



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

**Monday, 12 March 2007 at 6.30 p.m.  
Town Hall, Runcorn**

A handwritten signature in black ink, appearing to read 'David W R', is positioned above a faint rectangular stamp.

**Chief Executive**

**BOARD MEMBERSHIP**

<b>Councillor Eddie Jones (Chairman)</b>	<b>Labour</b>
<b>Councillor Frank Fraser (Vice-Chairman)</b>	<b>Labour</b>
<b>Councillor Ellen Cargill</b>	<b>Labour</b>
<b>Councillor Susan Edge</b>	<b>Labour</b>
<b>Councillor David Findon</b>	<b>Conservative</b>
<b>Councillor Mike Hodgkinson</b>	<b>Liberal Democrat</b>
<b>Councillor Harry Howard</b>	<b>Labour</b>
<b>Councillor Stan Parker</b>	<b>Labour</b>
<b>Councillor David Lewis</b>	<b>Conservative</b>
<b>Councillor Margaret Ratcliffe</b>	<b>Liberal Democrat</b>
<b>Councillor John Stockton</b>	<b>Labour</b>

*Please contact Lynn Derbyshire on 0151 471 7389 or e-mail [lynn.derbyshire@halton.gov.uk](mailto:lynn.derbyshire@halton.gov.uk) for further information.  
The next meeting of the Board is on Date Not Specified*

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

**Part I**

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<b>1. MINUTES</b>	
<b>2. DECLARATIONS OF INTERESTS (INCLUDING PARTY WHIP DECLARATIONS)</b>	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda, no later than when that item is reached and (subject to certain exceptions in the Code of Conduct for Members) to leave the meeting prior to discussion and 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.*

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

**DATE:** 12<sup>th</sup> March 2007

**REPORTING OFFICER:** Chief Executive

**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 (11).
- 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(11) states that Public Questions shall be dealt with as follows: -
- (i) A total of 30 minutes will be allocated for 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 submitted by 4.00 pm on the day prior to the meeting. At any 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 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 that 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 RISK ANALYSIS**

None.

#### **7.0 EQUALITY AND DIVERSITY ISSUES**

None.

#### **6.0 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 and Skills Policy and Performance Board

**DATE:** 12<sup>th</sup> March 2007

**REPORTING OFFICER:** Chief Executive

**SUBJECT:** Executive Board Minutes

**WARD(s):** Boroughwide

**1.0 PURPOSE OF REPORT**

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

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

**3.0 POLICY IMPLICATIONS**

None.

**5.0 OTHER IMPLICATIONS**

None.

**6.0 RISK ANALYSIS**

None.

**7.0 EQUALITY AND DIVERSITY ISSUES**

None.

**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.

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

**EXECUTIVE SUB- BOARD MEETING HELD ON 11<sup>TH</sup> JANUARY 2007**

**ES64 APPROVAL OF PUBLICATION OF DRAFT TOWN CENTRE STRATEGIES FOR HALTON LEA AND RUNCORN OLD TOWN FOR PUBLIC CONSULTATION**

The Sub-Committee considered a report which sought approval for the publication of the draft Town Centre Strategies for Halton Lea and Runcorn Old Town as Supplementary Planning Documents (SPD's) for the purposes of statutory public consultation. The purpose of the SPD's was to complement the Halton Unitary Development Plan (UDP), by providing additional guidance for those involved in the planning of new developments within Halton to:

- (i) enable the Town Centres to prosper without adversely affecting the health of any other;
- (ii) safeguard and strengthen the individual role of each town centre as a safe and accessible place to shop, work and enjoy;
- (iii) co-ordinate public and private investment decisions;
- (iv) improve the economic prosperity of the Borough through the creation of employment opportunities; and
- (v) ensure the highest standard of design and architecture within each town centre.

Consultation which had taken place regarding the SPD and was outlined for consideration.

In addition, a scoping exercise had been undertaken to determine whether or not a strategic environment assessment (SEA) was required to assess the environmental effect of the SPD. The conclusion was that an SEA was not required.

The Sub-Committee was also advised that a Sustainability Appraisal (SA) was in the process of being produced and would be consulted upon at the same time as the respective Town Centre Strategies. Both the Halton Lea and Runcorn Town Centre Strategy SPD's would also be subject to an appropriate

screening assessment.

A further report would be submitted to the Executive Board seeking formal adoption of the Halton Lea and Runcorn Town Centre Strategy Supplementary Planning Documents. However, if comments were received during the public consultation process, which required alterations to be made to one or both of the SPD's that materially affected the contents of the documents, a further period of public consultation may be required regarding those proposed alterations.

It was suggested that authority be delegated to the Operational Director Environmental and Regulatory Services to approve any further statutory periods of consultation, on the SPD's should they be required.

RESOLVED: That

- (1) the two draft Supplementary Planning Documents (SPD's): Halton Lea Town Centre Strategy and Runcorn Old Town Centre Strategy be approved (subject to being amended to reflect this Boards comments in relation to climate change) for the purposes of Statutory Public Consultation;
- (2) authority be delegated to the Operational Director – Environmental and Regulatory Services to determine all matters relating to the method, extent and content of the public consultation;
- (3) the comments received at the partnership consultation stage are noted;
- (4) further editorial and technical amendments that do not materially affect the content of the two SPD's be determined by the Operational Director Environmental and Regulatory Services in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, if necessary before the document is published for public consultation;
- (5) authority be delegated to the Operational Director Environmental and Regulatory Services to approve any further period of statutory public consultation, on the Halton Lea and Runcorn Old Town SPD's should they be needed as a consequence of material changes being required to the documents as a result of comments received during the period of public consultation approved under recommendation 1;
- (6) the results of the public consultation exercises and consequent recommended modifications to the draft SPDs be reported back to the Executive Board for resolution to adopt as Supplementary Planning Documents; and

- (7) particular attention was brought to the need to include climate change issues as part of the SPD's.

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**REPORT TO:** Employment, Learning and Skills PPB

**DATE:** 12 March 2007

**REPORTING OFFICER:** Strategic Director – Health and Community

**SUBJECT:** Capital of Culture

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

### **1.0 Purpose of Report**

- 1.1** To update Members on Halton's involvement in Liverpool's Capital of Culture celebrations.
- 1.2** To endorse Halton's programme of activities, in particular the proposal to host a major Youth Cultural Festival in 2008, and its budgeting implications.

### **2.0 Recommended that:**

- (1) the Board comment on Halton's approach to its involvement in Capital of Culture;**
- (2) the Board recommend to Executive Board that support should be given to a major Youth Cultural Festival being hosted in Halton in 2008, and that the cost of such an event is underwritten by the Council.**

### **3.0 Supporting Information**

- 3.1** A Capital of Culture Working Group has been co-ordinating opportunities for involvement in Liverpool's Capital of Culture celebrations.
- 3.2** Recent progress has been made in putting together a headline programme of activities that is both achievable and deliverable.
- 3.3** The following outlines the possible areas of major activity
- 1) All Halton's twin towns to be invited to Liverpool's 800<sup>th</sup> Birthday Celebrations in August 2007. Our Twin Towns have made a positive response, and Leiria are sending a group of musicians to be part of the pageant.
  - 2) Halton to organise a Youth Cultural Festival in 2008 at which all Merseyside Authorities and their twin towns will be invited to participate. The event will focus on performance opportunities for young people, and the idea is supported by the Merseyside Cultural Forum. This would be Halton's major event for 2008.
  - 3) Produce a Capital of Culture Enterprise Game for 2008 as endorsed by the Merseyside Cultural Forum.
  - 4) Utilise the Brindley as a venue for hosting events, including multi-authority community arts. Possibility of a youth drama festival.
  - 5) Develop sports programme in Halton. In January 2007 Halton staged a very successful National Students Rugby League Championship. The European Student Rugby League Games will also be held in Halton in April 2007. Seek to replicate this in future years. It is anticipated that Halton will host

events for the World Fire-fighter Games in 2008 (based in Liverpool). There are opportunities for the new tennis centre, the table-tennis centre, athletics track, and the Stadium.

