



Tourism, Communities, Culture & Leisure Committee

Date:	Thursday, 1 December 2022
Time:	6.00 p.m.
Venue:	Committee Room 1 - Wallasey Town Hall

Contact Officer: Polly Price
Tel: 0151 666 3336
e-mail: pollyprice@wirral.gov.uk
Website: www.wirral.gov.uk

Please note that public seating is limited therefore members of the public are encouraged to arrive in good time.

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

This meeting will be webcast at

<https://wirral.public-i.tv/core/portal/home>

AGENDA

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

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

the nature of the interest.

4. MINUTES (Pages 1 - 10)

To approve the accuracy of the minutes of the meeting held on 25 October 2022

5. PUBLIC AND MEMBER QUESTIONS

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

5.1 Public Questions

Notice of question to be given in writing or by email by 12, Noon, Monday 26 November 2022 to the Council's Monitoring Officer (via the online form here: [Public Question Form](#)) and to be dealt with in accordance with Standing Order 10.

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

5.2 Statements and Petitions

Notice of representations to be given in writing or by email by 12 noon, Monday 26 November 2022 to the Council's Monitoring Officer (committeeservices@wirral.gov.uk) and to be dealt with in accordance with Standing Order 11.1.

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

5.3 Questions by Members

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

BUDGET AND PERFORMANCE MANAGEMENT

6. QUARTER 2 BUDGET REPORT (Pages 11 - 34)

7. TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE PERFORMANCE REPORT (Pages 35 - 38)

**8. LIVERPOOL AND WIRRAL CORONER AREA ANNUAL REPORT
2021 (Pages 39 - 56)**

WORK PROGRAMME / OVERVIEW AND SCRUTINY

9. WORK PROGRAMME REPORT (Pages 57 - 66)

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

The following items contain exempt information.

RECOMMENDATION: That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by paragraph 3 of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

11. APPENDIX 1 - PERFORMANCE REPORT (Pages 67 - 72)

Terms of Reference

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

This page is intentionally left blank

TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE

Tuesday, 25 October 2022

Present: Councillor H Cameron (Chair)

Councillors T Smith J Johnson
S Percy J Grier
KJ Williams A Brame
I Camphor J Laing
M Collins J Bird (In place of N
Graham)

In attendance: Councillors I Lewis

28 **WELCOME AND INTRODUCTION**

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

The Chair welcomed Councillor James Laing to his first meeting of the Committee.

29 **APOLOGIES**

Apologies for absence were received from Councillor Naomi Graham.

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

Members are asked to consider whether they have any disclosable pecuniary interests and/or any other relevant interest in connection with any item(s) on this agenda and, if so, to declare them and state the nature of the interest. No such interests were declared.

31 **MINUTES**

Resolved – That the minutes of the meeting held on 26 July 2022 be approved as a correct record.

32 **PUBLIC QUESTIONS**

The Chair indicated that two public questions had been received.

Mo Miller asked on which date Bromborough Civic Centre and Library were brought back into full council ownership from the Wirral Growth Company and whether or not this information was given to community groups that expressed an interest in a community asset transfer.

In response, the Chair advised that the site had always been in the ownership of Wirral Council, but as of 19 August 2022 the agreement which gave Wirral Growth Company a conditional option to purchase various sites including Bromborough Civic Centre was amended, and that this information was not given to groups expressing an interest in a Community Asset Transfer as it was not within the scope for Community Asset Transfers.

A supplementary question was then asked, advising that the land registry still showed the interest for Wirral Growth Company and asking whether, given the condition for the purchase of the Civic Centre, there was ever a way that a Community Asset Transfer could have progressed.

Following clarification from the Solicitor that the land registry records can often take time to update, the Chair advised that a written response would be provided.

Percy Hogg asked a question seeking assurance that all the items belonging to the Friends of Bromborough Library would remain in the library until the future of the library was clarified, and whether the book stock owned by library services would remain mothballed inside the library until the matter was clarified.

In response, the Chair advised that the Council would be emptying closed library buildings of their contents and any items belonging to friends groups not already removed would be safely stored pending any future decisions to be taken on asset transfers.

Following a clarification on the book stock owned by library services, the Chair referred the questioner to the minutes of the meeting held on 16 June 2022 where the original decision was taken.

The Chair outlined that a third question had been received, but in accordance with the Constitution it had been ruled out as it was materially the same as a question put within the previous six months. The Chair outlined her endorsement of the benefits of co-location of Council services and acknowledged the frustrations of a library already located within a civic centre not progressing in the recent Community Asset Transfer process, but reminded the Committee of her earlier response in relation to the previously held agreement giving Wirral Growth Company the option to purchase the site. The Chair thanked the efforts of officers in trying to keep all interested parties informed.

32.1 Statements and Petitions

The Chair indicated that no statements or petitions had been received.

33 QUESTIONS BY MEMBERS

The Chair indicated that no questions from members had been received.

34 CULTURE AND HERITAGE STRATEGY AND BOROUGH OF CULTURE PLANNING

The Senior Culture Manager introduced the report of the Director of Neighbourhood Services, which provided an update on the Culture and Heritage Strategy for Birkenhead, approved by the Committee in March, as well as detail on the proposed approach for developing plans for Wirral's next iteration as the Liverpool City Region Borough of the Culture in 2024.

The Senior Culture Manager brought members attention to the action plan for the delivery of the Culture and Heritage Strategy and Museum Services Strategy and provided an update on progress since the strategies were approved in March. This included the ongoing destination marketing project, supporting the launch of Eureka! Science and Discovery as part of an overall waterfront campaign being developed. A further update was provided on the planning for the 2024 Liverpool City Region Borough of Culture, where the key anniversaries that could be celebrated throughout the year were being identified such as the 50th anniversary of the birth of the Metropolitan Borough of Wirral, alongside mapping the planned and regular events which could be promoted as part of the programme.

Members welcomed the progress made and endorsed the approach to working with community and friends groups. The Committee discussed the various tourism and culture activities and it was confirmed that conversations were ongoing with Liverpool City Region for a culture travel pass, and that officers were preparing for key upcoming events such as Eurovision and The Open.

Resolved – That

(1) the progress to date in respect of the Birkenhead Culture and Heritage Strategy and Museums Service Strategy as detailed in Section 3 and Appendix be noted.

(2) the approach to planning for Borough of Culture 2024 as detailed in Section 3 be endorsed.

35 PUBLIC TOILETS CONSULTATION OUTCOME

The Senior Assessment Management Manager introduced the report of the Director of Regeneration and Place, which provided the outcome of a public consultation exercise undertaken as part of the 2022/23 budget setting process, to reduce the revenue expenditure for Public Toilets.

The Council provided 9 locations for Public Conveniences throughout the Borough and the proposal recommended the retention of West Kirby Marine Lake, Parade Gardens Hoylake, Harrison Drive (Kings Parade) New Brighton and Moreton Common, and the closure of Moreton Cross, West Kirby Concourse (external), Meols Parade (Bennetts Lane), New Ferry and Thornton Hough. It was reported that the toilets proposed for closure had not been open since the start of the pandemic due to operational and safety reasons, and their permanent closure would allow investment into the remaining four sites.

