

# Public Document Pack



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

Monday, 20 June 2022 at 6.30 p.m.  
Council Chamber - Town Hall, Runcorn

A handwritten signature in black ink, appearing to read 'David W R'.

**Chief Executive**

### **BOARD MEMBERSHIP**

Councillor Eddie Jones (Chair)	Labour
Councillor Ellen Cargill (Vice-Chair)	Labour
Councillor Victoria Begg	Labour
Councillor Eddie Dourley	Labour
Councillor Emma Garner	Labour
Councillor Stan Hill	Labour
Councillor Geoffrey Logan	Labour
Councillor Carol Plumpton Walsh	Labour
Councillor Christopher Rowe	Liberal Democrats
Councillor Tom Stretch	Labour
Councillor Aimee Teeling	Labour

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The next meeting of the Board is on Monday, 19 September 2022*

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

**Part I**

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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.***

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

*At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 31 January 2022 in the Council Chamber - Town Hall, Runcorn*

Present: Councillors Jones (Chair), E. Cargill (Vice-Chair), Begg, Logan, Stretch and Aimee Teeling

Apologies for Absence: Councillor M. Bradshaw, S. Hill, C. Plumpton Walsh and Whitley

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, S. Saunders, P. Wright, S. Wilson and J. Griffiths

Also in attendance: One member of the press

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

	<i>Action</i>
<p>ELS17 MINUTES</p> <p>The Minutes from the meeting held on 20 September 2021, were taken as read and signed as a correct record.</p>	
<p>ELS18 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS19 EXECUTIVE BOARD MINUTES</p> <p>The minutes relating to the Employment, Learning and Skills and Community Portfolio, that were considered by the Executive Board since the last meeting of this Board, were attached at appendix 1 for information.</p>	
<p>ELS20 BOROUGH OF CULTURE UPDATE</p> <p>The Board received a report of the Strategic Director – Enterprise, Community and Resources, which provided an interim review of the Borough of Culture Project; this was supported by a presentation.</p>	

The award of the Liverpool City Region (LCR) Borough of Culture was inspired by the UK City of Culture Programme, that followed Liverpool's European Capital of Culture in 2008. This new initiative was launched in 2018, as Liverpool celebrated its 10<sup>th</sup> Anniversary as the UK's only European Capital of Culture.

Members were advised that the Borough of Culture initiative was non-competitive and rotated around the Boroughs of the LCR. Its overall aim was to stimulate talent, aspiration and promote creativity and economic growth through cultural engagement and activity across the City Region. Each borough was required to weave five key elements into their creative programme – these were presented in the report.

Halton's Borough of Culture year had been delivered under the banner '*Celebrate Halton*' – celebrating Halton's past, present and future, through a diverse programme of activity.

The report and presentation gave details of the Celebrate Halton Programme which included 500 activities 200 artistic/creative events, and described its outputs and outcomes so far. It was announced that the *Celebrating Halton's Heritage* public programme had started this month, focussing on 'trades' in Halton from the 1500's to the present day, and would continue for another 6 months.

Members welcomed the update and positive responses and participation from residents and all partners across the Borough, such as the Catalyst and Norton Priory Museums and many more. Some Members had attended events themselves and agreed that despite the challenges faced by Covid, the events were well attended, successful and enjoyable for the community. The Board also recognised the efforts from staff and volunteers who contributed to the success of the Borough of Culture so far, and it was hoped that events that were cancelled due to the pandemic, would be rescheduled at some time in the future.

RESOLVED: That the report and comments made be noted.

### ELS21 HALTON'S WELCOME BACK PROGRAMME

The Board received a presentation and update on the *Welcome Back Programme* and how it had been delivered in Halton.

The Board was advised that the Welcome Back Programme was funding received by Councils to build on the Reopening High Streets Safety Fund (RHSSF) in 2020; Halton's allocation of this was £114,260 and an allocation of £179,260 was made for the Welcome Back Fund (WBF), giving a total budget for Halton of £293,520 to deliver the project.

Members heard how this funding had been used, in line with the grant criteria, to meet various activity strands, such as developing an action plan for the safe reopening of local economies; this and other activity strands were outlined in the report and elaborated on in the presentation.

Further to Members questions, the following information was provided:

- No additional staff were recruited to lead the delivery of the project; which was primarily delivered using existing resources. However a part time existing HBC officer was offered an additional one day per week for 7 months to support the project liaising between partners and HBC Officers;
- Town Centres' were seeing an increase in footfall more recently;
- The project was originally due to end in March 2021 but it was extended to March 2022; and
- There were no further plans to extend the Programme beyond this date but businesses would still have the support of the Council.

The Board recognised the enormity of the task for staff of delivering the Programme and passed on thanks to the Team involved in its success.

RESOLVED: That the Board notes the presentation and action points.

#### ELS22 APPRENTICESHIP SUPPORT BY BE MORE UPDATE

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, that provided an overview on the Apprenticeship Support by the Be More contract, managed by Halton Borough Council on behalf of the Liverpool City Region Combined Authority (LCRCA) Skills and Apprenticeship Hub (SAH).

Members were advised that the Apprenticeship Support (AS) by the Be More Team was a delivery partner, managed by Halton's Employment, Learning and Skills

Division. The service provided free information, advice and guidance (IAG) about apprenticeships to schools, young people, parents and residents. The contract was currently under a Service Level Agreement from November 2019 to September 2022.

The report discussed the current service delivery outputs in relation to the delivery of promotional events on apprenticeships and one to one support, and advice and guidance interventions provided to residents. It also advised on how the IAG sessions were moved to virtual platforms during the Covid-19 pandemic, to enable the continuation of the service. Additionally, the report outlined forthcoming events and projects planned this year and the progress made in updating the Be More portal. It was hoped that the portal would be relaunched in May 2022.

The Chair advised that unfortunately the accompanying presentation to this report had to be deferred, but would be rescheduled on a future agenda with an update on the Service.

Members agreed that the continuation of funding for Halton for the Apprenticeship Support by the Be More Team was greatly needed in order to make a success of the apprenticeship service and supported continued lobbying for this.

RESOLVED: That the report be received.

#### ELS23 LIBRARY SERVICE

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which gave an update on the Library Service.

It was reported during the pandemic all library buildings were closed to the public and staff from 23 March 2020 and activities were moved to digital platforms. Following this an intensive social media campaign was used to engage audiences and highlight digital resources to new and existing customers – there was a 350% increase in new members during the first lockdown. The *Home Library Service* and *Choose and Collect Service* had both proved to be valuable and popular with residents during the pandemic, especially for those who were isolated, vulnerable or shielding.

Since July 2020 Halton's libraries were reopened to the public as restrictions were lessening, and activities were

added in line with Government guidance. An update was provided on the activities within the Library Service since November 2021. Members discussed the challenges and constraints of delivering the Service as it recovered from the impacts of the pandemic. They also noted the positive response from the public and that the library service was still greatly valued in the community. It was also noted that schools had restarted their visits.

On behalf of the Board, the Chair requested that their thanks be conveyed to the Library staff.

RESOLVED: That the report be noted.

ELS24 LIVERPOOL CITY REGION EMPLOYMENT & SKILLS UPDATE

The Board received a report updating them on a number of employment and skills developments in the Liverpool City Region (LCR).

These in included:

- The Adult Education Budget (AEB) Procurement;
- LCR Skills Show and Apprenticeship Graduation Ceremony;
- The Apprenticeship Support by Be More Team; and
- The LCR Insights Tool.

Arising from the update, Members discussed:

- The diverse demographic in Halton considering its small size and the problems people had in more deprived wards in accessing these services because they did not have a car for example;
- Citizens' Advice Bureau and the 'Big Local' were named as organisations who may be able to provide some funds to help people with transport;
- Housing Associations often support residents to access employment and training support;
- Previous outreach events in the community and schools;
- The targeting of schools in promoting the services in future;
- The encouragement of local people to register with local recruitment agencies as opposed to those out of Borough;
- The cessation of the funding for the Apprenticeship Support by the Be More Team in September 2022 and the need for this to be continued; and



- The rescheduled ‘Skills Show’ now moved to 1 and 2 March 2022 – Members were welcome to attend this.

One Member requested data on the gender proportions that applied for different types of apprenticeships, in particular engineering. This information was not at hand but could be obtained from the LCR database, so would be sent following the meeting.

RESOLVED: That the information and comments made be noted.

Operational Director Economy, Enterprise & Property -

ELS25 NEW LEISURE SERVICE DIVISION

The Board received a report of the Strategic Director – Enterprise, Community and Resources, which provided an update on the creation of a new Leisure Services Division as part of a restructure that had taken place within the Community and Environment Department.

Members were advised that following the appointment of a new Operational Director, a review was undertaken of the existing structure of the Department. It was considered that the existing structure no longer fitted the way in which the Council organised its portfolios and there were anomalies in terms of reporting.

The Community and Environment Department is one of the largest in the Council and due to this, the restructure would need to be done in phases. Phase one was completed and the new structure for Community and Environment Department was presented in the report, showing the new Leisure Service Division within this. The Leisure Services Division consisted of: Brindley Theatre and Events; Community Centres; Leisure Centres and Sports Development Team; and Libraries.

It was noted that there would be future phases of restructure within this Community and Environment Department in the coming months and the Board would be updated accordingly.

RESOLVED: That the report be noted.

Operational Director Community & Environment -

ELS26 PERFORMANCE MANAGEMENT REPORTS - QUARTER 2 OF 2021/22

The Board received the Performance Management reports for Quarter 2 of 2021-22 (1 April 2021 to 30 June 2021) and were requested to consider and raise any

questions or points of clarification in respect of these.

The key priorities for development of improvement in 2021-22 were agreed by Members and included in Directorate Plans for the various function areas reported to the Board as follows:

- Enterprise, Employment and Skills; and
- Community and Environment.

The report detailed progress against service objectives and milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

It was noted that due to the cancellation of the November Board meeting, these reports were emailed to Members on 1 November 2021. As the quarter 3 reports would be ready soon, these would be sent in advance of the next Board meeting in June.

RESOLVED: That the second quarter Performance Management reports be received.

*Meeting ended at 8.05 p.m.*

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

**DATE:** 20 June 2022

**REPORTING OFFICER:** Strategic Director, Enterprise, Community and Resources

**SUBJECT:** Public Question Time

**WARD(s):** Borough-wide

### **1.0 PURPOSE OF REPORT**

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

### **2.0 RECOMMENDED: That any questions received be dealt with.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 Standing Order 34(9) states that Public Questions shall be dealt with as follows:-
- (i) A total of 30 minutes will be allocated for dealing with questions from members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
  - (ii) Members of the public can ask questions on any matter relating to the agenda.
  - (iii) Members of the public can ask questions. Written notice of questions must be given by 4.00 pm on the working day prior to the date of the meeting to the Committee Services Manager. At any one meeting no person/organisation may submit more than one question.
  - (iv) One supplementary question (relating to the original question) may be asked by the questioner, which may or may not be answered at the meeting.
  - (v) The Chair or proper officer may reject a question if it:-
    - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
    - Is defamatory, frivolous, offensive, abusive or racist;

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

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

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

#### **4.0 POLICY IMPLICATIONS**

None.

#### **5.0 OTHER IMPLICATIONS**

None.

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

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

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

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

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

**7.0 EQUALITY AND DIVERSITY ISSUES**

7.1 None.

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

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

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

**DATE:** 20th June 2022

**REPORTING OFFICER:** Operational Director Economy, Enterprise & Property

**PORTFOLIO:** Employment, Learning & Skills & Community

**SUBJECT:** Employment, Learning, Skills and Community Policy and Performance Board Annual Report for 2021/22.

## **1.0 PURPOSE AND CONTENT OF REPORT**

1.1 To receive the Employment, Learning and Skills and Community Policy and Performance Boards' Annual Report for 2021/22.

**2.0 RECOMMENDED: That the 2021/22 Annual Report be recommended to Full Council.**

## **2.0 SUPPORTING INFORMATION**

3.1 Article 6 of the Constitution requires each Policy and Performance Board to submit an Annual Report to Council outlining their work, making recommendations for future work programmes and amended working methods as appropriate.

3.2 The Annual Report (see attached) has been submitted to the Employment, Learning and Skills, and Community Policy and Performance Board for consideration.

## **3.0 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.

**ANNUAL REPORT OF THE EMPLOYMENT LEARNING, SKILLS &  
COMMUNITY POLICY AND PERFORMANCE BOARD  
JUNE 2021 – MARCH 2022**

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**Introduction from Councillor Eddie Jones**

**Chair of the Employment Learning, Skills & Community Policy & Performance Board**

The Board scrutinises the work of the *Economy, Enterprise & Property Department* and the *Community & Environment Department*.