- 6) Develop a programme for Theatre in the Parks.
- 7) Develop youth music opportunities with involvement in Liverpool's 'Streetwave' initiative.
- 8) Lead on development of Arts Mark, sharing Halton's good practise with other authorities.
- 9) Host annual Literature Festival. Programme for May 2007 now complete. Repeat in 2008.
- 10) Promote Shakespeare in Schools Festival. Already staged in February 2007 with huge involvement through schools. Repeat in 2008.
- 11) Participate in Pan-Merseyside arts initiatives;
  - Community singing festival
  - Open Arts Competitions
- 12) Host business meetings with local industry to promote the '08 Business Club. 49 Halton companies have now signed up to the Business Connect scheme.
- 13) Develop volunteering opportunities for residents of Halton.
- 14) Catalyst and Norton Priory involved in 2007 year of heritage. Local groups involved in local history fair.
- 15) Participate in Community Education Programmes (e.g. drug/alcohol awareness initiatives).
- 16) All schools to receive an educational pack.
- 17) Sponsorship of the Widnes Vikings extended for 2007/08.
- 18) Produce brochure for 2008 listing events.

**3.4** This programme is not exhaustive; other opportunities will arise as 2008 approaches, for example the launch of a Merseyside 08 Travel Card for culture and leisure activities featuring incentives and premium offers.

**3.5** With the exception of the Capital of Culture Enterprise Game and the Youth Cultural Festival all activities listed in paragraph 3.3 above are deliverable within existing budgets. There is a real opportunity for the Enterprise Game to be funded through the Mersey Partnership and an outline bid has been submitted.

**3.6** The Youth Festival is more difficult. It is envisaged that this would be Halton's major event for 2008, and that all Merseyside's Authorities would be invited to participate in a two day show which highlights youth performance, but also offers cultural trade opportunities or exchanges of local cultures (e.g. costume, food, etc). All Merseyside's twin towns would be invited to participate in the event.

**3.7** The concept has been supported by the Merseyside Boroughs through the Cultural Forum. It is anticipated that the event would be held in June/July 2008, and would allow a real opportunity for the young people of Merseyside to get together to celebrate what they do. For Halton it would be an opportunity to show-case all the ongoing work that happens in schools, The Youth Service, Arts Development Team, the Ranger Service, Sports Development, etc.

**3.8** Such an event will require a budget akin to the Halton Show. Capital of Culture have already indicated that £40k is available to Halton to support events. If this were to be utilised for the Youth Cultural Festival there would still be a shortfall of £110k. This sum should be significantly reduced through sponsorship or

admittance fees but ultimately this cannot be guaranteed. Such an event needs a one-year lead in and organisers need to be assured that they can commit budgets to allow the event to go ahead. A decision, therefore, is required as to whether Halton would underwrite the shortfall to a maximum of £110k so that the promotion and events team in conjunction with other Directorates, can start its organisation.

#### **4.0 Policy and other Implications**

**4.1** A decision in principle to support Capital of Culture has already been approved.

#### **5.0 Financial Implications**

**5.1** The potential budget issues are identified in 3.8 above. This represents a maximum figure which would be sought to be reduced by contributions from other partners and through sponsorship. It does not, however, include any costs associated with bringing delegates and parties from our twin towns to Halton, which would be covered by existing Town Twinning budgets. Further details, including financial estimates will be presented to the appropriate PPB(s) nearer the time.

#### **6.0 Risk Analysis**

**6.1** Involvement in Capital of Culture offers Halton the opportunity to raise its profile and provides a number of cultural and business opportunities. By implication, these could be lost by non-involvement.

#### **7.0 Equality and Diversity Issues**

**7.1** None identified.

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

**8.1** None.

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

**DATE:** 12<sup>th</sup> March 2007

**REPORTING OFFICER:** Strategic Director of Environment

**SUBJECT:** City Employment Strategies

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

## 1. PURPOSE OF REPORT

1.1 To provide an update on the Liverpool City Region City Employment Strategy.

**2. RECOMMENDED: That the Policy and Performance Board consider the progress of the City Employment Strategy for Greater Merseyside.**

## 3. SUPPORTING INFORMATION

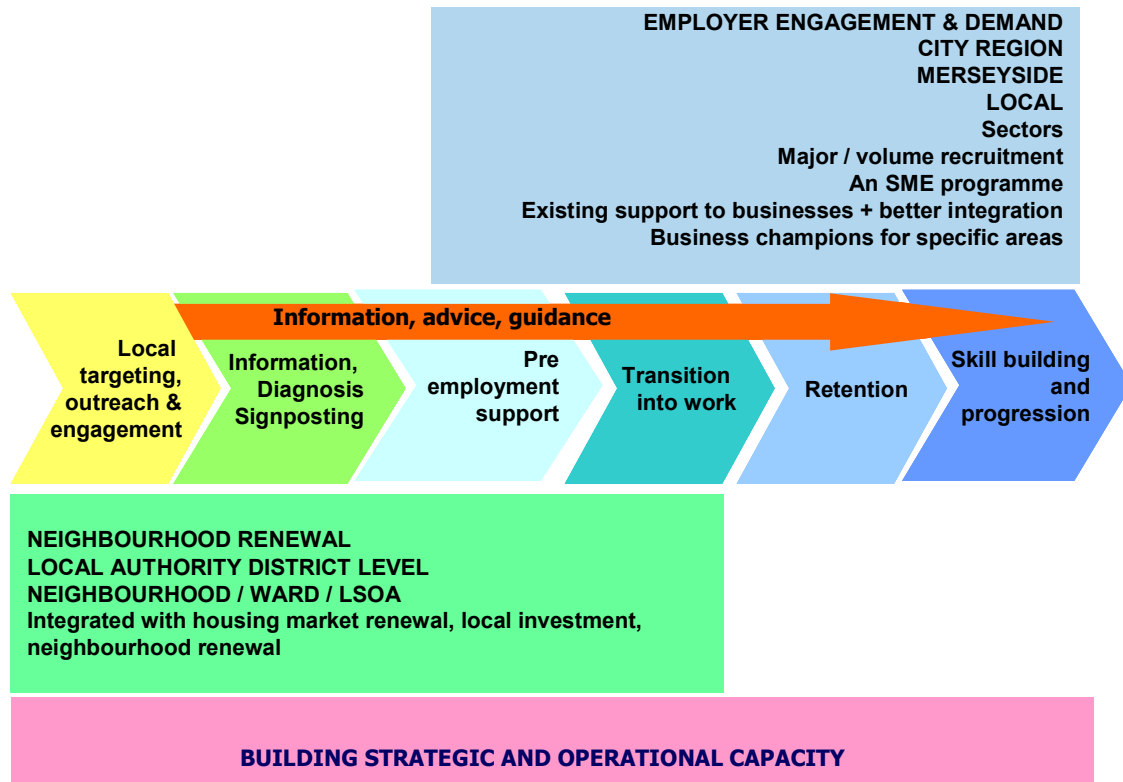
### Background

3.1 Policy Board will recall receiving a report in September 2006, which set out the background to the City Employment Strategies. In summary, the concept is that local consortia are formed of public, private and voluntary sectors which will work together to target those wards with the highest levels of worklessness i.e. worklessness above 25% of working age population. In Halton, the Department of Work and Pensions have identified - Windmill Hill, Castlefields, Riverside, Halton Lea, Grange and Kingsway. A new Deprived Areas Funding (DAF) programme has been established to provide funding to help implement City Employment Strategies. DAF money can only be spent on activities that will benefit workless people that live in the identified wards.