Members discussed the proposed permanent closure of the public conveniences at Thornton Hough and the impact of this on residents accessing the nearby sports facilities and national cycle route. It was noted that expressions of interests for Community Asset Transfer were received for sites included in the report but were outside of the scope and members encouraged these to be considered following the approval of the further Asset Strategy at Policy and Resources Committee.

On a motion by the Chair, seconded by Mike Collins, it was –

Resolved (Unanimously) – That

(1) the outcomes of the online public consultation through the “Have your say” consultation report at Appendix 1 be noted.

(2) the closure of the public toilets at Moreton Cross, West Kirby Concourse (external), Meols Parade (Bennetts Lane) and New Ferry be approved.

(3) approval be given that the Public Toilets identified for closure Moreton Cross, West Kirby Concourse (external), Meols Parade (Bennetts Lane), New Ferry be declared surplus to requirement and the Director of Regeneration and Place be authorised to consider other options for the sites including marketing them for sale and subsequent disposal, demolition and clearance or any expressions of interest from the communities.

(4) Officers work towards a solution where the toilets in Thornton Hough are available whilst sports teams are using the green and open at weekends, as the facilities in the community café are unavailable, and that these sites be prioritised and Expressions of Interest which were

received whilst they were not in scope, be rapidly progressed following Policy & Resources' consideration of the Asset Strategy.

The meeting was adjourned at 19.41pm and recommenced at 19.51pm.

36 **COMMUNITY ASSET TRANSFER - OUTCOME OF BUSINESS PLANNING STAGE**

The Director of Resources introduced the report which provided the outcome of the Community Asset Transfer business planning stage for libraries and made recommendations for these assets. The report detailed that nine libraries had been made available for Community Asset Transfer, with seven of the nine having received expressions of interest for transfer. The Tourism, Communities, Culture and Leisure Committee had previously agreed to progress several expressions of interest to the business planning stage at its meeting on 16 June 2022, following which officers provided advice and guidance to the organisations resulting in their final submission being submitted on 25 August 2022. The business plans were appended to the report and recommendations were presented to members on each of the libraries in question.

It was moved by the Chair, seconded by Councillor Jenny Johnson, that –

‘The Director of Resources be authorised to:

- (1) Enter into negotiations to transfer the assets of
 - (a) Pensby library to Pioneer People; and
 - (b) Prenton Library to St. Stephens Church.

- (2) Enter into further discussions, for a period of time ending on 9 December 2022, with the groups who have submitted business plans for the libraries at Wallasey Village, Irby, Woodchurch and Hoylake with a view to achieving a viable business plan for a Community Asset Transfer;

- (3) Pursue alternative options including sale or commercial leasing for those libraries at Wallasey Village, Irby, Woodchurch and/or Hoylake for which viable business plans are not achieved within this timescale;

- (4) Enter into further discussions for a period of time ending on 9 December with Co-Op Academy regarding the option of an asset transfer to the Co-Op Academy of Higher Bebington library with a focus on education opportunities and;

- (5) Recommend to Policy and Resources Committee that the site of the Higher Bebington Library be appropriated by the Council for educational purposes in the event that

- (a) a viable business case for its use for educational purposes is established; and
- (b) matters relating to the covenant on the land imposed by Leverhulme Estates is resolved.

(6) Pursue the demolition of Higher Bebington Library and utilisation and appropriation as public open space if a viable business plan for educational use has not been submitted within the relevant timescales;

(7) Present an update report(s) on the progress of all the Community Asset Transfer and/or asset transfers to a future meeting of this Committee including;

- (a) the proposed heads of terms for the transfer of the libraries at Pensby and Prenton;
- (b) any viable business plans for the Community Asset Transfer of the libraries at Wallasey Village, Irby, Woodchurch and Hoylake.

(8) Any surplus from the £500k capital and/or £282k revenue funds shown in table 4.2 be reserved for the Library element of any business plans involving the transfer of Bromborough Civic Centre, following Policy and Resources' consideration of the Asset Strategy.'

The Chair asked the Committee to consider each proposed resolution individually.

Following discussions on recommendations 1 to 3 during which were agreed by assent, it was moved by Councillor Judith Grier, seconded by Councillor Jo Bird, that recommendation 6 be amended, to read –

'If a viable business plan for educational use of Higher Bebington Library has not been submitted within the relevant timescales consider any other alternative options prior to pursuing demolition and if any viable options are submitted report back to the committee on 25 January 2023.'

Following confirmation from the Director of Resources that the demolition would be unlikely to commence until 25 January 2023, and therefore there would be no additional cost, members were content with the amendment.

As the discussion on the demolition of Higher Bebington Library had been considered, recommendations 4 and 5 were agreed by assent. Recommendation 6 as amended was then put and agreed by assent.

Recommendation 7 was put and agreed by assent.

Recommendation 8, included as an addition to the officer recommendations, was put and agreed by assent. It was therefore –

Resolved (Unanimously) – That the Director of Resources be authorised to:

(1) Enter into negotiations to transfer the assets of (a) Pensby library to Pioneer People; and (b) Prenton Library to St. Stephens Church.

(2) Enter into further discussions, for a period of time ending on 9 December 2022, with the groups who have submitted business plans for the libraries at Wallasey Village, Irby, Woodchurch and Hoylake with a view to achieving a viable business plan for a Community Asset Transfer;

(3) Pursue alternative options including sale or commercial leasing for those libraries at Wallasey Village, Irby, Woodchurch and/or Hoylake for which viable business plans are not achieved within this timescale;

(4) Enter into further discussions for a period of time ending on 9 December with Co-Op Academy regarding the option of an asset transfer to the Co-Op Academy of Higher Bebington library with a focus on education opportunities and;

(5) Recommend to Policy and Resources Committee that the site of the Higher Bebington Library be appropriated by the Council for educational purposes in the event that

(a) a viable business case for its use for educational purposes is established; and

(b) matters relating to the covenant on the land imposed by Leverhulme Estates is resolved.

(6) If a viable business plan for educational use of Higher Bebington Library has not been submitted within the relevant timescales, fully consider any other alternative options prior to pursuing demolition and if any viable options are submitted, report back to the committee on 25 January 2023.

(7) Present an update report(s) on the progress of all the Community Asset Transfer and/or asset transfers to a future meeting of this Committee including;

(a) the proposed heads of terms for the transfer of the libraries at Pensby and Prenton;

(b) any viable business plans for the Community Asset Transfer of the libraries at Wallasey Village, Irby, Woodchurch and Hoylake.

(8) Any surplus from the £500k capital and/or £282k revenue funds shown in table 4.2 be reserved for the Library element of any business plans involving the transfer of Bromborough Civic Centre, following Policy and Resources' consideration of the Asset Strategy.

37 **LIBRARIES IMPLEMENTATION OF NEW OPERATING MODEL**

The Strategic Library Manager introduced the report of the Director of Neighbourhood Services which provided the committee with a progress update following decisions made at Committee on 16th June 2022 on the New Model for Wirral's public library service. The report detailed how, through the implementation of the new model, the service would continue to deliver a comprehensive, efficient, and accessible service to Wirral residents, and that in response to the emerging cost of living crisis within Wirral, the Library service, along with all Council services was currently considering its position, both financially and operationally, in how it can provide a valuable contribution to supporting residents and any emerging financial pressures.

The Committee noted the carbon neutral approach being sought by the Library Service and further discussed the environmental and budgetary implications of the mobile library service. Concerns were raised in relation to access to the contact centre and members were advised that work was ongoing across Neighbourhood Services and Revenues and Benefits to consider the issues raised.

