



Constituency Committee - Wirral South

Date:	Wednesday, 18 December 2013
Time:	6.00 pm
Venue:	Mayer Hall, The Village, Bebington

Contact Officer: Lyndzay Roberts
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AGENDA

1. MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

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

2. MINUTES (Pages 1 - 8)

To approve the accuracy of the minutes of the meeting held on 21 October 2013.

3. PUBLIC QUESTIONS AND ANSWER SESSION (NOT TO EXCEED 20 MINUTES)

It is proposed that for Wirral South's future Constituency Committees this section of the agenda deals with pre-notified questions only. In the absence of an agreed process questions will be taken on the night via the Chair.

4. COMMUNITY REPRESENTATIVE RECRUITMENT PROCESS UPDATE (Pages 9 - 16)

5. CONSTITUENCY COMMITTEE PRIORITIES AND SPEND UPDATE (Pages 17 - 26)

6. PUBLIC ENGAGEMENT THROUGH THE CONSTITUENCY COMMITTEE (Pages 27 - 32)

7. APPOINTMENT OF CHAIR AND VICE CHAIR FOR THE NEXT MEETING

The Committee will be invited to appoint a Chair and Vice-Chair for the next Committee (based upon previous agreement to appoint a Chair and Vice Chair on a rolling basis) the next Committee meeting is scheduled to be held on Wednesday 26 February 2014.

8. ANY OTHER URGENT BUSINESS APPROVED BY THE CHAIR.

CONSTITUENCY COMMITTEE - WIRRAL SOUTH

Monday, 21 October 2013

Present:

Councillors	P Gilchrist	L Rowlands
	T Harney	W Smith
	A Hodson	A Sykes
	K Hodson	J Walsh
	C Muspratt	I Williams
	S Niblock	KJ Williams
	C Poval	

Apologies

Councillors	P Kearney	D Mitchell
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1 ELECTION OF CHAIR AND VICE-CHAIR

RESOLVED: That

- (1) Councillor W Smith be elected Chair for the meeting; and
- (2) Councillor A Hodson be elected Vice-Chair for the meeting.

2 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

No declarations of Interest were received.

3 TERMS OF REFERENCE

The Head of Legal and Member Services presented a report and appendix by the Head of Neighbourhoods and Engagement informing of amendments to the Council's Constitution in relation to Constituency Committees.

The Committee noted that an amended Article 10 of the Council's Constitution had been approved by the Council at its meeting on 30 April 2013. This had put in place the necessary provision for the appointment of Constituency Committees and for those Committees to discharge such functions as may be delegated to them from time to time by the Executive and/or the Council. It had also set out the scope of the Constituency Committee's role in acting as a voice for the community with respect to a range of matters including the development of an area plan and making recommendations to the Executive on any funding allocated to the Committee.

The Committee also noted that the Council, at its meeting on 14 October 2013, had formally appointed Members to all four Constituency Committees and had made provision for each one to co-opt up to six community representatives.

The report set out considerations and a proposed approach for further developing an individual terms of reference for each Committee and for amending the Council's Constitution to ensure that Article 10 was fit for purpose for the future operation of the constituency working model.

It was proposed that:

- A future review of the Council's Constitution included an updated Article 10 relating to the terms of reference for the Constituency Committees, which both provided further clarity on the decision-making powers of the Committees as services and budgets were devolved, and ensured that all Committees had the scope and flexibility necessary to drive forward the constituency working model and deliver the functions increasingly devolved to them;
- The Committee developed a committee procedure rules 'handbook' which sets out over and above the terms of reference in the Council's Constitution how it would operate. The handbook might include sections on:
 - Aims of the Committee in respect of the role it wishes to take in the local area;
 - Specific committee procedures relating to the operation of meetings;
 - How the Committee would be supported by Council officers;
 - Specific provisions dealing with the role of the Chair, Vice Chair, community representatives;
 - The role of the Committee in influencing the contribution of partners;
 - Meetings;
 - Agreed arrangements/procedures for dealing with budget allocation and expenditure; and
 - The process and criteria for establishing constituency 'Task and Finish' Groups.

The Wirral South Constituency Manager outlined a proposed approach for the Task and Finish Groups and their terms of reference, including the suggestion that they should consist of five Elected Members, one from each ward, together with two community representatives.

RESOLVED: That

- (1) **the proposed approach outlined in paragraph 3.1 of the report be agreed; and**

- (2) an Elected Member led 'Task and Finish' Group be established of five Members, one from each ward (Councillors P Gilchrist, A Hodson, C Muspratt, C Povall and J Williams (Members will send a substitute to meetings if they are unable to attend)), plus two community representatives, to develop the Committee's Handbook and to make recommendations on any amendments required to Article 10.

4 **CONSTITUENCY MANAGER'S UPDATE/PRIORITIES - 'EMERGING ISSUES'**

The Constituency Manager made a PowerPoint presentation to the Committee on 'Evidence Based Priorities in the Wirral South Constituency that the Committee may wish to tackle. He highlighted the following examples based on data provided by the Wirral Performance and Public Health Intelligence Team:

- Hospital Admission Rates for Falls in People aged 65 Years and over 2009/10 to 2011/12;
- Fuel Poverty;
- Wholly Attributable Alcohol Related Mortality: 2007 – 11 (5 years pooled); and
- Life Expectancy at Birth: 2007 – 11 (5 years pooled).

The Constituency Manager proposed the creation of a 'Priority Task and Finish Group' to review data, to propose priorities, to ensure tasks were not duplicated and to report progress made to the next meeting of the Committee scheduled for 16 December 2013.

