



Council

Town Hall
Wallasey

8 March, 2019

Dear Councillor

You are hereby summoned to attend a meeting of the Council to be held at **6.00 p.m. (or on the rising of the extraordinary meeting, whichever is the later) on Monday, 18 March 2019** in the Council Chamber, within the Town Hall, Wallasey, to take into consideration and determine upon the following subjects:

This meeting will be webcast at
<https://wirral.public-i.tv/core/portal/home>

Contact Officer: Andrew Mossop
Tel: 0151 691 8501
e-mail: andrewmossop@wirral.gov.uk
Website: <http://www.wirral.gov.uk>

AGENDA

1. DECLARATIONS OF INTEREST

Members of the Council are asked to consider whether they have any disclosable pecuniary interests and/or any other relevant interest, in connection with any matter to be debated or determined at this meeting and, if so, to declare it and state the nature of such interest.

2. CIVIC MAYOR'S ANNOUNCEMENTS

To receive the Civic Mayor's announcements and any apologies for absence.

3. MINUTES

To approve the accuracy of the minutes of the meeting of the Budget Council held on 4 March, 2019. (Minutes to follow in supplement).

4. PETITIONS

- A. To receive petitions submitted in accordance with Standing Order 21**
- B. The following petition is referred to the Council for consideration in accordance with Standing Order 34 (Pages 1 - 4)**

A petition of some 3,053 signatures submitted by Mr Phil Spencer, on behalf of Bromborough Village Community Association to stop re-development plans for Bromborough Car Park.

The front three pages of the petition are attached and in accordance with the Petition Scheme, the petition organiser has been invited to address the Council for up to five minutes. The Council should debate the matter for a maximum of 15 minutes before deciding how to respond.

5. PUBLIC QUESTIONS

To deal with questions from members of the public, in accordance with Appendix 1 to Standing Orders – up to 30 minutes.

6. LEADER'S, EXECUTIVE MEMBERS' AND CHAIRS REPORTS (Pages 5 - 32)

To receive the written reports of the Executive and Overview and Scrutiny Committee Chairs, and to receive questions and answers on any of those reports in accordance with Standing Orders 10(2)(a) and 11.

7. MEMBERS' QUESTIONS

To consider Members' general questions to the Civic Mayor, Executive or Committee Chair in accordance with Standing Orders 10 (2)(b) and 11.

8. VACANCIES

To receive nominations, in accordance with Standing Order 25(6), in respect of any proposed changes in the membership of committees, and to approve nominations for appointments to outside organisations.

Statutory Committees and Advisory Panels

Independent Panel on Members' Allowances – to re-appoint Mr Ray Allan as a Member of the Panel.

Outside Bodies

West Kirby Charities – nomination(s) required following the recent

resignations of Councillors David Elderton and Geoffrey Watt.

9. MATTERS REQUIRING APPROVAL OR CONSIDERATION BY THE COUNCIL

To consider any recommendations of the Executive or Council Committees which require the approval or consideration of the Council.

A. Calendar of Meetings 2019/20 - Cabinet 25 February, 2019 (Pages 33 - 52)

The Council is recommended to adopt the calendar of meetings for the 2019/20 Municipal Year. (Report attached, minute to follow in supplement)

B. Council Procedure Rules - Standing Order Concerning Voting and Electronic Voting - Standards and Constitutional Oversight Committee - 26 February, 2019 (Pages 53 - 62)

The Council is recommended to adopt a revised Standing Order 18 of the Council Procedure Rules (Part 4(A) of the Constitution). (Report attached, minute to follow in supplement)

C. Revision of Members' ICT Policy - Standards and Constitutional Oversight Committee - 26 February, 2019 (Pages 63 - 80)

The Council is recommended to approve the Members' Information and ICT Acceptable Use Policy. (Report attached, minute to follow in supplement)

D. Pay Policy Statement 2019/20 - Employment and Appointments Committee - 5 March, 2019 (Pages 81 - 92)

The Council is recommended to approve the Pay Policy Statement for the financial year 2019/20. (Report attached, minute to follow in supplement)

E. Executive Member Decision - European Structural and Investment Fund Programme for England 2014-2020: Wirral Ways to Work Programme (Pages 93 - 94)

Call-in on this decision was waived as the decision was treated as a matter of urgency due to the timescales for submissions for applications and is reported to Council in accordance with the Council's Standing Order Procedure Rules.

The Executive Member Decision Form is attached, the report can be viewed [here](#).

10. NOTICES OF MOTION (Pages 95 - 96)

Notices of motion submitted in accordance with Standing Order 7(1), are attached. They are listed in accordance with Standing Order 7(2), and the full text of each motion is attached. The Mayor, having considered each motion, in accordance with Standing Order 7(4) has decided that each will be debated:

1. No Place for Anti-Semitism in Wirral's Politics
2. Time to Invest in Green Energy
3. Future Pensions Fit for Purpose

A handwritten signature in black ink, appearing to be 'R. G. G.', is written over a faint, illegible printed name.

Director: Governance and Assurance

Audio/Visual Recording of Meetings

Everyone is welcome to record meetings of the Council and its Committees using non-disruptive methods. For particular meetings we may identify a 'designated area' for you to record from. If you have any questions about this please contact Committee and Civic Services (members of the press please contact the Press Office). Please note that the Chair of the meeting has the discretion to halt any recording for a number of reasons, including disruption caused by the filming or the nature of the business being conducted.

Persons making recordings are requested not to put undue restrictions on the material produced so that it can be reused and edited by all local people and organisations on a non-commercial basis.

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Council threaten Bromborough village life - again! Help stop re-development plans for our carpark

Wirral Borough Council are proposing to designate the main carpark in Bromborough, bordered by The Rake and Allport Lane, as a development site in the category of 'Mixed Usage'. This means it could be used for housing. The loss of that carparking space is critical for the economic and social welfare of Bromborough and must be resisted at all costs.

Two years ago, as part of a Wirral-wide campaign to resist carparking charges being introduced in Bromborough, we voiced our concerns loudly enough to make the council re-think and abandon its proposals. It has now returned with a far more damaging, even devastating idea of taking the carpark away altogether.

The arguments of two years ago are still there. The village is unique in its situation on Wirral. It stands less than a mile away from Wirral's premier retail park, the Croft Retail Park, with its retail outlets, leisure facilities, restaurants and crucially, acres of free, all-day parking bays. Bromborough is a historic town with a conservation area at its heart and a popular and thriving commercial centre with a diverse range of local shops and businesses together with four high street banks, a number only surpassed by Birkenhead and West Kirby on the Wirral. People come to Bromborough not just to shop but for business, both personal and commercial. They need to come to Bromborough - but they need a carpark. In order to compete with The Croft, we need to do so on level terms - we must have adequate, free parking.

If Bromborough lost its parking facility, it would die commercially. Shops and businesses would close, jobs would be lost and thousands of residents would be denied the wonderful facilities they currently enjoy. This is real, many businesses have already suggested they would need to relocate. It has the potential to be a disaster of epic proportions. Please sign and help us fight this madness.

Bromborough Village Community Association

Recipient: Irene Williams, Joe Walsh, Jo Bird, Alison mcgovern, Andrew S. Fraser

Letter: Greetings,

Save Bromborough! Stop re-development plans for our carpark.

Dear Recipient,

You have been forwarded this petition as someone involved in the decision making process regarding the inclusion of the main carpark in Bromborough.

Please take note of the number of people supporting our request that the carpark remains as it is, but also please find time to read the comments behind the signatures, they reflect the fact that the strength of feeling in the community is enormous.

We note that at least one of you has signed the petition in support of its statement and our hope is that all of you will see the clear message from businesses, residents and visitors of Bromborough - This carpark is essential to our village - and support is in any way you can in our fight to retain it.

Signatures

Name	Location	Date
Phil Spencer	Bromborough, England, UK	2018-09-17
Valerie Spencer	Ellesmere Port, England, UK	2018-09-20
Adrian Longshaw Parr	Birkenhead, UK	2018-09-20
Philip Spencer	Wirral, England, UK	2018-09-20
Bromborough only G.R Ditchfield	Bebington, UK	2018-09-20
Amanda Yildirim	Little Sutton, UK	2018-09-20
Steven Grundy	Wirral, England, UK	2018-09-20
Cath Gordon	WIRRAL, England, UK	2018-09-20
Gill Morgan	Ellesmere Port, England, UK	2018-09-20
Kelly Clubbe	wirral, England, UK	2018-09-20
Jill Looker	Peterborough, UK	2018-09-20
chris wentworth	Bebington, UK	2018-09-20
David Raynor	Wirral, England, UK	2018-09-20
charlotte Barnes	hooton, England, UK	2018-09-20
Helen Downie	Bromborough, England, UK	2018-09-20
Kim Whitwell	Bromborough, England, UK	2018-09-20
Carlie Lynn	Manchester, UK	2018-09-20
Ian Sneddon	Wirral, England, UK	2018-09-20
Jean Hayhoe	Ellesmere Port, England, UK	2018-09-20
Doreen Ryder	Birkhead, England, UK	2018-09-20

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COUNCIL
18 MARCH 2019

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Phil Davies
CABINET PORTFOLIO FOR	Leader of the Council
CO-ORDINATING CHIEF OFFICER	Eric Robinson, Chief Executive

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to his portfolio.

1 WIRRAL: LIVERPOOL CITY REGION BOROUGH OF CULTURE

The past month has seen Wirral become a focus of the sporting world, a fitting and incredibly exciting start to our Borough of Culture year.

We started with the announcement Wirral will play host to the OVO Energy Tour Series and Tour of Britain later this year, with an OVO Energy Tour Series event in May and a full stage of the race held in the borough in September. The events will feature both men's and women's races and will be the first time that the borough has hosted either event.

This is incredibly exciting news. To get the chance to play host to a global sporting event, in the middle of our Borough of Culture year, is a once-in-a-lifetime opportunity which we just could not miss. I am delighted we've been able to make it happen.

The Tour of Britain is broadcast around the world and to have Wirral and Birkenhead centre stage is a huge honour. I hope colleagues throughout the Chamber will share my excitement and recognise we have been able to secure an event for our borough which will attract hundreds of thousands of visitors.

Members can read the media coverage of this announcement [here](#).

In February, we received the momentous news that The Open was to return to Hoylake in 2022. The occasion will mark the 13th time that golf's original championship has been played over the famous links where many of the greatest names in the sport have lifted the iconic Claret Jug.

Last time The Open was held in our peninsula, Members will recall the buzz it created as thousands of visitors discovered Wirral for the first time, giving our bars, restaurants and local businesses a huge boost. The economic impact was estimated at the time to be in excess of £70 million.

We are thrilled to be welcoming the world's best golfers back to Wirral and I know I speak on behalf of all Members when I say we will make sure every one of our residents and local businesses benefit from this huge event.

Members can read the global coverage of The Open's return to Hoylake [here](#).

I want to draw Members' attention to the first event in our Borough of Culture year, which is the return of the immensely popular Animated Square. Created by the award-winning Illuminos, Animated Square will project the tale of Birkenhead's history on to the town hall on Saturday, March 23.

The creators attempted to unearth as many stories as they could about the town's past, present and future and even visited the Wirral Archives, Birkenhead Priory, Birkenhead Library, Birkenhead Park, Bidston Windmill and Cammell Laird to hear from historians and archivists.

I would encourage all Members to come along to this free family event and visit www.imaginewirral.com for more information.

2 NEW FERRY

I could not let a Council meeting pass without again referencing New Ferry. New Ferry is a community we will never forget. While the Government have shamefully turned their back, denying them the support they deserve, we remain firmly behind these local people and will continue our drive to regenerate the town.

We have done all we can to support every resident and business affected by the events of March 2017. We are buying up properties, to make sure the rebuilding process happens at pace. We are creating new residential developments in the town, and I am pleased that through our recent budget we have been able to go further.

We are investing £200,000 to help and support the residents and businesses of New Ferry, which will support this community to continue its recovery from a terrible disaster.

3 LEADER'S STATEMENT

Finally, Members will be aware this is my last Council meeting as Leader of Wirral Council. I want to take this opportunity to thank every Member – from every party, regardless of our differences – for their support and kindness to me.

Being Leader of the Council was never an easy job, there were complex and difficult challenges to overcome almost every day. Working alongside colleagues like yourselves, and talented and dedicated officers, have made this an experience I will never forget. Thank you all.

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor George Davies
CABINET PORTFOLIO FOR	Housing and Planning
CO-ORDINATING CHIEF OFFICER	Paul Satoor – Corporate Director for Business Management

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relating to his portfolio.

1 GOOD QUALITY HOUSING THAT MEETS RESIDENTS' NEEDS

I want to start my update to Members this month with our Local Plan, which Members are aware is incredibly important. The Government have confirmed Wirral must use the older ONS projections in calculating our housing need, which means we must develop a Local Plan which allows for a minimum of 803 homes to be built every year.

It's disappointing the Government want us to use the higher figure but despite this I am determined that we will do everything in our power to protect Wirral's most beautiful natural locations. As we go through the process of developing the Local Plan, we are becoming more convinced it is possible to develop even more brownfield sites.

I want to assure the Chamber our focus will be firmly on those brownfield sites for the newly built homes – areas which have already had development on them – and on maximising the use of this land to provide as many homes as possible and protect Green Belt from unwanted and unneeded building.

It's also important to highlight that although we will look to maximise development opportunities in brownfield sites we will not compromise on quality and we will ensure that the approach of creating sustainable and vibrant communities for all is at the heart of everything we do.

Members will be aware I made a commitment to ensuring Members of all parties are able to fully participate in the development of our Local Plan. I am pleased we have already taken steps to deliver on that promise, and I am encouraged that Members are taking the opportunity to get involved in this vital process.

I think it's also important I provide Members with an update on our wider performance within this portfolio. The below points give Members a good summary of where we are as we work towards delivering our Pledges.

- 271 homes, which includes 182 Help to Buy units were completed by the end of 2018. In the past three months, 54 units started on site, bringing a total of 218 units started on site for the year to date. This is a lot higher than was anticipated due to greater investment confidence from Registered Providers.
- Homes England approved the Housing Infrastructure Fund award to support housing development at Wirral Waters in November 2018. The funding will enable some 1,000 new homes to be built on brownfield sites as a first phase of residential development. A grant funding agreement is being progressed with Homes England.
- Energy Projects Plus's "ECHO" scheme for low income households who are vulnerable, cold or living in fuel poverty resulted in 28 replacement boilers installed in Wirral households in this quarter.

I want to highlight to Members our continuing work to create new affordable homes in Wirral. Just last month, I was pleased to attend the opening of a £6 million rent scheme, named Livingstone Park, which will provide 15 two- and three-bedroom houses and 34 one and two bedroom apartments off land on St Peter's Road adjacent to Cammell Laird 1907 Football Club.

These kinds of developments are incredibly important as we find ways to help families in Wirral get the attractive, safe homes they need. Read more in the [Wirral Globe](#).

Finally, Members will be aware of an important planning decision which was taken recently. Andrew Gibson House will be transformed into over 100 plush apartments with views across to Liverpool.

Originally constructed over a century ago for the widows of sailors and men lost at sea, most of the building on Seabank Road in Wallasey will now be retained and converted.

The house itself, which has lay derelict for a decade and was in "serious jeopardy", will become 34 apartments, with three further blocks built within the grounds to bring the total number of homes to 136.

Read more in the [Wirral Globe](#).

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Phill Brightmore
CABINET PORTFOLIO FOR	Leisure and Recreation
CO-ORDINATING CHIEF OFFICER	David Armstrong – Corporate Director for Delivery Services

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder for Leisure and Recreation to Members of the Council on matters relevant to his portfolio.

1 LEISURE & CULTURE OPPORTUNITIES FOR ALL

Our financial strategy is paying dividends for services and residents. This focus on being more efficient, finding more modern ways of delivering, and bringing new income to the Council is enabling us to invest in our leisure services – something no other council in the region can say.

