

QUARTERLY MONITORING REPORT

DIRECTORATE: Environment
SERVICE: Economic Regeneration
PERIOD: Quarter 4 to period end 31st March 2010

1.0 INTRODUCTION

This quarterly monitoring report covers the Economic Regeneration Department third quarter period up to 31 March 2010. It describes key developments and progress against “key” objectives and performance indicators for the service.

Given that there are a considerable number of year-end transactions still to take place a Financial Statement for the period has not been included within this report in order to avoid providing information that would be subject to further change and amendment. The final 2009 / 10 financial statements for the Department will be prepared and made available via the Council’s Intranet once the Council’s year-end accounts have been finalised. A notice will be provided within the Members’ Weekly Bulletin as soon as they are available.

The way in which traffic lights symbols have been used to reflect progress to date is explained within Appendix 4

2.0 KEY DEVELOPMENTS

Enterprise & Employment

LSC completed a audit of Skills Boost , Priority Sector Routeway & Gateway+ - full assurance received.

The Nexstep IAG contract was monitored by Connexions – complementary report with HPIJ receiving top rating.

Future Jobs Fund Programme

During Q4 21 FjF jobs with voluntary & community organisations in Halton have been advertised and 11 jobs filled. The first tranche of 40 FjF jobs in the Council have been advertised with Jobcentre Plus.

Graduate Internship Programme

The new Council Graduate Internship programme launch event was held on 22 March 2010 at the Corporate Training Centre. The event hosted by HPiJ and supported by Jobcentre Plus attracted 12 unemployed graduates who all expressed an interest in obtaining a work placement in the Council. All graduates will meet with HPiJ over the coming weeks to be matched to internship opportunities within Council Departments. A similar event is being planned for June 2010.

Sector initiatives:

- Skills for the Science, Technology & Advanced Manufacturing (STAM) sector – Amion Consulting reported on their STAM research in Q4 and this information was shared with the STAM Steering Group and the PPB STAM Topic Group. The key recommendation is for an online STAM routeway of information, resources, training and support to be developed covering all age education and businesses. It is also proposed that the routeway is launched to coincide with Year 9s choosing their options.
- The 3MG recruitment project managed by the Halton Employment Partnership went live in February 2010. During Q4, nearly 5000 people had registered an interest in a job with Tesco and 2225 application packs were sent out.
- The 2009/10 Business Perceptions Survey, undertaken by Ecotec, was reported on in Q4. 250 businesses were surveyed in relation to skills gaps, training provision, local workforce and support available to businesses. The survey revealed a significant improvement in how businesses rated the quality of local training provision. It also showed that most businesses (84%) felt that local people did have the necessary skills, qualifications and experience to fill any vacancies they had, and this was a significant change from the previous survey when more than 60% felt there was a mismatch between the skills of the local workforce and the skills that were needed.
- 79 Literacy or Numeracy qualifications were achieved, with 48 learners achieving level 2 (GCSE) standard. A Celebration of Achievement took place to present certificates to learners.
- The Construction Employment Integrator Business Plan for Halton was finalised during Q4.

3.0 EMERGING ISSUES

- From 1 April 2010, the Learning & Skills Council will cease and will be replaced by 3 separate agencies: The Young People's Learning Agency; the Skills Funding Agency; and the National Apprenticeship Service. The role of the SFA will purely be one of funding and not planning, so how these changes will roll out will need to be monitored at the divisional level and beyond.

- The second phase of the 3MG recruitment project with Tesco will roll out in Q1 of 2010/11, with successful applications moving to interview stage. It is expected that the HEP will support Tesco with 1000 interviews over a 6 week period. In addition, talks with Norbert Dentressangle will take place in April ,with a view to assisting them with their recruitment for the recycling element of the Tesco distribution centre.
- The SFA have requested local authorities to accept the role, in principle, of Lead Accountable Body for the planning and funding of local, informal adult learning provision from August 2011. This role will require a key decision from council. A report will be produced and shared with appropriate members. The impact on the local authority taking on this role will be additional capacity creating within the Division to take the LAB forward.
- A project manager will need to be recruited to take forward the Construction Employment Integrator model in Halton.
- Following publication of the Government's latest Skills Strategy and SFA priorities, and the expectation for the local authority to take on the role of LAB, a further review of the Adult Learning & Skills Development Division structure has been identified. It is hoped that a new structure could be in place in time for the 2010/11 academic year. This will require consultation with staff, HR and unions.