Members raised concerns about the size of the font used in the presentation which meant that some were unable to read it. The Constituency Manager agreed that he would ensure that any future PowerPoint presentations would be in a font size that was easy to read.

Following the presentations the Constituency Manager answered questions from Members and members of the public as appropriate.

The Committee gave consideration to what the Task and Finish Group should focus on and to agreeing priorities in the short, medium and longer term. Members of the public were also asked for their views. It was proposed that the Task and Finish Group should consider primarily Fuel Poverty but Falls in People aged 65 Years and over, road safety and highways, the changes in Planning laws and greenbelt invasion, Streetscene sweeping schedules, the cleanliness of play areas and a Food Bank in Eastham were also put forward.

The Committee had a budget of £50,000 but it had not yet had time to consider how it should be spent. It was not known whether this funding had to

be spent within the 2013/14 financial year or whether it could be rolled over into the 2014/15 financial year.

RESOLVED: That

- (1) the contents of the presentation be noted;**
- (2) the creation of a 'Priority Setting Task and Finish Group' to agree key priorities for the remainder of 2013/14 and to begin to establish priorities for 2014, be agreed;**
- (3) the Task and Finish Group at (2) above be comprised of five Members, one from each ward, (Councillors P Gilchrist, L Rowlands, J Williams, I Williams and one name to be supplied) (Members will send a substitute to meetings if they are unable to attend), plus two community representatives; and**
- (4) the Head of Legal and Member Services be requested to ascertain from the Director of Finance whether the Committee can roll any of its budget over into the next financial year and inform its Members accordingly.**

{Further to (2) and (3) above, following the meeting Councillor A Syke's name was put forward as the fifth Member who will sit on the Priority Setting Task and Finish Group.}

5 FINANCIAL PROTOCOL

The Constituency Manager, made a presentation to the Committee on the Constituency Committee budget and financial protocols. The Committee had a budget of £50,000 for 2013/14. A recently announced 'Love Wirral' grant of £10,000 had been allocated to the Wirral South Constituency footprint. Each of the Borough's four constituency areas had been allocated this amount of funding which local groups could apply for to help them bring to life projects that aimed to spruce up a particular area, encouraging others to take pride in how their community looked and to show a commitment to keeping things clean and tidy. The Constituency Manager reported that funding applications could be made via the Council website (<https://wirral.firmstep.com/default.aspx/RenderForm/?F.Name=JTeR5nF7Hsr&HideToolbar=1>) from the 28 of October 2013. It was intended that there would be a public voting process on each one. Applications would close at noon on 6 December 2013.

A member of the public informed that she had been campaigning for a grit bin in her local area for five years. As a Group had not been formed in respect of her campaign and she did not have a computer she was aware that she would not be able to access this funding.

Another member of the public asked about individual requests for funding. She informed that she lived on a bend on Poulton Road and vehicles had crashed into her fence six times. Consequently, she now considered it to be unsafe to sit in her garden.

Members considered that the timescale for applying for a Love Wirral grant was too short, applications for grants should not be restricted to organised groups, hard copy applications should be accepted as well as online ones and they objected to a public voting system as they were of the view that it would be widely open to abuse. They proposed that funding applications for the Wirral South Constituency area be collated and presented to the Committee for consideration and decision. The Constituency Manager informed that the decision on this had already been taken by the Cabinet Member - Environment and Sustainability under delegated authority.

The Assistant Chief Executive was in attendance at the meeting. He felt that further information was needed and agreed to report the comments Members and the public had made in respect of the arrangements made in respect of this initiative to the Chief Executive. They would also discuss the possibility of rolling this funding, if it was not spent, over into the next financial year. The Assistant Chief Executive also outlined three access points to attract funding for a grit bin.

The Committee noted that a further £25,000 would be made available from Public Health funding. How this money would be distributed would be a decision for the Committee and recommendations from the Task and Finish Group would come back to the Committee in February, 2014. The Constituency Manager suggested that a Small Grants Fund and a Problem Solving Fund could be established.

In respect of the Small Grants Fund, the process would be agreed by the Committee at its meeting on 16 December, 2013 and decisions on the awarding of grants would be made at its meeting on 26 February, 2014.

In respect of the Problem Solving Fund, the Committee could devolve a small budget to the 'Priorities and Spend Task and Finish Group', recommendations would be made via the Constituency Manager and spend agreed would be reported for information to each Constituency Committee. This would ensure a quick response to be made to neighbourhood issues and test innovative responses.

RESOLVED: That

- (1) the contents of the presentation be noted; and**

- (2) **a Sub-Committee be established (Members names to be supplied) to develop a spending framework against which to allocate total, allocated budget for 2013/14.**

6 COMMUNITY REPRESENTATIVE DEVELOPMENT

The Constituency Manager made a presentation to the Committee on the selection of Community Representatives. He highlighted the limitations of the recruitment process and outlined the need to review recruitment of the next cohort of Community Representatives. Interest had been limited and there were no female applicants. Consideration could be given to a possible borough-wide event to generate interest and help with recruitment not just of Community Representatives but also interested individuals. This event could also be used to facilitate networking and skill building.

The Constituency Manager also reported upon the idea of Asset Based Community Development (ABCD) as an approach for work in the Constituency and elaborated upon the idea of 'community connectors' and 'pioneers'.

Concerns were expressed because Members had already informally agreed that representatives would come from the community and be from organisations. They had asked for Community Groups to be informed that they could make nominations to represent their interests on the Committee. It was the intention that Members would then go through an interview process before making decisions on who to co-opt onto the Committee. It was proposed that those who had put their names forward for co-option would also be considered during this process. It was hoped that it would be completed so that the co-options could be made at the next meeting of the Committee on 16 December 2013.

