

Employment, Learning & Skills SSP

Minutes of Executive Group Meeting 31st October 2011

2.00 pm, Kingsway Learning Centre, Widnes

Present:

Wesley Rourke (In the Chair)
Helen Woollacott
Nick Mannion
Kevin Smith
Simon Clough
Hitesh Patel
Cleo Pollard
Mariangela Hankinson
Cllr Eddie Jones
Claire Bradbury
Catherine Johnson
Hazel Coen
Steve Eccles
Siobhan Saunders
Diane Sproson

Organisation:

Economy, Enterprise & Property (HBC)
Skills Funding Agency
Strategic Policy & Partnership (HBC)
Riverside College, Halton
Children & Young People (HBC)
Halton CAB
Halton Parents & Carers Forum
Jobcentre Plus
Portfolio Holder, Halton BC
Power in Partnership
Performance & Improvement (HBC)
Performance & Improvement (HBC)
Transport Policy (HBC)
Employment, Learning & Skills (HBC)
Greater Merseyside Connexions

Apologies had been received from:

Cllr Sue Edge	Chair of HBC ELS Policy & Performance Board
Ian Graham	Communications & Marketing (HBC)
Susan Baxendale	Halton Housing Partnership
Emma Palmer	A4E (SWP Prime contractor)
Claire Jones	Halton & St. Helens CVA
David Gray	Welfare Rights (HBC)

1. Welcome/Apologies

- 1.1 Wesley Rourke welcomed everyone to the meeting, introduced visitors and thanked Kevin Smith for stepping-in to Chair the last meeting Wesley Rourke. Group members provided introductions.

2. Declarations of Interest

- 2.1 There were no personal or pecuniary declarations of interest.

3. Minutes of last meeting and matters arising

The Minutes of the meeting on Monday 22nd August 2011 were reviewed and confirmed as accurate.

- 3.1 Matters arising not covered elsewhere on today's agenda;

Item 3.1 - Review of Halton Enterprise Board – WR briefed the meeting on the current situation, and the needs to resolve certain issues. **WR to report back on progress to next meeting.**

Item 3.1 – Welfare Reform Bill – NM briefed meeting on current position with regard to this piece of key Government legislation. Currently at House of Lords committee stage, and a large number of amendments have been submitted for consideration when it returns to the Commons. Not likely to receive Royal Assent until sometime in the New Year. **NM to continue to update group on progress.**

Item 4 - Role Description – no further comments were received after the last meeting.

Agreed; That the Role Description is formally adopted and appended to the group's Terms of Reference.

Item 7 - The partnership Action Plan now formally signed-off and adopted.

4. Enhanced Partnership Working

- 4.1 WR introduced the report and the outcome of the HSPB development session on 17th October 2011. NM then outlined the work to date by our partnership on the 'Stronger Local Labour Force' theme.
- 4.2 Perhaps we had been overambitious and also some partners had resource issues.
- 4.3 We need to complete the work and sustain the momentum.
- 4.4 Suggestion that it can be linked-up with the Leading By Example initiative (see item 8)

Agreed; To give a large proportion of the next meeting to exploring further the Leading by Example initiative and how it can be applied to this initiative.

5. Local Sustainable Transport Fund bid.

- 5.1 Steve Eccles, the bid co-ordinator, outlined the background and current state of development of the bid which will be for around £5 million and must be submitted by February 2012.
- 5.2 The key themes of the fund are to remove/reduce barriers to employment, by of financially and environmentally sustainable ways.
- 5.3 Therefore, Halton's bid will not focus on persuading commuters out of their cars, but to remove the access barrier to key employment sites for job seekers who don't have regular use of car so they can consider employment opportunities away from their immediate neighbourhood.

Agreed; Partners to liaise with the bid team on suggestions for specific activities for inclusion.

6. Performance Framework – Sustainable Community Strategy.

- 6.1 Hazel Coen outlined the development of an evidence-based performance management framework for monitoring the progress in the implementation of the Sustainable Community Strategy and a suite of possible ELS indicators and lead organisations.

- 6.2 Catherine Johnson will be working with the partnership on our performance management reports etc.

Agreed; to receive the report and the chair authorised to agree the final indicators, with suggested improvement targets to come back to the group at a future meeting.

7. Sub Group Update

- 7.1 Updates circulated with agenda - SS briefed group on Skills and HEP group reports.

- 7.2 The Widnes Tesco store recruitment hotline to 'go live' next month.

Agreed; NM to circulate the details of the Tesco recruitment hot line to the group as soon as details have been finalised.

8. Leading by Example Project

- 8.1 The innovative initiative that has been piloted by Brighton and Bristol City Council's along with Job Centre plus was outlined by MH and WR.

- 8.2 Preliminary discussions have already taken place about bringing it to the city region.

Agreed;

To devote a large part of the next Exec Group meeting to exploring how we can make most productive use of the Leading by Example project.

NM to circulate details of the Leading by Example website to group members

9. 2011/12 Meeting Dates (all start at 2 pm)

- 9.1 5th December 2011. Venue to be advised (Marketing Suite may no longer available)
13th February 2012 Marketing Suite, Municipal Building, Widnes.

Agreed

NM to draw-up 2012/13 meeting dates for next meeting

11. Any Other URGENT Business.

Members to let NM know by no later than 21st November 2011 any item they wish to have included on the agenda for the December meeting