In just the past few months, I have been able to make a series of announcements about new investments to improve the leisure services our residents can enjoy.

One such investment is the extensive renovation of the sports pavilion at the historic Leverhulme Playing Fields in Eastham. The venue is around 50 years old and this improvement work will see it renovated and modernised. The site includes six football and two rugby pitches as well as three cricket squares.

It is one of Wirral Council's largest football facilities. Once renovated the aim is to encourage more users to the site, and to enhance the reputation of Wirral's leisure facilities. Read more in the [Wirral Globe](#).

I was also delighted to be able to put forward a major investment into our libraries. More than £600,000 will be set aside as the first part of an investment into our library network and will be used to upgrade and modernise facilities. Work will include making buildings more accessible for those with disabilities and will provide updated IT and digital equipment for staff and library users.

It is also hoped the investment will improve libraries as learning environments and to ensure they are able to host more events for local communities. Despite vast and continuing cuts to our budgets, we are proud Wirral has protected this service and not shut any libraries.

This has been achieved often in partnership with the communities they serve. We should all be proud of that achievement and I want to thank the staff and volunteers who work so hard to ensure we retain a comprehensive library network.

Read more in the [Wirral Globe](#).

This year we have also been able to put forward a major investment into improving play areas throughout Wirral.

The upgrade works will improve existing play areas to make them more enjoyable to local children. Works will include painting equipment and furniture while replacing worn out, missing or damaged items and surfacing.

This is a welcome investment for children and their parents across Wirral, who can benefit from the improved and repaired play areas – many of which are located in our wonderful award-winning parks and green spaces.

Read more in the [Wirral Globe](#).

Over the next few months, residents will also benefit from new investment into our leisure centres. Initial work, planned for Leasowe, Guinea Gap and West Kirby leisure centres, will see the following improvements made to the fitness facilities.

- Complete replacement of all of the gym equipment at Leasowe
- Replacement of equipment and console upgrades at Guinea Gap
- Replacement of consoles at West Kirby Concourse
- Work with the community at Woodchurch to further improve the offer

Read more about this work in the [Wirral Globe](#). This is in addition to a major revamp of the Oval, with a £775,000 project ensuring improvements to reception and upgrades to the sports hall and the pool changing facilities. The aim is to create a 'stand out' site that is multi-functional and can be an affordable centre competing even more strongly with the ever-increasing number of private facilities.

The Oval's upgrade will also mean more people than ever will be able to take advantage of recent new and improved Invigor8 membership schemes which now offer access across the whole borough to seven gyms with earlier and extended opening hours, 10 pools and more than 350 exercise classes, six indoor tennis courts and a sailing centre.

Read more about this in the [Wirral Globe](#).

Finally, I want to highlight to Members a fantastic initiative which has been delivered at Birkenhead Central Library over the winter months. Working in conjunction with Wirral Ark and other community and church groups, Birkenhead Central library was opened for one night a week to provide shelter for the homeless.

Read more in the [Wirral Globe](#).

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Angela Davies
CABINET PORTFOLIO FOR	Jobs & Growth
CO-ORDINATING CHIEF OFFICER	Paul Satoor – Corporate Director for Business Management

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to her portfolio.

A THRIVING LOCAL ECONOMY

Wirral Growth Company is preparing plans to drive unprecedented regeneration across our borough, starting with developments in Moreton, Bromborough and Birkenhead. This Partnership, a 50/50 deal with Wirral Council and Muse Developments, is the most entrepreneurial and ambitious programme we have ever embarked upon.

The Partnership will be formally incorporated imminently, which will be followed by an extensive public consultation exercise on the new developments. We will start with Birkenhead Commercial District, as we take steps to revitalise and reinvigorate the centre of Birkenhead. Residents, community groups and businesses will all have an opportunity to shape the future of Birkenhead Town Centre.

At the heart of this thriving Birkenhead town centre will be a commercial district which includes Grade A office space, a new market and retail options, and an improved leisure centre. Creating a vibrant commercial district will attract new businesses to Birkenhead, provide space for existing Wirral firms to grow, and also offers the opportunity for our borough's largest employer, the public sector, to consolidate its real estate and office requirements in line with One Public Estate policies.

The new Birkenhead Commercial District will attract an investment of up to £150m. Our ambitions for Wirral Growth Company are anchored in our desire to see economic, social and environmental opportunities increase for Wirral residents and businesses. The employment and apprenticeships that this investment will generate are vital for local people.

Members will be aware that part of our ambitious plans for the new Birkenhead will see us redevelop the area currently occupied by the Vue Cinema and the Europa Pools Leisure Centre. The Council has recently signalled its commitment to this regeneration through purchasing the freehold on the Vue site, which was

agreed by Cabinet in 2018. You can read more about this in the [Liverpool Echo](#) and [Wirral Globe](#).

Members will also be aware that we have recently retaken the leasehold of Birkenhead Market, ensuring we are able to take control of the site and deliver a new market for Birkenhead, which becomes a visitor attraction in its own right. Read more about these developments in the [Wirral Globe](#).

I want to update Members on the excellent performance towards our Pledge targets in this area. Just a few of the outstanding results are provided for Members below:

- The European funded Ways to Work Programme reaching a significant milestone having supported over 5,000 residents since April 2016 with over half of those engaged securing employment or training so far.
- A significant improvement in the key performance indicator for workforce skills in Wirral, with the National Employer Skills Survey finding that Wirral businesses reported some of the lowest levels of skills gaps in the City Region.
- A continued focus on business growth with Wirral Chamber providing support to over 200 businesses so far this financial year and supporting over 80 new business starts.

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Christine Jones
CABINET PORTFOLIO FOR	Adult Care and Health
CO-ORDINATING CHIEF OFFICER	Graham Hodgkinson – Director of Care and Health

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to her portfolio.

WIRRAL RESIDENTS LIVE HEALTHIER LIVES

I also want to use my update to Members this month to highlight the many positive results we are seeing as we work with our partners to encourage Wirral residents to live healthier lives.

- The number of adults with a learning disability who live in stable and appropriate accommodation has increased again and is now at 85%
- Wirral is on track to overachieve our initial target 300 units of additional care homes. Four schemes are completed or on site, comprising 75 units, and four more schemes are due to be fully completed by the end of 2021/22 providing a further 387 units.
- Merseyside Jobcentre Plus has made great progress towards increasing the number of employers who are now signed up to being Disability Confident. Wirral Council is already a Disability Confident employer and working towards Level 3.
- The Live Well Directory has been developed to provide easy access to information for people with disabilities. Live Well will share basic service profile content with the Best You App so users of the app can identify services “near me” and can easily access comprehensive information on the service. Reviews of how Live Well supports carers and how autism services are represented are planned in the new year. A specification has been produced for a self-help tool to support social prescribing.
- A number of settings have agreed to trial home smart monitoring. Opportunities to deploy medication management technologies are being explored as well as platforms to support the safe and secure use of GPS tracking technologies. Following positive results, a pilot scheme examining the use of electronic care planning with domiciliary care providers has

been extended until May 2019 and the residential home version of Safe Steps, a falls risk reduction app has been launched.

I would also like to highlight important work which is being delivered in the borough through a partnership between our Public Health teams and the NHS Clinical Commissioning Group.

The services are reviewing the support available to local people (adults aged 16 years and over) who have concerns about being overweight. To make sure the services in future are tailored to meet local needs, they are seeking views from local people.

Weight management services are designed to support people to lose weight and reduce the health complications that arise from being overweight.

I would encourage Members to share this information through their networks and ask people to complete the survey, available on the [Wirral View website](#).

Finally, I want to highlight excellent news for our vulnerable people and residents of Leasowe. As part of our Budget for 2019/20, we will be developing a purpose-built centre providing day services for adults with a learning disability.

The £2m complex will be built on to the back of Leasowe Leisure Centre and be open for leisure centre customers in the evening. The new centre will help users learn new skills, build confidence, develop and enhance life skills whilst also offering opportunities to gain work experience.

Members can read more in the [Wirral Globe](#).

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Anita Leech
CABINET PORTFOLIO FOR	Environment
CO-ORDINATING CHIEF OFFICER	David Armstrong – Corporate Director for Delivery Services

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to her portfolio.

1 ATTRACTIVE LOCAL ENVIRONMENT

Last month saw the Liverpool City Region’s ‘Year of Environment’ launched at the Floral Pavilion. Industry professionals, environmental action groups, council officials and local organisations marked the occasion to highlight a year of events.

Part of the borough’s planned involvement during the Year of the Environment will showcase Wirral’s natural assets and celebrate the valuable work done by so many to maintain and protect our borough.

Wirral plays a big role in improving the local environment across our region, and I was pleased at the event to highlight the creation of ‘139 eco schools and nurseries’ across the borough who are working individually and collaboratively to reduce their impact on the environment. In addition to curbing their environmental impact, these eco schools are also educating students on environmental issues. Other initiatives tackled waste prevention, managing food waste, air quality, climate change and other similar key priorities.

Wirral is home to some fantastic and hardworking community groups who work to keep our local environment one of the best. It’s important while we launch the start of the year, we also celebrate the work that has already taken place by these groups, while providing the opportunity for others to get involved.

For more information on Year of the Environment visit: yoe2019lcr.org.uk/

Members should also be aware of an ongoing consultation on a new flood wall at West Kirby. Our location as a peninsula inevitably means we have a greater risk of flooding than many areas and our responsibility to protect residents, businesses and the local environment from that risk is one we take very seriously. Find out more in the [Wirral Globe](#).

There are many memorial plaques and benches in this area which careful consideration will be given to in conjunction with the owners to relocate them.

On the same subject, I want to draw Members' attention to a helpful new website. The Flood Hub has been designed to be a one stop shop for flood information and resources to support householders, businesses and communities across the North West in becoming more flood resilient. Members can find the site [here](#).

We continue to crack-down on fly-tippers whose irresponsible and criminal behaviour damage the environment for all residents.

If Wirral residents are disposing of any waste, be that garden waste, old household items such as a sofa, mattress or washing machine or just extra bags of rubbish, they have a legal duty to check that the company they are using is a registered waste carrier.

Unlicensed waste carriers are more likely to cut corners and fly tip, which is why they can offer lower prices, unfairly undercutting legitimate businesses who take their environmental responsibilities seriously.

Not only are they avoiding their responsibility and charges for the proper disposal of waste, but by fly-tipping waste they are leaving an unsightly mess for residents and causing additional costs to the public purse or private landowners who are left with the cost and burden of clearing up after them.

Read more about one particular case in the [Wirral Globe](#).

Members will be aware we have suspended the enforcement programme for Trade Waste issues with businesses while we review our approach. I will keep Members fully informed as this issue is worked on and resolved. I also pledge to keep Members informed on the further work we are doing regarding the Public Space Protection Order, following the discussions at the Environment Overview and Scrutiny Committee.

Finally, I would like to congratulate residents and Members across the borough for their outstanding work in a series of environmental action days and a special thanks to the constituency teams who organised the very successful events.

Environmental action days are always worthwhile, and these were no exception.

I would like to thank everyone who came along; it's a great start to our celebration across Wirral as part of the Liverpool City Region's Year of the Environment.

These events are always successful when everyone works together, and it was great to be a part of it and see the community coming out and getting involved.

I hope the success of these events can inspire others to make small environmental changes to their local area as together we can all make a big difference.

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Bernie Mooney
CABINET PORTFOLIO FOR	Children and Families
CO-ORDINATING CHIEF OFFICER	Paul Boyce, Director of Children's Services

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to her portfolio.

1 VULNERABLE CHILDREN REACH THEIR FULL POTENTIAL

Members are aware we continue to work tirelessly to put the improvements in place which were needed following our Ofsted inspection in 2016. I am delighted at the pace and scale of the improvements, and I want to place on record my thanks to Elected Members on our Improvement Board and Scrutiny Committee for their support and insights.

The ongoing monitoring visits from Ofsted have now been completed, and the next visit from the Department will be a full re-inspection. I am confident that the work we have done, the investments in staff and services, will result in the inspectors finding a much-improved service when they return.

The problems Ofsted rightly highlighted have been addressed. Despite a period of unprecedented financial pressure, I am proud of this Council and my colleagues for finding the resources to invest in these services. That investment is paying dividends for vulnerable young people throughout Wirral.

This council has ploughed £20 million extra investment into children's services, we brought in experienced leadership and anyone who visits Wirral's children's services now will find a better resourced, better focused and better managed children's services than ever before.

We have reduced the number of agency workers supporting vulnerable children, increased the number of safeguarding staff and fund the increased cost of placements for young people in care.

Despite clear signs our children's services is making good progress we are most definitely not resting on our laurels. This is an ongoing process of improvement which we must never allow to stop, and I will be making sure Wirral's children receive the best care possible.

Read more about this in the [Wirral Globe](#).

I would like to also highlight several other developments to Members:

- We continued our drive to recruit foster carers through our 'Big Heart' campaign, and recently hosted a celebration event for long-serving foster carers. These local heroes have a combined total of more than 370 years in fostering, which I am sure you will agree is incredible. Members can read more in the [Wirral Globe](#).
- The positive results from our ongoing financial strategy continue to allow us to make investments in services. One of the most recent announcements was the creation of a state of the art 'sports barn' at New Brighton Primary. This sports barn is a vital development for the school to ensure children are able to participate in sports and enjoy the benefits of a healthy lifestyle. Read more in the [Wirral Globe](#).
- It is also important to highlight for Members the ongoing performance of our schools. Pupils continue to achieve better grades in key subjects, like English and maths, year on year, with Wirral schools outperforming many across the region. Read more in the [Wirral Globe](#).

Other important points for Members to be aware of include:

- Work undertaken by the Early Years Quality Improvement and Training Team to support providers continues to have an impact, with 97.7% of providers judged good or better by Ofsted.
- There are more pupils achieving a grade 4 or above in English with attainment above the national average, and this year more disadvantaged pupils attained grade 4+ in English. More Wirral pupils achieved a Grade 4+ in English and Mathematics with attainment being well above the national average and an improvement from last year.

2 CABINET MEMBERS' STATEMENT

Members will be aware I will not be standing for re-election in May, and this is therefore my last Council meeting.

I have immensely enjoyed my time as a Councillor, and I will continue to do all I can to improve my local community. I have been particularly lucky to hold the portfolio for children's services these past two years, where I have seen first-hand the lifesaving work which our services provide.

Our workforce is our most valuable resource, they work under imaginable pressure to do the best for Wirral's most vulnerable residents, and it has been an honour to work alongside them.

I want to use this opportunity to highlight what a pleasure and privilege it has been to serve Wirral residents and work alongside you all in this Chamber.

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Paul Stuart
CABINET PORTFOLIO FOR	Law & Order
CO-ORDINATING CHIEF OFFICER	Fiona Johnstone – Corporate Director for Strategy & Partnerships

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to his portfolio.

WIRRAL'S COMMUNITIES ARE SAFE

I want to start my update for Members with the news of a domestic abuse centre supporting male victims and survivors has opened in Wirral. The Paul Lavelle Foundation (PLF) officially opened at Royal Standard House in Rock Ferry with the help of legendary Everton goalkeeper Neville Southall.

The hub will offer services for men who are suffering domestic abuse and act as a base for future events from the charity.

Read more about this important story in the [Wirral Globe](#).

On the same theme, I would like to place on record my thanks to our colleagues at the Hive Youth Zone. Youngsters there have backed our campaign to highlight hidden domestic abuse. The #ItsNeverOk campaign, run by Wirral's Domestic Abuse Alliance, is using the Valentine's Day weekend to draw attention to the issue of coercive control - an act or pattern of acts which include assault, threats, humiliation and intimidation or other abuse used to harm, punish, or frighten the victim.

#ItsNeverOk is targeted at young people in Wirral aged 14-21, with the aim of highlighting the subtle nature of controlling behaviour. Read more about this in the [Wirral Globe](#).