My thanks the officers for working with me and the Vice-Chair to develop the agenda items and the quality of the reports and presentations they have produced during the year. Board members also thanked officers at meetings for the work they were doing to cope with the pandemic and maintain services.

I hope that the Board will continue to make a worthwhile contribution to creating an economically prosperous borough in this challenging environment.

**THE BOARDS' MEMBERSHIP**

During 2020/21, the Board's membership comprised Councillor Eddie Jones (Chair) Councillor Ellen Cargill (Vice-Chair); Councillor Victoria Begg; Councillor Marjorie Bradshaw; Councillor Eddie Dourley; Councillor Stan Hill; Councillor Geoffrey Logan; Councillor Carol Plumpton Walsh; Councillor Tom Stretch; Councillor Aimee Teeling; Councillor Louise Whitley.

The Board had 3 meetings during the year.

**THE ROLE OF THE BOARD**

The Council's constitution sets out the Board's strategic priority is to develop policy and scrutinise performance in relation to the Council's objectives. Specifically in relation to 4 areas:

- Enterprise and employment
- Adult learning and skills
- Culture and leisure services
- Library Service

**PRESENTATION CITIZENS' ADVICE BUREAU**

The Board received a presentation from the Citizens Advice Bureau (CAB), regarding activities that the Organisation was delivering in Halton. The PPB was advised that CAB is as an independent organisation set up as a Charity in 1949. They specialise in providing information and advice to assist people with legal matters, benefits, debt, consumer matters, immigration, housing and homelessness, employment and employment training, budgeting and child protection.

The CAB is a free, confidential and impartial service.

## **DWP RESTART PROGRAMME**

The PPB received information regarding the introduction of the Government's Restart Programme which was announced at the Spending Review in November 2020. The Restart Programme provides intensive and tailored support to unemployed people and Members were advised that the Council's Employment, Learning and Skills (ELS) Division would deliver the Programme on a sub-contractor basis. Members received details on the contract including income and expenditure costs. The Programme offered 'Payment by Results' which were received upon the achievement of sustained job outcomes. So providers would be incentivised to help as many people as possible into sustained employment - the more people helped to sustain employment the more outcome payments received.

## **UPDATE BUSINESS IMPROVEMENTS AND GROWTH TEAM**

This item gave an update on key activities being undertaken and / or overseen by the Council's Business Improvement and Growth Team during the Covid-19 pandemic. Since March 2020, most of the Team had been working on supporting local businesses during the pandemic and activities had been changed to reflect this. Some generic business support had continued but via the Growth Platform; and the One Front Door concept.

## **BUSINESS GROWTH PROGRAMME**

Members received an update on the Business Growth Programme (BGP), which was being undertaken by the Council's Business Improvement Growth Team. Most of the Team had been working on supporting local businesses during the pandemic and activities had been changed to reflect this. However, the BGP was one of the service areas that had been protected and continued in its current form. It was reported that the BGP had been supporting Small and Medium Enterprises (SMEs) that delivered Business to Business, across the Halton Region since January 2013. As part of the Liverpool City Region's (LCR) Growth Hub Programme, it supported businesses by offering fully funded specialist support through ERDF and Council funding.

## **BOROUGH OF CULTURE**

The Board received an update on the Borough of Culture project.

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

The Borough of culture was a non-competitive process that rotated around the City Region with the aim of encouraging each Borough to collaboratively develop its local talent and potential, whilst reflecting the ambitions and aims of the Regional Culture and Creativity strategy, which looked to build sustainable capacity across the City Region. The report outlined the aims of the programme and the five key elements being weaved into the creativity programme. It also highlighted the aims of Halton's Borough of Culture year. The operational side of the programme, the Celebrate Halton Programme (appended to the report) and aspects relating to funding and marketing were also presented in the report.



## **RIVERSIDE COLLEGE**

In September, the Board welcomed the Principal from Riverside College, Mary Murphy, who presented an update on the College's strategic priorities; this included the quality of teaching and learning; enrolments; funding; and key developments. The presentation outlined the type of students and areas where they were being educated – 16-18 year olds, those with special educational needs, adults, higher education, apprenticeships and fee paying courses.

## **ECONOMIC ASSESSMENT**

Members received a presentation on the work the Economy, Enterprise and Property Department had completed on a Halton Economic Assessment. The Assessment had considered the following categories:

The Economic Overview;  
Enterprise and Jobs;  
The Resident Population;  
Skills;  
Land, Infrastructure and Transport.

The report outlined the key findings of progress in the economy within the following areas:

Economic Value (GVA) and Growth;  
Employment and Economic Activity;  
Skills;  
Economic Inactivity and Unemployment;  
Housing; and  
Land and Property Markets.

Members received an update on the borough's Welcome Back Programme. This is funding that Council's received to build on the Reopening High Streets Safely Fund in 2020.

The presentation outlined how, in line with the grant criteria, the funding had been used in Halton to meet the following activity strands:

1. Support to develop an action plan for the safe reopening of local economies
2. Communications and public information
3. Business facing awareness raising activities
4. Temporary public realm changes to ensure that reopening of local economies can be managed successfully and safely
5. Support and promote a safe public environment for a local area's visitor economy
6. Allow local areas to develop plans for responding to the medium term impact of CV-19 including trialling new ideas particularly where these relate to the High Street.

## **LIBRARY SERVICES**

An update on the Library Service was provided.

During the pandemic all library buildings were closed to the public and staff and many activities were moved to digital platforms. Members were advised on social media

campaigns used to engage audiences and highlight digital resources to new and existing customers.

Members discussed the challenges and constraints of delivering the Service as it recovered from the impacts of the pandemic. They also noted the positive response from the public and that the fact that the library service was still greatly valued in the community. It was also noted that schools had restarted their visits.

### **APPRENTICESHIP SUPPORT**

Members were advised that the Apprenticeship Support (AS) by the Be More Team was a delivery partner, managed by Halton's Employment, Learning and Skills Division. The service provided free information, advice and guidance (IAG) about apprenticeships to schools, young people, parents and residents. The report provided discussed the current service delivery outputs in relation to the delivery of promotional events on apprenticeships and one to one support, and advice and guidance interventions provided to residents.

It also advised on how the IAG sessions were moved to virtual platforms during the Covid-19 pandemic, to enable the continuation of the service. Additionally, the report outlined forthcoming events and projects planned this year and the progress made in updating the Be More portal. It was hoped that the portal would be relaunched in May 2022.

### **PERFORMANCE REPORTING**

At each meeting the Board receive this report that informs them of emerging issues and the performance of the divisions in meeting Key Performance Indicators. The latter feed out of the annual business plan which in turn is derived from a longer term Council level plan.

<b>REPORT TO:</b>	Employment, Learning & Skills and Community PPB
<b>DATE:</b>	20 <sup>th</sup> June 2022
<b>REPORTING OFFICER:</b>	Operational Director Economy, Enterprise and Property
<b>PORTFOLIO:</b>	Employment Learning & Skills and Community
<b>SUBJECT:</b>	Apprenticeship Support by Be More Update
<b>WARDS:</b>	Borough Wide

### **1.0 PURPOSE OF THE REPORT**

- 1.1 To update Members on the Apprenticeship Support by Be More service with a presentation on the service following on from the paper report submitted in January 2022.

### **2.0 RECOMMENDATION: That the Policy and Performance Board receive the information and comment as relevant.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 The Apprenticeship Support by Be More Team, managed by Halton Borough Council, is funded by the European Social Fund (ESF) and the Strategic Investment Fund (SIF) to deliver career inspiration and guidance to Liverpool City Region (LCR) residents, and promote the take up of apprenticeships, vocational training and employment vacancies. Since the last report submitted in January the team have delivered a LCR Skills Show on the 1<sup>st</sup> and 2<sup>nd</sup> March 2022 to 2568 individuals, in addition to career events, educational theatre plays and 121 interventions.

### **4.0 POLICY IMPLICATIONS**

There are no policy implications associated with this report.

### **5.0 FINANCIAL IMPLICATIONS**

- 5.2 Funding for the Apprenticeship Support by Be More Team is set to end in December 2022. There are 6 members of staff in this team.

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

#### **6.1 Children and Young People in Halton**

The LCR Skills Show's main target audience was young people from year 9 onwards. The event provided them with a fantastic opportunity to increase their knowledge and understanding of courses, jobs and careers available in the City Region and the chance to have a go on the various interactive stands.

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

There are no implications associated with this report.

**6.3 A Healthy Halton**

There are no implications associated with this report.

**6.4 A Safer Halton**

There are no implications associated with this report.

**6.5 Halton's Urban Renewal**

There are no implications associated with this report.

**7.0 RISK ANALYSIS**

In line with an orange book assessment there is no likelihood or impact of this work beyond the team performing the task.

**8.0 EQUALITY AND DIVERSITY ISSUES**

There are no equality or diversity issues.

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

None under the meaning of the Act.

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

**DATE:** 20<sup>th</sup> June 2022

**REPORTING OFFICER:** Operational Director Community and  
Environment

**PORTFOLIO:** Employment, Learning and Skills and  
Community

**SUBJECT:** Sport and Recreation Team

**WARD(S)** Borough-wide

#### 1.0 **PURPOSE OF THE REPORT**

1.1 To provide members with a report on the Council's Sport and Recreation Service. Reporting on the Leisure Centre Service and Sports Development for the Financial Year 21/22

#### 2.0 **RECOMMENDATION: That:**

- i) **The report be noted**
- ii) **That the board note the presentation and welcomes the progress being made in encouraging and supporting residents to be Active**
- iii) **Members comment on the service delivery**

#### 3.0 **SUPPORTING INFORMATION**

3.1 The report provides information on how and what the service has delivered during the last 12 months. Emerging from the pandemic has been extremely difficult time for staff, regular customers and engagement with residents. Activities are an essential component in supporting and developing the infrastructure of the community, to improve the quality of life both physically and mentally.

3.2 The leisure centre service reopened on the 12th April 2021, following the third national lockdown. The service actively works with partner organisations, such as, Halton Sports Partnership, Cheshire Police in order to facilitate development through a better understanding of local issues and a sharing of resources to achieve success. Without the contribution from our staff and partners, much of the work highlighted within this report would not have been possible.

#### 4.0 **SPORT AND RECREATION TEAM**

4.1 The team has two distinct areas:

- Sports Development Team – development of programmes and activities to support the local infrastructure and encourage residents to start and stay active. Including day-to-day operations at Frank Myler Pavilion and facilitating grass sport pitch use.
- Management of the Councils 3 Leisure Centres. Kingsway Leisure Centre, Brookvale Recreation Centre and Runcorn Swimming Pool.

The Sports Development Team is a small team and during 2020 and into 2021 posts remained vacant, delivering a saving to the Council. Recruitment is now complete and there are 3 full time Officers, a part time Community Sports Coach and 2 part time assistants to support Frank Myler Pavilion operations.

The Leisure Services Team has 52 contracted posts occupied, 25 casual workers supporting service delivery and a significant number of vacant posts. Post pandemic recruitment across the Liverpool City Region has been challenging. Restrictions meant fewer training courses, resulting in a National shortage, specifically, lifeguards and swimming instructors. The service does experience a high turnover of staff. Young people historically fill the casual worker roles, such as Leisure Attendants, whilst they are in higher education and university. Swim England and the RLSS are working with local authorities to develop Workforce plans, to attract and retain people.

The following is a snap shot of local projects delivered.

## 5.0 **SPORTS DEVELOPMENT DELIVERY 2020/21**

### 5.1 **Key Outcome: Increase Participation and Widen Access**

#### 5.1.1 **Active Halton overview**

Following the pandemic community classes increased steadily to 100+ weekly sessions, these include, seven free weekly health walks (4,000 attendances), gentle exercise classes (18,850 attendances) and social sport sessions (10,950).

Attendances at classes are lower than pre pandemic; many older individuals are not attending classes. The Pandemic resulted in people losing confidence and mobility; individuals are being supported through other avenues to try to get them back into activity.

Sports Development received £10,000 grant from Halton Housing to deliver sessions in the Ditton area. The project ran over the summer of 2021 at Frank Myler Pavilion. Sessions for children aged 5 to 11 years included Football, Dance Fitness, Karate and Stage School Fitness. The 12 week project saw attendances of: Football: 153, Dance: 138, Karate: 79, Stage School: 60 at each session. Project did experience some disruption by changes to Covid-19 rules.

£1,820 awarded from Holiday Activity Fund (HAF) to deliver free activities, at Frank Myler Pavilion, for children aged 7 - 11 years in February half term, 47 attended over the 4 days. Activities included archery, speed-stacking football and cricket

skills, participants received a packed lunch each day, provided by the Stadium.

Football Foundation, Active Through Football Project: consortium, across 5 boroughs in the Liverpool City Region, £500,000 grant awarded, to target areas of deprivation and low participation. Football projects aim to improve the wellbeing and opportunities for Halton residents.