Resolved – That the proposed New Model Implementation Plan and the progress made since the Committee in June 2022 be noted.

38 **COMMITTEE 2022-23 BUDGET MONITORING QUARTER 1**

The Senior Finance Business Partner introduced the report of the Director of Neighbourhood Services, which set out the financial monitoring information for the Tourism, Communities, Culture and Leisure Committee as at quarter 1 (1 Apr – 30 Jun) of 2022-23 and provided Members with an overview of budget performance, including progress on the delivery of the 2022-23 saving programme and a summary of reserves to enable the Committee to take ownership of the budgets and provide robust challenge and scrutiny to Officers on the performance of those budgets.

It was reported that at the end of Quarter 1, there was a forecast adverse position of £2.847m on the Committees net revenue budget, of £5.138m. This position was based on activity to date, projected trends in income and expenditure and potential mitigation to offset areas of adverse variance.

The Committee discussed the importance of timely budget monitoring and sought an early indication of the Quarter 2 position, where it was reported that income levels had improved to present an improved position. Further

discussions took place in relation to health and safety restrictions and their impact on maximising income, as well as the breakdown of the Public Health contribution to Neighbourhood Services.

Resolved – That

- (1) the forecast revenue position presented at Quarter 1 be noted.**
- (2) the progress on delivery of the 2022-23 savings programme at Quarter 1 be noted.**
- (3) the forecast level of reserves at Quarter 1 be noted.**
- (4) the forecast capital position presented at Quarter 1 be noted.**

39 WORK PROGRAMME REPORT

The Committee considered the Work Programme which provided the Committee with an opportunity to plan and regularly review its work across the municipal year.

On a motion by the Chair, seconded by Allan Brame, it was –

Resolved – That the work programme, with the inclusion of an item to review the effectiveness of customer and community contact in the Revenues and Benefits contact centre, be noted.

40 EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC

Resolved – That, under section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined by paragraph 3 of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.

41 COMMUNITY ASSET TRANSFER - OUTCOME OF BUSINESS PLANNING STAGE APPENDIX 1 LINKS TO BUSINESS PLANS

Members discussed the detail of the appendix.

Resolved – That the appendix be noted.

This page is intentionally left blank



TOURISM COMMUNITIES CULTURE AND LEISURE COMMITTEE

THURSDAY, 1 DECEMBER 2022

Report Title:	2022-23 REVENUE & CAPITAL BUDGET MONITORING FOR QUARTER TWO
Report of:	DIRECTOR OF NEIGHBOURHOODS

REPORT SUMMARY

This report sets out the financial monitoring information for the Tourism, Communities, Culture and Leisure Committee as at quarter 2 (1 Jul – 30 Sep) of 2022-23. The report provides Members with an overview of budget performance, including progress on the delivery of the 2022-23 saving programme and a summary of reserves to enable the Committee to take ownership of the budgets and provide robust challenge and scrutiny to Officers on the performance of those budgets.

Managing a budget requires difficult decisions to ensure that a balanced position can be presented. Regular Member engagement, which this report forms part of, is considered essential in delivering effective governance and financial oversight.

At the end of Quarter 2, there is a forecast adverse position of £3.948m on the Committees net revenue budget, of £5.161m. This position is based on activity to date, projected trends in income and expenditure and potential mitigation to offset areas of adverse variance.

This matter affects all Wards within the Borough and is not a key decision.

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

RECOMMENDATION/S

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

1. Note the forecast revenue position presented at Quarter 2.
2. Note the progress on delivery of the 2022-23 savings programme at Quarter 2.
3. Note the forecast level of reserves at Quarter 2.
4. Note the forecast capital position presented at Quarter 2.

SUPPORTING INFORMATION

1.0 REASONS FOR RECOMMENDATIONS

- 1.1 It is vitally important that the Council has robust processes in place to manage and monitor the in-year financial position, to ensure it delivers a balanced position at the end of the year
- 1.2 Regular monitoring and reporting of the revenue budgets and savings achievements enables decisions to be taken in a timely manner, which may produce revenue benefits and will improve financial control of Wirral Council.
- 1.3 This report presents timely information on the Quarter 2 financial position for 2022/23.

2.0 OTHER OPTIONS CONSIDERED

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

3.0 BACKGROUND INFORMATION

- 3.1 As at the end of September 2022 (Quarter 2), the forecast outturn position for Tourism, Communities, Culture and Leisure is £3.948m adverse against a budget of £5.161m. £0.886m of this relates to an adjustment for the proposed 2022/23 pay award and similar adjustments are being made to other Directorates to reflect this. This is mitigated in part by £0.097m relating to the proposed National Insurance reduction from November.
- 3.2 The Directorate continues to recover from the impact of COVID-19 and all services that were operating in a limited capacity in 2021/22 have now reopened. However, income generation has not yet returned to pre pandemic levels in Quarter 2 due to footfall and usage in some areas being less than it was in 2019/20, which is in line with the national position. There has been some improvement since Quarter 1 due to new pricing structures and a slight increase in footfall in some areas. The ongoing cost of living pressures have adversely impacted income generation and energy costs and there is a risk of further impact in Quarters 3 and 4. Income levels within Leisure are currently at 75% of pre pandemic levels, which reflects the current national position for the sector.
- 3.3 The 2022/23 budget incorporates £3.517m of savings. Work commenced to achieve these savings following agreement at Budget Council in February. As at Quarter 2, the Committee has achieved approximately half of these savings. However, there are risks and pressures associated with some of these areas such as income generation. There will also be additional ongoing pressures within some areas until the Community Asset Transfer (CAT) process is finalised.

TABLE 1 2022/23 Tourism, Communities, Culture and Leisure Committee – Service Budget & Forecast Outturn

	Budget £0	Forecast £0	Variance (+ Fav / - Adv)		Adverse/ Favourable
			£0	%	
Public Health Outcomes	-6,336	-6,342	6	0%	Favourable
Leisure Libraries and Theatre	7,904	11,306	-3,402	-43%	Adverse
Neighbourhood Safety	3,327	3,746	-419	-13%	Adverse
Culture and Visitor Economy	265	398	-133	-50%	Adverse
Total Surplus/ (Deficit)	5,161	9,109	-3,948	-76%	Adverse

3.4 **Public Health Outcomes:** A broadly balanced position is forecast for 2022/23. This area comprises Neighbourhoods management costs and cross cutting funding.

3.5 **Community Safety:** An adverse variance of £0.419m is forecast for 2022/23. £0.223m relates to the adjustment for the proposed pay award. The remaining £0.196m relates to income shortfalls within Community Patrol due to the cessation of an external contract. Work has been undertaken to increase income generation through commissioning external work but there is insufficient capacity within the team due to increasing demands within the service. A review of the service is currently underway but at present the team continue to be engaged in activities associated with the longer-term response to the pandemic in addition to their usual monitoring and response team duties. This includes additional pressures within the Community Patrol team which are being funded from carried forward planned COVID-19 tranche funding. In addition, some of the team are engaged in functions associated with the Community Safety Partnership and are being funded from the reserve for these activities. This is temporary funding utilised in 2022/23 only, which will mitigate £0.096m of lead in pressures associated with the savings within this area.

