

Public Document Pack



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

Wednesday, 7 January 2015 at 6.30 p.m.
The Board Room - Municipal Building,
Widnes

A handwritten signature in black ink, appearing to read 'David W R', on a white rectangular background.

Chief Executive

BOARD MEMBERSHIP

Councillor Susan Edge (Chairman)	Labour
Councillor Andrew MacManus (Vice-Chairman)	Labour
Councillor Sandra Baker	Labour
Councillor Lauren Cassidy	Labour
Councillor Harry Howard	Labour
Councillor Peter Lloyd Jones	Labour
Councillor Geoffrey Logan	Labour
Councillor Stan Parker	Labour
Councillor Carol Plumpton Walsh	Labour
Councillor Margaret Ratcliffe	Liberal Democrat
Councillor Joe Roberts	Labour

*Please contact Ann Jones on 0151 511 8276 or e-mail
ann.jones@halton.gov.uk for further information.
The next meeting of the Board is on Monday, 23 March 2015*

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

Part I

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1. MINUTES	
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.	
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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, and Community Policy & Performance Board

DATE: 7 January 2015

REPORTING OFFICER: Strategic Director, Policy 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 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 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 and Performance Board

DATE: 7 January 2015

REPORTING OFFICER: Chief Executive

SUBJECT: Executive Board Minutes

WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 The Minutes relating to the Community Portfolio which have been considered by the Executive Board 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

- 3.1 None.

4.0 OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 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.

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

96	NORTON PRIORY MUSEUM – MONASTRY TO MUSEUM PROJECT
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The Board considered a report of the Strategic Director, Children and Enterprise, which advised of a tendering exercise to be undertaken for the Monastery to Museum 900 Project.

The Board was reminded that Heritage Lottery funding was approved in August 2014 for the Monastery to Museum project. It was reported that this was 82% of the estimated costs, with the remaining match funding to be raised by the Norton Priory Trust. It was anticipated that works were due to commence in March 2015 and completed by June 2016. Expressions of interest would be sought initially from suitably qualified contractors, following which an assessment would take place with a subsequent invitation to tender issued to contractors.

RESOLVED: That the Board note that a tendering exercise will be entered into via “The Chest” in order to appoint a main contractor for the Monastery to Museum 900 project which is a joint venture to rebuild Norton Priory Museum between Norton Priory Museum Trust and Halton Borough Council.

REPORT TO:	Employment Learning and Skills and Community Policy Performance Board
DATE:	7 TH January 2015
REPORTING OFFICER:	Strategic Director, Children and Enterprise
PORTFOLIO:	Resources
SUBJECT:	Presentation Universal Credit
WARD(S)	Borough-wide

1.0 **PURPOSE OF THE REPORT**

1.1 To receive a presentation from the Council's Revenue and Benefits and Customer Services Division on the introduction of the Universal Credit Scheme.

2.0 **RECOMMENDATION: That:**

i) That the board notes the presentation and action points.

3.0 **SUPPORTING INFORMATION**

3.1 Universal Credit is a single payment for people who are looking for work or are on a low income. It was introduced in 2013 on a pilot basis and replaced the following;

- Income based Jobseeker's Allowance
- Income related Employment and Support Allowance
- Income Support
- Child Tax Credits
- Working Tax Credits
- Housing Benefit

3.2 Halton's Go-Live date was 17th November. The presentation will outline partnership arrangements in place to manage the scheme and will identify potential issues and challenges arising from the implementation of the scheme, including the administration of Housing benefit and Council Tax support interventions.

4.0 **POLICY IMPLICATIONS**

4.1 The scheme will have implications for all the Council's priorities

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 Not applicable.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

As above.

6.1 **Children & Young People in Halton**

Not applicable.

6.2 **Employment, Learning & Skills in Halton**

Not applicable.

6.3 **A Healthy Halton**

Not applicable.

6.4 **A Safer Halton**

Not applicable.

6.5 **Halton's Urban Renewal**

Not applicable.

7.0 **RISK ANALYSIS**

7.1 There are no risks identified.

8.0 **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 and Communities Policy & Performance Board
DATE:	7 th January 2015
REPORTING OFFICER:	Strategic Director, Communities
PORTFOLIO:	Neighbourhood, Leisure & Sport
SUBJECT:	Community Development Services
WARD(S)	Borough-wide

1.0 **PURPOSE OF THE REPORT**

To provide an annual report on the Community Development service delivery for the period 1st April 2013 to 31st March 2014.

2.0 **RECOMMENDATION: That:**

Members consider and comment upon the report.

3.0 **SUPPORTING INFORMATION**

3.1 Community Development supports the creation, development and sustainability of independent local community groups. This generates the capacity for effective and inclusive community engagement with council departments and services thus enabling the delivery of many hundreds of community initiatives to tackle strategic objectives and community needs. The Community Development team have both a strategic and neighbourhood role in co-ordinating partnership support to respond to community concerns and create cohesive neighbourhoods which are participative and vibrant with a strong sense of community connectedness.

4.0 **COMMUNITY DEVELOPMENT**

4.1 The team consists of six members of staff including one Senior Officer. The Community Development Officers are neighbourhood based and work to the Area Forum patches. They work alongside community groups helping them develop their skills and knowledge to support community action. This often involves advice and guidance around committee structures, financial arrangements, policies and regulations which need to be developed and observed and assisting in delivery community action. Community development is the only role that has this as its core purpose. It strengthens local belonging and addresses inequalities. It 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 people feel about where they live and their overall satisfaction.
- Understands and targets local priorities – community concerns drive community initiatives and improvement in their neighbourhoods.
- Communicates what the Council's doing and proactively seeks views
- Generates community respect – 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.

Funding has increasingly become core to the Community Development role, particularly in this current economic climate. The service co-leads on providing funding market places with colleagues in External Funding. These events are always popular with many enquiries for follow up support in accessing funding. This has been a useful mechanism to link with groups who are not receiving on-going community development support.

- 4.2 A performance framework is in place for community development activity. In 2013/14 the Service's performance indicators can be seen below with comparative data from the previous operating year:-

	2013/14	2012/13
Total number of volunteers	991	929
Number of groups worked with	65	135
Number of people benefiting from activity	14,624	12,152
Number of partners involved	82	89
Number of events/initiatives supported	47	27
Funding secured from CD intervention		
From external sources	£160,547.00	£205,309.54
From internal sources	£127,840.00	£116,713.50
TOTAL FUNDING	£288, 387.00	£322,023.04

- 4.3 In 2013/14, for every pound it cost to provide community development, a further £1.30 was levered in to supporting community initiatives. Levels of 'levered in' funding has fluctuated over the years. In the previous operating year the figure was £1.38, however the current economic climate, with greater competition on grant funding, will have affected this.

5.0 GRASS ROOTS DELIVERY

Ward Members receive quarterly briefings and annual reports on Community Development activities across the Borough. Below is a snapshot to give a flavour of neighbourhood activity extracted from the Annual Reports.

5.1 Broadheath, Ditton, Hough Green & Hale

- **Halebank Youth Club** – A large amount of support and guidance has been provided to this committee as they were all newly elected at the AGM. The advice has included ensuring that the group fulfil their

responsibilities, have adequate policies and procedures and that their finances are managed effectively.

- **Hale Village Hall** – Consultation was carried out in partnership with the management committee and External Funding in relation to the BIG lottery bid that is being worked on to make improvements to the centre.

5.2 Appleton, Kingsway & Riverside

- **St John's Church** – Support has been provided to assist the church to extend their community hall that is a valuable asset to local groups. This has included writing a business plan, ensuring policies and procedures are in place. Support has also resulted in funding applications being successful so that their heating system could be upgraded.
- **Widiwig Denettes** – Ongoing support has been provided to this group that has gone from strength to strength and has over 60 girls engaged in physical activity. With advice and guidance the group has received nearly £12,000 from various grants.

5.3 Birchfield, Farnworth & Halton View

- **Lunts Heath Primary School** – worked with school to access Area Forum funding to enable them to install an outdoor classroom as part of the wider improvements to the playground.
- **Widnes North Residents Association** – supported this group as they decided to dissolve the group. It was a sad day for the group but they felt they had run their course and achieved all that they could and it was important that they were supported to dissolve correctly and ensure that matters, particularly their assets, were dealt with appropriately.

5.4 Grange, Heath, Halton Brook & Mersey

- **Todger Jones Statue Appeal Group** – Played a vital role in supporting this group to source over £40,000 to enable the statue to be erected. Much of the work revolved around the consultation for the bids.
- **The Shaw Development Group** - Provided support and advice to the partnership of community groups looking at community and management of the old drill hall including advice on many aspects of the Localism Act, particularly the Community Right to Bid process.