### **Frank Myler Pavilion and Sports Ground**

- 5.1.2 Post pandemic, there are 16 indoor community bookings and 9 bookings for the MUGA (including 2 Sport Development sessions) and 29 teams using the pitches on site. Sessions include childrens dance, football and rugby sessions, mature movers and dance/exercise classes for older adults.

All Covid-19 building restrictions ended in March 2022, rebuilding the lost community sessions is underway. Aim to bring more classes to the local community. The way classes delivered and paid for has changed. Support provided to external instructors, some have struggled to restart activity, or their business severely impacted, affecting future delivery.

### **5.1.3 Halton Sports Coach Scheme**

#### **Sports coaching and School support SLA.**

The service has now ceased delivering this programme.

#### **Community Sports Coaching**

Community Sports Coach started in November 2021 and predominately works evenings, supporting existing activity and creating new opportunities.

Walk fit, Run fit started in January 2022 as a 9-week trial. Running 2 weekly sessions consisting of jogging, walking and exercises, 181 attendances for the pilot project. Plans to run it in the future are underway as there was a lot of positive feedback from the participants.

Community Football sessions for children, ran at the Frank Myler Pavilion and Kingsway Leisure Centre with 142 attendances over 3 month period.

Sessions the community sports coach has supported include Kops and Kids football sessions at Brookvale Recreation Centre, youth groups including Glow and sessions for the refugee resettlement programme.

Casual coaches had to be re-engaged, post pandemic, before coaching in the community could be delivered.

## **6.0 LEISURE CENTRE SERVICE (LCS) ACTIVITY 2021**

- 6.1 The key objective for LCS was to reopen facilities safely, so that residents could continue to take part in activity to improve wellbeing. To do this the LCS encountered many complexities, due to restrictions in place and the demand from residents to use facilities. The service operated a booking only policy for customers to take part in activities, session numbers were reduced by approximately 50%,

and sessions times were reduced to ensure Covid-19 cleaning regime could be maintained. The Active Halton Leisure Centres Team were inspirational throughout this process.

6.1.2 LCS reviewed their annual 2021-22 participation data to understand if key performance indicator (activity visits) is returning to pre-pandemic levels. Annual Participation in 2021-22 was 248,430, compared with 2019-20 annual participation of 424,688 = **58.5% recovery rate**.

6.1.3 **Annual Participation Data – Figure 1** (see below)

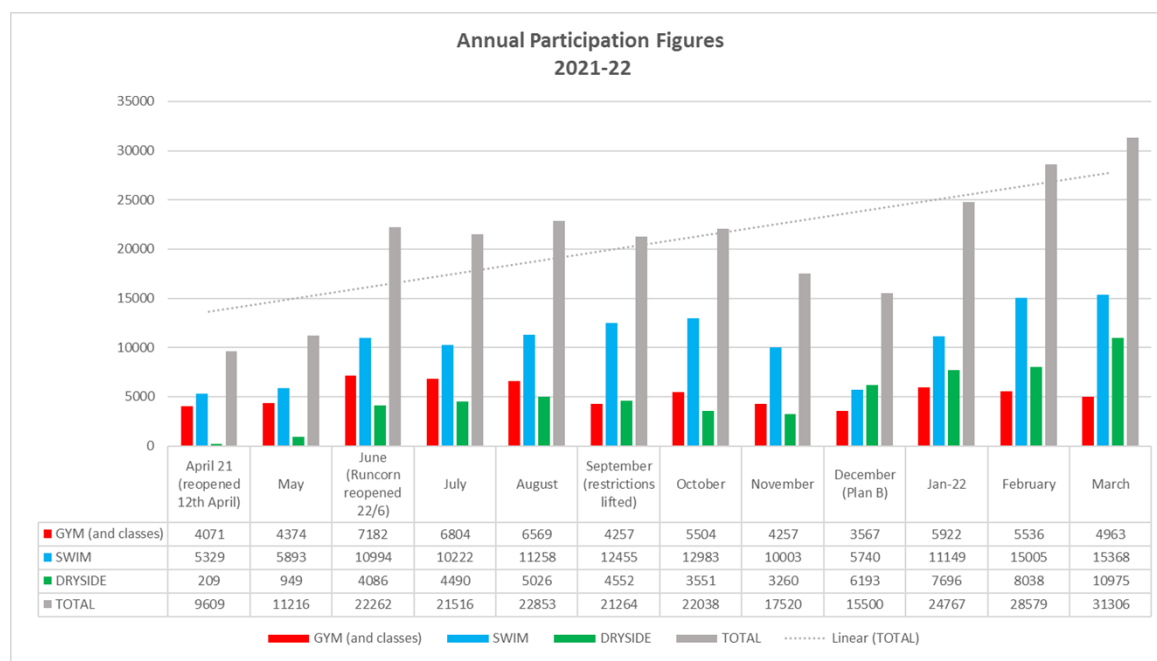
- **248,430** people visited the leisure centres in 2021-2022 for activity purposes.
- Kingsway Leisure Centre and Brookvale Recreation Centre reopened to the public, with restrictions on the 12<sup>th</sup> April.
- Runcorn Swimming Pool reopened on 22<sup>nd</sup> June for limited hours, three days per week (22% of pre-covid opening hours)
- Leisure centres remained with restrictions until September 2021.
- 2021-22 Vs 2019-20:
  - Runcorn Swimming Pool was open for 78% more hours in 2019/20. Thus, the service have compared February 2020 Vs February 2022. Kingsway and Brookvale centres data gives the estimated **recovery rate 70%**
- Quarter 4 is showing real signs of continuous improvement.

**Annual Fitness Membership Data**

- Fitness Memberships in 2021-22 Vs 2019-20 **recovery rate = 88%**

**Annual Learn to Swim Data**

- Learn to Swim Memberships in 2021-22 Vs 2019-20 **recovery rate= 82%**





## 6.2 KEY HIGHLIGHTS FROM 21/22:

### 6.2.1 Swimming

#### 6.2.2 Learn to Swim (LTS)

Active Halton 'Learn to Swim' Programme rebranded/ marketed as a single 'product'; a progressive programme/pathway, with defined stages and clear aims/objectives. Aims to develop a visual representation of the aquatics pathway/offer to improve the customer journey and increase customer retention. The aquatics pathway/offer incorporates programmed and unprogrammed sessions, with the aim of increasing participation numbers in swimming. The pathway/offer recognises that different customers have different needs, with each stage being clear and easily recognisable, whilst promoting long term engagement in swimming. The shaping of the programme/pathway is ongoing, with the development of existing services/sessions, alongside the introduction of new sessions. The current pathway/offer:

**Programmed:** Ducklings (pre-school) > Learn to Swim (stages 1-7) > Swim Academy > Taster Sessions

**Unprogrammed:** Splash & Play > Family Swim > 8+ Lane Swimming > Lane Swimming > Adult Lane Swimming > U 8's swimming > £1 swim > Holiday Activities

The pathway/offer displayed online (website/social media) and via site marketing materials and/or promotions.

- **Swim England (SE) Expected Standards** – Development of the *Active Halton Expected Standards (AHES)*, in accordance with the SE Expected Standards. Lesson delivery/assessment of outcomes aligned with expectations set out by the NGB, with a focus on the development of the core aquatic skills, fundamental movement skills and the 'building blocks' for learning to swim. Swimming Instructors completed training in April 2021 and November 2021. *AHES* will ensure children/young people continue to progress through the programme, promoting engagement and increasing retention rates.
- **Pool Layout (LTS)** – changes have been made to pool layout to support the delivery of high quality swimming lessons, in accordance with both SE and *AHES*. BRC – x3 teaching stations – dividing rope at the 5m and 10m mark. KLC pool platforms used in the main pool at the 10m mark, to stop children/young people having to climb out of the pool and walk back to the shallow end at the end of each swim. This allows children/young people to have more swim time and is less disruptive to class delivery. Pool layout changes reflect the programme's focus on quality over quantity, including the development of the core aquatics skills and fundamental movement skills.
- **Swim Academy** – children/young people completing stages 8-10 of the aquatic skills framework move into a new class titled 'Swim Academy', a 60-minute session with an increased monthly fee. Swim Academy offers an exit route to children/young people after completing the LTS Framework (stages 1-7) and

therefore increases retention rates and promotes long term engagement in swimming. A single class for stages 8-10 allows for efficient pool programming and the maximisation of resources. The increased monthly fee increases income.

- **Programming/Timetable (LTS)** – pool programming to reflect the ‘pyramid’ model, to facilitate customer retention across the programme. The LTS timetable reflects the needs/demands of the customer, e.g. younger classes at earlier times etc. Maximising pool space with new pool layouts, class timings.
- **Teaching from within the water** – It is now mandatory for Swimming Instructors to teach from within the water when leading duckling/pre-school classes. Teaching from within the water can help a swimming instructor support a child/young person with special educational needs/disabilities, a nervous/anxious swimmer etc. It can also support swimmer progression and support skill development in beginners. This promotes customer retention rates and improves the customer experience.
- **1-2-1/2-2-1 Swimming Lessons** – new policy/booking system created to ensure customer expectations are managed (includes a new series of terms and conditions) and attendance/participation can be recorded.

### 6.2.3 School Swimming

- **Bookings** – schools have been provided with a new booking form, which includes set session days/times. Bookings are split into 2 x 6 month blocks and each school within Halton is guaranteed at least one session per week over at least one 6 month block. This is to ensure that all pupils within Halton have the opportunity to learn to swim. Booking deadlines introduced.
- **Booking info** – school swimming booking information created for KLC and BRC, which highlights the key information listed within the HBC school swimming guidelines. The document also includes instructions on how to book and further details on pupil: teacher ratios etc.
- **Class Booking Sheets** – class booking sheets available to swimming instructors on poolside, which includes number of pupils, year group and information on special educational needs/disabilities. Risk assessment also provided.
- **Ratios** – ratio for non-swimmers reviewed and implemented across sites. Non-swimmers/beginners limited to 15:1. If a school exceeds this number, the class must be split across a single session. Ratios enforced by Swimming Instructors and Operations Managers.
- **School Staff** – school staff are permitted to support in the water if a child/young person requires additional support (e.g. SEN/medical condition).
- **Session Time** – all school swimming sessions increased to 45 minutes, to provide additional swimming time and a focus on water safety/skills.

- **Training** – swimming instructors completed school swimming training in August 2021. Introduction to the school swimming and water safety charter outcomes. Training/development of class organisation, games led approach, national curriculum requirements, fundamental movement skills etc. There is currently a National Shortage of Swimming Instructors. The service is undertaking a review of the Aquatics service, it plans to introduce a Workforce development programme during 2022, to support and attract people into the industry.

#### 6.2.4 **Drowning Prevention Week**

Royal Lifesaving Society UK Campaign (19<sup>th</sup> June – 26<sup>th</sup> June) – educate children/young people & parent/carers on how to enjoy the water safely. Reduce the number of drownings/accidental deaths. Water safety sessions delivered in all 'Learn to Swim' and School Swimming sessions. Water safety resources and educational messages shared on Active Halton social media platforms. Water Safety information/educational messages displayed at the leisure centres, with free water safety resources available to all.

#### 6.2.5 **Sports Works**

##### **Swimming Lesson for children with special educational needs/disabilities**

Sport Works returned back to the leisure centres on Friday 29<sup>th</sup> October, 6-8pm.

Sport Works are working in collaboration with Active Halton to provide swimming lessons for children with special educational needs/disabilities. The two-hour session is split into four 30 minute sessions. A maximum of six children in each class and each child will have a 1:1/1:2 in-water assistant. The sessions is led by a SEQ Level 2 Swimming Teacher.

Sport Works were commissioned to deliver this programme (funding from HBC Disabled Children Service), with Active Halton leisure centres, working to design the programme and provide the facilities. Children have access to the 'Alpha Step Awards' (Swim England). The Alpha Step Awards is designed to build confidence in those who may need additional support during their swimming lessons, including those with special educational needs/disabilities.

The Sports Works swimming lessons have been full to capacity since the return.

### 6.3 **PARTNERSHIP AND COLLABORATION**

#### 6.3.1 **Kops N Kids Summer Programme**

KOPS 'n' Kids five-week holiday scheme for 8-16-year-olds hosted by Halton's Leisure Centres, working in partnership with Cheshire Police.

'KOPS' stands for Keep on Playing Sport, with the programme well-received following three lockdowns. The programme promotes health and fitness while building relationships with young people and their families.

A range of activities including badminton, basketball, football, indoor athletics, table tennis, highland games, accessible sports, 'glow in the dark' sports and a whole host of other activities with support, coaching and visits from Active Halton, Cheshire Police, Onward Housing, Everton in the Community, St Helens Rugby League Club.

Participation for the programme was 1,087.

