



## Environment Overview and Scrutiny Committee

<b>Date:</b>	<b>Wednesday, 5 July 2017</b>
<b>Time:</b>	<b>6.00 pm</b>
<b>Venue:</b>	<b>Committee Room 1 - Wallasey Town Hall</b>

**Contact Officer:** Patrick Sebastian  
**Tel:** 0151 691 8424  
**e-mail:** [patricksebastian@wirral.gov.uk](mailto:patricksebastian@wirral.gov.uk)  
**Website:** <http://www.wirral.gov.uk>

---

### AGENDA

**1. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST / PARTY WHIP**

Members are asked to consider whether they have any disclosable pecuniary interests and/or any other relevant interest in connection with any item(s) on this agenda and, if so, to declare them and state the nature of the interest.

Members are reminded that they should also declare whether they are subject to a party whip in connection with any item(s) to be considered and, if so, to declare it and state the nature of the whipping arrangement.

**2. MINUTES (Pages 1 - 10)**

To approve the accuracy of the minutes of the meeting held on 28 March 2017.

**3. NOTICE OF MOTION - GREEN BELT (Pages 11 - 12)**

At the meeting of the Council held on 20 March 2017 (minute 152 (1) refers), the attached Notice of Motion, 'Green Belt' proposed by Councillor Chris Blakeley and seconded by Councillor Adam Sykes was referred by the Civic Mayor to the Environment Overview and Scrutiny Committee for consideration.

In accordance with Standing Order 7 (6), Councillor Blakeley has been invited to attend the meeting in order for him to be given an opportunity to explain the Motion.

**4. ATTRACTIVE LOCAL ENVIRONMENT FOR WIRRAL RESIDENTS - PLEDGE UPDATE**

Presentation from the Cabinet Member for Environment, Councillor Phillip Brightmore and the Lead Commissioner for Environment, Mike Cockburn.

**5. DOMESTIC REFUSE COLLECTION SERVICE UPDATE**

Mark Smith, Strategic Commissioner for Environment to provide a verbal update.

**6. STREET LIGHTING - MAINTENANCE AND IMPROVEMENT UPDATE (Pages 13 - 18)**

**7. HIGHWAY TREES MAINTENANCE CONTRACT (Pages 19 - 22)**

**8. ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE MEMBERS' BRIEFING PACK (Pages 23 - 34)**

The Overview and Scrutiny Committee Briefing pack provides Members with an introduction to the purpose of scrutiny and includes details of the Committee remit and operational information. Members are requested to note the contents of the Briefing Pack.

**9. ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE - WORK PROGRAMME UPDATE (Pages 35 - 46)**

**10. 2016/17 QUARTER 4 AND YEAR END WIRRAL PLAN PERFORMANCE - ENVIRONMENT THEME (Pages 47 - 94)**

**11. FINANCIAL MONITORING 2016/17 (Pages 95 - 138)**

**12. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR (PART 1)**

**13. EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**

The public may be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information.

**RECOMMENDED**

That, in accordance with section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by the relevant paragraphs of Part 1 of Schedule 12A (as amended) to that Act. The public interest test has been applied and favours exclusion.

**14. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR  
(PART 2)**

This page is intentionally left blank

## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Tuesday, 28 March 2017

Present: Councillor P Brightmore (Chair)

Councillors T Jones T Anderson  
C Muspratt B Berry  
T Usher T Pilgrim  
I Williams M Sullivan (In place  
A Sykes of J McManus)  
B Kenny (In place  
of S Foulkes)

45 **MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST / PARTY WHIP**

No declarations of Interest were received.

46 **MINUTES**

**RESOLVED:**

**That the Minutes of the Environment Overview and Scrutiny Committee held on 31 January 2017 be approved as a correct record.**

47 **URGENT BUSINESS - REPORT FOLLOWING THE EXPLOSION IN NEW FERRY ON SATURDAY, 25 MARCH 2017**

Prior to consideration of the items of business on the agenda, the Chair indicated that Mr Mark Camborne, Head of Community Safety & Transport Services would provide an update in relation to the explosion that had occurred in New Ferry on Saturday 25 March 2017, the effects of which had been devastating to the local community.

Mr Camborne indicated that there had been significant damage to buildings and homes in the surrounding area of New Ferry, with more than 30 people injured, 1 of whom was still critically ill in hospital.

Officers were involved in the immediate response and Mr Camborne paid tribute to the multi-agencies and the local community responses for the help they so kindly provided. Evacuation Centres were deployed and those residents evacuated were provided with clothing, food and wellbeing support

and advice. Housing Options and homelessness teams helped those people needing emergency accommodation.

Merseyside Police, Merseyside Fire and Rescue Service, the Council, Health and Safety Executive and National Grid, were working together to investigate what had happened to prompt such a devastating explosion.

A recovery team led by David Ball had been established to look at the options to move forward. An advice hub for residents had also been established with planned support for those local businesses affected. Colleagues and partners would be continuing work on making the site safe as soon as possible and re-open roads, so that people are able to return to their homes.

The Chair praised the staff and the emergency services who had worked and continued to work on the incident for their hard work and commitment, and for going the extra mile during it, as they tried to alleviate the stress of a dreadful and dangerous situation.

Members echoed the comments of the Chair and gave their thanks to the officers, emergency services, residents and agencies who had worked tirelessly to support people.

In response to a Member, Mr Camborne indicated that officers were awaiting the site to be handed over to them from the Police and would then be able to carry out the necessary inspections to ensure the buildings were safe.

A Member stated that WIRED which was a local charity based in Birkenhead had offered their support in providing advice to those affected in relation to insurance and collecting toiletries etc., in response, Mr Camborne suggested that this information be passed on to the Constituency Manager and his team who was assisting the setting up of a contact centre.

Mr Camborne indicated that officers were using social media, local press and television appeals to try and make contact with those families affected. It was thought that 50% of the properties damaged may not have been insured, but officers would be on hand to assist those affected. In relation to damage affecting Lever Houses, Mr Camborne indicated that he had been in contact with the Port Sunlight Trust to ascertain the damage caused.

**RESOLVED: That**

- (1) Mr Camborne be thanked for his update;**
- (2) all those who had offered support and worked tirelessly to help those affected be thanked for their excellent work and support;**  
**and**

- (3) the Committee's thoughts and well wishes be conveyed to those families and business owners affected by the incident.**

48 **INFORMATION REPORT: LOCAL POLICING ON WIRRAL**

The Committee considered a presentation from Local Policing Superintendent, Ian Hassall on local policing on Wirral.

Superintendent Hassall reported on the current financial position indicating that prior to the Comprehensive Spending Review (CSR) Announcement, the force were expecting further a reduction to its funding which would reduce the establishment to less than 5000 officers and staff.

He reported that the Community First Project Team was established to help meet the saving requirement and create the best possible operating model for the community.

Post the CSR announcement, It was announced that the budget was to be protected; there would be a 50% uplift in firearms capability; there would be further savings to reinvest into reform; more collaboration with Fire service and other forces; planned changes to the funding formula; inflation and pay awards; a transformational fund and efficiencies and savings be identified for reinvestment elsewhere.

To meet the savings required the force created new business areas to include: Response & Resolution, Local Policing, Investigation, Matrix, LAT's & Secretarial Support, Criminal Justice, Intelligence and Corporate Services (blue light).

In summary he explained what the new business areas meant for Wirral

- Emergency and priority calls would be responded to by police with 999 and 101 calls being answered by Force call handlers
- Investigations – Protecting Vulnerable People Unit & Reactive & Volume Crime teams would manage all Wirral investigations based at Birkenhead Police Station
- Community Policing Team & Targeted Policing Team would be based at Wallasey and team would continue to provide visibility across Wirral and respond to priorities such as serious and organised crime
- A Community Policing Team would be based at Bebington
- Community Police Stations would be based within Communities

Superintendent Hassall outlined some of the benefits and challenges faced whilst operating under the new model.

He highlighted some of the positive feedback received, in particular from North Birkenhead where officers had undertaken work along with other partner agencies.

The new model encouraged smarter working; created stronger relationships with partner agencies and Local Authorities and was of a big benefit to the prevention model.

Superintendent Hassall indicated that officers worked closely with emergency services on all major incidents such as the one in New Ferry and the force would continue to lobby the Government for funds from the Transformational Fund. He reiterated that Officers would always respond to a major incident and if required could call on other police forces resources to assist.

In response to a Members concern that due to the limited resources the good work of the Community Policing would diminish, Superintendent Hassall commented that the Community Policing Team would be there to help solve issues for examples issues arising from Mischief Night and Bonfire Night and PCSO's would take the lead on community issues which was an essential part of community policing. it was hoped that incidents such as the one in New Ferry was a one off incident and therefore officers would not need to be redrafted away from their areas of work to assist. It was the Force's aim for the PCSO's to move away from the areas in which they trained and be in attendance at crime scenes.

In response to Members concerns, he indicated that in relation to human trafficking Wirral was leading on this issue and regularly ran operations in places known as hotspots for trafficking.

Superintendent Hassall reported that the Matrix Team operated from a central department, which included Police horses and dogs but he could request those resources if and when needed. CID was based locally in Birkenhead and there was a road and traffic element of policing based on Wirral. In addition there were nine police vans that could also be utilised with officer support to attend to incident or cause disruption.

In relation to cyber-crime, it was reported that there was a lot of activity; online threats would get investigated at a local level and organised crime would be dealt with by a specialist team or a specialised agency.

Since the launch of the new policing model , Superintendent Hassall indicated that lessons had been learnt in relation to communication, processes were now in place and services would continue to be evaluated and audits undertaken to help respond to those issues that could drive improvement.

**RESOLVED:**

**That Superintendent Hassall is thanked for his update presentation.**

49 **'ENSURING WIRRAL'S NEIGHBOURHOODS ARE SAFE' STRATEGY AND COMMUNITY SAFETY INTEGRATION PROJECT - PROGRESS UPDATE**

Prior to consideration of this item, The Chair indicated that he would be taking both item 4 - 'Ensuring Wirral's Neighbourhoods Are Safe' Strategy and item 5 Community Safety Integration Project - Progress Updates together.

**'Ensuring Wirral's Neighbourhoods Are Safe' Strategy and Community Safety Integration Project - Progress Update**

Mr Mark Camborne, Head of Community Safety & Transport Services introduced the 'Ensuring Wirral's Neighbourhoods Are Safe' Strategy which set the direction for community safety in Wirral over the next five years and would deliver safer, shared and confident communities.

He outlined the priorities which included building stronger and more confident communities where people felt safe; improved Community Safety by tackling the cause and impact of crime and anti-social behaviour; protect the most vulnerable and deliver greater integration of all partner agencies to achieve a Safer Wirral.

The future plan would include realistic SMART action planning; continued work with communities and third sector partners to address the perception and fear of crime; greater integration with third sector organisations to build on community resilience and the introduction of the new Safer Wirral Partnership Board who would be looking at Pledges 7 and 19.

One of the actions from the Pledge was to seek greater integration of community safety resources across all partners and the Safer Wirral Hub was established. A Memorandum of Understanding was signed by the Chief Constable of Merseyside and the Chief Executive.

**Community Safety Integration Project - Progress Update**

Superintendent Tracy Hayes who is the Merseyside Police lead on Safer Wirral Hub updated the Committee on the future of the integrated Community Safety Delivery Model.

The Safer Wirral Hub had been established in two phases and the achievements to date were in line with the Council's new operating model and supported the proof of the concept for Wirral taking the lead across the City Region.

She reported that the ASB Teams direct links with Local Policing team had improved greatly and staff were now aligned to the Local Policing Hubs; there was greater information sharing, joint working on Operations such as Operation Bangor, Staysafe and the established Problem Solving Groups; the ASB manager & Community Patrol supervisor attend the weekly Operations Meeting to target resources more effectively, with focus now on the victim, offender and location utilising ASB analysis & call data and action taken quicker on priority cases through the collaborative working.

The Hub also saw the introduction of the ROC Restorative Justice lead.

Superintendent Hayes highlighted the next steps of the project which included; focus on Pledges 7 & 19; Youth Offending Services - aligning referral pathways with Early Help, Family Safety Unit and ASB team; making the Family Safety Unit more client friendly, influence and support early intervention and make more effective use of other resources; greater integration with statutory partners for the IOMU and in relation to the MASH create an integrated front door with referrals to EH supported by the Unit and joint deployments with Local Policing teams; support for vulnerable adults from the 3rd sector; referrals home safety/wellbeing checks from the MRFS and Multi Agency Interventions targeting C.S.E., C.E. Human Trafficking & Modern Slavery.

Mr Ben Ryder from the Merseyside Fire and Rescue Service (MFRS) gave an update on the work MFRS were doing to support the Safer Wirral Hub.

An Arson Advocated had been appointed and would be co-located within the Hub with immediate effect. There were also various monthly campaigns in targeted areas such as arson awareness week, which would be on-going in during the next 12 months, using collated intelligence to tackle hotspots. There were also thematic multi-agency campaigns on domestic violence and community safety.

There was also a lot of youth engagement with Cadets, Princes Trust and a District Prevention Manager had been provided to develop referral pathways between the MFRS and the Hub.

Mr Camborne concluded by highlighting the Hub's 2016/17 performance to date which indicated that Wirral's crime rate was down by 2% on 2016 which was the lowest in Merseyside; anti-social behaviour was down 11% on last year and the domestic abuse MARAC repeat victimisation was below the national average.

There has been a massive reduction in Community Safety funding and multi-agency officers would be looking into the possible ways to address this; looking at best practice and innovations.

The Chair welcomed the Cabinet Member for Housing & Community Safety, Councillor George Davies.

Councillor Davies indicated that resources attributed to Community Safety had reduced by 70%; incomes had dropped and officers were having to work longer hours.

Previous SLA's with Magenta Living and some schools had ceased and he commented that the RSL's needed to work with the Council and partner agencies to keep Wirral safe.

In response to a Members questions in relation to the action plan, Mr Camborne indicated that the targets set were not SMART and would be refreshed for the 2017/18 Pledge action Plan. In relation to how people feeling safe which was a concern from the previous Wirral Survey, he explained that measuring success was difficult and that officers were capturing both qualitative and quantitative data to feed into the final business case. The Police were also trying to move away from numerical data reporting and making it more about the narrative.

Tracey Hayes in response to Members indicated that in relation to emerging threats and risks, she attended meetings each morning to ascertain what if anything had happened overnight getting updates from the intelligence team. There was also a weekly multi-agency operations meeting looking at ASB and diverting resources accordingly.

In response to a Members question, Mr Camborne clarified that Wirral's Community Patrol Service worked on a 24/7 basis but had not been intelligence led; officers would now be working towards making this a function.

**RESOLVED:**

**That Mr Mark Camborne, Superintendent Tracy Hayes, Mr Ben Ryder and Councillor George Davies be thanked for their attendance and informative update.**

50 **2016/17 QUARTER 3 WIRRAL PLAN PERFORMANCE - ENVIRONMENT THEME**

Mark Smith, Strategic Commissioner, Environment, introduced a report which described performance at Quarter 3 (October to December 2016). A list of key performance highlights was provided in the report.

The Chair commented on the need for the Pledge Sponsors to give some narrative when indicators were 'red' and 'amber' as well as those that were 'green'.

Responding to a comment from a Member on the performance indicators, Mr Smith indicated that officers were aiming to be as transparent as possible and that in relation to the indicators relating to admission episodes for alcohol related conditions and smoking prevalence in adults in Wirral, this had been raised with the Director of Public Health who had indicated that two new strategies would be developed with the view of talking these to Overview and Scrutiny People Committee for pre-decision scrutiny and Cabinet in May 2017 for a decision.

In relation to the operational details of the Kingdom enforcement officers, Mr Smith agreed to feedback to Members with further details.

**RESOLVED:**

**That the report be noted.**

51 **FINANCIAL MONITORING 2016/17 QUARTER 3**

Tom Sault, Assistant Director- Finance (S151) introduced a report which set out the projected revenue and capital monitoring position for 2016/17 as at the close of quarter 3 (31 December 2016).

The quarter three revenue forecast was for an overall underspend of £0.4 million for the year (£0.2 million overspend was forecast at quarter 2). People (the former Families and Wellbeing areas) had a significant forecast overspend which had been offset largely by one-off savings within Business Services treasury management.

The quarter three capital report updated the capital programme and reflected significant re-profiling of schemes between years to reduce the 2016/17 capital programme to £30.7 million. Expenditure after the third quarter concluded was £16.4 million.

**RESOLVED:**

**That the report be noted.**

52 **POLICY INFORM**

The Chair introduced a report on the September Policy Inform Briefing paper which provided an overview of ongoing and recent national legislation, bills presented to Parliament and emerging policies from March, 2017 and which were relevant to this Committee's remit.

**RESOLVED:**

**That the report be noted.**

53 **ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE - WORK PROGRAMME UPDATE**

The Environment Overview and Scrutiny Committee noted the report of the Chair that updated Members on the current position regarding the Committee's work programme as agreed for the 2016/17 municipal year.

The report informed on the process of developing and managing the scrutiny work programme for the municipal year. Members noted that the Environment Overview & Scrutiny Committee, in cooperation with the other two Overview & Scrutiny Committees, was responsible for proposing and delivering an annual work programme and that the work programme should align with the corporate priorities of the Council, in particular the delivery of the Wirral Plan pledges which fell within the remit of the Committee.

Members noted that the report provided an update regarding progress made since the last Committee meeting held on 30 November 2016 and that the current work programme was made up of a combination of scrutiny reviews, standing items and requested officer reports, providing the committee with an opportunity to plan and regularly review its work across the municipal year.

The Chair informed that a task and finish review of the Modern Slavery Act scoping sessions had started and a Task and Finish Group looking at Leisure Provision could run alongside this review if need be.

Proposed by the Chair it was agreed that a dedicated scrutiny session be convened to review service development proposals for the Asset Service Transformation Project. The Chair further asked Members to agree to delegate responsibility to himself and Party Spokespersons to approve and refer a report from the session back to Cabinet for consideration.

**RESOLVED: That**

- (1) the Environment Overview & Scrutiny Committee Work Programme and direction of travel for 2016/17 be approved; and**
- (2) a dedicated scrutiny session be convened to review service development proposals for the Asset Service Transformation Project and responsibility be delegated to the Chair and Party Spokespersons to approve and refer the report from the session back to Cabinet for consideration.**

This page is intentionally left blank

**NOTICE OF MOTION: GREEN BELT** *(as referred by the Civic Mayor to the Environment Overview and Scrutiny Committee)*

**Proposed** by Councillor Chris Blakeley

**Seconded** by Councillor Adam Sykes

Council welcomes and supports the Leader of the Council's resolute commitment to protect Wirral Green Belt when he stated, "I am not prepared to allow our green belt land to be built on. I am resolute about that commitment. It is the jewel in Wirral's crown and greatly valued by our residents."

Council recognises the valuable part green belt provides in halting urban sprawl and protecting our much loved green spaces, including Council owned land in Saughall Massie which is under attack from the Fire Service, and the land in Hoylake and West Kirby earmarked for housing and a golf resort.

Council therefore resolves to confirm its unconditional guarantee to protect Wirral's green belt and further resolves that it will not release or allow Council owned green belt land to be developed under any circumstances.

Council also looks forward to the Housing Bill, giving extra protection to Green Belt as outlined in the Housing White Paper.

This page is intentionally left blank



## Environment Overview and Scrutiny Committee 5 July 2017

<b>REPORT TITLE:</b>	<b>STREET LIGHTING - MAINTENANCE AND IMPROVEMENT UPDATE</b>
<b>REPORT OF:</b>	<b>STRATEGIC COMMISSIONER FOR ENVIRONMENT</b>

### REPORT SUMMARY

This report provides a brief update on the current position with respect to the maintenance and improvement of the Council's street lighting stock within the Borough.

Maintenance and improvement of street lighting contributes to the Wirral Plan pledges to: provide transport and technology infrastructure fit for the future; ensure Wirral's neighbourhoods are safe and an attractive local environment for Wirral residents.

This matter affects all Wards within the Borough.

### RECOMMENDATION/S

That Members note the contents of this report.

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

The large volume of enquiries currently being received suggests that street lighting is of particular concern to residents and Members.

### **2.0 OTHER OPTIONS CONSIDERED**

This report provides an update on a number of issues and initiatives relating to street lighting service provision. Where appropriate, options appraisals have been considered to ensure best value for money and service efficiency within the applicable constraints.

### **3.0 BACKGROUND INFORMATION**

3.1 Wirral has approximately 37,500 street lights on the adopted highway network. At the end of March 2017, approximately 2,000 lights (less than 6%) were identified as not working. There are a further 4500 illuminated road signs and bollards.

3.2 As with many Council service areas, the street lighting service in Wirral has seen a reduction in resources over the last few years, reducing revenue budget (excluding staffing) by 21% and capital budget provision for life-expired stock (excluding capital programme and LED funding) by 80% since 2008. Dedicated street lighting staffing support has reduced from eight FTE in 2009 to two FTE.

3.3 The street lighting operational service provision in Wirral is delivered by external suppliers. The service is now managed within the Commissioning Support Unit (CSU) in Business Services. Routine and reactive maintenance is supplied by BAM Nuttall Ltd (BAMN) under the Highway Services Contract (HSC), which expires in March 2018 but is potentially extendable by a further two years subject to performance. Other contracts are delivered by suppliers appointed following competitive tender in accordance with the Council's procurement rules.

3.4 The street lighting service has recently been supplemented with an additional part-time staffing resource attached to the CSU Service Support team, to help deal with the current volume of customer enquiries. An improved access strategy, including standardised and timelier customer updates as well as improved web-based customer information is being explored in order to better assist with enquiries.

### **4.0 ROUTINE AND REACTIVE MAINTENANCE**

4.1 Historically, the performance on reactive repairs to street lighting has been a concern for the Council. This can be a result of fluctuating demand management, due to funding reductions or supplementation, increases in street lighting reports during the winter months and night inspection frequencies, which can create additional spikes in demand for repairs. There

has also been a steady increase in vandalism and road traffic accident damage in recent years, particularly to illuminated street signs and bollards.

- 4.2 It had been identified that a backlog of reactive repairs appears to have been building again since early 2017. BAMN has addressed this issue by providing additional resources (supplementing two existing crews with an additional repair crew) during early May 2017 and has indicated the reactive 'backlog' has now been cleared. A new repair strategy policy is being developed with BAMN whereby the Council secures better value from limited financial resources. This includes a request that BAMN ensure they test all electrical components when they visit a street light that is identified as not working, replacing all defective components on the first visit. This means BAMN should not 'condemn' the lamp as in need of a full lantern replacement, which is a more expensive outcome and may not be necessary. Senior Officers are working with BAMN to review the current HSC contract key performance indicators (KPIs) for street lighting, in accordance with good performance management practice, so that revised outcome focused targets are set that are stretching but achievable. The new targets will be jointly measured and recorded in an agreed performance management reporting framework in a simple format. To provide further assurance, and as part of on-going performance management of our provider, the Council will commission an independent technical audit to spot-check BAMNs work and ensure compliance with our specifications and repair policy and to ensure completed work is being correctly closed out on our asset and payment systems.

## **5.0 PLANNED MAINTENANCE**

- 5.1 As well as reactive maintenance of lights which are reported as out, a known backlog of failed electrical and structural equipment exists. At present the Council has a potential total value of £950k in failed equipment, including lanterns, lighting columns and underground cable supplies. This work must be prioritised to make best use of the currently available financial resources.
- 5.2 A contract is currently being drafted to deliver some of this work from a total budget of £500,000 provided through the Council's Capital Programme. The contract will be competitively tendered this summer and will include performance based payment mechanisms. It is expected that the site works will start in Autumn 2017 and be completed in early 2018.

## **6.0 LED REPLACEMENTS**

- 6.1 Where appropriate for the location concerned, new lanterns installed as part of the routine, reactive or planned maintenance programmes described above will be modern, energy-efficient, LED units. However, the Council also has a strategy of replacing lanterns with LED on a wider scale to improve energy efficiency, lighting levels and asset management system communications.
- 6.2 Phase one of the LED replacement programme, where 7,500 of the Council's worst performing lights (in energy efficiency terms) were replaced, was completed in 2016 in a £3m contract with Scottish Hydro Electric and

Southern Electric (SSE). A full condition survey of all the Council's lighting stock is currently underway by SSE / KIWA.

- 6.3 Phase two of the LED programme may involve about 15,000 of the Council's remaining 28,000 lighting columns that have not yet been upgraded to LED lanterns, but numbers are subject to review following the condition survey, being dependent on cost-benefit calculations and how many columns require replacement as well as just lanterns. Funding applications will be necessary to secure funding on an invest-to-save basis for LED lanterns and through a Council Capital programme business case for any structural column replacements. LED phase two is likely to be implemented in 2018/19.

## **7.0 FINANCIAL IMPLICATIONS**

- 7.1 Reactive and planned routine maintenance is funded through the Revenue service budget allocated to street lighting maintenance (circa £525,300 in 2017/18) and capital budget allocated to lighting maintenance as part of the Highways Structural Maintenance programme (circa £60,000 in 2017/18).
- 7.2 Following the contract to be awarded in 2017 a further maintenance backlog of at least £450,000 will remain. This work will address about 6% of the Council's street lighting asset stock. Inevitably, as the current backlog of damaged or condemned equipment is replaced other units will have been damaged or condemned. Consequently, a substantial increase in Capital funding investment, consistent over a guaranteed number of years, or a large one-off investment for column and lantern replacements as part of the phase two LED programme will be the only means of bringing the whole stock up to a high standard. A further Capital Programme business case submission will be presented later in 2017 to cover some of the remaining works, together with structural column replacements identified in the current survey and necessary for the LED phase two project.
- 7.3 Phase one LED replacement funding has been secured on an invest-to-save basis via a government loan. This will be explored further for phase two.

## **8.0 LEGAL IMPLICATIONS**

There are no specific legal implications relating to this report, which is a general position update.

## **9.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

On-going Digital staffing support is required to ensure the effective management of the systems used to ensure the street lighting service can function effectively. There are no additional specific ICT, staffing or assets implications relating to this report.

## **10.0 RELEVANT RISKS**

All contracts for the supply of services relating to street lighting have contract-specific risk registers monitored by the appropriate contract management

hierarchy. There are no specific risk implications relating to this report, which is a general position update.

#### **11.0 ENGAGEMENT/CONSULTATION**

There are no specific engagement or consultation matters relating to this report, which is a general position update.

#### **12.0 EQUALITY IMPLICATIONS**

Has the potential impact of your proposal(s) been reviewed with regard to equality?

No, because there is no relevance to equality.

**REPORT AUTHOR: *Simon Fox***

*Interim Commissioned Services Manager (Highways and Traffic)*

telephone: (0151) 606 2334

email: [simonfox@wirral.gov.uk](mailto:simonfox@wirral.gov.uk)

#### **APPENDICES**

None.

#### **REFERENCE MATERIAL**

*No specific background material has been used in the preparation of this report.*

#### **SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>

This page is intentionally left blank



## Environment Overview and Scrutiny Committee

5 July 2017

<b>REPORT TITLE:</b>	<b>HIGHWAY TREES MAINTENANCE CONTRACT</b>
<b>REPORT OF:</b>	<b>STRATEGIC COMMISSIONER FOR ENVIRONMENT</b>

### REPORT SUMMARY

This report provides a brief update on the current position with respect to the maintenance of the Council's highway tree stock within the Borough.

