

## Employment, Learning & Skills SSP

### Minutes of Executive Group Meeting 22 March 2010

9.30 am, The Heath, Runcorn

**Present:**

Wesley Rourke  
Lisa Driscoll  
Maurice Gleeson  
Siobhan Saunders  
Claire Bradbury  
Claire Tierney  
Hitesh Patel  
Diane Sproson  
Andy Guile  
Cllr Eddie Jones  
Simon Clough  
Madeleine Hamadianian  
Cleo Pollard  
Steve Eccles  
Nick Mannion

**Organisation:**

HBC Economic Regeneration  
Policy & Partnership (HBC)  
Riverside College Halton  
Adult Learning & Skills (HBC)  
YMCA  
External Funding (HBC)  
CAB  
Connexions  
HVA  
HBC  
14-19 Partnership (HBC)  
Adult Learning & Skills (HBC)  
Halton Parents & Carers  
Transport Policy (HBC)  
Neighbourhood Mgmt (HBC)

**1. Welcome/Apologies**

- 1.1 Wesley Rourke welcomed everyone to the meeting and the Group provided introductions.
- 1.2 Apologies had been received from:

Gerry Fitzpatrick	Enterprise & Employment (HBC)
Eleanor Carter	External Funding (HBC)

**2. Minutes of last meeting and Matters arising**

The previous Minutes were reviewed and agreed.

Matters arising:

- 5.1 LD informed that the ELS Network Event on 21 January had been well attended with good feedback. Copies of the evaluation reports will be circulated soon.
- 11.1 WR confirmed that nothing further was required. It is within the gift of the SSP in terms of how it allocates its resources.

**3. Future Role & Remit of ELS**

**3.1 Chairing & Support Arrangements**

LD provided background information on the historical Chair arrangements which since 2006 had been held by JCP with HBC as Vice Chair. This no longer applies and WR had been happy to chair on an interim basis although other offers to chair had been received. It was proposed and no objections raised to WR being Chair. The Group also agreed Riverside College as Vice Chair.

Regarding the new structure LD informed that she is moving post, handing over to Nick Mannion and will work with him to ensure a seamless handover. **HP felt it would be useful for external**

**partners to receive a directory of new postings/structure coming in to effect from 1<sup>st</sup> April and LD will circulate.**

3.2 Development Session

The remit to LSP will change over the next 12/18 months, particularly in regards to the reduction in funding. A development session on 8 April was proposed to look at some of the issues and to consider how it would like the SSP to operate in the future. At the session members would be able to update on the skills sets and revisit/discuss terms of reference for SSP. Favourable comments were received on such a session but it was noted that in view of the Council restructure the 8<sup>th</sup> April would be too early for such a session. WR agreed that this be deferred and commented that the Community Strategy is due for re-writing later in the year and such a session would be the opportunity to influence what the Group would like to see included, considering the external landscape and political options.

3.3 Action Plan and Budget

LD informed that the Action Plan is updated annually and will require re-writing within the next 2 months.

The 2 year budget allocations were set last year and still remain the same. This year's budget is not radically different from last year. A copy of the budget was circulated to members.

Cllr Jones thanked LD for her excellent work for the SSP and wished her well in her future post.

**4. LPSA 2 Proposals**

4.1 DP updated the Group on the 2<sup>nd</sup> March meeting at which all proposals were considered in detail. The proposals which the Group would support were listed and will be put forward to the SSP Chairs Group on 25<sup>th</sup> March.

4.2 The total allocation to be presented is £653k. LD outlined how the allocations were arrived at and reminded members that allocations can not be guaranteed. WR commented that some WNF windfall funding has not yet been allocated and collaborative working and cross partnership opportunities could support this. SC felt it would be useful to have some mapping.

4.3 The Group approved the recommendations that were made and It was agreed that this discussion will be picked up again at a later date.

**5. Local Transport Plan 3**

5.1 Steve Eccles, HBC Transport Policy circulated a copy of his presentation on Halton Local Transport Plan 3.

5.2 In answer to the query "why not join with Merseyside?" SE informed that it was intended to have a joint LTP3 with Merseyside, however on 4 February the integrated transport policy for Merseyside ruled that Halton would not be part of the consultation launch.

5.3 As a local authority there are certain factors which can be controlled, such as better access to services, better control policies in planning travel although some decisions may be politically unpalatable or viewed as elitist.

5.4 HP commented that the biggest thing to affect Halton is the bridge and that no information had been made available from the Council re the cost of tolls for local residents. **He was requested to email this question to Steve Eccles for response.**

5.5 WR queried how consultation will be made with LSP and whether it would be appropriate to have a representative from this SSP. SE explained that he had been advised to consult each SSP individually and a representative from each of the SSP groups would be able to attend future stakeholder workshops. There will be opportunities for further comments over the next year or so.

**6. Ecotec Presentation**

6.1 Ros Grimes presented on the Halton Business Perceptions Survey which Ecotec had undertaken and circulated a copy to the Group. The survey will help inform Halton's Workforce Development Strategy.

6.2 Cllr Jones queried whether the training figure was for initial training or ongoing job training. **Ros said she would try and whittle this figure down.**

6.3 It was confirmed that agencies would have been included in the businesses surveyed.

- 6.4 HP queried the awareness of TTG and the method of accessing it. SS confirmed that LSC do produce figures on TTG, however TTG budgets have been capped and 01 August SFA have announced a 25% cut in TTG for companies with more than 1000 employees.
- 6.5 The survey indicated that there needs to be more support for apprentices. There is a barrier to this.
- 6.6 NM queried whether employers indicated satisfaction with the offer made in Halton. **Ros said she would review the full report for any specific comments.**
- 6.7 Cllr Jones informed the Group that the new retailers in Widnes Shopping Park had been impressed by the quality of the job candidates with the majority of jobs offered to local people.
- 6.8 **SS agreed to email the Ecotec report to members. A press release is to be issued with some of the headlines – SS/Helen Slater.**

## 7. Risk Register

- 7.1 LD provided an update and asked the Group to review the register within their sub-groups and send back comments to LD/NM by 30 April. **LD to send the report through to the various sub-group leads.**

## 8. Sub Group Updates

### 8.1 Skills

- SS circulated an update. She asked that the Minutes record that Partnership involvement and support re the Halton offer to 3MG has been outstanding.

### 8.2 Enterprise

- An update was circulated with the Agenda.

### 8.3 Employment

- No representative from JCP attended the Meeting.

### 8.4 Performance

- An initial meeting has been held with the local improvement advisor re commissioning and spending. Their report at the end of March and LD will pass this to the Group.
- Regarding evaluation of WNF projects, approval from the Executive Board is awaited.
- LEA updated targets have been submitted to Government. A meeting was held re the method of data collection and quarterly reporting.

## 9. Any Other Business

- 9.1 SC informed that apprenticeships are currently sitting at amber/green. The 14-19 Partnership have asked him to co-ordinate a strategy and it is felt that a borough wide partnership approach is required. **SC to circulate a membership list for an initial meeting and when received, if Group members will consider whether they can identify anyone who may be more appropriate.**
- 9.2 MG informed that Riverside College had gained a provisional Grade 2 at their recent Ofsted inspection. The report is available on the Ofsted website under unique ref. 130622.
- 9.3 AG informed that he will be leaving HVA. He was wished all the best and thanked for his contributions made to this Group and across the partnership as a whole.
- 9.4 Re the Future Jobs Fund , HP queried how many had been taken up from the target of 107. **WR to provide an update at the next meeting**

## 10. Date and Time of Next Meeting

- 10.1 Future meeting dates are being planned.