Members also made it clear that they were interested in co-opt people onto the Committee with expertise. The Committee had a general priority to tackle deprivation and it was considered important to involve people who had expertise in this field.

A member of the public asked the Committee to give consideration to sending out, to those nominated, a structure and a list of the interview questions.

RESOLVED:

- (1) **the contents of the presentation be noted;**
- (2) **the Constituency Manager be requested to write to Community Groups asking for nominations to be considered for co-option onto the Committee; and**

- (3) the previously cancelled, Community Representative Selection Group, be convened prior to the next meeting of the Committee, to allow any appointments to be co-opted onto the Committee at the Committee's next meeting on 16 December 2013.

7 ELECTION OF CHAIR AND VICE-CHAIR FOR THE NEXT MEETING

RESOLVED: That

- (1) Councillor A Hodson be elected Chair for the meeting of the Committee scheduled for 16 December 2013; and
- (2) Councillor P Gilchrist be elected Vice-Chair for the meeting of the Committee scheduled for 16 December 2013.

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WIRRAL COUNCIL

WIRRAL SOUTH CONSTITUENCY COMMITTEE

18 DECEMBER 2013

SUBJECT:	COMMUNITY REPRESENTATIVE RECRUITMENT PROCESS UPDATE
WARD/S AFFECTED:	<ul style="list-style-type: none"> ▪ <u>BEBINGTON</u> ▪ <u>BROMBOROUGH</u> ▪ <u>CLATTERBRIDGE</u> ▪ <u>EASTHAM</u> ▪ <u>HESWALL</u>
REPORT OF:	CONSTITUENCY MANAGER
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR GEORGE DAVIES NEIGHBOURHOODS, HOUSING & ENGAGEMENT
KEY DECISION? <i>(Defined in paragraph 13.3 of Article 13 'Decision Making' in the Council's Constitution.)</i>	NO

1.0 EXECUTIVE SUMMARY

1.1 This report gives an update on the progress of Wirral South Constituency Committee's Community Representative Selection Group.

2.0 BACKGROUND AND KEY ISSUES

2.1 On the 23 May 2013 Cabinet agreed that "Each Constituency Committee will have a number of community representatives, able to vote on policy and other matters as determined by the committee (acting in an advisory capacity)." Cabinet also agreed that "Community representatives will play a key role in working with Elected Members to develop priorities for the area and would have voting rights in this respect and other matters as determined by each committee. A generic set of criteria for the selection of community representatives will be developed to ensure that these representatives properly represent constituted groups (minute 250 refers).

2.2 At its meeting on the 21 October the Constituency Committee agreed that “The Constituency Manager be requested to write to Community Groups asking for nominations to be considered for co-option onto the Committee” (minute 6, resolution 2 refers).

2.3 The Constituency Committee also agreed that “The previously cancelled, Community Representative Selection Group, be convened prior to the next meeting of the Committee, to allow any appointments to be co-opted onto the Committee at the Committee’s next meeting...” (minute 6, resolution 3 refers).

3.0 PROGRESS SINCE OCTOBER’S COMMITTEE

3.1 Since the previous Constituency Committee meeting (21 October) further contact has been made with a large number of community organisations throughout the constituency. This was in accordance with section 2.2 above. Said communication resulted in a further 6 community representative applications being submitted. As such the total number of applications received went from 5 to 11.

3.2 On Tuesday 26 November the Community Representative Selection Panel met, In accordance with section 2.3 above. Said Panel is made up of Councillor Phil Gilchrist, Councillor Christina Muspratt, Councillor Cherry Povall, Councillor Les Rowlands (in place of Councillor Andrew Hodson) and Councillor Irene Williams. All were in attendance and as such each electoral ward was represented.

3.3 It was proposed that the recruitment of Community Representatives should not go ahead this financial year based upon a view that the proposed process was not robust enough. It was also proposed that this process should be delayed to allow for successful applicants to be co-opted at the first committee of 2014/15. Said proposal was agreed by all elected members in attendance.

3.4 As such it was agreed that:

- All 11 existing applicants are contacted (as a matter of courtesy) by the constituency team to advise them of the above proposal. This should occur prior to the 18th of December to ensure they are aware of progress
- The existing contact database is sent to those present (broken down into ward) to allow for any additions/comments. This was circulated Monday 9 December with any additions/comments to be received by end of play 17th December.
- The application form is revised and circulated to the selection panel for comments. A set of essential and desirable criteria will also be produced to be used during the recruitment process. This will also be circulated for comments.
- The revised application form should stipulate membership of an existing, recognised community organisation and ask for said organisations to nominate one of their existing members (with signed approval from both group and individual)

3.5 Any decision to delay the appointment of Community Representatives will allow the recruitment process to gain from the proposed Asset Based Community Development (ABCD) work proposed within the constituency for 2014/15 (for further details please see appendix 1: ABCD Briefing Paper).

4.0 RELEVANT RISKS

4.1 Delay in appointment of Community Representatives may lead to the disengagement of the eleven individuals that have already applied.

5.0 OTHER OPTIONS CONSIDERED

5.1 To appoint for the remainder of the existing financial year based solely on the information contained in received application forms.

6.0 CONSULTATION

6.1 Existing applicants have been contacted to discuss progress.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 This provides an additional opportunity for groups to shape the work of the Committee.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 This will be delivered within existing resources.

9.0 LEGAL IMPLICATIONS

9.1 Neighbourhood working helps the Council to deliver on the Localism Act 2011 and Public Services (Social Value) Act 2012.

