



## Tourism, Communities, Culture & Leisure Committee

<b>Date:</b>	<b>Thursday, 30 November 2023</b>
<b>Time:</b>	<b>6.00 p.m.</b>
<b>Venue:</b>	<b>Committee Room 1 – Birkenhead Town Hall</b>

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PLEASE NOTE: Public seating is limited therefore members of the public wishing to attend are asked to register their attendance in advance by emailing [committeeservices@wirral.gov.uk](mailto:committeeservices@wirral.gov.uk)

Wirral Council is fully committed to equalities and our obligations under The Equality Act 2010 and Public Sector Equality Duty. If you have any adjustments that would help you attend or participate at this meeting, please let us know as soon as possible and we would be happy to facilitate where possible. Please contact [committeeservices@wirral.gov.uk](mailto:committeeservices@wirral.gov.uk)

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## AGENDA

- 1. WELCOME AND INTRODUCTION**
- 2. APOLOGIES**
- 3. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

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.

- 4. MINUTES (Pages 1 - 4)**

To approve the accuracy of the minutes of the meeting held on 19 October 2023.

## **5. PUBLIC AND MEMBER QUESTIONS**

Please telephone the Committee Services Officer if you have not received an acknowledgement of your question/statement by the deadline for submission.

### **5.1 Public Questions**

Notice of question to be given in writing or by email by 12 noon, Monday 27 November 2023 to the Council's Monitoring Officer via this link: [Public Question Form](#) and to be dealt with in accordance with Standing Order 10.

For more information on how your personal information will be used, please see this link: [Document Data Protection Protocol for Public Speakers at Committees | Wirral Council](#)

Please telephone the Committee Services Officer if you have not received an acknowledgement of your question by the deadline for submission.

### **5.2 Statements and Petitions**

Notice of representations to be given in writing or by email by 12 noon, Monday 27 November to the Council's Monitoring Officer ([committeeservices@wirral.gov.uk](mailto:committeeservices@wirral.gov.uk)) and to be dealt with in accordance with Standing Order 11.1.

Petitions may be presented to the Committee. The person presenting the petition will be allowed to address the meeting briefly (not exceeding one minute) to outline the aims of the petition. The Chair will refer the matter to another appropriate body of the Council within whose terms of reference it falls without discussion, unless a relevant item appears elsewhere on the Agenda. Please give notice of petitions to [committeeservices@wirral.gov.uk](mailto:committeeservices@wirral.gov.uk) in advance of the meeting.

### **5.3 Questions by Members**

Questions by Members to be dealt with in accordance with Standing Orders 12.3 to 12.8.

## **SECTION A - KEY AND OTHER DECISIONS**

### **6. LIVERPOOL AND WIRRAL CORONER AREA ANNUAL REPORT 2022 (Pages 5 - 22)**

### **7. THIRD SECTOR COMMISSIONING AND COMMUNITY, VOLUNTARY AND FAITH SECTOR (CVF) SUMMARY UPDATE REPORT (Pages 23 - 34)**

## **SECTION B - BUDGET AND PERFORMANCE MANAGEMENT**

- 8. TCCL QUARTER 2 REVENUE AND CAPITAL MONITORING BUDGET REPORT (Pages 35 - 50)**

## **SECTION C - WORK PROGRAMME / OVERVIEW AND SCRUTINY**

- 9. WORK PROGRAMME UPDATE (Pages 51 - 58)**

### **Terms of Reference**

The terms of reference for this committee can be found at the end of this agenda.

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## **TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE**

Thursday, 19 October 2023

Present:

Councillor H Cameron (Chair)

Councillors	P Martin	G Bennett
	P Jobson	J Johnson
	T Laing	C McDonald
	G McManus	R Molyneux
	K Stuart	M Redfern

37 **WELCOME AND INTRODUCTION**

The Chair welcomed attendees and viewers to the meeting and reminded everyone that the meeting was webcast and retained on the Council's website.

38 **APOLOGIES**

There were no apologies for absence.

39 **MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST**

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. No interests were declared.

40 **MINUTES**

**Resolved – That the minutes of the meeting held on 21 September 2023 be approved and adopted as a correct record.**

41 **PUBLIC AND MEMBER QUESTIONS**

There were no questions, statements or petitions from the public or Members.

42 **BOROUGH OF CULTURE 2024**

The Senior Manager of Culture Strategy introduced the report of the Director of Regeneration and Place to Members. The report presented an update on Wirral's year as Liverpool City Region Borough of Culture in 2024. The report also requested approval from the Committee as to the delivery plan for

Borough of Culture which had been developed following the previous report to the Committee in October 2022.

In a response to a member question regarding community engagement and wealth building, officers explained the ongoing and extensive work with community groups was part of the delivery plan and had been embedded in the development plan since 2018. Officers also assured members that when considering the tourism and events that would be generated, residents would be the priority.

In response to a query regarding the appointment to the advisory group, officers explained that this would be made up of local organisations, the Arts Council, Liverpool Biennial and other local voices, officers also welcomed any recommendations from Members. Furthermore, officers assured the legacy of the programme had been considered and demonstrated that the funding could be secured for up to 3 years. Members also requested that the geographical spread of the programme be considered and projects benefit the entirety of the Borough.

**Resolved – That the programme plan for Borough of Culture as set out at Appendix 1 be approved.**

43 **DESTINATION MARKETING AND LIVERPOOL CITY REGION LOCAL VISITOR ECONOMY PARTNERSHIP DEVELOPMENT**

The Senior Manager of Culture Strategy introduced the report of the Director of Regeneration and Place to Members. The report presented an update on the Liverpool City Region Destination Marketing project. Wirral Council's participation in this project was approved by the Committee on 17th November 2021. The report also presented an update on the Liverpool City Region position in relation to visitor economy strategy development and partnership working.

Members praised the implementation of the 'Visit Wirral' website, highlighting the itineraries for visitors. Members also noted the success of the Summer campaign and the wrap around work for The Open. Officers assured Members that Wirral was working closely with its partners (Liverpool and Southport) to assure a maximisation of outcomes. Members requested a breakdown of the funding per capita. Members also noted that pre decision scrutiny could be challenging, and suggested better transparency was needed. Officers assured Members that the relevant contribution of each partner could be ironed out within the coming months. Members also prompted officers to maintain connections with Chester Tourism Office, as they exemplify good practice.

**Resolved – That,**

**(1) Progress in respect of the Destination Marketing project be noted.**  
**(2) The Council's engagement in the development of the Liverpool City Region Local Visitor Economy Partnership be endorsed and the committee agreed to receive future updates and proposals in respect of this work.**

44 **WORK PROGRAMME UPDATE**

The Lead Consultant Lawyer presented the report of the Director of Law and Governance Committee, in co-operation with the other Policy and Service Committees, is responsible for proposing and delivering an annual committee work programme. This work programme should align with the corporate priorities of the Council, in particular the delivery of the key decisions which are within the remit of the Committee.

Members brought to the attention of officers a number of topics to be added to the work programme;

- Development of resident accessibility, and measurable feedback of the effectiveness of this communication.
- The use of Artificial Intelligence in Council departments serving this Committee.
- An update to the pitch strategy for the Local Plan, which focuses on increasing car parking.
- A clarification on the Terms of Reference for consultations and customer engagement.
- Responses to retail crime.

**Resolved – that, subject to the addition of the items noted at the meeting, the work programme be noted.**

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## TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE

Thursday 30 November 2023

<b>REPORT TITLE:</b>	<b>LIVERPOOL AND WIRRAL CORONER AREA ANNUAL REPORT 2022</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF LAW AND GOVERNANCE</b>

### REPORT SUMMARY

A Coroner is an independent judicial office holder, appointed by the local authority.

They investigate deaths that have been reported to them if it appears that,

- The death was violent or unnatural
- The cause of death is unknown, or
- The person died in prison, police custody or another type of state detention

The appended report is the full annual report of the Liverpool and Wirral Coroner Area for the period of 2022.

The Wirral Plan 2021-2026 has been developed and the focus covers the following five themes:

- Safe & Pleasant Communities
- Brighter Futures
- Active and Healthy Lives
- Sustainable Environment
- Inclusive Economy

The Coroners service delivers in some form against most of the above themes.

This matter affects all wards in the borough.

This is not a key decision.

### RECOMMENDATION/S

The Tourism, Communities, Culture and Leisure Committee is recommended to note the report.

## **SUPPORTING INFORMATION**

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

- 1.1 The Tourism, Communities, Culture and Leisure Committee within its terms of reference, has responsibility for customer contact, community development and community services, including all of those functions related to community safety and also those regarding the promotion of community engagement. The Committee is charged by full council to undertake responsibility for bereavement services and support to the Coroners Service.
- 1.2 The report has been produced to enable the Tourism, Communities, Culture and Leisure Committee to undertake this function.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 A further option would be not to undertake a review of this report. However, the Committee is tasked to undertake this function as laid out in the Constitution.

### **3.0 BACKGROUND INFORMATION**

- 3.1 On 2nd April 2015 the Liverpool and Wirral Coroner Areas merged to form one jurisdiction. Liverpool City Council is the lead authority working closely with Wirral Council. The Coroner Area of Liverpool and Wirral is a large geographical area of 26,884 Hectares with a population of around 800,000. The area is a part of the Liverpool City Region which is a world class centre of excellence in commerce, culture, education and industry and as such the area has a significantly larger workforce than resident population. The Coroner works closely with two registration districts, Liverpool Register Office and Wirral Register Office.
- 3.2 The Coroners and Justice Act 2009 sought to give effect to some of the key recommendations of Dame Janet Smith's Shipman Inquiry and the Luce Review which both reported in 2003.
- 3.3 In particular, the intention behind Schedule 2 of the 2009 Act was to move towards fewer (but larger) coroner areas which are supported by a full-time Senior Coroner. This approach could lead to greater economies of scale, through sharing of staff and resources and will enable full-time Senior Coroners to focus entirely on their coronial duties, thus developing their skills and experiences more fully.

### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 The gross expenditure outturn for 2022/2023 for the Liverpool & Wirral Coroner Services was £2,160,448. The recharge ratio according to population is 63% Liverpool City Council, 37% Wirral Council.
- 4.3 A further breakdown of the recharge ratio is included in the appended report.

## **5.0 LEGAL IMPLICATIONS**

5.1 Section 24 of the 2009 Act requires the relevant local authority for a coroner area to provide 'whatever officers and other staff are needed by the coroners for that area to carry out their functions'. The authority must provide accommodation that is 'appropriate to the needs of those coroners.

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

6.1 This report is for information purposes only and as such there are no direct legal implications.

## **7.0 RELEVANT RISKS**

7.1 This report enables the Tourism, Communities, Culture and Leisure Committee to review the coroners annual report and any associated risks. By not undertaking this function, the Committee would not be discharging its duties as laid out in the constitution. This is a high-profile service and carries reputational risk implications.

