

Public Document Pack



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

Monday, 16 November 2020 at 6.30 p.m.

To be held remotely, please contact
below for access

A handwritten signature in black ink that reads 'David Walsh'.

Chief Executive

BOARD MEMBERSHIP

Councillor Andrew MacManus (Chair)	Labour
Councillor Carol Plumpton Walsh (Vice-Chair)	Labour
Councillor John Bradshaw	Conservative
Councillor Lauren Cassidy	Labour
Councillor Rosie Leck	Labour
Councillor Geoffrey Logan	Labour
Councillor June Roberts	Labour
Councillor Christopher Rowe	Liberal Democrats
Councillor Angela Teeling	Labour
Councillor Pamela Wallace	Labour
Councillor Louise Whitley	Labour

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The next meeting of the Board is on Monday, 8 February 2021*

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

Part I

Item No.		Page No.
1. MINUTES		1 - 6
2. DECLARATION OF INTEREST (INCLUDING PARTY WHIP DECLARATIONS)		
	Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
3. PUBLIC QUESTION TIME		7 - 9
DEVELOPMENT OF POLICY ISSUES		
4. EMPLOYMENT		
(A) DWP KICKSTART PROGRAMME		10 - 16
5. INVESTMENT		
(A) PREPARATIONS FOR HALTON'S BOROUGH OF CULTURE 2021		17 - 21
6. COMMUNITIES AND LEISURE		
(A) COMMUNITY CENTRES ANNUAL REORT 2019-20		22 - 28
7. ECONOMY		
(A) COVID-19 - LCR HOSPITALITY AND LEISURE GRANT (HLG)		29 - 31

In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

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

At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 21 September 2020 via remote access

Present: Councillors MacManus (Chair), C. Plumpton Walsh (Vice-Chair), J. Bradshaw, Leck, Logan, June Roberts, Teeling, Wallace and Whitley

Apologies for Absence: None

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, C. Patino, S. McDonald, J. Griffiths, P. Corner and J. Unsworth

Also in attendance: None

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

		<i>Action</i>
ELS5	MINUTES	
	The Minutes from the meeting held on 28 July 2020, were taken as read and signed as a correct record.	
ELS6	PUBLIC QUESTION TIME	
	The Board was advised that no public questions had been received.	
ELS7	COVID-19 LOCAL AUTHORITY DISCRETIONARY GRANT FUND	
	The Board received a report from the Strategic Director – Enterprise, Community and Resources, which set out how the Local Authority Discretionary Grant Fund (LADGF) provided by central Government had gone some way to support local businesses.	
	It was noted that the impact of the Coronavirus was being felt in communities in many different ways and Halton's businesses had been severely affected with many losing several months of trade and some were still not fully operational.	

It was reported that during lockdown, the Business Improvement and Growth Team collated all current Government advice to businesses into a single resource for use by Council colleagues and developed dedicated resource packs for specific target groups, for example the self-employed. With regards to the LADGF, this was designed, administered and delivered by the Council and targeted businesses that were not able to access previous grant schemes. The criteria for accessing the scheme was discussed in the report together with Halton's focussed schemes for eligibility.

The report provided the Board with details of numbers of applications and grants awarded and examples of feedback submitted from businesses.

RESOLVED: That the report and comments made be noted.

ELS8 EMPLOYMENT LEARNING AND SKILLS UPDATE

The Board received a report from the Strategic Director – Enterprise, Community and Resources which provided an update on the work of the Employment, Learning and Skills Division.

It was reported that since 20 March 2020 the staff within the Employment, Learning and Skills Division had been operating a remote system for customers and learners, with all learning centres currently closed. The staff were now in the process of preparing for centres to reopen again and planning how delivery to customers and learners would be rolled out given social distancing measures.

As well as guidance surrounding Covid-19 being core to the delivery going forward, the Board was advised that the work of the Division would focus on supporting those individuals that had been adversely affected economically by the Pandemic and had lost jobs and/or confidence.

The report provided Members with updates in the following areas:

- ESF Ways to Work;
- Liverpool City Region apprenticeship Hub;
- LCR Apprenticeship Growth Plan;
- DWP Work and Health Programme;
- Merseylink Employment and Skills Performance;
- and
- Adult Learning and Devolution.

In response to Members queries regarding the potential for an increased demand for apprenticeships once the furlough scheme ended, officers advised that this was anticipated so a request had been submitted to Government for the numbers of these to be increased.

With regards to the Job Entry Targeted Support (JETS) Programme, Members were advised that this would support 1453 participants between October 2020 and March 2022 and would provide positions of not less than 3 months duration. Members requested a progress report at a future meeting of the Board.

Operational
Director -
Economy,
Enterprise &
Property

RESOLVED: That the report and comments made be noted.

ELS9 LIBRARY SERVICE

The Board received an update report from the Strategic Director – Enterprise, Community and Resources, on the Library Service.