### 6.3.2 **KOPS 'n' Kids 'My Hidden**

Children in Runcorn aged 8-13 were encouraged to sign up to a free programme to help them to understand and improve their mental health.

'My Hidden Chimp' programme was held at the leisure centre in February 2022 half-term.

The Police and Crime Commissioner for Cheshire, through his Police Innovation Fund, funded the programme. The fund invites officers, staff and volunteers from Cheshire Constabulary to apply for funding to develop solutions to localised problems, tackle crime, reduce anti-social behaviour or improve outcomes for victims.

The Chimp Model introduces the simplified neuroscience of the brain using fun and engaging activities, which challenge, stimulate and provide valuable learning opportunities for children who take part. Four workshops covered

- The brain - helping children understand its function and celebrate their unique brain
- Taking responsibility – highlighting young people's responsibility for their own actions. Exploring the concept of consequences and making amends
- Managing – introducing the toolbox - exploring what their Chimps need to be in a good place and recognising when they are not
- Managing – using the toolbox – providing helpful strategies which students can use to apply the skills they have learnt and develop management resources to use in the classroom and at home.

40 Children attended the My Hidden Chimp Workshops. All children were provided with a free copy of Professor Steven Peters My Hidden Chimp book to continue in their mental development and understand their emotions and behaviours.

The Centre provided goody bags, with a free Junior Aqua Voucher, for when these sessions start, colouring book and other goodies. A mental health support flyer to support the parents.

## 7.0 **Sports Facilities**

7.1 Leisure centres have invested in new online technology to enable them to offer Online Bookings and Joining to the residents of Halton. Online booking available and online joining at sites (April 2021).

7.2 Planning granted for New Leisure Centre, Moor Lane, Widnes. Two-year construction programme anticipate completion January 2025.

7.3 Refurbishment of Brookvale All Weather Pitch. The Council was granted £303, 284 from the Football Foundation, for the installation and improvement of ancillary facilities, the pitch opened for community Use in February 2022 and the project is due for completion May 2022, with official opening scheduled for July 2022.

## 8.0 **POLICY IMPLICATIONS**

8.1 Production of the Active Halton strategy was put on hold. Sport England have launched their new strategy and action plans and work will start during 2022 on a Halton strategy.

8.2 The Active Halton steering group have continued to meet throughout the year to work on local delivery plans and projects.

8.3 The benefit gained from being Active or involved in sport contributes towards achieving wider council priorities. Benefits that sport can bring to people and to society: physical wellbeing, mental wellbeing, individual development, social and community development and economic development. The Sport and Recreation service and the voluntary sector sporting community make a significant contribution to the Public Health agenda.

## 9.0 **OTHER/FINANCIAL IMPLICATIONS**

9.1 The service recognises the importance of the right offer for communities to support health inequalities and economic recovery; however, the financial viability is creating the need for strategic exploration.

9.2 Short, medium and long-term impact of the pandemic on the service is unknown. Staff are working hard on recovery and reinvention plans, but will need the opportunity for further customer engagement as and when guidance changes. The medium and long-term positions look very challenging with our facilities predicting a worse financial picture for 2022-23 than pre-lockdown.

9.3 The Leisure Centres require specialist staff to open the buildings to the public, specifically the swimming pool. The service has experienced service delays, due to vacant posts and sickness.

## 10.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

### 10.1 **Children & Young People in Halton**

The service engages with thousands of young people through a variety of coached activities, learn to swim programme, signposting to community sports clubs and activity to support and increase participation. The pandemic significantly affected service delivery.

## 10.2 **Employment, Learning and Skills in Halton**

Sports Development provides volunteer opportunities and skill development in coaching, administration, fundraising and access to resources for those learning new skills. Support adult and lifelong learning, through fitness referral programmes. Learning has continued with course adaptations. External opportunities have been limited, especially, where practical assessments/demonstration involved contact. Lifeguard training has now resumed, however, there is now a National shortage of Lifeguards and Swimming Instructors. Recruitment has been problematic thus the Aquatics team are looking at a new workforce development model.

## 10.3 **A Healthy Halton**

Sport and Physical Activity links directly with priorities in Halton's Health and Wellbeing strategy, prevention being the key. Physical activity links with prevention of certain cancers, mental health problems and falls. We need to put the customer first, focus on those least active and transform how activity is provided, this has never been so important. Keeping active has been a focus throughout the pandemic it will continue to be a priority as the Nation moves forward.

## 10.4 **A Safer Halton**

The connection between sport and reducing anti-social behaviour and the fear of crime supported by key research. Sports activities and competitions, sports volunteering, sports leadership, sports training help develop individuals and communities, encourage healthier and more productive lifestyles and create inclusive communities and neighbourhoods that provide a shared identity and sense of place.

## 10.5 **Halton's Urban Renewal**

The service supports groups looking to improve the areas where they live/work.

## 11.0 **RISK ANALYSIS**

11.1 Delivery and income affected by Covid -19.

11.2 Council Leisure Centre stock is old and of poor quality.

## 12.0 **EQUALITY AND DIVERSITY ISSUES**

12.1 The Sport and Recreation service is open and accessible. The service supports groups and individuals to be and stay active.

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

13.1 None

<b>REPORT TO:</b>	Employment, Learning & Skills and Community PPB
<b>DATE:</b>	20 <sup>th</sup> June 2022
<b>REPORTING OFFICER:</b>	Operational Director Economy, Enterprise & Property
<b>PORTFOLIO:</b>	Employment Learning & Skills and Community
<b>SUBJECT:</b>	Liverpool City Region Employment & Skills Update
<b>WARDS:</b>	Borough Wide

## **1.0 PURPOSE OF THE REPORT**

- 1.1 To update Members on a number of employment and skills developments in the Liverpool City Region.

## **2.0 RECOMMENDATION: That the Policy and Performance Board receive the information and comment as relevant.**

## **3.0 SUPPORTING INFORMATION**

- 3.1 The Liverpool City Region Combined Authority leads on a number of employment and skills initiatives. This report sets out a number of these, providing most recent information.

### **Adult Education Budget (AEB) Procurement**

- 3.1.1 AEB is devolved from Government to the Combined Authority (CA) and the CA is approaching the end of the first AEB three year commissioning cycle. A new 5 year commissioning cycle has recently been completed and details of providers that were successful have now been published. Further information will be provided at the meeting. However, Halton's Adult Learning Service and Riverside College receive AEB via a grant and are, therefore, not subject to the AEB procurement process.
- 3.1.2 The CA has undertaken a data and financial comparison exercise for the 1<sup>st</sup> 2 full academic years of AEB devolution (19/20 and 20/21) to help inform the latest commissioning round. Overall spend increased from 2019/20 by almost £5m, although it should be noted that both years were impacted severely by the pandemic which should be considered when comparing data. Grant funded providers were permitted to retain 100% of their allocation – however, for the current 21/22 year this will not be the case.
- 3.1.3 Through the original tender process, procured contract for service providers (i.e. non grant funded) were asked to outline the social value impact of the award of an AEB contract. The Local Authority and College grant funded providers also clearly contribute to the impact of locally spent AEB and have been included in the CA's most recent exercise to review the collective social value impact. This report is yet to be published.

- 3.1.4 The CA introduced 'Test and Learn' pilots as part of AEB devolution. These enabled providers to deliver innovation in adult education and raise levels of participation, attainment and improved social mobility in the City Region. As the title suggests, the pilots enabled providers to test out some new approaches with a view to mainstreaming if successful. HBC's Adult Learning Team have delivered a number of Test and Learns including training Reading Volunteers to work with non-readers on a 1:1 basis. The CA established a number of Test and Learn Thematic Groups where providers, delivering similar themes, could come together to collaborate, learn from others experiences etc. Feedback from these groups will also help inform future priorities.
- 3.1.5 AEB funding was also delegated to the CA to deliver the national Level 3 Adult Offer programme (also known as Free Courses for Jobs) from 1 April 2021. Only qualifications included on the national list can be funded, and up until 31 March 2022, this was only available for a first level 3 for those aged over 24. However, the DfE have agreed to additional flexibilities, meaning those aged 24+ and unemployed or earning less than the Minimum Wage can access full funding regardless of prior attainment level. The CA has extended this offer further to include those earning less than the Real Living Wage, in line with existing AEB Low Wage thresholds. Added to this, Mayoral Combined Authorities are able to spend up to 20% of their annual budget on additional qualifications and providers have been asked to submit their requests and are currently awaiting results.
- 3.1.6 Covid continues to have a significant affect upon progress as a result of a combination of factors including centres being closed, staff and learner absences through Covid related illness and lack of confidence in learners in returning to centres. However, the council meets regularly with the CA to review progress against the AEB profile and to put plans in place for recovery.

### **LCR Skills Show**

- 3.1.7 The Apprenticeship Support by Be More Team, managed by Halton Borough Council, is funded by the European Social Fund (ESF) and the Strategic Investment Fund (SIF) to deliver career inspiration and guidance to Liverpool City Region (LCR) residents, and promote the take up of apprenticeships, vocational training and employment vacancies. The Liverpool City Region Skills Show was held at the Exhibition Centre Liverpool on the 1st and 2nd March 2022 and was attended by 2,568 residents.

The event presented 106 interactive and engaging exhibition stands, with a wide range of local and national employers, colleges, universities, local authorities and training organisations exhibiting across 10 zones.

Visitors were able to 'have a go' at a huge range of exciting, interactive activities to inspire them about a broad range of jobs and career pathways including:

- Planning a Flood Management System;
- Virtual Forklift Operating;
- Construction Safety Training;
- Caring for Animals;
- Crime Scene Evidence Gathering;
- Cardiopulmonary Resuscitation (CPR);
- Scientific Infection Testing Experiments;
- Mocktail and Patisserie Masterclasses;



- Music Production;
- Hairdressing and Beauty Therapy;
- Brick Laying;
- Midwifery and Childcare

3.1.8 A full evaluation of the Skills Show is being finalised, together with an infographic highlighting the key stats from the event and will be shared with HEP members once available. The event was also captured on video and can be found here <https://youtu.be/FXbyPt7oXak>

### **Local Skills Improvement Plans (LSIPS) and Strategic Development Fund (SDF)**

3.1.9 The Skills for Jobs White Paper published in January 2021 set out proposals that would see employers put at the heart of the skills system. In order to achieve this, the then Secretary of State for Education was looking for Chambers of Commerce locally to corral the voice of employers and collate their views as to what was needed. This would be delivered through employers and colleges working together on a Local Skills Improvement Plan.

3.1.10 The appointment of a new Secretary of State for Education in September 2021 provided the opportunity for Government to rethink the role, focus and organisation of the Local Skills Improvement Plans. They will be developed in partnership between employer representative bodies (ERBs) and colleges, private training providers and universities, focusing on post 18 technical education. They now require the support of a Mayoral Combined Authority before they are signed off by the Department for Education.

3.1.11 The timescales for the rollout of Local Skills Improvement Plans across England are:

- May 2022 – expressions of interest in being the Employer Representative Body in each area will be opened
- July 2022 – appointments of Employer Representative Bodies will be made: guidance on the completion of Local Skills Improvement Plan is expected;
- September 2022 – process of developing Local Skills Improvement Plans begins;
- Summer 2023 – all Local Skills Improvement Plans are expected to be completed.

3.1.12 £55,000 funding has been made available for Mayoral Combined Authorities and LEPs to produce Labour Market Information in 2022/23, which is expected to form the basis of the Local Skills Improvement Plan. It's expected the five Chambers of Commerce in the City Region will put in a submission to act as the Employer Representative Body in LCR.

3.1.13 The SDF is designed to support colleges and providers to improve their facilities and provision to meet the need of employers. This one year fund has £92m available across England and comprises a mixture of capital and revenue, meaning that £1.25m revenue and £1.5m capital is available for each area to:

- Support providers to **upgrade** their facilities, equipment and curriculum to better meet the needs of their local economy;

- enable colleges and other FE providers to **build their overall capacity** to meet local skills priorities, and to drive more effective and efficient use of funds through a more coordinated FE offer;
- support ongoing FE provider quality improvement through **FE workforce training**, developing sector-led approaches to peer-to-peer support, sharing good practice including two-way industry exchanges with FE providers; and
- stimulate employer demand for and investment in skills leading to **more sustainable provision**, including by raising awareness about new technologies and driving the adoption of innovation in local businesses, especially in small medium enterprises.

Submissions must be produced as collaborations from local areas and led by a college. Initial work is under way from the colleges and is expected to focus on the following areas:

- Electric vehicles and green travel;
- Retrofit and modular build
- Automated logistics, linked to Freeport developments.

The closing date for submission was the 13 May 2022.

### **Skills Bootcamps for the Workforce**

3.1.14 The CA has secured £8.1m to deliver Skills Bootcamps in a range of sectors over the next year, after successfully piloting Skills Bootcamps in Digital Skills over the last two years.

