presentation included information on the free activities available in Halton's Leisure Centres since their return to the Council in April 2016; the £300,000 fitness refurbishment programme; the success of recent promotions and events; swimming activities and classes; the Twin Town Challenge; and participation figures for 2016-17.

Officers responded to Members queries and it was noted that all staff employed in the Leisure Centres were Halton Borough Council staff and zero hour contracts had been abolished. The cost of the gym packages was discussed and following a Member's query, the Board was advised that all Runcorn Schools swimming lessons for children had moved to Brookvale Recreation Centre.

In response to a request for statistics on the numbers of children participating in swimming lessons, this information would be provided to the Board following the meeting as it was not available at the moment. It was confirmed that the schools funded their own swimming lessons for the children.

RESOLVED: The Board notes the report and welcomes the progress being made in Leisure Centres towards encouraging and supporting residents to be active.

Strategic Director
- Enterprise,
Community and
Resources

ELS23 PERFORMANCE MONITORING REPORT - QUARTER 1
2017-18

The Board received the performance management reports for Quarter 1 of 2017-18 and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2016-17 were agreed by Members and included in Directorate Plans, for the various function areas reported to the Board as follows:

- Enterprise, Employment and Property Services;
and
- Community and Environment.

The report detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

RESOLVED: That the Quarter one performance management reports be received.

Meeting ended at 8.20 p.m.

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

DATE: 19 February 2018

REPORTING OFFICER: Strategic Director, Enterprise, Community 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 and Skills, and Community Policy & Performance Board

DATE: 19th February 2018

REPORTING OFFICER: Strategic Director Enterprise, Community & Resources

SUBJECT: Business Planning 2018 - 2019

WARDS: Borough wide

1.0 PURPOSE OF THE REPORT

1.1. To provide an update on Business Planning for the period 2018 - 19 and to consider the information that falls within the remit of this Board.

2.0 RECOMMENDED: that

- i. **The Board receive the advanced draft of the relevant extract of the Corporate Business Plan prior to its consideration by Executive Board.**

3.0 SUPPORTING INFORMATION

3.1 The Council develops a medium-term business plan in parallel with the budget that is subject to annual review and refresh. The input of the Policy and Performance Boards into the business planning process and the setting of priorities for the Directorate is an important part of this process.

3.2 Key priorities for development or improvement for the various functional areas reporting to this Policy & Performance Board were outlined in a three year Business Plan presented to the Board in 2017.

3.3 A Draft Corporate Business Plan is being developed and the relevant extract from the Plan is now available for consideration by the Board.

3.4 Each of the Plan extracts will contain appendices identifying activities and performance measures and targets that would provide a focus for the on-going monitoring of performance throughout the year.

3.5 It should be noted that plans can only be finalised once budget decisions have been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2018.

4.0 POLICY IMPLICATIONS

4.1 The Corporate Business Plan forms a key part of the Council's policy framework and reflects known and anticipated legislative changes.

- 4.2 Elected member engagement would be consistent with Best Value guidance to consult with the representatives of a wide range of local persons.

5.0 OTHER IMPLICATIONS

- 5.1 The Corporate Business Plan will take account of resource implications and will form the basis of the Priority Based Performance Reports which will continue to be presented to the Board during 2018/19.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 The business planning process provides a means by which the Corporate Priorities of the Council are integrated into the delivery of services at an operational level.

7.0 RISK ANALYSIS

- 7.1 The development of a Business Plan will allow the authority to both align its activities to the delivery of organisational and partnership priorities and to provide information to stakeholders as to the work of the Council over the coming year.

- 7.2 Risk Assessment will continue to form an integral element of Plan development and the annual review and refresh of Directorate Risk Registers.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 Equality and diversity considerations, and the Council's responsibilities under equalities legislation, remain integral to the business planning process and an annual report will be made available to Members as an element of the Council's performance management arrangements.

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

- 9.1 There are no relevant background documents to this report.

This Business Plan extract contains information in relation to the delivery of the Council's following strategic priority area

Employment, Learning, Skills and Community

To encourage investment, enterprise and business growth, and improve the opportunities for learning and development together with the skills and employment prospects of residents and the workforce so that they are able to feel included socially and financially.

Key Developments

Employment Learning and Skills

The Division was successful in being awarded subcontractor status for delivery of the new DWP Work & Health Programme (December 2017), acting as subcontractor to Ingeus.

The Combined Authority and DWP agreed to a jointly funded and innovative Households into Work programme, with recruitment completed in November 2017.

The Combined Authority have continued Devolution discussions with Government of the devolution of the Adult Education Budget. However, with the election and Brexit factors, the devolution of the budget has been delayed and full devolution will take place in academic year 2019/20.

Apprenticeship Reforms came into effect in May 2017. Changes resulted in a 61% reduction in apprenticeship starts nationally in the period 1st May - 31 July 2107 compared with the same period the year before.

Expressions of interest for Institutes of Technology were sought in late 2017. A joint expression of interest between HBC and Sci Tech Daresbury partners was submitted in November 2017. The IoTs will specialise in delivering the higher level technical skills that employers need.

Publication and implementation of a number of key Combined Authority plans, which will need to be aligned to plans locally: Skills Investment Statement 2018/19; Skills Strategy; Apprenticeship Growth Plan.

Implementation of the Department for Education Careers Strategy: making the most of everyone's skills and talents (December 2017). Linked to this is the new bidding round for delivery of the National Careers Service. HPIJ has submitted expressions of interest in November/December 2017 to act as subcontractor to prime contractors.

The Youth Employment Gateway Programme performed well in 2017/18. The Programme aims to pilot alternative ways of engaging with young people and one approach has been the development of a personalised budget planning tool where young people can use their budget to make their own choices in regard to training courses, travel, equipment and clothing.

Positive Ofsted Inspection Report April 2017 – the Adult Learning service was inspected at the beginning of 2017/18. The inspection framework was more challenging compared with the process during the previous inspection. It was therefore, a huge achievement for the service to continue to be categorised as 'Good' with some outstanding features.

Provided pre-employability and recruitment open days aimed at helping local people to find work at some of the borough's new developments. The training included interview techniques, application form advice as well as support in Mathematics and English.

Alstom Transport, with the help of our Employment Learning and Skills team, have held two recruitment sessions to promote job opportunities at Alstom's new Transport Technology Centre and Academy for Rail in Widnes.

The Mersey Gateway Toll Operator, Emovis recruited to its Contact Centre Operations team based in Runcorn. 33 individuals signed up to the programme, 17 individuals completed the course and booked an interview and out of which 13 received an offer of employment.

Liverpool City Region (LCR) Apprenticeship Hub - The New LCR Apprentice Hub team is hosted by Halton and became operational in May 2017.

Halton Chamber of Commerce 1st Tuesday Skills Event - We worked with the Chamber of Commerce to hold a skills roadshow/show case events as part of the Chamber's monthly '1st Tuesday' networking meetings. They provided local businesses with an opportunity to get some bespoke one to one support in accessing skills funding and advice.

Households into Work Programme (HiW) - We worked with colleagues in the Liverpool City Region to develop an alternative approach to supporting people into work. This will focus on households where more than one adult is unemployed rather than programmes that target individuals. The programme will test a new way of working that will see each eligible household provided with tailored support and assigned an Employment Advocate for up to 12 months.

Community & Environment

Library Service:

Library service activity supports the Society of Chief Librarians Universal Offers. The five Universal Offers (learning, reading, health, digital & information), along with the Children's Promise and Six Steps for Blind and Partially-Sighted People, cover key areas for a 21st Century library service. These Offers are an integral part of our service for customers. There is also a new Culture Offer that has been introduced.

Learning Offer: digital making and informal science learning

Expanding the lending of BBC Micro:bits, expanding science learning through computer programming, lego robotics, and augmented reality. These activities develop digital skills and creativity while embedding learning in people's lives and supporting the use of libraries as places for community learning

Reading Offer: new resources

New technology has been utilised to ensure library customers have access to a diverse range of reading resources. Alongside the traditional book collection, eBooks are now available as well as digital newspapers, magazines and comics. All are free to access for library members. Lending figures continue to increase creating a community of readers across the Borough.

Culture Offer: new opportunities

A programme of activity has been introduced to ensure libraries are vibrant spaces that offer new opportunities for the community to take part in cultural and creative activity. Produced quarterly, the events marketing brochure highlights the role of libraries as cultural hubs.

Health Offer: impact

Expanding the Home Library Service continues to impact on reducing social isolation, offering services to those unable to access the physical libraries. Our award winning Community Library Service is a project working with care homes across the Borough, delivering reminiscence, shared reading and IT skills. A new programme is in development supporting adults with learning disabilities, opening up access to reading and learning

Digital Offer: new technology

Access to local resources is expanding online as Picture Halton, a repository for local images from our collection, is being re-developed and marketed.

Library staff continue to support people to get online as part of the Include IT digital project,

Information Offer: networks

Libraries are developing a reminiscence network across the Borough, engaging care home practitioners to share best practice and develop skills to support residents living with dementia.

Community Involvement

Community Centres Service

The Council provides five Community Centres across the borough at Castlefields, Ditton, Grangeway, Murdishaw and Upton. The Centres have programmes of community activities, varying models of community café provision and service outlets. The Centres provide a community hub, a central point at the heart of Halton's communities for residents to enjoy chosen activities and receive services in their neighbourhoods. Community library IT provision has been extended with the Centres now providing increased digital access for the local community, and contributing to tackling worklessness by helping to deliver skills development opportunities, adult education and job clubs.

A dedicated community centres website is now live and includes;

- An online booking enquiry form
- Contact details and locations for all of the centres
- Information in respect of the activities at each centre

Social media presence has also improved with the promotion of a new inclusive community centres Facebook page for the five centres.

The five centres have been set up to receive online payments, expanding on the traditional payment methods: cash, cheque and sundry debtors system.

Over recent years, through improvements in management and increases in the range of services and activities offered, there have been year on year increases in Centre usage and income. Financial efficiencies have also been delivered over recent years meaning that the Centres now require significantly less subsidy than previously.

A key aim for the coming year, and beyond, will be to continue to increase income and deliver further efficiencies in order to make the service as self-sustaining as possible.

Moving forward, a marketing strategy will be developed to promote the Centres and seek new areas of business that provides an enhanced offer for local residents and work towards seven day demand. Community café provision is planned to be increased to embrace Halton's Health & Wellbeing ambition. Customer satisfaction and insight will be developed to better understand which parts of the service are highly valued, which require further development and to help identify gaps for future areas of focus. The service will also contribute to a partnership asset review and proactively develop the community centres service to strengthen the hub concept of neighbourhood access.

Community Development Service

The Community Development Service supports the creation, development and sustainability of independent local community groups. This generates the capacity for effective and inclusive community engagement with council departments and services thus enabling the delivery of community initiatives to tackle strategic objectives and community needs. The Service has a key role in enabling local community groups to access grant funding leveraging in additional funds to the Borough and will continue support community & voluntary sector organisations to access external funding to bring investment into Halton.

The Service will develop digital information to promote community activity and achieve wider reach to Halton residents and will support strategic activity with key partners to place community engagement and community insight at the heart of service development for Health & Wellbeing in the Borough.

The Service will work in tandem with the Community Centres service to identify gaps in community centre usage and provision and work collaboratively to support a wider offer to community activity, access to services and community events.

Emerging Issues

Employment Learning and Skills

The DWP Households into work programme will be delivered across Liverpool City Region. 2 Employment Advocates will work with 54 Halton households from March 2018. This is an innovative 2 year pilot to support workless households into employment and other positive outcomes.

Roll out of the new DWP Work & Health Programme will see the Division supporting residents with disabilities and health conditions into employment. This is potentially a 7 year programme.

The delivery of the DWP Work Programme will cease in March 2019 when this national programme comes to an end after over 7 years. Referrals to the programme have been gradually declining over the last year. During 2018/19 the Division will need to wind down this programme.

Academic year 2018/19 will be a transition year before the full devolution of the Education & Skills Funding Agency Adult Education Budget in 2019/20. Each provider will need to complete an Outcome Agreement and Delivery Plan, which will need Combined Authority approval. These papers will determine how much provision the CA will commission from each provider. It is still not known how much Adult Education Budget will be devolved to LCR. Currently in Halton, both HBC and Riverside College are in receipt of this funding.

The outcomes of a Skills Capital full application for development of a Skills Factory at Sci Tech Daresbury will be announced in 2018. Aligned to this are the outcomes from the Expressions of Interest for new Institutes of Technology. The Skills Group for Sci Tech Daresbury will be key to taking any such initiatives forward.

The Combined Authority will sign off the Apprenticeship Growth Plan in February 2018. The plan sets out how the CA will work within the parameters of the Apprenticeship Reforms in maximising apprenticeship opportunities for the Liverpool City Region. The plan will also identify appropriate investment committed to ensure priorities are delivered on, including the continuation of the Apprenticeship Hub, which is currently managed within the ELS Division at HBC.

The final round of ESF calls will be announced early 2018. The Division currently delivers on 3 ESF projects (DWP Ways to Work; Big Lottery Include IT; ESFA Employees Support in Skills). It is hoped that there will be an opportunity for some of these projects to be extended, although match funding would be a requirement for some strands of ESF.

In the Autumn Budget Statement, a formal skills partnership with the Trades Union Congress and the Confederation of British Industry was announced aimed at agreeing priorities for a National Retraining Scheme and the establishment of new Skills Advisory Panels to ensure that local economies' skills needs are reflected.

The Government also committed to work with employers to determine how the apprenticeship levy can be spent and to ensure that it works effectively. In Halton we host the Liverpool City Region Apprenticeship Hub. The Hub runs until July 2018, so it is important to lobby for the service to be continued, to ensure that Government is pressed to enable local areas to pool levy contributions so that provision can be planned and targeted more effectively.

Arising from recommendations from the Area Based Review of Further Education, Several evidence base studies, to guide how the City Region tackles skills shortages, were completed in 2017/18. Studies included the Liverpool City Region Skills Investment Statement and Skills strategy. Work in 2018/19 will focus on the development of a Skills Investment Strategy; and Apprenticeships Growth Strategy which will complement this earlier work.

There are also a number of emerging issues which will have an impact on the range of interrelated activities intended to support employment and economic regeneration and social prosperity at a national regional and local level as detailed below:

Industrial Strategy – The Government has published its Industrial Strategy White Paper, ‘Building a Britain fit for the future’. The White Paper sets out five foundations of productivity which are ‘the essential attributes of every successful economy’. These are:

Ideas (Research and Development, Innovation)

People (Skills and Education)

Infrastructure (Broadband, Energy, Transport)

Business Environment (support for specific sectors and SMEs)

Places (tackling regional disparities)

Improving the Five Foundations will enable the UK to tackle a series of Grand Challenges that the Government has identified which will help the UK “take advantage of global changes, improve people’s lives and the country’s productivity”. The Grand Challenges are:

1. Artificial Intelligence and the data revolution (embedding and maximising the advantages)
2. Clean Growth (low carbon technologies across the economy)
3. Mobility (low carbon transport, automation, infrastructure)
4. Aging Society (healthcare and labour market challenges)

The White Paper will be supported by a number of sector deals and an independent Industrial Strategy Council.

The White Paper has a number of implications for Halton. This is because the Government has acknowledged that the UK’s productivity lags behind other countries and to address this requires state intervention. The White Paper focuses on sectors that are already competitive and productive. Whilst Sectors such as science and innovation are well represented in Halton and stand to benefit from the funding identified in the White Paper nevertheless it extends to other areas and considers, for example, how health and social care, education and skills can contribute to driving productivity.

Brexit

Brexit is already having an impact on Halton’s Economy. It is not yet possible to evaluate whether the impact is negative or positive. In certain instances, there is uncertainty in the market regarding inward investment decisions. On the other hand, some companies are looking to consolidate their UK location with an interest

Library and Culture and Leisure Services

Digital Infrastructure

The Government Digital Service (GDS) with the support of The Department of Business, Innovation and Skills (BIS) is seeking suppliers who can provide digital training and digital support services to reduce the number of digitally excluded people in the UK, by removing the barriers presented by lack of access, digital skills, vulnerability or motivation.

The Society of Chief Librarians is applying to this framework on behalf of public libraries and Halton is part of this. The role that public libraries can play in reducing the digital divide is expanding and the infrastructure we rely on needs to be fit for this purpose.

Appendix 1

Key Objectives, Milestones and Measures

Service Objective: EEP 01	To promote access for learning for those who need it most		
Key Milestone(s) (18 / 19)	<ul style="list-style-type: none"> ▪ Secure National Careers Service Contract (sub contract arrangement) August 2018 ▪ Secure contract extension and or growth for the European Social Fund Employees Support in Skills contract – August 2018 ▪ Completion of Ways to Work under 29's cohort – July 2018 ▪ Completion of ESF Ways to Work cohort by December 2018 		
Responsible Officer:	Siobhan Saunders	Linked Indicators:	EEPLI 13

Service Objective: EEP 01	To develop and Economic Growth Plan for the Borough		
Key Milestone(s) (18 / 19)	<ul style="list-style-type: none"> ▪ Produce Annual Economic Assessment September 2018 ▪ Develop Business Growth Programme Successor Programme April 2018 ▪ Produce Halton Tomorrow document June 2018 ▪ Prepare Halton Offer for Business Festival June 2018 		
Responsible Officer:	Tim Leather	Linked Indicators:	EEPLI 20

Service Objective: CE 02	Increase the use of libraries – in alignment with the Society of Chief Librarians Universal Offers and local needs deliver a modern, vibrant public library service; promoting and supporting reading, health, learning, information, digital and culture. Improving life chances through skills development and access to new opportunities.		
Key Milestone(s) (17 / 18)	<ul style="list-style-type: none"> ▪ Deliver a programme of extended informal learning opportunities meeting identified local targets - March 2019 ▪ Develop a programme of cultural activity meeting identified local targets – March 2019 		
Responsible Officer:	Library Strategy & Development Manager	Linked Indicators:	Indicator CE LI 07 and 08

Ref	Description	16/17 Actual	17/18 Target	17/18 Actual	18/19 Target
EEP LI 07	Number of Enrolments (Adult Learning)	3183	3600		
EEP LI 08	Number of People supported into work	543	400		
EEP LI 09	Percentage of learners achieving accreditation	16%	37%		
EEP LI 10	Total number of job starts on DWP programme (People Plus)	123	36		
EEP LI 11	Total number of job starts on DWP programme (Ingeus)	197	58		
EEP LI 12	Number of new starts into permitted/paid work for local people with disabilities (over 12 month period)	33	30		
CE LI 07	Number of active users (physical & digital resources) of the library service during the last 12 months.	255,095	320,000		
CE LI 08	Number of physical and virtual visits to libraries (annual total)	323,779	440,000		
CE LI 09	Increase in percentage of the population taking part in sport and physical activity at least twice in the last month (KPI 1 from Active Lives survey)	N / A	Target to be agreed and established from baseline data in next financial year		
CE LI 10	Percentage of people physically inactive (KPI 2 from Active Lives survey)	N / A			
CE LI 11	Percentage of adults utilising outdoor space for exercise/ health reasons (MENE survey)	N / A			

REPORT TO:	Employment, Learning and Skills and Community Policy Performance Board
DATE:	19 th February 2018
REPORTING OFFICER:	Strategic Director Enterprise, Communities and Resources
PORTFOLIO:	Economic Development
SUBJECT:	Scrutiny Topic - Culture
WARD(S)	Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to update Members on the Culture Scrutiny Topic Group and set out some next steps arising from the review.

2.0 RECOMMENDATION: That:

- i) Members note progress to date and agree the next steps outlined in the report.**

3.0 SUPPORTING INFORMATION

- 3.1 The Employment, Learning and Skills and Community Policy Performance Board, (ELS&C PPB), established a scrutiny topic group to, "Review Halton's Cultural Offer within a City Region context". The aim of the review was to determine if, "the Halton cultural offer is being captured within a wider city region cultural narrative", and, "there is synergy between a local and city-region wide cultural offer and where added value could be obtained".
- 3.2 The scrutiny topic group has met three times. It has considered the background to the Liverpool City Region's 'creative conversation' and devolution. The Topic Group received a briefing from Paula Williams (Knowsley MBC, Lead Officer on cultural matters in the Liverpool City Region,
- 3.3 The group considered how Halton is contributing to the development of a cultural strategy for the Liverpool City Region.

As part of the scrutiny topic review it has become evident that the development of a Cultural Strategy for the City Region, the governance arrangements and prioritisation of activities in the City Region are still emerging. Furthermore, the cultural landscape in the City is complex. There are proposals to streamline the current arrangements, if appropriate, but no decision has been made on how this would work.

- 3.4 Given this uncertainty, the Topic Group decided to focus on developing an understanding of what is meant by 'Halton's Cultural Offer' and following on from this, how Halton's cultural assets could be better promoted and maximised.
- 3.5 To assist with this analysis, the Topic Group completed a mapping exercise to identify and also better understand Halton's cultural sporting and heritage offer in the borough. (Appendix x).
- 3.6 Having completed the mapping exercise It became clear that Halton's cultural offer is wide ranging and plays an important role in making Halton a great place to live and work. Our cultural offer also generates a sense of identity, place and community in the borough.
- 3.7 In addition, Members concluded that a strong cultural offer plays a key role in growing the borough's economy, and at the same time can help to improve our residents' quality of life and well-being.
- 3.8 Members of the Topic Group concluded that there needs to be a strong interaction between Halton's cultural offer and the visitor economy. The Topic Group also concluded that with reducing resources, the borough needed to focus on a discrete set of priorities which would enable the borough to brand and package its cultural assets and visitor attractions in a clear and consistent way.
- 3.9 The work of the Topic Group coincided with the production of a report that had been led by the Liverpool City Region Local Enterprise Partnership (LEP) to undertake a brief review of the borough's visitor economy. Similar reviews were undertaken in some of the other LCR Local Authorities.
- 3.10 The purpose of this work has been to assess how, through additional investment, the sector could be developed to support Halton's wider economic strategy and help shape its sense of place.
- 3.11 The project undertook a brief review of Halton's current and potential visitor markets, assessed the existing destination offer and sought views of the borough's visitor economy businesses and organisations.
- 3.12 The Chair of this PPB and Members of the ELS and C PPB Scrutiny Topic Group were invited to contribute to the production of the report and helped to shape the key findings and recommendations outlined in the report.
- 3.13 The approach is now being used to determine the key aspects of Halton's core visitor proposition, as well as establishing a broad range of opportunities for product development and destination marketing.

Next Steps

The Visitor Economy Summary Report presented 12 recommendations and actions. However, given limited resources available a short-list of priorities

based on potential impact and deliverability has been produced. Therefore, in terms of the next steps Members of the PPB are asked to endorse the prioritised recommendations below

Prioritised Recommendations

Priority Ranking	Output	Resource Implications	Responsibility\Action
Bring a group of stakeholders together to review and refine Halton's visitor proposition & consider the options for developing a coherent brand for Halton.	A coherent Halton VE brand incorporating the Borough's key attractions	Time and commitment of wider group + design and visualisation costs	HBC facilitated task and finish group
Reform the Halton Visitor Economy Network, using this review and recommendations as the basis to establish a new operating model.	A viable voice, information exchange and delivery group for the VE sector	Group facilitation, venue hire & refreshments	HBC to facilitate. Network to elect a chair from another organisation than HBC
Undertake a full review of current partner marketing and develop a Halton-wide destination marketing strategy.	Fully developed destination marketing strategy	Competitively procure an external agency	HBC and new Halton VE Network
Using the proposition, products and markets that have been identified, establish a range of itineraries that have the ability to create full/half day experiences.	Pilot a limited number of economically viable, themed, itineraries	Time, commitment and coordination	HBC and new Halton VE Network

<p>Develop an investment strategy to upgrade paths and cycle ways that link experiences. Interventions should include developing interpretation, way marking, all abilities access and enhanced interpretation at key visitor locations</p>	<p>Enhanced walking and cycling routes and interpretation assets that link 'Hidden Halton'</p>	<p>Considerable. HBC staff time and existing budgets plus resources secured from external sources</p>	<p>HBC and new Halton VE Network</p>
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As part of the prioritisation process described above, in the future it will be necessary to consider what distinguishes Halton from other areas, and what gives Halton competitive advantage. One approach would be to link the borough's physical assets to leisure and cultural themes for example,
 The Stadium - Music
 Norton Priory – Heritage
 Catalyst – Heritage
 The Brindley - Leisure

4.0 **POLICY IMPLICATIONS**

- 4.1 In undertaking the Scrutiny Review, Members of the Topic Group emphasised the importance of obtaining the views of 'the customer' when determining the borough's priorities for investment in cultural and visitor attractions.
- 4.2 In light of this, Halton Borough Council launched a survey to find out what local people know about culture and leisure in the borough. The survey asked questions about what residents know about visitor attractions in Widnes and Runcorn (Appendix 1). A summary of the results of the survey is provided in Appendix 2.
- 4.3 An article for Inside Halton Spring Edition being produced this will cover 'Hidden Halton' a combination of existing as well as lesser known visitor attractions.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

- 5.1 Unfortunately, there are no human or financial resources specifically allocated to producing a Cultural Plan/Visitor Economy Plan for the borough.