3.6 **Leisure, Libraries and Customer Engagement:** An adverse variance of £3.402m is reported for 2022/23. This is made up of the following adverse variances:

- £0.667m relates to the adjustment for the proposed pay award. This is a council financial impact, given Leisure, Libraries and Customer Engagement has the largest workforce, this area has been impacted the most.
- £1.710m within Sports and Recreation relating to income pressures as it has still to see full recovery of membership and casual user numbers, which reduced as a consequence of the pandemic. However, this is an improving

trend. This position reflects the worst-case scenario assuming no further recovery in membership and casual usage levels in 2022/23.

- £0.400 relates to energy pressures due to inflationary increases.
- £0.200m of this relates to ongoing holding costs for Woodchurch Leisure Centre
- £0.380m relates to ongoing holding costs for Libraries whilst the Community Asset Transfer process is finalised.

3.7 Overall footfall is approximately 75% of 2019/20 levels which has adversely impacted income generation. This level of reduced recovery rate is consistent with national averages. It was expected at the start of the year that income would not fully recover to pre pandemic levels and as such a £0.5m income contingency budget was set aside. Until the year continues, it will not be fully known what the level of recovery will be as it is anticipated that footfall will increase as the year goes on, as it did in 2021/22. However, it is expected that the full £0.5m will be required in-year. If it appears that recovery will not be back to pre-pandemic levels going into 2023/24 then the value of the Leisure expenditure will have to be decreased to ensure there is not a recurrent pressure going forward. This will be considered as part of the 2023/24 budget proposals.

3.8 The service faces pressures associated with energy price increases and a rise in general costs due to increasing inflation. In a response to mitigate and improve footfall, the following initiatives are being driven:

- The service continues to review all expenditure with a view to reducing or stopping non-urgent expenditure to mitigate the risk of further lost income. As at Quarter 2, costs relating to supplies and premises have been reviewed and areas where efficiencies can be achieved have been identified. To seek to compensate for these challenges, the service is looking to further maximise income generation and the identification of new opportunities as follows:
- Memberships & Income – A drive on usage and memberships including bespoke offers at appropriate sites such as the new Europa Gym, and the introduction of offers for targeted groups. Direct Debits and memberships have increased slightly in Quarter 2 and income generation continues to improve at the remaining sites as some customers have transferred from closed sites and services.
- Golf – Two council eighteen-hole golf courses are currently not in use. Together with price and membership remodelling, this has seen the anticipated transition of players to our two remaining sites at Arrowe Park (predominantly) and the Warrens – successfully reducing cost while increasing income.
- Introduction of activities aimed at children and young people such as holiday camps and pool-based inflatables at selected sites to improve income generation. This increased income generation at Guinea Gap during Quarter 2, which has significantly contributed to the improved position.
- A new marketing campaign was launched in the final month of Quarter 2 to promote the service and the new “Active Wirral” brand, which demonstrates attractive rates and benefits compared to competitor offers. The impact on memberships and income generation will be reflected in Quarters 3 and 4.
- As at Quarter 2 work is still underway to seek out new income aligned to corporate outcomes to improve health and wellbeing, this included funding from NHS / Social Care / third sector partner organisations.

- Work is still underway to introduce pool covers at pool sites to improve energy conservation. The impact of this on energy bills will be reflected once the work is finalised later in the year.
- Working with national sporting governing bodies such as the Football Association and Lawn Tennis Association to identify and introduce delivery models that generate income and reduce cost for example the new 3G pitch builds / new operating model for tennis at Wirral Tennis & Sports Centre, and the introduction of wider offers for children and young people through soft play and interactive activity. Capital work is currently underway at Wirral Tennis & Sports Centre. However, the impact of this on income generation will not be reflected until next financial year when the work is finalised.

- 3.9 As part of the 2022/23 budget savings, some assets were recommended by Members to be available for Community Asset Transfer (CAT) as an amendment to the budget. Council agreed that demolition of Woodchurch Leisure centre will not be progressed whilst a process is undergone to consider the feasibility of any expressions of interest submitted to the Council from community groups. On 25th October 2022, Tourism, Communities Culture and Leisure Committee agreed to consider the reports in relation to the transfer of Woodchurch Leisure Centre and Brackenwood Golf Course at the next Committee scheduled for 25th January. As a result of this, although Woodchurch Leisure Centre remains closed, there are asset holding costs associated with the centre for which no mitigation was put forward at the time of the amendment. The consequence of this is that £0.2m costs will be incurred for the whole financial year that were not factored into the budget. The Directorate is looking at ways that this can be mitigated but with other significant pressure risks resulting from increasing inflation, it may be unlikely that these costs can be mitigated. If this is the case, a bid will need to be made from the £3m contingency for non-achieved savings at the end of the year.
- 3.10 Floral Pavilion is currently forecast as balanced at Quarter 2. Income generation in this area is heavily weighted towards the final Quarters and as at Quarter 2 income generation is in line with pre pandemic trends. However, there are risks associated with some savings and income targets within this area. This could negatively impact income generation within the area, but this will not be apparent until Quarter 3. There are potential income pressures at the sail loft due to the impact of the coastal works which are currently being reviewed, but there are no further issues with the other catering sites as at Quarter 2. As a result, the Directorate is taking urgent action as to how this risk can be mitigated to ensure that if it materialises, costs will be reduced to ensure the budget can still be balanced.
- 3.11 As part of the 2022/23 budget savings, some library assets were recommended by Members to be available for CAT as an amendment to the budget. Members agreed that some libraries would remain open until November to enable a potential CAT. . On 25th October 2022, Tourism, Communities, Culture and Leisure Committee agreed to enter into negotiations to transfer the assets of Pensby Library to Pioneer People and Prenton Library to St Stephen's Church. It was also agreed that further negotiations would commence with the other groups for a period of time ending 9th December 2022. This results in cost pressures up to November, resulting in £0.380m of the total saving being unachievable in-year. In addition, there will be some holding costs and decommissioning costs following closure of the libraries on

1st November that have also not been budgeted which are estimated to be £0.062m. As with the leisure CAT, the Directorate is looking at ways that this can be mitigated but with other significant pressure risks resulting from increasing inflation, it may be unlikely that these costs can be mitigated. If this is the case, a bid will need to be made from the £3m contingency for non-achieved savings at the end of the year.

3.12 **Culture and Visitor Economy:** An adverse variance of £0.133m is reported for 2022/23. This is mainly due to projected income shortfalls within the area.

TABLE 2 2022/23 Tourism, Communities, Culture and Leisure Committee – Subjective Budget & Forecast Outturn

	Budget £000	Forecast £000	Variance (+ Fav / - Adv)		Adverse/ Favourable
			£000	%	
Income	-20,996	-19,986	-1,010	5%	Adverse
Expenditure:					
Employee	16,348	18,254	-1,906	-12%	Adverse
Non Pay	9,809	10,841	-1,032	-11%	Adverse
Total Expenditure	26,157	29,095	-2,938	-11%	Adverse
Total Surplus/ (Deficit)	5,161	9,109	-3,948	-76%	Adverse

Budget Virements

3.13 There have been no budget virements requiring committee approval in quarter 2.

Progress on delivery of the 2022-23 savings programme.