## **8.0 ENGAGEMENT/CONSULTATION**

8.1 The report has been produced for information and to enable further debate and discussion by members of the Tourism, Communities, Culture and Leisure Committee.

## **9.0 EQUALITY IMPLICATIONS**

9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. However, this report is for information purposes only and as such there are no direct equality implications.

## **10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS**

10.1 This report is for information purposes only and as such, there are no direct environment or climate implications

## **11.0 COMMUNITY WEALTH IMPLICATIONS**

11.1 This report is for information purposes only and as such, there are no direct community wealth building implications associated with this report.

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(Anna Perret)

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## **APPENDICES**

**BACKGROUND PAPERS**

The Coroners and Justice Act 2009  
The Shipman Enquiry  
Cabinet Report 2 December 2012

**TERMS OF REFERENCE**

This report is being considered by the Tourism, Communities, Culture and Leisure Committee in accordance with 6.2(g) Terms of Reference: in relation to bereavement services and support to the Coroner's service.

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
<b>Tourism, Communities, Culture and Leisure</b>	<b>2022</b>



# Liverpool & Wirral Coroner Area

## Annual Report 2022



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# LIVERPOOL & WIRRAL CORONER AREA

## ANNUAL REPORT 2022

### Background Information

The Liverpool and Wirral Coroner Areas merged to form one jurisdiction in April 2015. Liverpool City Council is the lead authority working closely with Wirral Council.

The Coroner Area of Liverpool and Wirral is a large geographical area of approximately 27,000 Hectares with a population of around 820,000. The area is part of the Liverpool City Region which is a world class centre of excellence in commerce, culture, education and industry and as such the area has a significantly larger workforce than resident population. We work closely with two registration districts, Liverpool Register Office and Wirral Register Office.

The Area is a major transport hub with main arterial roads and motorways, Liverpool John Lennon Airport, Main Line Rail links (Lime Street & Birkenhead Train Stations), Mersey Tunnels, Mersey Ferry, Ports and an Ocean Cruise Liner terminal.

There are three Universities, two cathedrals, two large local prisons and a diverse multi-ethnic multicultural harmonious population. The area has two Premier League football clubs, one Football League football club and a championship golf course.

The area is served by three large district general teaching hospitals namely:  
Liverpool University Teaching Hospital – Royal Liverpool & Broadgreen  
Aintree University Hospital  
Arrowe Park Hospital

and there are five tertiary centres of healthcare excellence namely:  
Liverpool Heart & Chest Hospital  
Liverpool Children's Hospital (Alder Hey)  
Liverpool Women's Hospital  
Clatterbridge Hospital  
The Walton Centre for Neurology & Neurosurgery

There are also two adult and two children's hospices. The jurisdiction also contains mental health units with patients detained under the Mental Health Act 1983.

### The Role of the Coroner

A Coroner is an independent judicial office holder, appointed and funded by the local authority. The Coroner is responsible for investigating deaths that have been reported to them if it appears that:

- The death was violent or unnatural
- The cause of death is unknown, or
- The person died in prison, police custody or another type of state detention.

The purpose of the investigation is to identify who the person was, and where, when, and how they came by their death.

We work under the guidance and direction of the Chief Coroner who works closely with the Ministry of Justice.

The Liverpool & Wirral Coroner's service and Court is based at:

**Gerard Majella Courthouse, Boundary Street, Liverpool, L5 2QD**

In accordance with the provisions of s24 of the Coroner and Justice Act 2009, the relevant lead authorities will provide administration support for the Coroners and the Court. They are also responsible for providing accommodation for the court(s) and for the whole service (Coroners, Coroners Officers and Administration Staff) to be co-located. All running costs for the service; accommodation, information technology (including for coroner's officers), coronial investigations relating to post mortem, toxicology, medical reports and witnesses/jurors fees to be met by the relevant local authority. They will deal with all general enquiries on behalf of the coroner's service from bereaved families to information requests, funeral directors, insurance companies and others.

Merseyside Police provide Coroner's Investigation Officers to investigate deaths and treasure needed by the coroners in each area to carry out their function.

The Court and Offices are dedicated to the Coroner's Service; however, they are conveniently co-located with the Emergency Planning Team and the Child Death Overview panel. There are lawned areas, a garden, secure staff parking, public parking, a separate jury retiring building, the facility to run up to three courts, a vulnerable witness room, video-conferencing, five advocates conference/meeting rooms, a waiting room and an excellent Coroner's Court Support Service.

All coroner's support staff are located in the same building. There is an administrative team of four local authority officers led by the Chief Clerk and thirteen Merseyside Police Coroner's Investigative Officers, with their own manager who are from time to time supplemented by serving police officers for investigative duties.

## Coroners

In the Liverpool & Wirral Coroner Area there is a Senior Coroner and Area Coroner, both full time, and there are currently ten Assistant Coroners (five of whom sit regularly, one is an Assistant Coroner in the neighbouring Coroner Area – Sefton, St Helens & Knowsley, three are now Senior Coroners in different Coroner Areas and one is a retired Senior Coroner).

## Our duty

To apply the law relating to coronial investigations putting families at the heart of the service and providing a professional, sensitive and caring approach to meet the needs of bereaved people who come into contact with the Coroners Service.



## Workload

In 2022 there were 2883 reported deaths. This resulted in 1108 inquests being opened in 2022 and a total number of 1167 inquests being concluded in 2022.

There has been a substantial increase in the post-mortem examination rate, rising from 34% in 2020 to 43% in 2021 and this remained the rate for 2022. The national average for 2022 has also remained at 43%. Our average inquest conclusion time of 11 weeks from the death report has been maintained during 2022, whereas the average is 30 weeks nationally. Up to 25% of inquests are concluded based on clinical history and exclusion of unnatural causes as opposed to invasive autopsy. This enables the limited resources to be targeted on those unnatural and state detention deaths which require the most investigation.

Less invasive autopsy is available where appropriate, as an adjunct to conventional death investigation, in accordance with Chief Coroner's guidance and advice from the Royal College of Pathologists and the Royal College of Radiologists. This enables the limited resources to be targeted on unnatural and state detention deaths, our core statutory duty, which require the most investigation.

In Liverpool and Wirral, all directions for investigations opened are timetabled as to when evidence should be filed and dates are set, such as when an investigation will be reviewed, or an inquest opened, or an inquest will be concluded. These directions can only be set by a Coroner Office holder. This method of working ensures that inquests are dealt with in a timely and efficient manner.

## Covid 19 Pandemic

Coroners faced an unprecedented challenge at the height of the pandemic in 2020 with complex and jury cases adjourned, although all other inquests took place in court as the service was open throughout. Jury cases resumed in 2021, in some instances with remaining social distancing measures in place. Throughout 2021 and 2022 we have worked through all of the jury inquest cases that were previously adjourned due to the pandemic.

The consequences of the pandemic continue to be felt by the Coroner's Service both in a workload and financial sense. The workload has become more complex due to the increase in the number of unnatural deaths such as suicides, and drug and alcohol related deaths resulting in an increase of post-mortems and other analysis to determine the cause of death which peaked in 2020 and has continued at this higher rate.

The pandemic appears to have undermined the trust of the public in health and social care in such a way that bereaved families are less trusting of doctors and carers. This is evidenced by the previously mentioned increase in post-mortem examination rate.

On 25 March 2022 the Coronavirus legislation surrounding death certification lapsed, so it reverted back to a doctor having to have treated the deceased in their last illness within the

28 days before their death, which has resulted in ongoing challenges for the Coroner's service, which include:

- The pandemic has changed the working practices of doctors and many patients in the community are receiving treatment and consultations by telephone appointments. This has created a significant challenge regarding completing the Medical Certificate for Cause of Death (MCCD), as when a patient dies only a doctor who has seen and treated the deceased in their last illness (face to face or on video) within 28 days can legally issue the MCCD.
- Patients are often treated by other healthcare professionals (not doctors) who cannot legally provide a medical certificate of cause of death (MCCD).

This has resulted in an increase in the number of deaths being reported to the Coroner which are of natural causes, the only reason for the referral is due to a doctor not being qualified to issue the MCCD. It has created extra pressure on the courts' investigative team, demonstrated by the large increase in inquests being held where the conclusion is 'natural causes', as well as extra financial costs to the service. More importantly, it has also created distress to bereaved families who do not understand the need for the Coroner to be involved when their loved one is often on palliative care. The legislation on death certification needs updating to reflect modern medical practice.

The pandemic and its ongoing effects have put a heavy burden on the service and will continue to do so for the foreseeable future.

### Medical Examiner System

Since April 2019 there has been the rollout of the non-statutory Medical Examiner (ME) system with the aim that all deaths would be scrutinised either by a ME or Coroner. The legislation to move to a statutory ME scheme was approved by Parliament and included all hospitals from April 2023.

During 2021 and 2022 the coroner's service has worked closely with local hospitals and Medical Examiners and officers to ensure appropriate and prompt referrals to the Coroner from the ME to reduce distress on bereaved families. This has resulted in a decrease in the number of referrals from hospitals that involve a natural cause of death, but the referrals made tend to involve many complexities in medical care and treatment.

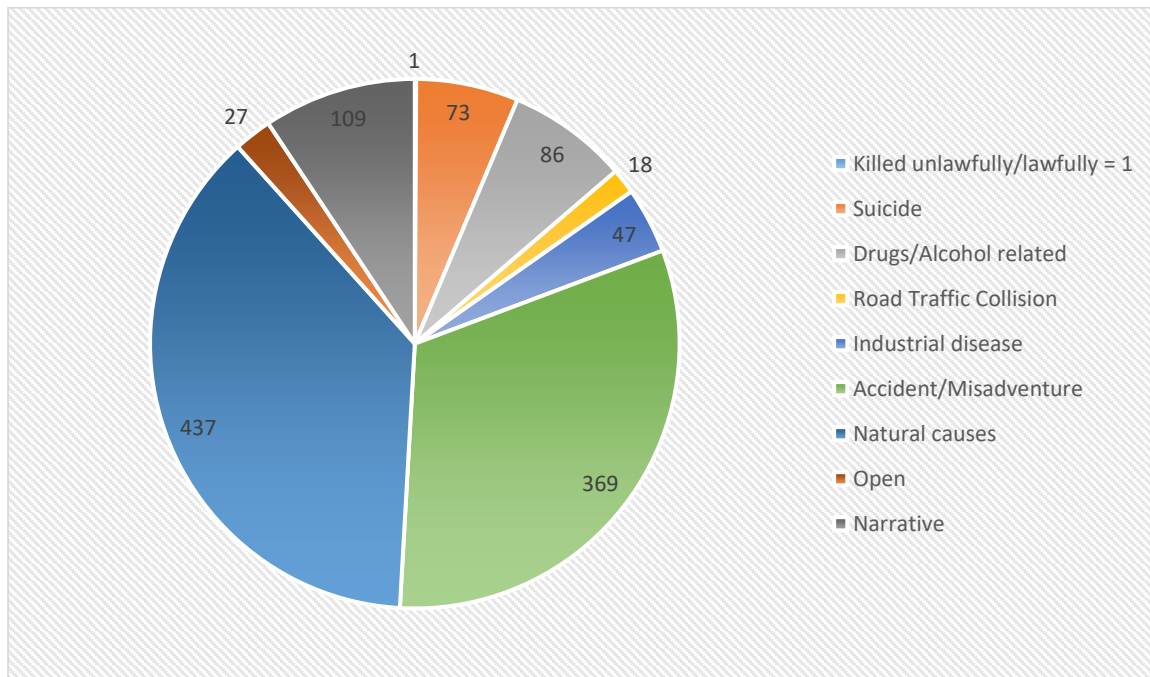
The next step for the Medical Examiner System is for the scheme to roll out across community deaths. This is currently underway in Liverpool and Wirral in a voluntary scheme organised by the ME with all the GP practices (85 in Liverpool and 47 in Wirral) with an anticipated statutory date to go live in April 2024.