It was reported that in line with Government advice all library buildings were closed to the public on 23 March 2020. Library teams worked quickly to shift activity to digital platforms with budgets being reallocated to increase resources and support new demand. Members were advised that an intensive social media campaign was developed to engage audiences and highlight resources to new and existing customers.

The report outlined the recovery of the libraries following the easing of restrictions; all libraries were now open with safety measures in place. The service had renewed its focus on three key values – connection, creative learning and spaces. The Board was provided with details and examples of current projects taking place using these renewed key values.

Members were also advised of *The Joy Project*, a planned season of visual arts activity in public spaces taking place across the Borough this Autumn. This was arranged in response to the need to engage creatively with communities during the Pandemic, which had taken away the option of using the Library buildings as venues.

In response to Members queries, the following was noted:

- There was no actual unique story telling material

for adults as this was not available with publishers – there were however talking books and e-books available for customers to download; and

- Attendance levels at the Libraries were down to 15% when compared to this time last year, but there was a rise in digital customers and customers for the home library service, which was proving to be a valuable service to the Boroughs vulnerable and isolated residents who were impacted by the Coronavirus the most.

RESOLVED: That the report is noted.

Councillor Logan declared a Discloseable Other Interest in the following item as his wife was Secretary of the Runcorn Community Choir Group.

ELS10 COMMUNITY DEVELOPMENT SERVICE ANNUAL REPORT 2019/20

The Board received a report from the Strategic Director – Enterprise, Community and Resources, informing of the operational delivery for the Community Development Service for the period 1 April 2019 to 31 March 2020.

It was commented that the Community Development Service helped support local community groups and organisations with their formation and facilitated the delivery of community led initiatives and activity. The Team also has a combined role in managing Area Forum projects delivery; enabling Elected Members to respond to community concerns and aspirations. It was noted that this combined role generated effective community engagement with Council departments, services and partner organisations and contributed to building resilience in Halton's communities.

The report discussed the work of the Community Development Team, its purpose, activities and performance for 2019/20 against the previous years. Also provided for Members information were examples of some projects that the Team had helped to deliver throughout the year within each Area Forum and information was provided on community development grants that had been awarded during the year.

The Board welcomed the report and agreed that the knowledge, guidance and support provided by the Community Development Team was invaluable to the work Members did within their Wards' and gave thanks for this to

the whole Team.

RESOLVED: That the report and comments made be noted.

ELS11 COVID-19 RECOVERY AND HALTON'S ECONOMY

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which expanded on the Borough’s Economic Reset Plan, which had previously been circulated to all Council Members.

It was reported that the Plan would be used to ensure that the Council could support local businesses in partnership with local organisations and businesses and partners operating in the Liverpool City Region. Further it was understood that local authorities were consolidating existing statutory and operational requirements as we emerged from the first phase of the Covid-19 crisis. Also, they were reallocating and securing resources in order to redefine their economies and were working hard to improve the economic and social prospects for local residents and businesses over the year ahead.

A presentation was made to the Board which provided further analysis and data on the potential impact of Covid-19 on Halton’s economy; this would be sent to the Board following the meeting.

The report also provided Members with a summary of key findings and emerging issues to date, due to the impact of Covid-19. The Chair requested a follow on report be submitted at a future meeting of the Board.

RESOLVED: That the report and presentation be noted.

Operational
Director -
Economy,
Enterprise &
Property

ELS12 SCRUTINY TOPIC GROUP 2019-20

The Board received a report from the Strategic Director – Enterprise, Community and Resources, regarding the scrutiny topic group for 2019/20 – *Traded Areas in the Borough*.

It was noted that since the first meeting of the topic group on 13 February 2020, no further meetings had taken place due to the Coronavirus. Further, the operation of the traded areas had changed significantly since the topic was selected and as they started to reopen, their operations would not resemble those previously experienced as they

will be in recovery mode, following the Covid-19 crisis.

The Chair announced, that following consultation with Councillor McDermott (Chair of the Scrutiny Chairs' Committee) the current topic group would cease; the 2020/21 topic group would be a fallow year; and that at a future meeting of the Board a topic group for the year 2021/22 would be considered.

The Board agreed with the above proposals.

RESOLVED: That

- 1) the current topic group should cease further activity;
- 2) there should be no topic group for 2021; and
- 3) at a future meeting of the Board during 2021, Members should consider a topic group for 2022.

On behalf of the Board the Chair thanked the Council Officers for their hard work over the past 6 months which had clearly been demanding and unprecedented due to the outbreak of Covid-19 Pandemic.

Meeting ended at 7.30 p.m.

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

DATE: 16 November 2020

REPORTING OFFICER: Strategic Director, Enterprise, Community and Resources

SUBJECT: Public Question Time

WARD(s): Borough-wide

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDED: That any questions received be dealt with.