Therefore, the implementation of the next steps outlined in the report will need to be set alongside other competing priorities and from within existing budgets.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

6.2 Employment, Learning & Skills in Halton

Employers will often take into account the quality of the cultural and visitor offer in an area when taking inward investment decisions

6.3 A Healthy Halton

N/A

6.4 A Safer Halton

N/A

6.5 Halton's Urban Renewal

Linked to the above point on Inward Investment, the borough's open spaces contribute to presenting the borough in a positive light.

7.0 RISK ANALYSIS

7.1 There are no risks arising from this report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no specific Equality and Diversity issues arising from this report.

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

None under the meaning of the Act.

Visitor Survey

184 RESPONSES

 **90%**
Satisfied with
visitor attractions

Most Visited The
Brindley, Catalyst Museum,
Norton Priory Museum

How people find out about Halton attractions

 **222** Family or Friends AND
Recommendation / Word of mouth

How people find out about attractions in general

 **263** Internet search / Venue
websites AND Social Media

SPARE TIME Visit the coast and countryside **78%**
Visit museums **69%** and go walking **68%**

IMPORTANT FACTORS



80% Price of
admission



78% Ease of access
and parking



71% Cleanliness of
the venue

- **55%** view Halton as a day trip destination
- **60%** would visit more than one attraction in a day

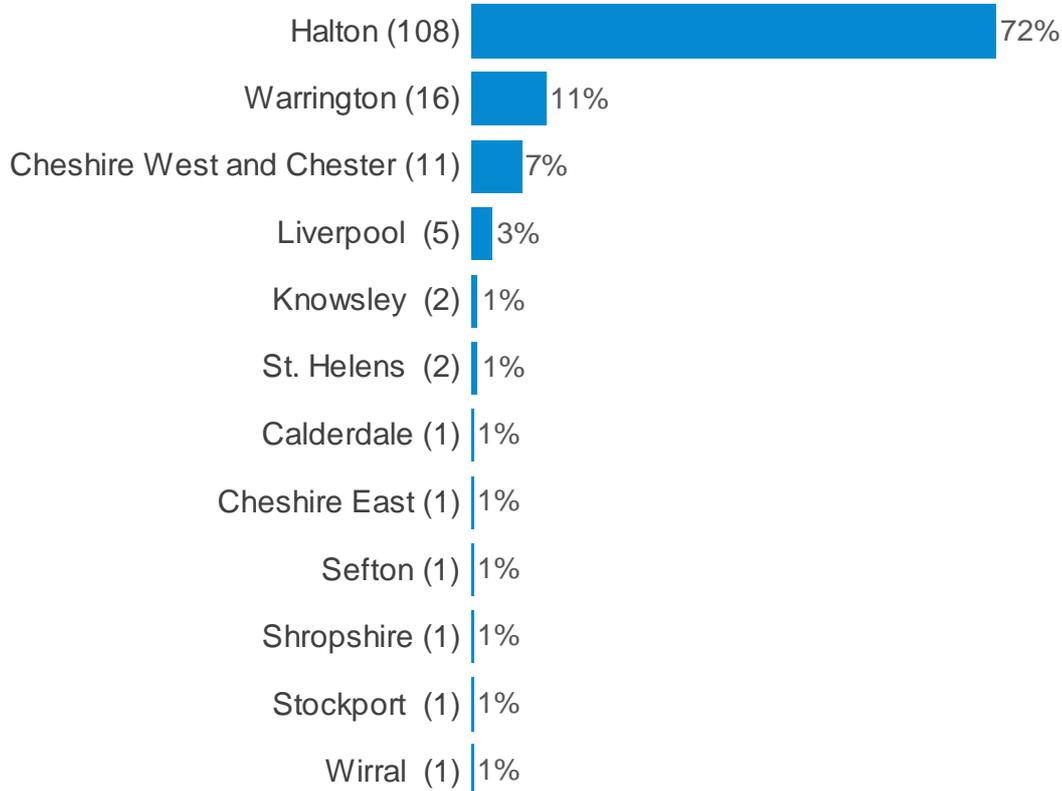
STRENGTHS of Halton as a destination
Museums, Natural Environment and Road/Motorway access



IMPROVE Halton as a destination
Joint promotions and advertising, focus on History and Science, regeneration

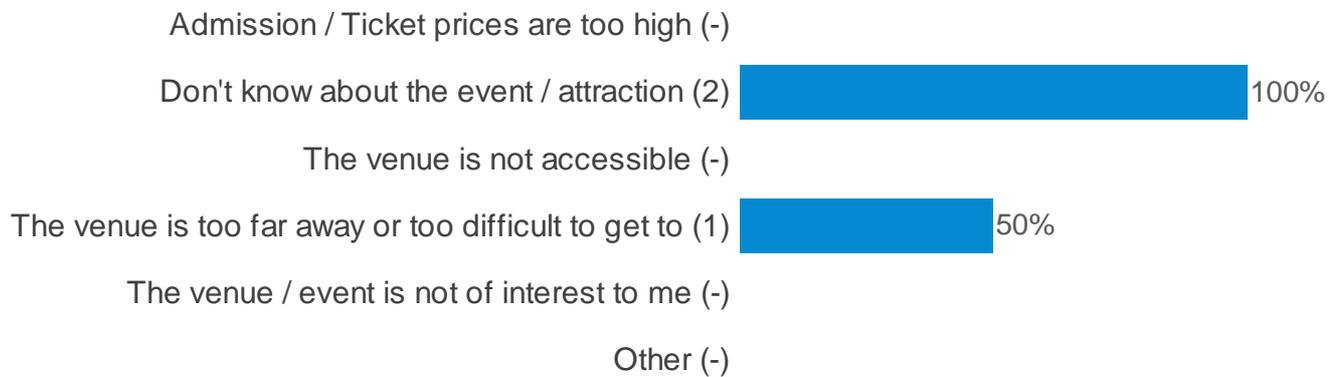
184 responses were received for this survey.

150 respondents provided a valid postcode. 72% of which have a Halton postcode.



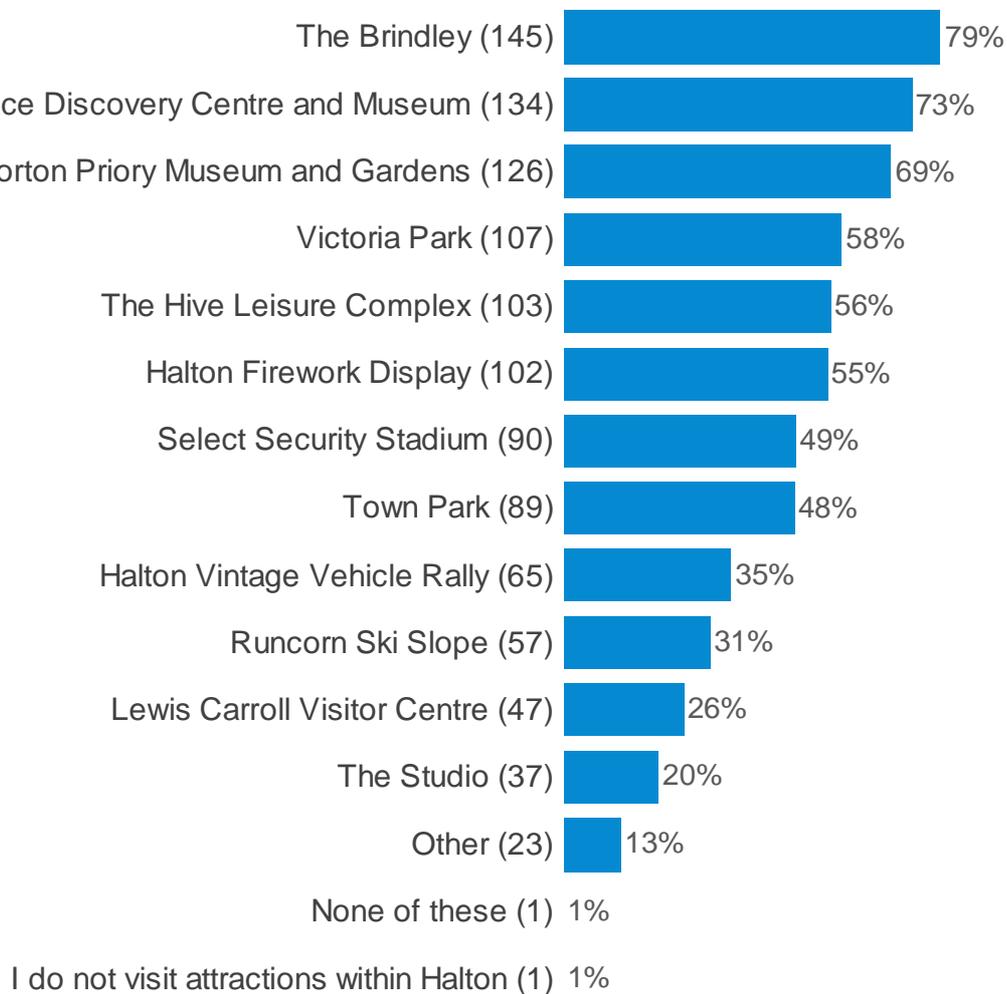
Have never visited attractions in Halton

If you haven't visited any attractions within Halton, please tell us why?

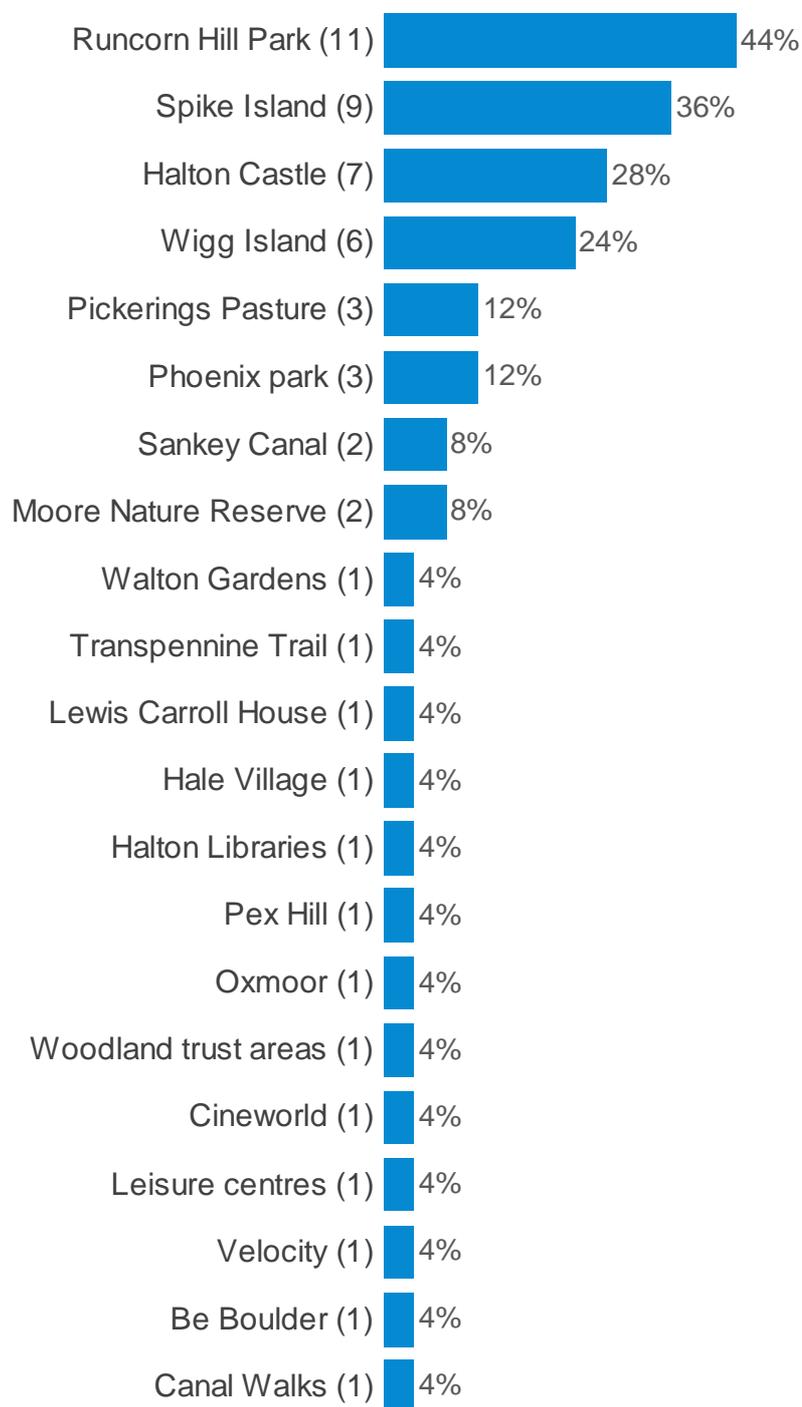


Visiting Halton

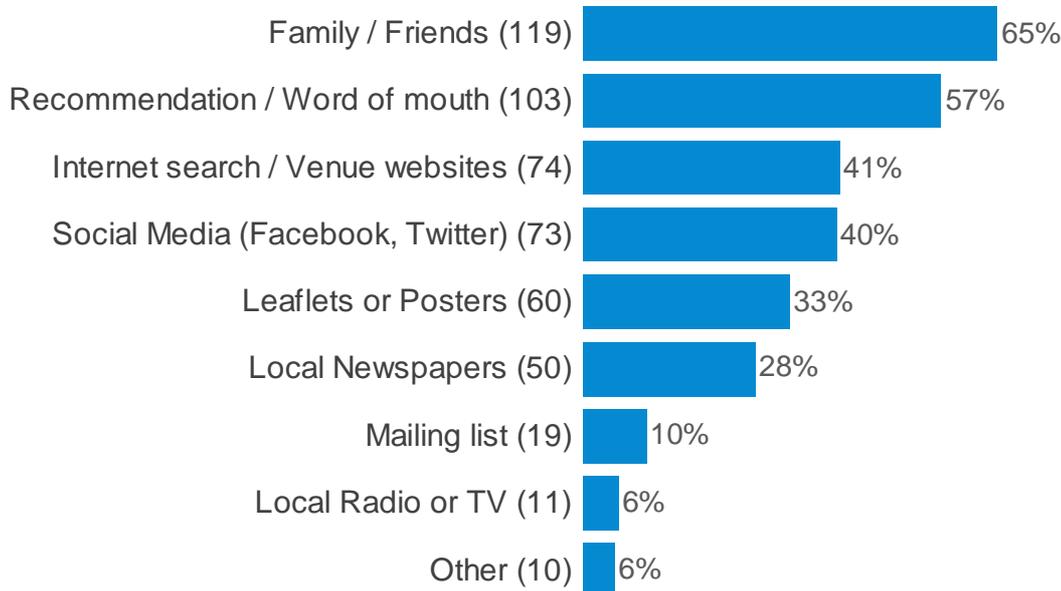
Have you ever visited any of the following attractions in Halton?



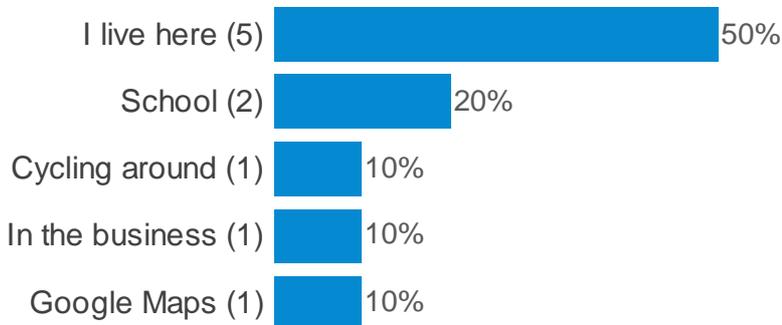
Have you ever visited any of the following attractions in Halton? Other Comments Coded ()



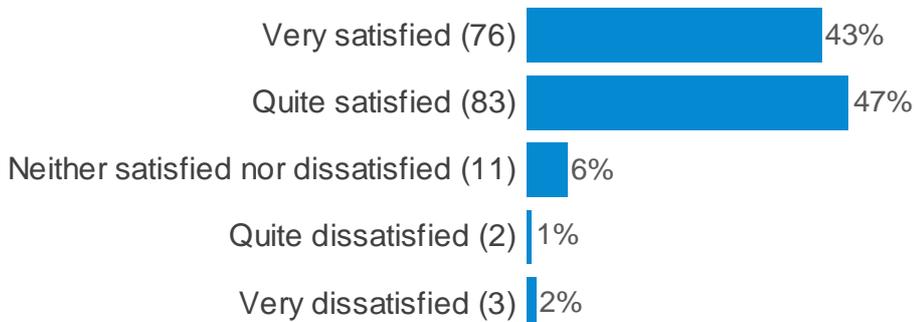
How did you find out about the attractions you have visited in Halton?



How did you find out about the attractions you have visited in Halton? Other Comments Coded ()

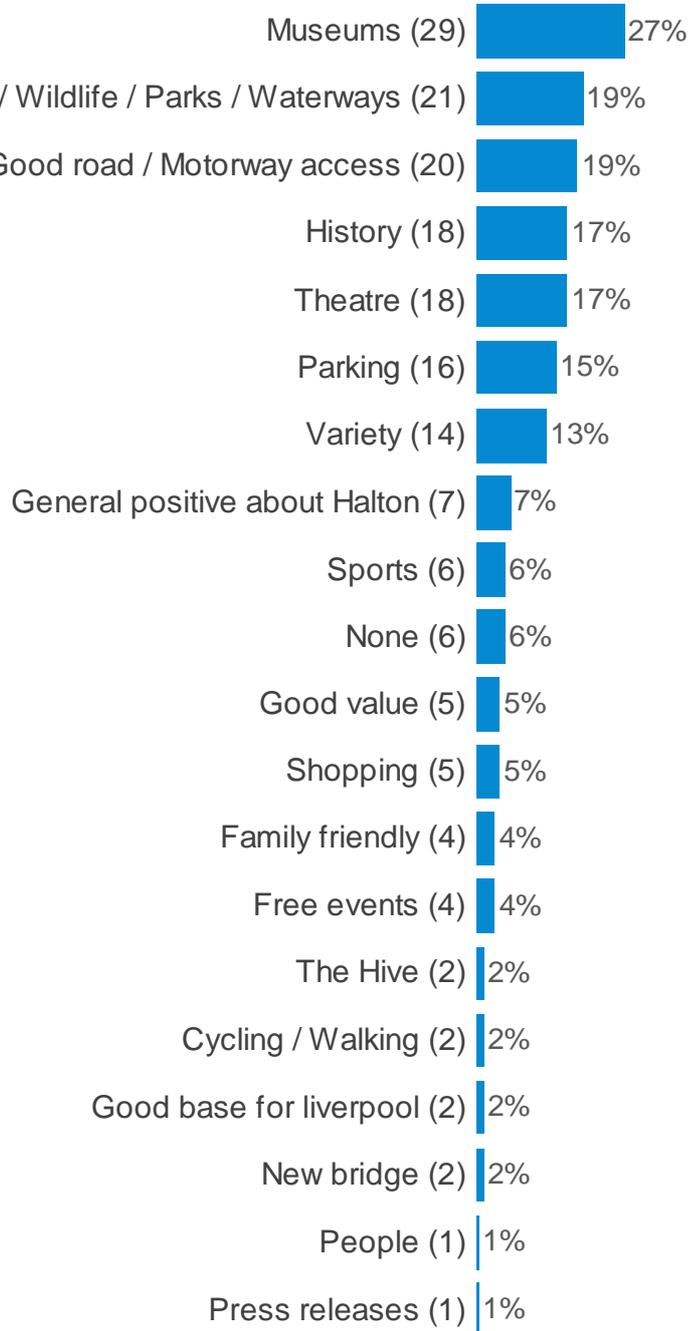


Overall how satisfied have you been with your visits to attractions in Halton?

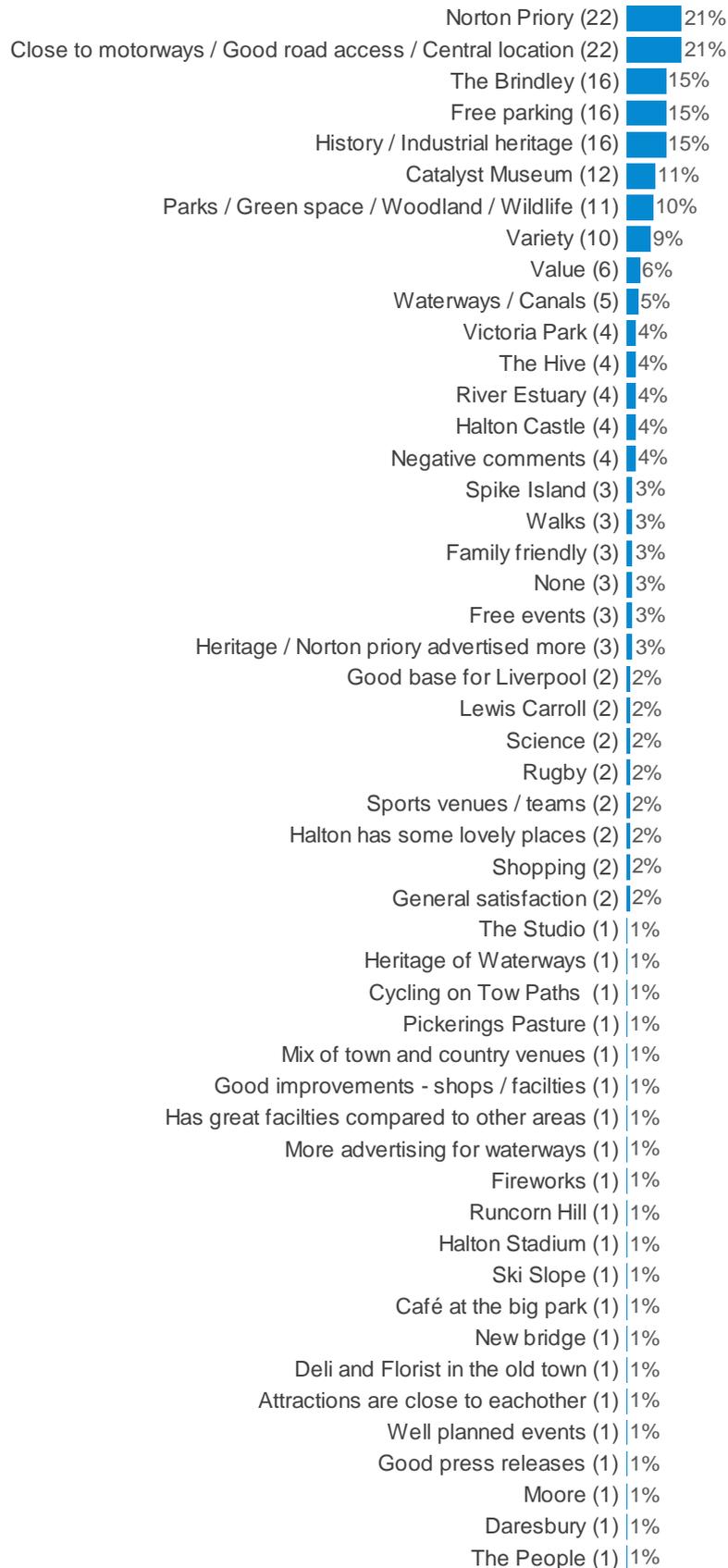


Strengths and Weaknesses of Halton as a visitor destination

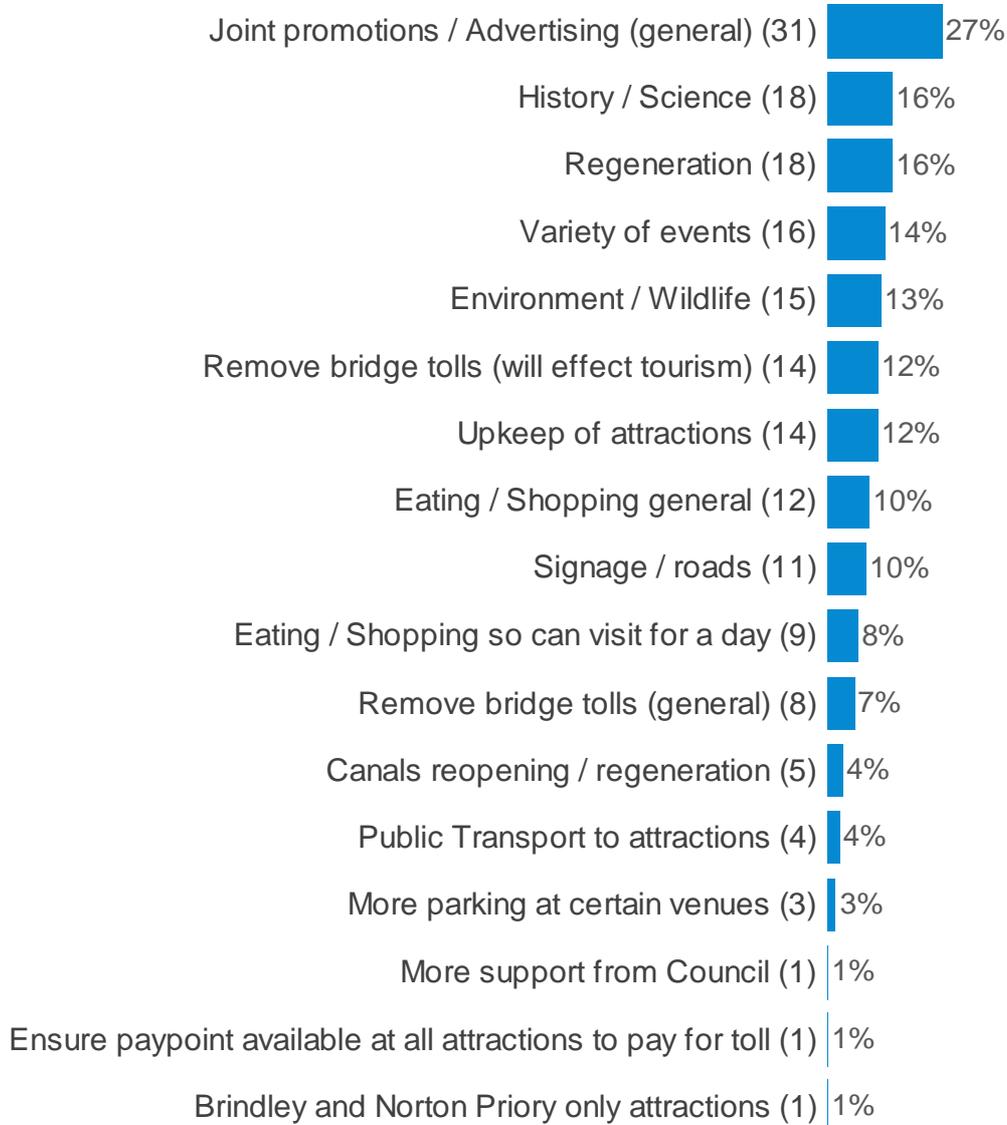
What, if anything, do you think are Halton's strengths as a destination for visitors? Main Themes Coded ()