We continue to work closely with the Medical Examiners and their teams and have regular working group meetings to assist with training and sharing best practice.

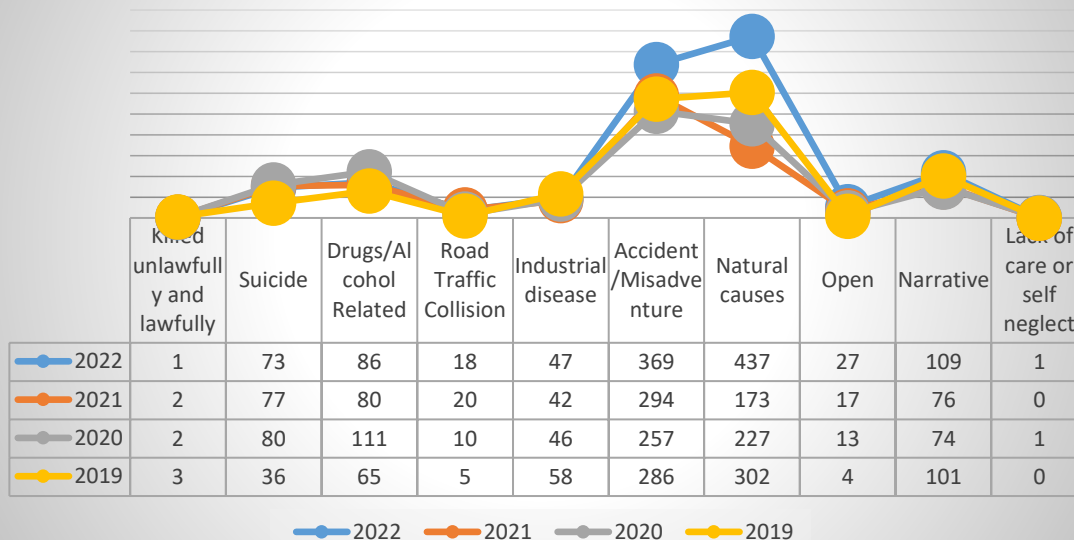
# STATISTICS

Key findings from 2022

38% of deaths reported in 2022 resulted in an inquest being held. The breakdown of the 1167 inquest conclusions were as follows:



## Inquest Conclusions - comparison 2019-2022



## Liverpool & Wirral Coroner Area – 2022 Comparison With 2021

### REPORTED DEATHS

Reported deaths 1 <sup>st</sup> January 2022 to 31 <sup>st</sup> December 2022	2883
Reported deaths 1 <sup>st</sup> January 2021 to 31 <sup>st</sup> December 2021	3056

*6% reduction in referrals*

### INQUESTS

Inquests concluded from 1 <sup>st</sup> January 2022 to 31 <sup>st</sup> December 2022	1167
Inquests concluded from 1 <sup>st</sup> January 2021 to 31 <sup>st</sup> December 2021	781

Inquests opened from 1 <sup>st</sup> January 2022 to 31 <sup>st</sup> December 2022	1108
Inquests opened from 1 <sup>st</sup> January 2021 to 31 <sup>st</sup> December 2021	733

*51% increase in number of inquests opened*

### POST MORTEMS

Number of deaths reported that resulted in a PM in 2022	1252	(43% rate)
Number of deaths reported that resulted in a PM in 2021	1301	(43% rate)

*4% reduction in number of post mortems*

### JURY INQUESTS

Number of inquests held with a jury in 2022	17
Number of inquests held with a jury in 2021	8

### TIME TAKEN TO CONCLUDE INQUESTS

#### 2022

% of inquests concluded within 1 month in 2022	66%
% of inquests concluded within 3 months in 2022	74%
% of inquests concluded within 6 months in 2022	92%

#### 2021

% of inquests concluded within 1 month in 2021	54%
% of inquests concluded within 3 months in 2021	78%
% of inquests concluded within 6 months in 2021	92%

The statutory guidance is that an inquest should be held within 6 months of the date of death.

## [National Statistics for 2022](#)

These were published for England and Wales on 11 May 2023 and highlight the pressures felt by the Liverpool & Wirral Coroner Service in relation to the increased post mortem rate, number of inquests opened and complexity of workload. This appears to be replicated across many coroner areas throughout the country.

For example, note the following extracts:

- In 2022, coroners opened the highest number of inquests since reporting began, with an increase in recorded conclusions and post-mortems. Circa 17% of deaths reported to coroners proceeded to an inquest and, of the 36,000 inquest conclusions recorded, natural causes, accident/misadventure and unclassified conclusions were the most prevalent, up 40%, 14% and 7% on 2021 respectively. Further research is required to understand the marked increase in natural causes conclusions.
- In 2022, natural causes conclusions increased by 40% to 5,139. This increase in natural cause conclusions may suggest that there is an increase in natural cause deaths being referred to the coroner.
- Inquest cases represented 17% of all the deaths reported to coroners in 2022, no change from 2021. The number of inquests opened as a proportion of deaths reported in 2022 varied across coroner areas, from 6% in Ceredigion to 38% in Liverpool and the Wirral. However, most coroner areas held inquests for between 10% and 20% of all deaths reported (55 of the 83 coroner areas).
- There were 90,200 post-mortem examinations ordered by coroners in 2022, a 7% rise compared to 2021. The proportion of reported deaths requiring a post-mortem has remained stable over the same period.
- In 2022, 35,600 inquest conclusions were recorded in total, up 10% on 2021. Natural causes, accident/misadventure and unclassified conclusions had the largest increases, up 40%, 14% and 7% on 2021, to 5,100, 8,800 and 8,700 inquest conclusions in 2022 respectively.
- 208,430 deaths were reported to coroners in 2022, the highest level since 2019. This is an increase of 13,250 (7%) from 2021.

## Performance

Performance management is critical to maintain an efficient and effective Coroner's Service.

*Caution should be taken however when making comparisons between coroner areas as differences in local authority support, resource, facilities, and socio-economic make up mean this will not always be comparing like with like.*

### 2022 comparison with neighbouring Coroner Areas

Area	Deaths reported	Post-mortems	Post-mortem rate	No. of inquests opened	Average inquest waiting time
Liverpool & Wirral	2883	1252	43%	1108	11 weeks
Sefton, St Helens & Knowsley	2205	796	36%	421	25 weeks
Cheshire	3107	1626	52%	679	27 weeks
Manchester City	2682	1338	50%	727	48 weeks

Complex Coroner Areas which have a prison within their boundary will have to hold jury inquests for unnatural deaths, which inevitably lengthen the time taken to conclude these types of complex inquests.

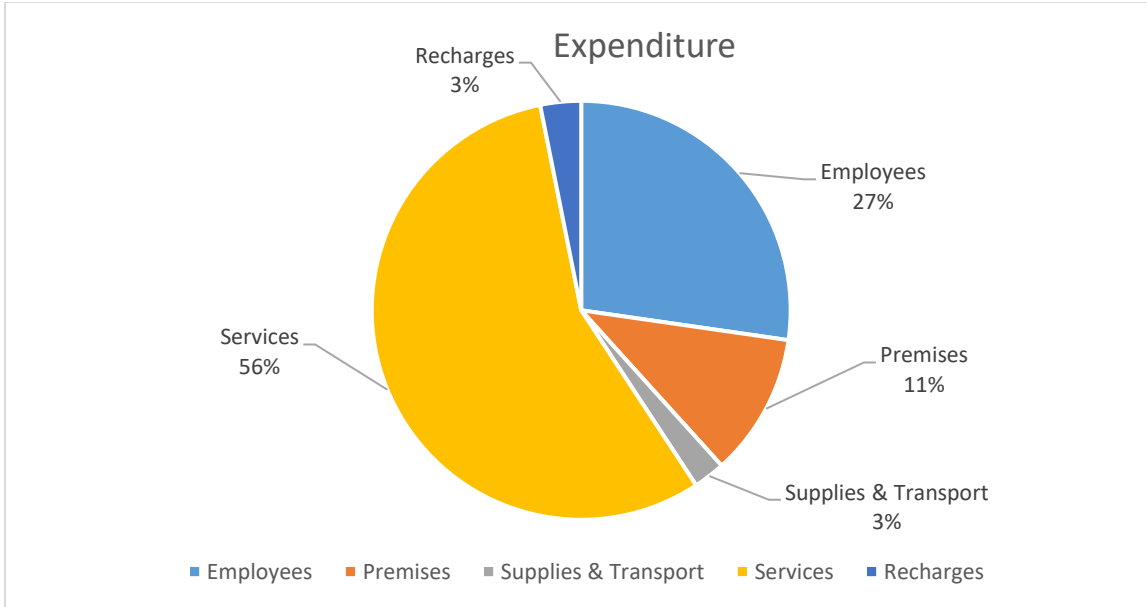
### 2022 comparison with Coroner Areas of a similar demographic

Area	Deaths reported	No. of deaths in state detention	Post-mortem rate	No. of inquests	Average inquest waiting time
Liverpool & Wirral	2883	15	43%	1108	11 weeks
West Yorkshire (Eastern)	3733	27	36%	893	19 weeks
Birmingham & Solihull	5851	16	32%	823	14 weeks
Manchester City	2682	15	50%	727	48 weeks

## Budget

The gross expenditure outturn for 2022/2023 for the Liverpool & Wirral Coroner Services was £2,160,448. The recharge ratio according to population is 63% Liverpool City Council, 37% Wirral Council. Therefore, the cost of the Coroner's Service for 2022/23 was:

Liverpool    £1,361,082                      Wirral    £799,366    The breakdown is as follows:



Around 58% of the budget is spent on services, which include medical fees (post-mortems), outside analysis (toxicology), coroner removals, hospital mortuary storage fees, juror and witness fees and medical reports.

27% of the budget is spent on employees – this includes the Coroners' salaries (including assistant coroner sittings) and the administration support team for the Court.

15% of the budget is spent on recharges/premises – this is for the running of the Court premises along with central support charges for IT, Legal Services, finance, premise management and resolution centre costs.