### Progress to Date

3.2 A draft Business Plan has now been submitted to the Department of Work and Pensions and a formal response is now awaited. The plan identifies the challenges that the CES faces, a number of proposed actions and also addresses where CES fits within the wider Local Area Agreement framework. Appendix One contains a summary of the key points. The North West Development Agency has confirmed it is to support the partnership with £3m.

3.3 The CES partnership has also developed a single intervention model for the work of the consortium. Whilst the model itself is quite straight forward, this does represent a clear step forward as previously local authorities and agencies all had their own version. The new model now represents best practice for the Greater Merseyside sub region.



**Issues and Next Steps**

- 3.4 The Department of Work and Pensions has now clarified the Deprived Areas Fund budget that is available. Until the end of March 2007, there is £1.4m to start the CES programme. Due to the late release of this funding, it is not possible to commission any main programmes and still spend the allocation. As a result, it is being used as a flexible fund to assist people into work. Anyone living in the DAF wards can access up to £250 if it can be proved it will help them secure employment. Approval of support must be received prior to any expenditure and support cannot be retrospective. In 2007/08, there will be £4.2m that works out as c£67,000 per ward. This is lower than originally talked about but more than had recently been the subject of conjecture. However, there is as yet no figure for 2008/09. This does cause some concerns as the commissioning strategy was based on two years certain rather than just a one off. Clarification is being sought on the future budget
- 3.5 There is still a lack of clarity with regards to the requested enabling measures that the partnership has submitted. Enabling measures are requests to change rules or procedures in order to improve services and outcomes. The government is looking at all such requests nationally through a series of working groups, but progress has been slow.
- 3.6 The partnership is keen to ensure that future European funding is aligned with the City Employment Strategy and is making representations to government to that effect. Given that the existing Objective One area is to have dedicated transition funding, bringing the CES and transition funding arrangements

together makes good sense. For Halton, the proposition is being advanced that it should have its own dedicated pot of European monies so that it can align with the transition area arrangements.

**4. POLICY IMPLICATIONS**

- 4.1 Being part of a city region consortium City will help the Council and the LSP achieve targets within the Community Strategy and Corporate Plan, most notably under the Employment, Learning and Skills Theme.

**5. RISK ANALYSIS**

- 5.1 There are a number of risks associated with this programme, but they are considered acceptable and manageable at this time. The key risks are
- The need to rapidly agree the business plan with government
  - Potential delays in finalising any enabling measures that are allowed
  - Lack of clarity regarding 2008-09 and the impact that has on commissioning
  - The impact of falling off of existing funding such as Neighbourhood Renewal Fund that will result in a significant drop in employment related expenditure

**6. EQUALITY AND DIVERSITY ISSUES**

- 6.1 Equality and diversity are key aspects in the draft plan with a number of key groups being identified for priority actions.

Contacts

Gary Collins            01928 516100

### City Employment Strategy- Summary of Key Points

**Spatial priorities.** The Consortium will have a general focus on those Deprived Area Fund wards with the worst concentrations of worklessness as well as targeting activities on smaller areas within these wards where the worklessness rate is above 25%.

#### Areas covered by CES and Deprived Areas Funding

Local Authorities	DAF Wards	Working Age Population	Total IS/IB/JSA
Wirral	6	44,587	19,058
St. Helens	5	24,894	9,135
Sefton	6	43,206	15,825
Liverpool	23	172,183	79,236
Knowsley	16	57,107	24,195
Halton	6	19,478	7,265
<b>Totals</b>	<b>62</b>	<b>361,455</b>	<b>154,714</b>

In Halton, these are Castlefields, Windmill Hill, Halton Lea, Grange, Riverside and Kingsway.

**Priority groups;** lone parents, Incapacity Benefit claimants, people with no / low qualifications, young people Not in Employment, Education or Training, over 50s, workless people in the Black and Racial Minority (BRM) communities, women returners, residents of low income households where children are living in poverty.

#### Strategic strand 1 – supporting employers for greater productivity

These actions aim to improve the service to employers both in the public sector which continues to be important, and the private sector where the goal is to support business productivity, investment and growth.

Action	Description
Liverpool City Centre recruitment and skills	Liverpool City Centre recruitment support project for a forecast increase of some 10,000 jobs by 2009, mostly in retail, hospitality and leisure. The project opens up access to the new jobs for residents of the DAF wards across Merseyside.
Public Sector Demand-led Routeway Programme for Unemployed Adults and Young People	Customised training programme reflecting the priorities of each Local Authority District, for 1500 unemployed adults and young people to access public employment opportunities whilst enabling the public sector to benefit from a skilled labour force.

Sector employment and skills strategies, Employer HR Forum and Business Champions	<p>A substantial programme to develop a demand led / business facing approach;</p> <ul style="list-style-type: none"> <li>▪ Action planning for labour and skills demand in the 13 Merseyside growth sectors – as integral elements of sector development plans, extending existing sector action plans.</li> <li>▪ Joint work with participating employers to develop specific customised employability, recruitment, retention and workforce skills solutions through an HM Forum.</li> </ul> <p>A package of activity to engage champions from the business community for the ESS including businesses championing specific areas, adopting the ESS training charter and promoting the ESS through their supply chains</p>
SME pilot programme	SMEs are key drivers of economic growth but smaller businesses often find it difficult to recruit and many do not have workforce training plans. This pilot project will support small businesses with a comprehensive package of service support.
Social enterprise programme	Social businesses are an important part of the economy with a major role in providing employment opportunities for workless people. This measure will support social businesses to increase the scale of their support & improve their workforce skills
Simplified action menu, information, contact and relationship management	To improve business engagement the Consortium will develop streamlined arrangements for business contacts including relationship management protocols and vacancy sharing agreements and will consider the possibility of a single portal / single branding for the ESS.
Business Forum	The development, support and facilitation of a Business Forum, to provide better connectivity between existing business and sector networks and practical means by which employers can inform the content and delivery of the ESS. This project will provide key links between all the elements of this action strand.