5.5 Halton Castle, Norton North & South, Windmill Hill

- **Murdishaw Project Group** – support and co-ordinate the group alongside the centre, partners and the board for directors to provide a programme of events and activity at Murdishaw Community Centre.
- **Village Life** – supported this new social group to establish and advised on policies and procedures. Also supported the group to plan their first event, a barn dance for all local residents to promote community spirit.

5.6 **Beechwood & Halton Lea**

- **Beechwood CIC** – provided in-depth support to this organisation as they transferred from a private members club to a Community Interest Company. Support was provided on funding applications, meetings, partnership engagement, project planning and consultation.
- **Keep Britain Tidy** – supported this partnership project to achieve the Gold KBT award. CD support involved promoting community clean-up day and developing a 'Friends Of' group and also membership of the steering group.

5.7 **Daresbury**

- This area has four parish councils, Daresbury, Moore, Preston Brook and Sandymoor. Community Development support continues to facilitate the parish council involvement in area forums and funding advice and guidance, in particular around heritage and commemoration of WW1 has been provided.

6.0 **SERVICE EVALUATION**

6.1 A service evaluation is carried out annually assisted by the Council's Customer Intelligence Unit, the evaluation achieved a 45% return rate. The responses demonstrated:-

- 98% of respondents stated Community Development support has made a difference to their group*
- 81% of respondents rated the service as excellent and 17% as good
- 100% of respondents would recommend the service to other groups

**The other 2% said they didn't need any help*

Open comments were received for a number of questions and a snapshot of responses is provided below:-

6.2 **Did receiving help from the Community Development Team make a difference to your group?**

Due to the financial pressures small charities like ourselves are experiencing, having someone like Karen to support us and to share her skills and knowledge is vital to our sustainability.

Adele has made herself available to advise us and help us comply with the various guidelines a support group needs to know about. We would not have become a formal group without her assistance. Her advice is straight forward and easily understood. The funding advice she has offered us has made a great deal of difference to the future of our group and we will always remain very grateful to her.

It helped us continue by providing funding till we were able to support ourselves. I received valuable advice about setting up treasurer account,

constitution etc. I had no experience what so ever, the team were always available to answers queries.

The support we have had has meant a great deal to our group, especially around the setting up of a committee and the funding opportunities. The input from CD has meant that we have been able to apply for funding to buy a laptop which has resulted in the group becoming more independent and self-sufficient.

We have been able to make massive improvements at the community centre - allowing the centre now to be used hourly by the whole extended community. Without the help of the community development team the community centre would without question now be closed and in all probability be demolished

With the support of the CD team we have successfully applied for funding and this has enabled us to offer the girls opportunities to try new things and to attend camps and residentials, all of which are building their skills for the future and encouraging the girls to continue in Guiding.

6.3 What do you think was most helpful about receiving help from the Community Development Team?

Having Gill Watson guiding us through all the processes of all the legalities of setting up a Voluntary Group and always being contactable.

It is reassuring to know that we can consult with the team on problems arising so that we can stay on the straight and narrow. Such as the issue of public liability insurance, which is now in place.

It's the general feeling of being supported and being listened to and taken serious, especially being a small local third sector and up against challenges with tendered nationals.

A story in the local magazine (Inside Halton) brought us five new members, just as our numbers were declining. Thank you Adele.

The community team knows how and where to source the things we need, from contacting individuals to applying for funding. They are always easily contacted for any questions and help.

Giving clear advice on the running of the group in a way normal people can understand and to know that if we get stuck we can contact them for help.

Building a better community.

The team know the community well and they have worked with the projects and know us so they are able to offer help and advice when we have need them.

Local knowledge and obvious passion and care about the community which was transferred onto our groups.

Sensible advice and genuinely interested, committed and supportive staff

Gill is very knowledgeable about funding and has been a great asset to me giving me the confidence to successfully complete the forms with positive outcomes. This has been done with great patience and good humour.

Having someone like Richard who is so willing to give assistance 'face to face' in a relaxed and friendly way.

6.4 If you could improve one thing about the service offered what would this be?

On the whole respondents couldn't think of any improvements but there were a couple of suggestions/comments:

- Better interaction on twitter or FB social media platforms by Community Development Team
- Improvements to the time taken to approve grants*

**We have no control over external grant programmes but we do aim to turn around our grant streams within 6 weeks.*

7.0 COMMUNITY DEVELOPMENT GRANTS

The Community Development service also administers grants for Starter, Community Development and Voluntary Youth grants.

14 new groups were supported with start-up grants of £150.

15 existing groups were supported with their project/group costs.

14 young people were supported with bursaries of £250.

12 voluntary youth groups were supported with their project/group costs.

A breakdown of this expenditure is below:-

Starter Grants & Community Development Grants

GROUP NAME	PROJECT	GRANT AWARDED
Starter Grant		
Crafty Kids	Start Up Costs	150.00
Friends of Naughton Fields	Start Up Costs	150.00
Village Life	Start Up Costs	150.00
Widiwig Denettes	Start Up Costs	150.00
West Bank Angling Club	Start Up Costs	150.00
Art Zone	Start Up Costs	150.00

Kingsway Parents Group	Start Up Costs	150.00
Hale Art Group	Start Up Costs	150.00
West Bank Stay & Play	Start Up Costs	150.00
Naughton Fields Garden Club	Start Up Costs	150.00
Friends of Quarry Court	Start Up Costs	150.00
The Wellbeing Choir	Start Up Costs	150.00
Halton Fibromyalgia Support Group	Start Up Costs	150.00
Castlefields Community Project	Start Up Costs	150.00
Simms Cross PTA	Start Up Costs	150.00
TOTAL Starter Grant		£2250.00
Development Grant		
HASCAS	Training	400.00
Knights Community Singers	New Equipment	150.00
Halton Village Millennium Green	Family Fun Day	400.00
Halebank Youth Club	Bingo Equipment and promotion	265.00
Warrington Road Family Group	Food Safety Training	400.00
Umbrella Halton	Promotional Material	200.00
Art Unlimited	Art Material & Equipment	400.00
Runcorn Family History	Transcribing and scanning equipment	399.98
Crafty Kids	Arts and Craft Materials	400.00
Hough Green Millennium Art Project	Theatre Production Costs	295.00
Halton Village Short Mat Bowling	Equipment	400.00
North Cheshire Rail Users Group	WW1 Event	200.00
Runcorn and District Historical Society	Display Boards	400.00
Bambinos	New Play Equipment	400.00
TOTAL Development Grant		£4709.98
TOTAL		£6959.98

Voluntary Youth Grants – Group & Bursary Grants

GROUP NAME/INDIVIDUAL	PROJECT	GRANT AWARDED
Bursaries		
Bursary	Personal Development	£250.00
Bursary	Personal Development	£160.00
Bursary	Dance	£250.00
Bursary	Performing Arts	£250.00
Bursary	Mai Thai	£250.00
Bursary	Dance	£250.00

Bursary	Dance	£250.00
Bursary	Personal Development	£250.00
Bursary	Dance	£250.00
Bursary	Personal Development	£250.00
Bursary	Angling	£250.00
Bursary	Musical Theatre	£250.00
Bursary	Music, Drama & Dance	£250.00
Bursary	Personal Development	£250.00
Bursary	Dance	£250.00
TOTAL Bursaries		£3660.00
Youth Development Grant		
1 st Halton Scout Group	Adventure Activity	£250.00
OATS Science Club	Equipment	£474.76
Weaver Scout Active Support	Swimming Gala	£355.00
IGNITE Youth Church	Summer Camp	£600.00
Halton Ambassadors Majorette Troop	Equipment & Materials	£600.00
HTTK	Music Project	£600.00
Camp Project Wales	Outdoor Activity	£600.00
Moorfield Junior Bowls	Equipment	£600.00
Simm Cross PTA	Equipment	£600.00
9 th All Saints Brownies	Equipment	£409.92
5 th All Saints Guides	Equipment	£566.92
TOTAL Youth Development Grant		£5656.60
TOTAL		£9316.60

8.0 STRATEGIC APPROACHES

Community Development has had a key role supporting a community led approach to Health & Wellbeing during the transition of public health to local authority delivery. The team is supporting Area Forums in developing a grass roots approach which provides a direct relationship between health service providers and local communities. This has resulted in a number of themed events in Local Area Forums delivering health checks, awareness of early signs and symptoms, information on being active for all sections of the community, etc. The team is supporting community groups in developing initiatives that tackle health challenges and empower residents to have a proactive approach to community wellbeing.

Community Development continues to support the Big Local initiative on Windmill Hill which will bring £1 million of lottery investment to the area over the next ten years. A formal partnership structure that demonstrates a community led approach is now in place with the strategic plan to inform the drawing down of the funds is being develop. This initiatives has a strong emphasis on community engagement informing priorities and objectives.

