

AGENDA

Meeting: **Cabinet**
Place: **Kennet Room - County Hall, Trowbridge BA14 8JN**
Date: **Tuesday 11 November 2014**
Time: **10.30 am**

Membership:

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)


Please direct any enquiries on this Agenda to Yamina Rhouati, of Democratic Services, County Hall, Trowbridge, direct line 01225 718024 or email Yamina.Rhouati@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

All public reports referred to on this agenda are available on the Council's website at www.wiltshire.gov.uk

Part I

Items to be considered while the meeting is open to the public

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

1 Apologies

2 Minutes of the previous meeting (*Pages 1 - 6*)

To confirm and sign the minutes of the Cabinet meeting held on 7 October, previously circulated.

3 Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 Leader's announcements

5 Public participation and Questions from Councillors

The Council welcomes contributions from members of the public. This meeting is open to the public, who may ask a question or make a statement. Questions may also be asked by members of the Council. Written notice of questions or statements should be given to Yamina Rhouati of Democratic Services by 12.00 noon on Thursday 6 November 2014. Anyone wishing to ask a question or make a statement should contact the officer named above.

6 Specialist dementia hospital care (*Pages 7 - 52*)

Report by Maggie Rae, Corporate Director

7 Personalisation Policy (*Pages 53 - 94*)



Report by Maggie Rae, Corporate Director.

8 Wiltshire Education, Employment & Skills Strategy (*Pages 95 - 232*)

Report by Dr Carlton Brand and Carolyn Godfrey, Corporate Directors.

9 Wiltshire Child Poverty Strategy 2014-2020 (*Pages 233 - 362*)

Report by Maggie Rae and Carolyn Godfrey, Corporate Directors.

- 10 **Report on Treasury Management Strategy 2014-15 - Second Quarter ended 30 September 2014** (Pages 363 - 384)

Report by Carolyn Godfrey, Corporate Director.

- 11 **Delivery of the Campus Programme - Position Statement** (Pages 385 - 402)



Report by Laurie Bell, Associate Director – Communities and Communications

- 12 **Urgent Items**

Any other items of business, which the Leader agrees to consider as a matter of urgency.

Part II

Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

None

The items on this agenda reflect the key goals of Wiltshire Council, namely 'Work together to support Wiltshire's Communities', 'Deliver high quality, low cost, customer focused services and 'Ensure local, open, honest decision making'.


This page is intentionally left blank

CABINET

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 7 October 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Simon Killane, Cllr Magnus Macdonald and Cllr Bill Moss

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

95 Apologies

All Cabinet members were present.

96 Minutes of the Previous Meeting

The minutes of the last Cabinet meeting held on 16 September 2014 were presented.

Resolved:

That the minutes of Cabinet held on 16 September 2014 be approved as a correct record and signed by the Leader.

97 **Leader's announcements**

Core Strategy

The Leader announced that the last hearing session for the Wiltshire Core Strategy Examination in Public was held on Tuesday last week.

She was very pleased to say that the Council had received the 18th procedural letter from the Planning Inspector, and that in this letter he explained the procedure for the completion of his report and the closure of the Examination.

The Council expected to receive a copy of the report to 'fact check' with his proposed modifications, this month. Full details are awaited, but she was informed that the fact check and modifications are a clear indication that there was movement towards delivering a sound Wiltshire Core Strategy. This important step would enable plan-led housing and employment growth which would promote the resilience of and the sustainability of our communities.

The Leader expressly thanked officers, Councillors and the community for their hard work over many years to bring this strategy together. Following its consideration by Cabinet, the Strategy should be adopted by Council in the February 2015; this would allow the Council to work to develop the community led model of planning and move forward with neighbourhood plans.

98 **Declarations of interest**

No declarations of interest were made.

99 **Public participation and Questions from Councillors**

There were not questions from Councillors or Members of the Public. The Leader reminded those present that she would as usual, be happy for them to express their views on any items on the agenda by indicating they wished to speak.

100 **Minutes - Cabinet Committees**

Resolved:

That the minutes of the Cabinet Capital Assets Committee and the minutes of the Cabinet Transformation Committee dated 16 September 2014 be received and noted.

101 **Actions to recruit and retain social workers**

Cabinet Member Councillor Stuart Wheeler presented the report which provided Cabinet with an update on all of the actions being taken, and planned, to improve the recruitment and retention of social workers across the council

following the agreement of the Corporate Leadership Team on 23 June to pay market supplements to specific social worker roles.

Councillor Wheeler commended the report and drew the meeting's attention to some of the issues highlighted in the report: that Human Resources had been looking carefully as to how to best identify and recruit social workers and then how to retain them; that work had been undertaken that sought to improve the perception of Wiltshire within the Social Work profession; and that the Council was seeking to address the specific pressures faced by social workers working with children.

It was noted that the Council was exploring new avenues of recruitment, using social/web media and targeted advertising in print media. The report also emphasised the importance of retaining staff; making staff feel valued and getting them to enhance their expertise and standing; the use training/education to enhance workforce skills and progression; and how technology can be used to get workers away from their desks and into the Community. Addressing these areas can improve staff motivation and satisfaction in their roles which can have a significant effect on the ability of the Council to retain staff.

Cabinet Member Councillor Laura Mayes noted that the Council was quite successful in recruiting newly qualified social worker, but there was an identified need to support and retain more qualified staff. Early indications were that the new approach appeared to be working, with 225 applications and 20 offers made in a recent recruitment round. She would be looking to reduce the number, currently at 38, of agency staff over the next year, and hopefully sooner, as the recruitment process progressed.

Cabinet Member Councillor Keith Humphries also commended the report, and informed the meeting that there were currently 12 vacancies within adult social work teams and these were in the more qualified positions. He welcomed the idea of an academy and would like to explore opportunities to extend this, in the future, to train other staff such as those in public health. The Leader mentioned the need to consider how the integration of Health and Social Care and the needs for a different type of workforce would be taken into account.

Resolved:

That cabinet note and support the actions being taken and planned to recruit and retain social workers in operational children's services and adult social care with an update in 6 months.

Reason for decision: To improve the recruitment and retention of experienced social workers and social work managers.

Councillor Keith Humphries presented the Wiltshire Air Quality Action Plan which the Cabinet was asked to consider and agree for it to be published for consultation.


Councillor Humphries, in presenting report, noted that the wider community had become better informed about the issue of air quality, and that six community groups were working to develop their own solutions including: in Bradford with some exciting nanotechnology solution; in Devizes with the promotion of cycling and walking; and in Salisbury with some planting options. These local plans were independent of but sat alongside the draft Council wide Action Plan. He also mentioned that it was important to note that the EU could fine the UK for not meeting its air quality councils, and that Councils should develop their own robust plans to mitigate the risk of these fines being passed down by central government.

Resolved:

- 1. To approve the draft the Wiltshire Air Quality Action Plan (WAQAP) for wider public consultation; and**
- 2. To delegate authority to the Corporate Director with responsibility for Public Health following consultation with the Cabinet member for Public Health, Protection Services, Adult Care and Housing to approve the final version of the Action Plan for subsequent submission to Defra, in the event that no significant comments are received during the consultation process.**

Reason for decision: Under the Environment Act 1995 it is a legal requirement to prepare and consult on the Air Quality Action Plan.

103 Porton Science Park

 Councillor Fleur de Rhé-Philippe presented the report which updated the Cabinet regarding the allocation of £4 million through the Swindon and Wiltshire Local Enterprise Partnership Growth Deal to contribute towards the construction of Phase 1 of Porton Science Park. It was noted that with this commitment in place, the Council and its partners (Tetricus, and Dstl that owns the land upon which the science park will be constructed) were now able to take action to ensure that the benefit of this funding is realised. The report recommended that approval be given to the allocation of contributory funding to the project on the capital programme for 2015/16; and that be delegated to the Associate Director for Economic Development and Planning, in consultation with the Cabinet Member for Economy, Skills and Transport, to deliver the project within the parameters set out in the report.

In presenting the report, Councillor Fleur de Rhé-Philippe noted that the proposals aimed protect important jobs in the area and to enhance the position

of life sciences in Wiltshire. The Council did not want to lose jobs and companies that wish to stay on site. The Council had met with Central Government representatives who had been impressed with the plans. A new incubation building would be built to protect 120 jobs and would put in infrastructure for expansion of the science park. It was hoped that up to 1800 jobs could be created should private investment follow the funding from the public purse. A huge amount of work has gone into developing this plan.

Councillor Dick Tonge stated that, after having considered the report in great detail, he was satisfied that the proposals were financially sound.

The Leader commended the scheme which was an exciting opportunity and would enable Wiltshire to be the third major life sciences base in the country.

Councillor Fleur de Rhé-Philippe confirmed that local community have been worked with closely and the matter had planning permission.

Councillor Toby Sturgis stated that he was delighted to see conditions included that the buildings should meet BREEAM excellences standards.

In response to a question, Councillor Fleur de Rhé-Philippe stated that work was ongoing to address transport issues with the site.

The meeting confirmed that they had read the information contained in the section of the report exempt from publication.

Resolved

- 1. To approve the allocation of contributory funding to the project on the capital programme for 2015/16.**
- 2. To delegate authority to the Associate Director for Economic Development and Planning, in consultation with the Cabinet Member for Economy, Skills and Transport, to deliver the project within the parameters set out in this report.**

Reason for decision: Porton Science Park is prioritised in the Council's Business Plan and the construction of the first phase will be significant to the development of the life sciences sector in the county and nationally. It will ensure the retention of businesses currently housed in the current Tetricus facility (soon to close), and in addition create up to 2,000 new, high value jobs, as well as providing a focal point and platform for innovation, research and development in the health and life sciences in Wiltshire and the wider Wessex area.

104 Urgent Items

There were no urgent items.

105 **Exclusion of the Press and Public**

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 12 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking item in private:

Paragraph 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).

106 **Porton Science Park**



Resolved:

To note the information contained in the appendix.

(Duration of meeting: 10:30 – 11:10)

These decisions were published on the XXXX and will come into force on XXXXX
--

The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail yamina.rhouati@wiltshire.gov.uk
Press enquiries to Communications, direct line (01225) 713114/713115

Wiltshire Council

Cabinet

11th November 2014

Subject: Specialist dementia hospital care

Cabinet member: Councillor Keith Humphries – Public Health, Protection Services, Adult Care and Housing

Key Decision: No

Executive Summary

This paper is to brief members on the Wiltshire vision for specialist dementia hospital care. Three options have been developed to potentially deliver the service going forward with plans to proceed to public consultation during December 2014 – February 2015.

NHS Wiltshire Clinical Commissioning Group (CCG) commission a range of specialist mental health services from the Avon and Wiltshire Mental Health Partnership (AWP), including specialist dementia hospital care. It is therefore the role of the CCG to fund and make decisions regarding the future provision of these services.

Following the temporary closure of the specialist dementia hospital unit at Charter House, Trowbridge in early 2013, specialist hospital care for people with dementia has been primarily provided in Amblescroft, Salisbury, with a small number of Wiltshire residents also being cared for in specialist dementia hospital units at St Martin's, Bath and the Victoria Centre, Swindon (also provided by AWP).

During this time, work has taken place to develop two alternative options (in Devizes or Trowbridge) in addition to the current specialist dementia hospital care provision (in Salisbury). The Wiltshire ambition for specialist dementia hospital care is to deliver efficient, modern, compliant services which are an integral part of the dementia care continuum.

Although specialist dementia hospital care is commissioned by Wiltshire CCG, it is acknowledged that it is only one part of the dementia pathway, as outlined in the Wiltshire Dementia Strategy, which is jointly owned by Wiltshire Council and Wiltshire CCG as commissioning organisations. In addition, it is the role of Wiltshire Council to act as a community leader in consultation processes that affect its local communities and population. For these reasons, Wiltshire Council is acting as a partner with Wiltshire CCG, supporting them through their public consultation, pending approval from Cabinet.

Proposal

That Cabinet notes the recommendations and gives approval to proceed to formal consultation on the options developed for the future provision of specialist dementia hospital care in Wiltshire.

Reason for Proposal

To ensure that people with dementia have access, when required, to specialist dementia hospital care that is fit for purpose and conforms to best practice standards.

Maggie Rae
Corporate Director

Subject: Specialist dementia hospital care

Cabinet member: Councillor Keith Humphries – Public Health, Protection Services, Adult Care and Housing

Key Decision: No

Purpose of Report

1. To outline plans and seek approval to proceed to formal consultation on the future of specialist dementia hospital care in Wiltshire.

Relevance to the Council's Business Plan

2. Specialist dementia hospital care aims to ensure that people with dementia are able to access high quality services when they require specialist care in order to be assessed, treated and stabilised. This specialist service provision also meets the Business Plan outcome of ensuring that people in Wiltshire have healthy, active and high-quality lives for as long as is possible.

Main Considerations for the Council

3. The vision for specialist dementia hospital care in Wiltshire is that:
 - It is provided only when all other care options to support people at home have been considered and deemed not to be sufficient or appropriate.
 - People with dementia, their carers and families receive high quality care and support during a hospital episode.
 - The specialist hospital provides efficient, modern and fully compliant care and support, as well as conforming to best practice standards.
 - People stay in a specialist dementia hospital until they are stabilised mindful that it is for as short a time as is possible.
 - Every effort is made to ensure that the individual is able to return to a preferred care setting, following discharge from the specialist dementia hospital.

- All of the above points are implemented in accordance with the Care Act for its implementation in April 2015.
4. Specialist dementia hospital care delivers highly specialist care to individuals whose circumstances or needs mean that they cannot be treated and supported appropriately at home or in any other environment. It provides care where the primary needs of the individual are specific to their dementia, as opposed to their physical needs that would normally be treated in a district general hospital.
 5. It should be noted that not everyone with dementia will require this service. Only a small number of people in Wiltshire with acute needs relating to their dementia (usually no more than 120 people over a year) will require admission to a specialist dementia hospital for a period of intensive treatment during a severe phase of their illness.
 6. Locally, Wiltshire CCG commissions specialist dementia hospital care – this means that they are responsible for funding and making decisions about the current and future service. Avon and Wiltshire Mental Health Partnership (AWP) provide specialist dementia hospital care in Wiltshire. The role of Wiltshire Council is as a community leader in public consultations that affect its local population and communities. In addition, Wiltshire Council works alongside Wiltshire CCG to improve dementia care services as outlined in the Wiltshire Dementia Strategy. However, it should be noted that Wiltshire Council does not commission, and therefore does neither fund, nor make decisions about specialist dementia hospital care as it is a health service.
 7. In January 2013 AWP took the decision to stop admitting patients to the specialist dementia hospital unit in Charter House, Trowbridge on a temporary basis due to a number of issues including low occupancy, environmental problems and the stand alone nature of the site i.e. it is not near to a district general hospital. Community based services continued to be provided from the site.
 8. Following the temporary closure, specialist dementia hospital care for people with dementia has been primarily provided from Amblescroft South in Salisbury, with a small number of Wiltshire residents also being cared for in specialist dementia hospital units at St Martin's, Bath and the Victoria Centre, Swindon. This mirrors the locations of the district general hospitals that people travel to when they require acute care relating to their physical health.
 9. Since the temporary closure of Charter House, work has been taking place on two projects that will have a role in shaping the long term provision of dementia services in Wiltshire:
 - a) Wiltshire Dementia Strategy 2014 – 2021 – This document is led by Wiltshire Council and Wiltshire Clinical Commissioning Group. Whilst the strategy does not outline the specific detail for the future provision of individual services, it sets out the wider vision and strategic direction for supporting people to live well

with dementia in Wiltshire, as well as outlining the key principles and outcomes that organisations will be working towards in the future.

- b) Specialist dementia hospital care provision is part of the dementia pathway. The work undertaken has focused specifically on the provision of specialist dementia hospital care following the temporary closure of Charter House and the development of a range of potential options for the future of the service. These options are the focus of this paper, and upon which a decision is being sought in relation to proceeding to public consultation.

10. Whilst the commissioning and provision of specialist dementia hospital care is health-led, it is acknowledged locally that these services make up only a small element of the whole dementia pathway that people living with dementia may pass through. In addition, it is recognised that any changes to a service within the pathway will impact upon other care and support services, including those commissioned and delivered by Wiltshire Council. For this reason and in its role as a community leader, Wiltshire Council is supporting Wiltshire CCG in developing and delivering specialist dementia hospital care, including them proceeding to public consultation on these options, pending approval from Cabinet.

11. In addition to the immediate scope of the specialist dementia hospital care consultation which looks at the physical location of the future services in Wiltshire, it is acknowledged that there are a number of systemic issues and opportunities that are key in supporting people's journey into specialist dementia hospital care and out back into the community. To achieve the Wiltshire vision for short stays of specialist dementia hospital care and also to prevent people requiring these services wherever possible, there are various other workstreams taking place across health and social care services. These include:

- a. Improving crisis services for people with dementia who have immediate and complex requirements.
- b. Enhancing step up and step down services to and from hospital for people with complex and specialist needs.
- c. Ensuring Mental Health Care Home Liaison staff are working with care home providers so that care homes are supported to meet the needs of people with dementia as their dementia progresses and becomes more complex, alongside other physical health conditions.
- d. Ensuring that people's stay in hospital is as short as possible through timely discharge planning and partnership working.
- e. Increasing the provision of specialist dementia care available within Wiltshire care homes.
- f. Developing dementia friendly communities.

Future provision of specialist dementia hospital care

12. Following the temporary closure of Charter House, Trowbridge, a programme of work covering specialist dementia hospital care was established to develop a set of options for the future provision of services that align to the Wiltshire vision.
13. Wiltshire CCG commissioned AWP to work with independent contractors to develop options for the provision of a compliant, 20 bed specialist dementia hospital unit at Green Lane in Devizes and also at Charter House in Trowbridge. The aim was to determine whether either or both of these sites, which are owned by AWP, could provide best practice specialist dementia hospital care and at what cost. Both sites were required to be of comparable standard to Amblescroft in Salisbury which currently provides a service for up to 20 people at any one time.
14. Following this period of analysis and review, three options for the future provision of countywide specialist dementia hospital care in Wiltshire have been developed and are outlined in more detail in the consultation document in Appendix 1:
 - Option 1: Undertake renovation/improvement work to Charter House, Trowbridge and move all specialist dementia hospital care from Amblescroft South, Salisbury to Trowbridge
 - Option 2: Undertake renovation/improvement work to Avebury ward at Green Lane Hospital in Devizes and move all specialist dementia hospital care from Amblescroft South, Salisbury to Devizes
 - Option 3: Formalise the existing provision and location of services at Amblescroft South, at Fountain Way in Salisbury
15. It is noted that each of the above options only allows for a service to be commissioned from a single Wiltshire site. At present (and in addition to the provision of specialist dementia hospital care in Amblescroft South, Salisbury) further specialist dementia care beds may be commissioned at the Victoria Centre, Swindon and St Martins Hospital, Bath should they be required.
16. The options being presented contain significant financial implications that are outlined under points 30 to 32 of this report.
17. The proposal is to take the consultation document (see Appendix 1) to formal public consultation, which will commence on 1st December 2014 and run for three months. The consultation is that of Wiltshire CCG and it will be supported by Wiltshire Council as a partner organisation, pending approval by Cabinet. During this time all three options covering Charter House, Green Lane and Amblescroft South will be presented to the general public and interested parties. Within the consultation, Wiltshire CCG and Wiltshire Council will share their

preference for Option 3. People will be invited to participate and provide their feedback on the options presented.

18. The consultation process will ensure that it is accessible and meaningful to all relevant parties and individuals, including people with dementia and their carers and relatives. Efforts will be made to ensure that people are able to participate through a variety of methods and information will be available in easy-read formats. Having undertaken a formal consultation process for the Wiltshire Dementia Strategy in early 2014 as well as engagement work with black and minority ethnic communities on the topic of dementia, Wiltshire Council and Wiltshire CCG will use this experience and learning to ensure that all groups, including those who may not access health and social care services or have a formal diagnosis of dementia, are invited to participate. In addition, consideration will be given to the synergies with the carers' strategy and implementation of the Care Act to ensure that carers are an integral part of the process.
19. A draft consultation document was agreed by Wiltshire CCG Governing Body during a private session on 23rd September, with delegated authority being assigned to Chief Officer, Deborah Fielding and Chair, Steve Rowlands to sign off the release of the consultation documents once the documents are considered to be complete and are supported by Council through the Cabinet meeting on 11th November 2014.

Safeguarding Implications

20. One of the primary aims of specialist dementia hospital care is to ensure that people with dementia are supported to be as independent as possible whilst ensuring that they are safe and that risks are identified, assessed and managed as appropriate.
21. By the nature of its service, specialist dementia hospital care provides for people who have dementia coupled with complex needs and behaviours that are often challenging to the people that care for them. Carers, relatives and care workers may often not be able to understand and cope with these behaviours and therefore more specialist provision is needed. This group of individuals with dementia will also inevitably overlap with the most vulnerable group from a safeguarding perspective.
22. It is vital that the service has a high level of awareness of safeguarding, and is well designed and staffed with committed and caring professionals, which will enable it to provide a good and safe environment. The specialist dementia hospital care provider, AWP is tasked with ensuring that the service has in place policies, procedures and workforce development strategies to ensure that safeguarding is a priority and is in accordance with the safeguarding provisions of the Care Act 2014 in line for its implementation in April 2015.

23. In addition to this, in cases where the individual receiving specialist dementia hospital care lacks capacity, is not free to leave and is not subject to detention under the Mental Health Act then an authorisation from Wiltshire Council via Deprivation of Liberty Safeguards is required. In such cases the best interests process stipulates that care plans and the environment must be as least restrictive as possible i.e. the ability to walk outside, have good access to communal areas etc. This must be taken into consideration following the consultation when an option is being selected.
24. Where a person living with dementia in the community lacks capacity to make decisions regarding their accommodation and care arrangements, their care arrangements must be made in accordance with the provisions of the Mental Capacity Act 2005 and in accordance with the principles of best interests and be as least restrictive as possible. Where they are in receipt of a high package of care, such that they are under 'constant supervision and control' and are 'not free to leave' they may meet the requirements of the 'Acid Test'. In such a case an application for a court order authorising a 'Deprivation of Liberty' must be made by the CCG if the person is funded by Continuing Health Care and by Wiltshire Council if the local authority funds the care.

Public Health Implications

25. Dementia is a national priority area for Public Health, and Public Health staff are working closely with Adult Social Care and NHS staff to develop and deliver the Wiltshire Dementia Strategy, which sets the strategic direction for this consultation. There are no direct implications in relation to specialist dementia hospital care.

Environmental and Climate Change Considerations

26. The three options being presented have environmental and climate change implications. These are in relation to the needs of relatives, friends, patients or / and staff to travel to one of the proposed locations. In addition there are also implications in relation to the estates being considered, i.e. if refurbishment / renovation / construction is required as in Option 1 and Option 2, then the carbon footprint of this service will increase. This will need to be mitigated by specifying energy efficient standards for any renovation and new build and looking at transport options that minimise the impact upon the environment and climate. Further work will be required once the consultation has taken place and an option is selected.

Equalities Impact of the Proposal

27. An equality analysis has been undertaken during the review and development of specialist dementia hospital care. It is reviewed at regular intervals, with the recent dementia strategy consultation also providing opportunities for equalities issues to be raised for action. The current analysis has identified the main equality issues that will require further attention as:

- a. People with early onset dementia (aged under 65 years old)
- b. People with learning disabilities and dementia
- c. People with dementia from black and minority ethnic communities
- d. People with dementia who live alone without family support
- e. People with rarer forms of dementia
- f. People with dementia and other health conditions / disabilities
- g. People who live in rural areas
- h. People who lack transport and for whom travel is costly and complex.

Risk Assessment

Risks that may arise if the proposed decision and related work is not taken

28. Should a full consultation process not be undertaken, decisions upon future service provision would have to be made without input from the general public and people who use the services. This is a risk to the CCG as the commissioner and AWP as the service provider.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

29. There are three primary risks associated with undertaking the project:

- a. Endorsement of the re-development of Charter House or Green Lane as the preferred option resulting in additional revenue and capital costs having to be identified. Additional costs would result from the potential decommissioning of the specialist dementia hospital care at Amblescroft, Salisbury. This risk will be managed through transparent information sharing during the consultation process so that people participating are able to make informed decisions about the implications of their choices. This is a risk to the CCG as the commissioner and AWP as the service provider.
- b. Project resourcing – Commitment has been sought from directors that resources will be made available and that the consultation will be prioritised within organisational work plans. This is a risk to the CCG as the commissioner in the consultation and also Wiltshire Council, as lead partner in the delivery of the Wiltshire Dementia Strategy and associated care pathways.

- c. Challenge of the decision or potential judicial review due to failure to implement a robust and transparent process for the consultation. This will be managed by ensuring that the consultation and decision making process and content is fair, understandable, transparent and compliant. This is a risk to the CCG as the commissioner.

Financial Implications

- 30. The costs associated with the direct implementation of these options are the responsibility of Wiltshire CCG as the commissioner of the service and / or AWP as the service provider. The full costs of each option to the commissioner and provider are included within the consultation document.
- 31. Whilst Wiltshire Council would not be responsible for the implementation costs of the above options it should be noted that any changes to part of the dementia care pathway may have implications on other sections of it. Each of the three options presented will allow for the same level of specialist dementia hospital care provision as has been provided on a temporary basis for the previous eighteen months. Therefore it is unlikely that the selection of any of the three options i.e. where the service would be located, would have an immediate and direct impact upon other dementia care services. However, if either Option 1 or 2 were to be selected, they both involve disinvestment from other dementia care services in order to finance the work required to bring the selected estate up to standard. This would have implications for social care services that are commissioned and provided by Wiltshire Council, although at this stage it is difficult to outline these impacts without understanding which services would be delivered in the longer term.
- 32. Whilst the consultation focuses solely upon the location of the service, and not level of provision, it should be noted that if reinvestment (as per Option 3) in community based services does not occur and is not effective, then there is likely to be an increased demand for specialist dementia hospital care in to the future. If this demand is not matched by provision this will have financial implications for social care services commissioned and provided by Wiltshire Council.

Legal Implications

- 33. Wiltshire Clinical Commissioning Group has and continues to seek legal guidance on the project, including the consultation process.
- 34. All related policies and procedures must be updated to comply with the provisions of the Care Act in time for the implementation of the Care Act.

35. Staff training must be provided within all relevant organisations to ensure a good level of awareness and that staff operate within the framework of the Care Act 2014.

Options Considered

36. The options considered include:

- a. Do nothing i.e. do not proceed to public consultation – this is not seen as a viable option
- b. Amend options being proposed before proceeding to public consultation
- c. Proceed to public consultation

Proposal

37. Specialist dementia hospital care is a critical part of the dementia care pathway and it is important that it is able to meet the needs of the local population. Following temporary changes to services in 2013, options have been developed that outline how services can be delivered in the future.

38. Cabinet is asked to note these options and agree to proceed to formal consultation on these options in partnership with Wiltshire CCG.

Maggie Rae
Corporate Director

Background Papers

None

Appendices

Appendix 1 – Proposed Specialist Dementia Hospital Care Consultation

This page is intentionally left blank

Specialist Dementia Hospital Care Consultation

**Pre-consultation Engagement commences
12th November 2014**

**Formal Public Consultation commences
1st December 2014 – 28th February 2015**

Contents

1.	What are we consulting on?
2.	What is specialist dementia hospital care?
3.	Where is specialist dementia hospital care being provided?
4.	Why are we consulting on this issue?
5.	The Options a) Option 1 b) Option 2 c) Option 3
6.	Consultation questions
7.	Timescales
8.	Appendix 1, entitled, Introduction to the Specialist Dementia Hospital Care Consultation
	Appendix 2, entitled, Historic specialist dementia hospital provision and activities that have taken place since the temporary closure of Charter House
	Appendix 3, entitled, Projected Costs; Option Cost Summary
	Appendix 4, entitled, AWP action plan in response to CQC inspection of Amblescroft North and South

Acronyms

AWP	Avon and Wiltshire Mental Health Partnership
CCG	Clinical Commissioning Group
CQC	Care Quality Commission
NHS	National Health Service
PFI	Private Finance Initiative

1. What are we consulting on?

Wiltshire Clinical Commissioning Group (CCG) is consulting on the future permanent location of specialist dementia hospital care in Wiltshire, with support from Wiltshire Council.

The role of Wiltshire CCG is as a commissioner of dementia services including specialist dementia hospital care. This means that the CCG is responsible for funding and making decisions about the current and future specialist dementia hospital service.

The role of Wiltshire Council is as a community leader in public consultations that affect its local population and communities. In addition, Wiltshire Council works alongside the CCG to commission and improve dementia care services as outlined in the Wiltshire Dementia Strategy. Wiltshire Council does not commission or make decisions about specialist dementia hospital care as this is a health service.

Avon and Wiltshire Mental Health Partnership (AWP) are supporting the consultation, as they provide the specialist dementia hospital care in Wiltshire.

2. What is specialist dementia hospital care?

At times of crises, a small number of people with severe dementia (usually no more than 120 people over a year in Wiltshire) require admission to a specialist dementia hospital for a short period of intensive treatment during a severe phase of their illness. Specialist dementia hospital care forms part of the advanced dementia care pathway and refers to those specialist services that may be needed by a small number of people who have severe dementia and require high levels of specialist care to stay well and safe. Specialist dementia care should be viewed in the same way as other specialist care that exists, such as specialist heart or cancer care.

This period of assessment, treatment and stabilisation, which is on average for up to 84 days, is provided by health care professionals with specialist knowledge of dementia and the impact it can have on people's lives.

Further detail is provided in **Appendix 1, entitled, Introduction to the Specialist Dementia Hospital Care Consultation**

3. Where is specialist dementia hospital care being provided?

Since February 2013, all specialist dementia hospital care (consisting of 20 specialist dementia beds) in Wiltshire has been provided at Amblescroft South, Fountain Way, Salisbury on a temporary basis. Before that there were 24 specialist dementia beds in Charter House, Trowbridge and 10 specialist dementia beds in Amblescroft, Salisbury.

In January 2013, AWP decided to temporarily stop admitting patients to Charter House due to the increasing difficulty to deliver consistently high-quality care as a result of low occupancy, environmental problems and the standalone nature of the site.

For further information concerning this decision and the steps taken prior to this consultation please reference the Charter House Statement, dated 25th January 2013, which is to be found in **Appendix 2, entitled, Historic specialist dementia hospital provision and activities that have taken place since the temporary closure of Charter House.**

At present (and in addition to the provision of specialist dementia hospital care in Amblescroft, Salisbury) further specialist dementia care beds may be commissioned by Wiltshire CCG at the Victoria Centre, Swindon and St Martin's Hospital, Bath should they be required. These beds might be needed

for Wiltshire residents to offer choice (i.e. to be located near to carers or families) or due to capacity constraints at Amblescroft South. On a small number of occasions and only where necessary, people with severe dementia may also be relocated to Callington Road Hospital, Bristol or Long Fox Unit, Weston-Super-Mare, both of which are provided by AWP. These additional beds were available when Charter House was open.

4. Why are we consulting on this issue?

Wiltshire CCG and Wiltshire Council wish to give you an understanding of the three specialist dementia hospital options that are available going forward. There are implications associated with all three options which we would like you to consider as they could affect future services.

Wiltshire CCG and Wiltshire Council ran a dementia strategy consultation from 20th February to 19th May 2014 in order to obtain feedback from the public, voluntary sector organisations and providers on the dementia services that are currently provided and what other services we should consider providing. The main findings were that a number of people believe that 'living well' is one of the most important stages supporting the current and future focus of services, i.e. supporting people to remain well, independent and living at home for as long as possible.

It was also felt that the strategy should focus on people who live alone without family support and those people who live in rural areas and/or who do not have access to transport.

A number of respondents felt that one of the most important priorities was to ensure that health services have in place standard processes that allow for early identification, diagnosis and treatment of people with memory problems in support of the work that has been taking place to raise awareness about dementia.

Respondents felt that one of the most important priorities was to review and modernise dementia related specialist services to ensure timely access to specialist memory assessments and treatment as required, as well as specialist support to other care services.

Respondents also highlighted as priorities the importance of ensuring that all public services are able to support people with dementia and their carers and family and ensuring that all staff supporting people with dementia have the training, skills and qualities to do so to a high standard.

Wiltshire CCG now wishes to obtain your views, to assist them in their decision making on where specialist dementia hospital services should be permanently based in Wiltshire.

5. The Options

Wiltshire CCG, Wiltshire Council and AWP have identified 3 potential locations for the specialist dementia hospital services to be located in Wiltshire:

1. Charter House in Trowbridge
2. Avebury Ward, Green Lane Hospital in Devizes
3. Amblescroft South, Fountain Way in Salisbury

a. Option 1

Locate the specialist dementia hospital services at Charter House, Trowbridge.

Close the 10 temporary dementia beds, which were transferred from Charter House and 10 permanent beds, which already existed at Amblescroft South, Fountain Way, Salisbury. Refurbish Charter House and reopen the specialist dementia ward following the refurbishment.

Charter House is located on Seymour Road in Trowbridge. The building was constructed and opened in 1994 as part of AWP's estate portfolio. AWP temporarily closed the unit in 2013 as the current layout of the wards meant that it was unable to provide accommodation to meet current national guidance, despite AWP investing in the property throughout its life cycle. Charter House, in its current form, contains a number of operational, layout and quality issues for a specialist dementia ward.

An overview of these issues is outlined in the table below:

Table 1

Bedrooms and en-suite bathrooms are significantly undersized, and do not comply with current Health Building Notes.
En-suite provisions are limited to a hand basin and toilet, i.e. there are communal bathrooms and there is insufficient space for staff to provide assistance to patients.
The 'sprawling' building design makes observation difficult within the bedroom areas and corridors. This means that it is not easy for staff to observe patients at the frequency required to ensure that they are well and safe.
Some patient accessible areas are considered remote and are difficult to oversee. This means that it is problematic for staff to ensure on a constant basis that patients are well and safe.
Communal space is fragmented throughout the building. This means that it is problematic for staff to ensure on a constant basis that patients are well and safe.
The Ward Garden contains a number of trip hazards and hard edges that increase the risk of falls and injuries to patients with dementia.
The existing fixtures, fittings and services do not meet current standards at AWP in relation to anti-ligature requirements, Health and Safety and Patient-led assessments of the care environment (PLACE).
There is a problem with the raised timber flooring which is sagging in areas and as a result is difficult to walk on within certain rooms.
A drainage survey was carried out which identified problems resulting from trees within the garden. Damage includes fine root ingress within sections of the pipes and has led to major drainage issues.
Current mechanical and electrical services are sub-standard and require renewal of the lighting, sanitary ware, pressurisation plant and heating systems insulation.
Signage and way finding is poor. This makes it difficult for patients with dementia to orientate themselves, which can lead to increased confusion and stress levels, as well as reduced independence.
The existing colour schemes are not compliant with dementia care best practice. This can make it difficult for people with dementia to navigate the environment and remain independent.
A lack of 'meaningful wandering space' means that people with dementia who walk with purpose on a frequent basis can become increasingly anxious, distressed and confused.
Inadequate quiet spaces for therapies can result in negative experiences for the individual requiring the quiet space, their families, other patients and staff.

In order for Charter House to become the new permanent location for specialist dementia hospital care it will need to undergo a period of refurbishment.

Please see **Appendix 3 entitled, Projected Costs; Option Cost Summary** which covers all three Options and the respective costs.

Following the refurbishment of Charter House, the temporary ward and the permanent ward at Amblescroft South would be closed and all specialist dementia hospital care would be provided from Charter House. During the refurbishment period, services would continue to be provided at Amblescroft South.

Following the refurbishment of Charter House, the advantages and disadvantages that are likely to

arise are listed in the table below.

Table 2

Estate Advantages	Estate and Investment Disadvantages
<ul style="list-style-type: none"> • The dementia ward would be situated in a refurbished, state-of-the-art building that would be compliant with current national standards. • Building risk would be better managed following the capital investment that this refurbishment would provide. The environment would benefit from the most up to date anti-ligature guidance and fittings. The internal finishes would be compliant with the most up to date Health and Safety standards. • This modern, purpose-built facility would provide a 20-bed specialist dementia hospital in Trowbridge for all Wiltshire residents. 	<p>Revenue costs</p> <ul style="list-style-type: none"> • The permanent closure of Amblescroft South, which currently houses specialist dementia hospital care, would result in additional recurrent revenue costs of £0.77m per annum, due to additional depreciation charges associated with a new and more expensive property and additional staff requirements as a result of the new layout of the building vs the current provision. • There will need to be disinvestment of £0.77m in existing dementia services to cover the additional recurrent revenue costs associated with this option. This means that funding will have to be taken from other services to meet the costs of re-opening Charter House. Please refer to the Options questions located in Section 5. • Additional revenue costs of £0.25m associated with the closure of the pre-existing beds (this refers to the 10 beds that were already on site before the temporary closure of Charter House) located at Amblescroft South, (which currently houses specialist dementia hospital care for older people) due to mothballing of the estate and potential staff redeployment/redundancy. <p>Capital costs</p> <ul style="list-style-type: none"> • Refurbishing Charter House requires circa £5.37m of capital investment to bring the facilities up to modern standards. This means that funding will have to be removed from other dementia services to meet the costs of re-opening Charter House. • A mechanism to fund the capital required needs to be identified as AWP has no further financial resources available and Wiltshire CCG does not hold a capital budget. A Private Finance Initiative (PFI) or external private funders are being considered. • The cost of funding this capital would be additional to this figure. Assuming a PFI route, capital requirements would increase by £0.53m with additional revenue implications of £0.04m per annum. <p>Reinvestment in community services</p>

	<ul style="list-style-type: none"> This option would not release any savings. Therefore, no additional investment could be made in secondary community services. <p>Staffing</p> <ul style="list-style-type: none"> The unit would cost more to staff than the current provision in Amblescroft South because it is a stand-alone site. Staffing levels at a stand-alone site are higher as additional staff could not be called on in an emergency. There could be potential staff redundancy costs once Amblescroft South is permanently closed.
Clinical Advantages	Clinical Disadvantages
<ul style="list-style-type: none"> Clinical risk would be better managed after the capital investment as the facility would be modern and fit for purpose. The facility would be rebuilt to a fully compliant, state-of-the-art modern building. It would take into account all current design principles that enable the delivery of high quality clinical care. 	<ul style="list-style-type: none"> As Charter House would be a stand-alone unit, there would be no cross-cover support from other staff or services, which could create additional clinical risks. Many of the dementia patients who require care in a specialist dementia hospital have other long lasting illnesses and require frequent and easy access to an acute hospital. The nearest District General Hospital is Royal United Hospital which is 12.6 miles away and an estimated minimum drive of 27 minutes without traffic. If Amblescroft South were to close, this would lead to a split site for Older People's specialist hospital services (i.e. some beds in Salisbury and some beds in Trowbridge) as older people with functional mental health issues (which include conditions such as depression, anxiety, bipolar disorder, schizophrenia, personality disorders and addictions) would stay in Salisbury. This arrangement would be costly to maintain and there would be less opportunity for learning, exchange of ideas and cover which could lead to a less effective use of staff and equipment. This would also leave under-utilised estate in Salisbury as Amblescroft South would be closed. This is not considered a good use of NHS assets. There will be no dedicated medical on-call service. There could be recruitment issues if existing staff do not want to transfer from Salisbury to Trowbridge.

b. Option 2

Locate the specialist dementia hospital services at Avebury Ward, Green Lane Hospital in Devizes.

Close the 10 temporary dementia beds, which were transferred from Charter House and 10 permanent beds, which already existed at Amblescroft South, Fountain Way, Salisbury. Refurbish Avebury Ward in Devizes and reopen the specialist dementia ward in Devizes following the refurbishment.

Green Lane Hospital is on the outskirts of Devizes and comprises a 3 ward in-patient facility (Avebury, Silbury and Imber), a therapies department, a catering building and an administrative building.

Avebury ward was, until mid-2010, a specialist hospital unit for Adults of Working Age. The existing ward design had provision to accommodate 22 service users in single occupancy bedrooms.

Avebury Ward, in its current layout, contains a number of operational, functional and quality issues which would require addressing to provide a suitable environment for a dementia service.

An overview of these issues is outlined in the table below:

Table 3

Room sizes are not compliant with current national guidance as they fail to reach 14 meters square.
Bedrooms and corridors cannot easily accommodate or allow the movement of King's Fund beds. These are beds that are designed and built to exacting King's Fund specifications for safety, durability, ease of handling and patient comfort.
The bedrooms have en-suite facilities, but are not provided with showers.
Observation throughout the ward is poor due to recesses within the corridors. This means that it is not easy for staff to observe patients to ensure that they are well and safe.
Communal space is limited. Given that some individuals require specialist dementia hospital care for an extended period of time and are often physically mobile, a lack of communal space can be detrimental to their wellbeing. It can also make the facilitation of visits by relatives and friends difficult to accommodate in a comfortable environment. It may also be problematic in cases where the individual receiving specialist dementia hospital care lacks capacity, is not free to leave and is not subject to detention under the Mental Health Act. An authorisation from Wiltshire Council via Deprivation of Liberty Safeguards is required and in such cases, the best interests process stipulates that care plans and the environment must be as least restrictive as possible, i.e. the ability to walk outside and have good access to communal areas.
The Ward Garden contains a number of trip hazards and hard edges that increase the risk of falls and injuries to patients.
The existing fixtures and fittings do not meet current Trust standards in relation to anti-ligature requirements, Health and Safety and Patient-led assessments of the care environment (PLACE).
Signage and way finding is poor. This makes it difficult for patients with dementia to orientate themselves, which can lead to increased confusion and stress levels, as well as reduced independence.
The existing colour schemes are not compliant with dementia care best practice. This can make it difficult for people with dementia to navigate around the environment and remain independent.
There is poor wandering space for patients.

In order for Avebury Ward to become the new permanent location for specialist dementia hospital care it will need to undergo a period of significant refurbishment.

Please see **Appendix 3, entitled, Projected Costs; Option Cost Summary** which covers all three Options and the respective costs.

Following the refurbishment, the temporary ward at Amblescroft South would be closed and all specialist dementia hospital care would be provided from Avebury Ward, Green Lane Hospital.

Following the refurbishment of Avebury Ward, the advantages and disadvantages that are likely to arise are listed in the table below.

Table 4

Estate Advantages	Estate and Investment Disadvantages
<ul style="list-style-type: none"> • The dementia ward would be situated in a refurbished, state of the art building that would be compliant with current national standards. • The refurbished unit would create a 20-bed, dedicated specialist dementia unit in the centre of the county. • Building risk would be better managed after the capital investment that this refurbishment would provide. • The environment would benefit from the most up to date anti-ligature guidance and fittings. The internal finishes would be compliant with the most up to date Health and Safety standards. 	<p>Revenue costs</p> <ul style="list-style-type: none"> • The permanent closure of Amblescroft South, which currently houses specialist dementia hospital care, would result in additional recurrent revenue costs of £0.69m per annum, due to additional depreciation charges associated with a new and more expensive property and additional staff requirements due to the new layout of the building vs the current provision. • There will need to be disinvestment of £0.69m in existing dementia services to cover the additional recurrent revenue costs associated with this option. This means that funding will have to be taken from other services to meet the costs of refurbishing Avebury Ward. Please refer to the Options questions located in Section 5. • Additional revenue costs of £0.25m associated with the closure of the pre-existing beds (this refers to the 10 beds that were already on site before the temporary closure of Charter House) located at Amblescroft South, (which currently houses specialist dementia hospital care for older people) due to mothballing of the estate and potential staff redeployment/redundancy. <p>Capital costs</p> <ul style="list-style-type: none"> • Refurbishing Avebury Ward requires circa £3.12m of capital investment to bring the facilities up to modern standards. • A mechanism to fund the capital required needs to be identified. AWP have no further financial resources available, and Wiltshire CCG does not hold a capital budget. A Private Finance Initiative (PFI) or external private funders is being considered.

	<ul style="list-style-type: none"> The cost of funding this capital would be additional to this figure. Assuming a PFI route, capital requirements would increase by £0.31m with additional revenue implications of £0.03m per annum. <p>Reinvestment in community services</p> <ul style="list-style-type: none"> This option would not release any savings. Therefore, no additional investment could be made in secondary community services.
Clinical advantages	Clinical disadvantages
<ul style="list-style-type: none"> Building would be compliant with current standards Clinical risk would be better managed after the capital investment as the facility would be modern and fit for purpose There would be access to on-call medical staff due to the campus nature of the site. Medical staff would cover all units as required out of hours. The shared site would mean that resources could be shared when required. 	<ul style="list-style-type: none"> If Amblescroft South were to close, this would lead to a split site for Older People's specialist hospital services (i.e. some beds in Salisbury and some beds in Devizes) as older people with functional mental health issues (which include conditions, such as depression, anxiety, bipolar disorder, schizophrenia, personality disorders and addictions) would stay in Salisbury. This arrangement would be costly to maintain and there would be less opportunity for learning, exchange of ideas and cover which would mean less effective use of staff and equipment. This would also leave under-utilised estate in Salisbury as Amblescroft South would be closed. This option does not make best use of NHS assets as currently there are no services identified to fill the void in Salisbury. Many of the dementia patients that would require specialist dementia hospital care have other long lasting illnesses and require frequent and easy access to an acute hospital. The nearest District General Hospital is Great Western Hospital which is 22 miles away and an estimated minimum drive of 38 minutes without traffic. There could be recruitment issues if existing staff do not want to transfer from Salisbury to Devizes.

c. Option 3

Formalise permanent specialist dementia hospital services at Amblescroft South, Salisbury.

Validate the current temporary arrangements regarding the 10 temporary dementia beds, which were transferred from Charter House, at Amblescroft South, Fountain Way Hospital, Salisbury to supplement the existing 10 beds and make the temporary closure of Charter House permanent.

Fountain Way is a modern hospital campus located on the outskirts of Salisbury. Amblescroft South is the specialist dementia ward located on the older people's healthcare campus in Fountain Way.

Fountain Way opened with newly built facilities in 2003 and occupies the southern part of the site of the former Old Manor Hospital. It comprises a 3 ward specialist hospital facility (Beechlydene, Amblescroft North and Amblescroft South), and a range of buildings that deliver community services. The existing ward has provision to accommodate 20 service users in single occupancy bedrooms.

An overview of Amblescroft South estates is outlined in the table below

Table 5

Room sizes are compliant with current national guidance.
Bedrooms have en-suite facilities including showers.
Ward provides separate male/female bedroom areas to protect privacy and dignity
Observation offered throughout the ward is good.
Communal space is provided by a number of smaller lounges giving people choice and a variety of rooms in which to socialise and undertake activities.
Ward Garden contains a number of areas that allow for escorted or unescorted access and activities in a safe environment.
Existing fixtures and fittings meet current AWP standards. The Patient-led assessments of the care environment (PLACE) scored this facility as above the national average.
Signage and way finding is acceptable by current Trust standards. This can make it easier for patients with dementia to orientate themselves, which can reduce confusion and stress levels, as well as maintain independence.
Ward provides space for people to move about freely without a sense of confinement. The facility combines space and safety by using a circular design for hallways, which allows patients to walk in any direction for as long as they want without being stopped or confused by dead-ends.
Patient-led assessments of the care environment (PLACE) scores for the Fountain Way Hospital site scored above the national average in all areas, including; Cleanliness, Privacy, Dignity and Wellbeing, Food and Condition, Appearance and Maintenance.

Adopting this option would result in the current arrangements for specialist dementia hospital services being formalised at Amblescroft South and the temporary closure of Charter House made permanent.

This is Wiltshire CCG and Wiltshire Council's preferred option.

Table 6

Estates/Investment Advantages	Estates/Investment Disadvantages
Revenue costs <ul style="list-style-type: none"> No additional revenue funds are required to progress this proposal. This option represents good value for money as it releases circa £0.44m of existing revenue funding, upon permanent closure of the Charter House site, for reinvestment due to single site efficiencies and more effective use of 	Impact on carers and families <ul style="list-style-type: none"> Some carers/family members will have further to travel resulting in associated costs for carers/family members and support workers.

<p>staffing and facilities.</p> <p>Capital costs</p> <ul style="list-style-type: none"> • No additional capital funds required to progress this proposal as facilities are already in place at Amblescroft South. • No disinvestment would be required from existing dementia services. <p>Reinvestment in Community Services</p> <ul style="list-style-type: none"> • Potential to invest £0.44m in secondary community services due to savings being released from this proposal. <p>Estates</p> <ul style="list-style-type: none"> • This option would create a single specialist site in the south of the county. • Amblescroft South is a purpose-built, specialist dementia hospital. • Amblescroft South meets modern standards in relation to Health Technical Memorandums (HTMs) and Health Building Notes (HBNs). • All in-patient beds for older people with mental health needs are provided on one central older people's campus which is likely to improve governance, quality and clinical effectiveness. • Amblescroft South is situated on an older people's campus which will allow for economies of scale in terms of utilisation of specialist equipment/ supply management between wards. 	
Clinical Advantages	Clinical Disadvantages

<ul style="list-style-type: none"> • Would provide services close to a District General Hospital for easy access for those patients with either long term or emergency physical health needs. Salisbury District Hospital is situated 3.6 miles away and an estimated minimum drive of 9 minutes without traffic. • Would provide a health centre providing facilities for patients to cross from the functional ward to the dementia ward if required. • Dedicated medical on-call service would be available due to the campus nature of the site. 	<p>There are clinical disadvantages raised by a recent CQC inspection of Amblescroft. These issues are covered in the AWP Action Plan in Appendix 5.</p>
---	--

6. Consultation questions

Please provide your views on the following questions to help us consider where the permanent location for specialist dementia hospital care should be in Wiltshire. The following questions and answers may be accessed via the Wiltshire CCG website or a paper copy may be requested via email.

Question: Which option do you support and why?

i. Option 1

- If you support Option 1, Wiltshire CCG and AWP will need to find approximately £0.77m per annum from the current dementia budget in order to meet the additional revenue costs of running Charter House
- If you support Option 1, Wiltshire CCG and AWP will need to access private finance to meet the £5.37m capital investment for the refurbishment of Charter House.

By accessing private finance to pay for the £5.37m capital investment, there will be an associated cost. Capital requirements will increase by £0.53m with additional revenue costs of £0.04m per annum which will need to be funded from the current dementia budget as well.

- If you support Option 1, dementia services will need to be reduced in the first year to finance the closure of Amblescroft South which will cost approximately £0.25m
- In summary the following costs will need to be met in **Year 1**:
 - Additional recurrent revenue costs of £0.77m
 - Long term financing charge (likely to be 15-20 years) at circa £0.04m per annum.
 - Costs of closure of Amblescroft South of £0.25m
- This will result in an additional revenue funding requirement of at least £1.06m in Year 1**

that will need to be found from existing services. There will be a capital funding requirement of between £5.37m and £5.90m in total.

Question: If you support Option 1, which of the services in Table 7 would you choose to cut in order to pay for the additional costs outlined above?

ii. Option 2

- a. If you support Option 2, Wiltshire CCG and AWP will need to find approximately £0.69m per annum from the current dementia budget in order to meet the additional revenue costs of running Avebury Ward, Devizes.
- b. If you support Option 2, Wiltshire CCG and AWP will need to access private finance to meet the £3.12m capital investment for the refurbishment of Avebury Ward.

By accessing private finance to pay for the £3.12m capital, there would be an associated cost. Capital requirements will increase by £0.31m with additional revenue costs of £0.03m per annum which will need to be funded from the current dementia budget as well.

- c. If you support Option 2, dementia services will need to be reduced in the first year to finance the closure of Amblescroft South which will cost approximately £0.25m.
- d. In summary the following costs will need to be met in **Year 1**:
 - Additional recurrent revenue costs of £0.69m.
 - Long term financing charge (likely to be 15-20 years) at circa £0.03m per annum.
 - Costs of closure of Amblescroft South of £0.25m based upon the projected closure figures associated with Charter House.
- e. **This will result in an additional revenue funding requirement of at least £0.97m in Year 1 that will need to be found from existing services. There will also be a capital funding requirement of between £3.12m and £3.43m in total.**

Question: If you support Option 2, which of the services in Table 7 would you choose to cut in order to pay for the additional costs outlined above?

iii. Option 3

- a. **Question:** If you support Option 3, there is no additional revenue or capital requirement.

Please explain how you would like the CCG to reinvest the £0.44m that will start to be released when the permanent closure of Charter House has been confirmed.

The CCG has identified that it needs to invest in secondary/specialist dementia services such as:

- Dementia crisis services; a rapid response crisis service for people with dementia
- Dementia liaison services, providing specialist support into care homes that care for people with dementia
- Enhanced therapeutic activities, such as talking therapies.

Please indicate how you would like the £0.44m to be apportioned between the above mentioned services.

Table 7**Wiltshire CCG 14/15 dementia budget**

Primary care diagnosis, treatment and care of dementia patients. Secondary care memory services which include specialist dementia diagnoses, treatment and ongoing care of patients before being repatriated to primary care.	£1.6m
Voluntary sector organisations that provide support and activities to stimulate people with dementia. Ongoing support and signposting of services to carers and people with dementia by the Dementia Advisors.	£0.4m
Community teams that provide specialist assessment, intervention, care planning, case management and therapeutic support following a crisis. Therapeutic support includes that provided by physiotherapists, occupational therapists, psychologists and art psychotherapists. Specialist community resource provides ongoing support in care homes.	£2.2m
District general hospital (DGH) services to assess and treat people with dementia who have been admitted with an existing medical problem. Specialist staff provide ongoing support and education within a DGH setting.	£1.2m
Specialist dementia hospital care which includes assessment, treatment and stabilisation of people with severe dementia. Includes ongoing support through therapeutic services comprising the use of physiotherapists, occupational therapists, psychologists and art psychotherapists.	£2.1m
Total:	£7.5m

7. **Timescales**

The public consultation will commence on 1st December 2014 and end on 28th February 2015. Following this time, the responses to the consultation questions will be collated by the CCG and through our consultation partners. The responses will then be examined by the Wiltshire CCG Governing Body and the Wiltshire Council Cabinet. Following both of these meetings, a decision will be made which will be conveyed to the public.

Appendices

Appendix 1

Introduction to the Specialist Dementia Hospital Care Consultation

The purpose of this document is to set the background and context to the specialist dementia hospital care consultation.

Specialist dementia hospital care is a key stage in the advanced dementia care pathway. Specialist hospital services will only be required by a small number of people with advanced dementia. Interested individuals and stakeholders are being invited to take part in a formal consultation process on specialist dementia hospital care, in order to decide which hospital option and related next actions should be progressed.

Following the approval of the dementia strategy in July 2014, Wiltshire Council and Wiltshire Clinical Commissioning Group have further developed the dementia care pathway to include advanced dementia services into what is called the advanced dementia care pathway. This pathway is being worked on in order to provide a reference document or route map and will be engaged upon with stakeholders over the coming months.

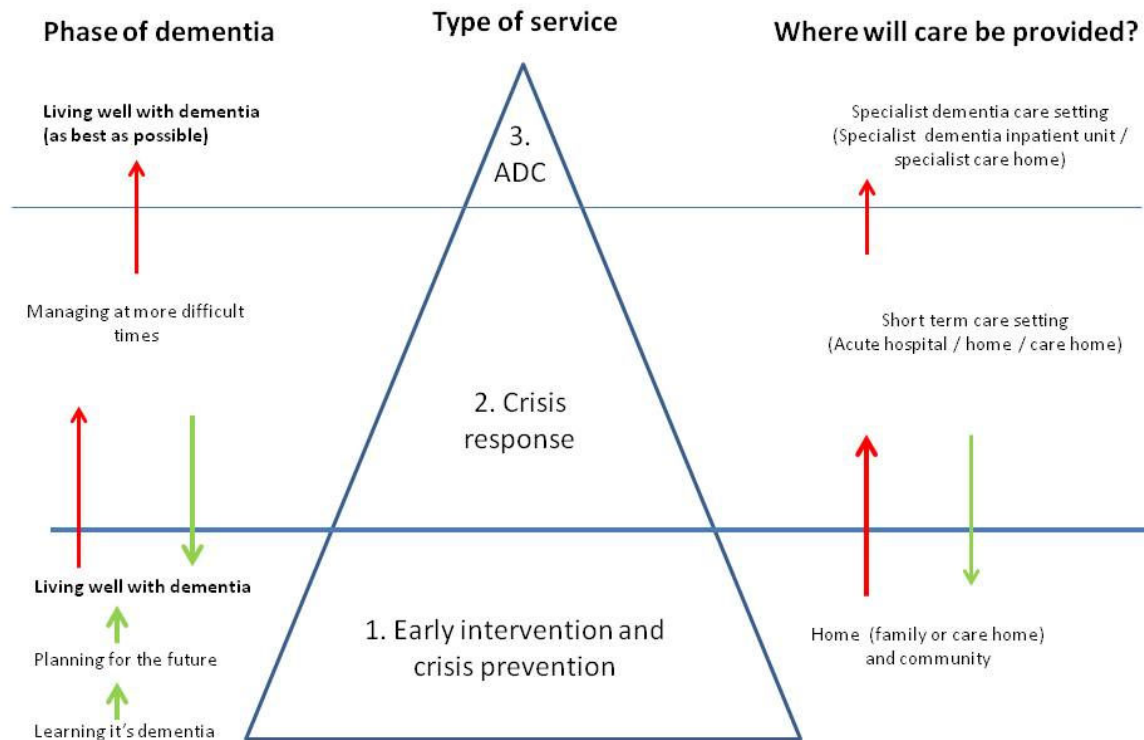
Wiltshire Clinical Commissioning Group is leading the specialist dementia hospital care consultation, with support from Wiltshire Council.

What is Advanced Dementia Care?

Advanced dementia care refers to a small number of services that may be needed by people who have advanced dementia and require very high levels of specialist care to stay well and safe. These services include specialist dementia hospital care and specialist dementia care in care homes.

We acknowledge that it is important to look at how people come to need these services and the care pathway they follow and where possible, to do everything to manage them effectively in their own homes or by providing care close to home. When urgent or specialist care is required, a specialist hospital bed should be available to support patients requiring immediate crisis support with the intention of returning these patients to the community, once they have been assessed, treated and stabilised.

Figure 1. The Advanced Dementia Pathway



People requiring advanced dementia care will have complex needs and are likely to have a combination of: severe memory loss and confusion, increased frailty, increasing dependence on others for their care and living needs, communication difficulties, sensory impairment, loss of mobility, incontinence, hallucinations and other health conditions which often exacerbate behaviours that are challenging to the people who support them. It is the role of advanced dementia care to deliver care and support that is able to promote the health and wellbeing of these people for as long as possible.

Advanced dementia care pathway

The advanced dementia care pathway starts when there are changes in the circumstances of people with dementia living in their homes, with support within the home or community as a result of a crisis (their own or their carers) or through the progression of their dementia and/or physical conditions (as listed above) which requires a level of specialist intervention.

The emergency may not come about as a direct result of the dementia but the dementia may exacerbate any physical issue that is being experienced. Equally, dementia which is progressive may well lead to deterioration in the person's ability to cope which can only be stabilised by a hospital episode of care.

Certain non-specialist interventions may be put in place to manage the crisis and these could include:

- Emergency care being provided in the home for a specific length of time
- Care being provided in an acute or community hospital or a care home

Likewise advanced dementia care may be put in place to manage the crisis and these services could include:

- Specialist dementia hospital care (sometimes referred to as a psychiatric hospital)
- Care homes providing specialist dementia care (residential or nursing)

When an individual requires care during a crisis, the first option considered will be whether care can be provided for the individual within their own home, and where this is not appropriate that the care setting they move to is as close to their home as possible. Specialist dementia hospital care environments are the last option to be considered and are likely to be required when community interventions which support people with dementia and their carers to manage in their homes will have been tried and will have broken down due to the progressive nature of the dementia.

Additionally, the changes in the behaviour or emotional wellbeing of the person with dementia may result in their carers being unable to understand or cope with the change taking place and may in turn be unable to provide ongoing support resulting in the situation reaching crisis point.

The National Institute of Clinical Excellence (2006) notes that for those people experiencing advanced dementia care there are circumstances that may require access to a specialist dementia care hospital:

“the person with dementia is severely disturbed and needs to be contained for his or her own health and safety and/or the safety of others (in some cases, this might include those liable to be detained under the Mental Health Act 1983) assessment in a community setting is not possible, for example if a person with dementia has complex physical and psychiatric problems”

The majority of people with dementia will not require access to specialist dementia care hospitalisation or ongoing specialist dementia nursing care. It is estimated that of 6,942 people with dementia in Wiltshire in 2013, only 868 have severe dementia and many of these will not require advanced dementia care services. Over previous years, on average there have been no more than 120 people per annum accessing specialist dementia care hospitals in Wiltshire.

Appendix 2

Historic specialist dementia hospital provision and activities that have taken place since the temporary closure of Charter House

AWP is commissioned by NHS Wiltshire CCG to provide older people's specialist dementia hospital care which historically was delivered in Charter House, Trowbridge (24 beds), and in Amblescroft South Fountain Way, Salisbury (10 beds).

In January 2013, AWP took the decision to stop admitting patients to Charter House on a temporary basis due to a number of issues including low occupancy, environmental problems and the stand-alone nature of the site.

On 25th January, AWP issued a statement explaining their plans to stakeholders:

Charter House Statement: 25th January 2013, issued by AWP

"Delivering consistently high quality care to dementia patients in Charter House, Trowbridge is proving increasingly difficult as a result of low occupancy, environmental problems and the stand-alone nature of the site. Following preliminary discussions between AWP, NHS Wilts and the CCG, AWP has decided to temporarily stop admitting patients to the unit during the current joint review of all care provided to older people across the county – particularly those with dementia.

However, there is a commitment for AWP to ensure services continue to be provided within West Wiltshire, and Charter House will continue to provide the team base serving the population of Trowbridge and West Wiltshire, as well as providing the outpatient clinics currently held there. There is also a plan to utilise the space and provide some additional memory service clinics as part of a joint project with NHS Wiltshire to implement a new service model."

AWP stated that the timing of the decision to suspend specialist dementia hospital care at Charter House was based upon several factors coming together (indicated in the original statement) and the increased focus within the Trust to ensure all their services were consistently of a high quality.

Additionally, a drop in the number of in-patient admissions made it difficult to deliver a viable service. The structure of the building was deemed not to be conducive to delivering services for people with dementia. The primary reasons cited were that it provided limited observation, a lack of 'meaningful wandering space' and inadequate quiet spaces for therapies. These issues had worsened over a sustained period and the combination of this and problems with the building structure relating to flooring, damp, odours, leakages; none of which could be easily fixed, led to their decision.

AWP stated that these issues were further exacerbated by recruitment problems which meant that they were increasingly unable to provide consistent care.

In February 2013, there were 4 individuals receiving a service at Charter House, 2 of whom were ready for discharge. Wiltshire Council sourced care for these individuals, as they had responsibilities for doing so under normal discharge processes. AWP moved the remaining 2 individuals to appropriate accommodation.

During the period of temporary closure, individuals requiring an assessment bed have been accommodated in Salisbury, Bath, Swindon and where needed, out of county (at times when people require very specialist care or on the request of the family concerned).

AWP made a commitment not to make a final decision about the future of Charter House until after a review, which was initiated in 2013 and which was designed to look at the whole model of care provision for people with dementia in Wiltshire.

Over the past 18 months there have been wide ranging discussions concerning the permanent future provision of specialist dementia hospital services in Wiltshire. Two of the possible locations that were identified were Avebury Ward, Green Lane Hospital, Devizes and Charter House, Trowbridge. It is acknowledged that both sites would require significant refurbishment.

Working on behalf of NHS Wiltshire CCG, AWP appointed independent contractors (the design team from Capita) to work with both clinical and non-clinical AWP Estates and Facilities staff to review and provide options for the provision of a suitable ward, of comparable standard to Amblescroft South, at Avebury Ward, Green Lane Hospital, Devizes and Charter House, Trowbridge. This work was undertaken and is what provides the costings with respect to the refurbishment of Charter House and Avebury Ward.

Appendix 3

Projected Costs; Option Cost Summary

I. Capital Costs

The initial capital investment required for the presented options are summarised below.

Option 1: Charter House, Trowbridge.

	Charter House		
Capital Cost	<i>Works excluding VAT</i>	<i>VAT</i>	<i>Total Including VAT</i>
<u>Total (£)</u>	4,553,834	816,550	5,370,384

Option 2: Avebury Ward, Green Lane Hospital, Devizes

	Avebury Ward		
Capital Cost	<i>Works excluding VAT</i>	<i>VAT</i>	<i>Total Including VAT</i>
<u>Total (£)</u>	2,648,295	476,693	3,124,988

Option 3: Amblescroft South, Fountain Way, Salisbury

	Amblescroft South		
Capital Cost	<i>Works excluding VAT</i>	<i>VAT</i>	<i>Total Including VAT</i>
<u>Total (£)</u>	0	0	0

The cost of capital associated with funding either Option 1 or Option 2 will be additional to the projections outlined above. Assuming a PFI route, additional capital funding for Option 1 is likely to be £0.53m with additional revenue costs of £0.04m per annum, whilst additional capital funding for Option 2 is likely to be £0.31m with additional revenue costs of £0.03m per annum.

II. Revenue Financial Modelling

The table below indicates the revenue model for each of the three options over a 6 year period, excluding the impact of any additional capital charge funding requirements. Year 2014/15 assumes that the capital expenditure and any associated impairments would be accountable in that year.

	6 months					
	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
i. Charter House	£1,176,846	£2,233,691	£2,233,691	£2,233,691	£2,233,691	£2,233,691
ii. Avebury Ward	£1,160,561	£2,150,122	£2,150,122	£2,150,122	£2,150,122	£2,150,122
iii. Amblescroft South	£518,623	£1,037,245	£1,037,245	£1,037,245	£1,037,245	£1,037,245

Appendix 4

AWP action plan in response to the Care Quality Commission (CQC) inspection of Amblescroft North and South

During September 2014, England's Chief Inspector of Hospitals, Professor Sir Mike Richards, published his first report on the quality of services provided by Avon and Wiltshire Mental Health Partnership NHS Trust. The report follows an inspection carried out in June by CQC and reflects both the verbal feedback the team gave the Trust and the problems the Trust highlighted at that time to the inspection team. AWP also expressed that some of the problems were already being dealt with by themselves and their commissioners.

As a result, many actions have been completed and improvements made such as increased recruitment, staffing being more closely matched to capacity and needs, an accelerated replacement and refurbishment programme to deal with estate issues and more training and changes to some systems. AWP is confident that by continuing to work with the commissioners they will strengthen their services and meet the CQC requirements.

Please find attached, part of the full Action Plan that AWP and Wiltshire CCG have agreed in order to address the issues raised which are specific to Amblescroft wards. The outstanding actions will be monitored by the Wiltshire CCG Quality team in conjunction with the Wiltshire CCG Mental Health and Dementia team.

Amblescroft North and South, Fountain Way, Salisbury	Data correct as at 15/10/14. Many of the actions are work in progress.			
	Comment	Action	Progress	Date Action to be completed
Safety				
COMPLIANCE ACTION • Training – Only half of the staff had training in safeguarding completed and not all had		CQC confirmed new monitoring system introduced by return visit and training courses booked to meet immediate need.	4 qualified staff outstanding re capacity training. Due to be completed by end of October.	31st October 2014

done Mental Capacity Act training. – Records chaotic and difficult to understand.		Additional Mental Capacity Act training delivered. Confirm all training now complete in order to sign off the compliance action.		
ISSUE • Room temperature of clinic room too high and not monitored.		On return visit monitoring had commenced.	Clinical director inspection visit 13th October 2014. Confirmed room thermometer in place and daily monitoring being undertaken. Overall room temperature remains high but within acceptable range for medication storage.	Done. Thermometer in place and being monitored as stated. 31st October 2014
COMPLIANCE ACTION • Unsafe management of waste medication and management of stock medication.	Identified as an issue for Wiltshire prior to the inspection. Medicines governance meeting chaired by Clinical Director now in place monthly with pharmacy, estates, clinical and operational attendance. Individual action plan in place for each nursing team.	CQC confirmed new processes have been implemented since inspection.	Clinical Director inspection visit 13th October 2014. Confirmed all appropriate waste containers now in place following AWP policy regarding waste and medication management. Medication folders in place to manage receipt and ordering of medication.	31st October 2014

			Assurance process in place for modern matron to audit monthly reporting to governance meeting.	
COMPLIANCE ACTION <ul style="list-style-type: none"> Some lifesaving equipment had not been serviced or checked in six months. 		CQC confirmed this had been resolved by return visit.	<p>Clinical Director inspection visit 13th October 2014.</p> <p>Physical check of resuscitation equipment and monitoring checks.</p> <p>Checks weekly but danger that they are missed when lead staff member is on leave. Agreed new process for this to be regularly diarised.</p> <p>Identified one pulse oximeter between resuscitation and Physical Emergency Response Training (PERT) grab bag where there should be two.</p> <p>Modern matron to order additional pulse oximeters.</p> <p>All other equipment present and had been checked</p>	Resolved by 13th October 2014
COMPLIANCE ACTION <ul style="list-style-type: none"> Some of the manual handling 	Not resolved by return visit; issue regarding	All relevant equipment taken out of service.	Clinical Director inspection visit 13th	31st December

equipment had not been serviced and was broken.	Service Level Agreement with Salisbury District Hospital (SDH).	Need to review Service Level Agreement with SDH.	October 2014. Service Level Agreement has now been reviewed and confirmed with SDH. All equipment in use has been serviced and schedule in place for on-going maintenance and servicing.	2014
ISSUE <ul style="list-style-type: none"> Concerns re understanding of restraint. 	Continuing to discuss this with CQC as all physical contact for purposes of physical care is being interpreted as restraint.	<p>AWP older adults in-patient lead to review practice.</p> <p>Further processes implemented regarding documenting the assessment of capacity and plans for physical care in place. CQC confirmed happy with them on re-inspection.</p> <p>Further MCA training delivered.</p>	<p>Work undertaken by Norman Atkinson, Head of Professions and Practice (HOPP) and Anita Hudson, Trust Older Adults in-patient lead.</p> <p>Additional capacity training delivered.</p> <p>New systems for documenting of capacity with regard to physical care approved by CQC on re-inspection.</p> <p>Units piloting new RIO electronic patient record system forms and audit.</p> <p>Independent review being arranged with modern matrons from other localities.</p>	30th November 2014
ISSUE <ul style="list-style-type: none"> High falls level raising concern re actions taken following incidents. 		<p>Request review by AWP falls lead.</p> <p>Changes to Root Cause Analysis</p>	Ward has a high reporting culture which AWP is keen to continue to	30th November 2014

		<p>process for falls to be discussed with commissioners.</p>	<p>encourage and maintain.</p> <p>Currently all incidents when someone is found on the floor reported as a fall.</p> <p>Incidents being reviewed with additional analysis re level of harm. Good safety culture would support high reporting but low levels of significant harm.</p> <p>Good practice in place re reporting of falls on RIO electronic patient record system and linking to incident form and risk assessment. Positive feedback from nursing homes with regard to level of assessment this gives them.</p> <p>Manager and senior nurse attending AWP falls conference.</p> <p>Regular falls meeting with ward physiotherapist to review all data.</p> <p>Implementation of new observation procedure during October 14.</p>	
--	--	--	--	--

			Changes to falls Route Cause Analysis process going through Central Quality Performance meeting regarding move to single incident reviews.	
ISSUE <ul style="list-style-type: none"> Issue re transfer of information onto electronic record system. 		Head of Professions and Practice (HOPP) to meet with team managers and clarify specific issue. Review processes to ensure full transfer of information.		30th November 2014
ISSUE <ul style="list-style-type: none"> Patient sensitive information found unattended by signing-in book. 	Referred at the time to Trust Caldecott guardian.	Processes and governance regarding confidential information reinforced to staff. No further actions requested by Trust Caldecott guardian.		30th October 2014
Effective				
ISSUE <ul style="list-style-type: none"> Varied reports of relatives' involvement in care planning and reviews. 	Some relatives felt there was excellent involvement and others that communication was poor.	Ward has completed triangle of care self-assessment and action plan with a view to improving carer/relative involvement. Carers lead to review this in light of feedback from relatives		November 2014
ISSUE <ul style="list-style-type: none"> Concerns relating to the way in which training was organised and delivered 	Issues re time available for undertaking staff training.	CQC confirmed issues addressed by return visit.		October 2014
ISSUE <ul style="list-style-type: none"> Lack of activities on the ward 		Evidence of increased activities and additional dedicated staff on return visit.	Agreed monitoring system of planned and delivered activities across	November 2014

		Needs system for ongoing monitoring.	hospital sites with modern matron.	
COMPLIANCE ACTION <ul style="list-style-type: none"> Lack of staffing raised as a concern. 	Staff stating regularly didn't get breaks.	<p>CQC confirmed this was being dealt with by return visit.</p> <p>Staffing numbers reviewed against safe staffing levels and maintained to these levels.</p>		November 2014
COMPLIANCE ACTION <ul style="list-style-type: none"> Issues with delayed transfers of care and impact on bed management across the whole system. 	Difficult for relatives to be involved when service users placed out of area.	This is an issue which will be resolved by AWP, Wilts CCG and Wilts Council		Constant monitoring
Caring				
ISSUE <ul style="list-style-type: none"> Issue regarding length of time needed for visitors to access the ward. 	Also raised as the result of internal reviews which have been undertaken.	Addressing this with estates. Need a different visitor access point.	<p>Clinical Director inspection visit 13th October 2014. Identified doorbell still not addressed despite request over 2 months ago. Clinical Director raising issue with estates.</p> <p>Ward manager to work with carers to identify better signage and access.</p>	30th November 2014
ISSUE <ul style="list-style-type: none"> Relatives concerned regarding the level of stress that staff were under. 	Staff and patients stated ward always busy. Patients expressed concern re stress levels of staff rather than quality of	Supervision and safe staffing work being undertaken with staff in an effort to reduce stress levels and ensure appropriate supervision is available at all times	This is an ongoing piece of work which remains on course to be completed by end of November	30th November 2014

	care provided.			
Responsive				
COMPLIANCE ACTION <ul style="list-style-type: none"> Delayed transfers of care are a significant issue. 	Problem across AWP but much more significant in Wiltshire leading to admissions out of area.	Active participation in delayed transfers of care work with CCG and local authority.	Ongoing efforts being made between AWP, Wilts CCG and Wilts Council to resolve these issues.	30th January 2015
ISSUE <ul style="list-style-type: none"> Concern that issues raised by staff didn't always appear to be acted upon by trust management 	Unclear if this referred to AWP as a whole or Wiltshire management	Members of the senior management/operations team to attend all team business meetings to discuss trust vision and values and ongoing support needs.	This is already being actioned and will become an ongoing activity going forward.	30th November 2014
Well led				
<ul style="list-style-type: none"> Varied levels of understanding from staff regarding the AWP vision and values. Senior management seen to be less recognisable. Felt more valued by immediate line management than by senior AWP management. Frustration with the perceived slowness of the trust to act on issues such as staffing levels and training Although team work closely together, they felt isolated within AWP. Concern that issues will be missed 		Member of the senior management/operations team attend all team business meetings to discuss AWP vision and values and ongoing support needs.	As above.	30th November 2014

due to frequent change processes.				
<ul style="list-style-type: none"> Issues with communication by email and the time for staff to read them. 		Ensure all key communication is undertaken at team meetings rather than rely on email communication.	As above.	31st December 2014

This page is intentionally left blank

Wiltshire Council

Cabinet

11 November 2014

Subject: Personalisation Policy

**Cabinet member: Keith Humphries
Adult Social Care**

Key Decision: Yes

Executive Summary

Wiltshire Council requires a personalisation policy to set out how it will comply with the requirement to offer all Council funded support through a personal budget.

A new personalisation policy will set out how the Council will identify and discuss the outcomes a person wants to achieve.

A consultation exercise has established broad support for the policies, but highlighted the need for clear information for the public about how this would work for people, once the policy has been approved.

Proposal(s)

Agree to the personalisation policy setting out how the value of a personal budget will be calculated.

Agree to the Charging and Eligibility policies, granting portfolio holder permission to update with changes required for the Care Act 2014, due in April 2015.

Agree for Portfolio holder to agree variations required following Care Act implementation, if no major policy or financial implications.

Reason for Proposal

The Care Act requires all Councils to offer people a personal budget. The Council needs a policy to enable personal budgets to be offered when the Care Act come into force in April 2015.

Charging and Eligibility policies need to be updated

Subject: Personalisation

**Cabinet member: Keith Humphries
Adult Social Care**

Key Decision: Yes

Purpose of Report

1. The purpose of this report is to update Cabinet on the outcome of the consultation period and seek agreement to the personalisation policy and two related policies on Charging and Eligibility.

Background

2. Personalisation means that every person receiving support, whether through Wiltshire Council or funded by themselves, has choice and control over the shape of that support.
3. Personal budgets are a central part of the personalisation agenda to give service users choice and control over their care and support.
4. Personal budgets can be defined as an allocation of funding given to users after an assessment which should be sufficient to meet their assessed needs.
5. Users can either take their personal budget as a direct payment, or – while still choosing how their care needs are met and by whom – leave councils with the responsibility to commission the services. Or they can have some combination of the two.
6. The Care Act makes personal budgets a mandatory part of all care plans, meaning they would apply to all council-funded users - including those in residential care from April 2015.
7. In order to fully adopt this requirement the Council needs to have a personalisation policy in place that sets out how personal budgets are calculated and given to people.

Personalisation policy

8. The personalisation policy (see Appendix A) will cover all adults over the age of 18. The policy needs to ensure that everyone in Wiltshire is treated in the same way.

9. The principles for the policy are about:
- a) Fairness
 - b) Transparency
 - c) Maximising customers' control of their care and support

Main Policy Areas

Maximising independence

10. The policy sets out that any support funded by the Council should maximise a person's independence and be offered on the basis of "just enough support". It will do this by.
- a. Ensuring all assessments focus on outcomes.
 - b. offering a time limited period of support that is focused on helping a person to regain independence to reduce or remove the need for long term support
 - c. initial support (intensive support focused on reablement) will be offered to all people who meet the eligibility criteria and will be non-means tested (free).
 - d. Support plans will promote flexibility and control for customers, to allow them to choose how they want to be supported.

Calculating the value of a personal budget

11. A number of Councils have adopted a Resource Allocation System (RAS) to help them calculate the value of personal budgets. They do this by inputting a person's assessment details into a system that turns that information into a financial value.
12. The policy sets out that Wiltshire does not intend to use a RAS as we do not believe it meets the first two principles of the policy of fairness and transparency.
13. The policy states that the Council will calculate a personal budget by establishing the 'reasonable' cost of the support a person needs to meet their eligible needs and outcomes, referred to as a person's support plan.
14. During consultation the large majority of people supported this approach and did not see the logic of being given a figure ahead of developing a support plan.

Rates used to calculate the cost of support

15. The rates used to calculate the costs of a person's support would be based on the rates it would cost the council to pay for those services through commissioned services.
16. This approach recognises that costs can vary across the County and that people will receive the same level of funding whether they manage their support themselves or ask the Council to manage it for them.

17. During consultation it was raised that this could lead to a postcode lottery and in some parts of the County customers could be offered different levels of funding based on their postcode.

Carers

18. The Care Act gives carers the same rights as people who are cared for. Carers will be entitled to an assessment, support plan and personal budget to meet their eligible needs, in the same way as people who are cared for.
19. The personalisation policy treats Carers and Cared for people equally and will adopt the full requirements set out in the Care Act.
20. Carers currently are only able to access sitting service or respite support. On implementation of the act, the policy will enable carers to have a support plan that is more aligned to their needs and have greater flexibility around what their support plan can include.

Consultation Feedback

21. The policy was open for consultation on the Council website for a 12 week period. During that time 22 people responded to the consultation questionnaire. The low numbers would mean no strong conclusions can be drawn from the questionnaire responses, but the general trend would appear to have been supportive.
22. Additionally, two workshops were held with a group of direct payment users and a group from the Customer Reference Group.
23. Feedback from the consultation suggested strong support for the basic principles and agreement with
 - a. Offering a time limited free period of support ahead of long term support options
 - b. Calculating support plan costs by working out the reasonable cost of a support plan
24. The workshops established that
 - a. further clarity was required published information around the flexibilities people would have around how they could be supported
 - b. some of the terminology needed changing to ensure people understood what was being said
 - c. a clearer explanation in published information was needed around assessment and support planning processes

Charging Policy

25. Following an assessment, Wiltshire Council agrees support plans to address individual's eligible needs. The cost of the care in the support plan forms the basis of an individual's personal budget which can be used either to pay for council commissioned services, or managed directly by

the individual themselves, in the form of a direct payment, or a combination of both.

26. As resources are limited, Wiltshire Council undertakes a financial assessment to determine the individual's (and the council's) contribution to their personal budget. This is undertaken in line with national guidance on charging.
27. The charging policy sets out the basis around how decisions are made about how much a person should contribute to their cost of their support.
28. The revised policy includes details on how people with a personal injury claim are assessed.
29. This policy will need to be reviewed once implications of the Care Act and the Care cap have been finalised in April 2015.

Eligibility Policy

30. When individuals approach, or are referred to Wiltshire Council seeking social care support, these are defined as “**presenting needs**”. The presenting needs which the council will support, because they fall within the council's eligibility criteria, are defined as “**eligible needs**”.
31. The decision as to whether someone has eligible needs, and how they will be met, is based on an assessment. Assessments focus on the factors which will help maintain an individual's independence over time and will consider possible future needs. Every assessment will determine what outcomes people wish to achieve in order to be as independent as possible.
32. The eligibility policy sets out how decisions on eligibility are made.
33. This policy will need to be reviewed again once the Care Act 2014 has been adopted and the new National eligibility criteria is introduced.

Public Health Implications

34. Implementation of the personalisation policy will help to ensure more people have access to appropriate information about the type of support they can access and so help them to live healthier more independent lives.
35. The policy promotes greater equality and fairness in allocation of Council resources. This should ensure some of the harder to reach groups across the County have increased levels of access to the support available and thus help to reduce health inequalities.
36. Careful monitoring of the scheme will be essential to mitigate the possibility of the financial abuse of persons and carers receiving a

personal budget. Financial abuse counted for 15% of all investigated alerts of over 65s in 2012/13.

Environmental and Climate Change Considerations

37. This paper includes no proposals that impact on environmental and climate change

Equalities Impact of the Proposal

38. Implementation of the personalisation policy would ensure everyone in Wiltshire with care and support needs is treated fairly and equitably.
39. Current operational practices try to ensure everyone is given an equal chance of accessing support, but this is not transparent to the people affected. Implementation of the policy will mean the Council can clearly state how the Council will make decisions around the support they are prepared to fund.
40. By adopting the same policy and procedures for Carers, the Council will ensure that it has systems in place in time for introduction of the Care Act 2014 and that it treats carers in the same way that it does cared for people.

Risk Assessment

41. Risks that may arise if the proposed decision and related work is not taken.
1. Reputational risk to the Council if it does not meet the requirements in the Care Act 2014 to offer all people a personal budget
 2. The Council has a legal challenge based on a lack of transparency about how it made decisions about the support made available to a person following an assessment
42. Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

	Risk	Action to mitigate the risk
1	Cared for people, Carers and stakeholder groups are upset by the policy change	Consult with stakeholder groups
2	The Councils adult social care costs increase due to raised awareness of what support can be provided	Monitor take-up and demand for support and adjust budget projections. Look at commissioning of prevention services.
3	Customers do not understand what having a	Work with Operational teams and WCIL to ensure

Financial Implications

43. The introduction of the new Care Act 2014 is expected to raise the profile of the support people can expect. The increased transparency may lead to increased numbers of people approaching the Council for support.
44. The Care Act will 2014 also have a significant impact on operational teams. Impact assessments are currently being developed to better understand the costs of implementing the Care Act.
45. Offering free initial support to people in a crisis is currently provided to new customers, but not people with an existing package of support. There would be a small budget pressure by extending this offer to people with existing support plans, who have been into hospital or change in their level of need. It would be expected that this cost would be off-set by reduced long term care costs as people would have been supported to regain independence.
46. The policy does not change the offer of free support to Carers. Additional funding through the Better Care Plan has been made available but work is on-going to understand the full financial impact from any increase in demand for Carers assessments and support.
47. Adoption of the broader principles of the personalisation policy do not have a direct financial impact, the principles simply describe how we should be working with people to help them find the most appropriate support.

Legal Implications

48. The personalisation policy is intended to give the public information on how the Council makes decisions on what support is offered and how the financial value of that support is calculated. This will reduce the likelihood of people challenging the decisions made by the Council about the support they can fund.
49. The Council has a statutory duty to support people who are assessed as having eligible needs. The personalisation policy clarifies how the Council will fulfil this duty
50. The Council has a duty to support Carers. The new Care Act 2014 will give carers the same rights as people who are cared for. The personalisation policy clarifies how the Council will meet this revised duty of care.
51. Councils will have a duty to offer people a personal budget. There is no legal requirement for Councils to have a RAS, although the Care Act does introduce a need to inform people of an indicative value. The

personalisation policy sets out how the Council will work out the value of a person's personal budget.

52. There has been no decision to charge for Carers support, but this could be done if agreed by Cabinet. A separate report is being prepared looking at support for Carers and what the Council will do as a result of the Care Act.
53. The Personalisation Policy will require updating in line with Regulations once they are published, plus the charging and eligibility policies.

Conclusions

54. The Personalisation policy will mean the Council is well placed to implement the new Care Act 2014 and will ensure the Council is fair and transparent about how it makes decisions about funding support.
55. Adopting the policies will help improve operational consistency and help ensure there is information advice available to people about how decisions on care and support are made.

Proposal

56. To agree to the personalisation policy
57. To agree the related policies on Charging and Eligibility
58. Agree for Portfolio holder to agree variations required following Care Act implementation, if no major policy or financial implications.
59. To agree for work to be done with a customer group to develop customer information on how the policy will apply to them.

Appendix A – Personalisation Policy

Appendix B – Charging Policy

Appendix C – Eligibility Policy

Adult Social Care

Personalisation and Self Directed Support Policy

Policy Cover Information

Policy number	1	Version number	0.5	Status	Draft
Implementation lead	All adult social care managers			Implementation date	Autumn 2014
Policy approved by	Adult Leadership Team			Date approved	Autumn 2014
Next review date	April 2015				

Policy Control Sheet

Policy title	Personalisation and Self Directed Support
Purpose of policy	To explain how Wiltshire Council is implementing the principles of personalisation in line with national legislation and the intentions of locally elected councillors.
Policy author(s)	David Bowater
Lead Director	James Cawley, Strategy & Commissioning
Target audience	Frontline staff and members of the public
This policy supersedes	Direct Payments to Manage Your Own Care Financial Rules Self Directed Support
This policy should be read alongside	Eligibility Policy Charging Policy Safeguarding Policy Carers Strategy
Related Procedures	Help with managing your personal budget audit procedure Guidance and Procedure on Direct Payments
Monitoring and review lead	Executive Office
First year review date	April 2015
Subsequent review date	April 2016
Internet link	

This policy can be made available in a range of accessible formats if required.

Contents

- a.** The Personalisation Policy
- b.** Who Does It Cover?
- c.** Key Terms
- d.** Personalisation Policy Approach
- e.** National Context
- f.** The Personalisation Process in Practice
 - Contact
 - Assessment
 - Support Planning
 - Delivery
 - Review
- g.** Monitoring and evaluation
- h.** Review
- i.** Appendix A

The Personalisation Policy

The purpose of the Personalisation policy is to ensure that everyone has the ability to decide how they will be supported, so that they can choose what will be right for them.

Personalisation means that every person receiving support, whether through Wiltshire Council or funded by themselves, has choice and control over the shape of that support. This involves:

1. Ensuring that everyone has access to the right information, advocacy and advice so they can make informed decisions about their care and support.
2. Investing in preventive services to reduce or delay people's need for care and to promote independence and self-reliance among individuals and communities.
3. Developing local partnerships to produce a range of services for people to choose from and enhancing opportunities for social inclusion and community development
4. Working together with people to design, deliver and evaluate services.

Who Does It Cover?

This personalisation policy applies to all adults (aged over 18). People who are frail or elderly, have a learning disability, physical disability, mental health need or other social care need will all have the same rights to a personalised approach for their care and support.

Support for carers is included within the principles of the personalisation policy. Carers should be supported in their role and enabled to maintain a life beyond their caring responsibilities.

Wiltshire's [Carers Strategy](#) sets out how this is achieved in more detail.

Key Terms

Personalisation is sometimes known as self directed support. Self directed support is the way that social care assessment, support planning and service delivery is made available so that more choice and control is given to individuals. It puts the person at the centre of the planning process, recognising that they are best placed to understand their own needs.

Support plans will be developed for those meeting the council's eligibility criteria. These will set out the support needed to help address people's assessed need and the cost of this. They focus on delivering a set of agreed outcomes.

Personalisation introduces **personal budgets** for people in Wiltshire. The aim of this is to ensure individuals' support, and the funding for it, is clear, fair and under their control. A personal budget is based on the cost of meeting an adult's needs and is made up of council funding and the person's assessed contribution. Individuals may choose to use their personal budget on:

- a commissioned service, where the council holds and manages the personal budget on the person's behalf;
- as a **direct payment** (an amount of money you can use to meet your needs);

- or as a combination of both.

A personal budget is used to deliver the outcomes in the support plan. The size of a personal budget depends on a '**reasonable price**'. The reasonable price is an amount of money that a professional in the council's adult social care team considers will meet the assessed needs, based on what it would cost council commissioned services to address those needs.

An **allocated worker** is a trained professional who will be qualified to deal with your specific needs..

A **carer** is someone who provides unpaid, informal support to a family member, partner, friend or neighbour. This could be because they are ill, frail, disabled or have mental health or substance misuse problems.

Personalisation Policy Approach

1. The Council will ensure that everyone has access to the right information, advocacy and advice so they can make informed decisions about their care and support.
This means:
 - Everyone is entitled to an initial assessment of their needs
 - We will help people find the right information about care and related services such as leisure and transport.
2. The Council invests in preventive services to reduce or delay people's need for care and to promote independence and self-reliance among individuals and communities.
This means:
 - We will try to support people in their own home, where this is the best use of resources
 - We will consider the best type of housing for people
 - We will offer initial support before an in-depth assessment takes place (except where some other form of support is already in place)
3. Ensure there are a range of services for people to choose from that enhance opportunities for social inclusion and community development.
This means:
 - We will support user led or customer led organisations, community networks and volunteers to enable people to access support in the community.
 - We will offer informal carers an assessment of the support they might require to enable them to fulfil their role.
 - We will offer support to anyone that is eligible, regardless of their background.
4. The Council will work with people to design, deliver and review support.
This means:
 - We will start from the view that the person knows best how to support themselves
 - People can use their Personal Budget to arrange their care and support as they want it, to meet their agreed outcomes

- We will offer individuals support plans with personal budgets and a choice of how these are delivered.
- We will offer person-centred, responsive services, based on what is important to the individual.
- We will enable and encourage independence, where possible. Some people want to remain or are able to become more independent. We will help you to be independent.
- We will offer 'just enough' support – not making long term decisions at a point of crisis but ensuring support is time limited and adapting support to meet people's needs without creating dependency.
- We will be transparent. People will know what the Council will contribute to the cost of their care and support based on a good understanding of a person's needs and the best way of meeting them to get the desired outcome.
- We will be fair. Regardless of background, people will all be treated as individuals to establish their support and personal Budgets.

National Context

The following statements of legislation and guidance provide much of the context for Wiltshire's Personalisation Policy – together with the emerging legislation in the Care Bill.

- *NHS and Community Care Act (1990)*
- *Health and Social Care Act (2001)*
- *Independence, Wellbeing and Choice (2005)*
- *Our Health, Our Care, Our Say (2006)*
- *Local Government and Public Involvement in Health Act (2007)*
- *Putting People First concordat (2007)*
- *Supporting people with long term conditions (2007)*
- *Transforming Adult Social Care (2008)*
- *The Independent Living Strategy (2008)*
- *The Community Care, Services for carers and Children's Services (Direct Payments) (England) Regulations (2009)*
- *Prioritising need : Putting People First Guidance (2010)*
- *Department of Health Guidance on Direct Payments (for community care, services for carers and children's services (2010)*
- *A vision for adult social care (Nov 2010)*
- *Think Local Act Personal (Nov 2010)*
- *Adult Social Care: Choice Framework (May 2013)*

[The Putting People First \(PPF\)](#) concordat, in particular, provides a vision for truly personalised services where we promote health and wellbeing, and ensure proactive, planned, coordinated and integrated services.

[Think Local Act Personal](#) is a partnership of organisations which aims to deliver personalisation.

The Care Act 2014 provisions come into force in April 2015 and will replace and simplify much of the legislation noted above. The principles behind the legislation have informed the development of this policy.

The Personalisation Process in Practice

People who find everyday tasks difficult, or help someone who does, may be eligible for support from Wiltshire Council. If they are eligible, personalisation means that they will have more choice on how this support is delivered. This includes being fully included in discussions about needs, the level of support, how the support is provided and in reviews of support. The 5 stages of the personalisation process in Wiltshire are set out below.



1. Contact

- Information about social care can be found on Wiltshire Council's website. You can make contact via the website, email (customeradvisors@wiltshire.gov.uk) or by telephoning Wiltshire Council on 0300 456 0111. Urgent help outside working hours, is available on the Emergency Duty Service on 0845 60 70 888
- Many people may only require information and advice from us, preferring to make arrangements for their own care. The Council can discuss what options are available for you so that they can help decide on the best course of action in your particular situation. This may be to provide information and advice or signposting to existing community services provided by all kinds of organisations.
- Self-assessments can be completed, but an allocated worker will need to contact you to discuss your needs further if you require support from the Council.
- You can be referred to us by your GP, a family member, another NHS professional or other person acting on your behalf - or you can self refer. Anyone who feels they need an assessment to help them can ask for one. If you are a Carer you also have a right to an assessment of your needs.
- Where it is immediately clear that you will not meet the eligibility criteria, and Wiltshire Council will not be able to offer support, the teams will offer you advice and information about other services that may be available locally from independent organisations and community groups.

2. Assessment

- If a more in-depth assessment of current and future need is required, your details will be passed on to a relevant allocated worker.
- The allocated worker will contact you to discuss your needs and, if required, make arrangements to visit you at home to carry out the assessment.
- Initial support will normally be offered ahead of any in-depth assessment taking place. These services provide planned, short term, intensive help and are designed to help a person restore their independence, to help them to do as much as they can for themselves, rather than someone doing things for them.