The following points give Members a good picture of our ongoing work and performance within this portfolio.

- It is pleasing to see reports of Anti-Social Behaviour (ASB) continue to fall, with reports down by a third compared to last year.
- This reduction was particularly evident during the bonfire night and Halloween period, a time period of perennial ASB issues. Operation Banger on the lead up to bonfire night was carried out to ensure high

visibility in areas dealing with the distress of overnight ASB fires; Operation Stay Safe tackling young people involved in risk taking behaviour and an Arson Awareness day.

- This work continues alongside multi agency engagement with residents through Community Days of Action taking place in Wallasey and Oxton.
- One of the priorities set out in this pledge was to build communities where people feel safe, as part of this work we have commissioned a specialist organisation to deliver specialist age appropriate training to schools, this is being prioritised within schools within communities where racial tensions have been identified.
- Building on the success of the Safer Wirral Hub we are aligning with the Local Policing Model and planning further integrated partnership working as part of Phase 2.

Finally, this month I would like to draw Members' attention to our work on reducing Modern Slavery in our borough. In January, a powerful photographic exhibition, created to help raise awareness of the issue of modern slavery and human trafficking, went on display in Wirral.

Invisible People is a touring exhibit, created by the National Crime Agency (NCA) and brought to life by award-winning photographer Rory Carnegie and human rights charity the Helen Bamber Foundation.

It has already been to 15 different cities, including Glasgow, Bristol and Cardiff, as well as landmark London venues such as Westminster Abbey and Canary Wharf. The Wallasey exhibition was the first time it could be seen in the North West.

The exhibition was part of our Modern Slavery Conference, held to bring agencies together to produce a strategy for tackling this practice in Wirral. It is so important that we come together to address these heinous practices in a co-ordinated and effective way in Wirral. I will soon be bringing an action plan to Cabinet on this important issue. Read more about this in [Wirral View](#).

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Stuart Whittingham
CABINET PORTFOLIO FOR	Highways & Transport
CO-ORDINATING CHIEF OFFICER	David Armstrong – Corporate Director for Delivery Services

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to his portfolio.

TRANSPORT INFRASTRUCTURE FIT FOR THE FUTURE

I would like to start this month by thanking the Council’s highways team, who have worked tirelessly during the winter months to prepare for and respond to extreme weather conditions, often under challenging circumstances.

There are 737 miles of roads in Wirral, but it is not affordable to grit every one of them. So instead, the team prioritises 288 miles of well-used major roads and bus routes including known problem areas, such as significant hills and exposed areas, and deploys the gritting fleet along 10 pre-planned routes.

Unexpected adverse weather caused problems during February, and I want to take this opportunity to also thank residents for their patience and understanding during a challenging period.

I was pleased that due to our ongoing good financial management we have been able to secure an additional £500,000 to improve the condition of our roads.

The investment will see pothole repair works take place on unclassified roads across the borough. We recognise that for those who live on them and use them regularly, the upkeep of minor roads is every bit as important as main roads. This new capital bid comes in addition to the annual investment which will amount to around £5m on highway maintenance plans.

Read more about this in the [Wirral Globe](#).

Members can also be updated this month on our programme to replace every streetlight in the borough with new, energy efficient LED bulbs.

We are currently out to tender on the £10m scheme and, once we have a contractor in place, work will commence within weeks. This is a big job which will bring huge benefits – including an annual saving of £700,000 on energy costs.

This investment is fantastic news for every Wirral resident. It brings benefits which are almost immeasurable. It is also much better for the environment, with the new lights providing more light while using less power.

Members will be aware of the continued investment in the region's rail network, which is resulting at the moment in extensive platform upgrades throughout the region. Merseyrail passengers are being reminded to continue to keep checking information and plan their journeys as the rolling programme of platform upgrades continues.

Information for passengers about the remaining four phases in the programme will be published in the coming weeks. More on this is available on [Wirral View](#).

Finally, I would like to draw Members' attention to an event being organised to help support the 'OMD Telephone Box' in Meols.

Working with Wirral Festival of Firsts, the Friends of 632 3003 have organised the event for July 13 from 7.30pm at the Railway Inn.

Headlining the event will be OMD tribute 'Manoeuvres' and all cash raised during the show will go towards maintaining the phone box for the upcoming year. The event is free to attend.

Read more about this in the [Wirral Globe](#).

CABINET PORTFOLIO SUMMARY REPORT

REPORT OF	Councillor Janette Williamson
CABINET PORTFOLIO FOR	Finance & Income Generation
CO-ORDINATING CHIEF OFFICER	Shaer Halewood – Director of Finance and Investment

EXECUTIVE SUMMARY

This report is an update from the Cabinet Portfolio Holder to Members of the Council on matters relevant to her portfolio.

DELIVERING A FAIR AND SUSTAINABLE BUDGET

Earlier this month Members in this Chamber voted to set a fair, sustainable budget which meets residents' needs. Even while we remain under relentless pressure from central government to continually cut budgets and services, this Council can be proud that we have protected the most vulnerable, not closed services, and avoided compulsory redundancies.

I was especially pleased last month to be able to bring forward a proposal which would see thousands of low-income families in Wirral given new reductions in their council tax bills. In 2013 the Government abolished council tax benefit for hundreds of thousands of low-income households across the country.

They replaced this support with the local council tax support scheme, cutting the funding by 10% at the same time. The decision disadvantaged thousands of vulnerable, low-income Wirral families. Since its implementation, Wirral has tried its best to retain protection for these households, giving them the support which they need.

This scheme helps us go further, and will see more than 9,000 households across the borough benefit from the planned reduction scheme, following an £800,000 investment by the council

Read more about this initiative in the [Liverpool Echo](#) and [Wirral Globe](#).

Members should also be aware of our capital investment into restoring an iconic building in Lower Bebington. 65 The Village will see £175,000 worth of improvements in the coming months, helping it become a community hub for local services.

These buildings are of such importance to Bebington and Wirral as a whole as they are part of the legacy of what Joseph Mayer did to enhance the lives of ordinary people in the area.

Because of the way we have modernised and reorganised services during these times of austerity, because we manage our finances well and take opportunities to maximise our income, we are now in a position where we can invest in things such as refurbishing the historic 65 The Village building as part of our Community Wealth Building strategy.

Read more in the [Wirral Globe](#).

This new approach to keeping wealth in our community was also front and centre of our work the past few months, particularly when we held our Community Wealth Building Conference in Birkenhead Town Hall.

In Wirral, we are already proud of what we are doing to stand up for the borough and respond to austerity policies. Through Wirral Growth Company, we are charting a new path to not only regenerate the borough but also help the council pay for front-line services people rely on.

I hope we can now build on the progress we have made and learn from places such as Preston and continue to bring in the revenue we need to replace our lost income and fund our services at the level they need.

I would like to highlight to Members a new partnership which we have developed to help voluntary and community groups in the borough access more funding. The partnership will see the council link up with Lloyds Bank Foundation and Capacity: The Public Services Lab to help support groups in Wirral.

It aims to ensure contracts, help and support from public agencies in the borough are awarded to local community and voluntary agencies while making sure they receive one-to-one support from experts who will help them write business plans and bids.

Read more in the [Wirral Globe](#).

Finally, Members should be aware that I will be leading a redesign of how our capital programme is developed and delivered. I want to make sure Members of all parties are better informed and engaged on capital programmes and the entire programme is Member-led. I will be in touch with more details soon.

REPORT TITLE	OVERVIEW AND SCRUTINY COMMITTEE CHAIRS' REPORTS
REPORT OF	THE OVERVIEW AND SCRUTINY COMMITTEE CHAIRS

REPORT SUMMARY

This report provides Members of the Council with an update on the work carried out by each of the Council's Overview and Scrutiny Committees. The report includes contributions from each of the Committee Chairs covering the period since the previous report presented to Council on 10 December 2018. Members of Council are requested to note the contents of the report set out in section 3 below.

RECOMMENDATION/S

Members are requested to consider the contents of the report and whether they have any questions for the Chairs of the Overview and Scrutiny Committees.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 To update Council Members on the work of the Overview and Scrutiny Committees and to provide an opportunity for Council Members to ask questions on the activities undertaken.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 N/A

3.0 BACKGROUND INFORMATION

ADULT CARE AND HEALTH OVERVIEW AND SCRUTINY CHAIR'S REPORT

- 3.1 The Adult Care and Health Overview & Scrutiny Committee has continued to work closely with health partners across Wirral in recent months, ensuring a meaningful dialogue takes place around decisions that impact on Wirral residents.
- 3.2 In early December, a workshop was held for Members to explore budget proposals under the remit of the Committee, with the outcomes reported back to Cabinet as part of the budget setting process. The Committee was pleased to agree to the savings and efficiency plans put forward for health and care for 2019/20, and particularly welcomed the innovative approach to cost saving through schemes such as the HomeSharing Pilot, and the added social value, with a focus on wellbeing associated with such programmes.
- 3.3 Members of the Adult Care and Health and the Children and Families Overview & Scrutiny Committees joined together in January for a workshop to review the Pooled Fund Arrangements for Wirral in 2019/20, following the called-in decision of the Joint Strategic Commissioning Board (JSCB) on the plans for 2018/19. Several recommendations were acknowledged by the JSCB as a result of the workshop, most notably the need for scrutiny involvement at all stages of any future decision-making process; as well as the inclusion of feedback from those frontline staff and patients most affected by health and care integration. The Committee will continue to monitor pooled fund performance over the coming year.
- 3.4 The last meeting of the Committee in January welcomed Wirral University Teaching Hospital NHS Trust to address Members' concerns around the recently launched sub-acute ward at Clatterbridge Hospital. The T2A ward was opened to deal with additional pressures over the winter period and beyond, with Committee seeking assurance around potential issues with patient care and funding implications. Members questioned the tender process and accompanying scoring criteria and felt there was need for more detailed explanation so will continue to monitor the delivery of services at this location. This matter again highlighted the need for, and importance of, timely public scrutiny.
- 3.5 The Health and Care Performance Panel is now well established, having been set up at the start of the municipal year to take an in depth look at the performance of health care systems across Wirral. Most recently, the Panel have reviewed the performance

of the Better Care Fund, along with the domiciliary care market on Wirral. Throughout this year, the Panel have also looked in detail at the quality and compliance of care homes to ensure a focus on the best care for our most vulnerable residents.

- 3.6 Although the current municipal year is drawing to a close, the Committee has a number of substantive items arranged for discussion at its final meeting in March. NHS partners and commissioners have been called before scrutiny, following recent changes to the phlebotomy service, in order to give assurance regarding the impact on staff and patients. In addition, the Urgent Care review will continue to form a significant part of the Adult Care and Health work programme over the coming months. A joint Scrutiny Committee with Cheshire West and Chester Council is proposed for June in order to review and assess the data collected as part of the public consultation on the subject.

Councillor Julie McManus

BUSINESS OVERVIEW AND SCRUTINY CHAIR'S REPORT

- 3.7 Since the last update to Council, a meeting of the Business Overview & Scrutiny Committee convened on 22nd January 2019. At this meeting, Members received an informative presentation on the Investment and Change Board which provides strategic and corporate oversight as there are several large projects Wirral is involved in. It was also useful to understand what work has been previously considered by the Board, including Birkenhead Commercial District.
- 3.8 Scrutiny outside Committee has also been ongoing. The Task & Finish Scrutiny Review on 'Camper Vans' had the following objectives:
- To understand the current issues around campervan parking on Wirral; with particular focus on resident concerns and environmental impact.
 - To help inform the development of an all-encompassing campervan policy for Wirral, including potential affiliation with the Culture and Visitor Strategy.
 - To contribute to a series of recommendations to ensure the effective management of campervans at coastal locations, and across Wirral.
- 3.9 The next session of the review will explore some of the key issues relating to campervans, including the examination of case studies, similar local authority policy and benchmarking against comparable procedures in other locations across the UK.
- 3.10 On 28th February 2019, a briefing session for Members on the latest developments of Wirral Growth Company was delivered. The session covered all aspects of the developments, including the Partnership set-up, some of the early business cases and the site development plans. Members felt it was a very useful exercise and it was a great opportunity for a first meeting with representatives from Muse. The delivery of projects is critical for Wirral in terms of regeneration and the scrutiny of this will be a key focus for Members moving forward.
- 3.11 On 11th December 2018, a scrutiny workshop to consider a number of budget proposals under the remit of the Committee was held. This session was attended by key senior officers to respond to Members questions. A report of the workshop was considered at the Committee meeting on 22nd January and then referred to Cabinet

as part of the decision-making process. The importance of scrutiny to be involved in the Council's budget setting is vital to ensure oversight and to hold the executive to account on the decisions taken. We will again look at how we can further develop this area next year.

- 3.12 Committee regularly receives updates on the work of the Liverpool City Region Combined Authority. This provides Members with an understanding of what is happening on a regional level as well as the potential implications for Wirral. This work has included details on a proposed LCR cycling and walking network and the potential implications for Brexit.

Councillor Pat Hackett

CHILDREN AND FAMILIES OVERVIEW AND SCRUTINY CHAIR'S REPORT

- 3.13 The Children & Families Overview & Scrutiny Committee has met twice since the last chairs report. The committee has continued receiving an update on the Improvement Journey and Data Book as a standing item, presented by the Corporate Director for Children's Services, Paul Boyce. In anticipation of the next Ofsted re-inspection, Committee in February received an update on 'Ofsted Readiness' as part of the presentation.
- 3.14 At the January Committee, members received an executive summary and an in-depth analysis on provisional outcomes for Key Stage 4 and Key Stage 5, from the Commissioner for Schools. This was followed by a report on the participation and destination analysis on Wirral for young people aged 16-19 which gave members an overview of the complex post 16 education and learning landscape in the borough. Members approved the suggested actions to support young people. Committee also received a two-part report on obesity within the borough after members expressed a concern over statistics. These spread over the January and February committee meetings. These reports focused firstly on obesity levels in the borough and secondly on establishing a working group and a healthy weight declaration, which members approved.
- 3.15 Other significant items included an update report on the delivery of the Improving Life Chances Strategy, and a look at the Wirral Fostering Service. Members agreed to receive follow-up report on both items, in the hope of obtaining more detailed and specific information.
- 3.16 Members attended the yearly budget workshop which gave members a chance to examine proposals under the remit of the Children and Families Committee in this year's budget. Members agreed to the proposals, and there was a discussion around the format of the workshop as well as the appropriate level of information to include in written form.
- 3.17 Members have recently committed a greater portion of the work programme to scrutiny and overview of partner organisations and agencies. February's committee received an item on 'Early Help – Community Matters'. This focused on the third sector organisations in delivering early help services to ensure that families in need are supported before statutory intervention is required.