4.0 PROGRESS AGAINST OBJECTIVES / MILESTONES




Total	12		11		0		1
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With the exception of updating a skills and workforce strategy all objectives / milestones have been achieved as planned. For further details, please refer to Appendix 1.

5.0 SERVICE REVIEW

The new structures following the efficiency review will come into place from 1 April 2010.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	5		4		0		1
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With the exception of people with disabilities into paid work all key indicators have achieved target. For further details, please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	6		3		0		3
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A number of performance indicators have been adversely affected by the prevailing economic climate and additional details are provided within appendix 3 for additional information

7.0 RISK CONTROL MEASURES

During the production of the 2009-12 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

8.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS

During 2008/09 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report in quarters 2 and 4.

No actions have been identified as high priority for the service.

9.0 DATA QUALITY



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

10.0 APPENDICES

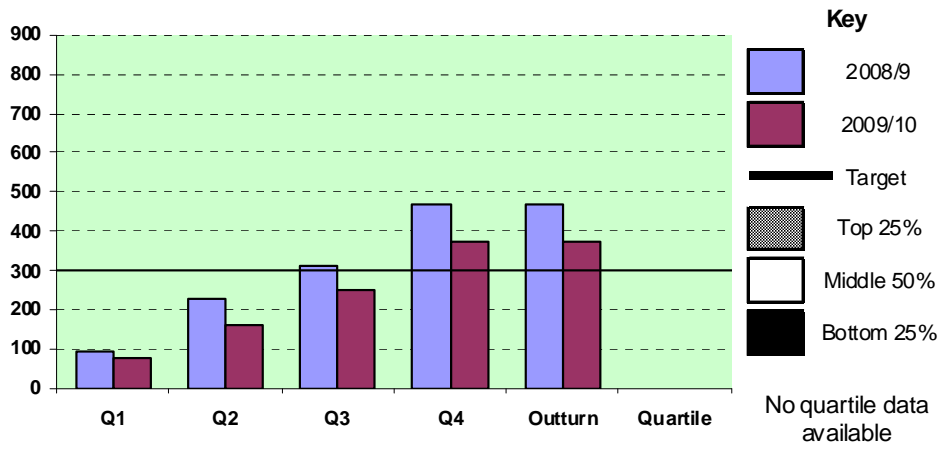
Appendix 1- Progress against Objectives/ Milestones
Appendix 2- Progress against Key Performance Indicators
Appendix 3 - Progress against Other Performance Indicators
Appendix 4 - Progress against Risk Treatment Measures
Appendix 5 - Explanation of traffic light symbols

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
ER 2	Foster enterprise and entrepreneurship in order to grow an enterprise culture in Halton.	Re-launch expanded Enterprise Academy by 30/6/09	<input checked="" type="checkbox"/>	Halton Chamber commissioned to deliver and launched the expanded Enterprise Academy.
		Deliver Enterprise Week programme by 31/11/09	<input checked="" type="checkbox"/>	The Launch of the Primary Enterprise Game and an expanded 2009 Enterprise Challenge Competition were launched during Enterprise Week (November 2009).
		Deliver expanded start up programme by 31/3/10	<input checked="" type="checkbox"/>	NWDA funding secured to expand and coordinate all business start up activity from September 2009. 154 start ups achieved by 31/12/09.
ER 3	Reduce unemployment and worklessness by assisting people to secure employment	Secure future of Castlefields Employment Project by 31/5/09	<input checked="" type="checkbox"/>	Completed
		Deliver permitted work placements in council department by 1/10/09	<input checked="" type="checkbox"/>	2 people started permitted work placements in the council in Q4 making a total of 28 for the year.
		Development of Employment Action Plans for each NM area by 31/1/10	<input checked="" type="checkbox"/>	NM Action plans have been implemented and a hand over exercise between NEEO's and NMT Coordinators has taken place to ensure activity agreed is completed