- Initial support can be offered free for up to 6 weeks, with progress monitored on a weekly basis..
- The Council will offer initial support for people
 - who are being supported by Adult Social Care for the first time
 - who may have a new need that could benefit from reablement support.
- At all other times, initial support or reablement activity will be subject to means testing under the council's Charging Policy.
- If you are a carer you may also be offered support to enable you to take a break from your caring role.
- Assessments will be carried out with your full involvement and, with your consent, those of any carer or other people you want to be involved, to provide an understanding of your situation and care needs. Assessments will involve:
 - Informing you of the timescale for assessment
 - Listening to your views and your situation as a whole
 - Carrying out a full assessment and recording these details, including the desired set of outcomes you would like to achieve
 - Sending you (and other relevant people, with your consent) a copy of that assessment
 - Comparing your needs with our [eligibility criteria](#).
 - Deciding if you are eligible for our assistance.
- If during the assessment it appears to the council that you may have a need for the provision of health or housing needs, the council shall notify the CCG, health authority or housing authority and invite them to assist in the assessment.
- The Mental Health, Learning Disability and Long Term Conditions procedures describe the approach we will take when an individual does not have the mental capacity to participate fully in the assessment. If other people are involved in an individual's assessment or ongoing management of their care, we will carry out a risk assessment in line with our Safeguarding Policy.
- The Council will explore all reasonable opportunities to enable you to remain at home (or continue in your caring role should you wish to) before looking at other options.
- You will be provided with information about organisations providing financial and benefits advice when this is appropriate. If eligible for support from the council this will be provided by our Finance and Benefits Team.
- By the end of the assessment the Council will agree with you what your needs are and those which qualify for help from the council.

3. Support Planning

- Where long term Council funded support is required (based on a person meeting the eligibility criteria, a Support Plan can be developed by you, or by someone chosen by you, such as a nominated carer, allocated person, a provider, or by the the Independent Support Planning provider the Council arranges.
- The Support Plan sets out 'just enough' support to help you (no matter where the money comes from) to achieve the desired set of outcomes identified in the needs assessment. You may wish to include other outcomes that do not meet the Council's eligibility criteria in your support plan, but, these will not be included when calculating the value of the Personal Budget.

- Support plans will be time-limited to ensure that you are supported, but not made dependent, and that reviews take place at appropriate points to make sure support is effective.
- The outcomes should be underpinned by the principles of independence and reducing long-term need for support where possible. Support Plans should make the most of any existing social support networks.
- Where unpaid support is identified it must be clear what assessed needs are being met through this support, and what the impact on carers will be of continuing to provide this support. If not already undertaken, a Carer's assessment will be offered in this circumstance.
- You will be provided with the cost of the commissioned services, required to meet your eligible needs, (that is, how much Wiltshire Council would reasonably expect the support to cost us) to help build up the support plan. This will form the basis of how your Personal Budget will be calculated.
- The cost of support can differ widely depending on needs, place and demand. The rates that calculations are based on will be those that the Council commissions support for and will be made available to you. The rates used to establish the reasonable value of elements of support plans are set out in Appendix A.
- A Personal Budget is made up of social care funding and the person's assessed contribution (as per the charging policy, if you are a Carer or are receiving aftercare for mental health needs you will not be asked to pay towards the cost of any services you receive). You may choose to use your personal budget on a commissioned service, where Wiltshire Council holds and manages the Personal Budget on your behalf, or receive some or all of the Council's contribution as a Direct Payment.
- The Council has a duty to ensure it supports a person's assessed eligible needs. But, the reasonable price of doing so is based on a balance of how effective a support plan will be; how cost-effective the support plan will be based on all the options; the level and complexity of need a person has; and the overall cost of a support plan.
- Once the Personal Budget is agreed, a final support plan will be developed and agreed. The Council must sign off support plans which include Council funding to ensure that eligible needs will be met and any risks managed.
- A Personal Budget can only be used to meet eligible social care needs as stated by the Eligibility (How we priorities needs) Policy and can only be used to buy support or services that have been identified in the Support Plan.
- The support plan will set out who will do what, with whom and when and will be written down and shared with all involved. It will focus on the outcomes that should be achieved and the positive risks people are prepared to take and how these will be managed.
- In circumstances where your needs fluctuate, in determining the level of support, we will take into account your circumstances over as long a period as is necessary to establish an accurate indication of the ongoing level of need. The support plan may include contingency plans and advance statements setting out what you want to happen when you are not well enough to manage the support.

4. Delivery

- An allocated worker will be identified to ensure the support plan is implemented.
- Where Direct Payments are chosen to deliver your support plan you can choose to buy care from an agency or employ your own personal assistant. A support service providing information and advice to those receiving Direct Payments is commissioned by Wiltshire Council. This support service can put you in touch with other people receiving, or considering, a Direct Payment as well. The [Care Choices website](#) also provides a useful source of information.
- Personalisation will mean that as long as support plans are clear about how they will support a person with their eligible needs, the ways people can be supported can be very flexible.).
- Direct Payments cannot be used for NHS or other health services; permanent residential or nursing home care; or services which are directly managed or provided by Wiltshire Council (including Help to Live at Home initial support). If you receive Direct Payments you will be asked, to sign a direct payment agreement, to open a separate bank account and provide records of how the money has been spent using a simple form.

5. Review and Re-Assessments

- Support Plans are reviewed and monitored to check if there are any problems with your support arrangements and whether the outcomes are being met. If there are problems, you can either sort them out directly with the people involved, or ask us to help..
- Existing support plans and financial contributions will be re-assessed or reviewed at regular intervals (not longer than 12 months). In addition, anybody involved with your support can ask for a re-assessment at any time if there is a change of circumstances.
- Support plans are reviewed to ensure that the services provided continue to meet your needs, that the agreed outcomes are being delivered and that you are still eligible for services. The cost of the service will also be reviewed to check whether it is still what we would reasonably expect for the support. You will always be invited to participate in reviews. The intention is to support you and change plans as your needs change.
- Reviews and re-assessments of support will be undertaken with you and the notes shared with you and relevant others, with consent, where appropriate.
- Where a change to the services provided is required, the support plan will be changed accordingly. Sometimes an entirely new support plan will need to be produced if the needs have changed significantly..
- When following a review, it is planned to withdraw services, the allocated worker will be satisfied that your needs are no longer eligible and you will be notified in writing..
- Reviews will ensure that your independence and rehabilitation is promoted, except where risks are such that you are in need of protection from harm by yourself or others.

Monitoring, evaluation and review of this policy

You are at the centre of everything we do. We will regularly ask for your views about the services you receive and respond by shaping those services accordingly. In all cases our aim is to get the appropriate support in as quick as possible and we will be monitoring this to ensure it happens.

You may wish to challenge various decisions, such as: the accuracy of the assessment; the value of the council's contribution to the Personal Budget; the cost of your contribution; the nature of the support you agreed in your Support Plan; or decisions regarding community or residential care. In such cases, you will be provided with a full and clear audit trail to explain why decisions were made. First of all, you should discuss and negotiate the decisions with your allocated worker while the decisions are still being made. If you are still unhappy your case can be referred to the allocated worker's line manager for further discussion and negotiation. For plans which address particularly complex needs (including issues of reasonableness, risk and safety) there is also the opportunity to refer your case to a Risk Enablement Panel. Our [complaints procedure](#) can also be used at any time. Advocacy and support on complaints is available from SWAN advocacy services (<http://swanadvocacy.org.uk> / 01722 341851).

Feedback on the Council's policies in general is welcome. Please email the document author.

Together with your feedback, complaints information and feedback from staff, the information will be used to improve the Council's policies and procedures in future.

A review of this policy will take place in April 2015 to take account of Care Act 2014 requirements.

Alongside this document, procedural guidance will be updated to provide clear 'ground rules' for how personalised services will be applied. Guidance will address how the policy impacts on individuals already receiving services and individuals already receiving a Personal Budget and subject to a review.

Rates used for establishing the reasonable cost of a support plan

Wiltshire Council cannot advise on the rates individual care agencies charge.

The rates used by the Council to establish the reasonable cost of support will be based on the rates the Council commissions support for. These figures may change but up to date figures will be provided as part of the assessment.

Where needs are complex, the personal budget will cover what it would cost WC to commission a non-standard service. There are no standard rates in such cases so we use the rates for specialist provision that are capable of meeting the individual's needs.

Up to date rates are available, on request. As a guide the following rates currently apply

Help to Live at Home

North 1 - £X North 2 - £X

East 1 - £X East 2 - £X

West 1 - £X West 2 - £X

South 1 - £X South 2 - £X

Supported Living

Extra Care

Live in Care

Day Care Services - £X

Respite Provision - £X

Telecare Basic package - £X

Telecare Response Service - £X

Residential Care - £X

Residential Care – Complex Dementia - £X

Nursing Care - £X

Adult Social Care

Charging Policy

Policy Cover Information

Policy number	3	Version number	0.4	Status	Draft
Implementation lead	All adult social care managers			Implementation date	Autumn 2014
Policy approved by	Officers with delegated authority to approve annual fee charges and uplifts			Date approved	Autumn 2014
Next review date	April 2015				

Policy Control Sheet

Policy title	Charging Policy
Purpose of policy	To explain how Wiltshire Council works out its contribution and those of the individual towards their personal budget.
Policy author(s)	Pete Little (now contact Sheila Wall)
Lead Director	James Cawley, Strategy & Commissioning
Target audience	Frontline staff and members of the public
This policy supersedes	Direct Payments to Manage Your Own Care Financial Rules Self Directed Support Fairer Charging: A fairer way to work out the cost for the services you use (2004) Financial Rules and Principle 2006/07: Instructions for Practitioners Purchasing guidelines and directives (2006) Charging Policy for non residential services 2013-14.
This policy should be read alongside	Personalisation Policy Eligibility (how we prioritise needs) Policy Carers Strategy Fact Sheet
Related Procedures	
Monitoring and review lead	Executive Office
First year review date	April 2015 (benefit update)
Subsequent review date	April 2016
Internet link	

This policy can be made available in a range of accessible formats if required.

Contents

- a.** The Charging Policy
- b.** Who Does It Cover?
- c.** Definitions
- d.** Key Principles
- e.** National Context
- f.** Charging - the Process in Practice
- g.** Monitoring and evaluation
- h.** Review

The Charging Policy

Following an assessment, Wiltshire Council agrees support plans to address individual's unmet and eligible needs. The cost of the care in the support plan forms the basis of an individual's personal budget which can be used either to pay for council commissioned services, or managed directly by the individual themselves, in the form of a direct payment, or a combination of both.

As resources are limited, Wiltshire Council undertakes a financial assessment to determine the individual's (and the council's) contribution to their personal budget. This is undertaken in line with national guidance on charging.

Who Does It Cover?

This policy applies to all people who have been assessed as having an eligible need, under Wiltshire Council's eligibility policy.

Services relating to mental health after care commissioned under section 117 of the Mental Health Act 1983 will be free from charges. Equipment can also be provided free if it has a value of less than £1000 and you meet the criteria.

The Council does not apply charges for 'carers services', provided the carer meets eligibility criteria.

All other services will be subject to normal charges in accordance with this policy.

Definitions

A **personal budget** is the agreed amount of funding available to meet an individual's assessed needs. The Council's contribution to this is always paid minus the individual's own contribution.

An individual's contribution can be known as the **charge**.

Key Principles

The principles for this policy sit alongside the overarching principles set out in the Personalisation Policy. The details specific to the Charging Policy are as follows:

- Individuals will be asked to complete a financial assessment to enable the Council to calculate their contribution.
- The contributions will be calculated openly and transparently with individuals treated in a fair and consistent manner.
- Contributions will not exceed the full cost of the care.
- Individuals will be offered a welfare benefits check to ensure that they are receiving all of the benefits to which they are entitled.
- A reassessment of contributions will be carried out annually for residential care or following a request arising from a change of circumstances, such as moving address or significant change in financial circumstances.

National Context

The following statements of legislation and guidance provide much of the context for Wiltshire's Personalisation Policy.

- *National Assistance Act (1948)*
- *National Health Service and Community Care Act (1990)*
- *Community Care (Direct Payments) Act (1996)*
- *Department of Health (2004) LAC Guidance on National Assistance Act 1948 (Choice of Accommodation) Directions (1992)*
- *National Assistance (Residential Accommodation) (Additional Payments and Assessments of Resources) (amendment) (England) Regulations 2001 ('the 2004 Guidance')*.
- *Direct Payments Regulations (1996, 2009)*
- *Health and Social Care Acts (2001, 2008)*
- *Personal Care at Home Act (2010)*
- *National Assistance (Sums for Personal Requirements and Assessment of Resources) Amendment (England) Regulations (2010)*
- *Charging for Residential Accommodation Guide*
- *Health and Social Services and Social Security Adjudications Act (1983) (HASSASSA Act 1983)*
- *Local Authority Social Services Act (1970)*
- *Fairer Charging Guidance (2013)*
- *Fairer Contributions Guidance: An assessment of an individual's contribution to their personal budget (2010)*

For residential care services charging is covered by the National Assistance Act 1948 and the National Assistance (Assessment of Resources) Regulations 1992. Guidance is provided by the Department of Health's 'Charging for Residential Accommodation Guide' (CRAG).

Local authorities have discretionary powers to charge adults who receive non-residential social care services under Section 17 of the Health and Social Services and Social Security Adjudications Act 1983. Section 7A of the Local Authority Social Services Act requires councils to exercise their functions in accordance with guidance from the government. Like most councils, Wiltshire Council has decided to charge for certain services (set out below).

In 2003, Fairer Charging Guidance was published, covering Home Care and other non-residential services. In 2010, new guidance was issued in line with the personalisation agenda, known as Fairer Contributions Guidance.

The Care Act 2014 provisions come into force in April 2015 and will replace and simplify much of the legislation noted above. The principles behind the legislation have informed the development of this policy.

Charging - the Process in Practice

1. Information

Information will be provided to all individuals required to contribute, explaining this policy. The appropriate rates of contributions and allowances for all individuals will be updated annually to reflect changes.

2. Financial Assessment

A financial assessment (means test) will be undertaken for all individuals who need care at home or residential care and request financial help or direct payments (when applicable) from Wiltshire Council or other services to meet that need.

If a person does not wish to, or refuses, to disclose financial information they will be required to pay the full cost of the service.

The financial assessment will be carried out by specialist financial assessment officers as soon as possible following the completion of the care assessment, usually be a personal visit if care at home is required, and a provisional indication of the level of contribution will be indicated immediately where possible. This will be confirmed in writing as soon as possible following the completion of the financial assessment and any checks that may be necessary. For residential care the financial assessment would normally be completed by post and a provisional contribution will apply until a confirmed contribution calculated

Individuals will be advised that they can be accompanied by a relative, friend or other representative during any financial assessment visit.

3. Welfare Benefits

All individuals who are subject to a financial assessment will be offered a welfare benefits check and where appropriate will be assisted in completing a claim for benefits to which they appear to be entitled.

A financial re-assessment will be undertaken following the award of benefits to re-calculate the contribution payable.

4. Date of Commencement of Charges

For care at home a charge, unless specifically informed that a period of free care applies, will start from the date of commencement of service, the individual having been informed of the potential full cost beforehand. Any financial assessment that then indicates that they should not meet the full cost will be applied instead as from the commencement date. If an individual has the eligibility for additional benefits, there may initially be a provisional charge that would be adjusted to reflect any increase in benefits and the revised contribution would be backdated to the date of the award or commencement of service which ever was appropriate. For residential care any charge will apply from the date the placement begins.

5. Calculating the Charge

For Residential Services

In accordance with national policy, individuals are expected to pay for this type of service (residential care), in line with their ability to pay as determined under Regulations.

The calculation to identify the charge that will apply will be as follows for residential services:

Savings

If you have more than £23,250 in saving/capital (including the value of your home or other property) you will normally be required to pay the full cost of your care, be advised to make your own arrangements and will not be entitled to financial assistance from the council (see below regarding property)

If you have saving/capital below £14,250 this will be disregarded (i.e. you will be assessed on the basis of your income alone) but if you have savings between £14,250 and £23,250 the council will add £1.00 per week to your income (called tariff income) for each £250.00 or part thereof between these amounts (ie £15,000 savings would attract a tariff income of £3.00 per week as this is £750 over the disregarded savings).

Income

Generally all of your income (including benefits) is included in a financial assessment in accordance with the charging regulations to determine the contribution you will be asked to make towards your care home fees. Some income is disregarded from the financial assessment, such as mobility allowance, as is a figure for your personal allowance presently £23.90 per week.

Temporary Residents

If you are only going into a care home for a short period of up to eight weeks (called respite care) and your savings/capital (excluding your home) is less than £23,250 the council applies a standard charge depending on your age without the need for a financial assessment (you can request a financial assessment if you feel the standard charge is too high). Respite care only applies if you have an unpaid carer doing substantial amounts of the care. The charges for this are as follows:

Age	Standard Charge
Under 25	£63.90 per week
25-61	£78.80 per week
61+	£121.50 per week

If you are a temporary resident not staying for respite care, or the period cannot be

determined at the start or is going to be longer than eight weeks, a financial assessment will be undertaken taking your income and savings between £14,250 to £23,250 into account; but allowances to maintain your home will be included in any assessment. Temporary residential care is charged differently to respite care, at an agreed price with the council (as set out below).

Choice

If you qualify for financial assistance from the council you will be given details of care homes that provide care at an 'agreed price' that the council is prepared to pay or the council will indicate this 'agreed price' in order for you to choose a care home that suits you. You have a right to your preferred choice accommodation,* however if the care home you choose charges a fee above the 'agreed price' you will need to find a 'third party' ie someone else, to meet the shortfall. Any contribution that you are asked to make towards your care will go towards the 'agreed price' the council determines. You cannot meet any shortfall yourself unless you own a property and are seeking 12 weeks property disregard (see below re property).

**A leaflet setting out your rights under the Preferred Choice of Accommodation Directions and Regulations is available upon request.*

Property

If you own, or have an interest in, more than one property it is very likely that your capital assets are more than £23,250 and therefore would be expected to pay the full cost of your care and would not be entitled to financial assistance from the council. If you only own the home you live in, this is normally regarded as an asset but can be disregarded in the following circumstances if it is occupied by a:

- spouse
- relative aged over 60
- disabled relative
- dependent child under 16
- carer who does not fall into one of the above categories, the council has discretion to disregard your home.

If you own your home only (or have an interest in it valued at more than £23,250) but you have savings of less than £23,250 you may be entitled to financial assistance from the council for up to 12 weeks initial funding by the council to assist with your care home fees. At the end of the 12 weeks, although you will then be liable to meet the full cost of your care, you can ask the council for a loan to help meet care fees pending the sale of the property.

If the property is on the market the council will offer a loan by means where your solicitor dealing with the sale will agree to repay the council on completion of the

sale. If you do not wish to sell your property immediately the council can still offer a loan which is termed 'a deferred payment' whereby the council will place a legal charge against your property to secure the loan. In both instances you will have to make a contribution towards the full fee based on a financial assessment of your income as indicated under 'INCOME/ SAVINGS' above and the council will loan the difference to make up the full cost of your care fee.

- [Paying for residential or nursing care where people own their property.](#)

Payment/Contract Arrangements

Once a care home has been identified, placement date agreed and contributions determined, the council will draw up a contract for your care with the care home provider. Any third party arrangement will need to be subject to formal agreement between the third party and the Council. The contribution you are asked to make should be paid direct to the care home and the council will pay its share direct to them as well.

Calculating the Charge

Calculating the Charge for Non-Residential Services

If the council considers you can afford to pay in full for these services it will in general not provide them. If it does provide them and considers you can afford to pay in full for them or contribute to their cost it will charge you.

In deciding if you can afford to pay it applies these rules to your capital (including savings) and income:

Capital

The council will not take into account the value of your interest in your only or principal home – but it will take into account the value of your interest in any other property.

In addition the council will not take into account capital the total value of which is below £23,250.

In addition the council will not take into account any other capital that the Department of Health's 'Charging for Residential Accommodation Guide', known as CRAG, requires it not to take into account - unless there is good reason to take it into account, for example where you have received personal injury compensation (held now in trust or administered by the courts) for the same services that you ask the council to provide.

The council will take into account all other capital.

Income

The council will, to begin with, take into account all income, including pension income, 'tariff income' of £1 a week for every £250 (or part of £250) between £14,250 and £23,250, income that accrues to personal injury compensation held in trust or administered by the courts and personal injury periodical payments that are income.

The council will then make deductions from this income (see below) and treat the remaining income as disposable income.

The council will then take 80% of disposable income as income that you can be expected to use to pay for any services it provides for you or to use to contribute to their cost.

Deductions

The following deductions will be made from income.

- For people under 60 years a sum equal to basic Income Support Personal Allowance plus premiums for age, level of disability or family status (but not Severe Disability Premium) plus 25% buffer. This is the General Living Allowance.
- For people over 60 years a sum equal to the Pension Credit Guaranteed Credit (but not Severe Disability addition) plus 25% buffer. This is the General Living Allowance.
- The Savings Credit Reward.
- Any housing costs such as mortgage and rent that is net of any housing benefit.
- Any council tax payable net of council tax benefit.
- The additional expenditure incurred as a result of a disability (Disability Related Expenditure) NB – appropriate evidence will be required to confirm expenditure and qualify for an allowance. Payments to family members will not be allowed as DRE unless there are exceptional circumstances
- £10 per week of War Disability Pensions and War Widows Pension and all of War Widows Supplementary Pension.
- All earnings from paid employment.
- Any support provided by family members to a client in their own home will be expected to be provided free of charge. Only in exceptional circumstances would payments to a family member be accepted and evidence of payment would be required.

Minimum and Maximum Charges

The minimum charge is £2 a week, i.e. you will not have to pay anything unless the council considers you can afford to pay at least £2 a week.

There is no maximum charge; you may be required to pay in full for the services provided.

Treatment of Couples

A partner's income/savings does not affect the charge applied to you. However we do seek information from a partner to disclose this information in order to apportion 'housing costs' incurred by the couple. If a partner chooses not to disclose, housing costs will not be allowed. If a partner has more than the upper capital limit, no housing costs will be allowed. The Council will also ensure that both you and your partner, have at least the appropriate General Living Allowance rate plus 25% buffer, before any contributions are applied.

Payment/Contract Arrangements

Any contribution you are asked to make should be paid direct to the Provider and the council will pay its share direct to them as well. If you ask for a direct payment any contribution will be deducted from the direct payment to you and you will be expected to enter into a formal direct payment agreement and pay any assessed contribution into the direct payment account.

Intermediate Care/ Reablement

Charges will be waived for a period of up to 6 weeks where the specific eligibility criteria are met for intermediate care/ reablement.

Respite Care

A standard charge would usually apply to respite care but if you require a financial assessment this would be undertaken using residential assessment regulations (CRAG) (see above)

Day Care Services

If an individual has more than the upper capital limit they are expected to meet the full cost of day care. If not, no charge for attendance/ taking part etc is applied but if transport is arranged and provided by the Council a flat rate charge of £3.70 per day is applied. If the day centre provides meals you may be asked to make a contribution towards the meal.

Direct Payments

This charging policy will apply to individuals who choose to receive a direct payment as well as those that use services commissioned by Wiltshire Council. The

individual's contribution will normally be deducted from the direct payment.

Equipment/ Adaptations

The council applies no charge for equipment nor is there any charge for minor adaptations costing less than £1,000. For adaptations costing more than £1,000 you will be directed to apply for a Disabled Facilities Grant.

Monitoring, Evaluation and Review of this Policy

You are at the centre of everything we do. We will regularly ask for your views about the services you receive and respond by shaping those services accordingly.

You may wish to challenge various decisions, such as: the amount of your contribution or decisions regarding community or residential care. In such cases, you will be provided with a full and clear audit trail to explain why decisions were made. First of all, you should discuss and negotiate the decisions with the financial assessment team while the decisions are still being made. If you are still unhappy your case can be referred to the line manager for further discussion and negotiation.

Our [complaints procedure](#) can also be used at any time. Advocacy and support on complaints is available from SWAN advocacy services (<http://swanadvocacy.org.uk> / 01722 341851).

Feedback on the Council's policies in general is welcome. Please email the document author.

Together with your feedback, complaints information and feedback from staff, the information will be used to improve the Council's policies and procedures in future.

A review of this policy will take place in April 2015.

Adult Social Care

Eligibility Policy: How we prioritise needs

Policy Cover Information

Policy number	2	Version number	0.4	Status	Draft
Implementation lead	All adult social care managers			Implementation date	Autumn 2014
Policy approved by	Adult Leadership Team			Date approved	Autumn 2014
Next review date	April 2015				

Policy Control Sheet

Policy title	Eligibility (Needs Priority)
Purpose of policy	To explain how Wiltshire Council decides who is eligible for care services provided by Wiltshire Council
Policy author(s)	David Bowater
Lead Director	James Cawley, Strategy & Commissioning
Target audience	Frontline staff and members of the public
This policy supersedes	Eligibility Criteria for Adult and Community Services (2009) Fairer access to care services- Eligibility for Adult Community Care services (2006) Old Fact Sheet (updated 2012) Financial rules and principles Leaflet S1 - Your contribution towards services
This policy should be read alongside	Personalisation and Self Directed Support Charging Policy Safeguarding Policy Carers Strategy Fact Sheet 1 (updated 2013)
Related Procedures	updated 2012
Monitoring and review lead	Executive Office
First year review date	April 2015
Subsequent review date	April 2016
Internet link	

This policy can be made available in a range of accessible formats if required.

Contents

- a.** The Eligibility Policy
- b.** Who Does It Cover?
- c.** Definitions
- d.** Context
- e.** The Process in Practice
- f.** Monitoring and evaluation
- g.** Review
- h.** Appendix A

The Eligibility Policy

When individuals approach, or are referred to Wiltshire Council seeking social care support, these are defined as “**presenting needs**”. The presenting needs which the council will support, because they fall within the council’s eligibility criteria, are defined as “**eligible needs**”. Eligibility criteria describe the general areas of eligible needs that will be met by Wiltshire Council, taking the individual’s resources into account (including mental resources, strengths and abilities, carer and support networks as well as material resources).

People have eligible needs for receiving adult social services support from Wiltshire Council if: -

- (a) The service is one that Wiltshire Council has a power or duty to provide under Community Care Legislation or Statutory Guidance **and**
- (b) The assessment identifies the individual/Carer as being at critical or substantial risk should the needs not be met **and**
- (c) Wiltshire Council assesses that it is necessary for it to meet the assessed need **or**
- (d) There is a statutory duty to meet that need

The decision as to whether someone has eligible needs, and how they will be met, is based on an assessment. Assessments focus on the factors which will help maintain an individual’s independence over time and will consider possible future needs. Every assessment will determine what outcomes people wish to achieve in order to be as independent as possible.

Services which may be made available to everyone regardless of eligibility include initial support, reablement and information, advice and guidance. The approach to this is covered in the Council’s Personalisation Policy.

Who Does It Cover?

This Eligibility Policy applies to all adults (aged over 18) with different kinds of needs. People with a learning disability, physical disability, mental health need or social care need will all have the same rights to a personalised approach for their care and support.

Carers are covered under this Eligibility Policy. Carers should be supported in their role and enabled to maintain a life beyond their caring responsibilities. Wiltshire’s [Carers Strategy](#) sets out how this is achieved in more detail.

Adults in need of support who have parenting responsibilities for a child under 18 may require help with these responsibilities where appropriate. We will consider eligibility with child care professionals to explore whether there are any issues

relating to children in need and their parenting. This will look at what support a parent with eligible needs might need to undertake their role as a parent.

When services are arranged and funded by the NHS (e.g. under Continuing Healthcare) their health and social care needs are fully funded by the NHS and therefore fall outside the scope of this policy.

Services such as travel concessions, and disabled persons parking badges for motor vehicles, are covered by regulations and guidance under the Disabled Persons (Badges for Motor Vehicles) (England) (Amendment No. 3) Regulations 2011, which give prescribed eligible categories and descriptions of disabled people who may receive such services. These fall outside the scope of this policy.

Definitions

At present, in Wiltshire, individuals are eligible for community care services only if needs are assessed as critical or substantial, and where safety and independence would be at risk without a service being delivered to meet your needs. Individuals must meet at least one of the risks in either band below.

Critical – when:

- life is, or will be, threatened; and/or
- significant health problems have developed or will develop; and/or
- there is, or will be, little or no choice and control over vital aspects of the immediate environment; and/or
- serious abuse or neglect has occurred or will occur; and/or
- there is, or will be, an inability to carry out vital personal care or domestic routines; and/ or
- vital involvement in work, education or learning cannot or will not be sustained; and/or
- vital social support systems and relationships cannot or will not be sustained; and/or
- vital family and other social roles and responsibilities cannot or will not be undertaken.

Substantial – when:

- there is, or will be, only partial choice and control over the immediate environment; and/ or
- abuse or neglect has occurred or will occur; and/or
- there is, or will be, an inability to carry out the majority of personal care or domestic routines; and/or
- involvement in many aspects of work, education or learning cannot or will not be sustain and/or

- the majority of social support systems and relationships cannot or will not be sustained; and/or
- the majority of family and other social roles and responsibilities cannot or will not be undertaken

If needs are assessed as moderate or low, individuals will normally not be eligible for a service.

Moderate – when:

- there is, or will be, an inability to carry out several personal care or domestic routines; and/or
- involvement in several aspects of work, education or learning cannot or will not be sustained; and/or
- several social support systems and relationships cannot or will not be sustained; and/or
- several family and other social roles and responsibilities cannot or will not be undertake

Low – when:

- there is, or will be, an inability to carry out one or two personal care or domestic routines and/or
- involvement in one or two aspects of work, education or learning cannot or will not be sustained; and/or
- one or two social support systems and relationships cannot or will not sustained; and/or
- one or two family and other social roles and responsibilities cannot or will not be undertaken.

If individuals are not eligible for a service, they will be given information and advice about alternative services.

An **assessment** is the process where information is gathered about the circumstances of an individual. This is then considered against the eligibility criteria above, in the context of national legislation.

An **allocated worker** can be a Customer Coordinator, Social Worker, Nurse, Occupational Therapist or Community Psychiatric Nurse.

Key Principles

The principles for this policy sit alongside the overarching principles set out in the Personalisation Policy. The details specific to the Eligibility Policy are as follows:

- One eligibility framework for all client groups, including carers.
- One eligibility decision – whether a client should or should not be supported.
- A decision should follow an assessment, which is proportionate to the presenting problem.
- Each area of need will be assessed individually for eligibility and the category of banding will be recorded in that assessment.
- The eligibility decision takes account of the current and likely future circumstances of an individual.
- The eligibility decision should not make assumptions about age, race or lifestyle and should therefore be non-discriminatory.
- People who are not eligible for a service should be given information and advice about alternative services.
- The eligibility criteria must be publicised to service users, carers and the general public.

Context

The following statements of legislation and guidance provide much of the context for Wiltshire's Eligibility Policy.

- *Care and Support Bill* (which is likely to introduce national minimum eligibility criteria).
- *Prioritising need in the context of Putting People First: a whole system approach to eligibility criteria for Adult Social Care in England* (2010).
- *Equality Act* (2010)
- *The National Framework for NHS Continuing Healthcare and NHS-funded Nursing Care* (July 2009).
- *Cutting the Cake Fairly* (CSCI review of eligibility criteria, 2008)
- *Our health, our care, our say* (2007)
- *Mental Health Act* (2007)
- *Mental Capacity Act* (2005)
- *Fair Access to Care Services* (FACs) guidelines (2003)
- *Health and Social Care Acts* (2008, 2001)
- *NHS and Community Care Act* (1990)
- *Disabled Persons Act* (1986)
- *National Health Service Act* (1977)
- *Chronically Sick and Disabled Persons Act* (1970)
- *National Assistance Act* (1948)

The Care Act 2014 provisions come into force in April 2015 and will replace and simplify much of the legislation noted above. The principles behind the legislation have informed the development of this policy.

Legislation specific to adults who have mental health problems or learning disabilities also informs the approach of our staff through Wiltshire Council's Mental Health and Learning Disability procedures.

The Process in Practice

The approach to initial contact, assessment, support planning, delivery and review is set out in the Personalisation Policy.

We have a duty to assess people who appear either to have an illness or to be disabled, and who may benefit from care services. Carers also have a right to an assessment when they are substantial and regular carers.

Regardless of finance, everyone is entitled to ask for an assessment. You will also be offered an assessment where it is clear that you:

- have a physical impairment
- have a sensory loss
- have a terminal illness
- are developing confusion/dementia
- are frail
- are vulnerable to the risk of neglect or abuse
- have a learning disability
- have a severe mental illness
- are a carer

An assessment means that we talk to you to find out more about your situation and care needs. Your need for services may be due to physical disability or impairment, mental health problems or environmental or social factors. The more complex the needs, the more detailed the assessment will need to be.

After initial contact, based on our discussions with you, you may:

- be offered general advice and guidance about services available from independent organisations and community groups.
- be referred to an allocated worker, who will undertake an initial assessment.
- be offered advice, or an initial support service ahead of a more comprehensive assessment.
- have a comprehensive assessment, which is more in depth and involves other specialist health professionals where they can assist.
- have your information shared amongst professionals, on a need to know

basis, with due regard to informed consent.

Your allocated worker will explain how this will take place. An assessment can include us contacting anyone (e.g. carer, family members, friends or doctor or a formal advocate) that you feel would be helpful in deciding what your needs are. We will always try to obtain your agreement before contacting others unless, by doing so, someone will be placed at risk of harm or abuse (in line with our Mental Health, Learning Disability and Long Term Conditions procedures and Safeguarding policy).

When we have completed the assessment, we will decide if you have needs that meet our eligibility criteria (i.e. substantial or critical needs). If you are not offered a service, we will offer information and advice about alternative services.

Where Carers provide regular and substantial amounts of care and support to someone, we can offer an assessment of Carers' needs. This looks at needs such as staying in or accessing employment, training and leisure. The assessment can lead to services to support people in a caring role such as short breaks (sometimes know as respite care) and Carers' services, for example a sitting service and holiday grant.

The assessment will determine the outcomes that are wanted alongside the needs which have been identified. If community care services are needed, information on financial circumstances will be obtained in order for Wiltshire Council to inform you if, and how much, you will have to pay towards the cost of the services.

In some cases, services are 'otherwise available' to you. This may be where you can use your own personal or financial resources to meet your needs, or where your primary needs are met by another person or agency.

People will be encouraged to meet as many of their own needs as it is reasonable and practical for them to do. Wiltshire Council does not wish to create inappropriate dependency but provides services to enable those individuals experiencing the most stress or difficulty to continue to live as independently as they would wish.

Each person's finances should not be taken into account in making decisions about what support they need. However, they may be relevant in making decisions about what support it is necessary for Wiltshire Council to fund in accordance with the council's Charging Policy.

The overall approach to support planning is covered in the Personalisation Policy.

Monitoring and evaluation

Wiltshire Council has a statutory duty to have due regard to the need to promote equality. We will also be proactive about putting in place arrangements to ensure that we do not unfairly discriminate against individuals on the grounds of their age,

gender, religion, race, personal relationships, or living and caring arrangements, or whether they live in an urban or rural area. Recording of equality data is mandatory. We will consider:

- **Equality of access** to care and support, meaning that the council should not preclude anyone from having an assessment for community care services, if their needs appear to be such that they may be eligible for support.
- **Equality of outcomes** from care and support, meaning that within the county people with similar levels of needs should expect to achieve similar quality of outcomes, although the type of support they choose to receive may differ depending on individual circumstances.
- **Equality of opportunity**, meaning that the council should work together with individuals to identify and overcome any barriers to economic and social participation within society.

Review

You are at the centre of everything we do. We will regularly ask for your views about the services you receive and respond by shaping those services accordingly.

You may wish to challenge various decisions, such as the accuracy of the assessment and the outcomes desired to meet the needs in it. In such cases, you will be provided with a full and clear audit trail to explain why decisions were made. First of all, you should discuss and negotiate the decisions with the allocated worker while the decisions are still being made. If you are still unhappy your case can be referred to the line manager for further discussion and negotiation. Our [complaints procedure](#) can also be used at any time. Advocacy and support on complaints is available from SWAN advocacy services (<http://swanadvocacy.org.uk> / 01722 341851).

Feedback on the Council's policies in general is welcome. Please email the document author.

Together with your feedback, complaints information and feedback from staff, the information will be used to improve the Council's policies and procedures in future.

A review of this policy will take place in April 2015.

Alongside this document, procedural guidance will be updated to provide clear 'ground rules' for how eligibility criteria will be applied. Guidance will address how assessments should be undertaken by staff.

Wiltshire Council

Cabinet

11 November 2014

Subject: Wiltshire Education, Employment & Skills Strategy 2014 - 2020

**Cabinet Members: Cllr Fleur de Rhé-Philippe - Economic
Development, Skills and Strategic Transport**

Cllr Laura Mayes, Cabinet Member for Children's Services

Key Decision: No

Executive Summary

This report is intended to update Cabinet on the development and implementation planning of a new integrated Education, Employment & Skills Strategy for Wiltshire which has been developed on a multi-agency, cross-Council and inclusive partnership basis led by the Wiltshire Education, Employment & Skills Board. Through this update we wish to raise the profile of this new Strategy and to gain endorsement from Cabinet. Please see **Appendix 1** of this report for the Executive Summary version of the Strategy.

The Education, Employment & Skills Strategy for Wiltshire produced by Wiltshire Council on behalf of the Wiltshire Education, Employment & Skills Board will enable us to take a holistic and prioritised approach towards the aim of integration of the Education, Employment & Skills agenda in Wiltshire. This new strategy identifies a shared vision, strategic objectives and priority actions to help Wiltshire Council and its partners on the Board to create an environment that will:

- Support schools, the Further Education (FE) sector, Higher Education Institutions (HEIs) and training providers to increase participation in education, training and employment.
- Support the development of a skilled and competitive workforce that meets the needs of employers both now and in the future.
- Drive business development and economic growth.
- Co-ordinate collaborative partnership working to achieve common goals.
- Provide synergy between emerging education and skills policies translating into practice.
- Support fulfilment of a number of statutory duties in respect of this agenda area.

The Strategy will guide how key partners work together to respond to Wiltshire's economic growth priorities whilst developing an inclusive economy. Implementation of this strategy will put employers at the heart of the employment and skills/education system in Wiltshire to drive growth in the Wiltshire economy and provide a structured and co-ordinated approach to sustained engagement in education, training or work,

across all age and client groups.

Proposals

Cabinet is asked to:

- (i) Note the progress made towards integration of the Education, Employment and Skills agenda to date and the strategic direction in place and proposed activity to further this.
- (ii) Consider the Action Plans contained within the Full Version of the Strategy which outline the important role for Wiltshire Council in this agenda and directly influence the work programme for relevant services of Wiltshire Council and a number of strategic partners. Please refer to the Apprenticeship Growth Plan and the Increasing Participation & Employment Plan laid out as Appendix 2 and Appendix 3 of the Full Version of the Strategy document (Appendix 2 starts at page 53 and Appendix 3 starts at page 58). Please see **Appendix 2** of this report for the Full Strategy document.
- (iii) Endorse and champion the Strategy as key to improving the Education, Employment and Skills base in Wiltshire, to ensure a focus on Education, Employment & Skills priorities across all our work.
- (iv) Recommend that this Strategy is taken to the Public Service Board for consideration/endorsement.

Reason for Proposals

Wiltshire needs to position itself so it can respond to the education, employment and skills challenges it is facing and the fact that there has never been a busier time in relation to key policy developments impacting on this agenda area. The Strategy provides the clear strategic direction necessary to support shared ownership of this agenda and to build on existing strengths, maximise opportunities, affect change and improvement.

Dr Carlton Brand, Corporate Director
Carolyn Godfrey, Corporate Director

Wiltshire Council

Cabinet

11 November 2014

Subject: Wiltshire Education, Employment & Skills Strategy 2014 - 2020

Cabinet Members: Cllr Fleur de Rhé-Philippe - Economic Development, Skills and Strategic Transport

Cllr Laura Mayes – Children’s Services

Key Decision: No

Purpose of Report

1. To update Cabinet on the development and implementation planning of a new integrated Education, Employment & Skills Strategy for Wiltshire which has been developed on a multi-agency, cross-Council and inclusive partnership basis led by the Wiltshire Education, Employment & Skills Board. Through this update we wish to raise the profile of this new Strategy and to gain endorsement from Cabinet.
2. An Executive Summary version of the Strategy is available as **Appendix 1** of this report. The Full Version of the Strategy, including information on the process for developing the strategy, the policy context, how it will be implemented and how success/impact will be measured, is available as **Appendix 2** of this report. The Full Version also includes the following:
 - SWOT Analysis
 - Apprenticeship Growth Plan
 - Increasing Participation & Employment Plan
 - Performance Dashboard
 - Equality Impact Assessment
 - Education, Employment & Skills Board Terms of Reference

Relevance to the Council’s Business Plan

3. The Strategy has been developed within the context of the current national, Swindon & Wiltshire Local Enterprise Partnership (SWLEP) and local policy context. In doing so it takes account of key policy announcements and developments in the field of Education, Employment & Skills. The Council’s Business Plan 2013-1017 has featured strongly in the development of the Strategy as has the SWLEP’s Strategic Economic Plan, Growth Deal and European Structural Investment Fund submissions.
4. Specifically, the Strategy supports all three priorities within the Council’s Business Plan:
 - Protect those who are most vulnerable
 - Boost the local economy

- Bring communities together to enable and support them to do more for themselves

Background

5. In July 2013 an options paper prepared jointly by Children's Services and Economic Development & Planning was taken to both the 13-19 Strategic Board and the Employment & Skills Board. With a view to enable full integration of the Education, Employment & Skills agenda building on the collaborative achievements over the previous three years between the two services, both Boards opted to align the 13-19 Strategic Board and its sub groups with the Employment and Skills Board, expanding to become the Education, Employment and Skills Board with a direct relationship with the Swindon & Wiltshire Local Enterprise Partnership (LEP) in recognition of the policy change around the LEP and function of the LEP being key in driving change in the Education and Skills agenda linking with early national changes.
6. The new Wiltshire Education, Employment and Skills Board met for the first time in January 2014 following the merger of the 13-19 Strategic Board and the Employment and Skills Board with a new sub-group structure established to cover the full breadth of the agenda. The changes to the strategic partnership landscape for Education, Employment & Skills, and in particular, the move to full integration, has created a more coherent understanding of the Education, Employment & Skills agenda and in doing so provides greater opportunities for collaboration across the full LEP geography.
7. In February 2014 the Education, Employment & Skills Board convened a Strategy, Policy & Data Group charged with responsibility for developing an Education, Employment & Skills Strategy for Wiltshire. The Group drew its membership from lead officers in the relevant services of Wiltshire Council including Economic Development & Planning, Operational and Non-operation Children's Services, Public Health (including Corporate Research), Adult Social Care, Adult & Community Learning, Organisational Development & Learning and representatives from partner agencies and organisations including Wiltshire College, the Community Learning Trust, the Skills Funding Agency, Department for Work and Pensions, Wiltshire Business Support Service, Federation of Small Businesses, local secondary schools, Voluntary and Community Sector organisations, and the GWP Training Provider network.

Main Considerations for the Council

Purpose of the Strategy

8. The Education, Employment & Skills Strategy for Wiltshire produced by Wiltshire Council on behalf of the Wiltshire Education, Employment & Skills Board will enable a holistic and prioritised approach towards integration of the Education, Employment & Skills agenda in Wiltshire. This new strategy identifies a shared vision, strategic objectives and priority actions to help Wiltshire Council and its partners on the Board to create an environment that will:
 - Support schools, the Further Education (FE) sector, Higher Education Institutions (HEIs) and training providers to increase participation in education, training and employment.

- Support the development of a skilled and competitive workforce that meets the needs of employers both now and in the future.
 - Drive business development and economic growth.
 - Co-ordinate collaborative partnership working to achieve common goals.
 - Provide synergy between emerging education and skills policies translating into practice.
 - Support fulfilment of a number of statutory duties in respect of this agenda area.
9. The Strategy will guide how key partners work together to respond to Wiltshire's economic growth priorities whilst developing an inclusive economy. Implementation of this strategy will put employers at the heart of the employment and skills/education system in Wiltshire to drive growth in the Wiltshire economy and provide a structured and co-ordinated approach to sustained engagement in education, training or work across all age and client groups. The Strategy identifies five Strategic Objectives each with their own set of priorities and high level actions:
1. Encourage appropriate aspiration, increase employability and attainment within the current and future workforce so individuals can achieve their potential and meet current and emerging skills needs.
 2. Reduce barriers to engagement/ participation and increase social mobility.
 3. Reduce the incidence of repeat NEET/Workless episodes and prevent sustained disengagement.
 4. Support employers to develop their workforce to sustain and grow their business.
 5. Foster a culture of innovation and entrepreneurship within the future workforce.

Process for the development of the Strategy

10. This Strategy is owned by the Wiltshire Education, Employment & Skills Board, a private sector led partnership that aims to put employers at the heart of the employment and skills/education system in Wiltshire to drive growth in the Wiltshire economy. As such, this is a partnership Strategy produced by Wiltshire Council on behalf of the Education, Employment & Skills Board. The methodology for the production of the Strategy comprised:
- A desk based review of the policy context;
 - An analysis of data on Wiltshire in the context of Education, Employment and Skills;
 - Interactive workshop sessions with partners and stakeholders to identify and agree the Strategic Objectives, Priorities and High Level Actions;
 - A wider consultation exercise including the general public ran from 26 August to 10 October to gain further input and feedback on the draft Strategy;
 - Ahead of being considered by Cabinet on 11 November, an information briefing was provided to Children's Select Committee on 14 October with an invitation to the 16-19 Task Group to input to the continued development of the Apprenticeship Growth Plan and Increasing Participation & Employment Plan. Evidence was provided to the 16-19 Task Group's meeting on 16 October. Please see **Appendix 3** of this

report for comments provided on the 16-19 Task Group's draft report to help inform Cabinet's response.

11. Together, through a series of workshops with members of the Strategy, Policy & Data Group and the established subgroups to the Board (Learning and Working in Wiltshire Group and Apprenticeship Growth Group), existing strategies that interface with this agenda were reviewed alongside relevant data sets, establishing a single robust evidence base from which the Board could identify the Strategic Objectives and Priorities for investment/intervention. Further to this, the Board has been supported to develop its system for measuring the future success/impact of the Strategy. A public consultation period ran from 26 August to 10 October to seek wider input and feedback on the draft Strategy prior to it being finalised. Consultation responses and discussion points raised by the 16-19 Task Group were carefully considered and a series of changes/inclusions were recommended to the Education, Employment & Skills Board at its 21 October meeting. The Board agreed to these recommendations being incorporated in the Final Strategy which is now with Cabinet for consideration/endorsement. Prior to publication there is an opportunity to take on board any further recommendations that may arise from Cabinet's consideration of the Strategy and the recommendations made in the 16-19 Task Group's Report.

Benefits of the Strategy

12. Benefits of having a single integrated Education, Employment & Skills Strategy include:
- Clarification of key issues and identification of objectives.
 - Identification and understanding of partner responsibilities.
 - Supporting a range of statutory duties in this agenda area to be fulfilled.
 - Co-ordination of resources and effort.
 - Creation of the environment for employers to influence and inform the skills agenda and education and training provision.
 - Development of a co-ordinated offer for employers and individuals that is appropriate and accessible.
 - Shared/joint influencing of external/national policy and resources.

Furthermore, this new Strategy provides a timely refresh and integration of the Wiltshire Work and Skills Plan (2010), the Raising the Participation Age Strategy (2012) and the NEET Reduction Action Plan (2012).

Implementing our Strategy and measuring success

13. Two of the five subgroups belonging to the Education, Employment and Skills Board will be taking forward implementation and delivery of the Action Plans which support the Strategic Objectives. The Apprenticeship Growth Group will be taking forward implementation and delivery of the Apprenticeship Growth Plan. This group aims to provide a co-ordinated, partnership approach to increasing the number of Apprenticeships in Wiltshire and maximising their uptake. The Learning and Working in Wiltshire Group will be taking forward implementation and delivery of the Increasing Participation and Employment Plan. This group aims to develop an inclusive economy that will provide equality of economic opportunity for all in Wiltshire. Membership of both of these groups is drawn from a wide and representative sample of the local base. In the short term these groups will

be developing the finer detail of both the Apprenticeship Growth Plan and Increasing Participation & Employment Plan including any baseline and target measures as appropriate.

14. The system for measuring success will be based on the following three components:
- (i) Monitoring – We will use monitoring to review any action due for the previous quarter, identify any issues/ challenges, understand the implications for the next quarter and use this information to plan for the next quarter.
 - (ii) Performance measurement – We will adopt a ‘Balanced Scorecard’ approach, developing a system that complements our strategic direction. This will be based on measuring the extent to which we achieve our strategic objectives. To support this, a performance dashboard has been developed which has identified a suite of performance indicators, including a ‘top twenty’ KPI list which will be used as a monitoring and performance tool. Our performance will be benchmarked.
 - (iii) Evaluation – We will adopt a systematic approach to evaluation for individual projects, programmes and key interventions.

Safeguarding Implications

15. Supporting children and young people to progress well, achieve educationally and successfully access education, employment or training opportunities is key to keeping them safe from harm. Young people who are not in education, employment or training are more likely to be at risk from harm, including for example Child Sexual Exploitation. The Ofsted inspection of services for children in need of help and protection, Looked After Children and Care Leavers (single inspection framework) includes a clear focus on education, employment and training. In addition, evidence shows that more vulnerable children and young people including those Looked After, Care Leavers and those with Special Educational Needs and Disabilities are more likely to be at risk of becoming NEET (Not in Education, Employment or Training).
16. This Strategy seeks to increase the participation of children and young people in education, employment or training and therefore improve safeguarding through a stronger focus on prevention, early intervention and targeted work to meet the particular needs of vulnerable groups.

Public Health Implications

17. Increasing the participation of young people and adults in education, training or work is likely to result in improved public health outcomes in Wiltshire. Young people and adults who are not in education, employment or training are more likely to have low skills, experience long-term unemployment and financial difficulties as well as suffer from poor health or depression.

Environmental and Climate Change Considerations

18. There are no identified environmental and Climate Change impacts within this report.

Equalities Impact of the Proposal

19. The Equality Act 2010 places a duty on the Council to promote Equality of Opportunity, Good Relations and Eliminate Unlawful Discrimination. An Equalities Impact Assessment has been undertaken to support the development of the Strategy (this is contained within the more detailed version of the Strategy document). The Education, Employment and Skills Strategy is fundamentally designed to promote equality of opportunity and to ensure that all groups are able to contribute and benefit from an inclusive economy.
20. None of the protected groups, as defined by the Equality Act 2010, are thought to be at risk of adverse impact as a result of the Strategy. It may be possible that the outcomes of the Strategy will affect sections of the community in different ways by specifically targeting particular groups of individuals to overcome disadvantage and inequality. A significant number of priorities under the strategic objectives will specifically support individuals who are at risk of socio-economic disadvantage and may have multiple protected characteristics. The Equality Impact Assessment document is a working document which will be updated at various stages of the implementation phase of the Strategy. The Impact Assessment which has been signed off for compliance corporately will be published on the Council's website. Outcomes of monitoring will be provided to the Lead Equalities Officer at Wiltshire Council who has been consulted in the completion of this Impact Assessment.

Risk Assessment

21. A comprehensive SWOT Analysis was undertaken to support the identification of priorities. As part of this, risks have been identified in the form of existing weaknesses and potential threats. These have been brought together in a dedicated section of the Strategy that defines the Education, Employment & Skills Challenge in Wiltshire.

Risks that may arise if the proposed decision and related work is not taken

22. By not moving forwards with implementation of the Strategy Wiltshire will be missing out on the obvious benefits a single integrated approach to Education, Employment & Skills affords in terms of partnership working. There is an additional risk of not being able to address the weaknesses and threats identified nor the ability to build on our strengths and maximise opportunities. Ultimately, failure to sufficiently address the challenges identified could result in poor Education, Employment & Skills outcomes which in turn will impact on our ability to meet economic growth priorities.
23. More specifically, it may negatively impact our ability to meet statutory responsibilities to encourage, enable and assist young people to participate in education or training as set out in the Education Act 1996, Education and Skills Act 2008 and Apprenticeships, Skills and Children and Learning Act 2009 and subsequent legislation and statutory guidance. It could also negatively impact our ability to meet Ofsted requirements as set out in the inspection of services for children in need of help and protection; Looked After Children and Care

Leavers (single inspection framework), the review of the effectiveness of education and training provision for 16-19 year olds and the framework for school inspection, including local authority school improvement arrangements.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

24. As with any Strategy, there are potential risks around ensuring the adequate funding and resourcing of the strategy to deliver the required outcomes and raising people's expectations about what will be different and the benefits they will see as a result of the Strategy. There will always be the potential risk of external factors beyond our control, policy developments, national/European funding changes that could influence/impact our ability to deliver the Strategy.
25. In considering these risks it is important to note that the Strategy is a partnership Strategy and is not intended to be resourced wholly by Wiltshire Council or any other partner singularly, the Strategy emphasises the importance of aligning the resources of partner organisations to achieving a shared vision, objectives etc. A joined up partnership approach alone will yield significant benefits and efficiencies/avoid duplication, overlap, etc.
26. In terms of specific significant sources of funding that will be used to deliver against some of the priorities/high level actions that sit under each of the objectives we have taken a partnership approach to identifying those priorities and securing the required investment in the following ways:
 - Ensuring alignment with the submission made to the European Structural Investment Fund (the next round of European funding which has the same life span as this strategy 2014-2020 and has both a Skills for Growth and Skills for Inclusion focus).
 - Ensuring alignment with the recently approved City Deal and wider Growth Deal.
 - Ensuring alignment with the Council's Business Plan and alignment with Service Plans of relevant Council services operating in this agenda area.
 - Ensuring alignment with the relevant Strategies and Plans of the Children and Young People's Trust, Health and Wellbeing Board.
 - Ensuring alignment with the Action for Wiltshire Programme for which a new Phase 3 has been agreed and budget committed (this is a Wiltshire Assembly programme led by Wiltshire Council).
27. Additionally, Wiltshire Council and partners have a strong track record of securing external funding and will continue to identify funding streams that could be used to support our Strategy. The Strategy also outlines ongoing programmes of work/projects, for which there is already funding secured.

Financial Implications

28. No consultants or other external resource have been engaged in the production of this Strategy and any continued development of the Strategy and Action Plans will be undertaken by staff already employed by Wiltshire Council working closely with partner organisations.

Legal Implications

29. There are no identified legal implications within this update report.

Options Considered

30. A full range of options were discussed throughout the development of the Strategy and associated Action Plans (Apprenticeship Growth Plan and Increasing Participation & Employment Plan). Significant early consultation had been undertaken in developing the document between February and July 2014, including workshops with Board and sub-group members and setting up a dedicated Strategy, Policy and Data Group to develop the Strategy with an extensive, representative membership. A wider public consultation ran from 26 August to 10 October providing the opportunity to gain wider input to the development of the Strategy.

Conclusions

31. Wiltshire needs to position itself so it can respond to the Education, Employment and Skills Challenges it is facing and the fact that there has never been a busier time in relation to key policy developments impacting on this agenda area. We believe our Strategy provides the clear strategic direction necessary to support shared ownership of this agenda and to build on existing strengths, maximise opportunities, affect change and improvement.
32. Cabinet is asked to:
- (i) Note the progress made towards integration of the Education, Employment and Skills agenda to date and the strategic direction in place and proposed activity to further this.
 - (ii) Consider the Action Plans contained within the Full Version of the Strategy which outline the important role for Wiltshire Council in this agenda and directly influence the work programme for relevant services of Wiltshire Council and a number of strategic partners. Please refer to the Apprenticeship Growth Plan and the Increasing Participation & Employment Plan laid out as Appendix 2 and Appendix 3 of the Full Version of the Strategy document (Appendix 2 starts at page 53 and Appendix 3 starts at page 58). Please see **Appendix 2** of this report for the Full Strategy document.
 - (iii) Endorse and champion the Strategy as key to improving the Education, Employment and Skills base in Wiltshire to ensure a focus on Education, Employment & Skills priorities across all our work.
 - (iv) Recommend that this Strategy is taken to the Public Service Board for consideration/endorsement.

Alistair Cunningham

Associate Director Economic Development & Planning

Julia Cramp

Associate Director Commissioning, Performance & School Effectiveness

Report Authors:

Haylea Asadi, Employment & Skills Manager, Economic Development & Planning

Email: haylea.asadi@wiltshire.gov.uk

Tel: 01225 718588

James Fortune, Lead Commissioner, Children's Services

Email: james.fortune@wiltshire.gov.uk

Tel: 01225 713341

Date of Report: 30 October 2014

Background Papers:

13-19 Strategic Board Options Paper, Tuesday 17 July 2013

Appendices:

Appendix 1 - Executive Summary: Wiltshire Education, Employment & Skills Strategy 2014-2020

Appendix 2 - Full Version: Wiltshire Education, Employment & Skills Strategy 2014-2020

Appendix 3 - 16-19 Task Group's draft report

This page is intentionally left blank



Wiltshire Education, Employment and Skills Strategy 2014-2020

Foreword from the Chair

The Leitch Review of Skills in December 2006, 'Prosperity for all in the Global Economy: World Class Skills' examined the UK's long-term skills needs. It set out ambitious goals for 2020 which, if achieved, would make the UK a world leader in skills. Following that the Education Act 2008, bringing a duty for young people to participate in education or training, implemented through the 'Raising of the Participation age' legislation in 2013 and 2015, and, from the change in government in 2010 numerous policies and reports centred around skills, quality in education and training, rigour and responsiveness and reform of vocational education. Furthermore, the Government's two strategies around Social Mobility (2011) and Social Justice (2012) are clear in their ambitions to ensure that people are able to get on and move up the social ladder, ensuring that opportunities brought through the globalised economy are available to all and that no one is left behind.

There has never been a busier time for the Education, Employment and Skills agenda. The current government has been driven by the need to change to ensure that the UK has a globally competitive workforce, skills needs are met and vocational education and Apprenticeships are of the highest quality. The publication of key documents such as the Review of Vocational Education (The Wolf Report 2011), Rigour and Responsiveness in Skills (April 2013, DfE and DBIS), the Richard Review of Apprenticeships (November 2012) and others have compounded the need for change and driven the agenda forwards at an unprecedented rate. Additionally, the creation of Local Enterprise Partnerships (LEPs) has been a pivotal development in the way local areas can access National and European funding to drive sustainable growth.

In order to make the education and skills system more effective and responsive to the needs of employers, the Government gave LEPs a new strategic role in skills policy in line with the recommendations of the Heseltine Review. LEPs have been given a role setting skills strategies consistent with national objectives, and chartered status for FE colleges will be linked to having taken account of the skills priorities of local LEPs. It is recognised that issues and opportunities relating to Education and Skills often cross geographical boundaries and as such collaboration between LEPs will be encouraged.

Wiltshire needs to position itself so it can respond to the challenges brought about by these policy developments and by working together we need to create an environment that will support the development of a skilled and competitive workforce, meet the needs of employers both now and in the future and drive business development and economic growth. As we approach 2020, Wiltshire is facing numerous challenges relating to employment and skills, not least the education and skills landscape is changing rapidly and there is an increasing need to improve the effectiveness of education and business liaison.

Restructuring of the employment base and an overall shift towards higher order occupations requires higher levels of education and it is anticipated that in terms of skills requirements, including replacement demand, by 2020 approximately 65% of the jobs growth will require NVQ Level 4 qualifications and above. In addition the county is facing significant demographic change including an ageing workforce coupled with the rise in state pension age and less need for 'replacement demand'.

Furthermore the county is faced with fluctuations in the population of young people and an increased birth rate which is set to impact on the capacity of educational institutions.

Finally, Wiltshire is facing a number of other strategic challenges and opportunities atypical of other counties including the Swindon & Wiltshire City Deal which aims to establish a clear and stand alone private sector led HE offer for the SWLEP area to meet the area's higher skills challenge (Level 4+). In doing so, we aim to retain Wiltshire's home grown talent who have in the past had to leave Wiltshire in order to pursue their HE ambitions. The Army 2020 rebasing project will see an influx of military personnel and their dependants relocate to the south of the county bringing around 4,000 additional Army personnel and dependants into a concentrated area in the south of the county. By 2020 almost 25% of the Army's strength will be based in this area which is in stark contrast to other bases in the UK which will see net reductions. There will be an estimated 1,800 service leavers in Wiltshire by 2016 and the successful City Deal bid aims to see military leavers' skills being used by companies who wish to locate and grow in the county.

In July 2014, Swindon and Wiltshire LEP agreed a historic Growth Deal with the government which will bring £129million investment into the region. Included in this will be a new science park at Porton Down, which will provide facilities for research, development and advanced skills training for companies specialising in life sciences and healthcare and a range of transport schemes to help people and goods move more easily around Swindon and Wiltshire's key growth zones. This will provide much welcome support required to meet the challenges outlined above. Due to its current contribution to the local economy and potential for growth, High Value

Manufacturing is high on the LEP's agenda. Research undertaken by the LEP has resulted in a '2026' vision for a thriving Swindon and Wiltshire, which emphasises the unique attributes manufacturing brings to the area. This includes exploiting the area's strong military presence and developing small and medium enterprises (SMEs) so they can respond quickly to developing opportunities. The report also suggests that High Value Manufacturing will be supported by Innovation and Technology Centres that build connectivity and local strengths.

Wiltshire is already making good progress in terms of supporting growth. The Wiltshire Business Hub is designed to provide a gateway to all available national and local business support, marshalling the best of Government Agency support and commercial expertise delivered along with free, expert and impartial advice and direction. It provides expertise on Strategy & Planning, Customers & Markets, People & Skills, Finance & Assets, Innovation and Sustainability & Environmental Protection. The aim is that by the end of 2015, the majority of Businesses in Wiltshire will be aware of the Hub and know that it provides a central point of contact and advice on all business support available in the county.

This Strategy will guide the way in which key partners work together to respond to Wiltshire's economic growth priorities whilst supporting the development of an inclusive economy. Through implementation of this strategy we aim to put employers at the heart of the employment and skills/education system to drive growth in the Wiltshire economy and provide a structured and co-ordinated partnership approach to sustained engagement in education, training or work across all age and client groups.

**Steve Stone, Chair, Wiltshire Education,
Employment and Skills Board**

Glossary and definition of key terms

Academisation - The conversion to Academy status (a school which is independent of any local authority or democratically elected accountability).

Aspire Centre - Wiltshire Council's Aspire Centre provides a range of learning programmes and development opportunities for children in care and care leavers.

City Deal - City Deals are agreements between government and a 'city' that give the city control to: take charge and responsibility of decisions that affect their area, do what they think is best to help businesses grow, create economic growth and decide how public money should be spent.

CEIAG - Careers Education, Information, Advice and Guidance

DFE - Department for Education

DBIS - Department for Business Innovation & Skills

EET - Education, Employment or Training

Enterprise Education - The provision of learning opportunities which help students develop the attitude, knowledge and skills of the entrepreneur. The enterprising individual both initiates and thrives on change. Enterprise education enables students to develop confidence, self-reliance and a determination to succeed.

Entrepreneur - A person who organises and manages any enterprise, especially a business, usually with considerable initiative and risk.

EVER 6 FSM - Used by the DfE this is a measure to allocate the pupil premium based on whether pupils have been eligible for FSM in the past 6 years.

FE - Further Education

Free Schools - A Free School in England is a type of Academy, a non-profit-making, independent, state-funded school which is free to attend but which is not controlled by a Local Authority. They are subject to the School Admissions Code as all other State-funded schools.

FSB - Federation of Small Businesses

FSM - Free School Meals

GVA - Gross Value Added

HE - Higher Education

HEIs - Higher Education Institutions

IAPT - Improving Access to Psychological Therapies

IMPRESS - Project IMPRESS offers dedicated support to people in Wiltshire aged 16+ who have recently returned to work after 6 months or more of being out of work, or who have just started their first job. Support is offered to both the employee and employer to help the individual stay in work for the long term.

Key Stage 4 - A stage in the state education system and the legal term for the two years of school education which incorporate GCSEs, and other exams, in maintained schools in England. Also referred to as Year 10 and 11 (in England) when pupils are aged between 14 and 16.

KPI - Key Performance Indicator

LEP - Local Enterprise Partnership

Level 1 - Level 1 is equivalent to GCSE at grade D-G

Level 2 - Level 2 is equivalent to GCSE at A*-C

Level 3 - Level 3 is equivalent to A Level

Level 4+ - Level 4 is the start of the Higher Education qualification framework which progresses up to Level 8. Ranging from Certificate of Higher Education up to Doctoral Degrees.

NAS - National Apprenticeship Service

NEET - Not in Education, Employment and Training. Evidence shows that more vulnerable

children and young people including those looked after, Care Leavers, and those with Special Educational Needs and Disabilities are more likely to be at risk of becoming NEET. Whilst certain characteristics such as poor educational performance, disaffection with education and low socio-economic status, are more prevalent, many young people who are NEET have average levels of attainment, live at home supported by their family and, as such, can become 'invisible'. (Sue Maguire, April 2013 Centre for Education and Industry, University of Warwick).

NQF - National Qualification Framework

NVQ - National Vocational Qualification

RPA - Raising the Participation Age, legislation passed through the 2010 Education Act which requires young people to participate in education, or employment with training such as an Apprenticeship until the end of the academic year in which they turn 17 from 2013 and until their 18th birthday from 2015.

SEN - Special Educational Needs

SEND - Special Educational Needs and Disabilities

SFA - Skills Funding Agency

Social Exclusion - <http://www.poverty.ac.uk/definitions-poverty/social-exclusion> Social exclusion is a complex and multi-dimensional process. It involves the lack or denial of resources, rights, goods and services, and the inability to participate in the normal relationships and activities, available to the majority of people in a society, whether in economic, social, cultural or political arenas. It affects both the quality of life of individuals and the equity and cohesion of society as a whole. As defined by Levitas et al. (in their report [The Multi-dimensional Analysis of Social Exclusion](#) for the last government's social exclusion task force).

SIB - Social Impact Bond

Social Mobility - Social mobility is a measure of how free people are to improve their position in society. (Opening Doors, Breaking Barriers: A Strategy for Social Mobility Vulnerable groups HM Government April 2011).

SME - Small and Medium Enterprises (micro: 0-9 employees, small: 10-49 employees, medium: 50-249 employees).

STEM - Science, Technology, Engineering and Maths

SWLEP - Swindon and Wiltshire Local Enterprise Partnership

SWOT - Strengths, Weaknesses, Opportunities and Threats

UTC - University Technical College. University Technical Colleges are academies for 500 - 800 14-19 year old students which provide an education that meets the needs of employers. They offer technical courses and work-related learning, combined with academic studies. UTCs are sponsored by a local university and employers. It is also usual for FE colleges and other educational institutions such as established academy trusts to work in partnership with them.

VCS - Voluntary and Community Sector

Vulnerable - Groups that experience a higher risk of poverty and social exclusion than the general population. In relation to employment, the concept of vulnerable groups denotes the risk of marginalisation from the labour market and social exclusion. There is no universal or common definition of vulnerability but the term is generally held to refer to those individuals or groups who, due to age, ill-health, infirmity, minority status or their otherwise disempowered position in society may be open to exploitation (whether physical, emotional or psychological).

Workless - Having no work/unemployed

Worklessness - Unemployment/the state of being without paid work



Purpose and benefits of the strategy

The Wiltshire Education, Employment and Skills Board met for the first time in January 2014 following the merger of the 13-19 Strategic Board and the Employment and Skills Board. Our Education, Employment & Skills Strategy for Wiltshire will enable us to take a holistic and prioritised approach towards the aim of integrating the Education, Employment & Skills agenda in Wiltshire. This new strategy aims to identify a shared vision, strategic objectives and priority actions to help Wiltshire Council and its partners on the Education, Employment and Skills Board to create an environment that will:

- support schools, the Further Education (FE) sector, Higher Education Institutions (HEIs) and training providers to increase participation in education, training and employment
- support the development of a skilled and competitive workforce that meets the needs of employers both now and in the future

- drive business development and economic growth
- co-ordinate collaborative partnership working to achieve common goals
- provide synergy between emerging education and skills policies translating into practice.

Benefits of having a single integrated Education, Employment & Skills Strategy include:

- clarify key issues and identify objectives
- identify partner responsibilities
- coordinate resources and effort
- create the environment for employers to influence and inform the skills agenda and education and training provision
- develop a co-ordinated offer for employers and individuals that is appropriate and accessible shared/joint influencing of external/national policy and resources.

The Education, Employment and Skills Challenge in Wiltshire

As a county, Wiltshire is facing a number of challenges which need addressing:

Economy

- Challenge to Gross Value Added (GVA) through skills shortages/gaps in some sectors and in some geographic areas.
- Global competition - Wiltshire's economy needs to be as efficient and flexible as possible in order to seize the opportunities that global markets present.
- Whilst wages in Wiltshire are low, house prices remain above average making it more of a challenge for first time buyers and young people to get on the property ladder. In addition high rental prices are also an issue for young people to afford to rent which may prove a barrier to them staying or relocating to Wiltshire. Both resident and workplace pay rates in Wiltshire have lagged behind national averages and in-

work poverty is becoming a real issue. Data on pay levels and commuting flows indicates that the outward commuting of higher skilled workers from Wiltshire has long been a feature of the economy.

- Wiltshire needs to continue re-structuring and moving up the value chain so that it can remain competitive, attracting sectors/businesses that are big contributors of economic output.

Employment and skills

- The South West has the highest proportion of employees in micro, small and medium businesses in England and one of the lowest proportions employed by large firms. According to the 2013 Local Economic Assessment, the Wiltshire economy is dominated by small and micro businesses. Looking at business unit data there were 21,258 operations in Wiltshire of which 97.4% employed fewer than 50 people. The majority of these, 87.2%, were micro businesses i.e. employing up to 10 people. Medium sized firms (50-199 employees) account for just 2% of the business base and large firms (200+ employees) represent 0.5%.





- Many successful micro businesses reach a point where growth comes to an end. This is usually because the business owner needs support and advice to restructure the business for further expansion and often occurs at around £500K turnover or 10 employees. The Wiltshire Business Hub is designed to assist with building a broader based management team and to conduct a complete strategic review of how the business can grow to the next level.
- Restructuring of the employment base and an overall shift towards higher order occupations requires higher levels of education. Therefore it is anticipated that in terms of skills requirements, including replacement demand, by 2020 Wiltshire's economy is projected to have: 38,300 jobs that require Level 4 qualifications (i.e. degree level); 24,700 with Level 3; 31,000 with Level 2; and 9,000 with Level 1.
- It is projected that by 2020 employers in Wiltshire will demand that approximately one in three of the workers they recruit should have a Level 4 qualification, there are currently limited Level 4 provision in the county.
- Professional occupations, Associate Professional and Technical occupations and Managers, Directors and Senior Officials feature strongly in Wiltshire's workplace economy and by 2020 these occupations will have the highest expansion demand. Professional occupations are projected to grow by another 8,900 jobs. Managers, Directors and Senior Officials are projected to grow by another 6,000 jobs. Associate Professional and Technical occupations are projected to grow by another 5,200 jobs.
- The Defence industry requires Science, Technology, Engineering and Maths (STEM) graduates, which are in short supply across the country while the number of STEM graduates has risen it has not kept pace with the increase in demand.
- There is a need to increase the vocational training including Apprenticeships available for the Life Sciences industry, as well as ensuring that education institutions are working with the industry so that graduates are entering the labour force with the appropriate skills. There is a need for a minimum of 10% more staff to be trained within the next 10 years. Additional pathways need to be developed to help provide additional routes into the life sciences sector. This is particularly important at technician level. The further usage of Higher level Apprenticeships is considered an important way of ensuring a pipeline of technicians equipped to meet the needs of the Life Sciences sector.
- 26.3% of employment by Wiltshire's businesses is in the knowledge intensive sectors, higher than that of England and Wales. Moreover, 2.7% of employment is in Medium and High Technology Manufacturing, just above the England and Wales average of 2.5%. These industries have a very strong demand for high levels of



employability skills and education especially in Bachelors and Masters of Science degrees and considerable research skills. The knowledge intensive sectors are services and business operations heavily reliant on professional knowledge and their employment structures are heavily weighted towards scientists, engineers, and other experts.

- Manufacturing accounts for 9.3% of all workplace employment, above the England and Wales average. There will be a continuing shift to higher order occupations: more managers, professionals,

associate professionals. For SMEs one of the key challenges is the need to acquire the strategic management skills needed to grow and prosper. While investment in innovation and Research and Development is strong in the Manufacturing sector, it requires high-level technical skills and quality management skills to capitalise on that investment. Like many others, the Manufacturing sector will increasingly be competing for STEM graduates. This is particularly an issue amongst SMEs, which do not enjoy the same brand recognition as many of the

large, well-known manufacturers. The ageing workforce, particularly of highly-skilled engineers, is creating a short-fall in the supply of technicians and engineers trained to NQF Levels 3 and 4, which may lead to a variety of highly-specific skills shortages across the sector, including mechanical engineers, chemical engineers, design and development engineers, production and process engineers and buyers and purchasing officers. Higher levels of flexibility, agility and a broader range of soft skills across the whole workforce are considered key attributes in the future Advanced Manufacturing workforce.

- Financial Services employs around 8% of the workforce and is regarded locally as a 'growth industry and a major economic driver.' Across the sector there is likely to be a continual need for more Professional, Associate Professional and Technical staff and for existing employees to continually

develop their specialist and technical skills. Key professions include actuaries, underwriters, investment accounting and insolvency. Management skills and leadership qualities are likely to be in continual demand as the sector and the economy recovers from recession. In terms of sectors, there is a need for better training and recruitment for the retail banking and insurance industries, as presently these areas are least attractive to the best applicants. The sector's demand for specialist IT skills, data security, compliance skills, customer service skills and managerial skills including collaboration and partnership skills at management level are all likely to increase in the coming years. By 2020 it is projected that more than 1 in 4 jobs will be at the higher end of the occupational spectrum requiring more employees qualified from A Level upwards (Level 3 +) and especially to Degree level and above in the coming years.



- The Low Carbon sector will also be competing for high-quality STEM graduates over the next few decades. Other higher level skills in short supply for the sector include: leadership and management, project management, lean manufacturing and business improvement techniques. Also demands for generic low carbon skills such as sustainable procurement; carbon accounting; performance reporting; environmental management systems; risk management; whole life costing; cost benefit analysis and commercialisation skills. Effectively tackling the demographic time bomb facing many Low Carbon and Manufacturing industries is one of the most important issues. With large numbers of skilled people forecast to leave these industries over the course of the next decade the sector needs to find new sources of recruits to fill the looming gaps. Links to skills needs in key construction occupations around the growth in retrofit include: dry liners; plumbers; PV installers; gas installers; as well as general builders. Also links to skills needs in Automotive; Logistics & Distribution; ICT and mainstream Construction.
- Tourism related jobs equate to 7% of employment in Wiltshire and the visitor economy is worth 8.2% of Wiltshire Gross Domestic Product (GDP) and supports over 27,000 jobs. The main job growth at an occupational level will be in managers, directors and senior officials. The continuing shift in the occupational profile of the Accommodation and Food sector in the area over the course of the decade towards higher-order occupational groups will have a significant impact on the required qualifications profile of the workforce. The

sector suffers from skills shortages in key areas, particularly chefs, customer service staff and hospitality management. There is also a need to improve sector specific marketing skills, particularly on line/digital/ social media marketing.



- High priority skills requirements to meet the immediate issues affecting the Food and Drink sector include setting up structures to demonstrate, record and promote the professionalism of the sector; succession planning for small businesses; environmental management skills; risk management; scientific knowledge and technology transfer; and better ICT skills. Other high priority but not crucial skills needs are marketing; market analysis; planning and project management; woodland management; crop agronomy and pest and disease identification and control; as well as practical conservation skills. There is an urgent need to ensure there are sufficient numbers of staff being trained for the sector to replace those who are expected to leave

by 2020 as almost half of the workforce is predicted to retire from the sector within the next 7-10 years. It will also be important to ensure that there are sufficient highly skilled STEM workers for the sector, who can understand and use increasingly complex biotechnology. Increases in efficiencies are linked with decreasing numbers of agricultural staff. Those who remain in the sector will increasingly have to develop STEM skills for aspects such as biotechnology and GM crops. Already, 24% of the agricultural workforce in the UK is trained to NQF Level 4 or above. Managers are the most likely to require these higher level skills. Skills will need to change and adapt, given the need for diversification and compliance with legislative, technological and climate change needs. It is possible that increasing environmental and food security concerns may lead to further government regulation of the agricultural sector. In order to respond to this, managers in the sector will need to familiarise themselves with the new laws, and ensure that the regulations are met and the processes are managed. The growing global population will require increased productivity of agricultural businesses in order to meet the increasing demand. Skills will be required in resource management, nitrate applications, soil management and technical and scientific skills to change farming practices to a model where precision farming is commonplace. It will be increasingly important to understand the issues affecting sustainability of agriculture. These will require skills in business planning with financial and environmental constraints, environmental management and diversification strategies. There will also be increasing demand for conservation,



scientific and community engagement skills as farmers need to understand new systems of production, apply scientific principles and engage better with their local communities to aid the transition to greater sustainability.

- There is a need to apply a focus on sectors with skills shortage vacancies and 'hard to fill' vacancies, such as the Care sector. The biggest challenge facing the Care sector is the inability to attract health and social care staff to work in Wiltshire. This is felt across statutory services, care home and homecare operators. The sector is experiencing significant shortfalls in social workers and managers across both adult and children's social care settings.
- Wiltshire will see an additional 8,000+ personnel leaving the forces in the next 4/5 years as a result of the first phase of the down-sizing required to meet the Army 2020 objectives. This will inevitably put pressure on the Career Transition Service as it is more than doubling the numbers of people seeking new challenges over this period. Rather than seeing this as a challenge, the availability of highly-skilled and motivated people – who are expressing a desire to remain in the area^[1] – we regard as a key enabler in developing a highly-skilled workforce as many military leavers have already reached Level 3 in their education path and gained valuable transferable skills due to their military careers. Increased local provision of Higher Education through the City Deal would enable Wiltshire's labour market to enjoy the rewards that military leavers can generate.

^[1] Wiltshire & Hampshire are the top two preferred re-settlement areas identified by service leavers – Army Statistics 2012

Education

- The lack of effective Information, Advice and Guidance in many schools has been highlighted nationally by OFSTED as a concern since the responsibility for careers moved to schools from the Local Authority (Going in the Right Direction? – OFSTED, Sept 2013 Ref NO 130114). This could impact on the choices and options being made available to young people in Wiltshire schools. The challenge is to ensure consistency so that all young people have access to high quality, effective and appropriate information and guidance.
- Closing the achievement gap between disadvantaged pupils (those eligible for the pupil premium - ever6FSM (pupils who have been eligible for free school meals at any point in the last 6 years) and others is an important challenge to recognise and respond to. It is a high priority for Wiltshire and indeed the South West region as a whole. Wiltshire's performance at narrowing the achievement gap is behind national, regional and statistical neighbours and requires improvement in order to achieve better outcomes for all our pupils especially those at most risk of underachievement. There is a focus on the impact of the pupil premium and where gaps are widening or not closing quickly enough during Ofsted inspections.
- The latest published destinations measures for 2011 to 2012 show that as a county progression into education, employment or employment with training destinations following key stage 5 is only 77%, with 2% moving into an Apprenticeship. Progression at 18 presents a challenge hindered by

the lack of a physical Higher Education Institution within the county.

- From 2015, young people are required to participate in education, training or employment with training (ideally an Apprenticeship) until their 18th birthday; currently the requirement is for participation until the academic year in which they turn 17. A challenge remains to ensure that there is a sufficient breadth and quality of provision across this age range to ensure full participation.
- Tracking of young people has been and continues to present a challenge across the county and whilst the number of 'unknown' young people has decreased significantly more recently due to the implementation of successful tracking strategies, this needs to be sustained.
- There is a need for collaboration with partners to identify young people leaving education or training courses early and support them into suitable alternatives, ensuring that information about early leavers is communicated to the Local Authority, supporting tracking process and enabling early intervention to prevent NEET.
- Knowing the cohort is a further challenge including gaining a better understanding of the needs and aspirations of young people and those who are vulnerable and/or disengaged to include earlier identification.
- Improving outcomes for children, young people and families and reducing demand on statutory and specialist services through the implementation of the Wiltshire Children and Young People's Trust and Wiltshire Safeguarding Children Board.



- Joining up local services to work with troubled families to address family problems as a whole, with a focus on getting children back into schools and adults back on the path to work.
- Securing a mix and balance of provision for young people which offers a range of progression pathways, encourages realistic aspirations, reflects local economic priorities and converts more jobs without training into jobs with training or Apprenticeships.
- Responding to and implementing the Children and Families Act reforms which include a new approach to Special Educational Needs (SEN) and Disability with a focus on early help and holistic assessment.
- Responding to the whole system change of the education landscape including autonomous schools and a focus on improving standards. Including developing the Local Authority's strategic role as champion for parents, families and vulnerable pupils and promoting educational excellence by ensuring a good supply of high quality places, coordinating admission and developing school improvement strategies to support local schools.
- There is an urgent need to raise the quality of Further Education (FE) provision to reach a consistent high standard across all campuses and to improve the condition of the FE estate in Wiltshire which is currently the 2nd poorest nationally.

Rurality

- Wiltshire is the 5th most rural county in the South West with approximately 40% of its population living in towns or villages with fewer than 5,000 people. The Census 2011 data shows that the population of Wiltshire as at 27th March 2011 was 471,000. This is an increase of 38,000 people or 8.8% from the 2001 Census, a rate of growth that is the highest of any of the rural counties in the South West region. Due to this rurality, transportation for all people of all ages presents a significant challenge, due not only in terms of the cost of accessing education, training or employment but also the logistics regarding public transport availability where car ownership may not be an option.



Our way of working



Figure 1:
Our Way
of Working

Wiltshire Education, Employment and Skills Strategy 2014-2020

A summary of Strategic Objectives, Priorities & High Level Actions (as outlined in the Action Plans)

Priority	High Level Actions
Strategic Objective 1: Encourage appropriate aspiration, increase employability and attainment within the current and future workforce so individuals can achieve their potential and meet current and emerging skills needs.	
1.1 Improving the quality and choice of education and training provision to meet current and emerging needs.	<ul style="list-style-type: none"> • Ensure that provision meets employer needs. • Ensure that provision meets learner needs. • Narrow the gaps – secure better outcomes for those most disadvantaged e.g. care leavers, those with health and disability issues etc ensuring provision meets the needs of those who face barriers/are most vulnerable to disengagement. • Establish new relationships with schools due to changes in the provider base e.g. the formation of academies, free schools, UTCs etc.
1.2 Increasing participation in education or employment with training in line with Raising the Participation Age (RPA) legislation.	<ul style="list-style-type: none"> • Engage and target support to young people early using the Risk of NEET Indicator (RONI). Develop an early intervention team approach in schools liaising with parents, guardians and other influences to encourage and support progression amongst more young people. This would bring additional support outside of the formal learning offered at school. • Improve transition support for Year 11 leavers especially over the summer to ensure post-16 engagement for young people they recognise as in danger of NEET. Develop a personalised offer of PSD and key work (intensive from Spring through August as soon as young people finish exams or for most of these when the school says they are off roll) and again in the winter for those who don't end up attending college or drop out quickly but who don't get picked up or noticed for months at which point they are much harder to re-engage. • Develop a targeted offer for 18 year old NEETS to move into employment or training.
1.3 Support the delivery of effective and impartial Careers Education, Information, Advice and Guidance (CEIAG) and support skills development at all levels to ensure employability, sustainability, career progression and promote a culture of continuous development and lifelong learning for all.	<ul style="list-style-type: none"> • Ensure CEIAG is delivered using much more experiential techniques. Develop career learning to actively get professionals and young people working together to explore and understand the career landscape. • Develop smarter pathways to employment - the pathways into some industries are not obvious. Single entity career pathways are a thing of the past, today the routes a person can take are more varied and not clear enough/promoted well enough. • Develop approaches to broaden horizons, retrain, re-skill and up-skill. Identify transferable skills and alternative occupations.

Priority	High Level Actions
Strategic Objective 2: Reduce barriers to engagement/participation and increase social mobility.	
2.1 Develop targeted interventions/programmes for vulnerable groups.	<ul style="list-style-type: none"> • Support young people's personal development and individual resilience. Low confidence and self esteem is a significant issue within the cohort often displayed in a variety of challenging behaviours and can and does effect young people's progression into EET post 16. • Explore developing a peer role model/mentor network of inspirational people who have successfully overcome significant barriers and are willing to share their stories and experience with others. • Explore the establishment of a NEET Prevention Social Impact Bond. This would involve a consortium of providers coming together to deliver early intervention to young people who are at risk of becoming NEET, targeting vulnerable groups and areas with high levels of deprivation. • Improve tracking and reduce the 'Not Known' rate amongst 16-18 year olds. • Identify and engage with those invisible to the labour market – explore ways to identify and engage those aged 18+ who are not participating and not claiming. • Develop specialist personalised and tailored employment support for vulnerable groups and those most disadvantaged including but not limited to those with long term and enduring mental health issues, those suffering from physical disabilities and ill health, those with caring responsibilities, those with learning difficulties and disabilities and teenage parents. • Develop provision and support to prevent offenders re-offending. • Support Wiltshire's Looked After Children and Care Leavers to raise attainment and move into education, employment and training. • Assist young people with SEND to prepare for employment and sustain varying levels of paid employment with local employers including Apprenticeships. Develop a Supported Internship programme for young people with severe learning difficulties and/or disabilities aged 16 to 24. • Early intervention for unemployed older workers to prevent long term unemployment. • Develop more effective linkage with the troubled families agenda.
2.2 Address institutional/system/ cultural/infrastructure barriers.	<ul style="list-style-type: none"> • Develop ways to overcome the challenges associated with Wiltshire's rurality which hamper delivery - transport is a key barrier to EET (length of journey, availability and costs of public transport, costs of car ownership etc). • Overcome the limited availability of before and after school childcare in some communities which are too small to make it viable. Improve the availability of weekend and very late/very early opening childcare across the county. Costs of childcare are also a significant barrier. Support childcare provision to offer a high quality experience for children whose parents rely on childcare during the early years of their children's development. • Improve financial literacy and health literacy. • Support people to overcome cultural/attitudinal barriers associated with having an offender record.

Priority	High Level Actions
Strategic Objective 3: Reduce the incidence of repeat NEET/Workless episodes and prevent sustained disengagement.	
3.1 Support the transition from NEET to EET.	<ul style="list-style-type: none"> • Understand more about the causes of NEET and barriers to participation. • Ensure referral processes are followed correctly and the most appropriate referral is made in the first place.
3.2 Develop innovative activity to prevent the 'revolving door' effect and improve retention of employment.	<ul style="list-style-type: none"> • Understand more about the difficulties of sustaining participation in provision/learning or work. • Provision of in-work support to enable people to keep a job in the early stages of transition to work and a focus on career advancement thereafter.
Strategic Objective 4: Support employers to develop their workforce to sustain and grow their business.	
4.1 Support employers with workforce development, up-skilling and succession planning.	<ul style="list-style-type: none"> • Create a dedicated one stop shop to offer employers support with training needs analysis and brokering the most appropriate provision. • Support SME and Micro Businesses with specialist employment skills to retain, develop and grow their workforce. • Support employers to understand and access the landscape of provision and support available. Ensure communication to employers is accessible, in a simple format, easy to understand and to the point. • Raise the profile of the benefits of skills training amongst employers. Persuade companies of the bottom-line business benefits of investing in training and development.
4.2 Deliver Apprenticeship growth.	<ul style="list-style-type: none"> • Working with the Skills funding Agency, Swindon Borough Council and the Swindon and Wiltshire Local Enterprise Partnership, develop a SWLEP area wide Apprenticeship Campaign. • Raise the profile of Apprenticeships and address negative stereotypes and outdated perceptions – myth busting. Enable employers to recognise the benefits of Apprenticeships in meeting current and future skills needs to support Wiltshire's economic growth priorities. • Support approaches to embed employment and skills priorities particularly Apprenticeships in Local Authority planning and procurement, work with partners to maximise opportunities for Apprenticeships from the planned increase in large scale construction schemes in the county and wider SWLEP area. • Support more schools to recognise the potential Apprenticeships hold for supporting the broad range of occupational areas commonly found in schools. • Encourage and support more Wiltshire 100 employers (strategically significant employers to the Wiltshire economy) and employers with graduate schemes or those who recruit through large scale agency work, head hunting etc to consider developing Apprenticeship programmes. • Support providers with employer engagement to ensure Apprenticeships are employer and learner focused and driven. Also support providers to use available funding in innovative ways to support growth needs (collaborative approaches). • Develop collaborative specialised support to enable SME's and micro businesses and the VCS to engage more fully with Apprenticeships. • Support employers and providers with the implementation of Apprenticeship Reform measures.

Priority	High Level Actions
4.3 Maximise opportunities across the entire Apprenticeship family.	<ul style="list-style-type: none"> • Maximise the progression potential from the new family of Apprenticeships from Traineeships all the way through to Higher Apprenticeships. Support progression from Traineeships into Apprenticeships. • Maximise Apprenticeship and Traineeships opportunities for particularly for 16-24 year olds. • Increase Higher Apprenticeships to contribute to meeting Wiltshire's higher level skills challenge (Level 4+) - link Higher Apprenticeship growth to priority sectors, forecast jobs growth and align with delivery of the City Deal.
4.4. Increase uptake of Apprenticeships by young people.	<ul style="list-style-type: none"> • Undertake further analysis into why Apprenticeship starts are not increasing amongst 16-18 year olds especially. • Raise the profile of Apprenticeships and address negative stereotypes and outdated perceptions – myth busting. • Embed the Apprenticeship message and the progression offered through the Apprenticeship family in CEIAG. • Communications with parents, guardians and other influences to encourage more young people to consider the Apprenticeship route. • Encourage and support the employment of Apprentices in schools as a fantastic way for schools to role model to pupils the benefits of Apprenticeships. • Work with employers and providers to raise the quality of Apprenticeships. Reduce the number of Apprenticeships of less than 30 hours a week/increase average weekly wage - in line with average wage. Raise the esteem of Apprenticeships so they don't undervalue them.
4.5 Improve access to HE facilities and courses which support growth sectors and opportunities.	<ul style="list-style-type: none"> • Encourage progression from Level 3 to Level 4 and grow higher level skills across the whole working age population particularly Level 4 and above. • Support the delivery and extension of the Wiltshire and Swindon City Deal to establish a clear and stand alone private sector lead HE offer for the SWLEP area to meet the area's higher level skills challenge (Level 4+). • Increase Higher Apprenticeships to contribute to meeting Wiltshire's higher level skills challenge (Level 4+) - link Higher Apprenticeship growth to priority sectors, forecast jobs growth and align with delivery of the City Deal. Influence and develop the capacity of the provider base to deliver Higher Apprenticeships. • Retain Wiltshire's home grown talent who have in the past had to leave Wiltshire in order to pursue their HE ambitions. • Generate a new group of learners (perhaps with a vocational partiality) that could be inspired to progress to HE who might not otherwise consider learning at higher levels as an option, or who may be discouraged by social, cultural, economic or institutional barriers.

Priority	High Level Actions
4.6 Ensure an adequate supply of future STEM skilled employees.	<ul style="list-style-type: none"> • Raise the profile and appeal of STEM industries facing skills shortages. Ensure adequate supply of STEM qualified recruits to meet growth needs. • Support earlier intervention in the education process and sustainable STEM development in teaching/CEIAG to encourage children and young people to see the myriad of opportunities that Science, Technology, Engineering and Maths can create.
Strategic Objective 5: Foster a culture of innovation and entrepreneurship within the future workforce.	
5.1 Encourage enterprise education to develop the future generation of entrepreneurs.	<ul style="list-style-type: none"> • Facilitate earlier engagement with the education system and collaboration between education and business and embed entrepreneurship and innovation in teaching/CEIAG to encourage entrepreneurial mindsets and stimulate ambition. • Support the Employment and Enterprise work stream of the Military Civilian Integration Programme to support the employment and enterprise aspirations of Service leavers and military spouses.
5.2 Encourage innovation in public and voluntary services through supporting the development of Social Enterprise and other models for addressing socio-economic issues.	<ul style="list-style-type: none"> • Secure a better understanding/evidence base for the impact of public and voluntary services on improving EET outcomes. • Research and explore effective, innovative platforms to tackling social exclusion issues.

Produced by Wiltshire Council on behalf of Wiltshire Education, Employment and Skills Board

**For more information please go to the WorkWiltshire website: www.workwiltshire.co.uk
or email us at: workwilts@wiltshire.gov.uk**

This page is intentionally left blank



Wiltshire Education, Employment and Skills Strategy 2014-2020

Contents

Foreword from the Chair	1
Glossary and definition of key terms	4
Purpose and benefits of the strategy	6
Process for the development of the strategy	7
Implementing our strategy	8
Our approach to performance management.....	9
Policy context.....	10
The Education, Employment and Skills Challenge in Wiltshire	11
Economy	11
Employment and skills	11
Education	17
Rurality	19
Our way of working.....	20
Key strands	21
Strategic objectives.....	21
1. Encourage appropriate aspiration, increase employability and attainment within the current and future workforce so individuals can achieve their potential and meet current and emerging skills needs.....	21
2. Reduce barriers to engagement/participation and increase social mobility.....	25
3. Reduce the incidence of repeat NEET/Workless episodes and prevent sustained	28
disengagement	28
4. Support employers to develop their workforce to sustain and grow their business.....	30
5. Foster a culture of innovation and entrepreneurship within the future workforce.....	36
Appendices	
1. SWOT Analysis.....	38
2. Apprenticeship Growth Plan	53
3. Increasing Participation and Employment Plan.....	58
4. Performance Dashboard	74
5. Equality Impact Assessment	78
6. Wiltshire Education, Employment and Skills Board Terms of Reference	89



Foreword from the Chair

The Leitch Review of Skills in December 2006, 'Prosperity for all in the Global Economy: World Class Skills' examined the UK's long-term skills needs. It set out ambitious goals for 2020 which, if achieved, would make the UK a world leader in skills. Following that the Education Act 2008, bringing a duty for young people to participate in education or training, implemented through the 'Raising of the Participation age' legislation in 2013 and 2015, and, from the change in government in 2010 numerous policies and reports centred around skills, quality in education and training, rigour and responsiveness and reform of vocational education. Furthermore, the Government's two strategies around Social Mobility (2011) and Social Justice (2012) are clear in their ambitions to ensure that people are able to get on and move up the social ladder, ensuring that opportunities brought through the globalised economy are available to all and that no one is left behind.

There has never been a busier time for the Education, Employment and Skills agenda. The current government has been driven by the need to change to ensure that the UK has a globally competitive workforce, skills

needs are met and vocational education and Apprenticeships are of the highest quality. The publication of key documents such as the Review of Vocational Education (The Wolf Report 2011), Rigour and Responsiveness in Skills (April 2013, DfE and DBIS), the Richard Review of Apprenticeships (November 2012) and others have compounded the need for change and driven the agenda forwards at an unprecedented rate. Additionally, the creation of Local Enterprise Partnerships (LEPs) has been a pivotal development in the way local areas can access National and European funding to drive sustainable growth.

In order to make the education and skills system more effective and responsive to the needs of employers, the Government gave LEPs a new strategic role in skills policy in line with the recommendations of the Heseltine Review. LEPs have been given a role setting skills strategies consistent with national objectives, and chartered status for FE colleges will be linked to having taken account of the skills priorities of local LEPs. It is recognised that issues and opportunities relating to Education and Skills often cross geographical boundaries and as such collaboration between LEPs will be encouraged.

Wiltshire needs to position itself so it can respond to the challenges brought about by these policy developments and by working together we need to create an environment that will support the development of a skilled and competitive workforce, meet the needs of employers both now and in the future and drive business development and economic growth. As we approach 2020, Wiltshire is facing numerous challenges relating to employment and skills, not least the education and skills landscape is changing rapidly and there is an increasing need to improve the effectiveness of education and business liaison.