Community Development leads a Community Engagement Practitioners Forum which meets quarterly. The Forum is an opportunity for joint training, networking and identifying joint areas of work for front line officers across agencies operating in Halton.

Community Development supports Community First in the Appleton & Mersey wards alongside External Funding and Halton & St Helens VCA. Community First provides grass roots funding for community groups and voluntary sector organisations. The allocation is £33,910 over 4 years for each area, 2013/14 is the third year of delivery.

The Community Development Manager is the designated Armed Forces Champion for Halton. This requires liaison with Armed Forces units, developing strong links with veteran support organisations and ensuring policy and services meets the pledges set out in the Armed Forces Covenant.

Community Development supports a strategic approach to community engagement in Halton at a partnership level. The service enables and facilitates HBC departments and partner agencies engaging with local communities. The service also supports the third sector infrastructure that provides the platform for community involvement.

9.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

9.1 Children and Young People in Halton

Community services deliver Halton's Got Talent each year engaging with hundreds of young people, signposting to culture and performing arts activities and showcasing youth hubs to increase participation. Intergenerational activity generating cohesion between young and old in communities. Grants for voluntary youth groups and bursary support provide benefits in activities being accessed and opportunities for young people being realised.

9.2 Employment, Learning & Skills in Halton

Employment within the service areas. Volunteer opportunities and skills development in committee skills, capacity building, fundraising, consultation, etc. Support to adult and lifelong learning for community groups and neighbourhood delivery.

9.3 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, Halton happy hearts. This approach raises awareness of health issues and empowers communities to be proactive. Examples of this are support to New Shoots fruit & vegetable initiative, community gardening & allotment projects, patient support groups and liaison with the Health Improvement Team.

9.4 **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. Community Development attends Tasking & Co-ordination to contribute to a co-ordinated approach.

9.5 **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. The service has a key role in Castlefields Regeneration which is now ten years into the programme. 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.

10.0 **RISK ANALYSIS**

10.1 The service has a robust performance management mechanism.

11.0 **EQUALITY & DIVERSITY ISSUES**

11.1 The Community Development service is open and accessible to all of Halton's Community. The service supports both groups providing general community initiatives and those who represent marginalised sections of the community, ie. Halton Umbrella providing a network for black, minority and ethnic residents, many groups who exist to support disabled individuals and those suffering severe ill health, etc.

12.0 **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 and Community Policy Performance Board
DATE:	7 TH January 2015
REPORTING OFFICER:	Strategic Director, Children and Enterprise
PORTFOLIO:	Economic Development
SUBJECT:	Scrutiny Topic Group Items
WARD(S)	Borough-wide

1.0 **PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to propose the establishment of two topic groups
- 1.2 Topic Group 1 - to evaluate Halton's Inward Investment Service within the context of an emerging Liverpool City Region Inward Investment model.
- 1.3 Topic Group 2 – to consider potential income generation and efficiency savings relating to budgets set aside for Employment Learning and Skills

2.0 **RECOMMENDATION: That:**

- i) Members agree to the establishment of topic groups to focus on Halton's Inward Investment service and Employment Learning and Skills budgets;
- ii) Members nominate representatives of the PPB to sit on the Topic Groups;
- iii) Interim reports are presented to the ELS and Community PPB, no later than June 2015.

3.0 **SUPPORTING INFORMATION**

- 3.1 The Liverpool City Region Combined Authority is developing a collaborative city region approach to inward investment.
- 3.2 The Economic Development protocol part of the Combined Authority operating agreement sets out a proposal to work with the Local Enterprise Partnership (LEP) to coordinate Inward Investment activity across the Liverpool City Region and proposes the development of a protocol with respective Local Authorities in sharing information and handling inward investment enquiries.

3.3 An analysis will need to be undertaken to determine how city region collaboration would lead to a more effective service to investors and what this would mean in practice.

3.4 However, in order to contribute to this analysis, it is important to understand the current arrangements for managing Inward Investment enquiries locally, including the source of these enquiries and the resources allocated to delivering the service. This will then determine whether there is synergy between a local and city-region wide inward investment service and where added value can be obtained.

As part of the remit of Scrutiny Topic Group review, Members will evaluate the effectiveness of the current Inward Investment service and will assess where Halton's Inward Investment priorities should lie, together with an assessment of future resource requirements. The work will also be considered within the context of an emerging Liverpool City Region Business Growth hub (and its delivery locally), as well as the Halton Business Survey, previously reported to this Board.

The first Topic Group will also consider the scope and principles that are being developed to formulate an Inward Investment Service for the Liverpool City Region and will assess whether the approach will be beneficial to Halton.

The second topic group identified above will provide an overview of the services provided using ELS budgets and Members will obtain an insight into how resources are deployed and outcomes achieved.

Members will be advised on how external funding and income generation is used to deliver a broader employment learning and skills service.

Members will be invited to focus on a key theme arising from the development of the Directorate Business Plan for 2015-2018, for example:

1. Private Sector Interface
2. Youth Unemployment - Youth Employment Gateway
3. Mersey Gateway Employment Schemes
4. Sector Skills

4.0 **POLICY IMPLICATIONS**

4.1 The Liverpool City Region Combined Authority was established on 1st April 2014. It commits individual Local Authorities and the LEP to work more effectively and efficiently together in order to grow the economy of the Liverpool City Region. In return for this collaborative

working, further devolvement of powers and resources to the Liverpool City Region is anticipated.

4.2 The proposition is that by working together, partners in the Liverpool City Region can deliver a 'best in class' investment service.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 There are no financial implications arising from this report.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

None identified.

6.2 **Employment, Learning & Skills in Halton**

There are a number of implications for this priority, although the Topic Groups will consider the implications in more detail.

However, by promoting a more efficient and proactive client-led approach to Inward Investment, this should lead to greater levels of investment and jobs in Halton.

6.3 **A Healthy Halton**

None identified.

6.4 **A Safer Halton**

None identified.

6.5 **Halton's Urban Renewal**

None identified.

7.0 **RISK ANALYSIS**

7.1 There are no risks identified. However, in preparing for this Scrutiny Topic, the following key steps have been applied

1. Have we chosen the right topic?
2. What are we looking at?
3. Why are we looking at this topic?
4. What do we hope to achieve?
5. Is the topic geared towards Halton's top priorities?

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

None under the meaning of the Act.

REPORT TO:	Employment, Learning and Skills and Community Policy and Performance Board.
DATE:	7 th January 2015
REPORTING OFFICER:	Strategic Director – Children and Enterprise
SUBJECT:	Cities, Growth and Poverty – Joseph Rowntree Foundation
PORTFOLIO:	Economic Development
WARD(S):	Borough-wide

1.0 PURPOSE OF THE REPORT

To provide the Board with an overview of the key findings from the recent Joseph Rowntree Foundation report 'Cities, growth and poverty: Evidence review' which examines the relationship between economic growth and poverty.

2.0 RECOMMENDATIONS:

2.1 That the report is noted.

3.0 SUPPORTING INFORMATION

3.1 Joseph Rowntree Foundation have produced a report 'Cities, growth and poverty: Evidence review' which examines the relationship between economic growth and poverty.

3.2 There is a consensus that cities are important for economic growth. The Government is devolving powers to the largest and fastest-growing urban areas and providing incentives to encourage growth. A set of 'City Deals' have been agreed and the prospective Single Local Growth Fund will give cities more control over local spending in areas such as skills, transport and European development funds.

3.3 Many cities also have high levels of poverty, placing considerable strain on public services, for which local authorities and other agencies face an increasing demand at a time of unprecedented funding cuts.

4.0 POLICY IMPLICATIONS

4.1 Economic growth does not always reduce poverty. Many of the most economically successful city economies have experienced stable or increasing poverty rates even during periods of economic growth.