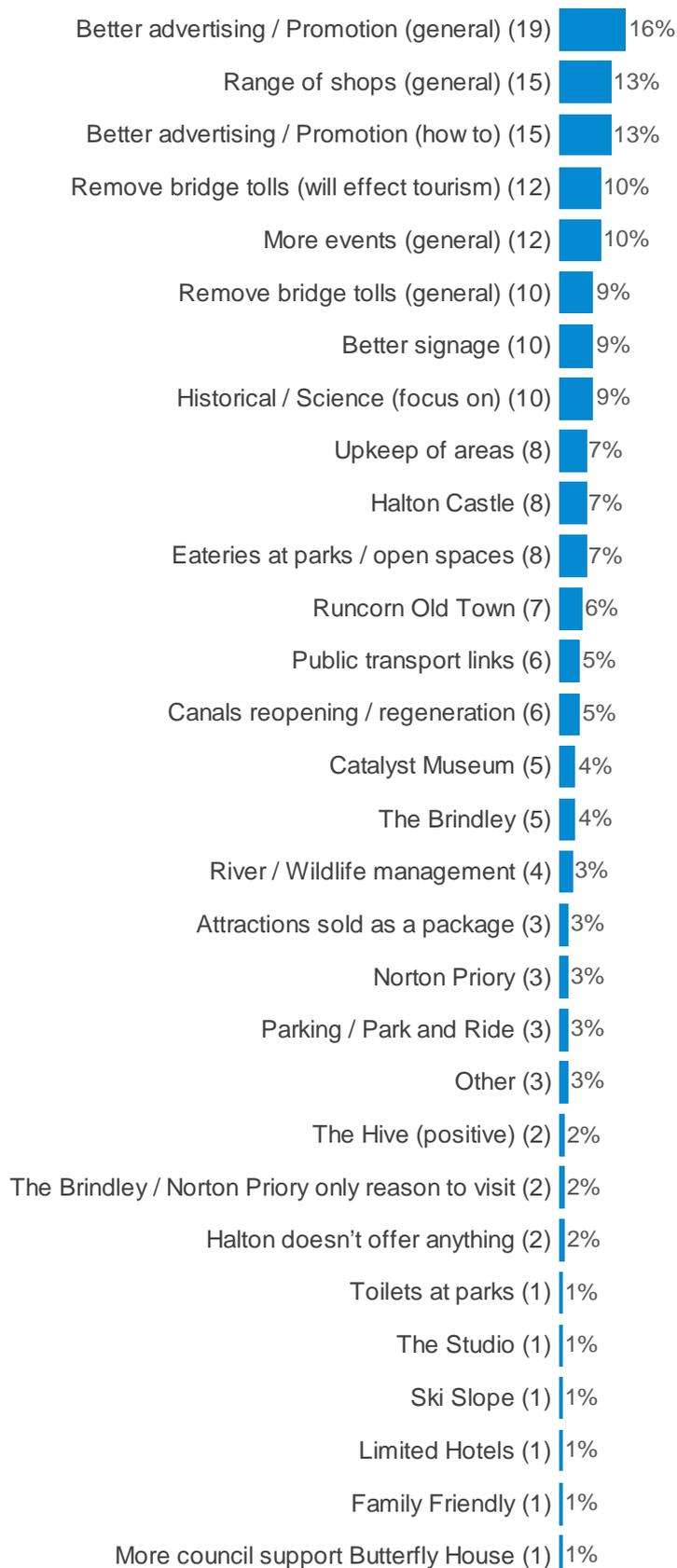
What, if anything, do you think are Halton's strengths as a destination for visitors?
Specific Themes Coded ()



What, if anything, could be done to improve Halton as a visitor destination? Main Themes Coded ()



What, if anything, could be done to improve Halton as a visitor destination? Specific Themes Coded ()



Halton as a day trip destination

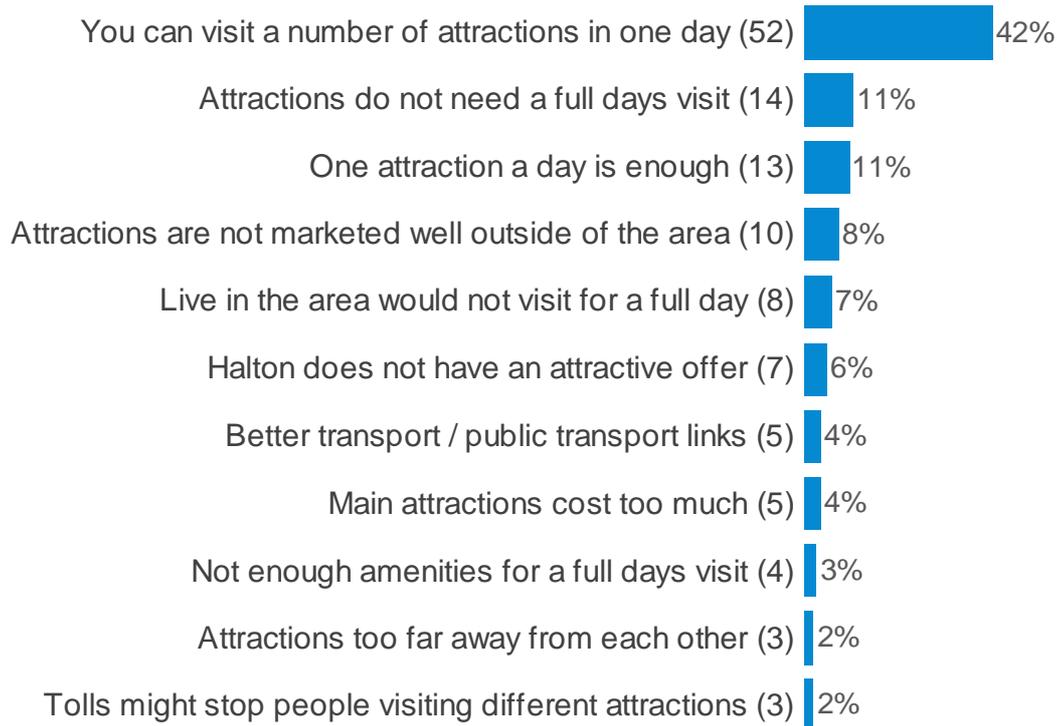
Would you consider Halton as a day trip destination?



Would you visit more than one attraction within Halton in one day?

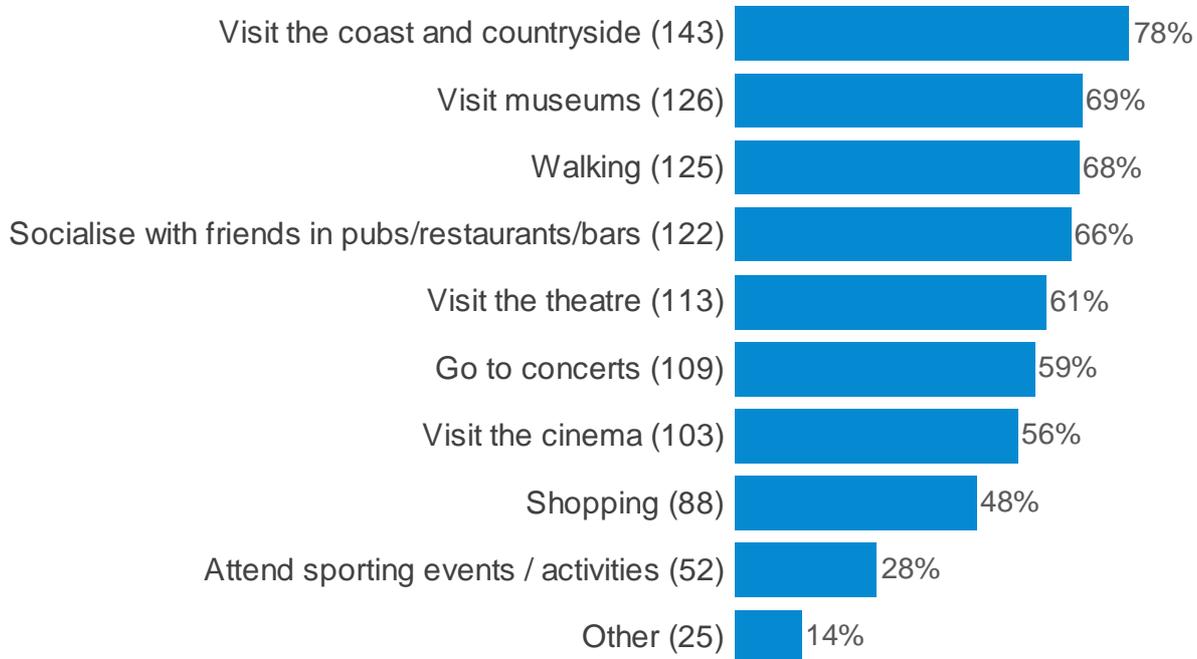


Would you consider Halton as a day trip destination / visit more than one attraction within Halton in one day? Main Themes Coded ()

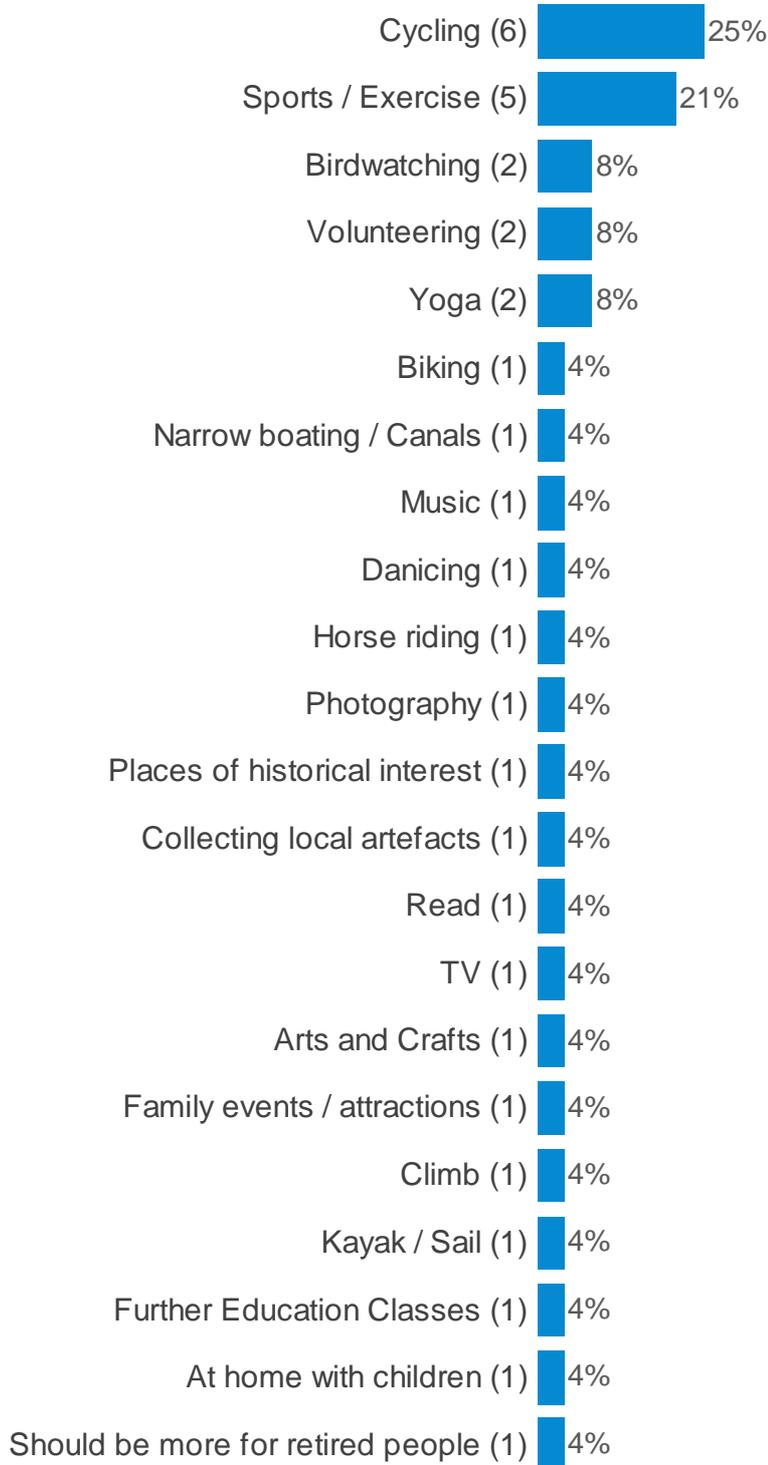


General visitor preferences

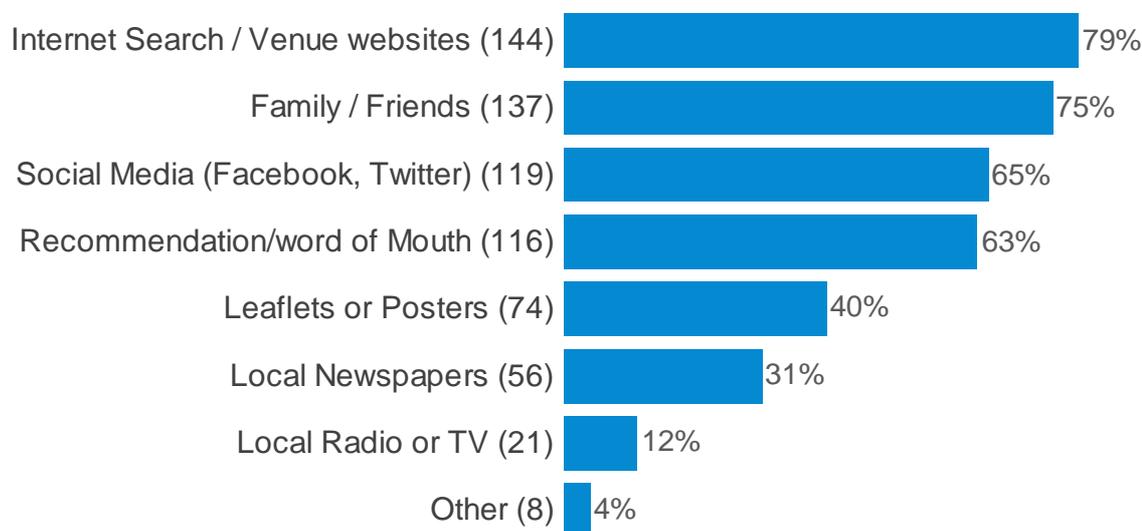
What do you like to do in your spare time?



What do you like to do in your spare time? Other Comments Coded ()



How do you find out what to do and where to go?



How do you find out what to do and where to go?

- Being a member of various local groups & societies

- Books

- Radio adverts. Specialist magazines

- Maps

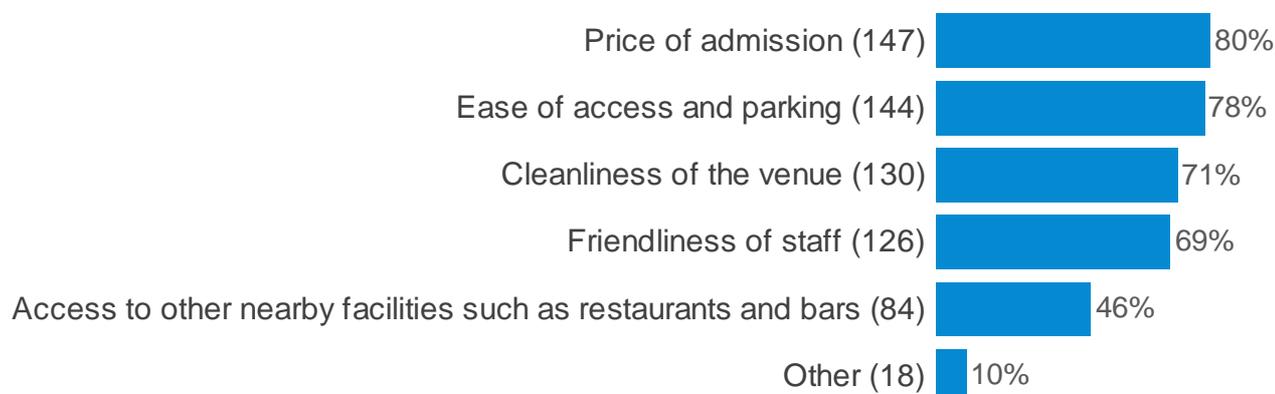
- Guidebooks

- Local knowledge

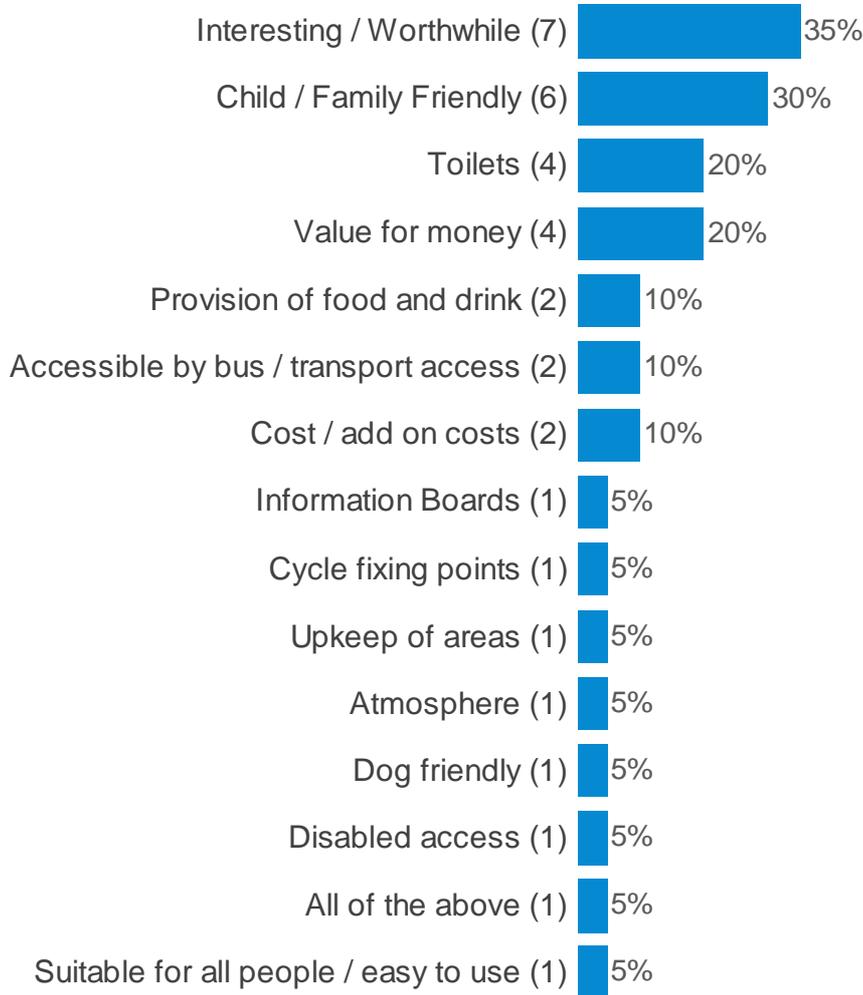
- Through local what's on guides, information on stands at rail stations, information at other museums

- Google maps search

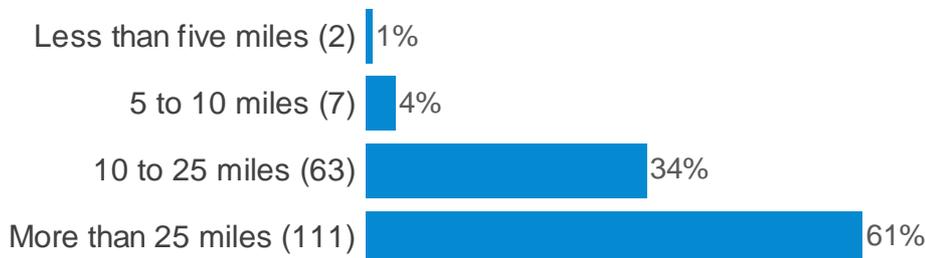
What is important to you when visiting an attraction or leisure destination?



What is important to you when visiting an attraction or leisure destination? Other Comments Coded ()



How far would you travel to visit a location for a day trip?



How far would you travel to visit a location for an overnight trip?



Who do you spend your leisure time with?



Who do you spend your leisure time with?