### Strategic strand 2 – neighbourhood targeting and renewal

These actions will aim to improve targeting of effort and resources on the areas of highest worklessness integrated with neighbourhood management services, investment in housing and local infrastructure, to provide a comprehensive package of support to individuals and households and therefore better value for money through multiple goals:

Action	Description
Local Authority ESS neighbourhood targeting action plans, Partner Engagement Plan, and Housing renewal	Building on LAA action plans Local Authorities will produce an action plan for neighbourhood targeting in their area,



and housing investment	<p>building on their existing programmes and introducing common best practice elements, linking LAA targets for worklessness with the ESS Delivery Plan.</p> <p>Identifying cross-border activities for those DAF wards that span Local Authority Districts but which are effectively the same neighbourhoods as far as residents and / or employers are concerned.</p> <p>This action will seek integration between the ESS and housing renewal.</p>
Improved local data for more effective targeting	Data management and access project to enable outreach projects to target workless households & individuals more effectively and monitor the outcome of referrals.
Supporting diversity and equal opportunity	The BRM employment rate is well below that of Merseyside as a whole and in some areas is very low. This project will bring together the existing raft of diversity provision to develop a common standard and to accelerate the rate at which BRM communities can start to close the gaps.
Financial services and debt counselling	Many beneficiaries of the programme will have been out of the labour market for considerable time and will need specialist advice and support to manage the financial transition into work. This project will develop a common approach to these services across the six areas.
LEGI and ESS	This action will seek to ensure full integration and alignment between the two LEGI programmes (St Helens and Liverpool / Sefton) and the ESS in the areas covered by both of these.

### **Strategic action strand 3 - the employment and skills continuum**

Central to the ESS approach is the delivery of a seamless continuum of services to employers and individuals to increase the employment rate, build a highly skilled and flexible workforce and help more people leave poverty and acquire lifelong employability and a career.

<b>Action</b>	<b>Description</b>
Outreach & engagement programme	Programme of intensive outreach targeting areas within the DAF wards with worklessness above 25% via outreach teams, local RSLs, GP practises, community & voluntary groups, schools, Job Centres and local employment projects.

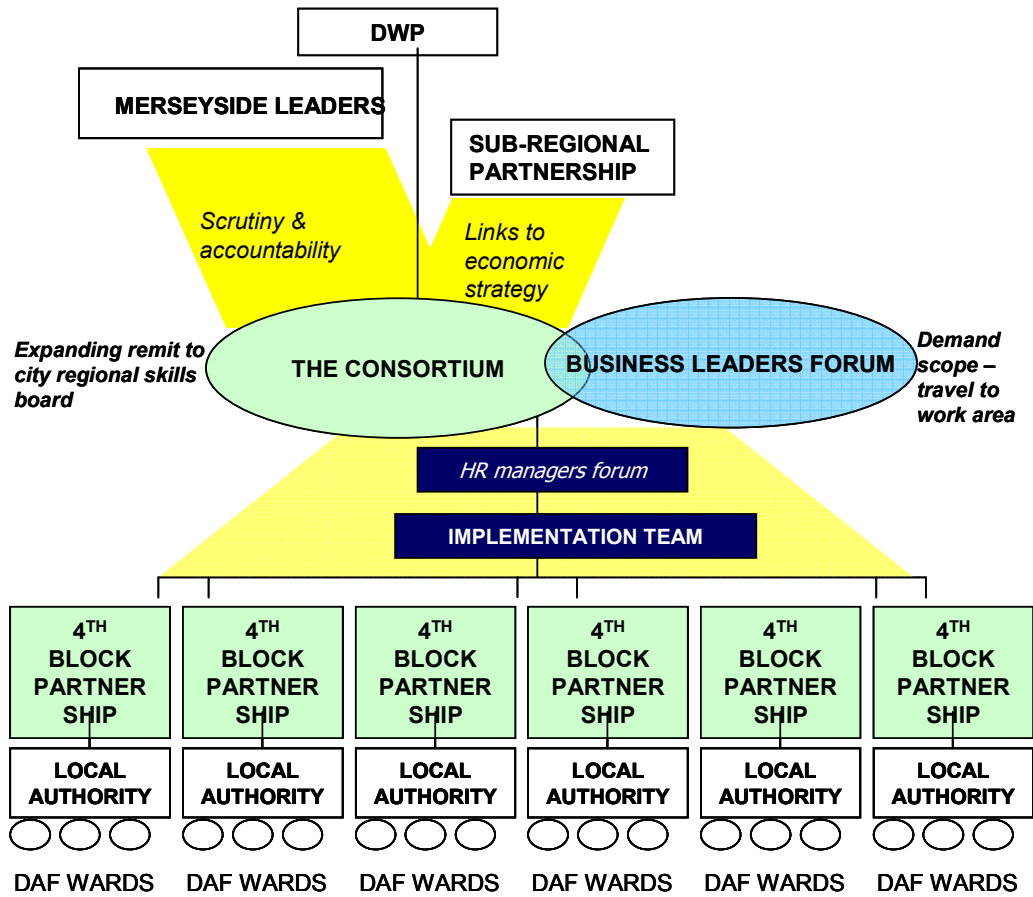
Information advice and guidance	Better coordination and enhancement of existing Personal and Careers Adviser teams for young people (aged 16 – 19) and adults (25 +) to provide universal access for individuals to support in career planning and development, across all the partner organisations. The project will create a single gateway to careers information, advice and guidance for individuals in the DAF wards.
Pre-employment support	<p>Firstly, improved targeting &amp; better integration of existing services.</p> <p>Secondly, it will review existing programmes and develop a new extended menu of provision such as Skills Passports and customised training tailored to employer needs.</p>
Transition into work	The Consortium will improve the quality of recruitment services to employers and individuals including vacancy matching, referral of potential candidates, jobs fairs in conjunction with the HR Forum, sector networks and key participating employers. The affordability and adequacy of childcare provision will be reviewed with all key barriers or gaps in provision.
Retention	Employers will be engaged to provide work-based support. Individuals will be supported either by Personal Advisors and / or Trade Union workplace learning mentors.
Work-based skills development	Many residents in the targeted areas have low or no qualifications or outdated skills, or skills that are not currently in demand from employers. To help individuals into sustainable employment, and to support the development of a more flexible and highly skilled workforce, the consortium will work with individuals and employers to put demand-led and appropriate skills provision in place.
Skills passports and skills escalators	The Consortium will co-ordinate, refocus and expand measures such as workbased mentors, Skills Passports and Skills Escalators into the menu of provision. It will also work with Unionlearn to join up support services to employers and individuals.

#### Strategic action strand 4 - building strategic and operational capacity

The ESS is a new strategic model that aims to deliver a more integrated suite of employment and skills measures through more effective deployment of existing resources. In addition to the specific measures identified in Action Strands 1, 2 and 3, partners have identified the following further actions to strengthen strategic and operational capacity;

Action	Description
Joint labour market intelligence system, single programme and targeting framework and programme management & monitoring systems	The Consortium will consolidate and expand existing Labour Market intelligence systems. Building on the mapping of current programmes and services, the Consortium will establish a joint single programming and targeting framework as a key tool for improved planning, monitoring and co-ordination of activity.
Joint Commissioning Group	The Consortium's strategic and fund holding partners will establish a Commissioning Group with the remit of managing the pooling and alignment of funds and for the commissioning and procurement of provision via funding from NWDA, ESF, DWP, DfES, and other appropriate funding streams.
Best practice & knowledge management	A key function to be delivered by the Co-ordination Team will be to capture, evaluate and disseminate best practice across the partner agencies, to provide the basis for a joint training and development programme, to inform the rolling out of a common approach and to feed into the Consortium's annual programme review and business planning cycle.
Provider network	To support a real step change in the effectiveness of service delivery, the Consortium will facilitate a provider network to bring together existing networks and delivery organisations from the public, private and community & voluntary sectors for a common work programme of sharing of best practice, professional development and training.
New delivery mechanisms	In Year 1 the Consortium will review existing delivery mechanisms and explore options for new models for more employer facing and neighbourhood focused, integrated delivery.