## Coroners' Courts Support Service

The Coroners' Courts Support Service is a registered charity whose volunteers give emotional and practical support to families and other witnesses attending inquests. The team have been operating in Liverpool and Wirral since 31st October 2011. Since 2011 volunteers have supported over 10,000 family members and friends, over 2,400 witnesses and given support to the many professionals (police, fire, ambulance services and advocates, solicitors) who attend court.

For more information visit: <https://coronerscourtsupportservice.org.uk/>

## Compliments

Each year we receive many compliments from bereaved families which demonstrate our commitment to put them at the heart of the service. Here are some examples:

*“Thank you so much for all your understanding. The sudden loss of our son and the added heartache of finding him was made easier with the way you dealt with it all.”*

“Thanks to you and the Coroner for your fabulous communication about the process and conclusion of findings today, all done with such lovely empathy and professionalism. We are very grateful and now have some closure to what has been a very challenging time. You all do such amazing work in very difficult circumstances which cannot be easy for you at times. Wish the public in general knew about your roles and how important you are in matters such as this and so much more harrowing, they then would appreciate and value all that is in the Coroner's Department as much as we do”

*“I know that dealing with bereaved parents is really difficult but his parents were really grateful for your time and compassion in explaining things to them. You were so patient and empathetic with them and they have now taken him home feeling much more content. They are really grateful for you taking the time to chase doctors and get everything in order”*

“Thank you for all your help. You've made this part of the process much easier than it might have been, thank you.”

*“On a personal note I would like to thank you for your wonderful service, your kindness, empathy and professionalism. I would also like to pass on my sincere thanks to the Coroner for the sympathetic and expeditious way my father's passing and subsequent inquest was handled. I am sure that the Coroner appreciates what wonderful staff they have working for them.”*

“I just wanted to say thank you for being so clear and so kind to me. Also having real empathy and listening to me. You must have to make the most difficult calls and all I can say is that even though the information you are relaying is extremely upsetting and what you may hear will be the same you manage to do it in a very careful considered way and I realise it must be very hard for you as well.”

*“Thank you for your hard work and support. Not all angels have wings but there's at least one with pink hair. I wish you all the best in all your endeavours. I hope that our paths will cross again preferably without the need of someone passing away.”*

“Thank you for everything you have done for me, for being patient with me and explaining everything so well to me, you have really helped me through the worst thing I have ever had to go through.”



*“Thank you so much for sending me dad’s report. I know you are all incredibly busy and your prompt and courteous service is well appreciated. I also want to say thank you for looking after dad for me, it’s took a long time to come to terms with his passing and knowing that your service treated him with respect at a vulnerable time means a lot. Your service whilst speaking to me was so kind and thoughtful I’m not sure if you get many “thank you’s” but mine is heartfelt.”*

“I just wanted to say ‘thank you’ for all the work you have done in connection with the death of my brother. Like many people, I had never had any contact with a Coroner’s Office. Dealing with the sudden death of someone you love is hard enough to cope with and the need for a post mortem had the potential to cause further distress to me and the rest of my family. However, that was not the case at all. You explained everything so clearly and made the whole process very straight forward from my perspective, such that I knew my brother was in good hands. You were able to answer all the questions I had and always responded quickly to my e-mails and phone calls. You also had to talk me through some difficult matters, especially when the final report was ready but, as always, you were compassionate and understanding whilst still being professional and knowledgeable which is something not everyone is good at.”

*“We would like to thank you again for being so thoughtful and kind to us throughout this process. Please thank the Coroner on our behalf for their very kind words, which we thought were very pertinent. We really were not expecting this. We know that we need to accept what happened and celebrate our mum’s life, but actually doing this is not so easy. Hearing the Coroner say it helped to reassure us that, not only this is the right thing to do, but it really is the only sensible option.”*

“We can’t begin to tell you how much we have appreciated your care and compassion during the most difficult time in our lives. We know that you have gone above and beyond for us and we cannot thank you enough. I wish you had met our beautiful girl, the way you have cared for her it is like you knew her and treated her in such a special way. It takes a very special person to do what you have done for her and us and we will be forever grateful to you. Thank you from the bottom of our hearts.”

## Regulation 28 - Reports to Prevent Future Deaths

The Coroners and Justice Act 2009 provides coroners with the duty to make reports to a person, organisation, local authority or government department or agency where the coroner believes that action should be taken to prevent future deaths.

In 2022, the Liverpool & Wirral Coroner Area generated 3 Regulation 28 reports. These were addressed to different NHS bodies and highlighted a wide variety of issues from improving communication between local mental health intervention services, missed opportunities due to the need for clearer risk assessment protocols in care settings and adverse medication reactions. The recipient of the report must respond to the coroner within 56 days setting out the proposed action to be taken and a timetable for completing it or explaining why they do not propose to take any action.

Regulation 28 Prevent Future Death reports and responses are publicly available from the Chief Coroner's website: <https://www.judiciary.uk/subject/prevention-of-future-deaths/>

## Multi-Agency Working

The Coroner's Service has a close working relationship with Merseyside Police who ensure sudden and unexpected deaths are investigated appropriately.

We provide regular training sessions to local hospitals for their new doctors and accommodate numerous visits to observe inquests in Court from nursing students who greatly appreciate this valuable opportunity.

We deal with hundreds of requests each year from insurance companies and solicitors in relation to life insurance policies and pensions along with litigation enquires. The inquest archives date back to 1939 so we also deal with many requests from family members tracing their family history.

The Coroner's Service works closely with Emergency Planning Teams in Liverpool and Wirral including the Merseyside Resilience Forum to ensure they have input into plans such as the Merseyside Mass Fatality Plan and the Local Resilience Forum Excess Deaths Plan. We work closely with the Child Death Overview Panel keeping them notified of child deaths, and issues that may relate to Serious Case Reviews and inquest outcomes.

We are aware that part of our role is to prevent future deaths. As a result, we work collaboratively with a number of research projects and provide information to a variety of statutory agencies such as Local Authority public health departments to assist with the prevention of drug related deaths, road traffic accidents, industrial disease and accidents and suicide prevention.

## The Year Ahead

We will continue to work closely with the Medical Examiners (ME) and their teams as the rollout of the ME system into community deaths evolves and progresses into a statutory service.

We are working with the British Heart Foundation pilot to identify genetic factors in sudden cardiac death.

In 2022 we worked with Liverpool University Teaching Hospital who have funded SWAN bereavement nurses. We have started to offer bereaved families referrals for this support and look to expand this support over the coming year.



## TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE

Thursday, 30 November 2023

<b>REPORT TITLE:</b>	<b>THIRD SECTOR COMMISSIONING AND COMMUNITY, VOLUNTARY AND FAITH SECTOR (CVF) SUMMARY UPDATE REPORT</b>
<b>REPORT OF:</b>	<b>ASSISTANT CHIEF EXECUTIVE</b>

### REPORT SUMMARY

This report has been produced in accordance with the agreed work programme and following a request from the Tourism, Communities, Culture and Leisure Committee for a six-month update of spend and activity on the Community, Voluntary and Faith (CVF) Sector and 3<sup>rd</sup> Sector commissioning.

The Wirral Plan 2021-2026 sets out the Council and partners vision to secure the best possible future for our residents, defined by the community prosperity we create and supported by our excellent people and services. The associated work of the CVF and Third Sector assists in the implementation of the five key themes within that plan:

- Sustainable Environment
- Brighter Futures
- Inclusive Economy
- Safe and Pleasant Communities
- Active and Healthy Lives

This matter affects all wards. It is not a key decision.

### RECOMMENDATION/S

The Tourism, Communities, Culture and Leisure Committee is recommended to note and comment on the six-month update report.

## **SUPPORTING INFORMATION**

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

- 1.1 To enable the Tourism, Communities, Culture and Leisure Committee to consider a update of activity, procurement, and commissioning of CVF and the 3<sup>rd</sup> Sector undertaken by the Council within the past six month.
- 1.2 The March 2023 meeting of the Tourism, Communities, Culture and Leisure Committee received an interim position statement in regards to the above and made the following recommendation,

Resolved – That the summary report be considered as an interim position statement and a further update report be presented to Committee within 6 months to build on the work of the Health & Wellbeing board around local infrastructure and to;

- A) Respond to concerns around VCSE organisations' capacity to evidence need and how we aim to support them with streamlined processes.
- B) Specify the circumstances when grant funding may be preferred over commissioning services or contracts.
- C) Outline the decision processes on grant funding to the VCSE sector, in order to;
  - ensure any measures of the intended benefits are established in advance.
  - evaluations against these measures are proportionate to the funding value.
- D) Clarify how risks associated with VCSE funding are considered at a corporate level.

- 1.3 This report is being considered by the Tourism, Communities, Culture and Leisure Committee in accordance with section 6.2 (b), of the constitution, which charges the committee with community engagement, incorporating the Council's approach to equalities, inclusion communities, neighbourhoods and the voluntary and charitable sector, community wealth building and social value.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 No other options were considered as part of this report.

### **3.0 BACKGROUND INFORMATION**

- 3.1 The contribution and partnerships that the CVF sector make to improving the lives of Wirral residents are valued and long standing.

- 3.2 The CVF sector is dynamic, diverse, and varied, and there is a wide range of CVF activity taking place right across the Borough, enabled in part by a complex range of Council support including grants, commissioned services, voluntary activity and partnership working. Investment by the Council also results in significant additional income generated by the CVF sector. Many of the CVF groups are required, as part of their contract agreement, to actively seek additional funding through grants, philanthropists, and funders to increase the capacity of community-led activity.
- 3.3 CVF activity cuts across the whole Council and is helping us to deliver on a wide range of Council priorities – including support to children and families; adult social care and public health; environmental sustainability; safe and clean neighbourhoods; economic growth, skills and employment. This complex and rich picture means there is no one single contract or model of performance framework, and this Committee report therefore illustrates just some of the current landscape.
- 3.4 Members raised several concerns at the March 2023 Committee which are addressed below.
- 3.5 VCSE organisations' capacity to evidence need and how we aim to support them with streamlined processes.
- 3.6 Specify the circumstances when grant funding may be preferred over commissioning services or contracts.
- 3.7 Outline the decision processes on grant funding to the VCSE sector, in order to;
  - ensure any measures of the intended benefits are established in advance.
  - evaluations against these measures are proportionate to the funding value.
- 3.8 Clarify how risks associated with VCSE funding are considered at a corporate level.
- 3.9 As part of addressing some of these issues, work is underway to enable a more strategic and co-ordinated approach going forward. This includes the extensive review of CVF commissioning and infrastructure, initiated by the Health & Wellbeing Board (HWB) in March 2021, and since then reported regularly to the HWB. This work will assess requirements and inform any future commissioning model.
- 3.10 The partnership working and joint development work outlined above has re-affirmed the complex and wide-ranging interrelationships between all parties, including the council, in trying together to provide the best support to residents. There are interfaces between the council and the sector across almost the entire range of activities the council does to varying degrees and at all levels within the council. Clearly, there are parts of the council structures, both organisational and political which are core foundation areas in the work the council does alongside and with the Voluntary, Community and Faith Sector. However, all parts of the council have a

contribution to make, from the high-level strategy development and implementation, through matters such as contracting and commissioning, to small scale day to day operational support from the council.