3.0 SUPPORTING INFORMATION

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

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

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

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

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

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

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

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

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

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

REPORT TO:	Employment Learning and Skills and Community Policy Performance Board (PPB)
DATE:	16 th November 2020
REPORTING OFFICER:	Strategic Director Enterprise, Community & Resources
PORTFOLIO:	Economic Development
SUBJECT:	DWP Kickstart Programme
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

The purpose of the report is to:

- provide information to the PPB regarding the introduction of the Government's Kickstart job creation scheme;
- To advise the PPB that Halton Borough Council's Employment, Learning & Skills Division has submitted an application to become an 'Intermediary' for the programme, thereby supporting local businesses and young people.

2.0 RECOMMENDATION: That

- 1) the report be noted; and**
- 2) supports the proposal for the Council's Employment, Learning and Skills Division to act as a Kickstart Programme Intermediary.**

3.0 SUPPORTING INFORMATION

Scale of programme

- 3.1** The Executive Board agreed, at its meeting held on 15 October 2020, that the Council should apply to become an intermediary in Halton for the delivery of the Government's Kickstart Programme. The Government has recently launched its job creation scheme for young people aged 16 – 24. The new scheme, called Kickstart, aims to provide wage subsidies to employers that create new 6-month work experience placements.
- 3.2** If successful, the ELS Division would act as an Intermediary for the programme, the forecast number of 6-month placements estimated to be administered between November 2020 and December 2021 is 100. The

programme is scheduled to end in Dec 2021, with final placements that will run for 6 months to June 2022.

- 3.3 Processing this number of placements would result in a potential. £719,367 being administered through the Division (dependent on the age of the participants), with £80,000 being retained as income to staff the delivery of the programme.

Introduction to Kickstart

- 3.4 Launched on 2 September 2020, the Kickstart Scheme provides funding to employers to create new 6-month job placements for young people, aged 16-24, who are currently on Universal Credit and at risk of long-term unemployment.

- 3.5 Kickstart forms part of the wider Government Plan for Jobs, in response to the economic impact of the Covid 19 pandemic. The first placements are likely to be available from October/November 2020 and the scheme will run to December 2021. Young people will be referred to the opportunities via their Jobcentre Plus (JCP) Work Coach.

- 3.6 Funding will cover, for each job placement:

- 100% of the relevant National Minimum Wage for 25 hours employment a week
- the associated employer National Insurance contributions
- employer minimum automatic enrolment contributions

- 3.7 There will also be extra funding to support Kickstart young people in building their experience and helping them move into sustained employment after they have completed their Kickstart funded job. This is up to £1500 and could be used e.g. to fund training or provide “wrap around support” to help with pre-employment activity and interview arrangements.

- 3.8 Employers need to have 30 new job opportunities to be able to apply directly to DWP for funding. For those employers with less than 30 Kickstart placements, they will need to work with an “Intermediary” organisation to make an application for funding (once 30 opportunities are arrived at). The intermediary will need to act on behalf of the organisations, liaising with DWP/JCP, and processing wage payments. The Intermediary will receive £300 per Kickstart placement for administration costs.

Local approach

- 3.9 DWP has opened up the possibility to become Intermediaries to local and national organisations. The ELS Division and the other local authority employment and skills teams across the Liverpool City Region area, wish to become Intermediaries to support local

businesses (particularly smaller businesses) in accessing the scheme, using their well-established employer networks and services to local unemployed residents.

- 3.10 The intention is for the Division to offer the “wraparound support” required for the young people participating in the programme. This would include e.g. careers advice and guidance, support with CVs, application forms and interviews, help with job search, and appropriate training. As part of the offer, the employers would also be supported by the Intermediary with all relevant recruitment and on-programme processes, as well as the administration of the programme e.g. initial application, liaison with JCP, processing of wage payments, support with claim documentation and the like.
- 3.11 The ELS Division will also engage with HBC’s Learning and Development and HR Teams to ensure that any HBC job roles that are being created during the period of the programme could benefit from the Kickstart funding, as appropriate, and would be coordinated through the Intermediary arrangement.

Becoming an Intermediary

- 3.12 In order to become an Intermediary, the ELS Division needed to make an online application to DWP, including details of the businesses that have signed up and the specific placements on offer (minimum of 30). The first placements are due to start October/November 2020. Approval is sought to undertake this application process at the earliest opportunity.

Resources

- 3.13 As an Intermediary, the ELS Division would receive £300 per placement to cover activities such as processing employer applications, liaison with DWP as the approving body, liaison with JCP to receive referrals of applicants and the processing of the wage payments to each of the successful businesses providing placements.
- 3.14 In order to process the wage subsidy payments, the Division would also receive all of the wages into Council finances (before being reimbursed to the employers, including National Insurance and auto enrolment contributions), plus the additional £1500 towards set up costs per placement. In summary, each Kickstart placement will generate £1800 plus the national minimum wage amount.
- 3.15 It is the intention to pass on £1000 per placement to the employer, and retain £500 for the provision of the “wraparound support”, if appropriate, and depending on whether businesses choose to undertake wrap around support themselves. The Intermediary would also receive the £300 admin fee per placement.