3.14 In terms of savings, £2.256m of the £3.517m savings targets are either delivered or on track to be delivered. Representing 64% of the total savings target with a further 36% or £1.261m anticipated to be delivered. The table below summarises this progress:

TABLE 3: SUMMARY OF PROGRESS ON DELIVERY OF 2022-23 SAVINGS

Committee	Approved Saving	Green	Amber	Red	Mitigation	Actual Savings Delivered to Date
Tourism, Communities, Culture and Leisure	£3.517m	£2.256m	£0.681m	£0.580m	£0.681m	£1.403m

3.15 For savings rated as Amber, an equal amount of temporary in-year mitigation has been identified to cover any shortfalls which may occur. For saving rated as red, a bid will need to be made from the £3m contingency fund set up for non-achieved savings at the end of the year.

3.16 Full details on the progress on specific savings can be found in **Appendix 1**.

Earmarked Reserves

3.17 Earmarked reserves represent money that has been set aside for a clearly defined purpose, and which is available to meet future expenditure in that area. The use of earmarked reserves is only permitted with the approval of the Section 151 officer.

TABLE 4: SUMMARY OF EARMARKED RESERVES

Committee	Opening Balance £000	Forecast Use of Reserve £000	Forecast Contribution to Reserve £000	Closing Balance £000
Tourism, Communities, Culture and Leisure	913	-442	0	471

3.18 **Appendix 2** provides the full list of all earmarked reserves.

Capital Monitoring

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

TABLE 5: 2022/23 Tourism, Communities, Culture and Leisure Committee – Capital Budget & Forecast Outturn

Capital Programme	2022/23			2023/24	2024/25	2025/26	2026/27
	Budget £000	Forecast £000	Variance £000	Budget £000	Budget £000	Budget £000	Budget £000
Leisure	7,488	6,593	895	1,207	0	0	0
Library	1,279	779	500	500	0	0	0
Museum	361	361	0	0	0	0	0
Parks	211	64	147	147	0	0	0
Total	9,339	7,797	1,542	1,854	0	0	0

3.20 Table 5 summarises the forecast expenditure against Capital Budgets. A full breakdown of each Capital Scheme with details can be found in Appendix 3. The favourable variance of £1.542m relates to slippage of schemes within Libraries and Leisure which have been reprofiled into 2023/24.

4.0 FINANCIAL IMPLICATIONS

- 4.1 This is the Quarter 2 budget monitoring report that provides information on the forecast outturn for the Council for 2022/23. The Council has robust methods for reporting and forecasting budgets in place and alongside formal Quarterly reporting to Policy & Resources and Service Committees, the financial position is routinely reported at Directorate Management Team meetings and corporately at the Strategic Leadership Team (SLT). In the event of any early warning highlighting pressures and potential overspends, the SLT take collective responsibility to identify solutions to resolve these to ensure a balanced budget can be reported at the end of the year.

5.0 LEGAL IMPLICATIONS

- 5.1 The Council must set the budget in accordance with the provisions of the Local Government Finance Act 1992 and approval of a balanced budget each year is a statutory responsibility of the Council. Sections 25 to 29 of the Local Government Act 2003 impose duties on the Council in relation to how it sets and monitors its budget. These provisions require the Council to make prudent allowance for the risk and uncertainties in its budget and regularly monitor its finances during the year. The legislation leaves discretion to the Council about the allowances to be made and action to be taken.
- 5.2 The provisions of section 25, Local Government Act 2003 require that, when the Council is making the calculation of its budget requirement, it must have regard to the report of the chief finance (s.151) officer as to the robustness of the estimates made for the purposes of the calculations and the adequacy of the proposed financial reserves.
- 5.3 It is essential, as a matter of prudence that the financial position continues to be closely monitored. In particular, Members must satisfy themselves that sufficient mechanisms are in place to ensure both that savings are delivered and that new expenditure is contained within the available resources. Accordingly, any proposals put forward must identify the realistic measures and mechanisms to produce those savings.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

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

7.0 RELEVANT RISKS

- 7.1 The Council's ability to maintain a balanced budget for 2022/23 is dependent on a static financial position. This is an impossible scenario due to estimated figures

being provided in the calculation for the 2022/23 budget, albeit the best estimates that were available at the time, plus any amount of internal and external factors that could impact on the budget position in year. Examples of which are the significant emerging inflationary and cost of living pressures, new legislation, increased demand, loss of income, increased funding, decreased funding, inability to recruit to posts, ongoing impact of the pandemic etc

- 7.2 A robust monitoring and management process for the 2022/23 budget is in place. If at any time during the year an adverse position is forecast, remedial action must be agreed and implemented immediately to ensure the budget can be brought back to balanced position.
- 7.3 The risk of this not being able to be achieved could mean that the Council does not have enough funding to offset its expenditure commitments for the year and therefore not be able report a balanced budget at the end of the year. This could result in the Section 151 Officer issuing a Section 114 notice.
- 7.4 A key risk to the Council's financial plans is that funding and demand assumptions in particular can change as more information becomes available. Significant inflation and cost of living pressures have already impacted the quarter 1 forecast position. and the impact of these pressures will be reviewed and considered in the MTFP as part of routine financial management.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Consultation has been carried out with the Senior Leadership Team (SLT) in arriving at the governance process for the 2022/23 budget monitoring process and the 2022/23 budget setting process. This report will also be shared and reviewed by the Independent Panel.
- 8.2 Since the budget was agreed at Full Council on 28 February, some proposals may have been the subject of further consultation with Members, Customer and Residents. The details of these are included within the individual business cases or are the subject of separate reports to the Committee

9.0 EQUALITY IMPLICATIONS

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

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

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

11.0 COMMUNITY WEALTH IMPLICATIONS

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

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

REPORT AUTHOR: Sarah Cox
(Senior Finance Business Partner)
email: sarahcox@wirral.gov.uk

APPENDICES

APPENDIX 1 – Progress on the delivery of the 2022-23 Saving Programme
APPENDIX 2 – Earmarked Reserves
APPENDIX 3 – Breakdown of Capital Spend
APPENDIX 4 – Breakdown of Revenue Spend

BACKGROUND PAPERS

Bank of England – Monetary Policy Report – August 2022
DLUHC External Assurance Reports
CIPFA’s Financial Management Code

TERMS OF REFERENCE

This report is being considered by the Tourism, Communities, Culture and Leisure Committee in accordance with Section 6.2 (part k) of its Terms of Reference, providing a view of performance, budget monitoring and risk management in relation to the Committee’s functions

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Policy and Resources Committee	09 November 2022
Policy and Resources Committee	13 July 2022
Council	28 February 2022
Policy and Resources Committee	15 February 2022
Tourism, Communities, Culture and Leisure Committee	26 October 2020
Tourism, Communities, Culture and Leisure Committee	23 November 2020
Tourism, Communities, Culture and Leisure Committee	21 January 2021
Tourism, Communities, Culture and Leisure Committee	3 March 2021
Tourism, Communities, Culture and Leisure Committee	16 June 2021
Tourism, Communities, Culture and Leisure Committee	2 September 2021
Tourism, Communities, Culture and Leisure Committee	17 September 2021
Tourism, Communities, Culture and Leisure Committee	18 January 2022
Tourism, Communities, Culture and Leisure Committee	8 March 2022
Tourism, Communities, Culture and Leisure Committee	16 June 2022
Tourism, Communities, Culture and Leisure Committee	25 October 2022