## **HEALTH AND WELLBEING BOARD REVIEW**

- 3.11 The outcome of the current review will help understand Council spend across the CVF sector and inform a shared vision, a set of joint principles for recommissioning and appropriate levels of investment, innovative ways of procurement and performance monitoring.

In the interim, Wirral CVS was awarded an initial twelve month contract in May 2023 to assist the Community, Voluntary and Faith (CVF) sector with co-ordination and implementation of the Coming Together Plan. Key elements of the contract include supporting the delivery of the Health and Wellbeing Strategy, supporting the delivery of the neighbourhoods programme and supporting small groups to grow and flourish.

The Council has also appointed Wirral CVS to provide a single front door and co-ordinated approach to volunteering in the Borough up to March 2025. The contract is fully funded by the Council's UK Shared Prosperity Fund Communities & Place allocation and will deliver effective engagement and support to residents to support local CVF sector organisations.

## **3.12 CURRENT ACTIVITY**

Alongside the current review of CVF infrastructure outlined above, extensive good practice and examples of excellent CVF partnership activity continue to take place across the Borough.

### **(a) Partnership Working**

Over the Summer period partners worked together (including Wirral Council, Wirral Coast Guard, Wirral Park Rangers, Merseyside Fire and Rescue Service and British Transport Police) to launch an initiative, called 'Openspace'. The initiative seen police officers working alongside partners to prevent serious violence and anti-social behaviour in key tourist hotspot areas, concentrating on popular parks throughout the Wirral and along the coastal areas in West Kirby and New Brighton.

In June the Council brought together pupils from across the borough, and partners including Asthma Lung UK, Living Streets, Alder Hey and LJMU, at Eureka! Science + Discovery to talk about their findings for improving air quality.

Partners pulled together in June to plan a series of events as part of a nationwide recognition of what the United Nations called the biggest post-war atrocity to happen in Europe: Remembering Srebrenica. The commemorations in Wirral were co-ordinated by the Wirral Deen Centre, Remembering Srebrenica North West and the Wirral Branch of the National Education Union, with the support of Wirral Council, Merseyside Police and other local organisations.

The Council is working with a range of local organisations as part of a newly established Liscard Partnership. The aim of the Partnership is to drive forward enhancements to Liscard Town Centre to help secure its long-term vitality and viability. The Partnership comprises a 'People' subgroup including a number of representatives from the CVF sector and is developing an action plan for activity over the next 18 months, including a late-night Christmas shopping event on 30<sup>th</sup> November.

**(b) Community Asset Transfers**

The council's Community Asset Transfer (CAT) approach is about giving local people and community groups greater control in the future of their area. It gives local groups the chance to lease or manage community buildings, such as community centres or village halls, and helps to encourage a stronger community spirit by bringing people from different backgrounds together to work towards a shared goal.

The Council is in the final stages of completing the transfer of former libraries in Pensby, Prenton, Higher Bebington, Wallasey Village and Irby to local groups for community and educational purposes. The Council has also agreed to transfer Brackenwood Golf Course to Brackenwood Community Golf Limited.

**(d) Adult Social Care and Public Health**

Adult Social Care commission the Wirral Health and Wellbeing CIC to provide a community-based offer to people who may or may not have eligible needs for support. The Wirral Health and Wellbeing CIC is comprised of 7 core VCF organisations that provide early intervention and prevention support and services which prevent, or delay people's needs increasing and requiring more intensive levels of support. People can also be referred to the CIC following a Care Act assessment. The Wirral Health and Wellbeing CIC will be developing the Single Point of Access (SPA) within the Hospital Trust to support and improve the discharge pathway for people returning to their own home in the community after a hospital stay.

Discussions will be initiated between the Wirral CVS and Wirral Health and Wellbeing CIC to ensure the VCF sector are working together to assist to deliver the outcomes of the Health and Wellbeing Strategy

**(e) Children and Families**

In 2019, the Community Matters initiative, supported by the Children and Families Overview and Scrutiny Committee and the Children, Young People & Education Committee, set out a 2-year plan to work with residents and stakeholders to develop a new model for community-led early intervention. The commitment of the contract to pay so far is £670,000, which will run for a period of 5 years, with the option to extend for a further 2 periods of 2 years each. In October 2021, the Policy and Resources Committee gave agreement to award a 5-year alliance contract, awarded to an alliance of established local community organisations.

The Family Toolbox Alliance gives access to a wide variety of supportive experiences – things families have said would help them to thrive. The Family Toolbox Alliance, as part of their contract agreement, are expected to actively seek

additional funding through grants, philanthropists, and funders to increase the capacity of community-led earliest help. In addition to this, the alliance will use the Family Toolbox membership mark to recruit local organisations as part of the network for children and families in Wirral.

In addition to the DSG spend and the council's budget for providing services for children, Children's Services has previously been awarded grants and frequently bids for additional money from the Department of Education and the Department for Levelling up, Housing and Communities as well as other sources. An example of this is the Holiday Activity Fund where the Council ask organisations who may be from the CVF sector to bid for money to run activities for children.

## **(f) Procurement**

The Council's Social Value Policy asks that social value is considered in every procurement for a service contract or service framework agreement valued at £100,000 and above, subject to the Public Contract Regulations 2015.

Where appropriate, tender submissions are scored on the delivery of social value components at a level between 5% and 20% (determined during tender compilation) of the total tender score. The core themes utilised in consideration of social value to be delivered through procurement exercises are:

- Promoting Local Supply & Environment,
- Supporting Growth of Responsible Regional Business,
- Healthier, Safer & More Resilient Communities,
- Decarbonising & safeguarding our World.

### **Social Value through Planning**

Wirral's Local Plan submission includes a Social Value Policy. Aligned with the timetable for adoption of the Local Plan, work is currently underway to develop the most appropriate monitoring framework to ensure that the Council has a clear approach to delivering social value through the planning process.

A review of the Council's Social Value Policy and Framework is currently underway to review options for maximising social value return.

### **CWB with the Cultural Industries Sector**

Through the government's Town Deal grant the Council is supporting a number of local Community Interest Companies (CICs), charities and Small to Medium Enterprises (SMEs) in the cultural industries sector that all help build community wealth locally. Through a capital grant the Council has made over £7.4m available to local CICs and charities including Future Yard CIC, Make CIC, Open Door Charity as well as SME Startyard which supports micro businesses in the creative industries sector.

CICs are social enterprises that use their profits and assets for the public good. Decisions are made by a voluntary board representing local sector interests, rather than those of distant shareholders. Supporting the development of CICs within the



creative economy is boosting the sector locally, and, with their local support chains is enhancing prosperity and community wealth in the local area.

Recognising the challenge of enabling sustainable growth the Town Deal grant is being used by Make CIC, Future Yard CIC, Open Door Charity and Startyard to secure and refurbish local vacant and underutilised assets giving them a permanent foothold in the locality. This avoids the situation of rising demand and land values, brought about because of the thriving creative industries sector, and as a result the very organisations who have help to established this trend being forced out of the area. The grant is helping to create a sustainable future for the area and the organisations themselves.

**(g) Merseyside Pension Fund**

More money being paid out in pensions to Wirral residents means more money potentially being put back into the local economy. Therefore, the higher the value of pensions paid out; the more potential community wealth is generated.

The Merseyside Catalyst Fund was established to meet Merseyside Pension Fund's criteria of investing in projects to help deliver economic growth to the Liverpool City Region, with particular regard to environmental and social impacts. This includes upgrading the housing offer, regenerating deprived communities, and maximising the use of new spaces.

**4.0 FINANCIAL IMPLICATIONS**

4.1 There are no direct financial implications to the recommendations of this report.

**5.0 LEGAL IMPLICATIONS**

5.1 In Commissioning Services from the CVF Sector, the Local Authority must comply with the public contract regulations 2015 and Wirral Council Contract Procedure Rules.

5.2 The Local Government and Public Involvement in Health Act 2007 places great emphasis on the role of the third sector and explicitly states that local authorities have a duty to inform, consult and involve local citizens, local voluntary and community groups and businesses. It sets out clear expectations that the third sector should be involved in designing and shaping key decisions across the country, and that the sector should be a key partner to local government in creating strong and sustainable communities.

5.3 The Council has power to provide grants to voluntary and community sector organisations under the general power of competence set out in section 1 of the Localism Act 2011.

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

6.1 This report is for information purposes and as such, there are no direct resource implications.

## **7.0 RELEVANT RISKS**

7.1 This report is for information purposes and as such, there are no direct risk implications.

## **8.0 ENGAGEMENT/CONSULTATION**

8.1 Meeting structures have been organised with the Director of Regeneration and Place, the Leader of the Council, the Chair of the PCN, Senior Council Officers, HWB Reference Group, and Elected Members. They will need to include other key partners represented on the HWB in due course. Any proposals will also need to align with other emerging work streams and delivery infrastructures being developed by the National Health Service and Wirral Borough Council which are currently in progress.

## **9.0 EQUALITY IMPLICATIONS**

9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.

## **10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS**

10.1 This report is for information only and there are no direct Environment or Climate Implications, however grants used to fund activities can have a range of environmental impacts which may help reduce carbon emissions. These include energy and water use in buildings, the purchase of goods with supply chain impacts and the generation of waste.

## **11.0 COMMUNITY WEALTH IMPLICATIONS**

11.1 By its nature, the activity identified in this report will take place across Wirral and will be based around the local public sector and community organisations active in the Borough.

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## **APPENDICES**

Appendix 1 – Summary of Contract Spend 2022-23

Appendix 2 – Summary of Grant Funding 2022-23

## **BACKGROUND PAPERS**

Health and Wellbeing Board 31<sup>st</sup> March 2021 Working with the Community, Voluntary and Faith Sector

Health and Wellbeing Board 20<sup>th</sup> July 2021 Working with the Community, Voluntary and Faith Sector

Health and Wellbeing Board 29<sup>th</sup> September 2021 Working with the Community, Voluntary and Faith Sector

Health and Wellbeing Board 15<sup>th</sup> December 2021 Working with the Community, Voluntary and Faith Sector

Health and Wellbeing Board 15<sup>th</sup> June 2022 Working with the Community, Voluntary and Faith Sector

## **TERMS OF REFERENCE**

This report is being considered by the Tourism, Communities, Culture and Leisure Committee in accordance with section 6.2 (b) of the constitution, community engagement, incorporating the Council's approach to equalities, inclusion communities, neighbourhoods and the voluntary and charitable sector, community wealth building and social value.