- 3.16 Approval has been sought to accept these monies into Council finances.
- 3.17 Staffing to deliver the programme will come from within the existing ELS Division. The retained £300 per placement will fund staffing costs.

4.0 POLICY IMPLICATIONS

- 4.1 Employment, Learning & Skills is one of Halton Borough Council’s key strategic priorities. The ELS Division ensures its activities align with key Combined Authority and national DWP/government strategies and policies.
- 4.2 A number of other key policies are embedded in the work of the Division including supporting people on Universal Credit to gain employment, ensuring adults achieve level two qualifications and that employability provision meets the needs of employers. The Division works closely with many employers already on similar schemes such as the Intermediate Labour Market scheme (ILMs) so acting as an Intermediary for local businesses aligns very well with existing arrangements and reputation.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The agreement with DWP would result in wage subsidies, on costs, additional set up costs and an administration fee, for each placement that is approved, being channelled through the ELS Division.
- 5.2 Wages will be paid at National Minimum Wage for the age of the participant for 25 hours employment per week for 26 weeks. £800 of each payment would be retained by the Division to cover admin costs and provision of wraparound support.
- 5.3 The maximum amount (based on participants aged 21-24) that could be provided per placement would be £8,196.

	From DWP	Retained by HBC	Paid to employer
NMW age 21-24 p/h	£8.20		
On costs: Pension and National Insurance contributions at 20%	£1.64		
Per hour total	£9.84		
X 25 hours per week	£246		
X 26 weeks	£6396		
+ set up costs	£1500	£500	
+ admin fee	£300	£300	
Total	£8,196	£800	£7,396

- 5.4 The Team forecasts processing 100 placements over the period of the programme, which are likely to comprise participants from a range of

ages 16-24. However, we do expect there to be a big take up from employers and a further application for additional placements may be required at a later date. An indicative table is shown here for the initial 100:

Age (NMW)	%split	Nos	From DWP	Retained by HBC	Paid to employer
16-17	20	20	£109,928.40	£16,000	£93,928.40
18-20	40	40	£281,599.20	£32,000	£249,599.20
21-24	40	40	£327,840	£32,000	£295,840
	100%	100	£719,367.60	80,000	£639,637.60

- 5.5 Based on the forecasted number of placements, the maximum amount that would be received from DWP, if all participants were aged 21-24, would be £719,367.60 (with £800 of each payment being retained (£80,000) to cover costs of staffing to deliver the programme).

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

The Kickstart programme would support Halton unemployed young people aged 16-18 in gaining paid employment locally.

6.2 Employment, Learning and Skills in Halton

The Kickstart programme aligns very well with the wide range of employment, learning and skills programmes already being delivered through the Division. The excellent existing links with local employers would place the Division in a strong position to act as an Intermediary in Halton and our reputation would ensure that those individuals placed on the programme are well prepared and supported prior to commencement.

6.3 A Healthy Halton

In Halton high levels of unemployment and poor skills continue to be a negative factor, which acts as a drag on the potential of the local economy. 7.4% of residents are on Universal Credit. The economic activity rate in Halton (higher than the NW and England figures). Halton has a high proportion of residents with no qualifications. 71% of residents have a Level 2 qualification compared to a UK average of 74.6%. The impact of Covid 19 and the subsequent job losses will further contribute to this negative picture.

- 6.4 There is clearly a need to support residents to improve their skills and support them into employment. The Kickstart programme delivered through the ELS Division will offer individualised support to local young unemployed people to help them maximise the potential of the work experience placement, and achieve transferable skills, as well as supporting them to seek a sustainable job. The overall aim will be to help reduce worklessness, poverty and deprivation in Halton's most deprived communities and wards.

6.5 A Safer Halton

None

6.6 Halton's Urban Renewal

None

7.0 RISK ANALYSIS

7.1 The scheme is based upon employers paying the National Minimum Wage. HBC however, supports the Liverpool City Region Fair Employment Charter and the payment of the Real Living Wage. The difference here is £1.10 per hour for those aged 21-24, and £2.85 per hour for those aged 18-20. The Division will work with employers to encourage adoption of the Real Living Wage, where possible, and will encourage employers to use the additional £1000 set up costs to support the young person to reduce any barriers such as travel, work clothes, training etc.