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
ER 3 cont'd	Reduce unemployment and worklessness by assisting people to secure employment	<p>Double the number of council apprenticeships by 31/1/10 (2008/9 will be baseline)</p> <p>Finalise the Disabled and Carers Employment Strategy by 30/6/09</p> <p>Implement phase 1 of the Disabled and Carers Employment Strategy by 31/3/10</p>	<p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/></p>	<p>A further 4 apprentices, all care leavers, commenced during Quarter 4. Recruitment for a further apprenticeship with Open Spaces is underway. The Council Apprentice Steering Group chaired by the Operational Director of the Environment Directorate. Has been re-established.</p> <p>Refreshed Strategy completed and is with key partners for consultation prior to launch.</p> <p>Disability Employment Network operational. JCP have appointed a mental health partnership manager and in the process of establishing a disability provider network.</p>
ER 4	Raise workforce skill levels by reviewing and addressing the skills deficit in Halton	Commence full operation of Halton Employment Partnership by 30/6/09	<input checked="" type="checkbox"/>	The HEP is fully operational offering a range of pre employment, sector specific programmes aimed at unemployed individuals aged 16+, including the Response to Redundancy project (run in partnership with HPIJ). The deletion of the HEP team's manager in the efficiency review will no doubt impact on the HEP provision during any transition period.

Service Plan Ref.	Objective	2009/10 Milestone	Progress to date	Commentary
ER 4 cont'd	Raise workforce skill levels by reviewing and addressing the skills deficit in Halton	<p>Develop Science and Technology offer and handbook by 31/12/09</p> <p>Produce updated skills and workforce development strategy by 31/3/10</p>	<p></p> <p></p>	<p>A STAM online routeway is being worked up, which has superseded the proposed Science & Technology Handbook.</p> <p>Further discussion is required with HR, CoE to determine when this work will be completed.</p>