- 3.18 New Multi-Agency Safeguarding arrangements are due to be launched later this year, and committee requested a workshop be convened to discuss the new model and look at the future relationship between scrutiny and the new safeguarding framework. Members agreed a series of recommendations and to producing a draft protocol between scrutiny and Wirral Safeguarding Partnership. The report for this was presented at the February Committee.
- 3.19 The committee's programme of Reality Check Visits continues, and has been opened to partner organisations, with a report brought to the January Committee regarding a visit to safeguarding leads at St. Catherine's Hospital. Further reality checks are being planned to examine the role of the Police in child protection and safeguarding.
- 3.20 Committee also held a joint workshop with the Adult Care and Health Committee to examine the Pooled Funding arrangements in place between Wirral Borough Council and the Clinical Commissioning Group. The workshop gave members a chance to explore the future direction of pooled funding arrangements and raise any concerns.
- 3.21 This will be the last Chair's report before Ofsted re-inspection of children's social services. I would like to take this opportunity to thank all members and officers involved in the process of readying these services for this and trust that the hard work will have made a positive impact on the lives of children and young people

Councillor Tom Usher

ENVIRONMENT OVERVIEW AND SCRUTINY CHAIR'S REPORT

- 3.22 A Task & Finish scrutiny review on Recycling is progressing with the objectives including the understanding the current waste management system in Wirral and to identify where improvements can be made to enhance performance. Following the release of Government's Resources and Waste Strategy, the review will consider the impact this will have for Wirral Council.
- 3.23 The recently completed scrutiny review on Modern Slavery which was considered by this Committee has been referred to Cabinet and will have the recommendations for the impact of Modern Slavery in Wirral; this will be monitored by Committee subject to Cabinet approval.
- 3.24 It was previously reported that at the Committee meeting held on 20th September, the terms of reference for the Wirral Flood & Water Management Partnership were agreed. This sought to establish a formal link with Wirral Council's Overview & Scrutiny function. The Partnership provides appropriate governance and elected member oversight of local flood and coastal erosion risk management activities. The first meeting has now convened which I and the Party Spokespersons attended, giving stakeholders an introduction to the role of the Partnership and the associated reporting arrangements. A presentation was also delivered covering the Flood & Water Management Act, the Lead Local Flood Authority and Partnership Working as well as an update on delivering the recommendations from the Section 19 Investigation relating to the July 2017 flooding.
- 3.25 Two scrutiny workshops were held to consider the budget proposals under the remit of the Committee, and these were well attended by Members. With agreement from

the party Spokespersons, we agreed to consider two of the budget proposals relating to the golf courses and the Floral Pavilion to ensure effective scrutiny was undertaken in the time available. Members comments and observations were reported back to Committee before a final report was referred to Cabinet for consideration.

- 3.26 In the Committee meeting in January, Committee took advantage of not having the regular quarterly financial monitoring and performance monitoring agenda items and had an extended item on the Environmental Enforcement Contract. This allowed Members to have scrutiny undertake a deep dive into many of the issues that had been highlighted by Members and was strengthened with the representative from Kingdom in attendance. Committee also convened a Special Meeting to undertake pre-decision scrutiny on the Dogs Public Spaces Protection Order before Cabinet made any decisions. Members of the Committee also heard a Call-in relating to the Local Plan and a recommendation for the Cabinet Member was agreed at this meeting.

Councillor Tony Jones

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are none arising from this report.

5.0 LEGAL IMPLICATIONS

- 5.1 There are none arising from this report.

6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

- 6.1 There are none arising from this report.

7.0 RELEVANT RISKS

- 7.1 There are none arising from this report.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 N/A

9.0 EQUALITY IMPLICATIONS

- 9.1 None - the report is for information only.

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APPENDICES – N/A

REFERENCE MATERIAL – N/A

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Overview and Scrutiny Committee Chair's Report to Council	10 December 2018
Overview and Scrutiny Committee Chair's Report to Council	15 October 2018
Overview and Scrutiny Committee Chair's Report to Council	19 March 2018
Overview and Scrutiny Committee Chair's Report to Council	11 December 2017
Overview and Scrutiny Committee Chair's Report to Council	16 October 2017
Overview and Scrutiny Committee Chair's Report to Council	20 March 2017
Overview and Scrutiny Committee Chair's Report to Council	19 December 2016
Overview and Scrutiny Committee Chair's Report to Council	17 October 2016
Scrutiny Annual Report to Council	11 July 2016

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**COUNCILLOR
PHIL DAVIES**

CABINET

Monday, 25 February 2019

**DRAFT CALENDAR OF MEETINGS FOR
THE 2019/20 MUNICIPAL YEAR**

Councillor Phil Davies, Leader of the Council - (Overall strategic direction of Council; Lead the Wirral Partnership; Lead Wirral across Liverpool City Region), said:

“This report sets out a programme of meetings for the coming municipal year, allowing the Council to plan its business effectively and enable effective governance and scrutiny of all decisions.”

REPORT SUMMARY

This report recommends draft dates for Council, Cabinet and Committee meetings (“Council meetings”) for the Municipal Year 2019/2020 (Appendix 1). The report also describes various issues that have been taken into account in compiling the draft calendar.

Other meetings that do not constitute a meeting of the Council and therefore don’t require inclusion in the Calendar of Meetings are set out at Appendix 2. Notification of these other meetings is given now so as to enable Members to manage their diaries.

The Wirral Plan: A 2020 Vision sets out a shared partnership vision to improve outcomes for Wirral residents. Delivery of the priorities and outcomes described in the Plan is dependent on the efficient operation of the democratic process to scrutinise and make the decisions required and the requirement for the scheduling of Council meetings which take these decisions.

The decision required is not a key decision.

RECOMMENDATIONS

That Cabinet recommends to Council:

- (a) the relevant draft Calendar of Meetings for the 2019/20 Municipal year set out at Appendix 1 to the report for approval, and unless amended at the meeting of Council on 18 March, 2019, be confirmed as the Calendar of Meetings for the Municipal Year 2019/20;
- (b) the other meetings detailed set out at Appendix 2 be noted and Members diarise those meetings as appropriate.
- (c) any proposed amendments to the Calendar of Meetings and Appendix 2 be submitted to the Director of Governance and Assurance by no later than 10am on Friday, 8 March 2019.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 The Council must approve and publish a Calendar of Meetings for the 2019/20 Municipal Year.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 No other options were considered beyond those outlined in the report.

3.0 BACKGROUND INFORMATION

- 3.1 Members are asked to consider the draft Calendar of Meetings for the Municipal Year 2019/20 and provide details and reasons of any changes (if any) they would like to see to the draft Calendar.
- 3.2 Convening an extraordinary Council meeting or changing a scheduled meeting can often prove difficult given the demands placed upon Members. Matters are compounded by the membership of committees, etc being limited to a specific number of Members (and deputies) which impacts upon availability. It is therefore important that the Calendar of Meetings comprehensively captures Council meetings in such a way that it enables the Council to manage and discharge its functions in a timely and cost effective manner.
- 3.3 Access to information rules and regulations shall apply to meetings detailed in the Calendar of Meetings. However, such rules and regulations do not apply in respect of those meetings detailed in Appendix 2 - Other Meetings.
- 3.4 Dates are not included in the Calendar for Member training. A programme of dates will be drawn up by the Member Development Steering Group in due course and circulated to Members.

4.0 FINANCIAL IMPLICATIONS

- 4.1 The Council is required to ensure there are sufficient resources to administer all Council meetings in accordance with relevant legislation and the Council's Constitution

5.0 LEGAL

- 5.1 It is considered appropriate for the Council to publish a Calendar of Meetings in respect of each Municipal Year.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 The Council is required to ensure there are sufficient resources to administer all Council meetings in accordance with relevant legislation and the Council's Constitution.

7.0 RELEVANT RISKS

7.1 It is not possible to pre-empt or predict the exact number of Council meetings that are required and when they will need to take place. Additional Council meetings will be convened when necessary (and in accordance with the Council's Constitution) to ensure that the Council discharges its duties, obligations and responsibilities.

8.0 ENGAGEMENT / CONSULTATION

8.1 The Leader of the Council has been consulted and has agreed the Cabinet dates. Officers have been consulted in respect of the dates for overview and scrutiny and regulatory committees, some of which involve the signing off of annual accounts.

9.0 EQUALITY IMPLICATIONS

9.1 There are no equality implications.

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APPENDICES

Appendix 1 – Draft Calendar of Meeting for the 2019/20 Municipal Year
Appendix 2 – Other Meetings

BACKGROUND PAPERS

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Council	19 March 2018
Cabinet	26 February 2018
Council	16 May 2017
Standards and Constitutional Oversight Committee	26 April 2017
Council	20 March 2017
Cabinet	27 February 2017
Council	14 March 2016
Cabinet	7 March 2016

MAY - 2019/20 CALENDAR OF MEETINGS Draft (1)

Wednesday	1	
Thursday	2	Local Elections
Friday	3	
Saturday	4	
Sunday	5	
Monday	6	Bank Holiday
Tuesday	7	
Wednesday	8	
Thursday	9	
Friday	10	
Saturday	11	
Sunday	12	
Monday	13	ANNUAL COUNCIL (PART 1)
Tuesday	14	ANNUAL COUNCIL (PART 2)
Wednesday	15	
Thursday	16	
Friday	17	
Saturday	18	
Sunday	19	
Monday	20	
Tuesday	21	
Wednesday	22	
Thursday	23	Licensing Act 2003 Cttee; Licensing, H&S and GP Cttee
Friday	24	
Saturday	25	
Sunday	26	
Monday	27	Bank Holiday
Tuesday	28	Half Term
Wednesday	29	
Thursday	30	Planning Committee
Friday	31	

Saturday	1	
Sunday	2	
Monday	3	Cabinet
Tuesday	4	
Wednesday	5	
Thursday	6	
Friday	7	
Saturday	8	
Sunday	9	
Monday	10	
Tuesday	11	Standards and Constitutional Oversight Cttee
Wednesday	12	
Thursday	13	
Friday	14	
Saturday	15	
Sunday	16	
Monday	17	
Tuesday	18	
Wednesday	19	
Thursday	20	Planning Committee
Friday	21	
Saturday	22	
Sunday	23	
Monday	24	Cabinet
Tuesday	25	Employment and Appointments Cttee
Wednesday	26	Adult Care and Health Overview and Scrutiny Cttee
Thursday	27	
Friday	28	
Saturday	29	
Sunday	30	

Monday	1	
Tuesday	2	Environment Overview and Scrutiny Cttee
Wednesday	3	Children and Families Overview and Scrutiny Cttee
Thursday	4	Business Overview and Scrutiny Cttee
Friday	5	
Saturday	6	
Sunday	7	
Monday	8	
Tuesday	9	Joint Strategic Commissioning Board
Wednesday	10	
Thursday	11	
Friday	12	
Saturday	13	
Sunday	14	
Monday	15	COUNCIL
Tuesday	16	Pensions Cttee
Wednesday	17	Health and Wellbeing Board
Thursday	18	Planning Cttee
Friday	19	
Saturday	20	
Sunday	21	
Monday	22	Cabinet; Audit and Risk Management Cttee
Tuesday	23	
Wednesday	24	
Thursday	25	<i>School Summer Holidays</i>
Friday	26	
Saturday	27	
Sunday	28	
Monday	29	
Tuesday	30	
Wednesday	31	

AUGUST

2019

Thursday	1	
Friday	2	
Saturday	3	
Sunday	4	
Monday	5	
Tuesday	6	
Wednesday	7	
Thursday	8	
Friday	9	
Saturday	10	
Sunday	11	
Monday	12	
Tuesday	13	
Wednesday	14	
Thursday	15	Planning Cttee
Friday	16	
Saturday	17	
Sunday	18	
Monday	19	
Tuesday	20	
Wednesday	21	
Thursday	22	
Friday	23	
Saturday	24	
Sunday	25	
Monday	26	Bank Holiday
Tuesday	27	
Wednesday	28	
Thursday	29	
Friday	30	
Saturday	31	

SEPTEMBER

2019

Sunday	1	
Monday	2	Cabinet
Tuesday	3	
Wednesday	4	
Thursday	5	
Friday	6	
Saturday	7	
Sunday	8	
Monday	9	
Tuesday	10	Joint Strategic Commissioning Board
Wednesday	11	Standards and Constitutional Oversight Cttee
Thursday	12	Planning Cttee
Friday	13	
Saturday	14	
Sunday	15	
Monday	16	Adult Care and Health Overview and Scrutiny Cttee
Tuesday	17	Business Overview and Scrutiny Cttee
Wednesday	18	Licensing H&S and GP Cttee
Thursday	19	
Friday	20	
Saturday	21	
Sunday	22	
Monday	23	Audit and Risk Management Cttee
Tuesday	24	Environment Overview and Scrutiny Cttee
Wednesday	25	Children and Families Overview and Scrutiny Cttee
Thursday	26	
Friday	27	
Saturday	28	
Sunday	29	
Monday	30	Cabinet

OCTOBER

2019

Tuesday	1	
Wednesday	2	
Thursday	3	
Friday	4	
Saturday	5	
Sunday	6	
Monday	7	
Tuesday	8	
Wednesday	9	
Thursday	10	
Friday	11	
Saturday	12	
Sunday	13	
Monday	14	COUNCIL
Tuesday	15	
Wednesday	16	Licensing Act 2003 Cttee
Thursday	17	Planning Cttee
Friday	18	
Saturday	19	
Sunday	20	
Monday	21	
Tuesday	22	
Wednesday	23	
Thursday	24	
Friday	25	
Saturday	26	
Sunday	27	
Monday	28	<i>Half Term</i>
Tuesday	29	
Wednesday	30	
Thursday	31	

NOVEMBER

2019

Friday	1	
Saturday	2	
Sunday	3	
Monday	4	Cabinet; Pensions Cttee
Tuesday	5	
Wednesday	6	
Thursday	7	
Friday	8	
Saturday	9	
Sunday	10	
Monday	11	Children and Families Overview and Scrutiny Cttee
Tuesday	12	Joint Strategic Commissioning Board
Wednesday	13	Health and Wellbeing Board
Thursday	14	Planning Cttee
Friday	15	
Saturday	16	
Sunday	17	
Monday	18	Audit and Risk Management Cttee
Tuesday	19	Adult Care and Health Overview and Scrutiny Cttee
Wednesday	20	Licensing, H&S and GP Cttee
Thursday	21	Employment and Appointments Cttee
Friday	22	
Saturday	23	
Sunday	24	
Monday	25	Cabinet
Tuesday	26	Standards and Constitutional Oversight Cttee
Wednesday	27	Business Overview and Scrutiny Cttee
Thursday	28	Environment Overview and Scrutiny Cttee
Friday	29	
Saturday	30	

DECEMBER

2019

Sunday	1	
Monday	2	
Tuesday	3	
Wednesday	4	
Thursday	5	
Friday	6	
Saturday	7	
Sunday	8	
Monday	9	COUNCIL
Tuesday	10	
Wednesday	11	
Thursday	12	Planning Cttee
Friday	13	
Saturday	14	
Sunday	15	
Monday	16	
Tuesday	17	
Wednesday	18	
Thursday	19	
Friday	20	
Saturday	21	
Sunday	22	
Monday	23	
Tuesday	24	Christmas Eve
Wednesday	25	Christmas Day
Thursday	26	Boxing Day
Friday	27	
Saturday	28	
Sunday	29	
Monday	30	
Tuesday	31	

JANUARY

2020

Wednesday	1	New Years Day
Thursday	2	
Friday	3	
Saturday	4	
Sunday	5	
Monday	6	
Tuesday	7	
Wednesday	8	
Thursday	9	
Friday	10	
Saturday	11	
Sunday	12	
Monday	13	
Tuesday	14	Joint Strategic Commissioning Board
Wednesday	15	
Thursday	16	Planning Cttee
Friday	17	
Saturday	18	
Sunday	19	
Monday	20	Cabinet
Tuesday	21	Adult Care and Health Overview and Scrutiny Cttee
Wednesday	22	Licensing, H&S and GP Cttee
Thursday	23	Business O&S Cttee
Friday	24	
Saturday	25	
Sunday	26	
Monday	27	Audit and Risk Management Cttee
Tuesday	28	Children and Families Overview and Scrutiny Cttee
Wednesday	29	
Thursday	30	Environment Overview and Scrutiny Cttee
Friday	31	

FEBRUARY

2020

Saturday	1	
Sunday	2	
Monday	3	Pensions Cttee
Tuesday	4	
Wednesday	5	
Thursday	6	
Friday	7	
Saturday	8	
Sunday	9	
Monday	10	
Tuesday	11	
Wednesday	12	
Thursday	13	Planning Cttee
Friday	14	
Saturday	15	
Sunday	16	
Monday	17	Budget Cabinet <i>Half Term</i>
Tuesday	18	
Wednesday	19	
Thursday	20	
Friday	21	
Saturday	22	
Sunday	23	
Monday	24	Cabinet
Tuesday	25	Standards and Constitutional Oversight Cttee
Wednesday	26	
Thursday	27	Adult Care and Health Overview and Scrutiny Cttee
Friday	28	
Saturday	29	