10.0 EQUALITIES IMPLICATIONS

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

Yes and impact review can be found at the link below (Progressing Neighbourhood Working).

<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-2010/chief-executives>

11.0 CARBON REDUCTION IMPLICATIONS

11.1 The combining of forums for engagement, where appropriate, will help support carbon reduction.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 This will impact positively upon community safety and perceptions of community safety.

13.0 RECOMMENDATION/S

It is recommended that:

13.1 The Committee agrees that the recruitment of Community Representatives should be delayed to allow for a full review of the process in line with section 3.4 above.

13.2 The Committee agrees that any review in line with section 3.4 above is completed in time to allow for successful applicants to be co-opted at the first committee of 2014/15.

13.3 The Committee notes the content of appendix 1: ABCD Briefing Paper.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 To help facilitate public engagement and participation.

REPORT AUTHOR: **Fergus Adams**
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REFERENCE MATERIAL

None.

APPENDIX 1: Wirral South Asset Based Community Development Briefing Paper

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet – Neighbourhood Working – Proposed Operating Model	23 May 2013
Wirral South Constituency Committee	21 October 2013

WIRRAL SOUTH ASSET BASED COMMUNITY DEVELOPMENT- BREIFING PAPER

What is it?

Asset Based Community Development (ABCD) is based on extensive inquiry into the characteristics of successful community initiatives in North America and more recently around the world. In particular, marginalised and struggling communities who have successfully raised themselves out of the usual cycles of disadvantage.

ABCD builds on the assets that are already found in the community and mobilizes individuals, associations, and institutions to come together to build on their assets, not concentrate on their needs.

ABCD includes the following steps:

- **MAPPING-** an extensive exercise identifying the assets of individuals, associations, and then institutions within the local area
- **BUILDING RELATIONSHIPS-** joining local assets together to utilise them to build safer, healthier and more prosperous and inclusive communities. Taking action for everyone's benefit and creating mutually beneficial problem-solving within the community
- **BUILDING COMMUNITY VISION-** Convening as broadly representative a group as possible for the purposes of building a community vision and plan. Leveraging activities, investments and resources from outside the community to support asset-based, locally defined development

ABCD is different to the traditional deficit approach that views communities as problematic or needing to be 'fixed'. ABCD takes a strength based approach which recognises

- We can not know what a community needs until we know what it has
- Every community has more gifts, skills, talents and resources than any one person or organisation can know
- These gifts, skills, talents and resources need to be identified, brought together and converted into inclusive action to improve people's lives and economic opportunities

The principles of ABCD include:

- 'Inside out' development
 - Building on existing skills/capacities and initiatives
 - Focus on relationships, away from 'donor/recipient'
 - Sustainability
- ABCD can achieve outcomes that Wirral are aiming to achieve through the new Neighbourhoods working model and the Constituency Committees. These include:

Better analysis of social issues, with the starting point being strengths and potential, rather than deficiencies and problems

Better social systems, in which the government shares its power and responsibilities with citizens

Better community building being driven from within communities.

Better quality of life, people are more connected to support and challenge each other

Better Society, with clear identification of existing skills and assets within communities

Better democracy, empowering citizens to develop their own community plans

" The theme of my work in community for my entire life is that there are assets and gifts out there in communities, and that our job as good servants and as good leaders is not only just being humble, but it's having the ability to recognize those gifts in others, and help them put those gifts into action. Communities are filled with assets that we need to better recognize and mobilize if we're really going to make a difference."

First lady Michele Obama, June 16, 2009, referring to the ABCD Approach. "

Progress of ABCD in Wirral?

- There have been 3 workshops delivered in Wirral attended by local councillors, local authority officers and voluntary sector organisations. These have been delivered by an organisation called Nurture Developments who specialise in Asset based approaches. The 4 hour sessions have aimed to introduce people to the principles of ABCD, apply a practical understanding and share examples of successful implementation in other areas.

- Following this the Birkenhead Constituency Manager drafted the benefit of adopting an approach using ABCD principles within the new neighbourhood working approach in Wirral.
- This was discussed with Leader of the Council the Director of Policy, Performance and Public Health who agreed this approach should be developed in Wirral.
- Funding is being sought from the Public Health budget to progress this approach. The Birkenhead Constituency Manager and Head of Public Health met to discuss a specification for a support programme to develop this approach in Wirral. This is to be finalised and is likely to include:
 - Support with a thorough mapping exercise to identify assets and developing an approach for this to be maintained and renewed.
 - Wirral wide workshop sessions regarding principles and practical working.
 - Constituency based workshop sessions to apply the working specifically to each area.
 - Peer facilitated sessions with practitioners and agencies who have successfully implemented this approach share their learning, support and innovation.
 - Ongoing mentoring and support to embed the principles.
 - Practical tools to be used.
- The vision is for the principles of ABCD to embedded into Wirral through the constituency committees to achieve the desired outcomes.