ER LI1 **Number of local people into jobs**



Trend

↓

Worse than this time last year

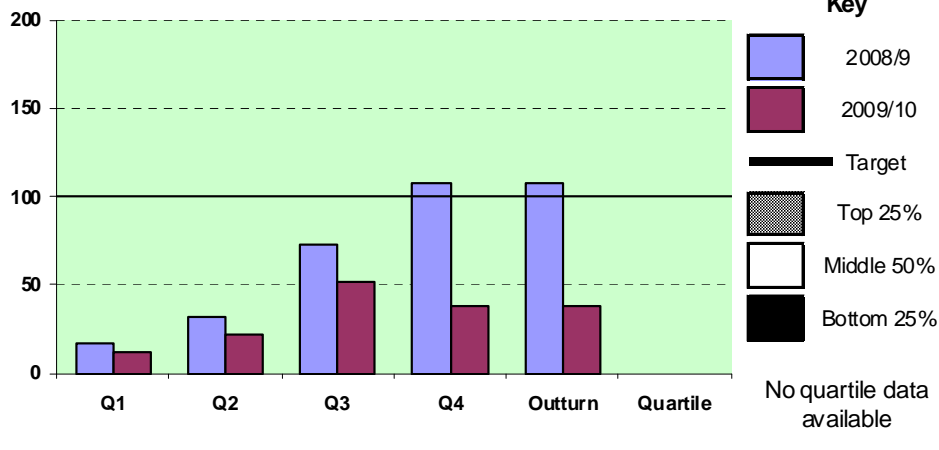
Green

Annual target hit or exceeded

Commentary

In Q4 93 people secured employment, of which 15 were Apprenticeships via APT4U

ER LI2 **Number of local people with disabilities into permitted/paid work**



Trend

↓

Worse than this time last year

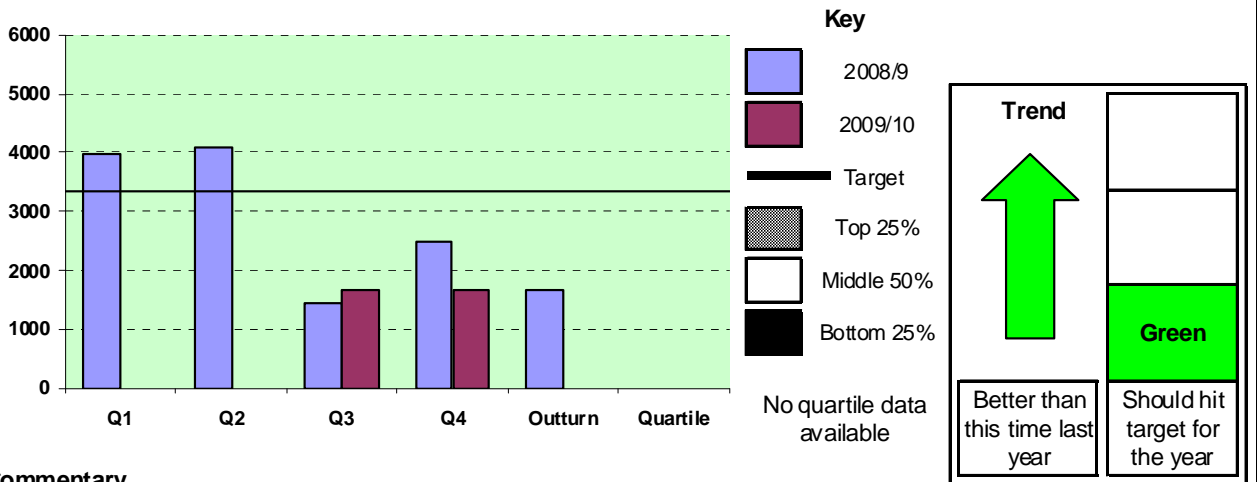
Red

Annual target missed

Commentary

The economic recession is affecting the number of disabled people moving into work.

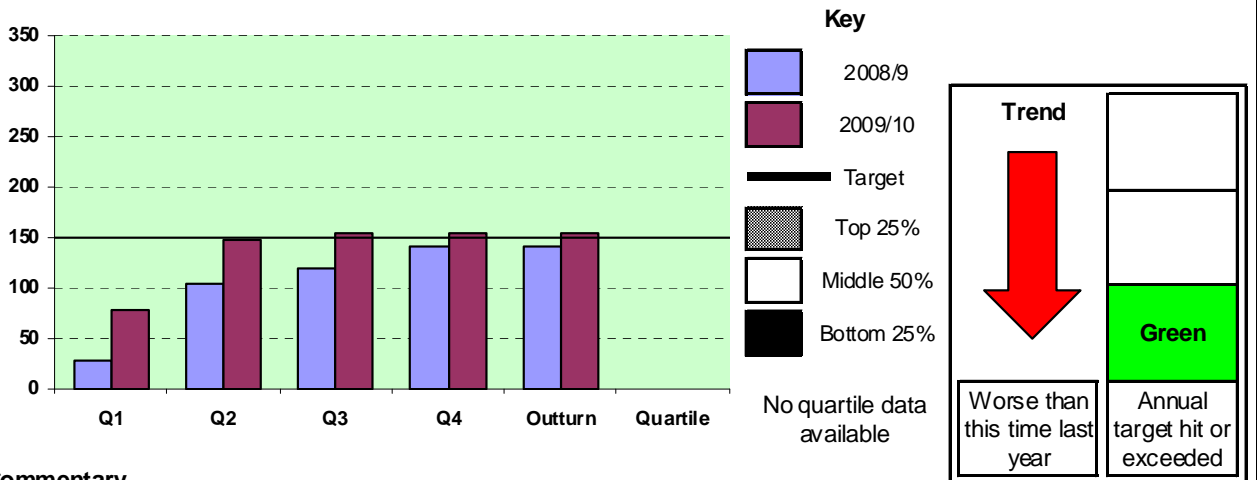
ER LI4 **Number of learner enrolments (Academic year)**



Commentary

Figures provided at the start to the academic year

ER LI7 **Contribution to the number of jobs created, as a direct result of the service/s being provided**