- 4.2 Increases in output or productivity at a local level are important for economic success, but have little short-term impact on poverty. Employment growth has the most significant impact. The quantity and quality of new jobs is the critical factor in reducing poverty in cities.
- 4.3 The benefits of growth in innovative, knowledge-based sectors will not automatically trickle down to households in poverty. Cities need to be clearer about who will benefit from different local growth initiatives and how they will benefit.
- 4.4 The impact of employment growth on poverty depends on the sector of new employment, its quality, the characteristics of the population and local factors such as the quality of transport links.
- 4.5 A balance and range of skills is particularly important in both ensuring urban economic growth and reducing poverty. Low and intermediate-level skills and the quality of entry-level jobs should be considered integral to developing a sustainable urban economy.
- 4.6 Cities should not approach growth and poverty as two separate agendas. Reducing poverty brings a range of economic and financial benefits, which can be important in driving local economic growth and managing future demand on local public services.
- 4.7 The report concludes that growth and poverty differ according to local context, so cities have an important role in linking policies for poverty reduction and economic growth. Some cities have seen their economies grow rapidly, but this has not always reduced poverty. Cities are in an excellent position to coordinate policies between local stakeholders and help link economic development with skills and employment policy.
- 4.8 Between 2001 and 2008, the UK cities with the strongest economies at the beginning of the period enjoyed the highest growth rates and became even stronger relative to other cities. London increased these disparities, accounting for 37 per cent of output growth (measured by Gross Value Added (GVA)) among the 60 cities in this review. Over the same period, cities with the highest poverty rates in 2001 saw the largest falls. Despite this, the poorest cities in 2001 still tended to be the poorest in 2008. For example, Glasgow was the second poorest city in 2001 (measured by benefit claimants), with 33 per cent of its population in poverty. By 2007 this had fallen to 30 per cent, yet it remained the second poorest city.
- 4.9 Economic growth does not always reduce poverty. Poverty in many of the most economically successful city economies has stayed stable or increased, even during periods of economic growth. In the period from 2001, London experienced some of the strongest growth in GVA per head of any UK city, yet its poverty reduction was only average.
- 4.10 The benefits of growth in innovative, knowledge-based sectors do not automatically trickle down to households in poverty. There is no guarantee

that everyone will benefit from growth in their local economy. Within a city, some neighbourhoods with high concentrations of poverty remain persistently deprived through periods of growth. Other poorer neighbourhoods may become improved but this will not always create employment for existing residents, merely reflecting a changing socio-economic mix and displacement of poor households as more affluent households move in.

- 4.11 The link between economic growth and poverty reduction varies by cities. The influence of growth on poverty depends on the sector of new employment, its quality, the population's characteristics and local factors such as the quality of transport links, which determine whether local residents can take up new employment.
- 4.12 Economic growth is made up of employment growth (number of new jobs created) and/or output growth (productivity measured by GVA). Between 2001 and 2008, cities with the highest increases in employment, not GVA, were most successful in reducing poverty. Output growth had no short-term impact on urban poverty. It is associated with wage increases at the top of the distribution but not wages at the bottom. In the long term, output growth may lead to employment growth and this may then reduce poverty. Job creation is the critical factor in linking growth and poverty reduction, and the quality of the jobs created matters as well as the quantity.
- 4.13 Poverty does not just affect long-term unemployed people or those furthest from the labour market. In 2011/12, more than half of the 13 million people in poverty in the UK were in a working family. This situation is likely to worsen as the number of jobs at the bottom of the labour market is projected to increase. But as mid-level jobs decline in importance, opportunities for progression will become more limited.
- 4.14 The relationship between growth and poverty in cities is two-way. Poverty reduction contributes to economic growth, bringing significant economic and financial benefits for cities. Reducing poverty:
- makes more efficient use of people's skills, knowledge and experience, and boosts productivity;
 - raises incomes, increasing spend and demand in a local economy, directly benefiting local businesses;
 - reduces welfare spending and demand for public services, and increases tax revenues. This means additional investment could be channelled into growth-enhancing policies and initiatives.

4.15 Leadership

- 4.15.1 Both poverty and economic growth look very different in different cities. Cities can put in place the frameworks and policies to ensure that growth and poverty reduction are better linked, and these should be tailored to individual city circumstances. There would be a more compelling case for investment in initiatives linking growth and poverty if there was a better understanding of the economic and financial benefits of reducing poverty. Making economic

inclusion part of local growth strategies should form part of a wider 'invest to save' package that aims to reduce the demand for local public services. City leadership extends beyond local authorities. Other stakeholders, such as 'anchor institutions' (major employers with fixed stakes in a local economy), have a vital role in both increasing growth and reducing poverty. At city level it is possible to co-ordinate local stakeholders and work to a shared agenda.

4.16 Jobs

4.16.1 A key issue is to what extent cities regard growth and poverty reduction as one agenda or two. Case studies highlighted the tension between the narrow focus on growth of many Local Enterprise Partnerships (LEPs) and the broader social and economic objectives of local authorities. This raises some interesting questions for local strategy development.

4.16.2 There is no simple trade-off between productivity or jobs – the two aspects of growth are inextricably linked. Priorities within local growth strategies should strike a balance between creating jobs and increasing productivity. Cities need to develop a better understanding of who is and who is not going to benefit from different local growth initiatives, and strategies should be explicit about how growth initiatives are being linked to households in poverty.

4.17 Skills

4.17.1 A range of skills is particularly important in both ensuring urban economic growth and reducing poverty. Low- and intermediate-level skills and the quality of entry-level jobs should be considered integral to developing a sustainable urban economy. While high-level skills are vital for urban economic success, a balance of skill levels is important in ensuring economic growth is equitable.

4.17.2 Increasing skill levels for those with relatively low-level skills can both increase productivity and fill skills gaps that would otherwise hold back local enterprises. The business model of low-pay, low-skill employers needs to be challenged to boost overall demand for a higher-skilled workforce and enable businesses to become more productive. Working with employers to understand how low-level skills can be upgraded to increase productivity and reduce in work poverty is a key issue for local growth strategies.

4.18 Cost of living

4.18.1 Cities also have an important role in reducing the cost of living, with housing costs in particular likely to rise as cities grow. Cities have control over the local planning system and can use this to increase land supply and reduce the cost of housing.

5.0 OTHER FINANCIAL IMPLICATIONS

None

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

Many children and young people in Halton live in poverty both as part of working and workless households. If we want to provide better outcomes and opportunities for these families then we need to take on board the messages from within this report.

6.2 Employment, Learning and Skills in Halton

Economic growth is a key priority for both the council and the Liverpool City Region. However as this report has shown it doesn't necessarily follow that improving economic growth reduces poverty. If we are to ensure that the benefits of economic growth reach everybody then we need to take on board the key messages from this report and making economic inclusion part of local growth strategies is essential.

6.3 A Healthy Halton

Living in poverty has a significant impact on the health of individuals and families. It would follow that reducing poverty and providing employment opportunities that benefit the poorest in Halton will help to improve health outcomes

6.4 A Safer Halton

There are clear links between poverty and crime, so lifting people out of poverty and providing effective training and job opportunities should help to reduce crime and anti-social behaviour.

6.5 Halton's Urban Renewal

The benefits of economic growth need to reach everybody and linking growth with social inclusion is key for this to happen. Also transport and housing needs are key elements to be considered alongside business growth.

7.0 RISK ANALYSIS

7.1 There are no immediate risks directly relating to the information in the report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Not applicable.

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

Document	Place of Inspection
Full Report – Cities, growth and poverty: Evidence review Joseph Rowntree Foundation	Available to view:- Policy, Provision & Performance Division Children’s Organisation & Provision Children & Enterprise Directorate Rutland House Runcorn WA7 2GW
http://www.mbsportal.bl.uk/taster/subjareas/accfinecon/twf/164490citiesgrowth14.pdf	“
Summary - Cities, growth and poverty: Evidence review Joseph Rowntree Foundation	“
http://www.jrf.org.uk/sites/files/jrf/cities-growth-poverty-summary.pdf	“

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

DATE: 25th November 2014

REPORTING OFFICER: Strategic Director Children & Enterprise

SUBJECT: Performance Management Reports for
Quarter 2 of 2014/15

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 To consider, and raise any questions or points of clarification, in respect of performance management for the second quarter period to 30th September 2014.
- 1.2 Key priorities for development or improvement in 2014-17 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board as detailed below:
- Enterprise, Employment and Skills
 - Community and Environment

The report details progress against service objectives and milestones, and performance targets and provides information relating to key developments and emerging issues that have arisen during the period.

In addition Appendix 1 of the report contains a progress update concerning the implementation of all Directorate high-risk mitigation measures that are relevant to the remit of this Board

2.0 RECOMMENDED: That the Policy and Performance Board

- 1) Receive the second quarter performance management reports;**
- 2) Consider the progress and performance information and raise any questions or points for clarification; and**
- 3) Highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Board.**

3.0 SUPPORTING INFORMATION

- 3.1 Departmental objectives provide a clear statement on what services are planning to achieve and to show how they contribute to the

Council's strategic priorities. Such information is central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications associated with this report.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Departmental service objectives and performance measures, both local and national are linked to the delivery of the Council's priorities. The introduction of a Thematic Priority Based Report and the identification of business critical objectives/ milestones and performance indicators will further support organisational improvement.

6.2 Although some objectives link specifically to one priority area, the nature of the cross - cutting activities being reported, means that to a greater or lesser extent a contribution is made to one or more of the Council priorities.