3.1.15 Skills Bootcamps provide flexible hands-on courses of up to 16 weeks in duration, which are part of the Government's Levelling Up agenda and Lifetime Skills Guarantee. They aim to help participants find jobs in a range of growing sectors across the Liverpool City Region and help employers to close skills gaps. The programme is funded by the Department for Education and developed locally by the CA, working closely with local employers. The Skills Bootcamps will provide training with content at Level 3 standard or above.

3.1.16 Skills Bootcamps provide training in construction, digital, engineering, green skills, HGV drivers, and rail.



SBftW\_Individuals\_Flyer\_W3\_v3.pdf      SBftW\_Employers\_Flyer\_W3\_v3.pdf

## **4.0 POLICY IMPLICATIONS**

There are no policy implications associated with this report.

## **5.0 FINANCIAL IMPLICATIONS**

5.1 Covid has impacted adversely on the delivery of the adult education budget within the City Region, including Halton's Adult Learning Team. Underperformance may result in funding being clawed back at the end of the current academic year, which then has an impact on budget levels as staff and premises costs still need to be covered.

- 5.2 Funding for the Apprenticeship Support by Be More Team is set to end in December 2022. There are 6 members of staff in this team.

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

### **6.1 Children and Young People in Halton**

The LCR Skills Show's main target audience was young people from year 9 onwards. The event provided them with a fantastic opportunity to increase their knowledge and understanding of courses, jobs and careers available in the City Region and the chance to have a go on the various interactive stands.

### **6.2 Employment, Learning and Skills in Halton**

There are no implications associated with this report.

### **6.3 A Healthy Halton**

There are no implications associated with this report.

### **6.4 A Safer Halton**

There are no implications associated with this report.

### **6.5 Halton's Urban Renewal**

There are no implications associated with this report.

## **7.0 RISK ANALYSIS**

In line with an orange book assessment there is no likelihood or impact of this work beyond the team performing the task.

## **8.0 EQUALITY AND DIVERSITY ISSUES**

There are no equality or diversity issues.

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

None under the meaning of the Act.

## Skills Bootcamps for the Workplace

### Individuals - Access to Fully Funded Skills Training & Job Opportunities!

Skills Bootcamps for the Workplace provide fully funded, flexible hands-on courses of up to 16 weeks in duration, which are part of the government's Levelling up and Lifetime Skills Guarantee.

Skills Bootcamps aim to help participants to find jobs in a range of growing sectors across the Liverpool City Region and help employers to close skills gaps. The programme is funded by the Department for Education and developed locally by the Liverpool City Region Combined Authority, working closely with local employers.

Liverpool City Region Combined Authority is currently accepting registrations of interest for Skills Bootcamps in the following sectors:

Digital	Technical	Green Skills	HGV	Construction	Rail
<ul style="list-style-type: none"> <li>• Software Development</li> <li>• Digital Marketing</li> <li>• Design</li> <li>• Data</li> <li>• CAD</li> <li>• Cyber</li> <li>• Cloud</li> <li>• Games</li> <li>• DevOps</li> <li>• IT Support</li> </ul>	<ul style="list-style-type: none"> <li>• Electronics</li> <li>• Engineering</li> <li>• Welding (Coded, MIG, TIG)</li> <li>• Marine</li> <li>• Advanced manufacturing</li> </ul>	<ul style="list-style-type: none"> <li>• Renewables e.g. Offshore wind, solar roofing</li> <li>• Construction e.g. retrofit, energy storage</li> <li>• Transport</li> <li>• Business and industry</li> <li>• Protection of natural resources</li> </ul>	<ul style="list-style-type: none"> <li>• HGV driving</li> <li>• Novice to Cat C</li> <li>• Cat C+E</li> <li>• ADR Packages</li> <li>• Back to the Wheels Refresher</li> </ul>	<ul style="list-style-type: none"> <li>• Management / Site Leadership and Supervision</li> <li>• Trades</li> <li>• Construction site readiness</li> </ul>	<ul style="list-style-type: none"> <li>• Personal Track Safety</li> <li>• Controller of Site Safety (COSS) Certificates</li> <li>• Access Overhead Lines Construction Sites (OLEC 1)</li> </ul>

Breakdown above is not an exhaustive list but gives an indication of the sector scopes

#### Who can register interest?

- Living in the Liverpool City Region (Halton, Knowsley, Liverpool, Sefton, St Helens or Wirral)
- Aged 19+
- You must have the right to work in the UK with a National Insurance number
- Registered unemployed and can demonstrate a readiness to return to work, or returning to work after time out (e.g. looking after adults or children)
- Currently employed and looking to re-skill or change career. Please note, this is subject to individual criteria
- Employed full time wanting to develop with your current employer (in this scenario, your employer is required to register interest)
- Self-employed looking to develop your business
- Must be looking to secure employment in a role related to the Skills Bootcamps training, or significantly progress your existing role responsibilities

#### What you'll get

- A **fully funded** skills training programme, lasting up to 16 weeks
- Opportunities to receive careers guidance and support to gain a job interview
- Ability to fast track into a new job or get ahead with your current employer

**Interested? To register, please visit:**

[www.liverpoolcityregion-ca.gov.uk/skillsbootcamps](http://www.liverpoolcityregion-ca.gov.uk/skillsbootcamps)

## Skills Bootcamps for the Workplace Employers – Access to Subsidised Skills Training

- **Is your organisation experiencing skills gaps?**
- **Do you want to develop roles in your organisation to support business growth?**
- **Do you want to recruit new talent to fill vacancies?**

**Skills Bootcamps for the Workplace provide flexible hands-on courses of up to 16 weeks in duration, which are part of the government’s Levelling up and Lifetime Skills Guarantee.**

Skills Bootcamps will help employers play a leading role in the skills system by enabling them to fill skills gaps at a local level. The programme is funded by the Department for Education and developed locally by the Liverpool City Region Combined Authority (LCRCA), working closely with local employers.

LCRCA is currently accepting registrations of interest from Employers with Training and/or Recruitment requirements in the following sectors:

Digital	Technical	Green Skills	HGV	Construction	Rail
<ul style="list-style-type: none"> <li>• Software Development</li> <li>• Digital Marketing</li> <li>• Design</li> <li>• Data</li> <li>• CAD</li> <li>• Cyber</li> <li>• Cloud</li> <li>• Games</li> <li>• DevOps</li> <li>• IT Support</li> </ul>	<ul style="list-style-type: none"> <li>• Electronics</li> <li>• Engineering</li> <li>• Welding (Coded, MIG, TIG)</li> <li>• Marine</li> <li>• Advanced manufacturing</li> </ul>	<ul style="list-style-type: none"> <li>• Renewables e.g. Offshore wind, solar roofing</li> <li>• Construction e.g. retrofit, energy storage</li> <li>• Transport</li> <li>• Business and industry</li> <li>• Protection of natural resources</li> </ul>	<ul style="list-style-type: none"> <li>• HGV driving</li> <li>• Novice to Cat C</li> <li>• Cat C+E</li> <li>• ADR Packages</li> <li>• Back to the Wheels Refresher</li> </ul>	<ul style="list-style-type: none"> <li>• Management / Site Leadership and Supervision</li> <li>• Trades</li> <li>• Construction site readiness</li> </ul>	<ul style="list-style-type: none"> <li>• Personal Track Safety</li> <li>• Controller of Site Safety (COSS) Certificates</li> <li>• Access Overhead Lines Construction Sites (OLEC 1)</li> </ul>

Breakdown above is not an exhaustive list but gives an indication of the sector scopes

### Who can apply?

#### Employers who have:

- A workplace in the Liverpool City Region and:
- Existing employees who require upskilling to significantly develop their role responsibilities

Or

- Are looking to recruit new talent to fill skills gaps

### What you’ll get

Opportunities to work with LCRCA and training providers to input into the design and development of Skills Bootcamp training that meets the individual needs of your organisation.

#### Upskilling existing employees:

- **90%** of the skills training funded for SMEs
- **70%** of the skills training funded for larger employers
- Existing employees who feel valued, with new skills to implement into your organisation

#### Looking to recruit new talent:

- Access to new external candidates, freshly trained in the skills you require

**Interested? For further information and to register, please visit:**

[www.liverpoolcityregion-ca.gov.uk/skillsbootcamps](http://www.liverpoolcityregion-ca.gov.uk/skillsbootcamps)

<b>REPORT TO:</b>	<b>Employment Learning and Skills and Community Policy Performance Board</b>
<b>DATE:</b>	<b>20<sup>th</sup> June 2022</b>
<b>REPORTING OFFICER/S:</b>	<b>Operational Director Economy, Enterprise &amp; Property</b>
<b>PORTFOLIO:</b>	<b>Employment, Learning &amp; Skills</b>
<b>SUBJECT:</b>	<b>Shared Prosperity Fund Update</b>
<b>WARDS:</b>	<b>Boroughwide</b>

## **1.0 PURPOSE OF THE REPORT**

- 1.1 To provide an update to the Employment, Learning and Skills and Community Policy Performance Board (ELS & C PPB) on the UK Shared Prosperity Fund and set out how this may impact on Halton.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that ELS & C PPB:

- 1) notes the content of the report

## **3.0 SUPPORTING INFORMATION**

- 3.1 – What is the UK Shared Prosperity Fund (UKSPF)

The UKSPF is a major regeneration fund which aims to contribute to the Government's Levelling Up agenda by providing financial assistance to capital and revenue projects which boost productivity, pay, jobs and living standards by growing the private sector, especially in deprived areas, as well as growing a sense of community, local pride and belonging. It is designed to be less bureaucratic than the European funding schemes it has been designed to replace.

The UKSPF is designed specifically to replace ESIF (European Structural Investment Fund) and will run in parallel to other funding streams e.g. Levelling Up Fund. There was a commitment in the Government's 2019 manifesto that the UKSPF would match ESIF funding levels. However, for the period 2021-2027, the UK would have been allocated around £11bn in ESIF funding; current commitments through UKSPF are just £2.6bn.

Over the three financial years currently committed, the UKSPF will provide £2.6 billion of public funding; confirmed funding for 2022-23 is £400m, followed by £700m for 2023-24 and £1.5 billion for 2024-25. The first payments are due to be made in October 2022.

The UKSPF will be administered at a local level, with lead authorities receiving an allocation to manage, including assessing and approving applications, processing payments and day-to-day monitoring – see section 3.2.

Unlike Levelling Up Fund and Community Renewal Fund, the UKSPF has been allocated via a formula by DLUHC (Dept for Levelling Up, Housing and Communities) – 70% on a per capita basis and 30% using a needs-based index which takes into account factors such as productivity, household income, skills and productivity.

The role of awarding funding has yet to be finalised, but it is understood to be likely to include input from MPs and local stakeholders. Recipients are likely to include local authorities, public sector bodies, higher and further education institutions, private sector companies, voluntary organisations and registered charities.

There are a number of proposed interventions, including grants, commissioning, procurement and in-house provision.

UKSPF has three Investment Priorities:

- ~ community and place
- ~ supporting local businesses
- ~ people and skills

Funding for the first two strands will be available once investment plans are approved; funding for people and skills will not be available until 2024-25.

### 3.2 – What does this mean for Halton?

The current arrangements regards UKSPF for Halton are that funding will be filtered through the Combined Authority (CA). The CA is due to receive £52.8 million of which it is anticipated Halton will draw down around £6million. Some of the £52m - £8.4m - will be topsliced for Multiply, the Government's programme to improve numeracy skills. The funding has been allocated incrementally over the three year period: £6.8m Year 1, £11.9m Year 2 and £25.6m Year 3 and is predominantly for revenue funding. The CA may retain up to 4% for delivery of the programme.

The CA needs to submit an Investment Plan setting out how it intends to use and deliver the funding on local need and developed in conjunction with local stakeholders. Investment Plans should include local context, outcomes and interventions and delivery methods, including governance, spend profiles, capacity and resource and compliance. Plans should be delivered by 1<sup>st</sup> August 2022.

- Consultation with a wide range of stakeholders through the development of a Local Growth Partnership will happen during June, consulting with MPs, Local Growth Partnership and other relevant existing forums. Open events will also be held to ensure all partners missed through existing channels have the opportunity to feed in. An Engagement Plan has been developed for this aspect.

The mechanisms for draw down are yet to be agreed; options include fund in-house, commission or call for expressions of interest.

## 4.0 POLICY IMPLICATIONS

None

## **5.0 FINANCIAL IMPLICATIONS**

Whichever approach for allocating resources is adopted, it is recognised that the resources available are significantly less than in previous programmes and, therefore, more emphasis will need to be placed on evaluating what has worked successfully. It is probable that some stakeholders, particularly from the community sector will be required to work imaginatively to pool and maximise the resources available.