APPENDIX 1

	Approved Saving	Green	Amber	Red	Mitigation	Comment	Actual Savings Delivered to Date
Closure of Europa Fun/Leisure Pool & Enhanced Gym Offer	£0.266m	£0.266m	£0.000m	£0.000m	£0.000m	Fun Pool has remained closed since March 2020, therefore this saving is expected to be fully achieved. A new staffing structure was put in place last financial year to reflect the reduced costs associated with running a gym in place of the fun pool.	£0.133m
Catering Pod at Leasowe Leisure Centre for Football Traffic	£0.021m	£0.021m	£0.000m	£0.000m	£0.000m	Catering pod has been purchased and located at Leasowe. Trading commenced mid-September to coincide with the football season when income generation opportunities are greatest. Since commencing trading, the catering pod is currently achieving an average of £600 per weekend, meaning it is on track to fully achieve the target by the end of the year if trends continue.	£0.000m
Deletion of Vacant Posts	£0.302m	£0.302m	£0.000m	£0.000m	£0.000m	Saving is fully achieved as straight reduction in the budget for vacant posts which have been deleted	£0.302m
Reduction in budget for office related expenditure	£0.023m	£0.023m	£0.000m	£0.000m	£0.000m	Saving is fully achieved as straight reduction in the budget to reflect reduced requirements	£0.023m

Saving Proposal	Approved Saving	Green	Amber	Red	Mitigation	Comment	Actual Savings Delivered to Date
Review of Leisure service	£0.178m	£0.130m	£0.048m	£0.000m	£0.048m	This has been fully achieved from EVR/VS requests within the service.	£0.178m
Increase catering across all Leisure Sites	£0.060m	£0.040m	£0.020m	£0.000m	£0.020m	Introduction of new rotas which are more efficient will reduce spending and an increase income generation at the remaining sites. There is a risk that the continuing cost of living increases will impact income. Mitigation to be achieved through part year vacant posts and a review repairs and maintenance to ensure only essential work relating to Leisure Centres is carried out.	£0.010m
Outdoor Water Sports Offer at West Kirby Marine Lake	£0.015m	£0.000m	£0.015m	£0.000m	£0.015m	This saving is at risk. Visitors, footfall and income at the site are still recovering following the impact of COVID-19 and have also been negatively impacted by inflation increases. No actual savings achieved to date. This will be mitigated through a review of non-essential expenditure within Leisure.	£0.000m

Saving Proposal	Approved Saving	Green	Amber	Red	Mitigation	Comment	Actual Savings Delivered to Date
Temporary Closure and Remodelling of Bidston Tennis Centre	£0.114m	£0.114m	£0.000m	£0.000m	£0.000m	On target to be achieved. On 16/06/22 Tourism, Communities, Culture and Leisure Committee agreed that the Authority would work in partnership with the Lawn Tennis Association to run this site. Options relating to cost and income contributions have been finalised which will mean this saving is fully achieved. No savings have been achieved to date as the LTA only commenced operations from mid-September.	£0.000m
Review of Golf Offer	£0.328m	£0.246m	£0.082m	£0.000m	£0.082m	Prices have been increased from April 2022 and sites linked to this saving have closed. Savings have been achieved through deleting posts relating to employees who have now left the Authority and through additional income from the revised price offer. Approximately £0.082m additional income has been achieved due to retention rates with customers transferring to Arrowe Park and Warrens.	£0.246m

Saving Proposal	Approved Saving	Green	Amber	Red	Mitigation	Comment	Actual Savings Delivered to Date
Exercise referral programme	£0.100m	£0.080m	£0.020m	£0.000m	£0.020m	The service is working with health partners to achieve this saving. However, agreement was not reached until after 1st July. It was announced in April 2022 that the Weight Management grant had been discontinued which was not foreseen when the budget was set. There is a risk this could impact income generation associated with this saving. Mitigation will be achieved through new grant applications as opportunities arise throughout the year. Confirmation of new grants and funding applications will be finalised during Quarter 3.	£0.000m
Theatrical pavilion - plans to reduce subsidy	£0.350m	£0.150m	£0.200m	£0.000m	£0.200m	Income generating opportunities could be impacted by increases in the cost of living which was unforeseen at the time the saving was approved and may cause delays in fully implementing this proposal. Mitigation to be achieved through part year vacant posts and a review repairs and maintenance to ensure only essential work relating to the Theatre is carried out. No actual savings achieved to date, as most of the income associated with this service relates to the annual pantomime and does not materialise until Quarter 3.	£0.000m

Saving Proposal	Approved Saving	Green	Amber	Red	Mitigation	Comment	Actual Savings Delivered to Date
Cessation of Constituency Team and Remodelling of Section	£0.346m	£0.300m	£0.046m	£0.000m	£0.046m	The restructure of this area is now complete and employees have moved to new roles from Q2 onwards. Due to these delays, mitigation is being achieved through the Community Safety Grant	£0.300m
Review of Neighbourhoods Service Directorate	£0.360m	£0.110m	£0.250m	£0.000m	£0.250m	Delay in commencing whilst EVR/VS requests are considered in line with the new requirements for the service and links with other service reviews and consultations. Mitigation to be achieved through part year vacant posts.	£0.110m
Permanent Closure and Demolition of Woodchurch Leisure Centre	£0.402m	£0.202m	£0.000m	£0.200m	£0.000m	As full Council agreed to keep the centre open until September to explore the opportunities for Community Asset Transfer, holding costs are being incurred that were not forecast, resulting in the full saving now being unachievable. If alternative savings cannot be found in year, a bid will be made to the contingency budget for non-achievement of savings at the end of the year. Small actual savings recorded to date further saving dependent on outcome of CAT. Some employees are still working their notice periods/awaiting redeployment during Q1.	£0.101m

Saving Proposal	Approved Saving	Green	Amber	Red	Mitigation	Comment	Actual Savings Delivered to Date
Reprovision of the Library Service	£0.652m	£0.272m	£0.000m	£0.380m	£0.000m	Due to the agreement by Council to delay the closure of the libraries in scope until 1 November due to CAT opportunities, it was agreed that if mitigating savings could not be found in-year as a result of the delay, then a bid would be made to access monies from the £3m contingency pot to offset costs at the end of the year. Actual savings will not be achieved until 1 November when the libraries will be closed.	£0.000m
Total Neighbourhood Services	£3.517m	£2.256m	£0.681m	£0.580m	£0.681m		£1.403m

Appendix 2 - Earmarked Reserves 2022-23
Tourism, Communities, Culture and
Leisure

Reserve	Opening Balance £000	Use of Reserve £000	Contribution to Reserve £000	Closing Balance £000
Community Safety Initiatives	801	-400	0	401
Les Mills Classes	89	-42	0	47
Sports Development Reserve	22	0	0	22
Library Donations	1	0	0	1
Total	913	-442	0	471