MARCH

2020

Sunday	1	
Monday	2	BUDGET COUNCIL
Tuesday	3	Employments and Appointments Cttee
Wednesday	4	Business Overview and Scrutiny Cttee
Thursday	5	COUNCIL (BUDGET RESERVE)
Friday	6	
Saturday	7	
Sunday	8	
Monday	9	
Tuesday	10	Joint Strategic Comm Board; Audit & Risk Mgmt Cttee
Wednesday	11	Health and Wellbeing Board
Thursday	12	Environment Overview and Scrutiny Cttee
Friday	13	
Saturday	14	
Sunday	15	
Monday	16	COUNCIL
Tuesday	17	Children and Families Overview and Scrutiny Cttee
Wednesday	18	Licensing, H&S and GP Cttee
Thursday	19	Planning Cttee
Friday	20	
Saturday	21	
Sunday	22	
Monday	23	Cabinet
Tuesday	24	
Wednesday	25	
Thursday	26	
Friday	27	
Saturday	28	
Sunday	29	
Monday	30	Pensions Cttee
Tuesday	31	

APRIL

2020

Wednesday	1	
Thursday	2	
Friday	3	
Saturday	4	
Sunday	5	
Monday	6	<i>Spring Break</i>
Tuesday	7	
Wednesday	8	
Thursday	9	
Friday	10	Good Friday
Saturday	11	
Sunday	12	Easter Day
Monday	13	Easter Monday
Tuesday	14	
Wednesday	15	
Thursday	16	Planning Cttee
Friday	17	
Saturday	18	
Sunday	19	
Monday	20	
Tuesday	21	
Wednesday	22	
Thursday	23	
Friday	24	
Saturday	25	
Sunday	26	
Monday	27	
Tuesday	28	
Wednesday	29	
Thursday	30	

MAY

2020

Friday	1	
Saturday	2	
Sunday	3	
Monday	4	Bank Holiday
Tuesday	5	
Wednesday	6	
Thursday	7	Local Elections
Friday	8	
Saturday	9	
Sunday	10	
Monday	11	
Tuesday	12	
Wednesday	13	
Thursday	14	
Friday	15	
Saturday	16	
Sunday	17	
Monday	18	
Tuesday	19	
Wednesday	20	
Thursday	21	
Friday	22	
Saturday	23	
Sunday	24	
Monday	25	Bank Holiday
Tuesday	26	
Wednesday	27	
Thursday	28	
Friday	29	
Saturday	30	
Sunday	31	

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Other meetings

Pre-Council Group Meetings

- Monday 8 July 2019
- Monday 7 October 2019
- Monday 2 December 2019
- Monday 24 February 2020
- Monday 9 March 2020

Youth Parliament

- Wednesday 6 November 2019

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Standards and Constitutional Oversight Committee
31st January 2019

REPORT TITLE:	Council Procedure Rules – Standing Order concerning voting and electronic voting
REPORT OF:	Director of Governance and Assurance (Monitoring Officer)

REPORT SUMMARY

This report seeks to address deficiencies in Standing Order 18 of the Council Procedure Rules (Part 4(A) of the Constitution) concerning voting methods. It has regard to the model standing order contained in statutory Guidance and recommends a revised standing order to make improvements and to cater for use of the electronic voting system in the Council Chamber.

RECOMMENDATION/S

That the Committee

- (a) Recommends that Council adopt a revised Standing Order 18 of the Council Procedure Rules (Part 4(A) of the Constitution) as attached at Appendix C

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 The Council is legally required to have regard to the statutory Guidance in drafting Council standing orders. The draft revision at Appendix C is based on the model standing order contained within the Guidance, together with:
- (a) those elements of the existing WBC standing order that appear to have been drafted with good reason and are not otherwise found in the Model; and
 - (b) amended to cater for the addition of an electronic voting system and the Council's preferred custom and practice as set out in the report below.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 That the current standing order remains unchanged. This will not address the issue of the current standing order requiring a vote at each meeting to allow for use of electronic voting.
- 2.2 That the standing order is amended in some other way, perhaps as part of an overall review. This will involve a delay.

3.0 BACKGROUND INFORMATION

- 3.1 It was reported to the Committee's meeting of 20th November 2018 that the Council Chamber Electronic Voting System had been activated as of mid-August 2018. Demonstrations for Elected Members had taken place on 26th September and on 3rd, 8th and 10th October 2018 and the first Council meeting utilising the new electronic voting system took place on 15th October 2018.
- 3.2 Following the installation of the new electronic voting system in the Council Chamber, and consultation with Members on its usage, it was identified that the Council's Constitution would require revision of Standing Order 18 of the Council Procedure Rules. This was primarily that the default method of voting should be altered to electronic voting as opposed to a 'show of hands'. This alteration would negate the need to vote and suspend standing orders at the beginning of every Council meeting, to enable use of the electronic voting system at future meetings.
- 3.3 Member's views were sought on an alteration to the existing standing order. Following debate, the Committee formed the view that the additional sections suggested that covered the issue of electronic voting, taken largely from a detailed standing order used in another council, would alter the balance and flow of the meeting. Rather, the Committee requested that the Council Procedure Rule 18 be re-considered in its entirety, with a further Council meeting taking place between that meeting and the Committee considering this matter again.

- 3.4 The current standing orders include reference to and means of utilising electronic voting, including the Mayor's powers where the system has failed or is potentially misused. These were drafted for a previous electronic voting system, however, and miss several elements. In particular, the current standing order:
- presumes or requires a vote on whether to use the electronic voting system at the beginning of each meeting (at 18(1)); and
 - is confusing in relation to a recorded vote (referred to as a 'card vote') in that it does not necessarily differentiate between a recorded vote and the current means of electronic voting and does not specify the stating of the vote for the gallery and web-cast.
- 3.5 The current standing orders therefore require a vote at the beginning of each meeting to permit the use of electronic voting system and to waive the standing order to provide clarity.
- 3.6 As well as containing the mandatory standing orders, in drawing up standing orders, the Authority is required by to have regard to the Statutory Guidance in drafting standing orders. The Guidance contained notes as well as a set of Model Standing Orders containing what the Guidance calls 'Council Procedure Rules' as 'Part 4(1) of the Model Constitution'. To this Model has since been added further mandatory standing orders to insert.
- 3.7 The current Model Standing Orders build on, and remain largely similar to, the model standing orders issued in 1963 (and reprinted 1973) and earlier. They provide a 'factory re-set', which is worth regularly coming back to, to re-examine where the Council has strayed from them and whether the reason for so doing remains, is worthwhile and is thus worth retaining or not.
- 3.8 Attached as Appendices are
- As Appendix A, the Council's current standing order 18 on 'Voting'.
 - As Appendix B, the Model Standing Order upon which the above is based and to which the Council is to have regard.
- 3.9 As can be seen, the two are quite different in places and certain paragraphs appear to be missing or worded in an entirely different way in the WBC standing order compared to the Model. It is worth noting that this situation is repeated elsewhere in the Council's Constitution.
- 3.10 Attached as Appendix C, therefore, is a recommended to the Committee as a replacement standing order 18 of the Council Procedure Rules for adoption by the Council.
- 3.11 Having regard to the statutory Guidance, the draft at Appendix C is based on the model standing order, together with those elements of the WBC standing order that appear to have been drafted with good reason and are not otherwise found in the Model and amended to cater for the addition of an

electronic voting system and the Council's preferred custom and practice. This includes:

- (a) Primacy of the electronic voting system, except where that is unavailable or the process is in malfunction, but allowing time to be saved where it is considered that agreement is clearly by assent;
- (b) A recorded vote process, triggered by six members, whereby voting is announced for the benefit of the Chamber and web-cam record by roll-call; and
- (c) Not permitting voting by ballot.

4. FINANCIAL IMPLICATIONS

There are no financial implications associated with the adoption of an amended standing order.

5. LEGAL IMPLICATIONS

5.1 Section 9P of the Local Government Act 2000 (as amended by the Localism Act 2011), 'Local authority constitution' requires that:

- '(1) A local authority must prepare and keep up to date a document (referred to in this section as its constitution) which contains—*
- (a) a copy of the authority's standing orders for the time being*
 - (b) a copy of the authority's code of conduct (if any) for the time being under section 28 of the Localism Act 2011,*
 - (c) such information as the Secretary of State may direct, and*
 - (d) such other information (if any) as the authority considers appropriate.'*

5.2 The Local Government Act 2000 (Constitutions) (England) Direction 2000 set out 26 matters (a-z) which should be included, a number with their own subparagraphs. This amounts to 82 matters in all that are to be considered and contained in the Constitution.

5.3 Section 9Q, 'Guidance', goes on to further require that:

- '(1) A local authority must have regard to any guidance for the time being issued by the Secretary of State for the purposes of this Part.*
- (2) Guidance under this section may make different provision for different cases or descriptions of local authority.'*

5.4 Statutory Guidance, including the new Model Standing Orders referred to here, was issued in July 2001.

6. RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

There are no resource implications associated.

7. RELEVANT RISKS

Adopting standing orders without obvious or evidenced regards having been had to the legal requirement to do so runs the risk of challenge.

Continuing to waive existing standing orders in order for a Council meeting to operate is not conducive to good administration.

REPORT AUTHOR:

Philip McCourt (Monitoring Officer)

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APPENDICES

A: Current Standing Order on Voting

B: Model Standing Order on Voting

C: Recommended revised Standing Order on Voting

WBC CURRENT STANDING ORDERS

Part 4(A) Council Procedure Rules

18. Voting

- (1) The normal method of voting at meetings of the Council shall be by show of hands unless the Council determines otherwise.
- (2) The Mayor may decide at any time to discontinue use of the electronic voting system if satisfied that it is not working correctly.
- (3) When the electronic voting system is being used, the Mayor may require or allow the vote to be retaken either electronically or by show of hands if he/she considers that there has been any malfunction of the equipment or any incorrect use of it.
- (4) No individual votes will be recorded in the minutes of Council unless either a “card vote” is requested pursuant to paragraph (5) hereof or a “recorded vote” is requested pursuant to paragraph (6).
- (5) If a member of the Council makes a request before a vote is taken for a “card vote” and is supported by five other members rising in their places, voting shall be by that method so as to show how all members present and voting gave their votes provided that when the electronic voting system is to be used a “card vote” shall mean only the electronic recording of such votes.
- (6) Where immediately after a vote is taken at a meeting of the Council, any member of that body so requires, there shall be recorded in the minutes of the proceedings of that meeting whether that person cast his/her vote for the motion/amendment, or against the motion/amendment (a dissent) or whether he/she abstained from voting.
- (7) When the electronic voting system is not being used, a card vote may still be requested during the procedure referred to in Standing Order 9(1).
- (8) In taking a vote upon any question, only those members of the Council who are present in the Council Chamber and seated in their places when the question is put from the Chair shall be entitled to vote.

MODEL STANDING ORDERS
Part 4(1) Council Procedure Rules
Statutory Guidance

17. VOTING

17.1 Majority

Unless this Constitution provides otherwise, any matter will be decided by a simple majority of those Members voting and present in the room at the time the question was put.

17.2 Chairman's Casting Vote

If there are equal numbers of votes for and against, the Chairman will have the right to exercise a second or casting vote. There will be no restriction on how the Chairman chooses to exercise a casting vote, including the choice not to use such vote.

17.3 Show of Hands

Unless a ballot or recorded vote is demanded under Rules 17.4 and 17.5, the Chairman will take the vote by show of hands.

17.4 Ballots

The vote will take place by ballot if [n] number of Members present at the meeting demand it. The Chairman will announce the numerical result of the ballot immediately the result is known.

17.5 Recorded Vote

If [n] Members present at the meeting demand it, the names for and against the motion or amendment or abstaining from voting will be taken down in writing and entered into the minutes. A demand for a recorded vote will override a demand for a ballot.

*Immediately after any vote is taken at a Budget Decision meeting of the Council there must be recorded in the minutes of the proceedings of that meeting the names of the persons who cast a vote for the decision or against the decision or who abstained from voting.***

17.6 Right to Require Individual Vote to be Recorded**

Where any Member requests it immediately after the vote is taken, their vote will be so recorded in the minutes to show whether he/she voted for or against the motion or abstained from voting.

17.7 Voting on Appointments

If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person.

RECOMMENDED ALTERATION TO STANDING ORDERS

*Re-phrasing of current WBC wording or use of Model Standing Orders in blue
Current WBC wording, different to the Model Standing Orders, re-used in black
New wording in red*

18. Voting

(1) Majority

Unless this Constitution provides otherwise, any matter will be decided by a simple majority of those Members voting and present in the room **and seated in their places** at the time the question is put.

(2) Casting Vote

If there are equal numbers of votes for and against, the Mayor will have the right to exercise a second or casting vote. There will be no restriction on how the Mayor chooses to exercise a casting vote, including the choice not to use such vote.

(3) Method of Voting

Unless a recorded vote is demanded under 18.4 below, the Mayor will take the vote by **use of the electronic voting system or, if there is no dissent, by the affirmation of the meeting.**

The Mayor may decide at any time to discontinue use of the electronic voting system if satisfied that it is not working correctly. **If the Mayor considers that there has been any malfunction of the equipment or any incorrect use of it, the Mayor may require or allow the vote to be retaken, either electronically or by show of hands.**

Where the electronic voting system is not working correctly or unavailable, the Mayor will take the vote by show of hands.

(4) Recorded Vote

If a Member of the Council makes a request before a vote is taken **(including during the closure procedure referred to in Standing Order 9(1))** and is supported by five other members rising in their places, **the voting on any question shall be by roll-call and the names for and against the motion or**

amendment or abstaining from voting will be taken down in writing and entered into the minutes.

This standing order will apply automatically in respect of a vote taken at a Budget Decision meeting of the Council in accordance with the Budget and Procedure Rules at Part 4C of this Constitution. *

(5) Right to Require Individual Vote to be Recorded

Where any Member requests it immediately after the vote is taken, their vote will be so recorded in the minutes to show whether he/she voted for or against the motion or abstained from voting. *

(6) Voting on Appointments

If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the least number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person. (This does not apply to the office of the Mayor or Leader which is by election by Council).

**Statutory standing order*



STANDARDS AND CONSTITUTIONAL OVERSIGHT COMMITTEE

26 FEBRUARY 2019

REPORT TITLE	REVISION OF MEMBERS' ICT POLICY
REPORT OF	HEAD OF ICT STRATEGY AND DELIVERY

REPORT SUMMARY

Wirral Council is responsible for a wide variety of information, some of which is personal and sensitive. Elected Members are responsible for the personal information of Wirral citizens in their Ward / Constituency. Members and the Council have legal and moral responsibilities to ensure that the security of that information is maintained.

This is not a key decision.

The attached document replaces the existing 'Members' ICT Policy' agreed by Council on 19 December 2016.

RECOMMENDATION/S

That the Members' Information & ICT Acceptable Use Policy be recommended to Council for approval.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

1.1 Wirral Council maintains an Information Governance Framework which seeks to protect the security of its information assets. This is a combination of policy, procedural and technical controls which together help council officers and you, as an Elected Member, manage the risks to the confidentiality, integrity and availability of council information.

2.0 OTHER OPTIONS CONSIDERED

2.2 No other options considered. Failure to adequately protect council or constituents' information will result in a compromise of its security which can have a number of negative consequences for the council, including:

- Financial penalties - The ICO can issue monetary penalties up to €20 million to organisations which have failed to comply with the DPA.
- Legal ramifications – Serious breaches of the DPA can result in legal action, including prosecution.
- Reputational damage – Data breaches are often reported in the media and consequently result in the public perception of an organisation and/or the individuals who represent them, being damaged.
- Emotional / physical harm – The compromise of personal and sensitive data can result in harm to the individuals to whom the information relates.
- Compliance – Failure to maintain information and ICT security can result in the council not complying with the Public Services Network (PSN) and NHS Data Security and Protection Toolkit standards. This could result in the authority being unable to deliver key services.