Maintenance and improvement of highway trees contributes to the Wirral Plan pledges to: provide transport and technology infrastructure fit for the future; ensure Wirral's neighbourhoods are safe and an attractive local environment for Wirral residents.

This matter affects all Wards within the Borough.

### RECOMMENDATION/S

That Members note the contents of this report.

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

The large volume of enquiries currently being received suggests that highway tree maintenance is of particular concern to residents and Members.

### **2.0 OTHER OPTIONS CONSIDERED**

This report provides an update on a number of issues and initiatives relating to tree maintenance service provision. Where appropriate, options appraisals have been considered to ensure best value for money and service efficiency within the applicable constraints.

### **3.0 BACKGROUND INFORMATION**

Wirral has approximately 25,500 trees on the adopted highway network. A full survey was conducted in 2012 to identify the number and species of trees.

The tree maintenance operational service provision in Wirral is delivered by external suppliers. The service is now managed within the Commissioning Support Unit (CSU) in Business Services.

A contract was awarded to Man Coed VM Ltd, who is a specialist arboriculture and tree surgeon service supplier, in September 2016, for the maintenance of the Council's highway trees for a two year term, potentially extendable by a further one year. Man Coed VM Ltd also hosts an asset database with details of all the Council's highway tree stock.

Other contracts are delivered by suppliers appointed following competitive tender in accordance with the Council's procurement rules. A contract for a full condition survey of all the Council's highway trees at a cost of approximately £21,000 has recently been completed by Amenity Tree Care Limited. The results of the survey have been prioritised using a risk-based approach and statutory clearances were recorded.

### **4.0 MAINTENANCE STRATEGY**

- 4.1 The results of the recent survey have been submitted to Man Coed VM Ltd. An order has been placed for the immediate removal of all dead, dying or sick trees. All other highway trees requiring attention as a result of the survey have been programmed for planned maintenance on a RAG status priority basis using a risk-based approach, and will be attended over the course of the contract with Man Coed VM Ltd. Reactive maintenance (as a result of public reports of storm damage or road traffic accident collisions, for example) is also prioritised and issued to the supplier accordingly. However, the supplier has been asked to programme work on a pragmatic and proactive value for money basis. For example, if three trees in a particular road have been identified as high-risk, then the supplier has been asked to consider whether all trees in that road may be better maintained at the same time.

- 4.2 Planned and reactive maintenance work is currently being issued to the supplier at a monthly average value of £15,000 from an annual available service revenue budget of £220,000 in 2017/18 (i.e. £180,000 work value for the year).
- 4.3 A budget of £30,000 will be set aside for any further storm damage and associated maintenance costs, such as traffic management and road closures/diversions.
- 4.4 Where a number of trees have been removed as a result of their surveyed condition or storm damage a further budget of £10,000 has been set-aside for re-planting, but clearly this is from a limited resource where essential safety-related maintenance takes priority.
- 4.5 Internal management of the highway tree maintenance service is currently being reviewed, including consideration of improved inspection and reporting mechanisms and an improved customer access strategy, including standardised and timelier customer updates as well as improved web-based customer information in order to better assist with enquiries.

## **5.0 FINANCIAL IMPLICATIONS**

- 5.1 Reactive and planned routine tree maintenance is funded through the Revenue service budget allocated for highway tree maintenance, which is £220,000 in 2017/18.
- 5.2 Based on the recent tree survey results, an assessment will be made in due course of the potential funding requirement necessary to address all the condition issues reported.

## **6.0 LEGAL IMPLICATIONS**

- 6.1 There are no specific legal implications relating to this report.

## **7.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

- 7.1 There are no additional specific ICT, staffing or assets implications relating to this report.

## **8.0 RELEVANT RISKS**

The contract with Man Coed VM Ltd will have a contract-specific risk register monitored by the appropriate contract management hierarchy.

All highway tree maintenance and work priority will be determined using a risk-based approach using the available survey information and/or advice from the specialist supplier.

There are no specific risk implications relating to this report, which is a general position update.

## 9.0 ENGAGEMENT/CONSULTATION

There are no specific engagement or consultation matters relating to this report, which is a general position update.

## 10.0 EQUALITY IMPLICATIONS

Has the potential impact of your proposal(s) been reviewed with regard to equality?

No, because there is no relevance to equality.

**REPORT AUTHOR: *Simon Fox***

*Interim Commissioned Services Manager (Highways and Traffic)*

telephone: (0151) 606 2334

email: [simonfox@wirral.gov.uk](mailto:simonfox@wirral.gov.uk)

### APPENDICES

None.

### REFERENCE MATERIAL

*No specific background material has been used.*

### SUBJECT HISTORY (last 3 years)

Council Meeting	Date

# **Environment Overview & Scrutiny Committee**

## **Members' Briefing Pack**

**June 2017**

## Contents:

1. The Purpose of Scrutiny
2. The Scope of the Environment Overview and Scrutiny Committee
3. Committee Membership and Meeting Schedule
4. The Work Programme
5. Relevant Wirral Plan Pledges, Strategies and Plans
6. Officer Support Arrangements
7. Key Contacts

## 1. The Purpose of Scrutiny

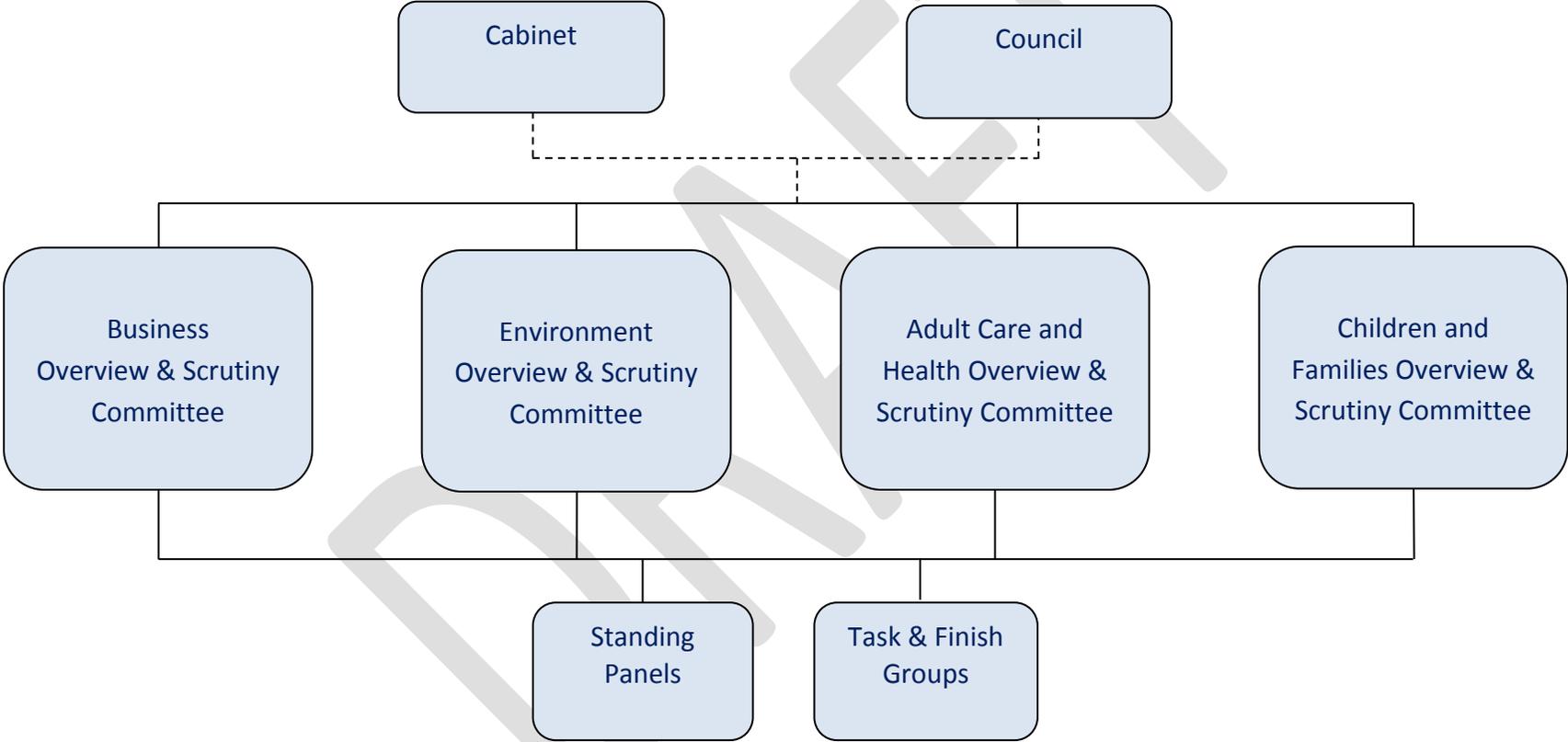
Overview & Scrutiny was introduced by the Local Government Act 2000. It places a statutory requirement on Councils that operate Executive arrangements to have an Overview and Scrutiny function in place. This is discharged through the creation of dedicated committees composed of Councillors who are not members of the Cabinet. Wirral Council's Overview & Scrutiny function is delivered through four Overview & Scrutiny Committees.

Overview and Scrutiny is a vital component of good governance. It provides a mechanism to engage non-executive Members in reviewing the effectiveness of Council policy and service delivery as well as that of local partners and other providers. It has the potential to drive improvement and significantly enhance the quality of Council decision-making, service provision and cost-effectiveness.

Overview and Scrutiny fulfils a number of roles including:

- **Holding the Executive to account** – a primary role is to provide a framework of accountability to modify executive behaviour and prevent the abuse of power. This includes the power to call-in Executive decisions (see page 6).
- **Holding Partners to account** – scrutiny provides an opportunity to investigate the work of public, private and voluntary sector partners and their impact on the community.
- **Horizon-scanning** – looks ahead to future changes in local government in order to help the Council prepare. This will usually mean considering future activity by central government which will have repercussions at a local level.
- **Policy Development and Review** – scrutiny contributes to the development of key policies to be included in the Council's policy framework, as well as examining how well a policy has been delivered and if outcomes have been achieved.
- **Pre-decision scrutiny** – examines the council's proposals and draft programmes to inform their development before they are implemented. This helps improve the quality of proposals and avoids mistakes being made.
- **Post-decision scrutiny** – examines the implementation of council policy and performance and enables the council to review the effects of its decision-making.
- **Performance management and improvement** – involves reviewing achievement against Wirral Plan objectives and targets. This can be a powerful force for improvement by highlighting areas of poor performance and ways to address them.

The Overview & Scrutiny Committee structure at Wirral Council is set out in the diagram below:



## 2. The Scope of the Environment Overview and Scrutiny Committee

The scope and remit of the Environment Overview and Scrutiny Committee is set out in the table below:

<p>Wirral Plan Pledges</p>	<ul style="list-style-type: none"> <li>• <b>Leisure and cultural opportunities for all</b></li> <li>• <b>Wirral Residents live healthier lives</b></li> <li>• <b>Community services are joined up and accessible</b></li> <li>• <b>Good quality housing that meets the needs of residents</b></li> <li>• <b>Wirral’s Neighbourhoods are safe</b></li> <li>• <b>Attractive local environment for Wirral residents</b></li> </ul>
<p>Scope of the Committee</p>	<p>To review and / or scrutinise any strategies and plans, and the delivery of these plans, including:</p> <ul style="list-style-type: none"> <li>• Wirral’s Leisure Strategy</li> <li>• Wirral’s Culture Strategy</li> <li>• Wirral Residents Live Healthier Lives Strategy</li> <li>• Neighbourhood Strategy</li> <li>• Housing Strategy</li> <li>• Ensuring Wirral’s Neighbourhoods are Safe</li> <li>• Managing Our Waste Strategy 2015 - 2020</li> <li>• Loving Our Environment Strategy</li> </ul> <p>To review and / or scrutinise the commissioning, management and performance of services for:</p> <ul style="list-style-type: none"> <li>• Leisure</li> <li>• Community Services</li> <li>• Safer Neighbourhoods</li> <li>• Housing Services</li> <li>• Environment</li> </ul> <p>To perform the Council’s statutory responsibilities to undertake scrutiny in relation to:</p> <ul style="list-style-type: none"> <li>• The review and scrutiny of the flood and coastal erosion risk management functions under the Flood and Water Management Act 2010.</li> <li>• The review and scrutiny of decisions made or action taken in connection with the discharge by the Responsible Authorities and Co-operating bodies of the Wirral Community Safety Partnership of their crime and disorder functions.</li> </ul>
<p>Cross-Cutting Themes</p>	<ul style="list-style-type: none"> <li>• <b>Vibrant tourism economy pledge</b> (link with Business Theme)</li> <li>• <b>Transport &amp; Technology Infrastructure fit for the future</b> (link to Business theme)</li> <li>• Liverpool City Region Combined Authority</li> </ul>

## **Notices of Motion**

Under the council procedure rules, Members of the Council can ask for any matter that affects the Wirral area, or which the council has responsibility for, to be discussed at a council meeting. The procedure is called a "notice of motion". The Mayor or a majority vote at Council can determine that a particular Notice of Motion can be referred either to the Leader or to a Council Committee. Therefore, some Notices of Motion are referred to the most appropriate Overview & Scrutiny Committee for further debate.

A Member of the Council who has moved a motion which has been referred to an Overview & Scrutiny Committee will be given notice of the meeting at which it is to be considered. The Member will be invited to attend the meeting and be given the opportunity to explain the motion. The Committee will be able to endorse, reject or amend the proposal. The decision of the Committee will be reported to a subsequent Council meeting, where the report or recommendation of the Committee will be debated.

## **Call-in**

Non-executive councillors have the power to 'call-in' an executive decision taken by the Cabinet, an individual portfolio holder or a key decision taken by an officer. Once a decision has been made and formally publicised, Councillors have five working days to call-in the decision. A minimum of six councillors must request that the decision be called-in. This results in the implementation of the decision being delayed in order to allow the decision to be scrutinised.

If a valid call-in has been received a meeting of the relevant Overview & Scrutiny Committee is normally convened within 15 working days. The call-in will be dealt with by the Overview & Scrutiny Committee whose remit most closely aligns with the subject of the decision. The call-in meeting gives scrutiny members an opportunity to test the merits of the decision. The Overview and Scrutiny Committee cannot change the decision but will either uphold the decision or refer the matter back to the decision-maker for reconsideration. When it refers a decision back, the Committee may ask the decision maker to consider particular points or alternative courses of action. The Cabinet (or portfolio holder) is not bound to accept any advice offered to it and will have sole discretion on any further action to be taken.

### 3. Committee Membership and Meeting Schedule

#### Committee Membership

<b>15 Members</b>		
<b>9 Labour</b>	<b>5 Conservative</b>	<b>1 Liberal Democrat</b>
Paul Stuart (Chair) Steve Foulkes (Vice-Chair) Tony Jones Brian Kenny Christina Muspratt Louise Reecejones Tom Usher Joe Walsh Warren Ward	Adam Sykes (Spokesperson) Bruce Berry Andrew Hodson Ian Lewis Tracey Pilgrim	Chris Carubia (Spokesperson)

#### Meetings Schedule

Formal Committee meetings are scheduled for the following dates during the 2017/18 municipal year:

- 5<sup>th</sup> July 2017
- 21<sup>st</sup> September 2017
- 30<sup>th</sup> November 2017
- 31<sup>st</sup> January 2018
- 28<sup>th</sup> March 2018

Meetings normally commence at 6.00pm

## 4. The Work Programme

Good scrutiny relies on members taking the lead, gathering evidence and reporting back their findings. Each Overview & Scrutiny Committee develops a work programme for the municipal year. The work programme should align with corporate priorities and will be informed by:

- The Wirral Plan pledges
- The Council's transformation programme
- The Council's forward plan
- Service performance information
- Risk management information
- Public or service user feedback
- Referrals from Cabinet

Good practice suggests that, in order to maximise the impact of scrutiny, it is necessary to prioritise proposed topics within the work programme. The following criteria will provide a guideline towards ensuring that the most significant topics are prioritised:

<b>Principles for Prioritisation</b>	
Wirral Plan	Does the topic have a direct link with one of the 2020 pledges?
	Will the review lead to improved outcomes for Wirral residents?
Public Interest	Does the topic have particular importance for Wirral Residents?
Transformation	Will the review support the transformation of the Council?
Financial Significance	Is the subject matter an area of significant spend or potential saving?
	Will the review support the Council in achieving its savings targets?
Timeliness / Effectiveness	Is this the most appropriate time for this topic to be scrutinised?
	Will the review be a good use of Council resources?

By assessing prospective topics using these criteria, the Committees can prioritise an effective work programme that ensures relevance and the highest potential to enhance outcomes for residents.

The work programme is presented as a schedule highlighting the topics to be considered. The selection of topics is considered at the start of the municipal year and reviewed at each

committee meeting. The Chair will usually discuss potential topics with the party spokespersons, relevant Portfolio Holder and Strategic Director.

There are a number of mechanisms to carry out scrutiny, depending on the level of detail required as follows:

- Scrutiny reviews undertaken by task & finish groups
- Standing panels
- Evidence day(s)
- Workshops
- Committee reports provided by officers
- Standing committee agenda items, for example, performance monitoring and financial monitoring.

As some of the topics may cut across the Wirral Plan themes, it is anticipated that some of the scrutiny topics may be of interest to members of more than one committee. In these circumstances, opportunities for members of more than one committee to work jointly on an item of scrutiny work will be explored.

DRAFT

## 5. Relevant Plans and Strategies

- The Wirral Plan
- Wirral's Culture Strategy
- Wirral's Leisure Strategy
- Wirral Residents Live Healthier Lives Strategy
- Wirral's Housing Strategy
- Ensuring Wirral's Neighbourhoods are Safe
- Managing our Waste Strategy
- Loving our Environment Strategy

The Wirral Plan and all strategies can be found on the Wirral Council website:

[Wirral Plan: a 2020 vision | www.wirral.gov.uk](http://www.wirral.gov.uk)

### **Wirral Plan Performance Reporting**

Each Committee receives quarterly performance reports detailing performance against the pledges that fall within the remit of the Committee. This enables Members of Overview and Scrutiny Committees to scrutinise the performance of Wirral Council and its partners in relation to delivering the Wirral Plan.

All Wirral Plan performance reports are published on the performance page of the Council's website:

[Wirral Plan performance | www.wirral.gov.uk](http://www.wirral.gov.uk)

- [Medium Term Financial Strategy](#)

## 6. Officer Support Arrangements

The Chair and Committee will be supported by the Scrutiny Support Team as follows:

- Working with the Chairs of the Overview & Scrutiny Committee and Review Panels in preparing agendas, work programming and dealing with matters arising at meetings.
- Support in the scoping, planning and management of scrutiny reviews, including notes of working group meetings and coordination of witnesses.
- Ensuring Chairs and Members are kept informed of relevant scrutiny guidance, and that Chairs have the information needed to feel confident in chairing their committees.
- Undertake background research for the committees and for specific scrutiny reviews.
- Working with Review Panel Members to draft reports and recommendations arising from scrutiny reviews.
- Monitoring the progress of previous recommendations from committee meetings or scrutiny reviews.
- Liaising with senior managers and teams across the Council to ensure appropriate officer support is available for committee meetings and scrutiny reviews.
- Facilitating appropriate events for Members and officers involved in scrutiny work.

Officers have developed scrutiny guidance and a toolkit for Members which can be accessed at the following link:

<http://wbcnet.admin.ad.wirral.gov.uk/governance-scrutiny/scrutiny-toolkit>

## 7. Key Contacts

Strategic Commissioner for Environment - Mark Smith  
[marksmith@wirral.gov.uk](mailto:marksmith@wirral.gov.uk)

Scrutiny Support  
Patrick Torpey – Scrutiny Officer  
[patricktorpey@wirral.gov.uk](mailto:patricktorpey@wirral.gov.uk)

Committee Services  
Lyndzay Roberts – Principal Committee Services Officer  
[lyndzayroberts@wirral.gov.uk](mailto:lyndzayroberts@wirral.gov.uk)

This page is intentionally left blank



## Environment Overview and Scrutiny Committee 5 July 2017

<b>REPORT TITLE:</b>	<b>ENVIRONMENT OVERVIEW &amp; SCRUTINY COMMITTEE - WORK PROGRAMME UPDATE</b>
<b>REPORT OF:</b>	<b>THE CHAIR OF THE COMMITTEE, COUNCILLOR PAUL STUART</b>

### REPORT SUMMARY

This report explains the process of developing and managing the scrutiny work programme for the municipal year. The Environment Overview & Scrutiny Committee, in cooperation with the other three Overview & Scrutiny Committees, is responsible for proposing and delivering an annual scrutiny work programme. This work programme should align with the corporate priorities of the Council, in particular the delivery of the Wirral Plan pledges which are within the remit of the Committee.

It is envisaged that the work programme will be formed from a combination of scrutiny reviews, standing items and requested officer reports. This report provides the committee with an opportunity to plan and regularly review its work across the municipal year.

### RECOMMENDATION/S

Members are requested to:

1. Approve the proposed Environment Overview & Scrutiny Committee work programme for 2017/18, making any required amendments.
2. Nominate the Chair and confirm membership of the task & finish group for the Modern Slavery Act scrutiny review.
3. Nominate cross-party Members of the Wirral Flood and Water Management Partnership.
4. Committee is requested to support a proposal to convene a dedicated work programme planning session, open to all Members of the Environment Overview & Scrutiny Committee. The purpose of the session is to give further detailed consideration to the Committee's work programme prior to the next scheduled Committee meeting in September.

## SUPPORTING INFORMATION

### 1.0 REASON/S FOR RECOMMENDATION/S

To ensure members of the Environment Overview & Scrutiny Committee have the opportunity to contribute to the delivery of the annual work programme.

### 2.0 OTHER OPTIONS CONSIDERED

Not Applicable

### 3.0 BACKGROUND INFORMATION

#### 3.1 THE SCRUTINY WORK PROGRAMME AND THE WIRRAL PLAN

The work programme should align with the priorities of the Council and its partners. The programme will be informed by:

- The Wirral Plan pledges
- The Council's transformation programme
- The Council's Forward Plan
- Service performance information
- Risk management information
- Public or service user feedback
- Referrals from Cabinet / Council

The specific Wirral Plan pledges and associated strategies of particular relevance to the Environment Overview & Scrutiny Committee are:

Pledge	Strategies
Leisure and cultural opportunities for all	Wirral's Leisure Strategy Wirral's Culture Strategy
Wirral residents live healthier lives	Wirral's Residents Live Healthier Lives Strategy
Community services are joined up and accessible	Wirral Together Strategy (in development)
Good quality housing that meets the needs of residents	Housing Strategy
Wirral's neighbourhoods are safe	Ensuring Wirral's Neighbourhoods are Safe Strategy
Attractive local environment for Wirral residents	Managing our Waste Strategy Loving our Environment Strategy

### 3.2 PRINCIPLES FOR PRIORITISATION

Good practice suggests that, in order to maximise the impact of scrutiny, it is necessary to prioritise proposed topics within the work programme. Members may find the following criteria helpful in providing a guideline towards ensuring that the most significant topics are prioritised:

<b>Principles for Prioritisation</b>	
Wirral Plan	Does the topic have a direct link with one of the 2020 pledges?
	Will the review lead to improved outcomes for Wirral residents?
Public Interest	Does the topic have particular importance for Wirral Residents?
Transformation	Will the review support the transformation of the Council?
Financial Significance	Is the subject matter an area of significant spend or potential saving?
	Will the review support the Council in achieving its savings targets?
Timeliness / Effectiveness	Is this the most appropriate time for this topic to be scrutinised?
	Will the review be a good use of Council resources?

By assessing prospective topics using these criteria, the Committee can prioritise an effective work programme that ensures relevance and the highest potential to enhance outcomes for residents.

### 3.3 DELIVERING THE WORK PROGRAMME

It is anticipated that the work programme will be delivered through a combination of:

- Scrutiny reviews undertaken by task & finish groups
- Evidence days and workshops
- Committee reports provided by officers
- Standing committee agenda items, for example, performance monitoring and financial monitoring
- Spotlight sessions
- Standing panels (where deemed necessary)

As some of the selected topics may well cut across the Wirral Plan themes, it is anticipated that some of the scrutiny topics may be of interest to members of more than one committee. In these circumstances, opportunities for members of more than one committee to work jointly on an item of scrutiny work will be explored.

Regular work programme update reports will provide the committee with an opportunity to plan and regularly review its work across the municipal year.

### **3.4 SCRUTINY WORK PROGRAMME ITEMS**

#### Modern Slavery Scrutiny Review

A scoping meeting for the scrutiny review of the implications of the Modern Slavery Act 2015 was held on 27th March. The Panel formulated and agreed the scope of the review, which is attached as an appendix to this report. Although a number of contacts have been made with leading regional organisations in this field and evidence sessions were scheduled for April and May, the election period and changes to Committee membership have delayed further progress with this review. The remaining panel members, Cllrs Carubia, Muspratt and Pilgrim intend to continue with this review and will conduct the first evidence session in the coming weeks.

Members are requested to nominate the Chair and confirm membership of the task & finish group.

#### Flood Risk Standing Panel

At a meeting of the Wirral Flood and Water Management Partnership (WFWMP) in May 2017, it was agreed that the WFWMP would provide an appropriate forum for this Committee to carry out its statutory scrutiny of flood and water management arrangements. It was further agreed that the three elected representatives on the WFWMP should be members of the Environment Overview & Scrutiny Committee. The WFWMP Terms of Reference are currently being revised to reflect the strengthened scrutiny role. These will be agreed at the next WFWMP meeting and presented to the following meeting of Committee for approval.

Members are requested to nominate three cross-party Members of the Wirral Flood and Water Management Partnership.

#### Further Development of the Scrutiny Work Programme

In consideration of how best to further develop the work programme for the 2017/18 municipal year, it is proposed that a dedicated work programme planning session is arranged before the next Committee meeting in September. This session will be open to all Members of the Environment O&S Committee. Members not able to attend are invited to suggest possible topics for inclusion in the work programme. The session will be supported by lead officers for each of the Committee pledges to provide further detailed input to the work programme's development.

### **4.0 FINANCIAL IMPLICATIONS**

Not Applicable

### **5.0 LEGAL IMPLICATIONS**

Not Applicable

### **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

The delivery of the scrutiny work programme will be met from within existing resources.

### **7.0 RELEVANT RISKS**

Not Applicable

**8.0 ENGAGEMENT/CONSULTATION**

Not Applicable

**9.0 EQUALITY IMPLICATIONS**

This report is for information to Members and there are no direct equality implications.