- Member of the Halton photographic society

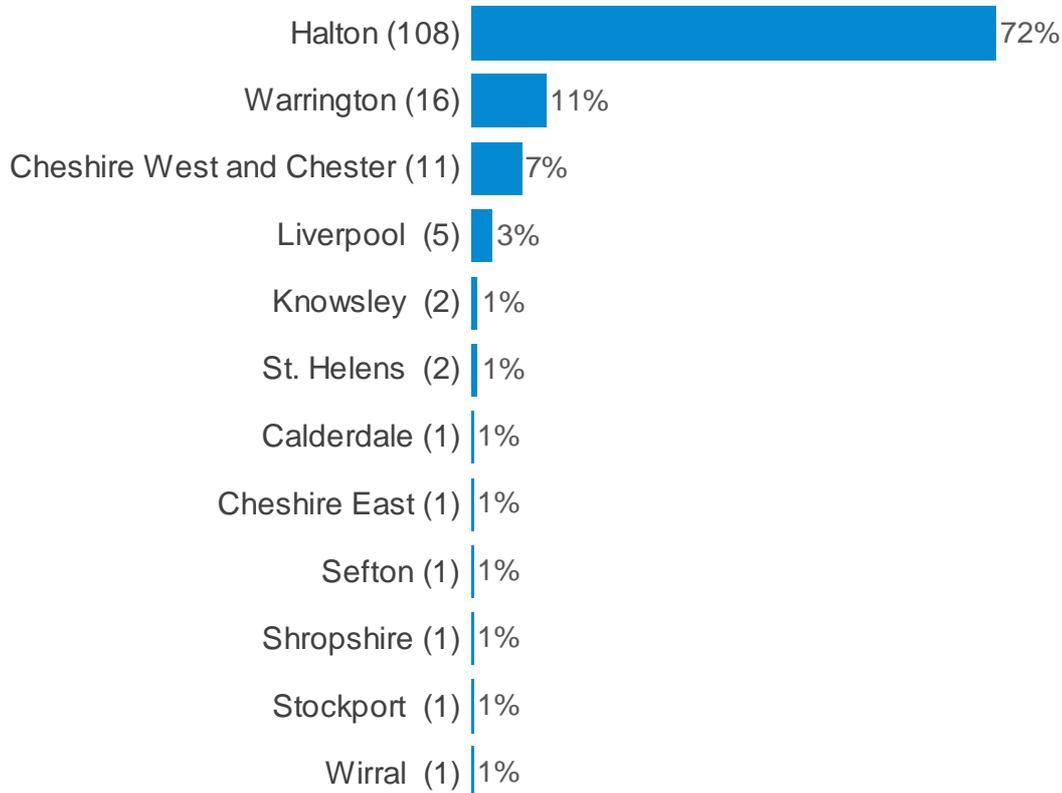
- The terms missing are "husband and wife" - some of us still have them, I haven't got a partner.

- Predominantly alone, but also occasionally with friends

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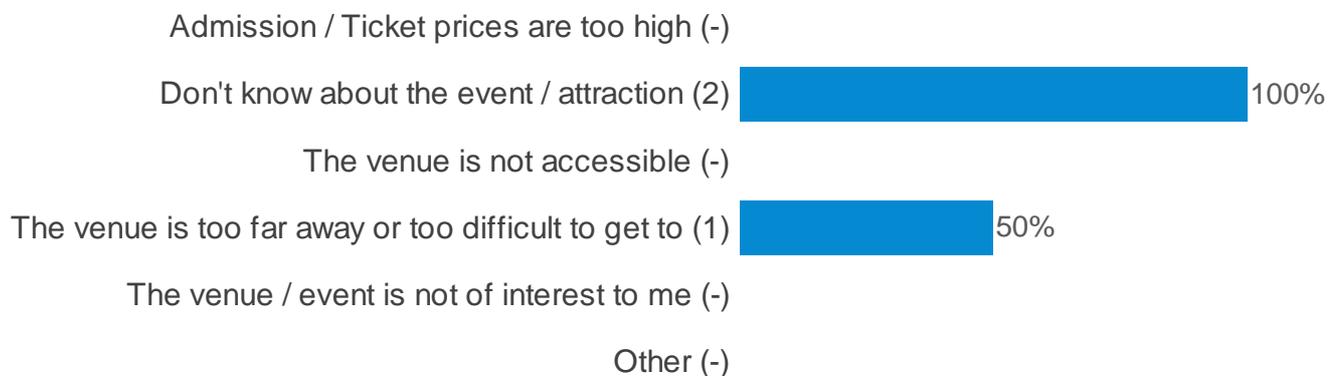
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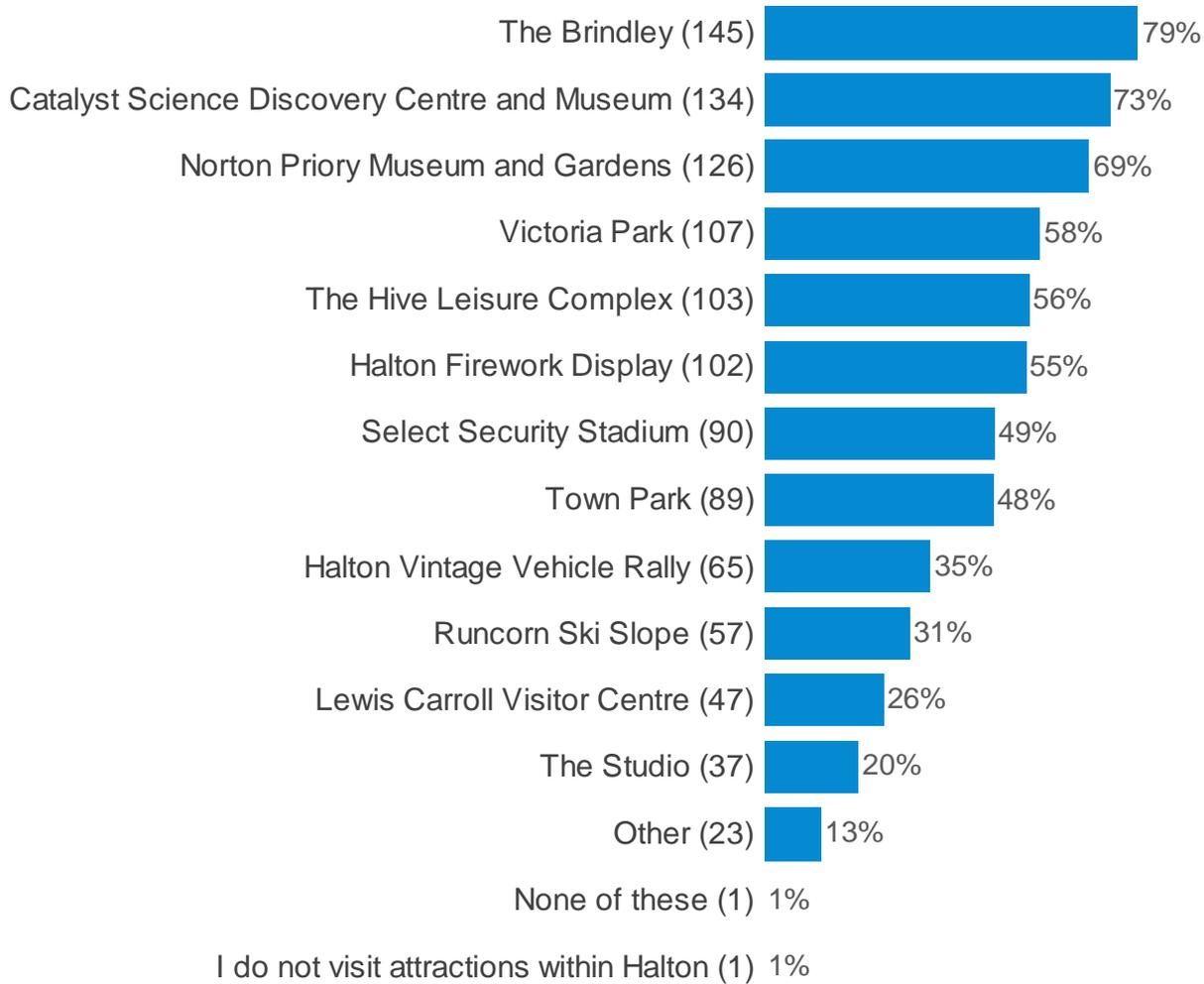
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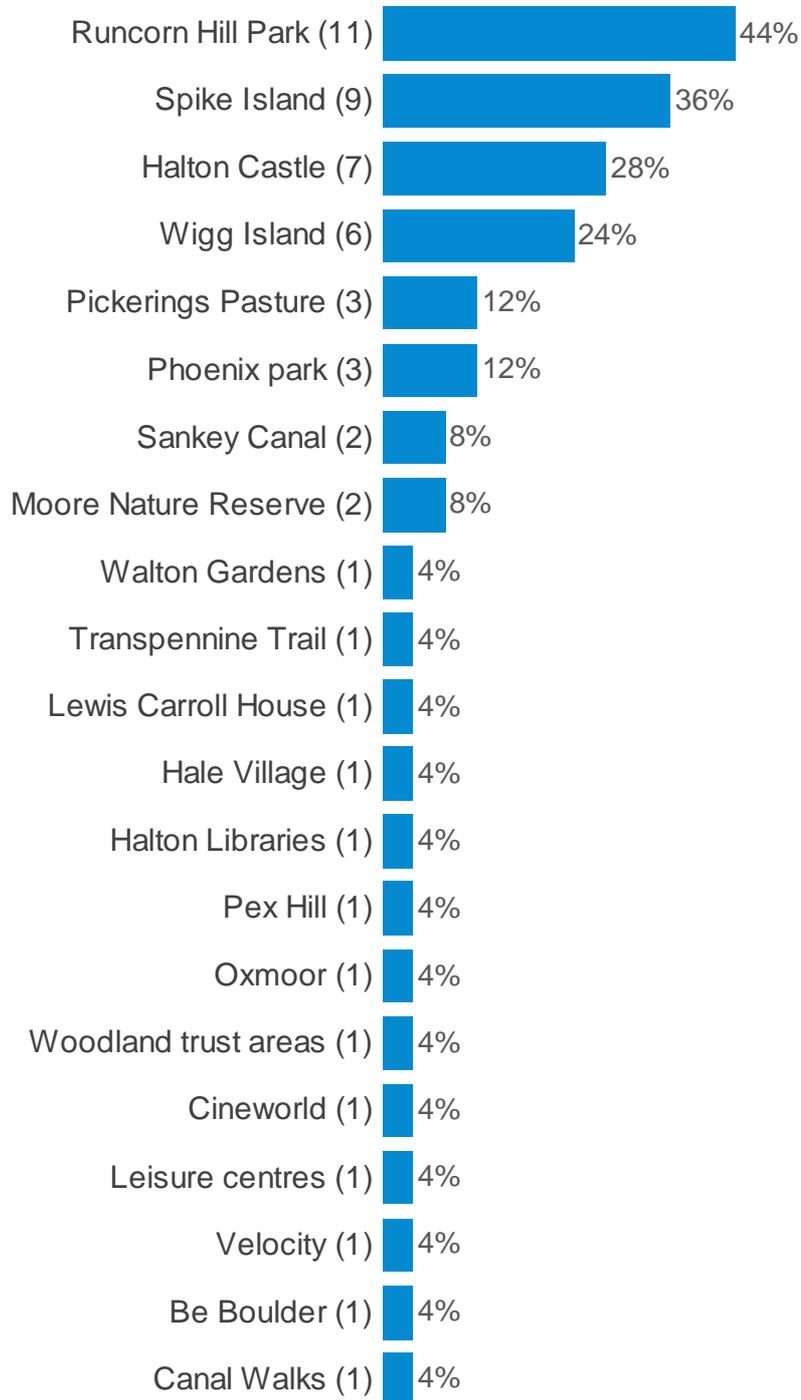


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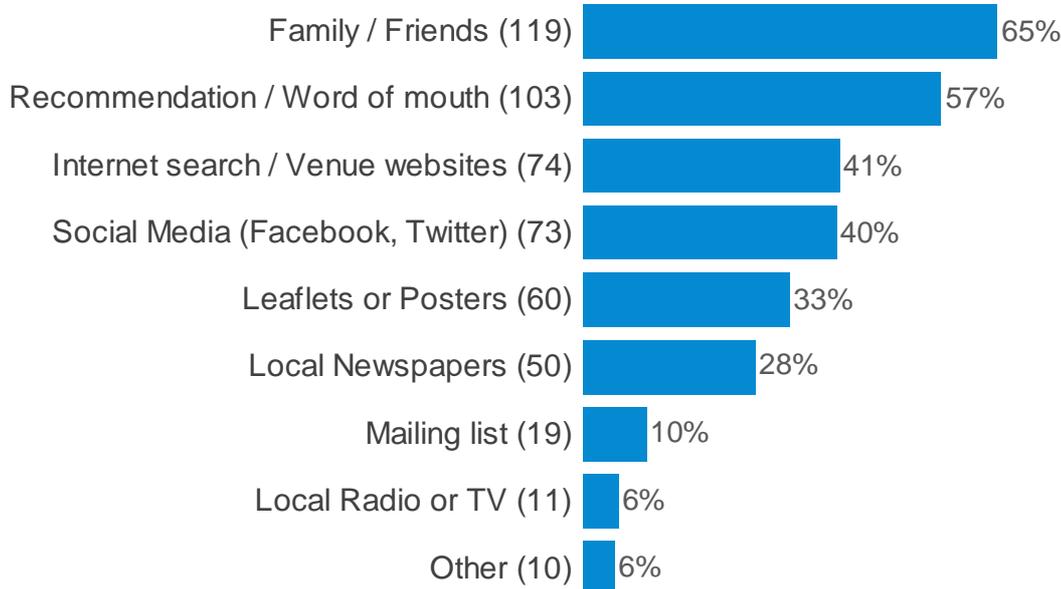
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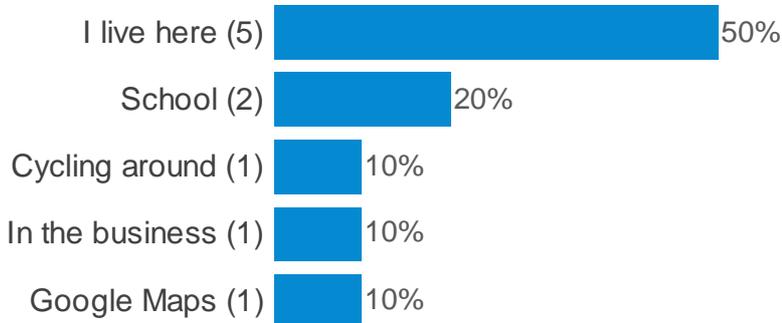
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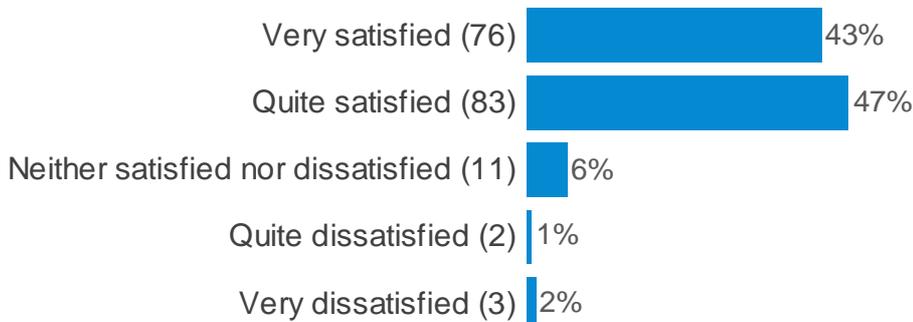
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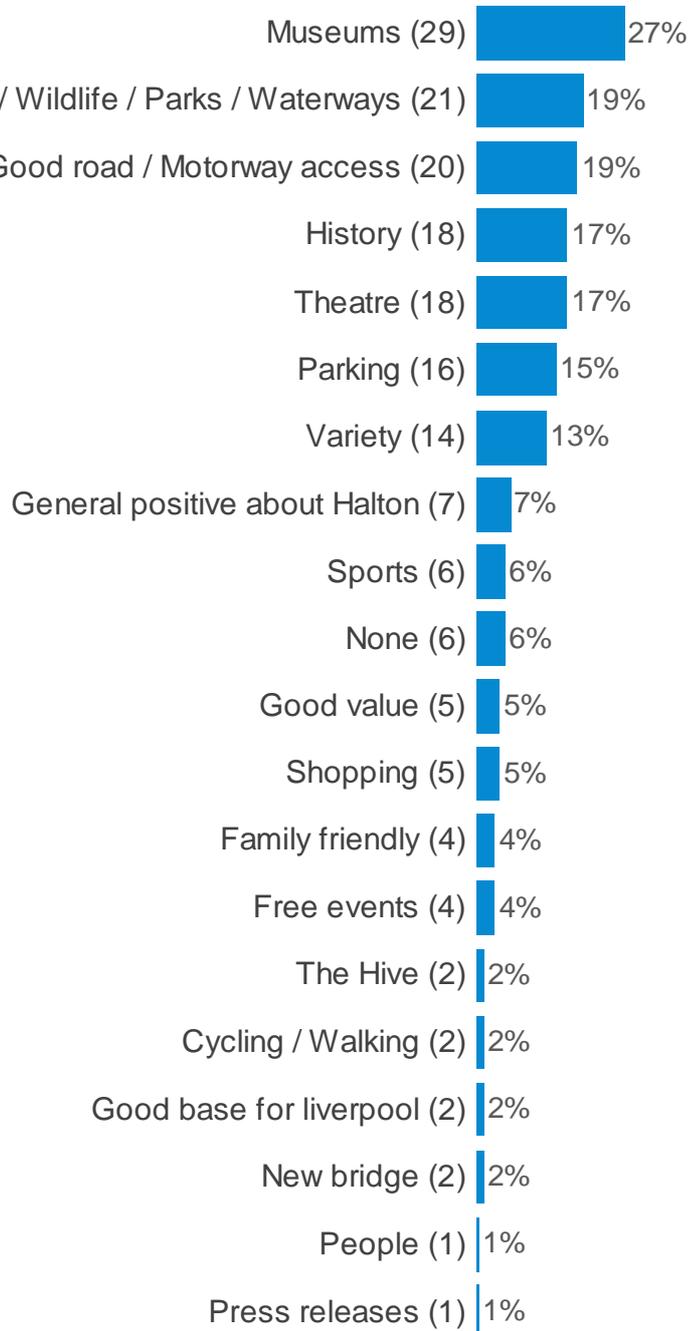


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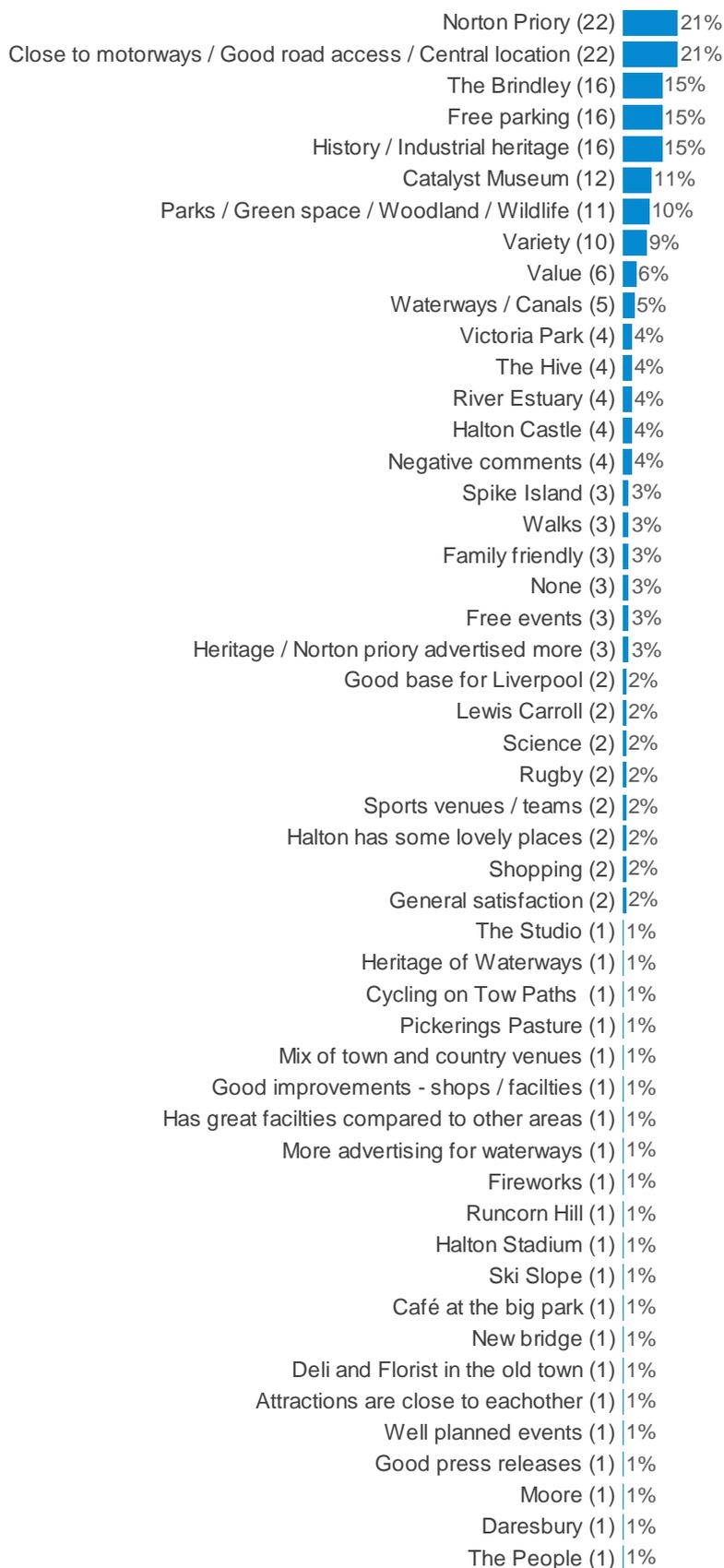