3.0 BACKGROUND INFORMATION

3.1 The purpose of the Members' Information & ICT Acceptable Use Policy (**Appendix 1**) is to confirm responsibilities as a new or existing Elected Member of Wirral Council in terms of the acceptable use of council information and ICT facilities.

3.2 As well as outlining responsibilities under the Data Protection Act it also details the key policy rules that must be followed to ensure the safe handling, storage and use of council and constituents' information.

3.3 It supplements the Wirral Council Members' Code of Conduct, and replaces the existing 'Members' ICT Policy' agreed by Council on 19 December 2016.

3.4 Further information and guidance concerning information security is available on the council's intranet site – [here](#)¹.

¹ <http://wbcnet.admin.ad.wirral.gov.uk/governance-information-responsibilities/councillors-responsibilities-information>

4.0 FINANCIAL IMPLICATIONS

4.1 There are no financial implications attached to compliance with this policy. Breach of the policy resulting in the loss of personal sensitive information may lead to financial penalties from the Information Commissioner's Office.

5.0 LEGAL IMPLICATIONS

5.1 Any breach of this policy, hereafter called an offence, will be subject to investigation by the Monitoring Officer of the council in consultation with Internal Audit and assisted as appropriate by technical staff. The Monitoring Officer will take action as appropriate following an investigation into the offence which may result in one or more of the following actions.

- Notification of the offence to the Party Group leader
- Notification of the offence to the Wirral MBC Standards Panel
- Notification of the offence to the Police

6.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

6.1 None

7.0 RELEVANT RISKS

7.1 The lack of an up-to-date Members' Information & ICT Acceptable Use Policy may present the risk of non-compliance with Data Protection law or a breach of Council Information and ICT security controls.

8.0 ENGAGEMENT/CONSULTATION

8.1 Revised Members' Information & ICT Acceptable Use Policy to be recommended to Council for approval. There are no implications for partner organisations.

9.0 EQUALITY IMPLICATIONS

9.1 None

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APPENDICES

Appendix 1 - Members' Information & ICT Acceptable Use Policy (as revised)

BACKGROUND DOCUMENTS

General Data Protection Regulation (GDPR) - came into force on May 25, 2018

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Standards and Constitutional Oversight Committee	5 December 2016
Council	19 December 2016



INFORMATION & ICT SECURITY

Elected Members – Information & ICT Security Acceptable Use Policy

Document information

Title	Information & ICT Security – Elected Members – Acceptable Use Policy
Version	V1
Date Created	21 November 2014
Status	FINAL
Author	Information Governance and Security Officer
Owner	SIRO
Review Schedule	Annually
Last Reviewed Date	8 February 2019

Document History

Version	Date	Description	Author
0.1	21 November 2014	Original document	Ben Akins
0.2	23 December 2014	Initial Review	Mike Zammit
0.3	10 October 2016	SCOC Working Group	
0.4	19 December 2016	Council	
0.5	1 May 2018	Refreshed for GDPR and minor changes	Judith Barnes
1.0	8 February 2019	Refresh post-GDPR. Version number increment.	Judith Barnes

Consultation Route

Recipient	Date	Feedback provided	Document updated
IT Services Team & Group Leaders and relevant Officers			
IT Services Management Team	22 December 2014	Various changes and comments	23 December 2014
SCOC Working Group	10 October 2016		
Council	19 December 2016	Agreed Council 19 Dec 16 Min 101	
Standards and Constitutional Oversight Committee	26 Feb 2019		

CONTENTS

1.	INTRODUCTION	4
2.	ELECTED MEMBERS, DATA PROTECTION & THE ICO	4
	Data Protection Act 2018	4
	EU General Data Protection Regulation (GDPR) 2016	4
	Data Controllers	4
	Information Commissioner's Office	4
	Offences	5
	Further Guidance	5
3.	WHY INFORMATION SECURITY & DATA PROTECTION ARE IMPORTANT	5
	Consequences	5
4.	INFORMATION & ICT SECURITY AT WIRRAL COUNCIL	6
5.	KEY INFORMATION, ADVICE & ICT SECURITY PROTOCOLS FOR ELECTED MEMBERS	6
	USE OF EMAIL	6
	USE OF PASSWORDS	7
	DATA STORAGE	8
	COUNCIL EQUIPMENT	8
	General	9
	Smartphones & Tablets	9
	INFORMATION / ICT SECURITY INCIDENTS	9
	USE OF THE INTERNET	10
6.	POLICY COMPLIANCE	10
7.	REVIEW AND REVISION	10
	APPENDIX 1 – ELECTED MEMBERS ACCEPTABLE USE POLICY - FORM	11
	APPENDIX 2 – DATA PROTECTION PRINCIPLES and RIGHTS OF THE DATA SUBJECT	13

1. INTRODUCTION

- 1.1 The purpose of this document is to confirm your responsibilities as a new or existing Elected Member of Wirral Council in terms of the acceptable use of council information and ICT facilities.
- 1.2 As well as outlining your responsibilities under the Data Protection Act it also details the key policy rules you must follow to ensure the safe handling, storage and use of council and constituents' information.
- 1.3 It supplements the [Wirral Council Members' Code of Conduct](#), and replaces the previous 'Use of Council Computer Facilities Code of Practice – Members' document. You must sign the form in Appendix 1 to confirm you have read, understood and accept the contents and terms and conditions of this policy.
- 1.4 Further information and guidance concerning information security is available on the council's intranet site – [here](#)¹.

2. ELECTED MEMBERS, DATA PROTECTION & THE ICO

- 2.1 Wirral Council is responsible for a wide variety of information, some of which is personal and sensitive. Additionally, as an Elected Member, you are responsible for protecting Wirral citizens' personal information which you use or store in your role as an Elected Member. You and the council have legal and moral responsibilities to ensure that the security of that information is maintained.

Data Protection Act 2018

- 2.2 The Data Protection Act (DPA) regulates the holding and processing of personal information that relates to living individuals.
- 2.3 Further information on the DPA is available [here](#)².

EU General Data Protection Regulation (GDPR) 2016

- 2.4 The GDPR came into force on 25 May 2018 and strengthened Data Protection law as it applies to all EU citizens.
- 2.5 Further information on the GDPR is available [here](#)³.

Data Controllers

- 2.6 All Wirral Council Elected Members are registered with the ICO as Data Controllers. A description of the processing activities of Data Controllers is placed on a public register of notifications. Data Controllers must comply with the data protection principles under the DPA 2018 (see Appendix 2). Individuals whose personal information is processed have rights under the Act, for example, to a copy of the information that is held about them.

Information Commissioner's Office

- 2.7 The Information Commissioner's Office (ICO) is "the UK's independent authority set up to uphold information rights in the public interest, promoting openness by public bodies and data privacy for individuals"
- 2.8 It has the power to enforce penalties, including financial penalties, to organisations or individuals who have failed to comply with the requirements of the DPA. A list of organisations who have received such penalties is available [here](#)⁴.

¹ <http://wbcnet.admin.ad.wirral.gov.uk/governance-information-responsibilities/councillors-responsibilities-information>

² <https://ico.org.uk/for-organisations/guide-to-data-protection/>

³ <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/>

⁴ <https://ico.org.uk/enforcement/fines>

- 2.9 When you, as an Elected Member, consider using personal information for any particular purpose, you should take into account the context in which that information was collected to decide whether your use of the information will be fair and lawful.
- 2.10 Personal information held by the council should not be used for political or representational purposes unless both the council and the individuals concerned agree. For example, it would not be possible to use a list of the users of a particular council service for electioneering purposes without their consent. An example would be using a list of library users to canvass for re-election on the grounds that the member had previously opposed the closure of local libraries.
- 2.11 When campaigning for election as the representative of a political party, candidates can use personal information, such as mailing lists, held by their parties. However, personal information they hold as Elected Members for casework should not be disclosed to the political party without the consent of the individual.
- 2.12 Candidates for election should also be aware of the requirements of the Privacy and Electronic Communication (EC Directive) Regulations 2003 that regulate unsolicited electronic marketing messages sent by telephone, fax, email or text.
- 2.13 When campaigning for election to an office in a political party, members should only use personal information controlled by the party if its rules allow this. It would be wrong, for instance, to use personal information which the candidate might have in their capacity as the local membership secretary, unless the party itself had sanctioned this.

Offences

The Data Protection Act contains a number of criminal offences including:

- 2.14 When someone is required to pay a data protection fee to the ICO and does not do so. Under the 2018 DPA, organisations that determine the purpose for which personal data is processed (controllers) must pay a data protection fee unless they are exempt. The new data protection fee replaces the requirement to 'notify' (or register), which was in the 1998 Act. For example, a councillor who holds computerised records of constituents' details for casework purposes, would commit an offence if the data protection fee had not been paid in their name.
- 2.15 Making unauthorised disclosures of personal information. For example, an Elected Member who disclosed personal information held by the council to their party for electioneering purposes without the council's consent could commit an offence.
- 2.16 Procuring unauthorised disclosures of personal information. For example, an elected member who obtained a copy of personal information apparently for council purposes, but in reality for their own personal use (or the use of his or her party) is likely to have committed an offence

Further Guidance

- 2.17 The ICO website is a source of further information and guidance for Elected Members - http://ico.org.uk/for_organisations/sector_guides/political

3. WHY INFORMATION SECURITY & DATA PROTECTION ARE IMPORTANT

- 3.1 Wirral Council maintains an [Information Governance Framework](#) which seeks to protect the security of its information assets. This is a combination of policy, procedural and technical controls which together help council officers and you, as an Elected Member, manage the risks to the confidentiality, integrity and availability of council information.

Consequences

- 3.2 Failure to adequately protect council or constituents' information will result in a compromise of its security which can have a number of negative consequences for you and the council, including:

- Financial penalties - The ICO can issue monetary penalties up to €20 million, or 4% annual global turnover – whichever is higher - to organisations which have failed to comply with the DPA.
- Legal ramifications – Serious breaches of the DPA can result in legal action, including prosecution.
- Reputational damage – Data breaches are often reported in the media and consequently result in the public perception of an organisation and/or the individuals who represent them, being damaged.
- Emotional / physical harm – The compromise of personal and sensitive data can result in harm to the individuals to whom the information relates.
- Compliance – Failure to maintain information and ICT security can result in the council not complying with the Public Services Network (PSN) and NHS Data Security and Protection Toolkit (formerly the Information Governance Toolkit) standards. This could result in the authority being unable to deliver key services.

4. INFORMATION & ICT SECURITY AT WIRRAL COUNCIL

4.1 The controls which make up the Information Governance Framework are outlined in the Council's [IG Policy](#). Underpinning this policy are specific policies, procedures and standards, covering:

- How the council manages information risk
- What HR-related security controls are in place
- How access to information and ICT systems is controlled
- How the security of ICT systems and equipment is maintained
- What physical security controls the council has implemented
- How information or data breaches are handled
- What information security training staff and Elected Members must complete
- Considerations when sharing information with third parties
- Secure transfer of information
- Retention and disposal of information

4.2 Additionally, the council has established key information governance roles and forums to ensure information security is continuously managed and improved. These include the establishment of the Information Governance Board.

4.2.1 The authority also has a Senior Information Risk Owner (SIRO) and Information Asset Owners (IAOs) and Information Asset Administrators (IAAs), all with specific information governance responsibilities. Further information on these roles can be found in the Information Risk Management Process document⁵.

5. KEY INFORMATION, ADVICE & ICT SECURITY PROTOCOLS FOR ELECTED MEMBERS

5.1 This section will provide you, as an Elected Member, with the key information and ICT security protocols you must follow to keep council and constituents' information safe. It does not provide detailed information about the specific policies and procedures referred to in section 4. Detailed documentation is [available on the council intranet](#) covering each of the policies and procedures relating to information and ICT security.

USE OF EMAIL

5.2 **Secure email must be used when sending sensitive or personal information externally** - Personal or sensitive council information could include:

- Personal information relating to individuals, particularly children or vulnerable adults,

⁵ <http://wbcnet.admin.ad.wirral.gov.uk/governance-information-responsibilities/information-asset-owners>

- Financial or commercially sensitive information,
- Information which could negatively affect the council if disclosed to unauthorised individuals or organisations

- 5.3 Sensitive information should be sent to external email addresses from either a secure GCSx⁶ email account or a standard user@wirral.gov.uk account which has been configured to enable the sending of encrypted email. User@wirral.gov.uk accounts meet Government standards for secure email but the confidentiality of information depends on the security of the recipient address. For this reason, user@wirral.gov.uk email addresses should not be used to send personal or sensitive information externally. Further details can be found on the intranet – [here](#)⁷ – and from the Information Governance and Security Officer.
- 5.4 Care should always be taken to ensure that the recipient name / email address is correct when sending sensitive information, even if it is being emailed internally, ie: to other @wirral.gov.uk accounts.
- 5.5 **Personal or sensitive information must never be sent by fax.**
- 5.6 **Internet email accounts (such as hotmail, gmail or yahoo email accounts) must not be used to send or store council information** - The forwarding of emails from @wirral.gov.uk accounts to personal email accounts (for example to work at home) is prohibited as the information may not be secure in transit or at rest when stored on personal devices.
- 5.7 **The auto-forwarding of emails from council emails accounts to less secure accounts, including personal email accounts, is prohibited.**
- 5.8 **The forwarding of so-called chain emails, including joke emails, is prohibited**
- 5.9 **Don't respond to suspicious emails** - Spam is the name given to bulk emails sent to a random selection of email addresses. Spam messages are usually commercial in nature and may contain links to malicious websites containing malware. 'Phishing' emails attempt to obtain personal information such as bank details. These emails may be targeted at an individual and can look very convincing.
- 5.10 The Council has introduced measures prevent the majority of spam emails getting to users' accounts. Unfortunately, the senders of these emails continue to find ways of bypassing controls.
- 5.11 If you suspect an email is spam, or looks suspicious in nature, **DELETE IT IMMEDIATELY. DO NOT REPLY.** If you have clicked on a suspicious link and believe that your Council computer or other device may have been infected with malware please report this to the Digital Service Desk on 0151 666 4080.

USE OF PASSWORDS

- 5.12 **Don't share your username and password** - Under no circumstances should your username and password be used by someone else to log on to the network. If you share your login details any inappropriate activity on your account will be recorded against you.
- 5.13 If you think someone else knows your password, contact the Digital Service Desk and **reset it!** If you or a colleague need access to an IT system, **apply for it!** And, most importantly, **do not log on to someone else's account!**
- 5.14 **Do use complex passwords and keep them safe** - Your User ID and password are the first line of defence for the Council's ICT systems. Choose a 'strong' or complex password to minimise the risk of others being able to access your account.

⁶ GCSx email is being withdrawn in 2019

⁷ <http://wbcnet.admin.ad.wirral.gov.uk/governance-information-responsibilities/secure-e-mail>

5.15 You must choose passwords that adhere to the following:

- Have at least seven characters.
- Have at least three different types of characters including upper case, lower case, numbers or special characters.
- Not include consecutive identical, all-numeric or all-alphabetic characters.
- Be more complex than a single word (such passwords are easier to compromise).

Tips:

- Avoid words that are exactly as they are found in the dictionary.
- Use phrases rather than words.
- Substitute other characters for letters for example: overthemoon could become 0v3r+h3m00n.
- Avoid using a password that could easily be guessed by using person-related information, such as names, telephone numbers and dates of birth

DATA STORAGE

5.16 **Don't use personal devices to connect to the council network or store council information** - Under no circumstances should personal equipment be connected to council computers or the network as this could inadvertently introduce malware, such as viruses, onto the network. Personal devices are those that are not issued by the council and include, but are not limited to:

- Laptops
- Tablet PCs
- Mobile phones (including smartphones; but see 5.29)
- PDAs
- Digital cameras
- MP3 players
- Datasticks – access to USB ports is now restricted by default. If you need to use removable media you must complete the online INET05 form. This is available on the intranet [here](#) along with further information concerning removable media usage, such as the need to encrypt/password protect devices such as datasticks. If you have any questions regarding removable media usage please contact the Digital Service Desk.