7.2 ELS Divisional staff have contributed towards the development of a set of Good Practice measures ('What Good Looks Like' - Appendix 1) that aim to support local and national discussions on the design, commissioning and delivery of Kickstart. This work has been produced by the Labour Market, Employment and Skills Task and Finish Group, which is part of the Local Economic Recovery Working Group (ERWG). The Division will adopt, support and implement the good practice measures, and this is being supported via the Liverpool City Region Combined Authority Employment and Skills Team.

7.3 The Team already operates a wage subsidy programme, Intermediate Labour Market (ILM), and has employer processes, audit systems, and compliance measures in place. Staff are in place to operate the scheme as soon as approval is received.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The impact of Covid on job losses has been huge, and another 450,000 redundancies in the UK are forecast in the next quarter, according to recent research (*Institute of Employment Studies*). Young people are expected to be disproportionately affected due to the types of jobs and sectors they tend to work in (retail, hospitality etc.) and their general lack of experience, due to age.

8.2 The Kickstart programme targets young people aged 16-24, claiming Universal Credit, and at risk of becoming long term unemployed. Creation of these roles will go some way to supporting young people and contributing to reducing NEET figures.

8.3 The Team will use its CRM system and links with communities, as well as good working relationships with JCP colleagues, to target priority

groups including BAME, care leavers, ex-offenders, people with disabilities and health conditions.

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

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

REPORT TO:	Employment, Learning and Skills and Community Policy and Performance Board
DATE:	16 th November 2020
REPORTING OFFICER:	Strategic Director Enterprise, Community and Resources
PORTFOLIO:	Economic Development
SUBJECT:	Preparations for Halton's Borough of Culture in 2021
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 The Operational Director Communities and the Operational Director Economy, Enterprise and Property will update PPB Members on the preparations being made to deliver Halton's Borough of Culture year in 2021.
- 1.2 The update will highlight the emerging programme of activities and the views of PPB Members will be welcomed.
- 1.3 It will also consider potential risks and challenges that could have an impact on its successful delivery.

2.0 RECOMMENDATIONS:

- 1) Members receive the update to be provided;**
- 2) Members consider how they can raise the profile of Halton's Borough of Culture across communities in the borough.**

3.0 SUPPORTING INFORMATION

3.1 Background to Borough of Culture

The award of Liverpool City Region Borough of Culture was inspired by the UK City of Culture programme, which followed Liverpool's European Capital of Culture in 2008. The new initiative was launched in 2018 as Liverpool celebrated its 10th Anniversary as the UK's only European Capital of Culture.

The Borough of Culture initiative is a non-competitive process, which will rotate around the City Region with the aim of encouraging each Borough to develop collaboratively its local talent and potential, while reflecting the ambitions and aims of the Regional Culture and Creativity Strategy, which looks to build sustainable capacity across the City Region.

The Borough of Culture years are allocated across the City Region as follows:

- St Helens – 2018
- Wirral – 2019
- Sefton - 2020
- Halton - 2021
- Knowsley – 2022

The overall aim of the programme is to stimulate talent, aspiration and promote creativity and economic growth through cultural engagement and activity across the City Region. Each Borough needs to weave five key elements into their creative programme:

- Children and Young People – accessing, enjoying, learning and thriving through culture and creative engagement with skills and talent pathways
- Positive Outcomes – wellbeing, health, education, cohesion and future of work
- Communities – increased participation, particularly the ageing society
- Distinctiveness of Place – promoting the creative and cultural offer to local people and visitors
- Infrastructure – leaving a legacy through better infrastructure for culture and creativity

The aim of Halton's Borough of Culture year is to:

increase participation in quality cultural activity across Halton, helping more people to experience the arts and to benefit from the role that culture can play in transforming lives - improving health and wellbeing, reducing social isolation, increasing community cohesion, inspiring creativity, supporting learning and making Halton a great place to live and work.

It is proposed that this will be delivered under the banner of 'Celebrate Halton' and will look to celebrate Halton's past, present and future through a programme of activity, ranging from small community-led activities to large-scale events, which bring in national/international artists.

3.2 **Progress to Date**

- a) An Internal Project Group has been established
- b) A Programme Development Organisation Art Reach has been appointed

ArtReach is a contemporary cultural development agency with a mission to make great art possible and accessible, connecting art with grassroots and diverse communities to forge creative engagement. ArtReach is a National Portfolio Organisation with Arts Council England.

Artreach's responsibilities are:

- To develop a high quality, engaging, and relevant programme that meets the Borough of Culture aims.
- To commission artists to create work.
- To provide advice and guidance on content and programming.

c) Initial consultation with partners has been undertaken

Heart of Glass were commissioned to undertake an some initial in autumn 2019. A series of workshops were held with local forums – Halton Heritage Partnership, Halton Local Cultural Education Partnership, Halton Primary Arts Network and residents input sought at events and in libraries, with visitors and staff.