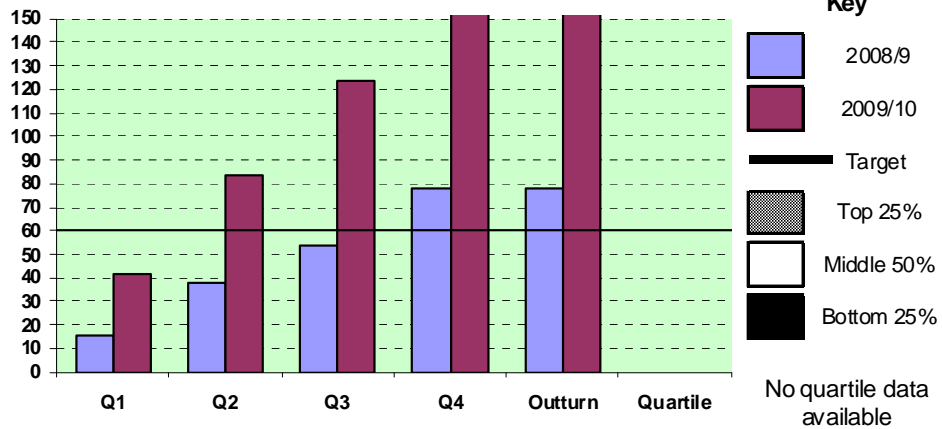


Commentary

The figures for jobs created and safeguarded are substantially higher than forecast due to the successful relocation of Thermo Fisher from Astmoor to Manor Park in February 2010. This move has resulted in 140 jobs being safeguarded and the creation of a further 360 over the next few years. Business Development and Mersey Gateway teams worked closely with Thermo over a two year period to ensure the success of this project.

ER LI9

New business start-ups and self-employment starts







Trend



Green

Better than this time last year

Annual target hit or exceeded

Commentary
Above target despite the recession

Ref	Description	Actual 2008/9	Target 09/10	Quarter 4	Progress	Commentary
Cost & Efficiency						
ER LI13	Cost per job created and/or safeguarded to which the authorities inward investment promotional activity has made a significant contribution. (£)(Audit Commission ECR18d)	£303.19	£142.00	£82.27		This reflects strong value for money in respect to the service provided.
Fair Access						
NI 146	Adults with Learning Disabilities in Employment	Baseline being established	30	28		Disability Employment Network operational. JCP have appointed a mental health partnership manager and in the process of establishing a disability provider network.
NI 153	Working age people claiming out of work benefits in the worst performing neighbourhoods	30.6% Aug 08	29.6%	33.5%		As part of the LAA refresh process, Government has agreed Halton to maintain the 0.4pp gap below NW average.
NI 150	Adults in contact with secondary mental health services in employment	Baseline being established	-			4 people with Mental health conditions went into P/W in Q4
Service Delivery						
ER LI3	Number of learners accessing adult learning provision (Academic Year)	1569 March	1952 (as in LSC 3 year plan)	1369		The Q4 period relates to the spring academic term. The target of 1952 for 09/10 relates to the academic and not financial year period and so the figure of 1369 is positive in terms of meeting the final 1952 figure.





Ref	Description	Actual 2008/9	Target 09/10	Quarter 4	Progress	Commentary
ER LI5	Number of inward investment enquiries per annum	193	180	153		The number of investment enquiries has been severely affected by the current recession. Numbers have fallen throughout 2008\09 and 2009\10 and to date there is little evidence of an improvement 2010\11.
ER LI8	Contribution to the number of jobs safeguarded, as a direct result of the service/s being provided	235	300	378		The figures for jobs safeguarded are substantially higher than forecast due to the successful relocation of Thermo Fisher from Astmoor to Manor Park in February 2010. Business Development and Mersey Gateway teams worked closely with Thermo over a two year period to ensure the success of this project.
NI 13	Migrants English language skills and knowledge	84	-	N/A	Refer comment	The college outturn for ESOL in the 2008/9 academic year was 84. The college's target for the 2009/10 academic year (i.e. ending 31 July 2010) is 60. This is one of the NIs that have been deleted for 2010/11.
NI 163	Working age population qualified to at least Level 2 or higher	57.4%	-			
NI 171	VAT registration rate	Annual in arrears	-			






Area Partner National Indicators:

The indicators below form part of the new National Indicator Set introduced on 1st April 2008. Responsibility for setting the target, and reporting performance data, will sit with one or more local partners. As data sharing protocols are developed, baseline information and targets will be added to this section.




