

Employment, Learning & Skills SSP

Minutes of Executive Group Meeting 14 January 2010

9.30 am, The Heath, Runcorn

Present:

Wesley Rourke
Neil Maguire
Maurice Gleeson
Colin Billingsley
Gerry Fitzpatrick
Eleanor Carter
Claire Tierney
Hitesh Patel
Diane Sproson
Shelah Semoff
Andy Guile
Alison Bowen
Mark Grady
Cllr Eddie Jones
Simon Clough
Madeleine Hamadianian

Organisation:

HBC Economic Regeneration
Learning and Skills Council (LSC)
Riverside College Halton
Jobcentre Plus
Enterprise & Employment (HBC)
External Funding (HBC)
External Funding (HBC)
CAB
Connexions
Policy & Partnership (HBC)
HVA
Adult Learning & Skills (HBC)
Policy & Partnership (HBC)
HBC
14-19 Partnership (HBC)
Adult Learning & Skills (HBC)

1. Welcome/Apologies

- 1.1 Wesley Rourke welcomed everyone to the meeting and informed the Group of his appointment to Operational Director, Employment, Economic Regeneration and Business Development and that subject to the Group's approval he would Chair this meeting. This was agreed and the Group provided introductions.
- 1.2 Apologies had been received from:
- | | |
|------------------|-------------------------------|
| Siobhan Saunders | Adult Learning & Skills (HBC) |
| Jane Trevor | Jobcentre Plus |
| Claire Bradbury | YMCA |
| Lisa Driscoll | Policy & Partnership (HBC) |
| Cleo Pollard | Halton Parents & Carers |

2. Minutes of last meeting and Matters arising

The previous Minutes were reviewed and agreed. There were no matters arising not covered in the Agenda.

3. LPSA 2 Proposals and Revised ELS Budget

- 3.1 The Group were informed that at the Partnership Board meeting it was agreed to delegate agreement and approval to SSP Chairs' Group. It had been felt that it would not be correct to rush into funding without clear guidance around past performance, partners' involvement, evidence of need provided and a clear exit strategy. It was agreed that the SSP would sift through the proposals prior to submission to the Board on 25 January for formal endorsement.
- 3.2 A general discussion ensued. The following outlines some of the key points:
- MG informed of Riverside College inspection w/c 01 February. The College has self assessed Grade2 across most of its provision and expects this to be reflected on inspection.

The College NEET offer is being lined up with the 6-month unemployed contract, infilling NEET learners into it and it is piloting Foundation Learning within that framework. Current number of learners is over 40 with rolling enrolment due to flexible nature of the curriculum offer.

Additional premises have been identified in Widnes behind Moor Lane Business Centre and it is hoped to turn this into a Skills Centre.

- SS informed that the Partnership Board feels more coordination is required between proposals.
- Cllr Jones queried the College courses benefit to the unemployed and MG extended an invitation to him to visit to view the curriculum offer. Cllr Jones felt it would be better to look at new and innovative proposals.
- WR felt that a parallel piece of work is required and proposed to revisit the Performance Group and look at it from the performance perspective and do a review of existing projects alongside the projects coming forward.
- SS informed that if members would care to send her their comments on projects, then she would forward these. **Action point for all.**

4. ELS Financial and Performance Management

- 4.1 SS informed the Group that the Partnership has a new performance management template. If any variance on spend this must be communicated in the comments box. The agresso report used by finance can only be accurate as far as current data provided and she is trying to identify any underspend from the projects.
- 4.2 AB confirmed that the PreL2 allocation will be spent. Siobhan Saunders will need to put a comment in to this effect. **Action: S Saunders**
- 4.3 HEP allocation of 818k indicates a spend of 375k (although this is a 2-year funding) and across this SSP's allocation of 2,290k, about 1,340k has been spent. However it was pointed out that some underspends have been reallocated to other projects.

5. ELS Network Event

- 5.1 The event is being held on 21 January at The Foundry. There will be a speed networking event, presentations and workshops, "things for the future". The Group were asked to choose their preferred workshop/s by the end of today.
- 5.2 CB felt it would provide a good opportunity partners to give comments on how they see ELS SSP progressing and shaping in the immediate and short term.
- 5.3 DS requested people's attendance if they have confirmed since a lot of work has gone into making this a positive event.

6. Outcome Based Accountability

- 6.1 MG provided the Group with an overview as per the briefing paper circulated with the Minutes and circulated an example around NEET. There will be workshop on OBA at the ELS Network Event.
- 6.2 Connexions have used OBA as the basis for internal key performance indicators/management. **Action: DS to send MG an example of what has been completed for a Connexions vulnerable Group.**

7. Local Economic Assessment

- 7.1 WR provided an overview as per the briefing paper circulated with the Minutes and asked the Group for their views. He felt significant input from the Group is required.
- 7.2 SS felt that engaging with communities needs to be reflected. Cllr Jones felt engagement does take place. The 3rd sector has a larger role and there is an opportunity now to look at this. WR felt there are some developments we can build on ourselves and a local level mapping exercise has commenced. SS advised that if the Group wish to feed into the LAA then work needs to be completed by end December.
- 7.3 CB commented that the Work & Skills Plan should be a key part of it. It was suggested that Andrew Parnell be linked into progress with the Assessment in terms of the Core Strategy.

8. Future Jobs Fund

- 8.1 GF asked the Group to note that the briefing paper had been prepared in November for December's meeting at which time this item had been deferred.
- 8.2 GF outlined the briefing paper circulated with the Minutes. There are now 255 young people in Halton eligible for FJF and CAB are interviewing 10 people next week to hopefully engage 6.
- 8.3 There is a lot of duplication with CES with organisations for FJF, due to DWP. As candidates come through JCP, JCP will place an advisor into HPIJ and anyone eligible will be referred to an advisor.
- 8.4 Regarding NEET, DWP have agreed that anyone previously NEET can join FJF as soon as they reach age 18. JCP advisors are also in Connexions.

9. Skills Strategy and Development Updates

- 9.1 It was agreed that this be deferred to the next meeting.

10. Sub-Group Updates

10.1 Skills Group

- NM reviewed the Skills Group update and advised that Jane Trevor will take on the Chair's role.

10.2 Enterprise

- GF reviewed the update circulated with the Minutes.

10.3 Employment Sub-Group

- CB advised that the group met in November and December and he will circulate the details of proposals.
- Whilst the Group discuss topical issues and priorities it is felt there is considerable overlap and CB said he would welcome a discussion on collaborative working. GF felt this is a resource issue. SS said people must take responsibility for cross activity and sharing knowledge. WR informed that the development session at the end of the month will pick up a wide range of issues.

11. Any Other Business

- 11.1 GF requested that the 2k incentive for public sector employers be reviewed. The Group agreed to support this request and **WR agreed to clarify whether anything further was required.**

12. Date, Time and Venue of Next Meeting

The next meeting will be on Tuesday 16 March at 9.30 am at The Heath, Runcorn.