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

There is an opportunity to draw down UKSPF to help deliver on HBC's priorities, but in particular employment, learning and skills.

### **6.1 Children and Young People in Halton**

### **6.2 Employment, Learning and Skills in Halton**

### **6.3 A Healthy Halton**

### **6.4 A Safer Halton**

### **6.5 Halton's Urban Renewal**

## **7.0 RISK ANALYSIS**

None

## **8.0 EQUALITY AND DIVERSITY ISSUES**

None

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

None under the meaning of the Act.



<b>REPORT TO:</b>	Employment, Learning and Skills and Community Policy and Performance Board
<b>DATE:</b>	20 <sup>th</sup> June 2022
<b>REPORTING OFFICER:</b>	Operational Director Economy, Enterprise & Property
<b>PORTFOLIO:</b>	Employment, Learning & Skills and Community
<b>SUBJECT:</b>	Local Enterprise Partnership (LEP) Transition Report
<b>WARD(S)</b>	Borough-wide

## 1.0 **PURPOSE OF THE REPORT**

1.1 The purpose of this report is to provide an update about transition from a Local Enterprise Partnership and Growth Platform to a more integrated organisation as part of the LCR CA against a backdrop of a Central Government review.

## 2.0 **RECOMMENDATION: That:**

i) **The Board note the update and receive a further update in 6 months.**

## 3.0 **SUPPORTING INFORMATION**

### 3.1 **What is a LEP?**

A Local Enterprise Partnership (LEP) is a locally-owned partnership between local authorities and businesses.

A LEP plays a central role in deciding local economic priorities and undertaking activities to drive economic growth and create local jobs.

There are 38 Local Enterprise Partnerships currently operating within England and are members of the LEP Network.

A LEP is overseen by a Board which is led by a business Chair and its board members are local leaders of industry (including SMEs), educational institutions, and from the public sector

### **The Position in the Liverpool City Region**

The current LEP arrangements in Liverpool City Region provides the basis of partnership working and brings the insight of the private sector to local economic strategy and delivery.

The democratic mandate is provided by locally elected leaders and Mayors.

Its impact in informing and shaping policy interventions to benefit the economy is extensive with influencing the City Region's innovation and high growth priorities in the likes of health and digital manufacturing priorities and effective interventions in recent years can be directly attributed to the excellent work of the sector boards.

Their role of the review and transition is to “strengthen and simplify our regional ecosystem, creating a sustainable economy that reflects the needs of all our business community across Halton, Knowsley, Liverpool, Sefton, St Helens and Wirral.”

The LEP provides the Business voice and the Growth Platform delivers programmes on behalf of the LCR partners. For example Growth Hub and Inward Investment services.

### **Government Review**

The government wrote to LEPs on 22<sup>nd</sup> March stating “The publication of the Levelling Up White Paper marks a turning point for local growth policy. It set out a series of ambitious missions to level up by, for example, increasing pay, employment, skills and productivity, ensuring every area has a globally competitive city, and offering every part of England a devolution deal that wants one within the new devolution framework. It was on this basis that a consultation to review the role of the LEP's commenced. Timeline set out below.

3.2 Locally the review consists of the following activities:

- Review of LEP/Business Boards, their membership, structure, engagement with the CA and servicing to ensure even greater inclusivity, better integration with CA and a sharper focus on the City Region's economic priorities and delivering the most positive impact on those areas
- Review of LEP related roles and services and where they continue, whether these can be efficiently integrated into the Combined Authority or should remain within the Growth Company.
- Reduction in LEP Core funding from £500k to £375 k for 2022/3 and no guarantee of future funding beyond this year.
- Whether to maintain the identity of the LEP within revised arrangements (LEPs will continue as separate entities in areas without Combined Authorities or similar devolved local arrangements)
- The future role, resourcing, sustainability, and governance of the Growth Company to further strengthen and simplify the City Region's Business Support Ecosystem – and its role related to Boards and Sectors.
- Maintaining the backing of the c 65 key businesses and institutions across the City Region who currently as “Growth Partners” provide over £500k of voluntary funding towards running of the Growth Company for the benefit of the City Region.

### **Timeline**

3 June	Options Appraisal Completed
17 June	Draft Transition Plan prepared
1-28 June	Draft Transition consulted with LEP Sub Boards etc.
21-28 June	Draft Transition Plan consulted with LA Growth Directors
7 July	Draft Transition Plan approved by LEP Board
8 July	Draft Transition Plan approved by LA CEXs
22 July	Final Transition Plan approved by Combined Authority Board
29 July	Transition Plan submitted to Government

### **Next Steps of the Review**

The review provides an opportunity to appraise business input into economic strategy development and delivery over the coming years. The review is open to public and private and provides the opportunity to ensure local views are heard.

As highlighted above the Chief Executives will have the penultimate say with Leaders having the final say on 22<sup>nd</sup> July 2022.

The LEP Board and sub-boards and other private sector stakeholders will be thoroughly consulted for individual and collective input during this process over the coming weeks

Board Members will be consulted in this process.

#### **4.0 POLICY IMPLICATIONS**

4.1 No further implications arising from this report.

#### **5.0 FINANCIAL IMPLICATIONS**

5.1 No further implications arising from this report.

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

##### **6.1 Children & Young People in Halton**

Not applicable

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

Changes to how LEPs are managed and how they operate should result in positive will link to how businesses can be supported in the future.

##### **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 Not Applicable

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 There are no equality and diversity issues relating to the contents of this report.

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

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Local Enterprise Partnerships: Integration guidance	On-Line	Paul Corner, Floor 5 Municipal Building, Kingsway Widnes.

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

**DATE:** 20 June 2022

**REPORTING OFFICER:** Operational Director Economy, Enterprise & Property

**PORTFOLIO:** Employment, Learning & Skills & Community

**SUBJECT:** Update on Employment, Learning, Skills and Community Policy and Performance Board Scrutiny Topics

## **1.0 PURPOSE AND CONTENT OF REPORT**

1.1 To provide an update on the Scrutiny Topic Group themes agreed by Members for the Municipal Year 2021/22.

1.2 To consider proposed next steps for the completion of this work.

## **2.0 RECOMMENDED: That the Board**

2.1 Notes the content of the report.

## **3.0 SUPPORTING INFORMATION**

3.1 Members considered a number of suggestions for this year's Scrutiny Topic Group's area of focus.

Members confirmed that they would like to progress two topics i) 'Health and Employment' and ii) 'The Provision of Business Support in the Borough'.

The Terms of Reference for the Topic Groups were presented at the June and September PPBs.

Given resource constraints, Members agreed that the priority would be Health and Employment and Topic Item ii) would be progressed later in the Municipal Year and would also link to future study visits.

Nevertheless, both Topic Groups have met and a summary of the key points is set out below:

3.2 i) Health and Employment

The Health and Employment topic group sessions to date have included contributions from officers within the Employment, Learning and Skills (ELS) Division, as well as Public Health.

It was noted that there are excellent relationships between the ELS Division and Health services who contribute to improving the mental health of adults who live and or work in Halton. Services work collaboratively to raise

awareness in the work force and in communities to the support available. Health issues are an important component of the support local residents receive from the Council's Halton People into Jobs Team with employment programmes signposting to MIND as well as health trainer links.

The Adult Learning team within the ELS division has signed up to a mental health pledge, although it is worth noting that no dedicated learner support exists.

### **Emerging Issues**

A key priority had been to develop and implement the 'Time to Change' Employer Pledge. For a variety of understandable reasons, employers have been less receptive to engaging in this type of work, due to COVID restrictions, as well as workforce capacity issues. In fact, many employers have been focused on saving their businesses and have had to make difficult choices.

### **Future Actions/Next Steps**

There is potential scope to work with the Halton Employment Partnership to reinvigorate this work. Furthermore, arising from discussions with the Chamber, as part of the Business Support Topic Group, there is an opportunity to raise awareness through the Business Improvement Districts Management Boards and the Chamber's own First Tuesday Breakfast meetings.

Members have asked for further consideration to be given to whether the pandemic has informed or influenced future service design and delivery.

#### ii) The Provision of Business Support in the Borough

To date, three sessions comprising 1) an introduction to the Topic Group (Background and Context) 2) a presentation from the Council's Inward Investment officer, who provided Case Study examples demonstrating where business support has been effective. 3) The Chief Executive of the Chamber of Commerce also provided a helpful presentation which outlined how the Chamber supports business in the borough

### **Emerging Issues**

Overall business support was fragmented and the system seemed to encourage providers to 'sell their service'.

Business support programmes were often short-term and needed to be more intense

The national enterprise strategy was still being developed and so the future direction of business support in England was unclear

Export certification – Brexit some businesses have moved out of the borough and some of this work had been taken on through European Chambers.

Customs Declarations & Export Documentation a new service which is a unique system businesses get real time info on where their goods are.

Peer networks – government contract businesses come together and learn together and tap into expertise of fellow business people.

Halton's Business Improvement Districts a good way of bringing together businesses for common aims – the concept could be expanded

Brexit had raised a number of issues e.g. stress on individuals and business leaders; transition no firm answers. Peer networks were valuable. End of furlough. Some businesses downsized from outset, some have held on.

There were questions relating to business support during the pandemic. Businesses don't have historic data as pandemic hasn't happened before. Productivity is down – divide within workforce retraining etc. and rebuild culture. Business leaders under pressure given full on key decisions having to be made. Business owners need help.

Retail as a sector gets overlooked.

No start up support. No enterprise hub were weaknesses for the borough.

No capital grant scheme for Halton was also raised as a concern.

The Council's Business Support Team comprises x FTE, so is relatively modest in size.

**Further actions:**

To invite contributions from the Growth Platform  
To facilitate a Study Visit to a local business

**4.0 POLICY IMPLICATIONS**

4.1 Supporting Phase 3 of the Business Growth Programme will align with the Council's priorities in improving the economic growth. The programme will do this by aiding SMEs within the Halton area to grow, develop, become more sustainable and increase jobs.

**5.0 FINANCIAL IMPLICATIONS**

5.1 There are no financial implications identified in this report.

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

6.1 **Children and Young People in Halton**

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

The topic groups were established to support service development in this key priority area

**6.3 A Healthy Halton**

Access to sustainable employment will impact positively upon the health of the Borough.

**6.4 A Safer Halton**

No implications

**6.5 Halton's Urban Renewal**

No implications

**7.0 RISK ANALYSIS**

There are no risks associated with this report.

**8.0 EQUALITY AND DIVERSITY ISSUES**

There are no equality and diversity issues.

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

None under the meaning of the Act.



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

**DATE:** 20<sup>th</sup> June 2022

**REPORTING OFFICER:** Operational Director – Policy, People,  
Performance and Efficiency

**SUBJECT:** Performance Management Reports for  
Quarter 4 of 2021/22

**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 final quarter period to 31st December 2022.
- 1.2 Key priorities for development or improvement in 2021 -22 were agreed by Members for the various functional areas reporting to the Board as detailed below:
- Enterprise, Employment and Skills
  - Community and Environment

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

## **2.0 RECOMMENDED: That the Policy and Performance Board**

- 1) Receive the final quarter performance management report;**
- 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 At the time at which annual business plans are developed, Directorate Risk Registers are also refreshed and updated.

**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

## Employment, Learning, Skills and Community PPB – Priority Based Monitoring Report

Reporting Period: **Quarter 4 – 1<sup>st</sup> January 2022 to 31<sup>st</sup> March 2022**

### 1.0 Introduction

- 1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the final quarter of 2021 / 22 for service areas within the remit of the Employment, Learning, Skills and Community (ELSC) Policy and Performance Board.
- 1.2 Key priorities for development or improvement in 2021 - 22 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to Employment, Learning, Skills and Community (ELSC) Policy & Performance Board i.e.
- Employment, Learning and Skills
  - Library and Culture and Leisure Services
- 1.3 The emergence of the global COVID19 pandemic early in 2020 has had a significant and unavoidable impact upon Council services the full extent of which is yet to become known. The Council, along with key partner agencies, has prioritised its resources upon mitigating the serious risks to public health, the protection of vulnerable residents, and the social cohesion of the local community. In developing appropriate responses to emerging national and local priorities this situation is likely to remain the case for the foreseeable future.
- 1.4 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 7 of this report.

### 2.0 Key Developments

There have been a number of developments during the period which include:

#### 2.1 Employment, Learning & Skills

- Successful achievement of the Matrix Accreditation Standard in March 22 – allowing the Division to continue to deliver impartial information, advice and guidance to our customers and learners. The accreditation remains for 3 years.
- 23 month extension to the DWP Work & Health Programme contract delivered by Halton People into Jobs approved March 2022
- Highly successful delivery of the LCR Skills Show at the Exhibition Centre Liverpool by the Apprenticeship Support by Be More Team attracting circa 3000 visitors to over 100 interactive exhibition stands in March 22.
- Completion of the annual Adult Learning Service Self-Assessment Report 20/21, which was shared with the Adult Learning Governance Board in March 2022.
- Restructure of the management team within the Division commenced in January 22, with completion set for 22/23 Q1. Recruitment across a whole range of teams in the Division continued in Q4, with challenges continuing in terms of attracting good quality candidates, especially for teaching positions.