A report was produced and some of the suggestions made incorporated into the programme development. Artreach are now picking up individual conversations with some of those who attended the consultation sessions to explore partnership involvement in the programme.

d) A Programme of Activities

This is currently being worked up in more detail; the full programme is subject to securing match funding – see below.

- **Made in Halton** (small grants commissioning local artists work)
- **Halton MakeFest** (local makers market at Halton Lea library)
- **Harmony Halton** (Music weekender in grassroots venues)
- **Bridge Festival** (Outdoor Event & Parade on SJB)
- **North West Vintage Rally** (with new Steam Punk attraction)
- **Festival 10:15** (young people led festival)
- **Halton Light Event** (to be held at Norton Priory)
- **Explore Festivals** (Libraries Programme)
- **Halton Heritage Hub** (with young person led strand)
- **Culture HQ** (shop space for event and workshops at Halton Lea)
- Small scale **public art commissioning** (murals etc)
- **Museum of the Moon**

e) Match Funding

An allocation of £200k has been made by the CA with an expectation that match funding is also secured to enhance the programme.

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 FINANCIAL IMPLICATIONS

5.1 If match-funding sources are not secured, a reduced programme will be implemented.

Possible additional funding to secure events staff/pay for casual staff may be required.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

One of the five core elements of all BoC programmes is aimed at Children and Young People – accessing, enjoying, learning and thriving through culture and creative engagement with skills and talent pathways. A Cultural Youth Voice panel is being developed as part of the stakeholder involvement for the year.

6.2 Employment, Learning and Skills in Halton

One of the five core elements of all BoC programmes is Positive Outcomes – including for education and future of work – it is anticipated that a focus on the cultural offer locally, along with the introduction of nationally renowned companies and artists will kick-start skills development and employment opportunities in the creative industries.

6.3 A Healthy Halton

One of the five core elements of all BoC programmes is Positive Outcomes – including for wellbeing and health – it is anticipated that the programme will have a positive impact on the health and wellbeing of residents whether through passive or active engagement.

6.4 A Safer Halton

None

6.5 Halton's Urban Renewal

None

7.0 RISK ANALYSIS

N/A

8.0 EQUALITY AND DIVERSITY ISSUES

The ethos of the Borough of Culture programme is that it offers opportunities for the whole community through a range of activities and events, the majority of which are offered free of charge and at a range of venues across the Borough.

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

None under the meaning of the Act.

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

DATE: 21st September 2020

REPORTING OFFICER: Strategic Director – Enterprise, Community & Resources

SUBJECT: Community Development Service Annual Report for 2019/20

PORTFOLIO: Community & Sport

WARD(S): Borough-wide

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform Members of the operational delivery for the Community Development Service for the period 1st April 2019 to 31st March 2020.

2. RECOMMENDATION: That:

- 2.1 Members consider and comment upon the report.

3. SUPPORTING INFORMATION

- 3.1 The Community Development service helps support local community groups or organisations with their formation and facilitates the delivery of community led initiatives and activity. The team also have a combined role in managing Area Forum projects delivery; enabling Elected Members to respond to community concerns and aspirations. The combined role generates effective community engagement with Council departments, services and partner organisations and contributes to building resilience in Halton's communities.

4. COMMUNITY DEVELOPMENT

- 4.1 The Team's Officers are neighbourhood based. They work alongside community groups to support them to develop their skills and knowledge to promote community action. This often involves providing advice and guidance around committee structures, financial arrangement, policies and regulations which need to be developed and observed and assisting in delivery of community action. This is the only role that has these functions as a core purpose. Community Development activity strengthens local belonging, addresses inequalities and provides a conduit between communities and the public sector which fosters a relationship that:-

- Promotes a strong sense of place, local services really matter to how residents feel about where they live and their overall satisfaction.
- Understanding and targets local priorities - community concerns drive community initiatives and improvements in their neighbourhoods.
- Communicates what the Council is doing and proactively seeks engagement.
- Generates connected communities to create a sense of belonging and facilitating community resilience.
- Generates community respect and civic pride through activity brings residents together. Intergenerational work in particular has had a significant impact in breaking down perceptions between young and old in communities resulting in people feeling safer.

4.2 Seeking out funding opportunities and securing successful bids has become increasingly core to the Community Development and Project Officer role; which is particularly important in the current economic climate. A performance measurement framework is in place for Community Development activity. The Table below shows the Service’s performance against each indicator for 2019/20 compared to the previous year.

	2019/20	2018/19
Total number of volunteers	330	303
Number of groups worked with	101	71
Number of people benefiting from activity	6,987	2,563
Number of events/initiatives supported	12	13
Funding secured from CD intervention		
From external sources	£281,650	£527,696
From internal sources	£40,603	£68,547
TOTAL FUNDING	£322,253	£596,243

4.3 In 2019/20, for every pound it cost to provide the Community Development service, £2.20 was levered in to support community groups and initiatives.