Ref	Description	2008-09 Actual	2009-10 Target	Quarter 4	Progress	Commentary
NI 151	Overall employment rate	70.4%	TBC	-	-	Data provided retrospectively.
NI 152	Working age people on out of work benefits	17.8%	TBC	-	-	Data provided retrospectively.
NI 161	Learners achieving a Level 1 qualification in literacy	No data available from LSC	TBC	-	-	No data available from LSC/SFA
NI 162	Learners achieving an Entry Level 3 qualification in numeracy	No data available from LSC	TBC	-	-	No data available from LSC/SFA
NI 164	Working age population qualified to at least Level 3 or higher	32.6%	TBC	-	-	No data available from LSC/SFA
NI 165	Working age population qualified to at least Level 4 or higher	16.2%	TBC	-	-	No data available from LSC/SFA
NI 166	Average earnings of employees in the area	£419.1 2008	TBC	-	-	Neil can confirm.
NI 172	VAT registered businesses in the area showing growth	Available winter 2009	TBC	44.5	<input checked="" type="checkbox"/>	The data has now been released for 2008

Ref	Description	2008-09 Actual	2009-10 Target	Quarter 4	Progress	Commentary
NI 173	People falling out of work and on to incapacity benefits	Not available	TBC		<input checked="" type="checkbox"/>	Baseline data to be set by DWP. HPiJ Job Retention Service has supported 46 clients referred.
NI 174	Skills gaps in the current workforce reported by employers	Calculated every two years by LSC	TBC			Halton Business Perceptions will report in Q4, however, only a small % of local businesses take part in the survey.

Objective Reference	High Risk Identified	Risk Treatment Measures	Progress	Commentary
ER1	Reduction in capacity of team	Prioritise programmes and projects		Reflected in revised structures which maintain existing experience.
	Credit Crunch impact on businesses & investment	Increased focus on aftercare combined with selective proposition based marketing		Working with The Mersey Partnership to focus resources in these areas.
	Problems with accessing ERDF for tourism	Target decision makers to access funding		NWDA focused on "Attack Brands" but secured visitor attraction funds instead.
	Increased workload re Mersey gateway	Reduce other activity to compensate		
	Loss of tourism dispersal post	Redistribution of priority work.		Included in revised departmental structures.
ER2	Inability to recruit to vacant enterprise officer post due to grading.	Revise JD if HBC decides to take on NWDA programme		The temporary arrangements of an Acting Development Officer continues whilst the revised job description is awaiting job evaluation prior to recruitment.
	Multiple providers creating local confusion	HBC to procure on behalf of NWDA		All business start up activity co-ordinated by Enterprising Halton.
	Economic climate making access to start up funding difficult	Promotion of new Government initiatives to address this at national and regional levels.		NWDA ISUS funding to support start ups has been accessed. DWP self-employment grant is now available to people unemployed claiming benefit for 13 weeks or longer
ER3	Existing funding package ends 2011	Seek alternate funding opportunities		Additional Nextsteps funding secured. Bids for Community Task Force & Flexible New Deal 2 has been submitted by partners.

Objective Reference	High Risk Identified	Risk Treatment Measures	Progress	Commentary
	Economic climate reducing vacancies and increasing redundancies	Promotion of new Government initiatives to address this at national and regional levels.		LSC funding secured to provide rapid redundancy response to employers and redundant workers.
ER4	Reductions in real term LSC adult learning team budgets	Increased efficiencies. Source other budgets. Better partnership working.		Secured resources through WNF and LSC contracts.
	Increasing LSC focus on in-work training will reduce resources for unemployed to develop skills (e.g. First Steps funding moving to Foundation Learning Tier within FE budgets)	Work with LSC and JCP on provision plans. Consideration of alternate provision.		Additional funding for Response to Redundancy, Train to Gain, the Employability Skills Programme and Family Learning Impact Fund remains in place until 2010/11. WNF is secured until March 2011. The Division will continue to submit relevant ITTs to the Skills Funding Agency to secure future funding. Funding for Informal Adult Learning is safeguarded until end July 2011.
	Potential of LSC to introduce contestability could result in loss of funding and reduced provision.	Identify efficiencies and additional income sources to enable targets to be met with decreased LSC funding		The SFA has announced its funding priorities for 2010/11. One priority area is programmes for the unemployed to undertake training and secure employment. Adult Learning 'core' budgets have been safeguarded for the same period.
	Credit Crunch impact on businesses & skill development	Promotion of new Train to Gain flexibilities. Increased promotion of what training is available and benefits of training.		Train to Gain flexibilities are now less flexible! Apprenticeships are now the priority for the SFA/government, although Train to Gain funding is still available until July 2011.

The traffic light symbols are used in the following manner:

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