Proposed Governance Arrangements



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

**DATE:** 12th March 2007

**REPORTING OFFICER:** Strategic Director of Corporate & Policy

**SUBJECT:** Community Cohesion in Halton

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

### 1. PURPOSE OF REPORT

1.1 To provide a comprehensive briefing on progress with the scrutiny topic on community cohesion.

### 2. RECOMMENDED:

2.1 That progress on the action plan be noted and that the Policy and Performance Board (PPB) considers the questions in Section 3 of the report, and identifies any further actions that it considers appropriate.

### 3. SUPPORTING INFORMATION

#### ***Background***

3.1 Community cohesion is a complex issue which touches on a range of inter related matters e.g. how cohesion impacts on community safety, educational standards, health improvement, community engagement in priority setting etc. It is acknowledged that there are no quick fixes. This topic seeks to examine and define the concept in the Halton context and consider how Cohesion can best be mainstreamed or exemplified in service delivery.

3.2 Building and strengthening a cohesive community contributes to the council's vision to make Halton a place where people choose to live and work. It will improve awareness and understanding of the different communities living in the borough amongst stakeholders, general public, and the local people. We would hope to strengthen relations amongst different community groups living and working in the borough by understanding and taking positive action to tackling barriers to integration. The geography, history, location and demography of Halton mean that in absolute terms we do not have the quantum of cohesion challenges of others. However, we take the issue seriously and want to re-

engineer service delivery to ensure that existing largely good relations between communities are nurtured.

### **Progress**

3.3 The Topic Group has been in operation since last summer. Its methodology has the following components:

- a) Initial scoping and feasibility report presented to the PPB in June 2006.
- b) Collection of Government reports and strategies.
- c) Collection of materials from other local authorities considered exemplars in the field
- d) Best practice study visit to Sefton.
- e) Evidence gathering sessions with a number of agencies and witnesses
- f) Data gathering on cohesion indicators and migrant workers
- g) Mapping of infrastructure facilities i.e schools, colleges, leisure, community centres, children's centres, police, health provision, etc

3.4 All of this material has been placed on a CD-Rom for the convenience of members and distributed with this paper. There are a number of outstanding actions, which the Group wishes to complete in the coming weeks. These include a further meeting with Halton Voluntary Action about a visioning project they have an interest in; a meeting on youth service issues; a focus group with members of the voluntary and community sector; and a focus group with recent migrants to the borough.

### **Issues**

3.5 The Topic Group is now nearing the end of its work. However, it is already clear that emerging challenges appear to be around anti-social behaviour, inter-generational issues, access to services and information across the borough', integration issues around migrant workers, and community engagement and civic pride. It would be interesting to receive the views and comments of members on whether they have issue that could be added to the list.

3.6 In particular the view of the PBB is sought on the following questions:

- What is the best and most appropriate definition for community cohesion in Halton?
- Does the Halton approach to community cohesion merit being captured in a bespoke community cohesion strategy document?
- If so, how best should we take forward any cohesion strategy – action plans, service planning, monitoring of activities

- Does the rapidly changing demographics of the borough (i.e. migrant workers, foreign students) demand any change of approach in service planning and delivery?

At Annex A is a short discussion paper, which provides some appropriate background to these questions.

#### **4. POLICY IMPLICATIONS**

4.1 Community cohesion is now an established part of the policy framework underpinning the work of local government and its partners. Cohesion forms a key element of the Local Government Bill now before Parliament.

#### **5. RISK ANALYSIS**

5.1 The true risks associated with cohesion are around actions, or the failure to take appropriate actions, that undermine the cohesion of communities and impact on the quality of life of local people.

#### **6. EQUALITY AND DIVERSITY ISSUES**

6.1 Community cohesion is a concept that is intimately entwined with the notion of equality and diversity. Ensuring fairness in resource allocation, mutual understanding and openness between communities, a commitment to promoting equality and diversity, along with ensuring equality and opportunity for individuals are all brought together under the "Community Cohesion" Agenda.

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

**12th March 2007**

**Community Cohesion in Halton Report**

**What is the best and most appropriate definition for community cohesion in Halton?**

The guidance on community cohesion (2002) published by the Local Government Association provides the commonly adopted working definition. A cohesive community is one where:

- There is common vision and a sense of belonging for all communities.
- The diversity of people's different background and circumstances are appreciated and positively valued.
- Those from different backgrounds have similar life opportunities.
- Strong and positive relationships are being developed between people from different backgrounds in the workplace, in schools and within neighbourhoods.

Hence, community cohesion is present when different groups interact peacefully and constructively in every day life - different age groups, people from different housing estates, different ethnic groups, groups from different faith backgrounds and so on. For communities to thrive people need to feel that the local environment provides safety, opportunity and belonging. The term community cohesion is used by Government to encapsulate these and other qualities of a good and local environment.

In the evidence gathering process all of the interviewees were asked to give their definition of community cohesion. The Working party felt this was important because the term is open to many interpretations. It was also felt that it was worthwhile to try to develop a Halton definition of the term so that local partners felt a much greater sense of ownership of the cohesion agenda in the borough. There was a good deal of overlap in many of the concepts respondents used in framing their definition of cohesion. The key points made about what defines a cohesive community were:

- A community that is safe and its sound, looks after each other, where people stick together and services help bring people together rather than drive them apart. A community where everyone can play an active part;



and can access the help they need, and when, where and how they need it.

- Cohesion is about belonging and feeling you belong. It is about having a feeling of choice and power over your life. Its also about rebalancing peoples relationship with society. People have rights, but society has standards and expectations of behaviour that should be adhered to.
- People need to feel involved in what is going on, to have a voice in shaping that, and be genuinely listened to. It is about enabling people to participate in their community so that they feel stakeholders within it. They have to feel satisfied with their lives, where they live and be proud of their community, and Halton overall.
- Intolerance, in all its forms is unacceptable, so it is about breeding understanding and tolerance between and within communities, where peoples' uniqueness and identity are respected, and equally they respect the uniqueness of others, and their actions do not inconvenience others.

From the responses it would be possible to summarise the Halton definition of cohesion as being about pride, respect and involvement.

Members are asked to comment on whether this definition is meaningful and relevant to local sensibilities?

### **Does the Halton approach to community cohesion merit being captured in a bespoke community cohesion strategy document?**

It is possible to draw out the following most common issues which have been mentioned through this consultation process. These include the need to:

- tackle broad social problems such as anti-social behaviour, crime and the fear of crime, poverty, and the differences and tensions between generations;
- strengthen social networks such as families, friends, neighbours and also ensure that activities are based within defined neighbourhoods;
- get people together to tackle local issues and problems and share experiences;
- consider the impact of the rapidly changing demographic nature of the bough, much of which is not yet being picked up by official statistics;
- address the decline in the quality of life due to the impact of wider decisions around schools, housing and the unreliability of funding to many local projects; and
- encourage and foster the role of the voluntary and community sector in Halton.

To take this agenda forward would involve a huge range of inter-related activities. An analysis has taken place of the key areas of focus and proposed actions set out in the Halton Corporate Plan. This shows that many facets of the community cohesion task are already being directly addressed in the plans and strategies of the Council. To this can be added the broader approach that is being delivered through the Community Strategy under the auspices of the Halton Strategic Partnership. A key question for Members is whether it is believed that the current approach will actually deliver a definitive improvement in cohesion or whether a specific community Cohesion Strategy would be appropriate.