- The Apprenticeship Support by Be More Team supported various activities and events held in LCR schools during National Apprenticeship Week in February 2022.

### **2.3 Community Development**

#### **Library and Culture and Leisure Services**

### **2.4 The Brindley Theatre and Events**

- The plans for the Brindley enhancement project are progressing well and have reached RIBA stage 3.
- The Brindley programme is returning to pre pandemic levels and has recently hosted Gary Barlow which is an amazing accomplishment for the Brindley team, Council and the Borough. It is hoped that more high profile acts will follow as a result.
- The NHS have decommissioned the Covid facility and removed all of their equipment.

### **2.5 Community Centres**

During this period, some Covid-19 operating restrictions remained in place across the Council's Community Centres which affected the numbers allowed in each room and prevented the Centres from accepting certain types of bookings.

#### **Murdishaw Community Centre**

New bookings this quarter, in addition to existing bookings included:

- Child Bereavement UK booked four family counselling sessions on Saturdays, fortnightly, from 15<sup>th</sup> January.
- Recharge & Restore running activity sessions during the February half-term holiday.
- East Runcorn Labour Party held their monthly meetings at the Centre in February & March.
- Another Chance to Care booked an evening Easter Bingo session in March.

#### **Castlefields**

- The majority of the groups have returned to the Centre, we have had a few new groups start. Runcorn Community Choir and Yoga has joined us after the closure of Churchill Hall. We have also gained a booking from The Bridge Quilters (Sewing Group) who meet monthly. Health and Wellbeing bookings are well attended sessions. We have seen an increase in children attending Rainbows and Brownies, after starting in a large room they have moved their bookings to the Main Hall for the extra space.
- We have been able to put the self-help PC's back in the foyer area and have started to put in a few chairs to assist with a seating area for those waiting for Health and Well-being appointments.
- Castlefields Café has been busier than the previous quarter. The café income is increasing due to more groups returning and we have regular groups who use us for lunches. HBC Moving and Handling Training has recommenced. Immunisation bookings have taken place at Castlefields and Ditton.
- We have seen an increase in weekend bookings for the Main Hall for Children's Parties (limited numbers). The Main Hall has had a mural painted by a local artist to represent a Healthy Halton's return from the pandemic.

## Grangeway

- Grangeway Centre is being used for storage and office space for the Covid Testing which reduces the amount of space still which the Centre has to hire out until the end of March.
- Groups have started to return and we have new Scout group who have started hiring space at Grangeway.
- Power in Partnership and Quigley's have taken over the café area, Quigley's are running the café as a Training Café to help young people gain experience and learn new skills to help them to secure jobs in the future, working alongside Power in Partnership who have pc's available to use and are helping people with Job Search and CV's. This increases the footfall within the Centre.
- Fusion Inclusion and Halton Sensory have booked meeting rooms on a weekly basis.
- Sure Start to Later Life has had their first booking of the year, with a fish and chip lunch for their clients.
- Mako Digital have just started to move into their leased room on the upper floor.

## Upton

- We have taken an additional booking for Karate.
- Sure Start to Later Life had their first booking of the year providing a fish & chip afternoon for their clients. From next month, Upton café is going to provide their afternoon tea for them. A new Ballroom and Latin dance group for children has begun.
- Vibe youth group ran half term activities for children in the sports hall for 2 days, which Upton provided lunches for. Recharge & Restore ran a 2-day course for people. Recharge yourself; learn a self-help relaxation technique that can help you to reduce your stress and anxiety. A model flying club have been using our main hall until the end of March when they will move outside.

## Ditton

- Ditton has now started to get more active due to the centre not being used for testing/storing Covid related programs. The space is now ready for the regular groups to return to the rooms that were occupied by the Covid team, so the likes of brownie, scouts and the NHS healthy living team have all started back again. The new groups we have are St Michael's over 50s club every Wednesday 3 hour booking very well attended, Bridge school 1 to 1 tutoring, HBC fire training, a deaf awareness group on a weekly basis and a new keep fit class. Now that the restrictions have been lifted the groups are able to get back to full capacity which will improve attendance and footfall greatly.
- The centre has also had a couple of rooms decorated and we have had a mural painted in the main hall, by a local artist to represent a return back to normality after the pandemic.

## 2.6 Leisure Centres

### Brookvale

- My Hidden Chimp Programme Feb half term. Programme to support children aged 8-15 understand their mind and how emotions work. Excellent feedback.
- Active Soccer Camp Feb half term. The camp provides full day of football activity to local children and is co funded by HBC. A number of free places offered to support those that don't have the financial means to take part. 65 children aged 8 -16 years attended each day.
- Meeting took place to discuss a social action programme to run alongside Everton in the Community, Monday evening sessions. Starting with a donation point for food bank supplies, passed on to local Runcorn foodbank. Hoping to then upskill teenagers suitable for NLPQ, Fitness, Sports Coaching and try and provide an employment route into the leisure industry. This will provide BRC with the future staff, put local residents into employment and provide those whom may not have the opportunity otherwise to progress into a career.

- Working with the Refugee Coordinator for Halton, hiring out the sports hall assisting on Wednesdays during Ramadan, supporting local Muslim when breaking their fasting. Encourage integration into the community, assist those suffering from isolation due to the language barrier or not having family and friends to interact. Consultation on how local facility can support.

## **Kingsway**

- Pool timetable changes, huge demand for swimming at weekends, with pool being full 10 minutes after opening, both pools now open to general public from 9:00am – 2:00pm every Sunday. This will allow more members of the public to enjoy the facilities, reduce pressure on Reception, Leisure Attendant and Ops Manager teams.
- Hosted annual Widnes and Runcorn school swim gala. Increased footfall at off peak time.
- Wrestling event - increased income compared to regular bookings, secondary spend opportunities at vending machines etc increased footfall.
- Local dance school – AJ Festival of Dance hired the facilities to host a competition. Gymnasium and studio spaces hired. Increased income, footfall and secondary spend.
- Hosted gala for Halton Swim Club - HSC used their normal training session time to host the gala, therefore minimal disruption to the timetable/public. Increased footfall and secondary spend etc
- Held initial meeting with Police regarding summer activity provision for the Kops n Kids programme. Planning more activities for girls this summer, such as yoga and dance/choreography sessions. Programme to run for 4 weeks in August.
- Moo Music (Private operator), launched in January, sessions run Monday to Friday 9:00am to 3:00pm. Pre-school/toddler provision for the site, (reduced since crèche closed). 10% discount agreed for Active Halton members attending Moo Music Sessions. Increases footfall at off-peak times and in 'phase 2' of the building which is a lot quieter since Halton Day services moved to the Community Centre
- School Futsal Festival hosted, 90+ pupils attended, increasing footfall during off-peak hours. We have started an after school futsal session weekly on Wednesdays following the success of the festival. 20 places, sessions have been around 50% full. Time of session moved back 30 mins from 9th March, following feedback from parents.
- Widnes Walking FC – new weekly session Friday mornings, started Feb 2022, to accommodate increasing demand. Increased sports hall occupancy at off-peak times.

## **Fitness**

- New class timetable launched 1st Feb, very success, morning attendance at KLC increased from average of 8 to 18 over the past 3 weeks. New Thursday evening yoga at KLC also proving popular with an average 17 over the last 4 weeks.
- Halton Leisure card relaunched – reduced number of partners offering discount.
- Ravin Fit, large fitness class at KLC, massive success – 320 participants, lots of marketing/advertisement in the centre to encourage customers to return.
- End of month sales KLC – 126 (58 sold online), BRC – 68 (24 sold online)
- Working with Health Improvement Team to deliver low intensity classes and also bringing back group sessions for their fresh start pathway utilising space in KLC's studio
- Club live figures KLC – 1,452; BRC – 766; RSP -90

## **Aquatics**

- Discussing, with the Health Improvement Team, the development and implementation of 'accessible' swimming session (to include individuals with dementia and their carers/support workers). Initiative focuses on breaking down barriers to physical activity, with a focus on swimming/aquatics. Research and observations to be completed. Aquatics Manager to design and implement session on site.
- February Half Term Activities – £1 swim offer (8-15 years olds). KLC/BRC/RSP, reduce financial barriers. A significant increase in the number of 8-15 year olds engaging in swimming and physical activity. Positive impact on physical health and emotional well-being/mental health.

- Crash Course – February Half Term (KLC), intensive course of swimming lessons over 5 days, swimmers of all ages/abilities, increasing learn to swim opportunity, 9 participants.
- Development meeting with Halton Swimming Club, provide link between Learn to Swim and swimming clubs. Develop a talent programme for swimmers aged 8 years and over, receive funded training at Halton Swimming Club and/or Runcorn REPS. Support the identification and development of local talent. Incentive for children/young people to progress to Swim Academy also supports customer retention.
- Swimming Assessments (KLC) – saw a huge increase in demand following local competitor price increases and word of mouth/recommendations.
- BRC timetable review complete. Earlier finish times for the Learn to Swim programme during the week will open up more public swimming time. This will help meet the demand for public swimming, responding to limited operating hours at RSP.
- Swimming Instructor recruitment ongoing – trying to increase the number of swimming instructors available. Limit cancellations and increase stability. (National shortage with other authorities also having large waiting lists).
- Learn to Swim figures - KLC – 699 (new report form); BRC – 376 (new report form)

## 2.7 Sports Development

### Frank Myler Pavilion

- At 30<sup>th</sup> March 2022, there are 27 bookings at the Pavilion. 16 in the Activity Hall and 11 on the Multi Use Games (MUGA). There is a steady increment of classes from when the first booking taken since opening from lockdown in May 2021.
- MUGA bookings expected to drop after March when teams return to grass for training.
- Saturdays are the most popular day when the grass pitches are open. There are 28 football teams and 2 rugby league teams allocated to the Pavilion.
- Stadium enquiry made to hire catering staff for the kitchen area at the Pavilion on Saturdays, due to high number of visitors at the site. Initial request is to trial this for 4 weeks in May before a permanent decision is made for the next football season in September.
- The Pavilion hosted a February Half Term Camp, financial support received from Holiday Activity Fund (HAF). 11am to 3pm each day for children aged 7 to 11. Food was provided from the stadium. 47 children attended over the 4 days.
- HAF has been applied for again for the Easter weeks.
- Sports Development are running multiple sessions on the MUGA. Tuesdays 4pm- 6pm for children's football (key stage 1 and 2). Walk Fit Run Fit, Monday and Friday 6pm- 6.40pm for all ages.
- 2 Day First Aid Course at the Pavilion for local clubs. 28<sup>th</sup> February and 7<sup>th</sup> March. The course was fully booked.
- A new centre assistant (12 hour per week) is due to start 5<sup>th</sup> April 2022. They will be working Tuesday to Thursday 5.15pm- 8.15pm each week and 1 Saturday a month.
- 2 Casual centre assistants have been appointed in March 2022, to support increased bookings

### Sports Development Officers

- Active Through Football programme awarded circa £500,000 to the LCR consortium. Next steps involve recruiting Project Manager, a 5 year contract to coordinate football activity at local level, based on research each local authority completed in the application phase.
- For 2021/22 HBC Sports Development Grants/ Bursaries 13 awards to clubs and individuals. 4 Group Grants, 6 Coaches Education Bursaries and 3 Individual Bursaries.
- Regular communication kept up with local Sports clubs and Halton Sports Partnership, relevant news and funding information shared on a monthly basis.

- Continued to support all community based classes/activities to continue/be cost effective, some classes lost due to effects of Covid on finances and struggled to re-establish.
- Two new classes funded/developed; Tone and Stretch at Frank Myler Pavilion, Mindful Movement at Ditton Community Centre.
- Developed a new walk-fit run-fit activity/project to fill the gap re demand for Couch 2 5K. Community Sports Coach taking lead on Walk-fit Run-fit Pilot project
- Develop and finalise all activities for Halton Lodge Halton Housing funded project. Marketing and advertising the project for older adults and children.
- Support Rock Steady Boxing for Parkinson's disease regards finding a new venue, funding, and connections with Parkinson's nurses.
- Partnership work with Health Improvement Age Well Team re community exit routes for falls prevention clients
- Halton's Health Walks schedule March-April co-ordinated in partnership with 12 walk leader volunteers
- Support Walking football re additional session, at KLC, including marketing and promo.
- International Women's day - links to parkrun as part of national promotion.
- Pilot project – 3 week Yoga breath work to engage with Long-Covid market and other respiratory health conditions.
- Challenges: staffing/coaching staff sickness - Covid related setbacks.
- New programmes have been initiated in 2022 to encourage more participation in sports and physical activity. In February 18 sessions with a footfall of 292 and in March 23 sessions with a footfall of 243.
- Support offered to Halton school games in delivering a Futsal schools competition at Kingsway Leisure Centre. This has linked into a new community futsal session for key stage 2 pupils at Kingsway Leisure Centre, providing an exit route for children who want to do a new sport.
- Working alongside Halton Housing and delivering free weekly sports coaching at the community centre. The programme started in March and is aimed at key stage 2 plus. Multi sports.
- Additional work has included supporting sports coaching for refugee children at Daresbury Park Hotel, GLOW community group in Widnes and also a football project aimed at adult refugees at the hotel in Daresbury. Further multi agency consultations may see the football programme extended more formally.
- Maintain Social Media connections/ followers on all platforms.