7.0 RISK ANALYSIS

7.1 Not applicable.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Not applicable.

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

Not applicable

Priority Based Report

Priority: Employment, Learning and Skills

Reporting Period: Quarter 2, Period 01 July 2014 – 30 September 2014

1.0 Introduction

- 1.1** This report provides an overview of issues and progress towards the priority of Employment Learning and Skills, that have occurred during the period of the report. The way in which traffic light symbols have been used to reflect progress to date is explained within the Appendix (section 8).
- 1.2** Please note initials have been provided to indicate which Operational Director is responsible for the commentary to aid Members. A key is provided at the end of the report in Appendix (section 8).

2.0 Key Developments

2.1 Castlefields, Lakeside Phase 1 (WR)

On 11th November 2013 the Council completed on the disposal of the site of the former Barge Public House and adjoining land to Keepmoat Homes. The scheme comprises 66 units for open market sale (OMS) and 20 two bed affordable homes for rent. These 20 units will be owned / managed by Plus Dane Group. In respect of OMS, to date the following has been achieved – 14 sold legally completed, 15 reserved, 37 to sell. Joint publicity achieved at a number of key points. Scheme expected to complete in January 2016. For further information about the development see:

<http://www.keepmoat.com/development/bridgewater-gardens-runcorn>

2.2 Investment Enquiries (WR)

The Business Improvement and Growth (BIG) Team managed 88 commercial property inward investment enquiries in Quarter 2 2014/15 which resulted in 9 conversions (inward investment enquiries 'converted' into actual investment projects). The percentage of inward investment enquiries 'converted' into actual investment projects in Quarter 2 2014\15 was 8%.

2.3 Cemeteries & Crematorium (CP)

In Q2 approval in the form of a section 77 notice for the de-designation of the former Fairfield High School playing fields was given. This means that the council can now create a new cemetery on the site. A report will be going to Executive Board in Q3 to seek the necessary procurement authorisations.

The first of two new cremators was installed in Q2. The new cremator will go into full service in Q3 when work will be begin on replacement of the second cremator.

2.4 Design & Development (CP)

Money was secured from WREN in Q2 which will fund necessary repair works to the lock gates at Spike Island. At present the gates are not working correctly and they are allowing too much water to escape from the canal

2.5 Stadium (CP)

Pitch Activities

- A number of high profile games have figured on SKY this year from the Stadium.
- Widnes Vikings have had their most successful season for many years, they participated in the Semi Final of Challenge Cup and reached Superleague Play Offs for the first time as they finished in the top 8.

- The i-pitch is continuing to be a popular venue for a range of football and rugby clubs in the area with over 60,000 users since it was installed almost three years ago.

Events

- The Marquee Suite was stretched to its limits when it hosted Widnes Vikings 25th Anniversary World Cup Challenge dinner when over 500 people attended the event.
- A further three large weddings have been held in the Marquee Suite
- The stadium continues to be one of the most popular venues in the Borough for weddings with over 10 Weddings taking place in the past quarter.
- The Halton Sports Awards were held at The Stadium recognising success, effort and commitment from our amateur sporting champions.
- The annual Cheshire Youth Cricket Dinner was again held at the Stadium – the turnout of over 300 was the highest numbers ever for this event.

Stadium Fitness

- Current membership is 692.
- Pure Gym has had an impact on the gym figures we are down by 20% since it opened.

2.6 Library Service (CP)

Efficiency Review

A range of possible options have been considered for the future of the service and two were put forward for public consultation in July 2014. The library consultation period ran for a calendar month, from July 14th to August 14th 2014. The total number of responses received was 1011.

The consultation also included questions relating to the mobile and housebound services and use of technology both within, and in order to access the library service. The Council is considered ceasing the mobile library provision but will consult further before a final decision is made, this consultation will commence in October 2014. A proposed staffing structure will be subject to formal consultation with staff commencing in October 2014.

2.7 Universal Free School Meals (UFSM) (CP)

Free school meals for all reception, year 1 and year 2 children was introduced in September. Approximately 1500 additional school children are staying for a school lunch.

Staffing

Providing the additional meals required recruiting additional kitchen additional assistants. Recruiting for staff to work for just 2 hours at lunch time is very difficult as many people need to work a minimum of 16hrs per week.

Kitchen Building work/ New Equipment

In order to cope with the increased capacity of meals to be prepared and served, a list of 29 schools required building work and /or additional new equipment. All but 3 of the projects were completed on time, 3 schools were delayed by 1 day. This was a considerable achievement considering the short time frame available for all the work to be done.

2.8 Waste Collection Services (CP)

As part of an on-going review of properties that are served by a 'sack' waste collection service, a further 350 properties were identified as being suitable for the provision of a wheeled bin service during this quarter. This takes the total number of households that have been provided with wheeled bins to approximately 2,400 since the review commenced. Officers are currently reviewing all remaining 'sack' collection properties and it is expected that this exercise will be completed by the end of March 2015.

2.9 Community Centres (CP)

The new climbing wall was opened at Upton Community Centre at the end of July and is continuing to prove popular with younger people in the area. Sessions on the wall have been very well attended with over 330 people attending 30 sessions in the first two months since opening. Supervision/tuition is provided by six trained instructors, who attended a two

day site specific course. The wall has been manufactured and routes have been set to ensure they adhere to the GCSE Syllabus. There has been a number of schools in the local area that have expressed an interest, with Ashley School and Riverside College already having attended sessions on the wall.

2.10 Community Events (CP)

In July, Council delegates attended the official launch of Wat Phra Singh Buddhist temple, the event was well attended with senior members of the Buddhist faith in Halton from the parent temple in Thailand. The Council has established strong links with the temple that is keen to integrate with the local community. This relationship supports diverse dialogue with our faith community in Halton.

In September, the Community Development Team organised a commemorative event at Runcorn East Railway Station featuring a performance of "It will be over by Christmas". Three local schools participated alongside the Irish Guards, the British Legion and many local community groups. A celebration event was held at Murdishaw Community Centre with 200+ in attendance.

2.11 Area Forums (CP)

Grange, Heath, Mersey & Halton Brook Area Forum held a 'themed event' on the commemorations and focussed on Runcorn's history associated with war. The event was well attended with some fascinating research on local soldiers emerging. The links made and the research uncovered will support future commemorative focus over the next four years.

3.0 Emerging Issues

3.1 Runcorn Hill Park Pavilion & Widnes Rec Sports Pavilion (WR)

The contractor went into administration on 20th August 2014, as such works on site have currently stopped. The site currently has an ongoing security presence and we are in the process of obtaining prices from alternative contractors in order to recommence works on site. This will have a significant effect on the completion date.

3.2 Liverpool City Region Growth Hub (WR)

At a city region level an initial funding package of £550,000 has been agreed between the LEP and BIS (subject to contract) to support the development of a LCR Growth Hub, a virtual organisation providing business support services across the LCR; the LEP plan to recruit a team of 'Business Brokers'. A core team of Business Brokers will be based at the LEP and a single Business Broker will be based within each Local Authority area, embedded either within the Local Authority or local Chamber.

As part of the development of a LCR Growth Hub the LEP has also proposed a pan-Merseyside CRM system to manage investment projects, commercial property enquiries and future grant and business support programmes. The LEP, following a competitive tender exercise, has selected a system called Evolutive. Given the LEP are seeking to integrate all LCR Local Authorities and Chambers and, potentially, private sector partners there are a number of data sharing and other issues to be resolved before such a system would be acceptable to partners.

3.3 Youth Contract Underspend implementation (WR)

This is due to commence in Q3. Recruitment for 3 new posts will take place (closing date 13th October 2014). Depending on applications received, the contract may need to commence using existing resources as Cabinet Office requires activity from October 2014 onwards. The target number of starts for Halton in year 1 is 94.

3.4 'TEEP' (CP)

In accordance with the requirements of The Waste (England and Wales) (Amendment) Regulations 2012, from 1st January 2015, every Waste Collection Authority must, when making arrangements for the collection of waste paper, metal, plastic or glass, ensure that those arrangements are by way of separate collection. The requirement to separately collect applies when:

- It is necessary to ensure that waste undergoes recovery operations, and to facilitate or improve recovery; and
- It is technically, environmentally and economically practicable ("TEEP")

The new duties also mean that all reasonable steps must be taken wherever this is necessary to produce high quality recyclates.

Co-mingling of waste (i.e. putting recyclables all together into one bin or box as per the Council's current policy) will be permissible after 2015 where it does provide high quality recyclates or where separate collection is not practicable.

A report will be produced for Members to provide evidence to support current or proposed collections systems in order to comply with the relevant legislation.

3.5 Liverpool Road Playing Fields Project (CP)

Unfortunately, construction has been delayed. It is hoped that the building will be operational early in 2015. The Get Active year 1 delivery plan included a number of activity sessions taking place at Liverpool Road; amendments to the Year 1 delivery plan have been agreed with Sport England to ensure that these activities can still be delivered once the building is open.