The recent Local Government White Paper, Strong and prosperous communities, stated that cohesion outcomes would be secured through the new local government performance framework and new Overview and Scrutiny guidance would be issued looking at how local authorities could take cohesion into account. The White Paper also made a commitment to support areas experiencing difficulties and work with local government to spread good practice. The White paper reveals a focus by Government on issues of race, faith and extremism. However, it is probably less certain about its model of community cohesion now than it was three years ago, when Community Cohesion strategies were de-rigueur. In taking the issue forward The Working party will need to be aware of the more nuanced approach of Government. Whilst government does not yet demand explicit community cohesion strategies, there is a clear feeling within those circles that such documents do help to exemplify issues and make transparent the expected responses of local partners.

**If so, how best should we take forward any cohesion strategy – action plans, service planning, monitoring of activities**

As previously stated the Council can already point to a great deal of activity which takes place to address cohesion in the borough and promote good community relations. This is demonstrated by the analysis of the current Corporate Plan. In order for local government to be effective and responsive to local demands it needs to have in place a robust strategic planning framework. This is especially true in the field of community cohesion, which cuts across so many service delivery boundaries.

A theoretical ideal for strategic planning would encompass the following:

- analyse the situation both internally and externally
- diagnose the key issues
- define the fundamental mission
- articulate the basic goals
- create a vision and an idea of what success will look like
- develop a strategy to realise the vision and goals

- develop a timetable with milestones for achieving the desired outcomes
- measure and evaluate the results

If the Council decides to capture its response to cohesion in a strategy it will be important that the actions to implement it are planned and documented in a robust way. The Council already has an established service planning system in place. This also encompasses processes for the monitoring and evaluation of activity. Therefore, it would be relatively straightforward to identify cohesion activities in an action plan and operationalise them through normal service planning. In turn this would allow those actions to be monitored so that the action plan progress can be assessed.

As a corollary to this, the council has in place a system to test whether new and existing policies and programmes are likely to have equality and diversity impacts. Given the high degree of overlap between these issues and cohesion it would also be possible to extend the Impact Assessment process to encompass community cohesion in Halton.

**Does the rapidly changing demographics of the borough (i.e. migrant workers, foreign students) demand any change of approach in service planning and delivery?**

In recent times the demographic make up of the borough has been altering, especially in regard to attracting new residents born overseas. The cursory work of the Group shows that these come largely from 3 groups:

- Migrant workers from the EU Accession countries
- Foreign students studying at Riverside College
- Professional families from Asia/South Asia

There is an obvious economic driver underpinning these movements. Statistically the shifts are hard to pin down because of the lag in official data picking them up. However, evidence from the Workers Registration Scheme and presentations at school for children needing help with English gives an idea of the relative significant shift taking place. An initial discussion group with migrants demonstrated the high levels of skills, confidence and ambition they possessed. Their impressions of Halton were almost wholly favourable. Whilst the group was not homogenous some common concerns were difficulties with the language, the cost and quality of housing, trouble in accessing banking facilities, getting a dentist, the limiting nature of employment through agencies, cultural issues and trouble accessing some services. It should be noted that, language apart, a similar discussion group with indigenous residents could well have generated the same issues.

On the other side of the fence, discussions with service providers showed that they were concerned about nature and scope of the challenges in meeting migrants needs; how to make their services fully accessible; planning for the future given the data vacuum that currently exists; and how to develop communication channels and positive outreach work with new arrivals. Given this position, the question has to be raised about how the Council should address this challenge in the future. In particular, is it worthwhile carrying out a specific workstream to better understand what is happening and develop appropriate responses?

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

DATE: 12<sup>th</sup> March 2007

REPORTING OFFICER: Strategic Director Health and Community

SUBJECT: Community Centres

WARDS: Borough wide

## **1.0 PURPOSE OF THE REPORT**

- 1.1 The purpose of the report is to inform the Employment, Learning & Skills Policy and Performance Board of the contribution that the Community Centres Service has made in the delivery of the Culture and Leisure Service Plan and the five key Corporate Priorities over the last year.

## **2.0 RECOMMENDATION: That**

- (1) The report be considered

## **3.0 SUPPORTING INFORMATION**

- 3.1 Community Centre's are part of the Community Involvement Team (CIT) portfolio, which is headed by The Community Development Manager and who in turn supports; The Community Centre's Manager, The Senior Community Development Officer and the Voluntary sector Coordinator.
- 3.2 There are five Council run Community centres; Castlefields, Upton, Ditton, Grangeway and Murdishaw and one Community Centre, Churchill Hall run by the TH Brown Trust but overseen by the service. The service employs 37 staff made up of Centre Coordinators, Assistant Centre Coordinators, Centre Assistants, Administrative staff and Cooks. In addition there are an equivalent number of volunteers who are an integral part of the running of the centre's, either providing hands on support or developing activities through centre member forums.
- 3.3 The Councils Best Value review of Community Centres in 2002 resulted in a number of recommendations including; reducing operating costs, review of overall provision, encourage voluntary involvement, review of bars and catering and the integration of the Community Development team within the Community centres. The accommodation of Community Development Officers has provided a real tangible benefit for community centres. The team for example; support user

groups in developing their activities to look at establishing constitutions, applying for grants i.e. 'Hearts' and providing advise on issues such as hirers liability insurance.

- 3.4 To ensure that community centre's continue to improve service delivery, the service subscribes to the Association for Public Service excellence (APSE). To determine how well the service is performing a comparison is made across 27 Performance indicators, which make up a comprehensive comparator suite; comparators include; number of visits, number of bookings, as well as demographic data. In addition to the APSE commitment, Centre Coordinators produce an Annual Performance Review; this document looks at factors, which influence the running of the centre's and the service as a whole as well as identifying achievements and significant milestones over the year.
- 3.5 Good effective Partnerships are key to the future of Community centre's and we have established Service level agreements ( SLA's) with Sure Start, Connexions and ALD day-care services. Age Concern, the PCT, The Women's Royal Voluntary Service (WRVS) and other such organisations use Community Centres as a vehicle for their service delivery. Cook and taste sessions, the Castlefields 'Together group', The Alternative Project (TAP), Country Garden Catering have all prospered as a result of the centre based delivery and working in partnership.
- 3.6 There have been several significant milestones achieved in the last twelve months;

The submission of a bid to the Big Lottery Fund to further develop community cafes though unsuccessful has provided a good framework for improved service delivery something we will continue to develop with our partners. The bid was supported by a host of key stakeholders including the PCT, Age Concern, WRVS, and Social Services etc and they remain committed to the development of community cafes. The aim is to provide opportunities for elderly, Isolated and vulnerable people to get access to a healthy meal and provide opportunities for social interaction.

The 8<sup>th</sup> year of participation in APSE Culminated in Upton community Centre winning an award in the most improved service category. Upton was competing with 80 other centres across England. This recognises the significant strides made by the centre in it's operational management and increased efficiency, post 'Best Value' implementation.

The transition of Adult Day-care services into community centre's has lead to increased utilisation of community space at times when there is notable under utilisation, thus an improvement in Operational recovery and a decrease in Net cost per household are anticipated. In real terms

this is likely to equate to 5-10% improvement when figures are collated at the end of year.