5.17 **Don't store council or constituents' information on unsecure devices** - Data stored on unsecure devices (eg: unprotected removable media, laptops, tablet PCs) is at risk of being compromised if lost, stolen or damaged. Devices should be encrypted to prevent unauthorised access to any data held on them.

5.18 **Save Council data in the appropriate location** – All documents should be saved on the Council's networked drives, eg H:\, K:\ or J:\, or in the Windows "Documents" folder as these locations are backed up automatically. Council data and documents should not be saved in any other location, for example on the C:\ drive, as there is the risk that information would be lost if the device failed or was lost.

5.19 **Don't store personal data on council devices or the council network**- Personal data including digital photographs, music and videos, must not be stored on council devices or on locally or networked file servers. This takes up costly storage space and can slow down network performance.

5.20 **Store and dispose of documents safely** - All documents containing confidential council information should be kept in a locked cupboard or drawer overnight. When disposing of sensitive documents, only use the confidential waste bins which are in Council offices. These are identifiable by a locked lid with a letter-box size hole in the top.

5.21 **Store mobile devices securely when not in use** - Mobile devices should not be left out in the office overnight. They should be kept in secure storage and, where possible, 'Kensington Locks' used to secure laptops to desks – these are available on the [iProcurement system](#). If using devices at home they should not be left in sight of windows or in places which may invite an opportunist thief.

COUNCIL EQUIPMENT

General

- 5.22 **Do not attempt to change the configuration of council computers** - Members must not load personal software, including games, onto council computers. The hardware and configuration of the computer must not be changed. Requests for changes should be directed to the Digital Service Desk.
- 5.23 **Return Council IT equipment when it is no longer needed** – Council-issued IT equipment and software must be returned to the council if you cease to be an Elected Member.
- 5.24 **Don't share or copy software** - All software provided by the council remains the property of Wirral Council, or the licensing organisation as appropriate, and may not be shared or copied to another machine or user.
- 5.25 **Don't let others use your council equipment** – Council IT equipment is provided for the sole use of Elected Members primarily for council business. No person, other than the Elected Member, may use the equipment. Use by family, friends or other non-council users is not permitted.
- 5.26 **Don't use council equipment for party political purposes** - In accordance with the Local Government Act 1986 and the Local Authority Code of Practice on Publicity, Members should not utilise Council equipment for any party political purpose or to publish any material which in whole or part appears to be designed to effect public support for a political party.
- 5.27 **Lock your computer when leaving it unattended** - When leaving a computer unattended, even for a short time, the screen must be 'locked' to prevent others accessing your account. Press 'Ctrl – Alt – Delete' at the same time and select 'Lock this Computer'. On your return press 'Ctrl – Alt – Delete' at the same time and the computer will prompt you for your log in details before allowing you to access your account again.

Smartphones & Tablets

- 5.28 The leadership of all parties with five or more Elected Members will be offered Council provided smart phones. The term 'Leadership' is defined as the leader and deputies of the parties. All members of the Cabinet will also be offered council provided smart phones.
- 5.29 All Members will be offered the facility to securely access council emails from their own smart phone, provided it is on the approved list of suitable smart phones. In such cases the council's Mobile Device Management software will be installed on the device. This enforces specific security controls such as access to the device and remote wipe should the device be lost or stolen.
- 5.30 All Members accessing such information from council provided or personal smart phones must comply with all relevant information governance and security policies.

INFORMATION / ICT SECURITY INCIDENTS

- 5.31 **Report suspected information and ICT incidents** - Any event that may compromise the confidentiality, availability or integrity of council information is an 'information or ICT security incident.' This includes the disclosure of information (either deliberately or accidentally) to an unauthorised person as well as the loss of, or damage to ICT equipment used to store or process council information.
- 5.32 All staff and Elected Members must report information security incidents so that action can be taken and reduce the possibility of similar events occurring in future.

- 5.33 If you identify a security vulnerability or suspect a security incident has occurred you should:
- contact the Digital Service Desk immediately on 0151 666 4080
 - inform your party leadership
- 5.34 Appropriate action will then be taken depending on the nature of the incident. Further details of what you should do following a security incident are [available on the intranet](#).

USE OF THE INTERNET

- 5.35 Access to the internet by Members will be routinely monitored for any unauthorised or unacceptable use. Any breach of these conditions could result in withdrawal of the equipment or in some cases a criminal prosecution.
- 5.36 Members are expected to demonstrate a responsible approach to the use of resources available to them, and to show consideration for other users, both those using the council's facilities and those with whom they may come into contact on the internet. Members are expected to behave in a legal, moral and ethical fashion that is consistent with council policies and standards.
- 5.37 It must be recognised that any view communicated over the internet will be deemed to be the view of the council, and will in most cases be treated as equivalent to correspondence sent by traditional formal routes. Any personal view expressed via a council e-mail address should be endorsed, "The contents of this e-mail are the personal view of the author and should in no way be considered the official view of Wirral Metropolitan Borough Council".
- 5.38 Social Media – Members are directed to Wirral MBC Social Media Policy⁸ which may be found on the council's intranet. The ICO have published guidance on the use of social network sites and the implications for the DPA – this may be found here: <https://ico.org.uk/media/for-organisations/documents/1600/social-networking-and-online-forums-dpa-guidance.pdf>

6. POLICY COMPLIANCE

- 6.1 Any breach of this policy, hereafter called an offence, will be subject to investigation by the Monitoring Officer of the council in consultation with Internal Audit and assisted as appropriate by technical staff. The Monitoring Officer will take action as appropriate following an investigation into the offence which may result in one or more of the following actions.
- Notification of the offence to the Party Group leader
 - Notification of the offence to the Wirral MBC Standards Panel
 - Notification of the offence to the Police
- 6.2 If you do not understand the implications of this policy or how it may apply to you, seek advice from the Information Governance and Security Officer and/or the Monitoring Officer.

7. REVIEW AND REVISION

- 7.1 This policy will be reviewed as it is deemed appropriate, but no less frequently than every 12 months.
- 7.2 Policy review will be undertaken by the Information Governance and Security Officer in conjunction with the Senior Information Risk Owner and the Monitoring Officer.

⁸ <http://wbcnet.admin.ad.wirral.gov.uk/people-standards-and-conduct/social-media>

APPENDIX 1 – ELECTED MEMBERS ACCEPTABLE USE POLICY - FORM

By signing this form you are confirming you have read and understood the requirements detailed in the Elected Members – Information & ICT Security Acceptable Use Policy document and you agree to abide by its requirements.

Additionally, the following activities, whilst not an exhaustive list, are unacceptable:

1. The access to or creation, transmission or publication of any illegal or indecent images, sounds, data or other material.
2. The access to or creation, transmission or publication of any data capable of being displayed or converted to such illegal or indecent sounds, data or other material
3. The creation, transmission or publication of any material which is designed or likely to cause offence, inconvenience, discrimination or needless anxiety, or which may intimidate or create an atmosphere of harassment.
4. The creation, transmission or publication of defamatory material.
5. The receipt or transmission of material that infringes the copyright of another person.
6. The creation, transmission or publication of any material in violation of Data Protection legislation or of any UK or international laws or regulations. Such activity may constitute a criminal offence.
7. The transmission of unsolicited commercial or advertising material to other users of the council's network or users of the internet.
8. The deliberate unauthorised access to facilities, services, data or resources within the Council or any other network or service accessible via the Internet, or attempts to gain such access.
9. Unauthorised access to the electronic mail of another individual.
10. Deliberate activities with any of the following characteristics or that by their nature could result in:
 - wasting staff or other users' efforts or network resources
 - corrupting or destroying other users' data
 - violating the privacy of other users
 - disrupting the work of other users
 - using the Internet in a way that denies service to other users (for example by overloading the connection to the network by unnecessarily, excessively and thoughtlessly downloading large files)
 - continuing to use any item of software or to access any material after being requested to cease its use because of disruption caused to the functioning of the Council's network or the Internet (for example utilities designed to broadcast network-wide messages)
 - the introduction or propagation of malware.
11. Where the internet is being used to access another network, any abuse of the acceptable use policy of that network.
12. Any use of the internet or other facilities that could damage the reputation of the Council.

13. Any breach of this policy, hereafter called an offence, will be subject to investigation by the Monitoring Officer of the Council in consultation with Internal Audit and assisted as appropriate by technical staff. The Monitoring Officer will take action as appropriate following an investigation into the offence which may result in one or more of the following actions.

- Notification of the offence to the party group leader
- Notification of the offence to the Wirral MBC Standards Panel
- Notification of the offence to the Police

Issued to:

.....

Date:

.....

I agree to abide by the terms defined above

Signed :

.....

Date:

.....

A signed copy of this document should be returned to the Committee & Civic Services Manager with a copy held by the individual Elected Member.

APPENDIX 2 – DATA PROTECTION PRINCIPLES and RIGHTS OF THE DATA SUBJECT

DATA PROTECTION PRINCIPLES

Under the General Data Protection Regulation and Data Protection Act 2018 the principles are:

The processing of personal data for any of the law enforcement purposes must be lawful and fair.

The purpose for which personal data is collected on any occasion must be specified, explicit and legitimate.

Personal data must be adequate, relevant and not excessive in relation to the purpose for which it is processed.

Personal data must be accurate and, where necessary, kept up to date.

Personal data must be kept for no longer than is necessary for the purpose for which it is processed.

Personal data must be processed in a manner that ensures appropriate security of the personal data, using appropriate technical or organisational measures against unauthorised or unlawful processing and against accidental loss, destruction or damage.

RIGHTS OF THE DATA SUBJECT

The right to be informed

The right of access

The right to rectification

The right to erasure

The right to restrict processing

The right to data portability

The right to object

Rights in relation to automated decision making and profiling.

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Employment and Appointments Committee

5 March 2019

REPORT TITLE	PAY POLICY STATEMENT 2019-2020
REPORT OF	DIRECTOR OF CHANGE AND ORGANISATIONAL DESIGN

1.0 REPORT SUMMARY

- 1.1 In line with the Localism Act 2011 (the Act), the purpose of the Council's Pay Policy is to provide transparency with regard to the Council's approach to setting pay by identifying:
- The methods by which salaries of all employees are determined;
 - The detail and level of the salary package of its most senior staff;
 - The Head of Paid Service responsibility for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to Full Council.

2.0 RECOMMENDATION/S

- 2.1 The Employment and Appointments Committee are asked to:
- Agree the introduction of the National Joint Council (NJC) redesigned pay spine which includes the National Living Wage rate of £9 per hour, effective from 1 April 2019.
 - Recommend the approval of the Pay Policy Statement for the financial year 2019/20 to Full Council.

3.0 REASON/S FOR RECOMMENDATION/S

- 3.1 The Council is required by Section 38 of The Localism Act 2011 to prepare a Pay Policy Statement for each financial year.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 No other options were considered as the Pay Policy Statement is a requirement of the Localism Act 2011.

5.0 BACKGROUND INFORMATION

- 5.1 The draft pay policy statement details the Council's current arrangements, using the definitions contained in the Localism Act and associated guidance.
- 5.2 The Act also requires the Council to have regard to statutory guidance entitled 'Openness and accountability in local pay' under the Transparency Agenda.

5.3 **Key Changes**

The 2019/20 statement reflects key changes and updates that have occurred within the last financial year as follows:

5.4 **The Living Wage**

A new Foundation Living Wage rate was announced by The Living Wage Foundation on 1 November 2018. The new Living Wage rate is £9 per hour, an increase of 25p.

5.5 The Council uses the National Joint Council (NJC) nationally negotiated pay spine as the basis for its pay structure. This has been redesigned with effect from 1 April 2019. The Council has assimilated the redesigned spinal points in consultation with the trade unions.

6.0 **FINANCIAL IMPLICATIONS**

6.1 The cost of implementing the redesigned pay spine (effective 1 April 2019) and associated assimilation is approximately £3.2M including on-costs. This will be built into departmental budgets under the provision for pay growth.

7.0 **LEGAL IMPLICATIONS**

7.1 Section 38 of the Localism Act 2011 requires the Council to prepare a pay policy statement for each financial year which sets out the following matters:-

- The Council's policies for the financial year relating to: (a) the remuneration of its chief officers; (b) the remuneration of its lowest-paid employees; and (c) the relationship between the remuneration of those chief officers, and the remuneration of its employees who are not chief officers.
- The definition of "lowest-paid employees" adopted by the Council for the purposes of the statement, and the Council's reasons for adopting that definition.
- The statement must include the Council's policies relating to: (a) the level and elements of remuneration for each chief officer; (b) remuneration of chief officers on recruitment; (c) increases and additions to remuneration for each chief officer; (d) the use of performance-related pay for chief officers; (e) the use of bonuses for chief officers; (f) the approach to the payment of chief officers on their ceasing to hold office under or to be employed by the authority; and (g) the publication of and access to information relating to remuneration of chief officers.

7.2 When preparing and adopting its pay policy statement, the Council must have regard to guidance issued by the Secretary of State under section 40 of the Localism Act 2011.

7.3 The guidance makes it clear that neither the pay accountability provisions in the Localism Act 2011 nor the guidance are intended to:

- Supersede the Council's existing responsibilities and duties which it has as an employer;
- Remove the Council's autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers; or
- Determine the Council's policies or decisions on pay.

- 7.4 The Council remains bound by relevant employment (and other) legislation as the employer and any changes which may be proposed by the policy must bear in mind the requirements of such legislation.
- 7.5 A purpose of the Act and guidance is to require that the Members' role in ensuring that the remuneration, particularly that of the most senior staff, is appropriate and commensurate with their responsibility.
- 7.6 The Council can amend the pay policy on an annual basis as required by the Act but may also amend the policy as needed to take into account changing legislative requirements.
- 7.7 When considering its pay policy statement, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who don't (the public sector equality duty). A proportionate equality analysis is referenced below in order to support consideration of these matters.

8.0 RESOURCE IMPLICATIONS: ICT, STAFFING AND ASSETS

- 8.1 None.

9.0 RELEVANT RISKS

- 9.1 The Council is required to prepare and approve its Pay Policy Statement 2019/2020 before 31 March 2019. The Council will be at risk of not meeting the requirements of The Localism Act 2011 if this is not achieved.

10.0 ENGAGEMENT/CONSULTATION

- 10.1 The Trade Unions have been consulted on the key updates and changes for the 2019/2020 Pay Policy.

11.0 EQUALITY IMPLICATIONS

- 11.1 The Council operates all pay arrangements within the requirements of the Equality Act 2010. All pay arrangements are regularly reviewed and assessed to identify any equality issues (See separate reports on this agenda). A specific EIA was produced and shared with trade unions relating to the implementation of NJC pay award for 2019/20.

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APPENDICES

- 1) The Pay Policy Statement 2019-2020

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WIRRAL COUNCIL

PAY POLICY STATEMENT

2019 – 2020

1. Introduction and Purpose

- 1.1. In line with the Localism Act 2011 (the Act), the purpose of this statement is to provide transparency with regard to the Council's approach to setting pay by identifying:
 - The methods by which salaries of all employees are determined;
 - The detail and level of the salary package of its most senior staff i.e. 'Chief Officers', as defined by the relevant legislation;
 - The Chief Executive and Head of Paid Service responsibility for ensuring the provisions set out in this statement are applied consistently throughout the Council and recommending any amendments to Full Council.
- 1.2. The Council will consult with the relevant Trade Unions in relation to changes and updates to the Pay Policy, before the Policy is considered by Full Council.
- 1.3. Once approved by Full Council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis; the policy being approved by 31 March each year.
- 1.4. The Council may, by resolution, amend this Pay Policy, including after the beginning of the financial year to which it relates.