Restructuring of the employment base and an overall shift towards higher order occupations requires higher levels of education and it is anticipated that in terms of skills requirements, including replacement demand, by 2020 approximately 65% of the jobs growth will require NVQ Level 4 qualifications and above. In addition the county is facing significant demographic change including an ageing workforce coupled with the rise in state pension age and less need for 'replacement demand'. Furthermore the county is faced with fluctuations in the population of young people and an increased birth rate which is set to impact on the capacity of educational institutions.

Finally, Wiltshire is facing a number of other strategic challenges and opportunities atypical of other counties including the Swindon & Wiltshire City Deal which aims to establish a clear and stand alone private sector led HE offer for the SWLEP area to meet the area's higher skills challenge (Level 4+). In doing so, we aim to retain Wiltshire's home grown talent who have in the past had to leave Wiltshire in order to pursue their HE ambitions. The Army 2020

rebased project will see an influx of military personnel and their dependants relocate to the south of the county bringing around 4,000 additional Army personnel and dependants into a concentrated area in the south of the county. By 2020 almost 25% of the Army's strength will be based in this area which is in stark contrast to other bases in the UK which will see net reductions. There will be an estimated 1,800 service leavers in Wiltshire by 2016 and the successful City Deal bid aims to see military leavers' skills being used by companies who wish to locate and grow in the county.

In July 2014, Swindon and Wiltshire LEP agreed a historic Growth Deal with the government which will bring £129million investment into the region. Included in this will be a new science park at Porton Down, which will provide facilities for research, development and advanced skills training for companies specialising in life sciences and healthcare and a range of transport schemes to help people and goods move more easily around Swindon and Wiltshire's key growth zones. This will provide much welcome support required to meet the challenges outlined above. Due to its current contribution to the local economy and potential for growth, High Value Manufacturing is high on the LEP's agenda. Research undertaken by the LEP has resulted in a '2026' vision for a thriving Swindon and Wiltshire, which emphasises the unique attributes manufacturing brings to the area. This includes exploiting the area's strong military presence and developing small and medium enterprises (SMEs) so they can respond quickly to developing opportunities. The report also suggests that High Value Manufacturing will be supported by Innovation and Technology Centres that build connectivity and local strengths.

Wiltshire is already making good progress in terms of supporting growth. The Wiltshire Business Hub is designed to provide a gateway to all available national and local business support, marshalling the best of Government Agency support and commercial expertise delivered along with free, expert and impartial advice and direction. It provides expertise on Strategy & Planning, Customers & Markets, People & Skills, Finance & Assets, Innovation and Sustainability & Environmental Protection. The aim is that by the end of 2015, the majority of Businesses in Wiltshire will be aware of the Hub and know that it provides a central point of contact and advice on all business support available in the county.

This Strategy will guide the way in which key partners work together to respond to Wiltshire's economic growth priorities whilst supporting the development of an inclusive economy. Through implementation of this strategy we aim to put employers at the heart of the employment and skills/education system to drive growth in the Wiltshire economy and provide a structured and co-ordinated partnership approach to sustained engagement in education, training or work across all age and client groups.

Steve Stone, Chair, Wiltshire Education, Employment and Skills Board



Glossary and definition of key terms

Academisation - The conversion to Academy status (a school which is independent of any local authority or democratically elected accountability).

Aspire Centre - Wiltshire Council's Aspire Centre provides a range of learning programmes and development opportunities for children in care and care leavers.

City Deal - City Deals are agreements between government and a 'city' that give the city control to: take charge and responsibility of decisions that affect their area, do what they think is best to help businesses grow, create economic growth and decide how public money should be spent.

CEIAG - Careers Education, Information, Advice and Guidance

DFE - Department for Education

DBIS - Department for Business Innovation & Skills

EET - Education, Employment or Training

Enterprise Education - The provision of learning opportunities which help students develop the attitude, knowledge and skills of the entrepreneur. The enterprising individual both initiates and thrives on change. Enterprise education enables students to develop confidence, self-reliance and a determination to succeed.

Entrepreneur - A person who organises and manages any enterprise, especially a business, usually with considerable initiative and risk.

EVER 6 FSM - Used by the DfE this is a measure to allocate the pupil premium based on whether pupils have been eligible for FSM in the past 6 years.

FE - Further Education

Free Schools - A Free School in England is a type of Academy, a non-profit-making, independent, state-funded school which is free to attend but which is not controlled by a Local Authority. They are subject to the School Admissions Code as all other State-funded schools.

FSB - Federation of Small Businesses

FSM - Free School Meals

GVA - Gross Value Added

HE - Higher Education

HEIs - Higher Education Institutions

IAPT - Improving Access to Psychological Therapies

IMPRESS - Project IMPRESS offers dedicated support to people in Wiltshire aged 16+ who have recently returned to work after 6 months or more of being out of work, or who have just started their first job. Support is offered to both the employee and employer to help the individual stay in work for the long term.

Key Stage 4 - A stage in the state education system and the legal term for the two years of school education which incorporate GCSEs, and other exams, in maintained schools in England. Also referred to as Year 10 and 11 (in England) when pupils are aged between 14 and 16.

KPI - Key Performance Indicator

LEP - Local Enterprise Partnership

Level 1 - Level 1 is equivalent to GCSE at grade D-G

Level 2 - Level 2 is equivalent to GCSE at A*-C

Level 3 - Level 3 is equivalent to A Level

Level 4+ - Level 4 is the start of the Higher Education qualification framework which progresses up to Level 8. Ranging from Certificate of Higher Education up to Doctoral Degrees.

NAS - National Apprenticeship Service

NEET - Not in Education, Employment and Training. Evidence shows that more vulnerable

children and young people including those looked after, Care Leavers, and those with Special Educational Needs and Disabilities are more likely to be at risk of becoming NEET. Whilst certain characteristics such as poor educational performance, disaffection with education and low socio-economic status, are more prevalent, many young people who are NEET have average levels of attainment, live at home supported by their family and, as such, can become 'invisible'. (Sue Maguire, April 2013 Centre for Education and Industry, University of Warwick).

NQF - National Qualification Framework

NVQ - National Vocational Qualification

RPA - Raising the Participation Age, legislation passed through the 2010 Education Act which requires young people to participate in education, or employment with training such as an Apprenticeship until the end of the academic year in which they turn 17 from 2013 and until their 18th birthday from 2015.

SEN - Special Educational Needs

SEND - Special Educational Needs and Disabilities

SFA - Skills Funding Agency

Social Exclusion - <http://www.poverty.ac.uk/definitions-poverty/social-exclusion> Social exclusion is a complex and multi-dimensional process. It involves the lack or denial of resources, rights, goods and services, and the inability to participate in the normal relationships and activities, available to the majority of people in a society, whether in economic, social, cultural or political arenas. It affects both the quality of life of individuals and the equity and cohesion of society as a whole. As defined by Levitas et al. (in their report [The Multi-dimensional Analysis of Social Exclusion](#) for the last government's social exclusion task force).

SIB - Social Impact Bond

Social Mobility - Social mobility is a measure of how free people are to improve their position in society. (Opening Doors, Breaking Barriers: A Strategy for Social Mobility Vulnerable groups HM Government April 2011).

SME - Small and Medium Enterprises (micro: 0-9 employees, small: 10-49 employees, medium: 50-249 employees).

STEM - Science, Technology, Engineering and Maths

SWLEP - Swindon and Wiltshire Local Enterprise Partnership

SWOT - Strengths, Weaknesses, Opportunities and Threats

UTC - University Technical College. University Technical Colleges are academies for 500 - 800 14-19 year old students which provide an education that meets the needs of employers. They offer technical courses and work-related learning, combined with academic studies. UTCs are sponsored by a local university and employers. It is also usual for FE colleges and other educational institutions such as established academy trusts to work in partnership with them.

VCS - Voluntary and Community Sector

Vulnerable - Groups that experience a higher risk of poverty and social exclusion than the general population. In relation to employment, the concept of vulnerable groups denotes the risk of marginalisation from the labour market and social exclusion. There is no universal or common definition of vulnerability but the term is generally held to refer to those individuals or groups who, due to age, ill-health, infirmity, minority status or their otherwise disempowered position in society may be open to exploitation (whether physical, emotional or psychological).

Workless - Having no work/unemployed

Worklessness - Unemployment/the state of being without paid work



Purpose and benefits of the strategy

The Wiltshire Education, Employment and Skills Board met for the first time in January 2014 following the merger of the 13-19 Strategic Board and the Employment and Skills Board. Our Education, Employment & Skills Strategy for Wiltshire will enable us to take a holistic and prioritised approach towards the aim of integrating the Education, Employment & Skills agenda in Wiltshire. This new strategy aims to identify a shared vision, strategic objectives and priority actions to help Wiltshire Council and its partners on the Education, Employment and Skills Board to create an environment that will:

- support schools, the Further Education (FE) sector, Higher Education Institutions (HEIs) and training providers to increase participation in education, training and employment
- support the development of a skilled and competitive workforce that meets the needs of employers both now and in the future
- drive business development and economic growth
- co-ordinate collaborative partnership working to achieve common goals
- provide synergy between emerging education and skills policies translating into practice.

Benefits of having a single integrated Education, Employment & Skills Strategy include:

- clarify key issues and identify objectives
- identify partner responsibilities
- coordinate resources and effort
- create the environment for employers to influence and inform the skills agenda and education and training provision
- develop a co-ordinated offer for employers and individuals that is appropriate and accessible
- shared/joint influencing of external/national policy and resources.

Process for the development of the strategy

The methodology for the production of our strategy comprised of:

- a desk based review of the policy context
- an analysis of data on Wiltshire in the context of Education, Employment and Skills (appendix 1)
- interactive workshop sessions with partners and stakeholders to identify and agree the Strategic Objectives, Priorities and High Level Actions.



- a wider consultation exercise including the general public ran from 26th August to 10th October to gain further input and feedback on the draft Strategy.

During the spring of 2014 the Education, Employment & Skills Board convened a Strategy, Policy & Data Group charged with responsibility for developing an Education, Employment & Skills Strategy for Wiltshire. The group drew its membership from lead officers in the relevant services of Wiltshire Council including Economic Development & Planning, Operational and Non-operational Children's Services, Public Health (including Corporate Research), Adult Social Care, Adult & Community Learning, Organisational Development & Learning and representatives from partner agencies and organisations including Wiltshire College, the Community Learning Trust, the Skills Funding Agency, Department for Work and Pensions, Wiltshire Business Support Service, Federation of Small Businesses, local secondary schools, Voluntary and Community Sector organisations, and the GWP Training Provider network. Together, through a series of workshops they reviewed existing strategies that interface with this agenda, reviewed relevant data sets and established a single robust evidence base from which the Board could identify the Strategic Objectives and Priorities for investment/intervention. Further to this, they supported the Board to develop its system for measuring the future success/impact of the strategy.

Using this approach to develop the strategy provided key stakeholders the opportunity to inform, shape and influence the strategy from the outset. A partnership response to the Education, Employment & Skills challenge is anticipated to save resources and make

the activities more focused and effective.

The workshops themselves have improved partnership working further as they have served as a vehicle for sharing and learning about each other's priorities, objectives and cultures (between organisations/agencies and internal services). Capacity and capability will have been enhanced through the development and sharing of skills and knowledge and by having a plan setting out what and how activities can be achieved and why (this strategy).



Implementing our strategy

Two of the 5 subgroups belonging to the Education, Employment and Skills Board will be taking forward implementation and delivery of the Action Plans which support the Strategic Objectives. The Apprenticeship Growth Group will be taking forward implementation and delivery of the Apprenticeship Growth Plan (appendix 2).

This group aims to provide a co-ordinated, partnership approach to increasing the number of Apprenticeships and Skills opportunities in Wiltshire and maximising their uptake. The Learning and Working in Wiltshire Group will be taking forward implementation and delivery of the Increasing Participation and Employment Plan (appendix 3). This group has a vision to develop an inclusive economy that will provide equality of economic opportunity for all in Wiltshire. Membership of both of these groups is drawn from a wide and representative stakeholder base.

Our approach to performance management

Our system for measuring success will be based on the following three components:

1. Monitoring
2. Performance measurement
3. Evaluation

1. Monitoring

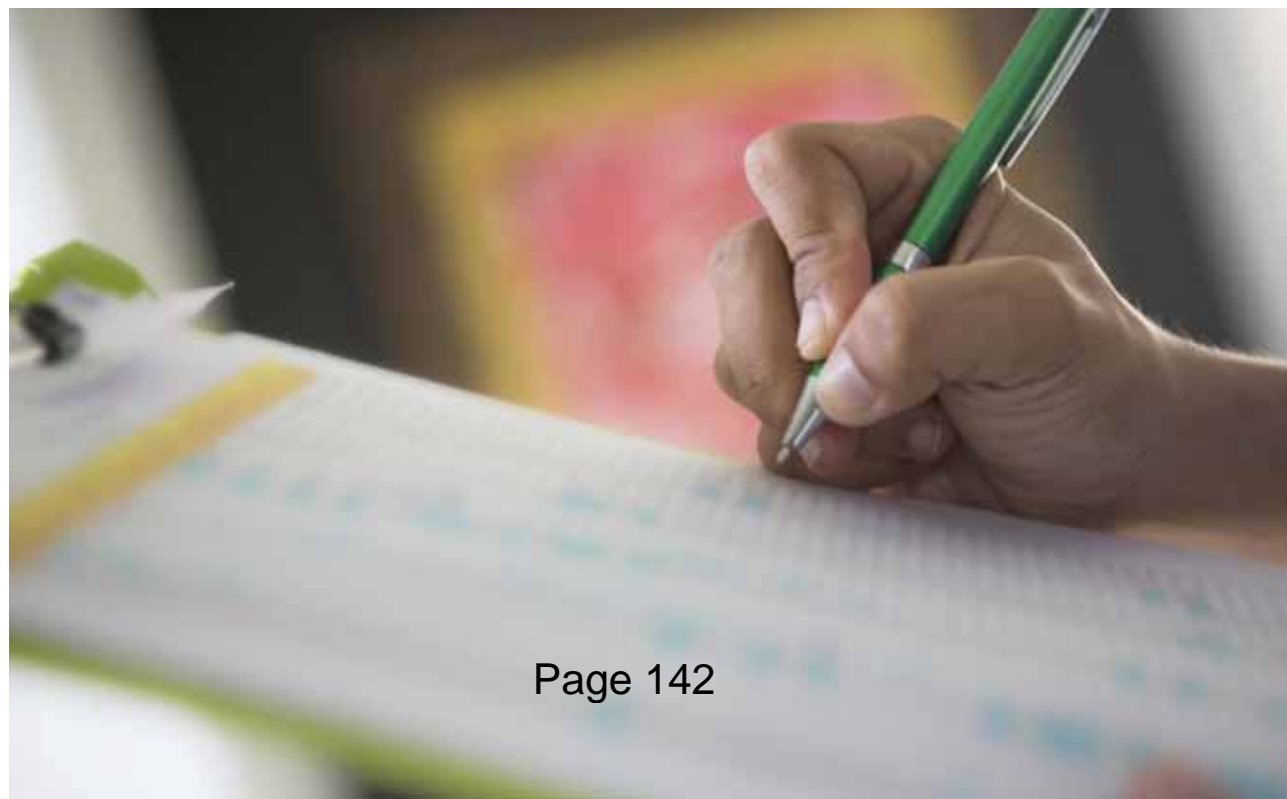
We will use monitoring to review any action due for the previous quarter, identify any issues/challenges, understand the implications for the next quarter and use this information to plan for the next quarter.

2. Performance measurement

We will adopt a 'Balanced Scorecard' approach, developing a system that complements our strategic direction. This will be based on measuring the extent to which we achieve our strategic objectives. To support this, we have developed a performance dashboard which has identified a suite of performance indicators (appendix 4), including a 'top twenty' KPI list which will be used as a monitoring and performance tool. We will compare our performance against national, regional and other similar areas where appropriate benchmarks can be identified.

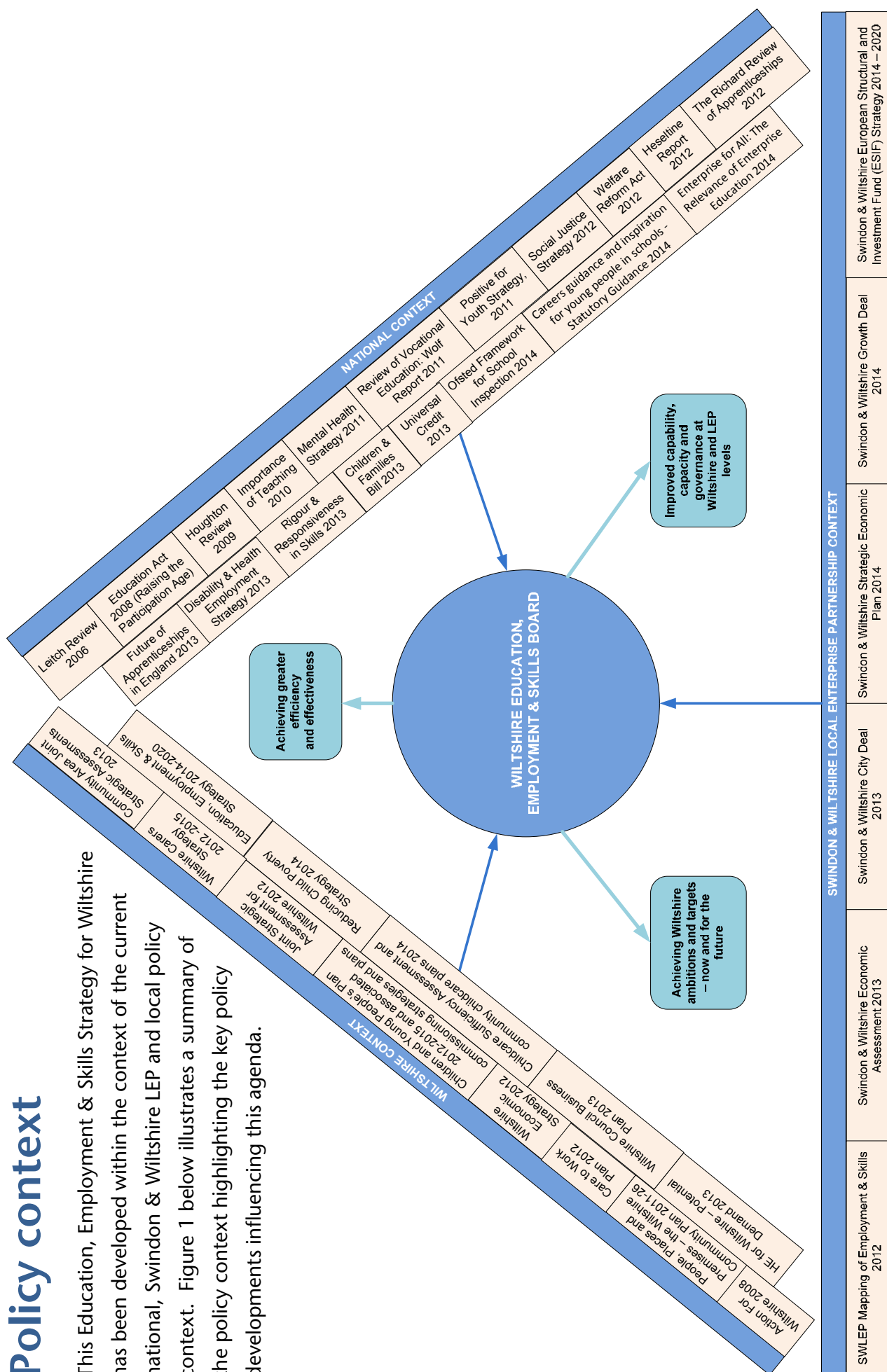
3. Evaluation

We will identify a systematic approach to evaluation for individual projects, programmes and other interventions.



Policy context

This Education, Employment & Skills Strategy for Wiltshire has been developed within the context of the current national, Swindon & Wiltshire LEP and local policy context. Figure 1 below illustrates a summary of the policy context highlighting the key policy developments influencing this agenda.



The Education, Employment and Skills Challenge in Wiltshire

As a county, Wiltshire is facing a number of challenges which need addressing:

Economy

- Challenge to Gross Value Added (GVA) through skills shortages/gaps in some sectors and in some geographic areas.
- Global competition - Wiltshire's economy needs to be as efficient and flexible as possible in order to seize the opportunities that global markets present.
- Whilst wages in Wiltshire are low, house prices remain above average making it more of a challenge for first time buyers and young people to get on the property ladder. In addition high rental prices are also an issue for young people to afford to rent which may prove a barrier to them staying or relocating to Wiltshire. Both resident and workplace pay rates in Wiltshire have lagged behind national averages and in-

work poverty is becoming a real issue. Data on pay levels and commuting flows indicates that the outward commuting of higher skilled workers from Wiltshire has long been a feature of the economy.

- Wiltshire needs to continue re-structuring and moving up the value chain so that it can remain competitive, attracting sectors/businesses that are big contributors of economic output.

Employment and skills

- The South West has the highest proportion of employees in micro, small and medium businesses in England and one of the lowest proportions employed by large firms. According to the 2013 Local Economic Assessment, the Wiltshire economy is dominated by small and micro businesses. Looking at business unit data there were 21,258 operations in Wiltshire of which 97.4% employed fewer than 50 people. The majority of these, 87.2%, were micro businesses i.e. employing up to 10 people. Medium sized firms (50-199 employees) account for just 2% of the business base and large firms (200+ employees) represent 0.5%.





- Many successful micro businesses reach a point where growth comes to an end. This is usually because the business owner needs support and advice to restructure the business for further expansion and often occurs at around £500K turnover or 10 employees. The Wiltshire Business Hub is designed to assist with building a broader based management team and to conduct a complete strategic review of how the business can grow to the next level.
- Restructuring of the employment base and an overall shift towards higher order occupations requires higher levels of education. Therefore it is anticipated that in terms of skills requirements, including replacement demand, by 2020 Wiltshire's economy is projected to have: 38,300 jobs that require Level 4 qualifications (i.e. degree level); 24,700 with Level 3; 31,000 with Level 2; and 9,000 with Level 1.
- It is projected that by 2020 employers in Wiltshire will demand that approximately one in three of the workers they recruit should have a Level 4 qualification, there are currently limited Level 4 provision in the county.
- Professional occupations, Associate Professional and Technical occupations and Managers, Directors and Senior Officials feature strongly in Wiltshire's workplace economy and by 2020 these occupations will have the highest expansion demand. Professional occupations are projected to grow by another 8,900 jobs. Managers, Directors and Senior Officials are projected to grow by another 6,000 jobs. Associate Professional and Technical occupations are projected to grow by another 5,200 jobs.
- The Defence industry requires Science, Technology, Engineering and Maths (STEM) graduates, which are in short supply across the country while the number of STEM graduates has risen it has not kept pace with the increase in demand.
- There is a need to increase the vocational training including Apprenticeships available for the Life Sciences industry, as well as ensuring that education institutions are working with the industry so that graduates are entering the labour force with the appropriate skills. There is a need for a minimum of 10% more staff to be trained within the next 10 years. Additional pathways need to be developed to help provide additional routes into the life sciences sector. This is particularly important at technician level. The further usage of Higher level Apprenticeships is considered an important way of ensuring a pipeline of technicians equipped to meet the needs of the Life Sciences sector.
- 26.3% of employment by Wiltshire's businesses is in the knowledge intensive sectors, higher than that of England and Wales. Moreover, 2.7% of employment is in Medium and High Technology Manufacturing, just above the England and Wales average of 2.5%. These industries



have a very strong demand for high levels of employability skills and education especially in Bachelors and Masters of Science degrees and considerable research skills. The knowledge intensive sectors are services and business operations heavily reliant on professional knowledge and their employment structures are heavily weighted towards scientists, engineers, and other experts.

- Manufacturing accounts for 9.3% of all workplace employment, above the England and Wales average. There will

be a continuing shift to higher order occupations: more managers, professionals, associate professionals. For SMEs one of the key challenges is the need to acquire the strategic management skills needed to grow and prosper. While investment in innovation and Research and Development is strong in the Manufacturing sector, it requires high-level technical skills and quality management skills to capitalise on that investment. Like many others, the Manufacturing sector will increasingly be competing for STEM graduates. This is particularly an issue amongst SMEs, which do not enjoy the

same brand recognition as many of the large, well-known manufacturers. The ageing workforce, particularly of highly-skilled engineers, is creating a short-fall in the supply of technicians and engineers trained to NQF Levels 3 and 4, which may lead to a variety of highly-specific skills shortages across the sector, including mechanical engineers, chemical engineers, design and development engineers, production and process engineers and buyers and purchasing officers. Higher levels of flexibility, agility and a broader range of soft skills across the whole workforce are considered key attributes in the future Advanced Manufacturing workforce.

- Financial Services employs around 8% of the workforce and is regarded locally as a 'growth industry and a major economic driver.' Across the sector there is likely to be a continual need for more Professional, Associate Professional and Technical staff

and for existing employees to continually develop their specialist and technical skills. Key professions include actuaries, underwriters, investment accounting and insolvency. Management skills and leadership qualities are likely to be in continual demand as the sector and the economy recovers from recession. In terms of sectors, there is a need for better training and recruitment for the retail banking and insurance industries, as presently these areas are least attractive to the best applicants. The sector's demand for specialist IT skills, data security, compliance skills, customer service skills and managerial skills including collaboration and partnership skills at management level are all likely to increase in the coming years. By 2020 it is projected that more than 1 in 4 jobs will be at the higher end of the occupational spectrum requiring more employees qualified from A Level upwards (Level 3 +) and especially to Degree level and above in the coming years.



- The Low Carbon sector will also be competing for high-quality STEM graduates over the next few decades. Other higher level skills in short supply for the sector include: leadership and management, project management, lean manufacturing and business improvement techniques. Also demands for generic low carbon skills such as sustainable procurement; carbon accounting; performance reporting; environmental management systems; risk management; whole life costing; cost benefit analysis and commercialisation skills. Effectively tackling the demographic time bomb facing many Low Carbon and Manufacturing industries is one of the most important issues. With large numbers of skilled people forecast to leave these industries over the course of the next decade the sector needs to find new sources of recruits to fill the looming gaps. Links to skills needs in key construction occupations around the growth in retrofit include: dry liners; plumbers; PV installers; gas installers; as well as general builders. Also links to skills needs in Automotive; Logistics & Distribution; ICT and mainstream Construction.
- Tourism related jobs equate to 7% of employment in Wiltshire and the visitor economy is worth 8.2% of Wiltshire Gross Domestic Product (GDP) and supports over 27,000 jobs. The main job growth at an occupational level will be in managers, directors and senior officials. The continuing shift in the occupational profile of the Accommodation and Food sector in the area over the course of the decade towards higher-order occupational groups will have a significant impact on the required qualifications profile of the workforce. The

sector suffers from skills shortages in key areas, particularly chefs, customer service staff and hospitality management. There is also a need to improve sector specific marketing skills, particularly on line/digital/ social media marketing.



- High priority skills requirements to meet the immediate issues affecting the Food and Drink sector include setting up structures to demonstrate, record and promote the professionalism of the sector; succession planning for small businesses; environmental management skills; risk management; scientific knowledge and technology transfer; and better ICT skills. Other high priority but not crucial skills needs are marketing; market analysis; planning and project management; woodland management; crop agronomy and pest and disease identification and control; as well as practical conservation skills. There is an urgent need to ensure there are sufficient numbers of staff being trained for the sector to replace those who are expected to leave

by 2020 as almost half of the workforce is predicted to retire from the sector within the next 7-10 years. It will also be important to ensure that there are sufficient highly skilled STEM workers for the sector, who can understand and use increasingly complex biotechnology. Increases in efficiencies are linked with decreasing numbers of agricultural staff. Those who remain in the sector will increasingly have to develop STEM skills for aspects such as biotechnology and GM crops. Already, 24% of the agricultural workforce in the UK is trained to NQF Level 4 or above. Managers are the most likely to require these higher level skills. Skills will need to change and adapt, given the need for diversification and compliance with legislative, technological and climate change needs. It is possible that increasing environmental and food security concerns may lead to further government regulation of the agricultural sector. In order to respond to this, managers in the sector will need to familiarise themselves with the new laws, and ensure that the regulations are met and the processes are managed. The growing global population will require increased productivity of agricultural businesses in order to meet the increasing demand. Skills will be required in resource management, nitrate applications, soil management and technical and scientific skills to change farming practices to a model where precision farming is commonplace. It will be increasingly important to understand the issues affecting sustainability of agriculture. These will require skills in business planning with financial and environmental constraints, environmental management and diversification strategies. There will also be increasing demand for conservation,



scientific and community engagement skills as farmers need to understand new systems of production, apply scientific principles and engage better with their local communities to aid the transition to greater sustainability.

- There is a need to apply a focus on sectors with skills shortage vacancies and 'hard to fill' vacancies, such as the Care sector. The biggest challenge facing the Care sector is the inability to attract health and social care staff to work in Wiltshire. This is felt across statutory services, care home and homecare operators. The sector is experiencing significant shortfalls in social workers and managers across both adult and children's social care settings.
- Wiltshire will see an additional 8,000+ personnel leaving the forces in the next 4/5 years as a result of the first phase of the down-sizing required to meet the Army 2020 objectives. This will inevitably put pressure on the Career Transition Service as it is more than doubling the numbers of people seeking new challenges over this period. Rather than seeing this as a challenge, the availability of highly-skilled and motivated people – who are expressing a desire to remain in the area^[1] – we regard as a key enabler in developing a highly-skilled workforce as many military leavers have already reached Level 3 in their education path and gained valuable transferable skills due to their military careers. Increased local provision of Higher Education through the City Deal would enable Wiltshire's labour market to enjoy the rewards that military leavers can generate.

^[1] Wiltshire & Hampshire are the top two preferred re-settlement areas identified by service leavers – Army Statistics 2012

Education

- The lack of effective Information, Advice and Guidance in many schools has been highlighted nationally by OFSTED as a concern since the responsibility for careers moved to schools from the Local Authority (Going in the Right Direction? – OFSTED, Sept 2013 Ref NO 130114). This could impact on the choices and options being made available to young people in Wiltshire schools. The challenge is to ensure consistency so that all young people have access to high quality, effective and appropriate information and guidance.
- Closing the achievement gap between disadvantaged pupils (those eligible for the pupil premium - ever6FSM (pupils who have been eligible for free school meals at any point in the last 6 years) and others is an important challenge to recognise and respond to. It is a high priority for Wiltshire and indeed the South West region as a whole. Wiltshire's performance at narrowing the achievement gap is behind national, regional and statistical neighbours and requires improvement in order to achieve better outcomes for all our pupils especially those at most risk of underachievement. There is a focus on the impact of the pupil premium and where gaps are widening or not closing quickly enough during Ofsted inspections.
- The latest published destinations measures for 2011 to 2012 show that as a county progression into education, employment or employment with training destinations following key stage 5 is only 77%, with 2% moving into an Apprenticeship. Progression at 18 presents a challenge hindered by

the lack of a physical Higher Education Institution within the county.

- From 2015, young people are required to participate in education, training or employment with training (ideally an Apprenticeship) until their 18th birthday; currently the requirement is for participation until the academic year in which they turn 17. A challenge remains to ensure that there is a sufficient breadth and quality of provision across this age range to ensure full participation.
- Tracking of young people has been and continues to present a challenge across the county and whilst the number of 'unknown' young people has decreased significantly more recently due to the implementation of successful tracking strategies, this needs to be sustained.
- There is a need for collaboration with partners to identify young people leaving education or training courses early and support them into suitable alternatives, ensuring that information about early leavers is communicated to the Local Authority, supporting tracking process and enabling early intervention to prevent NEET.
- Knowing the cohort is a further challenge including gaining a better understanding of the needs and aspirations of young people and those who are vulnerable and/or disengaged to include earlier identification.
- Improving outcomes for children, young people and families and reducing demand on statutory and specialist services through the implementation of the Wiltshire Children and Young People's Trust and Wiltshire Safeguarding Children Board.



- Joining up local services to work with troubled families to address family problems as a whole, with a focus on getting children back into schools and adults back on the path to work.
- Securing a mix and balance of provision for young people which offers a range of progression pathways, encourages realistic aspirations, reflects local economic priorities and converts more jobs without training into jobs with training or Apprenticeships.
- Responding to and implementing the Children and Families Act reforms which include a new approach to Special Educational Needs (SEN) and Disability with a focus on early help and holistic assessment.
- Responding to the whole system change of the education landscape including autonomous schools and a focus on improving standards. Including developing the Local Authority's strategic role as champion for parents, families and vulnerable pupils and promoting educational excellence by ensuring a good supply of high quality places, coordinating admission

and developing school improvement strategies to support local schools.

- There is an urgent need to raise the quality of Further Education (FE) provision to reach a consistent high standard across all campuses and to improve the condition of the FE estate in Wiltshire which is currently the 2nd poorest nationally.

Rurality

- Wiltshire is the 5th most rural county in the South West with approximately 40% of its population living in towns or villages with fewer than 5,000 people. The Census 2011 data shows that the population of Wiltshire as at 27th March 2011 was 471,000. This is an increase of 38,000 people or 8.8% from the 2001 Census, a rate of growth that is the highest of any of the rural counties in the South West region. Due to this rurality, transportation for all people of all ages presents a significant challenge, due not only in terms of the cost of accessing education, training or employment but also the logistics regarding public transport availability where car ownership may not be an option.



Our way of working

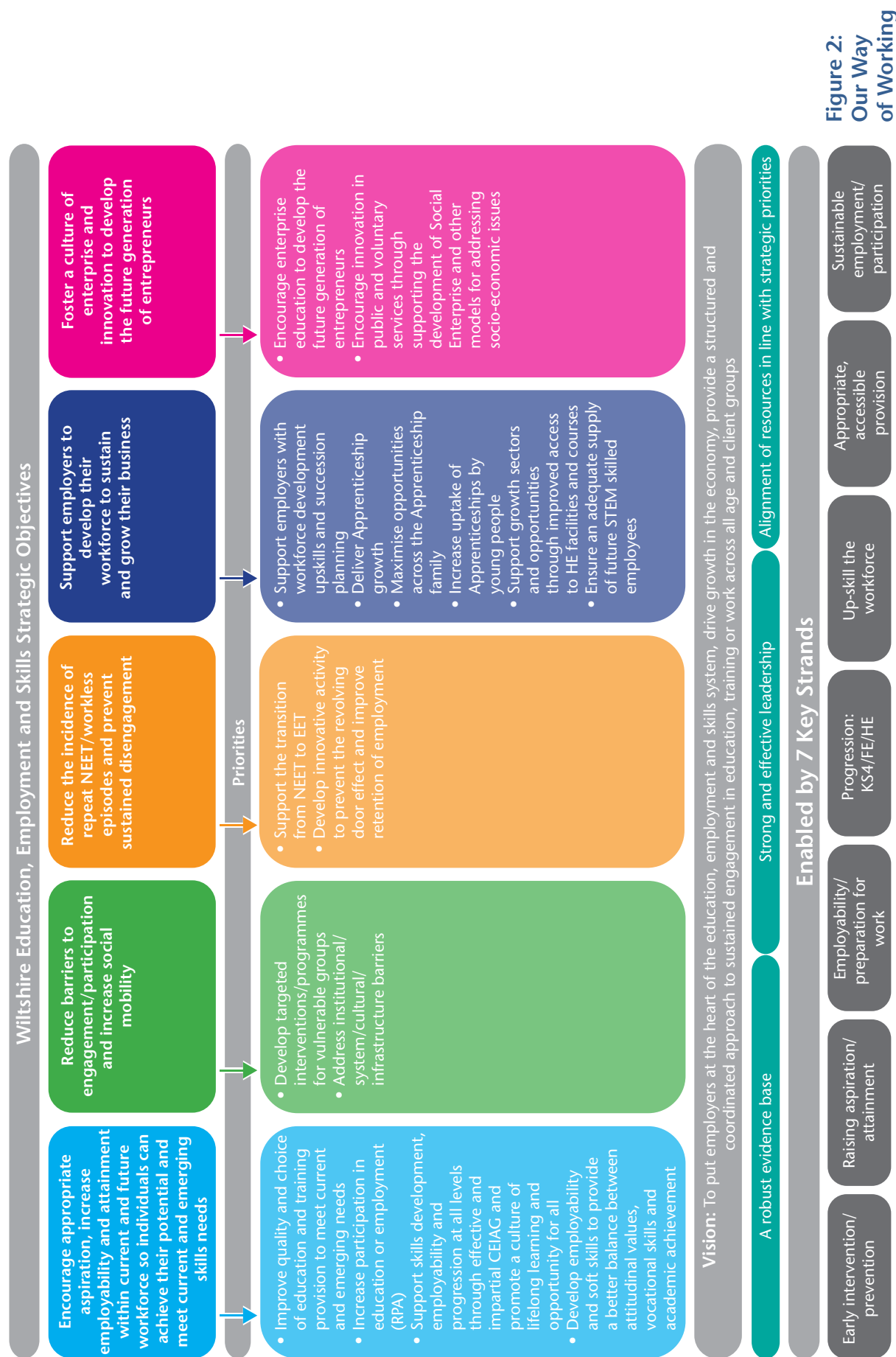


Figure 2:
Our Way
of Working

Key strands

We must take a holistic approach to meeting the various Education, Employment & Skills challenges identified. We have therefore identified 7 Key Strands which best describe our approach and which are identified in our way of working schematic figure 2.

These Key Strands are:

1. early intervention/prevention
2. raising aspiration and attainment
3. employability/preparation for work
4. progression opportunities from pre to post 16 and through to suitable provision for HE within Wiltshire
5. up-skill the work force
6. ensuring skills match employer/learner need through education and training provision that is appropriate and accessible
7. sustaining employment/participation.

Within our strategy we have identified 5 key objectives each with their own set of priorities and high level actions. Under the governance of the Wiltshire Education, Employment & Skills Board, these fall to the responsibility of both the Apprenticeship Growth Group and Learning & Working in Wiltshire Group which in turn have developed action plans for delivery against these priorities.

Strategic objectives

1

Encourage appropriate aspiration, increase employability and attainment within the current and future workforce so individuals can achieve their potential and meet current and emerging skills needs.

1.1

Improving the quality and choice of education and training provision to meet current and emerging needs.





The change in educational provision through academisation and the introduction of University Technical Colleges (UTC) and Free schools has, and will continue to, expand the choice of education provision across the county. We seek to establish new relationships with these providers going forward and ensure that provision meets employers' and learners' needs. Additionally, through this strategy we will work with providers to extend provision and choice in short term bridging interventions and introduce multiple entry points on courses and programmes.

The number of higher order jobs is forecast to increase in Wiltshire which will result in an increase in the number of jobs requiring minimum Level 4+ qualifications. There remains significant numbers of residents who hold no qualifications at all. This is an issue experienced across the ages and places school leavers in particular, ill prepared to meet the rising skills and qualification needs of employers. We will

ensure that education and training providers are working with industry to equip people to meet the current and emerging skills needs and ensure that qualifications are appropriate to intended career paths and have curricular relevance to the workforce.

It is unacceptable that there is such a gap between the life chances of children from disadvantaged backgrounds and other groups. Through this strategy we will secure better outcomes for those most disadvantaged for example care leavers, those with health problems and disabilities and we will ensure that provision meets the needs of those who face barriers and are most vulnerable to disengagement.

We will support approaches to raise the quality of FE provision to reach a consistent high standard across all campuses in Wiltshire. Furthermore, we will support approaches to improve the condition of the FE estate in Wiltshire (currently the 2nd poorest nationally).

1.2

Increasing participation in education or employment with training in line with Raising the Participation Age (RPA) legislation (phase 2, 2015).

Phase 2 of the RPA legislation takes effect from 2015 when young people will be required to participate in education, training or employment with training until their 18th birthday. Young people will continue to be engaged and targeted early, and actions implemented that will encourage and support progression through education for more young people.

We will continue to use the Risk of NEET indicator (RONI) developed during RPA preparation to engage and target support to young people early. We will develop an early intervention team approach in schools liaising with parents, guardians and other influences to encourage and support progression amongst more young people. This would bring additional support outside of the formal learning offered at school.

The spring term is a crucial point for year 11 school leavers and many require support to make the transition to further education, training or employment, we will improve the transition support for year 11 students especially over the summer to ensure post-16 engagement for young people in danger of becoming NEET.

We will work to develop a personalised offer of personal and social development and key work support from the Spring until August and again in the winter for those who don't end up in college or drop out quickly but aren't identified for months when it becomes much

harder to engage them. We will also build on the established links between schools and FE to support the transition to college and improve retention. Furthermore we will support schools, FE and employer linkage to improve the tracking of the transition from education to employment.

Partnership processes established during RPA preparation will be developed to pick up those who drop out post 16 and focus on moving on those who complete one year courses. This will ensure that they continue to participate in line with the second phase of RPA legislation.

Wiltshire's young people are still disproportionately represented amongst the Job Seekers Allowance (JSA) claimant count. Through this strategy we will develop a targeted offer for 18 year old NEETs to move into employment or training.

Supporting children and young people to progress well, achieve educationally and successfully access education, employment or training opportunities is key to keeping them safe from harm. Young people who are not in education, employment or training are more likely to be at risk of harm, including for example child sexual exploitation. In addition, evidence shows that more vulnerable children and young people including those 'looked after', care leavers and those with special educational needs and disabilities are more likely to be at risk of becoming NEET. Through this strategy we seek to increase the participation of children and young people in education, employment or training and therefore improve safeguarding through a stronger focus on prevention, early intervention and targeted work to meet the particular needs of vulnerable groups.



1.3

Support the delivery of effective and impartial Careers Education, Information and Guidance (CEIAG) and support skills development at all levels to ensure employability, sustainability, careers progression and promote a culture of continuous development and lifelong learning for all.

Modern careers guidance is as much about inspiration and aspiration as it is about advice. Sustained and varied contacts with employer networks, FE colleges, HE institutions, mentors, coaches, alumni or other high achieving individuals can motivate pupils to think beyond their immediate experiences, encouraging them to consider a broader and more ambitious range of future education and career options.

New statutory careers guidance and inspiration for schools was published in April 2014 to help schools understand their duties in relation to the careers guidance they give to students.

Through this strategy we will ensure that

CEIAG is delivered across the ages using more experiential techniques. We will develop career learning to actively get professionals, young people and parents working together to explore and understand the career landscape. We will develop smarter pathways to employment as the pathways to some industries are not obvious, single entity pathways are a thing of the past, today the routes a person can take are more varied and not always clear enough or promoted enough. We will embed Apprenticeships, self employment and STEM careers in CEIAG and work with local employers to up-skill the CEIAG teachers/advisors to ensure their knowledge of industry developments is as fresh as is practically possible.

We will develop approaches to broaden horizons, retrain, re-skill and up-skill, identifying transferrable skills and alternative occupations. We seek to realise the potential of people trapped in low wage work through training and advice to help them develop appropriate aspiration, achieve progression, independence and resilience in the workplace and support

them into productive employment which is higher paid. Additionally we will realise the potential of older workers by supporting them to either remain in or return to the labour market. We will support the current and future workforce by raising aspiration where there is potential to progress from a Level 2 to Level 3 qualification and in turn from Level 3 to Level 4.

Working with the Employment and Enterprise workstream of the Military Civilian Integration Partnership (MCI) we will support the implementation of activities to ensure effective career transition for military personnel leaving the army (8,000 expected over the course of the next 4 to 5 years) and their spouses.

1.4

Develop employability and soft skills to provide a better balance and focus between attitudinal values, vocational skills and academic achievement.

Employers will almost always look for employability when recruiting new employees, we will support young people to develop a core set of employability and informal skills and gain the right experience to best prepare them for the world of work and ensure a successful transition from school to further education, training or work and ultimately adulthood. A priority remains to support earlier education and business liaison and develop a stronger vocational training offer to provide routes into our priority sectors. Furthermore, by encouraging employers to become part of school governing bodies we will help to bridge the gap between education and employment. It is possible to turn jobs into careers, we will encourage people to realise this and that attitude to work can open up doors to developing your career.

Volunteering can offer a highly valuable opportunity to acquire training, develop skills and can provide a productive route towards future employment. We will raise the value and quality of these opportunities and support the voluntary and community sector to extend the range of opportunities available to those who would like to volunteer.

Similarly work experience can provide a valuable opportunity for people to broaden their horizons, gain real world insight and develop their knowledge of how business works. Work experience is no longer statutory at Key Stage 4 but there is an increasing onus on providers post 16 to ensure work experience is incorporated into post 16 study programmes. There is no longer a county wide coordinated approach to work experience and employers are often being approached by multiple institutions to provide work experience placements. We intend to address this gap through this strategy.

2

Reduce barriers to engagement/ participation and increase social mobility.

2.1

Develop targeted interventions/ programmes for vulnerable groups.

Low confidence and self esteem is a significant issue within the cohort of vulnerable groups often displayed in a variety of challenging behaviours and can and does effect young people's progression into Education,



Employment or Training (EET) post 16 and social mobility amongst other age groups. We will develop programmes to support people's personal development and individual resilience resulting in more sustained transitions. We will apply a particular focus to education, employment and training for those furthest from the labour market due to vulnerabilities or social exclusion, including but not limited to NEET, care leavers, teenage parents, those who are home schooled, those with learning difficulties and disabilities, those suffering from mental health and physical health issues.

Positive aspirations are crucial for young people's future success; what people aspire to do as a child is linked to what they do later in life, and low aspirations lead to poor academic attainment and professional achievement. For many young people an 'aspirations-attainment gap' is caused by a lack of information about how they can realise their ambitions, by too few role models and a lack of contact with adults in professional roles. Through this strategy we will explore developing a peer role model/mentor network of inspirational people who have successfully overcome significant barriers and are willing to share their stories and experiences with others.

Social Impact Bonds (SIBs) are designed to help reform public service delivery. SIBs improve the social outcomes of publicly funded services by making funding conditional on achieving results. Investors pay for the project at the start, and then receive payments based on the results achieved by the project. We will explore the establishment of a 'NEET Prevention Social Impact Bond'. This would involve a consortium of providers coming together to deliver early intervention to young people who are at risk of becoming NEET, targeting vulnerable groups and areas with high levels of deprivation.

Wiltshire Council has made significant progress in reducing the number of young people whose particular status is 'Unknown' amongst the 16-18 cohort but further improvement is required through a more robust tracking process.

We will be working with the Virtual School to improve EET opportunities for care leavers and developing the Aspire Centre and programme, whilst also working with the Youth Offending team to help young offenders and those leaving custody.

Additionally there are a higher number of young people over the age of 18 who are 'invisible' to the labour market. We seek to

explore ways of identifying and engaging these people who are not accessing services, engaging in provision or claiming benefits.

Specific activity will also be undertaken to engage vulnerable groups and increase participation for groups facing significant personal and employment barriers including but not limited to those with long term and enduring mental health issues, those suffering from physical disabilities and ill health, those with caring responsibilities, those with learning difficulties and disabilities, ex-offenders, looked after children and children in care and teenage parents.

The SEN Reform has brought about significant changes which will take effect from 2014 including a new code of practice. Through this strategy we will assist young people with SEND to prepare for employment and sustain varying levels of paid employment with local employers including Apprenticeships. We will also develop a Supported Internship programme for young people with severe learning difficulties and/or disabilities aged 16-24.

This strategy seeks to support the government's 'Troubled Families' programme which commits to supporting 120,000 troubled families in England turn their lives around by 2015. Within the programme, local authorities and partners alongside government will work to: get children back into school, reduce youth crime and anti-social behaviour, put adults on the path back to work and reduce the high costs these families place on the public sector each year.

In Wiltshire, the numbers of those on JSA is falling rapidly however a high proportion of residents claim Employment and Support

Allowance, and Income Support. Through this strategy we will look to implement activities which will support this cohort to access opportunities to improve their position in society.

2.2

Address institutional/system/cultural infrastructure barriers.

Wiltshire is the 5th most rural county in the South West covering an area of 3,485km² with approximately 40% of its population living in towns or villages with fewer than 5,000 people. It is not surprising that transport is a key barrier to EET (length of journey, availability and costs of public transport, costs of car ownership etc). The transport barrier in very rural parts of the county reduces opportunities as the cost of travel is high and routes between villages and towns are being reduced. We aim to develop ways to overcome the challenges associated with Wiltshire's rurality which hamper delivery.

Childcare also provides a significant barrier in several respects:

- The availability of childcare both before and after school, the limited availability in some areas is too small to make it viable.
- Availability of weekend and very late/very early opening childcare across the county.
- Costs of childcare present a barrier.

We aim to develop and implement ways to overcome these barriers and support childcare provision to offer a high quality experience for children whose parents rely on childcare during the early years of their children's development.

3

Reduce the incidence of repeat NEET/Workless episodes and prevent sustained disengagement.

3.1

Support the transition from NEET to EET.

Youth unemployment is a particular concern for the SWLEP area and employment opportunities for those under 25 years old have been limited due to competition from more experienced workers released into the labour market as the economy has restructured. There is a core of young people who are leaving learning without the skills and qualifications which enable

them to fill the jobs on offer. We will seek to understand more about the causes of NEET and the barriers to participation and provide a plan to address these.

Provision exists within Wiltshire to help NEET young people move on into EET. This strategy will look to ensure that referral processes are followed correctly and the most appropriate referral is made in the first place.

We will look at improving the targeting of services to support young people who are NEET or at risk of becoming so and with local services, using local intelligence more effectively to concentrate on geographical hot spots. We will work with partners to review how we make the best of local resources to support young people who are NEET or at risk of being so to re-engage in EET.



3.2

Develop innovative activity to prevent the 'revolving door' effect and improve retention of employment.

Government-led initiatives to help unemployed people find work are having an impact however many people still do not stay in work once they have found it and more needs to be done to address the problems faced by jobseekers who are caught in a cycle between work and benefits. Some people experience difficulty staying in work resulting in a high number of repeat claimants. One way to increase the sustainability of employment is to help people improve their skills, so that they can progress from short-term, entry-level jobs to better jobs. Under 18s will quite often cycle between NEET and short engagement programmes, or do not sustain their place on an education or training course. Through this strategy we will understand more about the difficulties of sustaining participation in provision/learning or work. We will identify why things are not working for certain individuals/groups and pinpoint what the levers for change are. We will provide in-work support to enable people to keep a job in the early stages of transition to work and a focus on career advancement thereafter.

People with disabilities make up a large proportion of the JSA claimant group; we will improve the information for vulnerable groups such as those with learning difficulties and disabilities on their employment rights, available support, adaptations and technology support. To effectively help people gain and sustain employment, local partnership working is required. Wiltshire has a strong history of effective partnership working but more can

be done. We will improve links between Job centres, employers and niche providers/ specialist support services e.g. Mindful Employer, IAPT promotion of Access to Work. These links will focus on raising awareness and challenging the attitudes to those facing significant employment and personal barriers.





4

Support employers to develop their workforce to sustain and grow their business.

4.1

Support employers with workforce development, up-skilling and succession planning.

The jobs market across the UK is set to change considerably bringing with it a complexity in the skills needed for the economy. Wiltshire has a large proportion of SMEs the majority of which are micro businesses and it is projected that there will be a decline in the number of low skilled jobs and an increase in the number of jobs which require a higher level

of qualification. It is anticipated that by 2020 about 65% of the increase in expansion will require Level 4+ qualifications. Only 18.3% of 20-24 year olds in Wiltshire are qualified to Level 4/5 compared with the England and Wales average of 25.5%. Similarly, only 37.3% of 25-29 year olds in Wiltshire are qualified to Level 4/5 compared with the England and Wales average of 41.9%.

There are many reasons why skills training of the workforce can benefit employers, from staff retention to commercial survival. Through this strategy we will raise the profile of the benefits of skills training amongst employers and persuade companies of the bottom line business benefits of investing in training and development. We will:

- support business leaders and management teams with leadership and management skills to support growth

- support employers to identify their employment and skill needs and understand the landscape of provision and support available
- ensure communication to employers is accessible, in a simple format, easy to understand and to the point
- support employers to recognise transferrable skills and ensure maximisation of skills utilisation
- support employers with talent management and staff retention
- promote to employers the benefits of a diverse and mixed age workforce
- apply a focus on sectors with skills shortage vacancies and 'hard to fill' vacancies
- improve sector appeal.

4.2

Deliver Apprenticeship growth

Apprenticeships are central to the Government's drive to develop the skilled workforce employers need to grow and compete. Government has prioritised Apprenticeship growth with significant funding in recent years and committed more than £1.5bn in this current financial year. Through this strategy we will raise the profile of Apprenticeships, and address negative stereotypes and outdated perceptions. We will enable employers to recognise the benefits of Apprenticeships in meeting current and future needs to support Wiltshire's economic growth priorities. We will also work with schools to support them to recognise the potential Apprenticeships hold for supporting the broad range of occupational areas commonly found in schools.



Apprenticeship reform will radically change the way Apprenticeships are delivered putting employers in the driving seat. It aims to ensure Apprenticeships are more rigorous and responsive to the needs of employers following The Richard Review of Apprenticeships (2012). The objective is to give the purchasing power back to employers for them to design and commission their own training solutions. This strategy will support employers and providers with the implementation of these reform measures. An extra £85m was announced in the Government's Autumn Statement for both of the next two years to extend the Apprenticeship Grant for Employers, an initiative that helps approved employers take on apprentices. We will support employers locally to maximise this and use all available funding for apprenticeships to develop collaborative approaches and innovative ways to support growth needs.

Apprenticeships provide the key to growing a skilled workforce for Wiltshire and therefore are a key priority for the Education, Employment and Skills priorities, the strategy will:

- encourage and support more employers to develop Apprenticeship programmes
- encourage and support employers with graduate schemes or those who recruit through large scale agency work to consider developing Apprenticeship programmes
- support providers with employer engagement to ensure Apprenticeships are employer and learner focused and driven
- develop collaborative specialised support to enable SMEs and micro businesses to engage more fully with Apprenticeships via Wiltshire Business Support Service, IMPRESS, FSB and NAS.

The Voluntary and Community Sector (VCS) currently lags behind other sectors in providing Apprenticeships, but employers have reported that they produce a highly skilled, motivated and productive workforce, which in turn can make an organisation more sustainable, and improve its chances of successful income generation activities. Apprenticeships offer many other important benefits for third sector employers in this difficult economic climate. They can provide an organisation's workforce with the skills it needs because the training involved develops skills specifically designed around an employer's needs – both for new recruits and existing employees – which in turn can improve employee retention rates and reduce training costs. Within the past 12 months 3 Apprenticeship frameworks relevant to VCS activities were launched; campaigning, fund raising and volunteer management. Through this strategy we will develop the capacity of the Voluntary and Community Sector (VCS) as an employer and support them to engage in Apprenticeships.

4.3

Maximise Apprenticeship opportunities across the entire Apprenticeship family.

In September 2013, Traineeships were introduced to the Apprenticeship family. They provide a stepping stone to Apprenticeships for young people aged 16-24 who are not quite ready for an Apprenticeship but who are committed to work or the prospect of it, who haven't yet achieved a full level 2.

Opportunities exist to progress through the Apprenticeship route from Traineeships all the way through to Higher Apprenticeships and we



will maximise this progression potential. We will maximise Apprenticeship and Traineeship opportunities, particularly 16-24 and support progression from Traineeship to Apprenticeship.

Higher level Apprenticeships can play an important role in overcoming Wiltshire's higher level skills challenge at level 4+ we will increase the number of higher level Apprenticeships and link to growth in priority sectors, forecast jobs growth and align with the delivery of the City Deal. In order to do this we will influence and develop the capacity of the provider base to deliver Higher Apprenticeships.

4.4

Increase uptake of Apprenticeships by young people.

Increasing Apprenticeship uptake by 16-18 year olds remains a key priority nationally so we are to expect further policy announcements in support of this. Also in the Autumn Statement was an announcement that £10m additional money will go to Job Centres to help 16 and 17 year olds find Apprenticeships and Traineeships. This money will be delivered 'in partnership with Local Authorities' with further details expected to be published.

There has recently been a decline in the number of Apprenticeship starts following a rapid period of expansion and through this strategy we will conduct further research into why this is the case for 16-18 year olds especially. Despite the fact that in recent years Apprenticeships have been the focus of a national marketing campaign by the Skills Funding agency, we need to raise the profile of Apprenticeships locally and in doing so address negative stereotypes and outdated perceptions.

Careers Guidance for schools published by the DfE in April 2014 set out the requirement for Schools to ensure that Apprenticeships are included in the impartial advice and guidance given to young people about their choices and that they are given parity of esteem with other more traditional qualifications and Apprenticeships as an equally high calibre and demanding route into employment and higher education.

The Apprenticeship message and the progression through the Apprenticeship family will be embedded through CEIAG activities within this strategy and through liaison with parents, guardians and other influences to encourage young people to consider the Apprenticeship route.

A growing number of Wiltshire's primary and secondary schools are expressing interest in or have already introduced Apprenticeships to their workforce. Apprenticeships hold great potential for supporting the broad range of occupational areas commonly found in schools including ICT, Business Administration, HR, Finance, Facilities Management, Grounds Maintenance, Construction, Teaching Assistants, Lab Technicians and many more. The employment of apprentices in schools is a fantastic way for schools to role model to pupils the benefits of Apprenticeships. We will continue to encourage and support the employment of apprentices in schools.

In recent years the quality of Apprenticeships has been subject to much scrutiny, we will work with employers and training providers to raise the quality of Apprenticeships and reduce the number of Apprenticeships of less than 30 hours a week, striving to increase the average weekly wage in line with the average.

4.5

Improve access to HE facilities and courses which support growth sectors and opportunities.

The Swindon and Wiltshire Local Enterprise Partnership (SWLEP) has identified the need to invest in FE and HE, this strategy will support the delivery of the Swindon & Wiltshire City Deal to establish a clear and stand alone private sector led HE offer for the SWLEP area to meet the area's higher skills challenge (Level 4+). In doing so, we aim to retain Wiltshire's home grown talent who have in the past had to leave Wiltshire in order to pursue their HE ambitions.

Through improving access to HE facilities we will encourage progression from Level 3 to Level 4 and grow higher level skills across the whole working age population particularly level 4 and above. We will also generate a new group of learners (perhaps with a vocational partiality) that could be inspired to progress to HE who might not otherwise consider learning at higher levels as an option, or who may be discouraged by social, cultural, economic or institutional barriers.

4.6

Ensure an adequate supply of future STEM skilled employees.

There is already a shortage of STEM skills in the UK workforce with 42% of employers reporting difficulties in recruiting STEM proficient staff and there is a concern that a gap exists between what is provided by STEM education and what is required by industry. STEM education plays a vital role in equipping young people with the knowledge and skills needed to participate in and contribute to society.



According to the Swindon and Wiltshire Economic Assessment 2013, the continuing shift in the occupational profile of the accommodation and food sector in the area over the course of the decade towards higher-order occupational groups will have a significant impact on the required qualifications profile of the workforce. There is a need to ensure that there is sufficient STEM qualified staff for the agricultural sector, in order to fully utilise new biotechnologies, such as GM crops. The defence industry requires STEM graduates, which are in short supply across the country while the number of STEM graduates has risen it has not kept pace with the increase in demand. The low carbon sector will also be competing for high-quality STEM graduates over the next few decades.

Through this strategy we will raise the profile and appeal of STEM industries facing skills shortages. We will support earlier intervention in the education process and sustainable STEM development in teaching/CEIAG to encourage children and young people to see the myriad of opportunities that STEM subjects can create.

There are already STEM activities in place and through this strategy we will inspire the next generation of STEM recruits by facilitating challenging interactive STEM related education and training experiences, 'have a go' activities, role model visits to schools and colleges and visits by students to employer premises.

UTCs are government funded 14-18 schools that teach technical and scientific subjects in a new way delivering a curriculum jointly planned by employers and universities and including a dedicated proportion of time to technical training. Two UTCs will be opening shortly in the SWLEP area with STEM focus and we will work to extend more widely the benefits of these institutions by developing a collective STEM agenda - a SWLEP wide collective strategy on STEM with all education and training providers who have a STEM focus collaborating with the FE colleges, UTCs and HEIs. Women and ethnic minorities are under-represented when it comes to STEM careers; we will engage with and raise the profile of STEM careers with these groups.

5

Foster a culture of innovation and entrepreneurship within the future workforce.

5.1

Encourage enterprise education to develop the future generation of entrepreneurs.

Entrepreneurs make a considerable contribution to the UK economy and society. New and existing SMEs help drive economic growth by raising competition and stimulating innovation. The Government is committed to fostering an entrepreneurial culture as part of its strategy for growth. In June 2014 Lord Young published his report Enterprise For All which reviewed Enterprise Education. Lord Young's report contained a number of recommendations on how we can create a life long experience of enterprise in education which is captive, continuous and coherent.

The experience of enterprise through education is key to addressing inequalities for example in access to information around enterprise which some young people may get from family who are already involved in enterprise activities. It helps give people the knowledge and awareness of what it means to run a business and the skills they will need in order to pursue new opportunities. Enterprise supports the development of a wide range of work and professional skills and promotes the notion of starting your own business as a positive, challenging and rewarding experience.

Through this strategy we will facilitate earlier engagement with the education system and

collaboration between education and business and embed entrepreneurship and innovation in teaching/CEIAG to encourage entrepreneurial mindsets and stimulate ambition. We will incorporate innovation and entrepreneurship into education and training by offering activities that will challenge, acknowledge and generate ideas and opportunities for young people to learning from leading business minds, social entrepreneurs and innovative companies in the local area.

To further support this we will develop a Young Entrepreneurs Schools Programme e.g. 'Becoming Your Own Boss' seminars, Business Breakfasts/networking opportunities, specialist business advice e.g. patents, trademarks, pitching dens and opportunities to take viable ideas to development, test and market.

Furthermore, we will work to support the Employment and Enterprise work stream of the MCI Partnership the purpose for whom is to support the employment and enterprise aspirations of Service leavers and military spouses to assist them in their choices of employment, start up and/or growing your own business.

5.2

Encourage innovation in public and voluntary services through supporting the development of Social Enterprise and other models for addressing socio-economic issues.

Social enterprises are businesses that trade to tackle social problems, improve communities, people's life chances, or the environment. They make their money from selling goods and services in the open market, but they reinvest their profits back into the business or the local community. We will support more local charities and social enterprises to access the

business support offer to include assistance with investment readiness, mentoring, business planning, access to loans and other investment products and enable them to start-up, scale-up, develop assets and grow. We will explore the development of a Local Impact Fund to develop the capability of local charities and social enterprises to deliver commissioned services.

We will encourage and enable community areas via Area Boards to develop and shape their own local strategies for supporting education, employment and skills priorities so they can tailor a local response which reflects the needs of their neighbourhoods.

Social Impact Bonds improve the social outcomes of publicly funded services by making funding conditional on achieving results. Through this strategy we will secure a better understanding and evidence base for

the impact of public and voluntary services on improving education, employment and training outcomes. We will explore the development of a Social Impact Bond model to support innovation in public and voluntary services and develop new approaches to promoting inclusion.

The term 'social exclusion' is generally used to broaden the notion that disadvantage can cover a wider range of factors other than 'just' low income. Poverty, disability, ill-health are just a few of the issues leading to social exclusion and studies have shown that children from economically deprived families are more likely to be socially excluded as adults. Through this strategy, we will research and explore effective, innovative platforms to tackling social exclusion issues.



Appendix One

SWOT Analysis as at 20 August 2014

SWOT Analysis

	Strengths	Weaknesses
Economy	<p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none">At the end of 2010 there were 19,665 VAT/PAYE registered businesses in Wiltshire.Wiltshire had 1,775 new businesses in 2010, a rise of 3.5% from 2009 (South West -0.6%, England 0.7%).The South West has the highest proportion of employees in micro, small and medium businesses in England and one of the lowest proportions employed by large firms. <p>According to the HE for Wiltshire – Potential Demand report:</p> <ul style="list-style-type: none">There is good evidence that Wiltshire has managed to weather the ‘recession storm’.The economic industry structure of Wiltshire is not that dissimilar to that of England & Wales in spite of its rurality. <p>According to the HE for Wiltshire – Potential Demand report, the HESA survey of graduates’ destinations shows that:</p> <ul style="list-style-type: none">In 2009 80% of British graduates moved away from their place of residence in order to enter employment. Despite Wiltshire being a rural county, nearly 34% of its university students leavers returned to work in Wiltshire not long after graduation. Moreover, there has been an upward trend since 2006/07 (data not available prior to these years) with the 2010/11 figure at almost 36%.	<p>According to the HE for Wiltshire – Potential Demand report:</p> <ul style="list-style-type: none">In relation to per capita Gross Value Added (GVA) Wiltshire is ranked 180th. The trend for the Wiltshire economy mirrors that of England although it dipped slightly more than the national average during the peak of the recession. <p>Whilst wages in Wiltshire are low, house prices remain above average making it more of a challenge for first time buyers and young people to get on the property ladder. In addition high rental prices are also an issue for young people to afford to rent which may prove a barrier to them staying or relocating to Wiltshire.</p> <p>According to the Reducing Child Poverty Strategy 2014-20 (consultation draft, April 2014) shows that of the 285 Lower Super Output Areas (LSOAs) in Wiltshire, 14 have numbers of children living in poverty which are more than 2 standard deviations above the Wiltshire average of 11.4% (Trowbridge John of Gaunt - Studley Green, Melksham North - north east, Calne Abberd – south, Amesbury East - north central, Chippenham Queens – east, Salisbury St Martin – central, Trowbridge Drynham - Lower Studley, Chippenham Audley – south, Melksham North - south west, Chippenham Hill Rise - north west, Salisbury Bemerton – south, Wootton Bassett North – central, Salisbury Bemerton – west, Westbury Ham – west). This means that in certain LSOAs the percentage of children living in poverty ranges from 26.9% to 46.1%. Ten LSOAs have over 30% of children living in poverty, an increase of one extra LSOA in Wiltshire with this high percentage of children living in poverty when compared to 2008.</p>
Employment	<p>According to NOMIS, official labour market statistics:</p> <ul style="list-style-type: none">Wiltshire’s employment rate remains above the national average (77% at March 2014 compared with 71.7% nationally).Wiltshire has low rates of unemployment (4.8% of the Wiltshire workforce (11,300 people) is unemployed compared with 7.2% nationally as at March 2014. 1.1% JSA claimant count (July 2014) compared with 2.4% nationally. On either measure, unemployment in Wiltshire has remained consistently below the national average.Wiltshire has a far smaller residual core of long term unemployed people whose skills and qualifications are failing to equip them to meet employers’ skills needs than the national average. <p>There have been a number of successful employment schemes to support young people to enter work and training. Addressing youth unemployment and long term unemployment for the over 50s, as well as the hardening of unemployment generally experienced as a result of the recession were key priorities for the Wiltshire Employment & Skills Board in recent years.</p> <p>We have a team of professionally qualified workers in the Integrated Youth Service Personal Adviser Team who are skilled in developing soft skills and preparation for world of work. Within the Council’s Employment & Skills Team we have a couple of professionally qualified Employment Support Workers working with the recently employed aged 16+ in-work support to help them sustain their employment and develop/advance their careers. Project IMPRESS provides support for employees to help them sustain employment and develop their careers through addressing personal and employment barriers. Wiltshire Employment Support Team (WEST) Job Coaches assist young people with SEND to find and sustain varying levels of paid employment with local employers. WEST support is available to young people aged between 14 to 25 with a statement of Special Education Need (SEN) or previous statement with autistic spectrum condition aged between 16 and 25. The Wiltshire Skills 4 Success programme run by the Employment & Skills Team aimed at supporting young people make a successful transition from primary to secondary education and from secondary education to FE/HE, employment or training has</p>	<p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none">Residents’ pay rates in Wiltshire are 7% lower than the national average and in-work poverty is becoming a real issue. Similarly, workplace pay rates are below the national average, with those working in Wiltshire only earning 89% of the average across England. The gross weekly pay for men has fallen by £21.20 in Wiltshire compared with a rise of £11.10 across England. Overall, total pay has declined by £7.50 per week in Wiltshire. In England it has risen by £16 per week.Data on pay levels and commuting flows indicates that the outward commuting of higher skilled workers from Wiltshire has long been a feature of the economy. <p>Future of the UK Labour Market Joseph Rowntree Foundation, January 2014:</p> <ul style="list-style-type: none">The UK has a large number of low-paid, low-skilled jobs compared to other developed countries. People working in these jobs are more likely to face insecurity and less likely to receive training, hampering their chances of progressing. <p>Ongoing reductions in universal services budgets have seen a significant reduction in the resources available to support young people e.g. approx 60% reduction in former connexions budget in last 3 years.</p> <p>According to Wiltshire’s Diverse Communities – Results from the Census 2011, around 11,700 people (aged 3 and over) living in Wiltshire did not speak English as their main language. Around 2,000 either could not speak English well or could not speak it at all.</p> <p>According to NOMIS, official labour market statistics, 69% (11,129) of the total Black and Minority Ethnic (BME) population are of working age (16-74), which is 3% of the total economically active population. However, the unemployment rate for the BME population is very high at 7%, when compared to the white population, which is 3% as well as the overall unemployment rate which is also 3%.</p>

	<p>been very well received by schools, the College and local employers with well over 1200 young people supported to date and over 200 organisations engaged.</p> <p>Project IMPRESS offers eligible employers free access to specialist employment skills to retain, develop and grow their workforce including:</p> <ul style="list-style-type: none"> • Human Resources advice and guidance • Recruitment and induction support • Workforce development and up-skilling support • Future workforce needs planning • Employee engagement and staff retention support • Overall encouragement with good employment practice • Conflict management support <p>In addition to the more individually tailored offer outlined above, eligible employers are able to benefit from a series of workshops and seminars/master classes to help develop their own capacity and skills to provide high quality in-work support as an essential component of an organisation's drive to support staff retention, workforce development and ultimately business growth. The IMPRESS offer to employers is targeted at those who don't have this type of in-house capability.</p> <p>Wiltshire 100 is our direct engagement programme with businesses identified as of strategic importance to the economy. In face to face meetings with senior decision makers, the key issues and opportunities facing each business are discussed; this invariably includes workforce development. Intelligence is gathered on areas including: skills shortages or recruitment difficulties; strength/weakness of the local labour force; links to schools/colleges/Universities, and whether Apprenticeships are used or would be considered. The Wiltshire 100 Manager liaises closely with key agencies such as DWP and the National Apprenticeship Service to agree a joint approach with specific employers.</p> <p>The Richmond vocational service is available for those with Mental Health issues.</p>	
Education, Skills & Training	<p>According to Department for Education data:</p> <ul style="list-style-type: none"> • More Wiltshire students are achieving the top grades of A* to B which will help them to secure their first choice university placements. • 2013 results show 25 percent more students are achieving three or more A levels than in 2012. • Average A-Level point scores for Wiltshire have increased this year by 33.2 points to 809. Nationally the figure for 2012 was 754 showing that students are, on average, achieving higher results than last year and likely to be well above nationally. • At A level, attainment in Wiltshire is well above average and students are more likely than average to study the 'facilitating' subjects required of the Russell group of universities. • Wiltshire has a higher proportion of graduates (36.5%) than the national average (34.2%) and lower proportions of people qualified to below Level 2. • Wiltshire has a slightly higher rate of university participation amongst young people than the national average (36% compared to 35%). • In 2013, 85% of Wiltshire learners achieved level 2 by age 19 • 59% of Wiltshire learners achieved level 3 by age 19 (above regional and national) +4% and 3% respectively. • The FSM attainment gap at level 2 continues to decrease and in 2013 was 19% which was lower than the previous year • At Level 3 the FSM gap continues to decrease and at 28% in 2013 is 6% lower than 2011 • The number of learners not achieving English and Maths A*-C by aged 16 continues to decrease • L2 achievement by 16 is improving and L2 by 16 including English and mathematics, Wiltshire (63%) is in line with national and regional figures • The achievement of a Level 2 qualification with English and Maths by the age of 19 continues to increase and in 2013 was 65% and in line with regional, national and SN figures 	<p>The lack of effective Information, Advice and Guidance in schools has been highlighted nationally by OFSTED as a concern since the responsibility for careers moved to schools from the Local Authority (Going in the Right Direction? – OFSTED, Sept 2013 Ref NO 130114) which could impact on the choices and options being made available to young people in Wiltshire schools, especially as there is no co-ordinated approach.</p> <p>'September Guarantee' performance poor.</p> <p>According to Department for Education data:</p> <ul style="list-style-type: none"> • First destination data of Year 11 pupils (16 year olds) shows that Wiltshire is a long way towards achieving Raising Participation Age targets (this is likely to be a data issue linked to the high number of unknowns). • Qualification Success Rates (QSR) for SSF (published for the first time October 2013) show that the average overall QSR for 2011-12 for all Wiltshire 6th Forms was 80% this is 2% below the national success rate bench mark. • The achievement of a level 3 qualification by 19 is increasing at a slow rate • Key Stage 4 achievement for vulnerable groups particularly those in receipt of Free School Meals is already a priority and there needs to continue to be a real focus on improving this given the strong correlation with NEET and poor outcomes long term. <p>According to the most recent Monthly LA Participation Digest:</p> <ul style="list-style-type: none"> • Of the vulnerable groups participation at academic age 16 & 17 in May 2014 was lowest amongst pregnant teenagers (17.6%) teenage mothers (21.2%), young carers (29.5%) and those supervised by Youth Offending Teams (47.6%). <p>In 2012/13 of the EFA funded 16-18 students attending Wiltshire school sixth forms, 34.8% were in Ofsted</p>

- The attainment of a level 2 qualification by 19 for those students eligible for FSM continues to increase and in 2013 was 67% in line with regional and SN figures but lower than national.
- The attainment of level 2 in English and Maths at 19 for those who had not achieved at 16 continues to increase and in 2013 was 19.3%, higher than national, regional and SN figures
- In 2012, all Wiltshire providers met the post 16 minimum standards for both vocational and academic measures
- Post 16 in year retention rates were 95.1%

According to the Apprenticeships MI Report for Wiltshire Quarter 4 2012/13:

- Significant Apprenticeship growth has been achieved in Wiltshire with a 329% increase in Apprenticeship starts between 2005/06 and 2011/12.
- There were 5,330 Apprenticeship starts in 2011/12, the highest yet recorded for Wiltshire and growth has outstripped national performance. Far higher proportions of apprentices were aged 19-24 (37.5%) in 2011/12, which was more than the average (31.0%), although this proportion went down slightly to 36.2% in 2012/13.
- Apprenticeship success rates across all age bands have been consistently higher in Wiltshire than regionally and nationally.

Wiltshire Council are working jointly with the National Apprenticeship Service to develop the Apprenticeship Ambassador programme, aimed at training a designated member of staff in each school to be 'expert' in giving information and advice around Apprenticeships, the application process and linking with employers or training providers to attend specific events in school. We currently have 20 Apprenticeship Ambassador's within Wiltshire's schools.

The Your Choices website www.wiltshirechoices.org.uk has been refreshed and includes a page dedicated to Apprenticeships and Traineeships, and will be promoted through leaflets and booklets which will be sent to schools via the Your Choices theatre tour which is now in its 4th year of touring all secondary schools with the "Choices" production. This engaging production portrays the full range of options available to young people.

The use of RONI (Risk of NEET indicator) in schools identifies the risk of each student becoming NEET after they leave school. RONI will support schools to prepare for the Raising of the Participation Age by indentifying and monitoring those who may need additional support to progress successfully into post-16 learning.

Under Wiltshire Skills 4 Success, Enterprise Days are supporting young people that are currently in education (Year 10 upwards) as well as those currently NEET up to 24 years old. The National Apprenticeship Service, National Careers Service, other key agencies and education and training providers are all invited to showcase their offers to young people. Inspiring 'mentors' from business are supporting Year 11 students and young people, up to 24 years old (including those in education, those that are at risk of becoming NEET and those that are NEET). The aim of this is to develop aspiration, a desire for achievement and offer an insight into the world of work. More intensive support is available to eligible young people through Key Worker Support and Individual Resilience Training. These aspects of the programme are delivered by Community First (Youth Action Wiltshire) and are targeting a minimum combined total of 300 vulnerable young people (16-24). Both offers ensure that young people will engage in a suitable progression opportunity for them which, amongst others, include Apprenticeships and Traineeships.

Services are available for NEET through Community First, Employment and Community Skills – Community Connecting.

According to the UK Commission's Employer Skills Survey (UKCESS) 2013:

- The SWLEP area has the lowest % of skills shortage vacancies (SSVs) out of all LEPs with 13% of

graded outstanding provision, 56% were in studying in Ofsted graded good provision.

The choice of provision to attend post 16 is limited to sixth form, 1 FE college, 2 independent private providers (IPP). From 2014 this will expand to include a post 16 free school and from 2015 a UTC. Given the changing landscape of educational provision there is scope to further expand provision to meet the needs of learners and the economy and provide greater breadth and choice for the county.

According to Further Education and Skills data:

- Only 1% of all Wiltshire learners (out of 28,920) in 2011/12 undertook learning for a level 4 and above qualification.
- Very low numbers of Wiltshire based training providers (4 at present) are offering Traineeships.

According to the HE for Wiltshire – Potential Demand report, the Index of Multiple Deprivation data shows that: 'Education, skills and training' is the second most prevalent form of deprivation for Wiltshire.

Around a third of Wiltshire's Lower Super Output Areas are in the Indices of Deprivation 2010's most deprived 30% nationally for the Education, Skills and Training domain, including eight in the 10% most deprived in England, making this one of the most prominent forms of deprivation in the county.

The 10 most deprived LSOAs in Wiltshire for the Education, Skills and Training deprivation are: Salisbury Bemerton – west, Trowbridge Adcroft – Seymour, Melksham North – north east, Trowbridge John of Gaunt – Studley Green, Amesbury East - north central, Salisbury Bemerton – south, Westbury Ham – west, Trowbridge Drynham – Lower Studley, Salisbury St Martin – central and Melksham North – south west.

Locally high relative levels of education, skills and training deprivation in Wiltshire are primarily due to educational deprivation among children and young people, rather than adult skills. Eight of the 10 most deprived Lower Super Output Areas in Wiltshire for this domain are within the 5% most deprived in England for the children and young people sub-domain, with the remaining two being in the 10% most deprived nationally. Two Lower Super Output Areas among these 10 most deprived are also within the 5% most deprived in England for adult skills (Salisbury Bemerton – west and Trowbridge Adcroft – Seymour). Data published by the Department for Children, Schools and Families (DCSF) for the years covered by the ID2010 suggest that the main drivers of high relative deprivation are achievement at Key Stages 2 and 4 and the secondary school absence rate. They indicate that some Wiltshire Lower Super Output Areas are within the most highly deprived nationally for these issues. Therefore the link with the troubled families initiative should be stronger.

When comparing disadvantaged with non-disadvantaged pupils Wiltshire has a lower percentage of Key Stage Two pupils achieving Level 4 in English and Maths than the England average; 19% compared to 29%, however, it has a lower proportion of disadvantaged pupils achieving the required standard – 62% compared to the England figure of 68%.

Wiltshire has a lower percentage of GCSE age pupils from disadvantaged backgrounds than the England average; 14% compared to 25%, however, in terms of attainment, only 33% of these pupils achieved 5+ A*-C GCSE or equivalent including English & Maths (9 percentage points lower than the England figure of 39%). Data shows that during the compulsory education years, in Wiltshire, attainment levels by Wiltshire pupils from disadvantaged backgrounds have been significantly lower than those from non disadvantaged backgrounds (as well as lower than the England averages). Attainment gaps have a tendency to persist throughout a child's compulsory education, and so has a direct bearing on access to HE and the best jobs.

The prior attainment of young people from military families is often lower than others.

22 wards (13% of the total) in SWLEP have some of the lowest levels of young people's participation in HE in the country. It is interesting to note that despite Wiltshire's relatively high rates of participation, more than half the wards with low participation are in Wiltshire. This analysis shows broad and deep divisions of participation chances: the 20 per cent of young people living in the most advantaged areas are five to six times more likely to

	<p>vacancies being SSVs.</p> <ul style="list-style-type: none"> SWLEP ranks second lowest in terms of skills gaps with 3.4% of all employment in the LEP area having a skills gap. SWLEP trains 192,000 staff, which is 66% of all employees and more than the England average of 62%. Wiltshire employees are provided with an average of 8.8 days training, which is the highest in England and trainees are provided with 12.9 days training, which is among the highest. 	<p>enter higher education than the 20 per cent of young people living in the least advantaged areas. Many of Wiltshire's military influenced wards have lower proportions of people with Level Four (or plus) qualifications than the averages. Of particular note are the wards of Tidworth, Ludgershall and Perham Down, Warminster East, Durrington and Larkhill and Bulford, Allington and Figcheldean which have disproportionate low levels of graduates in the resident workforce.</p> <p>There are some areas within Wiltshire that have very low levels of graduate residents. Additionally, an area of concern revolves around the age profile of Wiltshire residents that have degree level qualifications. Only 18.3% of 20 – 24 year olds in Wiltshire are qualified to NVQ Level 4/5 qualification compared with the England and Wales average of 25.5%. Similarly, only 37.3% of 25-29 year olds in Wiltshire are qualified to NVQ Level 4/5 qualification compared with the England and Wales average of 41.9%.</p> <p>The Wiltshire Employer Perceptions Survey 2012 shows that:</p> <ul style="list-style-type: none"> 26% of local employers had skills gaps. These were largely in relation to 'soft skills' such as oral communication; problem solving; customer handling and team working as well as ICT and written skills. <p>The skill level of prospective employees needs to be drilled down to local level - confidence, transport, access to employment opportunities are limited for the disabled, those with mental health issues, mothers returning to work, over 50's.</p>
Demography	<p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> The percentage of claimants who are over 50 and have been claiming benefits for over 6 months is lower in Wiltshire (8.1%) than found across the South West (9.4%) and England (10.2%). Amongst young women the local employment rate is 19.5% higher than the average. As of June 2013, 5.5% of 16-18 year olds in Wiltshire are NEET compared with a national average figure of 5.9%. The November NEET rate was anticipated to be around 5%. The majority of employers are positive about the employability of young people and at 47.2% the SWLEP area has a significantly higher employment rate of 16-19 year olds than nationally (13 percentage points higher). <p>According to the Wiltshire Tomorrow's Voice Survey – winter 2011:</p> <ul style="list-style-type: none"> Wiltshire's school age young people (ages 11 to 18) have reported that they do like living here and have a definite sense of belonging. They also see the importance of a good education and are keen for investments to be made in this area of public spending. <p>According to Further Education and Skills data:</p> <ul style="list-style-type: none"> Out of 28,920 Wiltshire residents who undertook learning in 2011/12 13,460 were female whilst 15,450 were male. The majority of learners were 25+ (15,110). <p>According to the most recent Monthly LA Participation Digest relating to young people of academic age 16 (year 12 age) and 17 (year 13 age) - the age groups to which RPA will apply, in February 2014:</p> <ul style="list-style-type: none"> The percentage of 16 and 17 year olds in learning was 90.76%, higher than 90.19% in the previous month and higher than 79.40% in previous year. 	<p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <p>Youth unemployment is a particular concern for the SWLEP area and employment opportunities for those under 25 years old have been limited due to competition from more experienced workers released into the labour market as the economy has restructured. The delivery of employability and informal skills support for the young as well as exploring alternative routes to work such as Apprenticeships and work placements will be a priority to offset the threat of this cohort of the population becoming unemployable for the long term.</p> <p>16-24 year olds in the SWLEP area account for more than 1 in 4 of the unemployed at 28.2%, the highest proportion of any of the LEPs with which it is benchmarked and above the national average share of 25.6%. There is a core of young people who are leaving learning without the skills and qualifications which enable them to fill the jobs on offer. 18 year olds make up the largest proportion of NEET young people.</p> <p>Whilst significantly improved from the previous year's rate of 32.8% an area of concern is the 'Not Known' rate in Wiltshire which currently stands at 18.2% as at the end of 2013 and equates to 2,634 16-18 year olds. As with the NEET rate, the largest proportion of young people contributing to 'Not Known' levels are 18 year olds but it is a further concern that an estimated 399 of these young people are of the academic year age that needs to comply with Raising Participation Age legislation.</p> <p>Our ability to track young people between the ages of 16-24 is incredibly challenging and there is no dedicated budget to do this.</p> <p>Only a small number of establishments have hired 16-18 year olds straight from school or college in the previous 2-3 years. 9% of employers in SWLEP have recruited a 16 year old school leaver to their first job, 7% a 17-18 year old school leaver; 9% a 17-18 year old college leaver and 10% a university graduate – figures which are broadly in line with the national pattern.</p> <p>Young men in Wiltshire are more likely to be claiming for over 6 months compared to females (10.2% of total male claimants compared to 8.1% of total female claimants). This pattern is also seen at regional and national level.</p> <p>According to NOMIS, official labour market statistics:</p> <ul style="list-style-type: none"> Whilst reducing, Wiltshire's young people are still disproportionately represented amongst the JSA claimant count with 28.6% of all JSA claimants (July 2014) fall into the 18-24 age bracket. <p>According to the most recent Monthly LA Participation Digest relating to young people of academic age 16 (year 12) and 17 (year 13) - the age groups to which RPA will apply, in May 2014:</p> <ul style="list-style-type: none"> The percentage of NEETs was 2.5% in May 2014, lower than 2.6% in previous month. The percentage of Unknowns and Expired was 4.1%, which although higher than 4.0% in previous month

		and lower than 9.5% during the same period in the previous year, was higher than the national average. Recent improvements in tracking results and a lower NEET rate are very positive but the challenge is to maintain these and continue to bring the NEET rate in line with comparators.
Social	<p>According to Tomorrow's Voice - What Matters to You, Wiltshire Council, March 2014 (Young people survey):</p> <ul style="list-style-type: none"> • 66% of respondents like their local area as a place to live. This represents a very small decrease from 2011 when the figure was 68%. • The majority of respondents feel that the state of both their physical and mental health is good. • The majority of respondents feel that they are happy with their life as a whole. 	
Infrastructure	<p>There is a good supply of accessible, affordable, quality childcare in most areas of Wiltshire. Wiltshire has 30 children's centres across the community areas. They link with Jobcentre Plus and the Family Action Programme to offer parents with children under the age of five routes back into work. There are plenty of well qualified childcare educators in Wiltshire.</p> <p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> • Excellent transport connections within the region as well as strong connections to the rest of the country are seen as being a particular strength of the SWLEP area. 	<p>Transport infrastructure is an issue for very rural places which reduces opportunities, the cost of travel is high and routes for villagers to main towns are being cut and so loss of opportunity.</p> <p>The county faces some significant childcare limitations including: Some areas lacking before and after school childcare due to the size of the community making it unviable. There is very little weekend childcare or very late and very early opening childcare.</p> <p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> • 68.6% of Wiltshire's population is classed as rural which poses certain challenges to growth particularly because of access and distance to employers and learning providers. • Localised congestion is a concern in a number of areas. • Although the SWLEP area has seen an increase in office floor space (19.2%), the increase is considerably below the national average (28.1%) and all benchmark areas except Buckinghamshire Thames Valley. • Research indicates that although there is a range of industrial and warehousing stock available in Wiltshire, much of it is not fit for purpose for modern business. There is a lack of available employment space for design and build options particularly in North and Mid Wiltshire. There is also a lack of move-on accommodation within Wiltshire. • The future housing requirement is considered to be challenging given the delivery of house-building over the past 15 years. Low rates of house building lead to a restriction of labour mobility which can, as a result, constrain productivity.
Policy & Partnership	<p>Wiltshire has a long established successful track record of partnership working. This is further strengthened through the formation of a new Education, Employment & Skills Board for Wiltshire in January 2014 following a decision taken to align the 13-19 Strategic Board and its sub groups with the Employment and Skills Board and its sub groups, expanding to become the Education, Employment and Skills Board with a direct relationship with the Swindon & Wiltshire Local Enterprise Partnership (LEP) as the policy change around the LEP and function of the LEP is key in driving change in the Education and Skills agenda linking with early national changes. The new Board and its sub-groups enables full integration of the Education, Employment & Skills agenda and work has commenced on developing a new multi-agency Education, Employment & Skills Strategy for Wiltshire accompanied by an Increasing Participation & Employment Plan and Apprenticeship Action Plan. The Apprenticeship Growth Group provides a co-ordinated, partnership approach to increasing the number of Apprenticeship opportunities in Wiltshire and maximising their uptake. The Learning & Working in Wiltshire Group provides a structured and co-ordinated approach to sustained engagement in education, training or work across all age and client groups throughout Wiltshire and whose vision is to develop an inclusive economy that will provide equality of economic opportunity for all in Wiltshire.</p>	<p>Partnerships with schools could be improved. The Academy Programme has presented a challenge to former engagement routes between the LA and schools.</p>

	Opportunities	Threats
Economy	<p>According to the HE for Wiltshire – Potential Demand report:</p> <ul style="list-style-type: none"> Between 1997 and 2011 Wiltshire’s economic output was 4.2%, slightly below the England figure of 4.3%. Wiltshire’s economic output is just behind the England average, even though it is mainly a rural area and does not benefit from the urban ‘high productivity’ effect of say London or Exeter. In terms of growth there is room for improvement. <p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> The prospects for SWLEP in the years ahead are relatively good. In general terms, the SWLEP area should benefit as economic activity strengthens and employers’ order books increase. In addition to national GDP data, the Wiltshire Business Survey conducted in 2012 supports the view that businesses, across the sectors, are experiencing an up-turn in demand. The economy of Swindon and Wiltshire is forecast to see employment growth of approximately 9% (30,000) over the period 2010-2020, which is almost double that predicted for the UK as a whole. <p>According to the HE for Wiltshire – Potential Demand report:</p> <p>The upward trend of more and more university students returning to work in Wiltshire following graduation has had considerable benefits for the Wiltshire economy and a sign that local employers have had increasing demands for higher order skills. The re-structuring of the Wiltshire economy which is currently underway, moving its business base up the value chain, is creating a need for graduate employment, and will increasingly do so in years to come.</p> <p>Production’s contribution to GVA has been declining significantly across the UK in the last decade. The same applies to Wiltshire although it did level off between 2008 and 2010 which suggests that it still has great potential. It will be necessary to be able to supply an educated labour force in order to both capitalise on opportunities to move production up the high value added chain and minimise inequality effects amongst the population.</p> <p>Wiltshire is 151 in the country for productivity (Output per hour worked). With £97 per hour worked, Wiltshire’s productivity figure is the fifth ranked highest of the unitary/county South West authorities. Considering the lack of an urban core in Wiltshire, the relatively high productivity figure demonstrates its great potential as a generator of economic growth.</p>	<p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> Although the prospects for SWLEP in the years ahead are relatively good, underlying structural weaknesses will limit the potential for local recovery, and act as a drag on performance. These factors include a variable skills base, moderate but falling incomes and rising levels of worklessness. Whilst the overall economic climate should improve moderately over the next 3 years, the ‘competitiveness’ gap with the rest of the UK has continued to widen in recent years. <p>According to the Reducing Child Poverty Strategy 2014-20 (consultation draft, April 2014) an analysis by HMRC demonstrated that in August 2011 Wiltshire had 11,610 children (0-19yrs) living in poverty, which represents 11.4% of children. This is an increase of 400 children (0.4%) in Wiltshire since 2008, which compares well with other local authority areas in the South West of England.</p>
Employment	<p>According to the HE for Wiltshire – Potential Demand report, the Working Futures 2010-2020 data shows that:</p> <ul style="list-style-type: none"> From 2010 to 2020 total employment in Wiltshire is projected to grow by around 8% or 17,500 jobs. The employment in Professional Services is expected to grow by 8,500 jobs, Hotels & Catering by 4,800, Other Services by 2,500 jobs and Computing Services by 2,200 jobs. Although it is clear that the Wiltshire economy will steer towards a service sector led economy, Manufacturing will still enjoy a significant presence. Between 2010 and 2020 Wiltshire will continue its journey towards a knowledge intensive economy in the form of higher order occupations. In terms of expansion demand, the most significant demand for occupations is expected to be in Professionals which is projected to grow by another 8,900 jobs. Managers, Directors and Senior Officials are projected to grow by 6,000 jobs and Associate Professional and Technical occupations by 5,200 jobs. <p>We are currently exploring with Corporate Procurement colleagues ways to embed employment considerations into the council’s approach to large scale procurement and the management of its supply</p>	<p>According to NOMIS, official labour market statistics:</p> <ul style="list-style-type: none"> Whilst Wiltshire’s employment rate remains above the national average it has fallen sharply since 2008. The level of worklessness has increased in recent years with approximately 8.7% (25,640 claimants) of the working age population in Wiltshire being on one or more out of work benefits in August 2013. Trend analysis over the past decade shows that although the proportion of out of work claimants in Wiltshire is low by national standards, the increase in claimants since the onset of recession has been almost double the English rate and the gap between them has narrowed. <p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> In Wiltshire the proportion of workless households has risen from 12.5% in 2008 to 16.1% in 2012 however, this is a slightly lower proportion than nationally (17.5%). It is of significance that in recent years the gap between Wiltshire and Swindon has narrowed considerably; the proportion of workless households in Swindon has risen from 15.7% in 2008 to 16.6% in 2012, whereas the rise in Wiltshire has been steeper from 12.5% to 16.1%. <p>According to the HE for Wiltshire – Potential Demand report, the Working Futures 2010-2020 data shows that:</p> <ul style="list-style-type: none"> Considerable reductions in employment is expected in Agriculture (-3,500 jobs), Public Administration &

	<p>chain.</p> <p>With areas of skills shortages and an ageing workforce indicating succession issues; Wiltshire Council faces skills and recruitment difficulties. The Council's People Strategy 2012–15 identifies the under 25s workforce as an under-represented group. Our workforce statistics show that 7.5% of the Wiltshire council workforce is under 25 in comparison with 16% of the working age community. Wiltshire Council's percentage of under 25's, however, is high when compared with the level seen across other local authorities (4.8%). Wiltshire Council is serious about embedding our Apprenticeship Programme firmly within our People Strategy and Under 25s Recruitment Plan. A new Apprenticeship wage rate has just been approved for lower level Apprenticeships and that new jobs advertised as Apprenticeship posts will be paid at the bottom of grade A - that is £6.45 per hour and well above the Apprentice National Minimum Wage of £2.65. HR are in the process of putting together a generic grade A apprentice role profile, any area in the Council recruiting an apprentice would then need to complete and add an appropriate job context statement.</p>	<p>Defence (-1,300 jobs) and Education (-1,100 jobs).</p> <ul style="list-style-type: none"> • There is expected to be a decline in Administrative and Secretarial jobs, Skilled Trades, and Process, Plant and Machine Operatives – the lower order jobs. • Higher order jobs require high levels of education therefore it is anticipated that by 2020 about 65% of the increase in expansion demand jobs will require NVQ Levels 4 (minimum) qualification. <p>According to the Swindon and Wiltshire Economic Assessment 2013, young people are particularly disadvantaged by:</p> <ul style="list-style-type: none"> • Recruitment methods - with employers favouring informal methods. Young people tend to lack the necessary connections to access opportunities. • An emphasis on experience – recruiters place significant emphasis on experience when recruiting, but young people are increasing less experienced. Compared with 15 years ago the proportion of young people who combine learning and work has declined significantly. • Labour market trends – young people tend to be employed in two occupations: retail and elementary, both of which are in decline and have been hard hit by recession. • A rise in small businesses – there has been a rise in small businesses which are more likely to recruit informally and expect prior experience. <p>According to “Helping Unemployed Young People to find private sector work” – Joseph Rowntree Foundation, February 2014:</p> <p>Employers emphasised ‘soft skills’ like self-motivation and communication. But despite the fact that formal qualifications were often not important for the jobs available, there was evidence of qualifications being used to screen applications.</p> <p>According to NOMIS, official labour market statistics, 23.6% (17,042) of people with a disability were in employment at the time of the 2011 Census. Although, this is higher than nationally (20%) and regionally (21%), it is significantly below the previous Census figure (33%). This could be due to disability not being captured specifically in the 2001 Census, but rather included within a broader category of ‘limited health’. However, this is an area that needs to be understood more fully.</p>
Education, Skills & Training	<p>According to the HE for Wiltshire – Potential Demand report, the Working Futures 2010-2020 data shows that:</p> <ul style="list-style-type: none"> • By 2020 it is projected that more than 1 in 4 jobs will be at the higher end of the occupational spectrum requiring more employees qualified from A level upwards (Level 3 +) and especially to degree level and above in the coming years. <p>According to Department for Education data:</p> <ul style="list-style-type: none"> • The proportion of young people in Wiltshire achieving five GCSEs at grades A*-C including English and Maths is above the national average (61% compared to 59.2% nationally). <p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <ul style="list-style-type: none"> • The continuing shift in the occupational profile of the accommodation and food sector in the area over the course of the decade towards higher-order occupational groups will have a significant impact on the required qualifications profile of the workforce. • Already, 24% of the agricultural workforce in the UK is trained to NQF Level 4 or above. There is also a need to ensure that there is sufficient STEM qualified staff for the agricultural sector, in order to fully utilise new biotechnologies, such as GM crops. • The defence industry requires STEM graduates, which are in short supply across the country while the number of STEM graduates has risen it has not kept pace with the increase in demand. • The low carbon sector will also be competing for high-quality STEM graduates over the next few decades. Other higher level skills in short supply for the sector include: leadership and management, project management, lean manufacturing and business improvement techniques. 	<p>According to Department for Education data:</p> <ul style="list-style-type: none"> • Whilst 2013 results are improved, average A Level point scores for the years 2009, 2010, 2011 and 2012 shows that Wiltshire's scores had been dropping significantly since 2010. • On average 30% of EFA funded 16-19 year olds resident in Wiltshire access provision out of county <p>According to the HE for Wiltshire – Potential Demand report:</p> <ul style="list-style-type: none"> • Whilst improved since the 2001 Census it is concerning that the 2011 Census reveals almost 1 in 5 people in Wiltshire to have no qualifications at all. Of concern is that 1 in 12 young people aged 16-19 have no qualifications at all and whilst this is much better than the national picture it leaves those school and college leavers ill-prepared to meet the rising skills and qualifications needs of employers. • Locally, many young people aged 25-29 fail to progress beyond Level 3 qualifications with relatively low percentages going on to gain higher qualifications. Indeed, the most striking difference from the national picture is in relation to graduates; locally, the proportion of 25-29 year olds with degrees is 33.0% compared with 42.2% in England. • Higher Apprenticeships have not really taken off locally or nationally. <p>Over the next 2 years there will be a 19% cut to the Adult Skills Budget. This together with new business rules which are being applied to the size, purpose and recognition of regulated qualifications will affect the range of learning opportunities that providers can deliver, leading to less choice for the learner. There is a move to set the new GCSEs as the ‘single gold-standard for literacy and numeracy at level 2’. Attainment of GCSEs is beyond the capability for many of learners who have very low starting points. The current Functional Skills qualifications offer these learners the opportunity to gain English and Maths at the right</p>

- The further usage of higher level Apprenticeships is considered an important way of ensuring a pipeline of technicians equipped to meet the needs of the life sciences sector.
- Reinstatement of co-funding for Level 3 Apprenticeships may raise numbers on Advanced Apprenticeship programmes.
- The dominant growth in adult Apprenticeships may lend itself to take advantage of the Advanced and Higher Apprenticeship offer.
- 26.3% of employment by Wiltshire’s businesses is in the knowledge intensive sectors, higher than that of England and Wales.
- Manufacturing is the UK’s 2nd largest sector and accounts for 9.3% of all workplace employment in Wiltshire, above the England and Wales average. Moreover, 2.7% of employment is in medium and high technology manufacturing, just above the England and Wales average of 2.5%.
- Advanced manufacturing employs approximately 10 per cent of the UK’s workforce and creates high levels of value added. It is a vital source of exports, innovation and R&D spend. As such it is skill intensive and a potential source of economic growth.
- These sectors have a very strong demand for high levels of employability skills and education especially in bachelors and Masters of Science degrees and considerable research skills.
- Financial Services employs around 8% of the workforce and is regarded locally as a ‘growth industry and a major economic driver.’
- Tourism related jobs equate to 7% of employment in Wiltshire. The main job growth at an occupational level will be in managers, directors and senior officials.

