

## Employment, Learning & Skills SSP - Minutes 24 February 2014

### Present

Wesley Rourke	HBC - Economy, Enterprise & Property (Chair)
Debbie Houghton	HBC – Children & Enterprise Policy Team
Shélah Semoff	HBC - Policy & Performance Team
Cllr Eddie Jones	Halton Borough Council
Simon Clough	HBC Learning & Achievement Services
Janine Peterson	Job Centre Plus
Siobhan Saunders	HBC – Adult and Family Learning
Tracy Ryan	HBC - Policy & Performance Team
Claire Bradbury	Partnership In Prevention
Jane Smith	Riverside College
Cleo Pollard	Halton Family Voice

Item		Action
1.	<p><b>Apologies</b></p> <p>Hitesh Patel            Halton CAB  Sue Baxendale        Halton Housing Trust  Kevin Smith            Riverside College  Catherine Johnson   HBC Children &amp; Enterprise Performance Team</p>	
2.	<p><b>Minutes and Matters Arising from 16 December 2013</b>  Minutes were accepted as an accurate record.</p> <p>2.1    <u>2.1 SCS Indicator Review</u>  SCS Indicators review will be discussed at a future HSP Board.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Cllr. Rob Polehill letter to be circulated to members.</b></li> </ul> <p>2.2    <u>3.1 European Funding Programme 2014-2020, 6.1 New Priorities and 7.1 Taking The Priorities Forward</u>  Actions are covered on the agenda.</p> <p>2.3    <u>4.1 Terms of Reference &amp; Information Sharing Protocol</u>  Members confirmed their agreement of these.</p> <p>2.4    <u>5.1 Partnership Agreement</u>  No comments received, agreement accepted by members.</p>	DH
3.	<p><b>Raising the Participation Age</b></p> <p>3.1    SC advised that the government has increased the age for young people to remain in education or training to the end of the academic year in which they turn 17 from 2013 and until their 18<sup>th</sup> birthday from 2015. The Education and Skills Act places additional duties on local authorities relating to Raising the Participation Age around:</p>	

<p>3.2</p> <p>3.3</p>	<ul style="list-style-type: none"> <li>• Promoting effective participation of all 16-17 year old residents; and</li> <li>• Making arrangements to identify young people who are not participating.</li> </ul> <p>The Participation Update and Young Person’s Strand of the Participation Strategy will be implemented in April 2014 and have been developed in response to this change. A number of initiatives are being progressed including the recruitment of Young People Case Workers within the 14-19 Team.</p> <p>On an educational basis, ideally the government would like all young people to attain a Level 3 qualification. In Halton, the intention is to work more collaboratively and holistically with partners and the voluntary sector to provide support to young people. Schools/ Colleges now have a statutory obligation to inform HBC of any young people that drop out of education which will help tracking and support of these people.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>U-explore to be demonstrated at a future meeting.</b></li> </ul>	<p><b>SC</b></p>
<p>4.</p> <p>4.1</p>	<p><b>Advice Services Transition Fund (ASTF) Project</b></p> <p>Shélah provided an overview of the ASTF Lottery Funded Project and highlighted the key items from the Project Progress Report that Hitesh had provided. The project 4 aims include:</p> <ul style="list-style-type: none"> <li>• People getting advice at the right time and right source;</li> <li>• Better learning opportunities for local people to volunteer;</li> <li>• Advice sector to work as a ‘collective’;</li> <li>• More awareness and accountability to ‘decision makers’ and other stakeholders.</li> </ul> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Project Progress Report to be circulated.</b></li> </ul>	<p><b>DH/TR</b></p>
<p>5.</p> <p>5.1</p>	<p><b>JCP changes around welfare reforms including work commitment, digitalisation</b></p> <p>Janine provided an overview of the welfare reforms which involved claimant commitment for JSA only (this is a forerunner for the changes being rolled out under Universal Credit). Widnes went ‘live’ in December ‘13 and Runcorn goes ‘live’ in March. It has involved a big change for JCP culture including upskilling Advisers to undertake new requirements for claimant commitments. The sanctions were discussed - Janine advised that as these are changing on a daily basis - no briefing note is currently available for circulation.</p>	

<p><b>6.</b></p> <p>6.1</p> <p>6.2</p>	<p><b>Local Support Services Framework (LSSF)</b></p> <p>Shélah provided an overview of the Local Support Services Framework for Universal Credit and Welfare Reforms these will support the claimants’ journey towards self-sufficiency and independence. Debbie mentioned about the report Trading Standards had produced regarding pupils’ perception of loans and APR – pupils thought that loans with the highest rate was the best to choose. Pupils agreed that they would choose loans based on the affordability of the weekly amount rather than the overall amount over the loan period to be repaid. Members felt this issue should be raised with Head teachers to clarify coverage of this on the school curriculum. Information about the potential role of local support services across the claimant journey was provided for discussion.</p> <p>Shélah advised that HBC did not have a named designated ‘lead’ officer to progress the LSSF and also suggested that the work could possibly be progressed via a sub-group of HYAT.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Trading Standards report to be circulated</b></li> <li>• <b>Pupil perceptions of loans and APR rates to be raised at the next Head teachers forum</b></li> <li>• <b>HBC resources to be identified, report required for HBC Executive Board on 10 April ‘14</b></li> <li>• <b>Review how other LCR local authorities are taking forward the LSSF</b></li> </ul>	<p>DH SC</p> <p>Shélah/ EJ/WR</p> <p>Shélah/DH</p>
<p><b>7.</b></p> <p>7.1</p>	<p><b>European Structural Funds Update</b></p> <p>WR explained that work previously discussed would be progressed over the next few months.</p>	
<p><b>8.</b></p>	<p><b>AOB</b></p> <p>None</p>	
<p><b>9.</b></p>	<p><b><u>Please note:</u></b></p> <p>The next meeting is a <b><i>Joint ELS / Regeneration &amp; Environment SSP meeting on:</i></b></p> <ul style="list-style-type: none"> <li>• <b>FRIDAY 4<sup>th</sup> April – 9.30am-12noon</b> in the Boardroom at Municipal Building, Widnes</li> </ul> <p><b>Other meetings - 2pm, Room 13, Kingsway Learning Centre</b></p> <ul style="list-style-type: none"> <li>• 14 July</li> <li>• 20 October</li> </ul>	