4.0 Risk Control Measures

4.1 Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. During the development of the 2014/15 Business Plan, the service was required to undertake a risk assessment of all key service objectives with high risks included in the Directorate Risk Register.

4.2 As a result, monitoring of all relevant 'high' risks was undertaken during the reporting period with no issues to report.

5.0 Progress against high priority equality actions

5.1 The local authority must have evidence that it reviews its services and policies to show that they comply with the Public Sector Equality Duty (PSED) which came into force in April 2011. The PSED also requires us to publish this information as it is available.

5.2 As a result of undertaking Equality Impact Assessments no high priority actions were identified for the Directorate during the reporting period.

6.0 Performance Overview

6.1 The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by each Directorate.

Priority: SUPPORTING GROWTH AND INVESTMENT

Key Milestones and Measures

Ref	Milestones	Quarterly progress
EEP2	Undertake a baseline review of business makeup sectors and capacity in Halton by March 2015.	✓
EEP2	Deliver the Business Improvements Districts (BID) Year 2 action plan by March 2015.	✓
EEP2	Agree priority action areas arising from the Mersey Gateway regeneration strategy by July 2014.	✓

SUPPORTING COMMENTARY

EEP 2

Research has been commissioned as reported at the last ELS & C PPB. All outputs associated with BID II Year II Action Plan are on programme and on budget. Priority action areas have been agreed.



DIS LI 06 - Inward Investment Enquiry conversion rate				SCS ELS01- Increase the No. of active enterprises in Halton				SCS ELS 09 Increase the gross weekly earnings by resident			
Current progress	Target	Quarterly progress	Direction of Travel	Current progress	Target	Quarterly progress	Direction of Travel	Current progress	Target	Quarterly progress	Direction of Travel
9%	10%	✓	↓	N/A	2750	N/A	N/A	N/A	£483	N/A	N/A

Supporting Commentary

DIS LI 06, Inward investment enquiry conversion rate percentage - The level of conversions (inward investment enquiries 'converted' into actual investment project) in Q2 was 8% and the cumulative total 9% against a target of 10%. In comparison to the same period last year the conversion rate was 12%.

SCS ELS01, Increase the number of active enterprises within the Borough - This information will be available at year end. The latest data available is for 2013 (2775). However, the trend shows an increase year on year of active enterprises exceeding targets.

SCS ELS09, Increase the gross weekly earnings by resident – This information will be available at year end. The target for Halton is to close the gap to the CIPFA nearest statistical neighbours. The latest data available is at December 2013, which shows Halton having the higher gross weekly earnings of £485 compared to £483 in the Northwest.

Ref	Measure	13/14 Actual	14/15 Target	Current	Direction of Travel	Quarterly progress
SCS ELS 02	Increase the proportion of business diversity in the following sectors: Knowledge Economy, Superport, Low carbon/green, Visitor economy	27.03% (March 2013)	27%	N/A	N/A	N/A
SCS ELS 03	Increase the number of people classed as self-employed	6% (Local Economic Assessment HBC July 2013)	7%	6%		

Supporting Commentary

SCS ELS 02 - This information will be available at year end. This is the latest data released in October 2013 and is a snapshot of the Inter Departmental Business Register (IDBR) taken on 12 March 2013. To download and view the current data in excel format, click on the link below, the Information is taken from: (table B1.1)

<http://www.ons.gov.uk/ons/publications/re-reference-tables.html?edition=tcm%3A77-313744>

The following standard categories have been chosen as a proxy for these priorities:

- Professional, Scientific and Technical
- Information and Communication
- Transport and Storage

SCS ELS 03 - HBC does not own this NI data. However, **3** customers accessing HPIJ's Enterprising Halton service have become self-employed during Quarter 2. *The latest data available is for June 2014 at 6% based on the Local Economic Assessment HBC.*

Priority: RAISING SKILLS LEVELS AND REDUCING UNEMPLOYMENT

Key Milestones and Measures

Ref	Milestones	Quarterly progress
EEP3	Deliver the Work Programme via subcontract arrangements to Prime Contractors A4E and Ingeus Deloitte in line with the contract	
EEP3	Complete SciTech skills for growth action plan by March 2015.	
EEP3	Implement Corporate Apprenticeships framework by November 2014.	
EEP3	Identify skills bank requirements from Mersey Gateway project by July 2015.	

Supporting Commentary

EEP3

Deliver Work Programme via subcontract arrangements to Prime Contractors A4E and Ingeus Deloitte in line with the contract - Job starts and job outcome targets haven't been achieved on the Ingeus or A4e contract during this period although contracted minimum performance levels (MPL's) for specified 3 payment groups were achieved on both contracts during quarter 2. There was a reduction in anticipated referrals during this period and staff absences have also impacted on delivery during this quarter across both contracts.

Complete SciTech skills for growth action plan by March 2015 - The Skills group are meeting to investigate the development of an area plan for ESF funding. Skills Strategy meetings with Sci-Tech Daresbury continued in Q2. A Skills Funding Route Map workshop also took place in Q2 to start to flesh out some actual skills delivery at the campus.

Implement Corporate Apprenticeships framework by November 2014 - COMT have approved an Apprenticeship Strategy for HBC. It is expected that this will be financially supported through the next round of ESF monies. A corporate briefing is scheduled for 13th October 2014.

Identify skills bank requirements from Mersey Gateway project by July 2015 - All KPIs associated with the Employment & Skills Delivery Plan are on target to be achieved.

ELS LI03 No. of starts on DWP Work Programme				ELS A2 Overall success for learners through adult learning programme				SCS ELS07 Reduce the % of people registered unemployed and seeking employment (JSA claimants)			
Current progress	Target	Quarterly progress	Direction of Travel	Current progress	Target	Quarterly progress	Direction of Travel	Current progress	Target	Quarterly progress	Direction of Travel
117	1572			96.30%	90%		N/A	3.3%	4.8%		

Supporting Commentary

ELS LI03 – Number of starts on the DWP Work Programme.






62 starts on the Ingeus contract and 24 starts on the A4e contract in quarter 2. Referrals from DWP have been lower than indicative flows throughout this and the previous year; therefore fewer customers have started on the work programme which has been out of our control. There continues to be an increase in the number of customers in receipt of Employment Support Allowance, approx. 60% of all referrals received are ESA claimants.

ELS A2 – Overall success for learners through adult learning programme.

854 learners are active during Quarter 2, generating 1528 enrolments. To date, 1519 of those learners have been retained with a 96.30% success rate. This figure includes learners completing their learning in July 2014 and the new intake for the academic year which begins 1st August 2014. This is a new measure this year and therefore there is no comparable data.

SCS ELS07 – Reduce the percentage of people registered unemployed and seeking employment (JSA Claimants).

HBC does not own this NI data. The latest data available from ONS relates to September 2014, the number of JSA claimants is 2,390 (3.0%). Data taken from the NOMIS website.

Ref	Measure	13/14 Actual	14/15 Target	Current	Direction of Travel	Quarterly progress
ELS A1	The number of new apprenticeship starts in Halton Borough Council	361	5	5	N/A	
ELS LI04	Number of new starts into permitted/paid work for local people with disabilities (over 12 month period)	14 (Cumulative)	12	12		
SCS ELS04	Reduce the proportion of people with no qualifications	12.1% (Jan to Dec 2012)	11%	10.9%		
SCS ELS05	Increase the percentage of people achieving NVQ level 4 and above	25.1% (Jan to Dec 2013)	24.5%	25.1%	N/A	N/A
SCS ELS08	Reduce the percentage of the working age population claiming out of work benefits	15%	16.5%	N/A	N/A	N/A

Supporting Commentary

ELS A1 The number of new apprenticeships starts in Halton Borough Council - These apprentices work in 2 different divisions, (both within the communities directorate). 2 (open spaces) 3 (waste management).

ELS LI04 Number of new starts into permitted/paid work for local people with disabilities (over 12 month period) - 12 customers with disabilities were supported into paid employment during this quarter.

SCS ELS04 Reduce the proportion of people with no qualifications - HBC does not own this NI data. The latest data available is for the period Jan 13-Dec 13 at 8,300 which equates to 10.9%. The data is reported annually in arrears. This figure has continued to decrease in Halton and is currently lower than the North West (11%) and marginally higher than Great Britain (9.3%) with a gap of only 1.6% compared to 2.4% in 2012.

SCS ELS05 Increase the percentage of people achieving NVQ Level 4 and above - HBC does not own this NI data. However, NVQ level 4 in the borough has risen. The latest data available is for the period Jan 13 –Dec 13 at 19,100 (25.1%) people achieving NVQ4. Halton has seen a continuous increase year on year since 2008.