Strengths and Weaknesses of Halton as a visitor destination

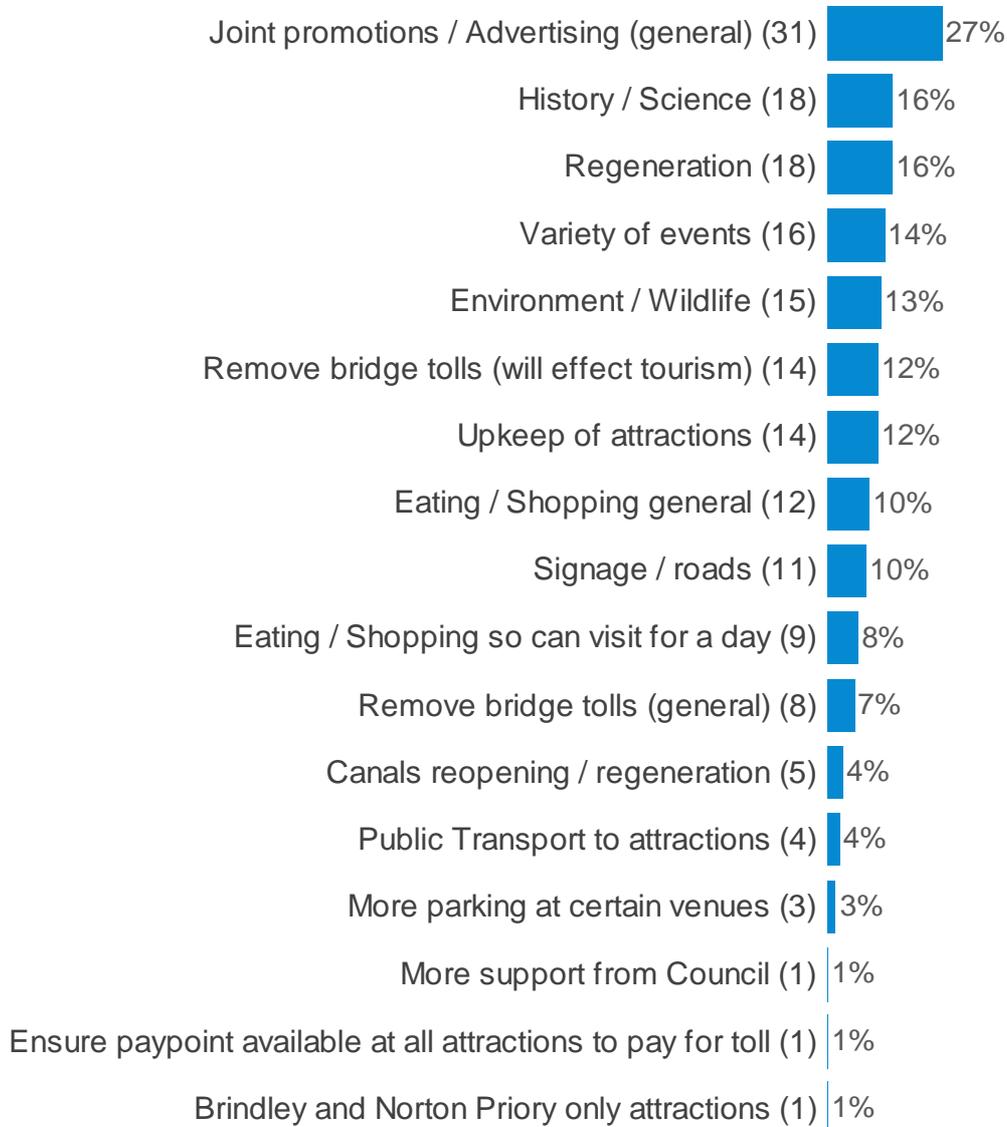
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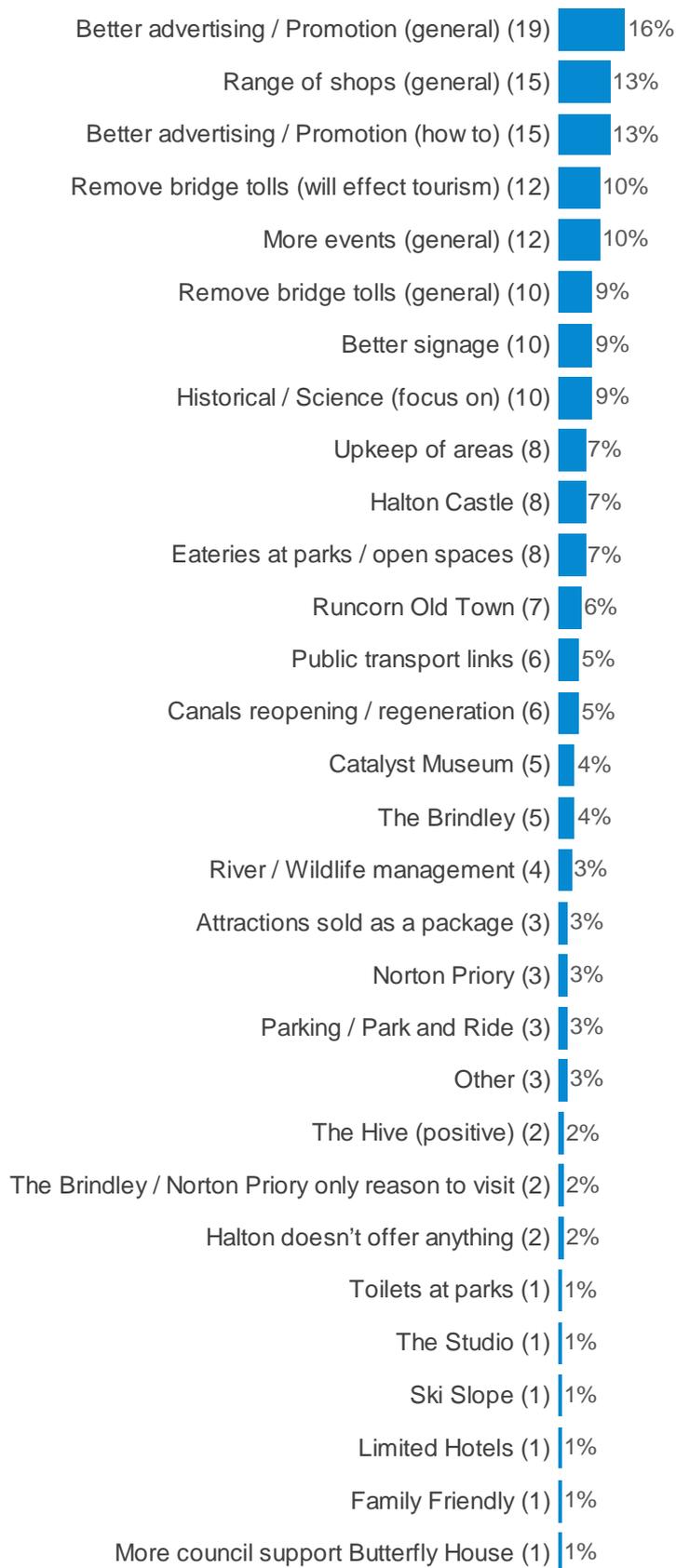
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Specific Themes Coded ()



What, if anything, could be done to improve Halton as a visitor destination? Main Themes Coded ()



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Halton as a day trip destination

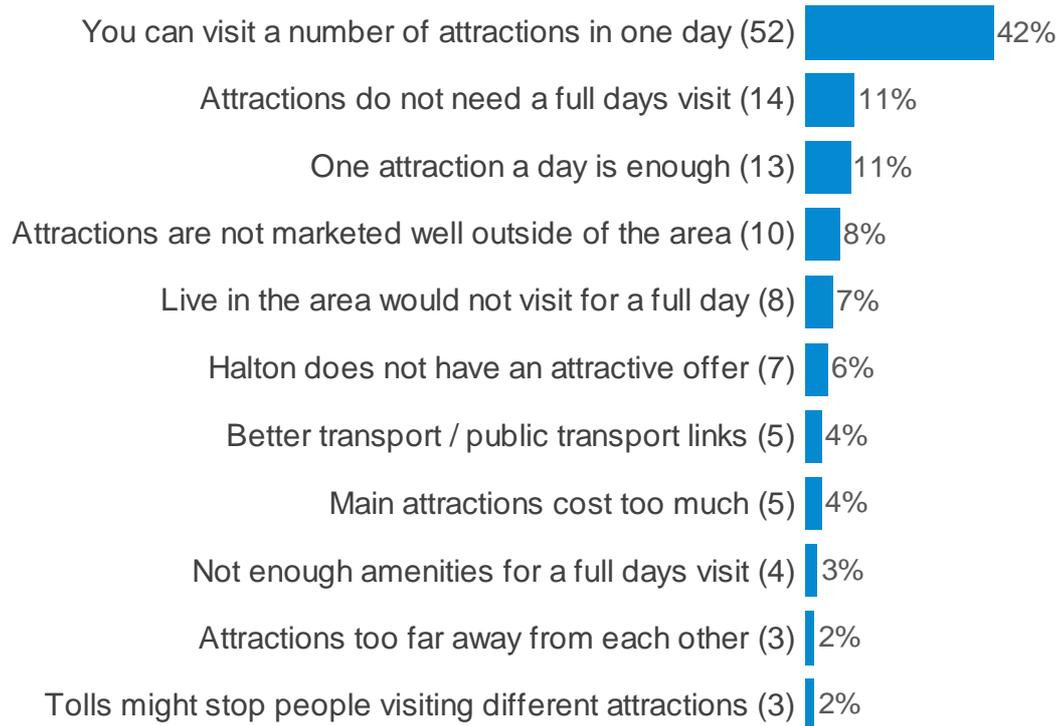
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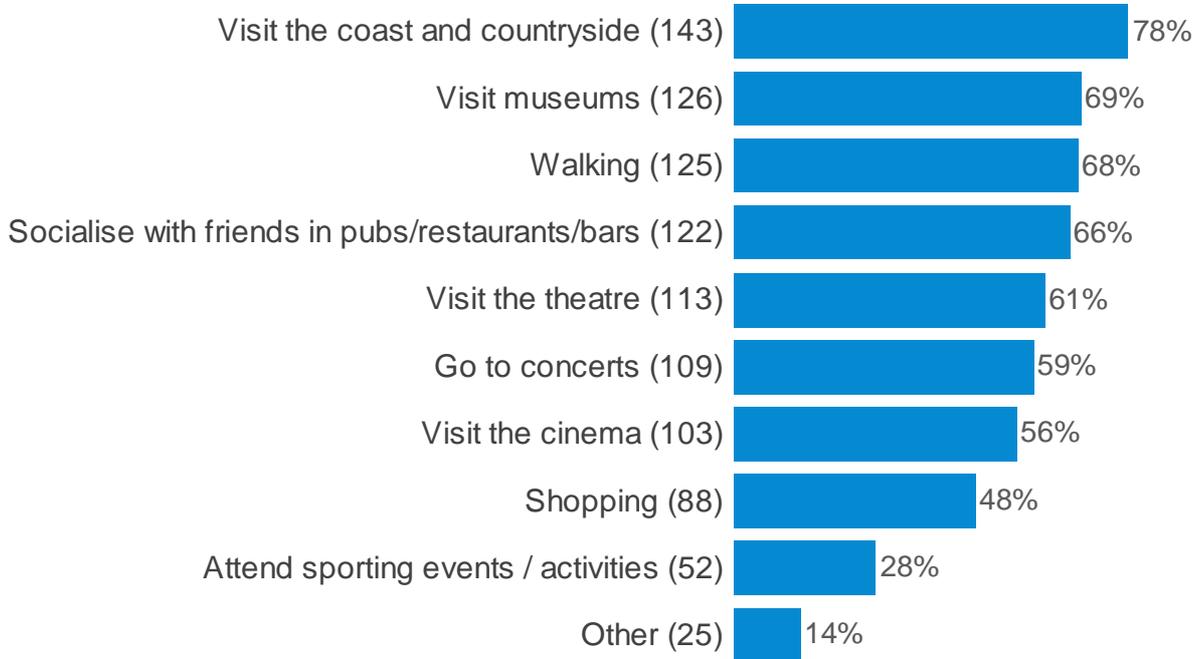


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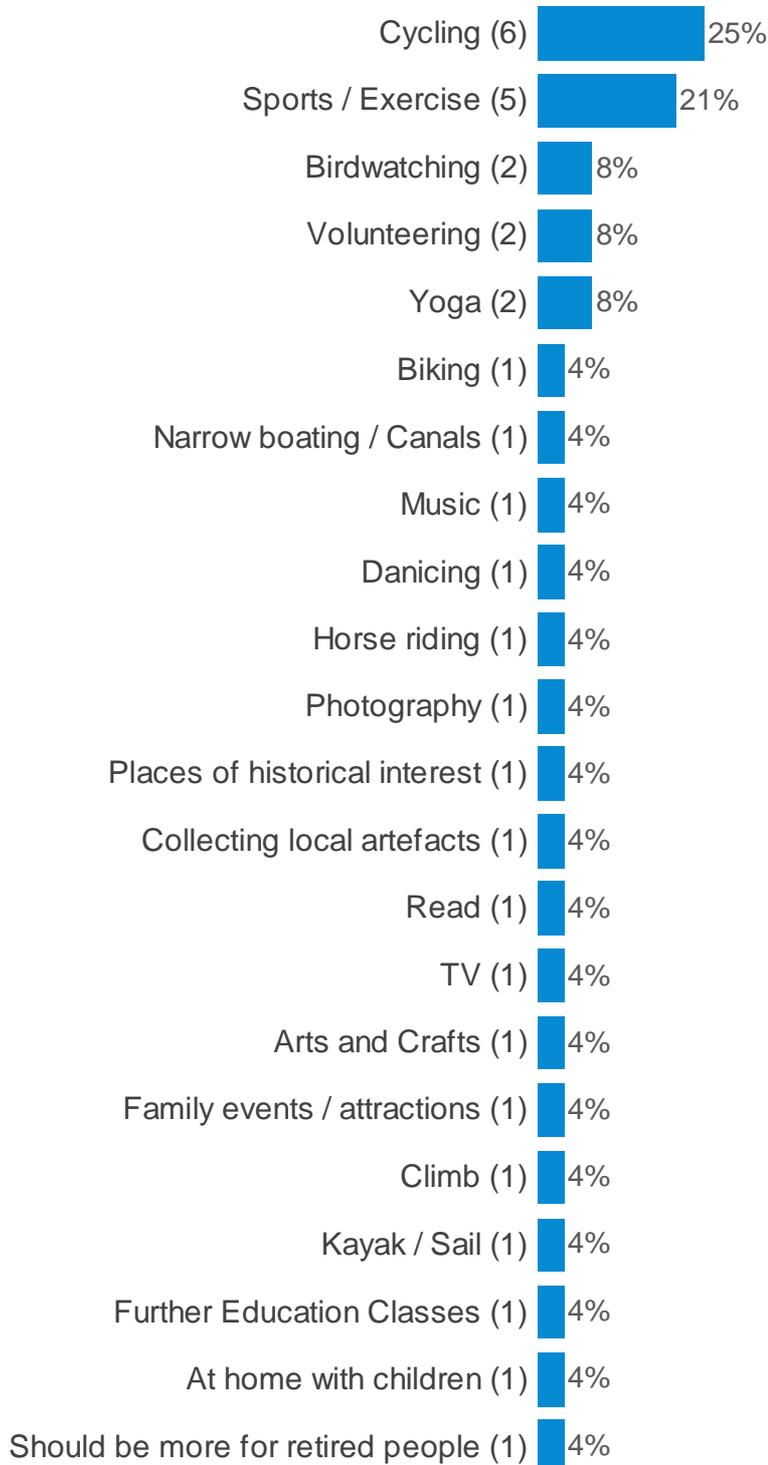


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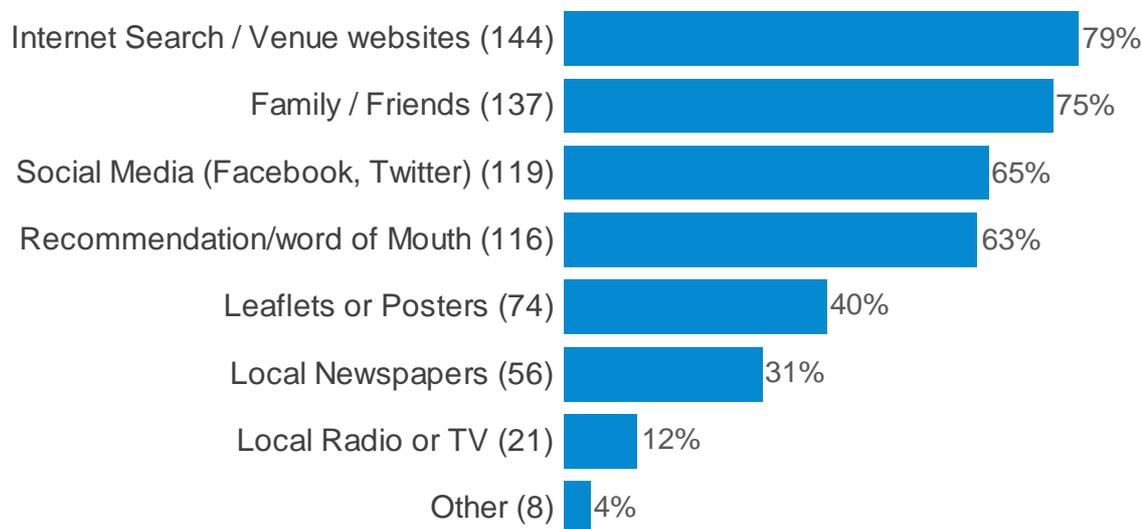
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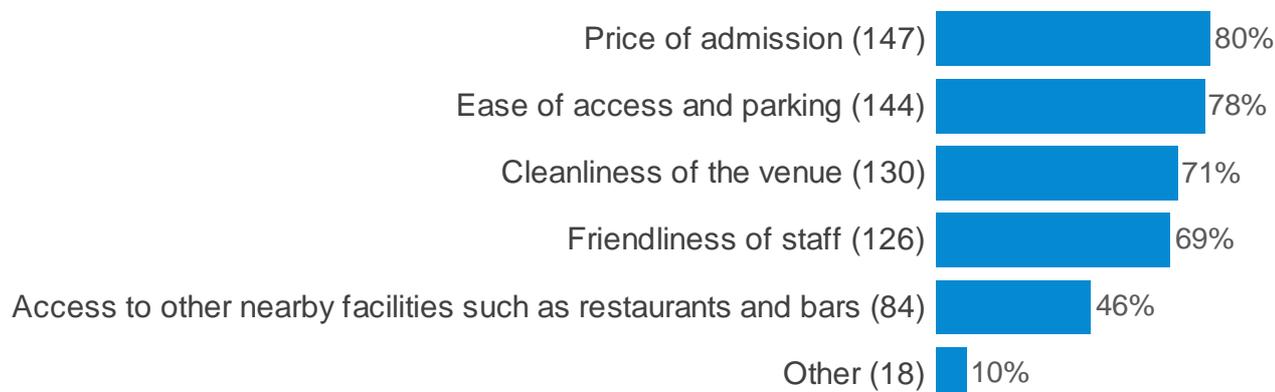
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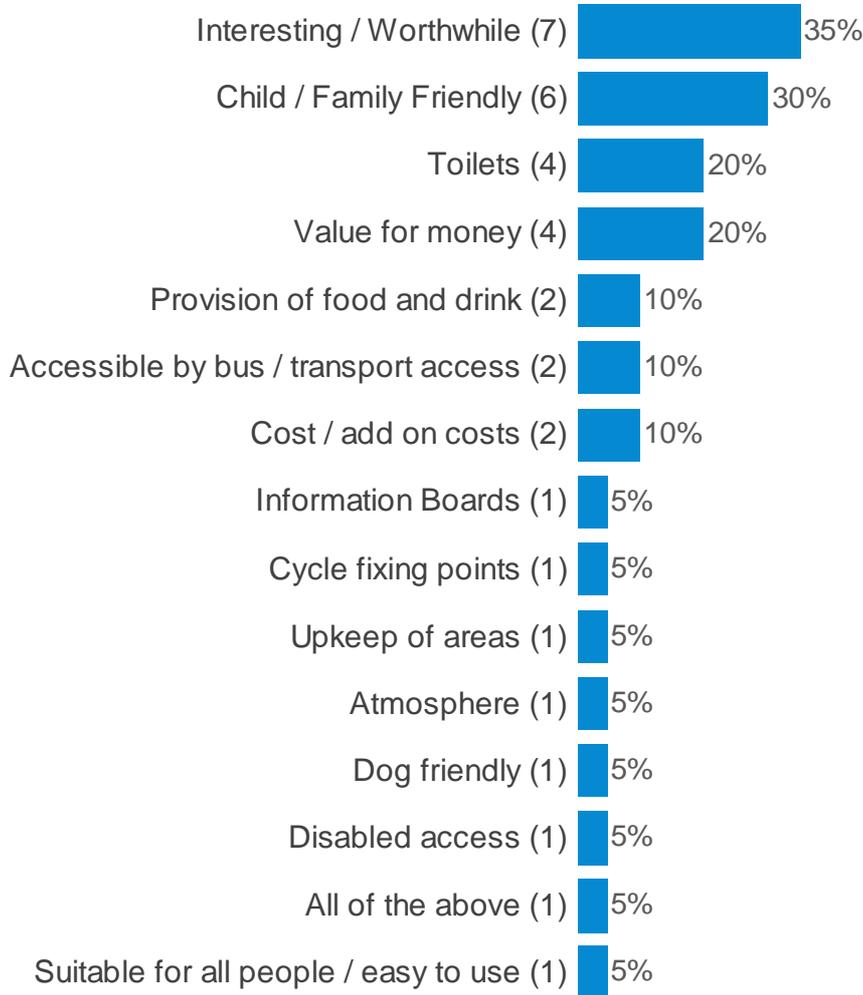
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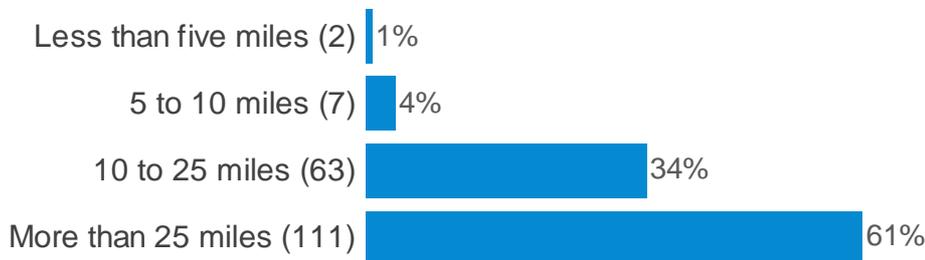
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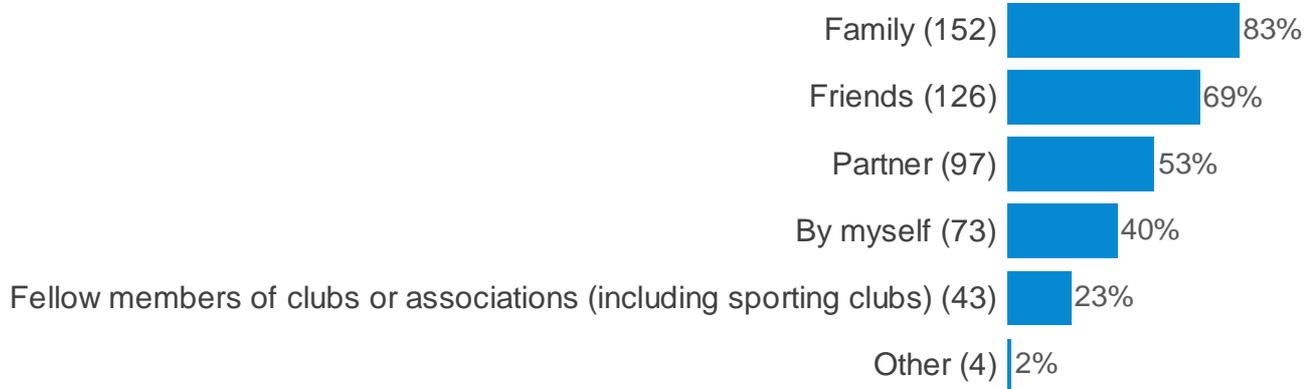
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- With my dog

REPORT TO:	Employment, Learning and Skills, and Community Policy and Performance Board
DATE:	19 th February 2018
REPORTING OFFICER:	Strategic Director, Enterprise, Communities and Resources
PORTFOLIO:	Economic Development
SUBJECT:	Scrutiny Topic Group Items 2018/19
WARD(S)	Borough-wide

1.0 **PURPOSE OF THE REPORT**

1.1 The purpose of this report is to propose the establishment of a topic group for Members to work on during 2018/2019.

2.0 **RECOMMENDATION: That:**

- i) Members agree to the establishment of a topic group.
- ii) Members nominate representatives of the PPB to sit on the Topic Group;
- iii) Interim reports are presented to the ELS and Community PPB, no later than September 2018

3.0 **SUPPORTING INFORMATION**

3.1 Each year the PPB identifies a Scrutiny Topic that has the potential to inform and or change service delivery and may result in an amendment or improvement of a Council policy. Given reduced resources it is only possible to choose one topic area.

3.2 Three suggestions are proposed, but Members may also wish to consider other topics that are not contained in this report.

3.3 “**Creating Better Jobs**” The starting point for this topic is an acknowledgment that a significant number of new jobs have been created in the borough over the last five years. This has led to a gradual reduction in the number of people seeking work. However, if the economy is to grow and thrive in the future, then there needs to be a drive towards the creation of better paid, quality jobs.

3.4 ‘**The Impact of Soft or Hard Brexit’ on Halton.** Research and data are starting to emerge in respect of the possible impact of Brexit on the UK economy. This topic group would consider how the impact

will be different depending upon the type of business, its ownership and sector in which the business operates. This is a complex subject, and, at the time of writing a detailed impact analysis nationally is not available.

A third topic “***promoting employment and opportunity in the Healthy New Town***” This could look specifically at how the implementation of a Masterplan for the Healthy New Town at Halton Lea should be used to further promote and enhance job opportunities for local people.

4.0 **POLICY IMPLICATIONS**

4.1 There are no further policy implications at this stage.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 There are no financial implications arising from this report.

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

6.1 **Children & Young People in Halton**

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

There are a number of implications for this priority, although the Topic Groups will consider the implications in more detail.

However, by promoting a more efficient and proactive client-led approach to Inward Investment, this should lead to greater levels of investment and jobs in Halton.

6.3 **A Healthy Halton**

N/A

6.4 **A Safer Halton**

N/A

6.5 **Halton’s Urban Renewal**

N/A

7.0 **RISK ANALYSIS**

7.1 There are no risks identified. However, in preparing for this Scrutiny Topic, the following key questions will be applied to ensure that Member and Officer time is used effectively.

1. Have we chosen the right topic?

2. What are we looking at?
3. Why are we looking at this topic?
4. What do we hope to achieve?
5. Is the topic geared towards Halton's top priorities?

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

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

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

DATE: 19th February 2018

REPORTING OFFICER: Strategic Director – Enterprise, Communities and Resources

PORTFOLIO: Economic Development

SUBJECT: Policy Update – Employment Learning and Skills

1.0 PURPOSE OF THE REPORT

1.1 To inform the Board of recent national policy announcements relevant to the Employment, Learning and Skills Policy Performance Board.

2.0 RECOMMENDATION:

2.1 **That the report is noted.**

3.0 BACKGROUND

3.1 A number of policy, legislation, consultation and guidance documents, are issued by government departments and agencies that have varying degrees of relevance to issues on the employment, learning and skills agenda and related topics.

3.2 The information provided is not intended to be in-depth but provides a brief summary of key announcements along with observations of local relevance, where appropriate. The Board can then consider whether to initiate more detailed scrutiny and/or report to a future meeting.