According to the HE for Wiltshire – Potential Demand report:

There will be an estimated 1800 service leavers in Wiltshire by 2016. The City Deal will help us to unlock the economic power of the military in our county. The bid aims to see military leavers' skills being used by companies who wish to locate and grow in the county.

Where employers are prepared to combine work with training, then this will improve the skills pool of young people locally and address the issue of a ‘lack of work experience’ which survey data shows is a key concern amongst significant pockets of employers of young people.

Extending local HE provision would help to retain Wiltshire’s home grown talent who have in the past had to leave Wiltshire in order to pursue their HE ambitions. It could also help generate a new group of learners (perhaps with a vocational partiality) that could be inspired to progress to HE. By stimulating local access to HE, disadvantaged pupils’ underperformance during school years could therefore be significantly improved by stimulating ambitions (e.g. by making HE geographically easier to reach, by opening up HE opportunities that may not have hereto existed in their current format, by developing schemes that reflect local need etc). This could assist considerably in achieving the Government’s broader social mobility aims since a good education is the key to improving young people’s life chances. Some of the military areas represent a great opportunity for HE initiatives because although they tend to have comparatively fewer than average numbers of people with low or no qualifications, as well as a strong representation in Levels Two and three, there seems to be a lack of progress to graduate level standard. Provision of higher education initiatives at a local level represents a great opportunity for military leavers to take those final steps to upgrade their considerable portfolios of qualifications in order to fill some of our skills gaps.

Success in the City Deal bid to deliver 2,000 higher education places will go some considerable way to meet the higher level skills challenge and also increase opportunities for skills and qualification development locally as well as fostering the growth of employer-based student places and the potential for research spin-offs.

The further usage of higher level Apprenticeships is considered an important way of ensuring a pipeline of higher level skilled recruits to meet the needs of the key sectors.

Persuading companies of the bottom-line business benefits of investing in training and development is an on-going requirement. Engagement with the UTCs in Swindon and Wiltshire can only have positive outcomes in this respect.

level for them. If the move towards setting GCSE as the minimum requirement for Apprenticeships is set, this will exclude many potential apprentices.

- According to the Apprenticeships MI Report for Wiltshire Quarter 4 2012/13, in the most recent year for which data is available (2012/13), there were:
- 5,110 Apprenticeship starts in Wiltshire -4.2% on 2011/12 and following the downward national trend.
- Of this cohort, just 19.1% were aged 16-18 which whilst lower than the Wiltshire rate for 2011/12 it is significantly higher than the England average of 10.5%.
- In Wiltshire there was also a decline in the number of apprentices aged 16-18 (978 starts – 6.4% decline) as well as aged 19-24 (1,855 starts – 12.5% decline).

Wiltshire’s Apprenticeship growth dipped in 2012/13 suggesting it is becoming harder to maintain the same rate of improvement and rates regionally and nationally whilst experiencing similar downward trends are starting to catch up and close in on Wiltshire’s lead. It is therefore essential Wiltshire Council and strategic partners avoid complacency and continue to focus effort on driving Apprenticeship growth in the county. In particular, further analysis needs to be undertaken into why Apprenticeship starts are not increasing amongst 16-18 year olds. Work needs to continue on addressing outdated perceptions of Apprenticeships – there are still some image problems.

There is no co-ordinated approach for work experience. Employers are being approached by multiple institutions to provide work experience and not necessarily enough places. There will be an increasing onus on schools to ensure work experience placements post 16.

One way of ensuring an adequate supply of future STEM skilled employees is through earlier intervention in the education process, encouraging children and young people to see the myriad of opportunities that science and technology can create. The UTCs in Swindon and Wiltshire will do much to encourage a new approach to and interest in STEM skills.

Real job opportunities for the current and future workforce are in the pipeline if skills development can be more directly linked to the needs of the key sectors and spatial propositions locally.

According to the HE for Wiltshire – Potential Demand report, the HESA survey of graduates’ destinations shows that:

- The greatest demand for choice of HE establishment was the Open University. It is an indication that the opportunity to combine work and/or living at home with learning is clearly of great appeal to local residents in the absence of a local centre for HE. The other top choices of university are local.
- In 20011/12 the top three subjects that Wiltshire students chose to study were: Education (10.7%); Business & Administrative Studies (9.9%); Subjects allied to Medicine (9.2%); and Biological Sciences (9.2%). Nearly 38% of students in that academic year chose the STEM subjects.

According to Sector Skills Insights from UKCES, the manufacturing sector already makes a significant contribution to the UK economy and employment. UK manufacturing has the potential to be world leading but there are key challenges to achieving higher performance:

Productivity of the sector is growing but not as strongly as our major competitors.

The sector needs to invest in skills to be able to compete globally, and at home with internationally-owned firms.

While investment in innovation and R&D is strong it requires high level technical skills and quality management skills to capitalise on that investment.

Attracting and developing talent is crucial to meet skill needs today, and to nurture skills for tomorrow.

Investment in workforce skills can support productivity and retention.

Collaboration between and employers and education can encourage the flow of intermediate and high level skills into the sector.

Good quality Apprenticeships can attract high calibre entrants to the sector and develop vocational expertise alongside an understanding of the business.

Investment Funds offer the opportunity to develop sustainable approaches to achieve innovation and growth through skills.

There is an opportunity to build on the skills base of the Wiltshire Council PA Team who are professionally trained in Information, Advice and Guidance and have a proven track record in helping young people progress. WEST also deliver ‘Preparing for Employment’ programmes for young people with SEND in their last years of local education. Wiltshire Council is working in partnership with parents, carers, young people and Wiltshire College to develop a pilot Supported Internship programme for September 2014. Supported Internships are for young people with severe learning difficulties and/or disabilities aged 16 to 24 with a Statement of Special Educational Needs or a ‘My Plan’, who want to move into employment and need extra support to do so. Under the Wiltshire Skills 4 Success programme we are developing a Wiltshire wide Careers Education Programme to include a comprehensive suite of CEIAG lesson plans for Years 7 -13. We aim for this to be available as a free resource for schools from October 2014.

A growing number of Wiltshire’s primary and secondary schools are expressing interest in or have already introduced Apprenticeships to their workforce. Apprenticeships hold great potential for supporting the broad range of occupational areas commonly found in schools including ICT, Business Administration, HR, Finance, Facilities Management, Grounds Maintenance, Construction, Teaching

	<p>Assistants, Lab Technicians and many more. The employment of apprentices in schools is a fantastic way for schools to role model to pupils the benefits of Apprenticeships.</p> <p>Almost all of the schools offer work experience however only around 50% arrange this through an external work experience organisation. Post 16 there is an expectation that Study Programmes will include work experience. Although this is not the case pre 16, many schools are still offering work placements in year 10/11. Some schools will offer this as block placement, others as extended.</p> <p>There is scope to know more about young people's retention in learning.</p> <p>We are currently exploring with Corporate Procurement colleagues ways to embed skills and training considerations into the council's approach to large scale procurement and the management of its supply chain.</p> <p>We have recruited our target 6 trainees (4 are aged 17 and 2 are aged 16). They started on the Traineeship programme in early March 2014.</p>	
Demography	<p>According to the HE for Wiltshire – Potential Demand report, the Working Futures 2010-2020 data shows that:</p> <ul style="list-style-type: none"> • Future increases in part-time and principally female employment are anticipated. Forecasts show that between 2010 and 2020 female employment is expected to rise by 11.4%. This partly reflects the rise in part-time work which is expected to grow at almost twice the rate (13.4%) of full time work (7.5%). <p>According to the HE for Wiltshire – Potential Demand report:</p> <ul style="list-style-type: none"> • The availability of part time work in the local economy may be enabling more young people than average to combine work with learning. • Engaging with under-represented groups, such as women and ethnic minorities, may be an important way of addressing the issue of large numbers of skilled people forecast to leave some industries over the course of the next decade. <p>There is more room for understanding the 16-19 cohort</p> <p>According to Wiltshire's Diverse Communities – Results from the Census 2011, the nature of Wiltshire's minority ethnic population is changing from a largely Asian or Asian British grouping to an Eastern European grouping where Polish migrants feature Prominently. There is room for understanding more about the implications and opportunities arising from these demographic changes in relation to education, employment and skills.</p>	<p>Youth unemployment is a particular concern and employment opportunities for those under 25 years old have been limited due to competition from more experienced workers released into the labour market as the economy has restructured. The delivery of employability and informal skills for the youth as well as exploring alternative routes to work such as Apprenticeships and work placements will be a priority to offset the threat of this cohort of the population becoming unemployable for the long term.</p> <p>According to the Swindon and Wiltshire Economic Assessment 2013:</p> <p>The SWLEP's working age population is somewhat older than the national average with greater proportions aged over 45 and lower proportions in the 20-29 age brackets. Wiltshire has a much older population profile than Swindon; in Wiltshire 19.1% of the population is aged over 65 compared with 14.3% in Swindon.</p> <p>Up to 2021 population growth will solely be amongst people in the 45-64 age bracket. This is the only group of workers expected to increase in the SWLEP area, contrasting with a sharp downturn in the 18-24 age group. Particularly worse in Wiltshire – a 15.2% fall in 18-24 year olds and a 3.9% in 25-44 year olds.</p> <p>The ageing workforce coupled with the rise in the state pension age means that employers will not be able to meet their recruitment needs from young people as readily as in the past. This issue will especially affect certain sectors such as hospitality and retail which are heavily dependent on a young labour force to meet their recruitment needs. As longer working lives become a reality with the raising of the state pension age then more of this older age group will seek to continue in their jobs. In turn, this will reduce the number of opportunities for young people looking to enter the labour market; quite simply there will be less need for 'replacement demand'.</p> <p>The youth labour market is changing and this is having an adverse impact on young people's access to employment. Although some of this is down to the recession which has had a disproportionate effect on young people, nationally youth unemployment began rising as long ago as 2005 and NEET figures have remained stubbornly high through periods of growth as well as economic downturn suggesting there are structural causes. High employment rates amongst young women may indicate that more are failing to continue with their learning post 16.</p> <p>Austerity in the UK – Spotlight on Young People, Joseph Rowntree Foundation:</p> <p>There were nearly one million more 16 to 24 year olds in the UK in 2010 than in 2000.</p> <p>Youth unemployment is at a record high and three times higher than unemployment for older adults.</p> <p>10 per cent of young adults are not in work or full-time education.</p> <p>The lower people's qualifications are, the higher their risk of unemployment. This risk has risen over the past decade.</p> <p>After 19, the likelihood of getting qualifications drops significantly.</p> <p>16- to 19-year-olds not in full-time education are at greater risk of poverty than any age group except the youngest.</p> <p>52% of 16- to 24-year-olds in poverty do not live with their parents.</p>

		Increase in school age population is expected to have an impact on post 16 place provision throughout the period 2020-2025.
Social		<p>Tomorrow's Voice – What Matters to You, Wiltshire Council, March 2014 – Young People survey:</p> <p>The top two issues which the largest proportion of respondents say are most in need of improvement are activities for teenagers (48%) and being able to find a job (40%).</p> <p>The services which the largest proportions of respondents say need to have more money spent on are: housing – preventing homelessness (54%); housing – more affordable housing (52%); services for vulnerable children and families (47%); sports and leisure facilities (42%); schools (41%); and parks green spaces and countryside (40%).</p>
Infrastructure	<p>SW LEP sees opportunities in re-balancing the economy away from the over-heating in the south east by capitalising on its location as a gateway to/from other economic zones through utilising its transport infrastructure.</p> <p>Wiltshire Council's Business Plan 2014 -2017 contains a commitment to increase investment by the Council and Government in expanding super fast broadband and also increase investment in the road system in Wiltshire.</p> <p>Currently there are 30,000 military personnel and dependants in Wiltshire. With the new rebasing plans, by 2018 there will be an additional 4,000 military personnel (plus their families) moving back from Germany to the Salisbury Plain area. This will require 1400 new homes to accommodate service families in the Salisbury Plain Area which will cost around £810M. Also, the super garrison accommodation quarters are being built at Perham Down, Tidworth, Bulford, Larkhill and Warminster under a PFI initiative with the annual construction investment peaking at £200m in 2008 (source: Aspire Defence Ltd).</p> <p>According to the Swindon and Wiltshire Economic Assessment 2013: The modernisation of the Great Western line will provide significant improvements to the railway infrastructure as well as benefiting the local economy. The M4-A419 economic corridor will continue to be an important economic driver particularly in attracting new inward investment. It is important that the LEP capitalises on its location as a gateway to/from other economic zones and utilises its transport infrastructure links to underpin its growth ambitions. The devolved funding for major transport schemes to Local Transport Bodies (LTBs) from April 2015 onwards will provide in the region of £11m over the period April 2015 - March 2019, which gives the LEP far greater control on the delivery of Major Transport Schemes. To support this process, the Swindon and Wiltshire LEP is developing a new Transport Vision for 2025, which will include investigations into road and rail infrastructure, including committed rail electrification schemes. Wiltshire Council has proposed a target of 37,000 new homes across the County between 2006 and 2026, which equates to 27,188 new dwellings between 2011 and 2026. This level of housing will support the projected employment growth, and will address out-commuting from the area.</p>	<p>According to the Swindon and Wiltshire Economic Assessment 2013: In common with the national picture, the SWLEP area has experienced a fall in industrial floor space (-5.1%), although this decline is below the national average (-9.1%).</p>
Policy & Partnership	<p>According to the Swindon and Wiltshire Economic Assessment 2013: Government policy continues to focus on actions to reduce deficit (the gap between what we spend and what we raise in taxes), to ensure that public finances are on a sustainable path and help achieve balanced economic growth. The key plank of the Government's economic plan is to facilitate long-term economic growth reform to "back aspiration and equip Britain to win the global race". The Government is prioritising spending on long-term infrastructure projects and other programmes that will promote economic growth, including:</p> <ul style="list-style-type: none"> • investing £9.5 billion in the UK's transport network in 2015-16; • maintaining resource funding for science; • providing funding for up to 180 new Free Schools, 20 Studio Schools and 20 University Technical Colleges a year; and 	<p>The Education, Employment and Skills Board has an expansive remit and therefore it must take precautions to avoid losing focus on the most vulnerable people.</p> <p>Changes in the way that Apprenticeships will be delivered, as per the proposals in the Richard Implementation Plan. There are still a number of unknowns in the way that Apprenticeships will be funded; however funding will go via the employer. This may lead to the loss of some training providers and training provision if providers do not see any financial viability in continuing to deliver adult learning provision.</p> <p>New funding proposals for Apprenticeships where the funding is channelled through the employer (either through PAYE or a credit system) may put many employers off recruiting apprentices, especially likely to affect small businesses who won't have the cash flow, expertise, time or capacity to administer the new systems.</p>

- strengthening trade and investment links, specifically with China and other emerging countries.

The publication of the Heseltine Review in March 2013 has given further impetus to industrial policy, heralding a step-change in implementing the drive for economic growth and setting out the expectation and mechanism for LEPs to deliver going forward. The core proposition of Lord Heseltine's report is a decentralised approach that breaks Whitehall's monopoly on resources and decision making, and empowers Local Enterprise Partnerships (LEPs) to drive forward growth in their local areas.

Apprenticeships are central to the Government's drive to developing the skilled workforce employers need to grow and compete. Government has prioritised Apprenticeship growth with significant funding in recent years and committed more than £1.5bn in this current financial year. Apprenticeship Reform will radically change the way Apprenticeships are delivered putting employers in the driving seat. It aims to ensure Apprenticeships are more rigorous and responsive to the needs of employers following the Richards Review. The objective is to give the purchasing power back to employers for them to design and commission their own training solutions. Apprenticeship Standards designed by employers will replace existing frameworks. Typically two thirds of assessment will be at the end of the Apprenticeship and a Pass, Merit, Distinction grading system will be introduced. The level of Maths and English required of Apprenticeships will be stepped up linked to GCSE Reform. Off the job training will be mandated to at least 20%.

Government strives for Apprenticeships to be viewed with the same esteem as the traditional University route. Market penetration of employers offering Apprenticeships nationally has increased from 3% to 8% but Government aspires to match the German rate of 36%. The drive on Higher Apprenticeships continues with £40m additional funding announced in the Government's Autumn Statement to support 20,000 more Higher Apprenticeships. Increasing Apprenticeship take-up by 16-18 year olds remains a key priority so we are to expect further policy announcements and challenge in support of this. Also in the Government's Autumn Statement was an announcement that £10m additional money will go to Jobcentres to help 16 and 17 year olds find Apprenticeships and Traineeships. This money will be delivered 'in partnership with Local Authorities' and we await further details. An extra £85m announced in the Skills statement for both of the next two years to extend the Apprenticeship Grant for employers, an initiative that helps approved employers take on apprentices.

The Government is promoting Supported Internships in the forthcoming legislation in the Children and Families Bill (September 2014). Government wants to end the assumption that young people with severe learning difficulties and/or disabilities cannot work, and wants to ensure that they receive the right support to move into adulthood with paid jobs and careers. Supported Internships build on the strong evidence base that many young people with severe learning disabilities and/or disabilities want a paid job and with the right support, can secure and retain jobs that employers value. The special educational needs (SEN) Green Paper, '*Support and aspiration*' build on this learning. It set out a cross-Government commitment to ensure young people with severe learning difficulties and/or disabilities receive a seamless package of support as they move from education into employment.

The SWLEP has been successful in securing funding for the local area and is taking forward investment plans for Porton Science Park (EOI approved) and for the recent £35 million investment in superfast broadband technology.

The Government is interested in supporting the development of a platform to link digital technology and Life science and there will be more opportunities to bid for funding. AC explained that the LEP now needs to look at how to roll out and deliver the City Deal

In February 2014 the SWLEP submitted its European Structural and Investment Fund Strategy (ESIF) to

Wiltshire's business base is dominated by SME's and Micro businesses and the proposed funding changes are likely to generate a segmentation of the system making it harder for them to engage with Apprenticeships.

Younger apprentices currently attract full government funding for their Apprenticeship. It is concerning that under the funding changes proposed this will no longer be the case as enforced co-investment is introduced for all Apprenticeships including 16 and 17 year olds. This could have a negative effect on employer attitudes towards employing school leavers – this will present further challenges in relation to Raising Participation.

Following low take-up amongst apprentices, 24+ Advanced Learner Loans have been removed for apprentices.

Reduction in the full-time funding rate for 18-year-old learners to 17.5 per cent less than 16 and 17-year-olds

A cut of 19% in the Adult Skills Budget by 2016.

The Skills Funding Agency is currently in the midst of an organisation re-structure which is anticipated to produce a 30-50% reduction in headcount. As part of this the NAS brand is moving to a digital platform and the level of support will reduce, their role is anticipated to become more audit and quality assurance focused. In particular NAS are withdrawing from their in school support offer – learners are no longer a NAS focus, their work will now concentrate fully on employers.

the Government. ESIF will potentially unlock substantial funds from the European Commission in mid-to late 2014. The purpose of these funds will be to assist the economic growth of Swindon and Wiltshire.

In July 2014 the SWLEP secured a Growth Deal which will see £129.1million (£12 million awarded for 2015-16) invested in Swindon and Wiltshire. This was the third highest per capita Growth Deal in the country, 18th highest Growth Deal overall, out of 39. The Growth Deal will help to create up to 1,500 jobs, allow up to 2,000 homes to be built and generate up to £70million in public and private investment, including a new science park at Porton Down, which will provide facilities for research, development and advanced skills training for companies specialising in life sciences and healthcare. Also in July 2014, the SWLEP City Deal focusing on Higher Level Skills was signed off by Government. City Deals involved 20 cities comprising the next 14 largest cities outside of London and their wider areas and the 6 cities with the highest population growth during 2001 to 2010. Each of these cities were invited to negotiate deals with government – deals that give each city new powers in exchange for greater responsibility to stimulate and support economic growth in their area.

The Welfare Reform Act 2012 legislates for the biggest change to the welfare system for over 60 years. It introduces a wide range of reforms that will deliver the commitment made in the Coalition Agreement and the Queen's Speech to make the benefits and tax credits systems fairer and simpler.

Universal Credit was introduced in 2013 for people who are looking for work or on a low income. Universal Credit brings together a range of working-age benefits into a single payment and aims to: encourage people on benefits to start paid work or increase their hours by making sure work pays smooth the transitions into and out of work simplify the system, making it easier for people to understand, and easier and cheaper to administer reduce the number of people who are in work but still living in poverty reduce fraud and error

The Social Justice Strategy was launched in March 2012, aiming to make 'society function better-providing the support and tools to help turn lives around'. The strategy provides a coherent approach to tackling some of the injustices that exist in our society including action to:

- help troubled families turn their lives around
- improve mental health
- reduce child poverty and make sure that children are properly supported so that they complete their education
- make work pay, and help people to find and stay in work
- help people recover and become independent if things have gone wrong
- work with the voluntary, public and private sectors to deal more effectively with complex problems

National Mental Health strategy – 'No health without mental health'

The use of the health performance indicator linked to employment.

Data Sources:

1. NOMIS official labour market statistics, www.nomisweb.co.uk
2. Swindon & Wiltshire Economic Assessment 2013, commissioned by Swindon & Wiltshire Local Enterprise Partnership, undertaken by Redbox Research, November 2013.
3. HE for Wiltshire – Potential Demand, commissioned by Wiltshire Council Economic Development & Planning, undertaken by Wiltshire Council Corporate Research, July 2013.
4. Reducing Child Poverty Strategy 2014-20 (consultation draft), Wiltshire Council, April 2014
5. Department for Education data, www.gov.uk/publications

6. Apprenticeships MI Report for Wiltshire Quarter 4 2012/13 published by The Data Service, December 2013
7. Further Education and Skills data, The Data Service, Skills Funding Agency, February 2014
8. UK Commission's Employer Skills Survey 2013, UK Commission for Employment and Skills, www.ukces.org.uk/ourwork/employer-skills-survey
9. Wiltshire Employer Perceptions Survey 2012
10. Wiltshire Tomorrow's Voice Survey – Winter 2011
11. Tomorrow's Voice - What Matters to You, Wiltshire Council, March 2014
12. Sector Skills Insights, UK Commission for Employment and Skills, www.ukces.org.uk/ourwork/sector-skills-insights
13. Wiltshire's Diverse Communities – Results from the Census 2011, Wiltshire Council, <http://www.intelligencenetwork.org.uk/community/>

Appendix Two

Apprenticeship Growth Plan

PRIORITY 4.2: DELIVER APPRENTICESHIP GROWTH

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	SUPPORTING PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
4.2.1 Working with the Skills funding Agency, Swindon Borough Council and the Swindon and Wiltshire Local Enterprise Partnership, develop a SWLEP area wide Apprenticeship Campaign	<ul style="list-style-type: none"> Identify and engage potential campaign partners across Swindon and Wiltshire including Apprenticeship providers and press and media Agree campaign scope, timescales, priorities and targets Identify resources and agree partner contributions, roles and responsibilities Launch and deliver campaign activity through to a successful conclusion Capture case studies, evaluate and celebrate success Agree any ongoing/future joint campaign activity in support of apprenticeships 	Activity measure against target completion date.	Skills Funding Agency	Wiltshire Council, Swindon Borough Council, SWLEP, GWP Network, Federation of Small Businesses, Chambers of Commerce, Wiltshire Business Support Service and Jobcentre Plus	Campaign approach to be agreed and targets to be established.		
4.2.2 Raise the profile of Apprenticeships and address negative stereotypes and outdated perceptions – myth busting. Enable employers to recognise the benefits of Apprenticeships in meeting current and future skills needs to support Wiltshire's economic growth priorities.	<ul style="list-style-type: none"> Address the myths, issues etc identified through the survey (as in 4.4.1). Continue to expand the Schools Apprenticeship Ambassador Network. Identify the support needs/interests/motivations of the Apprenticeship Ambassador Network. Run a minimum of one training session a year and produce a quarterly e-newsletter. Support the development of the South West Employer Apprenticeship Ambassador Network, identifying more employer Apprenticeship Ambassadors in the Wiltshire area and ensuring we are maximising support from the network to champion the Apprenticeship message amongst other employers. Establish a local Apprentice Ambassador Network, could build from the i-careers project. Develop a suite of local Apprentice/trainee case studies (employer & employee). Continue to use careers fairs, enterprise days etc. Work with the provider base and SFA to develop an Apprenticeship Pop Up Package for use at IAG/Options Evening for schools. Promote the benefits of Apprenticeships to employers through the Wiltshire Business Support Service, FSB IMPRESS Employer Liaison staff, Wiltshire 100 staff and the provider base etc. Engage with the providers of the new Apprentice Graduation Ceremonies once announced. Identify existing tools available and scope out if necessary a career pathways tool to promote the opportunities available via the Apprenticeship family to employers via Chambers business breakfasts, FSB network, IMPRESS Employer Liaison staff, Wiltshire 100 Programme Manager, Apprenticeship Ambassador Network and providers etc. SWTPN have already developed some A4 sheets which map out career progression in a number of sectors against progression in apprenticeship levels. These could be used as a basis to map progression from traineeship level Ensure wrap around support is available for new trainees/Apprentices through IMPRESS Employment Support staff and Wiltshire Skills 4 Success staff built in from the start to support the 'Move On' and progression. Build in progression from Advanced to Higher Apprenticeships (as in 4.3.1). 	Activity measure against target completion date.	Skills Funding Agency	Wiltshire Council, GWP Network, Wessex Association, Chambers of Commerce, Wiltshire Business Support Service and Federation of Small Businesses	<ul style="list-style-type: none"> Survey to identify Ambassador support needs/motivation/interests to be completed by end of October 2014. Have an identified Apprenticeship Ambassador in 90% of secondary schools by end of July 2015 (aspiration to achieve 100% coverage but not considered realistic). Ongoing support to employers via employer engagement/business support routes. 		N/a
4.2.3 Support approaches to embed employment and skills priorities particularly Apprenticeships in local authority planning and procurement, work with partners to maximise opportunities for Apprenticeships from the planned increase in large scale construction schemes in the county and wider SWLEP area.	<ul style="list-style-type: none"> Explore best practice, innovative approaches from other Local Authority/Local Enterprise Partnership areas. Undertake an options appraisal around the various approaches. Establish a clear position on what would be the most suitable approach to take locally, this will need to be articulated by the two Unitary Authorities within the Swindon & Wiltshire Local Enterprise Partnership area and it is recognised that there may be significant opportunities for collaboration but approaches may need to vary between the two UAs. Once a position is established and an approach determined ensure relevant services and sectors are engaged in driving this forwards. 	Activity measure against target completion date. Should ultimately result in increased Apprenticeship opportunities.	Wiltshire Council & Swindon Borough Council	SWLEP and CITB Construction Skills	Baseline and targets to be established.		
4.2.4 Support more schools to recognise the potential Apprenticeships hold for supporting the broad range of occupational areas commonly found in schools.	<ul style="list-style-type: none"> Encourage all Wiltshire's schools to consider the employment of an Apprentice. In particular, encourage and support the employment of Apprentices in more secondary schools as a fantastic way for schools to role model to pupils the benefits of Apprenticeships alongside other post 16 choices. 	Increase take up rate of schools as employers of Apprentices. Should ultimately result in increased Apprenticeship opportunities.	Wiltshire Council	School Partnership Directors, Academy Chains, School Apprenticeship Ambassador Network	Baseline and targets to be established.		

4.2.5 Encourage and support more Wiltshire 100 employers (strategically significant employers to the Wiltshire economy) and employers with graduate schemes or those who recruit through large scale agency work, head hunting etc to consider developing Apprenticeship programmes.	<ul style="list-style-type: none"> Encourage all Wiltshire 100 employers to consider the employment of an Apprentice/develop Apprenticeship programmes. Encourage employers to consider the employment of Apprentices alongside graduate schemes, large scale agency recruitment, head hunting etc. 	Increase take up rate of Wiltshire 100 companies as employers of Apprentices. Should ultimately result in increased Apprenticeship opportunities.	Skills Funding Agency	Wiltshire Council	Baseline and targets to be established.
4.2.6 Support providers with employer engagement to ensure Apprenticeships are employer and learner focused and driven. Also support providers to use available funding in innovative ways to support growth needs (collaborative approaches).	<ul style="list-style-type: none"> Support employer engagement approaches, improve effectiveness of provider/employer/learner liaison. 	Activity measure against target completion date.	GWP Network	Wiltshire Business Support Service, Skills Funding Agency, Wiltshire Council, Federation of Small Businesses and Wessex Association Chambers of	Baseline and targets to be established.
4.2.7 Develop collaborative specialised support to enable SME's and micro businesses and the VCS to engage more fully with Apprenticeships.	<ul style="list-style-type: none"> Develop and deliver joined up tailored support to SMEs, Micros and VCS organisations to help them engage more with the Apprenticeship offer. Invite VCS Representation onto Apprenticeship Growth Group and build capacity of the VCS to engage with Apprenticeships. 	Activity measure against target completion date.	Wiltshire Council	Skills Funding Agency, Wiltshire Business Support Service, GWP Network, Community First, The Learning Curve and Develop	Baseline and targets to be established.
4.2.8 Support employers and providers with the implementation of Apprenticeship Reform measures.	<ul style="list-style-type: none"> Develop and implement a Communications Strategy informing employers and providers of the changes and responsibilities etc. 	Activity measure against target completion date.	Skills Funding Agency	Wessex Association Chambers of Commerce, Wiltshire Business Support Service, Federation of Small Businesses and	Baseline and targets to be established.

PRIORITY 4.3 MAXIMISE OPPORTUNITIES ACROSS THE ENTIRE APPRENTICESHIP FAMILY

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	SUPPORTING PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
4.3.1 Maximise the progression potential from the new family of Apprenticeships from Traineeships all the way through to Higher Apprenticeships. Support progression from Traineeships into Apprenticeships	<ul style="list-style-type: none"> Identify existing tools available and scope out if necessary a career pathways tool to promote the opportunities available via the Apprenticeship family to employers via Chambers business breakfasts, FSB network, IMPRESS Employer Liaison staff, Wiltshire 100 Programme Manager, Apprenticeship Ambassador Network and providers etc. SWTPN have already developed some A4 sheets which map out career progression in a number of sectors against progression in apprenticeship levels. These could be used as a basis to map progression from traineeship level. Ensure wrap around support is available for new trainees/Apprentices through IMPRESS Employment Support staff and Wiltshire Skills 4 Success staff built in from start to support the 'Move On' and progression. Building in progression from Advanced to Higher Apprenticeships (as in 4.3.1). 	Activity measure against target completion date.	GWP Network	Wiltshire Council and Wiltshire Business Support Service	<ul style="list-style-type: none"> Skills Progressions Maps and other tools are updated by end of February 2014. IMPRESS to support under current arrangements until July 2015. Ongoing support to employers via employer engagement/business support routes. 		
4.3.2 Maximise Apprenticeship and Traineeships opportunities particularly for 16-24 year olds.	<ul style="list-style-type: none"> Work with employers to overcome negative perceptions and establish confidence about employing young people straight from school/college. Promote the revised AGE Grant which is being extended from January 2015 to support employers with fewer than 50 employees. Take stock and potentially expand the number of eligible providers/education institutions delivering Traineeships in Wiltshire. Support development of a schools Traineeship pilot. Develop a recognition scheme for Trainees (possibly in the form of a certificate of achievement) and explore the potential to introduce Traineeship and Traineeship Employer categories to the National Apprenticeship Awards. Develop case studies on positive Traineeship Employers and raise awareness of Traineeships during National Apprenticeship Week. Review with Traineeship providers how they are making the programme work and seek to build on successful experiences. 	Should ultimately result in increased Apprenticeship and Traineeship opportunities.	Skills Funding Agency	GWP Network and Wiltshire Council	Baseline and targets to be established.		
4.3.3 Increase Higher Apprenticeships to contribute to meeting Wiltshire's higher level skills challenge (Level 4+) - link Higher Apprenticeship growth to priority sectors, forecast jobs growth and align with delivery of the City Deal.	<ul style="list-style-type: none"> Influence and develop the capacity of the provider base to deliver Higher Apprenticeships. Work with SWLEP to develop pilot Higher Apprenticeship frameworks linked to priority sectors and sectors with skills shortages/hard to fill vacancies. Increase employer interest and commitment to Higher Apprenticeships. Ensure learners understand Higher Apprenticeships as a progression route way as an alternative to University. 	Should ultimately result in increased Higher Apprenticeship opportunities being developed to support higher skills needs in priority sectors.	Skills Funding Agency	Wiltshire Council and GWP Network	Baseline and targets to be established.		

PRIORITY 4.4 INCREASE UPTAKE OF APPRENTICESHIPS BY YOUNG PEOPLE

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	SUPPORTING PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
4.4.1 Undertake further analysis into why Apprenticeship starts are not increasing amongst 16-18 year olds especially.	• Survey young people (Year 11 upwards to age 24) via schools, IYS, JCP, and other organisations working with young people around their awareness and intentions ref. Apprenticeships. Survey parents/guardians/carers and gather anecdotal info and data from training providers. Analyse survey findings to identify the myths, issues around low take-up etc.	Activity measure against target completion date.	Wiltshire Council	GWP Network and School Partnership Directors	To be completed by mid October 2014.	N/a	N/a
4.4.2 Raise the profile of Apprenticeships and address negative stereotypes and outdated perceptions – myth busting.	• Address the myths, issues etc identified through the survey. • Continue to expand the Schools Apprenticeship Ambassador Network. Identify the support needs/interests/motivations of the Apprenticeship Ambassador Network. Run a minimum of one training session a year and produce a quarterly e-newsletter. • Promote the i-careers project to schools and other organisations working with young people • Expand the Apprentice Ambassador Network locally. • Develop a suite of local Apprentice/trainee case studies (employer & employee). • Continue to use careers fairs, enterprise days etc. • Work with the provider base and SFA to develop an Apprenticeship Pop Up Package for use at IAG/Options Evening for schools.	Activity measure against target completion date.	Skills Funding Agency	Wiltshire Council and GWP Network	• Survey to identify Ambassador support needs/motivation/interests to be completed by end of October. • Have an identified Apprenticeship Ambassador in 90% of secondary schools by end of July 2015 (aspiration to achieve 100% coverage but not considered realistic).		N/a
4.4.3 Embed the Apprenticeship message and the progression offered through the Apprenticeship family in CEIAG.	• Support for providers and schools through ongoing development of the Wiltshire Skills 4 Success programme and Your Choices. • Ensure that schools have the required information to help them to encourage students to register on the Apprenticeship Vacancies system and provide support on how to make a successful apprenticeship application.	Should ultimately result in increased AV registrations and Apprenticeship starts. Undertake an annual survey (September) of young Apprentices via providers to ascertain how effective the Apprenticeship message was delivered as part of CEIAG.	Wiltshire Council	GWP Network and School Partnership Directors	Baseline and targets to be established.		
4.4.4 Communications with parents, guardians and other influences to encourage more young people to consider the Apprenticeship route.	• Develop a Communications Plan by end of January 2015 for delivery across 2014/15/2015/16 academic year including (but not limited to) the following: Prepare a 'Your Wiltshire' magazine featurette on Apprenticeships. Engage and present to Youth Parliament Ambassadors to cascade info to teachers. Target public sector employees as potential parents. Target PTAs and School Governors. Explore Apprenticeship livery on Council fleet. Make more effective use of the SFA's online resources that can be accessed via the Apprenticeships website. Ensure Council buildings, public sector buildings, school buildings are utilised to promote the Apprenticeship message. Maximise social media opportunities. Add value to SFA national marketing campaigns.	Activity measure against target completion date.	Wiltshire Council	School Partnership Directors	Communications Plan developed by end of January 2015 for delivery across 2014/15 and 2015/16 academic years.	N/a	
4.4.5 Encourage and support the employment of Apprentices in schools as a fantastic way for schools to role model to pupils the benefits of Apprenticeships.	• Encourage all Wiltshire's secondary schools to consider the employment of an Apprentice.	Increase take up rate of schools as employers of Apprentices.	Wiltshire Council	School Partnership Directors	Baseline and targets to be established.		
4.4.6 Work with employers and providers to raise the quality of Apprenticeships. Reduce the number of Apprenticeships less than 30 hours a week/increase average weekly wage - in line with average wage. Raise the esteem of Apprenticeships so they don't undervalue them.	• Influence through the Provider Forum and Employer Forum once established. • Introduce an Apprentice Employer and Apprentice category as part of the Wiltshire Business Awards. • Encourage local providers to put forward employers and apprentices for regional and national Apprenticeship Awards ceremonies and prepare good news stories for award winners to be used in local growth campaigns.	Activity measure against target completion date.	Wiltshire Business Support Service	GWP Network & Wiltshire Council	To be completed by end of March 2015.	N/a	N/a

Appendix Three

Increasing Participation and Employment Plan

PRIORITY 1.1: IMPROVE THE QUALITY AND EXTEND THE CHOICE OF EDUCATION AND TRAINING PROVISION IN ORDER TO MEET CURRENT AND EMERGING NEEDS

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
1.1.1 Ensure that provision meets employer needs.	<ul style="list-style-type: none"> Undertake a strategic analysis of skills requirements in Wiltshire. Use findings to ensure that the training offer meets and addresses the skills requirements of local employers, identify any gaps and develop strategies to address those gaps including any capacity building requirements for training providers. Ensure education/training providers are working with industry to equip people to meet the current and emerging skills needs. Support providers with employer engagement. Through Wiltshire Skills 4 Success support more schools to achieve Careers Mark accreditation for CEIAG and support all schools/colleges with free access to a new Wiltshire Careers Education Programme developed with input from local schools and employers. Apply a focus on key skills demands of local industry (particularly STEM) with provision of relevant training and qualifications to enable a seamless transition post-16. Use UTC links to deliver training in schools. Ensure qualifications are appropriate to intended career path and have curricular relevance to the workplace. 	<p>Increased levels of employer engagement.</p> <p>Employers able to fill their vacancies with suitably skilled people.</p> <p>Positive feedback from industry.</p> <p>Match achieved between local priorities and local provision.</p> <p>STEM courses starts and achievements.</p> <p>Activity measure against target completion date.</p>	Wiltshire Council, local schools, Wiltshire College, Employer Forum and Provider Forum.	Baseline and targets to be established		
1.1.2 Ensure that provision meets learner needs.	<ul style="list-style-type: none"> Secure improved attainment of Maths and English at Level 2 - Draw post 16 providers together and ensure pathways are secure for young people to study to these levels in alternative environments as well as schools or college. Ensure young people have a suitable intended destination and post 16 provision offer (September Guarantee). Obtain more robust local data around destinations. Use RONI data to support providers to know anticipated levels of need and geographical areas to target resources. Extend provision and choice in short term bridging interventions and introduce multiple entry points on courses and programmes. January college starts are an issue need to ensure enough young people are ready for courses to run. Work with providers to develop a learning gateway as a stop gap for young people in between courses. Work with providers to develop more flexible study programmes post 16 e.g. roll on roll off. Strengthen links with schools to form a referral gateway for the most vulnerable - develop niche education provision with a system to cater for individual journeys through learning (enrolment issue). Address the lack of alternative curriculum. Pilot new courses and develop provision that can be rolled out by schools themselves including practical PSD activities. Work with schools to continue to develop the pre 16 accredited provider list. Review alternative provision post 16. Develop more ESOL training provision for those who need to learn English if not their first language. Establish a cross cutting task group and complete the Self-Assessment Form to prepare for the Ofsted review of 14-19 education and training provision which evaluates and reports on how effectively the education and training strategy and provision for 14-19 year olds within a local authority area. In the form of an Action Plan, ensure findings are acted on and recommendations implemented to help the local authority and its partners continue to improve the quality of education and training and to raise standards. Support approaches to raise the quality of FE teaching and learning to reach a consistent high standard across all campuses. Support approaches to improve the condition of the FE estate in Wiltshire (currently the 2nd poorest nationally). 	<p>Increase in attainment in Maths and English at L2.</p> <p>Individuals able to achieve commensurate with their skills and potential.</p> <p>Monitoring of devolved funding to access alternative provision at accredited providers.</p> <p>Successful transitions to post 16 learning and beyond.</p> <p>Improved retention rates.</p> <p>Reduction in NEET.</p> <p>Increased choice and quality in provision.</p>	Wiltshire Council, local schools, Wiltshire College and Provider Forum.	Baseline and targets to be established		
1.1.3 Narrow the gaps – secure better outcomes for those most disadvantaged e.g. care leavers, those with health and disability issues etc ensuring provision meets the needs of those who face barriers/are most vulnerable to disengagement.	<ul style="list-style-type: none"> Ensure not knowns are known. Review IAG for vulnerable groups. Deliver bespoke provision for vulnerable groups based on previous evidence of impact. Upskill those working with vulnerable people to ensure they have the requisite knowledge to support their service users. Develop and deliver relevant training for support staff. Further Working with alternative curriculum providers to better evidence impact and outcomes of devolved funding (used to be for YPSS) (KS4). Explore collaborative working between smaller providers offering niche provision to produce a more complete package for disadvantaged young people. Continue to develop the Aspire programme for care leavers. Deliver mentoring and key work support/Individual Resilience Training through Wiltshire Skills 4 Success. Support the effective targeting of 16-19 Bursary fund. 	Measure improvements in narrowing the gaps between disadvantaged and others in terms of attainment and destinations.	Wiltshire Council, Community First/Youth Action Wiltshire, Provider Forum, Wiltshire College and Provision for Vulnerable People Group.	Baseline and targets to be established		
1.1.4 Establish new relationships with schools due to changes in the provider base e.g. the formation of academies, free schools, UTCs etc.	<ul style="list-style-type: none"> Strengthen partnership working through WASSH and education partnerships/academy chains etc. 	Positive feedback from schools around partnership working and engagement with the Local Authority and other providers.	Wiltshire Council, Providers Forum and local schools.	Baseline and targets to be established		

PRIORITY 1.2: INCREASE PARTICIPATION IN EDUCATION OR EMPLOYMENT WITH TRAINING IN LINE WITH RPA LEGISLATION AND STATUTORY DUTIES ON LOCAL AUTHORITIES:

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
1.2.1 Engage and target support to young people early using the Risk of NEET Indicator (RONI). Develop an early intervention team approach in schools liaising with parents, guardians and other influences to encourage and support progression amongst more young people. This would bring additional support outside of the formal learning offered at school.	<ul style="list-style-type: none"> • Enable schools to use the RONI to target support at young people who are most vulnerable to becoming NEET to include referral to early intervention youth and preventative services as appropriate. • Support schools to ensure that young people have a suitable offer of a place in learning post 16 (September Guarantee). • Increase the range and quality of alternative curriculum - explore the potential for a joint Wiltshire Council and VCS application for 14-16 'turn around' education programmes. • Through the Your Choices www.wiltshirechoices.org.uk website consolidate information available to schools and professionals on provision available for those students pre-16 at risk of exclusion/NEET. • Engage National Citizenship Service delivery to provide a 'bridging provision' during summer holidays for year 11's at risk of NEET. • Identify target groups and measure specific outcomes for example 'Young Carers' or those in care develop a range of bespoke support and evidence impact. • Create and distribute a Young Carers support pack to each school focussing on prior learning on how best to support these young people to achieve in education and through transitions, identify a lead for young carers work in each school and evidence impact of work. 	<p>Proportion of 16 year olds with September Guarantee offer.</p> <p>Proportion of year 11 learners who make a successful transition to post 16 learning or other RPA compliant destination.</p> <p>Improved attainment and outcomes for vulnerable groups.</p> <p>Reduction in NEET.</p> <p>Activity measure against target completion date.</p>	Wiltshire Council, local schools, Wiltshire College, Community First/Youth Action Wiltshire, VCS, National Citizenship Service, EFA and provider Forum.	Baseline and targets to be established		
1.2.2 Improve transition support for Year 11 leavers especially over the summer to ensure post-16 engagement for young people they recognise as in danger of NEET. Develop a personalised offer of PSD and key work (intensive from the Spring through to August as soon as young people finish exams or for most of these when the school says they are off roll) and again in the winter for those who don't end up attending college or drop out quickly but who don't get picked up or noticed for months at which point they are much harder to re-engage.	<ul style="list-style-type: none"> • Improve early identification of young people in danger of NEET, provision is reliant on referrals. early identification of college applicants through intended destination process. • Build on established links between schools and FE to support the transition to College and improve retention. Create a supported link from existing and new providers to the college to ensure take up of January start courses. Support school and SE linkage with employers to support the tracking of the transition from education to employment. • Develop robust partnership processes to pick up those who drop out post 16 and focus on moving on those who complete 1 year courses. Ensure data agreement in place to report drop outs (all providers), adhered to and monitored. • Consider piloting an incentive led approach for existing providers to work closer together to create broader pathways for young people. • Develop a personalised offer of PSD and key work (intensive from May/June through August as soon as young people finish exams or for most of these when the school says they are off roll) and again in the winter for those who don't end up attending college or drop out quickly but who don't get picked up or noticed for months at which point they are much harder to re-engage. Identify ways to increase Project Inspire type provision beyond Wiltshire Skills 4 Success and create a consortium of providers to expand this offer to young people. • Explore joint working with the National Citizenship programme. • Through Wiltshire Skills 4 Success access mentors from business to support young people to make a successful transition and sustain their place in EET. • Use participation data which is available at ward level to identify 'hotspots' and cross refer with provision in these areas to undertake closer analysis of barriers to learning in the wards where participation is not as high as it could be. • Commission a piece of work looking at post 16 holistically in terms of CEIAG, in learning, participation, drop out, numbers undertaking 1 year courses at 16, provision from 17, spatial factors including NEET, curriculum opportunities, choice of provision, opportunities to make curriculum more complementary to growth priorities and develop more synergy between College and SSSF curriculum etc. Use findings to inform how we can work most effectively with schools, the College and other providers and employers to support progression, employability and quality going forward. 	<p>Increased engagement during summer months.</p> <p>Reduction in NEET.</p> <p>Improved retention at college.</p> <p>Effective data agreements in place with all providers.</p> <p>Activity measure against target completion date.</p>	Wiltshire Council, local schools, Wiltshire College, Community First/Youth Action Wiltshire, VCS, National Careers Service, EFA, National Citizenship Programme and Provider Forum.	Baseline and targets to be established		
1.2.3 Develop a targeted offer for 18 year old NEETS to move into employment or training.	<ul style="list-style-type: none"> • Clear pathways marketed and understood by referrers and young people. • A range of bridging and niche provision e.g. work experience, short bite sized courses focused on work related skills, transport solutions, employability skills, traineeships and supported links into apprenticeships. • Build on the success of earlier successful programmes such as the Future Jobs Fund. 	<p>Reduction in NEET.</p> <p>Activity measure against target completion date.</p>	Wiltshire Council, VCS, DWP, National Careers Service, local schools, Wiltshire College, Provider Forum and local employers.	Baseline and targets to be established		

PRIORITY 1.3: SUPPORT THE DELIVERY OF EFFECTIVE AND IMPARTIAL CEIAG AND SUPPORT SKILLS DEVELOPMENT AT ALL LEVELS TO ENSURE EMPLOYABILITY, SUSTAINABILITY, CAREER PROGRESSION AND PROMOTE A CULTURE OF CONTINUOUS DEVELOPMENT, LIFELONG LEARNING AND OPPORTUNITY FOR ALL

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
1.3.1 Ensure CEIAG is delivered using much more experiential techniques. Develop career learning to actively get professionals and young people working together to explore and understand the career landscape.	<ul style="list-style-type: none"> Through Wiltshire Skills 4 Success support more schools to achieve Careers Mark accreditation for CEIAG and support all schools/colleges with free access to a new Wiltshire Careers Education Programme developed with input from local schools and employers. Broker employer engagement for schools and support earlier education and business liaison and the development of a stronger vocational training offer to provide routes into our priority sectors. Facilitate meaningful education/business partnerships through WS4S core activities such as Role Models and Mentors from Business, Enterprise Days etc. Encourage people to realise it is possible to turn jobs into careers – attitude to work can open up doors to developing your career. Through both the WorkWiltshire www.workwiltshire.co.uk and Your Choices www.wiltshirechoices.org.uk websites map education and training provision in Wiltshire and communicate the offer in a joined up way promoting the vocational alongside other routes. Identify ways local employers can support the up-skilling of CEIAG teachers/IAG advisors possibly through a series of industry placements/insight to industry days to ensure their knowledge of industry developments is as fresh as practically possible. 	School and student/adult learner take up, employer engagement. Activity measure against target completion date. Delivery against key milestones.	Wiltshire Council, National Careers Service, local schools, Wiltshire College, Provider Forum and local employers.	WS4S Phase 1 targets already exceeded for no. of yp supported. Baseline and targets to be established for other activity.	Baseline and targets to be established	
1.3.2 Develop smarter pathways to employment - the pathways into some industries are not obvious. Single entity career pathways are a thing of the past, today the routes a person can take are more varied and not clear enough/promoted well enough.	<ul style="list-style-type: none"> Through Wiltshire Skills 4 Success embed Apprenticeships, self employment and STEM careers in CEIAG. Encourage schools to invite representatives from local companies to deliver presentations about their apprenticeship programmes to students. Promote and encourage more work experience opportunities, traineeships, internships and volunteering etc. Explore the development of and pilot a new short course aimed at women returners to the workplace with a focus on different work pathways e.g. Health and Social Care; Early Years and Childcare; Business Admin etc and will include work experience/work placement opportunities to encourage experiential learning and career development. Work with Sector Skills Councils to promote individual sectors and the associated career paths, particularly in sectors where employers are facing skills gaps e.g. create and distribute short film case studies. 	School and student/adult learner take up, employer engagement. Activity measure against target completion date. Delivery against key milestones.	Wiltshire Council, National Careers Service, local schools, Wiltshire College, Provider Forum, local employers, VCS, Volunteer Centre Wiltshire and Sector Skills Councils.	Baseline and targets to be established		
1.3.3 Develop approaches to broaden horizons, retrain, re-skill and up-skill. Identify transferable skills and alternative occupations.	<ul style="list-style-type: none"> Identify where employers are already experiencing success and demonstrating good practice in this area and attempt to replicate with others. Further develop Learning In C4 curriculum offer to target and appeal to the unemployed and returners to work. Ensure courses offer adults the opportunity to retrain, re-skill and up-skill and include embedded IAG and progression pathways are centre at to the learning programme. Raise aspiration where there is potential to progress from a Level 2 to Level 3 qualification and in turn from Level 3 to Level 4 and above. Increase understanding of why this is important and collate pay statistics for example to show how pay scales are influenced by qualification level. Realise the potential of people trapped in low wage work through training and advice to help them develop appropriate aspiration, achieve progression, independence and resilience in the workplace and support them into higher paid more productive employment. Use unit accreditation and volunteer placements to enable learners to achieve qualifications. raise their skills levels and improve career prospects. Realise the potential of older workers – support older people to either remain in or return to the labour market. Promote examples of supportive employers. Target older learners and encourage them to update or acquire new skills particularly in computing and information technology. 	School and student/adult learner take up, employer engagement. Activity measure against target completion date. Delivery against key milestones.	Wiltshire Council, National Careers Service, Wiltshire College, Provider Forum, local employers, VCS and Volunteer Centre Wiltshire.	Baseline and targets to be established		

PRIORITY 1.4: DEVELOP EMPLOYABILITY AND SOFT SKILLS TO PROVIDE A BETTER BALANCE AND FOCUS BETWEEN ATTITUDINAL VALUES, VOCATIONAL SKILLS AND ACADEMIC ACHIEVEMENT

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
1.4.1 Support young people to develop a core skills set of employability and informal skills and gain the right experience to best prepare them for the world of work and ensure a successful transition from school into further education/training or work and ultimately adulthood.	<ul style="list-style-type: none"> Through Wiltshire Skills 4 Success support more schools to achieve Careers Mark accreditation for CEIAG and support all schools/colleges with free access to a new Wiltshire Careers Education Programme developed with input from local schools and employers. Broker employer engagement for schools and support earlier education and business liaison and the development of a stronger vocational training offer to provide routes into our priority sectors. Facilitate meaningful education/business partnerships through WS4S core activities such as Role Models and Mentors from Business, Enterprise Days etc. Encourage people to realise it is possible to turn jobs into careers – attitude to work can open up doors to developing your career. Work with Sector Skills Councils to promote individual sectors and the associated career paths, particularly in sectors where employers are facing skills gaps e.g. create and distribute short film case studies. Through both the WorkWiltshire www.workwiltshire.co.uk and Your Choices www.wiltshirechoices.org.uk websites map education and training provision in Wiltshire and communicate the offer in a joined up way promoting the vocational alongside other routes. Work with alternative post 16 providers to develop bespoke provision for those who are NEET concentrating on employability skills and employment specific training and provision. Promote and encourage more work experience opportunities, traineeships, internships etc. Work with Governor Services to identify employer representatives already on governing bodies, identify governor vacancies and share relevant vacancies with employers using existing employer networks to inform employers on importance of employer representation on school governing bodies. Explore the possibility of developing a National College model in Wiltshire. Encourage schools to establish alumni networks to provide inspiration and career insights through assemblies and workshops and enhance core curriculum lessons and offer work experience placements. 	School and student take up, employer engagement. Destination outcomes released 2017/18. Increasing participation rates/tracking. Increased recruitment of employer governors. Activity measure against target completion date. Delivery against key milestones.	Wiltshire Council, local schools, South Wiltshire UTC, Wiltshire College, Provider Forum, local employers and Sector Skills Councils.	WS4S Phase 1 targets already exceeded for no. of yp supported. Baseline and targets to be established for other activity.	Baseline and targets to be established	
1.4.2 Raise the value and quality of volunteering opportunities to acquire training, develop skills and a productive route towards future employment. Support the VCS to extend the range of opportunities available to those who would like to volunteer.	<ul style="list-style-type: none"> Promote outcomes through press releases and case studies. Maximise the use of awards such as V to recognise volunteers achievements. Promote SPICE Time Credits as an incentive/ route into volunteering. Cascade volunteer policy for all VCS organisations to use if they wish to. Identify opportunities to develop partnership working with the VCS e.g.. The Repair Academy. Work with VCS to develop a targeted campaign to advertise the benefits of volunteering, training opportunities for volunteers/voluntary services and existing volunteering opportunities available. Work with Volunteer Centre Wiltshire to build capacity in VCS. 	Activity measure against target completion date. Outcomes of those engaged with such programmes - into EET figures. Time Credit hub monitors uptake/time credit spend and credit numbers to be re-issued. Increased take up of volunteering.	Wiltshire Council & VCS.	Baseline and targets to be established		
1.4.3 Address the Work Experience gap. Provide opportunities for people to broaden their horizons, gain real world insight and develop their knowledge of how business works. There is no longer a co-ordinated approach for work experience. Employers are being approached by multiple institutions to provide work experience. There will be an increasing onus on schools to ensure work experience placements post 16.	<ul style="list-style-type: none"> Ensure schools appropriately risk assess work experience placements - provide support perhaps centrally to create a database of work experience providers this could be used by schools and post 16 providers. Scope out potential model for centralising work experience coordination across the County/work with existing work experience organisers. Work with employers to increase number of work experience placements on offer. Explore the potential to Quality Mark employers who provide placements and publicly thank. Continue with Work experience opportunities for unemployed through the DWP Youth Contract. Encourage public sector organisations to provide more opportunities for those who are NEET and support them to develop such activity. 	Activity measure against target completion date. OFSTED monitor and report on work experience as an integral part of the inspection of provision for 16-19 years olds.	Wiltshire Council, local schools, Wiltshire College, Provider Forum, local employers and Public Services Board.	Baseline and targets to be established		

PRIORITY 2.1: DEVELOP TARGETED INTERVENTIONS/PROGRAMMES FOR VULNERABLE GROUPS

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
2.1.1 Support young people's personal development and individual resilience. Low confidence and self esteem is a significant issue within the cohort often displayed in a variety of challenging behaviours and can and does effect young people's progression into EET post 16.	<ul style="list-style-type: none"> Through Wiltshire Skills 4 Success deliver Individual Resilience Training to vulnerable young people aged 16-24. Support the VCS to demonstrate it's work in this area through the use of nationally recognised measuring tools such as VIEWS etc. Assess gaps and identify where provision can be expanded/new provision developed. Support schools and colleges to develop and access funding to deliver tailored solutions for some individuals. Identify those who are most vulnerable and undertake targeted wok to deal with issues before they become embedded. 	Activity measure against target completion date.	Wiltshire Council, Community First: Youth Action Wiltshire, VCS and local schools.	Baseline and targets to be established		
2.1.2 Explore developing a peer role model/mentor network of inspirational people who have successfully overcome significant barriers and are willing to share their stories and experience with others.	<ul style="list-style-type: none"> Ensure that there is adequate promotion and recognition of those involved and that the value is recognised by stakeholders and the individuals themselves. Ensure the use of it, maximising support for individuals who can not have 1-2-1 face to face support from a mentor due to geography, confidence, etc. 	Activity measure against target completion date.	Wiltshire Council, Provider Forum, and the Provision for Vulnerable People Group.	Baseline and targets to be established		
2.1.3 Explore the establishment of a NEET Prevention Social Impact Bond. This would involve a consortium of providers coming together to deliver early intervention to young people who are at risk of becoming NEET, targeting vulnerable groups and areas with high levels of deprivation.	<ul style="list-style-type: none"> Facilitate formation of a consortium. Support evidencing of work. Investigate alternative funding or the possibility of underpinning funding if Social Impact Bond application is unsuccessful. 		Wiltshire Council, VCS and SWLEP partners.	Baseline and targets to be established		
2.1.4 Improve tracking and reduce the 'Not Known' rate amongst 16-18 year olds.	<ul style="list-style-type: none"> Review existing processes and consider developing a new/improved system drawing on the knowledge of a wide range of professionals who have contact with 16-18 year olds. Explore the viability of investing in the tracking 'call centre'. Utilise existing resources and encourage schools, other organisations, young people and families to be part of the solution. 	Activity measure against target completion date.	Wiltshire Council, local schools, Wiltshire College, Community First/Youth Action Wiltshire, DWP etc.	Baseline and targets to be established		
2.1.5 Identify and engage with those invisible to the labour market – explore ways to identify and engage those aged 18+ who are not participating and not claiming.	<ul style="list-style-type: none"> Research how other areas have successfully identified and engaged 'invisible individuals'. Explore ways to best express to these young people what the benefits of engaging with provision/services are. Consider the costs involved in investing in contact time as they need to be found and then appropriate support offered this is expensive and outcomes can be low but if measured over a substantial period of time results have been shown to be cost effective. 	Activity measure against target completion date.	Wiltshire Council, Wiltshire College, Community First/Youth Action Wiltshire, DWP etc.	Baseline and targets to be established		
2.1.6 Develop specialist personalised and tailored employment support for vulnerable groups and those most disadvantaged including but not limited to those with long term and enduring mental health issues, those suffering from physical disabilities and ill health, those with caring responsibilities, those with learning difficulties and disabilities and teenage parents.	<ul style="list-style-type: none"> Map existing support, assess gaps and where required expand provision/develop further support, ensuring it can be personalised, tailored and that there is flexibility. Improve information and advice to sustain them in employment. Work with employers to reduce stigma and discrimination in the workplace and promote the concept of them protecting their employees' wellbeing. Work collaboratively with DWP and other relevant agencies to ensure provision does not overlap with existing provision but adds value and enhances. Ensure provision meets the needs of those who face barriers and are most vulnerable to disengagement. 	Activity measure against target completion date.	Wiltshire Council and DWP.	Baseline and targets to be established		
2.1.7 Develop provision and support to prevent offenders re-offending.	<ul style="list-style-type: none"> Map existing support for ex-offenders. Assess gaps and where required expand provision/develop further support, ensuring it can be personalised, tailored and that there is flexibility. Formally link YOT to providers network and referral pathway. 	Activity measure against target completion date.	Wiltshire Probation CRC and Wiltshire Council.	Baseline and targets to be established		
2.1.8 Support Wiltshire's Looked After Children to raise attainment and move into education, employment and training.	<ul style="list-style-type: none"> Collate and cascade best practice amongst those working with this cohort. Ensure the full offer from providers reaches these young people. Explore the possibility to invest in additional 1:1 and bespoke support. 	Activity measure against target completion date.	Wiltshire Council	Baseline and targets to be established		
2.1.9 Assist young people with SEND to prepare for employment and sustain varying levels of paid employment with local employers including Apprenticeships. Develop a Supported Internship programme for young people with severe learning difficulties and/or disabilities aged 16 to 24.	<ul style="list-style-type: none"> Map existing support for young people with SEND. Assess gaps and where required expand provision/develop further support, ensuring it can be personalised, tailored and that there is flexibility. Support employers to engage in this work. Continue to develop and extend the Supported Internship Programme. 	Activity measure against target completion date.	Wiltshire Council and Wiltshire College.	Baseline and targets to be established		
2.1.10 Early intervention for unemployed older workers to prevent long term unemployment.	<ul style="list-style-type: none"> Develop bespoke IAG materials for this group Provide this group with opportunities to access voluntary work, temporary work and training opportunities. 	Activity measure against target completion date.	Wiltshire Council and DWP.	Baseline and targets to be established		
2.1.11 Develop more effective linkage with the troubled families agenda.	<ul style="list-style-type: none"> Invest time to link up relevant staff and partners and develop effective joint working. 	Activity measure against target completion date.	Wiltshire Council	Baseline and targets to be established		

PRIORITY 2.2: ADDRESS INSTITUTIONAL/SYSTEM/CULTURAL/INFRASTRUCTURE BARRIER:

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
2.2.1 Develop ways to overcome the challenges associated with Wiltshire's rurality which hamper delivery - transport is a key barrier to EET (length of journey, availability and costs of public transport, costs of car ownership etc).	<ul style="list-style-type: none"> Review existing transport provision and previous initiatives. Review transport provision and initiatives in other rural areas in the UK. Identify viable models to deliver training opportunities in rural areas. Maximise the use of IT in delivering training in a format that allows people to access from home, and at a time which suits them. Ensure individuals have access to IT equipment and broadband connections. Consider investing in bespoke solutions such as Wheels 2 Work and car sharing schemes. 	Activity measure against target completion date.	Wiltshire Council, Provider Forum, Wiltshire College and Community First.	Baseline and targets to be established		
2.2.2 Overcome the limited availability of before and after school childcare in some communities which are too small to make it viable. Improve the availability of weekend and very late/very early opening childcare across the county. Costs of childcare are also a significant barrier. Support childcare provision to offer a high quality experience for children.	<ul style="list-style-type: none"> Support schools to identify demand for before and after school childcare. Support schools to access grants to assist them developing their own own before/after school childcare provision and to ensure quality of provision. Through Project IMPRESS provide financial support with upfront childcare costs during the transition from unemployment to employment. Promote examples of local employers who offer childcare schemes. Explore what 'wrap around child care' looks like? 	Activity measure against target completion date.	Wiltshire Council, local schools and local employers.	Baseline and targets to be established		
2.2.3 Improve financial literacy and health literacy.	<ul style="list-style-type: none"> Review current provision and consider ways to improve it. Work with existing stakeholders e.g. PSA's, Sure Start, social services to ensure that support re: finances and health is promoted and accessed. Deliver local workshops in deprived wards to assist individuals with financial and health literacy. Link and promote existing initiatives. Ensure Basic Skills (Literacy and Numeracy) and health work is embedded in all other provision. 	Activity measure against target completion date.	Wiltshire Council, Provider Forum, Wiltshire Money, PCT etc.	Baseline and targets to be established		
2.2.4 Support people to overcome cultural/attitudinal barriers associated with having an offender record.	<ul style="list-style-type: none"> Identify the type of support required through talking to relevant stakeholders and where possible, affected individuals. Ensure these individuals are identified as needing support. Expand/support existing initiatives to help provide the right support to these individuals/groups. Promote case studies of positive impact. 	Activity measure against target completion date.	Wiltshire Council, Probation CRC, DWP etc.	Baseline and targets to be established		

PRIORITY 3.1: SUPPORT THE TRANSITION FROM NEET TO EET

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
3.1.1 Understand more about the causes of NEET and barriers to participation.	<ul style="list-style-type: none"> Survey young people including those who do not engage with provision/access youth services. Support all providers to evidence why and how they do what they do - facilitate SROI model for all to use and evidence impact of their work. 	Activity measure against target completion date.	Wiltshire Council, Provider Forum, Provision for Vulnerable People Group, Wiltshire College, Community First/Youth Action Wiltshire and DWP.	Baseline and targets to be established		
3.1.2 Ensure referral processes are followed correctly and the most appropriate referral is made in the first place.	<ul style="list-style-type: none"> Through both the WorkWiltshire www.workwiltshire.co.uk and Your Choices www.wiltshirechoices.org.uk websites map education and training provision in Wiltshire and communicate the offer in a joined up way. Provide support for all professionals working in this area to improve the quality and accuracy of referrals. 	Activity measure against target completion date.	Wiltshire Council, Provider Forum and Provision for Vulnerable People Group.	Baseline and targets to be established		

PRIORITY 3.2: DEVELOP INNOVATIVE ACTIVITY TO PREVENT THE 'REVOLVING DOOR' EFFECT AND IMPROVE RETENTION OF EMPLOYMENT

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
3.2.1 Understand more about the difficulties of sustaining participation in provision/learning or work.	<ul style="list-style-type: none"> Identify why things are not working for certain individuals/groups – what are the levers for change? Pull together evidence from providers and relevant organisations on previous work. Talk to individuals facing this issue to gather evidence needed for changes to existing support. Improve links between Job centres, employers and niche providers/specialist support services e.g. Mindful Employer, IAPT (talking therapies), promotion of access to work. Focus on raising awareness, challenging attitudes of employers to those facing significant employment and personal barriers. 	Activity measure against target completion date. Activity measure against target completion date. Delivery against key milestones.	Provider Forum, Provision for Vulnerable People Group, Wiltshire Council, DWP and Wiltshire College.	Baseline and targets to be established		
3.2.2 Provision of in-work support to enable people to keep a job in the early stages of transition to work and a focus on career advancement thereafter.	<ul style="list-style-type: none"> Through Project IMPRESS and other provision aimed at supporting people to sustain work such as the Wiltshire Employment Support Team (WEST), support individuals with the transition to employment and help them to keep a job in the early stages and support them to develop in their careers in line with their potential. Improve links and information to organisations who are supporting young people into EET about where business employment mentors are and what they can provide. Improve transition arrangements and referral procedures between exiting organisations and ongoing support. Improve information for vulnerable groups such as those with learning difficulties and disabilities on their employment rights, available support, adaptations and technology support. 	Activity measure against target completion date. Delivery against key milestones.	Provider Forum, Provision for Vulnerable People Group, Wiltshire Council, DWP and Wiltshire College.	50 individuals supported by March 2015 of which 125 to sustain employment, 50 individuals to benefit from skills development and 13 individuals to achieve career advancement.	N/a	

PRIORITY 4.1: SUPPORT EMPLOYERS WITH WORKFORCE DEVELOPMENT, UP-SKILLING AND SUCCESSION PLANNING

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
4.1.1 Create a dedicated one stop shop to offer employers support with training needs analysis and brokering the most appropriate provision.	<ul style="list-style-type: none">• Build the capacity of the GWP Provider Network to become the formally recognised provider forum serving both the Wiltshire Education, Employment & Skills Board and the Swindon Skills & Employment Board bringing together the principal partners engaged in the delivery of education, employment and skills related services and training in the SWLEP area. This will provide a regular and structured opportunity for the full range of providers operating across Swindon and Wiltshire to engage with each other, the Local Authorities and key agencies around: sharing information, successes, and concerns; sharing resources and partnering arrangements e.g. with organisations who can offer activities which complement the training offer; provide a forum for the Local Authorities and funders to present and initiate discussion on any issues concerning provision; support providers to improve and develop good practice, stimulate and meet demand from employers; provide a forum for new initiatives and funding arrangements to be explained and discussed.• Develop the earlier Employer Forum model approach to undertake a strategic analysis of skills requirements in Wiltshire. Use findings to ensure that the training offer meets and addresses the skills requirements of local employers, identify any gaps and develop strategies to address those gaps including any capacity building requirements for training providers. Ensure the model engages with appropriate strategic industry-focused organisations such as Sector Skills Councils, trade representative bodies, HR Director Networks, business representative bodies such as FSB and local Chambers of Commerce.• Ensure provision is tailored to meet sector needs and is delivered within a structure that allows SMEs and Micros to attend.• Support business leaders and management teams with leadership and management skills to support growth.• Support employers to recognise transferrable skills to bridge gaps and ensure maximisation of skills utilisation.• Support employers with talent management and staff retention.	Activity measure against target completion date.	Wiltshire Council, Swindon Borough Council and Provider Forum	Baseline and targets to be established		
4.1.2 Support SME and Micro Businesses with specialist employment skills to retain, develop and grow their workforce.	<ul style="list-style-type: none">• Through Project IMPRESS provide a range of support for eligible SME and Micro Businesses including: Human Resources advice and guidance, recruitment and induction support, workforce development and up-skilling support, future workforce needs planning, employee engagement and staff retention support, overall encouragement with good employment practice and conflict management support.	Activity measure against target completion date. Delivery against key milestones. Number of businesses supported.	Wiltshire Council	280 businesses supported by July 2015	N/a	
4.1.3 Support employers to identify their employment and skills needs and understand the landscape of provision and support available. Ensure communication to employers is accessible, in a simple format, easy to understand and to the point.	<ul style="list-style-type: none">• Through both the WorkWiltshire www.workwiltshire.co.uk and Your Choices www.wiltshirechoices.org.uk websites map education and training provision in Wiltshire and communicate the offer in a joined up way.• Create opportunities for providers to talk about what they can offer and to find out more about what employers are looking for specifically.	Activity measure against target completion date.	Wiltshire Council, Provider & Employer Forums.	Baseline and targets to be established		
4.1.4 Raise the profile of the benefits of skills training amongst employers. Persuade companies of the bottom-line business benefits of investing in training and development.	<ul style="list-style-type: none">• Raise the profile of training amongst employers, through the Education, Employment & Skills Board (EESB), the SWLEP, provider and employer forums such as the Chambers of Commerce, the FSB, Wiltshire Business Support Service and Sector Skills Councils.• Through a dedicated Provider Forum marketing campaign group, deliver a marketing strategy to promote training and more effective employer engagement and retention with regard to skills development.• Apply a focus on sectors with skills shortage vacancies and 'hard to fill' vacancies such as the care sector. In the case of the Care sector engage with the Care Skills Partnership and their Careers in Care sub-group.	Activity measure against target completion date.	Wiltshire Council, Provider & Employer Forums and Sector Skills Councils.	Baseline and targets to be established		

PRIORITY 4.5: IMPROVE ACCESS TO HE FACILITIES AND COURSES WHICH SUPPORT GROWTH SECTORS AND OPPORTUNITIES

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
4.5.1 Encourage progression from Level 3 to Level 4 and grow higher level skills across the whole working age population particularly Level 4 and above.	<ul style="list-style-type: none"> • Create bespoke turn around provision for those who drop out of AS/A levels - investigate need for and pilot provision for young people academically able (doing AS/A levels) but struggling with confidence and self-esteem there is a growing recognition for the need for this work. • Work with Employers and Open University/other HE providers to promote E-Learning/distance learning L4+ courses. • Promote higher apprenticeships targeted at those who are new to a job or role that requires sustained and substantial training, through various channels, including publicity, events etc. • Promote local HE full time and part time opportunities as an alternative to moving away to study. 	Increased uptake of L4+ qualifications reported by OU and other HE providers that deliver to Wiltshire residents. Increase in higher apprenticeship starts. Increased uptake of L4+ qualifications by those residing in Wiltshire.	Wiltshire Council, SWLEP partners, Skills Funding Agency, Provider Forum, Wiltshire College, local employers and local schools.	Baseline and targets to be established		
4.5.2 Generate a new group of learners (perhaps with a vocational partiality) that could be inspired to progress to HE who might not otherwise consider learning at higher levels as an option, or who may be discouraged by social, cultural, economic or institutional barriers.	<ul style="list-style-type: none"> • Promote higher apprenticeships as above and work with employers to develop such programmes. • HE fails to enable pupils and also adults to find out about HE courses. • Promote financial support systems (24+ loans) to adults looking to progress to HE via an Access to HE course. • Bite-size degree course taster classes at community campuses, local colleges and other community venues. 	Activity measure against target completion date. More local employers engaged in Higher Apprenticeships. Increase in Higher Apprenticeship opportunities offered by local employers. Increase uptake of Access to HE courses.	Wiltshire Council, SWLEP partners, Skills Funding Agency, Provider Forum, Wiltshire College, local employers and local schools.	Baseline and targets to be established		
4.5.3 Generate a new group of learners (perhaps with a vocational partiality) that could be inspired to progress to HE who might not otherwise consider learning at higher levels as an option, or who may be discouraged by social, cultural, economic or institutional barriers.	<ul style="list-style-type: none"> • Promote higher apprenticeships as above and work with employers to develop such programmes. • HE fails to enable pupils and also adults to find out about HE courses. • Promote financial support systems (24+ loans) to adults looking to progress to HE via an Access to HE course. • Bite-size degree course taster classes at community campuses, local colleges and other community venues. 	Activity measure against target completion date. More local employers engaged in Higher Apprenticeships. Increase in Higher Apprenticeship opportunities offered by local employers. Increase uptake of Access to HE courses.	Wiltshire Council, SWLEP partners, Skills Funding Agency, Provider Forum, Wiltshire College, local employers and local schools.	Baseline and targets to be established		

PRIORITY 4.6: ENSURE AN ADEQUATE SUPPLY OF FUTURE STEM SKILLED EMPLOYEES

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
4.6.1 Raise the profile and appeal of STEM industries facing skills shortages. Ensure adequate supply of STEM qualified recruits to meet growth needs.	<ul style="list-style-type: none"> • Through Wiltshire Skills 4 Success (WS4S) deliver activities to increase young people's interest in STEM industries facing skills shortages e.g. Life Sciences, Advanced Manufacturing etc. • Engage with and raise the profile of STEM careers amongst under-represented groups, such as women and ethnic minorities. • Extend the benefit more widely of the two STEM based University Technical Colleges (UTCs) due to open shortly in the SWLEP area by developing a collective STEM agenda - a SWLEP wide collective strategy on STEM with all education and training providers who have a STEM focus collaborating with the FE colleges, UTCs and HEIs. 	Delivery against key milestones. School and student take up, employer engagement. Increased awareness of and interest in STEM industries amongst young people.	Wiltshire Council, SWLEP partners, Sector Skills Councils, Provider Forum, local employers and local schools.	Baseline and targets to be established		
4.6.2 Support earlier intervention in the education process and sustainable STEM development in teaching/CEIAG to encourage children and young people to see the myriad of opportunities that science, technology, engineering and Maths can create.	<ul style="list-style-type: none"> • Through Wiltshire Skills 4 Success develop a local network of STEM Role Models and STEM Mentors, deliver STEM fairs and bespoke support for local schools, colleges and young people through matching relevant STEM activities and employers tailored to need. Offer challenging educational activities e.g. writing computer codes for video games, Arduino LEGO segways. Show & tell/Have a Go experiences e.g. STEM careers fairs, space projects etc. Work with local schools to support sustainable STEM development in teaching and Careers Education, Information, Advice & Guidance. 	Delivery against key milestones. School and student take up, employer engagement.	Wiltshire Council, Wiltshire Business Support Service, local employers and local schools.	750 young people supported through: STEM fairs – 400 young people to be supported STEM Role Models – 100 young people STEM Mentors – 50 young people A diverse offer of interactive and innovative education experiences and STEM activities – 200 young people	N/a	

PRIORITY 5.1: ENCOURAGE ENTERPRISE EDUCATION TO DEVELOP THE FUTURE GENERATION OF ENTREPRENEURS

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
5.1.1 Facilitate earlier engagement with the education system and collaboration between education and business and embed entrepreneurship and innovation in teaching/CEIAG to encourage entrepreneurial mindsets and stimulate ambition.	<ul style="list-style-type: none"> Through Wiltshire Skills 4 Success develop bespoke support for local schools, colleges and young people through matching relevant Enterprise & Innovation activities and employers tailored to need, develop a Young Entrepreneurs Schools Programme e.g. 'Becoming Your Own Boss' seminars, Business Breakfasts/networking opportunities, specialist business advice e.g. patents/IP/trademarks, pitching dens and opportunities to take viable ideas to development/test/market, workshop packages available for young people to 'meet the experts' and engage with employers/entrepreneurs in addition to business planning, managing/securing finance, getting customers, incorporate innovation and entrepreneurship into education and training by offering activities that will challenge, acknowledge and generate ideas and opportunities for young people to learning from leading business minds, social entrepreneurs and innovative companies in the local area. Pilot schools links with the Repair Academy Programme for Enterprise. Develop Repair Academy links with targeted programmes. 	Delivery against key milestones. School and student take up, employer engagement.	Wiltshire Council, Wiltshire Business Support Service, local employers, Community First/Youth Action Wiltshire, Wiltshire College and local schools.	500 young people supported through: Young Entrepreneurs Schools Programme - 300 young people A diverse offer of interactive and innovative education experiences and Enterprise activities – 200 young people		N/a
5.1.2 Support the Employment and Enterprise work stream of the Military Civilian Integration Programme to support the employment and enterprise aspirations of Service leavers and military spouses.	<ul style="list-style-type: none"> Work with the Employment and Enterprise MCI work stream to support Service leavers and their spouses in their choices of employment, start-up/and or growing your own business. Support the Employment and Enterprise MCI work stream in implementing relevant recommendations within the TEN: Military Into Enterprise research (August 2014). 	Delivery against key milestones.	MCI Employment and Enterprise work stream.	Baseline and targets to be established		

PRIORITY 5.2: ENCOURAGE INNOVATION IN PUBLIC AND VOLUNTARY SERVICES THROUGH SUPPORTING THE DEVELOPMENT OF SOCIAL ENTERPRISE AND OTHER MODELS FOR ADDRESSING SOCIO-E

HIGH LEVEL ACTION	ACTIVITY DESCRIPTION	MEASUREMENT	LEAD PARTNER(S)	TARGET 2014/15	TARGET 2015/16	TARGET 2016/17
5.2.1 Secure a better understanding/evidence base for the impact of public and voluntary services on improving EET outcomes.	<ul style="list-style-type: none"> Undertake cost benefit analysis approaches for costs of qualifications, in work etc. http://neweconomymanchester.com/stories/832-unit_cost_database 	Activity measure against target completion date.	Wiltshire Council	Baseline and targets to be established		
5.2.2 Research and explore effective, innovative platforms to tackling social exclusion issues.	<ul style="list-style-type: none"> Support more local charities and social enterprises to access the business support offer including assistance with investment readiness, mentoring and help to develop business plans as well as access to loans and other potential investment products to enable them to start up, scale up, develop assets and grow. Explore the development of a Local Impact Fund to develop the capability of local charities and social enterprises to deliver commissioned services. Explore the development a Social Impact Bond model to support innovation in public and voluntary services and develop new approaches to promoting inclusion. Provide relevant data, support and advice to encourage community areas via Area Boards to develop/shape their own local strategies for supporting education, employment and skills priorities so they can tailor a local response which reflects the needs of their neighbourhood. 	Activity measure against target completion date.	Wiltshire Council, VCS & SWLEP	Baseline and targets to be established		

Appendix Four

Performance Dashboard

Education, Employment & Skills Board Performance Dashboard - KPIs

PI Ref	Performance Indicator	Most Recent Data	RAG rating & Direction of Travel	Notes
EES 1	No. of new businesses created and sustained	2,825 businesses under 2 years old	↑	Most recent data is from October 2013 and is available on the ONS website (UK BUSINESS: ACTIVITY, SIZE AND LOCATION - 2013), compiled from the Inter Departmental Business Register (IDBR) which contains information on V traders and PAYE employers in a statistical register.
EES 2	No. of jobs created	1,183	↑	Most recent data is from the Economic Development and Planning Performance figures for Q1 (Apr - Jun), 2014. Data is available dating back to Feb 2013.
EES 3	Average resident pay rate	£503.60 gross per week	↑	Most recent data is from 2013 on NOMIS (Source: Annual Survey of Hours and Earnings 2013. Resident and Workplace analysis via NOMIS).
EES 4	Average workplace pay rate	£475.40 gross per week	↑	Most recent data is from 2013 on NOMIS (Source: Annual Survey of Hours and Earnings 2013. Resident and Workplace analysis via NOMIS).
EES 5	% of employers reporting skills gaps	11.0%	↓	Most recent from UKCES Employer Skills Survey 2013, table 52. Compares well with National figure of 15% and is a significant reduction on the 17% reported previously.
EES 6	% of workless households	8.0%	↓	Most recent data is from 2012. This is a significant reduction from 11.9% in 2008 and compares well to the 2012 national average of 14.9%, and the South West regional average of 11.2%. However, this figure varies significantly by community area, from the lowest percentage in Malmesbury where 6% of households with dependent children have no adult in employment to Westbury where 12.8% of households with dependent children have no adult in employment.
EES 7	% of children living in poverty	11.4% / 11,610 individuals	↓	Most recent data is from August 2011 from HMRC analysis. There has been an increase of 400 children living in poverty in Wiltshire since 2008. This compares well with other local authority areas in the South West of England, but makes the fact that of the 285 Lower Super Output Areas (LSOA), 14 have from 26.9% to 46.1% children living in poverty. Ten LSOAs have over 30% of children living in poverty, an increase of one extra LSOA in Wiltshire with this high percentage of children living in poverty when compared to 2008.
EES 8	% of working age population claiming at least one form of out of work benefit	6.4% / 18,980 individuals	↑	Most recent data is from February 2014 on NOMIS. (Key out-of-work benefits). Data is available on NOMIS dating back to August 1999 - this could help inform a baseline. Compares favourably with National (10.6%) and SW (8.8%) levels and is back to pre-recession levels.
EES 9	% of working age population claiming JSA	1.0% / 2,935 individuals	↓	Most recent data is from September 2014 on NOMIS. Monthly data is available on NOMIS dating back to 2006 or quarterly from 1992 - this could help inform a baseline. Compares favourably with national/SW levels and is back to pre-recession levels. For Single people from 2015 JSA will be replaced by Universal Credit. Those remaining on the JSA register will be harder to help. DWP focus will be on ESA claimants.
EES 10	% of working age population claiming ESA	4.0% / 11,750 individuals	↓	Most recent data is from February 2014 on NOMIS. Quarterly data is available on NOMIS dating back to August 1999 - this could help inform a baseline. Compares favourably with national/SW levels and is back to pre-recession level. Data remains static, early intervention strategy in place to contact ESA claimants earlier.
EES 11	% of 16 and 17 year olds participating	91.9% / 8,863 individuals	↑	Most recent data is from July 2014 from the LA's Participation Digest. Slightly higher than previous month's figure of 91.4% and up 4.5% on previous year. Compares favourably with National figure of 83.2%. Improvement reflects the increased effectiveness of systems and processes in place to track unknown. Spike often expected at this reporting time. Decline expected in September/October.
EES 12	% of students who entered an A level or other L3 qualification going on to or remaining in an education or employment destination	68.0% / 3,200 individuals	↓	Most recent data is from 2010/2011 cohort published in June 2014 taken from Department for Education website.
EES 13	No. of Traineeship starts for 16-24 year olds	Awaiting data to be published, only provisional National Data available currently. Nationally 7,400 Traineeship starts in the first three quarters of the academic year (August 2013 to April 2014), source: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/324016/traineeship-data-note-june14.pdf Government are not reporting on progression or conversion to Apprenticeships although they are collecting this data.		
EES 14	No. of Supported Internship starts for 16-24 year olds	8	↑	Wiltshire Council's Supported Internships Programme commenced in September 2014. To date, 8 Supported Internships have been created.
EES 15	No. of Apprenticeship starts	4,410	↓	Provision data for starts 2013-14 academic year from the FE Data Library (https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships-2). Down on previous years Data for the 2012-13 academic year in which there were 5,110 starts, a little lower than the 5,330 recorded a year earlier.
EES 16	% of residents qualified to Level 4 and above	38.2% / 106,700 individuals	↑	Most recent data is from Dec 2013 on NOMIS. Data is available on NOMIS dating back to December 2004 - this could help inform a baseline.
EES 17	% of pupils at the end of Key Stage 4 achieving at GCSE and equivalents, 5+ A* - C including English and Maths	60.6%	↑	SFR4_2013_AT.
EES 18	% of people with a Level 2 with English and Maths who achieved at 19 who didn't achieve at 16	19.3%	↓	Most recent data is from March 2014 from the LAIT October 2014 (Source: SFR 10/2014).
EES 19	% of care leavers at age 19 in Education, Employment or Training	51.0%	↑	Most recent data is from 2013 taken from Department for Education. Also available on the LAIT October 2014 data from December 2013. Behind compared to South West (53%) and National (58%), however improved from 41% in 2012 and closed the gap to National from 17 points to 7 points in a year.
EES 20	% achievement of pupils eligible for Free School Meals achieving 5 or more GCSEs Grade A* - C including English and Maths	27.1%	↓	Most recent data is from April 2014 from the LAIT October 2014 (Source: SFR05/2014).

Education, Employment & Skills Board Performance Dashboard - KPIs				
PI Ref	Performance Indicator	Most Recent Data	RAG rating & Direction of Travel	Notes
Business, Skills & Routes to Employment				
EES 21	% of establishments hiring 16-18 year olds straight from school or college	16yrs = 8.0% / 1,199 17-18yrs = 9.0% / 1,375 17-18yr old college leavers = 13.0% / 1,931	↓	Most recent data is for Wiltshire and taken from UK Commission's Employer Skills Survey (UKCESS) 2013, T11, https://www.gov.uk/government/statistics/employer-skills-survey-local-data . Overall Inc. Since 2011 survey. Compares well to National, 16yrs = 8%, 17-18yrs = 11%, 17-18 yr old college leavers 12%. 2011 Wiltshire data, 16yrs = 10% / 1999, 17-18yrs = 8% / 1586, 17-18yr old college leavers = 10% / 1977. Possible explanation on differences between 2011 - 2013 the Education and Skills Act 2008 says that by 2013, all young people in England have to stay on in education or training at least part-time until they are 17 years old.
EES 22	% of establishments hiring university graduates	11.0% / 1,169	↑	Most recent data is for Wiltshire and taken from UK Commission's Employer Skills Survey (UKCESS) 2013, T11, https://www.gov.uk/government/statistics/employer-skills-survey-local-data . Inc. Since 2011 survey. A total of 19,814 employees surveyed. Up from 2011 (10%/2036 individuals), however lower than National (14%). A mild concern as we are below National by 3%.
EES 23	% of parents with a child aged 2-3 who are in receipt of 2 year old funding	18.0% / 1,068 individuals	↑	100% figure taken from 2011 census, current figure from Two Year Old Funding list. DfE target is 40% of two year olds in Wiltshire we are given a target of 1365 which is significantly less than 40% this figure indicates, however it is taken from DWP and HMRC data nationally. A local target has been set of 1200 for September 2014.
EES 24	% of people with a disability in employment	23.6% / 17,042 individuals	↓	Most recent data is taken from 2011 Census data on NOMIS, 2011 detailed characteristics categorised by economy by sex by health. Higher than National (20% and Regional SW (21%)). However down on previous census 2001 (33%) although previous census did not have 'disability' category but only 'limiting ill health'.
EES 25	% of learning disabled clients aged 18-64 known to CASSRS who are in paid employment	17.1% / 190/1,110 individuals	↓	Source Learning Disabled in Employment 2013-2014 from Adult Strategy and Commissioning at Wiltshire Council. 190 of 1,110 (16.9%) learning disabled clients aged 18-64 known to CASSRS who are in employment. Wiltshire is recognised for having more success in supporting their clients with learning disabilities into employment than many other LA areas.
EES 26	Average number of days training for Wiltshire employees	8.8 days per year	↓	Most recent data is for Wiltshire and taken from UK Commission's Employer Skills Survey (UKCESS) 2013, T81, https://www.gov.uk/government/statistics/employer-skills-survey-local-data . This compares well to National 4.2 days and improved from (5 days in 2011).
EES 27	% 16-18 year olds in Employment with no training	2.1% / 204 individuals	↓	Source: July 2014 Participation Digest. Reduced from 2.6% in the previous month and down from 2.9% for the previous year.
EES 28	% of 16 and 17 year olds in employment with training.	2.4% / 235 individuals	↓	Source July 2014 Participation Digest, this is an increase on the previous month which was 2.2% of 16-17 year olds.
EES 29	% of residents participating in volunteering	109,200	↓	According to the VCS Impact Survey 2012 an estimated 109,200 people regularly volunteer in Wiltshire, each contributing to an average of 3.6 hours a week. This equates to 327,600 volunteer hours, the equivalent of 9,100 full time-equivalent staff.
EES 30	No. of under 19 year olds actively registered on Apprenticeship Vacancy portal	1,710	↓	Latest full year data available relates to 2011/12 academic year from the Apprenticeships Quarterly MI Report for Wiltshire. Wiltshire continues to perform strongly against comparators.
EES 31	No. of under 19 year olds submitting applications for apprenticeships	2,452	↓	Latest full year data available relates to 2011/12 academic year from the Apprenticeships Quarterly MI Report for Wiltshire. Wiltshire continues to perform strongly against comparators.
EES 32	No. of Apprenticeship starts 16-18 year olds	770	↓	Provisional data for August to April 2013/14 from the FE Data Library. Appears to be in line with previous year's performance which resulted in 980 (full year). https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships-2
EES 33	No. of Apprenticeship starts 16-18 year olds with LDD	14.1%	↓	Latest available data relates to 2012/13 academic year (full year) from the Apprenticeships Quarterly MI Report for Wiltshire. 2012/13 demonstrates a further increase to the % of Apprenticeship starts for 16-18 year olds with LDD. 2011/12 was 13.1% and 2010/11 was 11.3%.
EES 34	No. of Apprenticeship starts 19-24 year olds	1,390	↓	Provisional data for August to April 2013/14 from the FE Data Library. Appears to be in line with previous year's performance which resulted in 1,860 (full year). https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships-2
EES 35	No. of Apprenticeship starts 19-24 year olds with LDD	8.5%	↓	Latest available data relates to 2012/13 academic year (full year) from the Apprenticeships Quarterly MI Report for Wiltshire. 2012/13 demonstrates a further increase to the % of Apprenticeship starts for 19-24 year olds with LDD. 2011/12 was 7.2%.
EES 36	No. of Intermediate Apprenticeship starts	2,270	↓	Provisional data for August to April 2013/14 from the FE Data Library. Appears to be in line with previous year's performance which resulted in 2,660 (full year). https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships-2
EES 37	Intermediate Apprenticeship Success rate	81.2%	↓	Latest available data relates to 2011/12 academic year (full year) from the Apprenticeships Quarterly MI Report for Wiltshire. 2011/12 demonstrates a decrease in Intermediate Apprenticeship success rates from 87.2% in 2010/11 to a level just slightly higher than 2009/10 performance. Wilt's performance remains well ahead of regional and national levels.
EES 38	No. of Advanced Apprenticeship starts	900	↓	Provisional data for August to April 2013/14 from the FE Data Library. Appears to be significantly behind previous year's performance which resulted in 2,390 (full year). https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships-2
EES 39	Advanced Apprenticeship Success rate	74.0%	↓	Latest available data relates to 2011/12 academic year (full year) from the Apprenticeships Quarterly MI Report for Wiltshire. 2011/12 demonstrates a decrease in Advanced Apprenticeship success rates from 78.6% in 2010/11 to a level just slightly higher than 2009/10 performance. Wilt's performance is slightly behind both regional and national levels.
EES 40	No. of Higher Apprenticeship starts	30	↓	Provisional data for August to April 2013/14 from the FE Data Library. Appears to be significantly behind previous year's performance which resulted in 60 (full year). As Higher Apprenticeships are still in their infancy meaningful trend data has not yet been established. https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships-2
EES 41	Higher Apprenticeship Success rate	62.5%	↓	Latest available data relates to 2011/12 academic year (full year) from the Apprenticeships Quarterly MI Report for Wiltshire. As Higher Apprenticeships are still in their infancy meaningful trend data has not yet been established. Wiltshire performance is just ahead of the region but behind national levels.
EES 42	% of skills shortage vacancies reported by employers (hard to fill vacancies)	15.3% / 842 vacancies	↓	Most recent data is for Wiltshire and taken from UK Commission's Employer Skills Survey (UKCESS) 2013, T44, https://www.gov.uk/government/statistics/employer-skills-survey-local-data . Compares well to National (22.1%) and improved from 2011 (16.4%). Swindon Wiltshire LEP is the lowest in the UK at 13.0%.
EES 43	% of residents with no qualifications at all	6.8% / 18,900 individuals	→	Most recent data is from Dec 2013 and is available on NOMIS. Slightly behind regional SW (6.6%) but better than national data (9.5%).
EES 44	% of residents with Level 1 qualification	88.9% / 248,500 individuals	↓	Most recent data is from Dec 2013 and is available on NOMIS. Compares well against national (84.2%) and is similar to regional data for South West (88.5%) but lower than previous year.
EES 45	% of residents with Level 2 qualification	74.6% / 208,500 individuals	↓	Most recent data is from Dec 2013 and is available on NOMIS. Better than national (72.3%) data but behind SW data (75.8%).
EES 46	% of residents with Level 3 qualification	58.8% / 164,400 individuals	↓	Most recent data is from Dec 2013 and is available on NOMIS. Compares well against national (55.6%) and regional data for South West (57.8%).
EES 47	% of 16 – 24 year olds qualified to Level 4 and above	10.0% / 4,771 individuals	↑	Most recent data is from 2011 Census compared with 2001 Census. Higher than last census. Lower than national (13.7%) and Regional / SW (11.3%).
EES 48	% of 25 – 34 year olds qualified to Level 4 and above	34.2% / 17,825 individuals	↑	Most recent data is from 2011 Census compared with 2001 Census. Higher than last census. Lower than national (40.6%) and Regional / SW (37.6%).