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WIRRAL COUNCIL

WIRRAL SOUTH CONSTITUENCY COMMITTEE

18 DECEMBER 2013

SUBJECT:	CONSTITUENCY PRIORITIES AND SPEND
WARD/S AFFECTED:	<ul style="list-style-type: none"> ▪ <u>BEBINGTON</u> ▪ <u>BROMBOROUGH</u> ▪ <u>CLATTERBRIDGE</u> ▪ <u>EASTHAM</u> ▪ <u>HESWALL</u>
REPORT OF:	HEAD OF NEIGHBOURHOODS AND ENGAGEMENT
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR GEORGE DAVIES NEIGHBOURHOODS, HOUSING & ENGAGEMENT
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 This report sets out proposed priorities and processes related to spend for Wirral South Constituency Committee for 2013/14.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The report to Cabinet of the 23rd May 2013 setting out the proposed operating model for neighbourhood working stated the agreed devolution of £200,000 identified in the Council's budget for 2013-14 for the constituency working model would be allocated on the basis of £50,000 per constituency area to 'kick-start' work on the new model with a focus on tackling inequalities. A more recent report to Cabinet (10th October 2013) agreed a further amount of £100,000 (£25,000 per area) to be devolved to the Constituency Committees for public health initiatives from a non-recurrent under spend identified within the public health grant for 2013-15. The Wirral South Constituency Committee is therefore being asked to determine expenditure in relation to a total of £75,000 by in relation to the 2013-14 financial year
- 2.2 At its inaugural meeting (October 21 2013) Wirral South's Constituency Committee agreed to set up the 'Priority Setting' Task & Finish Group to set priorities for the

remainder of the 2013-14 financial year (Minute 4 - resolutions 2 & 3 refers). Said group has met; consisting of five elected members (those nominated were Cllr P Gilchrist, Cllr L Rowlands, Cllr I Williams, Cllr J Williams and Cllr A Sykes). The Constituency Manager and Engagement Officer were also in attendance acting in an advisory capacity.

- 2.3 This Group considered priorities for 2013/14 from the information available and processes for spend against those priorities.

3.0 CONSTITUENCY PRIORITIES

- 3.1 A range of information was taken into account by the 'Priority Setting' Task & Finish Group to determine proposed priorities for the Committee to concentrate on this financial year (2013/14). This included a 'Constituency Profile' document (produced by analysts in Public Health and a specific document reviewing the current situation in relation to fuel poverty in Wirral South (produced by Wirral's Acting Housing Strategy Manager).

- 3.2 Those in attendance at the 'Priority Setting' Task & Finish Group also expressed a desire to allocate £10K per Ward to allow for various improvements work to be carried out. This desire has since been echoed by a number of elected members both verbally and via e-mail.

- 3.3 At its meeting on 10 October 2013 Cabinet agreed to the allocation of £100K to The Neighbourhoods Programme via the Public Health Outcomes Funding. As such each Constituency Committee now has the amount of £25K, to be spent on health related priorities. Said health priorities must enhance the health and well-being of the Wirral population by meeting at least one of the following two high level outcomes:

- Increased healthy life expectancy
- Reduced differences in the life expectancy and healthy life expectancy between communities

- 3.4 After careful consideration the Task & Finish Group suggested the following approach:

- £10K per ward for improvement work (e.g. highways/grounds maintenance improvements yet to be defined with associated costs)
- A project utilising a suite of methods is developed to reduce levels of childhood obesity in Wirral South
- Further research to be carried out to assess the reliability of the fuel poverty statistics for the constituency prior to any decision regarding further spend
- Promoting the collective energy provider switch to ensure all are receiving maximised value for money

- 3.5 Section 3.4 outlines in broad terms the proposed priorities but does not give specifics of projects and allocated spend. It is suggested that the 'Priority Setting' Task & Finish Group meet once again in the New Year to agree allocation per project following further evidence gathering. A further report will be brought to the

next Wirral South Constituency Committee (26 February 2013) detailing exact allocation of budget to each individual priority.

- 3.6 It is important to note at this stage that; early investigations into both headline health priorities indicate that costs may well be higher than originally anticipated. As such it may not be possible to address both proposed priorities (Childhood Obesity and Fuel Poverty) in the remainder of 2013/14. Further information will be available by the time the 'Priority Setting' Task & Finish Group meet again, allowing them to make an informed decision regarding cost versus impact. With timescales in mind, recommendation 14.5 below proposes giving the 'Priority Setting' Task & Finish Group the autonomy to decide on a way forward and report their decision to the Constituency Committee on 26 February.

4.0 **CURRENT PROGRESS/INDICATIVE COSTINGS FOR PROPOSED PRIORTIES**

4.1 **REDUCE LEVELS OF CHILDHOOD OBESITY**

- 4.1.1 The Constituency Manager has been in discussions with colleagues from Public Health in relation to the feasibility, proposed impact and associated costs of various approaches to reducing the level of childhood obesity in Wirral South.

- 4.1.2 Colleagues within Public Health currently commission a number of projects from various Community Trust providers to tackle the issue across Wirral. Work within schools is based upon the National Child Measurement Programme and is clearly evidence driven. It is imperative that any projects funded via Wirral South's Public Health Grant add value to this approach rather than duplicating work streams. Further work with Public Health is needed to ensure this is the case. The Constituency Manager will continue to research this issue and provide further information for the Priority Setting' Task & Finish Group when they meet again.

- 4.1.3 Early indications are that any project spanning the constituency and demonstrating real added value and impact upon statistics could cost upwards of £20,000 (with elements of sustainability built in from the start).

4.2 **FUEL POVERTY**

- 4.2.1 As per 3.4 above; the Priority Setting' Task & Finish Group proposed that further research be carried out assessing the reliability of the fuel poverty statistics for Wirral South. Early indications show that costs would prove prohibitive in any attempts to commission a standalone and statistically robust piece of primary research for Wirral South.

Since its meeting (19 November) the Constituency Manager has been liaising closely with Ed Kingsley (Wirral's Acting Housing Strategy Manager) in an attempt to highlight any existing data which may corroborate (or otherwise) the fuel poverty statistics produced by the Department of Energy and Climate Change (DECC) presented to the Committee 21 October.