**REPORT AUTHOR:**

**Patrick Torpey**  
Scrutiny Support  
0151 691 8381  
email: [patricktorpey@wirral.gov.uk](mailto:patricktorpey@wirral.gov.uk)

**APPENDICES:**

**Appendix 1:** Environment Overview & Scrutiny Committee – Work programme

**Appendix 2:** Modern Slavery Act scrutiny review – scope document

**REFERENCE MATERIAL**

**SUBJECT HISTORY (last 3 years)**

Council Meeting	Date

This page is intentionally left blank

**AGENDA ITEMS – Wednesday 5<sup>th</sup> July 2017**

Item	Format	Officer
Notice of Motion – Green Belt	NoM	Cllrs Blakeley / Sykes
Attractive Local Environment Pledge Update	Presentation	Mike Cockburn – Lead Commissioner, Environment
Domestic Refuse Collection Update	Verbal Update	Mark Smith– Strategic Commissioner, Environment
Street Lighting Update	Officer Report	Nicola Butterworth
Tree Maintenance Contract	Officer Report	Nicola Butterworth
Environment Committee Briefing Pack	Briefing Pack	Scrutiny Team
Scrutiny Work Programme Update	Report	Report of the Chair, Patrick Torpey to provide report
Performance monitoring – 2016/17 Q4 / Closedown Report	Report	Mark Smith – Strategic Commissioner, Environment
Financial monitoring – 2016/17 Q4 / Year-end Report	Report	Peter Molyneux to provide report
Deadline for reports to be with Committee Services: <b>Monday 19<sup>th</sup> June 2017</b>		

**PROPOSED AGENDA ITEMS – Thursday 21<sup>st</sup> September 2017**

Item	Format	Officer
Notice of Motion – Pavilions in Sports Grounds	NoM	Cllrs Hayes / Berry
Financial monitoring	Report	Peter Molyneux to provide report
Policy Inform	Report	Policy Team
Work Programme Update	Report	Report of the Chair
Deadline for reports to be with Committee Services: <b>Monday 4<sup>th</sup> September 2017</b>		

**ADDITIONAL AGENDA ITEMS – WAITING TO BE SCHEDULED**

Item	Format	Approximate timescale	Lead Departmental Officer
Wirral’s Residents Live Healthier Lives Strategy	Committee Report / Presentation	TBC	TBC
Wirral’s Waste Management Strategy	Committee	TBC	TBC

	Report / Presentation		
Wirral Together Strategy	Committee Report / Presentation	TBC	TBC
Climate Change Strategy	Committee Report / Presentation	TBC	TBC
Coastal Strategy Scrutiny Review follow-up report	Officer Report	TBC	TBC

#### WORK PROGRAMME ACTIVITIES OUTSIDE COMMITTEE

Item	Format	Timescale	Lead Departmental Officer	Progress / Comments
Flood Risk Standing Panel (merger with existing Wirral Flood & Water Management Partnership)	Standing Panel	2017	David Ball	Terms of Reference to be approved by WF&WMP and Committee
Modern Slavery Act	Task & finish group	Commenced March 2017	Andrew Elkington	Scoping Meeting 27/03/2017
Libraries	Task & finish group	TBC	TBC	Deferred pending outcome of transformation scrutiny
Transforming Wirral – Leisure and Cultural Services, Future Provision of Services	Workshop	On hold	Mark Smith	On hold due to Call-in
Transforming Wirral – further business cases	Workshops	TBC	TBC	

## Draft Scope Document

**Review Title:** Modern Slavery (working title)

**Responsible Committee:** Environment Overview & Scrutiny Committee

**Date:** Monday 27<sup>th</sup> March 2017

1. Contact Information:	
<b>Panel Members:</b> <b>Councillors:</b> Phillip Brightmore Christopher Carubia Julie McManus Christina Muspratt Tracey Pilgrim	<b>Key Officers:</b> Andrew Elkington, Assistant Director: Community Services Adam Evans, Graduate Officer Patrick Torpey, Scrutiny Officer  <b>Other Contacts:</b>
2. Review Aims:	
<b>Wirral Plan Pledge/s:</b>  The primary pledge associated with this review is <b>Wirral's Neighbourhoods Are Safe</b> . Additional associated pledges:  <b>Reduce child and family poverty</b> <b>Vulnerable children reach their full potential</b> <b>Young people are ready for work and adulthood</b> <b>Children are ready for school</b> <b>Wirral residents live healthier lives</b>	
<b>Review Objectives:</b>  <ol style="list-style-type: none"><li>1. To understand the implications of the Modern Slavery Act for Wirral Council and its partners.</li><li>2. To review and assess the emerging best practice in this field to inform how the Modern Slavery Act may be implemented by Wirral Council and its partners.</li><li>3. To review existing local arrangements with regard to the prevention and detection of modern slavery and the support services offered to victims.</li></ol>	
<b>Scrutiny Outcomes:</b>  The Panel will present a series of recommendations designed to shape or influence Council policy on modern slavery.  Members will hold the Council and its partners to account over the effectiveness of services in place to protect Wirral residents from modern slavery.  Wirral Council becomes compliant with the provisions of the Modern Slavery Act and leads on efforts to tackle it locally.	

### 3. Review Plan

**Review Approach:** Workshop, Evidence Day, Task and Finish?

Task and Finish. The review will be carried out via a series of evidence gathering sessions with expert witnesses, Wirral Council officers, partner organisations, local charities and voluntary organisations.

The Panel will also review a number of briefing papers, documents and publications from local and central government, government advisory bodies and leading charities in the modern slavery / human trafficking field.

**Review Duration:**

(2 to 3 months expected)

**Scheduled Committee Report Date:**

Interim Report to Environment Overview & Scrutiny Committee – July 2017

**Scheduled Cabinet Report Date:**

To be confirmed

### 4. Sources of Evidence:

**Key Witnesses (subject to availability):**

Expert Witnesses

- City Hearts - Phill Clayton, Regional Director of City Hearts.
- University of Liverpool / Centre for the Study of International Slavery – Dr Alex Balch
- Local Government Information Unit / Local Government Association
- Relevant local authorities

Wirral Council and Partner Organisations

- Wirral Council – Safeguarding (Adults & Children)
- Wirral Council – Trading Standards
- Wirral Council – Private Sector Housing Team
- Merseyside PCC
- Merseyside Police – (Supt. Tracey Hayes, Safer Wirral Hub)
- Wirral Registered Social Landlords
- Fire Authority
- NHS
- Merseyrail

Voluntary and charitable organisations

- Barnardos
- Salvation Army
- Stop the Traffik
- Wirral Change

**Supporting Papers / Documentation:**

A number of briefing papers and supporting documentation will be reviewed by the panel, including:

[Briefing Note- Modern Slavery Act 2015 \(2\)](#)

[City Hearts, University of Liverpool Fresh Start Report](#)  
[ATMG Hidden In Plain Sight executive summary](#)  
[Human Trafficking Foundation Report](#)  
[Salvation Army bulletin](#)  
[Welsh Government Code of Practice – Ethical Employment in Supply Chains](#)

**Involvement of service users / public:**

Not applicable for this review

**5. Key Communications:**

**Cabinet Member:**

The scoping document will be shared with the relevant Cabinet Member.  
The draft report will be discussed with the Cabinet Member in advance of being finalised by the Task & Finish Review Panel and prior to its presentation to the Environment Overview & Scrutiny Committee for approval.

**Press Office:**

The scoping document and final report will be referred to the press office for information.

This page is intentionally left blank



## Environment Overview and Scrutiny Committee 5 July 2017

<b>REPORT TITLE:</b>	<b>2016/17 QUARTER 4 AND YEAR END WIRRAL PLAN PERFORMANCE - ENVIRONMENT THEME</b>
<b>REPORT OF:</b>	<b>EXECUTIVE DIRECTOR FOR STRATEGY</b>

### REPORT SUMMARY

This report provides the 2016/17 Quarter 4 (January - March 2017) performance report for Wirral Plan pledges under the Environment theme and the closedown of 2016-17 at Year End. The Quarter 4 report is included as Appendix 1, and provides a description of the progress in Quarter 4 including providing available data in relation to a range of outcome indicators and supporting measures.

The Year End closedown report is included as Appendix 2 and provides a summary analysis of improvement of performance against measures and delivery of Pledge strategy actions at year end.

### Quarter Four Wirral Plan Performance Summary

The key performance highlights for Quarter 4 include:

- The Hive opened in Birkenhead and within three and half weeks had over 3,000 members able to access the wealth of sports and creative facilities.
- Wirral now has more green flag awards for its parks than any other local authority area in the North West with four new awards.
- The new “Move on Up” service started on the 1st February 2017 to support people who are workless as a result of mental health conditions. This will improve their readiness for employment and move them towards more mainstream services, specifically employment support programmes.
- A Community Connectors programme across targeted areas of Wirral to help connect people with their communities to improve health and well-being has been launched. A network of 13 Community Connectors started work on 1st February 2017 with an aim to encourage people who are socially isolated to engage with community activity to improve their wellbeing and readiness for work.
- The Council has launched a new information and advice service 'Ask us Wirral' to provide a single, seamless comprehensive information and advice offer to local people. There is one phone number, improved digital access and delivery across a network of locations across the borough. 32,000 people will be supported in its first year of operation.
- We removed blight by bringing back 597 empty properties into use during 2016-17 making neighbourhoods more desirable places to live in.
- We continue to link and align our expectations with increased demands from Health and Social Care; our Disabled Adaptations Service has exceeded its

annual target of delivering adaptations into residents' homes; 3,000 home adaptations have been delivered during 2016-17 to disabled children and adults to help them to live independently at home.

- Our Homelessness and Housing Options Team has intervened to prevent 1,291 households from becoming homeless during 2016-17 by working with other relevant local agencies, leading to the early identification of households and individuals who are likely to be vulnerable to homelessness.
- The latest figures released this year show that population weight measures in Wirral have worsened following the national trend. There has been an increase in children age 4-5 classified as obese, excess weight in adults has increased and the healthy weight indicator for Wirral adults has reduced. There is continued focus in this area including a weight management referral service and a range of healthy eating initiatives.
- Wirral has the lowest crime rate per population in Merseyside and a continued focus on crime intervention has started to impact with the number of crimes recorded falling by 2% compared to the previous year. Incidents of anti-social behaviour being reported to the Police have fallen by 16% compared to 2014/15. This is helping to build stronger and more confident communities where people feel safe.
- Environmental enforcement remains a high priority for the Council to ensure people are experiencing a cleaner environment in which to live, work and enjoy their leisure time. End of year targets for penalty notices for littering and dog fouling offences were exceeded.

### **Year End Closedown Summary**

The closedown report provides the committee with an overview of progress in 2016-17 to assist with scrutiny of the effectiveness of Wirral Plan delivery. It provides analysis in relation to progress measured through the suite of 37 performance indicators related to the Environment Pledges compared to the start of the Wirral Plan, with focus on the areas that did not improve in 2016-17. It also provides a summary of progress against delivery for each of the activities identified in the Pledge strategy action plans. For the Environment Pledges a programme of 181 actions were identified to deliver the Pledge outcomes and a summary of progress for each of these is shown with agreed actions put in place by the steering groups moving forward into 2017-18.

### **RECOMMENDATION**

That the Environment Overview and Scrutiny Committee note the content of the report and highlight any areas requiring further clarification or action.

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

- 1.1 To ensure Members of the Environment Overview and Scrutiny Committee have the opportunity to scrutinise the performance of the Council and partners in relation to delivering the Wirral Plan.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 This report has been developed in line with the approved performance management framework for the Wirral Plan. As such, no other options were considered.

### **3.0 BACKGROUND INFORMATION**

- 3.1 The Wirral Plan is an outcome-focussed, partnership plan which has 16 supporting strategies that set out how each of the 20 pledges will be delivered. For each pledge, a partnership group has been established to drive forward delivery of the action plans set out in each of the supporting strategies.

- 3.2 A Wirral Plan Performance Management Framework has been developed to ensure robust monitoring arrangements are in place. The Wirral Partnership has a robust approach to performance management to ensure all activity is regularly monitored and reviewed.

- 3.3 Data for the identified indicators is released at different times throughout the year as a result not all Pledges will have results each quarterly reporting period. Some indicators can be reported quarterly and some only on an annual basis with annual figures reported in the quarter they become available.

- 3.4 For the Quarter 4 report each of the indicators a RAGB (red, amber, green, blue) rating is provided against the target and tolerance levels set at the start of the reporting period, with blue indicating performance targets being exceeded. There is also a trend key which shows whether performance has improved, remained static or deteriorated since the start of the Wirral Plan.

- 3.5 All Wirral Plan performance reports are published on the performance page of the Council's website. This includes the high level Wirral Plan overview report and the detailed pledge reports which include updates on progress and all activities set out in supporting strategy action plans.

<https://www.wirral.gov.uk/about-council/council-performance>

- 3.6 Each of the Wirral Plan Pledges has a Pledge Sponsor. The Pledge Sponsors under the People theme are as follows:

- Leisure and culture opportunities for all – Mark Smith
- Wirral residents live healthier lives – Fiona Johnstone
- Community services are joined up and accessible – Mark Smith

- Good quality housing that meets the needs of residents – Graham Hodgkinson
- Wirral's neighbourhoods are safe – Mark Smith
- Attractive Local Environment for Wirral residents – Mark Smith

#### **4.0 FINANCIAL IMPLICATIONS**

4.1 There are no financial implications arising from this report.

#### **5.0 LEGAL IMPLICATIONS**

5.1 There are no legal implications arising from this report.

#### **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

6.1 There are none arising from this report.

#### **7.0 RELEVANT RISKS**

7.1 The performance management framework is aligned to the Council's risk management strategy and both are regularly reviewed as part of corporate management processes.

#### **8.0 ENGAGEMENT/CONSULTATION**

8.1 The priorities in the Wirral Plan pledges were informed by a range of consultations carried out in 2015 and 2016 including the Wirral resident survey.

#### **9.0 EQUALITY IMPLICATIONS**

9.1 The Wirral Plan equality impact assessment can be found at:  
<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments/equality-impact-assessments-2014-15/chief>

**REPORT AUTHOR:** **Nancy Clarkson**  
*Head of Intelligence*  
 telephone: (0151) 691 8258  
 email: [nancyclarkson@wirral.gov.uk](mailto:nancyclarkson@wirral.gov.uk)

#### **APPENDICES**

Appendix 1: Wirral Plan Environment Theme 2016-17 Quarter 4 Pledge Reports  
 Appendix 2: Wirral Plan Environment Theme 2016-17 Year End Closedown Report

#### **REFERENCE MATERIAL**

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
<b>Environment Overview and Scrutiny Committee</b>	<b>21 September 2016</b>
<b>Environment Overview and Scrutiny Committee</b>	<b>30 November 2016</b>
<b>Environment Overview and Scrutiny Committee</b>	<b>28 March 2017</b>

This page is intentionally left blank

# Appendix 1

## Wirral Plan Environment Theme 2016-17 Quarter 4 Pledge Reports

---





## Leisure and cultural opportunities for all

### Overview from the Pledge Sponsor

Significant work has been continuing during Quarter 4. In March we launched the 'Wirral Creatives Survey' to reach out to those involved in culture and creativity in Wirral. To date, we have had over 100 responses. This is helping to develop a picture of this sector and its needs at a local level to inform how the Wirral Cultural Partnership can better support these people and businesses to thrive.

At the end of quarter 4, the new Hive opened in Birkenhead and within 3 and a half weeks had generated over 3,000 members, exceeding the first year membership target. This new facility for young people offers up to 20 activities per night and includes a 4G football pitch, four court sports hall, iconic climbing wall, fully fitted gym, skate park, music room, media room, arts and crafts areas, dance studio and even a boxing gym and recording studio. The Hive will deliver lots of positive outcomes for young people as a place to develop their sporting and artistic talents for the future.

There have been a lot of successes during 2016/17 taking forward the work towards this Wirral Plan Pledge. Separate strategies for Leisure and Culture have been developed with their own partnership delivery groups set up to drive forward the work. We continue to develop our parks and open spaces and have exceeded our target for quality awards in 2016/17 with Wirral now having more green flag awards for its parks than any other local authority in the North West. We have also seen an increase in the number of events happening in Wirral's parks, beaches and open spaces.

The Council continues to deliver a vibrant sports development programme with initiatives to encourage the young people's participation and we are continually exploring new ways to improve our leisure offer. Work will continue in the coming with health partners to develop a health and care referral pathway into our leisure services offer. Data for the number of visitors to Wirral and the value of tourism economy continue to improve year on year. A new Wirral Visitor Economy Strategy will be launched in Spring 2017 which will set out our plan for continuing this growth and success.

A scrutiny review into how we can better support our creative sector has recently commenced. This will involve some of our Elected Members visiting other areas which have established creative zones and clusters to enable their creative industries to flourish. Any approaches that could be adopted locally will be explored and this will be supported in 2017/18 by the Culture Partnership leading a series of networking events for the creative sector.

Wirral Plan Indicator	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Increase the number of people who regularly use the boroughs parks and open spaces	Annual	67% 2015-16	67%						n/a	Higher is better	This data comes from the Wirral Residents' Survey which will be delivered again in 2017-18.
Adult (14+) Participation in sport (at least once per week)	Annual	38.2% 2014-15	39.5%					35.8% Amber	↓	Higher is better	This indicator is derived from the Sport England Active People Survey. The figure is based on a sample of 500 people and therefore indicative. There is a time lag on the release of this data. The value reported relates to financial year 2015-16.

Supporting Measure	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Increase the number of national quality awards for Wirral's parks, coastal sites and open spaces: Green Flags	Annual	22 2015-16	23					24 Blue	↑	Higher is better	4 new parks have been awarded Green Flag status for the first time (Dawstone Park, Harrison Park, Hamilton Square and Frankby Cemetery). The number of quality awards for Wirral's parks and open spaces is higher than the baseline (Wirral Plan Start) and has exceeded the target for the year. Wirral now has more green flag awards for its parks than any other local authority area in the North West.
Utilisation of outdoor space for exercise / health reasons	Annual	20.7% 2013-14	21.5%					26.5% Blue	↑	Higher is better	There is a time lag for this data which comes from the Public Health Outcomes Framework. The data released in quarter 1 was for 2014/15. Whilst the increase of 6% shows very positive progress, the data comes from a relatively small sample size (less than 100) which may not give an accurate representation of overall activity in Wirral. This measure should therefore be viewed alongside other data for an overall picture of progress.
Increase the number of residents who say they regularly volunteer / support community groups in Wirral	Annual	26% 2015-16	26%						n/a	Higher is better	This data comes from the Wirral Residents' Survey which will be delivered again in 2017-18.
Increase visitor numbers each year based on the 2014 baseline (m)	Annual	7.59 2014	7.87					8.20 Green	↑	Higher is better	This data comes from Global Tourism Solutions via the Local Enterprise Partnership. It is based on the STEAM model which quantifies the local economic impact of tourism, from both staying and day visitors using a range of visitor economy measures. Data is released in September for the previous calendar year. The number of visitors to Wirral during 2015 increased by 8.2% on those that visited in 2014.
Increase value of tourism economy by at least 5% each year (£m).	Annual	£355.00 2014	£372.75					£385.80 Green	↑	Higher is better	This data comes from Global Tourism Solutions via the Local Enterprise Partnership. It is based on the STEAM model which quantifies the local economic impact of tourism, from both staying and day visitors using a range of visitor economy measures. Data is released in September for the previous calendar year. Wirral's visitor economy has increased by over 43% since 2010 and added £117.5 million to the local economy.
Increased the volume percentage of people cycling	Annual	0% (index for 2013/14)	8%					19% Blue	↑	Higher is better	This figure represents an increased performance between 2014/15 and 2015/16 of 14% which has exceeded expectations and has exceeded the cumulative target set for 2018/19. Health and financial benefits will have been experienced by those cycling within and through Wirral. Fine weather together with actively promoting the benefits of cycling has contributed to the success of 2015/16. A review of annual targets will be undertaken as part of the next business planning exercise to ensure our challenging ambitions continue.

## Wirral residents live healthier lives

### Overview from the Pledge Sponsor

#### Action to tackle tobacco use

By the end of March 2017, the local stop smoking service has supported 2,206 people to set a quit date, 1,134 clients were still smoke free at 4 weeks (a quit rate success of 52.7%). The final figures for the number of people who have quit smoking during 2016-17 will not be available until September 2017. The new Wirral Tobacco Control Strategy – Making Smoking History for Wirral Children will be presented to the May Cabinet meeting for approval and sets out the actions that will be taken by partners to reduce the impact of smoking on the health and wellbeing of local people. The 0-19 Healthy Child Programme has linked with the local stop smoking service to develop a smoking cessation offer for young people. Frontline staff have received training on 'advice on quitting' appropriate to age and updates on stop smoking medicines. Clear referral pathways have been developed between Response and the Health Services in School programme to ensure that young people receive the most appropriate service to meet their need.

#### Action to tackle alcohol misuse

Reduce the Strength - this voluntary scheme working with local stores who sell alcohol continues to have high engagement with local retailers. 104 businesses are now signed up to the scheme, the majority of these businesses are situated in our most challenged parts of the borough. Running in parallel with reducing the strength, our Custodians Scheme has now trained up to 28 off licence workers across 19 businesses to identify problematic drinking, safely broach the issue with customers where appropriate and signpost them to Wirral Ways to Recovery. This has resulted in several individuals voluntarily seeking out support and help for their drinking problems. The new Wirral Alcohol Strategy will be presented to the May Cabinet meeting for approval and sets out the actions that will be taken by partners to reduce the impact of alcohol misuse on the health and wellbeing of local people. The Licensing Committee at its meeting on 15 March 2017 agreed to amend the Council's Statement of Licensing Policy to include a special Cumulative impact Policy for an area of Birkenhead and referred the matter to full council for consideration.

#### Action to promote healthy eating

The Council's commissioned weight management on referral service has proved both popular and successful with over 1,000 service users accessing weight loss services provided by Slimming World and Weight Watchers. Data so far indicates good levels of weight loss along with high levels of user satisfaction. To date, three quarters of participants have lost weight following completion of the 12 week programme, with just under half (44%) achieving a 5% loss in body weight (this exceeds the NICE recommendation that 30% of participants should achieve 5% weight loss). Less than a quarter have dropped out of the programme which demonstrates very good levels of participation (NICE recommends completion rate of 60%).

In 2016-17, over 90 Wirral fast food take-aways were awarded at least a bronze level 'Eatwell Wirral' award meaning they have made a series of healthy improvements to their overall offer e.g. using a different cooking oil and directly promoting healthier options. Five targeted schools have now completed their Takeaway For a Change intervention resulting in healthy eating workshops being delivered to over 1500 children and their families. In 2016-17 we launched a "Better Food Wirral" social media campaign which has raised the profile of this initiative. The scheme has also awarded £1,000 each to 6 local organisations for various projects to promote a healthier local food culture e.g. the Family Trust's development of a healthy eating resource for carers of people with mental health problems.

#### Supporting people to take more control of their health and wellbeing

We have commissioned and implemented a Community Connectors programme across targeted areas of Wirral to help connect people with their communities to improve health and well-being. The network of 13 Community Connectors started work on 1st February 2017 and is led by Involve North West. The aim of this service is to engage people who are socially isolated to engage with community activity to improve their wellbeing and readiness for work. This commission is based on local insight work and driven by the high rates of health related worklessness and social isolation in the East of the Borough. By January 2019, 1015 people aged over 18 and who are workless as a result of their health will be supported to be work ready. 75% of the cohort will be residents of Birkenhead.

The new "Move on Up" service started on the 1st February 2017 to increase the availability of non-medical recovery services for low level mental health conditions. The service will enhance existing service provision and support for participants who are workless as a result of mental health. This will improve their readiness for employment and move them towards more mainstream services specifically employment support programmes. The commission is based on local insight work and driven by the high rates of health related worklessness in the Borough. By January 2019, 150 people aged over 18 and who are workless as a result of their health will be supported to be work ready. 75% of the cohort will be residents of Birkenhead.

The Council has also Commissioned a new information and advice service 'Ask us Wirral' to provide a single, seamless comprehensive information and advice offer to local people. There is one phone number, improved digital access and delivery across a network of locations across the borough. 32,000 people will be supported in its first year of operation.

In 2017/18, we will continue to build on the work we have delivered over the last year. The partnership has also identified some new areas to focus on in the coming year including: 'making every contact count' training for frontline staff; development and delivery of a programme of marketing activity to raise awareness of the 5 ways of well-being and work with local employers to support their staff to be healthy and well.

Wirral Plan Indicator	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Admission episodes for alcohol related conditions	Annual	853.0 2013-14	810.0					819.0 Amber	↑	Lower is better	There is a 12 month time lag on validated data being released. This data relates to 2014-15. Whilst it is below the target set, it is an improved level of performance on the previous reporting period (2013-14).
Smoking prevalence in adults (age 18 and over) in Wirral	Annual	17.2% 2014	16.5%					18.9% Red	↓	Lower is better	The Smoke Free Wirral Strategy sets out an action plan for the borough to tackle smoking prevalence. The local provider for stop smoking services, ABL Wirral has been working with GPs and practice nurses to improve referral pathways for their services. This data comes from the Public Health Outcomes Framework Annual Population Survey. There is a time lag and the latest data available is for 2015.
Excess weight in adults	Annual	66.2% 2012-14	66.2%					66.7% Green	↓	Lower is better	New figures have been released on the Public Health Outcome Framework for 2013-15 pooled 3 years. This shows a worsening trend from the baseline. Both the North West (66.6) and England (64.8) figures have also increased (worsened) since this data was last reported.

Supporting Measure	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Percentage of children aged 4-5 classified as overweight or obese	Annual	22.40% 2014-15	23.08%					22.90% Green	↓	Lower is better	This figure represents the latest annual data for 2015-16 that was released in December 2016.
Smoking status at time of delivery	Annual	10.5% 2014-15	10.0%					10.4% Green	↔	Lower is better	There is a time lag on the release of annual data. The figure of 10.4% is the latest available annual data and relates to 2015/16. Whilst this shows a reduction in the rate of mothers smoking at the time of their baby's delivery from 10.5% in 2014/15, it falls slightly short of the target of 10.0%.
Smoking prevalence at the age of 15 - current smokers	Annual	7.4% 2014-15	7.4%						n/a	Lower is better	This data comes from the Public Health Outcomes Framework. There has been no further data release against this measure. The previous survey to collect this data has been discontinued and we are awaiting confirmation on the new approach with this measure.
Prevalence of healthy weight in adults in Wirral	Annual	32.9% 2012-14	32.9%					32.4% Green	↓	Higher is better	New figures have been released by Public Health England for 2013-15 pooled 3 years. This shows a worsening trend from the baseline. Both the North West (32.3) and England (34.0) figures have also decreased (worsened) since last reported.

## Good quality housing that meets the needs of residents

### Overview from the Pledge Sponsor

Considerable progress has been made during 2016-17 to deliver our pledge to provide a good quality housing offer to our residents while supporting those who find themselves homeless and those who want to keep their independence at home. Partnership working with internal and Liverpool City Region colleagues as well as with external agencies has been strengthened throughout the year and will continue to be built on during 2017-18 as will our engagement with private landlords to ensure high standards of rental properties are available to our residents.