Appendix 3 – Breakdown of Capital Programme

Area	Scheme	Budget 2022/23 0	Forecast 2022/23 £000	Variance 2022/23 £000	Budget 2023/24 £000	Budget 2024/25 £000	Budget 2025/26 £000
Leisure	Arrowe Park Sports Village Redevelopment Feasibility Study	1	1	0	0	0	0
	Bebington Oval Facility Upgrade	690	690	0	0	0	0
	Catering Provision	0	0	0	0	0	0
	Defibrillators	67	67	0	0	0	0
	Fitness Equipment	4	4	0	0	0	0
	Floral Pavilion	155	25	130	130	0	0
	Future Golf - Project 1.1	420	13	407	407	0	0
	Hoylake Golf works depot demolish and replace	83	20	63	63	0	0
	Library Radio Frequency Identification Kiosks	0	40	-40	80	0	0
	New Brighton Gym Equipment	59	59	0	0	0	0
	People's Pool Feasibility Study	52	0	52	0	0	0
	Pool Covers	72	232	-160	0	0	0
	Soft Play Areas Leisure Centres	410	410	0	0	0	0
	Solar Campus 3G	30	30	0	0	0	0
	Studio refurbishment Les Mills classes	138	68	70	100	0	0
	Studio refurbishment Les Mills classes new bid	30	0	30	0	0	0
West Kirby Concourse/Guinea Gap Reception upgrade / improve	351	351	0	0	0	0	
West Kirby Marine Lake/Sailing Centre – accommodation	197	40	157	127	0	0	

	Wirral Tennis & Sports Centre	1,364	1,364	0	0	0	0
	Wirral Tennis Centre - 3G Pitch	1,000	932	68	0	0	0
	Wirral Tennis Centre - Facility Upgrade	765	765	0	0	0	0
	Woodchurch Sports Pavillion	1,600	1,482	118	300	0	0
Library	Consolidated Library Works Fund	279	279	0	0	0	0
	Moreton Youth Club & Library	1,000	500	500	500	0	0
Museum	Williamson Art Gallery Catalogue	73	73	0	0	0	0
	Williamson Art Gallery Ventilation 21-22	288	288	0	0	0	0
Parks	Ashton Park Lake	147	0	147	147	0	0
	Essential H&S Access Improvements @ Wirral Country Park	64	64	0	0	0	0
Grand Total		9,339	7,797	1,542	1,854	0	0

Appendix 4 – Breakdown of Revenue Budget Monitoring

	Budget	Forecast	Variance		Adv/ Fav
	£000	£000	(+ Fav / - Adv) £000	%	
Public Health Outcomes					
Public Health Outcomes	-6,336	-6,342	6	0%	
Neighbourhood Safety					
Assisted Travel and Transport	2,153	2,212	-59	-3%	Adverse
Neighbourhood Safety – Operations	1,174	1,535	-360	-31%	Adverse
Leisure, Libraries and Theatre					
Customer Contact Centre	726	726	0	0%	
Estate and Facilities Management – Neighbourhoods	0	0	0	0%	
Libraries	3,203	3,583	-380	-12%	Adverse
Museums	530	530	0	0%	
One Stop Shops	909	909	0	0%	
Theatre	-527	-527	0	0%	
Golf	-8	-8	0	0%	
Europa Pools	488	676	-188	-39%	Adverse
Guinea Gap	119	200	-81	-68%	Adverse
Leasowe Recreation Centre	167	383	-216	-129%	Adverse
Oval Sports Centre	373	1,352	-979	-263%	Adverse
West Kirby Concourse	189	379	-190	-100%	Adverse
Tennis Centre	158	752	-594	-377%	Adverse
Woodchurch Leisure Centre	82	284	-202	-248%	Adverse
West Kirby Marine Lake	-31	16	-47	154%	Adverse
Aquatics Management	398	398	0	0%	

Community Centres	151	151	0	0%	
Leisure Call Centre	94	94	0	0%	
Leisure Management	717	1,243	-526	-73%	Adverse
Sales and Retention	100	100	0	0%	
Sports Development	66	66	0	0%	
Tourism and Visitor Economy					
Culture and Visitor Economy	265	398	-133	-50%	Adverse
Surplus / (Deficit)	5,161	9,110	-3,948	-76%	Adverse



**TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE
THURSDAY, 1 DECEMBER 2022**

Report Title:	TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE PERFORMANCE REPORT
Report of:	DIRECTOR OF NEIGHBOURHOODS

REPORT SUMMARY

This report provides performance information in relation the group of Neighbourhood Services that report to the Tourism, Communities, Culture and Leisure Committee. The report was designed based on discussion with Members through working group activity in 2021. Members requests have been incorporated into the report presented at this committee meeting. Monitoring the performance of Neighbourhood services supports the delivery of the Wirral Plan.

This matter affects all Wards within the Borough.

This is not a key decision.

Appendix 1 of this report is exempt from publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

RECOMMENDATION

The Tourism, Communities, Culture and Leisure Committee is recommended to note the content of the report and highlight any areas requiring further clarification or action.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION

- 1.1 To ensure Members of the Tourism, Communities, Culture and Leisure Committee have the opportunity to monitor the performance of the Council and partners in relation to Neighbourhood Services.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 As this report has been developed in line with member requirements no other options have been considered.

3.0 BACKGROUND INFORMATION

- 3.1 Regular monitoring of performance will ensure public oversight and enable Elected Members to make informed decisions in a timely manner.
- 3.2 This report contains performance information relating to the following service areas:
- Leisure & Associated Services
 - Libraries
 - Museums
- 3.3 Performance information for Community Safety is presented outside of this report via the well-established Wirral Safety Tracker which is the primary performance management tool for the Safer Wirral Partnership Board.
- 3.4 There is opportunity for the information provided in this report to be developed further as services have re-opened after Covid closures, new initiatives are established, and the reporting capability of information systems is increased.

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising from this report.

5.0 LEGAL IMPLICATIONS

- 5.1 There are no legal implications arising from this report.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 There are none arising from this report.

7.0 RELEVANT RISKS

- 7.1 Information on the key risks faced by the Directorate and the organisation and the associated mitigations and planned actions are included in the Directorate and Corporate Risk Registers. There are no further specific risk implications relating to this report, which is a general performance position update.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Neighbourhood services carry out a range of consultation and engagement with service users and residents to work to optimise service delivery and outcomes for residents.

9.0 EQUALITY IMPLICATIONS

- 9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision, or activity. There is no impact for equality implications arising directly from this report. This report has no direct implications for equalities.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

- 10.1 There are no environmental and climate implications generated by the recommendations in this report.

The content and/or recommendations contained within this report are expected to have no impact on emissions of Greenhouse Gases.

11.0 COMMUNITY WEALTH IMPLICATIONS

- 11.1 Moving Communities, an online software tool which tracks participation, performance, and social value at public leisure facilities. Social Value data from Moving Communities is included in the report.

REPORT AUTHOR: Nancy Clarkson
Head of Intelligence
email: nancyclarkson@wirral.gov.uk

APPENDICES

Leisure, Tourism and Culture Committee Report Quarter 4 2021-22

BACKGROUND PAPERS

Moving Communities: Participation in Public Leisure Facilities www.movingcommunities.org

Sport England: Active Lives Survey: <https://www.sportengland.org/know-your-audience/data/active-lives>

Data has been extracted from the Talis and XN Council Systems.

TERMS OF REFERENCE

This report is being considered by the Tourism, Communities, Culture and Leisure Committee in accordance with Section 6.2 (part k) of its Terms of Reference, providing a view of performance, budget monitoring and risk management in relation to the Committee's functions.

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE	26 July 2022
TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE	12 October 2021



TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE

Thursday 1 December 2022

REPORT TITLE:	LIVERPOOL AND WIRRAL CORONER AREA ANNUAL REPORT 2021
REPORT OF:	DIRECTOR OF LAW AND GOVERNANCE

REPORT SUMMARY

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

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

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

The appended report is the full annual report of the Liverpool and Wirral Coroner Area for the period of 2021.