David Adamson & Partners Ltd were commissioned by Wirral Council to complete a review of housing conditions in the private housing sector (private rented and owner occupied). The study involved a comprehensive house condition and

household interview survey programme conducted across a sample of 1,200 dwellings. The survey programme was conducted according to national Government guidelines. The size and structure of the sample was designed to provide information for Wirral as a whole, for “settlement areas” and for parliamentary boundaries.

Fuel poverty was measured using the new Government definition and averages were reported for each geographical area. Under the new definition, a household is considered fuel poor where:

1. They have required fuel costs that are above average (the national median level)
2. Were they to spend that amount, they would be left with a residual income below the official poverty line.

Incomes are calculated after housing costs, i.e. mortgage and rent payments are deducted. Incomes are equivalised to reflect the fact that different types of households have different spending requirements. For example, a single person on a given income will usually have more disposable income than a family of four on the same income. Fuel bills are also equivalised to reflect the fact that different types and sizes of households will have different required spend on fuel. For example, a single person will need to spend less on fuel than a family of four living in the same home. The data from the aforementioned review are summarised in table one below.

Table 1: Housing Stock Survey Results

		No. of households in fuel poverty	% of households in fuel poverty
Parliamentary Constituency	Birkenhead	4,798	17.9
	Wallasey	4010	12.4
	Wirral South	4714	16.1
	Wirral West	3458	11.3
Settlement Area	Area 1 – Wallasey	3105	13.3
	Area 2 – Commercial Core	10	1.4
	Area 3 – Birkenhead	5299	18.1
	Area 4 – Bromborough & Eastham	2641	12.3
	Area 5 – Mid Wirral	1421	7.4
	Area 6 – Hoylake & West Kirby	1179	11.0
	Area 7 – Heswall	2834	23.6
	Area 8 – Rural	490	18.7
All households		16979	14.2

4.2.2 The information detailed in table one adds weight to the notion that Wirral South is the second most affected constituency in Wirral in relation to fuel poverty. Although the review (detailed in 4.2.1) is not broken down into specific lower super output areas it does go some way to corroborate the DECC data presented to the committee 21 October.

4.2.3 The Priority Setting' Task & Finish Group propose the promotion of the collective energy provider switch to ensure all Wirral South residents are receiving maximised value for money in relation to fuel bills (3.4 above). The provider switch could be the mechanism through which any fuel poverty reduction project is delivered within the constituency.

The next Liverpool City Region (LCR) Collective Energy Switch will begin in January. The last one was held in spring 2013 and had positive results, especially amongst households not to have switched previously and amongst those households without internet access. The average annual saving for those who switched was £110 per year, with the top saving of £1,703 being for a Wirral household. Wirral resident Alan Brame, who saved £465 said: "A few minutes time, a straightforward process and a large saving. Why wouldn't you do it?"

The switch will be led by local charity Energy Projects Plus and supported by all six LCR local authorities. Energy Helpline is the switching partner. Participating local authorities were able to "pump-prime" the first switch with small financial contributions. The switching partnership then gained referral fees which will pay towards some marketing for the next switch and the remainder paying for the telephone advice service. Paid-for marketing is likely to be limited mainly to fliers and posters, with some door-to-door delivery of fliers in small areas of each local authority.

If a marketing budget could be allocated to Wirral South, much more engagement activity would take place. All people who telephone the advice line are also provided with energy efficiency advice and referrals to appropriate grants and loans.

The Constituency Committee could commission a local provider to ensure maximum participation with the next collective switch (due to commence in January 2014). Any such campaign would include:

1. Door to door distribution of information packs to a variable percentage of homes in the constituency containing:
 - Introductory letter
 - Collective switch leaflets and application forms
 - Basic advice report based on locally held data where sufficient data held (assumed 30%)
 - Advice survey form for residents to complete and receive report and/or verbal advice from local Save Energy Advice Service
2. Hold five community events in which one to one advice can be provided to attendees in order to identify other ways in which spend on energy can be reduced, or income can be maximised. These events could be aligned to

councillor surgeries or independently held and would be in locations accessible and recognised by the majority of residents.

3. Encourage residents to contact the Wallasey-based Save Energy Advice Service, which will provide personalised advice and where appropriate refer clients to support agencies and/or local contractors for improvement works under the Energy Company Obligation (ECO).
4. This activity would be supplemented by support activity such as poster distribution in local shops, cafes, libraries and other places where people gather in order to increase the opportunities to see the message and increase the likelihood of taking action. Press releases will also be circulated to local community groups to include in newsletters and local publications.

The last collective switch campaign included an element of door to door leaflet distribution. 3% of those who received a leaflet registered and 16% of them went on to switch through the scheme. The estimated outputs will vary depending on the budget set however by delivering the above programme we would expect the conversion rates to be significantly improved as well as providing much deeper support to residents to address fuel poverty.

Table two below outlines the projected costs and reach of three associated options for the proposed approach

Table 2: Projected Costs and Outputs

Option	Approx. cost	Homes receiving information packs	Annual bill savings from loft and wall insulation installed	Annual bill savings from Collective Switch	Total annual savings
A	£8,000	3,477	£5,860	£3,740	£9,600
B	£11,300	6,000	£26,660	£6,380	£33,040
C	£25,000	18,400	£47,320	£19,360	£66,680

** Other outputs which are more difficult to predict and quantify will include:*

- *Savings from successful benefit entitlement checks;*
- *Savings made by people who are prompted to switch energy suppliers or seek a better deal from their existing supplier but don't use the LCR Collective Switch;*
- *Behavioural change following energy efficiency advice;*

- *Other energy efficiency measures installed such as replacement boilers, draught proofing and improving heating controls; and*
- *Health improvements due to warmer, less damp homes.*

4.7 Love Wirral Grant

4.7.1 The Constituency area has been allocated £10k Love Wirral funding. This supports a borough wide campaign, launched in June 2013, to encourage people who live, work and visit Wirral to take pride in their local area. The grant scheme is open to applications from individuals, groups, schools and businesses for projects that must improve the appearance of the local environment; for amounts between £20 and £500. This funding launched on 28 October 2013 and closed on 6 December 2013. Eligible projects will be subject to online public voting 13-24 January 2014.