Financial Investment into the centres has included new installations of theatre lighting to the value of £20,000 in both Ditton and Upton Community centre's through funding by Area Panels. £30,000 of investment on refurbishing the toilets at Upton and Grangeway from capital grants and over £50,000 worth of funds secured to improve landscaping and campus space attached to community centres, again using Area Panel funding directly and as third party funding to secure landfill contributions.

Changes to the licensing of public buildings has been undertaken though community centre's were not required to provide 'Operational Plans' as provision remained the same. Theatre, Entertainments and Personal (liquor) licence's however are now reconciled as one with some statutory requirements such as fire safety inspections being replaced by organisational responsibilities to undertake fire 'risk assessments'.

- 3.7 The service has witnessed an increase in Usage in community centres both in terms of Hire and the number of individual visits. Table fig1.1 illustrates the increase across the service.

Comparative usage and income figure fig 1.1

Centre	Usage* 03-04	Usage 04-05	Usage 05-06	Variance	Income 03- 04	Income 04-05	Income 05-06	Variance
Grangeway	53,359	45,514	49,949	4,435	£53,381	£47,685	£43,143	(4,542)
Castlefields	28,206	25,852	31,184	5,332	£15,871	£25,457	£21,637	( 3,784)
Upton	64,889	68,120	72,043	3,923	£44,463	£48,582	£49,946	1,364
Ditton	87,298	101,422	101,796	374	£38,626	£24,483	£31,113	6,630
Murdishaw	24,518	21,754	18,158	( 3,596)	£52,985	£42,727	£33,178	(9,549)
Total	258,270	262,662	273,130	<b>10,468</b>	£165,326	£188,934	£179,062	<b>( 9,881)</b>

Usage= total number of attendances

- 3.8 The statistic may appear somewhat at odds with the income however the drop in income reflects the withdrawal of funding to Murdishaw Community Centre. Both Riverside Housing and Liverpool Housing Trust (LHT) are decreasing their commitment year on year as agreed. It is anticipated that an Increase of 10% to Hire fees a reduction of the block booking discount from 25% to 15% coupled with an increase to the Service level agreement ( SLA) with Sure Start and a new SLA's with day-care across the service, will compensate for the overall drop in income due to the incremental withdrawal of funding at Murdishaw.

\*

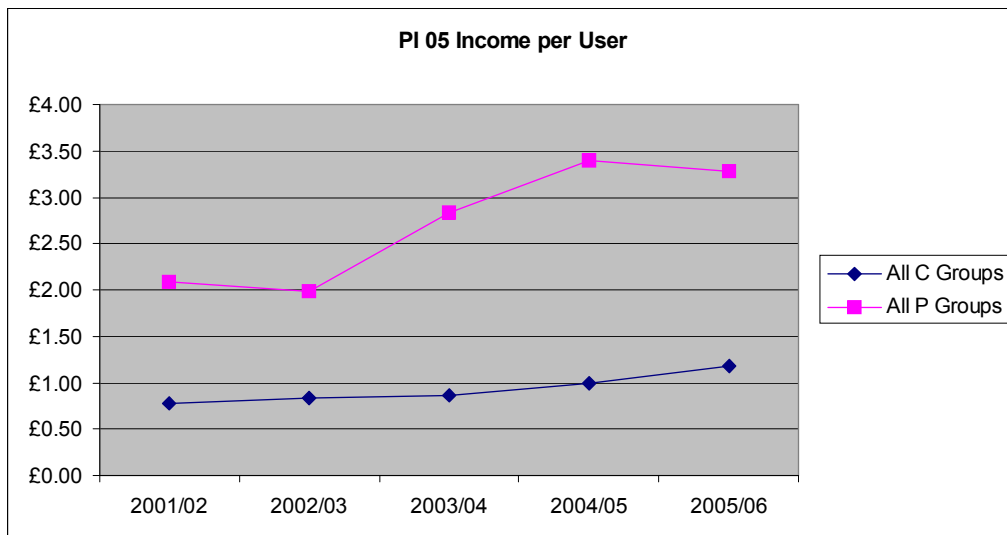
3.9 Fig 1.2 shows the current Fees and charges levied in community centres. Due to the 06/07 increases we expect charges to increase by 5% for 07/08, and there may be a further reduction in the 'Block booking' discount. A benchmarking exercise using The APSE 'member Query' service revealed that only Halton out of the 6 local authorities consulted with provided such a concession in addition to a two-tier rate.

Current Fees and Charge fig 1.2

	COMMUNITY GROUPS (NON-PROFIT)	PRIVATE GROUPS	COMMERCIAL RATE
	£	£	£
Main Hall YC Hall	6.20	7.75	9.30
Group Room1 Group Room 2 Cafeteria/Bar Lounge	3.20	4.00	4.80
Kitchen VAT 17.5% applies	1.80	2.25	2.70
Stage/ Small Office	2.25	2.80	3.35

3.10 Community Centre's will continue to face challenges to the service. Identifying opportunities for growth and more effective links with partner organisations are seen as the way forward as will a continued commitment to providing quality. The 'Visible Community's quality standard and the 'Merseyside Food Charter' are excellent user friendly models which provide appropriate ways to deliver quality assurance; adopting them will underpin our efforts toward continual improvement in 07-08.

Income per user fig 1.3



3.11 Figure 1.3 is an example of the resources provided by APSE. In this example the graph illustrates a gradual increase of spend by centre users. Getting behind these figures helps to provide a greater in-sight into centre management and enables more effective centre planning.



3.8.1 Community centre's are a vehicle for service delivery against the 5 corporate priorities this year the following has been noted;

## 3.8.2 Health

- Improving healthy eating through promoting a 'veg box' scheme at Castlefields.
- Agreeing a model for the implementation of 'Meals on Prescription' with the PCT.
- Agreeing to work with the PCT to facilitate 'Person Centred Planning'.
- Developing a 'Together group with Age Concern to reduce isolation for the most isolated residents in Castlefields.
- Increasing the number of bookings in Centre's in APSE's 'health and healthy living' category
- Providing 1976 hours of 'discounted and free use for health and healthy living'.
- Supporting delivery of Halton Healthy Living programme.
- Providing rooms for Addaction to provide support for rehabilitation work
- Supporting the 'Positive Futures' bid.
- Working up proposals for a Dementia Café at Ditton Community Centre.
- Increasing the amount of activity falling under the Sport Development category in community centres by 20% on last year.

## 3.8.3 Life Chances and Employment

- 18 new volunteers working in Community centres in the last 12 months.
- A 6-month contract with 'The Alternative Project' TAP to use Grangeway Community Centre as a Training kitchen for Key Stage 4 pupils.
- 6 school placements in the last 12 months
- Links forged with 'New Deal' to Employment and two New Deal candidates placed on 25-week placements.
- Recording 2099 hours of 'life long learning' time in community centre's.
- Held a Women's Royal Voluntary Service (WRVS) recruitment day at Castlefields Community Centre.
- Nominated Venue for the delivery of Positive Futures programme.

## 3.8.4 Increasing prosperity and equality

- Support the transition of Day care services under the Valuing people agenda currently we have up to 50 Adults with learning difficulties based in Community Centre's.
- Undertook alterations to the toilet facilities in three centres so they now have hoists and have been enlarged to accommodate adult changing.
- Established a partnership with Country Garden catering who now deliver affordable and healthy meals to the Murdishaw Community and which provides personal development opportunities to 6 adults with learning difficulties.