Worklessness				
EES 49	% of JSA claimants aged 18-24	2.6% / 915 individuals	→	Latest data as of September 2014 on NOMIS. Compares favourably to national rate of 3.7% but is slightly higher than SW at 2.4%.
EES 50	18-24 year olds as a proportion of the total JSA claimant rate	31.1% / 915/2,935 individuals	↓	Latest data as of September 2014 on NOMIS. Well above National (24.5%) and South West (25.3%) claimants.
EES 51	50+ year olds as a proportion of the total JSA claimant rate	19.6% / 575/2,935 individuals	→	Latest data as of September 2014 on NOMIS. Slightly behind National (19.5%) but better than South West (20.8%).
EES 52	% of JSA claimants who have been claiming for 6 months+	36.8% / 1,080/2,935 individuals	↓	Latest data as of September 2014 on NOMIS. Compares very well against Nationally (46.3%) and South West (38.8%).
EES 53	Proportion of JSA claimants who have been claiming for 12 months+	22.5% / 660/2,935 individuals	↓	Latest data as of September 2014 on NOMIS. Compares well with South West (23.7%) and much better than National (30.2%).
EES 54	Proportion of JSA claimants aged 18-24 who have been claiming for 12 months+	12.5% / 115/915 individuals	↓	Latest data as of September 2014 on NOMIS. Has declined and is on par with the South West (13.5%) and compares well Nationally (15.8%)
EES 55	Proportion of JSA claimants aged 50+ who have been claiming for 12 months+	33.0% / 190/575 individuals	↓	Latest data as of September 2014 on NOMIS. Has increased compared to previous months however actual amount of claimants has decreased. This compares well against National (41.7%) and slightly better than the South West (33.5%)
Education & Participation				
EES 56	% of Key Stage Two pupils achieving Level 4 in English and Maths (No longer measured, changed to Reading, Writing & Maths)	78.0%	↓	Most recent data on the LAIT October 2014. Matches the Southwest and we made a 2 point increase over the past year, however Nationally there was a 4 point increase to 79% so we are slightly behind.
EES 57	% of Key Stage Two pupils from disadvantaged backgrounds achieving Level 4 in Read, Writing and Maths	60.0%	↑	Most recent data is from 2013 Results data last updated on 5 Mar 2014 - DFE school performance tables (data available going back to 1994- http://www.education.gov.uk/schools/performance/archive/index.shtml). Improvement on previous year (2012, 55%), however still slightly below National (63%), however the gap has closed to 3 points compared to 6 points in 2012 Data hasn't been updated.
EES 58	% of Key Stage Four pupils from disadvantaged backgrounds achieving five GCSEs at grades A*-C inc. English and Maths	31.2%	→	Most recent data is from 2013 Results data last updated on 5 Mar 2014 - DFE school performance tables (data available going back to 1994- http://www.education.gov.uk/schools/performance/archive/index.shtml) Figure same as 2012, higher than 2011 but still significantly below national average (38.7%)
EES 59	% of Key Stage Four pupils achieving five GCSEs at grades A*-C	79.8%	↓	Most recent data is from 2013 Results data last updated on 5 Mar 2014 - DFE school performance tables (data available going back to 1994- http://www.education.gov.uk/schools/performance/archive/index.shtml). Also available on the LAIT September 2014. Same as the South West but down compared to National (81.8%). Up compared to previous years score 78.7% (2012) Data hasn't been updated.
EES 60	% of Key Stage Four pupils achieving five GCSEs at grades A*-C including English and Maths	61.0%	↓	Most recent data is from 2013 Results data last updated on 5 Mar 2014 - DFE school performance tables (data available going back to 1994- http://www.education.gov.uk/schools/performance/archive/index.shtml). Also available on the LAIT September 2014. Compares well to the South West (59.5%) and National (59.2%). Up compared to previous years score 59.3% (2012) Data hasn't been updated.
EES 61	% achieving 5+ A*-C including English and maths pupils eligible for disadvantaged children (inc. Those in care and FSM)	31.2%	→	Most recent data is from 2013 Results data last updated on 5 Mar 2014 - DFE school performance tables (data available going back to 1994- http://www.education.gov.uk/schools/performance/archive/index.shtml) - This is a 3 year average for 2011, 12 and 13. Significantly below National average (38.7%). No improvement on previous year.
EES 62	Average A-Level point scores	809	↓	Most recent data is from 2013 Results data last updated on 5 Mar 2014 - DFE school performance tables (data available going back to 1994- http://www.education.gov.uk/schools/performance/archive/index.shtml). Compares well to National (796.6)
EES 63	% of residents achieving Level 2 qualification by the age of 19	85.0% / 4,465 individuals	→	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on the LAIT October 2014.
EES 64	% of residents achieving Level 3 qualification by the age of 19	59.0% / 3,100 individuals	→	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Cross checked with Level 2 and 3 attainment by young people aged 19 in 2013 SFR10/2014 https://www.gov.uk/government/statistics/level-2-and-3-attainment-by-young-people-aged-19-in-2013 . However data differs from LAIT October 2014 which is sourced from same doc.
EES 65	% of residents achieving Level 2 qualification with English and maths by the age of 19	65.0% / 3,425 individuals	→	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on the LAIT October 2014.
EES 66	Inequality gap in level 2 qualification	19.0%	→	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on the LAIT October 2014 Compares well Nationally (16%) and South West (19%).
EES 67	Inequality gap in level 2 qualification including English and maths	29.0%	→	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on LAIT October 2014 Compares well to Nationally (27%) but we are down compared to the South west (31%).
EES 68	Attainment of a level 2 qualification by the age of 19 FSM pupils	67.0% / 170 individuals	↓	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on the LAIT October 2014 Same as South West, however lower than National (71%).
EES 69	Attainment of level 3 qualification pupils eligible for FSM	32.0% / 80 individuals	↓	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on LAIT October 2014 Slightly down from previous year, compares well against South West (30%) but down compared to Nationally (35%).
EES 70	Attainment of level 3 qualification pupils not eligible for FSM	60.0% / 3,020 individuals	→	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on the LAIT October 2014 Above South West (58%) and National (59%).
EES 71	Inequality gap in the achievement of a level 3 qualification	28.0%	↓	Most recent data is from March 2014 for people aged 19 in 2013 - DFE National Statistics. Also on the LAIT October 2014. Same as South West and above National (24%)
EES 72	% of 16 year olds NEET	2.2% / 113 individuals	↓	Source July 2014 Participation Digest. Higher than previous month which was 1.9% but lower than 4.3% which recorded in February 2014.
EES 73	% of Unknown & Expired	2.9% / 290 individuals	↓	sourced: July 2014 Participation digest. 16 - 18 Unknowns and Expired has reduced from 4.9% as of May 2014 to 2.9%. This shows continued decline since February which was 5.5%. This breaks down to 35 16year olds (0.7% of all 16year olds in Wiltshire), 215 17year olds (4.7% of all 17year olds) and 40 18year olds.
EES 74	% of offers of education or training made to 16 & 17 year olds	81.9%	↓	Data from the LAIT October 2014, source updated March 2014. Up from previous year (2012, 80.7%), however significantly down compared to South West (92.2%) and National (92.1%).
EES 75	% KS4 in sustained education, employment training destination	89.0% / 5,080 individuals	↓	Most recent data is from destinations data published by DFE in 2013 last updated June 2014, for 2010/11 cohort in 2011/12. Down on previous year (90%) but same as National and regional SW data which has remained the same. https://www.gov.uk/government/collections/statistics-destinations .
EES 76	% KS4 FSM entering education, employment training destination	80.0%	↓	Most recent data is from destinations data published by DFE in 2013 last updated June 2014, for 2010/11 cohort in 2011/12. Same as Regional (80%) and behind National data (81%). https://www.gov.uk/government/collections/statistics-destinations .
EES 77	% KS4 SEN entering education, employment training destination	81.0% / 870 individuals	→	Most recent data is from destinations data published by DFE in 2013 for 2009/10 cohort in 2010/11. Current data for SEN for Wiltshire/ LAs not available. https://www.gov.uk/government/collections/statistics-destinations . Wiltshire performance is level with England at 81%.
EES 78	% KS5 entering education, employment training destination	77.0% / 1,920 individuals	↓	Most recent data is from destinations data published by DFE in 2013 last updated June 2014, for 2010/11 cohort in 2011/12. Higher than previous year (66%) but lower than National (81%) and regional SW (78%) which has remained the same. https://www.gov.uk/government/collections/statistics-destinations .
EES 79	% KS5 FSM entering education, employment training destination	51% / 70 individuals	↓	Most recent data is from destinations data published by DFE in 2013 last updated June 2014, for 2010/11 cohort in 2011/12. Below Regional (62%) and behind National data (69%). https://www.gov.uk/government/collections/statistics-destinations .
EES 80	% KS5 SEN entering education, employment training destination	80% / 60 individuals	↓	Most recent data is from destinations data published by DFE in 2014 for 2010/11 cohort in 2011/12. Higher than National (77%) and Regional (76%) https://www.gov.uk/government/statistics/children-with-special-educational-needs-an-analysis-2014
EES 81	% KS5 LLDD entering education, employment training destination	53% / 120 individuals	↑	Most recent data is from destinations data published by DFE in 2013 for 2010/11 cohort in 2011/12. Significantly lower than National (66%) and Regional (61%), however we have closed the gap to National by 15 points in 1 year. Previous year WILTS (34%) National (62%) South West (58%) https://www.gov.uk/government/statistics/children-with-special-educational-needs-an-analysis-2014
EES 82	No. of Wiltshire Secondary schools with good or outstanding provision	30	↓	Ofsted data taken from DFE school performance tables, last updated on 31st August 2014.
EES 83	No. of Wiltshire Secondary schools with 6th forms with good or outstanding provision	21	→	Ofsted data taken from DFE school performance tables, last updated on 31st August 2014.

Appendix Five

Equality Impact Assessment

Equality Analysis Evidence Document					
Title: What are you completing an Equality Analysis on?					
Wiltshire Education, Employment and Skills Strategy 2014-2020					
Why are you completing the Equality Analysis? (please tick any that apply)					
Proposed New Policy or Service	Change to Policy or Service		MTFS (Medium Term Financial Strategy)		Service Review
Version Control					
Version control number	1.2	Date	21/10/2014	Reason for review (if appropriate)	This new Strategy provides a refresh and integration of the Wiltshire Work and Skills Plan (2010), the Raising the Participation Age Strategy (2012) and the NEET Reduction Action Plan (2012).
Risk Rating Score (use Equalities Risk Matrix and guidance) **If the Risk Score is 1 or 2, an Impact Assessment does NOT have to be completed. Please check with equalities@wiltshire.gov.uk for advice				Inherent risk score on proposal	3 (Low Risk)
				Residual risk score after mitigating actions have been identified	N/a
Section 1 – Description of what is being analysed					
<p>The Education, Employment & Skills Strategy for Wiltshire will enable us to take a holistic and prioritised approach towards the aim of integrating the Education, Employment & Skills agenda in Wiltshire. This new strategy aims to identify a shared vision, strategic objectives and priority actions to help Wiltshire Council and its partners on the Education, Employment and Skills Board to create an environment that will:</p> <ul style="list-style-type: none"> • Support schools, the FE sector, HEIs and training providers to increase participation in education, training and employment • Support the development of a skilled and competitive workforce that meets the needs of employers both now and in the future • Drive business development and economic growth • Co-ordinate collaborative partnership working to achieve common goals • Provide synergy between emerging education and skills policies translating into practice <p>The Education, Employment and Skills Strategy will guide the way in which key partners work together to respond and meet Wiltshire's economic growth priorities whilst developing an inclusive economy. Within the strategy we have identified 5 Strategic Objectives each with their own set of priorities and high level actions:</p> <ol style="list-style-type: none"> 1. Encourage appropriate aspiration, increase employability and attainment within the current and future workforce so individuals can achieve their potential and meet current and emerging skills needs 2. Reduce barriers to engagement/ participation and increase social mobility 3. Reduce the incidence of repeat NEET/Workless episodes and prevent sustained disengagement 4. Support employers to develop their workforce to sustain and grow their business 5. Foster a culture of innovation and entrepreneurship within the future workforce 					

Through implementation of this strategy we aim to put employers at the heart of the employment and skills/education system in Wiltshire to drive growth in the Wiltshire economy and provide a structured and co-ordinated partnership approach to sustained engagement in education, training or work across all age and client groups.

Section 2A – People or communities that are currently **targeted or could be affected** by any change (please take note of the Protected Characteristics listed in the action table).

All of the protected groups as defined by the Equality Act 2010 could be impacted by the Education, Employment and Skills Strategy. The protected characteristics that are most likely to be affected are: Age, Disability, Race, Sex and Other, including Military status, rurality, NEET (Not in Education, Employment or Training), low skilled workers, low income and long term unemployed. A significant number of priorities under the strategic objectives will specifically support individuals who are at risk of socio-economic disadvantage and may have multiple protected characteristics, e.g. disability, BME or women. These priorities are:

- 1.1 Improving the quality and choice of education and training provision to meet current and emerging needs.
- 1.2 Increasing participation in education or employment with training in line with Raising the Participation Age (RPA) legislation (phase 2, 2015)
- 1.3 Support the delivery of effective and impartial Careers Education, Information and Guidance (CEIAG) and support skills development at all levels to ensure employability, sustainability, careers progression and promote a culture of continuous development and lifelong learning for all.
- 1.4 Develop employability and soft skills to provide a better balance and focus between attitudinal values, vocational skills and academic achievement.
- 2.1 Develop targeted interventions/programmes for vulnerable groups.
- 2.2 Address institutional/system/cultural infrastructure barriers
- 3.1 Support the transition from NEET to EET
- 3.2 Develop innovative activity to prevent the 'revolving door' effect and improve retention of employment
- 4.4 Increase uptake of Apprenticeships by young people
- 4.5 Improve access to HE facilities and courses which support growth sectors and opportunities
- 4.6 Ensure and adequate supply of future STEM skilled employees
- 5.2 Encourage innovation in public services through supporting the development of Social Enterprise and other models for addressing socio-economic issues

The Equality Act 2010 places a duty on the Council to promote Equality of Opportunity, Good Relations and Eliminate Unlawful Discrimination. The Education, Employment and Skills Strategy is fundamentally designed to promote equality of opportunity and diversity to ensure that all groups are able to contribute and benefit from an inclusive economy. Therefore, it may be possible that the outcomes of the Strategy will affect sections of the community in different ways by specifically targeting particular groups of individuals to overcome disadvantage and inequality.

Section 2B – People who are **delivering** the policy or service that are targeted or could be affected (i.e. staff, commissioned organisations, contractors)

Two of the five subgroups working with the Education, Employment and Skills Board will be taking forward implementation and delivery of the Action Plans which support the Strategic Objectives. The Learning and Working in Wiltshire Group will be taking forward implementation and delivery of the Increasing Participation and Employment Plan. This group has a vision to develop an inclusive economy that will provide equality of economic opportunity for all in Wiltshire. The Apprenticeship Growth Group will be taking forward implementation and delivery of The Apprenticeship Growth plan, the group aims to provide a co-ordinated, partnership approach to increasing the number of Apprenticeships and Skills opportunities in

Wiltshire and maximising their up-take. Membership of both of these groups is drawn from a wide stakeholder base. The other subgroups are operational/ process oriented. Specifically, the Employer Forum and the Provider Forum are at drawing supply and demand together ensuring employers and providers communicate effectively. The fifth group is the Strategy and Policy Data Group which is concerned with the process of developing the strategy and monitoring delivery/ impact.

Section 3 – The underpinning evidence and data used for the analysis (Attach documents where appropriate)

Prompts:

- What data do you collect about your customers/staff?
- What local, regional and national research is there that you could use?
- How do your Governance documents (Terms of Reference, operating procedures) reflect the need to consider the Public Sector Equality Duty?
- What are the issues that you or your partners or stakeholders already know about?
- What engagement, involvement and consultation work have you done? How was this carried out, with whom? Whose voices are missing? What does this tell you about potential take-up and satisfaction with existing services?
- Are there any gaps in your knowledge? If so, do you need to identify how you will collect data to fill the gap (feed this into the action table if necessary)

The data collected about our customers include age, sex, income, rurality, employment status, military status, disability and education level. The methodology for the production of the strategy comprised:

- A desk based review of the policy context;
- An analysis of data on Wiltshire in the context of Education Employment and Skills
- Interactive workshop sessions with partners and stakeholders to identify and agree the Strategic Objects, Priorities and High Level Actions.

The Education, Employment & Skills Board convened a Strategy, Policy & Data Group charged with responsibility for developing an Education, Employment & Skills Strategy for Wiltshire. The Group drew its membership from lead officers in the relevant services of Wiltshire Council including Operational and Non Operational Children's Services, Economic Development & Planning, Adult Social Care, Public Health, HR & Organisational Development & Learning and representatives from partner agencies and organisations including Wiltshire College, the Skills Funding Agency, Department for Work and Pensions, Job Centre Plus, Business Link, local secondary schools, Voluntary Community Sector (VCS) organisations and the Wiltshire training provider network. Together, through a series of workshops with this group and the established subgroups to the board (Learning and working in Wiltshire group and Apprenticeship Growth group), they reviewed existing strategies that interface with this agenda, reviewed relevant data sets and established a single robust evidence base from which the Board could identify the Strategic Objectives and Priorities for investment/intervention. Further to this, they supported the Board to develop its system for measuring the future success/impact of the Strategy.

Significant early consultation has been undertaken in developing this strategy so far. Strategic partner and stakeholder engagement commenced in February 2014 and has been far reaching in its approach. Specifically in relation to VCS engagement, we have involved Community First, Youth Action Wiltshire, Wiltshire Money, Registered Social Landlords, GWP Provider Network (Inc. VCS Membership) and The Community Learning Trust. We then built on this early consultation through a six week public consultation exercise from 26th August to 10th October, including encouraging engagement from user groups and relevant organisations within the Wiltshire Assembly and through education partnerships and the Wiltshire Association of Secondary Headteachers (WASSH).

Using this approach to develop the Strategy provided key stakeholders the opportunity to inform, shape and influence the strategy from the outset. A partnership response to the Education, Employment & Skills challenge is anticipated to save resources and make the activities more focused and effective. The workshops themselves will have improved partnership working further as they will have served as a vehicle for sharing and learning about each other's priorities, objectives and cultures (between organisations/agencies and internal services). A comprehensive SWOT analysis was undertaken which can be found as Appendix 1 to the full strategy document.

Feedback from the wider consultation exercise has been used to finalise the Strategy and we are updating this equality analysis in view of the feedback received. Furthermore, the staff BME, LGBT, Carer and Disability forums as well as a number of user groups have been identified as a good reference point for further input and consultation and within the Increasing Participation & Employment Plan there is an action to undertake some more targeted consultation with organisations such as Healthwatch, PLUSS and Action for Blind to help guide the partnership's work to support vulnerable groups and those who don't necessarily recognise themselves as vulnerable but face barriers/disadvantage in relation to Education, Employment and Skills. We have a responsibility to communicate in a way that meets the needs of our diverse population and to develop a strategy which is accessible to all groups, with particular support towards under-represented groups. A slim-line, executive summary version is being developed in conjunction with the full strategy document. The strategy will be published in English and available from the Wiltshire Council website but can be made available in other translations/formats upon request.

***Section 4 – Conclusions** drawn about the impact of the proposed change or new service/policy

Prompts:

- What actions do you plan to take as a result of this equality analysis? Please state them and also feed these into the action table
- Be clear and specific about the impacts for each Protected Characteristic group (where relevant)
- Can you also identify positive actions which promote equality of opportunity and foster good relations between groups of people as well as adverse impacts?
- What are the implications for Procurement/Commissioning arrangements that may be happening as a result of your work?
- Do you plan to include equalities aspects into any service agreements and if so, how do you plan to manage these through the life of the service?
- If you have found that the policy or service change might have an adverse impact on a particular group of people and are **not** taking action to mitigate against this, you will need to fully justify your decision and evidence it in this section

The Council has a duty to promote equality of opportunity, promote good relations, promote positive attitudes and eliminate unlawful discrimination. An Equality Impact Assessment has been undertaken for the Education, Employment and Skills Strategy. The Priorities and high level actions contained in the strategy have provided the overall strategic direction for the development of two action plans:

- Apprenticeship Growth Plan (Appendix 2 of the full strategy document)
- Increasing Participation and Employment Plan (Appendix 3 of the full strategy document)

The strategic objectives and priorities have most relevance to the Council's equality duty to promote equality of opportunity. A negative impact on any of the protected groups as defined by the Equality Act 2010 is unlikely and the Strategy is intended to have a positive impact.

Adverse impact

Age

The strategy holds no adverse impact for different age groups. Particularly the Priority areas of Profile/Image, Supporting Business and Improving infrastructure will be age neutral.

Disability

The strategy holds no adverse impact for people with a disability. However, effort will be made to reach people with different disabilities as their input into the development of the strategy is vital to ensure we take into consideration all needs.

Ethnicity

The strategy holds no adverse impact for people from different ethnic groups. However, effort will be made to reach different ethnic groups by targeted publicity and offering translation for any of the information/newsletters.

Gender reassignment

The strategy holds no adverse impact for people who have had, or are undergoing, gender reassignment.

Religion or belief

The strategy holds no adverse impact for people of different religions or beliefs.

Sex

The strategy holds no adverse impact for individuals who are female or male.

Marriage and civil partnership

The strategy holds no adverse impact for individuals who are married or in a civil partnership.

Pregnancy and Maternity

The strategy holds no adverse impact for individuals who are pregnant or taking maternity leave.

Sexual Orientation

The strategy holds no adverse impact for people of different sexual orientations.

Socio-economic groups

The strategy holds no adverse impact for people from different socio-economic groups. Specific communities/groups of people in need of additional support will be targeted.

Positive impact

A significant number of priorities under the strategic objectives will specifically support individuals who are at risk of socio-economic disadvantage and may have multiple protected characteristics, e.g. disability, BME or women.

Promote equal opportunities

1.1 Improving the quality and choice of education and training provision to meet current and emerging needs.

- It is unacceptable that there is such a gap between the life chances of children from disadvantaged backgrounds and other groups. Through this strategy we will secure better outcomes for those most disadvantaged for example care leavers, those with health and disability issues and we will ensure that provision meets the needs of those who face barriers and are most vulnerable to disengagement.
- There remains significant numbers amongst our resident population who hold no qualifications at all. This is an issue affecting young people aged 16-19 just as much as older adults putting school leavers ill prepared to meet the rising skills needs and qualification needs of employers. We will ensure that education and training providers are working with industry to equip people to meet the current and emerging skills needs and ensure that qualifications are appropriate to intended career paths and have curricular relevance to the workforce.

1.2 Increasing participation in education or employment with training in line with Raising

the Participation Age (RPA) legislation (phase 2, 2015)

- We will continue to use the Risk of Not in Education, Employment or Training (NEET) indicator (RONI) developed during RPA preparation to engage and target support to young people early. We will develop an early intervention team approach in schools liaising with parents, guardians and other influences to encourage and support progression amongst more young people. This would bring additional support outside of the formal learning offered at school.
- Wiltshire's young people are still disproportionately represented amongst the JSA claimant count. Through this strategy we will develop a targeted offer for 18 year old NEETs to move into employment or training.

1.3 Support the delivery of effective and impartial Careers Education, Information and Guidance (CEIAG) and support skills development at all levels to ensure employability, sustainability, careers progression and promote a culture of continuous development and lifelong learning for all.

- We seek to realise the potential of people trapped in low wage work through training and advice to help them develop appropriate aspiration, achieve progression, independence and resilience in the workplace and support them into productive employment which is higher paid. Additionally we will realise the potential of older workers by supporting them to either remain in or return to the labour market. We will support the current and future workforce by raising aspiration where there is potential to progress from a Level 2 to Level 3 qualification and in turn from Level 3 to Level 4.

1.4 Develop employability and soft skills to provide a better balance and focus between attitudinal values, vocational skills and academic achievement.

- Employers will almost always look for employability when recruiting new employees, we will support young people to develop a core skills set of employability and informal skills and gain the right experience to best prepare them for the world of work and ensure a successful transition from school to further education, training or work and ultimately adulthood. A priority remains to support earlier education and business liaison and develop a stronger vocational training offer to provide routes into our priority sectors.

2.1 Develop targeted interventions/programmes for vulnerable groups.

- We will develop programmes to support people's personal development and individual resilience resulting in more sustained transitions to education, employment and training with a particular focus on support for those furthest from the labour market due to vulnerabilities or social exclusion.
- Positive aspirations are crucial for young people's future success; what people aspire to do as a child is linked to what they do later in life, and low aspirations lead to poor academic attainment and professional achievement. For many young people an 'aspirations-attainment gap' is caused by a lack of information about how they can realise their ambitions, by too few role models and a lack of contact with adults in professional roles. Through this strategy we will explore developing a peer role/mentor network of inspirational people who have successfully overcome significant barriers and are willing to share their stories and experiences with others.
- We will explore the establishment of a 'NEET Prevention Social Impact Bond'. This would involve a consortium of providers coming together to deliver early intervention to young people who are at risk of becoming NEET, targeting vulnerable groups and areas with high levels of deprivation.
- We will be working with the Virtual School to improve EET opportunities for care leavers and developing the Aspire Centre and programme, whilst also working with the Youth Offending team to help young offenders and those leaving custody.

Additionally there are a higher number of young people over the age of 18 who are 'invisible' to the labour market. We seek to explore ways of identifying and engaging these people who are not engaging and not claiming.

Specific activity will also be undertaken to engage vulnerable groups and increase participation including:

- Developing specialist personalised and tailored employment support for those with long term and enduring mental health issues
- Develop provision and support to prevent offenders re-offending
- Support Wiltshire's looked after children and children in care to raise attainment and move into EET
- The SEN Reform has brought about significant changes which will take effect from 2014 including a new code of practice. Through this strategy we will assist young people with SEND to prepare for employment and sustain varying levels of paid employment with local employers including Apprenticeships. We will also develop a Supported Internship programme for young people with severe learning difficulties and/or disabilities aged 16-24.
- The strategy seeks to support the government's 'Troubled Families' programme which commits to supporting 120,000 troubled families in England turn their lives around by 2015. Within the programme, local authorities and partners alongside government will work to: get children back into school, reduce youth crime and anti-social behaviour, put adults on the path back to work and reduce the high costs these families place on the public sector each year.
- In Wiltshire, the numbers of those on Job Seekers Allowance is falling rapidly however a high proportion of residents claim Employment and Support Allowance, and Income Support. Through this strategy we will look to implement activities which will support this cohort to access opportunities to improve their position in society.

2.2 Address institutional/system/cultural infrastructure barriers

- Transport is a key barrier to EET (length of journey, availability and costs of public transport, costs of car ownership etc). The transport barrier in very rural parts of the county reduces opportunities as the cost of travel is high and routes between villages and towns are being reduced. We aim to develop ways to overcome the challenges associated with Wiltshire's rurality which hamper delivery.

Childcare also provides a significant barrier in several respects;

- the availability of childcare both before and after school, the limited availability in some areas is too small to make it viable
- Availability of weekend and very late/ very early opening childcare across the county
- Costs of childcare present a barrier

We aim to develop and implement ways to overcome these barriers and support childcare provision to offer a high quality experience for children whose parents rely on childcare during the early years of their children's development.

3.1 Support the transition from NEET to EET

- We will look at improving the targeting of services to support young people who are NEET or at risk of becoming so and with local services, using local intelligence more effectively to concentrate on geographical hot spots. We will work with partners to review how we make the best of local resources to support young people who are NEET or at risk of being so to re-engage in education work or training. We will seek to understand more about the causes of NEET and the barriers to participation and provide a plan to address these.

3.2 Develop innovative activity to prevent the 'revolving door' effect and improve retention of employment

- Through this strategy we will understand more about the difficulties of sustaining participation in provision/learning or work. We will identify why things are not working for certain individuals/groups and pinpoint what the levers for change are. We will provide in-work support to enable people to keep a job in the early stages of transition to work and a focus on career advancement thereafter.
- People with disabilities make up a large proportion of the JSA claimant group; we will improve the information for vulnerable groups such as those with learning difficulties and disabilities on their employment rights, available support, adaptations and technology support. To effectively help people gain and sustain employment, local partnership working is required. Wiltshire has a strong history of effective partnership working but more can be done. We will improve links between Job centres, employers and niche providers/specialist support services e.g. Mindful Employer, IAPT promotion of Access to Work. These links will focus on raising awareness and challenging the attitudes to those facing significant employment and personal barriers.

4.4 Increase uptake of Apprenticeships by young people

- Through this strategy we will conduct further research into why uptake is not increasing significantly amongst 16-18 year olds especially. In recent years the quality of Apprenticeships has been subject to much scrutiny, we will work with employers and training providers to raise the quality of Apprenticeships and reduce the number of Apprenticeships less than 30 hours a week, striving to increase the average weekly wage in line with the average.

4.5 Improve access to HE facilities and courses which support growth sectors and opportunities

- We aim to retain Wiltshire's home grown talent who have in the past had to leave Wiltshire in order to pursue their HE ambitions.
Through improving access to HE facilities we will encourage progression from Level 3 to Level 4 and grow higher level skills across the whole working age population particularly level 4 and above. We will also generate a new group of learners (perhaps with a vocational partiality) that could be inspired to progress to HE who might not otherwise consider learning at higher levels as an option, or who may be discouraged by social, cultural, economic or institutional barriers.

4.6 Ensure an adequate supply of future STEM skilled employees

- Women and ethnic minorities are under-represented when it comes to STEM careers; we will engage with and raise the profile of STEM careers with these groups.

5.2 Encourage innovation in public services through supporting the development of Social Enterprise and other models for addressing socio-economic issues

- We will explore development of a Local Impact Fund which provides a range of tailored support for local charities and social enterprises. We will encourage and enable community areas via Area Boards to develop and shape their own local strategies for supporting education, employment and skills priorities so they can tailor a local response which reflects the needs of their neighbourhoods. Through this strategy we will secure a better understanding and evidence base for the impact of public services on improving education, employment and Training outcomes. We will develop a Social Impact Bond model to support innovation in public services and develop new approaches to promoting inclusion.

Eliminate discrimination

1.3 Support the delivery of effective and impartial Careers Education, Information and Guidance (CEIAG) and support skills development at all levels to ensure employability, sustainability, careers progression and promote a culture of continuous development and lifelong learning for all.

1.4 Develop employability and soft skills to provide a better balance and focus between attitudinal values, vocational skills and academic achievement.

2.1 Develop targeted interventions/programmes for vulnerable groups.

2.2 Address institutional/system/cultural infrastructure barriers

3.1 Support the transition from NEET to EET

3.2 Develop innovative activity to prevent the 'revolving door' effect and improve retention of employment

4.4 Increase uptake of Apprenticeships by young people

Eliminate harassment

No impact

Promote good community relations

No impact

The delivery of the strategy centres on partnership involvement. If within the partnership arena, considerations are made to procure a contracted service, this will be subject to the relevant equalities and procurement guidelines and relevant strategy.

***Section 5 – How will the outcomes from this equality analysis be monitored, reviewed and communicated?**

Prompts:

- Do you need to design performance measures that identify the impact (outcomes) of your policy/strategy/change of service on different protected characteristic groups?
- What stakeholder groups and arrangements for monitoring do you have in place? Is equality a standing agenda item at meetings?
- Who will be the lead officer responsible for ensuring actions that have been identified are monitored and reviewed?
- How will you publish and communicate the outcomes from this equality analysis?
- How will you integrate the outcomes from this equality analysis in any relevant Strategies/Polices?

The Equality Impact Assessment document is a working document which will be updated at various stages of the implementation phase of the strategy. Each version will be version controlled to demonstrate the development in the process and evidence the due regard to the Public Sector Equality Duty.

The implementation of any recommendations as a result of this Impact Assessment will be monitored by the Education, Employment and Skills Board. Our system for measuring the strategy's success is based on the following components:

1. Monitoring to review our actions on a quarterly basis to assess:
 - Action due for the previous quarter;
 - Any issues/challenges;
 - Implications for next quarter;
 - Planning for next quarter.
2. Performance Measurement including:
 - Benchmarking - against national and regional performance (and potentially another similar area); and
 - A Balanced Scorecard approach – developing a system that complements our

<p>strategic direction. This will be based on measuring the extent to which we achieve our four strategic objectives.</p> <p>3. Any direct/indirect impact resulting from the implementation of the strategy will be assessed through:</p> <ul style="list-style-type: none"> ○ Quantitative data analysis ○ Qualitative data analysis ○ Assessment of outcomes under relevant performance measures and comparative data <p>The Impact Assessment once signed off will be published on the Council's website. Outcomes of monitoring will be provided to the Lead Equalities Officer at Wiltshire Council who has been consulted in the completion of this Impact Assessment.</p>		
<p>*Copy and paste sections 4 & 5 into any Committee, CLT or Briefing papers as a way of summarising the equality impacts where indicated</p>		
Version 1.2 Completed by:		Wali Rahman, Senior Development Officer (Employment and Skills), Economic Development & Planning
Date		20/10/2014
Version 1.2 Signed off by:		Haylea Asadi, Employment & Skills Manager, Economic Development & Planning
Date		21/10/2014
Version 1.2 reviewed by:		Jane Graham, Equality and Inclusion Lead, Corporate Office
Review date:		24/10/2014
For Corporate Equality Use only	Compliance sign off date:	24/10/2014
	Published on internet date:	

Appendix Six

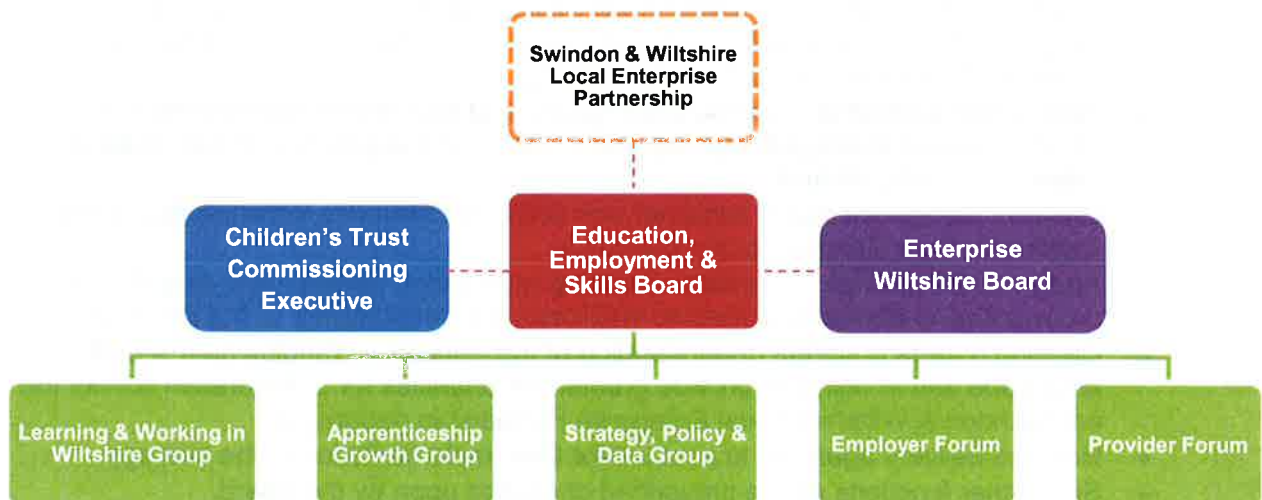
Wiltshire Education, Employment and Skills Board Terms of Reference

WILTSHIRE EDUCATION, EMPLOYMENT AND SKILLS BOARD

TERMS OF REFERENCE/ADMINISTRATION MATTERS

1. TITLE AND PARTNERSHIP STRUCTURE

1.1 Wiltshire Education, Employment and Skills Board



2. ROLE AND PURPOSE

2.1 The purpose of the Education, Employment & Skills Board is to put employers at the heart of the employment and skills/education system in Wiltshire to drive growth in the Wiltshire economy.

2.2 It's role is to:

- Integrate the skills/education and employment agenda in Wiltshire.
- Enable employers to effectively articulate demand through capturing the issues facing them and ensure employer experience feeds into and influences agency support.
- Enable schools and providers of education in Wiltshire to communicate issues faced by providers and contribute to the wider education, employment and skills agenda.
- Communicate effectively to ensure employers understand the offer and how best to support young people and other learners in accessing the right training, qualifications and experiences to prepare them for the world of work and develop in their careers.
- Influence and target funding to local need.

3. FUNCTIONS

- Identify the needs of employers, individuals, schools and providers of education and training in Wiltshire relating to education/skills and employment issues.
- Give employers, individuals, schools and providers of education a central role in recommending improvements to local services.

- Identify and progress appropriate actions through partnership working to influence and improve provision and support for employers, individuals, schools and providers of education and training.
- Guide the development, implementation and delivery of an Education, Employment and Skills Strategy for Wiltshire which encompasses an Increasing Participation & Employment Plan to address worklessness priorities including NEET reduction and increasing participation and an Apprenticeship Action Plan to drive apprenticeship growth in the county.
- Influence the commissioning and funding activities of key agencies in order to enable publicly funded provision to better meet expressed and forecast employer needs. Support the Swindon & Wiltshire Local Enterprise Partnership to develop their Strategic Economic Plan and commissioning.
- Represent Wiltshire at national, sub-regional and local levels, contributing to the development of strategy and policy and influence the application of resources to meet Wiltshire's priorities.
- Ensure strategic linkage is achieved with both the Enterprise Wiltshire Board and Children's Trust Commissioning Executive.
- Analyse performance information including attainment, participation, retention and progression to advise on emerging implications for the delivery of the strategy.
- Develop a more coherent understanding of the Education, Employment & Skills landscape and in doing so provide greater opportunities for collaboration across the full Swindon & Wiltshire Local Enterprise Partnership geography.
- Hold the delivery agencies to account for their implementation of the strategy.
- Such other functions as are prescribed or agreed upon by the Board.

4. MEMBERS' ROLE DESCRIPTION

4.1. Leadership and Strategic Thinking

- Be an advocate for learning and skills as a driver for economic prosperity in the county.
- Represent and promote the Education, Employment & Skills Strategy to key stakeholders locally, across the sub-region and nationally.
- Steer implementation to ensure the strategy's ambitions are delivered.

4.2. Policy and Delivery

- Advise on and support the future development of the Board's Strategy.
- Consider policy issues as they arise including the implications of national Government policy changes.
- Support national agencies to inform the development of national policy and strategy including developing innovative approaches and pilot activities locally and building in scalability wherever possible.

5. MEMBERSHIP

5.1 Chair:

Steve Stone (also Board member of Enterprise Wiltshire and FE, HE & Skills lead member for the Swindon & Wiltshire Local Enterprise Partnership)

Officer Support:

Wiltshire Council – Economic Development & Planning:

- Alistair Cunningham, Associate Director
- Haylea Asadi, Employment & Skills Manager
- Katie Cross, Senior Development Officer (Partnership & Secretariat Support)

Wiltshire Council – Children's Services:

- Carolyn Godfrey, Corporate Director
- James Fortune, Lead Commissioner

Elected Member Support:

Wiltshire Council - Cabinet Member for Economic Development, Skills and Strategic Transport

- Cllr Fleur de Rhe-Philippe (Vice Chair)

Wiltshire Council – Portfolio Holder for Schools, Skills & Youth

- Cllr Richard Gamble

Wiltshire Employer Representatives:

- Rob Perks, Chief Executive, Wessex Association of Chambers of Commerce
- Ken Teal, Vice Chairman - North & West Wiltshire Branch, Federation of Small Businesses
- To be identified, Employer Forum Rep

Education/FE/HE & Training Representatives:

- Mark Avoth, Principal, Avon Valley College
- Mark Stenton, Principal, The Clarendon Academy
- Amanda Burnside, Acting Principal - Wiltshire College
- Wendy Rees, Provider Forum Chair

Agencies:

- Melvin Packham, Skills Funding Agency
- Phil Harrison, Senior External Relations Manager, Department for Work & Pensions

Community/Voluntary Sector:

- Philippa Read, Chief Executive, Community First (also representing VCS Training Providers)

Education, Employment & Skills Sub-groups:

- Richard Gamble, Chair - Strategy, Policy & Data Group
- Jackie Tuckett, Chair – Learning & Working in Wiltshire Group
- Melvin Packham, Chair - Apprenticeship Growth Group
- To be identified, Chair - Employer Forum
- Wendy Rees, Chair – Provider Forum

5.2 The Chair of the former Wiltshire Employment & Skills Board will serve as Chair of the new Wiltshire Education, Employment & Skills Board for one year commencing in January 2014, during this period a Vice Chair and suitable successor will be elected. Members will be required to nominate an appropriate deputy to attend when they are unable to.

5.3 Further internal or external persons may be invited to attend the meetings at the request of the Chairperson, on behalf of the Board, to provide advice and assistance where necessary e.g.

Education Funding Reference Point:

- Jan Downie, Senior Manager, Education Funding Agency

Individual Reference Point:

- Elaine Dobson, Senior Union Support Officer, Union Learn Wiltshire

5.4 Membership will be reviewed annually

5.5 Board members will cease to be a member if they:

- resign from the board
- fail to attend three consecutive meetings without providing apologies to the Chair
- resign from their employment

6. ADMINISTRATION

6.1 The Board shall meet between 4 and 6 times a year with dates agreed in advance and confirmed at the end of the previous meeting. The frequency of meetings will be reviewed at relevant stages in light of the work programme and any significant matters arising requiring consideration by the Board.

6.2 Agendas will be distributed a minimum of one week prior to the meeting with associated papers prepared and circulated ahead of the meeting.

6.3 Meeting notes of meetings will be distributed within two weeks following the meeting.

6.4 A quorum of 6 member organisations must be present before a meeting can proceed.

6.5 The Partnership and Secretariat Support function will be provided by Wiltshire Council from the Economic Development & Planning service.

7. CHAIR

7.1 The Chair will be from the private sector based in Wiltshire and will be either an individual holding a senior position within their organization or a retired professional with a private sector background.

7.2 Role of the Chair

- To chair meetings
- To represent the Board on the appropriate national, sub-regional and local bodies
- To promote the Board
- To help identify new Board members as required

- To work closely with the Associate Director, Economic Development & Planning and Corporate Director, Children's Services, Employment & Skills Manager and 13-19 Education & Skills Team Leader
- To remain impartial and objective in the running of the Board

7.3 Protocol for the election of the Chair

- Nominees can come from within the existing Board or from outside, but must be from the private sector or with a private sector background.
- A nominee will only be accepted if he/she has agreed that they are willing to stand and have time to undertake the duties outlined in the ToR.
- Formal nominations must be received by the Associate Director, Economic Development & Planning by a date to be agreed by the Board, with a named proposer and seconder.
- If a number of nominees are proposed then the Board may wish to apply a method for short-listing and interview. The Board will nominate three representatives who would make recommendations to the Board to identify a maximum of three candidates. The Board may ask those representatives to interview and recommend a candidate, or to shortlist candidates who could then make a short presentation to the Board, or who's CVs could be circulated to the Board.
- All members of the Board will have one vote in any election, with the exception of any candidate who was also a Board member.
- Selection would be undertaken by a show of hands amongst the voting members of the Board.
- Once a candidate has been chosen, a recommendation for the role of Chair will need to be made to the Board for final approval.
- If there is only one nomination, election would be by a simple majority.
- In the event that there is more than one nomination, the Board will decide which of the options outlined above it wishes to pursue to identify a suitable Chair.
- The Chair may not stand automatically for more than two consecutive terms (2 years). After this period, the Board will review the Chair's position.
- The future Chair will be appointed by the Board but need not necessarily be a member of it.
- A Vice Chair will be elected.


8. AMENDMENTS

8.1 These terms of reference shall be reviewed when necessary to meet the current and evolving needs of the board by agreement of the majority of those members.

9. AGREEMENT

9.1 The above Terms of Reference/administration for the Wiltshire Education Employment and Skills Board have been agreed and signed by:

Steve Stone, Chair



Date

22nd Oct. 2014

Version 1.1

Produced by Wiltshire Council on behalf of Wiltshire Education, Employment and Skills Board

**For more information please go to the WorkWiltshire website: www.workwiltshire.co.uk
or email us at: workwilts@wiltshire.gov.uk**

This page is intentionally left blank

11 November 2014

Report of the Education 16-19s Task Group

Purpose of report

- 1 To present the recommendations of the Education 16-19s Task Group and seek endorsement for them.

Background

- 2 The Wiltshire Education, Employment and Skills Board met for the first time in January 2014 following the merger of the 13-19 Strategic Board and the Employment and Skills Board. The Education, Employment & Skills Strategy for Wiltshire is intended to support an holistic and prioritised approach towards the aim of integrating the Education, Employment & Skills agenda in Wiltshire. It aims to identify a shared vision, strategic objectives and priority actions to help Wiltshire Council and its partners on the Education, Employment and Skills Board.
- 3 On 9 September the O&S Management Committee asked the task group to undertake a one-off piece of scrutiny work; considering the Draft Wiltshire Education Employment and Skills Strategy prior to its consideration by Cabinet on 11 November 2014.
- 4 The Task Group undertook an examination of the various options and over the course of two meetings has developed a response to the strategy.
- 5 The task group's membership was as follows:
 - Cllr Jon Hubbard (Chairman)
 - Cllr Jacqui Lay
 - Cllr George Jeans
 - Cllr Gordon King
 - Dr Mike Thompson

Task Group 2014

- 6 The Task Group met on two occasions during October 2014 and scrutinised:
 - The draft Wiltshire Education Employment and Skills Strategy.
 - The purpose and benefits of the strategy

- 7 The Task Group received evidence from:
- Cllr Richard Gamble, Portfolio Holder for Schools, Skills and Youth.
 - Cllr Fleur De-Rhe Philipe, Cabinet member for Economic Development, Skills and Strategic Transport.
 - Haylea Asadi, Employment and Skills Manager.
 - James Fortune, Lead Commissioner.
- 8 The Children's Select Committee received an information briefing on the Strategy on 14 October 2014.

Task Group observations and views

- 9 The Task Group noted that the strategy has been looked at through the lens of children's services, but that it may be relevant to a wider range of corporate issues.
- 10 The task group expressed regret that the opportunity for scrutiny was too brief and too late. It was noted that more input could have been provided during the formation of the strategy, rather than a critique after its completion.
- 11 The Task Group would like to thank all those who provided evidence to them.

Recommendations

- 12 The Task Group recommends that:
- a) The strategy should demonstrate a stronger link between school improvement, educational standards, and the employment market.
 - b) The strategy concentrates on the need for a degree qualified workforce and the challenge of NEETS, but does could be stronger when exploring opportunities for less academically gifted individuals. In particular the Task Group felt that the strategy did not explore the options for individuals to improve their development opportunities comprehensively enough.
 - c) The strategy should highlight opportunities available for individuals to enter the labour market without level 4 qualifications, and subsequently undergo level 4 (and beyond) training during employment to later achieve a qualification. The paths available should be made clear so that the Strategy's aspirations can be demonstrated to be realistic.
 - d) There should provide more support and training to employers to encourage them to participate actively with schools in opening work opportunities to 16-19s. The strategy should look at creating closer relationships between employers and educators (e.g. governing bodies).
 - e) The strategy should address further the challenge of transportation. It is important that there is a mechanism available to transport individuals to their training. Some solutions are available and should be identified within the strategy as well as clear guidance on how further solutions could be explored..

- f) Consideration should be given to provision of an impartial careers service for people in Wiltshire. The careers service should cater for those both out of work, and those in work who wish to develop further.
- g) The strategy should recognise that there are many boundary towns in Wiltshire that are having their needs met by providers outside of the county but who could have them met inside Wiltshire.
- h) Higher education opportunities in Wiltshire should be made more explicit. The centres of excellence in Wiltshire should be made as attractive as possible to people inside and outside of Wiltshire, as a high percentage of the 80,000 level 4's required by the Strategy could be delivered through Wiltshire's existing higher education providers.
- i) With regards to the Family Nursing Partnership, this and the need for parents to be educated in the opportunities available to 16-19 year olds should be more explicit in the strategy.
- j) There should be a methodology included for dealing with those who are home-tutored in order to prevent social isolation.
- k) An introduction page should be included, followed by the five key objectives, and then a page with the seven key strands. The current index at the front of the strategy which took the reader to a page with seven key strands, and the previous page with five key objectives, are confusing.
- l) The inclusion of case studies in the strategy would be beneficial, as they would illustrate the process of the Strategy's implementation.

Proposal

- 13 To refer the recommendations in the report to Cabinet for consideration alongside the draft Education, Employment & Skills Strategy for Wiltshire on 11 November 2014.

To request a response from the Cabinet Member for Children's Services to be received by the Children's Select Committee on 9 December 2014.

Education for 16-19s Task Group

Report author: Adam Brown, Democratic Services Officer
01225 718038 adam.brown@wiltshire.gov.uk

This page is intentionally left blank

Wiltshire Council

Cabinet

11 November 2014

Subject: Reducing Child Poverty Strategy 2014 – 2020

Cabinet member: Cllr Keith Humphries - Public Health, Protection Services, Adult Care and Housing

Cllr Laura Mayes – Children’s Services

Key Decision: No

Executive Summary

1. The purpose of this item is to present an update on the Wiltshire Child Poverty Strategy 2014-20.
2. Reducing child poverty has been a government target for many years. The [Child Poverty Act](#), which commits this and future governments to eradicating child poverty by 2020, received Royal Assent in March 2010 tasking local areas to produce a child poverty needs assessment and strategy. This strategy document fulfils that requirement.
3. This strategy has been developed by the multi-disciplinary Child Poverty Group which reports to the Wiltshire Children & Young People’s Trust Executive. The strategy was made available for wide consultation with the public including children and young people, the public and private sector, businesses and voluntary sector organisations. All responses were considered and inform the final strategy.
4. A child poverty needs assessment sits alongside this strategy and a summary of its main findings is included in the strategy. A copy of the full needs assessment is available as an appendix to this report.
5. The aim of the strategy is to reduce the number of children in Wiltshire living in poverty in addition to mitigating the impacts of poverty on children’s health and wellbeing. The Strategy has undergone an official period of consultation.

Proposal

Cabinet is asked to formally approve the updated strategy and recommend its adoption to Council.

Reason for Proposal

1. Part 2 of the Child Poverty Act 2010 places duties on local authorities and named partners to 'cooperate with a view to reducing and mitigating the effects of child poverty in their areas'. They are also required to prepare and publish local child poverty needs assessments and to develop joint child poverty strategies.
2. Child poverty features as a priority in key top-level Wiltshire documents. It is in the Wiltshire Assembly's "People, Places and Promises: Wiltshire Community Plan 2011-2026" which was adopted in April 2011. It is included in Wiltshire Council's 2013-2017 Business Plan through priorities to protect those who are most vulnerable, boost the local economy and bring communities together to enable and support them to do more for themselves. In addition, the Wiltshire Children and Young People's Trust (comprised of representatives from key children's services in Wiltshire) specifically states in its vision a commitment to "reduce, prevent and mitigate the effects of child poverty" – and this is reflected in its Children & Young People's Plan 2012-2015 and in the various commissioning strategies which sit underneath it.
3. Once the Child Poverty Strategy has been approved by Cabinet the implementation plan can be signed off and work can begin to mitigate and reduce the effects of child poverty in Wiltshire in line with our responsibilities as laid out in the Child Poverty Act.

Carolyn Godfrey, Corporate Director
Maggie Rae, Corporate Director

11 November 2014

Subject: Reducing Child Poverty Strategy 2014 – 2020

Cabinet member: Cllr Keith Humphries - Public Health, Protection Services, Adult Care and Housing

Cllr Laura Mayes – Children’s Services

Key Decision: No

Purpose of Report

1. This Cabinet report briefs members on the development of the Wiltshire Reducing Child Poverty Strategy 2014 – 2020. The strategy provides the strategic direction for Wiltshire Council and partner organisations in reducing the level of children living in poverty in Wiltshire, and mitigating the effects of child poverty across Wiltshire.

In 1999 the Government pledged to eradicate child poverty in the UK, but was unable to meet the first milestone of the pledge which was to halve the number of children living in poverty by 2010. The number of children living in relative income poverty in 2010/11 was reduced to 2.3 million; however this was 600,000 less than the number required to meet the 2010 target. The next target of the pledge is to eradicate child poverty by 2020.

Under part 2 of the 2010 Child Poverty Act, Local Authorities and named partner authorities have a duty to cooperate to reduce and mitigate the effects of child poverty in their local areas. A local child poverty needs assessment must be produced in order to understand the characteristics of low income and disadvantaged families in the area. It should also include identification of the key drivers to address these needs, which will inform the development of a local child poverty reduction strategy.

In late February 2014 a Child Poverty Strategy consultation was launched by the government setting out the actions to be taken between 2014-17. Although the final strategy will not be available for some months there are key principles which are echoed within Wiltshire’s draft strategy for 2014-20. The government’s consultation document focuses on tackling child poverty through:

- Supporting families into work and increasing their earnings
- Improving living standards
- Preventing poor children becoming poor adults through raising their educational attainment.

This paper presents an update on the development of both the Wiltshire Child Poverty Needs Assessment and related Strategy 2014-2020.

Background

2. Today in the UK 17% of children, 2.3 million, live in poverty. This is one of the highest rates in the industrialised world. Growing up in poverty is known to have a profound impact on children's physical and mental health, on educational attainment, aspirations, well-being, and long term economic productivity.

An analysis by Her Majesty's Revenue and Customs (HMRC) demonstrated that in 2011 Wiltshire had 11,610 children living in poverty, which represents 11.4% of all children in Wiltshire.

Children are said to be living in relative income poverty if their household's income is less than 60 per cent of the median national income.

The development of the draft needs assessment and strategy have been led by Public Health and Children's Services, and the reports have been produced by the multi-disciplinary child poverty group, which reports to the Children and Young People's Trust Executive. They aim to provide an overview of current need in Wiltshire and the strategic objectives to address this.

Relevance to the Council's Business Plan

3. The Wiltshire Child Poverty Strategy aims to reduce the number of children living in poverty and mitigate the effects of child poverty. It seeks to provide a view of the causes, barriers and challenges of child poverty, set a shared vision and encourage a coordinated approach to address child poverty and its impact.

Child Poverty features as a priority in key top-level Wiltshire documents. It is in the Wiltshire Assembly's "People, Places and Promises: Wiltshire Community Plan 2011-2026" which was adopted in April 2011. It is included in Wiltshire Council's 2013-2017 Business Plan through its priorities to protect those who are most vulnerable, boost the local economy and bring communities together to enable and support them to do more for themselves.

In addition, the Wiltshire Children and Young People's Trust (comprised of representatives from key children's services in Wiltshire) specifically states in its vision a commitment to "reduce, prevent and mitigate the effects of child poverty" – and this is reflected in its Children & Young People's Plan 2012-2015 and in the various commissioning strategies which sit underneath it.

Main Considerations for the Council

4. The Wiltshire Child Poverty Strategy 2014 – 20 sets the strategic direction for Wiltshire Council, together with other partner organisations, under the direction of the Wiltshire Children & Young People's Trust Executive.

The goal of the Child Poverty Act is to end child poverty by 2020. The Child Poverty Act sets targets for the government to meet by 2020 on four different measures of poverty – including relative income poverty. These targets are based on the proportion of children living in:

- relative low income (whether the incomes of the poorest families are keeping pace with the growth of incomes in the economy as a whole)
- combined low income and material deprivation (a wider measure of people's living standards)
- absolute low income (whether the poorest families are seeing their income rise in real terms)
- persistent poverty (length of time in poverty)

The Wiltshire Children and Young People's Trust partnership has signed up to this strategy, subject to Cabinet approval and are tasked with driving change at a local level to improve outcomes for children and young people.

Safeguarding Implications

5. Safeguarding is a key priority for Wiltshire Council, both in terms of the services that they deliver and commission and this applies equally to the Wiltshire Child Poverty Strategy and its implementation.

This strategy does not raise any new or additional safeguarding issues to be considered by the cabinet. Wiltshire Council and the organisations that they commission have in place safeguarding policies, procedures and workforce development plans to ensure safeguarding is and continues to be a key priority.

Public Health Implications

6. Reducing child poverty is vital to reducing health and lifestyle inequalities and to improving the quality of people's lives across the whole lifecycle.

Environmental and Climate Change Considerations

7. There are no environmental or climate implications in relation to this cabinet paper. (Awaiting approval/comments)

Equalities Impact of the Proposal

8. The strategy aims to ensure services will be delivered with due regard to equality legislation and that all children will have equitable access to services.

The whole aim of this strategy is to improve equalities. Any adverse or positive impacts from an equalities perspective have been incorporated within the identified issues in the strategy and delivery plan. For example, it is recognised in the section "Children at greatest risk of poverty" that some groups of people are more likely to be impacted by poverty and therefore

there needs to be awareness of the potential risks for these groups.
(Awaiting approval/comments)

Risk Assessment

8. The main risks associated with the Wiltshire Child Poverty Strategy is that the numbers of people living in poverty in Wiltshire may increase as a result of the economic downturn and the potential impacts of the reforms to the welfare system. The strategy addresses this through thematic assessments which focus on jobs and the economy which in turn will shape the interventions to be delivered through the implementation plan.

Risks that may arise if the proposed decision and related work is not taken

10. The significant risk associated with not implementing this strategy would include:
 - Placing the wellbeing of children who live in poverty in Wiltshire at significant risk through a lack of suitable interventions to mitigate the effects of poverty on health and wellbeing.
 - Allowing the number of children living in poverty in Wiltshire to increase through a lack of interventions to reduce this number.
 - The council will not be able to fulfil its duty under part 2 of the 2010 Child Poverty Act if a Child Poverty Strategy, based upon a local needs assessment, is not approved and published.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

11. The Child Poverty Strategy has already undergone formal public consultation and was written by the multi-disciplinary Child Poverty Group therefore there are no foreseen risks of this strategy being implemented.

Financial Implications

12. There are no immediate financial implications linked to this updated strategy. The strategy outlines ways of improved practice and working together more effectively to achieve better outcomes for children and young people. Longer term, this strategy should contribute to reduced costs with less burden on social housing, health and Childrens Services.

Legal Implications

13. The Child Poverty Act 2010 received Royal Assent on 25th March 2010. Part 2 of the act sets out the duties of local authorities and others. The Act requires local authorities to make arrangements to promote co-operation between the authority and its partners with a view to reducing, and mitigating the effects of child poverty in their area. This includes arrangements to publish an assessment of children living in poverty in its area and to prepare a joint child poverty strategy

for its area. This report covers those aspects. There are no other specific legal issues or implications arising from this report.

Frances Chinemana
Associate Director of Public Health

Report Author: Kate Blackburn, Public Health Specialty Registrar,
kate.blackburn@wiltshire.gov.uk

26th September 2014

Footnote

Since the Child Poverty Strategy and Needs Assessment for Wiltshire were written updated figures have been released by HMRC which detail the percentage of children living in low income families in 2012 from a snapshot taken on 1st August 2012.

These figures show a small reduction in the number of children living in low income families in Wiltshire from 11.4% to 10.6%. The release of these new figures will be used in the production of local area briefings on child poverty to reflect the most up to date information on children living in low income families available.

Background Papers

None

Appendices

Appendix 1 Wiltshire Child Poverty Strategy 2014-20
Appendix 2 Wiltshire Child Poverty Needs Assessment
Appendix 3 Child Poverty Act 2010
Appendix 4 Resolutions following discussion of the Child Poverty Strategy at
Children's Select Committee, 14/10/2014

This page is intentionally left blank

Wiltshire Children & Young People's Trust

To improve outcomes for children & young people in Wiltshire

and to promote and support resilient individuals, families and communities.



Reducing Child Poverty Strategy

2014 – 2020

Version 1.0

Strategy prepared by:

Tamsin Stone, Lead Commissioner, Wiltshire Council

Kate Blackburn, Public Health Specialty Registrar

Amy Bird, Consultant in Public Health, Wiltshire Council

Document History

Issue No	Date	Status	Reviewed by
Pre-draft	26/02/2014	Notes	Multi-agency workshop
Version 1.0	07/03/2014	Draft	K Blackburn & Amy Bird
Version 1.1	17/03/2014	Draft	Child Poverty Task Group
Version 2.0	03/04/2014	Draft	Children's Trust Executive
Version 1.0	03/04/2014	Consultation Draft	Children's Trust Executive
Version 1.0	05/08/201	Final	

Contents

Introduction	3
Links to other strategies	3
The aim	4
What is child poverty?	4
Children at greatest risk of poverty	6
Local Needs Assessment	6
Geographical assessment	7
Thematic Assessment	10
What works?	12
Independent Reviews – the case for early intervention	13
The building blocks to combat child poverty	14
Education, health and family	14
Housing, neighbourhoods and communities	14
Adult skills and employment	15
Financial support	15
What's happening to tackle child poverty in Wiltshire?	16
Key priorities for Wiltshire	18
Objective 1 – Provide effective support to vulnerable families with 0-5 year olds	18
Objective 2 – Narrowing the Educational Attainment Gap	18
Objective 3 – Develop an inclusive economy that will enable equality of economic opportunity for all	19
Objective 4 – Provide locally-focused support based on a thorough understanding of needs	20
Objective 5 – Promote engagement with the Child Poverty Strategy and related implementation plan	20
Monitoring Arrangements	22
Equality and Diversity	22
Risk Assessment	23
Appendix 1 – Multi-layered assessment	24

Introduction

1. Reducing child poverty has been a government target for many years. The [Child Poverty Act](#), which commits this and future governments to eradicating child poverty by 2020, received Royal Assent in March 2010 tasking local areas to produce a child poverty needs assessment and strategy. This strategy document fulfils that requirement.
2. It is acknowledged that the huge changes resulting from the national cost pressures which are impacting at the time of writing, both on public services and people's lives, are creating some uncertainty and shifting baselines. Future strategies and action plans will need to build on this document in light of these changes.
3. This strategy has been developed by the multi-disciplinary Child Poverty Group which reports to the Wiltshire Children & Young People's Trust Executive. This consultation draft will be available for wide consultation with the public including children and young people, the public and private sector, businesses and voluntary sector organisations. All responses will be considered and will inform the final strategy prior to sign-off.
4. A child poverty needs assessment sits alongside this strategy and a summary of its main findings is included in this document.

Links to other strategies

5. Child Poverty features as a priority in key top-level Wiltshire documents. It is in the Wiltshire Assembly's "People, Places and Promises: Wiltshire Community Plan 2011-2026" which was adopted in April 2011. It is woven through the Wiltshire Council's 2013-2017 Business Plan through its priorities to protect those who are most vulnerable, boost the local economy and bring communities together to enable and support them to do more for themselves. In addition the Wiltshire Children and Young People's Trust (comprised of representatives from key children's services in Wiltshire) specifically states in its vision to "reduce, prevent and mitigate the effects of child poverty" – and this is reflected in its Children & Young People's Plan 2012-2015 and in the various commissioning strategies which sit underneath it.
6. Early intervention has become a strong theme underpinning national policy and guidance over recent years (such as the Allen and Munro reports, revised Ofsted Inspection Framework and Working Together to Safeguard Children and Young People). A growing evidence base showing how providing help as soon as it's needed can greatly improve outcomes for children and young people is supporting this agenda. In Wiltshire the Children and Young People's Trust and the Wiltshire Safeguarding Children Board (through their joint Early Intervention sub group) have recently approved their joint Early Help Strategy and an Early Help Improvement Plan is currently being prepared. Through cross-membership of the Early Intervention sub group and the Child Poverty Task Group the two strands of work will be coordinated to ensure consistency and reduced opportunity for duplication.
7. In late February 2014 a Child Poverty Strategy consultation was launched by the government setting out the action to be taken from 2014-17. Although the final strategy will not be available for some months there are key principles which are echoed within Wiltshire's draft

strategy. The government's consultation document focuses on tackling child poverty through:

- Supporting families into work and increasing their earnings
- Improving living standards
- Preventing poor children becoming poor adults through raising their educational attainment.

The aim

8. The goal of the Child Poverty Act is to end child poverty by 2020. The Child Poverty Act sets targets for the government to meet by 2020 on four different measures of poverty – including relative income poverty. These targets are based on the proportion of children living in:
 - relative low income (whether the incomes of the poorest families are keeping pace with the growth of incomes in the economy as a whole) - target is less than 10%
 - combined low income and material deprivation (a wider measure of people's living standards) - target is less than 5%
 - absolute low income (whether the poorest families are seeing their income rise in real terms) - target is less than 5%
 - persistent poverty (length of time in poverty) - target is to be set in regulations by 2015
 - Data for these 4 measures are currently not available at a local level
9. This strategy supports both the reduction of child poverty in Wiltshire and mitigation of the effects of child poverty. It seeks to provide a view of the causes, barriers and challenges of child poverty, set a shared vision and encourage a coordinated approach to address child poverty and its impact.
10. The Wiltshire Children and Young People's Trust partnership will be asked to sign up to this strategy and are tasked with driving change at a local level to improve outcomes for children and young people.

What is child poverty?

11. Children are said to be living in relative income poverty if their household's income is less than 60 per cent of the median national income. Essentially, this looks at whether the incomes of the poorest families are keeping pace with the growth of incomes in the economy as a whole. It should be noted that a change to the way in which poverty is measured has been proposed and is currently under discussion by central government. Some of the suggested possible dimensions for inclusion in this new measure are income and material deprivation; worklessness; unmanageable debt; poor housing; parental skill level; access to quality education; family stability, and; parental health. For the purposes of this Strategy the existing measure is used and if a subsequent change is made the Child Poverty Group will refresh reported data.
12. Today in the UK 17% of children, 2.3 million, live in poverty. This is one of the highest rates in the industrialised world.

13. Living in poverty means more than just having a low income. Extensive research and data show that children who grow up in poverty face a greater risk of having poor health, being exposed to crime and failing to reach their full potential. This in turn can limit their potential to earn the money needed to support their own families in later life, and so a cycle of poverty is created. Therefore in order to ensure today's poor children are not tomorrow's poor adults child poverty must be tackled.
14. The central government Child Poverty Unit has collated an extensive library of research and data. Particularly relevant to Wiltshire is the research report on the cost of living in rural communities. "Country Life: tougher to make ends meet"¹ says that people living in rural communities need to spend 10-20% more than those in urban areas to reach a minimum acceptable living standard. This is due to things such as the need to run a car, higher energy bills and the location of rural services. This is further exacerbated as pay levels for many rural workers are often lower than those working in urban areas.

¹ Country Life: tougher to make ends meet – Nov 2010 Joseph Rowntree Foundation/Commission for Rural Communities

Children at greatest risk of poverty²

15. Some groups of children living in particular circumstances are known to be at a greater risk of living in poverty:

- **Lone parents** - before housing costs over a third, 35%, (50% after housing costs) of children living in lone parent families are poor, compared with 18%, of children in couple families.
- **Large families** - 40%, of children in families with four or more children are poor, compared with 19% of children in one-child families.
- **Children with disabilities and children with disabled parents** - a result of lower incomes as either the parents/carers need to look after disabled children and so cannot work) or disabled parents being less likely to be in paid work. Additional disability-related costs also impact on family budgets.
- **Children who are carers** - young carers, those living with a disabled parent or in households with drug/alcohol misuse or domestic violence all have experiences or responsibilities that can make it difficult for them to focus on their education and achieve good outcomes.
- **Children who have teenage parents** – babies of teenage mothers have a 63% increased risk of being born into poverty compared to babies born to mothers in their twenties.
- **Children growing up in social housing** - 49% of children in local authority accommodation are poor before housing costs (rising to 58% after housing costs).
- **Black and minority ethnic children** - children living in households headed by someone from an ethnic minority are more likely to be living in a poor household. This is particularly the case for households headed by someone of Pakistani or Bangladeshi origin, where well over half the children are living in poverty.
- **Asylum seekers** - there is no robust quantitative data on asylum seekers. Parents in this group are prohibited from working and are only entitled to safety net support at a lower level than the usual income support/Jobseekers Allowance.
- **Traveller and gypsy children** - there is a severe lack of robust quantitative data, including poverty, for this group. However, both practice knowledge and other studies show that some have few financial resources.
- **Children with a parent in prison** – it is recognised that these children are more likely to be living in poverty.
- **Children in care** - young people leaving care are likely to be at increased risk of living in poverty. Attainment levels of children in care are not equal to their peer group and more children who have been looked after become NEET (Not in Education, Employment or Training) than those who have not been looked after.
- **Children offending or at risk of offending** – being involved in criminal activity whilst young has been shown to have a negative impact on later life chances. Furthermore, the children of young offenders are more likely to live in poverty themselves, reinforcing the 'cycle of poverty'.

Local Needs Assessment

16. Whilst Wiltshire is considered to be a generally prosperous area, there are pockets of deprivation that are often hidden in official statistics. Wiltshire is a large, predominantly rural

² Children at Greatest Risk of Poverty available at www.childpovertytoolkit.org.uk/At-Greatest-Risk-of-Child-Poverty

county with a population of 474,300, of which 19.2% (91,066) are aged 15 years and under. Almost half of the population resides in towns and villages with less than 5,000 people³.

17. An analysis by HMRC demonstrated that in August 2011 Wiltshire had 11,610 children (0-19yrs) living in poverty, which represents 11.4% of children. This is an increase of 400 children (0.4%) in Wiltshire since 2008, which compares well with other local authority areas in the South West of England. However, as detailed within the report, there is high variability in Wiltshire with pockets of high deprivation found in particular localities and significant deprivation across some vulnerable groups.
18. Through the work of our Joint Strategic Assessment, we are familiar with areas of poverty and deprivation in Wiltshire. There are challenges in rural areas when using measures of deprivation, as deprivation is less obvious and can be 'hidden' when factors such as economies of scale and the distances involved are not taken into consideration.
19. Deprivation data is usually reported against defined geographical areas known as Lower Super Output Areas (LSOAs). There are 285 LSOAs in Wiltshire. These are defined nationally for the release of statistical information at a small geographical area. For planning purposes the County is split into 20 community areas. These community areas generally include a market town and its surrounding villages. Where possible the data within this strategy will be presented by LSOA or community area.
20. Wiltshire as a whole is characterised by its rurality and is notable for the scale of its military presence. Currently 1 in 50 residents in Wiltshire are Army personnel – that's around 12,000 (30,000 including their families) and 27% of this population are veterans. This is set to rise to around 16,000 (est. 38,000 including families) by 2020 making Wiltshire the largest military county in the UK. Approximately 1,000 young people in Wiltshire are Army Cadets and 12% go on to have careers within the Army⁴.
21. This strategy is supported by a comprehensive needs assessment which gives detailed evidence of both national and local child poverty gained through analysis of data and direct input from stakeholders and families.

Geographical assessment

22. Of the 285 Lower Super Output Areas (LSOAs) in Wiltshire, 14 have numbers of children living in poverty which are more than 2 standard deviations⁵ above the Wiltshire average of 11.4%. This means that in certain LSOAs the percentage of children living in poverty ranges from 26.9% to 46.1%. These areas are detailed in table 2 below. Ten LSOAs have over 30% of children living in poverty, an increase of one extra LSOA in Wiltshire with this high percentage of children living in poverty when compared to 2008.

³ Office for National Statistics. 2011 Mid year estimate

⁴ Wiltshire Assembly Conference "Wiltshire – a military county", 2nd December 2013.

⁵ Standard Deviation is a measure of the spread or [dispersion](#) of a set of data. The more widely the values are spread out, the larger the standard deviation. In data which is normally distributed it is very likely that 95% of the data points will lie within 2 standard deviations of the mean. Therefore any that lie outside of this range would be considered significant.

Table 2 LSOAs with a percentage of children in low income families two or more standard deviations above the Wiltshire average (Source: DWP)

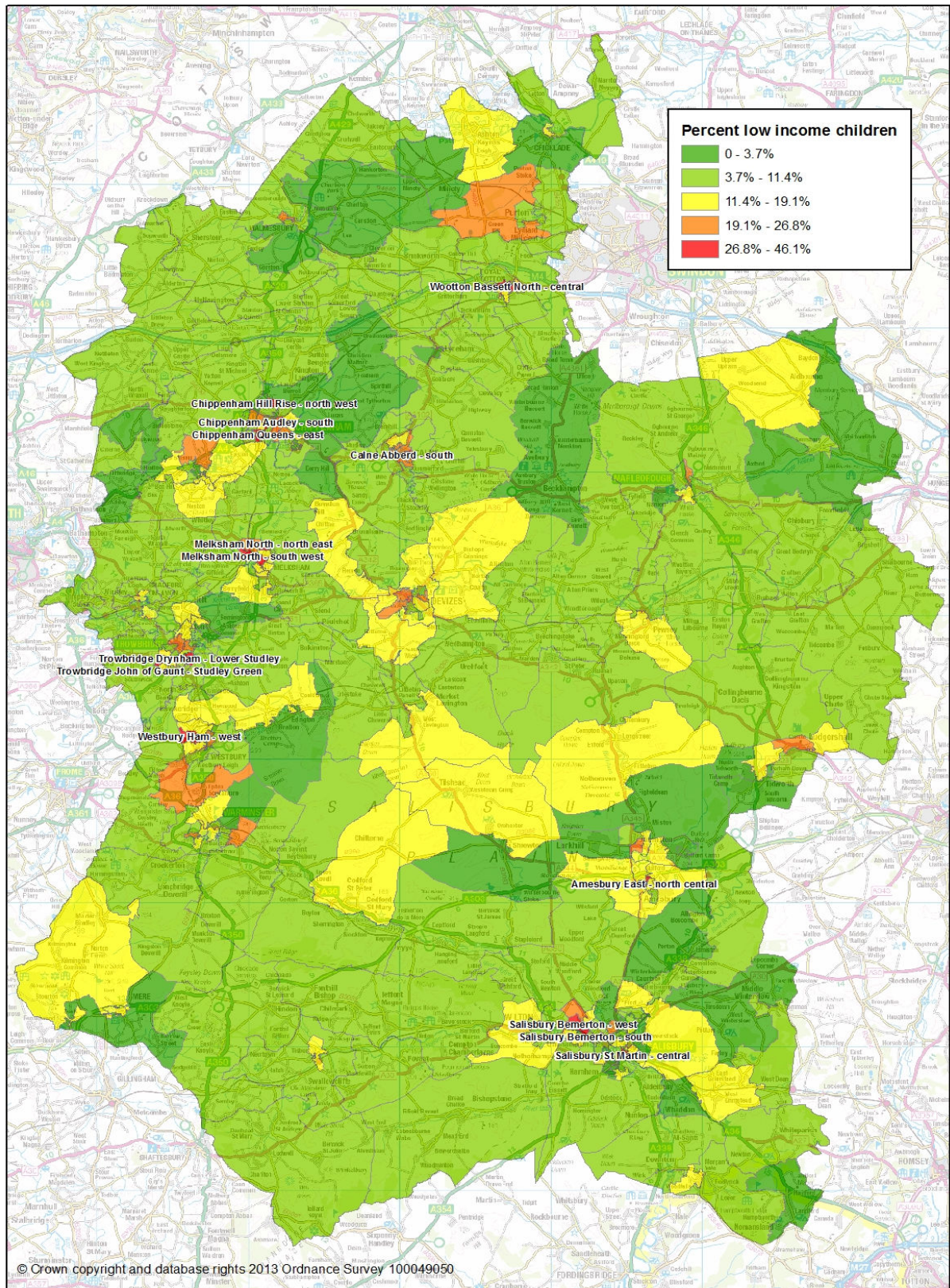
Lower Super Output Area name	Community Area	Children in Child Benefit families	Children in families in receipt of CTC (<60% median income) or IS/JSA	% of children in low-income families	Number standard deviations above average
Trowbridge John of Gaunt - Studley Green	Trowbridge	555	255	46.1%	4
Melksham North - north east	Melksham	380	135	35.5%	3
Calne Abberd - south	Calne	255	90	35.4%	3
Amesbury East - north central	Amesbury	275	90	32.8%	2
Chippenham Queens - east	Chippenham	325	105	32.7%	2
Salisbury St Martin - central	Salisbury	355	115	32.0%	2
Trowbridge Drynham - Lower Studley	Trowbridge	590	180	30.9%	2
Chippenham Audley - south	Chippenham	360	110	30.7%	2
Melksham North - south west	Melksham	340	105	30.7%	2
Chippenham Hill Rise - north west	Chippenham	465	140	30.4%	2
Salisbury Bemerton - south	Salisbury	520	150	29.2%	2
Wootton Bassett North - central	R.WB & Cricklade	410	115	28.5%	2
Salisbury Bemerton - west	Salisbury	480	130	27.1%	2
Westbury Ham - west	Westbury	470	125	26.9%	2

23. The percentage of children living in low income families in each LSOA has not remained constant between 2008 and the latest figures of 2011. Some LSOAs in Wiltshire have shown a decrease in the percentage of children in low income families since 2008. The largest decrease in percentage was seen in Salisbury Bishopdown – central, the rate decreased here from 17.1% in 2008 to 7.5% in 2011. The 12 LSOAs in Wiltshire with the largest decrease (5% or more) in children living in low income families are detailed in table 3 below.

Table 3 LSOAs where the percentage of children in low income families decreased by five percentage points or more between 2008 and 2011 (Source DWP)

LSOA name	Community Area	2008	2011	Change in % points
Salisbury Bishopdown - central	Salisbury	17.1%	7.5%	-9.6%
Melksham North - north east	Melksham	42.7%	35.5%	-7.2%
Trowbridge Drynham - central	Trowbridge	25.1%	17.9%	-7.2%
Pewsey south	Pewsey	22.0%	14.8%	-7.2%
Cricklade central	Royal Wootton Bassett & Cricklade	26.0%	19.0%	-7.0%
Ludgershall east & Faberstown	Tidworth	24.6%	17.9%	-6.7%
Salisbury St Martin - central	Salisbury	38.0%	32.0%	-6.0%
Dilton Marsh & Upton Scudamore	Part Warminster; Part Westbury	25.8%	19.8%	-6.0%
Staverton & Hilperton (part)	Part Bradford on Avon; Part Trowbridge	22.7%	17.3%	-5.4%
Trowbridge John of Gaunt - Wingfield Rd	Trowbridge	18.2%	12.9%	-5.3%
Salisbury St Edmund - east (Milford north)	Salisbury	15.8%	10.7%	-5.1%
Trowbridge Adcroft - Seymour	Trowbridge	29.8%	24.7%	-5.1%

Figure 2 Map of percentage of children living in poverty by LSOA, 2011



24. Of the ten areas with over 30% of all children living in 'poverty' seven are located in one of three towns (Trowbridge, Melksham and Chippenham) and the remaining three are in the towns of Salisbury, Calne and Amesbury.

Thematic Assessment

Jobs and the Economy

25. Worklessness and low paid work are the key factors in child poverty. The term worklessness includes:
- Those that are economically active but unemployed i.e. those claiming Jobseekers Allowance;
 - Those that are economically inactive but who would want to work. There is evidence to suggest that a significant proportion of the economically inactive population would like to work if they had the right opportunity, incentive or path back to employment. This could include lone parents and/or people claiming incapacity or other health/income related benefits.
26. Historically worklessness has been a major cause of children living in poverty. However, the underlying causes as to why adults are out of work are complicated and issues differ for those long term unemployed versus those who have recently lost their job. The level of worklessness has increased in recent years with approximately 9.3% of the working age population in Wiltshire being on one or more out of work benefits in February 2013. The proportion of workless households in Wiltshire has risen from 12.5% in 2008 to 16.1% in 2012.
27. The percentage of children living in workless households in Wiltshire in 2012 was 8%, this compares well to the national average of 14.9%, and the South West regional average of 11.2%.
28. However, this figure varies significantly by community area, from the lowest percentage in Malmesbury where 6% of households with dependent children have no adult in employment to Westbury where 12.8% of households with dependent children have no adult in employment. To improve young people's outcomes and outlook on life, it is vital that the cycle of dependency on benefits is broken and young people aspire to a career or work life.
29. Wiltshire continues to have a high economic activity rate for residents aged 16-64 (80.1%) compared to other areas; Wiltshire claimant count levels are consistently below those found in the South West and England. Since the start of 2014 the national Job Seekers Allowance claimant rate has been maintained at 3.0%. The latest rate for Wiltshire at 1.5% is half the national rate. The proportion of 18-24 year old JSA claimants in Wiltshire currently stands at 3.6% (nationally 5.2%). Youth unemployment continues to account for a disproportionate share of unemployment in Wiltshire (29.5%). The adjusted NEET (not in employment, education or training) figure for Wiltshire, based on the period November 2012 to January 2013 was 6.0% and equates to 493 of 12,803 young people aged 16-18. This is higher than the comparable figures for England and the South West but not appreciably so.
30. Residents' pay rates in Wiltshire are 7% lower than the national average and in-work poverty is becoming a real issue. Similarly, workplace pay rates are below the national average, with those working in Wiltshire only earning 89% of the average across England. Overall, total pay has declined by £7.50 per week in Wiltshire whilst in England it has risen by £16 per week. Data on pay levels and commuting flows indicates that the outward commuting of higher skilled workers from Wiltshire has long been a feature of the economy.

31. Future increases in part-time and principally female employment are anticipated. Forecasts show that between 2010 and 2020 female employment is expected to rise by 11.4%. This partly reflects the rise in part-time work which is expected to grow at almost twice the rate (13.4%) of full time work (7.5%). The availability of part time work in the local economy may be enabling more young people than average to combine work with learning.
32. Overall, employment is forecast to increase in Wiltshire by 19,300 (or 9.1%) over the period 2010-2020. Note that these employment projections exclude the potential outcomes of the military/civilian integration programme. The programme represents an opportunity to change the skills and business profile of the county.
33. The occupational profile is predicted to continue to shift towards higher-order occupations, with the greatest levels of growth being amongst Managers, Professionals and Associate Professionals.
34. The key priorities for Wiltshire Council and partners is to create new jobs and businesses, to seize the opportunities generated by the military/civilian integration programme, and to develop the skills of its residents, ensuring many more young people are working in Wiltshire.

Education

35. Children who grow up in poverty are more likely to leave school without qualifications. Local authorities measure the attainment gap to enable comparison with other areas.
36. In Wiltshire there is continued focus on the attainment of vulnerable groups of children and young people at various stages of their development. The first key measure is at the Foundation Stage Profile which measures achievements of children aged 5 against assessment scales. There are subsequent measures at Key Stage 2 and GCSE level for children who are eligible for free school meals compared with children who are not eligible.

	2010 %	2011 %	2012 %		2013 %
Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest					
Wiltshire	29	29	27	<i>(Testing changes)</i>	32
Statistical neighbours	30	29	28		32
England	33	31	30		37
Attainment Gap FSM/non FSM Key Stage 2 inc English & Maths (Read, Write & Maths from 2013)				<i>(Testing changes)</i>	
Wiltshire	27	24	20	24	23
Statistical neighbours	26	26	23	26	24
England	21	20	17	19	19
Attainment Gap FSM/non FSM GCSE inc Eng & Maths					
Wiltshire	36	32	31		36
Stats Neighbours	33	33	33		32
England	28	28	26		27

37. For Wiltshire across all three measures there is a percentage difference or “gap” and this gap is increasing as seen in the preceding table (note, however, that changes to testing took place during 2012 meaning year to year comparisons should be made with caution). The Vulnerable Learners Action Group is in place to set out the strategy and specific initiatives to close these gaps.
38. Adult attainment is also key to ensure the resident working population in Wiltshire have the skills and knowledge to improve their employability and/or sustain employment. Adult attainment measures are taken at ‘Level 2’ which broadly means the literacy or numeracy required to meet the standards of a key skills qualification at Level 2 (or, very roughly, the underlying literacy/numeracy required to achieve GCSE grades A*-C).
39. Between 2009 and 2012 Wiltshire’s performance on adult attainment has continued to improve:
- The Level 2 attainment rate has increased by a further 3.2% to 77.7%. Wiltshire continues to outperform the regional rate of 75.2% and the national rate of 71.8%.
 - Those without at least a Level 2 qualification (generally considered to be the minimum for employability) has decreased from 25.5% to 22.3%. Wiltshire continues to outperform the regional rate of 24.8% and the national rate of 28.2%.
 - Those without any qualifications at all has reduced from 7.0% to 5.9% (16,400 people compared to 19,600). Wiltshire continues to outperform the regional rate of 7.0% and the national rate of 9.7%.

Transport

40. Getting to work, school or college and accessing services is all dependent on transport. Poor public transport can mean that low income families face reduced choice or difficulties accessing services, employment and support - or are forced into car ownership (reducing the money they have available to spend on other things).
41. Wiltshire Council spends £5 million on supported bus services and community transport, which doubles the level of public transport that would otherwise be available. 44% of rural households have access to an hourly or better weekday daytime bus service, 89% to a daily or better weekday service. However, due to the growing pressures on public spending, budgets have been reduced in recent years and an ongoing programme of reviews is underway focusing in particular on services that are relatively poorly used or expensive to provide in relation to the number of passengers using them. A thorough assessment of local transport needs for those areas with the highest number of families living in poverty or at risk of living in poverty (whether in-work or not) must be undertaken to inform the development of a socially-inclusive transport policy for Wiltshire.

What works?

42. The Centre for Excellence and Outcomes in Children and Young People’s Services⁶ has reviewed a variety of child poverty publications, toolkits and guides to produce the key

⁶ C4EO Research Summary 1 Child Poverty January 2010

components of a child poverty strategy:

- effective multi-agency partnerships which draw on the experience, resources and expertise across the whole area
- sufficient and sustained resources
- active participation of children, young people, families and communities
- differentiated approaches to address the needs of different groups or areas in the community
- monitoring and evaluation focused on outcomes rather than outputs.

The Centre for Excellence and Outcomes also concludes priority outcomes are:

- maximising of family income – a mixed economy of provision is required, which can help the jobless into work, help those in work to progress, and financially support those unable to work
- narrowing outcome gaps for children and young people living in poverty, particularly in education and health.

Independent Reviews – the case for early intervention

43. Government sponsored reports from Professor Eileen Munro and MPs Frank Field and Graham Allen have all stressed the importance of intervening earlier. Professor Eileen Munro in her review of child protection writes of the need to develop an “all-encompassing and pervasive early intervention culture” and notes “Preventative services can do more to reduce abuse and neglect than reactive services. Many services and professions help children and families so coordinating their work is important to reduce inefficiencies and omissions.”
44. Providing early help can narrow the gap for children who are at risk of poorer outcomes (Waldman, 2008, Karoly, Kilburn, & Cannon, 2005; Statham and Biehal, 2005). It can also improve practice and outcomes by attending to risk and protective factors at an early stage, focusing on causes of problems not symptoms. The 2010 Marmot Review, ‘Fair Society, Healthy Lives’ was clear that “later interventions are considerably less effective if children have not had good foundations”
45. Frank Field’s “The Foundation Years: preventing poor children becoming poor adults”⁷ found that “... children’s life chances are most heavily predicated on their development in the first five years of life. It is family background, parental education, good parenting and the opportunities for learning and development in those crucial years that together matter more to children than money, in determining whether their potential is realised in adult life. The things that matter most are a healthy pregnancy; good maternal mental health; secure bonding with the child; love and responsiveness of parents along with clear boundaries, as well as opportunities for a child’s cognitive, language and social and emotional development. Good services matter too: health services, Children’s Centres and high quality childcare.” The report notes that differences in skill levels are impacted by 22 months of age. It acknowledges that later interventions can be effective but stresses that the most effective and cost effective way to help is in the earliest years of a child’s life. It also stresses the importance of breaking

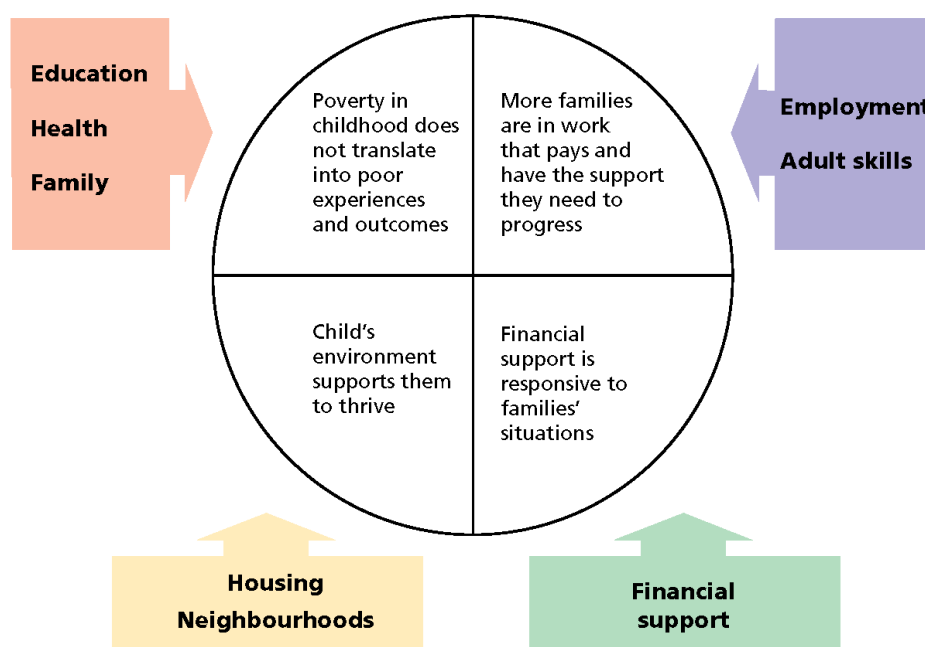
⁷ “The Foundation Years: preventing poor children becoming poor adults:” Frank Field December 2010. The report of the Independent review on Poverty and Life Chances.

intergenerational cycles of poverty and raising parental aspiration.

46. In response to growing support and a growing evidence base for early intervention the Early Intervention Foundation was launched April 2013 with cross-party support. Chaired by Graham Allen, the EIF is offering assessment of what works, advice to commissioners and providers and advocacy to assist with gaining support for early intervention locally. Wiltshire was successful in its application to the EIF to become one of the pioneering “Early Intervention Places” and a Statement of Intent was agreed in February 2014 outlining work which will be done together in 2014/15. There is a need to ensure the early intervention work focuses on those factors which are likely to result in a child or young person living in poverty.

The building blocks to combat child poverty

47. Nationally, it has been suggested that there are 4 key building blocks which work together to prevent, reduce and mitigate the effects of poverty⁸.



Education, health and family

- ensuring access to quality education for all children and young people and narrowing the gap in attainment of different groups
- improving physical and mental health outcomes for all children and parents, reducing health inequalities and improving support for those with disabilities and poorer health
- reducing pressures on families and strengthening their capabilities by providing as much support as possible.

Housing, neighbourhoods and communities

- ensuring all children grow up in decent homes that support their health and education

⁸ “Ending Child Poverty: Making it happen”, HM Government Child Poverty Unit, 2009

- taking action on neighbourhoods, play and green spaces, transport and crime to ensure all children can thrive in safe and cohesive communities, with equal access to work, cultural and leisure opportunities.

Adult skills and employment

- building on successes in education to ensure all adults have the skills necessary to enter, stay and progress in work
- ensuring more parents can enter, stay and progress in work (including childcare), to help parents balance work and family life and ensure those in work can escape poverty.

Financial support

- ensuring financial and material support remain an important public service; provided through a modern welfare system that recognises the additional barriers families face, while maintaining incentives to work.

48. In addition, promoting resilience in children and young people is key to them being able to cope with adversity and helps to minimise the impact of poverty. Factors known to promote resilience in children and young people⁹ are:

- Strong social support networks.
- The presence of at least one unconditionally supportive parent or parent substitute.
- A committed mentor or other person from outside the family.
- Positive school experiences.
- A sense of mastery and a belief that one's own efforts can make a difference.
- Participation in a range of extra-curricular activities.
- The capacity to re-frame adversities so that the beneficial as well as the damaging effects are recognised.
- The ability - or opportunity - to "make a difference" by helping others or through part time work.
- Not to be excessively sheltered from challenging situations which provide opportunities to develop coping skills.