**Social media stats Feb:**

- Sport Dev Facebook. Followers: 1982 Reach: 5562 Likes 1.9K 70% of followers are women, biggest audience age 35-54, 70% Widnes Top post – Walk Fit project.
- Walking for Health Facebook. Followers: 373. Reach: 682 Likes: 334. 89% of followers are women. Biggest audience age 35-55 70% Runcorn Top post- walks schedule
- Sport Dev Twitter. Followers: 1625. Impressions: 4976 Top Tweet: Walk-Fit Run-Fit session pictures
- Get Active/active me twitter. Followers: 1100. Impressions: 3153 Top tweet: walks schedule.



## 2.8 Library Service

- Visitor numbers in Q4 have increased substantially from Q3 mostly due to external factors around relaxing of restrictions relating to the pandemic. These changes have allowed an increase in business in library buildings, significantly the reintroduction of events, clubs and activities.
- Attendance at children's story sessions and club activities are back to pre-pandemic numbers. A steady schedule of class visits is taking place. Higher profile one-off events are taking place included a recent sold out event with children's author Konnie Huq.
- Regeneration project that includes moving Runcorn library into a new theatre / library culture facility is progressing. Plans for the building are available on the dedicated [website](#)

## 3.0 Emerging Issues

### 3.1 Employment, Learning & Skills

- The Apprenticeship Support by Be More contract is managed by Halton Borough Council's Employment, Learning & Skills Division on behalf of the Liverpool City Region Combined Authority. The contract is funded by SIF/ESF until December 2022. A performance overview report was presented at the PPB meeting on the 31st January 2022, which highlighted the significant impact the service has had promoting Apprenticeship IAG and vacancies to residents and schools in LCR. It was fully supported by PPB members and agreed discussions to be held with LCR CA to discuss sustainability plans and funding for this service going forward.
- There remains one vacancy in the Division's management team – interviews took place in quarter 4 with full restructure implementation planned as soon as possible thereafter.
- The Adult Learning Service's Ofsted inspection is imminent – full inspections take place every 4 years and it is now 4 years since Halton was inspected. An Ofsted action plan has been drawn up and preparatory work with staff is underway.
- Halton People into Jobs will take over additional accommodation in Q1of 22/23. The new accommodation is opposite HPIJ's existing Runcorn base in Church Street and will be in addition to current office space. This was needed due to the many employment programmes HPIJ has secured over the last couple of years.

### 3.2 Library and Culture and Leisure Services

#### 3.3 Leisure Services Division

##### The Brindley Theatre and Events

- With the cost of living increasing significantly, this could impact on the number of tickets sold and the takings in the café and bar. This could go on for some time. The Brindley will may become a one of treat as opposed to a frequent option for many customers.
- The Brindley enhancement project is likely to lead to an increase in Business Rates and Energy bills from 2024. We are working with the design team to understand the options for including energy saving features and reducing future costs and our carbon footprint. This may require an additional upfront investment, in order to save the Council costs in the future.

### Community Centres

- We need to continue to build the usage of all the communities' centres.
- We also are struggling with Covid and being able to staff the community centres and keep all of them open.

### Library Service

- Based on experiences during the pandemic, and projections for the future, rebalancing the library service offer across physical, digital, & outreach platforms will be essential to ensure we maintain a customer base in line with what was achieved during 2020-22. To meet expectations changes have been made to expand the library service outreach offer; increasing the team currently responsible for the home library service, care home services, and community collections to provide greater capacity to work across more communities targeting potential library members.

### Leisure Centres

- Because of Covid infections, the service has struggled to deliver all its activity programmes and remain open at all times. The public leisure sector as a whole is facing significant employment difficulties and we are looking to recruit staff to make sure that all our leisure facilities continue to provide the service that our residents require. There is a frequent turnover of staff in these areas, especially as students take up part time positions and casual work. The pandemic affected the number of training courses delivered. With the demand for swimming lessons increasing, the nationwide shortage of swimming teachers, which was exasperated by the pandemic, is now at more than 6,200.
- Operational Hours at Brookvale Recreation reverted to pre-pandemic operating hours in February, with the opening of the new Asro Turf Pitch. Monday to Thursday 7.00am – 10pm; Friday 7.00am – 9.00pm; Saturday/Sunday 8.00-6.00pm.
- Executive Board on 17 February 2022 (EXB68) considered the Budget for 2022/23 which included the proposal to close Runcorn Swimming Pool.

Having considered that proposal, Executive Board recommended to full Council that:

*“The proposal to close Runcorn Swimming Pool was put on hold for a period, no longer than six months, to allow time to see if an alternative delivery model can be identified by giving the opportunity for a third party to come forward with a costed and sustainable business plan to take over the running of the baths.*

*Any proposal must cover both the capital and revenue costs of running the pool in the future; If no such proposal is submitted that meets the above criteria within that six month period then the closure of the pool would proceed at that point”.*

Full Council on 2 March 2022 endorsed the decision taken by Executive Board

The Council is seeking expressions of interest from organisations willing to take over the full operation and ownership of Runcorn Swimming Pool. The opportunity has now been widely advertised to attract potential interest. Interested parties must submit an expression of interest by 1 July 2022 via The Chest. Following the closing date the Council will consider the applications and invite, any suitable, interested parties through to the next stage, where the Council will be requiring a detailed business plan including a financial profile.

The service is responding to questions, submitted on The Chest.

Service managers, trade unions, human resource and training department, are supporting staff on the Runcorn Swimming Pool structure.

### 3.4 Sports Development

#### Frank Myler Pavilion

- Low uptake of bookings for classes on Tuesdays and Thursday 11am to 4pm, both days.
- The grass pitches at the Pavilion are overused this season also resulting in car parking issues. Compacted by the loss of KGV playing fields, lease discussion continue with Widnes FC. Lost 3 x 5v5 pitches, 2 x 7v7 pitches, and 1 x full size pitch. 13 teams who historically used KGV playing fields being accommodated elsewhere

#### 4.0 High Priority Equality Actions

- 4.1** Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.
- 4.2** The Council's latest annual progress report in relation to the achievement of its equality objectives is published on the Council website and is available via:




<http://www4.halton.gov.uk/Pages/councildemocracy/Equality-and-Diversity.aspx>

#### 5.0 Performance Overview

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

#### Employment, Learning & Skills

#### Key Objectives / milestones

Ref	Milestones	Q4 Progress
EEP 01a	To manage and sustain employment support programmes Work Programme by <b>March 2022</b>	
EEP 01b	To prepare funding bids to support Halton's Borough of Culture 2021 by <b>November 2021</b>	
EEP 01c	To deliver a Liverpool City Region Skills Show <b>by January 2022</b> <i>*New date 1<sup>st</sup> and 2<sup>nd</sup> March 2022</i>	

#### Supporting Commentary

##### EEP 01a

HPIJ has secured a range of employment programmes, which will run until up to 2026












**EEP 01b**

No commentary provided

**EEP 01c**

The Liverpool City Region Skills Show was re-arranged from the 18<sup>th</sup> and 19<sup>th</sup> January 2022 to the 1<sup>st</sup> and 2<sup>nd</sup> March 2022 due to covid restrictions in place at the time. The event was a great success with 106 exhibitors and 2568 residents attending. An evaluation report will be finalised by the end of April enabling post event surveys and case studies to be completed.

**Key Performance Indicators**

Ref	Measure	20/21 Actual	21/22 Target	Q4 Actual	Q4 Progress	Direction of travel
EEP LI 08	Number of Enrolments (Adult Learning).	698	698	950		
EEP LI 09	Number of People supported into work (HPIJ).	333	750	-	-	-
EEP LI 10	Percentage of learners achieving accreditation.	15%	15%	19%		
EEP LI 11	Total number of job starts on DWP Work and Health and JETS programmes (Ingeus).	142	582	-	-	-
EEP LI 12	Total number of job starts on DWP Restart programme (G4S). <i>(New)</i>	N/A	265	-	-	-
EEP LI 13	Number of Businesses Supported.	1091	500	454	454	
EEP LI 14	Number of individuals supported into paid work placements (ILMs)	47	47	-	-	-
EEP LI 15	Number of adult learners who feel prepared for choosing the next steps (e.g. into employment, another course, college/university etc.)	90%	100%	94%		
EEP LI 16	Number of adult learners who have progressed onto another course	49%	52%	36%		
EEP LI 17	Deliver supported internships <i>(New).</i>	N/A	10	11		N/A
EEP LI 18	% Increase coverage in disadvantaged wards <i>(New)</i>	N/A	10%	3%		N/A

**Supporting Commentary****EEP LI 08**

Given we were still in a lockdown situation at the start of the academic year in September 21, it was difficult to set a target for enrolments as it was unclear how long the situation would remain. Hence we went with the previous year's actual as a comparator.

**EEP LI 09** No information provided

**EEP LI10** No information provided

Given we were still in a lockdown situation at the start of the academic year in September 21, it was difficult to set a target for enrolments as it was unclear how long the situation would remain. Hence we went with the previous year's actual as a comparator.

**EEP LI 11**

No information provided

**EEP LI 12**

No information provided

**EEP LI 13**

Activity has been very intensive with a large number of "repeat customers" who have had an application for funding appraised and processed on three occasions, for example. However we only count unique interactions with businesses. Therefore the figure looks low but is in fact a very strong performance.

**EEP LI 14**

No information provided

**EEP LI 15**

Another positive figure – the service was recently assessed for its Matrix Accreditation, which is an assessment of delivery of good quality impartial information, advice and guidance and we achieved reaccreditation. These figures back up that the service prepares individuals well to make their next step.

**EEP LI 16**

Overall learner numbers are down and we are still experiencing the effects of Covid on performance. Quite a number of courses that could have provided progression were cancelled due to staff sickness.

**EEP LI 17**



No figures from last year to compare to as a new indicator

**EEP LI18**





No figures from last year to compare to as a new indicator

### Community Services

#### Key Objectives / milestones

Ref	Milestones	Q4 Progress
CE 02a	Create a digital offer that utilises up to date technology and hardware options to ensure residents are able to access information, communication, & learning opportunities that support personal growth and individual ambition. <b>March 2022</b>	
CE 02b	Working in partnership, deliver an ambitious cultural programme that builds on the legacy of the Borough of Culture festival season, securing external funding to maximise impact, value & potential. <b>March 2022</b>	

**Supporting Commentary****CE 02a - CE 02b****No commentary provided.****Key Performance Indicators**

Ref	Measure	20/21 Actual	21/22 Target	Q4 Actual	Q4 Progress	Direction of travel
CE LI 07	Number of active users (physical & digital resources) of the library service during the last 12 months.	1,799,950	1,250,00	1,592,264		
CE LI 08	Number of physical and virtual visits to libraries (annual total)	1,485,023	987,000	1,697,359		
CE LI 09	Percentage of the population taking part in sport and physical activity (150 minutes per week - Active Lives Survey)	50.1	53	-	-	-
CE LI 10	Percentage of people physically inactive (less than 30 minutes of activity - Active Lives survey)	38.9	30	-	-	-

**Supporting Commentary****CE LI 07**

1,799,950 Currently

**CE LI 08**

1,485,023 Currently

**CE LI 09**

Data published October 2021, this indicator was not been reported. Activity levels of 150 minutes per week 53.6% for May 2020 – May 2021 compared to 59.9% previous 12 months. Next data report expected 28.04.22

**CE LI 10**

Last report released October 2021 for period May 2020 – May 2021 data 31.5%. Next data report expected 28.04.2022




**6.0 Financial Statements**

**\*Financial statements currently unavailable at this time**





## 7.0 Application of Symbols

Symbols are used in the following manner:

### Progress Symbols

<u>Symbol</u>	<u>Objective</u>	<u>Performance Indicator</u>
Green 	Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber 	Indicates that it is <u>uncertain or too early to say at this stage</u> whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved</i>
Red 	Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an intervention or remedial action taken.</i>

### Direction of Travel Indicator

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