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

<b>Council Meeting</b>	<b>Date</b>
Health and Wellbeing Board	<b>31 March 2021</b> <b>20 July 2021</b> <b>29 September 2021</b> <b>15 December 2021</b> <b>15 June 2022</b>
Tourism, Communities, Culture and Leisure Committee	<b>March 2023</b>

Appendix 1

Summary of Significant Contracts in Respect of the CVF Sector in 22/23 April - Jan

**Contractual Spend with CVF/CIC Organisations**

Directorate/Subject Area	Description	Contracts: 23/24 CVF funding
<b>Adults Care and Health</b>	Public Health Grant Contracts	£8,645,945
	Public Health- Supplementary Substance Misuse Treatment and Recovery grant	£1,832,832
	<b>Total Public Health</b>	<b>£10,478,777</b>
	Adult Social Care-Contracts	£711,381
	Adult Social Care-Better Care Fund	£1,847,892
	<b>Total Adult Social Care</b>	<b>£2,559,273</b>
<b>Adults Care and Health Sub-total</b>		<b>£13,038,050</b>
<b>Children, Family and Education</b>	Children's Department- Contracts	£2,217,716
<b>Children, Family and Education Sub-total</b>		<b>£2,217,716</b>
<b>Total</b>		<b>£15,255,766</b>

Appendix 2

Summary of Significant Grant Funding in Respect of the CVF Sector in 22/23 April - Jan

**Grant Spend with CVC/CIC Organisations**

Directorate/Subject Area	Theme	Grants: 23/24 CVF funding
Adults Care and Health	Public Health Grants	£117,750
Resources	Household Support Funding	£3,159,600
<b>Total</b>		<b>£3,277,350</b>

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## **TOURISM COMMUNITIES CULTURE AND LEISURE COMMITTEE**

**THURSDAY, 30 NOVEMBER 2023**

<b>REPORT TITLE:</b>	<b>2023/24 BUDGET MONITORING FOR QUARTER TWO (THE PERIOD TO 30 SEPTEMBER 2023)</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF NEIGHBOURHOODS</b>

### **REPORT SUMMARY**

This report sets out the financial monitoring information for the Council as at Quarter 2 (30 September) of 2023/24. The report provides Members with an overview of budget performance, including progress on the delivery of the 2023/24 saving programme and a summary of reserves and balances, to enable the Committee to take ownership of the budgets and provide robust challenge and scrutiny to Officers on the performance of those budgets.

At the end of Quarter 2, there is a forecast adverse position of £3.196m on Committee spend which can be largely offset by utilising the corporate contingency budget and expected savings from reduced energy costs. This position is based on activity to date, projected trends in income and expenditure and changes to Council funding.

This is not a key decision and affects all wards.

The report contributes to the Wirral Plan 2021-2026 in supporting the organisation in meeting all Council priorities.

### **RECOMMENDATIONS**

The Tourism, Communities, Culture and Leisure Committee is recommended to:

1. Note the Directorate forecast adverse position of £3.196m presented at Quarter 2.
2. Note the progress on delivery of the 2023/24 savings programme at Quarter 2.
3. Note the forecast level of reserves and balances at Quarter 2.
4. Note the forecast capital position presented at Quarter 2.

## **1.0 REASONS FOR RECOMMENDATIONS**

- 1.1 Regular monitoring and reporting of the revenue budgets and savings achievements enables decisions to be taken in a timely manner, which may produce revenue benefits and will improve financial control of Wirral Council.

## **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 The Policy & Resources Committee has previously determined the budget monitoring process and this report details the agreed course of action.
- 2.2 In striving to manage budgets, available options have been evaluated to maintain a balance between service delivery and a balanced budget.

## **3.0 BACKGROUND INFORMATION**

- 3.1 At the meeting on 27 February 2023, the Council agreed a net revenue budget for 2023/2024 of £366.6m to be met by government grants, council tax, and business rates. In quarter 1, a favourable £2.000m variation against the funding relating to an adjustment of Business Rates Section 31 grants, increased the revenue budget to £368.6m. This report sets out the updated revenue financial position at Quarter 2 for the Tourism, Communities, Culture and Leisure Committee.

### **Economic Context**

- 3.2 UK inflation remained high throughout Q2, maintaining expectations of further Bank of England (BoE) interest rate increases. However, inflation data published in the latter part of the period tempered expectations, causing financial markets to reassess the peak in BoE Bank Rate.
- 3.3 In July, inflation (CPI) fell from its peak of 6.8% to 6.7% against market expectations that it could climb to 7.0%.
- 3.4 The Bank of England's Monetary Policy Committee continued tightening monetary policy throughout most of Q2, taking Bank Rate to 5.25% in August. However, falling inflation and weakening economic data gave some indication that higher interest rates were beginning to work. Against these indications, in September the Committee voted 5-4 to maintain Bank Rate at 5.25%.
- 3.5 There remains considerable uncertainties in the economy as high inflation and high interest rates continue to place significant pressures on Council finances and restrict the ability to forecast and plan, with confidence, for the future.



### Quarter 1 Forecast Revenue Outturn Position

3.6 Table 1 presents the forecast outturn as a net position, i.e. expenditure minus income. Favourable variances (underspends) are shown as negative values and adverse variances (overspends) are shown as a positive value.

3.7 At the end of Quarter 1, there is a forecast adverse variance of £3.196m against the Tourism, Community, Culture and Leisure Committee's revised net revenue budget of £11.604m, which is equivalent to a variance of 28% from the annual budget.

**TABLE 1: 2023/24 REVENUE BUDGET & FORECAST OUTTURN**

	Budget	Forecast Outturn	Variance	
	£000	£000	(+ Adv / - Fav) £000	%
<b>Neighbourhood Safety</b>	1,324	1,711	387	29%
<b>Leisure, Libraries and Theatre</b>	8,462	9,439	977	12%
<b>Culture and Visitor Economy</b>	418	418	0	0%
<b>Regulatory Services</b>	2,620	2,501	-119	-5%
<b>Cross Cutting Funding and Neighbourhoods Management Team</b>	-1,220	731	1,951	-160%
<b>Net Committee Expenditure</b>	<b>11,604</b>	<b>14,800</b>	<b>3,196</b>	<b>28%</b>

Notes:

\* Forecast Outturn figures assume reserves movements shown in Table 3.

### Significant aspects of revenue variances by directorate

3.8 The projected adverse position is in part impacted by macroeconomic factors which mean some historic income and savings targets are now unviable. Alternative options for service delivery have been considered previously and will be reviewed to assist in mitigating the current position. The significant areas of note are as follows:

**Neighbourhoods Management:** An adverse variance of £1.951m is forecast for 2023/24. This relates to a number of factors including the savings for the current year associated with mid-point of grade and vacancy control. These savings are difficult to achieve due to additional costs linked to employee overtime, enhancements, and sickness cover. In addition to this some posts are associated with income targets or are covered by agency. This means there is a risk associated with achieving these savings in full this financial year.

**Neighbourhood Safety and Transport:** An adverse variance of £0.387m is forecast for 2023/24. £0.179m relates to income shortfalls due to third parties making alternative arrangements. In addition, there is a further shortfall of £0.207m which relates to a reduction in the number of schools choosing to renew the Community Patrol services. A changed delivery model provided a technological solution rather than a physical patrol service. This resulted in schools choosing not to buy back the service in its new format. The

service is currently in the process of being reviewed which may assist in mitigating this adverse variance.

**Leisure, Libraries and Customer Engagement** – an adverse variance of £0.977m is forecast for 2023/24, which is broken down as follows:

- £1.330m relates to Theatre and Hospitality. This represents a projected improvement on 2022-23 position of circa £0.610m. Within the budget, there remains £0.550m of unachieved legacy saving from the proposal to outsource the Floral Pavilion in 2018, and an additional income target of £0.350 from 2021/22. The new management team have reduced costs through improved operations and improved income generation through innovating the programme of shows, events and other activities taking place at the venue. The projected shortfall is due to anticipated reductions in income. Rising costs of supplies, goods, services, and utilities has significantly impacted the spend attributed to the service. This will be monitored during the year through management of employee rotas and by limiting non staffing costs to essential items only. Whilst the financial position of the Floral Pavilion is improving, both income and costs could continue to be affected by the current national financial climate with rising interest rates and high inflation having the potential to impact consumer spending decisions. Due to the ongoing adverse financial position it will be necessary to carry out a review of the Service.
- £0.303m relates to Sports and Recreation, which is mainly due to employee costs and premises costs. A review of expenditure within the service is currently underway, which aims to mitigate this position by the end of the year.
- -£0.482m favourable variance relates to rates rebates for the Williamson Art Gallery. This assists in mitigating the above in part and is backdated to 2017/18 following a change in the way rates relating to Museums are calculated.
- -£0.174m of favourable variances within other areas mitigate the above adverse variances in part. This is mainly due to favourable variances within One Stop Shops and Customer Contact.

**Regulatory Services:** -£0.119m of favourable variances within other areas mitigate the above adverse variances in part. This is mainly due to favourable variances within Regulation because of staffing vacancies.

## **Budget Amendments**

3.9 The budget relating to Neighbourhood Transport has moved to Environment, Climate Emergency and Transport Committee in Quarter 2.

## **Progress on delivery of the 2023/24 savings programme.**

3.10 Table 2 presents the progress on the delivery of the 2023/24 approved savings. For savings rated as Amber, an equal amount of temporary in-year mitigation has been identified to cover any shortfalls which may occur. For saving rated as red, a bid will

need to be made from the corporate contingency fund set up for non-achieved savings at the end of the year.

- 3.11 In terms of savings, £0.807m of the £1.115m savings targets are either delivered or on track to be delivered, representing 72% of the total savings target with a further 28% or £0.283m anticipated to be delivered through alternative means. The table below summarises the progress for the Committee:

**TABLE 2: SUMMARY OF PROGRESS ON DELIVERY OF 2023/24 SAVINGS**

Directorate	Approved Saving £m	Green £m	Amber £m	Red £m	Mitigation £m
Tourism, Community, Culture and Leisure	-1.115	-0.807	-0.025	-0.283	-0.025

**Significant variances by directorate.**

- **Review of Neighbourhoods Staffing Structure** - The saving of £0.425m has been delayed whilst work is carried out to ensure there is no overlap with the corporate enabling services saving. EVR/VS requests are still being considered. These delays mean that £0.283m is rated red and is unlikely to be achieved in 2023-24.

**Earmarked Reserves**

- 3.11 On 1 April 23, earmarked reserves for the Committee totalled £0.237m. Of the total earmarked reserves, approximately half will be spent in 2023/24, on the activities for which they were established. There will be cases however where some of the reserves will be committed over a longer period and have been set aside now to support the Council's financial sustainability and have little or limited impact on future years budgets.

**TABLE 3: SUMMARY OF EARMARKED RESERVES**

Reserve	Opening Balance £000	Use of Reserve £000	Contribution to Reserve £000	Closing Balance £000
Community Safety	57	0	0	57
Environmental Health	95	-70	0	25
Leisure, Libraries and Customer Engagement	77	-54	0	23
Public Conveniences	8	0	0	8
<b>Total</b>	<b>237</b>	<b>-124</b>	<b>0</b>	<b>113</b>

## Capital Monitoring

3.12 Capital budgets are the monies allocated for spend on providing or improving non-current assets, which include land, buildings and equipment, which will be of use or benefit in providing services for more than one financial year.