⁹ "Promoting Resilience: a review of effective strategies for child care services", Tony Newman 2002, prepared for the Centre for Evidence-Based Social Services, University of Exeter.

What's happening to tackle child poverty in Wiltshire?

49. As child poverty manifests itself in a multitude of ways and can have many causes, any attempt to describe the wide array of plans, interventions and activities being undertaken by services in Wiltshire is unlikely to be fully comprehensive. The following provides a flavour of some of the initiatives in Wiltshire; a fuller account of what is happening in Wiltshire is available in the accompanying Joint Strategic Needs Assessment (section 7).

Area	Provision and/or initiatives (indicative, not exhaustive)
Early years education, childcare, parenting & carers support and early intervention	<ul style="list-style-type: none"> • Free Entitlement to 15 hours childcare per week for 3-4 year olds and free education and childcare to 2 year olds from the most vulnerable families. • Children's Centres offering a wide variety of support to parents of 0-11 year olds • Monitoring of childcare sufficiency with action plans to develop provision in areas/communities in need • Educational programmes in schools with targeted intensive support • Parent Support Advisers providing parenting programmes and 1:1 parenting support working with both the child and the family in and out of school • Teenage Pregnancy and Young Parents support – reducing teenage conceptions, raising aspirations and supporting teenage parents into education, employment and training • Family Learning and Partners in Literacy - accreditation of settings as Investors in Families and supporting literacy in the home • Young Carers support service offered through Spurgeons and Youth Action Wiltshire • High-need intensive family support offered through Wiltshire Families First (Action for Children) and Wiltshire Family Support Teams (part of Children's Social Care services) • Healthy Child Programme and Family Nurse Partnership programme • A breadth of Voluntary sector support to Children and Families
Encouraging economic development, including training skills and opportunities for parents and young people	<p>Formation of a new Wiltshire Education, Employment & Skills Board (amalgamating some existing groups) began in January 2014 and has a direct relationship with the Swindon & Wiltshire Local Enterprise Partnership (LEP). The new Board enables full integration of the Education, Employment & Skills agenda and work has commenced on developing a new multi-agency Education, Employment & Skills Strategy for Wiltshire accompanied by an Increasing Participation & Employment Plan and Apprenticeship Action Plan. The new Board has 5 sub groups focused on:</p> <ul style="list-style-type: none"> ○ sustained engagement in education, training or work ○ increasing apprenticeships and maximising their up-take ○ developing workplace skills ○ equal economic opportunity ○ realising the potential of those in low-wage work ○ economic development and planning <p>A major area of focus has recently been supporting the Swindon &</p>

	<p>Wiltshire Local Enterprise Partnership (LEP) to develop its Strategic Economic Plan and identify priorities for its Growth Deal, City Deal and European Structural Investment Funds submissions.</p> <p>Examples of initiatives currently underway:</p> <ul style="list-style-type: none"> • Wiltshire Skills 4 Success – supporting educational transition to further education/employment/training (focusing on 9 &10 yr olds, 14 &15 year olds and 16-24 year olds.) • Your Choices - The Your Choices Theatre Tour is now in its 4th year of touring and this engaging production portrays the full range of options available to young people. • Project IMPRESS – Provision of in-work support services to new employees/labour market returners aged 16+ to help them sustain their employment and develop/advance their careers. • Action for Wiltshire: Flexible Support Fund – Personal development mentoring, job coaching support and assistance with overcoming personal and employment barriers for those JSA and ESA customers who are not currently supported through other initiatives. • Wiltshire Money supports a number of projects to promote financial inclusion
Targeted housing support	<ul style="list-style-type: none"> • Prioritising the reduction in the number of children and young people who experience statutory homelessness. • Prevent children and young people from going into unsuitable temporary accommodation and prevent families becoming homeless. • Ensuring that families have access to good quality and affordable homes • Increasing the supply of family-sized accommodation • Supporting families to keep their own homes during the recession • Retain housing-related support for young 16 – 17 year olds • Improving homes with low energy efficiency for households on income based benefits
Targeted transport support	<ul style="list-style-type: none"> • Post 16 education transport policy - guarantees transport to the nearest sixth form or FE college • For under 16 pupils, the Education & Inspection Act introduced free transport to a 'preferred' school for children from low income families • Reduced-rate travel pass is available for students from low income families • Investment to provide bus services and community transport, which doubles the level of public transport that would otherwise be available • Retain levels of public transport service that meet demand within available resources and meet accessibility needs for those without private transport

Key priorities for Wiltshire

50. Child poverty is a complex issue and benefits from an integrated approach. Specific groups of people will be more vulnerable and will gain from a targeted action. The following key priorities are identified to improve the delivery of services and the lives of some of the more vulnerable families in Wiltshire.

Objective 1 – Provide effective support to vulnerable families with 0-5 year olds

51. Evidence suggests that children's lives are significantly shaped during their first 5 years of life so it is vital to support the optimum physical, psychological, emotional, social and educational development of children. As stated earlier in this report, activities will be coordinated with the Early Intervention sub group to ensure work is fully collaborative and informed – with no duplication of efforts.

What do we need to do?

52. Develop an evidenced-based early help offer (in line with the Early Help Improvement Plan) which promotes prevention, early intervention, parental engagement strategies and effective family support – with a targeted focus on vulnerable families with children aged 0-5.
53. Further develop the role of the children's centres and other early year settings (including voluntary sector services) and continue to strengthen their links with community health services. Children's Centres need a continued focus on the most vulnerable families and to provide strong outreach services. They need to provide targeted support to ensure good health, appropriate development and successful early education of young children. This will include working with the Family and Parenting Commissioning Group to develop the family support role, including supporting the benefits of paid employment.
54. Deliver the Healthy Child Programme, which focuses on both physical and mental health, to all children 0-19 years within available resources and specifically target families with 0-5 year olds.
55. Develop early years parenting programmes for teenage parents-to-be and vulnerable families which promotes the importance of the early years in a child's development.
56. Recognise the inter-generational factors which can cause child poverty and develop an approach to break the cycle.

Objective 2 – Narrowing the Educational Attainment Gap

57. A child's education is key to ensuring that they have appropriate knowledge and skills for the future and that they are prepared for working life. A culture for learning is key together with early identification of vulnerable children and targeted support both within school and from other agencies.

What do we need to do?

58. Support and encourage the take-up of free childcare places for 2, 3 and 4 year olds to support early educational development and give children the best start in life and prepare them for beginning school. Develop a targeted programme for hard-to-reach and hard-to-engage families.
59. Working with the Vulnerable Learners Action Group, develop measures which track the ongoing attainment of those vulnerable groups of young people identified in this strategy and align programmes to target and support their educational needs and aspirations (to include regular review of the use of Pupil Premium funding to remove barriers to learning for children and young people in receipt of free school meals).

Objective 3 – Develop an inclusive economy that will enable equality of economic opportunity for all

60. Worklessness is a major cause of children living in poverty. Barriers to employment for parents include:
 - not being able to manage family finances
 - partnership breakdown
 - debt
 - fear of leaving the benefit system
 - English for speakers of other languages
 - housing issues
 - not being able to access affordable, trusted childcare
 - training and employment services inaccessible for parents
 - lack of skills, confidence, motivation and aspiration
 - chaotic lives
 - health problems which could be the result of any of the above

What do we need to do?

61. Encourage and actively support jobs growth for the vulnerable young people and families identified in this strategy through the Swindon and Wiltshire Local Enterprise Partnership's Strategic Economic Plan.
62. Through the Wiltshire Education, Employment & Skills Board, identify and understand the causes of **barriers** to employment, education and training for families and young people living in (or at risk of living in) poverty and develop a plan of action for removing them or reducing their impact. Engage with relevant services to ensure a multi-agency approach is taken (e.g. housing, benefits, family support, disability teams, etc).
63. Through the Wiltshire Education, Employment & Skills Board, identify and understand the causes of barriers to the stability of employment, education and training for families living in or at risk of living in poverty and develop a plan of action that supports sustainability. Engage with relevant services to ensure a multi-agency approach is taken (e.g. housing, benefits, family

support, disability teams, etc).

Objective 4 – Provide locally-focused support based on a thorough understanding of needs

64. Due to the dispersed nature of child poverty in Wiltshire and the broad ways in which poverty manifests itself there is a need for a comprehensive assessment to understand the needs in areas where child poverty is identified as a key priority within the Community Area Joint Strategic Needs Assessment. This enables a holistic view and helps to identify opportunities to more effectively target and coordinate multi-agency support.

What do we need to do?

65. Using the Community Area Needs Assessments and the poverty indicators used in this strategy, produce a thorough multi-layered assessment of poverty for localities where child poverty is key issue. From this, assess the provision of services and support in place and engage with community area boards to discuss, develop and agree a local response. An example of multi-layered assessment can be found in appendix 1 – other indicators may prove more useful and the Child Poverty Task Group will refine this as required.
66. Using needs assessment data and local intelligence build a mechanism for forecasting future needs and ensure these are appropriately reflected in future planning.

Objective 5 – Promote engagement with the Child Poverty Strategy and related implementation plan

67. It is important to promote and progress the aims of this strategy and maintain engagement from partner agencies, including the private and voluntary sectors. It is also important practitioners are aware of child poverty and recognise the signs when assessing a child and family's needs.

What do we need to do?

68. Continue the multi-agency child poverty task group, accountable to the Children and Young People's Trust Commissioning Executive, to develop and oversee a top level implementation plan.
69. Develop a Child Poverty 'scorecard' to monitor emerging areas of need and impact of interventions and activities (see the next section on monitoring arrangements).
70. The Children and Young People's Trust Commissioning Executive and the Public Services Board to receive regular updates regarding progress and to challenge other strategies and plans to ensure the needs of those living in poverty are addressed.
71. Engage relevant services, organisations and groups in the delivery of the Strategy's implementation plan – thinking beyond those traditionally engaged with this work - and

encourage these groups to identify Reducing Child Poverty actions in their plans.

72. Develop and disseminate 'signs of poverty' to help practitioners to identify children living in (or at risk of) poverty, understand the causes in each case and take appropriate evidence-based action.

Monitoring Arrangements

73. Reducing child poverty requires a truly collaborative approach and therefore implementing this strategy will involve actions from a number of agencies including the voluntary and private sectors. The complexity of the cause and effects of child poverty mean that it is often difficult to directly attribute specific actions to specific impact.
74. Since the last Wiltshire Child Poverty Strategy was published in 2011, National Indicators have been abolished (central government have re-considered data collection and performance indicators, greatly reducing the number of indicators local authorities have to record and measure – there is now a Single Data List of all the data that local authorities are required to submit to central government departments in a given year) and the public health outcomes framework (PHOF) was published in 2013. Given the still vast array of indicators the first action of the Child Poverty Task Group is to assess which indicators provide useful markers for:
- a. aiding the identification of areas of need (existing and emerging)
 - b. provide evidence of good outcomes

For example, the Fuel Poverty indicator from the PHOF can show over time whether there is a growing need to increase support for this issue and, likewise, indicator 009-00 from the government's single data list (statutory homelessness statistics and information on homelessness prevention and relief) can evidence the impact of activities.

75. The Task Group will be responsible for compiling the indicators in a 'scorecard' which will be regularly reported to the Children & Young People's Trust (either in its own right or amalgamating with the Trust's own scorecard).

Equality and Diversity

76. The whole aim of this strategy is to improve equalities. Any adverse or positive impacts from an equalities perspective have been incorporated within the identified issues in the strategy and delivery plan. For example, it is recognised in the section "Children at greatest risk of poverty" that some groups of people are more likely to be impacted by poverty and therefore there needs to be awareness of the potential risks.
77. The implementation plan will be a live working document and hence there will be an opportunity to review progress from an equalities perspective. This demonstrates best practice as the equalities issues are embedded and addressed within these documents. Lower level action plans will also be reflecting and addressing equalities issues.

Risk Assessment

78. At the time of writing the UK is emerging from recession and the government is implementing a major spending reform, reducing budgets in many public services and making many changes. It is difficult to know how these changes will impact this strategy. Unemployment of the working-age population has risen in recent years and studies¹⁰ have also show that the proportion of children living in poverty in working families has also risen due to employers avoiding redundancies through reduction in hours/pay rates.
79. The new Welfare Reform programme will replace the current benefit structure with a universal credit which began rollout during 2013. This is intended to make transition between different types of benefits and employment easier. The Government has also made changes to the way Housing Benefit is calculated from April 2011. These changes should have a positive effect on poverty however, it will be some time before baselines and impact can be properly measured.
80. Locally, provision of services is being reviewed by all partner agencies in light of budget and policy changes. There is a risk that some of the activities outlined in this strategy will reduce and/or be delivered differently in future. The needs assessment, strategy and delivery plan will need to monitor this change, its impact and any unforeseen consequences that may arise as a result of any changes.
81. As specific risks arise, they will be considered and escalated through the Child Poverty Task Group, Children and Young People's Trust Board and Public Services Board as appropriate.

¹⁰ In-work poverty in the recession, Institute for Public Policy Research September 2010

Appendix 1 – Multi-layered assessment

	Poverty measures					Associated issues							
	DWP 2011	Census	Wilts data	Census	Census	Wilts data	Wilts data	DWP 2011	Indices of Deprivation 2010				NCMP
Community Area	% Children in families in receipt of CTC (<60% median income) or IS/JSA	% of households with dependent children in which there is no adult in employment	Children entitled to FSM per 1,000 5 to 15 year olds	% Lone parents with dependent children who are unemployed	% Lone parents with dependent children who are long-term sick	PA per 1,000 5 to 15 year olds	CiN per 1,000 5 to 15 year olds	% low income children in large families (4 or more children)	Number of income deprived children living more than 1km from a primary school	Attainment gap KS2 (2012) **	Attainment gap KS4 (2012) **	Teenage conceptions	Overweight and Obesity reception year 2012/13
Amesbury	9.0%	7%	66	6.4%	3.3%	50	23	20%	310	1.6	31.8		
Bradford on Avon	9.6%	8%	69	7.2%	4.2%	32	15	14%	190	-6.9	34.9		
Calne	13.7%	11%	87	8.1%	4.7%	40	18	16%	120	24.7	20.1		
Chippenham	11.1%	9%	70	7.3%	3.6%	34	19	22%	140	15.5	28.2		
Corsham	10.9%	9%	87	6.9%	4.1%	33	18	14%	330	16.1	32.9		
Devizes	13.5%	10%	89	6.0%	4.6%	44	27	21%	430	27.0	33.3		
Malmesbury	7.5%	6%	39	7.7%	3.6%	26	10	11%	230	-1.3			
Marlborough	8.3%	7%	40	8.3%	3.6%	30	13	18%	140	15.5	62.7		
Melksham	13.6%	11%	111	7.1%	4.0%	40	28	22%	390	19.8	25.9		
Mere	10.5%	8%	41	2.5%	3.0%	11	17	28%	60				
Pewsey	6.9%	6%	52	4.8%	3.0%	38	15	16%	110	4.9	12.5		
Royal Wootton Bassett & Cricklade	9.2%	7%	61	6.5%	5.0%	37	15	13%	250	1.4	27.8		
Salisbury	12.7%	11%	88	6.2%	6.4%	47	27	15%	220	45.7	41.3		
Southern Wiltshire	7.9%	7%	42	4.9%	3.6%	32	9	18%	260	52.7	75.3		
Tidworth	9.9%	9%	46	5.8%	4.3%	25	13	21%	140	11.0	54.3		
Tisbury	8.8%	9%	28	7.6%	2.5%	11	4	24%	100	-3.7			
Trowbridge	15.2%	12%	120	9.3%	5.1%	39	34	17%	330	17.7	21.6		
Warminster	11.2%	8%	73	5.4%	4.6%	36	22	13%	100	34.3	17.6		
Westbury	15.9%	13%	134	7.3%	5.2%	57	37	23%	210	43.3	30.6		
Wilton	9.3%	9%	54	5.6%	5.4%	22	17	7%	130		62.7		

Wiltshire Child Poverty Needs Assessment

2014

CONTENTS

1.	EXECUTIVE SUMMARY	4
2.	BACKGROUND.....	6
4.	SETTING THE SCENE.....	7
5.	CHILD POVERTY IN WILTSHIRE.....	8
5.1	CHILDREN AT GREATEST RISK OF POVERTY.....	8
5.2	Children Living in Poverty	10
5.3	Index of Multiple Deprivation.....	15
5.4	Free School Meals.....	18
5.5	Worklessness and low paid work	21
5.6	The Association and Impact of Lone Parent Families on Child Poverty	23
5.7	The Association and Impact of Disability on Child Poverty.....	26
5.9	Impact of the recession.....	28
6.	THE IMPACT OF POVERTY	32
6.1.	Attainment Gap.....	32
6.2.	Persistent Absence.....	35
6.3.	Exclusions	37
6.4	Common Assessment Framework	38
6.5	Free early education places for two year olds	39
6.6	Health indicators.....	40
6.7	Children in touch with Youth Offending Team.....	47
6.8	Other Relevant Data Sources	50
7.	WHAT ARE WE DOING TO HELP?	50
7.1.	Early Years Education / Child Care.....	50
7.2.	Encouraging economic development, including training skills and opportunities for parents and young people	51
7.3.	Targeted housing support.....	54
7.4.	Targeted transport support	55
7.5.	Investment in early intervention	56
8.	GAPS IDENTIFIED.....	57
	GLOSSARY	69

ACKNOWLEDGMENTS

Report prepared by:

Kate Blackburn	Public Health Specialty Registrar, Wiltshire Council
Amy Bird	Consultant in Public Health, Wiltshire Council
Tamsin Stone	Lead Commissioner Children's Services, Wiltshire Council
Sally Hunter	Senior Researcher, Wiltshire Council

With grateful thanks to the following for their contributions:

Haylea Asadi	Manager, Employment and Skills, Wiltshire Council
Amanda Bennett	Lead Commissioner, Wiltshire Council
Ian Brown	Head of Revenues and Benefits, Wiltshire Council
Julie Higinbotham	Benefits and Corporate Investigations Manager, Wiltshire Council
Jackie Tuckett	Department for Work and Pensions
Michelle Maguire	CAMHS
Pauline Monaghan	The Rise Trust
Bel Crompton	Home Start Kennet
Val Scrase	Great Western Hospitals NHS Foundation Trust
Georgina Knappe	Barnados
Heather Stewart	Greensquare House Group
Sarah Cardy	Wiltshire Citizens Advice

1. EXECUTIVE SUMMARY

Today in the UK 17% of children, 2.3 million, live in poverty. The UK definition of child poverty is 'the number of children (under 18 years) who live in households whose equivalised income is below 60% of the contemporary median.' This equates to families in receipt of Child Tax Credits (CTC).

An analysis by Her Majesty's Revenue and Customs (HMRC) demonstrated that in 2011 Wiltshire had 11,610 children living in poverty, which represents 11.4% of children, according to their data, and an increase in 400 children in Wiltshire since 2008. This compares well with other local authority areas in the South West of England, but masks the fact that of the 285 Lower Super Output Areas (LSOA), 14 have numbers of children living in poverty which are more than 2 standard deviations¹ above the Wiltshire average of 11.4%. This means that in certain LSOAs the percentage of children living in poverty ranges from 26.9% to 46.1%. Ten LSOAs have over 30% of children living in poverty, an increase of one extra LSOA in Wiltshire with this high percentage of children living in poverty when compared to 2008.

Of the ten areas with over 30% of all children living in 'poverty' seven are located in one of three towns (Trowbridge, Melksham and Chippenham) and the remaining three are in the towns of Salisbury, Calne and Amesbury.

Worklessness and low paid work are the key factors in child poverty. The percentage of children living in workless households in Wiltshire in 2012 was 8%; this compares well to the national average of 14.9%, and the South West regional average of 11.2%.

Children of lone parents are at greater risk of living in poverty than children in couple families. At the time of the Census, lone parent households accounted for 72% of all households in Wiltshire with dependent children and no adult in employment². This is in spite of the fact that lone parent households made up only 21% of households with dependent children in the county.

Having either an adult or a child with a disability in the family increases the chances of being in poverty.³ The average figure that four in every ten children living in poverty have a disability would equate to approximately 4644 children with a disability living in poverty in Wiltshire.

Wiltshire continues to have a high economic activity rate for residents aged 16-64 (79.9%) compared to other areas particularly amongst the male population which rises to 86.6%. Wiltshire claimant count levels are consistently below those found in the South West and England, however the claimant count amongst the young is a

¹ Standard Deviation is a measure of the spread or [dispersion](#) of a set of data. The more widely the values are spread out, the larger the standard deviation. In data which is normally distributed it is very likely that 95% of the data points will lie within 2 standard deviations of the mean. Therefore any that lie outside of this range would be considered significant.

² Comparison of KS107EW - Lone parent households with dependent children with KS106EW – Adults not in employment and dependent children and persons with long-term health problems or disability

³ Department for Work and Pensions. 2010. Households Below Average Income 2008/2009. Figures are after housing costs

concern with 30.8% of all claimants falling into the 18-24 age group; this is higher than that experienced regionally and across England.

Children who grow up in poverty are more likely to leave school without qualifications than those children who do not grow up in poverty. In order to try and bridge this gap the Pupil Premium was introduced by the Government in April 2011 to try and ensure that all pupils were given the best opportunities to do well in school.

Local authorities measure the attainment gap in a standardised way, which enable comparison with other areas. The gap in the level of attainment across the 20 community areas in Wiltshire for Key Stage 2 and 4 in English and Maths is higher than the England average; in addition the gap in level of attainment increases between Key Stage 2 and Key Stage 4.

Absenteeism rates and exclusion rates in Wiltshire are similar to national rates

Getting to work, getting to school or college and getting to child care is all dependent on transport. Poor public transport can mean that low income families are forced into car ownership; reducing the money they have available to spend on other things. As yet we have no hard data to demonstrate this need, but anecdotal reports support the prioritisation of this thematic area.

There has been recognition during the compilation of the needs assessment of the role of our partner agencies in identifying the most appropriate data to inform the development of an effective child poverty strategy and implementation plan to mitigate the effects of child poverty across Wiltshire.

2. BACKGROUND

Today in the UK 17% of children, 2.3 million, live in poverty. This is one of the highest rates in the industrialised world.^{4 5}

Growing up in poverty is known to have a profound impact on children's physical and mental health, on educational attainment, aspirations, well-being, and long term economic productivity.

In 1999 the Government pledged to eradicate child poverty in the UK, but was unable to meet the first milestone of the pledge to halve the number of children living in poverty by 2010. The number of children living in relative income poverty in 2010/11 was reduced to **2.3 million**; however this was 600,000 less than the number required to meet the 2010 target. The next target of the pledge is to eradicate child poverty by 2020.⁶

Under part 2 of the 2010 Child Poverty Act, Local Authorities and named partner authorities have a duty to cooperate to reduce and mitigate the effects of child poverty in their local areas. A local child poverty needs assessment must be produced to understand the characteristics of low income and disadvantaged families in the area. It should also include identification of the key drivers to address these needs, which will inform the development of a local child poverty reduction strategy.

This needs assessment and related strategy were produced in draft and consulted on for three months before being finalised.

3. CHILD POVERTY MEASURES

Poverty is measured by the net income of a household, adjusted for its size (larger households require more money to reach a given standard of living than smaller ones) and after housing costs have been deducted. People are counted as being in poverty if their household income is below 60 per cent of the median (mid-point) income for all UK households.

The 2010/11 figures for the UK showed a reduction in the number of children living below the relative poverty threshold. However, this was not purely as a result of incomes rising for the poorest, it was also affected by a significant drop in the median income in the UK as a whole. Absolute poverty remained unchanged and the concern was raised that the relative poverty measure did not provide an accurate picture of poverty in the UK today.

As a result, the Coalition Government published a consultation in November 2012 on better measures for child poverty, suggesting a multidimensional measure which would show the total number of children growing up in poverty in the UK. The report identified that the measure should show the severity of poverty, how poverty affects different groups of children, be methodologically robust and be widely accepted by the public as a meaningful representation of child poverty in the UK.

⁴ Department for Work and Pensions. Households below average income. 14 June 2013

⁵ Unicef available online at: <http://www.unicef.org.uk/UNICEFs-Work/What-we-do/Issues-we-work-on/End-child-poverty/>

⁶ Department for Work and Pensions, Department for Education. Child Poverty in the UK: report on the 2010 target. June 2012.

Some of the suggested possible dimensions for inclusion in this new measure are detailed below:

1. Income and material deprivation
2. Worklessness
3. Unmanageable debt
4. Poor housing
5. Parental skill level
6. Access to quality education
7. Family stability
8. Parental health

The consultation formally closed on 15th February 2013, and at the time of writing this needs assessment there has been no formal announcement on the amendment to the method used to measure poverty. Therefore in this needs assessment the original methodology based on net income will be used to measure poverty.

4. SETTING THE SCENE

Local Context

Whilst Wiltshire is considered to be a generally prosperous area, there are pockets of deprivation that are often hidden in official statistics. Wiltshire is a large, predominantly rural county with a population of 474,300, of which 19.2% are aged 15 years and under. Almost half of the population resides in towns and villages with less than 5,000 people.⁷

The relationship between the city of Salisbury and the largest towns of Chippenham & Trowbridge and the rest of the county has a significant effect on transport, employment and travel to work issues, housing and economic needs.

Through the work of our Joint Strategic Assessment⁸, we are familiar with areas of poverty and deprivation in Wiltshire. There are challenges in rural areas when using measures of deprivation, as deprivation is less obvious and can be 'hidden' when factors such as economies of scale and the distances involved are not taken into consideration.

Deprivation data is usually reported against defined geographical areas known as Lower Super Output Areas (LSOAs). There are 285 LSOAs in Wiltshire. These are defined nationally for the release of statistical information at a small geographical area.

For planning purposes the County is split into 20 community areas. These community areas generally include a market town and its surrounding villages.

Where possible the information within this needs assessment will be presented by LSOA or community area.

⁷ Office for National Statistics. 2011 Mid year estimate.

⁸ Joint Strategic Assessment <http://www.intelligencenetwork.org.uk/health/jsna/>

Table 1 gives an overview of the child population in Wiltshire in comparison to the South West and England figures.

Table 1 Child population of Wiltshire, South West and England

Age(Census 2011)	Number in Wiltshire	Percentage in Wiltshire	Percentage in South West	Percentage in England
0-2	16,998	3.6%	3.4%	3.8%
Pre-school (ages 3-4)	11,375	2.4%	2.2%	2.5%
Primary School (ages 5-10)	32,700	6.9%	6.2%	6.7%
Secondary School (ages 11-15)	29,895	6.3%	5.8%	5.9%
College/Sixth form (ages 16-17)	12,432	2.6%	2.4%	2.5%
Total	103,400	21.8%	20%	21.4%

Source: Wiltshire Census 2011 Selected Statistics

5. CHILD POVERTY IN WILTSHIRE

The UK definition of child poverty is 'the number of children (under 18 years) who live in households whose equivalised income is below 60% of the contemporary median.' This equates to families in receipt of Child Tax Credits.

Families in receipt of income support or Jobseekers Allowance are considered to be proxy measures for children living in families in poverty.

5.1 Children at greatest risk of poverty⁹

The key points detailed below demonstrate how certain lifestyle and situational factors can increase the risk that a child will live in poverty, and should be considered at a local level where possible in any strategy to tackle child poverty:

- **Lone parents** - children of lone parents are at greater risk of living in poverty than children in couple families. (see Annex 1) Before housing costs over a third, 35%, (50% after housing costs) of children living in lone parent families are poor, compared with less than a fifth, 18%, of children in couple families.
- **Large families** - children in large families are at far greater risk of poverty than children from small families: 40%, of children in families with four or more children are poor, compared with under a fifth, 19%, of children in one-child families.
- **Children with disabilities** - disabled children are more likely than their non-disabled peers to live in poverty as a result of lower incomes (because parents need to look after disabled children and so cannot work) and the impact of disability-related additional costs (an impact which is not captured by official figures).

⁹ Children at Greatest Risk of Poverty available at <http://www.childpovertytoolkit.org.uk/At-Greatest-Risk-of-Child-Poverty>

- **Children with disabled parents** - children with disabled parents face a significantly higher risk of living in poverty than those of non-disabled parents. The main reason for this is that disabled parents are much less likely to be in paid work, and also suffer the impact of additional disability-related costs which sap family budgets.
- **Children who are carers** - for some children, it is not just a lack of income which affects their life chances, it is a chaotic family life, lack of stability, upheaval or the focus on someone else's needs. Children in care, young carers, children living with a disabled parent and children living in households with drug or alcohol misuse or domestic violence all have experiences or responsibilities that will blight their childhood and make it more difficult for them to focus on their education and achieve good outcomes.
- **Children who have teenage parents** – National data shows that children of teenage mothers have a 63% increased risk of being born into poverty compared to babies born to mothers in their twenties.
- **Children growing up in social housing** - children living in households living in social housing (either local authority or housing associations) face a high risk of being poor. 49% of children in local authority accommodation are poor before housing costs (rising to 58% after housing costs). Poor children in social housing are also a large proportion of all poor children. Though the numbers in private rented accommodation are smaller, these children also face a high risk of poverty.
- **Black and minority ethnic children** - children living in households headed by someone from an ethnic minority are more likely to be living in a poor household. This is particularly the case for those households headed by someone of Pakistani or Bangladeshi origin, where well over half the children are living in poverty.
- **Asylum seekers** - there is no robust quantitative data on asylum seekers. However the parents in this group are prohibited from working and are only entitled to safety net support at a lower level than the usual income support/ Jobseekers Allowance safety (which itself is paid below the poverty line).
- **Traveller and gypsy children** - there is a severe lack of robust quantitative data on Gypsy and Traveller families, including poverty. However, both practice knowledge and other studies show that some have few financial resources.
- **Children with a parent in prison** – it is recognised that these children are more likely to be living in poverty.
- **Children leaving care** - young people leaving care are likely to face multiple disadvantages including poverty. Those entering care are also much more likely to have experienced poverty. This is a consequence of their pre-care, in-care, leaving care and after-care 'life course' experiences.

5.2 Children Living in Poverty

An analysis by HMRC demonstrated that in August 2011 Wiltshire had 11,610 children (0-19yrs) living in poverty, which represents 11.4% of children. This is an increase of 400 children (0.4%) in Wiltshire since 2008, which compares well with other local authority areas in the South West of England. However, this masks the fact that of the 285 LSOAs, 14 have numbers of children living in poverty which are more than 2 standard deviations¹⁰ above the Wiltshire average of 11.4%. This means that in certain LSOAs the percentage of children living in poverty ranges from 26.9% to 46.1%. These areas are detailed in table 2 below. Ten LSOAs have over 30% of children living in poverty, an increase of one extra LSOA in Wiltshire with this high percentage of children living in poverty when compared to 2008.

Table 2 LSOAs with a percentage of children in low income families two or more standard deviations above the Wiltshire average (Source: DWP)

LSOA name	Community Area	Children in Child Benefit families	Children in families in receipt of CTC (<60% median income) or IS/JSA	% of children in low-income families	Number standard deviations above average
Trowbridge John of Gaunt - Studley Green	Trowbridge	555	255	46.1%	4
Melksham North - north east	Melksham	380	135	35.5%	3
Calne Abberd - south	Calne	255	90	35.4%	3
Amesbury East - north central	Amesbury	275	90	32.8%	2
Chippenham Queens - east	Chippenham	325	105	32.7%	2
Salisbury St Martin - central	Salisbury	355	115	32.0%	2
Trowbridge Drynham - Lower Studley	Trowbridge	590	180	30.9%	2
Chippenham Audley - south	Chippenham	360	110	30.7%	2
Melksham North - south west	Melksham	340	105	30.7%	2
Chippenham Hill Rise - north west	Chippenham	465	140	30.4%	2
Salisbury Bemerton - south	Salisbury	520	150	29.2%	2
Wootton Bassett North - central	Royal Wootton Bassett & Cricklade	410	115	28.5%	2
Salisbury Bemerton - west	Salisbury	480	130	27.1%	2
Westbury Ham - west	Westbury	470	125	26.9%	2

¹⁰ Standard Deviation is a measure of the spread or dispersion of a set of data. The more widely the values are spread out, the larger the standard deviation. In data which is normally distributed it is very likely that 95% of the data points will lie within 2 standard deviations of the mean. Therefore any that lie outside of this range would be considered significant.

The percentage of children living in low income families in each LSOA has not remained constant between 2008 and the latest figures of 2011. Some LSOAs in Wiltshire have shown a decrease in the percentage of children in low income families since 2008.

The largest decrease in percentage was seen in Salisbury Bishopdown – central, the rate decreased here from 17.1% in 2008 to 7.5% in 2011. The 12 LSOAs in Wiltshire with the largest decrease (5% or more) in children living in low income families are detailed in table 3 below.

Table 3 LSOAs where the percentage of children in low income families decreased by five percentage points or more between 2008 and 2011 (Source DWP)

LSOA name	Community Area	2008	2011	Change in % points
Salisbury Bishopdown - central	Salisbury	17.1%	7.5%	-9.6%
Melksham North - north east	Melksham	42.7%	35.5%	-7.2%
Trowbridge Drynham - central	Trowbridge	25.1%	17.9%	-7.2%
Pewsey south	Pewsey	22.0%	14.8%	-7.2%
Cricklade central	Royal Wootton Bassett & Cricklade	26.0%	19.0%	-7.0%
Ludgershall east & Faberstown	Tidworth	24.6%	17.9%	-6.7%
Salisbury St Martin - central	Salisbury	38.0%	32.0%	-6.0%
Dilton Marsh & Upton Scudamore	Part Warminster; Part Westbury	25.8%	19.8%	-6.0%
Staverton & Hilperton (part)	Part Bradford on Avon; Part Trowbridge	22.7%	17.3%	-5.4%
Trowbridge John of Gaunt - Wingfield Road	Trowbridge	18.2%	12.9%	-5.3%
Salisbury St Edmund - east (Milford north)	Salisbury	15.8%	10.7%	-5.1%
Trowbridge Adcroft - Seymour	Trowbridge	29.8%	24.7%	-5.1%

Conversely, a number of LSOAs showed an increase in the percentage of children living in low income families between 2008 and 2011. The largest was in Calne Lickhill – South, where the rate increased from 14.7% in 2008 to 23.7% in 2011. In

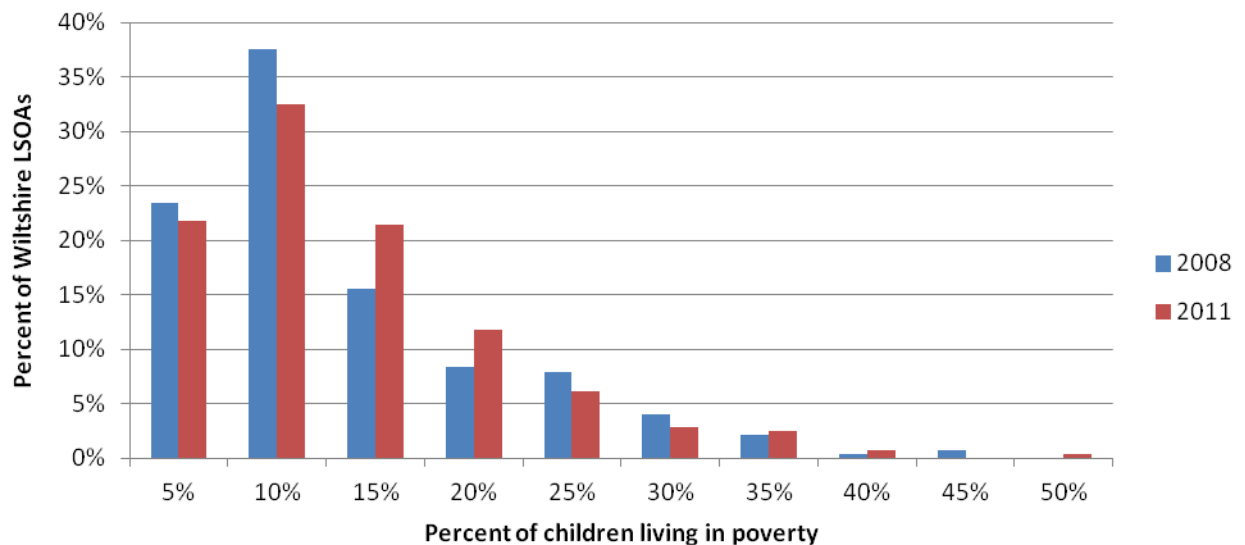
total 14 LSOAs showed an increase in the percentage of children in low income families of five percentage points or more and these are detailed in table 4 below.

Table 4 LSOAs where the percentage of children in low income families increased by five percentage points or more between 2008 and 2011 (Source DWP)

LSOA code	LSOA name	Community Area	2008	2011	Change in % points
E01031898	Calne Lickhill - south	Calne	14.7%	23.7%	9.0%
E01032061	Westwood	Bradford on Avon	1.4%	9.2%	7.8%
E01032103	Warminster East - central	Warminster	10.9%	18.5%	7.6%
E01031926	Chippenham Redland - south	Chippenham	7.7%	15.3%	7.6%
E01032091	Trowbridge College - Upper Studley	Trowbridge	6.9%	14.1%	7.2%
E01031896	Calne Abberd - south	Calne	29.0%	35.4%	6.4%
E01031997	Durrington - east	Amesbury	5.9%	12.2%	6.3%
E01032021	Salisbury St Martin - east (Milford south)	Salisbury	9.5%	15.7%	6.2%
E01031855	Devizes South - east	Devizes	3.4%	9.3%	5.9%
E01031941	Neston, Leafield & Gastard west	Corsham	6.1%	11.7%	5.6%
E01032069	Melksham Spa - south	Melksham	7.3%	12.7%	5.4%
E01031975	Amesbury East - north central	Amesbury	27.4%	32.8%	5.4%
E01031980	Salisbury Bemerton - north	Salisbury	16.8%	21.9%	5.1%
E01032007	Salisbury Harnham East - south	Salisbury	7.8%	12.8%	5.0%

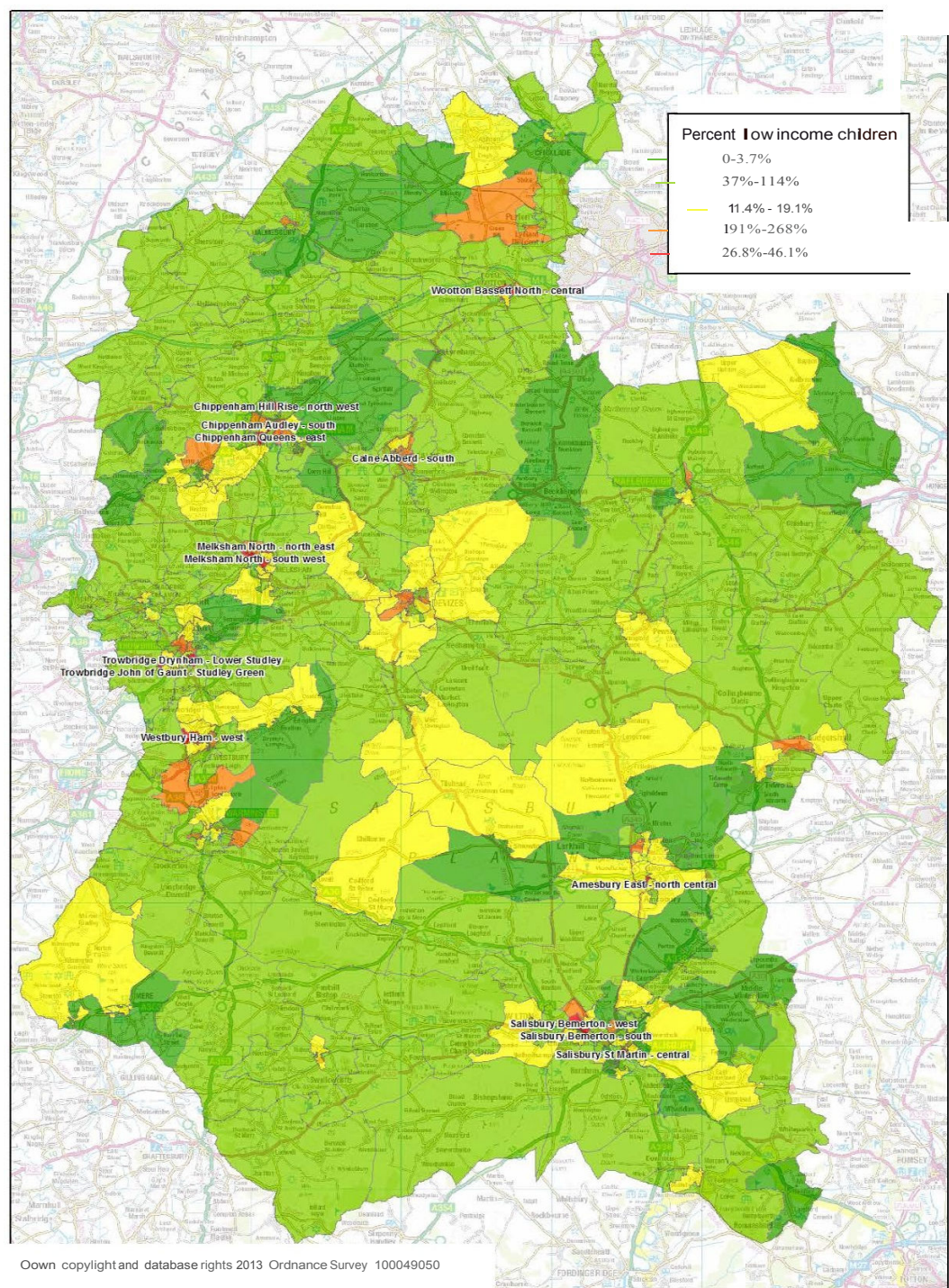
Overall at LSOA level, there has been a shift in the distribution of children in low income families between 2008 and 2011 resulting in fewer LSOAs having low percentages such as 0-5% and 5-10% of children in low income families, and an increase of LSOAs with higher percentages of around 10-15% and 15-20% children in low income families. These bandings are more clearly illustrated in the graph at figure1 and the map at figure 2.

Figure 1 Percentage of Wiltshire LSOAs in each 5% band of children in poverty for 2008 and 2011 (DWP).



Of the ten areas with over 30% of all children living in 'poverty' seven are located in one of three towns (Trowbridge, Melksham and Chippenham) and the remaining three are in the towns of Salisbury, Calne and Amesbury.

Figure 2 Map of percentage of children living in poverty by LSOA, 2011



The data for all LSOAs in Wiltshire can be aggregated to highlight at community area level those areas where the percentage of children in low income families is above the Wiltshire average of 11.4%, and those areas where the level is lower than this average. This information is shown in table 5 below.

Table 5 DWP Child Poverty Figures August 2011. Aggregated from LSOA to Wiltshire community areas

Community Area	Children in Child Benefit households	Children in families in receipt of CTC (<60% median income) or IS/JSA	% of children in low-income families	Age of child in low income families 0-4 years	Age of child in low income families 5-10 years	Age of child in low income families 11-15 years	Age of child in low income families 16-19 years	Wiltshire Rank
Westbury	4,500	720	15.9%	250	240	150	60	1
Trowbridge	9,630	1,470	15.2%	500	490	330	140	2
Calne	5,380	740	13.7%	240	230	190	80	3
Melksham	6,250	850	13.6%	290	290	180	90	4
Devizes	6,610	890	13.5%	300	290	230	90	5
Salisbury	8,530	1,090	12.7%	370	360	250	120	6
Warminster	4,950	550	11.2%	200	170	150	60	7
Chippenham	10,700	1,190	11.1%	380	400	280	140	8
Corsham	4,630	510	10.9%	180	160	110	60	9
Mere	1,010	110	10.5%	30	40	20	20	10
Tidworth	4,600	450	9.9%	170	130	100	40	11
Bradford on Avon	3,460	330	9.6%	100	100	80	50	12
Wilton	1,720	160	9.3%	50	60	30	10	13
Royal WB & Cricklade	5,990	550	9.2%	170	160	160	60	14
Amesbury	7,690	690	9.0%	200	230	170	70	15
Tisbury	1,340	120	8.8%	30	40	30	20	16
Marlborough	3,510	290	8.3%	80	110	60	30	17
Southern Wiltshire	4,530	360	7.9%	100	110	100	30	18
Malmesbury	4,280	320	7.5%	100	100	80	50	19
Pewsey	2,990	210	6.9%	60	60	60	20	20
Wiltshire	102,280	11,610	11.4%	3,810	3,750	2,765	1,285	

5.3 Index of Multiple Deprivation

Deprivation is an important determinant of health and well-being for individuals and communities. Higher levels of deprivation are consistently associated with poorer health outcomes across a range of measures representing a major cause of inequalities in health and well being.

Of the 326 district and unitary authorities in England, Wiltshire is ranked as the 245th most deprived in the 2010 Indices of Multiple Deprivation (IMD). Overall Wiltshire is **relatively** more deprived (compared to the rest of England) than it was in 2007. This is shown by the average IMD ranking falling from 23,814 to 22,229. The change in the crime and disorder domain is the biggest influence on this movement.

Movements in IMD score are illustrated in table 6.

Table 6 Wiltshire rank in each IMD domain

Domain	2007	2010	Change
Income	21632	21551	-81
Income deprivation affecting children	21412	21435	23
Income deprivation affecting older people	22108	22265	157
Employment	23825	22304	-1531
Health	24343	23015	-1328
Education, Skills and Training	19591	18884	-707
Barriers to housing and services	16698	14401	-2297
Crime	28030	23734	-4296
Living Environment	22223	21802	-421
Overall IMD	23814	22229	-1585

Where a positive number occurs in the “Change” column, this suggest that (relative) deprivation has decreased; where a negative number occurs, this suggests that deprivation has increased.

The twenty areas of greatest deprivation in the county are identified in the table below. Wiltshire now has 14 LSOAs in the 30% most deprived in England, compared with 10 in 2007. The first five are in the 20% most deprived in the country. Maps of relative deprivation are included in annex 2

Table 7 Twenty LSOAs Ranking of Indices of Multiple Deprivation (2010) in Wiltshire

LSOA	SOA name	RANK OF IMD 2010	Change in Overall ranking since 2007	Wilts rank 2010	Change in Wiltshire ranking since 2007
E01032023	Salisbury St Martin - central	2732	-2381	1	1
E01032086	Trowbridge Adcroft - Seymour	3837	-2048	2	1
E01032096	Trowbridge John of Gaunt - Studley Green	3886	-1147	3	-2
E01031981	Salisbury Bemerton - west	4450	-3239	4	1
E01031983	Salisbury Bemerton - south	5046	-2360	5	-1
E01031896	Calne Abberd - south	6881	-2844	6	3
E01032064	Melksham North - north east	6903	-2927	7	3
E01031928	Chippenham Queens - east	7144	-2006	8	-2
E01032093	Trowbridge Drynham - Lower Studley	7337	-2244	9	-1
E01032118	Westbury Ham - west	7616	-1604	10	-3
E01032062	Melksham North - south west	7859	-2082	11	0
E01032014	Salisbury St Edmund - south	9087	-3349	12	4
E01031911	Chippenham Audley - south	9180	-3922	13	7
E01031963	Wootton Bassett North - central	9723	-1665	14	0
E01031854	Devizes North - east	9924	-1840	15	0
E01031912	Chippenham Avon - east	9942	-2894	16	3
E01031914	Chippenham Hill Rise - north west	10092	-2560	17	0
E01031917	Chippenham London Road - west	10356	-2835	18	3
E01031975	Amesbury East - north central	10412	-614	19	-6
E01032019	Salisbury St Mark - west	10449	-2823	20	2

These levels of deprivation might not seem significant when compared with other parts of England. However, the variations within Wiltshire are notable, with some of the most affluent areas in the county being located right next to the very deprived (in the bottom 20% of national score).

Evidence shows that the level of **relative difference in affluence is more important than the level of absolute deprivation** itself for the inequalities and it's consequences in society. In addition, rural deprivation is difficult to quantify as small pockets of rural deprivation will exist that are not highlighted by the IMD. Eleven of the top 15 most deprived areas are also those with the highest percentage of children living in poverty.

Wiltshire rates particularly poorly under the IMD (2010) domains 'Barriers to housing and services' and 'education, skills and training' The ranking in these domains have both declined since 2007. These domains are both likely to have implications for seeking work, accessing further skills and training or support for re-entry to the workforce.

Table 8 helps to show by community area in Wiltshire the number of income deprived children who live more than 1kilometre from a primary school.

Table 8 Barriers to education by community area

Wiltshire Community Area	Number of income deprived children living more than 1km from a primary school
Mere	60
Tisbury	100
Warminster	100
Pewsey	110
Calne	120
Wilton	130
Chippenham	140
Marlborough	140
Tidworth	140
BoA	190
Westbury	210
Salisbury	220
Malmesbury	230
Wootton Bassett & Cricklade	250
Southern Wiltshire	260
Amesbury	310
Corsham	330
Trowbridge	330
Melksham	390
Devizes	430

5.4 Free School Meals

Children and young people 'eligible for free school meals' is often used as a proxy measure for deprivation and child poverty. Free school meals (FSM) are not provided automatically, they can be awarded if a family receive any of the following:

- Income Support
- Job Seeker's Allowance (income-based)
- Employment and Support Allowance (income-related)
- Support under part six of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit - providing you are NOT entitled to Working Tax Credit and your family's annual income (as assessed by HMRC) is not more than £16,190 (as at 6 April 2012)

Free school meals are available to eligible children that attend school on a full-time basis. This includes nursery children (of compulsory school age) who attend school full-time and sixth form students (but NOT college or Further Education level students).

It should be noted that parents must register in order for their child to be assessed as eligible to receive FSM. Therefore not all children in families in the categories above will be identified as eligible.

This means the FSM eligibility by ethnic group data below must be interpreted with caution, for example Eastern Europeans have a lower FSM rate than White British, this may be a true indication of need, or it may reflect a difference in the awareness of groups of how the system works. In addition for some groups there may be cultural reasons which can affect the rates of children eligible for FSM.

Tables 9 and 10 below indicate the numbers of children in Wiltshire by community area who are eligible for FSM, and also indicate the numbers of children in Wiltshire who are eligible for FSM by ethnicity.

Table 9 Total number of pupils eligible for Free School Meals by community area in Wiltshire as at January 2014

Community Area	Total number of children	Total eligible for FSM	% of children eligible for FSM
Westbury	2,943	355	12.1%
Trowbridge	6,131	688	11.2%
Melksham	3,803	416	10.9%
Salisbury	5,017	504	10.0%
Calne	3,286	316	9.6%
Wilton	947	88	9.3%
Devizes	4,193	389	9.3%
Chippenham	6,735	539	8.0%
Corsham	2,685	212	7.9%
Mere	281	22	7.8%
Tisbury	464	35	7.5%
Warminster	3,045	216	7.1%
Wootton Bassett	3,277	226	6.9%
Pewsey	1,760	120	6.8%
Amesbury	4,249	281	6.6%
Bradford on Avon	2,211	129	5.8%
Tidworth	2,456	135	5.5%
Marlborough	2,194	117	5.3%
Southern Wiltshire	2,275	98	4.3%
Malmesbury	2,559	104	4.1%
Wiltshire	60,511	4,990	8.2%

Table 10 Total number of children eligible for FSM in Wiltshire by ethnicity

Ethnic Group	Ethnic Group	Total number of children	Total number eligible for FSM	% eligible for FSM
	Unknown	640	50	8%
White	White British	54,400	4,490	8%
	White Irish	110	10	7%
	White Eastern European	380	20	5%
	White Western European	380	20	5%
	White Traveller of Irish Heritage	30	20	62%
	White Gypsy/Roma	130	50	37%
	White Other	830	50	6%
Multiple	White and Asian	430	20	4%
	White and Black African	220	20	10%
	White and Black Caribbean	460	80	18%
	Any Other Mixed Background	500	60	12%
Black	Black – African	260	20	6%
	Black Caribbean	130	20	12%
	Any Other Black Background	230	20	6%
Asian/Asian British	Bangladeshi	160	20	11%
	Indian	230	10	4%
	Nepali	150	-	0%
	Pakistani	20	<5	
	Chinese	140	<5	
	Other Asian	260	10	2%
Other	Moroccan	80	20	20%
	Other Ethnic Group	150	10	5%

5.5 Worklessness and low paid work

Worklessness and low paid work are the key factors in child poverty. The term worklessness includes:

- Those that are economically active but unemployed i.e. those claiming Jobseekers Allowance; and
- Those that are economically inactive but who would want to work. There is evidence to suggest that a significant proportion of the economically inactive population would like to work if they had the right opportunity, incentive or path back to employment. This could include lone parents and/or people claiming incapacity or other health/income related benefits.

The causes of worklessness are wide ranging and tackling them requires a full understanding of both the people and the spatial areas affected. A range of groups can be disadvantaged and can have a higher risk of both worklessness and living in a deprived area, e.g. lone parents, minority ethnic groups, people with disabilities, carers, older workers, and workers in the informal economy, offenders and ex-offenders.

During January to December 2012 the average percentage of workless households in the UK was 18.1%. Sickness, both long-term and temporary, was the main reason given for not working by people aged 16-64 years living in workless households across the UK.¹¹

The percentage of children living in workless households in Wiltshire in 2012 was 8%, this compares well to the national average of 14.9%, and the South West regional average of 11.2%.

However, this figure varies significantly by community area, from the lowest percentage in Malmesbury where 6% of households with dependent children have no adult in employment to Westbury where 12.8% of households with dependent children have no adult in employment. Table 11 details the variation across the 20 community areas in Wiltshire.

Table 11 Census 2011 households with dependent children and no adult in employment.

Area Board	Households with dependent children	Households with no adults in employment: With dependent children	Percentage of households with dependent children where no adult is in employment
Westbury	2,580	329	12.8%
Trowbridge	5,393	667	12.4%
Calne	3,038	334	11.0%
Melksham	3,419	373	10.9%
Salisbury	4,924	523	10.6%
Devizes	3,789	374	9.9%
Wilton	986	89	9.1%
Chippenham	6,096	549	9.0%
Corsham	2,636	234	8.9%
Tidworth	2,550	225	8.8%
Tisbury	697	61	8.7%
Warminster	2,785	224	8.0%
Bradford on Avon	2,087	161	7.7%
Mere	544	42	7.7%
Marlborough	2,026	144	7.1%
Amesbury	4,211	296	7.0%
Southern Wiltshire	2,493	166	6.7%
Royal Wootton Bassett & Cricklade	3,487	227	6.5%
Pewsey	1,621	105	6.5%
Malmesbury	2,389	143	6.0%

The main cause of poverty is inadequate income, arising from worklessness, low wages and low level of benefits. Worklessness has been identified as one of five pathways to poverty with employment cited as offering the best and most sustainable route out of poverty. Reducing worklessness is one of two main areas of focus by Government for maintaining the goal of ending child poverty in the UK by 2020. In addition one of Wiltshire Council's main priorities in the Business Plan for 2013-17 is:

To boost the local economy – creating and safeguarding jobs.

¹¹ ONS. Available online at: <http://www.ons.gov.uk/ons/rel/lmac/workless-households-for-regions-across-the-uk/2012/stb-workless-households-across-regions.html>

The impacts of a lack of money can be far reaching for children. A single mother living in Wiltshire with her four children, aged between seven and 11, was unable to purchase beds or any other furniture. This meant that the children were sleeping on old mattresses on the floor in small rooms with their clean and dirty clothes and toys strewn around them. At least one of the children was incontinent.

This affected both their hygiene and their appearance, so they often went to school dishevelled and wearing dirty clothes. This led to them being unable to concentrate on their work and to them being victims of bullying.

The mother had mild learning needs and even though she was volunteering two days a week at a charity shop and attending a work programme she was unable to change her situation. Actions for Children were able to buy bunk beds for the children and helped them buy clean mattresses from a local furniture recycling organisation.

(Courtesy of Action for Children)

5.6 The Association and Impact of Lone Parent Families on Child Poverty

Children of lone parents are at greater risk of living in poverty than children in couple families. At the time of the Census, lone parent households accounted for 72% of all households in Wiltshire with dependent children and no adult in employment¹². This is in spite of the fact that lone parent households made up only 21% of households with dependent children in the county.

The 2011 Census provides more details on the nature of households with dependent children allowing for comparisons to be made between **lone parent households**, who account for the majority of low-income and workless households, with married and couple family types¹³.

The share of households and usual residents in households in different family types with dependent children for Wiltshire are shown in Table 12.

¹² Comparison of KS107EW - Lone parent households with dependent children with KS106EW – Adults not in employment and dependent children and persons with long-term health problems or disability

¹³ Household composition classifies households according to the relationships between the household members. Households consisting of one family and no other usual residents are classified according to the type of family (married, same-sex civil partnership or cohabiting couple family, or lone parent family) and the number of dependent children. Other households are classified by the number of people, the number of dependent children, or whether the household consists only of students or only of people aged 65 and over.

This definition is used in most results from the 2011 Census. In a small number of results an alternative classification is used that defines households by the age of the household members. It takes no account of the relationships between them. In results where this different definition is used it is clearly indicated.

Table 12 Family composition of Wiltshire households with dependent children.

	Total	Total with dependent children	Married/civil partnership with dependent children	Cohabiting couple with dependent children	Lone parent with dependent children	Other household type with dependent children
Households	194,194	57,742	35,133	7,311	12,022	3,276
% households / households with dependent children		30%	61%	13%	21%	6%
Usual residents	457,954	215,596	139,739	27,662	33,076	15,119
% usual residents / usual residents in households with dependent children		47%	65%	13%	15%	7%

Karen's Story

Karen has 4 children aged 5 to 10. One of the children has complex special needs and attends a special school. The other 3 children have learning difficulties.

This year Karen learned that she didn't have to tolerate the domestic and sexual abuse she and her children have lived with for years. She had attended the Children's Centre in Wiltshire and discovered she could learn and was worthwhile. She got a part-time job and attended a Domestic Abuse Course. She informed the police of her abuse and they arrested her husband. Karen notified the benefits agency that she was now a lone parent. They stopped her benefits immediately as part of the reassessment process, however eight weeks later she still has no benefits. She is trying to care for her children on £105 a week which she earns from her part-time job. Karen tries to make sure her children do not go hungry and she cries when you ask her if she eats. The children need the meal at school and in the nursery because it is their main source of nutrition.

Karen is a very proud, private woman who has done an amazing job bringing up her children.

(Courtesy of the Rise Childrens Centre)

In relation to tenure of accommodation, lone parent households are:

- Least likely to be living in owned accommodation: 33% of lone parent households live in owned accommodation in comparison to 72% for married and 47% for couple households with dependent children.
- Most likely to be living in social rented: 39% of lone parent households live in socially rented in comparison to 9% for married and 29% for couple households with dependent children; or private rented 28% of lone parent households compared to 19% for married and 24% for couple households with dependent children.

Lone parent families are much less likely to have access to a car or van compared to other family types with dependent children: 24% of lone parent households do not have access to a car or van compared to only 2% for married/civil partnership families with dependent children and 9% for cohabiting couple households with dependent children.

Lone parent households are more likely than average to have a person in the household with a long-term health problem or disability: 17% of lone parent households have 1 person with a long-term health problem or disability compared to 13% of married/civil partnership households with dependent children and 14% of cohabiting couple households with dependent children.

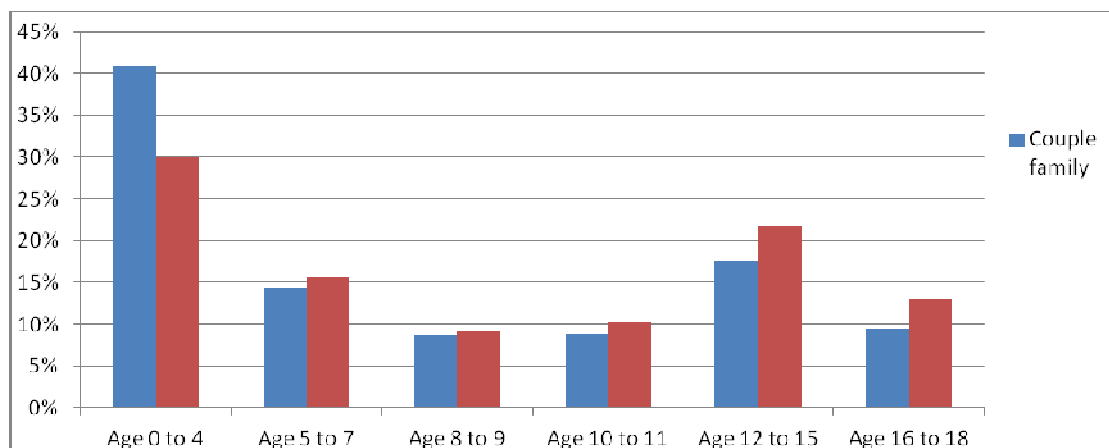
The age range of children in Wiltshire living in Lone parent households is illustrated in the table below.

Table 13 Age range of children living in Wiltshire in lone parent families compared to couples families.

Dependent Children	Couple family	% of total dependent children	Lone parent family	% of total dependent children
All categories: All families	120,438		19,493	
Families with no children	64,146		0	
Families with dependent children: Total	44,141		13,346	
Youngest dependent child: Age 0 to 4	18,054	41%	4,003	30%
Youngest dependent child: Age 5 to 7	6,399	14%	2,089	16%
Youngest dependent child: Age 8 to 9	3,839	9%	1,230	9%
Youngest dependent child: Age 10 to 11	3,898	9%	1,367	10%
Youngest dependent child: Age 12 to 15	7,764	18%	2,906	22%
Youngest dependent child: Age 16 to 18	4,187	9%	1,751	13%

In addition figure 3 highlights that when compared to couples families lone parent families have a slightly older age profile of children.

Figure 3 Age range distribution of children living in Wiltshire in Lone parent families compared to couples families



5.7 The Association and Impact of Disability on Child Poverty

Over a million children living in poverty are affected by disability in the UK, this equates to around four in every 10 children living in poverty.¹⁴ Having either an adult or a child with a disability in the family increases the chances of being in poverty.¹⁵ In 2011/12 national data highlighted that 24 per cent of households with one or more disabled children lived in poverty, compared with 20 per cent of households with no disabled children. This gap of 4% has decreased from 9% since the previous Wiltshire Child Poverty Needs Assessment was compiled.¹⁶

The cost of living is considerably more for a family with disabled children. It has been calculated that it costs on average three times as much to bring up a disabled child than a non-disabled child, this can be due to:

- Transportation costs – extra journeys for hospital appointments.
- Cost of a car – travel may not be suitable or available on public transport networks.
- Higher heating bills – average room temperatures need to be higher for children with disabilities.
- Home adaptations.
- Increased costs for dietary appropriate foods.
- Learning aids.
- Higher childcare costs for parents who work.

¹⁴ The Children's Society. 4 in every 10 Disabled Children Live in Poverty. 2011

¹⁵ Department for Work and Pensions. 2010. Households Below Average Income 2008/2009. Figures are after housing costs

¹⁶ Joseph Rowntree Foundation. Monitoring Poverty and Social Exclusion 2013.

According to national statistics, 7% of children have a disability which would equate to approximately 7000 children in Wiltshire having a disability. The average figure that four in every ten children living in poverty have a disability would equate to approximately 4644 children with a disability living in poverty in Wiltshire.

A single mother living in Wiltshire with her five children following a history of domestic violence has to cope on a daily basis with the impacts of disability. Her five year old has problems with fine and gross motor skills and as a result must receive daily physiotherapy on his legs and must wear glasses.

Lack of money in this family meant that they were unable to replace the five year olds glasses when they got broken. This in turn meant that he was unable to do his work at school and began to fall behind.

Children in Action were able to provide them with the money to buy him some bendy glasses that were more robust and could not be broken so easily to allow him to carry on as usual at school.

(Courtesy of Children in Action)

The Institute for Public Policy Research 'Child Poverty Causes Disability and Disability Causes Child Poverty'¹⁷ (2007) shows that persistent poverty during childhood significantly limits people's life chances and shows that there are more households in poverty with disabled children than without. The report says the Disability Living Allowance (DLA) needs to be available to all disabled children and taken up by more families that experience the extra costs of raising a child with a disability.

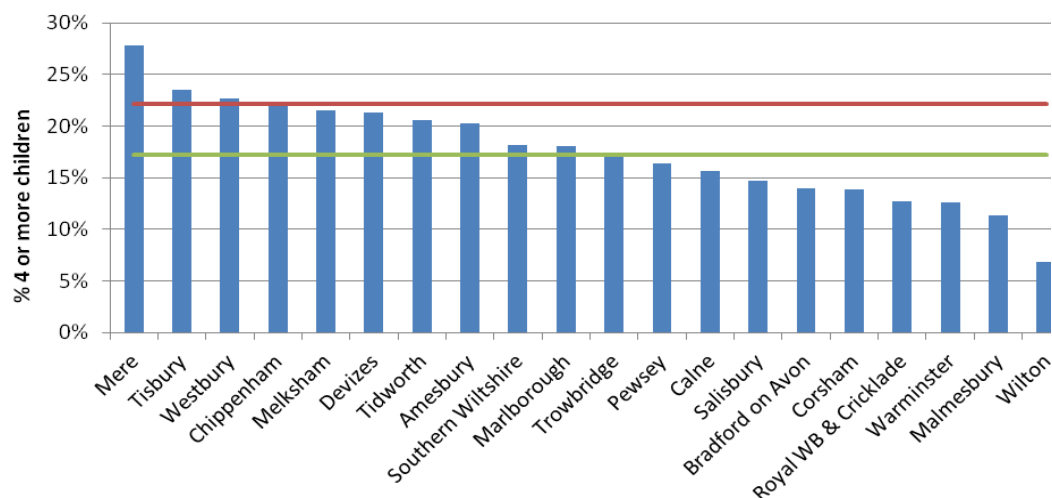
It is worth noting that in 2009/10 41% of DLA appeal cases, which had originally been turned down, were found in favour of the claimant. This discrepancy may be due in part to initial claims not being completed in a valid format by the applicant to enable appropriate evaluation. Provision of support to families to ensure appropriate and effective application and uptake of DLA could increase the number of families appropriately in receipt of DLA.

5.8 Impact of large families

Children in large families are at far greater risk of poverty than children from small families. Figure 4 helps to illustrate the family composition across Wiltshire community areas showing the percentage of low income families in each community area where there are four or more dependent children.

¹⁷ <http://www.ippr.org.uk/pressreleases/?id=2615>

Figure 4 Percentage of families by community area with four or more dependent children.



5.9 Impact of the recession

Kim is 31 and has 4 children aged from 1 month to 10 years. Kim lives entirely on state benefits. She started working as a child of 13 in a local pub. She worked at Hygrade and Leigh Delamere services before her children were born. She continued at Hygrade following the birth of her first two children but the factory closed and now she cannot find work to fit around the children or cover the costs of her child care.

The family live on food from Iceland, which costs them £25 per week. They eat Chicken Nuggets and Chunky Chips, Turkey Dinosaurs and Chunky Chips, Turkey Aeroplanes and Chunky Chips every week. These meals are accompanied by beans when Kim can afford them.

Kim only eats cod portions with her Chunky Chips because they are so cheap and there are 9 in a box. She is very thin and pale. On Sundays Kim cooks a £3.50 Iceland chicken. She does a full Sunday lunch and the children love it. Kim knows the children do not have enough to eat or a healthy diet. If she could afford it she would cook proper dinners every day.

Kim can't read and write. She suffers from depression and has attempted suicide. Her 10 year old daughter fills in all the forms and reads her letters. She also watches Kim carefully for signs of depression. Kim says she doesn't know how she would cope without her daughter.

You can read more of Kim's story in the Gazette and herald article on the link below:

http://www.gazetteandherald.co.uk/news/10694699.Single_mums_volunteer_at_children__s_trust

The Institute for Public Policy Research 2010 report on 'in work' poverty in the recession highlighted the fact that although unemployment had not increased nationally as much as was expected as a result of the recessions, they concluded that the explanation was employers, staff and unions had worked together to avoid lay offs, by agreeing pay freezes and reduction in working hours. The downside of

this being that earnings have lowered and this could push people into 'in work' poverty.

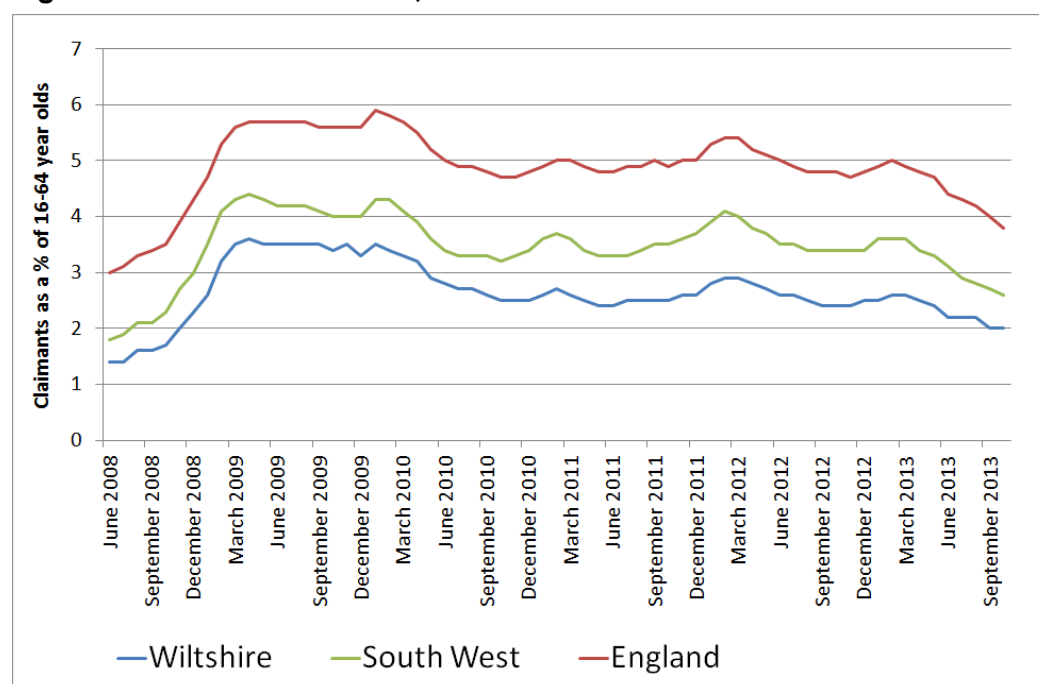
This is demonstrated nationally in the 2010 Joseph Rowntree Foundation report 'Monitoring Poverty and Social Exclusion' that despite the recession, overall the number of children living in poverty fell to 3.7m, with the number in workless households falling to 1.6m, the lowest since 1984. But those in working families rose slightly to 2.1m, and they now account for 58% of the total.

This disparity was concluded to be as a result of the rise in both Child Benefit and Child Tax Credit in 2008, and highlights the need to ensure that any anti-poverty policies must look at child poverty in working households as well as those in out of work families.

Wiltshire continues to have a high economic activity rate for residents aged 16-64 (79.9%) compared to other areas particularly amongst the male population which rises to 86.6%. Wiltshire claimant count levels are consistently below those found in the South West and England, however the claimant count amongst the young is a concern with 30.8% of all claimants falling into the 18-24 age group; this is higher than that experienced regionally and across England.

The local economy is therefore closely tied into the general cycle of trends but it has demonstrated its overall resilience through rates being appreciably lower.

Figure 5: JSA claimant count, June 2008-October 2013



The adjusted NEET (not in employment, education or training) figure for Wiltshire, based on the period November 2012 to January 2013 was 6.0% and equates to 493 young people based on a total 16-18 cohort of 12,803. This is higher than the comparable figures for England and the South West but not appreciably so.

Table 14 below shows the number of young people recorded as NEET on 31 January for each community area in Wiltshire.

Table 14 Number of young people (aged 16-18) recorded as NEET on 31 January in each Community Area

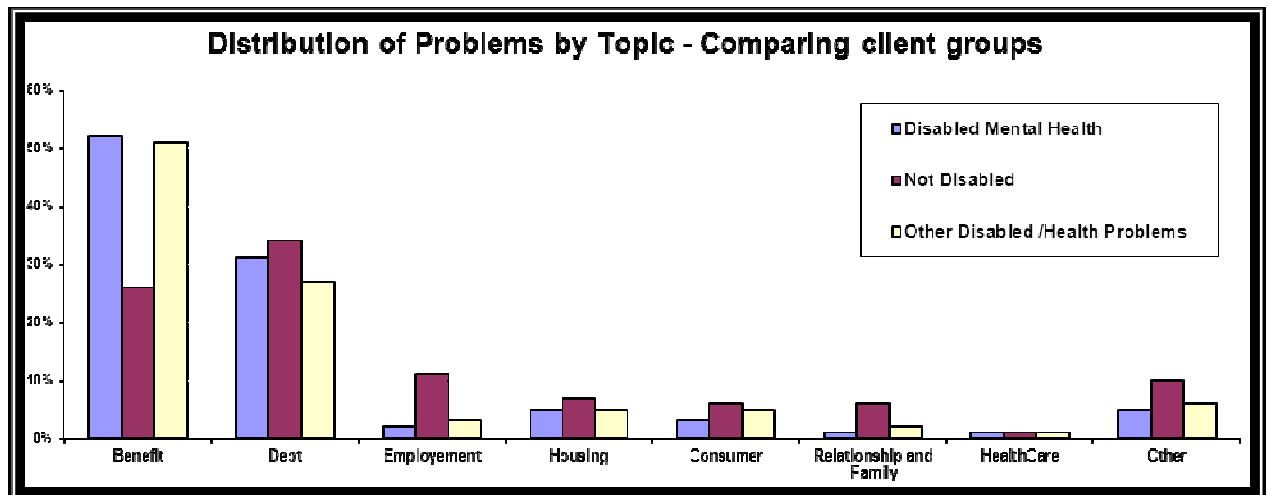
Community Area	Total number of young people	% of Wiltshire total
Amesbury & Durrington	23	4.58%
Bradford on Avon	15	2.99%
Calne	34	6.77%
Chippenham	60	11.95%
Corsham	21	4.18%
Devizes	38	7.57%
Malmesbury	14	2.79%
Marlborough	19	3.78%
Melksham	29	5.78%
Mere	*	*
Pewsey	12	2.39%
Salisbury	68	13.55%
Tidworth & Ludgershall	11	2.19%
Tisbury	*	*
Trowbridge	75	14.94%
Warminster	20	3.98%
Westbury	29	5.78%
Wilton	9	1.79%
Royal Wootton Bassett	21	4.18%

A further period of no or low economic growth and continuing changes to benefits and tax credits could impact severely on many population groups, including disabled people, people with mental health problems, and large families on low incomes. The effects will be noticeable on levels of personal debt; poor mental wellbeing; child poverty; fuel poverty and homelessness.

In 2012/13, 21,067 residents of Wiltshire received help from the Citizens Advice Bureau (CAB) service. They were helped with 57,903 issues and 67% of the enquiries were about debt and benefits. CAB are helping clients manage £14.4m worth of debt (£2m more than in 2011/12).

Figure 6 shows the different types of problems clients approach the Citizens Advice Bureau for advice and support on in 2011/12.

Figure 6: Advice topics and client groups, 2011/12

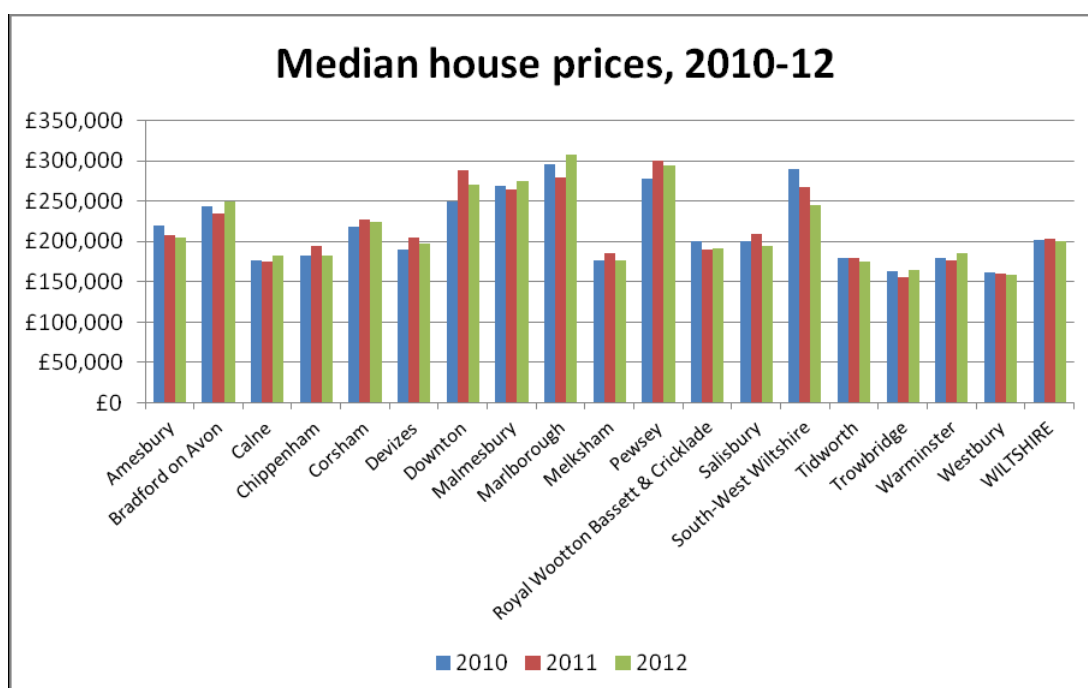


Source: Wiltshire Citizens Advice

5.10 The Impact of Housing

House prices in Wiltshire tend to be higher than the national average, and there is considerable variation in house prices within Wiltshire. In 2012, the highest median property price was in Marlborough community area (£307,500) and the lowest was in Westbury community area (£158,500). Figure 7 below shows the average (median) house prices for all community areas in Wiltshire.

Figure 7 Average house prices by Wiltshire Community Area



In addition to the cost of housing in Wiltshire the issues of homelessness should also be considered. Homelessness can take many forms, including rough sleeping, squatting, living in hostels, night shelters or temporary accommodation leased by their local authority.

'Statutory homelessness', is where local authorities have defined a household as homeless within the terms of the homelessness legislation. Where they are found to be in priority need and not intentionally homeless then local authorities will have a duty to offer accommodation. This can include families with dependent children, pregnant women and adults who are assessed as vulnerable.

Table 15 shows the statutory homelessness numbers by family type in Wiltshire from 2012/13 to 2013/14.

	Couple with dependent children*	Lone parent household with dependent children		One person household		All other household groups	Total
		Male Applicant	Female Applicant *	Male Applicant	Female Applicant		
2012/13	98	9	118	25	17	14	281
2013/14 YTD**	104	12	117	21	20	12	286

* Including expectant mothers with no other dependent children

** Quarters 1-3

6. THE IMPACT OF POVERTY

6.1. Attainment Gap

Children who grow up in poverty are more likely to leave school without qualifications than those children who do not grow up in poverty. In order to try and bridge this gap the Pupil Premium was introduced by the Government in April 2011 to try and ensure that all pupils were given the best opportunities to do well in school. The basis of the Pupil Premium is that additional funding is given to publicly funded schools in England to raise the attainment of disadvantaged pupils and close the gap between them and their peers.

The Pupil Premium is paid to schools according to the number of pupils who have been:

- Registered as eligible for free school meals at any point in the last six years,
- Been in care for six months or longer.

In 2013/14 schools received:

- £953 for each eligible primary school aged pupil
- £900 for each eligible secondary school aged pupil.

Schools are free to spend the Pupil Premium as they see fit however, they will be held to account for how they have used the additional funding to close the attainment gap. The funding is often used in the following areas:

- Purchasing specialist support, audit of provision, developing the vision
- Continued Professional Development for key staff
- Developing a creative curriculum
- Resources to support inclusion, software focused on specific needs
- Purchase of technology resources for individuals, existing, new and emerging
- Developing strategies for engaging children and parents in and out of school
- Developing collaboration, support or mentoring projects
- Supporting the work of schools, governors, staff and parents on e-safety
- Subsidy of school clubs, specialist teachers to promote engagement

The number of pupils eligible for Pupil Premium in Wiltshire is shown in table 16.

Table 16 Number of pupils eligible for Pupil Premium in Wiltshire (Source DfE LAIT)

	2011/12	2012/13	2013/14
Wiltshire	10000	14590	15460
Statistical Neighbour	9691	14972	15895
England	1303180	1924920	2017740

The gap in the level of attainment across the 20 community areas in Wiltshire for Key Stage 2 and GCSE level in English and Maths, for children who have FSM compared with children who are not eligible for FSM, are illustrated in table 17 and 18 respectively.

These data highlight that the gap in level of attainment across Wiltshire is higher than the England average; in addition the gap in level of attainment increases between Key Stage 2 and Key Stage 4.

In some community areas the number of children eligible for FSM is very small and therefore caution must be used when interpreting these results. However, they are a good indication of areas where gap in attainment could benefit from further research.

Table 17 Percentage of pupils achieving Level 4+ including English and maths at Key Stage 2

Community Area	Pupils Eligible For FSM		Pupils Not Eligible For FSM		Gap
	Cohort	Percentage	Cohort	Percentage	
Southern Wiltshire	5	40.0	177	92.7	52.7
Salisbury	41	34.1	327	79.8	45.7
Westbury	25	40.0	192	83.3	43.3
Warminster	15	46.7	210	81.0	34.3
Devizes	34	50.0	256	77.0	27.0
Calne	27	55.6	198	80.3	24.7
Melksham	34	58.8	225	78.7	19.8
Trowbridge	64	60.9	389	78.7	17.7
Corsham	25	60.0	188	76.1	16.1
Chippenham	46	67.4	432	82.9	15.5
Marlborough	13	69.2	157	84.7	15.5
Tidworth	11	63.6	146	74.7	11.0
Pewsey	14	78.6	109	83.5	4.9
Amesbury	27	77.8	291	79.4	1.6
Wootton Bassett	16	75.0	271	76.4	1.4
Malmesbury	11	81.8	195	80.5	-1.3
Tisbury	7	85.7	50	82.0	-3.7
Bradford on Avon	9	88.9	133	82.0	-6.9
Mere	x	x	x	x	x
Wilton	x	x	x	x	x
Unknown or out of county	11	45.5	148	79.1	33.6
Wiltshire	440	59.5	4192	80.3	20.7
NCER National		65.6		82.5	16.9

Table 18 Percentage of pupils achieving 5+ A*-C including GCSE English and maths

Community Area	Pupils Eligible For FSM		Pupils Not Eligible For FSM		Gap
	Cohort	Percentage	Cohort	Percentage	
Southern Wiltshire	3	0.0	162	75.3	75.3
Marlborough	5	0.0	166	62.7	62.7
Wilton	4	0.0	51	62.7	62.7
Tidworth	11	0.0	129	54.3	54.3
Salisbury	23	26.1	365	67.4	41.3
Bradford on Avon	9	33.3	145	68.3	34.9
Devizes	19	26.3	332	59.6	33.3
Corsham	11	18.2	184	51.1	32.9
Amesbury	22	22.7	317	54.6	31.8
Westbury	25	24.0	207	54.6	30.6
Chippenham	33	36.4	525	64.6	28.2
Wootton Bassett	17	29.4	269	57.2	27.8
Melksham	21	33.3	336	59.2	25.9
Trowbridge	47	34.0	406	55.7	21.6
Calne	16	31.3	255	51.4	20.1
Warminster	13	46.2	215	63.7	17.6
Pewsey	8	50.0	120	62.5	12.5
Malmesbury	x	x	x	x	x
Mere			x	x	x
Tisbury	x	x	x	x	x
Unknown or out of county	14	28.6	356	66.9	38.3
Wiltshire*	293	30.0	4694	61.1	31.1
National*	79788	36.4	479305	62.8	26.4

source: SFR04/2013

x = Suppressed for reasons of confidentiality

6.2. Persistent Absence

Persistent absentees (PA) are more likely to come from lone parent households, compared to their non-PA peers. Almost a third of persistent absentees come from households where the principal adult/s are not in any form of current employment – this compares to just over a tenth of non-PA's.

Evidence suggests that persistent absentees are more likely to be bullied, excluded from school and be involved in risky behaviours (experiment with drugs, alcohol etc.)

than non-PAs. There is a clear link between absence and attainment. As levels of pupil absences increase, the proportion of pupils reaching the expected levels of attainment at Key Stage 2 and Key Stage 4, decrease.

Table 19 shows the levels of persistent absence by community area for Wiltshire, the community areas highlighted in red identify those where the persistence absence in pupils is significantly higher than the Wiltshire average, conversely those highlighted in green have significantly lower levels of persistent absence than the Wiltshire average.

Table 19 Levels of persistent absence by Wiltshire Community Area

Wiltshire Community Area	PA	PA per 1000 5 to 15 year olds
Amesbury	218	50
Bradford on Avon	70	32
Calne	138	40
Chippenham	224	34
Corsham	92	33
Devizes	184	44
Malmesbury	71	26
Marlborough	74	30
Melksham	152	40
Mere	7	11
Pewsey	70	38
Salisbury	241	47
Southern Wiltshire	93	32
Tidworth	61	25
Tisbury	11	11
Trowbridge	221	39
Warminster	109	36
Westbury	159	57
Wilton	24	22
Royal Wootton Bassett & Cricklade	134	37

In 2009/10, pupils who have never been classified as persistent absentees over the Key Stage 2 period, were twice as likely to achieve level 4 or above (including English and maths) as pupils who were classified as persistence absence children for each of the four Key Stage 2 years (78% of non-PAs achieve this level compared to only 38% of PAs).

Pupils who were persistently absent over both the Key Stage 4 years in 2009/10, were just under four times less likely to achieve 5+ A*-C grades in GCSE (and equivalents) including English and maths, as other non-PA pupils.¹⁸

The table below illustrates the difference in rates for all school age children in Wiltshire between those who are eligible for free school meals (6.4% persistent absence) and those ineligible for free schools meals (3.5%). In addition, the numbers of school age children who according to the school census are on a 'Children in Need' plan (CiN) can also be compared between pupils who are in receipt of free school meals and those who are not.

Children in need are defined in law as children who are aged under 18 and:-

- need local authority services to achieve or maintain a reasonable standard of health or development
- need local authority services to prevent significant or further harm to health or development
- are disabled.

Table 20 School Age Children – Children with persistence absence, registered as being on a CiN plan according to Free school meal status 2013.

	Total pupils in Wiltshire	FSM	Non FSM	FSM Pupils as a percentage total with PA, CiN or PA & CiN
Total Pupils	65,403	7,070	58,333	
PA	2,478	451	2,027	18.2%
% PA	3.8%	6.4%	3.5%	
CiN	1,375	1,074	301	78.1%
% CiN	2.1%	15.2%	0.5%	
PA & CiN	451	150	301	33.3%
% PA & CiN	0.7%	2.1%	0.5%	

6.3. Exclusions

Nationally FSM pupils are seven times more likely to be permanently excluded from primary school and three and a half times more likely to be permanently excluded from secondary schools. The proportion of permanent and fixed exclusions in relation to the number of pupils in schools in Wiltshire is not quite as good as national averages or the average of those in comparable areas for primary pupils. However, as can be seen in table 22, for secondary pupils the proportion of permanent exclusions in Wiltshire is slightly better than the national average.

¹⁸ A Profile of pupil absence in England. Department for Education Research Report. DFE-RR171

Table 21 Primary pupils with one or more fixed periods of exclusion from school as a % of the school population

(Most of the data refers to cases of exclusion rather than numbers of pupils excluded, as some pupils were excluded more than once during the year)				
	2008/09	2009/10	2010/11	2011/12
Wiltshire	0.64	0.71	0.78	0.68
Statistical Neighbours	0.45	0.45	0.46	0.47
England	0.51	0.47	0.48	0.47

Table 22 Secondary pupils with one or more fixed periods of exclusion from school as a % of the school population

(Most of the data refers to cases of exclusion rather than numbers of pupils excluded, as some pupils were excluded more than once during the year)				
	2008/09	2009/10	2010/11	2011/12
Wiltshire	4.70	4.26	4.24	3.36
Statistical Neighbours	4.62	4.14	3.99	3.68
England	5.13	4.75	4.60	4.26

Table 14 &15 Source: DfE LAIT

6.4 Common Assessment Framework

The Common Assessment Framework (CAF) is a key component in the Every Child Matters: Change for Children programme.

The aim is to identify, at the earliest opportunity, a child's or young person's additional needs which are not being met by the universal services they are receiving, and provide timely and co-ordinated support to meet those needs.

What is the CAF?

It has three elements:

- a simple pre-assessment checklist to help practitioners identify children or young people who would benefit from a common assessment;
- a process for undertaking a common assessment, to help practitioners gather and understand information about the needs and strengths of the child - based on discussions with the child, their family and other practitioners as appropriate;
- a standard form to help practitioners record, and, where appropriate, share with others, the findings from the assessment in terms that are helpful in working with the family to find a response to unmet needs.

The CAF provides an assessment process which gives a 'holistic' view of the child's or young person's strengths and needs. Practitioners will then be better placed to agree with the child and family, what support is needed.

Table 23 below gives an indication of the number of children in each community area in Wiltshire who had an active CAF at February 2014.

Table 23 Number of active Common Assessment Frameworks by community area in Wiltshire, February 2014

Community Area	Active CAFs as at 28.02.14
Mere Tisbury	14
Malmesbury	20
Bradford on Avon	35
Pewsey	37
Wilton	39
Marlborough	45
Corsham	48
Westbury	52
Southern	70
Melksham	76
Tidworth	77
Wootton Bassett	87
Devizes	89
Calne	106
Warminster	114
Chippenham	121
Trowbridge	166
Salisbury	169
Amesbury	197
Other *	198
	33
Grand Total	1793

6.5 Free early education places for two year olds

It is recognised that the first few years of a child's life are fundamentally important. Evidence tells us that they shape children's future development, and influence how well children do at school, their ongoing health and wellbeing and their achievements later in life.

In Wiltshire the criteria for allocating up to 15 hours of funding per week for two year olds was brought in line with the criteria to allocate free school meals.

Table 24 shows the uptake of the two, three and four year old funding across Wiltshire by community area.

Table 24 Uptake of two, three and four year old funding by Wiltshire community area.

Community Area	Headcount of children accessing funding between 9-16 January 2014
Mere	4
Bradford on Avon	9
Malmesbury	9
Marlborough	11
Pewsey	11
Tisbury	12
Wilton	13
Southern Wiltshire	23
Wootton Bassett	25
Amesbury	28
Tidworth	29
Warminster	29
Salisbury	31
Corsham	35
Devizes	35
Westbury	35
Melksham	39
Calne	41
Chippenham	69
Trowbridge	71
Unknowns	85

6.6 Health indicators

There are a number of recognised health impacts of poverty on child health. These include:

- An association with a higher risk of both illness and premature death.
- Children born in the poorest areas of the UK weigh, on average, 200 grams less at birth than those born in the richest areas.
- Children from low income families are more likely to die at birth or in infancy than children born into richer families.
- Children are more likely to suffer chronic illness during childhood or to have a disability if they live in poverty.
- Poorer health over the course of a lifetime has an impact on life expectancy: professionals live, on average, 8 years longer than unskilled workers.¹⁹

In addition children aged up to 14 from unskilled families are 5 times more likely to die in an accident than children from professional families, and 15 times more likely to die in a fire at home.²⁰

¹⁹ Child Poverty Action Group. The Impact of Poverty. Available online at: <http://www.cpag.org.uk/content/impact-poverty>

²⁰ F. Field (2010) The Foundation Years: The report of the independent review on poverty and life chances. HM Government London

Young people from poorer families are also more likely than those from richer families to engage in risky behaviours such as unprotected sex, smoking, drug taking and truancy.

The numbers of children affected by these adverse outcomes are very small and therefore there is limited benefit to mapping all of these at small geographical areas.

However some health indicators relating to accidental injury, teenage pregnancy and obesity can be assessed for a link with deprivation at a local level.

Accidental Injury

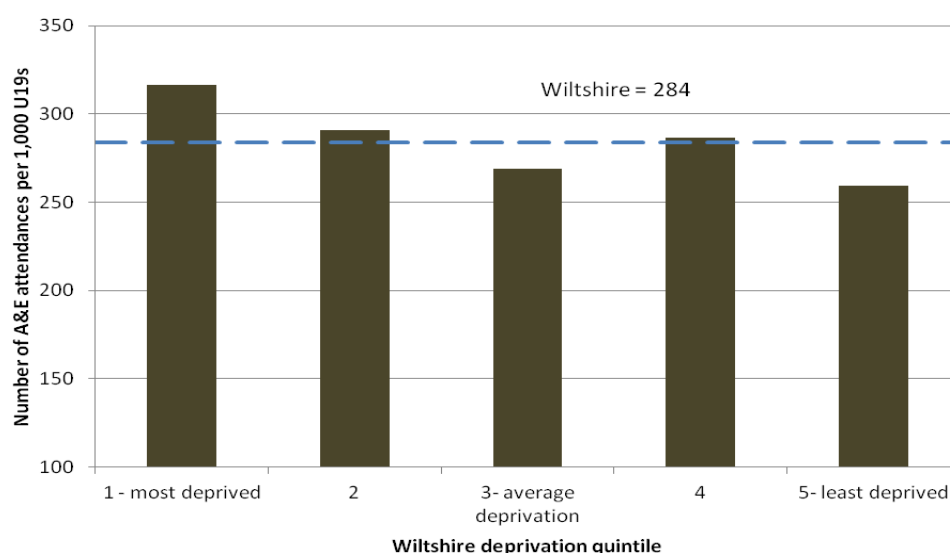
The Child Accident Prevention Trust (2008) noted that 'accidental injury is one of the single biggest causes of death in the UK for children over the age of 1 year'.

Unintentional injury to children is a significant public health issue. It is a major cause of avoidable ill health, disability and death and has a disproportionately large effect on people in deprived communities.

In general more urban areas such as Trowbridge and Chippenham appear to have higher rates of A&E attendance. However, the location of A&E departments and Minor Injury Units (MIU) in these towns could influence parents and young people's choice of whether to seek assistance in A&E/MIU or to self-medicate or use other healthcare provision such as out of hours General Practice services.

Analysis of A&E attendance data by deprivation quintile does show that there is a greater prevalence of childhood accidents in more deprived areas. There were 317 attendances per 1,000 under 19s in Wiltshire's most deprived quintile compared to 245 per 1,000 in the least deprived quintile in 2012/13.