Specific achievements during 2016-17 include,

- More than £7 Million in funding was secured by to build 280 new affordable homes in the borough. 144 new affordable homes have already been delivered during the past year to support the offer of housing available in Wirral.
- We successfully secured Housing Zone status and the Council was successful in both its Liverpool City Region Starter Homes bid, and Housing Zones Status bid enabling a Capacity Fund to help deliver its housing growth aspiration.
- 4 schemes have been completed providing 41 units with a further 7 schemes secured which will deliver a further 70 units during 2017/18.
- In-depth energy efficiency support has been delivered to 37 homes, eight talks on energy efficiency have been delivered to community groups, eight half-day training sessions have been carried-out to front-line organisations and 112 visits have been made to people in their homes to support improvements to energy efficiency.
- The Council with Energy Projects Plus undertook targeted mailing to promote the "Warm Home Discount" to 760 private households living in the Selective Licensing areas. 142 households responded, resulting in 107 applications for the Warm Home Discount helping to alleviate fuel poverty.
- Between 1st January 2016 and 31st December 2016 (latest information), 2,740 energy efficiency measures and heating improvements were installed across 1,770 Wirral households, funded by the Energy Company Obligation. 1,787 of these installations were within homes on welfare benefits that indicate a higher prevalence to fuel poverty.
- Following intervention, 755 hazards have been removed from private sector homes to ensure that residents can live safely in their homes.
- We removed blight by bringing back 597 empty properties into use during 2016-17 making neighbourhoods more desirable places to live in, more progress is planned throughout the life of the 2020 Wirral Plan.
- A bid for £2.66 million funding for our Extra Care scheme for 86 units has been secured through the Homes and Communities Agency; this will help us to support some of our most vulnerable residents.
- 2 new services have been commissioned offering 34 places in extra care for people with learning disabilities at Pensby Road and Balls Road.
- We now have five purpose-built extra care schemes funded by the Council to provide 193 general units and 10 specialist dementia related units of accommodation, all 203 are occupied.
- We continue to link and align our expectations with increased demands from Health and Social Care; our Disabled Adaptations Service has exceeded its annual target of delivering adaptations into residents' homes; 3,000 home adaptations have been delivered during 2016-17 to disabled children and adults to help them to live independently at home.
- Our Homelessness and Housing Options Team has intervened to prevent 1,291 households from becoming homeless during 2016-17 by working with other relevant local agencies, leading to the early identification of households and individuals who are likely to be vulnerable to homelessness.

During 2017-18 our priorities will include,

- Delivering Wirral's 2016-2021 Shared Ownership and Affordable Housing Homes Programme which will deliver 283 new affordable homes
- Continuing to bring more empty properties back into use to remove blight in some areas and hopefully this will support the reduction of anti-social behaviour which is associated with longer term empty properties.
- Continuing to reduce the number of homes with serious hazards to provide warmer, safer homes for their residents.
- Exploring the feasibility of introducing Selective Licensing to other areas by completing a 2 yr Review of the existing scheme and commissioning new research to inform a business case with the objective of ensuring private landlords comply with high standards of environments for their tenants
- Our intention to reduce fuel poverty and increase disposable income for vulnerable households through targeted energy programmes
- Commissioning new services for homelessness and socially excluded groups in line with Commissioning Plan
- Continuing to support residents who need care by working with a private developer to deliver 45 Extra Care units across 2 schemes.

Page 58

Wirral Plan Indicator	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
3,500 new homes will be built by 2020	Annual	n/a	1,342						n/a	Higher is better	The total number of homes built will not be known until visual inspections of developments are completed along with Building Control notifications, which is in progress and will be reported retrospectively in Q1 2017-18 however there have been 144 new affordable homes built during 2016-17.
Improve 2,250 private sector properties	Annual	n/a	840					928 Blue	n/a	Higher is better	The target for improving private sector homes has been exceeded in all the areas that contribute towards this target including enforcement and informal action to improve the private rented sector, cosy homes heating, empty property grants, renovation loans, home repairs assistance and adaptations.
Bring 1,250 empty properties back into use	Quarterly	n/a	529	388 Blue	446 Green	524 Blue	597 Blue	597 Blue	n/a	Higher is better	Bringing 597 empty homes back into use since the start of the Wirral 2020 Plan has exceeded our expectations and means we have been able to start to remove blight in some areas and hopefully this will support the reduction of anti-social behaviour associated with longer term empty properties. We are aiming to remain on track to deliver our commitment to bringing empty properties back into use over the life of the Plan to continue to improve both the local housing offer and assist in making neighbourhoods desirable places to live.

Supporting Measure	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
1,200 homes requiring mandatory or additional licenses will be inspected by 2020	Annual	n/a	210					304 Blue	n/a	Higher is better	This target has been exceeded due to a higher number of complaints and referrals than anticipated however the teams have worked hard to complete these visits whilst preparing cases for prosecution for non-compliance with the licensing conditions. Initial inspections have focused on higher risk properties where compliance levels have been less than 1 in 3 properties visited.
An increase in the percentage of people over 50 living in appropriate housing, that meets their needs	Annual	52.3 2015-16	53.0						n/a	Higher is better	Progress will be reported once the results of the 2017 Residents Survey are known.
2,000 home adaptations to be delivered each year	Quarterly	2,257 2014-15	2,000	762 Blue	1,529 Blue	2,290 Blue	3,047 Blue	3,047 Blue	↑	Higher is better	At year-end we have exceeded target and surpassed our 2015-16 performance of 2700. We will continue to link and align our expectations for 2017-18 with increased demands from Health and Social Care. During Quarter 4 there has been a higher proportion of minor adaptations completed due to an increased focus on hospital discharge, readmissions and delayed transfer of care. We will continue to support vulnerable people to maintain their independence and remain in their own homes through adaptations wherever possible.
Reduce homelessness through prevention	Quarterly	707 2014-15	1,250	387 Blue	759 Blue	1,025 Green	1,291 Green	1,291 Green	↑	Higher is better	At Quarter 4 the output for preventions has continued to surpass expectations and has exceeded our year-end target however this was slightly less than the 1338 we achieved during 2015-16; this year's accomplishment has in the main been achieved through the successful partnership working between the Housing Options Team and other relevant local agencies, leading to the early identification of households and individuals who are likely to be vulnerable to homelessness.

## Wirral's neighbourhoods are safe

### Overview from the Pledge Sponsor

Wirral has the lowest crime rate per population in Merseyside and is the 3rd lowest within its Home Office defined 'family' of 15 demographically similar areas. Incidents of anti-social behaviour being reported to the Police have fallen by 16% compared to 2014/15. These achievements are a testament to taking the lead across the City Region on the successful implementation of Phase 1 of the 'Safer Wirral Hub', an operating model integrating community safety related services and agencies into a single resource, to tackle crime and anti-social behaviour and reduce statutory front line services demands. Wirral has turned a corner in effectively reducing crime to support the most vulnerable victims and reduce repeat victimisation. This has been achieved by working in partnership, applying interventions, targeting victims, locations and offenders; supporting the prevention and deterrence of repeat offending and repeat victimisation; and concentrating on restorative justice practices.

We have targeted cyber crime, using a social media campaign, as part of the global 'Safer Internet Day' held on 7th Feb 2017 and consulted on a Cumulative Impact Policy for Central Birkenhead, which has the potential to control alcohol licensing, reduce alcohol fuelled crime and disorder, and workloads for crime prevention agencies in a crime hotspot.

The Wirral Youth Zone 'The Hive' opened in April 2017, and has a range of high tech, high profile facilities to ensure its popularity, including a skate park, climbing wall, gym equipment, boxing ring, sofas, pool tables, desktop and computers. The Hive Youth Zone's Young People's Development Group has been working with 'OnSide Youth Zone's' Senior Development Surveyors and professional designers to ensure the venue is visually attractive and inspiring for Wirral's young people. To ensure its success, the Hive is recruiting 100 community volunteers, to help deliver the best service and involve the local community.

Youth Outreach teams targeted areas of need and delivered 11,646 brief interventions (April 2016– March 2017) with young people; raising awareness around drugs and alcohol, personal safety, anti social behaviour, sexual health, personal safety and child sexual exploitation.

During 2016/17 39% of victims referred to the Hate Crime MARAC (Multi Agency Risk Assessment Conference) were referred more than once. A measure "Percentage of repeat referrals of hate crime (Wirral Hate Crime MARAC cases) will be introduced for 2017/18, to support the Hate Crime Strategy Group and Safer Wirral Partnership Board in monitoring progress against the priority 'to protect the most vulnerable people in our communities'.

In 2017/18 the Safer Wirral Partnership Board will co-ordinate the commissioning activity of the statutory partners within the Community Safety Partnership, both Wirral's Adult's and Children's Safeguarding Boards and the Police and Crime Commissioner.

The Office of the Police and Crime Commissioner is coordinating further events with both providers and commissioners of services for victims, to determine whether processes would best be managed at the Liverpool City Region or Local Authority level.

Wirral Plan Indicator	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Reports of anti-social behaviour (ASB) to Merseyside Police	Quarterly	11,837 2014-15	10,749	2,764 Blue	5,777 Blue	8,048 Blue	9,930 Blue	9,930 Blue	↑	Lower is better	Anti-social behaviour reported to the Police continues to fall year on year, with incidents reported falling by 16% from the Wirral Plan Start (2014/15) and by 11% compared to 2015/16. This is helping to build stronger and more confident communities where people feel safe.
Proportion of residents who state they feel safe when outside in their local area (daytime)	Annual	88% Nov 2015	89%						n/a	Higher is better	This data comes from the Wirral Residents' Survey which will be delivered again in 2017-18.
Proportion of residents who state they feel safe when outside in their local area (After Dark)	Annual	55% Nov 2015	56%						n/a	Higher is better	This data comes from the Wirral Residents' Survey which will be delivered again in 2017-18.
Number of crimes recorded by the police	Quarterly	19,061 2014-15	20,954	4,906 Green	9,841 Green	14,839 Green	19,724 Green	19,724 Green	↓	Lower is better	After three successive years of increasing crime Wirral has turned a corner in effectively reducing crime by applying interventions targeting victims, locations and offenders. Wirral has the lowest crime rate per population in Merseyside and is third lowest within its Home Office defined 'family' of fifteen demographically similar areas, with the number of crimes recorded by the Police falling by 2% compared to 2015/16.

Supporting Measure	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Number of FPN's issued for environmental offences (Littering)	Quarterly	n/a	10,000	2,631 Green	5,742 Blue	8,811 Blue	11,458 Blue	11,458 Blue	n/a	Higher is better	The end of year target of 10,000 litter fixed penalty notices has been exceeded. This campaign is contributing to the long term pursuit of achieving behavioural change both in terms of residents and visitors. The deterrent created by the Council's high profile enforcement operation is having a positive effect on levels of cleanliness across the authority and also the composition of littering with cigarette litter reducing over the past year, thereby ensuring people are experiencing a cleaner environment in which to live, work and enjoy their leisure time.
Number of FPN's issued for environmental offences (dog fouling)	Quarterly	n/a	200	24 Blue	39 Red	87 Red	208 Green	208 Green	n/a	Higher is better	The end of year target has been exceeded despite the dog fouling commissioned contract and campaign not commencing until 9 May 2016. The Council's enforcement operators, Kingdom Securities Limited have applied resource to take action at hot spot locations including those identified by residents. We will continue to support our residents' concerns and the vast majority of responsible dog owners across Wirral by continuing to take effective action against dog owners who fail to pick up after their dogs.

## Attractive local environment for Wirral residents

### Overview from the Pledge Sponsor

This is the first year of the steering group's oversight of the pursuit of the Attractive Local Environment for Wirral residents pledge and we are pleased with the progress made to date, with notable achievements accomplished during the year. However we know that the goals we are striving to achieve in pursuit of the pledge require us to embark on long term approach to get residents involved in the upkeep of their neighbourhood and to positively change the relationship people have with their local environment. So a good first year with a lot accomplished however we have a long way to go to fully address the issues relating to the Attractive Local Environment pledge. Highlights of the year include: -

- We have demonstrated our commitment to Zero tolerance towards environmental crime committed in Wirral through the implementation of Fixed Penalty Notices for littering, dog fouling and alleyway dumping, and in doing so have increased education and awareness of the impact environmental crime has on our living and working environments.
- We implemented a Grot Spot Action Plan, utilising funding from enforcement prosecutions, which has resulted in the successful clean-up of 26 referred locations causing detriment to the local environment.
- The completion of a full review of options for the Future Domestic Waste Collection Service, to include a separated food collection and restricted residual waste capacity.
- We ran an 18-month campaign "Good to Know" to highlight the correct items for recycling in the grey recycling bins.
- Local Environmental Quality is exceeding the target (93% of streets cleansed to a good standard) at 95.2% in 2016/17 meaning we are maintaining a high level of cleanliness on key routes and shopping areas across the borough.
- Our endeavours to provide excellent and wide ranging frontline services were recognised when the Council was shortlisted for a national Association for Public Service Excellence (APSE) "Most Improved" Council award at the end of 2016 and were shortlisted again in February 2017 for a Keep Britain Tidy Quality Improvement award.
- The percentage of schools recycling 50% of their waste has increased from 19% in 2014/15 to 75% in 2016/17; this will ensure our young generation are our most educated and aware residents in terms of recycling and will naturally become our recycling educators and champions in the future.
- Unfortunately, recycling has decreased from 37.3% in 2014/15 to 36.4% in 2015/16 and continues to decrease in 2016/17. This is in line with the national trend of increasing residual waste tonnages and more work will need to be done in the coming year to tackle the number of unauthorised green bins and non-presented grey bins.

Wirral Plan Indicator	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Maintain local environmental quality (LEQ) via the street cleansing of litter, detritus, graffiti. (Main Gateways and Retail Areas)	Quarterly	97.5% 2014-15	93.0%	94.2% Blue	97.3% Blue	98.7% Blue	90.9% Red	95.2% Blue	↓	Higher is better	LEQ scores have fallen in Q4 primarily due to excessive detritus caused by residual leaf mulch and channel deposits following the leaf fall period. The effects of severe storms during the period will have also contributed to the decline in score. Officers have identified opportunities and improvements in the way and times during which Biffa collect leaves during the period which will allow for staggering of additional resources during the Jan - March period. Nevertheless, the annual target of 93% has been exceeded as the overall year performance is 95.2% for 2016-17 thanks to excellent performance during the year. This has meant our key gateways and retail areas have provided a clean environment to encourage pride in our communities and could attract further economic growth.
Achieve 50% kerbside recycling of domestic waste by 2020.	Quarterly	36.30% 2014- 15	40.00%	35.70% Red	38.40% Green	34.90% Amber			↓	Higher is better	Quarter 3 (up to December 2016): Compared with the same period last year, the percentage of recycling has continued to decrease. This trend is consistent with the performance of many other local authority areas in the North West. However, the amount of contamination in Wirral's collected recycling has decreased as a result of the "Good to Know" campaign, so residents are showing better understanding of what items are able to be collected on Wirral's service. Without the inclusion of more items and materials able to be collected from the kerbside, e.g. separate collection of food waste, Wirral will not achieve the 50% recycling rate by 2020 as our waste composition analysis shows that the total currently recyclable materials in our waste only totals approx. 45%. Q4 recycling performance will be available by the end of June 2017, but end of year 2016/17 performance is not published by DEFRA until December 2017.

Supporting Measure	Indicator Type	Wirral Plan Start	End of Year Target	2016-17 Q1	2016-17 Q2	2016-17 Q3	2016-17 Q4	2016-17	Trend	Direction of Improvement	Comment
Number of FPN's issued for environmental offences (Littering)	Quarterly	n/a	10,000	2,631 Green	5,742 Blue	8,811 Blue	11,458 Blue	11,458 Blue	n/a	Higher is better	The end of year target of 10,000 litter fixed penalty notices has been exceeded. This campaign is contributing to the long term pursuit of achieving behavioural change both in terms of residents and visitors. The deterrent created by the Council's high profile enforcement operation is having a positive effect on levels of cleanliness across the authority and also the composition of littering with cigarette litter reducing over the past year, thereby ensuring people are experiencing a cleaner environment in which to live, work and enjoy their leisure time.
Number of FPN's issued for environmental offences (dog fouling)	Quarterly	n/a	200	24 Blue	39 Red	87 Red	208 Green	208 Green	n/a	Higher is better	The end of year target has been exceeded despite the dog fouling commissioned contract and campaign not commencing until 9 May 2016. The Council's enforcement operators, Kingdom Securities Limited have applied resource to take action at hot spot locations including those identified by residents. We will continue to support our residents' concerns and the vast majority of responsible dog owners across Wirral by continuing to take effective action against dog owners who fail to pick up after their dogs.
Number of prosecutions executed for environmental offences (Litter and dog Fouling)	Quarterly	n/a	3,840	705 Red	1,455 Red	2,110 Red	2,853 Red	2,853 Red	n/a	Higher is better	2016/17 was the first full year of measuring prosecutions for littering and dog fouling offences and therefore acted as a pilot project which would hopefully provide a baseline for future benchmarking; unfortunately the basis for setting targets, establishing trends and measuring success have proven to be problematic because of the volume that can be considered by the court, the complexity of late 'in time' payments being made, the appeals process itself and the on-going data cleansing required. This has meant that the process to measure is not as robust as we would have liked. This measure has now been reviewed in line with all supporting measures going forward into 2017-18 and because of the difficulty in establishing definitive figures in a timely manner it has been decided that the measure will not continue to form part of the Pledge reporting process; it remains an important objective of the Council to pursue non-payment of Fixed Penalty Notices and so will continue to be monitored by the enforcement team and reported at an operational level.
People who think litter is a problem in their local area.	Annual	45.0% 2015-16	44.0%						n/a	Lower is better	Progress will be reported once the results of the 2017 Residents Survey are known.
People who think dog fouling is a problem in their local area.	Annual	56.0% 2015-16	55.0%						n/a	Lower is better	Progress will be reported once the results of the 2017 Residents Survey are known.
Reduce the total amount of waste produced by each household.	Quarterly	502.15 2014-15	502.15	138.35 Red	272.32 Amber	403.13 Amber			↑	Lower is better	Quarter 3 Performance: This quarter has seen the first decrease in waste produced per household compared with the same quarter the previous year - only 130.81 kg per household, which is 0.6kg per household less than the same quarter last year. However, cumulatively the total so far is still higher than forecast for quarters 1-3. The increase in waste collected per household is a national trend and will require further investigation to help determine the cause. This will have implications for the Council in the future as the cost for waste treatment and disposal will increase. Plans are currently being developed to help reduce the total amount of waste produced, including a refresh of the Love Food Hate Waste campaign.
Maximise landfill diversion/recovery of residual waste	Annual	63.70% 2014-15	0.00%						n/a	Higher is better	The new Refuse Recovery Contract (RRC) was scheduled to come into effect in October 2016, however, there have been delays during the commissioning period and waste continues to be sent to landfill until the issues have been resolved. Had the contract commenced it would have resulted in all of Wirral's non-recycled domestic refuse being sent to an energy from waste facility. This indicator will be removed as we have no influence over the outcome as it is the Disposal Authority (MRWA) who is responsible for treatment and disposal of waste, however we will be ready to take advantage of this new process as soon as it has been agreed as this will have an immediate affect on our need and use of landfill.
Increase the % of waste collected for composting/AD	Quarterly	10.75% 2014-15	15.00%	13.58% Amber	14.79% Green	10.48% Blue			↓	Higher is better	Quarter 3 Performance: There has been less tonnage collected during Q3 2016-17 in comparison with the same quarter in 2015/16, however in line with known seasonal differences we have exceeded the target. We experienced an increase in the number of subscribers during 2016-17 which will both reduce the amount of garden waste going to landfill and also have a positive impact on income generation.
Increase level of school recycling	Annual	35.00% 2014-15	50.00%					45.00% Amber	↑	Higher is better	Although the overall recycling rate from our schools has not achieved the 50% target, this has been as a result of only a handful of schools with more challenging waste issues, we will continue to work with these schools to improve their recycling. In 2014/15, only 19% of Wirral's schools were achieving a recycling rate of 50% or higher. This figure is now 75% of schools achieving 50% recycling or more. Students at these schools are now able to recycle the same materials as at home in their classrooms and canteens and are often involved in waste audits to identify areas of improvement.

**Key**

**Trend**

↑ Performance Improving   ↓ Performance Deteriorating   ↔ Performance Sustained   N/A – No comparable data available

*Based on Wirral Plan start date with exception of: Achieve 50% kerbside recycling of domestic waste by 2020, Reduce the total amount of waste produced by each household and Increase the % of waste collected for composting/AD - All compared to same period in previous year.*

**Target Rating (Blue, Green, Amber, Red)** based on agreed tolerance range for individual measures

Blue - Above Target   Green - Within Target   Amber - Below Target   Red - Significantly Below Target.

This page is intentionally left blank

## Appendix 2

# Wirral Plan Environment Theme 2016-17 Year End Closedown Report

Wirral Plan 2020



## 1. Introduction

This report sets out the 2016-17 year end position and close down for the Environment Theme Pledges of the Wirral Plan in 2016-17.

During 2016-17 reports outlining progress against delivery of Pledges were produced on a quarterly basis to ensure all stakeholders continuously monitor the progress being made. On a quarterly basis Pledge steering groups review progress and put in place key actions to ensure delivery is kept on track.

This report sets out a close down of activity in 2016-17 in two key areas:

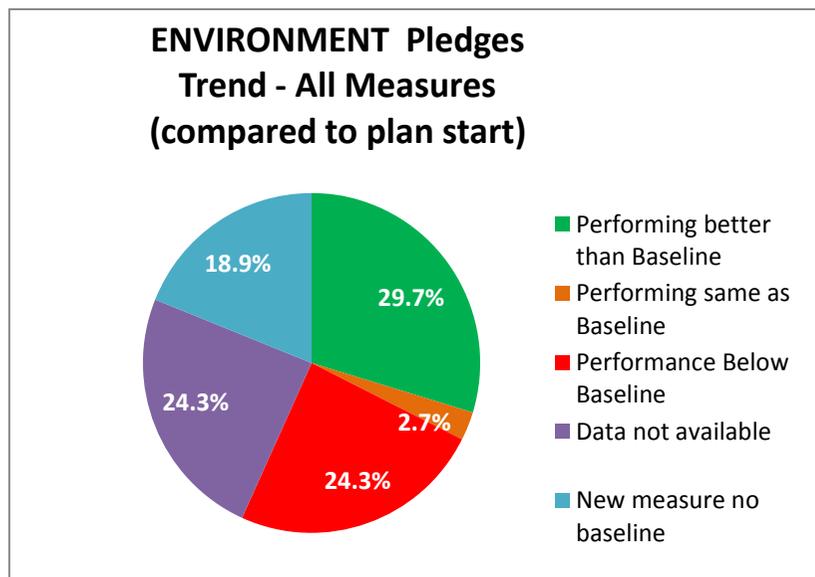
- It provides analysis in relation to progress measured through the suite of 37 performance indicators related to the Environment Pledges compared to the start of the Wirral Plan. Full details of each of the measures is shown in the Wirral Plan Environment Theme Quarter 4 report and underpinning individual Pledge reports and this year end close down report sits alongside that detail.
- It also provides a summary of progress against delivery for each of the activities identified in the Pledge strategy action plans. For the Environment Pledges a programme of 181 activities were identified to deliver the Pledge outcomes and a summary of progress for each of these is shown with agreed actions put in place by the steering groups moving forward into 2017-18.

At the end of the reporting cycle for each year of the Wirral Plan, each of the strategy action plans that support the delivery of the 20 Pledges are refreshed to ensure they remain focused on delivery of outcomes for Wirral residents. The outcome measures set out in the Wirral Plan performance framework we use to measure the impact of the change made are also refreshed. These changes are in place for 2017-18 monitoring of Wirral Plan delivery.

## 2. Performance Analysis

Delivery of the plan is monitored by the Wirral Plan Outcome Framework. A key part of the framework is a set of measures which are identified by all stakeholders as the key way to monitor delivery progress. The framework consists of both outcome indicators which are performance indicators linked to population change; these are often long term measures which can take considerable time to impact on. There are also a set of supporting measures which provide additional context to delivery and the improvements being made.

Detailed information regarding the performance against measures is shown in the Pledge reports. The Wirral Plan set out a five year vision to make improvement in the 20 Pledges. The chart below summarises performance of the outcome framework measures since the start of the Wirral Plan.



Performing better than Baseline	11	29.7%
Performing same as Baseline	1	2.7%
Performance Below Baseline	9	24.3%
Data not available	9	24.3%
New measure no baseline	7	18.9%
<b>Total</b>	<b>37</b>	<b>100.0%</b>

In 2016-17 there has been progress in a range of key areas across the People Pledges. Of the measures where it is possible to show a trend against the Wirral Plan start baseline, 12 of the 21 measures or 57% show performance as being improved or sustained.

For 9 measures (24%) data is not yet available and for 7 measures (19%) which were new for the Wirral Plan there was no Wirral Plan start baseline; for those measures in subsequent years improvement will be based on the first year they are measured.