3.3 The report should be considered alongside the 'key developments' and 'emerging issues' that are set out in the Quarterly Performance Report.

3.4 This report covers the period from October 2017 to January 2018.

Social Mobility Through Education Action Plan (Unlocking Talent Fulfilling Potential)

The government published its social mobility action plan in December 2017. The focus of the plan is to tackle the injustices which hold people back during their life. The plan sets out four key life stage ambitions reflecting the fact that less advantaged children are more likely to fall behind and will struggle to catch up. The first ambition: '**Close the Word Gap Years**' recognises that good early years' education will have a positive impact on a person's future social mobility. The ambition refers to: Boosting access to high quality early language and literacy, both in the classroom and at home, ensuring more disadvantaged children leave school having mastered the basic of literacy that many take for granted.

Ambition 2: '**Close the Attainment Gap**' refers to the fact that pupils will have different outcomes depending upon where they live in the country and that is unfair.

The ambition refers to: Raising standards for every pupil, supporting teachers early in their career as well as getting more great teachers in areas where there remain significant challenges.

The third Ambition: **'Real Choice at Post-16'** will have resonance with the Employment Learning and Skills and Community PPB because it reflects on the need for a "skills revolution" for young people and business and the need to expand access to the best universities for all. This ambition refers to: Creating world-class technical education, backed by a half a billion pounds in investment, and increasing the options for all young people regardless of their background.

Ambition 4: **'Rewarding Careers For All'** is also relevant to this PPB because the ambition recognises that young people from disadvantaged areas are less likely to have the same access to the networks of advice, information and experiences of work to enable them to turn their aspirations into reality. This ambition refers to: Boosting skills and confidence to make the leap from education into work, raising their career aspirations. Building a new type of partnership with businesses to improve advice, information and experiences for young people.

The Plan proposes to implement the changes by introducing new ways of working i.e. 'identifying and spreading what works and 'building lasting success through partnership'.

The plan can be viewed at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/667690/Social_Mobility_Action_Plan_-_for_printing.pdf

Improving Lives: The Future of Health and Work, Health and Disability

This strategy was published at the end of November 2017 and sets out how the government intends to work over the next 10 years with employers, charities, health providers and Local Authorities to break down employment barriers for disabled people and people with health conditions.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/663399/improving-lives-the-future-of-work-health-and-disability.PDF

Autumn Budget

There were several announcements in the Autumn Budget Statement that are relevant to the ELS&C PPB.

Business Rates Retention

The Chancellor announced:

A pilot of 100 per cent business rates retention in London in 2018-19. The Greater London Authority (GLA) and London boroughs will come together to form a pool and invest revenue growth strategically on a pan-London basis.

The Government will continue to pilot additional business rates retention for councils across England. In addition to the London pilot announced in the Budget, new pilots for 2018-19 will

be announced following the Department for Communities and Local Government's (DCLG) assessment of recent applications to its scheme.

Other business rates measures

The Chancellor announced:

Bringing forward to 1 April 2018 the planned switch in indexation from RPI to the main measure of inflation (currently CPI).

Legislating retrospectively to address the so-called "staircase tax" (this refers to the Supreme Court judgement on the Mazars case which concerned valuation of non-contiguous areas within buildings). Affected businesses will be able to ask the Valuation Office Agency (VOA) to recalculate valuations so that bills are based on previous practice backdated to April 2010 – including those who lost Small Business Rate

Relief as a result of the Court judgement. The government will publish draft legislation shortly.

Continuing the £1,000 business rate discount for public houses with a rateable value of up to £100,000, subject to state aid limits for businesses with multiple properties, for one year from 1 April 2018.

Increasing the frequency with which the VOA revalues non-domestic properties by moving to revaluations every three years following the next revaluation, currently due in 2022. To enable this, ratepayers will be required to provide regular information to the VOA on who is responsible for business rates and property characteristics including use and rent. The government will consult on the implementation of these changes in the spring.

Local government will be fully compensated for the loss of income as a result of these measures.

Skills

The Chancellor announced:

A formal skills partnership with the Trades Union Congress and the Confederation of British Industry to develop the National Retraining Scheme. Together they will help set the strategic priorities for the scheme and oversee its implementation, working with new Skills Advisory Panels to ensure that local economies' needs are reflected.

The Government will continue to work with employers on how the apprenticeship levy can be spent so that the levy works effectively and flexibly for industry, and supports productivity across the country.

Universal Credit

The Chancellor announced:

The Government will provide more support to Universal Credit claimants:

From January 2018 those who need it, and who have an underlying entitlement to Universal Credit, will be able to access up to a month's worth of Universal Credit within five days via an interest free advance. The government will extend the period of recovery from six months to twelve months, making it easier for claimants to manage their finances. New claimants in December will be able to receive an advance of 50 per cent of their monthly entitlement at the beginning of their claim and a second advance to take it up to 100 per cent in the new year, before their first payment date from February 2018 the Government will remove the seven-day waiting period so that entitlement to Universal Credit starts on the first day of application from April 2018. Those already on Housing Benefit will continue to receive their

award for the first two weeks of their Universal Credit claim. The Government will also make it easier for claimants to have the housing element of their award paid directly to their landlord.

To support these changes the government will roll out Universal Credit more gradually between February 2018 and April 2018, and roll-out to all jobcentres will be complete in December 2018.

Universal Credit also offers new opportunities to support people in low paid work to progress in the labour market. The Budget allocates £8 million to trial innovative approaches to help individuals on Universal Credit to earn more.

Cultural Development Fund

The Chancellor announced:

To support the role culture can play in regeneration and local growth, the government will provide £2 million funding to the Department for Digital, Culture, Media and Sport for place-based cultural development.

Centenary Fund

The Chancellor announced:

At Spring Budget 2017 the Government announced £5 million for projects to celebrate the centenary of voting rights being extended to women for the first time in 1918. Today the Chancellor announced that £1.2 million of this will go to fund activities in seven cities and towns with strong links to the campaign for women's suffrage – Bolton, Bristol, Leeds, Leicester, London, Manchester, and Nottingham. The government will allocate the rest to local and community projects, including a statue of Millicent Fawcett in Parliament Square, and other activities.

Brexit

In recent months, a number of documents and articles have been produced.

There is a proposal elsewhere on this agenda to consider the impact of Brexit as a possible Scrutiny Topic.

However, Members may find of interest a report published in January 2018 produced by the Centre for Cities entitled Cities Outlook 2018.

<http://www.centreforcities.org/wp-content/uploads/2018/01/18-01-12-Final-Full-Cities-Outlook-2018.pdf>.

The report authors observe that more than half of voters in cities in the Greater South East chose to remain in the EU, but in the rest of the UK, the reverse was true.

Cities outside the Greater South East tend to be less productive, have a lower average wage and a lower employment rate than cities within it. In summary, the report suggests that Brexit has highlighted a stark economic and political divide and that cities require greater empowerment if they are to succeed.

The University of St. Andrews has also published new research in January on the potential impact of Brexit on Small and Medium-Sized Enterprises (SMEs).

<https://www.st-andrews.ac.uk/news/archive/2018/title,1863531,en.php>

The study analysed results from the UK Government's Longitudinal Small Business Survey. Following the result of the referendum, the UK government inserted a number of Brexit-related questions into the survey, enabling this analysis.

The research discovered that concerns about Brexit are not felt uniformly across UK SMEs, but that Brexit-related uncertainty is likely to affect larger, export-oriented firms and those operating in hi-tech and service-related industries the most.

4.0 POLICY IMPLICATIONS

5.1 The varied range of issues covered in this report potentially present a number of challenges and opportunities across a number of the Council's current priorities. Where appropriate a more detailed analysis of the information and relevance to the council will take place.

4.0 OTHER IMPLICATIONS

5.1 None

5.0 RISK ANALYSIS

5.1 There are no immediate risks directly relating to the information in the report.

6.0 EQUALITY AND DIVERSITY ISSUES

6.1 None

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

7.1 None under the meaning of the Act.

REPORT TO:	Employment, Learning and Skills and Community Policy & Performance Board
DATE:	19 February 2018
REPORTING OFFICER:	Strategic Director Enterprise Community & Resources
PORTFOLIO:	Economic Development
SUBJECT:	Industrial Strategy White Paper
WARDS:	Borough Wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to update PPB Members on the publication of the Government's Industrial Strategy White Paper and to set out some potential implications and opportunities for Halton. The report also considers the impact on the Liverpool City Region and beyond. A link to the Strategy can be found at:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/664572/industrial-strategy-white-paper-print-ready-version.pdf

This is a 200+ page document but there is a summary provided on pages 10-15.

2.0 RECOMMENDATION: That

- 1) Members note that the Industrial Strategy will be used to inform Halton's future regeneration activities;**
- 2) Members note that the Council will work with the Combined Authority to ensure that a future Liverpool City Region Local Industrial Strategy reflects the borough's regeneration priorities and opportunities.**

3.0 SUPPORTING INFORMATION

- 3.1 The Government's industrial strategy White Paper, '*Building a Britain fit for the future*', was published on 27th November 2017. The 256 page document examines the UK's strengths and weaknesses, and considers the role of government in boosting the UK economy, improving productivity, embracing technology and using public procurement initiatives and the regulatory environment to support business.
- 3.2 The White Paper has been produced following extensive engagement by government with interested parties, in response to

the Green Paper that was formally launched at Sci-Tech Daresbury in January 2017. The Green Paper was considered by the Council's Employment, Learning and Skills and Community Policy and Performance Board 20 February 2017.

- 3.3 The White Paper is a significant document because it sets the agenda for government economic policy over the period of the current Parliament and beyond.
- 3.4 The document is also significant in that it confirms a notable shift in government thinking about the economy. This is a notable transition away from the laissez-faire 'let the market decide' approach taken by recent governments, towards a more structured interventionist approach to the economy. This change is because an industrial strategy is a critical component of the government's planning for post-Brexit Britain, as leaving the European Union requires making long-term decisions about Britain's economic future and supporting business sectors that may be adversely affected by the transition.
- 3.5 With the aim of making the UK the world's most innovative nation by 2030, the Government has committed to investing a further £725 million over the next 3 years in the Industrial Strategy Challenge Fund (ISCF) to respond to some of the greatest global challenges and the opportunities faced by the UK. This will include £170 million to transform the construction sector and help create affordable places to live and work that are safer, healthier and use less energy, and up to £210 million to improve early diagnosis of illnesses.
- 3.6 The Government has previously committed £1 billion to the first wave of Industrial Strategy Challenge Fund projects, including investing £246 million in next generation battery technology and £86 million in robotics hubs across the UK.
- 3.7 There will be an increase the level of investment in Research & Development rising from 1.7% to 2.4% of GDP by 2027. This could mean around £80 billion of additional investment in advanced technology during the next decade.
- 3.8 The White Paper also confirms Government will be pressing ahead with a series of Sector Deals, with construction, life sciences, automotive and artificial intelligence the first to benefit from these new strategic and long-term partnerships with government, backed by private sector co-investment. Work will continue with other sectors.
- 3.9 In the strategy, the Government has identified four 'Grand Challenges'. These are global trends that will shape the rapidly changing future and which the UK must embrace to ensure we harness all the opportunities they bring. The four are:

- artificial intelligence – to put the UK at the forefront of the artificial intelligence and data revolution
- clean growth – maximise the advantages for UK industry from the global shift to clean energy & growth
- ageing society – harness the power of innovation to help meet the needs of an ageing population
- future of mobility – to become a world leader in the way people, goods and services move.

3.10 Five foundations

The White Paper focuses on five ‘foundations’ of productivity; - ideas, people, infrastructure, business environment and places. Each foundation is supported by a range of policies designed to provide businesses with reassurance that the UK will continue to have a competitive edge.

3.11 Ideas

The White Paper notes that the UK needs to get better at turning new ideas into commercial products and services and so into increased productivity. The government and the private sector need to invest more in research and development (R&D).

- Raising total research and development (R&D) investment to 2.4 per cent of GDP by 2027
- Increasing the rate of R&D tax credit to 12 per cent
- Investing £725 million in new Industrial Strategy Challenge Fund programmes.

3.12 People

- establish a technical education system that rivals the best in the world to stand alongside our world-class higher education system
- invest an additional £406 million in maths, digital and technical education, helping to address the shortage of science, technology, engineering and maths (STEM) skills
- create a new National Retraining Scheme that supports people to re-skill, beginning with a £64 million investment for digital and construction training

3.13 Infrastructure

- increase the National Productivity Investment Fund to £31 billion, supporting investments in transport, housing and digital infrastructure.

- support electric vehicles through £400 million charging infrastructure investment and an extra £100 million to extend the plug-in car grant
- boost our digital infrastructure with over £1 billion of public investment, including £176 million for 5G and £200 million for local areas to encourage roll out of full-fibre networks.
- launch and roll-out Sector Deals – partnerships between government and industry aiming to increase sector productivity; the first Sector Deals are in life sciences, construction, artificial intelligence and the automotive sector.
- drive over £20 billion of investment in innovative and high potential businesses, including through establishing a new £2.5 billion Investment Fund, incubated in the British Business Bank.
- launch a review of the actions that could be most effective in improving productivity and growth of small and medium-sized businesses, including how to address what has been called the ‘long tail’ of lower productivity firms

3.14 Business Environment

- Launch and roll-out of ‘Sector Deals’
- Drive over £20 billion of investment in innovative and high potential businesses, including through establishing a new £2.5 billion Investment Fund, incubated in the British Business Bank
- A review of actions to improve productivity.

3.15 Places

- agree local industrial strategies that build on local strengths and deliver on economic opportunities
- create a new transforming cities fund that will provide £1.7 billion for intra-city transport; this will fund projects that drive productivity by improving connections within city regions
- provide £42 million to pilot a Teacher Development Premium; this will test the impact of a £1,000 budget for high-quality professional development for teachers working in areas that have fallen behind

To ensure that the Government is held to account on its progress in meeting the ambitions set out in the strategy, an Independent Industrial Strategy Council will be launched in 2018 to make recommendations to government on how it measures success.

The strategy has three recurring themes. Firstly, skills shortages feature prominently-particularly shortages in science, technology, engineering and maths, compared to other developed countries. Secondly, a key

issue is the extraordinarily high degree of regional imbalance in the UK's economy and how devolved authorities will be vital in delivering elements of the economic strategy to address this, and thirdly, low levels of productivity. This document considers how a post Brexit Britain can reverse the UK's long-term problems associated with low productivity. In general, the UK has an underlying weakness, in that we produce less for every hour we work than our competitors

3.16 What does the Industrial Strategy mean for Halton?

Potentially, as a key component of the Government's industrial strategy is based on advanced computing, robotics and data, Halton businesses could benefit from the strategy and the initiatives associated with it. The industry sector with the largest proportion of employees in Halton is the Professional, Scientific and Technical sector (16% of all employees).

- 3.17 In particular, Sci –Tech Daresbury could be a major beneficiary, being one of only two national Science and Innovation campuses in the UK. It has established an international reputation and is recognised nationally as one of the major investment opportunities for innovation and science in the UK. It is renowned for its capabilities in 'Big Science' which enables Daresbury to compete more effectively with the other national campus at Hartwell, and the 'Golden Triangle' of Oxford, Cambridge and London. The Heath, and Manor Park should also benefit, given that they host a number of advanced engineering and manufacturing businesses offering high value products and services and already attract highly paid and skilled people.
- 3.18 The emphasis on infrastructure is a hugely important step forward, too. Halton Council will need to ensure the Borough receives a fair share of the £1.7billion Intra –City transport fund and the new £400m Charging Infrastructure Investment Fund. In addition, provision must also be made to ensure that this Council matches the central government commitment, making 25 per cent of all cars in the central government department fleet are ultra-low emission by 2022.
- 3.19 The White Paper contains many references to the role of devolved authorities in being partners in delivering elements of the economic strategy. It is, therefore, important that the Council engages effectively within the City Region, to ensure that the interests of Halton people and business are considered. The Government is keen to ensure that the strategy makes connections and that capacity exist in local areas to link educational institutions with the needs of the labour market. It is proposed to devolve the adult education budget to mayoral areas in 2019. This will help Mayors to ensure learners can gain the skills that local businesses need.
- 3.20 Furthermore, as a Mayoral Combined Authority, it is anticipated that the Liverpool City Region will be in the first wave of areas being invited

to complete a Local Industrial Strategy for completion by March 2019. The Local Industrial Strategy will be used to identify and allocate resources as set out in the Industrial Strategy Challenge Funding which was announced.

- 3.21 Work has already been undertaken in Liverpool City Region, to prepare for this. A report was published in October 2017 by the University of Liverpool's Heseltine Institute for Public Policy and Practice, commissioned by the TUC that sets out how Liverpool City Region can create new jobs, with decent pay and conditions, by using devolved powers to pursue a place-based and innovative industrial.
- 3.22 Key to this local influence will be the introduction of Skills Advisory Panels, which will be rolled out shortly, and integrated, into Mayoral Combined Authorities and Local Enterprise Partnerships to inform the analysis that feeds into the Local Industrial Strategies.
- 3.23 Whilst the Paper does not indicate exactly how Local Industrial Strategies will be supported, resourced and implemented, the intention is to bring together local organisations, including businesses, education and local government to determine local growth priorities. Skills Advisory Panels will produce rigorous analysis of the current and future supply and demand for skills and help areas form a clearer understanding of their skills requirements. They will have real, meaningful influence over the provision of education and training for those over the age of 16, and work with Mayoral Combined Authorities and Local Enterprise Partnerships to establish the best way to ensure that influence is effective, and to inform careers advice and guidance. Skills Advisory Panel analysis will be structured around the 15 new technical education routes. As well as supporting the creation of new Institutes of Technology across all regions.
- 3.24 The plans to review of Local Enterprise Partnerships is also an important opportunity for this Council to secure an even stronger partnership between business and public sector. It is essential that HBC play a full part in the review.
- 3.25 The White Paper states that investment decisions need to be more geographically balanced and include more local voices. It is important that there is a recognition in the City Region of this councils' wide role in boosting productivity that ranges from civic leadership and plan-making to local infrastructure and public health. Indeed, the White Paper rightly includes an ageing society as one of its "Grand Challenges", and specifically indicates that preventing sick days and lost productivity due to poor health and lifestyle choices should be a priority for any industrial strategy. The Halton population dashboard shows that a reduction since 2010 of 3% in the 16-64 year old age group that comprises the bulk of the workforce resident in the Borough and in keeping with the global and national trend, the population aged 65 plus has increased by 19% since 2010.

4.0 POLICY IMPLICATIONS

- 4.1 The Industrial Strategy White Paper presents a number of challenges and opportunities for Halton as set out above.
- 4.2 On the one hand, Halton has a strong 'economic' USP, in that it is the base for some of the world's most progressive science and innovation, as well as, advanced engineering and manufacturing companies.
- 4.3 The borough has strong representation in the sectors likely to grow over the next 10-15 years.
- 4.4 On the other hand, as outlined in the Industrial Strategy, there are a number of barriers to productivity and weaknesses that need to be addressed.
- 4.5 For example, our strategy for the future needs to be based on attracting and retaining talented and skilled people in the borough to supply those growth sectors. At the moment there are skills shortages in these areas.
- 4.6 Future economic growth in Halton will not be supported by local residents alone.

Globally, competition for young wealth creators is becoming intense and we need to be able to attract young, talented and skilled people to Halton by:

- Building more affordable and quality housing;
- Providing a strong cultural and leisure offer;
- Continuing to provide good transport links;
- Continue to provide great schools;
- Further investment in technological infrastructure.

- 4.7 A further barrier to productivity is the quality of business premises in the borough. Some of our estates are dated and the expectations of employers and employees is much higher now compared with when some of these estates were established. Through the Mersey Gateway Regeneration Plan Plus we will consider how we can work with the private sector to reinvest in these areas. The availability of employment sites to respond to the borough's forecasted economic growth is also a factor. The Mersey Gateway Regeneration Plan will play a pivotal role in ensuring that as much of the Mersey Gateway hand back land is brought back into use as quickly as possible.

5.0 FINANCIAL IMPLICATIONS

- 5.1 There are no further financial implications identified in this report

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 The Industrial Strategy has a number of implications for all the Council's priorities. This is because the Government has acknowledged that the UK's productivity lags behind other countries and to address this requires state intervention at all levels. The White Paper focuses on sectors that are already competitive and productive. Whilst sectors such as science and innovation are well represented in Halton and stand to benefit from the funding identified in the White Paper, nevertheless it extends to other areas and considers, for example, how health and social care, education and skills can contribute to driving productivity.
- 6.2 It is suggested that these themes will need to be reflected in the emerging (Corporate) Halton Plan.

7.0 RISK ANALYSIS

There are no immediate risks arising from the report

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 There are no Equality and Diversity issues arising from the report.

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

The link to the Government's Industrial Strategy Web Page is provided below:

<https://www.gov.uk/government/policies/industrial-strategy>

Overview: We will create an economy that boosts productivity and earning power throughout the UK

Our five foundations align to our vision for a transformed economy



We will set Grand Challenges to put the United Kingdom at the forefront of the industries of the future:



AI & Data Economy

We will put the UK at the forefront of the artificial intelligence and data revolution



Clean Growth

We will maximise the advantages for UK industry from the global shift to clean growth



Future of Mobility

We will become a world leader in the way people, goods and services move



Ageing Society

We will harness the power of innovation to help meet the needs of an ageing society

Key policies include:

Ideas

- ▶ Raise total research and development (R&D) investment to 2.4 per cent of GDP by 2027
- ▶ Increase the rate of R&D tax credit to 12 per cent
- ▶ Invest £725m in new Industrial Strategy Challenge Fund programmes to capture the value of innovation

People

- ▶ Establish a technical education system that rivals the best in the world to stand alongside our world-class higher education system
- ▶ Invest an additional £406m in maths, digital and technical education, helping to address the shortage of science, technology, engineering and maths (STEM) skills
- ▶ Create a new National Retraining Scheme that supports people to re-skill, beginning with a £64m investment for digital and construction training

Infrastructure

- ▶ Increase the National Productivity Investment Fund to £31bn, supporting investments in transport, housing and digital infrastructure
- ▶ Support electric vehicles through £400m charging infrastructure investment and an extra £100m to extend the plug-in car grant
- ▶ Boost our digital infrastructure with over £1bn of public investment, including £176m for 5G and £200m for local areas to encourage roll out of full-fibre networks

Business Environment

- ▶ Launch and roll-out Sector Deals - partnerships between government and industry aiming to increase sector productivity. The first Sector Deals are in life sciences, construction, artificial intelligence and the automotive sector
- ▶ Drive over £20bn of investment in innovative and high potential businesses, including through establishing a new £2.5bn Investment Fund, incubated in the British Business Bank
- ▶ Launch a review of the actions that could be most effective in improving the productivity and growth of small and medium-sized businesses, including how to address what has been called the 'long tail' of lower productivity firms

Places

- ▶ Agree Local Industrial Strategies that build on local strengths and deliver on economic opportunities
- ▶ Create a new Transforming Cities fund that will provide £1.7bn for intra-city transport. This will fund projects that drive productivity by improving connections within city regions
- ▶ Provide £42m to pilot a Teacher Development Premium. This will test the impact of a £1000 budget for high-quality professional development for teachers working in areas that have fallen behind

We will ensure our Industrial Strategy will endure by creating an independent Industrial Strategy Council that will assess our progress and make recommendations to the government.

REPORT TO:	Employment, Learning and Skills, and Community Policy and Performance Board
DATE:	19 th February 2018
REPORTING OFFICER:	Strategic Director, Enterprise, Community and Resources
PORTFOLIO:	Community and Sport
SUBJECT:	Library Service
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

The Library Strategy and Development Manager will be in attendance at this meeting and will make a presentation to Members of the Board providing an overview of the activities undertaken by the library service over the past 12 months and discuss the proposed Library Service Strategy.

The proposed Library Service Strategy is attached.

2.0 RECOMMENDATION: That

- 1) the Board approves the strategy; and**
- 2) the report be noted.**

3.0 SUPPORTING INFORMATION

The Library Strategy and Development Manager will be in attendance at this meeting and will make a presentation to Members of the Board providing an overview of the activities undertaken by the library service over the past 12 months and discuss the proposed Library Service Strategy.

The proposed Library Service Strategy is attached.

4.0 POLICY IMPLICATIONS

Library service activity supports the delivery of the Library Service Strategy.

5.0 FINANCIAL IMPLICATIONS

There are no financial implications contained in this report. The activities undertaken have been done within existing business provision.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

Library service strategy supports children and young people through a variety of reading activities, a class visit programme, story sessions, learning activities and a volunteer programme.