4.7.2 Proposed process

4.7.3 It is proposed that all elected members have ample opportunity to consider the results of the online voting and make recommendations to the 26 February 2014 Constituency Committee.

4.7.4 On 26 February 2014 a decision will be made by the Constituency Committee regarding the awarding of Love Wirral grants.

5.0 RELEVANT RISKS

5.1 Failure to agree project spend expediently may result in a loss of funding allocation.

6.0 OTHER OPTIONS CONSIDERED

6.1 Careful consideration has been given to the best way to distribute this funding to help tackle the Constituency's priorities.

7.0 CONSULTATION

7.1 Residents were consulted about their priorities in the drafting of the Neighbourhood Plans (2012).

7.2 Feedback from communities to elected members has also factored into this priority setting.

8.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

8.1 The overarching proposed model for neighbourhood working will strengthen the Council's relationship with the voluntary and community sector.

8.2 Tackling the priorities of the Constituency will benefit communities directly.

9.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

9.1 This report has implications for the expenditure of budget allocated to Wirral South Constituency Committee.

9.2 Funding may assist in greater use of and/or access to community assets.

10.0 LEGAL IMPLICATIONS

10.1 The arrangements will help the Council to deliver on the Localism Act 2011 and Public Services (Social Value) Act 2012.

11.0 EQUALITIES IMPLICATIONS

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

Yes and impact review can be found at the link below (Progressing Neighbourhood Working).

<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-2010/chief-executives>

12.0 CARBON REDUCTION IMPLICATIONS

12.1 Focus on fuel poverty as a priority will encourage maximum efficiency in relation to residential energy usage and thus reduce carbon emissions.

13.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

13.1 This report may have positive community safety implications dependent upon the allocation of spend determined by the Constituency Committee.

14.0 RECOMMENDATION/S

It is recommended that:

14.1 Committee agrees to allocate £10K to each of the five wards for improvements work (e.g. highways/grounds maintenance improvements yet to be defined).

14.2 Committee agrees that reduction in levels of childhood obesity be considered a priority for the remainder of 2013/14.

14.3 Committee agrees that fuel poverty be considered a priority for the remainder of 2013/14.

14.4 Committee agrees that the previously appointed Priority Task and Finish Group meet in January to assess individual project costs and agree further action

14.5 Committee agrees that the 'Priority Setting' Task & Finish Group make an informed decision regarding which health priorities to take forward based upon further information regarding costs and impact of proposed projects. This will ensure that preparations for any agreed individual projects may commence prior to the next Constituency Committee.

15.0 REASON/S FOR RECOMMENDATION/S

15.1 To enable the work of the Constituency Committee to be focused upon the needs of the local area and to ensure projects commence as expediently as possible.

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REFERENCE MATERIAL

None.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet – Neighbourhood Working – Proposed Operating Model	23 May 2013
Wirral South Constituency Committee	21 October 2013
Cabinet – Public Health Outcomes Funding	10 October 2013

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WIRRAL COUNCIL

WIRRAL SOUTH CONSTITUENCY COMMITTEE

18 DECEMBER 2013

SUBJECT:	PUBLIC ENGAGEMENT THROUGH THE CONSTITUENCY COMMITTEE
WARD/S AFFECTED:	<ul style="list-style-type: none"> ▪ <u>BEBINGTON</u> ▪ <u>BROMBOROUGH</u> ▪ <u>CLATTERBRIDGE</u> ▪ <u>EASTHAM</u> ▪ <u>HESWALL</u>
REPORT OF:	CONSTITUENCY MANAGER
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR GEORGE DAVIES NEIGHBOURHOODS, HOUSING & ENGAGEMENT
KEY DECISION? <i>(Defined in paragraph 13.3 of Article 13 'Decision Making' in the Council's Constitution.)</i>	NO

1.0 EXECUTIVE SUMMARY

- 1.1 This report sets out a proposed process for public engagement through Wirral South Constituency Committee.
- 1.2 This is an initial starting point that will form part of a broader public engagement framework and be supported by a communications strategy.

2.0 BACKGROUND AND KEY ISSUES

- 2.1 The development of the Constituency Committees, whilst built around a core set of principles, is underpinned by the notion that 'one size does not fit all'. Each Committee is therefore taking its own approach to how residents are engaged as part of the Constituency Committee process.
- 2.2 The previous Area Forum structure included time within the agenda for a public question time. Where possible questions were answered by elected members and/or Council officers at the meeting, although often questions were noted and answers brought back to the next Forum meeting.

- 2.3 Partners also have a range of mechanisms for engaging with the public. Merseyside Police operates 'Have Your Say' meetings with members of the public. These have been held in each ward across the borough on a monthly basis. The Police have decided to refocus these meetings around the Constituency footprints and reduce their frequency to quarterly.
- 2.4 There are opportunities to reduce duplication, create efficiencies and bring together a variety of public engagement forums into one meeting.