In the Environment Pledges there are 9 measures where performance has decreased since the start of the Wirral Plan. These include:

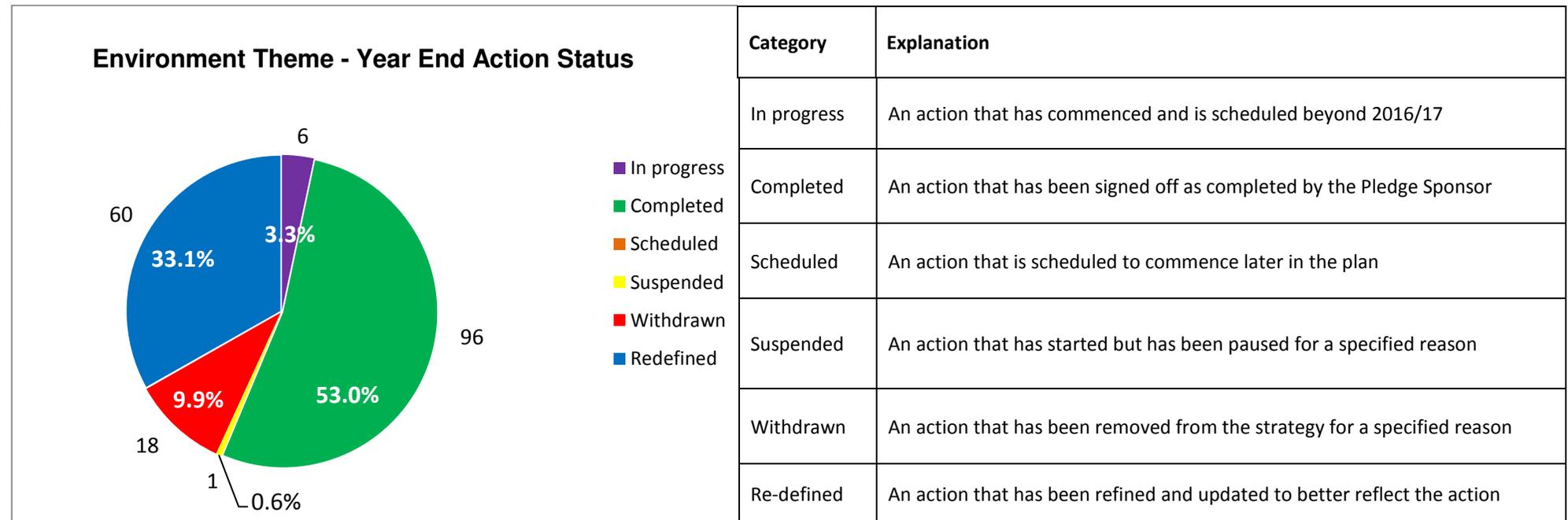
- Adult (14+) Participation in sport (at least once per week), which has decreased by 2.4% from 38.2% to 35.8%. The figure is based on a sample of 500 people and therefore indicative. There is a time lag on the release of this data. The value reported relates to financial year 2015-16.
- Smoking prevalence in adults (age 18 and over) in Wirral, which has increased by 1.7% from 17.2% to 18.9%. There is a time lag and the latest data available is for 2015. The Smoke Free Wirral Strategy sets out an action plan for the borough to tackle smoking prevalence. The local provider for stop smoking services, ABL Wirral has been working with GPs and practice nurses to improve referral pathways for their services.
- Excess weight in adults, which has increased by 0.5% from 66.2% to 66.7%. There is a time lag on the release of this data and the latest value relates to 2013-15 (pooled 3 years).
- Prevalence of healthy weight in adults in Wirral, which has reduced by 0.5% from 32.9% to 32.4%. There is a time lag on the release of this data and the latest value relates to 2013-15 (pooled 3 years).
- Percentage of children aged 4-5 classified as overweight or obese, which has increased by 0.5% from 22.4% to 22.9%. The latest data is for 2015-16 and was released in December 2016.
- Number of crimes recorded by the police, which has increased by 663 from 19,061 to 19,724. Whilst this shows a decreasing performance, this is consistent with the long term trend and meets the objective to slow the rate of increase in order to turn the curve and reduce the number of crimes recorded.
- Maintain local environmental quality (LEQ) via the street cleansing of litter, detritus, and graffiti. (Main Gateways and Retail Areas), which has reduced by 2.3% from 97.5% to 95.2%. However, both figures are well above the contractual target of 93%. The spike of achieving over 97% has resulted in a reduced baseline, however Wirral's performance remains consistently high and well above contract target.
- Achieve 50% kerbside recycling of domestic waste by 2020, which has reduced by 1.4% from 36.3% to 34.9%. There is a time lag with this data and the latest value is for Quarter 3 (October to December). Actions are being put in place to improve recycling performance in 2017/18 as well as bringing forward significant services changes that will ensure our 2020 targets are met.
- Increase the % of waste collected for composting, which has reduced by 0.27% from 10.75% to 10.48%. There is a time lag with this data and the latest value is for Quarter 3 (October to December). However, the overall composting rate for Apr-Dec 2016/17 (13.02%) is higher than the same period last year (12.49%). This is predicted to follow through to the year-end figures, with a higher composting rate overall. 2016/17 final year data will be available in July 2017.

Turning the curve on some of these indicators is challenging and will take significant time to achieve. The 5 year scope of the Wirral Plan will ensure continued focus on these areas over a longer time span allowing the required time to ensure a lasting impact can be made.

### 3 Pledge Activity Summary

All actions identified in 2016-17 Pledge strategy action plans were reviewed at the end of 2016-17. The assessment carried out indicates the status of the actions at the year end with the purpose to allow oversight of the effectiveness of Pledge Steering Groups to plan and deliver key actions in order to deliver the Pledges and improved outcomes for Wirral residents.

The assessment was based on the use of six classifications. As the Wirral Plan is a five year plan and a number of longer term complex activities have been identified, the expectation is that not all activities would be delivered in 2016-17 and some will be carried over into future years. In addition due to changes in year some of the activities identified at the start of the year required review, and there was also an opportunity through the refresh to link associated actions across the strategies into one stronger action in 2017-18 and remove duplication. Full detail of each of the activities by Pledge is shown below with the rationale for change provided for individual planned actions. Within this theme, there has been a strong focus within the partnerships through the refresh to ensure activities captured in the 2017/18 action plans are more realistic and deliverable.



Category	Explanation
In progress	An action that has commenced and is scheduled beyond 2016/17
Completed	An action that has been signed off as completed by the Pledge Sponsor
Scheduled	An action that is scheduled to commence later in the plan
Suspended	An action that has started but has been paused for a specified reason
Withdrawn	An action that has been removed from the strategy for a specified reason
Re-defined	An action that has been refined and updated to better reflect the action

**Pledge : Leisure and cultural opportunities for all**

<b>Priority 01: Promote and celebrate Wirral's parks, coast and countryside for leisure activities</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Implement promotion and develop effective marketing campaigns for Wirral's parks, coast and countryside	Jan 2016 - Apr 2016	Completed	
Prepare a master plan for each of Wirral's Country Parks to optimise their potential	Apr 2016 - Sep 2016	Completed	
Create and publicise a calendar of local events and activities	Jan 2016 - Apr 2016	Completed	
Increase the number of events in Wirral's parks	Apr 2016 - Apr 2017	Completed	
Develop commercial opportunities for people to enjoy parks and open spaces, through: creating additional camping and caravanning sites in Wirral and developing footgolf at Arrowe Country Park and the Warrens.	Apr 2016 - Apr 2017	Redefined	Part of this action has been completed (Footgolf) and a series of new projects will be developed as part of a new action in the 2017/18 action plan.
Improve signage to Wirral's parks, countryside and open spaces to 20 sites	Apr 2017 - Apr 2018	Redefined	A new action in the 2017/18 action plan is more specific in terms of completing access audits and delivering improvements.
Ensure the training offer for the leisure and tourism sectors supports the priorities for business growth and development	Apr 2016 - Mar 2017	In Progress	Time line revised to continue into 2017/18.
Maximise work related opportunities to engage students of all ages in the leisure and tourism sectors, progress them into apprenticeships, jobs and ensure opportunities for continued professional development	Apr 2016 - Mar 2017	Completed	
Provide more opportunities for young people to benefit from being outdoors. for example, continue to run Forest Schools with Wirral pupils	Apr 2016 - Mar 2020	Withdrawn	Forest Schools was delivered successfully across 2016-17. Though the programme will continue to be delivered for the foreseeable future, funding has not yet been secured for this project and is just one of a series of programmes being delivered.
Refurbish on-shore facilities at Marine Lake, West Kirby	Apr 2016 - Apr 2017	Redefined	This is ongoing but will also now be incorporated as part of the Leisure Review and a potential project for commercial development
Improve water sports offer at New Brighton through identifying future viable activities	Apr 2016 - Jun 2016	Redefined	This will now be incorporated as part of the Leisure Review.

Develop a measure to capture the number of events in Wirral's parks, beaches and open spaces	Apr 2016 - Dec 2016	Completed	
Prepare for a blue flag award application in 2017-18	Apr 2016 - Mar 2017	Completed	

**Priority 02: Encourage people to take part in sports, leisure, social and physical activities**

2016-17 Action	Timescale	YE Status	Rationale for Amendment
Explore further opportunities for using technology and social media campaigns to encourage participation in sport and physical activity	Apr 2016 - Jun 2016	Completed	
Implement Liquid Logic Marketplace to capture local activities	Jan 2016 - Apr 2016	Completed	
Develop, promote and support good referral pathways between GPs and the network of sports, leisure, social and physical activities available in Wirral, particularly those provided by the extensive voluntary sector	Apr 2016 - Jun 2016	Redefined	This activity has been redefined in the 2017/18 action plan as: 'Develop the health links between primary care and the network of sports, leisure, social and physical activities available in Wirral'. The timeline is revised for the 2017/18 action plan.
Host an annual marketplace event to showcase leisure opportunities in Wirral	Apr 2016 - Jul 2016	Suspended	This is suspended in light of the Leisure Review and will be re-profiled into 2018/19 subject to outcome of the review. This is to avoid promoting an offer which may be subject to changes in the near future.
Implement a 'buddy scheme' to support people to access leisure activities and explore opportunities to develop a coaching programme	Apr 2016 - Sep 2016	Redefined	This activity will now be incorporated into the 2017/18 action: 'Develop the health links between primary care and the network of sports, leisure, social and physical activities available in Wirral'
Complete review of Wirral's leisure and golf facilities to ensure that they are sustainable and fit for the future	Apr 2016 - Jun 2016	Completed	
Develop and implement Green Routes to improve access to services and opportunities	Jun 2016 - Mar 2020	Withdrawn	These actions relate to transport and will be delivered through the Transport Strategy.
Ensure that new developments include walking and cycling routes link to existing communities and key destinations	Apr 2016 - Mar 2020	Withdrawn	
Explore funding opportunities for a prioritised programme of infrastructure projects to encourage the use of active modes e.g. Sustainable Transport Enhancements Package (STEP Programme)	Apr 2016 - Apr 2017	Completed	

Encourage more people to cycle through: Cycle Hire Scheme	Apr 2016 - Apr 2017	Completed	
Encourage more people to cycle through: increased number of secure cycle parking spaces	Apr 2016 - Apr 2017	Withdrawn	This action relates to transport and will be delivered through the Transport Strategy.
Encourage more people to cycle through: Improve signage at stations to key attractions	Apr 2016 - Apr 2017	Completed	
Encourage more people to cycle through : Support Bikeability training in schools	Apr 2016 - Apr 2017	Completed	
Encourage more people to cycle through: Work in partnership to support contribution and delivery of new community cycle hubs across Wirral	Apr 2016 - Apr 2017	Completed	
Deliver the national curriculum for school swimming sessions	Apr 2016 - Mar 2020	Completed	
Deliver a range of successful sporting initiatives across the borough including: Streetgames programmes for young people	Apr 2016 - Mar 2020	Redefined	These actions have been redefined into a single action in 2017/18 to maximise opportunities to attract funding to deliver sporting initiatives that encourage wider participation.
Deliver a range of successful sporting initiatives: Mobile sports outreach units	Apr 2016 - Mar 2020	Redefined	
Deliver a range of successful sporting initiatives: 'Positive Futures' programme	Apr 2016 - Mar 2020	Completed	
Deliver a range of successful sporting initiatives: 'Sportivate'	Apr 2016 - Apr 2020	Completed	
Deliver a range of successful sporting initiatives: 'Satellite Clubs' programme for 14-25 year olds	Apr 2016 - Mar 2020	Completed	
Open Wirral's first Youth Zone 'The Hive' for the borough's young people aged 8-19 and up to 25 for those with disabilities	Apr 2016 - Dec 2016	Completed	
Develop disability sport programmes in line with the new government strategy of 'Sporting Future - a New Strategy for an Active Nation'	Apr 2016 - Mar 2020	Completed	
Develop a measure to capture how many people in Wirral cycle to work with the aim of increasing this through the life of the strategy	Apr 2016 - Dec 2016	Completed	

<b>Priority 03: Increase pride in Wirral's communities and encourage more residents to volunteer</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Develop a partnership approach to volunteering across the public, private, community and voluntary sector in Wirral: Research best practice in other areas	Apr 2016 - Mar 2017	Completed	
Develop a partnership approach to volunteering across the public, private, community and voluntary sector in Wirral: Develop a Wirral Partnership Strategy for Volunteering	Apr 2016 - Mar 2017	Completed	
Develop a partnership approach to volunteering across the public, private, community and voluntary sector in Wirral: Create more local volunteering opportunities to support leisure and social activities	Apr 2016 - Mar 2017	Redefined	The Wirral Together (volunteering) strategy has now been developed and these actions will be taken forward under that strategy.
Develop a partnership approach to volunteering across the public, private, community and voluntary sector in Wirral: Agree a public sector workforce volunteering programme	Apr 2016 - Mar 2017	Redefined	
Actively work with local groups to enable them to run and manage leisure activities and facilities in Wirral and access funding opportunities	Apr 2016 - Mar 2017	Redefined	
Encourage private sector businesses to sign up to workforce volunteering programmes	Apr 2016 - Mar 2017	Redefined	
Increase the number of places on National Citizens Service Programme available to Wirral's young people aged 16-17	Apr 2016 - Apr 2017	Completed	

<b>Priority 04: Develop creative partnerships and a cultural events programme to promote arts, culture and heritage in Wirral</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Establish a Wirral Cultural Partnership which is sector led and provides a forum for networking, new ideas and future development of Wirral's arts, culture and heritage offer	Apr 2016 - Jul 2016	Completed	
Complete a Wirral audit of arts, heritage and cultural events and activities that will inform a programme to be delivered by local and community organisations in constituencies over the next five years	Mar 2016 - Oct 2016	Completed	
Establish a knowledge and funding hub for small arts and cultural organisations in Wirral	Apr 2016 - Oct 2016	Redefined	The timeline for this activity will be refreshed into 2017/18. We will pilot this within the Wirral Culture Tank events.
Develop a measure to capture the number of arts and cultural events and activities in Wirral	Jul 2016 - Dec 2016	Redefined	This is now - Develop a calendar of events for 2017 for local arts, music and heritage events.
Develop a measure to capture the number of residents and visitors participating in arts and culture in Wirral	Jul 2016 - Dec 2016	Redefined	This is now - Develop a calendar of events for 2017 for local arts, music and heritage events.

<b>Priority 05: Increase resident and visitor participation in Wirral's arts, culture and heritage offer to promote its educational, social and wellbeing benefits</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Establish a cultural ambassador programme for Wirral	Apr 2016 - Nov 2016	Redefined	Wording redefined to Create a Wirral Cultural Ambassadors programme to promote culture and creativity across the borough and timeline revised for 2017/18.
Develop a calendar of events and activities and publicise through a central website and explore the use of technology and social media campaigns to encourage resident and visitor participation in arts, culture and heritage	Apr 2016 - Oct 2016	Completed	
Work with families, youth organisations and schools to increase participation in cultural education from an early age	Apr 2016 - Dec 2016	Redefined	This is now - Create a Wirral Cultural Ambassadors programme to promote culture and creativity across the borough.
Work with Conservation Areas Wirral and historic groups to refresh the heritage strategy and agree a specific programme of projects for the next 5 years	Apr 2016 - Apr 2017	Completed	
Identify investment opportunities for community arts and culture projects	Apr 2016 - Apr 2017	Redefined	This is now - Apply for regional, national and international funding to promote and showcase Wirral
Develop a measure to determine the effectiveness of the Wirral Culture Partnership	Apr 2016 - Apr 2017	Completed	This will be achieved through feedback from partnership and Culture Tank networking events and through ongoing dialogue with the Creative Wirral Network.
Develop a measure to capture funding from organisations such as the Arts Council, Heritage Lottery Fund and other sources	Apr 2016 - Apr 2017	Completed	

<b>Priority 06: Promote Wirral on an international stage as part of the Liverpool City Region to attract world class arts, heritage and culture events and exhibitions</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Develop Wirral's unique marketing approach as a cultural destination	Apr 2016 - Jun 2016	Completed	
Support the establishment of a Liverpool City Region Culture Partnership as part of the devolution agreement	Apr 2016 - Apr 2016	Completed	
Work in partnership with Culture Liverpool to deliver major cultural events over the next five years. The 2016-17 programme will focus on: Tall Ships	Apr 2016 - Mar 2021	Completed	
Work in partnership with Culture Liverpool to deliver major cultural events over the next five years. The 2016-17 programme to focus on: November 5th Firework Display	Apr 2016 - Mar 2021	Completed	
Work in partnership with Culture Liverpool to deliver major culture events over the next five years. The 2016-17 programme will focus on: Somme Remembrance	Apr 2016 - Mar 2021	Completed	
Work in partnership with Liverpool Film Office to identify future potential filming opportunities in Wirral	Apr 2016 - Sep 2016	Completed	
Deliver tourism marketing which promotes Wirral's visitor offer including culture: Discover Wirral (short breaks)	Apr 2016 - Jun 2016	Completed	
Deliver tourism marketing which promotes Wirral's visitor offer including culture: Wonders of Wirral (day breaks)	Apr 2016 - Aug 2016	Completed	
Conduct a comprehensive visitor research study	Apr 2016 - Apr 2017	Completed	
Establish a Liverpool City Region theatre and conference venue hub	Apr 2016 - Apr 2017	Completed	
Explore opportunities to attract funding to develop an iconic cultural visitor attraction	Apr 2016 - Apr 2017	Withdrawn	This will now fall under the remit of the Visitor Economy Strategy.
Explore potential bids to host exciting, ground-breaking arts and cultural events in Wirral	Apr 2016 - Apr 2017	Redefined	This is now - Apply for regional, national and international funding to promote and showcase Wirral
Work with world class Wirral artists to develop a high quality, high profile-raising event that celebrates the outstanding artists of Wirral	Apr 2016 - Apr 2017	Redefined	This is now - Deliver innovative events to showcase Wirral.

<b>Priority 07: Maximise the contribution of the arts, heritage and culture to the local economy</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Undertake an economic impact assessment of the arts, heritage and culture sector in Wirral to identify a baseline position and explore future opportunities to support and grow the sector	Apr 2016 - Dec 2016	Withdrawn	There are a number of difficulties in obtaining this information. In 2017/18 a survey will be carried out to gain a better understanding of the sector, its needs and how it can be supported to grow.
Explore future operating models for cultural assets in Wirral to maximise their contribution to the local economy	Apr 2016 - Dec 2016	Redefined	This is now - Complete a review of Wirral's Leisure services under the Leisure Strategy
Explore the opportunities for creativity activity hubs to promote new and innovative creative industries in Wirral with a specific focus on music, film and creative arts	Apr 2016 - Nov 2016	Redefined	This is now - Establish innovative spaces for use by creative businesses.
Explore potential opportunities for Wirral's heritage and conservation assets to support tourism and the local economy	Apr 2016 - Mar 2017	Withdrawn	This will now fall under the remit of the Visitor Economy Strategy.
Ensure the training offer for the arts, culture, heritage and tourism sector supports the priorities for business growth and development	Mar 2016 - Mar 2017	Completed	
Maximise work related opportunities to engage students of all ages in the culture, arts and heritage sector, progress them into apprenticeships and jobs and ensure opportunities for continuous professional development	Apr 2016 - Mar 2017	Completed	
Develop a measure to capture the number of businesses in the creative sector in Wirral	Apr 2016 - Dec 2016	Redefined	These actions are now covered by - Develop a survey to map existing community arts, culture and creativity for individuals and businesses in Wirral.
Develop a measure to capture the value of the creative economy in Wirral	Apr 2016 - Dec 2016	Redefined	

**Pledge : Wirral residents live healthier lives**

<b>Priority 01: Reduce the number of people who smoke in Wirral</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Produce a refreshed Tobacco Control Strategy to ensure a reduction in prevalence	Jan 2016 - Apr 2016	Completed	
Support the work of the Trading Standards team and North West Illicit Tobacco Control Programme to ensure illegal and illicit tobacco is removed from our communities	Apr 2016 - Apr 2020	Redefined	These actions are now covered by - Deliver Wirral's Tobacco Strategy to reduce the number of people who smoke in Wirral.
Support the work of the Trading Standards team and North West Illicit Tobacco Control Programme to ensure illegal and illicit tobacco is removed from our communities	Apr 2016 - Apr 2020	Redefined	
Develop links with the children and young people's services to highlight the harms of tobacco smoking and investigate the development of an approach to risk taking behaviour to include drug and alcohol use	Apr 2016 - Mar 2017	Completed	

<b>Priority 02: Reduce the impact of alcohol misuse on individuals and communities</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Develop a refreshed alcohol strategy to reduce the impact of alcohol abuse on people's lives and take forward the findings of the local alcohol enquiry	Jan 2016 - Apr 2016	Completed	
Improve communications with local people to ensure consistent messages are delivered by all partners and utilise the recent guidance from the Chief Medical Officer	Apr 2016 - Sep 2016	Completed	
Roll out the 'Reduce the Strength' campaign across Wirral	Apr 2016 - Mar 2020	Redefined	These actions are now covered by - Deliver Wirral's Alcohol Strategy to reduce the impact of alcohol misuse on individuals and communities and now incorporates all previous actions under this priority.
Work with Merseyside Councils to promote action to tackle access to very cheap alcohol	Apr 2016 - Mar 2020	Redefined	
Work with partners developing the Growth Strategy to ensure that the concept of a Healthy High Street is integral to the regeneration and economic development of the borough	Apr 2016 - Mar 2020	Redefined	This is now delivered through prosperous high streets as part of the Growth Strategy.

<b>Priority 03: Promote Healthy Eating</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Promote and strengthen the 'Better Food Wirral' network via social media and face to face events to positively change the local food culture	Apr 2016 - Mar 2020	Redefined	This action has been redefined to include both brand and innovation schemes into one.
Work with NHS provider organisations to implement the North West catering guidance with a focus on food seasonality	Apr 2016 - Mar 2017	Redefined	These actions have now been replaced by a single action in 2017/18 to deliver a programme of activity to support people to maintain a healthy weight.
Promote the positive relationships schools can have in developing and supporting healthy relationships with food in childhood	Apr 2016 - Mar 2020	Redefined	
Roll out of 'Takeaway for a change' and 'Eat Well Wirral' initiatives across Wirral	Apr 2016 - Mar 2020	Redefined	
Promote innovation funding to test ideas on a small scale to promote healthy food, building in current initiatives	Apr 2016 - Mar 2020	Redefined	This action has been redefined to include both brand and innovation schemes into one.

**Priority 04: Support people to take more control of their health and wellbeing**

2016-17 Action	Timescale	YE Status	Rationale for Amendment
Undertake a review of potential regulation and voluntary measures to increase diversity on the high street to include a review of the statement of licensing policy and the use of Cumulative Impact Policies	Apr 2016 - Sep 2016	Completed	
Explore, and where possible use Planning Policy in retail and housing developments to ensure the promotion of health and wellbeing as well as economic growth	Apr 2016 - Mar 2020	Withdrawn	This is now delivered through prosperous high streets as part of the Growth Plan.
Work with local retailers to promote responsible retail practice e.g. no underage and illicit product sales	Apr 2016 - Mar 2020	Redefined	This is now - Deliver Wirral's Alcohol Strategy to reduce the impact of alcohol misuse on individuals and communities and now incorporates all previous actions under this priority.

<b>Pledge : Good quality housing that meets the needs of residents</b>			
<b>Priority 01: Building more houses in Wirral to meet our economic growth ambitions</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Finalise Wirral's new Strategic Housing Market Assessment.	Apr 2013 - Jul 2016	Completed	
Approval of Core Strategy Local Plan and affordable housing policy approach.	Apr 2016 - May 2017	Redefined	This activity is to form part of Cabinet Approval of final Core Strategy Local Plan and submission to Secretary of State.
Work with partners to facilitate solutions to ensure the delivery of new affordable homes in the Borough.	Apr 2016 - Mar 2020	Withdrawn	This will be managed as operational business as usual.
Identify opportunities to unlock sites and identify resources required to kick-start both stalled and new housing sites in the Borough.	May 2016 - Jul 2017	Redefined	These actions will now form part of a wider review of potential development options to identify housing sites to support the delivery of new homes in the Borough.
Support stalled sites and marginal housing schemes through the Council's Phase 1 Affordable Housing Programme.	Apr 2013 - Mar 2018	Redefined	
Identify pipe-line housing sites to support the delivery of new homes in the Borough including potential use of Public Sector owned assets.	Apr 2016 - Mar 2017	Completed	
Work with private sector partners to ensure our housing growth plan reflects market demand.	Dec 2017 - Mar 2020	Redefined	These actions have been redefined and are now - Establish a dedicated Housing Growth Team to support Private Sector and Registered Provider partners to accelerate development.
Identify wider strategic and financial support in the delivery of new homes.	Apr 2016 - Mar 2020	Redefined	
Complete Liverpool City Region Strategic Housing & Employment Market Assessment.	Jan 2016 - Dec 2016	Redefined	Activity will form part of the Liverpool City Region brownfield sites list to be completed and will form part of the Core Strategy Local Plan process.
Undertake a feasibility review of the opportunity to develop a local housing company at either a Liverpool City Region or local authority level.	Jun 2016 - Mar 2017	Redefined	This action has been redefined based on direct commissioning.
Establish a City Region Land Commission to support the better co-ordination and release of public assets with the aim of increasing sites for economic growth, housing and improved communities.	Aug 2016 - Mar 2020	Redefined	Activity will form part of the Liverpool City Region brownfield sites list to be completed and will form part of the Core Strategy Local Plan process

Develop a housing marketing plan as part of wider Liverpool City Region housing offer and Economic Growth Strategy.	Aug 2016 - Mar 2017	Redefined	This work is being taken forward through the Growth Plan.
Develop Wirral's Marketing and Communication strategy to promote the Borough housing offer alongside Wirral's Growth Plan.	Apr 2016 - Aug 2017	Completed	
Identify required resources to deliver housing growth in Wirral	Aug 2016 - Oct 2016	Completed	
Identify employment opportunities available through house building schemes	Apr 2016 - Mar 2020	Withdrawn	This work is being taken forward through the Growth Plan.

<b>Priority 02: Improving the quality of Wirral's housing offer for our residents</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Develop targeted campaigns to address poor quality housing and fuel poverty through advice and assistance.	Apr 2016 - Mar 2020	Redefined	This activity will form part of the 'Reduce fuel poverty and increase disposable income for vulnerable households through targeted energy programmes'.
Deliver solid wall insulation programme in Selective Licensing areas.	Nov 2015 - Mar 2017	Completed	
Deliver awareness raising programme of fuel poverty alleviation assistance and energy efficiency in Wirral.	Nov 2015 - Mar 2018	Redefined	Reduce fuel poverty and increase disposable income for vulnerable households through targeted energy programmes.
Maximise funding opportunities to facilitate initiatives which enable people to stay safe and warm in their homes.	Apr 2016 - Mar 2020	Withdrawn	This will be managed as operational business as usual.
Inspect all homes requiring mandatory or additional licensing for compliance.	Jul 2016 - Mar 2020	In progress	
Reduce the number of homes with a category 1 or Category 2 Hazard under the Housing Health and Safety Rating System.	Apr 2016 - Mar 2020	Redefined	This activity will form part of the 'Reduce the number of homes with serious hazards to provide warmer, safer homes' initiative.
Refresh Wirral's empty homes delivery plan.	Aug 2016 - Sep 2017	Withdrawn	This will be managed as operational business as usual.
Undertake a survey to identify barriers preventing long term empty properties being brought back into use and what incentives would encourage owners of empty properties to bring them back into use.	Jul 2016 - Jul 2016	Completed	
Extend the selective licensing scheme currently in operation in four areas of Wirral to further areas of the borough	Oct 2016 - Mar 2020	Redefined	This activity will form part of a review of the current Selective Licensing Scheme during 2017-18.