**TABLE 4: 2023/24 Tourism, Communities, Culture and Leisure Committee – Capital Budget & Forecast Outturn**

Capital Programme	2023/24			2024/25	2025/26	2026/27	2027/28
	Budget 01/04/23	Q2 Forecast Budget	Variance	Budget	Budget	Budget	Budget
	£000	£000	£000	£000	£000	£000	£000
Leisure	5,563	3,314	-2,249	2,436	0	0	0
Library	1,293	862	-431	431	0	0	0
Museum	344	229	-115	115	0	0	0
Parks	145	303	158	48	0	0	0
<b>Total</b>	<b>7,345</b>	<b>4,708</b>	<b>-2,637</b>	<b>3,030</b>	<b>0</b>	<b>0</b>	<b>0</b>

3.13 Table 4 summarises the forecast expenditure against Capital Budgets. A full breakdown of each Capital Scheme with details can be found in Appendix 1. The favourable variance of £2.637m relates to slippage of schemes within Libraries, Museums and Leisure which have been reprofiled into 2024/25 financial year.

## 4.0 FINANCIAL IMPLICATIONS

4.1 This is the Quarter 2 budget monitoring report that provides information on the forecast outturn for the Council for 2023/24. The Council has robust methods for reporting and forecasting budgets in place and alongside formal Quarterly reporting to Policy & Resources Committee, the financial position is routinely reported at Directorate Management Team meetings and corporately at the Strategic Leadership Team (SLT). In the event of any early warning highlighting pressures and potential overspends, the SLT take collective responsibility to identify solutions to resolve these to ensure a balanced budget can be reported at the end of the year.

## 5.0 LEGAL IMPLICATIONS

5.1 The Council must set the budget in accordance with the provisions of the Local Government Finance Act 1992 and approval of a balanced budget each year is a statutory responsibility of the Council. Sections 25 to 29 of the Local Government Act 2003 impose duties on the Council in relation to how it sets and monitors its budget. These provisions require the Council to make prudent allowance for the risk and uncertainties in its budget and regularly monitor its finances during the year. The legislation leaves discretion to the Council about the allowances to be made and action to be taken.

- 5.2 The provisions of section 25, Local Government Act 2003 require that, when the Council is making the calculation of its budget requirement, it must have regard to the report of the chief finance (s.151) officer as to the robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves.
- 5.3 It is essential, as a matter of prudence that the financial position continues to be closely monitored. In particular, Members must satisfy themselves that sufficient mechanisms are in place to ensure both that savings are delivered and that new expenditure is contained within the available resources. Accordingly, any proposals put forward must identify the realistic measures and mechanisms to produce those savings.

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

- 6.1 At this time, there are no additional resource implications as these have already been identified for the proposals agreed and submitted. However, where the budget is unbalanced and further proposals are required, then there will be resource implications, and these will be addressed within the relevant business cases presented to the Committee.

## **7.0 RELEVANT RISKS**

- 7.1 The Council's ability to maintain a balanced budget for 2023/24 is dependent on a stable financial position. That said, the delivery of the budget is subject to ongoing variables both positive and adverse which imply a level of challenge in achieving this outcome.
- 7.2 In any budget year, there is a risk that operation will not be constrained within relevant budget limits. Under specific circumstances the Section 151 Officer may issue a Section 114 notice but that position has not been reached at the present time.

## **8.0 ENGAGEMENT/CONSULTATION**

- 8.1 Consultation has been carried out with the Senior Leadership Team (SLT) in arriving at the governance process for the 2023/24 budget monitoring process and budget setting process. This report will also be shared and reviewed by the Independent Panel.
- 8.2 Since the budget was agreed at Full Council on 27 February, some proposals may have been the subject of further consultation with Members, Customer and Residents. The details of these are included within the individual business cases or are the subject of separate reports to the Committee.

## **9.0 EQUALITY IMPLICATIONS**

- 9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.
- 9.2 At this time, there are no further equality implications as these have already been identified for the proposals agreed and submitted. However, where the budget is unbalanced and further proposals are required, then there may be equality implications associated with these, and these will be addressed within the relevant business cases presented to the Committee.

## **10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS**

- 10.1 This report has no direct environmental implications; however due regard is given as appropriate in respect of procurement and expenditure decision-making processes that contribute to the outturn position.

## **11.0 COMMUNITY WEALTH IMPLICATIONS**

- 11.1 In year activity will have incorporated community wealth implications. Consideration would have taken account of related matters across headings such as the following:

- **Progressive Procurement and Social Value**  
How we commission and procure goods and services. Encouraging contractors to deliver more benefits for the local area, such as good jobs, apprenticeship, training & skills opportunities, real living wage, minimising their environmental impact, and greater wellbeing.
- **More local & community ownership of the economy**  
Supporting more cooperatives and community businesses.  
Enabling greater opportunities for local businesses.  
Building on the experience of partnership working with voluntary, community and faith groups during the pandemic to further develop this sector.
- **Decent and Fair Employment**  
Paying all employees a fair and reasonable wage.
- **Making wealth work for local places**

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### **APPENDICES**

APPENDIX 1 – Breakdown of Capital Spend

APPENDIX 2 – Breakdown of Revenue Spend

### **BACKGROUND PAPERS**

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
<b>Policy and Resources Committee</b>	<b>8 November 2023</b>
<b>Policy and Resources Committee</b>	<b>12 July 2023</b>
<b>Policy and Resources Committee</b>	<b>14 June 2023</b>
<b>Policy and Resources Committee</b>	<b>15 February 2023</b>
<b>Policy and Resources Committee</b>	<b>18 January 2023</b>
<b>Policy and Resources Committee</b>	<b>09 November 2022</b>
<b>Policy and Resources Committee</b>	<b>13 July 2022</b>
<b>Council</b>	<b>28 February 2022</b>
<b>Policy and Resources Committee</b>	<b>15 February 2022</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>26 October 2020</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>23 November 2020</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>21 January 2021</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>3 March 2021</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>16 June 2021</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>2 September 2021</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>17 September 2021</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>18 January 2022</b>

<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>8 March 2022</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>16 June 2022</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>25 October 2022</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>01 December 2022</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>02 February 2023</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>09 March 2023</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>22 June 2023</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>25 July 2023</b>
<b>Tourism, Communities, Culture and Leisure Committee</b>	<b>21 September 2023</b>



## Appendix 1 – Breakdown of Capital Programme

Items marked \* relate to Parks and are linked to both Tourism, Communities, Culture and Leisure Committee and Environment, Climate Emergency and Transport Committee. However they are reported against this Committee in this report.

Area	Scheme	2023/24			2024/25	2025/26	2026/27	2027/28
		Budget 01/04/23	Q2 Forecast Budget	Variance	Budget	Budget	Budget	Budget
			£000	£000	£000	£000	£000	£000
Leisure	Bebington Oval Facility Upgrade	527	151	-376	376	0	0	0
	Catering Units	160	107	-53	53	0	0	0
	Defibrillators	13	9	-4	4	0	0	0
	Fitness Equipment	4	2	-2	2	0	0	0
	Floral Pavilion	100	67	-33	33	0	0	0
	Future Golf - Project 1.1	188	125	-63	250	0	0	0
	Hoylelake Golf works depot demolish and replace	1	0	-1	1	0	0	0
	Library Radio Frequency Identification Kiosks	80	80	0	0	0	0	0
	New Brighton Gym Equipment	3	2	-1	1	0	0	0
	Pool Covers	252	168	-84	84	0	0	0
	Soft Play Areas Leisure Centres	410	273	-137	137	0	0	0

Area	Scheme	2023/24			2024/25	2025/26	2026/27	2027/28
		Budget 01/04/23	Q2 Forecast Budget	Variance	Budget	Budget	Budget	Budget
			£000	£000	£000	£000	£000	£000
	Solar Campus 3G	30	0	-30	30	0	0	0
	Studio refurbishment Les Mills classes	15	10	-5	5	0	0	0
	West Kirby Concourse/ Guinea Gap Reception upgrade / improve	351	34	-317	317	0	0	0
	West Kirby Marine Lake/Sailing Centre – accommodation	93	62	-31	31	0	0	0
	Wirral Tennis Centre - 3G Pitch	1,065	710	-355	355	0	0	0
	Wirral Tennis Centre - Facility Upgrade	515	343	-172	172	0	0	0
	Woodchurch Sports Pavilion	1,756	1,171	-585	585	0	0	0
Library	Arts Council Capital LIF	21	14	-7	7	0	0	0
	Consolidated Library Works Fund	279	186	-93	93	0	0	0
	Moreton Youth Club & Library	993	662	-331	331	0	0	0

Area	Scheme	2023/24			2024/25	2025/26	2026/27	2027/28
		Budget 01/04/23	Q2 Forecast Budget	Variance	Budget	Budget	Budget	Budget
			£000	£000	£000	£000	£000	£000
Museum	Williamson Art Gallery Catalogue	56	37	-19	19	0	0	0
	Williamson Art Gallery Ventilation 21-22	288	192	-96	96	0	0	0
Parks *	Ashton Park Lake	144	96	-48	48	0	0	0
	Essential H&S Access Improvements @ Wirral Country Park	1	1	0	0	0	0	0
	Essential H&S Infrastructure Improvements @ Wirral Country Park	0	206	206	0	0	0	0
<b>Total</b>		<b>7,345</b>	<b>4,708</b>	<b>-2,637</b>	<b>3,030</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Appendix 2 – Breakdown of Revenue Budget Monitoring

		Budget	Outturn	Variance		Adv/ Fav
		£000	£000	(+ Fav / - Adv) £000	%	
<b>Neighbourhood Safety Leisure, Libraries and Theatre</b>	Neighbourhood Safety - Operations	1,324	1,711	387	29%	Adverse
	Customer Contact Centre	873	591	-282	-32%	Favourable
	Libraries	2,954	3,087	133	5%	Adverse
	Museums	430	54	-376	-87%	Favourable
	One Stop Shops	938	806	-132	-14%	Favourable
	Theatre	-521	809	1,330	-255%	Adverse
	Golf	5	-76	-81	-1632%	Favourable
	Bidston Tennis and Sports Centre	132	304	172	130%	Adverse
	Europa Pools	683	991	308	45%	Adverse
	Guinea Gap	212	490	278	131%	Adverse
	Leasowe Recreation Centre	331	433	102	31%	Adverse
	The Oval Sports Centre	999	911	-88	-9%	Favourable
	West Kirby Concourse	408	499	91	22%	Adverse
	West Kirby Marine Lake	18	129	111	614%	Adverse
	Aquatics Management	422	390	-32	-8%	Favourable
	Leisure Call Centre	105	99	-6	-6%	Favourable
	Leisure Management	298	-163	-461	-155%	Favourable
	Sales and Retention	105	80	-25	-24%	Favourable
	Sports Development	70	5	-65	-93%	Favourable
Estate and Facilities Management	0	0	0	0%		
<b>Cross Cutting Funding and Neighbourhoods Management Team</b>	Cross Cutting Funding and Neighbourhoods Management Team	-1,220	731	1,951	-160%	Adverse
<b>Regulatory Services</b>	Environmental and Trading Standards	1,784	1,665	-119	-7%	Favourable
	Public Conveniences	730	730	0	0%	
	Coroner	106	106	0	0%	
<b>Culture and Visitor Economy</b>	Culture & Visitor Economy	418	418	0	0%	
<b>Surplus / (Deficit)</b>		<b>11,604</b>	<b>14,800</b>	<b>3,196</b>	<b>28%</b>	<b>Adverse</b>



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## **TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE**

Thursday, 30 November 2023

<b>REPORT TITLE:</b>	<b>TOURISM, COMMUNITIES, CULTURE AND LEISURE WORK PROGRAMME</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF LAW AND GOVERNANCE</b>

### **REPORT SUMMARY**

Tourism, Communities, Culture and Leisure Committee, in co-operation with the other Policy and Service Committees, is responsible for proposing and delivering an annual committee work programme. This work programme should align with the corporate priorities of the Council, in particular the delivery of the key decisions which are within the remit of the Committee.