- Liaising with Physical and Sensory Disability (PSD) services to begin to support a transition of their service users into community centres. .
- Working closely with 6 Organisations to tackle inequalities and support service delivery, Sure Start, Connexions, Age Concern, Personal Social Services (PSS),
- Submission of a bid to the Big Lottery Fund to improve Community Cafés.
- Satisfying Disability Discrimination Compliance (DDA).

### 3.8.5 Promoting Urban renewal

- Supporting Castlefields regeneration programme and working with service users to establish needs within the new Community Centre.
- An active partner in the development of Ditton's Children's centre campus.
- Working with the local community and Area Panel to refurbish the Ball court at the back of Grangeway community centre.

### 3.8.6 Safe and attractive neighbourhoods

- Funding for a Community Garden at Murdishaw Community Centre.
- Funding for the refurbishment of the ball court at Graneway.
- A free drop in meeting space for the CSO's.
- Open access policy to community centres, thereby reducing fear of crime amongst resident.
- Displaying promotional material and advice for people who have concerns for example contacting the local CSO's.
- Providing safe spaces for people to meet and socialise.
- Providing space for support groups such as Addaction.

## 4.0 POLICY IMPLICATIONS

None at present

## 4.1 OTHER IMPLICATIONS

None

## 5.0 RISK ANALYSIS

None

## 6.0 EQUALITY AND DIVERSITY ISSUES

## 7.0 REASON(S) FOR DECISION

## 8.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

**9.0 IMPLEMENTATION DATE**

***(NB 8.0, 9.0 AND 10.0 ONLY IF KEY DECISION)***

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

**Document**

**Place of Inspection**

**Contact Officer**

**REPORT TO:** Employment, Learning & Skills PPB

**DATE:** 12 March 2007

**REPORTING OFFICER:** Operational Director-Policy & Performance

**SUBJECT:** Performance Monitoring Reports for the 3<sup>rd</sup> quarter (2006/07)

**WARDS:** Boroughwide

## 1. PURPOSE OF REPORT

- 1.1 The departmental service plans set out what the services are planning to achieve and demonstrate how they contribute to the Council's strategic priorities. The service plans are central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.
- 1.2 The 3<sup>rd</sup> quarter monitoring reports for the services that come within the remit of this Policy & Performance Board are available in both electronic and hard copy formats. These reports enable Board Members to scrutinise progress towards achieving the service objectives, milestones and performance targets contained in the 2006/07-service plans for the following:

### *Environment Directorate*

1. Economic Regeneration

### *Health & Community Directorate*

1. Culture & Leisure Services

## 2. RECOMMENDED: That the Policy & Performance Board

- 1) **Scrutinise service performance and progress towards achieving objectives and targets and raise any questions or points for clarification in respect of the information contained in the quarterly monitoring reports; and**
- 2) **Highlight areas of interest and/or concern that require further information or action to be reported at a future meeting of the Policy and Performance Board where appropriate.**

## 3. SUPPORTING INFORMATION

- 3.1 At previous meetings, the Board received performance briefing papers that were intended to highlight aspects contained in the full versions of the monitoring reports (available electronically) that Members might wish to consider further. Although, the Chair has asked that hard copies of the quarterly monitoring reports be available to Members prior to meetings of the Board, the performance briefing papers will still be provided for the remaining two quarters of this year. (See Appendix 1)

**4. POLICY IMPLICATIONS**

4.1 Any policy implications arising from emerging issues or key developments that will impact upon the service or any action required to address performance issues, will be identified in the respective quarterly monitoring report.

**5. OTHER IMPLICATIONS**

5.1 Any other implications associated with issues connected with the service will be identified in the respective quarterly monitoring report.

**6. RISK ANALYSIS**

6.1 The risk control measures associated with the service objectives that were initially assessed as having 'HIGH' risks are summarised in the quarterly monitoring reports to monitor their implementation.

**7. EQUALITY AND DIVERSITY ISSUES**

7.1 The actions identified arising from the Equality impact/needs assessments that are regarded as 'HIGH' priority for each service are in the Equality Action Plans and progress on their implementation is included in the respective quarterly monitoring reports.

**8. REASON(S) FOR DECISION**

Not applicable

**9. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Not applicable

**10. IMPLEMENTATION DATE**

Not applicable

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

Document	Place of Inspection	Contact Officer
<b>Quarterly monitoring reports for:</b>		
1. Economic Regeneration	Municipal Building 2 <sup>nd</sup> floor	Martin Holland- Performance Management Officer
2. Culture & Leisure Services		

**Name of Board:** Employment, Learning & Skills Policy & Performance Board

**Date of Meeting:** 12 March 2007

**Report Title:** Performance Monitoring Reports for the 3<sup>rd</sup> quarter  
(2006/07)

**Author:** Harry Woodall

## PERFORMANCE CONSIDERATIONS

(3<sup>rd</sup> Quarter 2006/07)

**SERVICE: Economic Regeneration** (*Enterprise & Employment and Adult Learning ONLY*)

### Overview

These comments relate to those elements in the Economic Regeneration service plan that fall within the remit of the Employment, Learning & Skills PPB. 2 of the 3 key objectives and 5 of the 8 performance targets are on course to achieve their targets and have been given 'green' traffic lights. The remainder have been assigned 'amber' traffic lights to indicate that it is uncertain at this stage whether they will be met. The progress against many of the key developments/initiatives and targets is encouraging although there are some aspects that might be worth further consideration.

### Areas of Further Consideration

- The target of 525 local people helped into jobs (*ECO RLI 1*) looks set to be achieved although the numbers in future years will reduce due to Job Centre Plus residual contracts coming to an end. An indication of the extent of the reduction would be useful as soon as a meaningful forecast can be made.
- The fees for the First Steps and Next Steps courses have been revised due to a reduction in LSC funding and as a consequence, the number of learner enrolments has dropped compared to last year. Although this year's target is likely to be met, it appears that learners are prepared to pay the £10 for the beginners' class but not the £30 for the follow on course. Therefore, fewer learners are progressing onto further learning and it is apparent that the current fee structure is the reason why. This trend is likely to continue unless the barrier presented by the fee arrangements can be overcome.
- The report confirms that 14 local residents have moved off incapacity benefits into employment with 3 more awaiting confirmation and a further 9 local residents moving off incapacity benefits expected in the next quarter. The 2006/07 interim LPSA target of 40 local residents is unlikely to be met and therefore, the action plan should take account of the potential shortfall in numbers to ensure the LPSA 2009 target of 179 local residents is achieved. If it is achieved, the Council will be eligible to claim an LPSA Reward Grant of around £300,000.

**SERVICE: Culture & Leisure** (*excluding Parks & Countryside, Community Safety and the Drug Action Team*)

### Overview

The prospects for achieving the set of objectives and performance targets in the service plan that come within the remit of the Employment, Learning & Skills PPB are very good. Although the monitoring report highlights a range of achievements and positive key developments/emerging issues facing the service, there are one or two aspects that may benefit from some further clarification.

***Areas of Further Consideration***

- The report refers to plans being developed for a new Castlefields Community Centre as part of the Castlefields Regeneration Scheme. However, it would be useful to have an indication on when the plans are likely to be available. Similarly, the report does not say when the full review of the mobile library service is expected to complete its work.
- It is uncertain if the Arts Strategy being developed in conjunction with cultural partners will be completed on time as planned. Therefore, it would be appropriate to know if there are any implications/risks for the service if the March 07 deadline is not achieved.