2. The Scope of this Policy

- 2.1. This Pay Policy Statement relates to staff employed by Wirral Council whose salary package including rate of pay and terms and conditions are determined by and are within the control of the Council.

3. Other Legislation Relevant to Pay and Salary Package

- 3.1. In determining the pay and salary packages of all of its employees, the Council will comply with all relevant employment legislation.
- 3.2. It is Council policy to ensure that there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.
- 3.3. Under the Public Sector Equality Duty 2011, the Council is required to publish and analyse equal pay across protected groups and disaggregate the information to address under-representation across the workforce.
- 3.4. The Council will ensure that it meets the requirements of the Local Government Transparency Code 2014. The Transparency Code requires that all local authorities publish certain information related to the organisation, salaries and fraud including:
 - Organisation chart
 - Senior salaries
 - The pay multiple
 - Trade union facility time

- Fraud
- Constitution

4. Pay Structure

- 4.1. The Council uses the National Joint Council (NJC) nationally negotiated pay spine (i.e. a defined list of salary points) as the basis for its pay structure. Following consultation, this includes the assimilation of the redesigned spinal points, effective 1 April 2019.
- 4.2. The Council employs staff on other pay and terms and conditions including Craft, Youth and Community, Soulbury, Teachers, NHS, and pay is in accordance with national pay spines.
- 4.3. The Council adopts the national pay bargaining arrangements in respect of the establishment and revision of national pay spines, for example through any agreed annual pay increases negotiated with joint Trade Unions, subject to any local agreements in place.
- 4.4. Where a nationally negotiated pay spine does not apply, the Council will determine the salary rate through local negotiation and agreement.
- 4.5. All other pay related issues are the subject of either nationally or locally negotiated rates, in accordance with collective bargaining.
- 4.6. In determining its grading structure and setting salary packages for any posts which fall outside the scope of the national pay bargaining arrangements, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community.
- 4.7. There are circumstances where the terms of Transfer of Undertakings (Protection of Employees: TUPE) may determine the eligibility of pay awards for employees who transfer into the Council on protected terms and conditions.

4.8. Variations to Pay Grade

- 4.8.1. From time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate.
- 4.8.2. Any temporary supplement to the salary scale for the grade is approved in accordance with the Council's Honoraria Policy, or any applicable market rate supplement arrangements.

4.9. Job Evaluation

4.9.1 Post grades are determined using Job Evaluation schemes.

4.10. The Living Wage

4.10.1. Living Wage rates are based on Minimum Income Standards methodology and seek to take account of real living costs for essential goods and services.

4.10.2. Through the Council's Pay Policy Statement, the Council is committed to and pays the Living Wage for all employees.

4.10.3. The Living Wage rate is reviewed and announced by The Living Wage Foundation on 1 November each year. The Council will consider any increases to the Living Wage as part of the annual Pay Policy Statement. If agreed, increases to the Living Wage will take effect from 1 April the following year. The provision for the Living Wage will be kept under review.

4.13.4 The current Living Wage rate for outside London increased from 1 November 2018 to £9 per hour.

4.11. New Appointments

4.11.1. New appointments will normally be made at the minimum Spinal Column Point (SCP) of the relevant pay scale for the grade. Where the candidate is already in receipt of remuneration above the minimum SCP of the relevant pay scale, the appointment will normally be made at the nearest equivalent SCP in the grade. If the employee is already in receipt of acting up or honoraria this will also apply.

4.11.2. The appointment salary may be varied with the agreement of the Head of Human Resources. Proposals should be made by the recruiting manager, supported by a business case providing objective justification for the proposed variation prior to any offer of employment.

4.12. Progression through Pay Grades

4.12.1. An employee's progression through the increments of a particular pay grade is linked to length of service. Increments are awarded on 1 April each year, or for new appointments between 1 October and 31 March, six months from the start date.

4.12.2. The arrangements and factors considered in determining an individual's progression through different pay grade may be determined by experience, skills and qualifications as set out in the relevant Job Description and progression criteria.

5. Senior Management Salary

- 5.1. For the purposes of this statement, senior management means 'Chief Officers' as defined under section 43(2) of the Localism Act 2011. This includes statutory chief officers, non-statutory chief officers and deputy chief officers as listed within that Act.
- 5.2. The posts falling within the statutory definition are set out in '*The Code of Recommended Practice for Local Authorities on Data Transparency (the data transparency code)*'.
- 5.3. The Council's grading structure for Chief Officers is as follows:
 - Chief Executive
 - Senior Director 1
 - Senior Director 2
 - Director 1
 - Director/Deputy Director 2
 - Assistant Director 1
 - Assistant Director 2
- 5.4. The terms and conditions, including the payment of any allowances for Chief Officers is set out within the Joint Negotiating Committee for Chief Officers of Local Authorities constitution conditions of service salaries. All details of Chief Officer salaries are published in accordance with the Transparency Code.
- 5.5. The Chief Executive handbook sets out the terms and conditions of employment for the Chief Executive and Head of Paid Service. Some provisions within this also apply to Council's Statutory Officers (Section 151 Officer and Monitoring Officer).

6. Recruitment of Chief Officers

- 6.1. The Council's policy and procedures with regard to recruitment of Chief Officers is set out in Part Four of The Council's Constitution. The appointment of Chief Officers and Deputy Chief Officers is delegated to The Employment and Appointments Committee as set out in Part Three of The Council's Constitution.
- 6.2. The determination of the salary to be offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment. The Council's Chief Officer pay scales are published on the Council's website.
- 6.4. The Localism Act Guidance says that Council should have the opportunity to vote before salary packages of £100,000 or more are agreed. Through The Council's Constitution, this is delegated to the Employment and Appointments Committee, as above, which appoints Chief Officers other than for those roles where the full Council has reserved powers in respect of defined posts.
- 6.5. There is a statutory requirement to notify the Leader of the Cabinet of the selection decision, and provide an opportunity for each Cabinet Member to make representations on the decision to the proper officer.

- 6.6 A meeting of full Council will approve the appointment to the following:
- Head of Paid Service;
 - Section 151 Officer (also known as Chief Finance Officer);
 - Monitoring Officer;
 - Returning Officer (for which expenses may be claimed); and
 - Electoral Registration Officer.

7. Additions to Salary

- 7.1. In addition to basic salary, the following posts receive additional pay as set out below:

Post / Tier of post	Payment details
Chief Executive and Head of Paid Service	Returning Officer duties: <ul style="list-style-type: none"> • National statutory amount for Parliamentary/National Elections. • Locally determined amount in accordance with national guidance for Local Government Elections.
All eligible employees	Allowances in accordance with The Council's Terms and Conditions.

8. Pension Contributions

- 8.1. The employer's pension contribution is required to be published under S7 of the Accounts and Audit Regulations 2011.
- 8.2. The Council will automatically enroll all eligible employees into the Local Government Pension scheme and the Council is required to make a contribution to the scheme representing a percentage of the pensionable Salary due under the contract of employment of that employee.
- 8.3. The rate of contribution is set by Actuaries advising Merseyside Pension Fund and reviewed every three years in order to ensure the scheme is appropriately funded.

9. Payments on Termination

- 9.1. The Council's approach to statutory and discretionary payments on termination of employment for all employees, including Chief Officers, prior to reaching normal retirement age, is set out within the Council's Enhanced Discretionary Severance Scheme.
- 9.2 The Council will keep its Enhanced Discretionary Severance Scheme under review. Any changes, as approved by Full Council are published in accordance with the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) regulations 2006.

9.3 Any payments upon termination in respect of a Chief Officer exceeding £100,000, (apart from contractual payments, where the Council has no discretion) shall be subject to a vote at Council or relevant Committee or Panel of Members with delegated authority to approve such payments. Payments upon termination are subject to any legislative requirements or caps.

10. Lowest Paid Employees

10.1. The lowest paid persons employed by the Council are employed on full time (36 hours) equivalent salaries in accordance with spinal column points 10 (Band A) of council's grading structure (locally agreed). The grading structure takes account of the Living Wage hourly rate (see section 3 above).

10.2. The relationship between the rate of pay for the lowest paid and Chief Officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.

10.3. The current pay levels within the Council define the multiple between the average full time equivalent (FTE) earnings and the Chief Executive as 1:6.39.

10.4. The current pay levels within the Council define the multiple between the lowest paid employee full time equivalent (FTE) earnings and average Chief Officer earnings as 1:5.99.

10.5. The current pay levels within the Council define the multiple between the average FTE earnings and the average of Chief Officer earnings as 1: 3.62.

10.6. As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate. In addition, upon the annual review of this Statement, the Council will also monitor any changes in the relevant 'pay multiples' and benchmark against other comparable local Authorities.

11. Accountability and Decision Making

11.1. In accordance with the Constitution of the Council, the Employment and Appointments Committee is responsible for decision making in relation to Chief Officer recruitment. The Employment and Appointment Committee may delegate this to the Head of Paid Service.

11.2 The Chief Executive and Head of Paid Service has delegated responsibility for decision making in relation to the recruitment, pay, terms and conditions and severance arrangements in relation to employees of the Council below Chief Officer level.

12. Re-employment / Re-engagement of Employees

12.1. The Council will not re-employ any former employees that have left the Council through early retirement or under the Voluntary Severance Scheme where there has been a cost to the Council, except in exceptional circumstances and with the approval of the Head of Human Resources.

13. Publication

13.1. Upon approval by Full Council, this statement will be published on the Council's Website and Intranet.

13.2. In line with the requirement of the Local Government Transparency Code 2014, the Council will publish an organisation chart covering staff in the top three levels of the organisation, which will include the following information:

- Grade
- Job Title
- Salary in £5,000 brackets
- Salary ceiling (the maximum salary for the grade)

13.3. The following information for senior salaries (employees whose Salary in that year was at least £50,000) will also be published:

- Job Title
- Salary

EXECUTIVE MEMBER DECISION FORM

DECISION TO BE TAKEN BY: Councillor Angela Davies

KEY DECISION YES

PORTFOLIO AREA: Jobs and Growth

PORTFOLIOS AFFECTED: Jobs and Growth

WARDS AFFECTED: All Wards

SUBJECT: EUROPEAN STRUCTURAL AND INVESTMENT FUND PROGRAMME FOR ENGLAND 2014-2020: WIRRAL WAYS TO WORK PROGRAMME

1.0 RECOMMENDATION:

- 1.1 Authorise the Director with Portfolio in consultation with the Director of Finance and Investment to identify and commit eligible match funds required for Wirral's Ways to Work Programme in support of the Liverpool City Region Combined Authority application to DWP for ESF funding;
- 1.2 Approve the submission of an application to DWP via the Liverpool City Region Combined Authority for ESF funding to continue the Wirral Ways to Work Programme;
- 1.3 Authorise the Director with Portfolio in consultation with the Director of Governance and Assurance to approve changes to the programme and sign any future contractual agreements with the Combined Authority on behalf of the Council;
- 1.4 On receipt of a funding agreement from the Combined Authority, authorise the Director of Finance and Investment to accept the funds on behalf of the Council; and additional approval to respond to any future financial allocations or re-profiling across the wider LCR Ways to Work Programme as appropriate;
- 1.5 Approve the future delivery model for a successful funding award as set out in this report;
- 1.6 Authorise the Director with Portfolio in consultation with the Director of Governance and Assurance to progress and sign any new commissioned contracts or variations and/or extensions of existing contracts commissioned for this programme.

2.0 REASONS FOR THE DECISION

- 2.1 The Ways to Work Programme is helping to address worklessness in Wirral, an area which has had persistent levels far exceeding regional and national

averages for many years. The programme provides services that support adults and young people into employment and training, and therefore successfully supports multiple pledges of the Wirral Plan. Continuation of the Ways to Work programme via additional ESF investment will ensure existing Council funds are maximised more than twofold, and ongoing positive outcomes can be achieved in future years.

3.0 STATEMENT OF COMPLIANCE

3.1 The recommendations are made further to legal advice from the Deputy Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been completed. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

<p>Signed: <i>A. Davis</i> Executive Member: <i>Angela Davis</i> Date: <i>4.3.19</i> Also present:</p>	<p>Signed: <i>[Signature]</i> Chief Officer: <i>Paul Sarge</i> Date: <i>7.3.19.</i></p>
<p>Date of Senior Policy Team Meeting(s):</p>	

A list of background papers on this issue is held with:

Contact Officer: Stephen Chapman, Economic Development Lead
 Date: 26th February 2019

Date of Publication:
Date of Expiry of Call-In Period:

Council – 18 March, 2019

Motions

The following motions have been submitted in accordance with the notice required by Standing Order 7(1) and are listed in accordance with Standing Order 7(2).

1. NO PLACE FOR ANTI-SEMITISM IN WIRRAL'S POLITICS *(to be debated)*

Proposed by Councillor Jeff Green

Seconded by Councillor Wendy Clements

Council reaffirms its adoption of the International Holocaust Remembrance Alliance definition of anti-Semitism IN FULL and without AMENDMENT, as agreed in October 2017.

Furthermore, Council believes that there is no place in Wirral's politics for anti-Semitism and believes that any Member, when acting in their role as a Member of the Council, found to have made anti-Semitic remarks should be referred to the Council's Standards Committee, as well as any internal processes undertaken by their respective party.

2. TIME TO INVEST IN GREEN ENERGY *(to be debated)*

Proposed by Councillor Allan Brame

Seconded by Councillor Dave Mitchell

Council welcomes the Liverpool City Region's Year of the Environment initiative and the launch of the Borough's environment plan in New Brighton last month.

Council notes that the Year of the Environment will also help raise awareness of issues and areas that demand action and attention, including the need to shift towards more sustainable use of energy and welcomes the plans for a new £10 million Green Investment Fund announced by the Metro Mayor.

Council also notes the decision by Warrington Borough Council to invest in a solar farm in Yorkshire, which will meet 100% of its energy demands, reducing its annual energy bills by up to £2m in the process, and, once fully operational, will generate enough clean power to supply more than 18,000 homes and mitigate the emission of 25,000 tonnes of carbon every year.

This initiative follows moves by other local authorities in England and Wales to build solar farms.

Council believes that development of such a supply of clean energy would be a significant contribution to the battle against global warming and calls on Cabinet to:

1. explore the possibility of building its own solar farm, either in the Borough or elsewhere.
2. undertake investigations into the viability of such a scheme, the investment costs and potential returns and to identify potential locations.

3. FUTURE PENSIONS FIT FOR PURPOSE *(to be debated)*

Proposed by Councillor Pat Cleary

Seconded by Councillor Paul Doughty

Council welcomes the success of the Merseyside Pension Fund (MPF) in expanding its membership to over 137,000 and raising its fund value to £8.6 billion.

Council believes,

- the MPF has an important role to play in securing the future success and quality of life of our region by providing a reliable source of income to our ageing population and through its ability to invest funds wisely in the local economy.
- that climate change represents a systemic threat to the future value of financial assets and, as the Governor of the Bank of England has warned, a carbon budget consistent with the 2°C target laid down in the Paris Climate Accord “would render the vast majority of {fossil fuel} reserves stranded”.

Council therefore welcomes,

- the mandate from the Pensions Committee that MPF’s investment strategy be brought into line with the goals of the 2015 Paris Accord
- the recent launch on the London Stock Exchange by MPF of the All World Climate Balanced Comprehensive Factor Index with an initial funding of £400 million
- and the goals of the Index to achieve reductions in risk to future pensions via substantial cuts in exposure to companies with high fossil fuel reserves and high carbon emissions and increased exposure to companies with high exposure to “green” revenues

Council congratulates MPF officers on their efforts to protect its members from climate-related financial risk and looks forward to further, sustained work to fully align its investments with the goals of the Paris Accord.