6.2 Employment, Learning and Skills in Halton

Library service strategy supports employment, learning and skills through the provision of public access computers and free Wi-Fi in all libraries, support for people getting online, support for job seekers, and access to resources for those learning new skills.

6.3 A Healthy Halton

Library service strategy supports health through the provision of venues from which to deliver health and wellbeing events, Books on Prescription & Mood Boosting collections in all libraries, reminiscence work in the community using Memory Boxes, partnerships with local groups, development of the Community Library Service, and all library staff are trained as Dementia Friends.

6.4 A Safer Halton

None.

6.5 Halton's Urban Renewal

None.

7.0 RISK ANALYSIS

None at present.

8.0 EQUALITY AND DIVERSITY ISSUES

The service is open and accessible to all Halton residents.

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

None under the meaning of the Act.

Halton Library Service Strategy to 2023 : DRAFT

We have a vibrant and modern library service in Halton and despite challenges over the past few years the service continues to thrive and expand in a complex landscape.

We have made significant improvements to services including the introduction of a free ebook and digital magazines catalogue, the recent refurbishment and modernisation of Widnes Library, and the nationally recognised Community Library Service – offering services to our older community and those living with dementia.

Our library strategy is ambitious and reflects our commitment to continue to meet local and national needs.

photo to be inserted

Cllr Phil Harris
Executive Board Member for libraries

Introduction

Our mission is to achieve the best outcomes for the people of Halton through access to knowledge and creative activity.

- We will inspire a community of readers
- We will support the health and wellbeing of the community
- We will offer welcoming, vibrant spaces for people to meet
- We will support learning at all ages
- We will offer access to inspiring cultural activity
- We will reach out to the community and expand activity across the Borough

Background

Halton Library Service is delivered through four public libraries and as an outreach service across the Borough; this includes the Community Library Service our bespoke offer to care and residential homes, and the Home Library Service, delivered in partnership to provide services to those unable to access our static buildings.

The Service is an early adopter of new technologies including open source software solutions, embracing innovation to improve customer experiences and financial efficiency.

The library service is a key resource for our community, providing access to books, learning opportunities, cultural activity, and information. The buildings are important meeting spaces which offer a welcoming, neutral environment and host a range of events and opportunities for the whole community.

Figure 1: Key facts about Halton Libraries 2017:

image to be inserted

Figure 2: Services and facilities delivered by Halton Libraries:

image to be inserted

National Context

The national Universal Offer framework has been developed by the Society of Chief Librarians to represent core services which our customers and stakeholders see as being integral to a 21st century public library service.

The Universal Offers are delivered in Halton and tailored to meet local needs.



The Government Libraries Taskforce was created to deliver the recommendations of the [Independent Library Report for England](#). They have produced [Libraries Deliver: Ambition for Public Libraries in England 2016-2021](#) which provides a vision for libraries that is reflected in this local strategy.

Overview of strategic priorities

Inspire a community of readers:

We work with individuals, groups and schools to encourage and provoke a love of reading.

- Books

Central to inspiring reading, our contemporary book collection is co-curated by specialist library staff and the community, using our online suggestion scheme for physical and digital stock. The collection includes audio books, large print titles and access to free ebooks through our digital platform. The catalogue invites customers to engage through interactive elements including the opportunity to add book reviews and ratings.

- Pre-school literacy

Every child's reading journey begins before birth and that is why Halton Library Service are developing plans to support [Bump Booster](#), encouraging parents to read, and sing to babies in the womb. For under 4's we already provide a range of Rhymetime activities and coordinate [Bookstart](#). Children can join the library at any age and borrow books for free.

- Summer Reading Challenge

The [Summer Reading Challenge](#) is the UK's biggest reading event for children, run by the charity The Reading Agency. Every summer Halton Library Service supports this campaign to encourage children to read six books during the school holidays. Each year there is a different theme and children receive incentives to celebrate their success. Our levels of engagement with this programme are increasing each year as more children in Halton discover the joy of reading through our constantly improving engagement with schools.

- Support for schools

We annually evaluate the schools we are working with; providing class visits in all libraries, bespoke visits to meet national and school curriculum needs, and we offer opportunities to attend free author events. The role of Halton Library Service in supporting schools provides children across the Borough with a wide range of chances to be engaged in quality reading activities. We have a unique relationship with Saints Peter and Paul Catholic College where the school learning resource centre catalogue is integrated with ours, and every pupil and teacher is a library member.

- Reading groups

Halton Library Service hosts a variety of reading groups including [Chatterbooks](#) group for children. In 2018, in partnership with [The Reader](#), we are launching Read and Relax groups for adults. Group members choose to read aloud, share personal reflections or simply listen, and in this way people can form real connections with the stories and with each other.

- Time to Read

[Time to Read](#) is a pioneering partnership between twenty two library services, sharing knowledge and learning across the North West with the purpose of developing reading in adults through shared projects and promotions. 2018 will see the launch of the first Great North West Reads campaign, all partner library services promoting the reading of one book.

Support the health and wellbeing of the community:

Our libraries are actively supporting people to take control of their health and wellbeing with access to information and specialist resources.

- Reading Well Books on Prescription

[Books on Prescription](#) are collections of books endorsed and promoted by health professionals. The titles in each of our libraries support readers to understand their health and wellbeing and currently target dementia, young people's mental health, and long term conditions such as diabetes. The next phase of the project will be the production of a list supporting common mental health problems like anxiety and stress.

- Memory bags and boxes

We have a collection of memory boxes and memory bags which can be borrowed from any Halton Library. These specialist resources have been developed by library staff to stimulate memories and discussion for people with dementia. Each one contains a collection of books, photographs, replicas and multi-sensory objects around a theme such as school days, transport or holidays. This collection continues to grow in response to need and the expansion of our work with care and residential homes across the Borough, with carers, and health professionals.

- Wellbeing Wednesdays

Introduced in 2016 Wellbeing Wednesdays are a weekly opportunity to take a break and unwind in the library with some mindful colouring in or a game of Scrabble. They are an opportunity to meet new people and relax away from the bustle of daily life. Expanding this

project in 2018 will include working with partners to develop information sessions and wellbeing learning opportunities.

Offer welcoming, vibrant spaces for people to meet

Our libraries are great places to meet, share, and get involved. There is value in the role of libraries as spaces that welcome anyone and are non-threatening. In Halton our libraries are attractive spaces, well placed to tackle loneliness and social isolation, and enhance community cohesion through events, and an activity programme that invites people to visit.

- Reading Hack

[Reading Hack](#) is a volunteer programme for young people and we have two well attended groups in Halton. The project encourages volunteers to engage with libraries, support events, and inspire others. Taking part can support applicants in their Duke of Edinburgh Award as well as increasing confidence and skills.

- Supporting people

In Halton we aim to make our libraries welcoming for all and to support this pledge we have added specialist training to our staff induction and development programme. This includes [autism friendly](#) education, awareness training from [Vision Support](#), and [dementia friends](#) information sessions to help the library service frontline team meet the needs of all of our customers.

- Fun Palaces

[Fun Palaces](#) is a national initiative to promote community and invite people to share their passions with local people. 2018 will be the third year Halton Library Service hosts Fun Palaces which we see as an extension of our role as community venues under a national banner that raises the profile of libraries.

Support learning at all ages

Learning has always been at the core of what libraries offer including resource materials, books, the internet and spaces to study. In Halton we have expanded this offer to include online learning and access to new skills opportunities.

- Digital support

All library staff can help you get online and develop digital skills that can enhance life chances, impact on social isolation and introduce people to new things; as well supporting

the move to Government online including Universal Credit. We will continue to offer one to one drop in support in all our libraries.

- Science and digital making

Supporting identified national and local skills gaps related to STEM careers, in 2016 we introduced a programme of informal science learning opportunities, showcasing new activities like robotics, computer programming and engineering, and helping people to develop new skills like coding at our [Code Clubs](#). We have also established incredibly popular Lego and K'nex clubs that provide playful learning opportunities that encourage creativity and problem solving. This offer continues to evolve as technology changes.

- Micro:bit Foundation – library lending project

The [micro:bit](#) is a programmable mini computer. Supported by donations from the micro:bit foundation, Halton Library Service is part of an innovative project to loan these computers from all of our libraries, allowing people to take their learning home, and expand and share their ideas.

- North West Universal Learning Offer Group

Working in partnership with library services across the North West this group, led by Halton Library Service, aims to work together to build learning experiences for customers through shared practice and funding. 2018 will see the launch of North West Learn Fest, a regional learning festival showcasing the role of libraries in providing informal learning opportunities.

- Staff development programme

Our library staff undertake an induction programme that includes helping customers to get online and develop digital skills, offering Universal Credit support, and building confidence to promote reading to customers. The online training programme that forms part of the induction has been developed by the Society of Chief Librarians and is funded by Arts Council England. Commitment to staff development continues to evolve to meet the needs of our community, and third party training provision is sought to ensure staff remain appropriately skilled and empowered to deliver an excellent library service.

Offer access to inspiring cultural activity

Libraries are a catalyst for democratising arts and culture and in 2017 we offered access to exciting experiences including performances of the internationally acclaimed [Ada ada ada](#) show, visits from bestselling authors, and stand-up comedy workshops, all supported through external funding.

- Picture Halton

Picture Halton is our online photographic resource where searchable images are available for purchase. We continue to expand this online collection to share these unique images with customers across the world.

- Culture

Plans for 2018 include supporting the BBC Civilisations campaign with a look at the role of engineering in shaping Halton, and celebrating the 100th anniversary of the Representation of the People Act 1918, with a local perspective on the women's movement.

- Supporting National Activity

National spikes have regularly resulted in additional external funding for our activities and in 2018 these will include supporting British Science week, BBC Civilisations, BBC Get Creative and Safer Internet Day.

Reach out to the community and expand activity across the Borough

Library users live and work across the Borough but don't always access our library buildings. Having identified a need to support older, isolated customers, carers, those with long term health conditions, mental health conditions and the disabled we have introduced two sustainable services to deliver books and more to our wider community.

- Community Library Service

The Community Library Service is a bespoke offer to care and residential homes that includes book loans, reading aloud, IT support, shared reading, reminiscence work and activity tailored to those living with dementia. Recently recognised by Arts Council England in a [report](#) exploring the contribution of public libraries to the well-being of older people the service is expanding to more facilities in 2018.

- Home Library Service

In 2015 we brought the home library back in house to fully exploit its potential and increase the reach of the service, ensuring quality and value for our customers. We now deliver books selected by library staff and delivered in partnerships with the meals on wheels team.

- Marketing

The library service has a [quarterly programme](#) marketing events and activities, positioning the libraries as diverse and active community destinations. The library service [twitter](#) presence is an effective marketing tool and social media training will improve engagement on this platform to increase impact.

All of our work is underpinned with strong partnerships on a national, regional and local level. These include:

- Society of Chief Librarians

The [Society of Chief Librarians](#) is the support organisation for the public library sector. Membership provides Halton Library Service with an extensive peer network, access to resources including the Universal Offers, high profile partners including the BBC, British Library and Wellcome Trust, and a wide range of training and development opportunities.

- National Koha Development Forum

Created and chaired by Halton Library Service the forum brings together all organisations using Koha as their library management system and this includes representatives from schools, universities and public libraries across England. Koha is an open source product so this group explores how the product can be improved and how new content can be generated.

- North West & Yorkshire Book Consortium

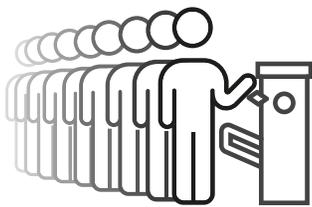
The consortium works to ensure that stock buying is the most financially efficient for member library services including Halton. Buying as part of the consortium allows greater negotiating power with suppliers.

Halton Library service

2017 Review



4 Libraries serving a population of 125,000



Over 600,000 visits a year



51,000 Hours of public IT use



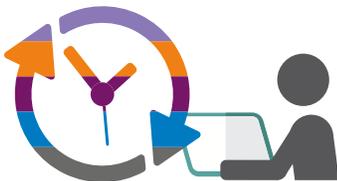
3,000 ebooks downloaded



120,000 books loaned



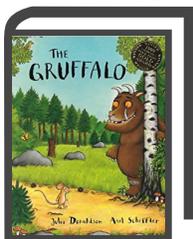
4,500 new members a year



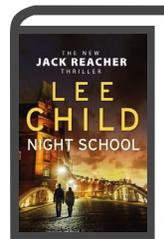
1150 hours of learning activities delivered a year



1000 children taking part in the Summer Reading Challenge



Most popular childrens book
The Gruffalo
by Julia Donaldson
96 issues



Most popular adult book
Night School by Lee Child
176 issues

www.halton.gov.uk/libraries

Like us on  Follow us on 

Halton Library service

What we offer

Child & adult learning – eg code clubs, IT clinics, work clubs, lego club.

Events – e.g. Summer Reading Challenge activities, author visits.

Book lending – including free reservations from all 4 Halton libraries, large print and audio books on CD

Online library service – free ebooks and eaudio to download
Book sets for reading groups

Local history collections and research facilities

Newspapers and magazines – both physical and online

Home library service & community library service

Memory boxes

Free public computer facilities and free wifi

Staff help and support – to get online, book recommendations, etc.

Digital skills development – code club, micro:bit and codebug lending, IT clinics, 1-2-1 digital support

www.halton.gov.uk/libraries

Like us on  Follow us on 

REPORT TO:	Employment, Learning & Skills and Community PPB
DATE:	19 th February 2018
REPORTING OFFICER:	Strategic Director, Enterprise, Community & Resources
PORTFOLIO:	Employment Learning & Skills and Community
SUBJECT:	Economic Assessment and Halton Tomorrow
WARDS:	Borough Wide

1.0 PURPOSE OF THE REPORT

- 1.1 Update Members on progress with Halton Tomorrow, in line with future trends and economic forecast models.

2.0 RECOMMENDATION: That the Policy and Performance Board receive and comment upon the update.

3.0 SUPPORTING INFORMATION

- 3.1 We are in the process of producing a more in-depth assessment to provide an evidence base for 'Halton Tomorrow'. Halton Tomorrow is a vision for how Halton's economy will look in the future and will set out future challenges and how the borough might respond to these challenges. The assessment is based on information specific to Halton and we have analysed new data that has not been analysed previously. We propose to make a presentation on 19th February 2018 highlighting the following:

1. **The Economic Overview.** An assessment of the major factors that are driving the Halton economy (macro-economic factors) and will set out the impact of these in the local context. External shocks are the most significant uncontrolled factor impacting upon the economy. Key themes include, Employment and Jobs, Skills, Population, Land and Infrastructure concluding in future prospects for Halton.
2. **Enterprise and Jobs.** We have analysed patterns of change in the labour market over recent years and assessed future demand for skills and provision of employment. This provides and understanding how to direct and allocate resources in order to increase the number (and quality) of jobs in the Halton and

increase the number of self-employed – both factors in driving competitiveness and a strong economy.

3. **The Resident Population.** We have analysed the population of Halton, the Liverpool City Region and the country assessing the changes in demographics and gaining an understanding about how this will impact on service provision in coming years.
 4. **Skills.** An assessment has been completed comparing the skills demands from employers in Halton with the labour supply of the resident population. The focus on resident population is because this is where we want to target intervention to ensure that local people benefit from the opportunities in the future economy.
 5. **Land, infrastructure, and transport.** An assessment has been made about how well-suited the physical environment of Halton is to take advantage of the opportunities over the coming decades. This will include a comprehensive Premises study.
 6. **Future prospects, Halton Tomorrow.** The above five steps have been assessed to see what we need to put in place to meet the needs of Halton as we advance to the middle of the 21st Century. The key driver for this is ensuring that we have the appropriately skilled and trained workforce to meet these demands. The aim is to deliver a strong, sustainable and relevant economy for the local people of Halton.
- 3.2 The process for producing the report and proposed structure is as follows:
1. Produce a final report by 31st March 2018
 2. Produce a key issues paper by 31st March 2018
 3. Produce a vision for Halton Tomorrow, together with aims and objectives for the economy of Halton.
 4. Final verification with a view to action planning and implementation from April 2018 onwards.

4.0 POLICY IMPLICATIONS

There are no policy implications associated with this report.

5.0 FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

There are no implications associated with this report.

6.2 Employment, Learning and Skills in Halton

The Economic Assessment and Halton Tomorrow will assist in providing job opportunities for local people and address future employment and skills needs in Halton. It will look at new employment opportunities and self-employment as a route into a sustainable and secure future for residents.

6.3 A Healthy Halton

There are no implications associated with this report.

6.4 A Safer Halton

There are no implications associated with this report.

6.5 Halton's Urban Renewal

The analysis of future forecast trends may lead to recommendations for improvement particularly with business premises and infrastructure.

7.0 RISK ANALYSIS

In line with an orange book assessment there is no likelihood or impact of this work beyond the team performing the task.

8.0 EQUALITY AND DIVERSITY ISSUES

There are no equality or diversity issues.

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

Document	Place of Inspection	Contact Officer
Economic Profile	Research and Intelligence Team, 7th Floor Municipal Building	Richard Parr
UK Industrial Strategy	Regeneration Team, 5 th Floor Municipal Building	Paul Corner
Liverpool City Region Skills for Growth Priorities	Regeneration Team, 5th Floor Municipal Building	Paul Corner

REPORT TO:	Employment, Learning and Skills and Community Policy and Performance Board
DATE:	19 th February 2018
REPORTING OFFICER:	Strategic Director People
SUBJECT:	Performance Management Reports for Quarter 2 of 2017/18
WARDS:	Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 To consider, and raise, any questions or points of clarification, in respect of performance management for the second quarter period to 30th September 2017.
- 1.2 Key priorities for development or improvement in 2017-18 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board as detailed below:
 - Enterprise, Employment and Skills
 - Community and Environment

The report details progress against service objectives and milestones, and performance targets and provides information relating to key developments and emerging issues that have arisen during the period.

Progress concerning the implementation of any high-risk mitigation measures relevant to this Board is included within Appendix 1.

2.0 RECOMMENDED: That the Policy and Performance Board

- 1) Receive the second quarter performance management reports;**
- 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 Board.**

3.0 SUPPORTING INFORMATION

- 3.1 Departmental objectives provide a clear statement on what 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.

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 Thematic Priority Based 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

Not applicable.

Employment, Learning, Skills and Community PPB – Priority Based Monitoring Report

Reporting Period: **Quarter 2 – 1st July 2017 – 30th September 2017**

1.0 Introduction

- 1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the second quarter of 2017/18 for service areas within the remit of the Employment, Learning, Skills and Community (ELSC) Policy and Performance Board.
- 1.2 Key priorities for development or improvement in 2015-18 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to Employment, Learning, Skills and Community (ELSC) Policy & Performance Board i.e.:
 - Employment, Learning and Skills
 - Community Services
- 1.3 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 8 of this report.

2.0 Key Developments

- 2.1 There have been a number of developments within the Directorate during the period which include:-
Employment, Learning & Skills (ELS)
- 2.2 Final stage 2 expressions of interest have been submitted for the delivery of Work and Health Programme bid on behalf of Reed in Partnership and Ingeus
- 2.3 Review of funding available to support further ILM work placements as part of the ESF Ways to Work contract has been undertaken. All future ILMs will only be 6 months in duration as contract for 1.3 priority customers aged 16-29 ends July 2018
- 2.4 Work with council departments (HR and Independent Living Services) has commenced to develop a HEP Award in Care to assist in the recruitment and retention of HBC adult social care staff and reduce the use of agency staff. Riverside College will also support this initiative.
- 2.5 Preparations have continued in partnership with the CA on the forthcoming Households into Work project. The staff and overall contract will now be managed by the CA and not individual LAs. Staff will then be deployed to each LA. In Halton, 54 households will be supported.
- 2.6 Members of the Division supported a number of consultations associated with skills plans at the CA. These include a large employer skills survey, a Skills Strategy and a Careers Hub.

- 2.7 HBC manages the ESF Employees Support in Skills contract on behalf of the CA. During Q2 a wide range of activity took place to achieve strategic deliverables. This included Procurement of the LCR Apprenticeship Growth Plan, Health & Construction sector skills for growth agreements, Apprenticeship Hub website and Educational Theatre performances. It also included delivery of 7 Skills Shows reaching in excess of 6000 residents, 234 outreach meetings giving tailored support to 1,466 individuals (residents, employers and key stakeholders).

Library Service

- 2.8 Priority 1- inspiring a community of readers and learners
- The library service autumn / winter programme of events is now underway – highlights include the Arts Council England funded, Ada.ada.ada digital theatre performance, and Family Learning Festival: Science Fest.
 - 9-14th October is Libraries Week – a national campaign to celebrate libraries and highlight their role.
 -
- 2.9 Priority 2 – employment, enterprise and developing online skills
- Library staff continue to bring in external funding as part of the *Include-IT Mersey* project, supporting the community to get online and improve their digital skills.
- 2.10 Priority 3 – extending access through innovation and new technology
- Digital storytelling is taking place, introducing under 4s to technology using [Code-a -pillar](#)
- 2.11 Priority 4 – providing a relevant and responsive library service
- Widnes Library refurbishment project has now begun. Area Manager, Helen Osborne is keeping everyone updated with a [blog](#).
 - The Society of Chief Librarians have recently published a report on the future of family learning in public libraries – [The Experiential Library](#). Embedding the findings of this report will enhance the value and impact of family learning activity in Halton Libraries.
- 2.12 Priority 5 – workforce development
- A group of frontline staff attended regional storytelling training with storyteller Rogan Mills.
 - The library service commissioned reading aloud training using Arts Council England funding – supporting staff to deliver library services in care / residential homes through reading aloud sessions and reminiscence work.
 - Recruitment of 4 Library Information Assistants & 1 Library Outreach Assistant means we are currently fully staffed.
- 2.13 Work has started on the latest revision of the library service strategy.

Sports & Recreation Services

Widnes Library refurbishment project has now begun and is expected to be completed during the coming quarter. Updated information is being provided through the Libraries section of the Council's website which is available [here](#).

-
- The Society of Chief Librarians have recently published a report on the future of family learning in public libraries – [The Experiential Library](#). And the findings of the report will be used to further enhance the value and impact of family learning activity in Halton Libraries.

- 2.14 Since the Leisure Centre service restructure, implemented on the 1 June 2017 it has proven difficult to recruit into a number of positions, such as Swimming Instructors, Leisure Attendants and Group Workout Instructors. However it is anticipated that recruitment to the majority of posts will be completed during Quarter 3 and Fitness and swimming membership is still thriving, with the communication plan being key to achieving this.
- 2.15 New partnership has been established with RGU Coaching who work with a number of local schools and offer high quality sports sessions in a safe and friendly environment. They intend to utilise Brookvale at low usage times (Saturday) to run football fun session for two hours for children whose parents who may wish or need to shop. With Christmas approaching numbers are expected to be high (60-80 per session) for these DROP 'N SHOP sessions and the planning of other sporting activities such as badminton, tennis, basketball and fitness classes (kids and adults) is underway.
- 2.16 A charity bike ride held at Kingsway Leisure Centre on 14 July was a huge success with 24 cyclists taking part and raising over £700. Footage of the event can be seen at <https://youtu.be/v83vWRGylvE>
- 2.17 There are now 34 community bookings of the indoor facilities at the Frank Myler Pavillion and the Active Halton Community Programmes Project has 46 new participants' forms completed. Of these 50% of people became aware of the sessions through family and friends and 30% were not previously taking exercise of 30 minutes or more.
- 2.18 Tennis for free at Victoria Park started on 8th July and although bad weather caused 3 sessions to be cancelled the project saw a total of 55 contacts over 5 weeks, (14 different families, and ages ranging from under 5's to 50+.)
- 2.19 A Pilot project was carried out by the Sports Development and Health Improvement Teams with the aim of families being active together and to provide education on healthy eating and living. The camp was over 3 days in August and the pilot was oversubscribed with 41 people booking with children's ages ranging from 2 – 16 years. Feedback from the event was positive and consideration will be given to undertaking further events should resources allow.
- 2.20 The Summer Sports Development programme was based around outreach in the parks and community fun days and saw a total of almost 800 taking part in various activities.

Community Centres

- 2.21 The community centres website is now live and includes an online booking enquiry form and some images of the centres. The contact details and locations for all of the centres have been updated and information is now available on-line in respect of the activities at the various centres. The web address is:
- <http://haltoncommunitycentres.co.uk/>
- 2.22 Social media presence has also improved with the promotion of a new inclusive community centres Facebook page for the five centres. Early indications are very positive and it is proving very useful for marketing larger events. The intention is to focus on linking the page to other HBC services and increasing followers.