Figure 8: Attendances per 1,000 Under 19s by deprivation quintile (2012/13)



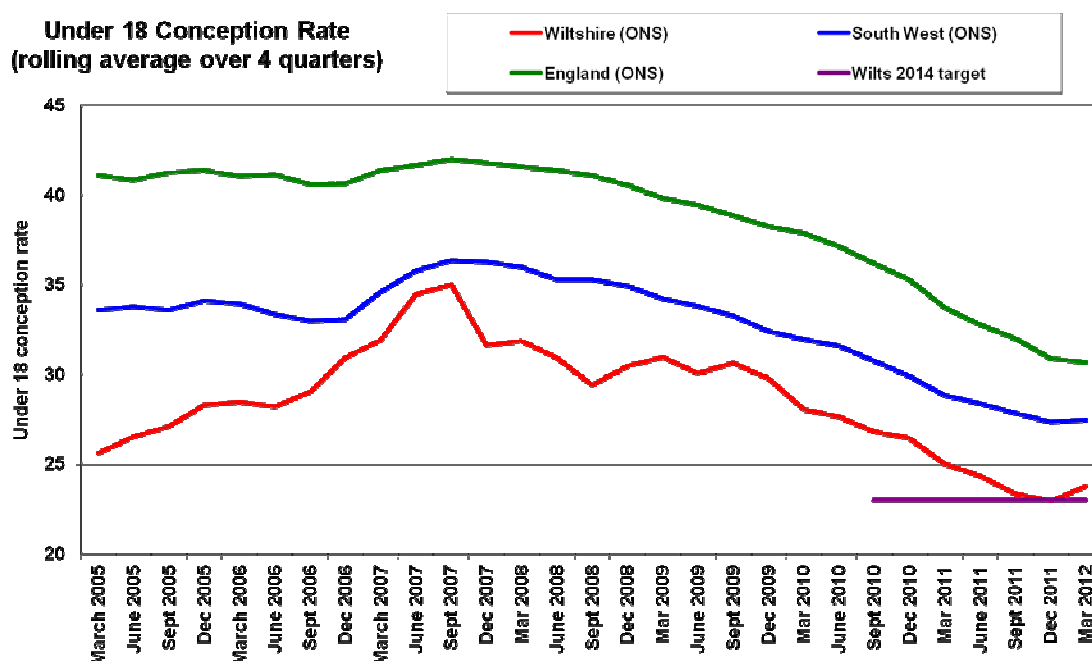
Source: SUS data

Teenage Pregnancy

National data suggests that children of teenage mothers have a 63% increased risk of being born into poverty, compared to babies born to mothers in their twenties²¹

ONS figures show the Wiltshire rate for under 18 conception rate for April 2011 to March 2012 was 23.8 per 1,000, slightly above the 2014 target. These figures show that the conception rate in Wiltshire is continuing a general decline since a peak in 2007, although this may be flattening out.

Figure 9 Under 18 conception rate 2005 - 2012



Figures for 2008-10 show that the wards with the highest rates of teenage conception are found in all parts of the county in both urban and rural settings. Fisherton and Bemerton Village ward has the highest under 18 teenage conception rate in Wiltshire and a further nine wards have rates which are significantly higher than Wiltshire.

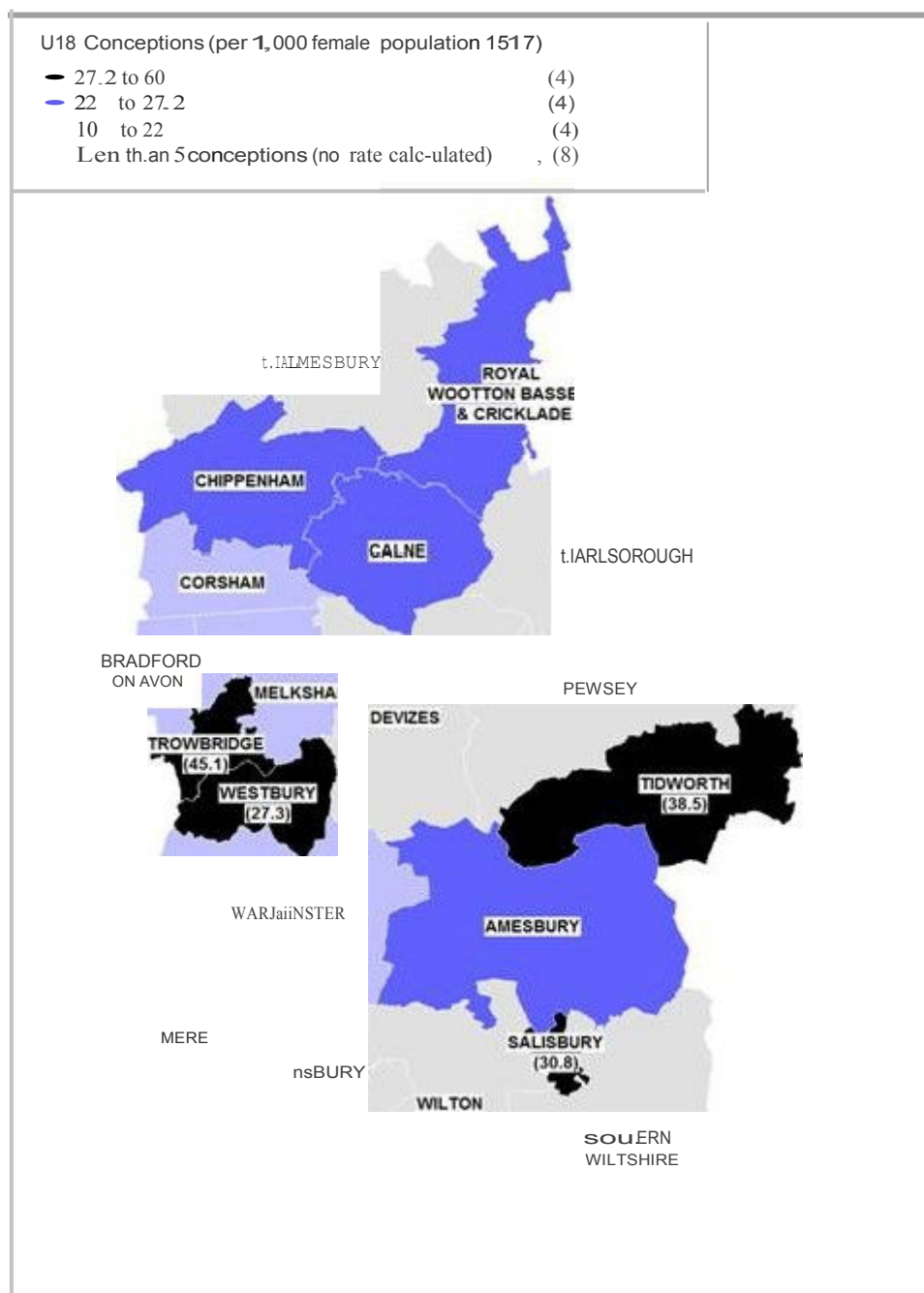
- 2012 figures show that Trowbridge, Tidworth and Salisbury have the highest teenage conception rates for all Community Areas. There were 118 conceptions in the 5 Community Areas with the highest number of conceptions which represents 58% of the total in 2012.
- ONS figures show 2 wards have been hotspots in 2004/06; 2005/07; 2006/08; 2007/09 and 2008-10: Adcroft (Trowbridge) and Tidworth/Perham Down/Ludgershall.

²¹ Ermisch J (2003) *Does a 'teen birth' have longer term impacts on the mother? Suggestive evidence from the British Household Panel Study* ISER Working Papers No. 2003-32; Institute for Social and Economic Research.

Analyses by deprivation show that there are significantly more conceptions in the most deprived quintile and the correlation is even more pronounced when looking just at births. Figures for 2011 and 2012 show that 35.7% of conceptions occurred in the most deprived fifth of Wiltshire's population.

Figure 10. Community Area Breakdown January to December 2012 (map)

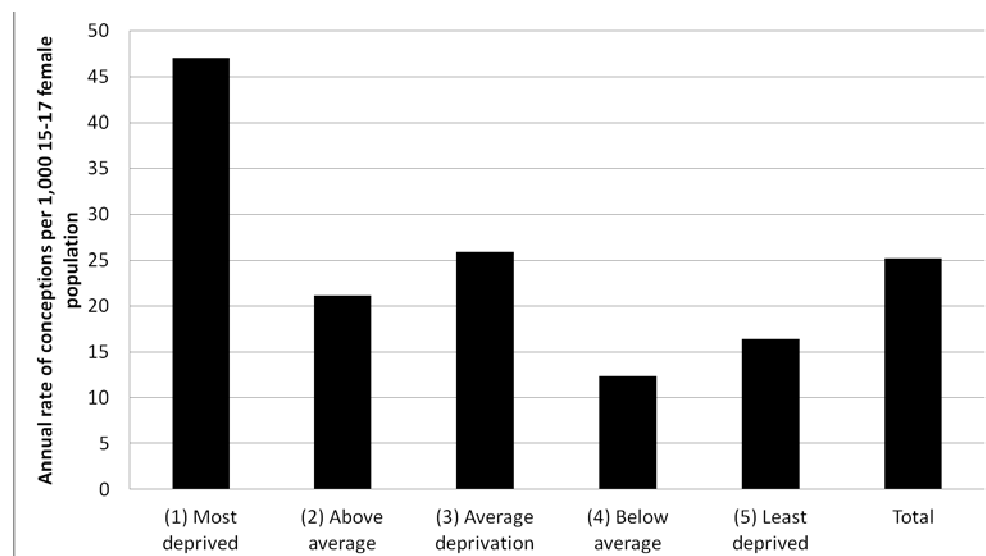
Under 18 Conceptions by Community Area - 2012



NB: Figures based on month of procedure and age at conception

NB: Figures updated annually.

Figure 11 Conceptions by deprivation quintile (IMD 2010, Wiltshire), January 2011-December 2012



Figures updated annually and are based on month of procedure and age at conception

Note: Rates do not correspond to other tables because the populations used for these calculations differ slightly because they have been estimated at LSOA level.

35.0% of conceptions occurred to those in the most deprived quintile. Similarly 29.4% of terminations and 41.4% of births occurred in this quintile.

Obesity

Poverty and obesity

Obesity has been linked to chronic diseases such as diabetes, coronary heart disease, stroke, hypertension, osteoarthritis and certain forms of cancer thus demonstrating the significance of obesity for health and wellbeing.

In the UK, as is the case in most other high income countries, obesity is more prevalent in the lowest income quintile.²²

Figures 12 and 13 below illustrate obesity prevalence in children in reception class in Wiltshire schools, by community area.

Melksham and Westbury Community Areas were highlighted as having significantly higher percentages of children who are obese or overweight. Pewsey and Malmesbury had significantly lower percentages of children who were obese.

²² Tackling inequalities in obesity: a protocol for a systematic review of the effectiveness of public health interventions at reducing socioeconomic inequalities in obesity among adults. Syst Rev. 2013; 2: 27. Published online 2013 May 10. doi: [10.1186/2046-4053-2-27](https://doi.org/10.1186/2046-4053-2-27)

Figure 12: Percentage of Obese or Overweight Reception year children by Community Area

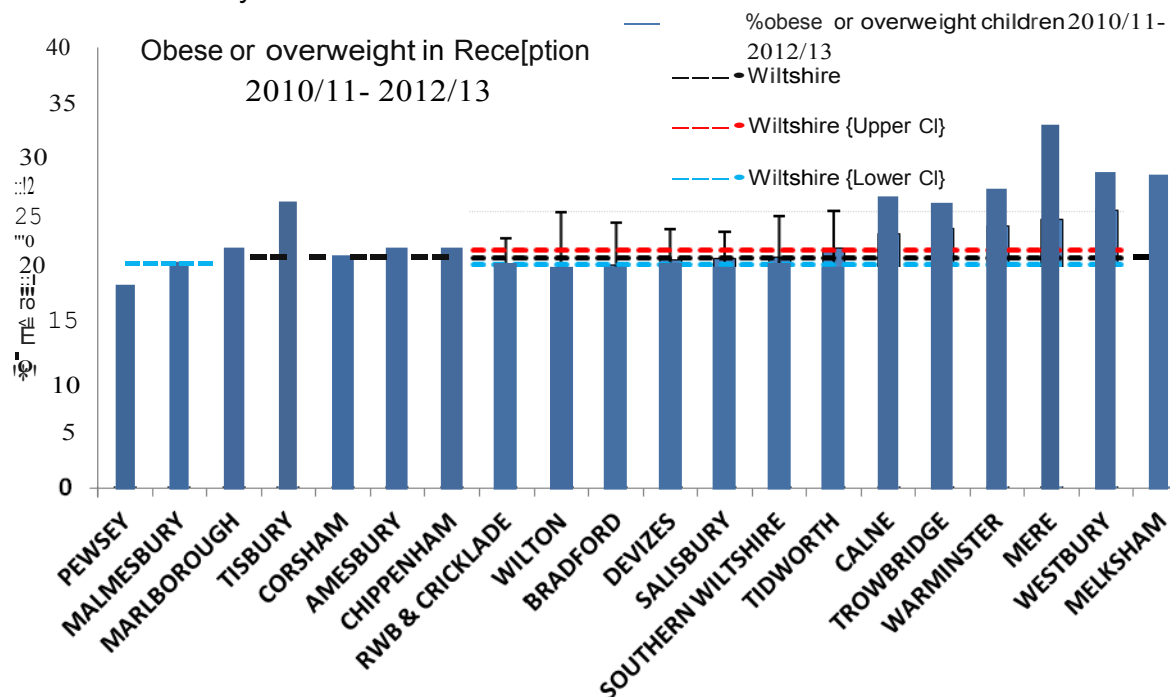


Figure 13

Reception Year children identified as
Obese or Overweight (2010/11-12/13)
by Community Areas

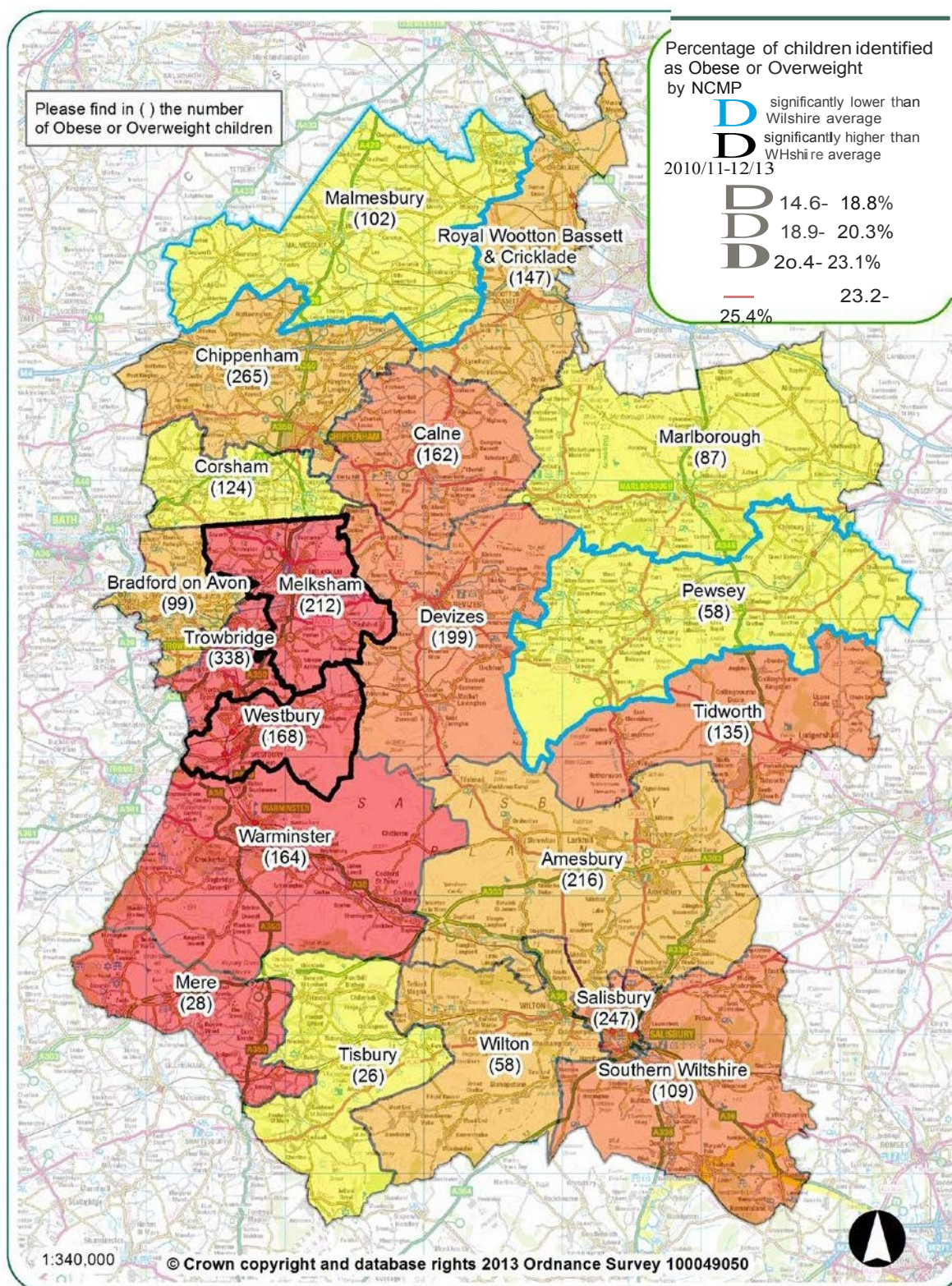
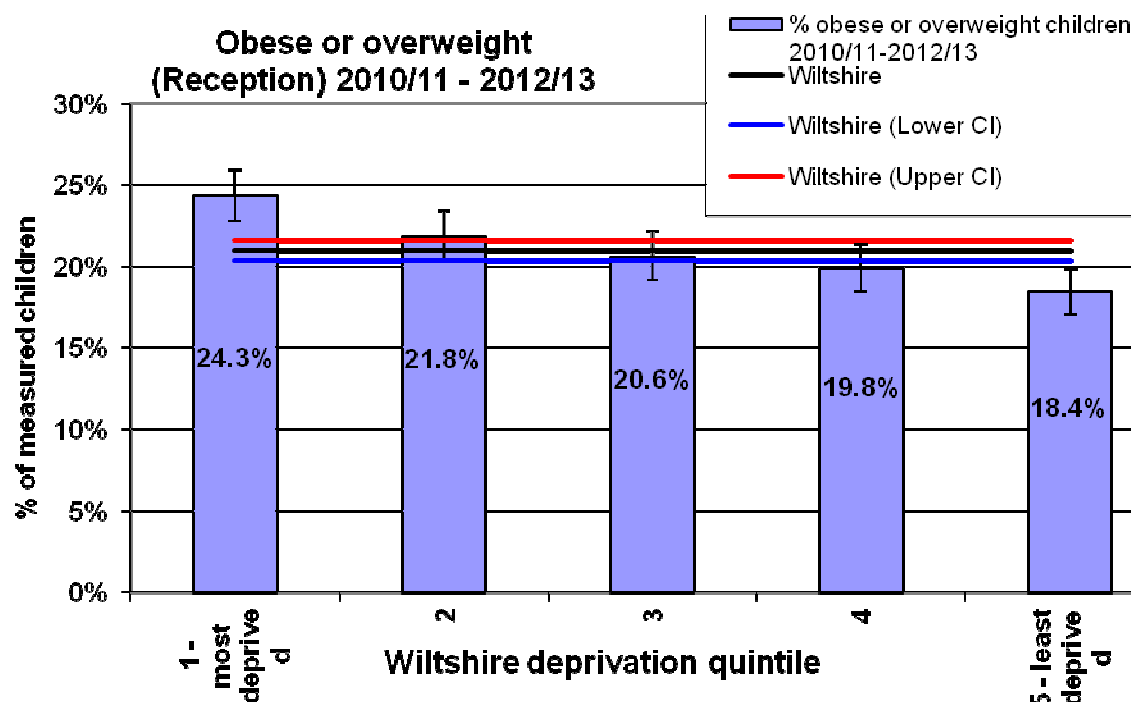


Figure 14 Obese or Overweight children in Reception year by deprivation quintile



The clear deprivation gradients across all years and measures of weight are indicators of inequality within Wiltshire. Whilst the overall NCMP results for Wiltshire are encouraging these inequalities remain a concern.

6.7 Children in touch with Youth Offending Team

The table below illustrates the areas which had the highest numbers of children and young people in contact with the Youth Offending Team (YOT) in 2008/9. This excludes those who received only a minor policy warning or reprimand, who the YOT did not have full engagement with.

Table 25 Top 10 areas at three times the Wiltshire average or more

Community Area Partnership	LSOA Name	Number of Young People who came to the attention of the Youth Offending Team
Trowbridge	Trowbridge Drynham - Lower Studley	22
Trowbridge	Trowbridge John of Gaunt - Studley Green	18
Amesbury	Amesbury East - north central	15
Chippenham	Chippenham Hill Rise - north west	15
Part BoA; Part Trowbridge	Staverton & Hilperton (part)	12
Wootton Bassett & Cricklade	Wootton Bassett North - central	12
Melksham	Melksham North - north east	11
Salisbury	Salisbury Bemerton - south	11
Warminster	Warminster East - Boreham	11
Westbury	Westbury Ham - west	11

In comparison the numbers for the calendar year 2013 are significantly smaller than they were in 2008/09. This is the case across almost all local authority areas in England. Due to such small numbers across the county the table below gives an indication of the four wards with the highest numbers of young people in contact with the Youth Offending Team.

Table 26 Four Wiltshire wards with highest numbers of young people in touch with YOT.

Ward name	Number of Young People who came to the attention of the Youth Offending Team
Salisbury Bemerton	8
Trowbridge Central	7
Hilperton	5
Trowbridge Adcroft	5

Wiltshire has a Youth Inclusion Support Panel (YISP) which is a prevention project that works with young people aged 8-14 years who are at risk of entering the criminal justice system through criminal or anti social behaviour.

Funded through the Children's Trust Board, Youth Justice Board & Community Safety, it is an early intervention project taking referrals from throughout the county.

Referrals come from professionals or can be self referrals from parents. All children in the county who received a reprimand from the police will receive a letter from our service offering support to their parent/guardian.

The work involves individual work with young people addressing the reasons that they may be at risk and helping them to form strategies to help them cope with everyday situations. The work also involves working with the parents to help them

improve their parenting skills, this sometimes involves individual work. The work also involves helping them develop a more positive relationship with their child.

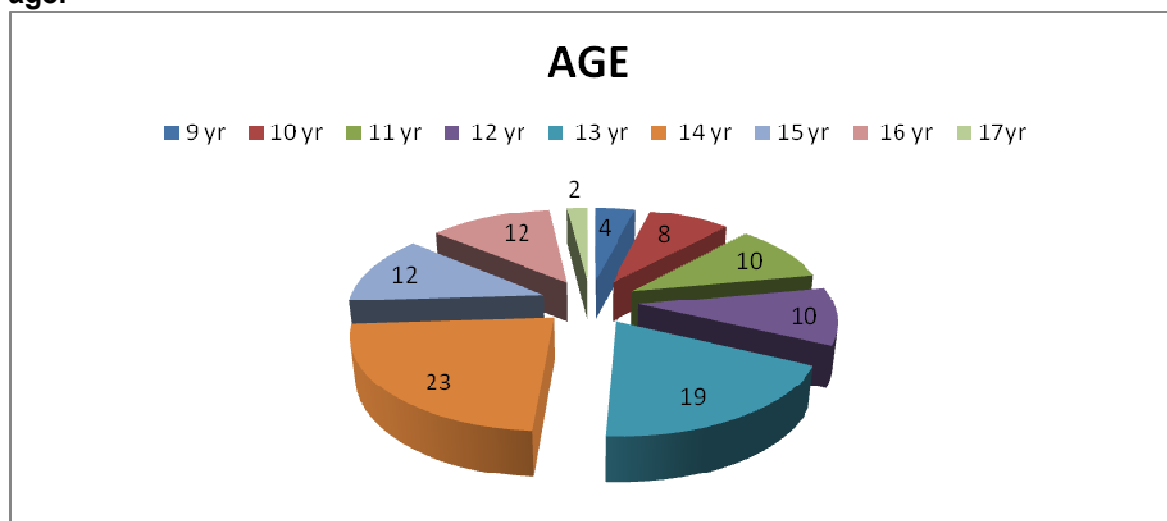
For the period 01/11/2012 to 01/11/2013 there were 100 individuals who were recorded as being involved in the Prevention Project YISP.

The majority of the referrals come from the Police (32%) that includes accepted support after YP received local/community resolution and Schools (26%). Other significant sources of referrals to YISP are self referrals (15%) that include Local resolutions and reprimands coming into Prevention attention and Children & Families referrals (17%) through the de-escalation, step down process.

Referrals to YISP	
32	Police
15	Self Referrals
10	Splitz
17	Children & Families
26	Schools
100	Total

The group was predominantly male at 70%, and almost entirely White British in ethnicity (94%) . The majority of young people involved in YISP during this period were from Trowbridge West (22%), Salisbury (11%) and Devizes (10%) Figure 15 illustrates the age breakdown of this cohort, identifying 14years as the main proportion of the group.

Figure 15 Percentage of young people involved in YISP between 01/11/2012 and 01/11/2013 by age.



6.8 Other Relevant Data Sources

In addition to the information provided within this needs assessment it may also be useful to assess other related Wiltshire needs assessment and data sources for topic areas such as substance misuse and mental ill health.

Links to these documents are provided below in addition to the link to the Wiltshire Joint Strategic Assessment which brings together into one report the issues facing Wiltshire from across the local partnerships. It covers everything from health and wellbeing, housing, community safety and children and young people, to economic and environmental factors. This creates an important and useful assessment of Wiltshire - a single version of the truth. It is a tool for partners to use to ensure services are commissioned based on evidence and need.

<http://www.intelligencenetwork.org.uk/health/adults/>

<http://www.intelligencenetwork.org.uk/joint-strategic-assessment/>

7. WHAT ARE WE DOING TO HELP?

7.1. Early Years Education / Child Care

The national vision for the Early Years Free Entitlement is set out in the Early Education and Childcare Statutory Guidance for Local Authorities on the delivery of Free Early Entitlement for two, three and four year olds and Securing Sufficient Childcare is that:

“All eligible children are able to take up high quality early education regardless of their parents’ ability to pay; benefitting their social, physical and mental development and helping to prepare them for school. Evidence shows that regular, good quality early education has lasting benefits for all children,”

There is a great deal of activity focused towards improving accessing to child care and early years education in Wiltshire. A large part of this is through the assessment of child care sufficiency, which helps to target interventions to areas of greatest need. Additionally Wiltshire Council arranges targeted free provision to early year’s education, over and above the universal offer, to help parents back into work and give children the benefit of early year’s education. These interventions are targeted towards those families who are most disadvantaged.

In Wiltshire the maximum offer of hours of free entitlement has been adopted to reflect the diverse nature of the provision available in Wiltshire and the pattern of demand by our parents.

In addition, some Wiltshire childcare providers have stretched the offer and parents have been able to access their entitlement of 570 hours over more than 38 weeks. This reduces the amount of hours per week and offers more choice for parents.

The early years and childcare team at Wiltshire support many early years and childcare providers with a range of services.

These include over 650 childminders, more than 290 group settings (pre-schools and nurseries), [30 children's centres](#) and more than 100 of out of school clubs and activities.

They also provide

- [Online childcare directory](#)
- [Information for parents and carers](#) on all aspects of childcare and early years education
- Early years and childcare [information for professionals](#).
- Advice if you are concerned about the [wellbeing of a child?](#)

7.2. Encouraging economic development, including training skills and opportunities for parents and young people

Wiltshire Education Employment & Skills Board

A significant development has been the formation of the new Wiltshire Education, Employment & Skills Board which met for the first time on the 29th January 2014. The decision was taken to align the 13-19 Strategic Board with the Employment and Skills Board including all relevant sub-groups, expanding to become the Education, Employment and Skills Board. This board has a direct relationship with the Swindon & Wiltshire Local Enterprise Partnership (LEP) because the policy change around the LEP and function of the LEP is key in driving change in the Education and Skills agenda linking with early national changes.

This not only creates a more efficient partnership structure but enables full integration of the Education, Employment & Skills agenda building on the collaborative achievements over the last 3 years between Children's Services and Economic Development & Planning. In addition, the Council has established a portfolio holder for Schools, Skills & Youth, Councillor Richard Gamble, providing a clear and coherent strategic approach to this key shared objective within and across the Council.

The new Board is supported in delivery terms by 5 sub-groups as follows:

- Learning & Working in Wiltshire Group
- Apprenticeship Growth Group
- Swindon & Wiltshire Provider Forum
- Employer Forum
- Strategy, Policy & Data Group

Learning & Working in Wiltshire Group

The Learning & Working in Wiltshire Group's purpose is to provide a structured and co-ordinated approach to sustained engagement in education, training or work across all age and client groups throughout Wiltshire. Its vision is to develop an

inclusive economy that will provide equality of economic opportunity for all in Wiltshire. This re-configured group met for the first time on 17th February 2014. Its delivery role will include the following:

- To develop an Increasing Participation & Employment Plan to address worklessness priorities including NEET reduction and increasing participation. This Plan will encompass all areas where there are barriers to education, training and employment, to include:
 - ❖ NEET's
 - ❖ Looked after children
 - ❖ SEND
 - ❖ Older workers
 - ❖ Offenders
 - ❖ Those with low levels of attainment, education and skills
 - ❖ Carers, etc.
 - ❖ In addition it will aim to support people to sustain their employment.
- Through the Provider Forum, work with training providers to identify and address skills gaps.
- To support delivery of the Swindon and Wiltshire Local Enterprise Partnership's strategic objectives and priorities as defined within the Strategic Economic Plan (SEP) for the area and as directed through the Wiltshire Education, Employment & Skills Board. In particular to support their Social Inclusion and Education, Employment & Skills aspirations within the Growth Deal, City Deal and European Structural Investment Funds strategy (ESIF).
- To report to the Education, Employment and Skills Board against targets set in the Increasing Participation & Employment plan.
- To monitor and report on specific projects commissioned, either as a group or in partnership with member organisations, to support Wiltshire residents into education, training or work and to sustain those opportunities.
- Build a culture of co-operation across agencies, organisations and groups to ensure:
 - ❖ there are clear action plans to re-engage those that are currently disengaged from local provision and services and those that are at the greatest risk of becoming disengaged
 - ❖ there are clear pathways to education, training and employment for all age and client groups of workless people
 - ❖ appropriate education and training support is available to enable those trapped in low wage work to realise their potential
 - ❖ greater awareness of the incremental steps people can take on their pathway to employment and clearer referral/progression routes between these steps
 - ❖ services join up to ensure there are no competing priorities in the interventions they deliver, identify and resolve duplications and barriers, seek out opportunities for collaboration and to allow greater targeting of the resources available
 - ❖ volunteering as a productive route towards paid employment is promoted and valued.

Apprenticeship Growth Group

The Apprenticeship Growth Group's purpose is to provide a co-ordinated, partnership approach to increasing the number of Apprenticeships and Skills opportunities in Wiltshire and maximising their up-take. This re-configured group met for the first time on the 13th February 2014. Its delivery role will include the following:

- Deliver priorities of the Wiltshire Education, Employment and Skills Board and Swindon & Wiltshire Local Enterprise Partnership in relation to Apprenticeships.
- Contribute to the development and delivery of an Education, Employment & Skills Strategy for Wiltshire and lead on the development and delivery of an Apprenticeship Action Plan for the area.
- Maximise opportunities through Apprenticeships and Traineeships to contribute to the reduction of NEET in the county and increase participation rates.
- Work with other sub-groups within the Education, Employment & Skills Board partnership structure particularly the Employer Forum to develop a partnership approach to employer engagement in Wiltshire.
- Work with providers including through the Provider Forum to stimulate and meet demand from employers.
- Support schools to improve access to and awareness of Apprenticeships through their school website or learning portal, careers education and registration of young people on the Apprenticeship Vacancy Matching Service.
- Support the implementation of new the Your Choices Website, further develop and promote to schools alongside the Your Choices theatre tour.
- Support the further development of the Apprenticeship Ambassador Network across Wiltshire's secondary schools.
- Plan joint promotional events across Wiltshire for both employers and learners, using ambassadors/champions to support the campaigns.

Programmes, Projects & Key Initiatives

Whilst the new partnership structure, strategy and plans are being established, work continues in delivering a number of programmes, projects and key initiatives which are relevant to the strategy to reduce child poverty.

Wiltshire Apprenticeship Campaign

The recently completed Wiltshire Apprenticeship Campaign was a huge success with:

- 1,157 apprenticeship starts (against a target of 1,000)
- 302 employers engaged of which 50% (150) were new to apprenticeships/hadn't been engaged in apprenticeships for some time (against a target of 100)
- Approximately 65% are new jobs created (752) and 35% were conversions of existing jobs (405)
- The vast majority of the starts have been for young people aged 16-24 (estimated at 85%)

Wiltshire Skills 4 Success

Support Wiltshire's young people to make a successful transition from education to further education/employment/training through an employability and informal skills development programme focusing on 9 & 10 yr olds, 14 & 15 year olds and 16-24 year olds.

Action for Wiltshire: Flexible Support Fund

Personal development mentoring, job coaching support and assistance with overcoming personal and employment barriers for those JSA and ESA customers who are not currently supported through other initiatives.

Project IMPRESS

Provision of in-work support services for a period of between 9 months (minimum) and up to 18 months (if individual circumstances change) to employees aged 16+ who have recently gained employment following a period of unemployment to help them sustain their employment and develop/advance their careers.

Your Choices

The Your Choices Website has been re-developed and the hugely popular Your Choices Theatre Tour will shortly be rolled out to Wiltshire schools again following an update of the script to take account of changes to the education, employment and skills landscape.

Further to this, Wiltshire Council is supporting the Swindon & Wiltshire LEP to develop its Strategic Economic Plan and identify priorities for its Growth Deal, City Deal and European Structural Investment Funds submissions. Education Employment & Skills themes relating directly to:

- ❖ Social Inclusion including Raising Aspiration and Attainment
- ❖ Developing Innovative Approaches to Supporting the Younger Workless
- ❖ Increasing Access to HE
- ❖ Developing Workforce Skills (up-skilling the existing workforce to L3 and encouraging progression from L3 to L4)
- ❖ Realising the Potential of Older Workers and those Trapped in Low Wage Work, etc.

are all emerging strongly from this work.

7.3. Targeted housing support

Housing makes an important contribution to social and environmental objectives such as reducing health inequalities, improving educational attainment and community cohesion. Good housing is linked to health and wellbeing, impacting on both physical and mental health.

Housing would therefore want to reduce the number of children and young people who experience statutory homelessness and prevent them from going into unsuitable temporary accommodation as well as ensuring that families have access to decent and affordable homes.

This will be achieved by:-

- Keeping people in their own homes during the recession, through effective information, advice, support and specialist services specifically geared towards the needs of children, young people and their families.

- Continuing to develop an effective partnership response to the issue of affordable housing, with a particular focus on increasing the supply of family-sized accommodation.
- To retain housing-related support for young 16 – 17 year olds
- To ensure that our social housing stock meets national target of 100% of homes to meet the Decent Homes Standard
- Improving homes with low energy efficiency for households on income based benefits

7.4. Targeted transport support

The Public Transport Strategy, part of the Local Transport Plan, is informed by a range of national and local research, guidance and consultation feedback. The strategy aims to retain levels of public transport service that meet demand within available resources, meet accessibility needs for those without private transport, and make a contribution towards sustainable transport objectives. The ability to achieve these objectives is however constrained at the present time by the pressures that exist on local authority spending.

The main issue for most vulnerable groups is that in a predominantly rural county, access by public transport is limited due to inability to provide frequent services or services to a range of different destinations. There are also issues around transport availability affecting choice of school for children under 16 years, and for young people aged 16-19 years affecting choice of school or college.

Poor public transport can mean that low income families are forced into car ownership, reducing the money they have available to spend on other things. Or they do not buy a car, and find they have more limited opportunities for employment and accessing low cost shopping or other essential services. The high cost of bus fares (which have over the last 20 years increased faster than inflation, and faster than the cost of running a car), or taxi fares, can also put a strain on family finances.

Although Wiltshire's post 16 education transport policy guarantees transport to the nearest sixth form or FE college, it will not fund or provide transport to a 'preferred' establishment where this is more expensive for the council, unless this can be demonstrated to be necessary for the student's chosen career – this could limit the educational opportunities open to children from low income families.

The charge for post 16 transport has increased in recent years due to restrictions on local authority spending, and although a reduced rate pass is available for students from low income families, the increases in the charge will still have an impact on low income families especially those with several children.

For under 16 pupils, although the Education & Inspection Act introduced free transport to a 'preferred' school for children from low income families, there has been a low take up – perhaps reflecting the fact that in many rural areas there may not be a choice of schools within the 6 mile qualifying limit.

The Council spends £5 million on supported bus services and community transport, which doubles the level of public transport that would otherwise be available. 44% of rural households have access to an hourly or better weekday daytime bus service, 89% to a daily or better weekday service. However, due to the growing pressures on public spending, budgets have been reduced in recent years and an ongoing

programme of reviews is underway focussing in particular on services that are relatively poorly used or expensive to provide in relation to the number of passengers using them.

7.5. Investment in early intervention

Wiltshire worked hard to ensure implementation of the Sure Start Children's Centre Initiative, which targets support to families of children under 5 years. There are now a total of 30 centres, running. Eight of which are serving the most deprived areas of Wiltshire.

- Longfield Children's Centres, Trowbridge
- Studley Green Children's Centre, Trowbridge
- Bellefield Children's Centre - Adcroft Seymour area of Trowbridge
- City Children's Centre- Friary area of Salisbury
- Little Folly Children's Centre, Bemerton Heath, Salisbury
- White Horse Children's Centre, Eden Vale Road, Westbury Ham
- Redland Children's Centre, Westcroft/Queens Chippenham
- Calne – Priestley Children's Centre, Abberd Way area

The Children Centres, which are run by a variety of providers, undertake many of the following activities which will help address child poverty:

- Through links with Job Centre plus they have a vacancy Information board in each centre, there is a Journeys to Work, advisor attached to each centre, provided by North Wessex Training
- Advice around finding childcare and understanding the free entitlement to 15 hours childcare, which can also be offered as childcare taster sessions in the first instance so that parents can try out different types of childcare before committing themselves. ASK have a programme to work out the benefits v work hours and advise on the best combination of work and benefits
- Training opportunities are publicised in the children's centres and they also run training in 'key skills', run by Family Learning, and simple cooking and household budgeting
- Support is often targeted to specific groups attending children's centres such as: support for teenage parents and links with midwives, debt counselling and money management, access to credit unions, nursery equipment loan or saving schemes

Parent Support Advisers are based in clusters of schools to support parents. The number of hours allocated to each cluster was formula based using the multiple index of deprivation. As a result there are more PSA's in Chippenham, Trowbridge and Salisbury

The key needs that PSAs respond to are:

- Parenting programmes (Triple P), home visits and 1:1 support
- Engaging parents with services e.g. housing, domestic violence support, for example Parents Zone in Salisbury
- Identifying pockets of deprivation and targeting work of PSAs to those areas, e.g. Marlborough, Melksham

A project in Wiltshire called 'Think Family' was funded to undertake the following:

- Implement Think family Reforms – specifically the Total Place project in Bemerton Heath

- Set up Youth Crime Intervention Project (FIP) to provide intensive support to families in greatest difficulty
- Offer Parenting Early Intervention Programmes (PEIPs) to help improve parenting skills of mothers and fathers of children aged 8 – 13 at risk of poor outcomes – which as of July 2010 has stopped
- Fund Parenting Experts and parenting practitioners, which links with the parenting strategy
- Partially funds the Triple P parenting programme which is a County wide evidence based programme

8. GAPS IDENTIFIED

Much of the data used to inform this needs assessment is at least two years old, the economic climate has continued to change during this time and it would be helpful to have more up to date information. This gap will be met by deliverables identified in the strategy and multiagency action plan

Annex 1 _ Lone Parents
Working Age Claimants at February 2010
By Lower Super Output / Data Zone Areas
Source: DWP Information
Directorate

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Aldbourn	Aldbourn	Marlborough	10
All Cannings, Chirton, Patney & Marden	All Cannings	Part Devizes; Part Pewsey	10
Bedwyn	Bedwyn	Pewsey	5
Bishops Cannings & Etchilhampton	Bishops Cannings	Devizes	20
Bromham west & Rowde south west	Bromham and Rowde	Devizes	10
Rowde north east & Bromham east	Bromham and Rowde	Devizes	5
Burbage	Burbage	Pewsey	5
Cheverells, Worton & Marston	Cheverell	Devizes	5
Collingbournes & Everleigh	Collingbourne	Tidworth	0
Devizes East - north	Devizes East	Devizes	15
Devizes East - central	Devizes East	Devizes	20
Devizes East - south	Devizes East	Devizes	15
Devizes North - west	Devizes North	Devizes	10
Devizes North - east	Devizes North	Devizes	15
Devizes South - east	Devizes South	Devizes	0
Devizes South - west	Devizes South	Devizes	25
Lavingtons south	Lavingtons	Devizes	10
Lavingtons north	Lavingtons	Devizes	0
Ludgershall north	Ludgershall	Tidworth	15
Ludgershall east & Faberstown	Ludgershall	Tidworth	15
Marlborough East - south	Marlborough East	Marlborough	10
Marlborough East - north	Marlborough East	Marlborough	25
Marlborough West - north	Marlborough West	Marlborough	0
Marlborough West - west (Manton)	Marlborough West	Marlborough	0
Marlborough West - south	Marlborough West	Marlborough	5
Milton Lilbourne, Easton & Wootton Rivers	Milton Lilbourne	Part Marlborough; Part Pewsey	5
Netheravon, Enford & Fittleton	Netheravon	Tidworth	10
Ogbournes, Mildenhall & Fyfield	Ogbourne	Marlborough	5
Pewsey south	Pewsey	Pewsey	20
Pewsey north	Pewsey	Pewsey	10
West Overton, Woodborough, Alton & Stanton St Bernard	Pewsey Vale	Part Marlborough; Part Pewsey	5
Potterne	Potterne	Devizes	20
Baydon, Froxfield & Chilton Foliat	Ramsbury	Marlborough	5

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Ramsbury	Ramsbury	Marlborough	0
Roundway	Roundway	Devizes	45
Seend & Poulshot	Seend	Melksham	5
Shalbourne, Grafton & Chute	Shalbourne	Part Pewsey; Part Tidworth	0
Ludgershall south & Perham down	Tidworth, Perham Down and Ludgershall South	Tidworth	15
Tidworth north west	Tidworth, Perham Down and Ludgershall South	Tidworth	5
Tidworth south	Tidworth, Perham Down and Ludgershall South	Tidworth	5
Tidworth north east	Tidworth, Perham Down and Ludgershall South	Tidworth	45
Upavon, Manningford, Rushall & Wilsford	Upavon	Part Pewsey; Part Tidworth	5
Urchfont & Easterton	Urchfont	Devizes	5
Avebury, Broad Hinton & Winterbournes	West Selkley	Marlborough	0
Crudwell & Oaksey	Ashton Keynes and Minety	Malmesbury	0
Minety	Ashton Keynes and Minety	Malmesbury	0
Ashton Keynes	Ashton Keynes and Minety	Malmesbury	10
Box west	Box	Corhsam	0
Rudloe north	Box	Corhsam	20
Box Hill & Rudloe south	Box	Corhsam	5
Bremhill, Christian Malford & Langley Burrell	Bremhill	Part Calne; Part Chippenham	5
Somerfords	Brinkworth and The Somerfords	Malmesbury	5
Brinkworth	Brinkworth and The Somerfords	Malmesbury	5
Charlton & Hankerton	Brinkworth and The Somerfords	Malmesbury	5
Calne Abberd - north	Calne Abberd	Calne	20
Calne Abberd - south	Calne Abberd	Calne	20
Calne Chilvester	Calne Chilvester	Calne	15
Calne Lickhill - south	Calne Lickhill	Calne	25
Calne Lickhill - north	Calne Lickhill	Calne	40
Calne Marden	Calne Marden	Calne	5
Calne Priestley - south west	Calne Priestley	Calne	25
Calne Priestley - north east	Calne Priestley	Calne	15

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Calne Quemerford	Calne Quemerford	Calne	5
Calne Without west & Heddington	Calne Without	Calne	5
Chippenham Cepen Park - central	Cepen Park	Chippenham	0
Chippenham Cepen Park - south	Cepen Park	Chippenham	10
Chippenham Cepen Park - north	Cepen Park	Chippenham	5
Chippenham Allington - north	Chippenham Allington	Chippenham	25
Chippenham Allington - south	Chippenham Allington	Chippenham	5
Chippenham Audley - north	Chippenham Audley	Chippenham	10
Chippenham Audley - south	Chippenham Audley	Chippenham	25
Chippenham Avon - east	Chippenham Avon	Chippenham	30
Chippenham Avon - west	Chippenham Avon	Chippenham	0
Chippenham Hill Rise - north west	Chippenham Hill Rise	Chippenham	35
Chippenham Hill Rise - south east	Chippenham Hill Rise	Chippenham	5
Chippenham London Road - east	Chippenham London Road	Chippenham	15
Chippenham London Road - west	Chippenham London Road	Chippenham	25
Chippenham Monkton Park	Chippenham Monkton Park	Chippenham	20
Chippenham Park - west	Chippenham Park	Chippenham	10
Chippenham Park - east	Chippenham Park	Chippenham	5
Chippenham Pewsham - south west	Chippenham Pewsham	Chippenham	5
Chippenham Pewsham - east	Chippenham Pewsham	Chippenham	15
Chippenham Pewsham - central	Chippenham Pewsham	Chippenham	0
Chippenham Pewsham - north west	Chippenham Pewsham	Chippenham	15
Chippenham Redland - north	Chippenham Redland	Chippenham	25
Chippenham Redland - south	Chippenham Redland	Chippenham	10
Chippenham Queens - west	Chippenham Westcroft/Queens	Chippenham	5
Chippenham Queens - east	Chippenham Westcroft/Queens	Chippenham	30
Colerne village	Colerne	Corhsam	0
Colerne Southwood/Northwood/Pinewood/Thickwood	Colerne	Corhsam	5
Corsham east	Corsham	Corhsam	20
Corsham central	Corsham	Corhsam	0
Corsham south	Corsham	Corhsam	25

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Cricklade west & Chelworth Green	Cricklade	Wootton Bassett & Cricklade	0
Cricklade east, Latton & Marston Maisey	Cricklade	Wootton Bassett & Cricklade	5
Cricklade central	Cricklade	Wootton Bassett & Cricklade	20
Hilmarton & Compton Bassett	Hilmarton	Calne	5
Calne Without east & Cherhill	Hilmarton	Calne	5
Sutton Benger, Kington Langley & Seagry	Kington Langley	Chippenham	10
Yatton Keynell, Kington St Michael & Biddestone	Kington St. Michael	Chippenham	5
Neston, Leafield & Gastard west	Lacock with Neston and Gastard	Corhsam	20
Lacock & Gastard east	Lacock with Neston and Gastard	Corhsam	10
Lyneham north	Lyneham	Wootton Bassett & Cricklade	5
Lyneham east, Tockenham & Clyffe Pypard	Lyneham	Wootton Bassett & Cricklade	5
Bradenstoke	Lyneham	Wootton Bassett & Cricklade	0
Lyneham south	Lyneham	Wootton Bassett & Cricklade	5
Malmesbury north west	Malmesbury	Malmesbury	15
Brokenborough	Malmesbury	Malmesbury	10
Malmesbury south east	Malmesbury	Malmesbury	5
Nettleton, Grittleton & North Wraxall	Nettleton	Chippenham	0
Stanton St Quintin & Castle Combe	Nettleton	Chippenham	0
Corsham (Pickwick) north	Pickwick	Corhsam	30
Corsham (Pickwick) south	Pickwick	Corhsam	15
Purton east	Purton	Wootton Bassett & Cricklade	0
Purton central	Purton	Wootton Bassett & Cricklade	0
Purton south & Braydon	Purton	Wootton Bassett & Cricklade	20
Sherston west, Luckington & Sopworth	St. Paul Malmesbury Without and Sherston	Malmesbury	5

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Sherston east, Norton & Easton Grey	St. Paul Malmesbury Without and Sherston	Part Chippenham; Part Malmesbury	5
Malmesbury Without	St. Paul Malmesbury Without and Sherston	Malmesbury	5
Hullavington	St. Paul Malmesbury Without and Sherston	Part Chippenham; Part Malmesbury	10
Broad Town & Hook	The Lydiards and Broad Town	Wootton Bassett & Cricklade	0
Lydiard Millicent	The Lydiards and Broad Town	Wootton Bassett & Cricklade	0
Wootton Bassett North - central	Wootton Bassett North	Wootton Bassett & Cricklade	40
Wootton Bassett North - east	Wootton Bassett North	Wootton Bassett & Cricklade	5
Wootton Bassett North - north west	Wootton Bassett North	Wootton Bassett & Cricklade	5
Wootton Bassett South - south east	Wootton Bassett South	Wootton Bassett & Cricklade	5
Wootton Bassett South - central	Wootton Bassett South	Wootton Bassett & Cricklade	15
Wootton Bassett South - west	Wootton Bassett South	Wootton Bassett & Cricklade	5
Wootton Bassett South - east	Wootton Bassett South	Wootton Bassett & Cricklade	5
Aldbury	Aldbury and Whiteparish	Southern	0
Grimsteads	Aldbury and Whiteparish	Southern	5
Whiteparish	Aldbury and Whiteparish	Southern	0
Landfords	Aldbury and Whiteparish	Southern	5
Amesbury East - north	Amesbury East	Amesbury	10
Amesbury East - north central	Amesbury East	Amesbury	20
Amesbury East - south	Amesbury East	Amesbury	10
Amesbury East - Boscombe down	Amesbury East	Amesbury	20
Amesbury East - south central	Amesbury East	Amesbury	20

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Amesbury West	Amesbury West	Amesbury	10
Salisbury Bemerton - north	Bemerton	Salisbury	15
Salisbury Bemerton - west	Bemerton	Salisbury	50
Salisbury Bemerton - east	Bemerton	Salisbury	15
Salisbury Bemerton - south	Bemerton	Salisbury	45
Salisbury Bishopdown - north	Bishopdown	Salisbury	0
Salisbury Bishopdown - central	Bishopdown	Salisbury	5
Salisbury Bishopdown - south	Bishopdown	Salisbury	5
Bulford Camp (part), Figheldean & Milston	Bulford	Amesbury	5
Bulford Camp (part)	Bulford	Amesbury	5
Bulford Village	Bulford	Amesbury	15
Chalke Valley	Chalke Valley	Wilton	5
Donheads	Donhead	Part Tisbury; Part Wilton	5
Redlynch & Woodfalls	Downton and Redlynch	Southern	0
Downton south	Downton and Redlynch	Southern	5
Morgans Vale	Downton and Redlynch	Southern	15
Downton - north & Charlton	Downton and Redlynch	Southern	5
Durrington - south	Durrington	Amesbury	25
Durrington - east	Durrington	Amesbury	10
Durrington - Larkhill Camp	Durrington	Amesbury	5
Durrington - north	Durrington	Amesbury	0
Coombe Bissett, Odstock, Britford & Netherhampton	Ebble	Part Southern; Part Wilton	5
Salisbury Bemerton Village	Fisherton and Bemerton Village	Salisbury	5
Salisbury Churchfields - west	Fisherton and Bemerton Village	Salisbury	5
Salisbury Churchfields - east	Fisherton and Bemerton Village	Salisbury	10
Dinton, Barford St Martin, Chilmark & Fonthill Bishop	Fonthill and Nadder	Part Tisbury; Part Wilton	5
Salisbury Harnham East - east	Harnham East	Salisbury	5
Salisbury Harnham East - west	Harnham East	Salisbury	0
Salisbury Harnham East - south	Harnham East	Salisbury	0
Salisbury Harnham West - south	Harnham West	Salisbury	10
Salisbury Harnham West - north	Harnham West	Salisbury	5
Knogle & Hindon	Knogle	Part Mere:Part Tisbury	5
Laverstock (part) & Clarendon Park	Laverstock	Southern	15
Laverstock (part)	Laverstock	Southern	0
South Newton, Great Wishford, Durnford & Woodfords	Lower Wylde and Woodford Valley	Part Amesbury; Part Wilton	5
Salisbury St Edmund - south	St Edmund and	Salisbury	10

LSOA Name	Ward Name(s)	Community Area	Lone Parent
	Milford		
Salisbury St Edmund - east (Milford north)	St Edmund and Milford	Salisbury	10
Salisbury St Edmund - north	St Edmund and Milford	Salisbury	0
Salisbury St Mark - east	St Mark and Stratford	Salisbury	5
Salisbury Stratford	St Mark and Stratford	Salisbury	0
Salisbury St Mark - west	St Mark and Stratford	Salisbury	20
Salisbury St Mark - south	St Mark and Stratford	Salisbury	0
Salisbury St Martin - east (Milford south)	St Martin and Milford	Salisbury	5
Salisbury St Martin - west	St Martin and Milford	Salisbury	0
Salisbury St Martin - central	St Martin and Milford	Salisbury	40
Salisbury St Paul - south	St Paul	Salisbury	20
Salisbury St Paul - north	St Paul	Salisbury	5
Shrewton & Winterbourne Stoke	Till Valley and Wylde	Amesbury	0
Wylde & Langfords	Till Valley and Wylde	Amesbury	0
Tilshead & Orcheston	Till Valley and Wylde	Amesbury	5
Tisbury rural & Ansty	Tisbury and Fovant	Tisbury	5
Tisbury	Tisbury and Fovant	Tisbury	10
Fovant, Sutton Mandeville & Swallowcliffe	Tisbury and Fovant	Tisbury	0
Idmiston & Porton	Upper Bourne, Idmiston and Winterbourne	Amesbury	5
Newton Tony, Cholderton & Boscombe	Upper Bourne, Idmiston and Winterbourne	Amesbury	0
Winterbournes	Upper Bourne, Idmiston and Winterbourne	Amesbury	10
Mere (part) & Zeals (part)	Western and Mere	Mere	5
Zeals (part), Maiden Bradley, Kilmington & Stourton	Western and Mere	Part Mere; Part Warminster	10
Mere (part)	Western and Mere	Mere	15
Wilton south	Wilton	Wilton	5
Wilton north	Wilton	Wilton	5
Wilton rural & Quidhampton	Wilton	Wilton	15

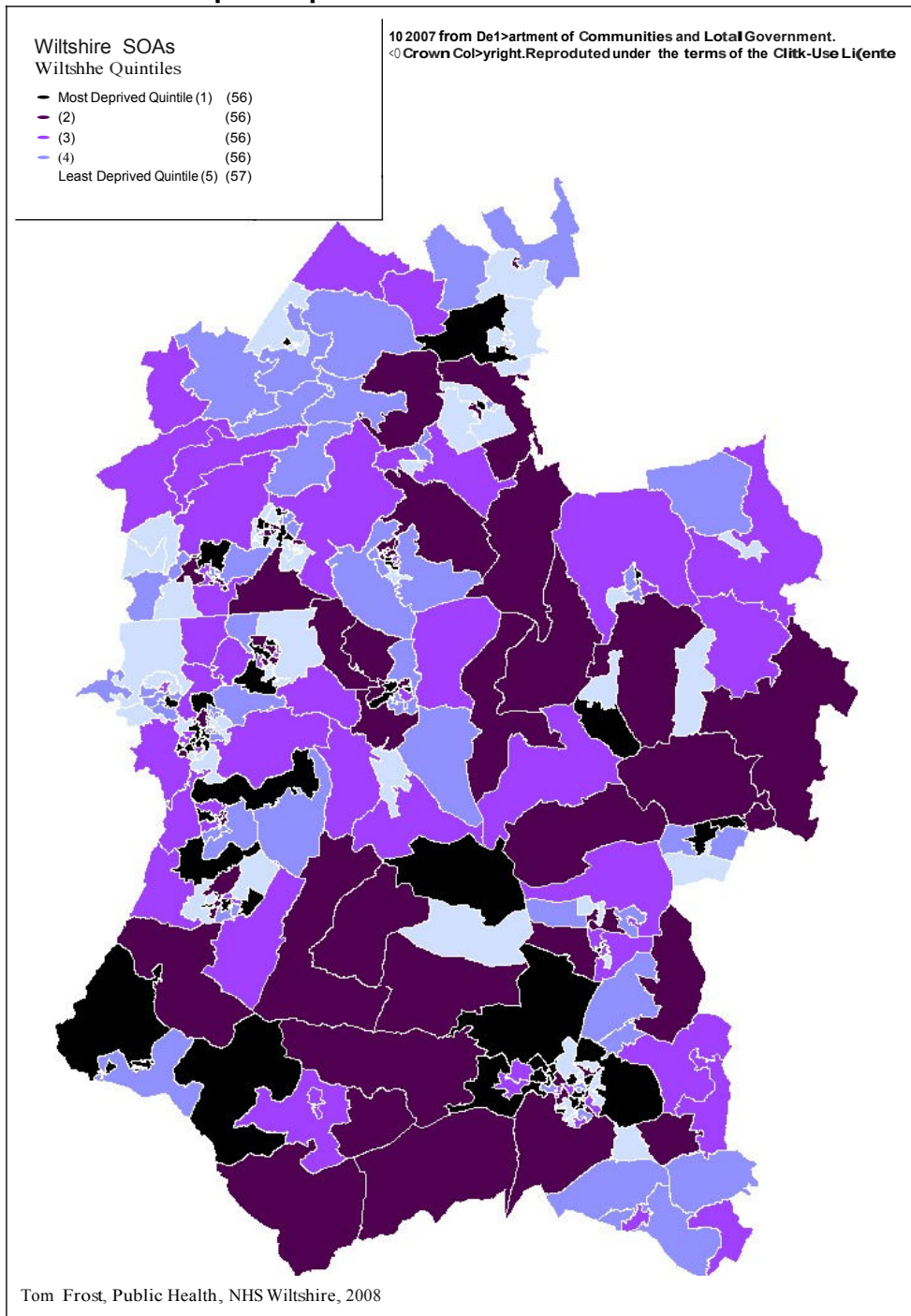
LSOA Name	Ward Name(s)	Community Area	Lone Parent
Firsdawn, Pitton & West Winterslow	Winterslow	Southern	5
Middle Winterslow, West dean & Farley	Winterslow	Southern	5
Atworth	Atworth and Whitley	Melksham	5
Shaw & Whitley	Atworth and Whitley	Melksham	0
Bradford on Avon North - north	Bradford-on-Avon North	BoA	5
Bradford on Avon North - central	Bradford-on-Avon North	BoA	10
Bradford on Avon North - west	Bradford-on-Avon North	BoA	5
Bradford on Avon South - east	Bradford-on-Avon South	BoA	15
Bradford on Avon South - south	Bradford-on-Avon South	BoA	10
Bradford on Avon South - central	Bradford-on-Avon South	BoA	0
Chapmanslade & Corsley	Dilton Marsh	Warminster	0
Brokerswood	Dilton Marsh	Part Trowbridge; Part Westbury	5
North Bradley - north	Dilton Marsh	Trowbridge	5
Dilton Marsh & Upton Scudamore	Dilton Marsh	Part Warminster; Part Westbury	10
Edington, Coulston & Bratton - south	Ethandune	Westbury	0
Heywood & Bratton - north	Ethandune	Westbury	10
Broughton Gifford	Holt	Part BoA; Part Melksham	5
Holt	Holt	BoA	5
Monkton Farleigh, South Wraxall & Turleigh	Manor Vale	BoA	5
Winsley & Limpley Stoke	Manor Vale	BoA	5
Westwood	Manor Vale	BoA	0
Melksham North - south west	Melksham North	Melksham	25
Melksham North - north west	Melksham North	Melksham	30
Melksham North - north east	Melksham North	Melksham	40
Melksham North - south east	Melksham North	Melksham	15
Melksham Spa - east	Melksham Spa	Melksham	20
Melksham Spa - west	Melksham Spa	Melksham	10
Melksham Spa - central	Melksham Spa	Melksham	10
Melksham Spa - south	Melksham Spa	Melksham	10
Berryfield & Bowerhill (part)	Melksham Without	Melksham	15
Beanacre & Bowerhill (part)	Melksham Without	Melksham	5
Bowerhill south	Melksham Without	Melksham	20

LSOA Name	Ward Name(s)	Community Area	Lone Parent
Melksham Woodrow - south	Melksham Woodrow	Melksham	15
Melksham Woodrow - north	Melksham Woodrow	Melksham	5
Chitterne & Codfords	Mid Wylke Valley	Warminster	5
Heytesbury & Mid Wylke south	Mid Wylke Valley	Warminster	10
Semington, Hilperton village (part) & Paxcroft Mead(part)	Paxcroft	Part Melksham; Part Trowbridge	5
Staverton & Hilperton (part)	Paxcroft	Part BoA; Part Trowbridge	40
Hilperton (Marsh)	Paxcroft	Trowbridge	10
Hilperton village (part) & Paxcroft Mead (part)	Paxcroft	Trowbridge	5
Horningsham & deverills south	Shearwater	Warminster	5
Sutton Veny	Shearwater	Warminster	0
Southwick & Wingfield	Southwick and Wingfield	Part BoA; Part Trowbridge	10
Keevil & Ashtons	Summerham	Part Melksham; Part Trowbridge	15
Trowbridge Adcroft - Stallard	Trowbridge Adcroft	Trowbridge	15
Trowbridge Adcroft - Seymour	Trowbridge Adcroft	Trowbridge	35
Trowbridge Adcroft - Canal Road	Trowbridge Adcroft	Trowbridge	15
Trowbridge College - Silver Street	Trowbridge College	Trowbridge	5
Trowbridge College - central	Trowbridge College	Trowbridge	10
Trowbridge College - Clarendon (Frome Road)	Trowbridge College	Trowbridge	15
Trowbridge College - Upper Studley	Trowbridge College	Trowbridge	15
Trowbridge drynham - Wiltshire drive	Trowbridge Drynham	Trowbridge	10
Trowbridge drynham - Lower Studley	Trowbridge Drynham	Trowbridge	50
Trowbridge drynham - central	Trowbridge Drynham	Trowbridge	40
Trowbridge drynham - Croft	Trowbridge Drynham	Trowbridge	10
Trowbridge John of Gaunt - Studley Green	Trowbridge John of Gaunt	Trowbridge	70
Trowbridge John of Gaunt - Broadmead	Trowbridge John of Gaunt	Trowbridge	10
Trowbridge John of Gaunt - Wingfield Road	Trowbridge John	Trowbridge	15

LSOA Name	Ward Name(s)	Community Area	Lone Parent
	of Gaunt		
Trowbridge Park - Victoria Road & Paxcroft Mead (part)	Trowbridge Park	Trowbridge	25
Trowbridge Park - north	Trowbridge Park	Trowbridge	10
Trowbridge Park - central	Trowbridge Park	Trowbridge	20
Trowbridge Park - Green Lane	Trowbridge Park	Trowbridge	5
Warminster East - central	Warminster East	Warminster	15
Warminster East - Boreham	Warminster East	Warminster	20
Warminster East - Woodcock	Warminster East	Warminster	5
Warminster East - Henfords Marsh (south)	Warminster East	Warminster	0
Warminster East - Imber Road	Warminster East	Warminster	0
Warminster East - Cop Heap	Warminster East	Warminster	10
Warminster West - south	Warminster West	Warminster	20
Warminster West - west	Warminster West	Warminster	5
Warminster West - Westbury Road	Warminster West	Warminster	10
Warminster West - north central	Warminster West	Warminster	10
Warminster West - south central	Warminster West	Warminster	15
Warminster West - east central	Warminster West	Warminster	10
Westbury Ham - central	Westbury Ham	Westbury	25
Westbury Ham - north	Westbury Ham	Westbury	30
Westbury Ham - Eden Vale	Westbury Ham	Westbury	40
Westbury Ham - west	Westbury Ham	Westbury	35
Westbury Laverton - central	Westbury Laverton	Westbury	30
Westbury Laverton - Leigh	Westbury Laverton	Westbury	35
Westbury Laverton - east	Westbury Laverton	Westbury	5

Annex 2:

Index of Multiple Deprivation 2007



Glossary

Community Area Board	18 formally constituted arms of Wiltshire Council with delegated authority to act as a local executive of the Council. The Boards will consist of elected Council members and representatives from health, police, fire and other organizations. All Boards apart from South West Wiltshire are co-terminous with Area Partnerships.
DLA	Disability Living Allowance – a benefit paid to people with physical or mental disabilities requiring care or supervision.
Free school meals	Children and young people eligible for free school meals live in families in receipt of income support; Jobseekers Allowance; and/or tax credits.
HMRC	Her Majesty's Revenue and Customs.
IMD	Index of Multiple Deprivation. This combines a range of indicators into a single deprivation score, including social and economic measures and a measure for 'Health Deprivation and Disability'. These measures may be used individually, or can be combined to rank areas relative to each other so that comparisons can be made.
Job Seekers Allowance	The benefit paid to unemployed people while they are looking for work.
Key Stage 2	The four years in school normally known as Year 3, year 4, year 5, and year 6.
Key Stage 4	The two years of school education which incorporates GCSE's
LSOA , SOA	Lower level super output area - a new geographic hierarchy designed to improve the reporting of small area statistics
Median	A type of average - the 'middle' number in a sorted list of numbers.
NCMP	National Child Measurement Programme – measures the weight and height of children in reception class and year 6 to assess overweight children and obesity levels in primary school.
NEET	Young people not in education, employment and training.
Obese	Body mass index of over 30 (adults)

Overweight	Body mass index 25-30 (adults)
Persistent absentee's	Pupil absenteeism in schools of 15% or more lessons a year.
Prevalence	Percentage of the population found to have a specified condition at a given point in time.
Quantitative	A quantitative description is purely a numerical one.
Quintile	In statistics a quintile is a proportion of a group, for example where the population has been divided into fifths.
Social housing	Housing that is owned and managed by Local Authorities or Registered Social Landlords.



Child Poverty Act 2010

CHAPTER 9

CONTENTS

PART 1

NATIONAL TARGETS, STRATEGIES AND REPORTS

Targets relating to child poverty

- 1 The 2010 target
- 2 Duty of Secretary of State to ensure that targets in sections 3 to 6 are met
- 3 The relative low income target
- 4 The combined low income and material deprivation target
- 5 The absolute low income target
- 6 The persistent poverty target
- 7 Interpretation of terms used in relation to targets

The Child Poverty Commission

- 8 The Child Poverty Commission

Strategies: duties of Secretary of State

- 9 UK strategies
- 10 Provision of advice by Commission and consultation with others

Strategies: duties of Scottish Ministers and relevant Northern Ireland department

- 11 Scottish strategies
- 12 Northern Ireland strategies
- 13 Advice and consultation: Scotland and Northern Ireland

Reports by Secretary of State

- 14 Reports by Secretary of State
- 15 Statement required in relation to target year

Economic and fiscal circumstances

- 16 Economic and fiscal circumstances

Continuing effect of targets after target year

- 17 Continuing effect of targets after target year

Supplementary

- 18 Interpretation of Part 1

PART 2

DUTIES OF LOCAL AUTHORITIES AND OTHER BODIES IN ENGLAND

- 19 Responsible local authorities
 20 Partner authorities
 21 Co-operation to reduce child poverty in local area
 22 Local child poverty needs assessment
 23 Joint child poverty strategy for local area
 24 Sustainable community strategy
 25 Meaning of “child poverty” in Part 2

PART 3

MISCELLANEOUS AND GENERAL

Free school lunches and milk

- 26 Free school lunches and milk

General

- 27 General interpretation
 28 Regulations and orders
 29 Financial provisions
 30 Extent
 31 Commencement
 32 Short title

Schedule 1 – The Child Poverty Commission
 Schedule 2 – Continuing effect of targets after target year



Child Poverty Act 2010

2010 CHAPTER 9

An Act to set targets relating to the eradication of child poverty, and to make other provision about child poverty. [25th March 2010]

BE IT ENACTED by the Queen's most Excellent Majesty, by and with the advice and consent of the Lords Spiritual and Temporal, and Commons, in this present Parliament assembled, and by the authority of the same, as follows:—

PART 1

NATIONAL TARGETS, STRATEGIES AND REPORTS

Targets relating to child poverty

1 The 2010 target

- (1) The Secretary of State must, as soon as reasonably practicable after the end of the 2010 target year and in any event not later than 30 June 2012, lay before Parliament a report on whether the 2010 target has been met.
- (2) The 2010 target is that in the financial year beginning with 1 April 2010, 1.7 million children or fewer live in qualifying households in the United Kingdom that fell within the relevant income group for the purposes of section 3 (the relative low income target).
- (3) The report must be based on statistics that the Statistics Board has designated under section 12 of the Statistics and Registration Service Act 2007 (assessment) as National Statistics.
- (4) Whether the target has been met in relation to the 2010 target year is to be determined by reference to the statistics.
- (5) If the target has not been met, the report must explain why it has not been met.
- (6) The 2010 target year is the financial year beginning with 1 April 2010.

2 Duty of Secretary of State to ensure that targets in sections 3 to 6 are met

- (1) It is the duty of the Secretary of State to ensure that the following targets are met in relation to the United Kingdom in relation to the target year –
 - (a) the relative low income target in section 3,
 - (b) the combined low income and material deprivation target in section 4,
 - (c) the absolute low income target in section 5, and
 - (d) the persistent poverty target in section 6.
- (2) The target year is the financial year beginning with 1 April 2020.

3 The relative low income target

- (1) The relative low income target is that less than 10% of children who live in qualifying households live in households that fall within the relevant income group.
- (2) For the purposes of this section, a household falls within the relevant income group, in relation to a financial year, if its equivalised net income for the financial year is less than 60% of median equivalised net household income for the financial year.

4 The combined low income and material deprivation target

- (1) The combined low income and material deprivation target is that less than 5% of children who live in qualifying households –
 - (a) live in households that fall within the relevant income group, and
 - (b) experience material deprivation.
- (2) For the purposes of subsection (1)(a), a household falls within the relevant income group, in relation to a financial year, if its equivalised net income for the financial year is less than 70% of median equivalised net household income for the financial year.
- (3) Regulations must specify the circumstances in which a child is to be regarded for the purposes of subsection (1)(b) as experiencing material deprivation in a financial year.

5 The absolute low income target

- (1) The absolute low income target is that less than 5% of children who live in qualifying households live in households falling within the relevant income group.
- (2) For the purposes of this section, a household falls within the relevant income group, in relation to a financial year, if its equivalised net income for the financial year is less than 60% of the adjusted base amount.
- (3) “The adjusted base amount”, in relation to a financial year, is the base amount adjusted in a prescribed manner to take account of changes in the value of money since the base year.
- (4) In this section –
 - “the base amount” means the amount of median equivalised net household income for the base year;
 - “the base year” means the financial year beginning with 1 April 2010.

6 The persistent poverty target

- (1) In relation to a financial year (“the relevant financial year”), the persistent poverty target is that less than the target percentage of children who have lived in qualifying households during each of the survey years have lived in households that have been within the relevant income group in at least 3 of the survey years.
- (2) The survey years are –
 - (a) the calendar year that ends in the relevant financial year, and
 - (b) the 3 previous calendar years.
- (3) For the purposes of this section, the target percentage is a percentage to be prescribed by regulations made before 2015.
- (4) For the purposes of this section, a household falls within the relevant income group, in relation to a calendar year, if its equivalised net income for the year is less than 60% of median equivalised net household income for the year.
- (5) Instead of exercising the power conferred by subsection (3), the Secretary of State may by regulations amend this section so as to substitute a different persistent poverty target for that set out in subsections (1) to (4).
- (6) Regulations under subsection (5) may only be made –
 - (a) before 2015, and
 - (b) with the consent of the Commission.

7 Interpretation of terms used in relation to targets

- (1) Regulations may for the purposes of this Part make provision about the following –
 - (a) what is a qualifying household;
 - (b) the circumstances in which a child is or is not to be regarded as living in a qualifying household;
 - (c) what is to be regarded as the income of a household for a financial year;
 - (d) what deductions are to be made in calculating the net income of a household;
 - (e) how net household income is to be equivalised.
- (2) The deductions prescribed under subsection (1)(d) are not to include housing costs, but regulations under that provision may provide that specified expenses are not to be treated as housing costs.
- (3) In this Part “equivalised”, in relation to household income, means adjusted to take account of variations in household size and composition.
- (4) In making regulations under subsection (1)(a), the Secretary of State must have regard to the desirability of ensuring that the targets in sections 3 to 6 have as wide an application as is reasonably practicable, having regard to the statistical surveys that are being or can reasonably be expected to be undertaken.

The Child Poverty Commission

8 The Child Poverty Commission

- (1) There is to be a body called the Child Poverty Commission (in this Act referred to as “the Commission”).
- (2) The Commission’s functions are those conferred on it by or under this Act.
- (3) Schedule 1 contains further provisions about the Commission.
- (4) The Secretary of State may by order provide for the Commission to cease to exist on a day –
 - (a) specified in or determined in accordance with the order, and
 - (b) falling after the target year.
- (5) An order under subsection (4) may contain such transitional or consequential provision as the Secretary of State considers necessary or expedient in connection with the abolition of the Commission.
- (6) That provision may include provision amending, repealing or revoking –
 - (a) the provisions of this Act so far as relating to the Commission;
 - (b) any provision of any other Act (whenever passed);
 - (c) any provision of any instrument made under an Act (whenever made).

Strategies: duties of Secretary of State

9 UK strategies

- (1) The Secretary of State must, before the end of the period of 12 months beginning with the day on which this Act is passed, publish and lay before Parliament the first UK strategy.
- (2) A “UK strategy” is a strategy under this section setting out the measures that the Secretary of State proposes to take –
 - (a) for the purpose of complying with section 2 (duty to ensure that targets are met), and
 - (b) for the purpose of ensuring as far as possible that children in the United Kingdom do not experience socio-economic disadvantage.
- (3) A UK strategy may also refer to proposals of the Scottish Ministers, the Welsh Ministers or the relevant Northern Ireland department.
- (4) Before the end of the period to which a UK strategy relates, the Secretary of State must review the strategy and publish and lay before Parliament a revised UK strategy, but this subsection does not apply after the beginning of the target year.
- (5) In preparing a UK strategy, the Secretary of State must consider what (if any) measures ought to be taken in each of the following areas –
 - (a) the promotion and facilitation of the employment of parents or of the development of the skills of parents,
 - (b) the provision of financial support for children and parents,
 - (c) the provision of information, advice and assistance to parents and the promotion of parenting skills,

- (d) physical and mental health, education, childcare and social services, and
 - (e) housing, the built or natural environment and the promotion of social inclusion.
- (6) When considering for the purpose of a UK strategy what measures ought to be taken in relation to each of those areas, the Secretary of State –
 - (a) must consider which groups of children in the United Kingdom appear to be disproportionately affected by socio-economic disadvantage, and
 - (b) must consider the likely impact of each measure on children within each of those groups.
- (7) A UK strategy must –
 - (a) where it relates to a period ending before the end of the target year –
 - (i) describe the progress that the Secretary of State considers needs to be made by the end of the period to which the strategy relates if the targets in sections 3 to 6 are to be met in relation to the United Kingdom in relation to the target year, and
 - (ii) describe the other progress that the Secretary of State intends to make by the end of the period to which the strategy relates in achieving the purpose mentioned in subsection (2)(b), and
 - (b) describe the progress that the Secretary of State intends to make by the end of the target year in achieving the purpose mentioned in subsection (2)(b), otherwise than by ensuring that the targets are met.
- (8) A UK strategy other than the first must also –
 - (a) describe the measures taken in accordance with the previous UK strategy and the measures taken in accordance with a Scottish strategy, a Welsh strategy or a Northern Ireland strategy,
 - (b) describe the effect of those measures on progress towards meeting the targets in sections 3 to 6, and
 - (c) describe other effects of those measures that contribute to the achievement of the purpose mentioned in subsection (2)(b).
- (9) References in this section to the period to which a UK strategy relates are references to the period beginning with the date on which the UK strategy is laid before Parliament and –
 - (a) except in the case of a UK strategy laid before Parliament less than 3 years before the beginning of the target year, ending 3 years later, and
 - (b) in that excepted case, ending with the target year.

10 Provision of advice by Commission and consultation with others

- (1) In preparing a UK strategy, the Secretary of State must request the advice of the Commission, and specify in the request the date by which the advice is to be given.
- (2) The Secretary of State may at any time request the Commission to give advice, by a specified date, on any matter connected with –
 - (a) a UK strategy, or
 - (b) the targets in sections 3 to 6.
- (3) The Secretary of State must have regard to any advice given by the Commission under this section.

- (4) In preparing a UK strategy, the Secretary of State –
 - (a) must consult such local authorities and associations of local authorities in England as the Secretary of State thinks fit,
 - (b) must consult the Scottish Ministers, the Welsh Ministers and the relevant Northern Ireland department,
 - (c) must consult such children, and organisations working with or representing children, as the Secretary of State thinks fit,
 - (d) must consult such parents, and organisations working with or representing parents, as the Secretary of State thinks fit, and
 - (e) may consult such other persons as the Secretary of State thinks fit.
- (5) In preparing a UK strategy, the Secretary of State must have regard to any Scottish strategy, Welsh strategy or Northern Ireland strategy.

Strategies: duties of Scottish Ministers and relevant Northern Ireland department

11 Scottish strategies

- (1) The Scottish Ministers must, before the end of the period of 12 months beginning with the day on which this Act is passed, publish and lay before the Scottish Parliament the first Scottish strategy.
- (2) A “Scottish strategy” is a strategy under this section setting out the measures that the Scottish Ministers propose to take –
 - (a) for the purpose of contributing to the compliance by the Secretary of State with section 2 (duty to ensure that targets are met), and
 - (b) for the purpose of ensuring as far as possible that children in Scotland do not experience socio-economic disadvantage.
- (3) Before the end of the period to which a Scottish strategy relates, the Scottish Ministers must review the strategy and publish and lay before the Scottish Parliament a revised Scottish strategy, but this subsection does not apply after the beginning of the target year.
- (4) A Scottish strategy must –
 - (a) where it relates to a period ending before the end of the target year –
 - (i) describe the progress that the Scottish Ministers intend to make in Scotland by the end of the period to which the strategy relates in contributing to the meeting of the targets in sections 3 to 6 in relation to the target year,
 - (ii) describe the other progress that the Scottish Ministers intend to make by the end of the period to which the strategy relates in achieving the purpose mentioned in subsection (2)(b), and
 - (b) describe the progress that the Scottish Ministers intend to make by the end of the target year in achieving the purpose mentioned in subsection (2)(b), otherwise than by contributing to the meeting of the targets.
- (5) A Scottish strategy other than the first must also –
 - (a) describe the measures taken by the Scottish Ministers in accordance with the previous Scottish strategy,
 - (b) describe the effect of those measures in contributing to the meeting of the targets in sections 3 to 6, and
 - (c) describe other effects of those measures that contribute to the achievement of the purpose mentioned in subsection (2)(b).

- (6) A Scottish strategy may not include proposals that relate to reserved matters, within the meaning of the Scotland Act 1998.
- (7) The Scottish Ministers must, on or before each report date relating to a Scottish strategy, lay before the Scottish Parliament a report which –
 - (a) describes the measures taken by the Scottish Ministers in accordance with the Scottish strategy,
 - (b) describes the effect of those measures in contributing to the meeting of the targets in sections 3 to 6, and
 - (c) describes other effects of those measures that contribute to the achievement of the purpose mentioned in subsection (2)(b).
- (8) The report dates relating to a Scottish strategy are each anniversary of the day on which it was laid before the Scottish Parliament, other than an anniversary which falls –
 - (a) on or after the date on which a subsequent Scottish strategy is so laid, or
 - (b) after the end of the target year.
- (9) References in this section to the period to which a Scottish strategy relates are references to the period beginning with the date on which the Scottish strategy is laid before the Scottish Parliament and –
 - (a) except in the case of a Scottish strategy laid before that Parliament less than 3 years before the beginning of the target year, ending 3 years later, and
 - (b) in that excepted case, ending with the target year.

12 Northern Ireland strategies

- (1) The relevant Northern Ireland department must, before the end of the period of 12 months beginning with the day on which this Act is passed, publish and lay before the Northern Ireland Assembly the first Northern Ireland strategy.
- (2) A “Northern Ireland strategy” is a strategy under this section setting out the measures that the Northern Ireland departments propose to take –
 - (a) for the purpose of contributing to the compliance by the Secretary of State with section 2 (duty to ensure that targets are met), and
 - (b) for the purpose of ensuring as far as possible that children in Northern Ireland do not experience socio-economic disadvantage.
- (3) Before the end of the period to which a Northern Ireland strategy relates, the relevant Northern Ireland department must review the strategy and publish and lay before the Northern Ireland Assembly a revised Northern Ireland strategy, but this subsection does not apply after the beginning of the target year.
- (4) A Northern Ireland strategy must –
 - (a) where it relates to a period ending before the end of the target year –
 - (i) describe the progress that the Northern Ireland departments intend to make in Northern Ireland by the end of the period to which the strategy relates in contributing to the meeting of the targets in sections 3 to 6 in relation to the target year,
 - (ii) describe the other progress that the Northern Ireland departments intend to make by the end of the period to which the strategy relates in achieving the purpose mentioned in subsection (2)(b), and

- (b) describe the progress that the Northern Ireland departments intend to make by the end of the target year in achieving the purpose mentioned in subsection (2)(b), otherwise than by contributing to the meeting of the targets.
- (5) A Northern Ireland strategy other than the first must also –
 - (a) describe the measures taken by the Northern Ireland departments in accordance with the previous Northern Ireland strategy,
 - (b) describe the effect of those measures in contributing to the meeting of the targets in sections 3 to 6, and
 - (c) describe other effects of those measures that contribute to the achievement of the purpose mentioned in subsection (2)(b).
- (6) A Northern Ireland strategy may not include proposals that relate to excepted or reserved matters, within the meaning of the Northern Ireland Act 1998.
- (7) The relevant Northern Ireland department must, on or before each report date relating to a Northern Ireland strategy, lay before the Northern Ireland Assembly a report which –
 - (a) describes the measures taken by the Northern Ireland departments in accordance with the Northern Ireland strategy,
 - (b) describes the effect of those measures in contributing to the meeting of the targets in sections 3 to 6, and
 - (c) describes other effects of those measures that contribute to the achievement of the purpose mentioned in subsection (2)(b).
- (8) The report dates relating to a Northern Ireland strategy are each anniversary of the day on which it was laid before the Northern Ireland Assembly, other than an anniversary which falls –
 - (a) on or after the date on which a subsequent Northern Ireland strategy is so laid, or
 - (b) after the end of the target year.
- (9) References in this section to the period to which a Northern Ireland strategy relates are references to the period beginning with the date on which the Northern Ireland strategy is laid before the Northern Ireland Assembly and –
 - (a) except in the case of a Northern Ireland strategy laid before the Assembly less than 3 years before the beginning of the target year, ending 3 years later, and
 - (b) in that excepted case, ending with the target year.

13 Advice and consultation: Scotland and Northern Ireland

- (1) In preparing a Scottish strategy or a Northern Ireland strategy, the devolved administration must request the advice of the Commission, and specify in the request the date by which the advice is to be given.
- (2) The devolved administration must have regard to any advice given by the Commission under this section.
- (3) In preparing a Scottish strategy or a Northern Ireland strategy, the devolved administration –
 - (a) in the case of a Scottish strategy, must consult such local authorities or associations of local authorities in Scotland as the devolved administration thinks fit,

- (b) must consult the Secretary of State,
 - (c) must consult such children, and organisations working with or representing children, as the devolved administration thinks fit,
 - (d) must consult such parents, and organisations working with or representing parents, as the devolved administration thinks fit, and
 - (e) may consult such other persons as the devolved administration thinks fit.
- (4) In this section “the devolved administration” means –
 - (a) in relation to a Scottish strategy, the Scottish Ministers, and
 - (b) in relation to a Northern Ireland strategy, the relevant Northern Ireland department.

Reports by Secretary of State

14 Reports by Secretary of State

- (1) The Secretary of State must, on or before each report date relating to a UK strategy, lay before Parliament a report on the progress made –
 - (a) towards meeting the targets in sections 3 to 6, and
 - (b) in implementing the UK strategy.
- (2) The report dates relating to a UK strategy are each anniversary of the day on which it was laid before Parliament, other than an anniversary which falls –
 - (a) on or after the date on which a subsequent UK strategy is so laid, or
 - (b) after the end of the target year.
- (3) The Secretary of State must, as soon as reasonably practicable after the end of the target year, lay before Parliament a report on the progress made in implementing the most recent UK strategy.
- (4) A report under subsection (1) or (3) must in particular –
 - (a) describe the measures taken by the Secretary of State in accordance with the UK strategy,
 - (b) describe the measures taken by the Scottish Ministers, the Welsh Ministers and the Northern Ireland departments in accordance with a Scottish strategy, a Welsh strategy or a Northern Ireland strategy,
 - (c) in the case of a report under subsection (1), describe the effect of all those measures on progress towards the targets and on progress in achieving the purpose mentioned in section 9(2)(b).
- (5) If the UK strategy has not been implemented in full, the report must describe the respects in which it has not been implemented and the reasons for this.
- (6) Before preparing a report under subsection (1) or (3), the Secretary of State must consult the Scottish Ministers, the Welsh Ministers and the relevant Northern Ireland department.

15 Statement required in relation to target year

- (1) The report under section 14(3) must include a statement of –
 - (a) the percentage of children living in qualifying households in the United Kingdom in the target year who were living in households that fell

- within the relevant income group for the purposes of section 3 (the relative low income target);
 - (b) the percentage of children living in qualifying households in the United Kingdom in the target year who were for the purposes of section 4 (the combined low income and material deprivation target) living in households that fell within the relevant income group and experiencing material deprivation;
 - (c) the percentage of children living in qualifying households in the United Kingdom in the target year who were living in households that fell within the relevant income group for the purposes of section 5 (the absolute low income target);
 - (d) the percentage of children who have lived in qualifying households during the survey years (as defined by section 6(2)) which relate to the target year who have lived in households that fell within the relevant income group for the purposes of section 6 (the persistent poverty target) in at least 3 of the survey years.
- (2) The statement must be based on statistics that the Statistics Board has designated under section 12 of the Statistics and Registration Service Act 2007 (assessment) as National Statistics.
 - (3) Whether the targets in sections 3 to 6 have been met in relation to the target year is to be determined by reference to the percentages given in the statement.
 - (4) If any of the targets in sections 3 to 6 has not been met, the report under section 14(3) must explain why it has not been met.

Economic and fiscal circumstances

16 Economic and fiscal circumstances

- (1) The matters mentioned in subsection (2) must be taken into account –
 - (a) by the Secretary of State in preparing a UK strategy;
 - (b) by the Commission in considering any advice to be given to the Secretary of State, the Scottish Ministers or the relevant Northern Ireland department.
- (2) Those matters are –
 - (a) economic circumstances and in particular the likely impact of any measure on the economy;
 - (b) fiscal circumstances and in particular the likely impact of any measure on taxation, public spending and public borrowing.
- (3) In preparing a Scottish strategy or a Northern Ireland strategy, the Scottish Ministers or the relevant Northern Ireland department must have regard to –
 - (a) the resources that are or may be available to the Scottish Ministers or, as the case may be, to the Northern Ireland departments, and
 - (b) the effect of the implementation of the strategy on those resources.

Continuing effect of targets after target year

17 Continuing effect of targets after target year

Schedule 2 contains provision about the effect of the targets in sections 3 to 6 in relation to financial years after the target year.

Supplementary

18 Interpretation of Part 1

- (1) In this Part –
- “the Commission” means the Child Poverty Commission;
 - “financial year” means the 12 months ending with 31 March;
 - “Northern Ireland strategy” has the meaning given by section 12(2);
 - “the relevant Northern Ireland department” means the Office of the First Minister and deputy First Minister;
 - “Scottish strategy” has the meaning given by section 11(2);
 - “target year” (except in the expression “renewed target year”) has the meaning given by section 2(2);
 - “UK strategy” has the meaning given by section 9(2);
 - “Welsh strategy” means a strategy prepared by the Welsh Ministers under Part 1 of the Children and Families (Wales) Measure 2010.
- (2) In this Part “qualifying household” and other terms relating to households are to be read in accordance with section 7.

PART 2

DUTIES OF LOCAL AUTHORITIES AND OTHER BODIES IN ENGLAND

19 Responsible local authorities

For the purposes of this Part, each of the following is a responsible local authority –

- (a) a county council in England;
- (b) a district council in England, other than a council for a district in a county for which there is a county council;
- (c) a London borough council;
- (d) the Council of the Isles of Scilly;
- (e) the Common Council of the City of London in its capacity as a local authority.

20 Partner authorities

- (1) For the purposes of this Part, each of the following is a partner authority in relation to a responsible local authority –
- (a) any person mentioned in subsection (2) who acts or is established for an area which, or any part of which, coincides with or falls within the responsible local authority’s area;
 - (b) the person mentioned in subsection (3).

- (2) The persons referred to in subsection (1)(a) are –
 - (a) any district council which is not a responsible local authority;
 - (b) a police authority;
 - (c) a chief officer of police;
 - (d) an Integrated Transport Authority for an integrated transport area in England;
 - (e) Transport for London;
 - (f) a Strategic Health Authority;
 - (g) a Primary Care Trust;
 - (h) a youth offending team established under section 39 of the Crime and Disorder Act 1998.
- (3) The person referred to in subsection (1)(b) is the Secretary of State, but only in relation to –
 - (a) the Secretary of State's functions under section 2 of the Employment and Training Act 1973 (arrangements with respect to obtaining etc. employment or employees);
 - (b) the Secretary of State's functions under sections 2 and 3 of the Offender Management Act 2007 (responsibility for ensuring provision of probation services throughout England and Wales).
- (4) The Secretary of State's functions under this Part as a partner authority of a local authority in relation to the functions referred to in subsection (3)(b) are functions to which section 2(1)(c) of the Offender Management Act 2007 (functions to be performed through arrangements under section 3 of that Act) applies.
- (5) In subsection (1)(a), references to the area for which a person acts or is established are references –
 - (a) in the case of the Commissioner of Police of the Metropolis, to the metropolitan police district (within the meaning of the Police Act 1996);
 - (b) in the case of the Commissioner of the City of London Police, to the City of London police area (within the meaning of that Act);
 - (c) in the case of any other chief officer of police, to the police area listed in Schedule 1 to that Act for which the chief officer's police force is maintained;
 - (d) in the case of Transport for London, to Greater London.
- (6) The Secretary of State may by order –
 - (a) amend subsection (2) or (3) by –
 - (i) adding to it any person who has functions of a public nature;
 - (ii) removing from it any person for the time being mentioned in it; or
 - (iii) adding to subsection (3) any function of the Secretary of State or removing from it any function for the time being mentioned in it; and
 - (b) make such other amendments of this section as appear to the Secretary of State to be necessary or expedient in consequence of provision made under paragraph (a).
- (7) Before making an order under subsection (6) the Secretary of State must consult such representatives of local government and such other persons (if any) as the Secretary of State thinks fit.

21 Co-operation to reduce child poverty in local area

- (1) Each responsible local authority must make arrangements to promote co-operation between –
 - (a) the authority;
 - (b) each of its partner authorities; and
 - (c) such other persons or bodies as the authority thinks fit.
- (2) The arrangements are to be made with a view to reducing, and mitigating the effects of, child poverty in the responsible local authority's area.
- (3) Each partner authority must co-operate with the responsible local authority in the making of arrangements under this section.
- (4) The responsible local authority and each partner authority must, in exercising their functions under this section, have regard to any guidance given to them for the purpose by the Secretary of State.
- (5) A responsible local authority and any partner authority may for the purposes of arrangements under this section –
 - (a) provide staff, goods, services, accommodation or other resources;
 - (b) establish and maintain a pooled fund.
- (6) A pooled fund is a fund –
 - (a) which is made up of contributions by the responsible local authority and the partner authority or authorities concerned, and
 - (b) out of which payments may be made towards expenditure incurred in the discharge of functions of the responsible local authority and functions of the partner authority or authorities.

22 Local child poverty needs assessment

- (1) The arrangements made by a responsible local authority under section 21 must include arrangements to prepare and publish an assessment of the needs of children living in poverty in its area (“a local child poverty needs assessment”).
- (2) The Secretary of State may by regulations make provision about local child poverty needs assessments.
- (3) Those regulations may in particular include provision as to –
 - (a) matters that must be considered in a local child poverty needs assessment;
 - (b) when and how an assessment must be published;
 - (c) keeping an assessment under review;
 - (d) when and how an assessment must be revised;
 - (e) consultation to be carried out during the preparation or revision of an assessment;
 - (f) other steps required or permitted to be taken in connection with the preparation or revision of an assessment.
- (4) The responsible local authority and each partner authority must, in exercising their functions under this section, have regard to any guidance given to them for the purpose by the Secretary of State.

23 Joint child poverty strategy for local area

- (1) The arrangements made by a responsible local authority under section 21 must include arrangements to prepare a joint child poverty strategy in relation to its area and to modify it in accordance with this section.
- (2) The joint child poverty strategy must set out the measures that the responsible local authority and each partner authority propose to take for the purpose of reducing, and mitigating the effects of, child poverty in the responsible local authority's area.
- (3) Those measures –
 - (a) must include measures relating to matters identified in a local child poverty needs assessment;
 - (b) may include measures relating to other matters identified by the responsible local authority or a partner authority in connection with child poverty in the responsible local authority's area.
- (4) The responsible local authority may at any time modify the joint child poverty strategy.
- (5) When a responsible local authority revises a local child poverty needs assessment it must consider whether any modification of the joint child poverty strategy is required.
- (6) In preparing or modifying the joint child poverty strategy, the responsible local authority –
 - (a) must consult such children, and organisations working with or representing children, as the authority thinks fit,
 - (b) must consult such parents, and organisations working with or representing parents, as the authority thinks fit, and
 - (c) may consult such other persons or bodies as the authority thinks fit.
- (7) The responsible local authority and each partner authority must, in exercising their functions under this section, have regard to any guidance given to them for the purpose by the Secretary of State.
- (8) The responsible local authority and each partner authority must have regard to the joint child poverty strategy in exercising their functions.
- (9) References in this section to a local child poverty needs assessment are to a local child poverty needs assessment prepared by the responsible local authority under section 22.

24 Sustainable community strategy

In section 4 of the Local Government Act 2000 (strategies for promoting well-being), in subsection (3) –

- (a) omit the word “and” immediately after sub-paragraph (ii) of paragraph (a), and
- (b) after paragraph (a) insert –
 - “(aa) must, if it is a local authority in England, have regard to the following, so far as they relate to the authority's area –

- (i) any arrangements made under section 21 of the Child Poverty Act 2010 (co-operation to reduce child poverty in local area);
- (ii) any local child poverty needs assessment prepared under section 22 of that Act (local child poverty needs assessment);
- (iii) any joint child poverty strategy prepared under section 23 of that Act (joint child poverty strategy for local area), and”.

25 Meaning of “child poverty” in Part 2

- (1) This section has effect for the interpretation of this Part.
- (2) A child is to be taken to be living in poverty if the child experiences socio-economic disadvantage, and references to “child poverty” have a corresponding meaning.
- (3) Without limiting subsection (2), a child is to be taken to experience socio-economic disadvantage during any period in which—
 - (a) the child lives in a household that falls within the relevant income group for the purposes of section 3 (the relative low income target) or section 5 (the absolute low income target), or
 - (b) the child lives in a household that falls within the relevant income group for the purposes of subsection (1)(a) of section 4 (combined low income and material deprivation target) and is regarded for the purposes of subsection (1)(b) of that section as experiencing material deprivation.
- (4) Expressions used in subsection (3) and in Part 1 of this Act have the same meaning in that subsection as in that Part.