<b>Priority 03: Meeting the needs of our most vulnerable people to enable them to live independently</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Review the adaptations programme to focus on health and social care priorities, including preventing hospital admissions and supporting hospital discharge	Apr 2016 - Oct 2016	Completed	
Explore opportunities to introduce smart home technology to support independent living	Sep 2016 - Mar 2017	Completed	
Complete a strategic review of supported Housing Services for homelessness and socially excluded groups	Jan 2016 - Sep 2016	Redefined	These actions will be replaced in the 2017/18 action plan with the Development of a new Commissioning Plan.
Develop and finalise a Housing Support Commissioning Plan	Aug 2016 - Oct 2016	Redefined	
Develop a Young Persons Housing Plan to address the housing requirements of this client profile	Aug 2016 - Oct 2016	Redefined	
Review the process route for people with disabilities and mobility problems who require access to re-housing	Aug 2016 - Mar 2017	Redefined	This work will continue in 2017/18.
Establish a Learning Disabilities Housing Steering Group to ensure the current and future housing needs of people with Learning Disabilities are addressed	Aug 2016 - Sep 2017	Completed	
Establish an Older Person Housing Steering Group to ensure the current and future housing needs of Older People are addressed	Aug 2016 - Sep 2016	Completed	
Develop Supported Housing Strategy for all vulnerable client groups	Aug 2016 - Mar 2018	In progress	
Work with Private Rented Sector to enable opportunities to access suitable tenancies to discharge homelessness statutory duty e.g. agree minimum twelve month tenancy	Apr 2016 - Mar 2017	Completed	
Commence homelessness review to inform the development of the 2018-2023 Homelessness Strategy	Feb 2017 - Aug 2017	Redefined	The activity did not start during 2016-17 as initially expected, it will be in place for 2017-18 as start and end dates have been updated to October 2017 – September 2018.
Deliver the Liverpool City Region Asylum Seeker Dispersal programme	Jan 2016 - Mar 2017	Completed	
Co-ordinate Wirral contribution to the Liverpool City Region response to Syrian Person Resettlement Programme	Jun 2016 - Jan 2017	Completed	

Work with all partners to monitor the range and cumulative impact of welfare reforms, co-ordinate an impact assessment and develop effective responses	Jun 2016 - Mar 2017	In progress	
Work with Registered Providers and private companies to deliver 300 additional Extra care homes	Oct 2014 - Mar 2018	In progress	
Undertake procurement framework and appoint delivery partners for Extra Care provision in Wirral	Jan 2016 - Oct 2016	Completed	
Complete strategic review of sheltered housing services for older people and agree scheme proposals	Apr 2016 - Mar 2017	Redefined	This work will continue in 2017/18.

**Pledge : Wirral’s neighbourhoods are safe**

<b>Priority 01: Build Stronger and more confident communities where people feel safe</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
We will work with constituencies using community engagement to improve our approach to tackling crime and anti-social behaviour	Jun 2016 - Dec 2016	Completed	
We will strengthen communications through social media to improve public perceptions of crime	Jul 2016 - Mar 2017	Completed	
We will deliver targeted interventions to raise awareness of hate crime and encourage people to report incidents of crime and anti-social behaviour	Sep 2016 - Mar 2017	Completed	
We will develop plans with probation, youth offending services and the voluntary sector to provide opportunities for offenders to undertake environmental improvement opportunities in their communities	Oct 2016 - Mar 2017	Completed	
We will run targeted, high visibility multi-agency operations against relevant crimes across all communities	Jun 2016 - Dec 2020	Withdrawn	This will be managed as operational business as usual.
We will create a £6million youth zone called The Hive, which when operational will offer a significant level of diversionary activity and reduce Anti-Social Behaviour	Oct 2015 - Dec 2016	Completed	
Develop supporting measure for reporting "A reduction in repeat victims of anti-social behaviour"	Apr 2016 - Mar 2017	Completed	

<b>Priority 02: Improve Community Safety by tackling the cause and impact of crime and anti-social behaviour</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
We will review the range of diversionary activities currently available to ensure they provide the most effective outcomes for all young people	Sep 2016 - Mar 2018	Withdrawn	This will be taken forward as part of the Safer Wirral Hub.
We will undertake further insight and engagement activity within Birkenhead and Wallasey Constituencies to greater understand the perceptions of crime in these areas	Aug 2016 - Sep 2016	Withdrawn	Further community engagement will be considered as part of a future resident's survey.
We will deliver a plan to change the behaviour and culture of children and young people in regards to crime and anti-social behaviour using both early intervention and enforcement	Aug 2016 - Dec 2016	Completed	
We will work with the Chamber of Commerce, Wirral businesses and the 3rd sector to review how we promote action taken to combat crime and anti-social behaviour to continue to raise awareness of safer neighbourhoods and improve people's perceptions of feeling unsafe	Jun 2016 - Mar 2018	Completed	
We will promote the use of initiatives such as Wirral's Neighbourhood Justice Scheme, to resolve anti-social behaviour	Jun 2016 - Mar 2017	Completed	
We will ensure that the work of the Alcohol Harm & Reduction Strategy is aligned to reducing the levels of crime and anti-social behaviour associated with the misuse of these substances	Jun 2016 - Jul 2016	Completed	

<b>Priority 03: Protecting the most vulnerable people in our communities</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
We will work with vulnerable groups such as the elderly and people with learning disabilities to understand their particular needs and to address their issues	Jun 2016 - Mar 2017	Withdrawn	This action is being picked up through work to progress the Ageing Well and All Age Disability Strategies. There are no specific work activities in relation to this action.
We will ensure that vulnerable people affected by hate related crime and disorder feel confident to report issues and are at the heart of our response	Jun 2016 - Dec 2019	Completed	
We will ensure that vulnerable people do not become repeat victims of crime by implementing the right support at the earliest opportunity, and are aware of all support available to assist them to cope and recover	Jun 2016 - Aug 2017	Redefined	This will be merged into a new action for 2017-18 'Implement programmes to reduce crime against vulnerable people, hate crime and repeat offending.'
We will develop our Partnership responses to protect and support victims of domestic abuse and harmful practices and put victims and the protection of children at the heart of our response	Jun 2016 - Mar 2017	Completed	
We will create better networks to deliver interventions which break the cycle of criminal behaviours at the earliest opportunity to Wirral's most vulnerable families	Jan 2017 - Mar 2017	Completed	
We will protect very vulnerable children, young people and adults by building on the work and priorities of the Local Safeguarding Board's (ensure work is co-ordinated across all agencies to safeguard children and adults, to support the Making Safeguarding Personal Campaign)	Jun 2016 - Dec 2020	Redefined	This will be merged into a new action for 2017-18 'Implement programmes to reduce crime against vulnerable people, hate crime and repeat offending.'
Develop outcome measure for reporting "A reduction in the percentage of repeat incidents of hate crime"	Apr 2016 - Mar 2017	Completed	
Develop supporting measure for reporting "Evaluation of the effectiveness of support programmes for victims of crime"	Apr 2016 - Mar 2017	Completed	

<b>Priority 04: Deliver greater integration with all relevant partner agencies to achieve a Safer Wirral</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
We will form a working group to deliver an integration plan for community safety services across the Wirral Partnership	May 2016 - Sep 2016	Completed	
We will commission effective and efficient services that will deliver our community safety priorities and ensure that all of our resources are targeted towards areas of most need	Jun 2016 - Mar 2017	Completed	
We will review the anti-social behaviour and crime reporting processes to ensure they are fit for purpose	Sep 2016 - Sep 2016	Redefined	This will be taken forward as part of the Safer Wirral Hub
We will continue to work with the Merseyside Police & Crime Commissioner and our neighbouring Councils to identify future opportunities for delivering services on a City region footprint	Aug 2016 - Mar 2018	Withdrawn	This will be taken forward as part of the Safer Wirral Hub.

## Pledge : Attractive local environment for Wirral residents

<b>Priority 01: Love Where You Live</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Launch Love Wirral communications and engagement campaign to increase awareness of environmental initiatives.	Apr 2016 - May 2016	Completed	
Establish the 'love where you live' volunteer scheme to connect people to a menu of activities to get involved in.	Jun 2016 - Mar 2017	Redefined	Redefined to reflect collaborative approach with constituency managers to deliver the Love Where You Live Campaign.
Develop and implement an active community participation programme, using 'Clean for the Queen' as the inception project to pilot and launch the scheme.	Jun 2016 - Mar 2017	Redefined	This activity will form part of the Love Where You Live Campaign for 2017.
We will develop a process which will support, measure and monitor the number of community clean ups undertaken.	Nov 2016 - Mar 2017	Redefined	This activity will form part of the Love Where You Live Campaign for 2017.
We will develop a process which will support, measure and monitor the number of 'Love Where You Live' volunteers in our communities.	Nov 2016 - Mar 2017	Redefined	This activity will form part of the 2017 behaviour change initiative pilot to influence positive behavioural change and reduce incidents of fly-tipping.

<b>Priority 02: Driving Behaviour Change</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Adopt and contribute to the government's National Litter Strategy, ensuring recommendations and campaigns are incorporated into the Loving our Environment Strategy.	Jun 2016 - Mar 2017	Withdrawn	Due to the Government's delay in launching the National Litter Strategy, the new legislation will be incorporated into the Loving Our Environment Strategy during 2017-18.
Deliver environmental enforcement programme, prosecutions to encourage future cleanliness of our streets by residents and visitors. Acting on intelligence and publishing results of prosecutions to encourage future cleanliness of our streets by residents and visitors.	Apr 2016 - Mar 2017	Completed	

<b>Priority 03: Put Resources Where They Are Needed</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Undertake environmental quality surveys to measure and evaluate environmental standards across Wirral and deploy appropriate levels of resources.	Apr 2016 - Mar 2017	Completed	
Evaluate the annual resident survey results and act to address priorities and concerns through the annual business planning and priority objectives setting process.	Apr 2016 - Mar 2017	Completed	
Establish and evaluate service standards by benchmarking against local and national peers to support the setting of Wirral's future targets for local environmental quality.	Apr 2016 - Mar 2017	Completed	

<b>Priority 04: Tackling Untidy Land</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Establish and implement a Grot Spot Action Plan to target the borough's worst areas and take action so residents can experience an improved quality environment.	Jul 2016 - Mar 2017	Completed	
Establish a Land Maintenance Charter setting out standards for private land owners to sign up to resulting in the improved quality of private land across Wirral.	Jul 2016 - Mar 2017	Completed	

<b>Priority 05: Waste Prevention &amp; Reuse</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Promote waste minimisation and reuse actions within the Joint Waste Prevention Action Plan for Wirral residents	Mar 2011 - Mar 2020	In progress	
Encourage and enable schools to reduce their waste and recycle more, through engagement with pupils and staff	Sep 2015 - Mar 2017	Completed	
Carry out a review of the Waste Prevention Apprenticeship, to assess the value and sustainability of the programme.	Jun 2015 - Apr 2016	Completed	

<b>Priority 06: Residual Collections</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Review the Waste Management options for household waste collection, to optimise waste reduction and recycling from houses, flats and terraced properties.	Jan 2016 - Jun 2016	Completed	
Review additional green refuse bin provision and capacity, to ensure it is fair and consistent.	Jan 2016 - Mar 2017	Completed	
Issue notices, or guidance, to all residential properties annually and on moving into a new property.	Apr 2016 - Mar 2017	Completed	

<b>Priority 07: Kerbside Recycling Collections</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Explore the expansion of the kerbside recycling service, to offer the collection of a wider range of materials e.g. plastic pots, tubs and trays, food and drink cartons, electrical items and textiles.	Apr 2015 - Jun 2016	Completed	
Plan and implement a number of targeted campaigns across the Borough, to increase recycling participation and capture rate and to improve awareness of prohibited items in the green residual waste bin.	Dec 2015 - Mar 2017	Completed	
Investigate the use of incentives or rewards to encourage increased recycling.	Apr 2015 - Apr 2016	Completed	

<b>Priority 08: Food &amp; Garden Waste Collections</b>			
<b>2016-17 Action</b>	<b>Timescale</b>	<b>YE Status</b>	<b>Rationale for Amendment</b>
Review Garden Waste Subscription service and prepare proposals for future provision.	Apr 2015 - Apr 2016	Completed	
Investigate the feasibility of a separate food waste collection, to divert kitchen waste from landfill.	Jan 2016 - Apr 2016	Completed	

This page is intentionally left blank



## Environment Overview and Scrutiny Committee

5 July 2017

<b>REPORT TITLE</b>	<b>FINANCIAL MONITORING 2016/17</b>
<b>REPORT OF</b>	<b>ASSISTANT DIRECTOR : FINANCE (SECTION 151 OFFICER)</b>

### REPORT SUMMARY

This report and appendices sets out the Council's revenue and capital monitoring position for 2016/17 year end (31 March 2017).

The 2016/17 out-turn position was an overall underspend of £2.9 million (£0.4 million underspend was forecast at quarter 3). People (former Families and Wellbeing areas) has a significant forecast overspend which has been offset by largely one-off savings within Business Services Treasury Management.

The year-end capital report updated the capital programme and reflected significant re-profiling of schemes between years to reduce the 2016/17 capital programme to £30.7 million. The actual capital out-turn at year end was £25.3 million.

### Recommendations

That members note the report and appendices.

## **SUPPORTING INFORMATION**

### **1.0 REASONS FOR RECOMMENDATIONS**

- 1.1 To ensure Members have the appropriate information to review the budget performance of the authority.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 The appendices contain the full authority wide out-turn Cabinet report including revenue capital and collection summary information. This provides a full picture of the Council's position. An alternative option would be to restrict reporting to abstracts of just those areas covered by this committee.

### **3.0 BACKGROUND INFORMATION**

- 3.1 During the year a New Operating Model was introduced replacing the previous directorate structure. The new structure was based around a Strategic Hub, Business Support function and a number of Delivery Units. Overview and Scrutiny Committees have already been reconstituted away from a directorate basis to align with Wirral's 20/20 Vision themes of Business, People and Environment. From 2017/18 People has been further divided into two Overview and Scrutiny Committees: Childrens and Families and Adult Care and Health.
- 3.2 A budget realignment process took place to align budgets from November 1 to the New Operating Model. In very broad terms the People theme covers areas previously within Adult Social Care and Children and Young People, Environment covers areas within Regeneration and Environment, whilst Business covers Transformation and Resources plus some aspects of the Regeneration and Environment budget.
- 3.3 Quarterly reports containing revenue and capital monitoring information and forecasts were presented to Overview and scrutiny Committees during 2016/17.

### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 The Financial implications are contained within the appendices. These detail the revenue budget and capital programme outturn positions and provide information in respect of income collection performance.

### **5.0 LEGAL IMPLICATIONS**

- 5.1 There are none arising directly from this report.

### **6.0 RESOURCE IMPLICATIONS; ICT, STAFFING AND ASSETS**

- 6.1 There are no implications arising directly from this report.

### **7.0 RELEVANT RISKS**

- 7.1 There are none directly relating to this report. The monitoring of financial

performance is important to ensure robust financial control procedures are in place.

## **8.0 ENGAGEMENT/CONSULTATION**

8.1 No consultation has been carried out in relation to this report.

## **9.0 EQUALITIES IMPLICATIONS**

9.1 This report is essentially a monitoring report which reports on financial performance.

**REPORT AUTHOR:** Peter Molyneux  
Senior Manager  
Telephone (0151) 666 3389  
Email petemolyneux@wirral.gov.uk

## **ANNEXES**

Annex 1 – Out-turn 2016/17  
Containing:  
Appendix 1 – Revenue Out-turn 2016/17  
Appendix 2 - Capital Out-turn 2016/17  
Appendix 3 – Collection Summary 2016/17 Outturn

## **SUBJECT HISTORY**

<b>Council Meeting</b>	<b>Date</b>
Cabinet	26 June 2017
Environment Overview and Scrutiny Committee	28 March 2017

This page is intentionally left blank

**CLLR JANETTE WILLIAMSON****CABINET****26 JUNE 2017****FINANCIAL MONITORING****OUT-TURN 2016/17**

**Councillor Janette Williamson (cabinet Member for Finance and income Generation) said:**

The continuing effective management of the Council's financial position throughout the year has helped the Council deliver an overall under-spend of £2.9 million in 2016/17 – a huge achievement considering our financial position.

'Our pro-active approach to treasury management has allowed us to provide additional funding to meet the rising demand for social care, in both Adults and Children's Services, and we have continued to improve our income collection performance.

'Our intentions in the Wirral Plan are clear and this is supported through investment from the Capital Programme. This year over £25 million has been used to support improvements to schools, improving roads and bridges, improving our popular leisure facilities and investing in our technology.'

**REPORT SUMMARY**

This report details the Out-turn for 2016/17 and concludes the reporting to Cabinet for the 2016/17 financial year. There are separate Appendices for Revenue (including details of the reserves), Capital (including resources used to fund the Programme) and the Collection Summary (including Council Tax, Business Rates and Sundry Debts).

This is a key decision which affects all Wards within the Borough.

## **RECOMMENDATIONS**

### **1 Revenue**

- a) The Revenue Out-turn for 2016/17 which showed an underspend of £2.9 million be noted.
- b) The transfer of the underspend to General Fund Balances be confirmed.
- c) The General Fund Balances at 31 March 2017 of £25.7 million, with £15.7 million agreed to be used in the Budget 2017/18, be noted.
- d) The Earmarked Reserves totalling £55.1 million as detailed in the Annex be confirmed.

### **2 Capital**

- a) The additional re-profiling of £6.3 million from 2016/17 to 2017/18 be noted.
- b) The financing of the Programme for 2016/17 be noted.
- c) The Programme for 2017/18 and beyond be kept under review to ensure it is realistic and deliverable.

### **3 Collection Summary**

- a) The increase in Council Tax in-year collection rate from 95.3% in 2015/16 to 95.4% in 2016/17 be noted.
- b) The increase in Business Rates collection rate from 97.2% in 2015/16 to 97.6% in 2016/17 be noted.
- c) The increase in Sundry Debts from £23.6 million at 31 March 2016 to £26 million at 31 March 2017 be noted.
- d) That the sundry debts for Adults Social Services and Other Directorates detailed in the report be written-off against the Provision for Bad Debts.

## **SUPPORTING INFORMATION**

### **1.0 REASONS FOR RECOMMENDATIONS**

- 1.1 Local authorities have to produce an Annual Statement of Accounts which demonstrates the financial performance of the Council for the year and the financial position at the end of the period. The full Statement is approved by Audit & Risk Management Committee on behalf of the Council. This report informs Cabinet of the key elements.
- 1.2 The Collection Summary provides details on income collection performance and any sums which are deemed irrecoverable need to be written off in accord with the authorisation processes set out in the Council Constitution.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 No other options were considered. There is a legal requirement to publish the Statement of Accounts and agree the capital spend and financing at the end of the financial year.

### **3.0 BACKGROUND INFORMATION**

- 3.1 Throughout the financial year Cabinet received Monitoring Reports in respect of Revenue (including income and debt collection) and Capital. This report is a summary of the actual out-turn for 2016/17.
- 3.2 The last monitoring reports were for Quarter 3 and were considered by Cabinet on 20 February 2017. Since the end of March work has been on-going in order to conclude the accounts for the financial year.
- 3.3 The detail contained within the Appendices informs part of the Annual Statement of Accounts for 2016/17. The Statement has to be issued before 30 June 2017. It is then subject to review by the appointed External Auditor (Grant Thornton UK LLP) and will be considered by Audit & Risk Management Committee on 25 September 2017. The Statement has to be published by 30 September 2017.

### **REVENUE OUT-TURN**

- 3.4 Appendix 1 provides the detail of which the headlines are:-
  - 3.4.1 Throughout the financial year Cabinet received Revenue Monitoring reports for each quarter. In setting the Budget for 2016/17 it was recognised that there were on-going financial pressures mainly within Adults and Children's social care and it was acknowledged that the savings programme was ambitious. These risks were recognised and mitigated through the Revenue Budget Contingency of £12 million.

- 3.4.2 The use of this Contingency was monitored through the regular Financial Monitoring reports to Cabinet. This was allocated to People comprising Adult Social Services (£3.9 million) and Children’s Services (£5.25 million) and to Business comprising Assets (£0.5 million) and Remodelling (£1.7 million). At the end of the year the balance remaining of £0.65 million was reflected as an underspend.
- 3.4.3 The Monitoring report for Quarter 3 (Cabinet 20 February 2017) projected a General Fund underspend of £0.4 million and the final position for the year was an underspend of £2.9 million. Whilst overspending was principally due to demand pressures within People for Adult and Children Care Services this was more than mitigated by underspending within Environment and Business Services. The latter largely attributable to the changes in Treasury Management and the adoption of the annuity method for calculating Minimum Revenue Provision (MRP) in respect of capital financing which resulted in a significant one-off saving in 2016/17.
- 3.4.4 The Outturn shows the final figure to be £25.7 million for General Fund Balances. This includes the release of Earmarked Reserves which was agreed as part of agreeing the Council Budget for 2017/18. However, of this sum £15.7 million has been agreed to be applied to fund the 2017/18 Revenue Budget so the net result is £10 million which is in line with the required level of Balances.
- 3.4.5 It should also be noted that the Balances will be supplemented in 2017/18 by the receipt of the Collection Fund surplus of £4.6 million. This will see the Balances available being £14.6 million which is above the target figure for General Fund Balances of £10 million for 2017/18.
- 3.4.6 During the year Earmarked Reserves decreased by £18.8 million (from £73.9 million at 31 March 2016 to £55.1 million at 31 March 2017). Over the last two years reserves have reduced by over £32 million which reflects their use to not only support specific projects but also, to support the annual Budget.

<b>Category and Purpose</b>	<b>£ million</b>
INSURANCE AND TAXATION	20.9
TRANSFORMATION	3.5
SCHOOLS RELATED	12.8
SUPPORT SERVICE ACTIVITIES AND PROJECTS	17.9

#### **CAPITAL OUT-TURN**

- 3.5 Appendix 2 provides the detail of which the headlines are:-
- 3.5.1 Capital spend includes a range of projects to enhance the Council assets with spend during the year of £25.3 million used to support the delivery of the Wirral Plan.

## People

Investment to support younger people through improvements at schools which includes Mersey Park Primary School and Liscard Primary School.

Investment in the specialist school provision which has included works at the Observatory School and Stanley Special School.

Support for pre-school activities through the re-modelling and modernisation of Children's Centres.

Support for youth through the funding of the Wirral Youth Zone (The Hive) which opened in early April 2017.

## Business

Modernise and upgrade the Council's IT facilities with this work continuing into future years through the implementation of the Digital Strategy.

Maximise the use of assets through the refurbishment of Council buildings leading to more effective use and the release of surplus buildings.

Maintain and enhance the road network including schemes on unclassified and residential roads.

Improvements to the bridge network with major investment into the Dock Bridges, which will continue over the coming years.

## Environment

Encouraging healthy lifestyles and promoting the leisure and culture offer through improving facilities at the Marine Lake and in the parks.

Encourage healthy lifestyles through the schemes at the Tennis Centre and the Oval Sports Centre which have resulted in increased use of the centres.

Provide grant assistance towards essential aids and adaptations giving disabled people better freedom.

Support the provision of new and improved housing through the Home improvement project and new house-building programme.

3.5.2 The capital spend was funded from borrowing of £7.2 million, government grants of £11.8 million, useable capital receipts of £6 million and revenue/reserves £0.3 million.

3.5.3 Capital Receipts received in 2016/17 were £3.5 million with further progress made on the disposal of the major sites being Acre Lane, Manor Drive and the former Rock Ferry High School. At 31 March 2017 £5.5 million was available to support the Capital Programme (£2.5 million) and to support the Transformation Programme (£3 million).

## **COLLECTION (INCOME)**

3.6 Appendix 3 provides the detail of which the headlines are:-

3.6.1 The Council Tax Collection Rate was 95.4% in 2016/17. Work backlogs reduced throughout the year and various steps were taken to improve processing time. As a consequence the in-year collection rate increased from 95.3% in 2015/16. A review of Single Person Discount awards was undertaken in January 2017, and at April 2017 resulted in the removal/cessation of 1,431 discounts, which has generated additional revenue of £0.4 million. Due to the timing of the review exercise, with ceases/amendments being made up to the end of March, this inevitably impacted on collection.

3.6.2 The Business Rates collection rate was 97.6% in 2016/17. This was an increase from 97.2% in 2015/16. This improvement was also against an increase in the sum collectable which increased from £76 million to £86 million. As reported last year the Valuation Office Agency finalised a number of outstanding assessments which included two major sites.

3.6.3 The level of Sundry Debt arrears was £26 million at 31 March 2017 which included £7.6 million of invoices raised in the final week of the financial year. At 31 March 2016 the arrears stood at £22.6 million which included £7 million of invoices raised in the final days of March. During 2016/17 invoices totalling £97.5 million were raised and income of £93.2 million collected including the Birkenhead Improvement District and Selective Licensing scheme processed through Debtors with the changes in Social Care funding resulting in deferred debtors increasing.

3.6.4 The Appendix also includes details of further write-offs comprising mainly Adult Social Services debtors. Whilst all attempts to recover debts are undertaken cases where the client has died with no, or limited, assets mean there is no prospect of recovery. The Provision for Bad Debts reflects the potential need to write-off debt.

## **4.0 FINANCIAL IMPLICATIONS**

4.1 The financial implications are summarised as headlines in Section 3 and detailed within the Appendices.

## **5.0 LEGAL IMPLICATIONS**

5.1 Local authorities have to produce an Annual Statement of Accounts which demonstrates the financial performance of the Council for the year and the financial position at the end of the period. The Accounts must comply with the Code Of Practice on Local Authority Accounting. There is a legal requirement to publish the Statement of Accounts each year.

## **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

6.1 There are no staffing, IT or asset implications arising directly from this report.

## **7.0 RELEVANT RISKS**

7.1 There are none associated with the summary of the financial position for 2016/17. The position has been monitored throughout the year and has been the subject of monthly reports to Cabinet.

7.2 In respect of the collection of income this has been the subject of reports to Cabinet and the inclusion of items which are irrecoverable overstates the potential income which could be collected by the Council.

## **8.0 ENGAGEMENT/CONSULTATION**

8.1 This is an end of year report. Consultation takes place as part of the planning and implementation of specific schemes or projects within the Council Budget and Capital Programme.

## **9.0 EQUALITIES IMPLICATIONS**

9.1 There are no implications arising directly from this report being a report on the overall financial affairs for the financial year just completed.

**REPORT AUTHOR:** Tom Sault  
Assistant Director : Finance / Section 151 Officer  
Telephone 0151 666 3407  
Email tomsault@wirral.gov.uk

## **APPENDICES**

Appendix 1 Revenue Out-turn 2016/17.  
Appendix 2 Capital Out-turn 2016/17.  
Appendix 3 Collection Summary 2016/17.

## **REFERENCE MATERIAL**

CIPFA Code Of Practice On Local Authority Accounting In The UK 2016/17.  
Local Government Act 2003 and subsequent amendments.  
Local Government (Capital Finance and Accounting) Regulations 2008.  
Accounts and Audit (England) Regulations 2015.

## SUBJECT HISTORY

<b>Council Meeting</b>	<b>Date</b>
Cabinet - Out-turn 2015/16	18 July 2016
Cabinet – Budget 2014/17	12 February 2014
Council – Budget 2014/17	25 February 2014
Cabinet – Budget 2015/18	10 February 2015
Council – Budget 2015/18	24 February 2015
Cabinet – Budget 2016/17	22 February 2016
Council - Budget 2016/17	3 March 2016
Cabinet – Revenue Monitoring 2016/17	Quarterly reports
Cabinet – Capital Monitoring 2016/17	Quarterly reports

**REVENUE OUT-TURN 2016/17**

**REPORT SUMMARY**

This Appendix informs Cabinet of the Revenue Out-turn for 2016/17 including details of the level of General Fund Balances and Reserves at 31 March 2017.