SCS ELS08 HBC does not own this NI data, JCP have not published for a few months.

Priority: ENHANCING RESIDENTS' QUALITY OF LIFE

Key Milestones and Measures

Ref	Milestones	Quarterly progress
CE1	Continue to implement the Sports Strategy (2012-15) by March 2015.	
CE1	Active people survey results show an increase in participation rates from 2009/10 baseline by March 2015.	
CE2	Identify areas for improvement in line with the Business Plan and Marketing Plan by January 2015.	
CE4	Implement the new library strategy (2013-16) by March 2015.	
CE4	Deliver a programme of extended informal learning opportunities including support for digital inclusion meeting identified local targets by March 2015.	
CE5	Woodland Expansion - Additional 200m2 of Woodland planted Borough wide - March 2015. (AOF 18, 19) KEY	
CE7	Continue to review and assess the effectiveness of the Council's Environmental Enforcement Plans and Policies and maintain actions to ensure that the Council continues to effectively prevent and tackle a range of waste and environmental offences March 2015. (AOF 20)	

SUPPORTING COMMENTARY

CE1: A monthly report is produced by the Sport and Recreation Team highlighting the key areas of work under the Strategy headings. Community Sports coaches delivered 370 hours coaching; 2378 coaching contacts and 84 training opportunities. 1 workshop delivered 10 attendees; 8 clubs attended funding and information clinic. A full list of activities can be found in the Community and Environment QMR.

CE1: The results will be published in December 2014.

CE2: A number of areas have been targeted for this year; the programmed improvement in these areas should have a positive impact on the financial performance of the Stadium.






CE4: Strategy priority - Inspiring a community of readers and learners (Summer Reading Challenge) Children aged four to eleven took part in this year's Summer Reading Challenge which aimed to keep them reading throughout the summer holidays. In total 870 children joined in with 461 finishing the challenge. This is a 5% increase of children taking part in last year's challenge and a 14% increase in the completion rate. A list of further activities can be found in the Community and Environment QMR.

CE4: The Library Service has supported various online GoOn activities this quarter. IT Clinics have been delivered at both Halton Lea and Widnes Libraries with 28 sessions having taken place with 171 attendances. 22 workclubs sessions supported by GMB have been delivered this quarter with 209 attendances.

CE5

Plans are underway to create two forests of remembrance. The first trees will be planted in Q3/Q4.

CE7: The work is on-going and Members will receive updates throughout the financial year.

Ref	Measure	13/14 Actual	14/15 Target	Current	Direction of Travel	Quarterly progress
CE LI4	Diversity – number of community groups accessing stadium facilities	N/A	15	24	N/A	
CE LI6	Number of new members of the library service during the last 12 months	N/A	7,000	1,777		
CE LI6a	Number of physical and virtual visits to libraries (annual total)	675,989	680,000	170,759		

SUPPORTING COMMENTARY

CE LI4: The stadium is now an integral part of the local community and is used by many and varied community user groups.

CE LI6/LI6a: Performance in Q2 is down on the corresponding period last year, this reflects a change in the staff structure, but is an improvement on Qtr 1. As usage is also seasonal it is still too early to say at this stage whether the annual target will be achieved.

7.0 Financial Summaries

Economy, Enterprise & Property Department

SUMMARY FINANCIAL POSITION AS AT 30th SEPTEMBER 2014

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
<u>Expenditure</u>				
Employees	4,339	2.13	2,167	-38
Repairs & Maintenance	2,615	1,195	1,206	-11
Premises	44	41	41	0
Energy & Water Costs	621	293	272	21
NNDR	616	601	590	11
Rents	418	276	272	4
Marketing Programme	35	10	10	0
Promotions	58	33	31	2
Supplies & Services	1,619	473	457	16
Agency Related Expenditure	76	29	29	0
Grants to Non Voluntary Organisations	132	132	132	0
Other Expenditure	7	7	7	0
Total Expenditure	10,580	5,218	5,214	4
<u>Income</u>				
Fees & Charges	-490	-284	-290	6
Rent - Markets	-759	-376	-377	1
Rent - Industrial Estates	-651	-375	-382	7
Rent - Commercial	-591	-240	-237	-3
Transfer to / from Reserves	-589	-504	-504	0
Government Grant - Income	-2,059	-733	-733	0
Reimbursements & Other Income	-51	-73	-77	4
Recharges to Capital	-311	-69	-69	0
Schools SLA Income	-564	-464	-476	13
Total Income	-6,065	-3,118	-3,145	28
NET OPERATIONAL BUDGET	4,515	2,101	2,069	32
<u>Recharges</u>				
Premises Support Costs	1,409	722	722	0
Transport Support Costs	30	11	11	0
Central Support Service Costs	1,970	995	995	0
Asset Rental Support Costs	2,414	0	0	0
Repairs & Maint. Rech. Income	-2,448	-1224	-1224	0
Accommodation Rech. Income	-2,652	-1326	-1326	0
Central Supp. Service Rech. Income	-1,457	-728	-728	0
Total Recharges	-734	-1550	-1550	0
Net Expenditure	3,781	551	519	32

Comments on the above figures:

Achieving staff turnover savings within the Department will continue to remain an issue this financial year. Whilst, there were a few vacancies within the Department at the beginning of the year, these vacancies are now filled. The staff savings turnover target set for Building & School Cleaning and Caretakers Service cannot be achieved as the services need to be fully staffed at all times.

Repairs & maintenance costs have increased during Quarter 2. This is a result of the final dilapidation costs for Midwood House coming in over budget.

Energy & water costs have continued to be under budget at the end of Quarter 2 as a result of improvements that have been implemented throughout the Council buildings over the last few years.

In order to ease budget pressures spending has continued to be restricted in year on Supplies & Services. Promotions and Marketing has also been kept to a minimum in an effort to achieve a balanced budget position for the Department.

The adverse variance relating to Asset Management income in previous years has alleviated this financial year, as a result of the closure of Moor Lane. The sale of Seymour Court is finally complete. The remaining Industrial Properties show the income budgets marginally under budget at this point in the year. Commercial property rental income will not be achieved this year, due to the sale of a commercial property on Mersey View Road. As rental income can fluctuate in year, close monitoring will continue on these volatile budgets.

The volume of schools buying into the School Cleaning SLA has increased this financial year, resulting in the service over achieving on income.

Service charges were set on occupancy rates at the end of last year. As tenancy levels have now increased within the Industrial Estates, the level of service charge income has increased this quarter. This, together with the fees charged by Asset Management providing services to schools and other establishments has contributed towards the over achievement of fees and charges income.

Work will continue with Managers to deal with any in-year budget pressures. In overall terms it is anticipated that net expenditure will be marginally under the overall Departmental budget by year-end.

ECONOMY ENTERPRISE & PROPERTY CAPITAL PROJECTS
SUMMARY FINANCIAL POSITION AS AT 30th September 2014

	2014/15 Capital Allocation £'000	Allocation To Date £000's	Expenditure to Date £'000	Variance to Date (overspend) £'000
Economy, Enterprise & Property Dep't				
Castlefields Regeneration	925	40	40	0
3MG	2,909	1040	1040	0
Widnes Waterfront	1,000	0	0	0
Sci-Tech Daresbury	2,093	988	988	0
Johnsons Lane Infrastructure	466	14	14	0
Decontamination of Land	6	0	0	0
Former Crossville Site	518	0	0	0
Widnes Town Centre Initiative	60	19	19	0
Fairfield High Site - Contingency Costs	33	34	34	0
Queens Arms	23	12	12	0
Former Fairfield Site Demolition	162	0	1	(1)
Travellers Site - Warrington Road	776	29	29	0
Lower House Lane Depot – Upgrade	444	381	383	(2)
Moor Lane Property Purchase	160	160	160	0
Moor Lane Demolition	150	7	7	0
Disability Discrimination Act/Disabled Access	150	51	31	20
Grand Total	9,875	2,775	2,758	17

Comments

Castlefields Regeneration - £200k committed for canal bridge upgrade in Q3 and CPO payments will still be made.

3MG - Estimated Autumn start on rail sidings works (estimated cost of £2.5m). Widnes Waterfront & Bayer - Heads of terms being agreed & remediation to start in Q3 and updated cash flow profile to be provided.

Former Crossville Site - There are a number of technical issues to overcome including protection of the high pressure gas main and treatment of the contamination (galigui) to significant depths. Work is not likely to start this calendar year.

Widnes Town Centre Initiative - Budget has been allocated to initiatives within Widnes Town Centre including: Commercial Property Renewal Grants, Changes to Widnes Outdoor Market and ICT Infrastructure

Former Fairfield Site Demolition - Section 77 consent has finally been confirmed by the DFE. Technical and proprietary work has commenced.