- 2.23 The five centres have been set up to receive online payments, expanding on the traditional payment methods: cash, cheque and sundry debtors system. Feedback from hirers has been positive with many welcoming the introduction of the new payment method.
- 2.24 Following on from the well-received report presented to the Employment, Learning & Skills and Community Policy & Performance Board in June, Officers have committed to delivering a customer consultation amongst service users. Such consultation has not been conducted in the centres for almost 2 years now, following the cessation of performance data analysis by APSE. The consultation will be in the form of a short questionnaire and designed by the Council's Customer Intelligence Team who will be able to provide detailed analysis of the results. The survey is scheduled to take place and the results to be available by the end of March.
- 2.25 In terms of highlights from the individual centres:

Castlefields

- Raised £500 for MacMillan Cancer Support on Friday 29th September with their first coffee morning.
- There has been an increase in sports related bookings at the centre which is in contrast to previous years. The centre now boasts up to 16 classes per week covering a number of different sports. The sessions have proven extremely popular.
- The centre has taken a new booking from a drama group - run by Tina Malone, actress from Brookside and Shameless. The sessions are proving very popular amongst local residents. Tina and another regular hirer; Dynamite Dance group, are working in partnership to develop a full October half term schedule for children and young people.
- A Rainbows and Brownies group has also started at the centre.

Ditton

- Throughout August 'G school of dance' held workshops at the Centre. They brought in professional dancers; Val Armstrong from Newcastle for the tap dance workshops and also Chloe Swift from London to do the contemporary dance workshops. The sessions were open to all children that wanted to take part and were well attended. The sessions proved to be a welcome boost to activities hosted at the centre during the summer holidays.
- National Citizen Service (NCS) held a charity car wash in August which went very well, they managed to raise donations for two charities: Help the Heroes and Halton Haven.

Grangeway

- We now have two new starters at Grangeway; Terri and Stephanie, both colleagues are settling well into their new roles. They have both proven to be a welcome addition to the team, now up to a full complement after a prolonged period without.
- The centre recently ran its first 'table top' sale. The event brought 150+ people to the centre during the day and generated £250 worth of income.
- The centre will host the police on Mischief Night for the first time. The centre will act as a base for Runcorn police who are looking to reduce ASB in the surrounding area on what has been a busy night in previous years. The centre is also working in partnership with Young Addaction to host some diversionary activities for children on the same night.

Murdishaw

- Delivered a successful Summer Event with the help of Community Development and Project Officers. The event saw in excess of 250 visitors attend the centre during the afternoon and the feedback received has been very positive.
- Staff are currently developing plans for children's Halloween and Christmas parties.

Upton

- Along with other venues, Upton CC was used for a summer activity programme in partnership with the Sports Development Team. The sessions included multi-sports and climbing wall activities and proved popular amongst local children, with in excess of 120 participating across the five sessions.
- The centre has been awarded funding and is currently planning its second Halloween children's party, which will be held on Sunday 29th October. Tickets are on sale for £3 per child and available from the community centre.

3.0 Emerging Issues

- 3.1 A number of emerging issues have been identified during the period that will impact upon the work of the Directorate including:-

Employment, Learning & Skills

- 3.2 Secure Work & Health contract – announcement (Oct) - go live date 27th Nov 17 and will require the recruitment of 2 Advisors (if Reed in Partnership or Ingeus win). Delivery to commence with immediate effect.
- 3.3 Open up ILMs for 1.3 customers (16-29 year olds) for 6 months only -(2 pending starts October).
- 3.4 In Q3 we will see the recruitment of staff for the new Households into Work contract and the DWP Work & Health contract. Staff will be managed as part of the HPIJ team. Plans for the identification of relevant households and individuals will need to be agreed. Delivery will commence Q4, with Q3 being used to induct new staff into the CA project.
- 3.5 Results of the CA Employer Skills survey due to be published in November 2017. These will then inform the forthcoming CA Skills Strategy, which in turn, will inform the allocation of the devolved Adult Education Budget (2018/19) across providers in the city region, including HBC's Adult Learning Team. The November 1st Tuesday will be used to present the various skills and recruitment offers to local businesses.
- 3.6 Future activity for the ESF Employees Support in Skills project includes a focus on engagement with schools with the delivery of 30 educational theatre performances, 6 iCan Skills Shows, 4 Careers events, and a LCR Health Skills Show (28th Nov) across the 6 Local Authorities between October and December to generate awareness of apprenticeships and promote wider career choices. Additionally, Procurement to be implemented in Q3 for the following activity: Event Management for LCR Skills Show on the 18th June as part of the International Business Festival, creation of 8 Skills for Growth Agreements for LCR priority sectors and relevant sector specific careers materials

4.0 Risk Control Measures

- 4.1 Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. As such Directorate Risk Registers were updated in tandem with the development of the suite of 2017 – 187 Directorate Business Plans.

Progress concerning the implementation any high-risk mitigation measures relevant to this Board are included as Appendix 1.

5.0 High Priority Equality Actions

5.1 Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.

The Council's latest annual progress report in relation to the achievement of its equality objectives is published on the Council website and is available via:

<http://www4.halton.gov.uk/Pages/councildemocracy/Equality-and-Diversity.aspx>

6.0 Performance Overview

The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by the Directorate.

It should be noted that given the significant and unrelenting downward financial pressures faced by the Council there is a requirement for Departments to make continuous in-year adjustments to the allocation of resources in order to ensure that the Council maintains a balanced budget.

Whilst every effort continues to be made to minimise any negative impact of such arrangements upon service delivery they may inevitably result in a delay in the delivery of some of the objectives and targets contained within this report.

Employment, Learning & Skills

Key Objectives / milestones

Ref	Milestones	Q1 Progress
EEP 01a	Develop Halton Inward Investment Prospectus – April 2017	
EEP 01b	Produce Local Economic Assessment – September 2018	
EEP 01c	Deliver Youth Employment Gateway – December 2017	
EEP 02a	Implement Sci-Tech Daresbury Skills Plan – June 2017	
EEP 02b	Secure Work Health Programme Contract – March 2018	
EEP 02c	Deliver ESF Ways to Work Programme – December 2018	

Supporting Commentary

The Halton Inward Investment prospectus is an integral part of the development of the 'Halton Tomorrow' visioning document and will provide a local accent to the Liverpool City Region prospectus detailing the specific sites and propositions that make up the 'Halton Offer'. The prospectus will be completed in Quarter 3 2017/18.

The Local Economic Assessment will provide the baseline data to inform the development of 'Halton Tomorrow' and the 'Halton Inward Investment Prospectus' and will be progressed, with the support of partners. A progress report was taken to ELSC PPB on September 25 2017 with details of timescales and likely outcomes. Interim findings will be reported to the ELSC PPB in November 2017.

Performance of the ESF Ways To Work programme to the end of Q2 (September 2017):

- 1.1 (Adults 30+ and Non NEET 16-29 participants):
- 293 starts on programme (profile target 255)
 - 36 participants started employment (profile target 41)

To date the 1.1 element of the project has claimed £289,001.49 of the £844,924 allocation, which is around 34%. The 1.1 element of the project was late commencing due to delays in staff recruitment so has been delivering for approx. 14 months and with another 15 months of delivery left we have profiled to spend all of this allocation.

1.3 (16-29 years NEET participants)

- 413 starts on programme (profile target 486)
- 99 participants started employment against a profile of 234

To date the 1.3 element of the project has claimed £728,289.16 of the £2,499,089 allocation, which is nearly 30%. The 1.3 element of the project was also late commencing due to delays in staff recruitment. The project has another 10 months left of delivery and we plan to focus the spend on setting up further ILMs with local SMEs.

Key Performance Indicators

Ref	Measure	16 / 17 Actual	17 / 18 Target	Q2 Actual	Q2 Progress	Direction of travel
EEP LI 05	Number of Jobs Created (from projects managed by EEP)	122	200	104.5		
EEP LI 06	Number of Jobs Safeguarded (from projects managed by EEP)	N / A	100	37		
EEP LI 07	Number of Enrolments (Adult Learning)	3183	3600	863		N / A
EEP LI 08	Number of People supported into work	543	400	174		
EEP LI 09	Percentage of learners achieving accreditation	16%	37%	4%		N / A

Ref	Measure	16 / 17 Actual	17 / 18 Target	Q2 Actual	Q2 Progress	Direction of travel
EEP LI 10	Total number of job starts on DWP programme (People Plus)	123	36	16		
EEP LI 11	Total number of job starts on DWP programme (Ingeus)	197	58	28		
EEP LI 12	Number of new starts into permitted/paid work for local people with disabilities (over 12 month period)	33	30	25		
EEP LI 13	Number of Businesses Supported	N / A	TBC	207		

Supporting Commentary

In this quarter the job outputs are taken from the Work Programme Contracts

EEP LI 05

97.5 jobs created at Alstom and Stobart.

The Business Support Programme has created 7 sustainable jobs in Quarter 2

EEP LI 06

17 jobs safeguarded at Alstom

EEP LI 07

In 2016/17 academic year (Aug 16 – July 17) 3205 enrolments

So far in the Autumn term 2017, 863 learners have enrolled. It is too early to assess whether 3600 enrolments will be achieved by July 2018.

EEP LI 08

In Q2 80 individuals were supported into work of which:

- 60 - ESF Ways to Work/YEG projects
- 13 - Ingeus Work Programme contract
- 7 – People Plus Work Programme contract

EEP LI 09

The academic year runs from September (quarter 2) 15 qualifications have been achieved so far in 2017/18 academic year.

EEP LI 10

Total number of new jobs sourced for People Plus customers in Q2 was 7. A further 7 jobs were sourced for customers that had been supported into work previously.

EEP LI 11

Total number of new jobs sourced for Ingeus customers in Q2 was 13. A further 23 jobs were sourced for customers that had been supported into work previously.

EEP LI 12

10 individuals with disabilities/health conditions were supported in to permitted/paid work during in Q2.

EEP LI 13

In Quarter II 2017 -2018 the Halton Growth Hub supported 207 companies. Since its inception in October 2015 the programme has supported 1,368 companies.

Community Services**Key Objectives / milestones**

Ref	Milestones	Q2 Progress
CE 01a	Deliver a programme of extended informal learning opportunities meeting identified local targets - March 2018	
CE 01b	Develop a programme of cultural activity meeting identified local targets – March 2018	

Supporting CommentaryCE 01aSupporting people to develop online skills:

- Since the start of 2016/17 approximately 1,000 adults have attended IT clinics to learn digital skills and to support job seeking.

Providing opportunities to learn new skills:

- 203 people attended code clubs to learn how to make computer games, animations and websites by learning how to code.
- 45 people attended our Easter Tech event - an introduction to computer programming, circuits and coding.
- 57 people attended our Lego meets Micro:bit event – learning to programme computers to power Lego creations
- Fun Palaces at Ditton and Halton Lea Libraries were attended by more than 300 people. Activities delivered by the community for the community included digital music, painting, coding and quilting.

CE 01bDeveloping a Borough of readers:

- More 1400 parents / carers and children attended story sessions that demonstrate the value of reading with children, and the impact on speech and learning development.
- More than 600 children completed The Summer Reading Challenge, 616 parents/ carers and children attended Summer Reading Challenge events over the summer holiday.

Key Performance Indicators

Ref	Measure	16 / 17 Actual	17 / 18 Target	Q2 Actual	Q2 Progress	Direction of travel
CE LI 07	Number of active users (physical & digital resources) of the library service during the last 12 months.	435,403	400,000	256,181		
CE LI 08	Number of physical and virtual visits to libraries (annual total)	562,648	600,000	322,558		
CE LI 09	Increase in percentage of the population taking part in sport and physical activity at least twice in the last month (KPI 1 from Active Lives survey)	N/A	TBC	60.8%		N / A
CE LI 10	Percentage of people physically inactive (KPI 2 from Active Lives survey)	N/A	TBC	28.4%		N / A
CE LI 11	Percentage of adults utilising outdoor space for exercise/ health reasons (MENE survey)	N / A	N / A	N / A	N / A	N / A

Supporting CommentaryCE LI 07

User figures increasing due to implementation of e-resources and catalogue clean up.

CE LI 08

Seasonal fluctuations mean this is on target.

CE LI 09

For the data published 12.10.17 there is six months of data in common between this and the first publication and therefore looking at changes over time is not yet appropriate. This will be possible when the third set of data is published on 22 March 2018. National average 60.6%.

CE LI 10

For the data published 12.10.17 there is six months of data in common between this and the first publication and therefore looking at changes over time is not yet appropriate. This will be possible when the third set of data is published on 22 March 2018. National average 25.6%.

CE LI 11

The Active Lives survey will replace Active People Survey, the reporting schedule has yet to be confirmed, but it is anticipated it will follow the same format as its predecessor (Dec 16). The new survey has been designed to be as flexible as possible in order to support a wide range of measures. Currently no baseline.

7.0 Financial Statement

COMMUNITY & ENVIRONMENT DEPARTMENT

Revenue Budget as at 30 September 2017

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (Overspend) £'000
<u>Expenditure</u>				
Employees	13,311	6,851	7,096	(245)
Other Premises	1,965	1,182	1,163	19
Supplies & Services	1,634	812	729	83
Book Fund	167	89	86	3
Hired & Contracted Services	1,098	459	441	18
Food Provisions	570	309	351	(42)
School Meals Food	1,983	714	709	5
Transport	55	37	29	8
Other Agency Costs	442	149	136	13
Waste Disposal Contracts	5,775	2,165	1,969	196
Grants To Voluntary Organisations	67	21	3	18
Grant To Norton Priory	172	86	88	(2)
Rolling Projects	108	108	108	0
Capital Financing	84	10	7	3
Total Expenditure	27,431	12,992	12,915	77
<u>Income</u>				
Sales Income	-2,104	-1,118	-1,024	(94)
School Meals Sales	-2,324	-886	-915	29
Fees & Charges Income	-5,387	-3,041	-2,952	(89)
Rents Income	-297	-90	-32	(58)
Government Grant Income	-1,246	-31	-31	0
Reimbursements & Other Grant Income	-677	-378	-375	(3)
Schools SLA Income	-99	-98	-96	(2)
Internal Fees Income	-191	-78	-61	(17)
School Meals Other Income	-2,096	-1,664	-1,663	(1)
Catering Fees	-182	-91	-35	(56)
Capital Salaries	-123	-31	-28	(3)
Rolling Projects Income	-108	0	0	0
Transfers From Reserves	-173	-165	-165	0
Total Income	-15,007	-7,671	-7,377	(294)
Net Operational Expenditure	12,424	5,321	5,538	(217)
<u>Recharges</u>				
Premises Support	1,760	880	880	0
Transport Recharges	2,072	920	917	3
Departmental Support Services	9	0	0	0
Central Support Services	3,467	1,769	1,769	0
Asset Charges	85	0	0	0
HBC Support Costs Income	-449	-291	-291	0

Net Total Recharges	6,944	3,278	3,275	3
Net Department Expenditure	19,368	8,599	8,813	(214)

Comments on the above figures

The net Department spend is £214,000 over budget profile at the end of the second quarter of the 2017/18 financial year.

Employee spend is currently over budget due partly to staff turnover saving targets not being achieved and casual and agency usage at the stadium and for catering being greater than expected. Spend on casual staff is exceeding the available budget to date by £100,000, although £13,000 less than at this point last year. Agency spend has reduced in the past quarter and is £51,000 less than at this point last year.

Food and bar provisions are currently overspent by £ 42,000 to date. This is mainly due to spend at stadium catering and bars related to events which took place over the summer months.

New arrangements are still not yet fully in place for Waste Contracts and as a result costs for the current year are lower than forecast. It is expected once the new contract is wholly operational costs will increase and be more in line with the annual budget.

As reported over previous quarters sources of income for the Department continue to struggle to meet targets, further details on specific items are included below.

After the second quarter sales income is still considerably short of the target to date by £93,000. This is mainly food and drink related and evident on commercial catering and the Stadium.

Fees and charges are also struggling to meet increased targets. Currently this is underachieved by £89,000 across the Department. The main items causing this are architect fees, burials, Open Spaces chargeable works, stadium pitch bookings, Trade Waste and fines for depositing litter.

Internal fees are under budget target so far and mainly due to little room hire income received in Leisure Centres, Stadium Catering and Fitness.

The Brindley theatre has faced a reduction in ticket sales after the terrorist attack in Manchester earlier this year when there was a noticeable fall in sales. Increased income targets mean that this service is likely to end the year with an overspend position. Where income has usually overachieved and offset overspending expenditure, there is little scope for this to happen this year. However despite this, net spend is still likely to be lower than last year partly meeting the saving target.

COMMUNITY & ENVIRONMENT DEPARTMENT**Capital Projects as at 30 September 2017**

	2017/18 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
Stadium Works	30	0	0	30
Peel House Cemetery Works	383	100	70	313
Runcorn Cemetery Extension	9	9	11	-2
Open Space Schemes	602	250	242	360
Childrens Playground Equipment	55	10	6	49
Playground – The Glen	25	0	0	25
Playground – Runcorn Hill Park	75	75	66	9
Playground – Crow Wood Park	450	30	21	429
Landfill Tax Credit Scheme	160	0	0	160
Phoenix Park	110	10	2	108
Sandymoor Playing Fields	600	100	74	526
Victoria Park Glass House	150	0	0	150
Widnes Recreation	0	0	9	-9
Litter Bins	20	10	10	10
Norton Priory Project	455	5	2	453
Brindley Café Extension	80	0	0	80
Total	3,204	599	513	2,691

Comments on the above figures.

Work has now commenced on the open spaces schemes and parks and has now been set as rolling programme of works to span the next 5 years.

Works on the Brindley Café Extension, Victoria Park Glass House and Norton Priory Project are now likely to commence during the last quarter of 17/18 with the bulk of the scheme to completed in 18/19.

ECONOMY ENTERPRISE & PROPERTY**Revenue Budget as at 30 September 2017**

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance to Date (Overspend) £'000
<u>Expenditure</u>				
Employees	4,620	2,255	2,266	(11)
Repairs & Maintenance	2,294	862	861	1
Premises	43	42	42	0
Energy & Water Costs	642	238	208	30
NNDR	538	510	495	15
Rents	353	258	254	4
Economic Regeneration Activities	42	1	1	0
Supplies & Services	2,777	924	924	0
Grant to Non Vol Organisations	87	29	29	0
Agency Related	1	0	0	0
Total Expenditure	11,397	5,119	5,080	39
<u>Income</u>				
Fees & Charges	-291	-122	-125	3
Rent – Markets	-789	-392	-391	(1)
Rent – Investment Properties	-161	-74	-68	(6)
Rent – Commercial Properties	-879	-355	-353	(2)
Government Grant	-3,025	-780	-780	0
Reimbursements & Other Income	-182	-110	-111	1
Recharges to Capital	-162	-46	-46	0
Transfer from Reserves	-637	-163	-163	0
Schools SLA Income	-532	-502	-497	(5)
Total Income	-6,658	-2,544	-2,534	(10)
Net Operational Expenditure	4,739	2,575	2,546	29
<u>Recharges</u>				
Asset Rental Support Costs	4	0	0	0
Premises Support Costs	1,746	874	874	0
Transport Support Costs	23	11	11	0
Central Support Service Costs	1,865	958	958	0
Repairs & Maintenance Recharge	-2,412	-1,206	-1,206	0
Income				
Accommodation Recharge Income	-2,624	-1,312	-1,312	0
Central Support Service Recharge	-1,890	-945	-945	0
Income				
Net Total Recharges	-3,288	-1,620	-1,620	0
Net Department Expenditure	1,451	955	926	29

Comments on the above figures

Economy Enterprise & Property Departmental budget is projected to be slightly under budget profile at year end. The significant budget variances are listed below.

The negative variance on employee costs is lower than was reported in quarter 1 due to an additional vacancy. However the targets against staff turnover savings are still not being met due to the low number of vacancies held within the Department.

Following reconciliation by the energy providers, the Council has received a number of refunds relating to previous years utility charges.

NNDR expenditure is below budget due to the revaluation of a number of council properties.

Schools SLA income will not be achieved this financial year. Due to the increase of staffing costs this means that the SLA charges have increased, which in turn has meant that not as many schools are buying back the service.

The commercial property income target will not be met due to the courts relocation to Rutland House taking longer than anticipated.

A delay in the construction of the investment property in Runcorn has resulted in the Department not achieving the projected investment income.

Every effort will be made to ensure that expenditure on controllable budgets is kept to a minimum within the Department for the remainder of the financial year. It is forecast net spend at year end will be below the annual budget.

ECONOMY ENTERPRISE & PROPERTY**Capital Projects as at 30 September 2017**

Capital Expenditure	2017/18 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
3MG	4,966	63	63	4,903
Sci Tech Daresbury – EZ Grant	483	0	0	483
Johnsons Lane Infrastructure	66	0	0	66
Decontamination of Land	50	0	0	50
Venture Fields	6,000	6	6	5,994
Former Crossville Site	1,150	926	926	224
Signage at The Hive	87	87	87	0
Widnes Market Refurbishment	100	53	53	47
Equality Act Improvement Works	150	37	37	113
Linnets Club House	1,379	634	634	745
Milton Road (Former Simms Cross Caretakers House)	14	0	0	14
Widnes Road Car Park, 29-31 Moor Lane & Land at Halebank	235	235	235	0
The Croft	30	0	0	30
Broseley House	690	0	0	690
Total Capital Expenditure	15,400	2,041	2,041	13,359

Comments on the above figures.

3MG – Alstom have now opened the Transport Technology Centre and the Training Academy. Halton Employment Partnership have supported the recruitment of the new employees and the first cohort of apprenticeship have started their training programme.

Some expenditure will take place over the next quarter, this will be to reimburse Alstom for costs they have already incurred in relation to Council projects such as the rail sidings and installing the gas and water provision for the whole site.

Sci Tech Daresbury Enterprise Zone (EZ) Grant - Grant to be drawn down over this financial year to pay for JV design and planning fees for the next phase of the EZ – Project Violet (3 new buildings). Works have been commissioned by the JV and are underway with a submission date for planning anticipated in the October 2017.

Widnes Market Refurbishment - Due to the project having to go back out to tender the work on the roof has been delayed until Financial Year 18-19. All other works will be complete in the next few weeks.

Equality Act Improvement Works - Work at Norton Priory is now complete. Projects in the forthcoming months relate to Linnets Club House, Crow Wood Park Pavilion and the Vine Street Centre.

Linnets Club House – Work is continuing on site and should be complete October.

Venture Fields - Factory on site is now complete and long term lease has been signed. The total cost of the development less the retention fees will be paid in quarter 3.

8.0 Application of Symbols

Symbols are used in the following manner:

Progress Symbols

<u>Symbol</u>	<u>Objective</u>	<u>Performance Indicator</u>
Green 	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>
Amber 	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>
Red 	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 intervention or remedial action taken.</i>

Direction of Travel Indicator

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

Implementation of High Risk Mitigation Measures (ELSC PPB) – Quarter 2 to 30th September 2017

The purpose of this report is to provide an update concerning the implementation of mitigation measures for those risks relevant to the remit of this Board which have been assessed as high within the Directorate Risk Register(s) 2017 - 18.

Business Area – Employment, Learning and Skills

Assessment of current risk			Impact (Severity)	Likelihood (Probability)	Score (I x L)		
1	Economic Climate resulting in demand for employment support activities outstripping supply of projects		4	4	16		
2	Reductions in real terms of Education and Skills Funding Agency adult learning budgets resulting in less people learning at pre level 2		4	4	16		
Risk control measure(s)		Lead Officer	Timescale Review	Residual Impact	Residual Likelihood	Residual Score	
1	<i>Via the Employment Learning & Skills Partnership through the enhanced partnership model, undertake a mapping of partners' roles and responsibilities and agree key priorities</i>		Wesley Rourke	Quarterly	3	3	9
2	<i>Work closely with partners to promote a cross-sector approach to addressing issues e.g. Halton Employment Partnership.</i>		Siobhan Saunders	Quarterly	2	2	4

Progress update

1. There continues to be a demand for employment support activities, but the department has been successful in securing succession funding for many of the services provided. In recent years, the number of people seeking employment in Halton has reduced considerably. Funding is now focused on supporting people with health difficulties back into employment, or supporting people who require some specialist support.
2. The Halton Employment Partnership continues to act as a conduit for disseminating information and sharing best practice relating to employment provision in the borough. There are good examples of partnership working particularly in regard to supporting individuals with health problems, or more recently targeting families through a cross-sector approach via initiatives such as the Households into Work Programme.