**RECOMMENDATIONS**

- a) The Revenue Out-turn for 2016/17 which showed an underspend of £2.9 million be noted.
- b) The transfer of the underspend to General Fund Balances be confirmed.
- c) The General Fund Balances at 31 March 2017 of £25.7 million, with £15.7 million agreed to be used in the Budget 2017/18, be noted.
- d) The Earmarked Reserves totalling £55.1 million as detailed in the Annex be confirmed.

**SUPPORTING INFORMATION**

**1.0 REASONS FOR RECOMMENDATIONS**

- 1.1 Local authorities have to produce an Annual Statement of Accounts which demonstrates the financial performance of the Council for the year and the financial position at the end of the period. The full Statement is approved by Audit & Risk Management Committee on behalf of the Council. This Appendix highlights the key elements.

**2.0 OTHER OPTIONS CONSIDERED**

- 2.1 No other options were considered. There is a legal requirement to publish the Statement of Accounts by 30 September 2017.

**3.0 BACKGROUND INFORMATION**

**MONITORING 2016/17**

- 3.1 The 2016/17 Budget was agreed by Council on 3 March 2016. Changes since the approval of the Budget are detailed in the table and comprise variations approved by Cabinet / Council including virements; budget realignments reflecting changes to the Councils organisational structure and responsibilities; the allocation of savings and the contingency and technical adjustments.

**Table 1: 2016/17 Original & Revised Net Budget by Plan Themes**

<b>Theme</b>	<b>Original Net Budget</b>	<b>Approved Changes</b>	<b>Revised Net Budget</b>
	£000	£000	£000
People	152,155	4,137	156,292
Environment	58,578	4,766	63,344
Business	53,862	(7,303)	46,559
<b>Net Cost of Services</b>	<b>264,595</b>	<b>1,600</b>	<b>266,195</b>

- 3.2 Throughout the financial year Cabinet received Revenue Monitoring reports for each quarter. In setting the Budget for 2016/17 it was recognised that there were on-going financial pressures mainly within Adults and Children's social care and it was acknowledged that the savings programme was ambitious. These risks were recognised and mitigated through the Revenue Budget Contingency of £12 million.
- 3.3 The use of this Contingency was monitored through the regular Financial Monitoring reports to Cabinet. At the end of Quarter 1 £11.1 million was allocated to People comprising Adult Social Services (£3.9 million) and Children's Services (£5 million) and to Business comprising Assets (£0.5 million) and Remodelling (£1.7 million). A further £0.25 million was allocated to People for Children's Services Residential fees in October 2016. At the end of the year the balance remaining of £0.65 million was reflected as an underspend.
- 3.4 During the year the budget was increased by £1.6 million, funded from General Fund Balances, to meet the 2016/17 Adult Social Care Fees which were in excess of the amount set aside for this purpose and the reversal of the Passport for Life concession savings proposal.
- 3.5 A new organisational structure for the Council was agreed and implemented in 2016/17. Operational from November 2016 budgets were recast to reflect the change in the operational structure for internal management purposes.
- 3.6 The Monitoring report, for Quarter 3 (Cabinet 20 February 2017) projected a General Fund underspend of £0.4 million. Whilst overspending was principally due to demand pressures within People for Adult and Children Care Services this was more than mitigated by underspending within Environment Services and Business Services. The latter largely attributable to the changes in Treasury Management and the adoption of the annuity method for calculating Minimum Revenue Provision (MRP) in respect of capital financing which resulted in a significant one-off saving in 2016/17.

- 3.7 Changes from quarter 3 to the year-end saw the projected underspend of £0.4 million become an underspend of £2.9 million at the end of the year. The improvement on the last quarter being due to the further underspends within Business primarily due to the unallocated element of the Contingency (£0.65 million) and further contractual savings (£0.8 million).

**Table 2: 2016/17 Projections at Quarter 3 compared to Actual Out-turn by Plan Themes**

Theme	Quarter 3 Projections	Actual Out-turn	Variation Q3 to out-turn
	£m	£m	£m
People	+8.8	+9.4	+0.6
Environment	-0.7	-1.3	-0.6
Business	-8.5	-11.0	-2.5
<b>Under / Overspend</b>	<b>-0.4</b>	<b>-2.9</b>	<b>-2.5</b>

- 3.8 The Actual Out-turn compared to the Revised Net Budget and the main variations are shown in the following tables.

**Table 3: 2016/17 Revised Net Budget and Out-turn by Plan Themes**

Theme	Revised Net Budget	Actual Out-turn	Underspend (-) Overspend (+)
	£000	£000	£000
People	156,292	165,718	+9,426
Environment	63,344	62,034	-1,310
Business	46,559	35,504	-11,055
<b>Net Cost of Services</b>	<b>266,195</b>	<b>263,256</b>	<b>-2,939</b>

**Table 4: 2016/17 Major Variations by Plan Theme**

Major Variations Budget to Out-turn 2016/17	£m	£m
<b>People:</b>		
Children's Services - Looked After Children placements	+2.3	
Children's Services - Agency spend on social workers	+3.3	
Adult Social Care- Increased Community Care costs net of reductions in staffing and non-commissioned spend	+3.9	
<b>Environment</b>		
Contract efficiencies – Supporting People		-0.7
Income – Waste and Litter Charges		-0.6
<b>Business:</b>		
Treasury Management - one off MRP adjustment		-6.9
Treasury management – one-off interest savings		-2.5
Revenue Budget Contingency – unallocated		-0.7
Contract and various corporate savings		-1.0

- 3.9 The net underspend of £2.9 million at the year-end has been transferred to General Fund Balances.

### **LEVEL OF GENERAL FUND BALANCES**

- 3.10 The level of balances is locally determined using a risk-based assessment which takes into account the strategic, operational and financial risks facing the Council. The approach was adopted during 2016/17 and Cabinet 22 February 2016 agreed to the level of Balances being set at, or above, the locally determined figure.
- 3.11 When setting the Budget 2016/17 the projected Balances were £11.5 million. The main change in the calculation of the level of Balances for 2016/17 was the exclusion of an element for the risk associated with the deliverability of savings due to the introduction of a detailed risk assessment of savings and the establishment of the Revenue Budget Contingency. In previous years this had been included within the Balances.
- 3.12 The Outturn shows the final figure to be £25.7 million for General Fund Balances. This includes the release of Earmarked Reserves which was agreed as part of agreeing the Council Budget for 2017/18. However, of this sum £15.7 million has been agreed to be applied to fund the 2017/18 Revenue Budget so the net result is £10 million in line with the required level of Balances.

**Table 5: Summary of the General Fund Balances**

Details	£m
Balance at 31 March 2016	22.2
Less: Contribution to 2016/17 Budget	-13.4
Add : Outturn 2016/17 Underspend	+2.9
Add: Additional grants and income	+1.4
Add :Transfer from Earmarked Reserves	+12.6
Actual Balance 31 March 2017	25.7
Less: Allocated to support 2017/18 Budget	-15.7
Available Balance 31 March 2017	10.0

- 3.13 It should also be noted that the Balances will be supplemented in 2017/18 by the receipt of the Collection Fund surplus of £4.6 million. This will see the Balances available being £14.6 million which is above the target figure for General Fund balances of £10 million for 2017/18.

## COLLECTION FUND

- 3.14 As seen in 2015/16 there are a number of significant changes that impact upon the Collection Fund including the changes to Local Council Tax Support and the various changes to the Business Rates scheme introduced by the Government to support small businesses. There is also the move towards 100% local Business Rates Retention which replaces the pooling arrangement with a system which involves increased risk to local authorities and is partially mitigated with a Government 'top up' payment for authorities such as Wirral with a low Business Rates tax base.
- 3.15 The Collection Fund comprises Council Tax and Business Rates balances which are apportioned separately in accordance with the relevant legislation for each income source. Both elements of the Fund were in surplus at the end of the year. The shares that related to Wirral are set out below.

**Table 6: Collection Fund Balance As At 31 March 2017**

	£000
Council Tax	3,484
Business Rates (NNDR)	712
Net Surplus	4,196

- 3.16 In accord with accounting requirements, the Wirral share of the surplus is shown in the Council accounts. As agreed by Executive Member Decision on 17 January 2017, Wirral will receive £4.6 million from the Fund in 2017/18 based on the projected position. The actual position was lower than predicted due to a reduction of Business Rates payable during the final quarter. It is anticipated the difference can be accommodated in 2017/18 and any difference will impact on the 2018/19 financial year.

## PROVISIONS FOR BAD DEBTS

- 3.17 The Collection Summary 2016/17 (Appendix 3) details the collection performance, level of debts at year-end and debts written-off in the year.

**Table 7: Provision for Potential Bad Debts**

	At 31 Mar 2016	At 31 Mar 2017
	£000	£000
General Fund		
Sundry Debtors	8,519	9,330
Summons Costs	636	669
Housing Benefit	10,144	9,571
Collection Fund		
Business Rates	1,624	1,584
Council Tax	11,720	12,171

## RESERVES

- 3.18 The current level of reserves and movements during 2016/17 are shown in the Annex. During the year Earmarked Reserves decreased by £18.8 million (from £73.9 million at 31 March 2016 to £55.1 million at 31 March 2017). Over the last two years reserves have reduced by over £32 million which reflects their use not only to support specific projects but also to support the annual Budget. The categories of reserves are as follows:-

Category and Purpose
<p><b>INSURANCE AND TAXATION</b> Assessed liabilities including potential cost of meeting outstanding Insurance Fund claims, Business Rates appeals, etc.</p>
<p><b>TRANSFORMATION</b> Support the Transformation programme, which includes support to projects to deliver future savings and the reconfiguration of services.</p>
<p><b>SCHOOLS RELATED</b> Balances and sums for school-related services which can only be used by schools and not available to pay for Council services.</p>
<p><b>SUPPORT SERVICE ACTIVITIES AND PROJECTS</b> Includes Government Grant funded schemes when the grant is received and spend incurred in the following year and sums held that are earmarked for the completion of programmes such as Community Asset Transfer, planned maintenance and parks improvements.</p>

- 3.19 As in previous years all Reserves, which are sums set-aside for specific purposes, were reviewed and those no longer required returned to General Fund Balances. This released £12.6 million. Other significant movements included: the use of £2.2 million of the Transformation Fund to support the implementation of Ofsted recommendations and the deployment of £3.9 million of the Transformation Fund to support the implementation and development of the Transformation Programme.
- 3.20 Under the Education Reform Act 1988 all primary, secondary, special and nursery schools manage delegated budgets. At 31 March 2017 the balances held by schools totalled £10.5 million (£11.7 million at 31 March 2016) and these can only be used for schools' purposes. A number of other reserves also relate to Schools.
- 3.21 The Insurance Fund reserve was £9.9 million at 31 March 2017((£10.9 million at 31 March 2016). The Fund decrease is linked to a favourable assessment of future claims and liabilities that has led to a reduction in the amount held in the reserves. This formed part of the £ 2.5 million release by the Fund to General Fund Balances (see Audit & Risk Management Committee 12 June 2017 Insurance Fund Annual Report 2016/17).

#### **4.0 FINANCIAL IMPLICATIONS**

4.1 The Revenue Out-turn for 2016/17 showed an underspend of £2.9 million. The General Fund Balances at 31 March 2017 were £25.7 million (of which £15.7 million was allocated in the Budget 2017/18). The Earmarked Reserves at 31 March 2017 totalled £55.1 million.

#### **5.0 LEGAL IMPLICATIONS**

5.1 Local authorities have to produce an Annual Statement of Accounts which demonstrates the financial performance of the Council for the year and the financial position at the end of the period. The Accounts must comply with the Code of Practice on Local Authority Accounting. There is a legal requirement to publish the Statement of Accounts each year.

#### **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

6.1 There are no staffing, IT or asset implications arising directly from this report.

#### **7.0 RELEVANT RISKS**

7.1 There are none associated with this report which provides a summary of the Council's financial affairs for 2016/17 and the balances at 31 March 2017.

#### **8.0 ENGAGEMENT/CONSULTATION**

8.1 This is an end of year report. Consultation takes place as part of the planning and implementation of specific schemes within the Council Budget.

#### **9.0 EQUALITIES IMPLICATIONS**

9.1 There are no implications arising directly from this report being a report on the overall financial affairs for the financial year just completed.

**REPORT AUTHOR:** Tom Sault  
Assistant Director: Finance (S151)  
Telephone 0151 666 3407  
Email tomsault@wirral.gov.uk

#### **APPENDICES**

Annex Earmarked Reserves

## REFERENCE MATERIAL

CIPFA Code of Practice on Local Authority Accounting In the UK 2016/17.  
CIPFA Update to Code of Practice on Local Authority Accounting In The UK 2016/17  
Local Government Act 2003 and subsequent amendments.  
Local Government (Capital Finance and Accounting) Regulations 2008.  
Accounts and Audit Regulations 2015.

## SUBJECT HISTORY

<b>Council Meeting</b>	<b>Date</b>
Cabinet - Out-turn 2014/15	13 July 2015
Cabinet - Out-turn 2015/16	18 July 2016
Cabinet – Budget 2016/17	22 February 2016
Council – Budget 2016/17	3 March 2016
Cabinet – Budget 2017/18	20 February 2017
Council – Budget 2017/18	6 March 2017
Cabinet – Revenue Monitoring 2016/17	Quarterly reports

## EARMARKED RESERVES STATEMENT 2016/17

Earmarked Reserves	Balance	Movement	Balance
	31 Mar 16	2016/17	31 Mar 17
	£000	£000	£000
Schools Balances	11,738	(1,238)	10,500
Insurance Fund	10,867	(998)	9,869
Business Rates Equalisation	10,304	(4,012)	6,292
Housing Benefit	5,204	(487)	4,717
Waste Development Fund	6,018	(1,444)	4,574
Transformation Fund	10,973	(8,095)	2,878
Public Health Outcomes	247	1,480	1,727
One Stop Shop/Libraries IT Networks	1,483	(251)	1,232
Dedicated Schools Grant	1,272	(199)	1,073
Support & Assistance to Public in Need	770	-	770
Wirral Ways to Work	-	740	740
IT Development	681	(8)	673
School Harmonisation	656	-	656
Stay, Work, Learn Wise	676	(21)	655
Community Assets Transfer	836	(183)	653
Flood Prevention	555	(5)	550
Selective Licensing	537	-	537
Champs Innovation Fund	380	133	513
Human Resources Reserve	410	77	487
Major Infrastructure Project Development	652	(205)	447
Discretionary Housing Payments	297	127	424
Section 106 Bloor Homes	-	389	389
Intensive Family Intervention Project	549	(174)	375
Schools Capital Projects	603	(44)	559
Community Safety Initiatives	231	52	283
Home Improvements	309	(85)	224
Home Adaptations	295	(145)	150
Early Years - 2 Year Olds Funding	461	(331)	130
Children's Workforce Development Council	222	(148)	74
Property Development Framework	700	(700)	-
Future School Redundancy Costs	367	(367)	-
Public Health Allocations	348	(348)	-
Parks & Countryside	311	(311)	-
Public Health - Information & Performance	184	(184)	-
Other Reserves	4,779	(1,866)	2,913
<b>Total Earmarked Reserves</b>	<b>73,915</b>	<b>(18,851)</b>	<b>55,064</b>

## SUMMARY OF EARMARKED RESERVES

<b>Generic Purpose of Earmarked Reserves</b>	<b>Balance 31 Mar 2016 £ million</b>	<b>Balance 31 Mar 2017 £ million</b>
Mitigation of Future Risks: Insurance and Taxation	26.4	20.9
To Support the Transformation Programme	11.6	3.5
Schools Related	15.1	12.8
To Support Service Activities and Projects	20.8	17.9
<b>Total Earmarked Reserves</b>	<b>73.9</b>	<b>55.1</b>

### **CAPITAL OUT-TURN 2016/17**

#### **REPORT SUMMARY**

This Appendix whilst detailing the Capital Out-turn for 2016/17 and the resources which were used to fund the Programme also provides a review of the progress of the delivery of the agreed Capital Programme.

#### **RECOMMENDATIONS**

- a) The additional re-profiling of £6.3 million from 2016/17 to 2017/18 be noted.
- b) The financing of the Programme for 2016/17 be noted.
- c) The Programme for 2017/18 and beyond be kept under review to ensure it is realistic and deliverable.

#### **SUPPORTING INFORMATION**

##### **1.0 REASONS FOR RECOMMENDATIONS**

- 1.1 The Council is required to make a number of formal Determinations in respect of its capital expenditure and financing and this report includes those for the 2016/17 financial year.

##### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 No other options were considered. There is a legal requirement to publish the capital expenditure and financing at the end of the financial year.

##### **3.0 BACKGROUND INFORMATION**

###### **MONITORING 2016/17**

- 3.1 The Capital Programme 2016/17 was considered by Cabinet on 22 February 2016 and approved by Council on 3 March 2016. The Programme is based on the Wirral Plan priorities, Government Grant announcements and scheme affordability. It was highlighted that the Council's Revenue Budget position limited the scope for unsupported capital expenditure.
- 3.2 Cabinet received regular updates in respect of capital monitoring throughout the year. The last monitoring report, for Quarter 3, was considered by Cabinet on 20 February 2017. Since then work has been on-going in order to conclude the accounts for the financial year.
- 3.3 During the year the Programme was regularly reviewed in order to re-profile the Programme which resulted in schemes being deferred to 2017/18 along with the supporting funding. This continues to deliver one-off Treasury Management savings through a reduced need to borrow in 2016/17.

## CAPITAL OUT-TURN

- 3.4 The capital spend for the year was £25.3 million compared to the Revised Programme of £30.7 million which was reported in February 2017 (Quarter 3). This is summarised in Table 1.
- 3.5 The out-turn includes the Formula Capital schemes delegated to schools, the expenditure for which is only realised at the end of the financial year.

**Table 1 : Capital Programme 2016/17**

<b>Spend</b>	<b>Original Approval</b>	<b>Revised December</b>	<b>Actual Out-turn</b>
<b>Themes</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Business	19,424	12,531	10,999
Environment	15,547	7,281	6,311
People	24,648	10,922	7,942
<b>Total Programme</b>	<b>59,619</b>	<b>30,734</b>	<b>25,252</b>

The “Original Approval” is a combination of the Capital Strategy, amendments following the 2015/16 final accounts and Government Grant announcement / amendments notified by June 2016.

- 3.6 Cabinet approved amendments totalling £28.8 million to the originally approved programme, as reflected in the position for Quarter 3. Since then a further £6.3 million has been identified to be deferred until 2017/18. A number of schemes are proceeding ahead of schedule and have been brought forward from 2017/18. These are indicated by negative values.

**Table 2 : Significant variations identified since Quarter 3**

<b>Scheme</b>	<b>£000</b>
<b>Business</b>	
Building refurbishment to increase occupancy	-122
Demolish former Rock Ferry High School	-143
Bridges	288
Transport for Growth/Integrated Transport	878
Dock Bridges replacement	443
Growth Fund	300
Business Investment Grants	151
Other variations	142
<b>Total</b>	<b>1,937</b>

<b>Scheme</b>	<b>£000</b>
<b>Environment</b>	
Cemetery Extensions and Improvements	260
Flaybrick Cemetery	-100
West Kirby Marine Lake - integrated accommodation	-164
CCTV cameras and other equipment	100
Aids/adaptations and Disabled Facilities Grant	351
Restore empty homes	278
Other variations	185
<b>Total</b>	<b>910</b>
<b>People</b>	
Pensby Wood remodelling	165
Citizen and Provider Portal/Integrated IT	944
Assistive Technology	615
Community Intermediate Care	100
Extra Care Housing	600
School condition allocation	784
Stanley Special School	-128
School remodelling (Primary Places)	325
Other variations	85
<b>Total</b>	<b>3,490</b>
<b>Overall total</b>	<b>6,337</b>

3.7 In reviewing the final spend for the year it is clear that whilst a number of schemes have progressed, there have been further schemes which have been re-profiled to 2017/18. The most significant are referred to in Section 3.6. This change in timing delivers in-year revenue savings in respect of Treasury Management costs for schemes that were reliant upon borrowing as the need to borrow is also deferred.

3.8 A summary of progress in the year within the Programme is as follows:-

#### 3.8.1 **Business**

IT expenditure of £1.9 million was mainly focused on the Targeted Operating Environment with expenditure on new servers, equipment and migrating from Windows 2003 to Windows 2008/2012. In addition to this there was a small amount of expenditure on computers and equipment relating to the final phase of the IT roll out.

In order to release sites for disposal, work at Acre Lane and Manor Drive was progressed. The latter included the commitment to provide a new facility for the pony club. Both sites have now been sold with the first instalment of the proceeds for Manor Drive (£2.34 million) received in the year.

£1.2 million was spent on works to increase building occupancy have taken place at Wallasey Town Hall and Bebington Civic Centre. The refurbishment of the Treasury Building to provide modern fit for purpose accommodation is progressing well and is approaching 70% completion. The refurbished accommodation will bring together all the Authority's IT staff.

The demolition of the former Rock Ferry High School proceeded ahead of schedule. Once complete this will enable the site to be disposed of and / or redeveloped.

Investment into highways was in excess of £4.2 million. The Department for Transport (DfT) highway maintenance allocation was supplemented from with a further £0.5 million for maintenance improvement schemes on unclassified and residential roads. The programme for the year resulted in the completion of 39 resurfacing schemes, 16 footway reconstruction schemes and 25 other schemes relating to the Principal and Non-Principal Classified road network.

The significant scheme as part of the Sustainable Transport Enhancement Programme (STEP) was the East Float access improvement work.

With the technical approval procedures completed work started on site to replace the Dock Bridges. The large value equipment orders (i.e. hydraulic cylinders for moving the bridges) have been being placed. Over £2 million being spent and primarily funded from Government Grants.

### **3.8.2 Environment**

Over £0.7 million was spent on improving facilities at parks. New fit for purpose accommodation and facilities have been completed at Ashton Park whilst at Warren Farm full refurbishment of the main building is nearing completion. Further works at Cleveland Street and Ivy Farm are on hold pending the outcome of the Leisure and Culture Services review.

The re-roofing work at Bidston Tennis and Sports Centre has been completed along with works at West Kirby Marine Lake. In respect of the Oval Sports Centre the development works, including the fitness suite and the catering facilities continue to progress. With over £2 million invested the various improvements have seen a sustained increase in membership of the Council invigor8 scheme as numbers using the facilities continue to increase.

The site at Flaybrick Cemetery is on the national Heritage at Risk Register. Works to consolidate and stabilise the surviving fabric of the Flaybrick chapels have been completed at a cost of £0.3 million with grant assistance from Historic England.

The main coast protection scheme is the construction of new flood defences at West Kirby to significantly reduce flood risk to 140 properties. However, the business case had to be resubmitted to the Environment Agency in March 2017 which has delayed the scheme until 2017/18.

£1.7 million of grant aid has been provided for the provision of essential aids and adaptations giving disabled people better freedom of movement in and around their homes.

The Home Improvement project, on which £0.6 million has been spent, provides a continuation of both financial assistance and intervention to remedy poor housing conditions in the private sector, including serious disrepair/hazards, poor or no heating provision, low market demand and bringing long term empty properties back into productive use.

10 schemes, at a cost of £0.6 million, have been committed under the New House Building programme. Two have been completed and two are near completion. 125 units will be delivered, exceeding the original target of 100. The remaining schemes are subject to final agreements being compiled by Legal.

### **3.8.3 People**

The Wirral Youth Zone (The Hive), supported by £1.9 million from the Council, officially opened on 8 April and is a purpose built facility for young people aged 8-19, and up to 25 for those with disabilities. After just 2 months opening it has over 4,000 registered members.

Government Grants essentially fund investment in schools and is subject to annual announcements. All works are undertaken with schools and mindful of the impact upon the service are largely arranged for completion outside of term-times. These factors impact upon the timing of the actual spend with frequent revisions to be accommodated. With over £5.5 million invested during 2016/17 the key projects are detailed in the following paragraphs.

At Mersey Park Primary School funding was provided to extend 2 undersized classrooms and provide a resource/group room. The design was more creative moving away from the traditional build to complement the existing Victorian features. The design has received positive comments from parent, staff, public and professional people. It has also enabled pupils to be taught in a modern and well-spaced out class-base.

Liscard Primary School has a new roof to overcome many awkward shapes and valleys. Although the design features are not in the original slate material because of high costs the materials used complements its surroundings and is a proven material that has sustainability and blends in with the age of the building.

3 Children Centre Hubs have been re-modelled to modernise each facility and to create improved access, reception area's and various meeting/group rooms to create a uniformed 'brand identity' for Children Services. They are now fully operational and to capacity and are a great success.

The Observatory School receives pupils who have social, emotional and mental health problems. Existing classrooms were re-modelled to improve usage. One mobile classroom was removed, the other refurbished and the playground extended. Internal re-modelling took place to provide a further internal teaching space and resource/group room including new changing facilities for activities. New acoustic panelling was installed in the main hall which has dramatically improved noise reduction in the hall.

At Stanley Special School additional classrooms and medical facilities have been provided.

As part of the commitment to transform the provision of day services, £0.3 million has been invested in the provision of enhanced facilities.

The provision of extra care / specialised housing remains the subject of ongoing consultation and negotiation and therefore the funding has been further re-profiled.

### **CAPITAL FINANCING**

3.9 Table 3 details the resources used to finance the Capital Programme.

**Table 3 : Capital Financing 2016/17**

<b>Resources</b>	<b>Original Approval</b>	<b>Revised December</b>	<b>Actual Out-turn</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
Unsupported Borrowing	20,970	7,239	7,175
Grants	22,703	16,814	11,795
Capital Receipts	14,762	6,564	5,951
Revenue and Reserves	1,184	117	331
<b>Total Resources</b>	<b>59,619</b>	<b>30,734</b>	<b>25,252</b>

3.10 The re-profiling referred to earlier has seen the schemes and associated funding deferred until 2017/18.

### **CAPITAL RECEIPTS**

3.11 Table 4 shows the movements in the Capital Receipts Reserve during 2016/17. Receipts for the year totalled £3.5 million with £5.5 million held at 31 March 2017.

- 3.12 In accord with the Capital Receipts flexibilities introduced by the Government capital receipts generated between 1 April 2016 and 31 March 2019 can be used to support Transformation. This has been reflected in the Capital Programme for 2017/18 onwards. Receipts prior to the 1 April 2016 are not eligible to be used to fund Transformation.
- 3.13 The option of financing from borrowing has been curtailed as the revenue budget includes savings on loan financing. Instead the maximisation of capital receipts will be used, thereby reducing capital financing charges.

**Table 4: Capital Receipts Reserve**

	<b>£000</b>
<b>Balance as at 1 April 2016</b>	<b>8,047</b>
Add : Receipts during the year	3,462
Less : Used to part fund the Capital Programme	-5,951
<b>Balance as at 31 March 2017</b>	<b>5,558</b>

- 3.14 Of this balance £3.0 million is available to fund the Transformation Programme and £2.5 million to fund the ongoing Capital Programme

#### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 The capital spend for the year amounted to £25.2 million. This was funded from borrowing of £7.2 million, Government Grants of £11.8 million, capital receipts of £5.9 million and revenue/reserves £0.3 million.
- 4.2 The re-profiling of schemes from 2016/17 to 2017/18 has seen the funding similarly re-profiled. This includes the planned borrowing which has been deferred and has contributed towards the in-year savings on Treasury Management activities within the revenue budget.