3.0 A PROPOSED WAY FORWARD

3.1 'Have Your Say' meetings

- 3.2 At this early stage in the development of Wirral South Constituency Committee and as a starting point, there is an opportunity to bring together the efforts of the Council and Police in terms of public engagement.
- 3.3 It is proposed that the Constituency Committee incorporates a public 'Have Your Say' meeting. In order to ensure that the Committee has adequate time to deal with its business, it is suggested that this is bolted onto the Committee and operated as an event an hour before each and every Committee meeting. It is believed that this will add value to the Committee meeting and vice versa.
- 3.4 Initially, this 'Have Your Say' meeting will be focused around the work of Merseyside Police. Where possible this will be attended by the Neighbourhood Inspector, but may from time to time be deputised by a Neighbourhood Sergeant. An update will be provided by the Police about crime and disorder in the Constituency over the previous quarter, followed by a public question and answer session. The meeting will conclude with a discussion about issues/short-term priorities that the public wish for the Police to concentrate on over the forthcoming quarter. The Police will provide an update on how they have addressed the short-term priorities identified at each previous meeting. These short-term priorities will supplement annual priorities set out in the Constituency Plan. This meeting will be supported by the Constituency Manager.
- 3.5 It is proposed that as work with partners on the Constituency footprint develops, not least through the operation of Wirral South Public Service Board, this 'Have Your Say' meeting will be expanded to include the participation of wider Council services and partners. The format of the 'Have Your Say' meeting will likely develop over time and may include for example, a marketplace style surgery with a range of Council services and agencies available to the public, rather than one large meeting. This could even include public access to at least one Councillor per ward. The branding of these meeting may also change over time.
- 3.6 It is proposed that a standing item is added to the beginning of the Committee agenda to include a verbal update from the earlier 'Have Your Say' meeting, in order that the Committee can be informed about issues raised and short-term priorities set. Initially this update will be provided by the Neighbourhood Police Inspector (or deputy) and, as this meeting extends, wider updates for other Council services and partners will also be provided (for efficiency this may be provided by the Constituency Manager).

3.7 In order to ensure that as many members of the public as possible have the opportunity to attend the 'Have Your Say' meetings, it is therefore important that the Constituency Committee meetings take place in more than one location across the Constituency.

3.8 Public Question Time

3.9 It is proposed that the above is supplemented with a Public Question Time within the Constituency Committee meeting. This will allow members of the public to raise issues of concern with the Committee directly and/or seek answers to particular queries.

3.10 In order to enable a comprehensive response at the meeting and to allow members of the public to participate who are unable to attend the meeting, questions will be required to be submitted in writing in advance of the meeting. For future Constituency Committees this will be facilitated using online and downloadable forms on the Council's web site, with hard copies available in public buildings based in the Constituency. Residents with literacy issues can have submissions made on their behalf or be supported to complete forms by Council One Stop Shops. Questions will be required to be submitted by no later than 4.00pm the afternoon before the Committee meeting. The Chair of the meeting will determine which questions will be dealt with at the Committee and the order in which they will be taken.

3.11 It is suggested that no more than 20 minutes is set aside for the Public Question Time, to ensure sufficient time for the Committee's business. Questions that are not able to be covered will be responded to in writing within 14 working days by the Constituency Manager.

3.12 Further details on the operation of the Public Question Time will be set out in the Committee Handbook, which is to be populated by a Task & Finish Group consisting of elected members nominated at October's Constituency Committee.

3.13 As noted in 1.2 above, further work is ongoing to develop a wider community engagement framework and communications strategy for the Constituency.

4.0 RELEVANT RISKS

4.1 Public engagement is at the heart of neighbourhood working and key to its success.

5.0 OTHER OPTIONS CONSIDERED

5.1 Consideration is continuing to be given to a broader framework for the engagement of communities.

6.0 CONSULTATION

6.1 Consideration has been given to feedback in relation to previous and current processes for public engagement across a range of agencies.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 This provides an additional opportunity for groups to influence priority setting and shape the work of the Committee.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

8.1 This will be delivered within existing resources.

9.0 LEGAL IMPLICATIONS

9.1 Neighbourhood working helps the Council to deliver on the Localism Act 2011 and Public Services (Social Value) Act 2012.

10.0 EQUALITIES IMPLICATIONS

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

Yes and impact review can be found at the link below (Progressing Neighbourhood Working).

<http://www.wirral.gov.uk/my-services/community-and-living/equality-diversity-cohesion/equality-impact-assessments/eias-2010/chief-executives>

11.0 CARBON REDUCTION IMPLICATIONS

11.1 The combining of forums for engagement, where appropriate, will help support carbon reduction.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 This will impact positively upon community safety and perceptions of community safety.

13.0 RECOMMENDATION/S

It is recommended that:

13.1 Committee agrees the adoption of a 'Have Your Say' meeting prior to the start of each and every Constituency Committee.

13.2 Committee agrees the development of the 'Have Your Say' meetings to include wider Council services and partners including at least one elected member from each ward.

13.3 Committee agrees that in order to maximise engagement Constituency Committees (and associated 'Have Your Say' surgery) move from ward to ward on a revolving basis (starting Feb 2014).

13.4 Committee agrees the adoption of a Public Question Time based on the format outlined in this report.

13.5 A further report is brought back to the Committee providing an update on the wider community engagement framework and communications strategy for the Constituency.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 To reduce duplication, create efficiencies and help facilitate public engagement and participation.

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REFERENCE MATERIAL

None.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Cabinet – Neighbourhood Working	24 January 2013
Council – Neighbourhood Working	11 February 2013
Cabinet – Neighbourhood Working – Proposed Operating Model	23 May 2013
Wirral South Constituency Committee	21 October 2013

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