5. GRASS ROOTS DELIVERY

5.1 The following section provides some examples of groups that the Community Development (CD) Team are working in partnership with of across the borough and also examples of some of the projects that they have helped to deliver

5.1.1 Broadheath, Ditton, Hough Green & Hale

9th Rainbows – Support with funding bids to provide a residential experience for the group members.

Friday Friends – Help for a group setting up to support elderly people and those with dementia and their carer's at Ditton Community Centre

St Michael's with St Thomas Church - Provided funding advice and support for the church to renovate their community room. Just over £39k was secured from Virridor.

5.1.2 **Appleton, Kingsway & Riverside**

Widnes Bowling Club – supported the club to source funding to enable them to provide a Christmas panto and party for children in the local area.

Fortuna Female Society – Range of support provided from supporting a number of successful funding applications to advice on planning events and consultation.

Catalyst - Support via participation in their Funding Group – bids submitted, support with consultations and paperwork reviewed.

5.1.3 **Birchfield, Farnworth & Halton View**

St Luke's Church: Worked alongside External Funding Team to support the Church with a variety of funding bids; including advice on required consultation to improve community facilities at the Church.

Halton View Action Group – Work with this existing group included looking at their current governance arrangements and providing advice to ensure it was fit for purpose. Also helped identify and address areas where their policies and procedures were missing.

5.1.4 **Grange, Heath, Halton Brook & Mersey**

Years Ahead – Support was provided to source £4k for the arts program that this group provides. A number of changes within the group also led to support being provided to new committee members.

Buddhist Temple - Worked alongside External Funding Team and with Runcorn Historic Society to source almost £8k for the reinstallation of historic sewer gas lamp and information board. Further support provided for the development of a peace garden and new temple.

Unlock Runcorn – Support provided to help develop communal garden space within their compound with funding of £1800 secured. Supported the Regeneration Team to provide further support with the development of the 'Unlock' project as a whole.

5.1.5 **Halton Castle, Norton North & South, Windmill Hill**

Murdishaw Matters - provided advice and guidance to this newly established group on governance and relevant policies and procedures. Once established, the group secured a Community Development Starter Grant.

Creative Health Initiatives (CHI) – Worked closely with this organisation as they took on the café in Phoenix Park. As well as providing regular, general day to day advice, support was also provided on a number of funding applications totalling over £100k.

Persona Insight CIC – Supported this newly established group with the paperwork required for setting up a CIC. Also advised on possible sources of funding.

5.1.6 Beechwood & Halton Lea

Beechwood Community Centre – Ongoing support to this organisation with a particular focus on supporting with area forum application.

Runcorn Sea Cadets – Supported group with purchasing of new equipment and helped boost their membership numbers.

5.1.7 Daresbury

Sandymoor Community Centre – support with funding applications to enable the purchase of additional equipment and resources for the centre.

6. COMMUNITY DEVELOPMENT GRANTS

6.1 The Community Development Service also administers Starter and Development Grants for community groups. In 2019/20, three new groups were supported with a Starter Grant and ten existing groups were supported with a Development Grant to assist with their project/group costs. A breakdown of expenditure is set out in the Table below.

Starter Grants & Community Development Grants

GROUP NAME	PROJECT	GRANT AWARDED
Starter Grant		
Blue Sky Community Youth Group	Start Up Costs	£150.00
Murdishaw Matters	Start Up Costs	£150.00
Friday Friends	Start Up Costs	£150.00
TOTAL Starter Grant		£450.00
Development Grant		
Church Together in Runcorn	Churches Against Poverty Programme	£400.00
Eclipse Cheerleading	Kit & Equipment	£400.00
CHI	Promotional Material	£400.00
St Michael's with St Thomas	Promotional Material & Resources	£367.62

West Bank Boat Club	Kitchen Equipment	£300.00
Hillview Women's Club	Printing Material	£360.91
Murdishaw Arts Co-operative	Training Programme	£300.00
Comfort Dolls	Material & Resources	£350.00
Runcorn Community Choir	Musical Resources	£400.00
Ragheed Action Group	Equipment	£139.93
TOTAL Development Grant		£4,218.46
TOTAL GRANTS		
		£4,668.46

7. AREA FORUM PROJECTS

7.1 As referred to in paragraph 3.1, Community Development & Project Officers also manage Area Forum funding applications and project delivery. As well as helping to deliver activities and initiatives within local neighbourhoods, Area Forum money can often help to lever in other funding into the borough as match funding; for example, third party contribution for Wren applications. An annual report on Area Forums, which provides full details of expenditure, match funding, evaluation and case studies, is presented to the Corporate Services Policy and Performance Board.