#### **5.0 LEGAL IMPLICATIONS**

- 5.1 There is a legal requirement to publish a report on the capital spend and financing at the end of each financial year

#### **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

- 6.1 There are no staffing, IT or asset implications arising directly from this report.

#### **7.0 RELEVANT RISKS**

- 7.1 There are none associated with this report which provides a summary of the spend and financing of the Capital Programme in 2016/17. The Programme has been monitored throughout the year and by reports to Cabinet.

## 8.0 ENGAGEMENT/CONSULTATION

8.1 This is an end of year report. Consultation takes places as part of considering the capital programme and over the planning and implementation of the specific schemes within the Programme.

## 9.0 EQUALITIES IMPLICATIONS

9.1 There are no implications arising directly from this report which covers the overall programme and its funding for the financial year.

**REPORT AUTHOR:** Reg Huyton  
Principal Accountant  
Telephone 0151 666 3415  
Email reghuyton@wirral.gov.uk

## REFERENCE MATERIAL

CIPFA Code of Practice on Local Authority Accounting In the UK 2016/17.  
Local Government Act 2003 and subsequent amendments.  
Local Government (Capital Finance and Accounting) Regulations 2008.  
Accounts and Audit (England) Regulations 2015.

## SUBJECT HISTORY

<b>Council Meeting</b>	<b>Date</b>
Cabinet – Out-turn 2014/15	13 July 20125
Cabinet – Out-turn 2015/16	18 July 2016
Cabinet – Budget 2016/17	22 February 2016
Council – Budget 2016/17	3 March 2016
Cabinet – Capital Monitoring 2016/17	Quarterly reports

**COLLECTION SUMMARY 2016/17****REPORT SUMMARY**

This Appendix details the collection of Council Tax, Business Rates, Sundry Debtors, Housing Benefit Overpayments and Housing Act Advances. It also highlights key collection indicators and for irrecoverable sums, the sums that were written off under delegation and details of those debts for which Cabinet approval is sought to write off.

**RECOMMENDATIONS**

- a) The increase in Council Tax in-year collection rate from 95.3% in 2015/16 to 95.4% in 2016/17 be noted.
- b) The increase in Business Rates collection rate from 97.2% in 2015/16 to 97.6% in 2016/17 be noted.
- c) The increase in Sundry Debts from £23.6 million at 31 March 2016 to £26 million at 31 March 2017 be noted.
- d) That the sundry debts for Adults Social Services and Other Directorates detailed in the report be written-off against the Provision for Bad Debts.

**SUPPORTING INFORMATION****1.0 REASONS FOR RECOMMENDATIONS**

- 1.1 To inform Members of the collection activity undertaken in these areas.
- 1.2 Sums written off are approved either under delegation or by Cabinet.

**2.0 OTHER OPTIONS CONSIDERED**

- 2.1 The report presents a summary of the collection performance for 2016/17 and no other options were considered.

**3.0 BACKGROUND INFORMATION****COUNCIL TAX**

- 3.1 Work backlogs reduced throughout the year and various steps were taken to improve processing time. As a consequence the in-year collection rate increased from 95.3% in 2015/16 to 95.4% in 2016/17. A review of Single Person Discount awards was undertaken in January 2017, and at April 2017 resulted in the removal/cessation of 1,431 discounts, which has generated additional revenue of £0.4 million. Due to the timing of the review exercise, with ceases/amendments being made up to the end of March, this inevitably impacted on collection.

### 3.2 Collection Summary 2016/17

	£	£
Arrears Brought Forward at 1 April 2016		18,243,444
Total Charge 2016/17		<u>193,205,088</u>
		211,448,532
Less Credits Brought Forward at 1 April 2016		<u>1,110,470</u>
		210,338,062
Less Allowances:		
Exemptions	2,777,771	
Disabled Persons Relief	146,584	
Discounts and Band alterations	17,642,300	
Council Tax Support	26,561,404	
Write-offs	<u>1,876,208</u>	<u>49,004,267</u>
		161,333,795
Add Refunds Made		1,224,968
Add Costs		<u>488,827</u>
		163,047,590
Less Cash Received		<u>145,813,503</u>
Arrears Carried Forward at 31 March 2017		<u>17,234,087</u>

### 3.3 Debt Recovery Actions

	2015/16	2016/17
Reminder Notices	71,715	65,672
Summonses Issued	17,426	15,673
Leading to		
Liability Orders	12,911	14,307
Attachment of Earnings Orders	1,807	3,189
Deductions from Job Seekers Allowance, Income Support, Universal Credit, etc	5,953	6,191
Referred to Bailiffs	9,516	11,058

3.4 Whilst there has been a reduction in recovery action at Reminder and Summons stages there has been an increase at the later enforcement stages. The reduction in those eligible under the Local Council Tax Support Scheme continues to impact upon collection. In addition, the number of people claiming Council Tax Support has also reduced, especially for Universal Claimants who are required to apply separately for this support separately, despite actions to actively encourage take up.

#### Irrecoverables

3.5 There is no specific power to write-off Council Tax debts, which are covered by the general power of administering the financial affairs of the Authority. Examples of suitable cases for write-off are: deceased persons with no estate, persons not traced, Insolvency, sums remitted by the court during proceedings for imprisonment and minimal sums. All other debts are actively pursued.

3.6 The Bad Debt provision for 2016/17 was £13.8 million and whilst trace and recovery work is ongoing in pursuance of arrears £1,876,207 has been written off in 2016/17 which includes debt over 10 years old which is deemed to be uncollectible. The write off categories are as follows; -

Category	2015/16 £	2016/17 £
Deceased	5,122	71,292
Insolvency	258,433	325,961
Court Remission	5,248	848
Prison sentence served (by order of the magistrates)	205	0
Non-traceable	794,989	580,549
Uncollectable (old debt)	0	897,557
Total	<u>1,063,797</u>	<u>1,876,207</u>

### 3.7 Statistics

	31 Mar 2016	31 Mar 2017
Number of properties	147,426	147,760
Number of Council Tax Scheme Recipients	34,789	33,419
Council Tax Collection	95.3%	95.4%

### Year on Year Volume Comparisons

3.8 There continues to be an increasing number paying by Direct Debit. The removal of the Conway One Stop Shop cashier facility in April 2015 led to increased payments through the Post Office and Paypoint in 2015/16.

	31.03.15	31.03.16	31.03.17
Direct Debit Payers	93,428	94,813	96,919
Discount Recipients	71,957	61,546	60,492
Pensioners Discounts	11,482	0	0
Exempt Persons	2,203	2,303	2,290
No. of Amended/Copy Accounts	128,006	128,010	130,091
No. of Returned Direct Debit Payments	12,045	11,760	12,531
Payments: Direct Debits	966,861	987,594	1,014,341
Cash/Cheque	73,151	51,405	51,736
Salaries/Wages	10,393	9,299	8,669
Debit/Credit Card	84,325	80,728	83,924
Paypoint	42,947	45,913	43,759
Post Office	74,488	83,110	79,240
Dept. for Work & Pensions	57,662	57,577	52,802
Bailliff	14,972	23,102	23,315

## BUSINESS RATES (NATIONAL NON DOMESTIC RATES)

3.9 The collection rate of 97.6% in 2016/17 was an increase from 97.2% in 2015/16. This improvement was also against an increase in the sum collectable which increased from £76 million to £86 million. As reported last year the Valuation Office Agency finalised a number of outstanding assessments which included two major sites.

### 3.10 Collection Summary 2016/17

	£	£
Opening Debit		89,685,120
Plus Balance Brought Forward		5,562,000
Less Credit Brought Forward		<u>527,000</u>
		94,720,120
<u>Allowances</u>		
Assessment changes in year	7,578,521	
Transitional Relief	12,844	
Empty relief	-154	
Empty relief exemptions	-3,663,348	
Part Occupation relief	-149,947	
Void Property Relief	-3,878	
Charitable Organisations	-5,922,553	
Hardship	-5,000	
Small Business Rate Relief (SBRR)	-6,816,436	
Multi Occupation SBRR	-24,438	
Local Disc/Flood/Retail	12,690	
Enterprise Zone Discount	-134,162	
Re-Occupation Relief	-33,942	
Write-Offs	<u>-1,789,004</u>	<u>-10,938,807</u>
		83,781,313
Add Refunds made		2,638,673
Add costs		<u>48,276</u>
		86,468,262
Less Cash Received		<u>-81,377,962</u>
Balance Carried Forward		<u>5,090,300</u>

### 3.11 Debt Recovery Action

	2015/16	2016/17
Summonses	555	639
Liability Orders	458	515
Charge payers on Direct Debit	1,985	2,227

## Irrecoverables

- 3.12 The Bad Debt provision for Business Rates is £3.3 million in 2016/17 and those written-off by category in 2016/17 were:-.

Category	2015/16	2016/17
	£	£
Absconded/Irrecoverable	945,360	990,176
Insolvency	641,643	831,780
Miscellaneous (including deceased)	<u>-112,666</u>	<u>-32,952</u>
Total	<u>1,474,337</u>	<u>1,789,004</u>

## 3.13 Statistics

	2015/16	2016/17
Number of Properties on Valuation List	8,294	8,420
Rateable Value	£185,662,275	£185,697,584
New and Altered Property Notifications	1,005	345
Collection Rate	97.2%	97.6%

- 3.14 The Council has an Enterprise Zone, Wirral Waters, which came into force on 1 April 2012. The Zone has been the subject of reports to Cabinet and two buildings (a College and a Call Centre), were completed and occupied in 2015/16.
- 3.15 The Birkenhead Business Improvement District (BID) invoices were sent to 650 businesses in the Birkenhead BID Zone by the Council acting on behalf of the Wirral Chamber of Commerce in 2016/17. The levy is 1.5% of a property's Rateable Value and will cover a period of 5 years. In 2016/17 the BID levy raised £470,000, and the funds raised will go to improve the area covered by the BID Company, Birkenhead First. The collection rate was 94.4%.
- 3.16 Under Government proposals local authorities will retain 100% of Business Rates from 2020 and the Government has established areas to pilot this change. Wirral is part of the Liverpool City Region pilot whereby it will retain 100% of all Business Rates collected from 2017/18. Wirral previously retained 49% with 50% going to Central Government and 1% to the Fire Authority.
- 3.17 The outcome of the Government review into Business Rates means that from April 2017 Businesses with a Rateable Value of 12,000 or under do not pay Business Rates and they anticipate 1/3<sup>rd</sup> of all businesses will not pay Rates. Businesses with a Rateable Value of 12,000 to 15,000 receive tapered relief and properties with a Rateable Value of up to 51,000 pay the lower poundage, removing 250,000 businesses from the higher rate. Nationally the changes affect 900,000 properties nearly half of Business Rate payers. The Government are also looking at reducing the time between valuations (from 5 years to possibly 3 years) and alternative valuation methodologies including a form of self-assessment.

- 3.18 As a result of the 2017 revaluation of non-domestic properties, some ratepayers are subject to substantial increases in the amounts payable, and others substantial reductions. The Government Transitional Relief has introduced arrangements to phase the effects of these changes setting limits on increases and reductions in bills. The limits continue to apply to yearly increases and decrease until the full amount is due over a 5 year period.
- 3.19 The Chancellor of the Exchequer announced measures to help businesses in his budget statement on 8 March 2017 which are to help those affected by the revaluation of properties effective from 1 April 2017. This includes:-
- a Businesses which lose some or all of their small business rate relief will have increases in their bills limited to £50 per month in 2017/18. There will also be limits to increases in later years.
  - b There is a national fund of £300 million to support businesses that face the steepest increases in their rates bill as a result of the revaluation. The Government has recently issued the allocations and the operational details are being developed.

#### **ACCOUNTS RECEIVABLE (SUNDRY DEBTS)**

- 3.20 During 2016/17 invoices totalling £97.5 million were raised and income of £93.2 million collected. The arrears figure as at 31 March 2017 increased by £2.4 million to £26 million and, as with previous years, the end of year position is affected by invoices raised in the final days of March. For 2016/17 this involved invoices totalling £7.6 million (in 2015/16 it was £7 million). 2016/17 also saw the Birkenhead Improvement District and Selective Licensing scheme processed through Debtors with the changes in Social Care funding resulting in deferred debtors increasing.

#### **3.21 Collection Statement**

	2015/16	2016/17
	£	£
Balance Brought Forward at 1 April	30,890,704	22,624,737
Net Amount of Invoices	<u>91,304,924</u>	<u>97,450,018</u>
	122,195,628	120,074,755
Less Write-Offs	<u>1,777,833</u>	<u>848,260</u>
	120,417,795	119,226,495
Payments Received	<u>97,793,058</u>	<u>93,212,650</u>
Balance Carried Forward at 31 March	<u>22,624,737</u>	<u>26,013,845</u>

3.22 The number of invoices and their value raised over recent years and the outstanding debt at the year-end is as follows:-

Financial Year	Invoices Number	Invoices Value	Debt 31 March
2013/14	51,139	£99.6m	£23.5m
2014/15	48,879	£105.5m	£30.9m
2015/16	66,061	£91.3m	£22.6m
2016/17	81,889	£97.5m	£26.0m

3.23 The table below shows the Directorates and amount of debt at each stage:

Directorate Description	Less than 10 days	1st reminder	2nd reminder	3rd reminder	Total at 31.03.2017
	£	£	£	£	£
Chief Executive	152,845	10,118	74,236	1,049,198	1,286,397
Neighbourhood	18,013	0.00	0.00	11,373	29,386
Families & Wellbeing	6,259,561	1,659,577	552,401	9,989,246	18,460,787
Trans & Resources	492,171	378,130	1,853,132	2,569,237	5,292,672
Reg & Environment	704,267	57,326	159,260	323,544	1,244,398
Policy & Perform'ce	300	0	22,448	68,979	91,727
Totals	7,627,158	2,105,153	2,661,478	14,011,579	26,405,369

3.24 The above figures are for invoices up to the end of March 2017. Payments as well as amendments such as write-offs and cancellations continue to be made after this date on these accounts plus a further adjustment of £391,524 to be made for unallocated payments at year-end leaving a balance of £26,013,845.

3.25 Debts which have been registered as a charge against a property and should be recovered when that property is subsequently sold are classed as Land Charges. There is currently £851,975 covered by Land Charges.

### **Irrecoverables**

3.26 Sums over the limit of delegation £1,000 and below £5,000 require Cabinet approval. For each case over £5,000 the approval is in respect of individual cases for which explanations are provided to Cabinet. The Bad Debt provision for 2016/17 is £9.3 million.

3.27 Sums totalling £848,259.89 are proposed for write off comprising £736,912.81 of Adult Social Services debtors and a further £111,347.08 of other Departmental debts. The cases above £5,000 are detailed in the Annex.

Debt – Value	Adult Social Services		Other Directorates	
	Number	£	Number	£
<£1,000	361	76,144	344	62,474
£1,000-£5,000	27	57,583	14	24,119
£5,000	32	603,186	3	24,754
Total	420	736,912	361	111,347

Reason for write off	Adult Social Services		Other Directorates	
	Number	£	Number	£
Deceased	112	123,004		
Irrecoverable	36	264,159	36	36,545
Statute Barred	14	189,687	277	69,905
Uneconomical	258	160,092	48	4,897
Total	420	736,912	361	111,347

Note : Whilst some items are classed as Statute Barred this primarily relates to invoices where the client died several years ago so could equally be classified under deceased.

### HOUSING BENEFIT OVERPAYMENT DEBTS

3.28 The following Housing Benefit overpayment debts were written off in 2016/17.

Reason	No	£
Elderly	10	11,520
Bankrupt	88	62,049
Deceased	74	35,548
Statute Barred	60	19,279
Small Balance	56	772
Uneconomic to pursue	128	21,669
Total	416	150,837

### IRRECOVERABLE DEBTS

3.29 Under delegated powers and previous Cabinet approval written off as irrecoverable against the provision for bad debts are the following:-

	£
Council Tax	1,876,208
Business Rates	1,789,004
Sundry Debtors	848,259
Housing Benefits Overpayments	150,837
Total	<u>4,664,308</u>

#### **4.0 FINANCIAL IMPLICATIONS**

4.1 Debts written off as irrecoverable are charged against the Council provisions for bad debts which are reviewed annually in accordance with the requirements of accounting practice. At 31 March 2017 the provision for Council Tax stood at £14.3 million, Business Rates £3.2 million and Sundry Debts £9.3 million.

#### **5.0 LEGAL IMPLICATIONS**

5.1 Those debts recommended for write-off have been agreed by the Head of Legal and Member Services.

#### **6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS**

6.1 There are no staffing, IT or asset implications arising directly from this report.

#### **7.0 RELEVANT RISKS**

7.1 If debts are not written off they have the potential to inflate what might be thought collectable. Debts are only written off after a number of stringent checks and following advice from the Head of Legal and Member Services.

#### **8.0 ENGAGEMENT/CONSULTATION**

8.1 Relevant officers of the Council have been consulted in preparing this report.

#### **9.0 EQUALITIES IMPLICATIONS**

9.1 There are no implications arising directly from this report being a report on the overall financial affairs for the financial year just completed.

**REPORT AUTHOR:** Susan Hutchison  
Council Tax and Business Rates Manager  
Telephone 0151 666 3505  
Email : [suehutchison@wirral.gov.uk](mailto:suehutchison@wirral.gov.uk)

#### **ANNEX**

Sundry Debtor Accounts – Write-Offs over £5,000

#### **SUBJECT HISTORY**

<b>Council Meeting</b>	<b>Date</b>
Cabinet - Collection Summary 2013/14	7 July 2014
Cabinet - Outturn Collection Summary 2014/15	13 July 2015
Cabinet – Outturn Collection Summary 2015/16	18 July 2016

## SUNDRY DEBTOR ACCOUNTS

## WRITE-OFFS OVER £5,000 FROM 1 APRIL 2016 -31 MARCH 2017

## DEBTORS – ADULT SOCIAL SERVICES

Case	Details
1	Invoice dated 22/01/2015 amounting to £17,865.76, in respect of the final balance outstanding for Residential/ Nursing Care charges and Support at Home charges. The client was deceased and a complaint was addressed with the resultant agreement to write off the debt. <b>Write off reason – Irrecoverable</b>
2	Invoice dated 18/05/2015, amounting to £15,442.93 in respect of the final balance outstanding for support at home charges. The client is deceased leaving no funds in the Estate. Unable to pursue as no probate or executor and no charges could be brought. <b>Write off reason – Deceased</b>
3	Invoice dated 24/11/2015, amounting to £9,632.35 in respect of final balance outstanding for accommodation charges. The Client's husband / appointee and the Client died with no Estate and no grant of probate issued in respect of either the client or her husband. <b>Write off reason – Irrecoverable</b>
4	Invoice dated 22/10/2015, amounting to £5,058.85 in respect of a final balance outstanding Residential / Nursing charges. The Client is deceased and evidence was provided that there were no funds remaining on the Estate. Remaining funds had already been spent on the funeral. <b>Write off reason – Deceased</b>
5	Invoice dated 12/12/2013, amounting to £49,080.72, in respect of the final amount for support at home charges. Client is deceased and there is no record of probate being issued and no-one to pursue for the debt. As this was based on full cost assessment because the family would not engage the assessment may have been reduced. <b>Write off reason – Irrecoverable / No trace</b>
6	Invoice dated 14/08/2014 amounting to £38,459.33, relating to accommodation charges. This debt has been deemed irrecoverable as the Client died in 2014 and there was no probate or executor with nobody to pursue. <b>Write off reason – Irrecoverable</b>
7	Invoice dated 13/11/2015, amounting to £14,088.56, relating to the final account for non-residential charges. This debt was referred to external solicitors who recommended a flexible instalment arrangement, but was never implemented. The client is no longer funded by DASS and unlikely to have funds to pay. <b>Write off reason – Irrecoverable</b>
8	Invoice dated 01/06/2016, amounting to £5,989.03, relating to the final amount outstanding for residential charges. The client died and there are no funds remaining in the Estate to pay the debt. <b>Write off reason – Deceased</b>

9	Invoice dated 10/02/2016, amounting to £5,220.61, relating to the final amount outstanding for residential charges. Evidence was provided to show insufficient funds in the Estate, following payment of funeral. <b>Write off reason – Deceased</b>
10	Invoice dated 18/09/2013 amounting to £77,901.27 in respect of the final balance outstanding for support at home charges and Residential Nursing care. .With the client's son is living in Indonesia and funds spent prior to DASS becoming appointee following the client's death there was no probate and unable to pursue the debt. <b>Write off reason – Irrecoverable / No trace</b>
11	Invoice dated 04/08/2015 amounting to £38,746.63 in respect of accommodation charges. A letter received August 2013 from the client's daughter, states her mum had approximately £8,000 prior to funeral expenses, so no funds left. Daughter was not official Power of Attorney so unable to pursue debt <b>Write off reason – Uneconomical</b>
12	Invoice dated 21/7/14 amounting to £23,337.61 in respect of accommodation charges, respite charges and Home care charges. The client died and whilst the niece was the only carer she did not handle finances. Despite extensive searching the Executors have not been traced. <b>Write off reason – Irrecoverable / No trace</b>
13	Invoice dated 13/11/2015 amounting to £18,518.84 in respect of the final account for non-residential care charges. The services ended in 2015 and a letter received from CWP advised the client no longer has 'capacity to understand, retain or assimilate information regarding the financial issues'. The consultant psychiatrist has asked for the amount to be written off for the good of client's health. <b>Write off reason - Irrecoverable.</b>
14	Invoice dated 20/07/2016 amounting to £16,870.12 in respect of accommodation charges. Client is deceased and evidence provided showing no funds in Estate to pay balance. <b>Write off reason – Deceased</b>
15	Invoice dated 13/11/2015 amounting to £16,156.50 in respect of the final account for non- residential care charges. Whilst the debt has been pursued there is evidence that changes in service provision may mean the amount is overstated but confirmation depends upon the client's financial position. It has been identified that the client does not have the capital, or the income, to settle the debt. <b>Write off reason – Uneconomical</b>
16	Invoice dated 13/11/2015 amounting to £16,021.27 in respect of the final account for non-residential care charges. up to 31/03/2013. Whilst the debt was pursued the client's financial position remained unclear with limited means of confirming. It has been identified that the client does not have the capital, or income, to pay off the debt. <b>Write off reason – Uneconomical</b>
17	Invoice dated 26/07/2016 amounting to £10,384.74 in respect of outstanding support at home charges. Client died with probate not required. Evidence received confirms no funds in the Estate. <b>Write off reason – Deceased</b>
18	Invoice dated 25/03/2014 amounting to £8,786.57 in respect of residential

	charges and short term care. The client died with no funds in the Estate. <b>Write off reason – Deceased</b>
19	Invoice dated 21/06/2016 amounting to £5,993.15 in respect of charges for Nursing Care. Client is now in long term care with no available income so pursuit would not result in the debt being paid. <b>Write off reason – Uneconomical</b>
20	Invoice dated 30/06/2016 amounting to £5,112.09 in respect of residential care. The client is deceased and the likelihood of payment balanced with cost of proceedings renders this uneconomic to pursue. <b>Write off reason – Uneconomical</b>
21	Invoice dated 26/07/2016 amounting to £5,002.71 in respect of support at home charges. Evidence provided that there is no capital available to pay the debt and no income available to pay instalments. It would not be cost effective to pursue this debt due to the likelihood of payment balanced with cost of proceedings <b>Write off reason – Uneconomical</b>
22	Invoice dated 06/10/2009 amounting to £30,477.17 in respect of the final amount outstanding for accommodation charges. Recovery action has proven unsuccessful so write off is recommended due to timescale. <b>Write off reason – Statute Barred</b>
23	Invoice dated 16/07/2015 amounting to £8,930.45 in respect of the final account for homecare charges. No probate as the Estate is likely to have been passed to the client's widow. Client was assessed at full cost through limited engagement by client so potentially over-stated. Limited likelihood of payment balanced with cost of proceedings <b>Write off reason – Uneconomical</b>
24	Invoice dated 17/02/2016 amounting to £7,857.02 in respect of the final account for accommodation charges. Client died leaving limited funds in the Estate used to meet debts and funeral costs. <b>Write off reason – Deceased</b>
25	Invoice dated 06/12/2016 amounting to £6,161.45 in respect of support at home charges. Client died having been in receipt of low Income Guarantee Credit and in rented accommodation. Probate has not been awarded and it not cost effective to pursue due to the likelihood of payment versus cost of proceedings. <b>Write off reason – Uneconomical</b>
26	Invoice dated 16/12/2012, amounting to £9,230.68, relating to Direct Payments. All attempts to recover this account have been unsuccessful and is now statute barred under Section 56 of the National Assistance Act 1948. <b>Write off reason – Statute Barred</b>
27	Invoice dated 13/07/2009 amounting to £57,463.71, in respect of the final amount outstanding for overpayments. All attempts to recover this debt were unsuccessful and the debt is now statute barred. <b>Write off reason – Statute Barred</b>
28	Invoice dated 11/06/2010 amounting to £31,847.93 in respect of an overpayment as a Primary Care Trust also paid for Community Health Care. All attempts to recover this debt were unsuccessful and the debt is now statute barred and cannot be pursued through the Courts. <b>Write off reason – Statute Barred</b>

29	Invoice dated 02/02/2011 amounting to £19,457.14, in respect of an overpayment. All attempts to recover this debt were unsuccessful and the debt is now statute barred. <b>Write off reason – Statute Barred</b>
30	Invoice dated 19/05/2010 amounting to £8,028.60 in respect of an overpayment of additional residential nursing care charges. All attempts to recover this debt were unsuccessful and the debt is now statute barred and cannot be pursued through the Courts. <b>Write off reason – Statute Barred</b>
31	Invoice dated 19/10/2009 amounting to £7,856.57 in respect of an overpayment of additional residential nursing care charges. Client died and attempts to recover this debt were unsuccessful. The debt is now statute barred. <b>Write off reason – Statute Barred</b>
32	Invoice dated 02/02/2011 amounting to £7,205.59 in respect of an overpayment for services. Attempts to recover this debt were unsuccessful. The debt is now statute barred. <b>Write off reason – Statute Barred</b>

#### DEBTORS – OTHER DIRECTORATES

<b>Case</b>	<b>Details</b>
1	Invoice dated 21/10/2010, amount £14,200 for delivery of assessment and final report raised by Children and Young People Department. Company went into liquidation/ bankruptcy and details of our claim has been lodged with the liquidators as an unsecured creditor <b>Write off reason – Liquidation</b>
2	Invoice dated 12/03/2009, amount £5,055.50, relating to Wirral Group Repair Scheme and a contribution for work completed on 18 Mallaby Street. Legal Services unable to trace the debtor despite an exhaustive search, leaving no alternative but to recommend the debt for write off. <b>Write off reason – No trace</b>
3	Invoice dated 13/11/2001 amount £5,499 for urgent works carried out on the Congregational Church in Oxtan Road, Birkenhead. Whilst this had been registered as a Land charge against the property it is now statute barred and can no longer be pursued. <b>Write off reason – Statute Barred</b>

This page is intentionally left blank