Moor Lane Demolition - Works has now been completed on site, however due to additional works undertaken final account is still to be confirmed with the main contractor.

Disability Discrimination Act / Disabled Access - Three projects funded from the budget are now complete, others are on site. There are two significant contributions towards to capital schemes at Liverpool Road Playing Fields and Runcorn Hill which have been delayed but should be spent within the 4th quarter.

COMMUNITY & ENVIRONMENT DEPARTMENT**Revenue Budget as at 30 September 2014**

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	12,471	6,046	6,070	(24)
Other Premises	1,453	739	701	38
Supplies & Services	1,546	818	784	34
Book Fund	192	118	116	2
Promotional	9	4		4
Other Hired Services	1,259	503	482	21
Food Provisions	701	335	328	7
School Meals Food	1,914	696	678	18
Transport	55	27	11	16
Other Agency Costs	652	95	87	8
Waste Disposal Contracts	5,012	1,433	1,456	(23)
Leisure Management Contract	1,467	618	660	(42)
Grants To Voluntary Organisations	333	153	149	4
Grant To Norton Priory	222	111	113	(2)
Rolling Projects	25	13	13	0
Capital Financing	19	0	0	0
Total Spending	27,330	11,709	11,648	61
<u>Income</u>				
Sales Income	-2,199	-1,085	-1,017	(68)
School Meals Sales	-2,049	-798	-822	24
Fees & Charges Income	-2,766	-1,478	-1,393	(85)
Rents Income	-187	-147	-153	6
Government Grant Income	-31	-13	-13	0
Reimbursements & Other Grant Income	-516	-191	-204	13
Schools SLA Income	-82	-80	-83	3
Room Hire Income	-121	-52	-62	10
School Meals Other Income	-2,935	-277	-317	40
Rolling Projects	-25	-25	-25	0
Meals On Wheels	-192	-81	-76	(5)
Catering Fees	-225	-83	-50	(33)
Capital Salaries	-53	-26	-27	1
Transfers From Reserves	-27	0	0	0
Total Income	-11,408	-4,336	-4,242	(94)
Net Controllable Expenditure	15,922	7,373	7,406	(33)
<u>Recharges</u>				
Premises Support	2,048	1,046	1,048	(2)
Transport Recharges	2,393	782	807	(25)
Departmental Support Services	9	0	0	0
Central Support Services	3,149	1,612	1,613	(1)
Asset Charges	3,197	0	0	0
HBC Support Costs Income	-357	-357	-357	0
Net Total Recharges	10,439	3,083	3,111	(28)
Net Departmental Total	26,361	10,456	10,517	(61)

Comments on the above figures:

The net budget is £61,000 over budget profile at the end of the second quarter of 2014/15.

At the midpoint of the year employee's expenditure is over budget profile by £23,500. Spending on agency staffing in open spaces and waste management continues, covering absences and vacancies but spending is not at the same level as the last quarter nor the previous year. The other main cause of the overspend is due to savings targets including premium pay of £28,200.

Other premises and supplies & services expenditures are collectively currently £72,000 under budget at this stage. There are various reasons for this such as advertising, uniforms, hired services, rates, utility bills and equipment all being lower than expected at this point of the year.

Waste Disposal Contracts are expected to overspend throughout the year. In recent years Halton has successfully increased the amount of waste recycled however this now results in a recycling bonus payment at the end of the financial year. The amount of which is as yet unknown however it was £103,000 for 2013/14 and so it can be anticipated a similar amount will be due at the end of this financial year. The department will strive to ensure the additional costs are met within its overall budget if possible, if not, underspends within the Directorate will have to be used to ensure an overall balanced budget is achieved.




Sales, fees & charges and catering fees across the Department continue to struggle against set targets. The social club in the stadium has now closed and due to the opening of Pure Gym, membership to the Stadium fitness gym has declined. Expenditure budgets have been adjusted where possible to alleviate the problem and reduce income targets. The main areas struggling are stadium bars, open spaces non contracted works and playing fields and some lettings for community centres.

Capital Projects as at 30 September 2014

	2014/15 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Stadium Minor Works	30	15	6	24
Widnes Recreation Site	2,515	1,258	1,043	1,472
Children's Playground Equipment	79	15	4	75
Upton Improvements	63	35	34	29
Crow Wood Play Area	13	0	0	13
Runcorn Hill Park	311	236	233	78
Runcorn Cemetery Extension	9	0	0	9
Cremators Widnes Crematorium	396	198	105	291
Open Spaces Schemes	189	130	138	51
Playground Third Party Funding	340	17	17	323
Litter Bins	20	0	0	20
Total Spending	3,965	1,904	1,580	2,385




8.0 Appendix – Explanation for use of symbols

8.1 Symbols are used in the following manner:

Progress	Milestone	Measure
Green	 Indicates that the milestone is on course to be achieved within the appropriate timeframe.	Indicates that the annual target is on course to be achieved.
Amber	 Indicates that it is uncertain or too early to say at this stage whether the milestone will be achieved within the appropriate timeframe.	Indicates that it is uncertain or too early to say at this stage whether the annual target is on course to be achieved.
Red	 Indicates that it is highly likely or certain that the objective will not be achieved within the appropriate timeframe.	Indicates that the target will not be achieved unless there is an intervention or remedial action taken.

8.2 Direction of Travel Indicator

Where possible measures will also identify a direction of travel using the following convention:

Green		Indicates that performance is better as compared to the same period last year.
Amber		Indicates that performance is the same as compared to the same period last year.
Red		Indicates that performance is worse as compared to the same period last year.
N/A		Indicates that the measure cannot be compared to the same period last year.

8.3 Key for Operational Directors

WR Wesley Rourke, Operational Director, Economy Enterprise and Property Service (EEP)

CP Chris Patino, Operational Director, Communities and Environment (CE)

Implementation of High Risk Mitigation Measures (Employment, Learning & Skills, and Community PPB) – Quarter 2 to 30th September 2014

The purpose of this report is to provide an update concerning the implementation of mitigation measures for those areas of high risk which are relevant to the remit of this Policy and Performance Board.

Business Area – Economy, Enterprise & Property

Assessment of current risk			Impact (Severity)	Likelihood (Probability)	Score (I x L)	
EEP 1	Economic Climate resulting in demand for employment support activities outstripping supply of projects		4	4	16	
Risk control measure(s)		Lead Officer	Timescale Review	Residual Impact	Residual Likelihood	Residual Score
<i>Via the Employment Learning & Skills Partnership through the enhanced partnership model, undertake a mapping of partners' roles and responsibilities and agree key priorities</i>		Wesley Rourke	Quarterly	3	3	9

Progress update

Engagement with the Employment Learning & Skills Partnership has commenced. Mapping of partners' roles and responsibilities to commence January 2015

Assessment of current risk			Impact (Severity)	Likelihood (Probability)	Score (I x L)	
EEP 2	Reductions in real terms of Skills Funding Agency adult learning budgets resulting in less people learning at pre-level 2		4	4	16	
Risk control measure(s)		Lead Officer	Timescale Review	Residual Impact	Residual Likelihood	Residual Score
<i>Work closely with partners to promote a cross-sector approach to addressing issues e.g. Halton Employment Partnership</i>		Wesley Rourke	Quarterly	2	2	4

Progress update

Work with Halton Employment Partnership and other partners has now commenced with a focus on learning at pre-level 2.

Implementation of High Risk Mitigation Measures (Employment, Learning & Skills, and Community PPB) – Quarter 2 to 30th September 2014

Assessment of current risk			Impact (Severity)	Likelihood (Probability)	Score (I x L)		
EEP 3	Reduced funding available		3	4	12		
Risk control measure(s)			Lead Officer	Timescale Review	Residual Impact	Residual Likelihood	Residual Score
Develop a funding plan based on departmental priorities and needs			Wesley Rourke	Quarterly	2	4	8

Progress update

Funding Plan to be developed early 2015.

Business Area – Community and Environment

Business Objective / project

Ref	Description
CE4	Increase the use of libraries promoting reader development and lifelong learning, thereby encouraging literacy and skills and quality of life opportunities.

Assessment of current risk(s)			Impact (Severity)	Likelihood (Probability)	Score (I x L)		
<i>CE4 2</i>	Runcorn Library – lack of funding.		4	4	16		
Risk control measure(s)			Lead Officer	Timescale Review	Residual Impact	Residual Likelihood	Residual Score
<i>CE4 2</i>	Council capital fund commitment.		Paula Reilly-Cooper	Quarterly	4	2	8

Progress update

CE42 Runcorn Library: lack of funding - New Runcorn Library opened in 2012 with increased take up of membership and services.