8. STRATEGIC APPROACHES

8.1 The Community Development Service;

- Works in close collaboration with the Community Centres service to support community led activity in Council venues and provide vibrant hubs with a wide offer for local residents;
- Has provided lead support to the Community Shop initiative to secure a social supermarket in Halton. The Halton Community Shop opened in December 2019 and it was the first one in the Liverpool City Region;
- Provides support to the Council's approach for the re-settlement programme of Syrian Refugees. The service is a member of the multi-agency forum and provides local briefs for each new arrival in the Borough to assist families with orientating themselves in their new surroundings;
- Provides a strategic approach to community engagement in Halton. It enables Council departments and partner agencies to engage with local communities and supports the third sector infrastructure that provides the platform for community involvement in Halton.
- Provides support to partner organisations with assessing grant applications. This is an expanding area and examples include Riverside Housing and the WEA.

9. FINANCIAL AND RESOURCE IMPLICATIONS

9.1 The Financial and Resource implications are detailed within the report.

10. POLICY IMPLICATIONS

10.1 There are no Policy implications arising from this report

11. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

11.1 A Healthy Halton

Community development supports a whole area approach to health and wellbeing linking appropriate partners and stakeholders to work jointly with all sections of Halton's community responding to health issues, i.e zipper club, alzheimers group, lunch bunch, and Halton happy hearts. This approach raises awareness of health issues and empowers communities to be proactive and build resilience. Examples of this are support to community gardening & allotment projects, patient support groups and liaison with the Health Improvement Team.

11.2 Halton's Urban Renewal

Community development contributes to wider community initiatives and regeneration in the areas they are sited. There are numerous community gardening and local environmental projects across the service working jointly with key stakeholders. Delivering community development within the neighbourhoods linking into the Area Forums provides a mechanism for local people to influence improvements for their area and translate aspirations into objectives.

11.3 Employment, Learning & Skills in Halton

The service works with volunteers; facilitating skills development in committee processes, capacity building, fundraising and consultation. Close working with the Community Centres service also provides volunteer opportunities. Support is also provided for adult and lifelong learning for community groups.

11.4 Children and Young People in Halton

Community Development activity benefits all ages of residents with many initiatives directly supporting children and young people or having intergenerational approaches.

11.5 A Safer Halton

A sense of community and community connectedness reduces residents' fears of crime where they live, they are likely to feel a stronger sense of belonging and safety in an environment where the communities know each other, are active and there are established links to other stakeholders like police, housing, community wardens, etc

12. RISK ANALYSIS

12.1 There are no significant risks associated with this report.

13. EQUALITY AND DIVERSITY ISSUES

13.1 There are no equality and diversity issues as a result of this report as the Local Area Forums and grant support opportunities are open and accessible to all members of Halton's community.

REPORT TO:	Employment Learning & Skills and Community Policy and Performance Board
DATE:	16 November 2020
REPORTING OFFICER:	Strategic Director – Enterprise, Community and Resources
PORTFOLIO:	Economic Development
SUBJECT:	Covid19 – LCR Hospitality and Leisure Grant (HLG)
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1** The impact of the Coronavirus is being felt in our communities in many different ways, and Halton's businesses have been severely affected with many losing several months of trade and some are still not fully operational. A presentation will be provided to the PPB which will set out how the HLG provided by Liverpool City Region, and administered by the six Local Authorities, has gone some way to support local businesses.

2.0 RECOMMENDATION: That

- 1) **the report be noted; and**
- 2) **the Board considers the information presented and raise any questions of interest or points of clarification following the presentation.**

3.0 SUPPORTING INFORMATION

3.1 Hospitality Leisure Grant

This is a new grant fund launched by the Liverpool City Region (LCR) Combined Authority in response to the LCR entering a Tier 3 Lockdown. It has identified the businesses most affected by the lockdown and the level of support the LCR combined can offer.

The Business Improvement and Growth Team will be managing the roll out of the grants to Halton businesses and a presentation will be provided at the meeting to bring members up to date on grant allocations and to advise on the number and type of businesses the programme has been able to support.

4.0 Presentation

The presentation will outline the grant criteria and how applications have been assessed.

5.0 POLICY IMPLICATIONS

5.1 The HLG was designed to be accessible and inclusive for as many Hospitality and Leisure businesses as possible.

6.0 FINANCIAL IMPLICATIONS

6.1 Funding is being provided by the government and the Combined Authority. The Council is also providing resources to administer the programme.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

None.

7.2 Employment, Learning and Skills in Halton

The aim of the grant scheme is primarily to enable businesses retain employees, and reduce the number of people being made redundant.

7.3 A Healthy Halton

None

7.4 A Safer Halton

None

7.5 Halton's Urban Renewal

None

8.0 RISK ANALYSIS

There are no risks specifically identified in this presentation. A financial risk assessment for the grant scheme as a whole has been undertaken by the Council's Accountancy Division.

9.0 EQUALITY AND DIVERSITY ISSUES

N/A

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

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