PART 3

MISCELLANEOUS AND GENERAL

Free school lunches and milk

26 Free school lunches and milk

- (1) In section 512ZB of the Education Act 1996 (provision of free school lunches and milk), in subsection (4) —
 - (a) after “A person” insert “(“C””,
 - (b) in paragraph (a) —
 - (i) for “his parent” substitute “C’s parent”,
 - (ii) at the end of sub-paragraph (iia), insert “or”, and
 - (iii) omit sub-paragraph (iv) (including the “or” immediately following it),
 - (c) after paragraph (a) insert —
 - “(aa) C meets any conditions prescribed for the purposes of this paragraph and C’s parent is, in such circumstances as may be so prescribed —

- (i) in receipt of any benefit or allowance not falling within paragraph (a) that is so prescribed, or
 - (ii) entitled to any tax credit under the Tax Credits Act 2002 or element of such a tax credit, that is so prescribed, or”,
- (d) in paragraph (b) –
 - (i) for “he, himself, is –” substitute “C is –”,
 - (ii) at the end of sub-paragraph (ii), insert “or”, and
 - (iii) omit sub-paragraph (iii), and
- (e) at the end insert –
 - “(c) C meets any conditions prescribed for the purposes of this paragraph and is –
 - (i) in receipt of any benefit or allowance not falling within paragraph (b) that is so prescribed, or
 - (ii) entitled to any tax credit under the Tax Credits Act 2002 or element of such a tax credit, that is so prescribed.”
- (2) Any regulations made under paragraph (a)(iv) of subsection (4) of section 512ZB of the Education Act 1996 and in force immediately before the coming into force of this section are to have effect as if made under paragraph (aa) of that subsection.
- (3) Any regulations made under paragraph (b)(iii) of subsection (4) of section 512ZB of the Education Act 1996 and in force immediately before the coming into force of this section are to have effect as if made under paragraph (c) of that subsection.

General

27 General interpretation

- (1) In this Act –
 - “child” means –
 - (a) a person under the age of 16, or
 - (b) a person who is a qualifying young person for the purposes of Part 9 of the Social Security Contributions and Benefits Act 1992 or Part 9 of the Social Security Contributions and Benefits (Northern Ireland) Act 1992 (child benefit);
 - “parent” means –
 - (a) any individual who has parental responsibility for a child, or
 - (b) any other individual with whom a child resides and who has care of the child;
 - “prescribed” means prescribed by regulations;
 - “regulations” means regulations made by the Secretary of State under this Act.
- (2) In paragraph (a) of the definition of “parent” in subsection (1), the reference to “parental responsibility” –
 - (a) in relation to England and Wales, is to be read in accordance with the Children Act 1989,

- (b) in relation to Northern Ireland, is to be read in accordance with the Children (Northern Ireland) Order 1995, and
- (c) in relation to Scotland, is to be read as a reference to parental responsibilities within the meaning of the Children (Scotland) Act 1995.

28 Regulations and orders

- (1) Any power to make regulations or an order under this Act is exercisable by statutory instrument.
- (2) Any regulations or order under this Act may –
 - (a) make different provision for different cases,
 - (b) include supplementary, incidental and consequential provision, and
 - (c) make transitional provisions and savings.
- (3) A power conferred by any provision of this Act to make regulations or an order includes power to provide for a person to exercise a discretion in dealing with any matter.
- (4) A statutory instrument containing –
 - (a) regulations under any provision of this Act, other than regulations made only under section 5(3) or 22(2), or
 - (b) an order under section 8(4),may not be made unless a draft of the instrument has been laid before, and approved by a resolution of, each House of Parliament.
- (5) A statutory instrument containing –
 - (a) regulations made only under section 5(3) or 22(2), or
 - (b) an order under section 20(6),is subject to annulment in pursuance of a resolution of either House of Parliament.

29 Financial provisions

There is to be paid out of money provided by Parliament –

- (a) any expenditure incurred under or by virtue of this Act by a Minister of the Crown, and
- (b) any increase attributable to this Act in the sums payable under any other Act out of money so provided.

30 Extent

- (1) Except as provided by subsections (2) to (4), the provisions of this Act extend to England and Wales, Scotland and Northern Ireland.
- (2) Section 11 extends to Scotland only.
- (3) Section 12 extends to Northern Ireland only.
- (4) Part 2 and section 26 extend to England and Wales only.

31 Commencement

- (1) This Act, except Part 2 and section 26, comes into force on the day on which this Act is passed.

- (2) Part 2 and section 26 come into force at the end of the period of 2 months beginning with the day on which this Act is passed.

32 Short title

This Act may be cited as the Child Poverty Act 2010.

SCHEDULES

SCHEDULE 1

Section 8

THE CHILD POVERTY COMMISSION

Membership, chair and deputy chair

- 1 (1) The members of the Commission are to be –
 - (a) a chair appointed by the Secretary of State,
 - (b) a member appointed by the Scottish Ministers,
 - (c) a member appointed by the Welsh Ministers,
 - (d) a member appointed by the relevant Northern Ireland department, and
 - (e) such number of other members appointed by the Secretary of State as the Secretary of State may determine.
- (2) Before appointing a member under sub-paragraph (1)(e), the Secretary of State must consult –
 - (a) the chair, and
 - (b) the Scottish Ministers, the Welsh Ministers and the relevant Northern Ireland department.
- (3) The Commission may appoint one of the members as the deputy chair.
- (4) The Secretary of State must have regard to the desirability of securing that the Commission (taken as a whole) has experience in or knowledge of –
 - (a) the formulation, implementation and evaluation of policy relating to child poverty;
 - (b) research in connection with child poverty;
 - (c) work with children and families experiencing poverty.

Term of office

- 2 Members are to hold and vacate office in accordance with the terms of their appointment, subject to the following provisions.
- 3 Members must be appointed for a term of not more than 5 years.
- 4 The consent of the Secretary of State is required for the terms of an appointment made under paragraph 1(1)(b) to (d).
- 5 A member may resign by giving notice in writing to the Secretary of State.
- 6 The Secretary of State may remove a member if –
 - (a) the person has been absent from 3 or more consecutive meetings of the Commission, without its permission,

- (b) the person has become bankrupt or has made an arrangement with creditors,
 - (c) the person's estate has been sequestrated in Scotland or the person, under Scots law, has made a composition or arrangement with, or granted a trust deed for, creditors, or
 - (d) the Secretary of State is satisfied that the person is otherwise unable or unfit to perform the duties of the office.
- 7 A person ceases to be the chair or the deputy chair if the person –
- (a) resigns that office by giving notice in writing to the Secretary of State, or
 - (b) ceases to be a member.
- 8 A person who holds or has held office as the chair, or as the deputy chair or other member, may be reappointed, whether or not to the same office.

Staff and facilities

- 9 The Secretary of State may provide the Commission with –
- (a) such staff,
 - (b) such accommodation, equipment and other facilities, and
 - (c) such sums,
- as the Secretary of State may determine are required by the Commission in the exercise of its functions.

Research

- 10 (1) The Commission may at any time request the Secretary of State to carry out, or commission others to carry out, such research on behalf of the Commission for the purpose of the carrying out of the Commission's functions as the Commission may specify in the request.
- (2) If the Secretary of State decides not to comply with the request, the Secretary of State must notify the Commission of the reasons for the decision.

Payments to members

- 11 The Secretary of State may pay to or in respect of the members of the Commission such remuneration, allowances and expenses as the Secretary of State may determine.

Status

- 12 The Commission is not to be regarded –
- (a) as the servant or agent of the Crown, or
 - (b) as enjoying any status, privilege or immunity of the Crown.

Sub-committees

- 13 The Commission may establish sub-committees.

Validity of proceedings

- 14 The Commission may regulate –

- (a) its own procedure (including quorum), and
 - (b) the procedure of any sub-committee (including quorum).
- 15 The validity of anything done by the Commission or any sub-committee is not affected by –
 - (a) any vacancy in the membership of the Commission or sub-committee, or
 - (b) any defect in the appointment of any member of the Commission or sub-committee.

Discharge of functions

- 16 The Commission may authorise a sub-committee or member to exercise any of the Commission's functions.

Provision of advice by Commission

- 17 (1) The Commission must comply with any request made by the Secretary of State under section 10 or by the Scottish Ministers or the relevant Northern Ireland department under section 13.
- (2) Advice given by the Commission under either of those sections must contain the reasons for the advice.
- (3) As soon as reasonably practicable after giving advice under either of those sections, the Commission must publish the advice in such manner as it thinks fit.

Public records

- 18 In Schedule 1 to the Public Records Act 1958 (definition of public records) in Part 2 of the Table at the end of paragraph 3 at the appropriate place insert –
“The Child Poverty Commission.”

Parliamentary Commissioner

- 19 In Schedule 2 to the Parliamentary Commissioner Act 1967 (departments etc subject to investigation) at the appropriate place insert –
“The Child Poverty Commission.”

Disqualification

- 20 (1) In Part 2 of Schedule 1 to the House of Commons Disqualification Act 1975 (bodies of which all members are disqualified) at the appropriate place insert –
“The Child Poverty Commission.”
- (2) In Part 2 of Schedule 1 to the Northern Ireland Assembly Disqualification Act 1975 (bodies of which all members are disqualified) at the appropriate place insert –
“The Child Poverty Commission.”

Freedom of information

- 21 In Part 6 of Schedule 1 to the Freedom of Information Act 2000 (other public

bodies and offices: general) at the appropriate place insert –
“The Child Poverty Commission.”

SCHEDULE 2

Section 17

CONTINUING EFFECT OF TARGETS AFTER TARGET YEAR

Interpretation of Schedule

- 1 In this Schedule –
 - “renewed target year” means –
 - (a) a financial year in relation to which the Secretary of State is required by paragraph 2 to ensure that the targets are met, or
 - (b) a financial year specified under paragraph 3(a);
 - “the targets” means the targets in sections 3, 4 and 6 and, subject to paragraph 9, the target in section 5;
 - “target statement” –
 - (a) in relation to the target year, means the report required by section 14(3), and
 - (b) in relation to a renewed target year, means the statement required by paragraph 8.

Duty to maintain targets

- 2 If the target statement relating to the target year or a renewed target year indicates that the targets have been met in relation to that financial year, the Secretary of State must ensure that they are also met in relation to the financial year following that in which that target statement is laid before Parliament.

Duty to make regulations requiring targets to be met in specified financial year

- 3 If the target statement relating to the target year or a renewed target year indicates that any of the targets has not been met in relation to that financial year, the Secretary of State must make regulations under this paragraph –
 - (a) requiring the Secretary of State to ensure that the targets are met in relation to a later financial year specified in the regulations,
 - (b) requiring the Secretary of State, the Scottish Ministers and the relevant Northern Ireland department to publish strategies,
 - (c) requiring consultation by the Secretary of State, in relation to any strategy prepared by the Secretary of State, with the persons mentioned in section 10(4)(a) to (d) and consultation by the Scottish Ministers and the relevant Northern Ireland department, in relation to strategies prepared by them, with the persons whom they are required to consult under section 13(3)(a) to (d), and
 - (d) requiring the Secretary of State to publish annual reports on the implementation of any strategy prepared by the Secretary of State.
- 4 Regulations under paragraph 3 must be made as soon as reasonably practicable after the time when the target statement referred to in that paragraph is laid before Parliament.

- 5 Regulations under paragraph 3 may confer or impose functions on the Commission.
- 6 The provision that may be made by regulations under paragraph 3 includes provision corresponding to that made (in relation to financial years not later than the target year) by any of the following—
 - (a) sections 9 and 10 (UK strategies);
 - (b) sections 11, 12 and 13 (Scottish and Northern Ireland strategies);
 - (c) section 14 (reports);
 - (d) paragraph 17 of Schedule 1 (provision of advice by Commission).

Economic and fiscal circumstances

- 7 (1) The matters mentioned in section 16(2) must be taken into account—
 - (a) by the Secretary of State in preparing a strategy under regulations under paragraph 3;
 - (b) by the Commission in considering any advice to be given under any such regulations.
- (2) In preparing a strategy under regulations under paragraph 3, the Scottish Ministers or the relevant Northern Ireland department must have regard to the matters mentioned in section 16(3)(a) and (b).

Statement as to whether targets are met in relation to renewed target year

- 8 (1) The Secretary of State must, as soon as reasonably practicable after the end of each renewed target year, lay before Parliament a statement of—
 - (a) the percentage of children living in qualifying households in the United Kingdom in the renewed target year who were living in households that fell within the relevant income group for the purposes of section 3 (the relative low income target);
 - (b) the percentage of children living in qualifying households in the United Kingdom in the renewed target year who were for the purposes of section 4 (the combined low income and material deprivation target) living in households that fell within the relevant income group and experiencing material deprivation;
 - (c) if the absolute low income target in section 5 applies in relation to the renewed target year, the percentage of children living in qualifying households in the United Kingdom in the renewed target year who were living in households that fell within the relevant income group for the purposes of that section;
 - (d) the percentage of children who have lived in qualifying households during the survey years (as defined by section 6(2)) which relate to the renewed target year who have lived in households that fell within the relevant income group for the purposes of section 6 (the persistent poverty target) in at least 3 of the survey years.
- (2) The statement must be based on statistics that the Statistics Board has designated under section 12 of the Statistics and Registration Service Act 2007 (assessment) as National Statistics.
- (3) Whether the targets have been met in relation to a renewed target year is to be determined by reference to the percentages given in the statement.

- (4) If any of the targets has not been met, the statement must explain why it has not been met.

Power to exclude or modify absolute low income target

- 9 (1) Regulations may –
- (a) amend the percentage specified in subsection (1) of section 5 (the absolute low income target) or the base year specified in subsection (4) of that section in their application in relation to any financial year later than the target year, or
 - (b) repeal section 5, and the reference to that section in section 25(3)(a).
- (2) Regulations made by virtue of sub-paragraph (1)(b) do not affect the application of section 5 in relation to the target year or any other financial year before the regulations are made.

© Crown copyright 2010

Printed in the UK by The Stationery Office Limited under the authority and superintendence of Carol Tullo, Controller of Her Majesty's Stationery Office and Queen's Printer of Acts of Parliament

3/2010 445435 19585



Appendix 4.

Reducing Child Poverty Strategy 2014-2020

Recommendations from the Children's Select Committee – 14 October 2014

1. To note the work to date on the Reducing Child Poverty Strategy 2014-2020, which will be taken to cabinet for approval on 11 November 2014.
2. To agree that decisions regarding any further scrutiny of the Reducing Child Poverty Strategy 2014-2020 will be considered under the following item, Final Report of the Early Help Strategy Task Group, because of the close links between the Early Help and Reducing Child Poverty strategies.

Final report of the Early Help Strategy Task Group

1. To endorse the final report of the Early Help Strategy Task Group and refer it to the Cabinet Member.
2. To ask the executive and officers to bring an Early Help Strategy implementation scorecard report to the committee that, where possible, reflects the task group's recommendations regarding monitoring.
3. To ask the executive and officers to also consider the task group's report and recommendations when developing the implementation scorecard for the Reducing Child Poverty Strategy.

This page is intentionally left blank

Wiltshire Council

Cabinet

11 November 2014

Subject: Report on Treasury Management Strategy 2014-15 – Second Quarter ended 30 September 2014

Cabinet member: Councillor Richard Tonge
Finance, Performance, Risk, Procurement and Welfare Reform

Key Decision: No

Executive Summary

The Council has adopted a Treasury Management Strategy and an Annual Investment Strategy (AIS) for 2014-15, which can be found in the Cabinet meeting on 11th February 2014 agenda in the reports pack at the following link, <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=7217&Ver=4>, Item 9, Pages 201 to 283.

In addition to an Annual Report, the policy requires quarterly reports reviewing the Treasury Management Strategy (TMS). This is the second quarterly report of 2014-15 and covers the period from 1 April 2014 to 30 September 2014.

Proposals

The Cabinet is asked to note the contents of this report in line with the Treasury Management Strategy.

Reasons for Proposals

To give members of the Cabinet an opportunity to consider the performance of the Council in the period to the end of the quarter against the parameters set out in the approved Treasury Management Strategy for 2014-15.

This report is a requirement of the Council's Treasury Management Strategy.

Carolyn Godfrey
Corporate Director

Subject: **Report on Treasury Management Strategy 2014-15 – Second Quarter ended 30 September 2014**

Cabinet member: **Councillor Richard Tonge**
Finance, Performance, Risk, Procurement and Welfare Reform

Key Decision: **No**

1. Background & Purpose of Report

- 1.1 The Council adopted a Treasury Management Strategy for 2014-15 at its meeting on 25 February 2014, incorporating Prudential Indicators (PrIs), Treasury Management Indicators (TrIs) and an Annual Investment Strategy, in accordance with the Prudential Code for Capital Finance in Local Authorities (the Prudential Code). The Strategy report can be found in the Cabinet 11 February 2014 agenda reports pack, Item 9, Pages 201 to 283 at <http://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=7217&Ver=4>.
- 1.2 The Council agreed that, in addition to an Annual Treasury Report reviewing the year as a whole, quarterly reports would be submitted to Cabinet reviewing the Treasury Management Strategy. This report covers the second quarter of 2014-15, ended 30 September 2014.

2. Main Considerations for the Cabinet

- 2.1 This report reviews management actions in relation to:
- a) the PrIs, TrIs originally set for the year and the position at the 30 September 2014;
 - b) other treasury management actions during the period; and
 - c) the approved Annual Investment Strategy.

Review of Prudential and Treasury Indicators and Treasury Management Strategy for 2014-15

- 2.2 The following is a review of the position on the key prudential and treasury indicators for the six months to 30 September 2014.
- 2.3 A full detailed listing of the indicators required by the CIPFA Prudential Code, Treasury Management Code and Treasury Management Guidance Notes is given in Appendix 1.

Key Prudential Indicators

Prl 2 – Ratio of Financing Costs to Net Revenue Stream

	2013-14 Actual Outturn	2014-15 Original Estimate	2014-15 Revised Estimate
General Fund	6.2%	7.1%	7.1%
Housing Revenue Account	15.3%	14.7%	14.9%

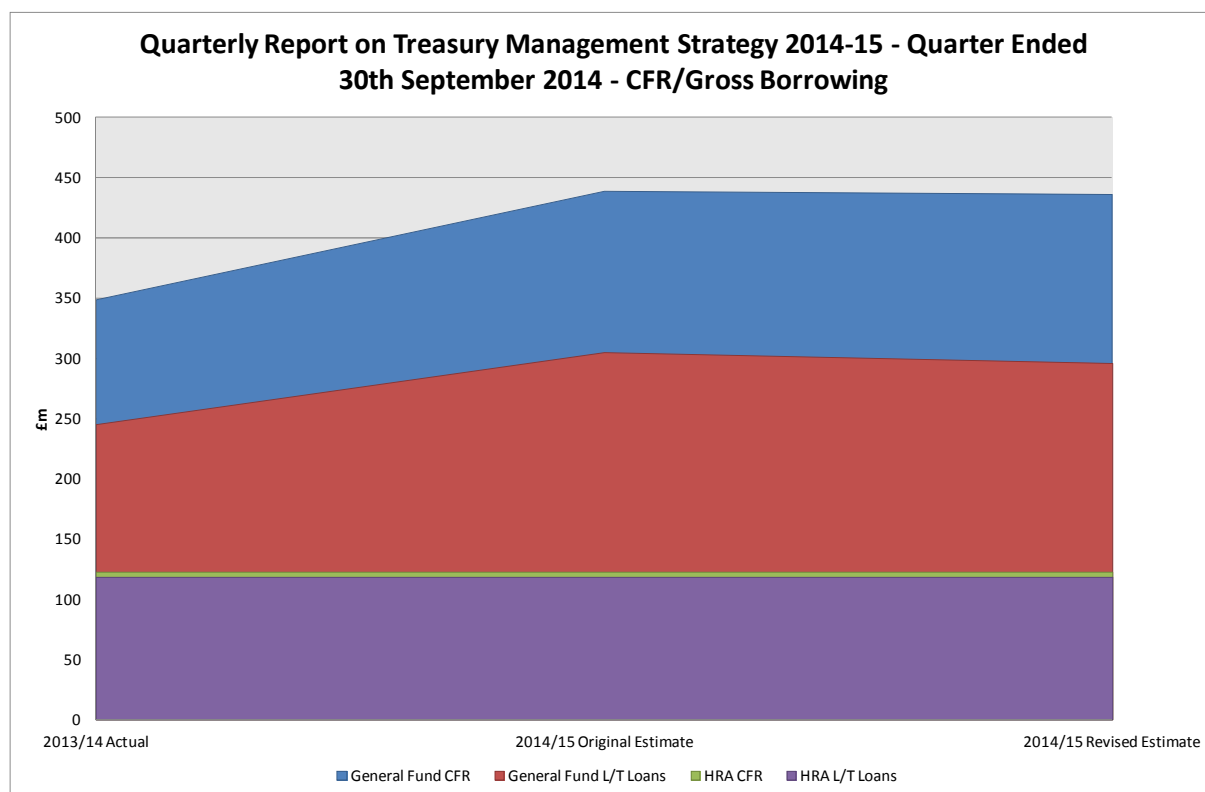
- 2.4 In Prl 2 above the General Fund revised estimate for 2014-15 is higher than the previous quarter due to an increase in estimated financing costs and a fall in expected investment income.

Prl 4 – Gross Borrowing compared to Capital Financing Requirement (CFR)

	2013-14 Actual Outturn £ million	2014-15 Original Estimate £ million	2014-15 Revised Estimate £ million
CFR – General Fund	348.6	438.7	436.1
CFR – HRA	122.6	122.6	122.6
Gross Borrowing – General Fund	245.2	305.1	296.1
Gross Borrowing – HRA	118.8	118.8	118.8
CFR not funded by gross borrowing – General Fund	103.4	133.6	140.0
CFR not funded by gross borrowing – HRA	3.8	3.8	3.8

- 2.5 Prl 4 measures the so called “Golden Rule” which ensures that over the medium term net borrowing is only for capital purposes.
- 2.6 The main reasons for the change in the 2014-15 revised estimate compared to the previous quarter are:
- an increase in the capital financing requirement of £25.6 million as a result of expected additional capital expenditure; and
 - a revision of the external borrowing requirement in line with expected additional capital expenditure and cash flow requirements.

The CFR not funded by gross borrowing is represented graphically as follows:



Key Treasury Management Indicators within the Prudential Code

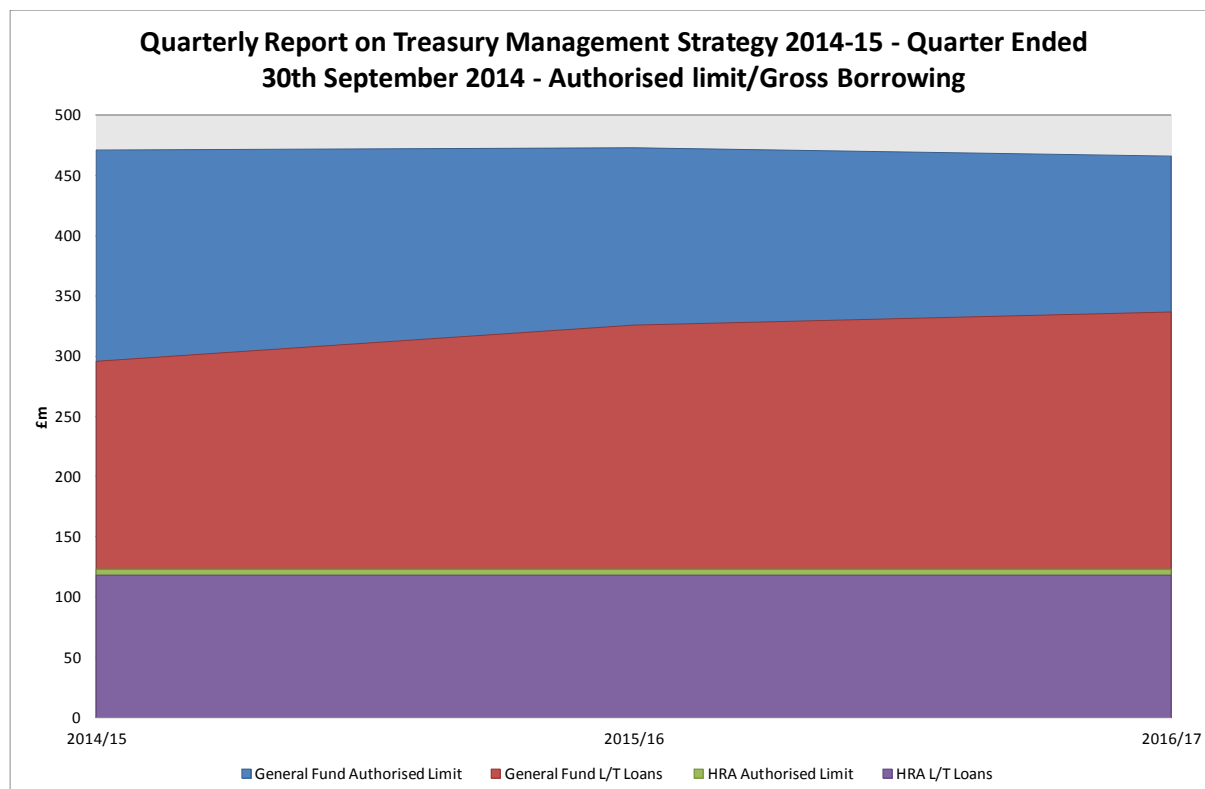
2.7 The Operational Boundary and Authorised Limit, as approved by Council in February as part of the Treasury Management Strategy, detailed below are control limits and do not compare with actual borrowing figures as capital funding requirements are not automatically taken as loans and may be funded from cash balances.

Trl 1 – Authorised Limit for External Debt

Authorised Limit	2014-15 £ million	2015-16 £ million	2016-17 £ million
Borrowing – General Fund	471.2	473.2	466.1
Borrowing – HRA	123.2	123.2	123.2
Other Long Term Liabilities	0.2	0.2	0.2
TOTAL	594.6	596.6	589.5

2.8 The External Debt limit includes a margin above the Operational Boundary to allow for any unusual or unpredicted cash movements. The limit has not been exceeded in the reporting period.

2.9 This can be represented graphically against expected borrowing to show the expected 'gap' between the Authorised Limit and the expected debt:

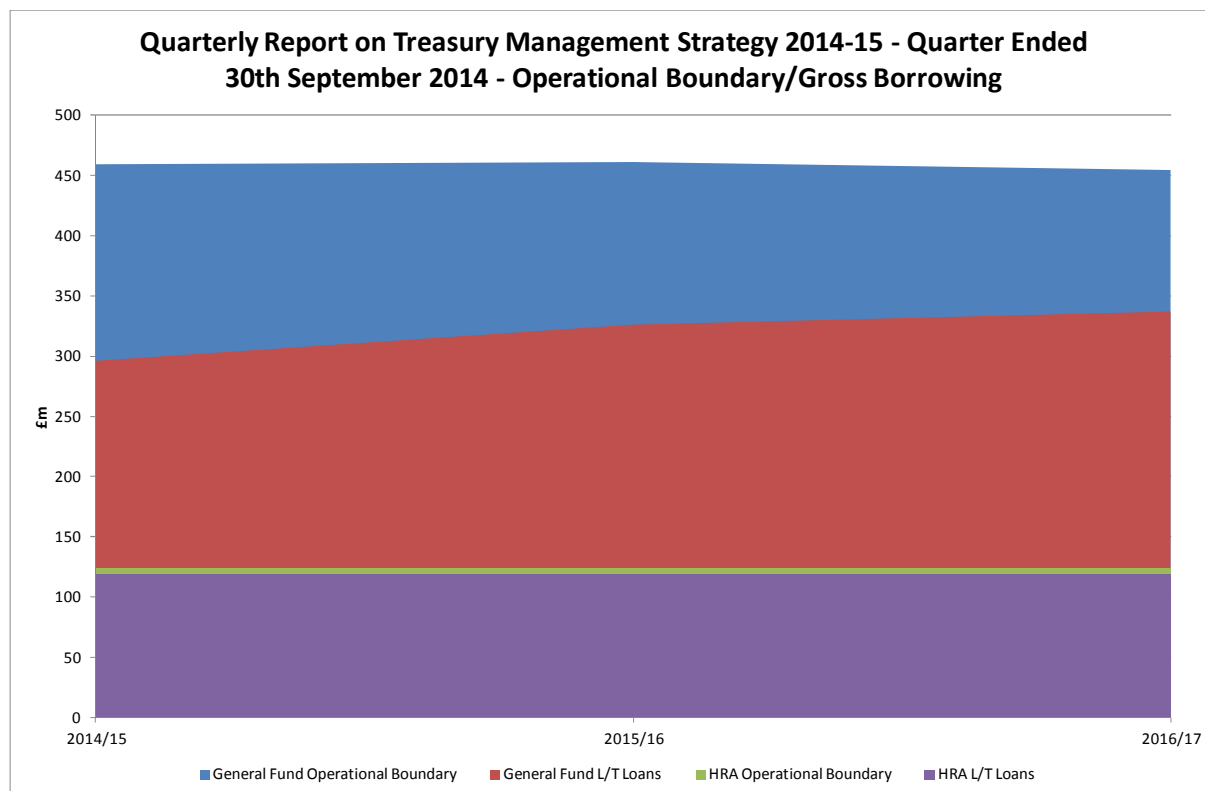


Trl 2 – Operational Boundary for External Debt

Operational Boundary	2014-15 £ million	2015-16 £ million	2016-17 £ million
Borrowing – General Fund	459.7	461.6	454.8
Borrowing – HRA	123.2	123.2	123.2
Other Long Term Liabilities	0.2	0.2	0.2
TOTAL	583.1	585.0	578.2

2.10 The Operational Boundary is set at a limit that facilitates the funding of the Council's entire financing requirement through loans, if this was the most cost effective approach. The limit was set to anticipate expected expenditure and has not been exceeded during the reporting period (maximum borrowing during the period was £364.0 million).

2.11 This can also be represented graphically against expected borrowing to show the expected 'gap' between the Operational Boundary and the expected debt:

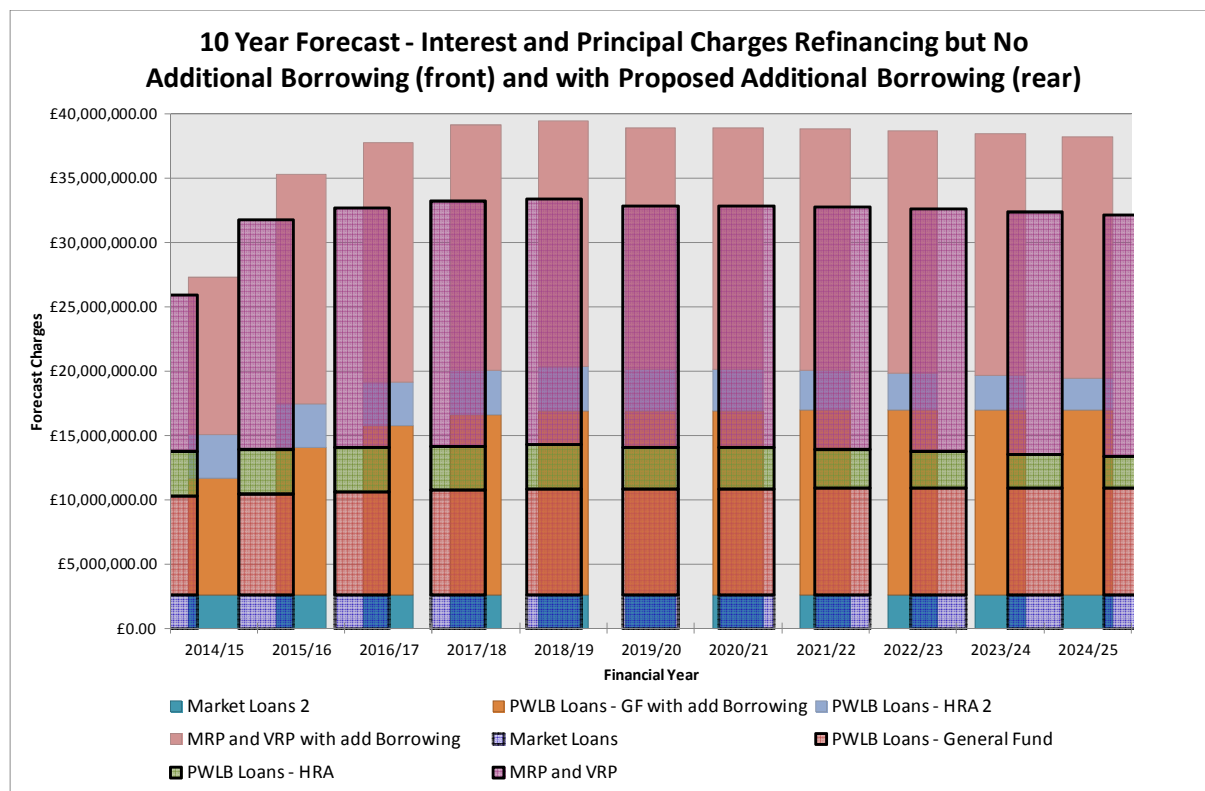


Trl 3 – External Debt

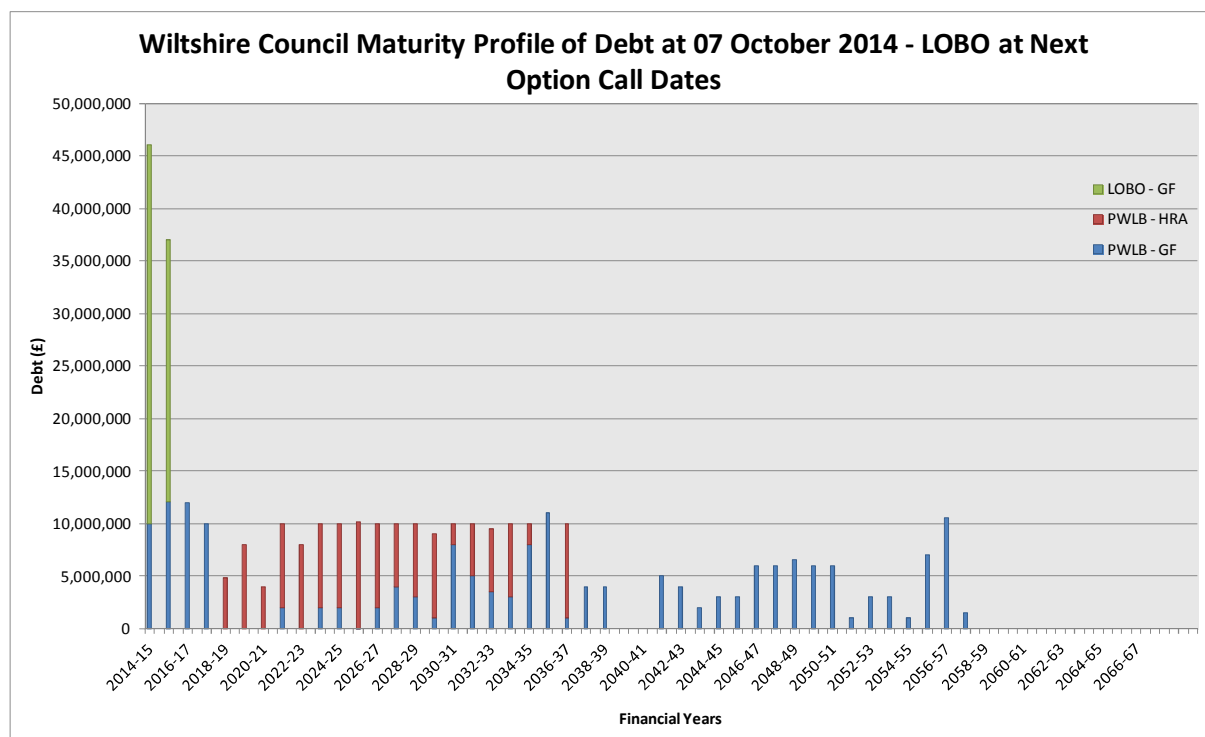
	31/03/14 Actual £ million	30/09/14 Actual £ million	31/03/15 Expected £ million
Borrowing – General Fund	245.2	243.2	296.1
Borrowing – HRA	118.8	118.8	118.8
Total Borrowing	364.0	362.0	414.9
Other Long Term Liabilities	0.2	0.2	0.2
TOTAL	364.2	362.2	415.1

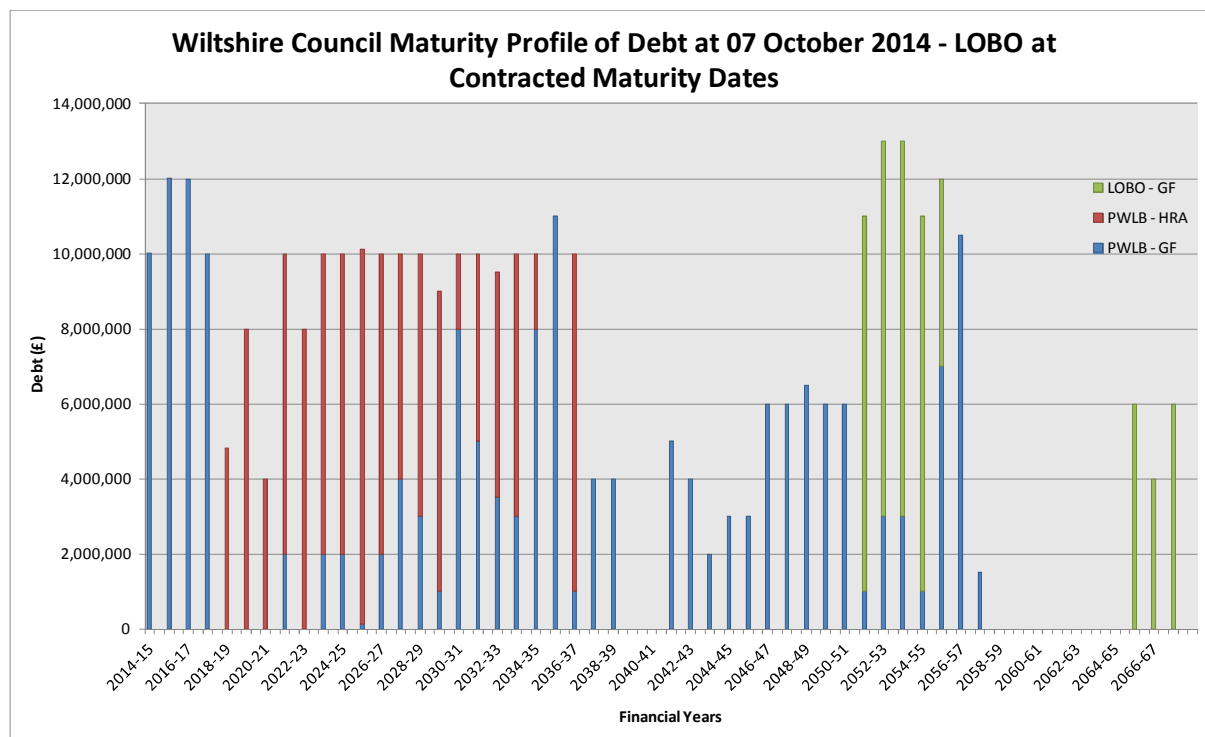
2.12 Trl 3 shows the gross External Debt outstanding, both long-term loans and temporary borrowing. A £2 million General Fund PWLB loan was repaid, on maturity, in June 2014. This has resulted in a reduction in actual borrowing, the repayment being contained within the Councils cash flow, through a reduction in investments rather than refinancing. The figure for actual borrowing at 31 March 2014 is stated at the amount that reflects actual outstanding external borrowing at the end of 2013-14 (i.e. excluding accounting adjustments, such as accrued interest and effective interest rate adjustments).

2.13 The total cost of borrowing to fund capital expenditure (General Fund and HRA) now stands at £25.923 million per annum, made up of interest costs (£13.711) and principal charges (minimum revenue provision) (£12.212 million). A ten year forecast based on current borrowing with maturing loans being refinanced, compared with the proposed additional borrowing to fund major capital projects, including campuses, is given below:



2.14 The following graphs show the period over which the current external debt matures, based on: a) the earliest repayment date (next option call date) in the case of LOBO loans (see also Appendix 2), and b) LOBO loans at their contracted maturity dates:





Key Treasury Management Indicators within the Treasury Management Code

Trl 6 – Principal Sums invested for periods of longer than 364 days

- 2.15 This Trl is now covered by the Annual Investment Strategy for 2014-15, which set a limit of £30 million. During the first six months of 2014-15 no cost effective investments have been identified. The Authority however holds a number of money market funds and a 35 day notice deposit account, which offer attractive interest rates and, in the case of money market funds, instant access for flexibility of cash management.

Trl 7 - Local Prudential Indicator

- 2.16 In addition to the main maturity indicators it was agreed as part of the Treasury Management Strategy, approved by Council in February, that no more than 15% of long term loans should fall due for repayment within any one financial year. The maximum in any one year is currently 12.7% (£46 million) in 2014-15. However, £36 million relates to the treatment of LOBO loans, which are shown as maturing at the date (the “call date”) on which the lender has the right to increase the interest rate. Indications are that interest rates will start moving upwards in the first quarter of 2015. However, interest rates are expected to increase slowly and it is, therefore, unlikely that these loans will be “called” in 2014-15. A summary maturity profile is shown in Appendix 2.

Other Debt Management Issues

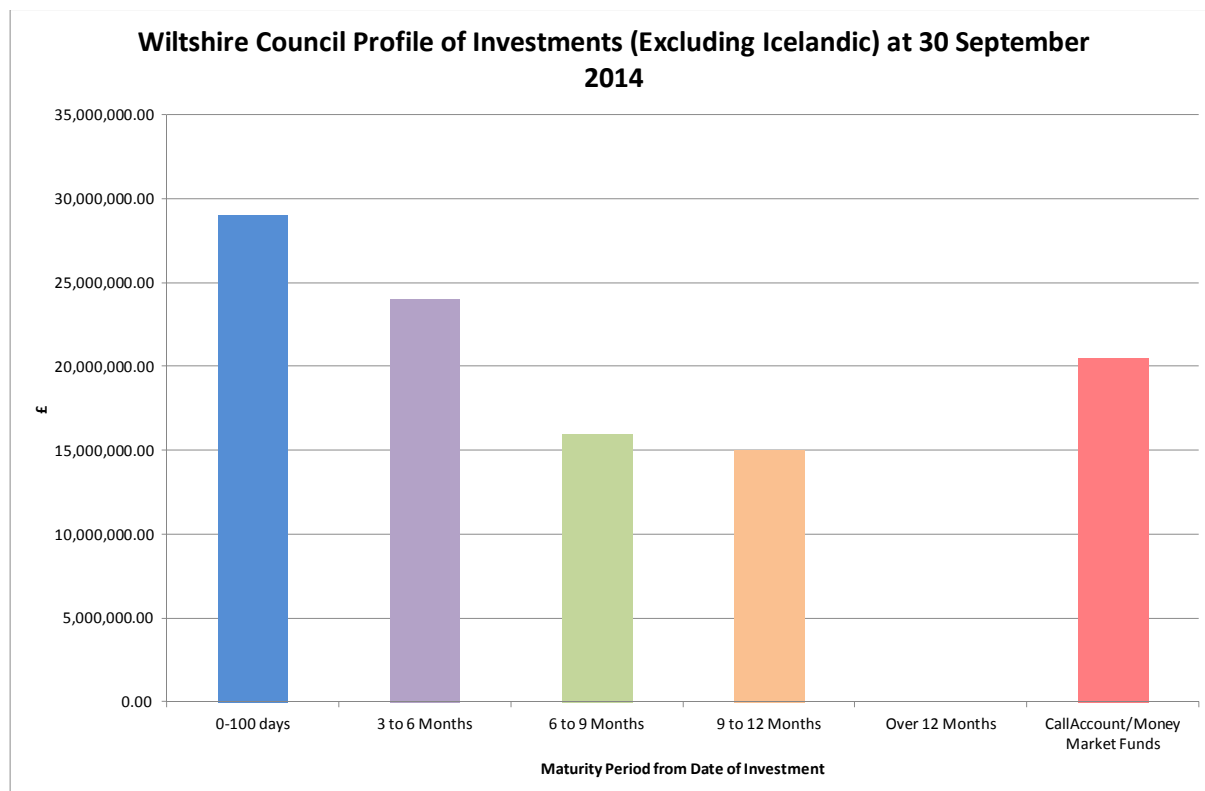
Debt Rescheduling

- 2.17 No opportunities to reschedule PWLB debt have been identified during the period, mainly because of the high level of premiums payable for early repayment of debt. This is continually monitored and any opportunities to reschedule cost effectively will be considered, should they arise. This is unlikely, unless the PWLB change policy regarding early repayment.

Cash Surpluses and Deficits

Short Term Surpluses and Deficits

- 2.18 Any short term cash surpluses or deficits have been managed through temporary deposits or loans, respectively. Temporary deposits outstanding at 30 September 2014 amounted to £105.6 million, including outstanding Icelandic bank deposits (£1.159 million), shown at their current estimated recoverable amounts, as detailed in Appendix 3. The graph below shows the maturity profile of the Council's investments, excluding Icelandic bank deposits.



Icelandic Banks

- 2.19 There have been no further repayments from the Icelandic banks since those reported to Cabinet on 21 November 2013, as part of the quarterly report for the end of September 2013.
- 2.20 To date the Council has recovered approximately £10.2 million of the original £12 million deposited in 2008.
- 2.21 Based on the latest information, the Council is expecting to recover up to 95% of its deposits with Heritable (94% already recovered) and 100% of its deposit in Landsbanki. However, repayments from Landsbanki are likely to be completed over several more years and are subject to fluctuations in foreign exchange rates and the Icelandic capital controls, which currently remain in place.
- 2.22 On Thursday 30th January 2014 a number of local authorities sold their Landsbanki claims through a competitive auction process. Wiltshire Council decided not to sell its claim at that time (at a potential loss of £300,000), for less than the 100%, to be received eventually by waiting for the remaining distributions, as indicated by the Winding-up Board. The Council is, however,

keeping the matter under review and is in regular receipt of offers from parties interested in buying our claim.

- 2.23 As part of the review of possible offers for its claim, the Council will be continuing with ongoing support from the Local Government Association (LGA) and Bevan Brittan at least until the end of October 2014, when the situation will be reviewed and a decision taken whether further support is required.

Longer Term Cash Balances

- 2.24 Interest rate movements in the period have not provided many opportunities for an increased return by longer term investment of the more permanent cash surpluses, such as reserves and balances. However, the availability of any appropriate longer term investment opportunities is continually monitored, such as “special tranche rates” that are regularly offered by banks.
- 2.25 Rates have remained relatively low, which is, therefore, reflected in rates available, including the “special tranche rate” investments. Details of investments outstanding are shown in Appendix 3.

Review of Investment Strategy

- 2.26 The Treasury Management Strategy Statement (TMSS) for 2014-15, which includes the Annual Investment Strategy, was approved by the Council on 25 February 2014. It sets out the Council’s investment priorities as being:

- a) Security of capital;
- b) Liquidity; and
- c) Yield.

- 2.27 The Council will also aim to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short term to cover cash flow needs but also to seek out value available in higher rates in periods up to 12 months with highly credit rated financial institutions, using Capita Treasury Solution’s (formerly known as Sector Treasury Services) suggested creditworthiness approach, including sovereign credit rating and Credit Default Swap (CDS) overlay information provided by Capita.
- 2.28 All investments have been conducted within the agreed Annual Investment Strategy and made only to authorised lenders within the Council’s high credit quality policy.
- 2.29 Credit ratings are incorporated within the approved Investment Strategy as detailed within the Treasury Management Strategy 2014-15 and the current ratings have been shown against the deposits outstanding in Appendix 3.

3. Environmental and Climate Change Considerations

- 3.1 None have been identified as arising directly from this report.

4. Equalities Impact of the Proposal

4.1 None have been identified as arising directly from this report.

5. Risks Assessment and Financial Implications

5.1 All investment has been at fixed rates during the period. The Council's current average interest rate on long term debt is 3.798%, which, according to the latest available information, remains one of the lowest rates amongst UK local authorities.

5.2 The primary treasury management risks to which the Council is exposed are adverse movements in interest rates and the credit risk of counterparties.

5.3 Investment counterparty risk is controlled by assessing and monitoring the credit risk of borrowers as authorised by the Annual Investment Strategy.

6. Legal Implications

6.1 None have been identified as arising directly from this report.

7. Public Health Implications

7.1 None have been identified as arising directly from this report.

8. Safeguarding Considerations

8.1 None have been identified as arising directly from this report.

9. Options Considered

9.1 The availability of any longer term investment opportunities, such as those offered by "special tranche rates", is continually monitored.

9.2 Also any options available to provide savings from rescheduling long term borrowing are continually assessed in liaison with our treasury advisers.

10. Conclusion

10.1 Cabinet is asked to note the report.

Michael Hudson

Associate Director, Finance, Revenues & Benefits and Pensions

Report Author:

Keith Stephens, Business Analyst (Cash and Treasury) Tel: 01225 713603, email: keith.stephens@wiltshire.gov.uk

Background Papers

The following unpublished documents have been relied on in the preparation of this Report: NONE

Appendices

- Appendix 1 Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17
- Appendix 2 Summary of Long Term Borrowing 1 April 2014 – 30 September 2014
- Appendix 3 Summary of Temporary Loans and Deposits 1 April 2014 – 30 September 2014

Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17**Prudential Indicators****Prl 1 – Capital Expenditure**

1. The table below shows the revised figures for capital expenditure based on the current capital approved budget.

	2013-14 Actual Outturn	2014-15 Original Estimate	2014-15 Revised Estimate	2014-15 Actual To date 30/09/14
	£ million	£ million	£ million	£ million
General Fund	84.5	132.1	169.4	23.3
HRA	6.2	10.2	15.0	2.7

2. The (revised) estimate for 2014-15 has increased since the original estimate was formulated because budgets including Campuses and Education schemes have been reprogrammed from 2013-14 forward into 2014/2015 to reflect the revised expenditure profile. The revised estimates have also been amended to reflect the most up to date capital spending expectations.
3. The Capital Programme is monitored closely throughout the year and progress on the programme is reported to the Cabinet Capital Asset Committee (CCAC). The Month 7 2014-2015 report (as at 31 October 2014) will be taken to CCAC in December 2014.

Prl 2 – Ratio of Financing Costs to Net Revenue Stream

	2013-14 Actual Outturn	2014-15 Original Estimate	2014-15 Revised Estimate
General Fund	6.2%	7.1%	7.1%
Housing Revenue Account	15.3%	14.7%	14.9%

The General Fund revised estimate for 2014-15 is higher than the previous quarter due to an increase in estimated financing costs and a fall in expected investment income.

Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17

Prl 3 – Estimate of Incremental Impact of Capital Investment Decisions on the Council Tax

4. This indicator is only relevant at budget setting time and for 2014-15 was calculated as being £-4.39.

Prl 4 – Gross Borrowing compared to Capital Financing Requirement (CFR)

	2013-14 Actual Outturn £ million	2014-15 Original Estimate £ million	2014-15 Revised Estimate £ million
CFR – General Fund	348.6	438.7	436.1
CFR – HRA	122.6	122.6	122.6
Gross Borrowing – General Fund	245.2	305.1	296.1
Gross Borrowing – HRA	118.8	118.8	118.8
CFR not funded by gross borrowing – General Fund	103.4	133.6	140.0
CFR not funded by gross borrowing – HRA	3.8	3.8	3.8

5. Prl 4 measures the so called “Golden Rule” which ensures that over the medium term net borrowing is only for capital purposes.
6. CFR not funded by gross borrowing represents capital expenditure met by internal borrowing, i.e. funded from the Council’s own funds, such as reserves and balances and working capital (an accounting term for the difference, at a point in time, between what the Council owes and what is owed to it).
7. Internal borrowing is cheaper than external borrowing, however, the ability to borrow internally will depend upon the sufficiency of reserves, balances and working capital. The sufficiency needs to be monitored and projections carried out to indicate where any adverse movements are expected, that could jeopardise the Council’s cash flow position, making it necessary to replace internal borrowing with external borrowing.
8. The main reasons for the change in the 2014-15 revised estimate compared to the previous quarter are:
 - a) an increase in the capital financing requirement of £25.6 million as a result of expected additional capital expenditure; and
 - b) a revision of the external borrowing requirement in line with expected additional capital expenditure and cash flow requirements .

Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17

Prl 5 – Compliance with the CIPFA Code of Practice for Treasury Management in the Public Services

9. All actions have been compliant with the CIPFA Code of Practice.

Treasury Management Indicators within the Prudential Code

10. The Operational Boundary and Authorised Limit, as approved by Council in February as part of the Treasury Management Strategy, detailed below, are control limits and do not compare with actual borrowing figures as capital funding requirements are not automatically taken as loans and may be funded from cash balances.

Trl 1 – Authorised Limit for External Debt

Authorised Limit	2014-15 £ million	2015-16 £ million	2016-17 £ million
Borrowing – General Fund	471.2	473.2	466.1
Borrowing – HRA	123.2	123.2	123.2
Other Long Term Liabilities	0.2	0.2	0.2
TOTAL	594.6	596.6	589.5

11. The External Debt limit includes a margin above the Operational Boundary to allow for any unusual or unpredicted cash movements. The limit has not been exceeded in the reporting period.

Trl 2 – Operational Boundary for External Debt

Operational Boundary	2014-15 £ million	2015-16 £ million	2016-17 £ million
Borrowing – General Fund	459.7	461.6	454.8
Borrowing – HRA	123.2	123.2	123.2
Other Long Term Liabilities	0.2	0.2	0.2
TOTAL	583.1	585.0	578.2

12. The Operational Boundary is set at a limit that facilitates the funding of the Council's entire financing requirement through loans, if this was the most cost effective approach. The limit was set to anticipate expected expenditure and has not been exceeded during the reporting period (maximum borrowing during the period was £364.0 million).

Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17

Trl 3 – External Debt

	31/03/14 Actual £ million	30/09/14 Actual £ million	31/03/15 Expected £ million
Borrowing – General Fund	245.2	243.2	296.1
Borrowing – HRA	118.8	118.8	118.8
Total Borrowing	364.0	362.0	414.9
Other Long Term Liabilities	0.2	0.2	0.2
TOTAL	364.2	362.2	415.1

13. Trl 3 shows the gross External Debt outstanding, both long-term loans and temporary borrowing. A £2 million General Fund PWLB loan was repaid, on maturity, in June 2014. This has resulted in a reduction in actual borrowing, the repayment being contained within the Councils cash flow, through a reduction in investments rather than refinancing. The figure for actual borrowing at 31 March 2014 is stated at the amount that reflects actual outstanding external borrowing at the end of 2013-14 (i.e. excluding accounting adjustments, such as accrued interest and effective interest rate adjustments).

Treasury Management Indicators within the Treasury Management Code

Trl 4a – Upper Limit on Fixed Interest Rate Exposures

The Council's upper limit for fixed interest rate exposure for the period 2014-15 to 2016-17 is 100% of net outstanding principal sums.

Trl 4b – Upper Limit on Variable Interest Rate Exposures

The Council's upper limit for variable interest rate exposure is 50% for 2014-15, 50% for 2015-16 and 55% for 2016-17 of net outstanding principal sums.

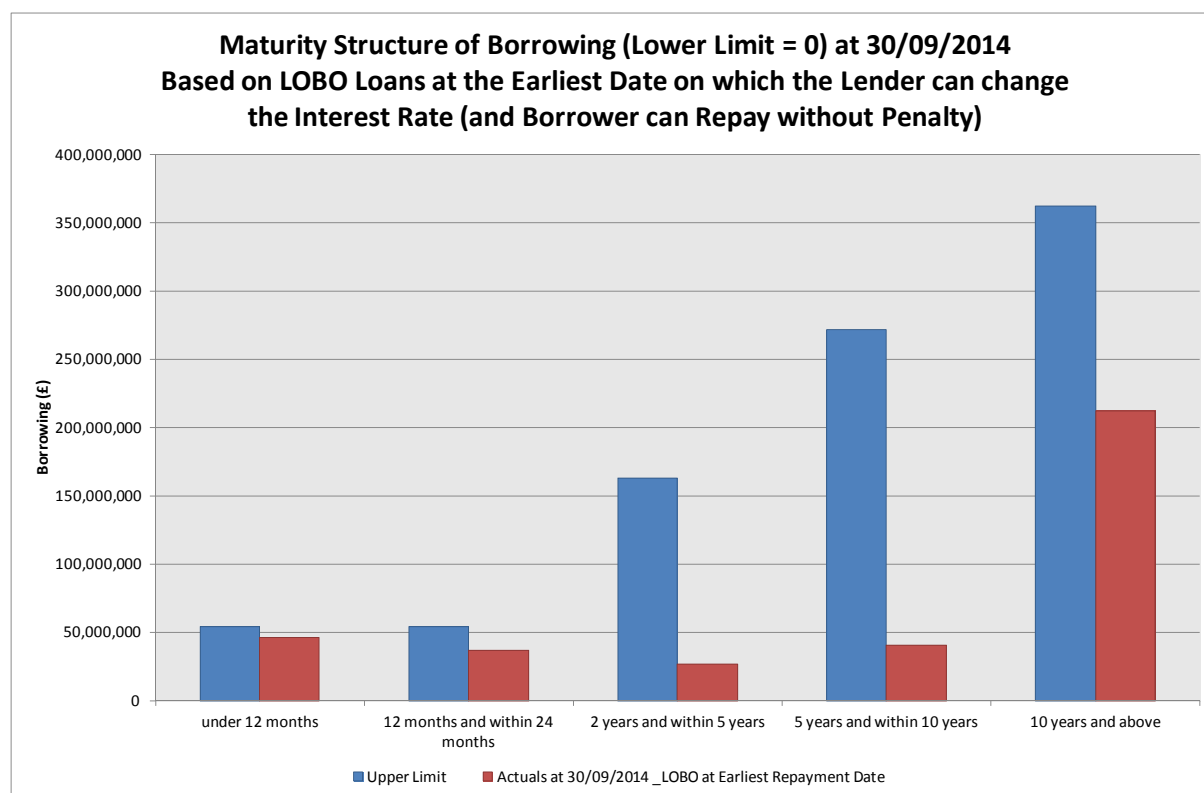
14. Options for borrowing during the period were considered, however, (mainly) due to the premium that would be incurred on the early repayment of debt and the desire to maintain the Council's relatively low average borrowing rate, no new borrowing was taken.

Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17

Trl 5 – Upper & Lower Limits on the Maturity Structure of Borrowing

Limits on the Maturity Structure of Borrowing	Upper Limit	Lower Limit	Position at 30/09/14
Maturing Period:			
- under 12 months	15%	0%	13%
- 12 months and within 24 months	15%	0%	10%
- 2 years and within 5 years	45%	0%	7%
- 5 years and within 10 years	75%	0%	11%
- 10 years and above	100%	0%	59%

15. The table above and the following graph show that the actual maturity structure is within the agreed limits.



16. No long term borrowing has been taken during the period. If interest rates are favourable and an opportunity exists to take further borrowing this year we will look to match borrowing with this maturity structure.

Trl 6 – Principal Sums invested for periods of longer than 364 days

17. This Prl is now covered by the Annual Investment Strategy for 2014-15, which set a limit of £30 million, as approved by Council in February as part of the Treasury Management Strategy. During the first six months of 2014-15 no cost effective investments have been identified. The Authority however holds a

Prudential and Treasury Indicators for 2014-15, 2015-16 & 2016-17

number of money market funds and a 35 day notice deposit account, which offer competitive interest rates and, in the case of money market funds, instant access for flexibility of cash management.

Trl 7 - Local Prudential Indicator

18. In addition to the main maturity indicators it was agreed in the approved Treasury Management Strategy that no more than 15% of long term loans should fall due for repayment within any one financial year. The maximum in any one year is currently 12.7% (£46 million) in 2014-15. However, £36 million relates to LOBO loans and, although indications are that interest rates are likely to start moving upwards in the first quarter of 2015, they are expected to increase slowly thereafter and it is, therefore, unlikely that these loans will be “called” in 2014-15. A summary maturity profile is shown in Appendix 2.

SUMMARY OF LONG TERM BORROWING 1 APRIL 2014 – 30 SEPTEMBER 2014

Loans Raised During the Period

Date Raised	Lender	Amount (£m)	Type	Interest rate (%)	Maturity date	No. of years
No Loans were raised during the period						
	Total	0.000				

Average period to maturity (years) **0.00**

Average interest rate (%) **0.00**

* Loans taken to restructure ** Loans taken for purchases instead of leasing

Maturity Profile at 30 September 2014

Year	Amount (£m)					% age		Average rate (%)	
	PWL B	Market Loans (LOBO)		Total		Earliest Repay	Contracted Maturity	Earliest Repay	Contracted Maturity
		Earliest Repay	Contracted Maturity	Earliest Repay	Contracted Maturity				
	(A)	(B)	(C)	(A)+(B)	(A)+(C)				
1 to 5 years	48.833	61.000	-	109.833	48.833	30.3	13.5	3.910	3.360
6 to 15 years	90.123	-	-	90.123	90.123	24.9	24.9	3.013	3.013
16 to 25 years	87.500	-	-	87.500	87.500	24.2	24.2	3.872	3.872
26 to 50 years	74.500	-	45.000	74.500	119.500	20.6	33.0	4.497	4.449
Over 50 years	-	-	16.000	-	16.000	-	4.4	-	4.298
Totals	300.956	61.000	61.000	361.956	361.956	100.0	100.0	3.798	3.798

Average period to maturity (years) **15.62** **24.65**

CIPFAs Guidance Notes on Treasury Management in the Public Services recommends that the Treasury Management Strategy Reports include LOBO (Lender Option Borrower Option) loans at the earliest date on which the lender can require payment, deemed to be the next 'call date'. At that date the lender may choose to increase the interest rate and the borrower (the Council) may accept the new rate or repay the loan (under the current approved Treasury Management Strategy, the Council would repay the loan). Whether or not the lender chooses to exercise their right to alter the interest rate will depend on market conditions (interest rates). Current market conditions, where interest rates are predicted to remain low for some time and the pattern of any future interest rate rises will almost certainly be a slow rise over a number of years, indicate that it is highly unlikely that lenders will call the loans in the immediate future.

The alternative method of determining the maturity profile of LOBO loans, based on contracted maturity dates, is used in the 2013-14 year end outturn.

The table above includes the maturity profiles using both the earliest date on which the lender can require payment and the contracted maturity dates.

**SUMMARY OF TEMPORARY LOANS AND DEPOSITS 1 APRIL 2014 –
30 SEPTEMBER 2014**

Deposits Outstanding at 30 September 2014

Borrower	Amount £m	Terms	Interest Rate	Sector Credit Rating at 30/09/2014
HSBC Bank plc	3.600	No fixed maturity date	0.20	Orange - 12 Months
National Bank of Abu Dhabi	8.000	Fixed to 01-Oct-14	0.52	Orange - 12 Months
National Australia Bank	8.000	Fixed to 01-Oct-14	0.49	Orange - 12 Months
DBS Bank Ltd.	8.000	Fixed to 13-Oct-14	0.50	Orange - 12 Months
Standard Chartered Bank	8.000	Fixed to 14-Oct-14	0.61	Red - 6 Months
Australia and New Zealand Banking Group	8.000	Fixed to 31-Oct-14	0.49	Orange - 12 Months
Lloyds TSB Bank	5.000	Fixed to 16-Feb-15	0.80	Blue - 12 Months
Oversea-Chinese Banking Corp	8.000	Fixed to 16-Feb-15	0.57	Orange - 12 Months
Barclays Bank	8.000	Fixed to 15-Oct-14	0.47	Red - 6 Months
Lloyds TSB Bank	7.000	Fixed to 11-Nov-14	0.57	Blue - 12 Months
Deutsche Bank AG	8.000	Fixed to 12-Nov-14	0.55	Red - 6 Months
Bank of Montreal	8.000	Fixed to 16-Dec-14	0.46	Orange - 12 Months
Svenska Handelsbanken AB	7.835	No fixed maturity date	0.50	Orange - 12 Months
BlackRock Money Market Fund	0.064	No fixed maturity date	0.39	AAA
J P Morgan Money Market Fund	0.356	No fixed maturity date	0.37	AAA
Prime Rate Money Market Fund	0.071	No fixed maturity date	0.43	AAA
Goldman Sachs Money Market Fund	0.111	No fixed maturity date	0.37	AAA
Ignis Money Market Fund	8.406	No fixed maturity date	0.44	AAA
Heritable Bank	0.000	Est Recoverable Amount	6.00	N/A
Heritable Bank	0.000	Est Recoverable Amount	6.00	N/A
Heritable Bank	0.000	Est Recoverable Amount	6.00	N/A
Heritable Bank	0.000	Est Recoverable Amount	5.42	N/A
Landsbanki	1.138	Est Recoverable Amount	6.10	N/A
Landsbanki	0.021	Est Recoverable Amount	4.17	N/A
Total	105.602			

Outstanding deposits with Icelandic Banks are shown at their estimated recoverable amounts, which takes account of the latest estimated impairments and all repayments received up to the reporting date (30 September 2014). Following the last repayment, the estimated recoverable amounts relating to the Heritable Bank investments are shown as nil, on the basis of current indications, that there may not be any further repayments, a recovery level of 94% having been attained. Apart from the final entry, the interest rates are the original rates. The last entry reflects the amount paid out in ISK (Icelandic Krona) which is being held in an interest bearing escrow account in Iceland, pending repayment once Icelandic capital controls are eased/come to an end and, as recommended by CIPFA, accounted for as a 'new' investment.

Investments held at the end of the second quarter of 2014-15 are £32.117 million lower than they were at 30th June 2014. This is due to the timing of cash flows, particularly in respect of the 'front loading' of funding since the change in the collection of National Non-domestic (Business) Rates (NNDR) under Business Rates Retention. This timing difference will reduce as the financial year progresses and is shown in the table below.

	Year Ended 31/03/2014 £m	Quarter Ended 30/06/2014 £m	Change £m	Quarter Ended 30/09/2014 £m	Change £m
Total Deposits Outstanding	76.327	137.719	61.392	105.602	-32.117

**SUMMARY OF TEMPORARY LOANS AND DEPOSITS 1 APRIL 2014 –
30 SEPTEMBER 2014**

Transactions During the Period

Type	Balance 1 Apr 14 £m	Raised		Repaid		Balance 30 Sept 14 £m	Interest Variance * High/Low(%)
		Value £m	No.	Value £m	No.		
Temporary loans							
- General	0.000	0.000	0	0.000	0	0.000	
Total	0.000	0.000	0	0.000	0	0.000	
Temporary deposits							
- General	38.159	122.000	16	75.000	10	85.159	0.80/0.46
- HSBC Overnight	1.500	130.170	57	128.070	57	3.600	0.20/0.20
- Call Accounts	0.020	7.815	3	0.000	0	7.835	0.55/0.45
- Money Market Funds	36.648	258.871	65	286.510	65	9.008	0.44/0.37
Total	76.327	518.856	141	489.580	132	105.602	

* Interest variance is the highest/lowest interest rate for transactions during the period.

* In terms of general deposits, the high of 0.80% was obtained in May 2014 on a nine month deposit.

General deposits include impaired Icelandic investments less any repayments that have been received, to date.

This page is intentionally left blank

Wiltshire Council

Cabinet

11th November 2014

Subject: Delivery of the Campus Programme – Position Statement

Cabinet member: Cllr Jonathon Seed - Communities, Campuses, Area Boards, Leisure, Libraries and Flooding

Key Decision: Yes

Purpose of Report

1. To update cabinet and provide a position statement on the delivery of the council's community campus programme.

Relevance to the Council's Business Plan

2. The campus programme is intrinsic to the council's vision to create stronger and more resilient communities; it is included within the four year business plan and is fundamental to delivering inclusive communities and more accessible services - key outcomes published in the plan.
3. The Business Plan also states that: 'People in Wiltshire have healthy, active and high-quality lives'. The campus programme will deliver improved services such as leisure facilities, health provision including a GP surgery in Melksham and medical and care rooms and community space for activities and events in all campuses.

Background

4. A campus is a building, or collection of buildings and venues, in a community area that supports the services that communities have identified that they need, in easy to access location/s. The services, along with council services, can include partner organisations such as the police, health and voluntary sector.
5. This position statement is an update following a series of papers which have been considered by cabinet; from campus inception in 2009, through to the approval of the second tranche of campuses in 2012.
 - **May 2009** - Following the merger of the county council and four district councils into a new unitary council, the Workplace Transformation Programme was set-up to rationalise the property estate and provide fit for purpose accommodation for council services

- **Oct 2009** - The programme was extended to include a new community campus programme
- **July 2010** - A cabinet report advised that the indoor leisure facility stock was outdated, inefficient and unsustainable for future use
- **Dec 2010** - The leisure review was published. The review determined that improvements to the leisure service should be aligned to the Workplace Transformation Programme. The specification of leisure facilities for the future needed to be looked at in the context of campuses and the improvement of facilities needed to be considered as part of the council's operational estate
- **Feb 2011** - Cabinet approved the physical development of campuses committing an initial £30 million, up to 2014/15 (subsequently additional capital funding was allocated in line with the approved business cases for each campus).
- **Dec 2011** - Cabinet approved the business case for the first three community campuses in Corsham, Melksham and Salisbury.
- **October 2012** - Cabinet approved four further business cases for campuses in Calne, Cricklade, Pewsey and Tisbury.

Main considerations for cabinet

6. This report outlines the progress made in each of the seven approved campuses - Calne, Corsham, Cricklade, Melksham, Pewsey, Salisbury and Tisbury - and provides cabinet with an indicative timeline for the completion of these campuses. Cabinet is requested to note this progress.
7. Cabinet is asked to consider and approve the delivery of the first phase of a community campus in Malmesbury.
8. Cabinet is asked to note the update regarding the other community areas and the situation regarding future campus development and, where appropriate, community hubs.
9. Cabinet is asked to note the initial learning to deliver a successful campus and to approve the proposed way forward for developing the role and responsibilities of the community operations boards (COBs) and the provision of the appropriate community engagement support.
10. Cabinet is asked to note that work to progress future governance models for fully operational campuses is underway and proposed options will be tabled at a future meeting for consideration.

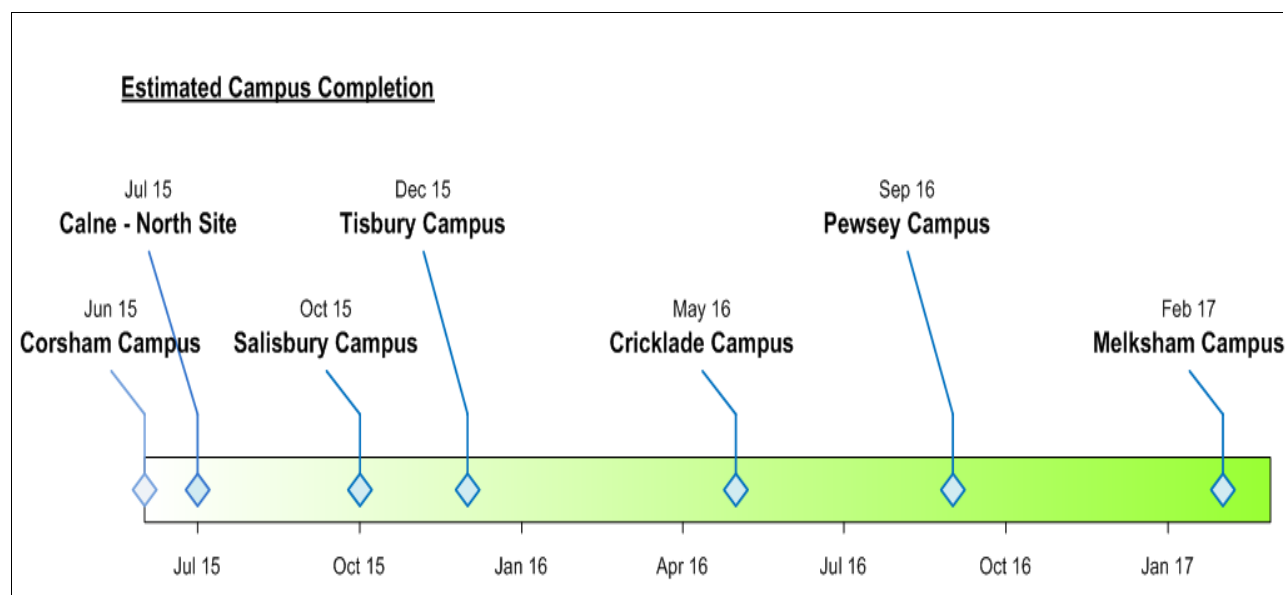
Campus delivery progress – 7 approved campuses

11. The seven campuses with approved business cases have five delivery stages;
 - a) Design stage – reflecting community need and services required (Calne – Leisure Centre site)
 - b) Planning applications publicised - pre-planning stage (Cricklade)

- c) Planning application submitted to committee (Pewsey)
- d) Planning approved and tendering process underway to award build contract underway (Calne – Beversbrook site, Melksham & Tisbury)
- e) Build programme underway (Corsham & Salisbury)

Details of the current position of each of the seven approved community campuses are highlighted in appendix 1.

The estimated indicative timeline for completion of the build for each campus is below;



Please note the time line is estimated and contingency for unforeseen issues needs to be acknowledged. The timetable is based on the build programme and additional time will need to be added to allow for the fitting of fixtures and furnishings and the service moves (average 3 – 6 months).

Request for approval of Malmesbury Community Campus

12. Cotswold House is the former youth centre in Malmesbury - a building that the council leases. The current lease expires in January 2032 with a break clause in 2022.

The council made an investment to this building in 2012 providing an indoor skateboard park that is attached at the rear of the existing building.

Following the closure of the youth centre the use of the building and the lease arrangements have been reviewed. To relinquish the lease ahead of 2022 would incur a significant cost to the council and would create a problem in terms of access to the indoor skatepark.

It is proposed, following negotiation with the landlord, that a modest refurbishment of the existing building takes place to provide flexible and more fit-for-purpose community space that could best meet local needs.

Initial plans are likely to include a multi-purpose community space, a kitchen area, improved office space and hot desk and office facilities.

The cost of this refurbishment will be met from the existing capital budget allocated for the approved campus delivery programme.

Extending the campus programme

13. The council is committed to delivering its transformation programme and to seeing the delivery of the seven approved campuses, plus the addition of Malmesbury (subject to cabinet approval).

It is anticipated that all the approved campuses will be delivered by the end of 2017.

In the other community areas it is suggested that the delivery of a campus is reviewed and aligned to other key factors including future development, Army basing and community needs and the opportunity to create and deliver appropriate community hubs. It is, therefore, anticipated that some communities may bring forward smaller scale community hub proposals, approved by their area board, for consideration by cabinet on a case by case basis.

Future developments

14. Boosting the local economy is a key priority for the council and as such is identified in its four year business plan for key action. The redevelopment of Salisbury City Centre is underway with work to the Market Place now complete and a developer secured for the Maltings site.

The council's economic development team is also supporting development schemes in Chippenham, Trowbridge and Warminster.

These schemes are likely to incorporate a campus; in the most appropriate location reflecting local community needs. The campuses will include council services as well as other public sector partner and voluntary sector services to increase the offer in each of these towns.

In Chippenham, Trowbridge and Warminster the Community Operation Boards (COBs) have undertaken a huge amount of work to seek community views to identify the service needs and facilities required, as well as the most appropriate location for these services. The council's economic development team will work with these COBs to incorporate their views and community input onto development plans, as appropriate.

The proposal for a campus development in Royal Wootton Bassett could be enabled as part of a development scheme in the local community which will form part of the Royal Wootton Bassett Neighbourhood Plan.

The campus delivery team will continue to support these COBs, as required and as appropriate, to ensure the delivery of a community campus.

Army Basing

15. By 2020 an additional 4,300 service personnel and their families will be located in Wiltshire as part of the army basing programme. This will mean that Wiltshire will be home to the largest number of Armed Forces personnel in the country. It is vital that appropriate infrastructure is provided as part of this basing programme to ensure that communities on Salisbury Plain have the services and facilities that they need.

The additional personnel and their families will be located in Amesbury, Durrington, Larkhill, Ludgershall and Tidworth. The development of a campus in this area needs to reflect the needs for the future and the increase in the population.

Discussions regarding the infrastructure requirements are underway to ensure that the appropriate services and facilities can be delivered to meet the growth in the local communities and the facilities that will be provided behind the wire but may be accessible to the wider community.

Community hubs

16. Capital investment funding has been approved and allocated for delivery of seven campuses, plus Malmesbury (subject to approval). Whilst this funding does not cover the cost for any further campuses at this stage, a community can bring forward proposals for a campus development or the creation of a community hub for cabinet to consider on a case by case basis.

The council will continue to support local communities and will be appointing community engagement officer roles that will work with the local area boards and COBs to identify opportunities to strengthen the local community and to bring them together, wherever possible. The creation of community hubs and potential locations where multi-services could be co-located along with flexible space for community use will be a key aspect of their role.

For example, some services could be co-located into a library creating a community hub in key locations. Or, the library service could be relocated into a more appropriate and convenient location meeting the local needs; this could be a school or other appropriate building.

The addition of appropriate IT infrastructure and flexible space could allow the campus principle to be realised in all communities, whilst business cases and funding is sought and approved for the future tranche of campuses.

Delivering a successful campus

17. The delivery of the first phase of Springfield Community Campus in Corsham has provided useful learning, which will help with the delivery of other campuses across the county.

Since opening the first phase in July the type of customers accessing and using the campus have been assessed. Currently access falls into two key areas;

1. Customers accessing services directly - such as leisure, neighbourhood police teams, the registrar or the library
2. Customers accessing as part of a community group, activity or event such as the knitting club, the WI, or the local slimming club.

Currently, leisure, library, youth services, adult day care and police services are provided in the campus. These services attract a large number of users and there is an opportunity to expand the level of service offered from the campus. For example housing, revenues and benefits and planning; our most sought after services could also be provided.

Grasping this opportunity would allow for the promotion and selling of other services available in a campus, as well providing an introduction to the many community clubs, events and activities that are on offer.

The expansion of the services provided will inevitably lead to an increase in community usage. The key challenge is to develop a vibrant community hub rather than a building that just provides services.

Campus staff need to be encouraged and developed to adopt a more generic style role and be encouraged to support customers accessing other services; for example rent a dvd in the library and get a reduced charge for a fitness class or enjoy the café facilities and a free coffee whilst children make use of the climbing wall.

Campus staff are the representatives and ambassadors for the campus and not for an individual service. This ethos will also be applicable and critical in the recruitment and training of volunteers, apprenticeships and work experience.

The aim is achieve a structure that is based on staff and community volunteers providing the services the community needs.

Community Operating Boards (COBs) were established by the area boards almost three years ago and have had an integral role; particularly in the areas with an approved campus in delivering the campus from concept through to build.

In Corsham, the COB initially undertook a huge amount of community engagement to raise awareness and seek views on what services the campus would provide as part of the initial design process. Following this initial and extremely valuable consultation and engagement their focus shifted to the operational build programme and detail that would normally be undertaken by the build team.

The community engagement and involvement throughout the build programme was less of a focus resulting in the need for a huge amount of work just ahead of the phase 1 opening of the campus to raise local awareness and to ensure that community groups were aware of the campus and the opportunities available and that a programme of events and activities for the wider community was put in place.

This learning has highlighted the need for support throughout the programme to engage, involve, communicate and market the campus and its offer to the wider community; including opportunities for volunteering, apprenticeships and work experience.

It is, therefore, vital to encourage community engagement and involvement in the campus delivery programme and that the focus for the COB is community engagement and being the voice of that local community. It is proposed that the COBs are renamed Community Engagement Boards (CEBs) and that terms of reference are drafted to reflect this change in focus.

The boards would remain accountable to the local area board with the primary focus to encourage community activity both within the campus and the wider area to ensure that local communities are aware of the campus and its offer.

It is proposed that a clear framework and governance arrangements setting out the role of the CEB throughout the programme is established. The focus will be on community engagement and communications. This framework is attached as appendix 2.

To support the CEB, it is proposed that a revised community engagement officer role primarily focused on working with the community to encourage greater activity is implemented. This will be an enabling role that can realise what makes a community more inclusive and how and where public services can be best delivered and located. This role will be integral to the sustainability of a local community and where appropriate a campus or community hub, especially as we move towards a model that includes volunteers and apprenticeships.

As the role of the community matures within a campus context, the management of the building could migrate towards a local community. Cricklade will be the first campus to adopt a community managed facility and invaluable lessons will be learnt from this model.

A campus will be judged as successful when services and communities can recommend and promote other services along with a wide-range of community activities and events. The result will be a vibrant community hub that becomes the heartbeat for the community area promoting inclusivity, a wide and diverse range of events, activities and opportunities and accessible services for all ages and customers.

Communications, Marketing and Branding

18. It is vital that underpinning each campus programme there is communications, marketing and branding plan. This will ensure appropriate engagement and raising awareness at each stage of the campus delivery programme.

A consistency in branding has been encouraged and each of the seven campuses is creating, or has created, an identity unique to their area but in keeping with the consistent template and colour palette. This will ensure that communities identify with the campus brand and feel a familiarity when visiting any of the campus buildings or premises.

Conclusion

19. The approved campus programme is scheduled to be delivered by the end of 2017.

It is vital that resources are prioritised to ensure the delivery of the approved campuses and to work with local communities to adopt the campus ethos and seek opportunities to co-locate and deliver services in the most accessible and appropriate way.

The campus delivery team working with community engagement officers will support local area boards and the community engagement boards to engage local people and ensure that there is awareness and involvement in the campus programme and the offer it will deliver in each community, whether this is a campus building, a regeneration programme or an interim hub.

Safeguarding Implications

20. The campus programme is a partnership with communities and provides the services that they need. The model for delivery includes volunteers, apprenticeships and work experience. The policy for ensuring appropriate checks will be implemented and training on safeguarding will be implemented as part of the induction process to campus working.

Public Health Implications

21. The campus programme delivers huge opportunities for the promotion of public health and wellbeing. Most of the campuses include space for a medical room and in Melksham a GP surgery is incorporated.

The offer of service including leisure, fitness and relaxation will assist with referrals from local GPs and the opportunities for participation in a wide range of activities, events and groups will help to promote inclusivity and reduce isolation and loneliness. A wide range of health-related activities such as arts on prescription and dementia singing groups can be promoted in accessible space at the campuses.

Increasing physical activity has the potential to improve the physical and mental health of the population, to reduce all-cause mortality, and to improve life expectancy. As a consequence, it can also save money and significantly ease the burden of chronic disease on public services. The provision of a range of high quality, accessible leisure facilities is an important strand of work being undertaken in Wiltshire. Access to leisure centres in campuses will help to increase the number of people meeting physical activity guidelines and to reduce the proportion of 'inactive' adults, and provide increased opportunities for children and young people.

Environmental and Climate Change Considerations

22. All the campus buildings are built to a specification that aims to deliver a 40% reduction in Carbon Emissions.

Equalities Impact of the Proposal

23. An equalities impact assessment is integral in shaping the design, service offer and the appropriate building as part of delivering each community campus.

Risk Assessment

24. A full risk assessment on each campus is undertaken and across the programme for this first phase of campuses.

Risks that may arise if the proposed decision and related work is not taken

25. The position statement highlights the extent of the programme of work for the next 2-3 years and the need to clarify the role and responsibility of the COBs, based on the learning so far. This will ensure that the build programme, budget and operational delivery are appropriately managed.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

26. There are risks with each of the campuses and the programme for delivery. These risks are assessed as part of the programme and mitigated, as appropriate. Regular updates on the progress and exceptions will be considered by cabinet at future meetings.

Financial Implications

27. The revised capital budget for the delivery of the campus programme for the seven is £74.068 million (approved by Capital Assets Committee – any further budget revisions or updates will be considered by future meetings of this committee).

This is funded from a mixture of capital receipts, borrowing and third party income.

The current estimate forecasts that the build costs for the seven campuses will be £76.857 million. This includes allocation for fixtures and fittings, audio visual and branding, plus the addition of the proposals for Malmesbury.

The shortfall of £2.789 million shortfall will be met by considering alternative receipts and savings that can be delivered in the design process.

In addition to this, there are costs incurred for facilitation of new ways of working, most notably IT which are within the capital programme, but are being revisited as a result of the learning from the Corsham Community Campus.

Campus developments will need to demonstrate a revenue cost neutral business case.

Legal Implications

28. There are legal implications with the current campuses in Calne and Cricklade that are currently managed by community trusts. Negotiations on the terms of agreement for the build programme and following completion are underway.

Future governance models for fully operational campuses are currently in development and it is proposed that a paper on governance is considered at a future cabinet meeting.

Proposal

1. Cabinet is requested to note the progress on the campus delivery programme and the anticipated timelines for delivery.
2. Cabinet is asked to consider and approve the delivery of the first phase of a community campus in Malmesbury.
3. Cabinet is asked to note the update regarding the other community areas and the situation regarding future campus development and, where appropriate, community hubs.
4. Cabinet is asked to note the initial learning to deliver a successful campus and to approve the proposed way forward for developing the role and

responsibilities of the community operations boards (COBs) and the provision of appropriate community engagement support.

5. Cabinet is asked to note that work to progress future governance models for fully operational campuses is underway and proposed options will be tabled at a future meeting for consideration.

Laurie Bell

Associate Director – Communities and Communications

Report authors

Input from associate directors and the campus delivery team.

Background Papers

The following unpublished documents have been relied on in the preparation of this report:

(Reports to cabinet May 2009 – October 2012)

Appendices

Appendix 1 – Detail relating to the progress on each of the seven approved campuses

Appendix 2 – proposals for defining the roles and responsibilities of the COBs (CEBs – subject to approval)

This page is intentionally left blank

Position statement on the seven approved campuses

Calne

1. Calne is a three site campus;

- Beversbrook – north site
- Calne leisure centre - south site
- Calne town centre - central site.

Cabinet has approved capital funding for the north and south sites. No business case or funding has been approved or allocated to the central site.

- Beversbrook site - includes an all-weather pitch, refurbishment work to existing pavilion building to include enhanced facilities and additional community space and improved pedestrian access to the site.

Planning applications have been submitted for the all-weather pitch and the pavilion. Planning consent was obtained on 22 October 2014.

Building work is anticipated to be complete by summer 2015. The work to the pavilion is being funded and managed by Calne Town Council. The land is owned by Wiltshire Council and the pavilion is owned by Calne Town Council.

- Leisure centre site - the leisure centre is currently managed by a cooperative trust; the Calne Leisure Centre Management Board. Negotiations are underway regarding the Heads of Terms for the way forward.

The designs for the refurbishment of the centre are still in progress to reflect community need and to deliver a campus model within budget. Based on these factors an indicative date for the completion of the refurbishment work is summer 2016.

- Central site – this site has not been approved by cabinet and there is currently no business case of funding allocated for a central community campus. There is however an opportunity to look at better use of the library and the community hub – located in one of the shops in Phelps Parade (owned by the council) to create an interim community campus at the library.

The town council has drafted a planning development document focusing on the regeneration of the town centre site, which includes the library and shops, owned by the council. The regeneration would require securing a developer to deliver a mixed offer of retail, business, housing and community facilities and services, including health provision.

Recognising that this will be a longer term programme it is proposed to look at interim community hub arrangements to meet community needs.

Corsham

2. The first phase of the campus (the new build part of the campus) is now complete and opened to the community in August 2014. The campus currently offers a library, café, climbing wall, flexible community rooms and temporary fitness suite, as well as sports hall and squash courts. The police and community support officers, as well as the registrar service also moved into the campus in August.

The second phase to refurbish the existing leisure centre is underway, along with the external landscaping, provision of a play area and car parking. Further enhancement to the refurbishment has been identified as part of the programme, which will improve the campus offer to the local community and ensure its sustainability in the future. These include;

- The provision of a new fitness suite and refurbished wet change rooms
- Refurbished health suite, with sauna, steam room and jacuzzi and direct access to the pool and changing areas
- Reconfiguring one of the multi-purpose rooms to provide a party room for children's parties and activities in school holidays

These enhancements and fundamental work required to ensure the building is fit-for-purpose and sustainable for the future; such as electrical and plumbing work are currently underway.

The timescale for completion of the community campus will be June 2015.

Cricklade

3. Cricklade is a two site campus;
 - Stones Lane - the existing leisure centre
 - High Street - Ockwells (Town Council Offices, Information Point and the library).
- a) Stones Lane site - refurbishment work includes new build to provide flexible multi-purpose community space, space for the police neighbourhood team, some refurbishment of the existing leisure centre, a multi-use games area (MUGA) and a championship Petanque surface.

The existing leisure centre is currently run by a community trust and negotiations are underway to agree Terms of Reference during the build programme and following completion. The build programme is likely to be a phased approach allowing the continuation of some services and facilities.

Repair to the swimming pool is required. The extent of this repair will be assessed and considered as part of the campus programme.

The programme is currently at the pre-planning stage, with plans on display in the town. It is expected that planning will be submitted in March 2015. The construction work at Stone's Lane is expected to begin in May 2015 with an anticipated completion and occupation in summer 2016.

- b) Ockwells – will continue to house the library as part of an asset transfer to the town council and modest funding has been allocated for redecoration.

Melksham

- 4. Melksham is a one site campus - planning has been granted for Melksham Campus. The anticipated start date for construction work on the former Melksham House site is March 2015.

As part of the planning conditions a new ground was required for Melksham Town Football Club and Melksham Rugby Club, which are both currently located at the Melksham House site. Work to re-provide facilities for the two clubs at Woolmore Farm will start in November 2014 with completion anticipated in summer 2015, in readiness for the football and rugby season starting.

The relocation of the football and rugby clubs is critical to the development of the campus.

Occupation of the campus is scheduled for late 2016. The anticipated completion date of the complete build programme is February 2017(the last 4 months of the project will be the demolition of the existing Blue Pool).

The campus will include a six lane pool and learner pool, climbing wall, six lane indoor bowls greens, sports hall, fitness/dance suite plus gym, bowling green, cricket pitch, tennis courts, multi use games area, library, café, hall, commercial kitchen, NPT facilities, CCTV room, IT training room and GP practice

The Market Place entrance will also be revamped.

Pewsey

- 5. Pewsey Campus is a one site campus adjacent to Pewsey Vale School. This is the only campus adjacent to a school in the approved programme. Pre-planning drawings and plans are currently out for consultation in the local community and the planning application has been submitted with the target date for planning determination by January 2015. Construction work is scheduled to start in spring 2015 with an anticipated completion date of late 2016.

The campus will include a 25m 4-lane pool, dance studio, refurbished facilities including squash court, sports hall, wet change (family, village style) dry change (male and female), new multi-use games area (MUGA), community space, café and clinical space.

Salisbury

6. Salisbury campus is a two site campus;

- Five Rivers site – the existing leisure centre
- City centre site – The Maltings site - including the relocation of the library. The city centre site forms part of the city centre regeneration programme.

Construction work at the Five Rivers site is underway and the anticipated completion date is end 2015.

The campus will include a single point of contact for Wiltshire Council and partner services, enlarged and refurbished café, a climbing wall, refurbished and extended gym, dance studio, new external changing rooms, an all-weather pitch, new dry changing rooms, a sensory room, training kitchen for young people and people with a learning disability, music rehearsal rooms, music recording studio, 1:1 small meeting rooms – partnership with Citizens Advice Bureau, informal multi-purpose space primarily used by the learning disability Day Opportunities service and young people, clinical space, 2 new changing places/personal care rooms, dedicated facilities for response and neighbourhood police teams, as well as dedicated search room and a discrete 24 hour access point for police.

Tisbury

7. Tisbury campus is a one site campus - located at the existing leisure centre. Tisbury Campus will encompass the preschool and children's centre with associated outdoor and undercover play areas and a 16+ teaching area/IT room. The campus will also include a library, police presence and an incubation area. A sports hall and fitness suite is also included.

Planning has been approved and the tender process is underway, with the successful bidder expected to be selected in early December 2014.

Construction work is scheduled to start in January 2015, with an anticipated completion date in spring 2016.

Campus development Roles and responsibilities The programme will be underpinned with community engagement, involvement and communications				Appendix 2	
Stages of development		COB – reporting to Area Board	Wiltshire Council	Area Board	Approx time scales
Initial stages	Appointment of COB				3 - 6 months
	Background and research <small>(gather and understand information about the community area)</small>	Background and research <small>(support COB to understand council priorities and vision)</small>	Update on consultation		
	Develop communications strategy	Develop communications strategy	Approve communications strategy		
	Report and present at area board	Provide council service overview <small>(brief COB on current council services and future requirements)</small>			
	Local groups and partner engagement <small>(communicate with local groups to develop an understanding of requirements)</small>	Local groups and partner engagement <small>(assist COB with engagement)</small>			
	Consultation phase 1 <small>(consult with residents regarding facilities & services that could be provided)</small>	Consultation phase 1 <small>(assist COB with completion of consultation)</small>	Consultation phase 1 sign off		
Concept development	Develop campus vision and ethos <small>(document goals/ aspirations/ values that the campus should deliver)</small>				3 – 6 months
	Compile working proposal <small>(outline proposal on items such as services and location(s))</small>	Compile working proposal <small>(assist production of the working proposal)</small>	Working proposal sign off		
	Consultation phase 2 <small>(consult with residents based on the working proposal)</small>	Consultation phase 2 <small>(assist COB with the consultation)</small>	Consultation phase 2 sign off		
	Define local and partner requirement <small>(document the local and partner space requirement)</small>	Define council service requirement <small>(document the councils space requirements)</small>			
Feasibility	Develop option(s) for feasibility brief <small>(compile space needs and site(s) options and specific questions into the brief)</small>				6 – 9 months
	Complete feasibility study <small>(provide technical detail e.g. likely cost implications/ site restrictions)</small>				
	Finalise campus proposal	Finalise campus proposal	Final proposal sign off		
	Business case <small>(develop financial modelling for capital investment)</small>				
	Cabinet approval <small>(Present campus vision and business case for consideration)</small>				
Detailed design/ Planning	Appoint design team <small>(lead on the appointment of architects/ design team)</small>				9 - 12 months
	Design development input	Design development			
	Design input <small>(confirm that local groups/ COB have input, where appropriate, into design)</small>	Design sign off <small>(confirm that WC services are content with the design)</small>	Presentation to area board		
	Pre-planning consultation <small>(consult with local residents on the campus design)</small>	Pre-planning consultation <small>(assist COB with completion of consultation)</small>	Planning sign off		
	Planning submission/ approval				
Construction and delivery phase	Appoint contractor <small>(tender and appoint contractor to deliver design and build contract)</small>				12 – 18 months
	Marketing and branding strategy <small>(assist the decision making of the naming, logo and branding)</small>	Marketing and branding strategy <small>(provide branding framework with ideas, options and colour schemes)</small>			
	Local groups and partner engagement <small>(keep local groups informed and promote opportunities the campus will offer)</small>	Local groups and partner engagement <small>(assist the COB with engagement)</small>			
	Communications during build <small>(update the community area on high level progress)</small>	Council service engagement <small>(ensure WC services are updated and ready for move)</small>			
	Internal design detail <small>(Work with contractors to deliver the build and report high level progress)</small>				
	Governance model <small>(work with WC and Area Board on operating model)</small>	Governance model <small>(work with COB and Area Board to implement operating model)</small>	Governance model <small>(work with COB and WC to create operating model)</small>		
	Campus promotion	Campus promotion	Formation of campus board		
	Service and partner moves <small>(physical move of services into the campus)</small>				
	Opening event	Opening event	Opening event		

This page is intentionally left blank