It is envisaged that the work programme will be formed from a combination of key decisions, 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. The work programme for the Tourism, Communities, Culture and Leisure Committee is attached as Appendix 1 to this report.

### **RECOMMENDATION**

The Tourism, Communities, Culture and Leisure Committee is recommended to note and comment on the proposed Tourism, Communities, Culture and Leisure Committee work programme for the remainder of the 2023/24 municipal year.

## **SUPPORTING INFORMATION**

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

- 1.1 To ensure Members of the Tourism, Communities, Culture and Leisure Committee have the opportunity to contribute to the delivery of the annual work programme.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 A number of workplan formats were explored, with the current framework open to amendment to match the requirements of the Committee.

### **3.0 BACKGROUND INFORMATION**

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

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

### **Terms of Reference**

The Tourism, Communities, Culture and Leisure Committee has responsibility for customer contact, community development and community services, including all of those functions related to community safety and also those regarding the promotion of community engagement. The Committee is charged by full Council to undertake responsibility for the Council's role and functions:-

(a) for customer and community contact services, including various offices and meeting points, customer contact centres and advice and transaction services

(b) community engagement, incorporating the Council's approach to equalities, inclusion communities, neighbourhoods and the voluntary and charitable sector, community wealth building and social value;

(c) in considering options and develop proposals for neighbourhood arrangements, including capacity building, use of assets and devolving powers and services to neighbourhoods;

(d) for the provision and management of leisure, sports and recreation facilities;

(e) for delivery of the authority's library and museums services, including but not limited to art galleries, historic buildings and their gardens and the functions of the Council regarding public records, and the Council's



- (f) concerning tourism, the arts, culture and heritage, including provision of theatre, entertainments, conferences and events;
- (g) in relation to bereavement services and support to the Coroner's service;
- (h) regarding community safety, crime and disorder and all associated matters;
  - (i) for trading standards and environmental health, including but not limited to:
    - (i) consumer protection;
    - (ii) product safety;
    - (iii) fair trading;
    - (iv) metrology;
    - (v) food standards and animal health;
    - (vi) air pollution control;
    - (vii) health and safety at work (except in so far as it relates to the Council as an employer);
    - (viii) public conveniences food safety; and
    - (x) control of nuisances;
- (j) in respect of emergency planning and community resilience (community, regulatory and asset services);
- (k) providing a view of performance, budget monitoring and risk management in relation to the Committee's functions; and
- (l) undertaking the development and implementation of policy in relation to the Committee's functions, incorporating the assessment of outcomes, review of effectiveness and formulation of recommendations to the Council, partners and other bodies, which shall include any decision relating to the above functions.
- (m) in respect of the Police and Justice Act 2006, the functions to:
  - (i) review or scrutinise decisions made or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions; and
  - (ii) make reports or recommendations to the local authority with respect to the discharge of those functions

### **Overview and Scrutiny**

The Committee's role includes an overview scrutiny approach to its responsibilities which shall be conducted in accordance with the overview and scrutiny means of working set out at Part 4(4)(B) of this Constitution. As part of its work programming the Committee shall consider:

- (a) Overview and Policy Development -The Committee may undertake enquiries and investigate the available options for future direction in policy development and may appoint advisors and assessors to assist them in this process. They may go on site visits, conduct

public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations.

(d) Overview and Scrutiny – The Committee holds responsibility:

(i) for scrutinising and reviewing decisions made or actions taken by the Authority in so far as they have an impact on the role or functions of the Committee, its policies, budget and service delivery;

(ii) for the overview and scrutiny of external organisations whose services or activities affect the Borough of Wirral or any of its inhabitants where this does not fall within the role or remit of another service Committee or where it relates to cross cutting issues; and

(iii) for those overview and scrutiny functions in respect of crime and disorder as set out in paragraph 6.4(m) above which are to include the establishment and

functioning of joint arrangements as set out at paragraph 15 of this Section

**Stakeholder Engagement** - The Committee may invite stakeholders to address the committee on issues of local concern and/or answer questions in so far as it impacts directly or indirectly on the role of functions of the committee.

#### **4.0 FINANCIAL IMPLICATIONS**

4.1 This report is for information and planning purposes only, therefore there are no direct financial implication arising. However, there may be financial implications arising as a result of work programme items.

#### **5.0 LEGAL IMPLICATIONS**

5.1 There are no direct legal implications arising from this report. However, there may be legal implications arising as a result of work programme items.

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

6.1 There are no direct implications to Staffing, ICT or Assets.

#### **7.0 RELEVANT RISKS**

7.1 The Committee's ability to undertake its responsibility to provide strategic direction to the operation of the Council, make decisions on policies, co-ordinate spend, and maintain a strategic overview of outcomes, performance, risk management and budgets may be compromised if it does not have the opportunity to plan and regularly review its work across the municipal year.

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

8.1 Not applicable.

#### **9.0 EQUALITY IMPLICATIONS**

9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.

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

## **10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS**

10.1 This report is for information to Members and there are no direct environment and climate implications.

## **11.0 COMMUNITY WEALTH IMPLICATIONS**

11.1 This report is for information to Members and there are no direct community wealth implications.

**REPORT AUTHOR:** **Anna Perrett**  
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## **APPENDICES**

Appendix 1: Tourism Communities Culture and Leisure Committee Work Programme

## **BACKGROUND PAPERS**

Wirral Council Constitution  
Forward Plan  
The Council's transformation programme

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

<b>Council Meeting</b>	<b>Date</b>
<b>Standing Item</b>	

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## **TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE**

**WORK PROGRAMME 2023/24**

**Contact Officer/s:** Anna Perret/Joe D'Henin

### **November 2023 Agenda**

<b>Item</b>	<b>Key Decision</b>	<b>Lead Officer</b>
Third Sector CVF update report	No	David Armstrong
Coroners Annual Report	No	Andre Rebello

### **UPCOMING KEY DECISIONS – WAITING TO BE SCHEDULED**

<b>Item</b>	<b>Lead Departmental Officer</b>	<b>Wirral Plan Priority</b>
Smoke Control Zones (January 2024)	Deeta Cooper	Healthy and Active lives
Facilities Investment Strategy	Andy McCartan	Healthy and Active lives
Heritage and Conservation Strategy (TBC)	Jane Morgan	Healthy and Active Lives

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

<b>Item</b>	<b>Approximate timescale</b>	<b>Lead Departmental Officer</b>
-------------	------------------------------	----------------------------------

Customer Contact Performance and Customer Experience Strategy Update	January 2024	Andy McCartan
Battle of Brunanburh	TBC	
Thornton Hough Public Convenience	TBC	David Ball
Open Golf	TBC	Mark Camborne
Trading Standards update	TBC	
Playing Pitch update strategy	TBC	David Ball/ Andrew Frazer
Air Pollution update	TBC	

#### STANDING ITEMS AND MONITORING REPORTS

Item	Reporting Frequency	Lead Departmental Officer
Financial Monitoring	Quarterly	Matthew Bennett
Performance reports	6 monthly	Nancy Clarkson
Third Sector Report	6 monthly	D Armstrong

#### WORK PROGRAMME ACTIVITIES OUTSIDE COMMITTEE

Item	Format	Timescale	Lead Officer	Progress
<b>Spotlight sessions / workshops</b>				
Budget Monitoring	Workshops	2023	All	Ongoing
Future Of The Floral	Workshops	April 2024		
<b>Corporate scrutiny / Other</b>				
Risk	Workshop	TBC	Jason Gooding	

## **Tourism, Communities, Culture and Leisure Committee – Terms of Reference**

The Tourism, Communities, Culture and Leisure Committee has responsibility for customer contact, community development and community services, including all of those functions related to community safety and also those regarding the promotion of community engagement.

The Committee is charged by full Council to undertake responsibility for the Council's role and functions:-

- (a) for customer and community contact services, including various offices and meeting points, customer contact centres and advice and transaction services
- (b) community engagement, incorporating the Council's approach to equalities, inclusion communities, neighbourhoods and the voluntary and charitable sector, community wealth building and social value;
- (c) in considering options and develop proposals for neighbourhood arrangements, including capacity building, use of assets and devolving powers and services to neighbourhoods;
- (d) for the provision and management of leisure, sports and recreation facilities;
- (e) for delivery of the authority's library and museums services, including but not limited to art galleries, historic buildings and their gardens and the functions of the Council regarding public records, and the Council's
- (f) concerning tourism, the arts, culture and heritage, including provision of theatre, entertainments, conferences and events;
- (g) in relation to bereavement services and support to the Coroner's service;
- (h) regarding community safety, crime and disorder and all associated matters;
- (i) for trading standards and environmental health, including but not limited to:
  - (i) consumer protection;
  - (ii) product safety;
  - (iii) fair trading;
  - (iv) metrology;
  - (v) food standards and animal health;
  - (vi) air pollution control;
  - (vii) health and safety at work (except in so far as it relates to the Council as an employer);
  - (viii) public conveniences;
  - (ix) food safety; and
  - (x) control of nuisances;
- (j) in respect of emergency planning and community resilience (community, regulatory and asset services);
- (k) providing a view of performance, budget monitoring and risk management in relation to the Committee's functions; and
- (l) undertaking the development and implementation of policy in relation to the Committee's functions, incorporating the assessment of outcomes, review of effectiveness and formulation of recommendations to the Council, partners and other bodies, which shall include any decision relating to the above functions.
- m) in respect of the Police and Justice Act 2006, the functions to:

- (i) review or scrutinise decisions made or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions; and
- (ii) make reports or recommendations to the local authority with respect to the discharge of those functions