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

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

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

This matter affects all wards in the borough.

This is not a key decision.

RECOMMENDATION/S

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

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

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

2.0 OTHER OPTIONS CONSIDERED

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

3.0 BACKGROUND INFORMATION

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

4.0 FINANCIAL IMPLICATIONS

- 4.1 The gross expenditure outturn for 2021/2022 for the Liverpool & Wirral Coroner Services was £1,964,711. The recharge ratio according to population is 63% Liverpool City Council, 37% Wirral Council.
- 4.3 A further breakdown of the recharge ratio is included in the appended report.

5.0 LEGAL IMPLICATIONS

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

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

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

7.0 RELEVANT RISKS

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

8.0 ENGAGEMENT/CONSULTATION

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

9.0 EQUALITY IMPLICATIONS

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

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

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

11.0 COMMUNITY WEALTH IMPLICATIONS

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

REPORT AUTHOR: **Anna Perret**
(Anna Perret)

email: annaperret@wirral.gov.uk

APPENDICES

BACKGROUND PAPERS

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

TERMS OF REFERENCE

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

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Tourism, Communities, Culture and Leisure	12th October 2021

This page is intentionally left blank



Liverpool & Wirral Coroner Area

Annual Report 2021



Contents

LIVERPOOL & WIRRAL CORONER AREA	2
Background Information	2
The Role of the Coroner	2
Coroners.....	3
Our duty.....	3
Workload	3
Covid 19 Pandemic	4
STATISTICS.....	5
Liverpool & Wirral Coroner Area – 2021 Comparison With 2020	5
Performance.....	7
2021 comparison with neighbouring jurisdictions.....	7
2021 comparison with jurisdictions of a similar demographic.....	7
Budget.....	8
Coroner’s Court Support Service.....	8
Compliments	9
Regulation 28 - Reports to Prevent Future Deaths	10
Multi-Agency Working	10

LIVERPOOL & WIRRAL CORONER AREA ANNUAL REPORT 2021

Background Information

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

The Coroner Area of Liverpool and Wirral is a large geographical area of 26,884 Hectares with a population of around 800,000. The area is a part of the Liverpool City Region which is a world class centre of excellence in commerce, culture, education and industry and as such the area has a significantly larger workforce than resident population. We work closely with two registration districts, Liverpool Register Office and Wirral Register Office.

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

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

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

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

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

The Role of the Coroner

A Coroner is an independent judicial office holder, appointed by the local authority. They investigate deaths that have been reported to them if it appears that:

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

The Coroner’s service and Court is at:

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

Coroner and Justice Act 2009

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

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

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

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

Coroners

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

Our duty

To put families at the heart of the service and provide a professional, sensitive and caring approach to meet the needs of bereaved people who come into contact with the Coroners Service.

Workload

In 2021 there were 3,056 reported deaths. This resulted in 733 inquests being opened in 2021 and a total number of 781 inquests being concluded in 2021.

There has been a huge increase in the post-mortem examination rate, rising from 34% in 2020 to 43% in 2021, which is the national average. This is a reflection of the changing attitude of the public whom we serve. There is an average inquest conclusion time of 11 weeks from the death report (average of 31 weeks nationally). Up to 25% of inquests are concluded based on clinical history and exclusion of unnatural causes as opposed to

invasive autopsy. This enables the limited resources to be targeted on those unnatural and state detention deaths which require the most investigation.

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

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

Covid 19 Pandemic

Coroners faced an unprecedented challenge at the height of the pandemic in 2020 with complex and jury cases adjourned, although all other inquests took place in court as the service was open throughout. Jury cases resumed in 2021, in some instances with remaining social distancing measures in place. It is worthy to note the service has now already heard or listed all jury cases that were previously adjourned due to the pandemic.

The situation has continued throughout 2021 as the effects of the pandemic continue to be felt at the Coroner's Service both in a workload and financial sense. The increase in cases are not Covid related but pandemic related. There has been a noticeable increase in the number of unnatural deaths such as suicides, drug and alcohol related deaths resulting in an increase of post-mortems and other analysis to determine the cause of death.

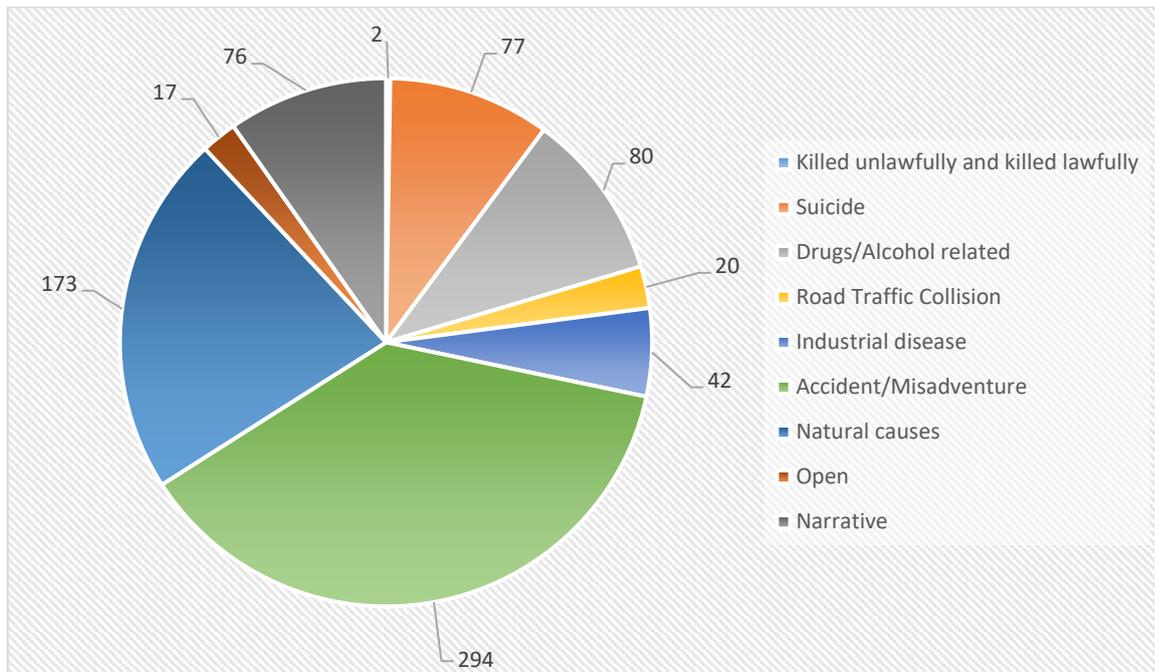
The pandemic appears to have undermined the trust of the public in health and social care in such a way that on the road to recovery of the Coroner's Service bereaved families are less trusting of doctors and carers. This is evidenced by the previously mentioned increase in post-mortem examination rate. The communication between people ill in hospital and their families has at times not been ideal therefore this has resulted in more detailed investigation needed as families need answers as to the care and treatment their loved one received in hospital prior to their death. This has created extra pressure on the courts' investigative team dealing with bereaved families as well as extra financial costs to the service.

The pandemic has put a heavy burden on the service and will continue to do so for the foreseeable future.

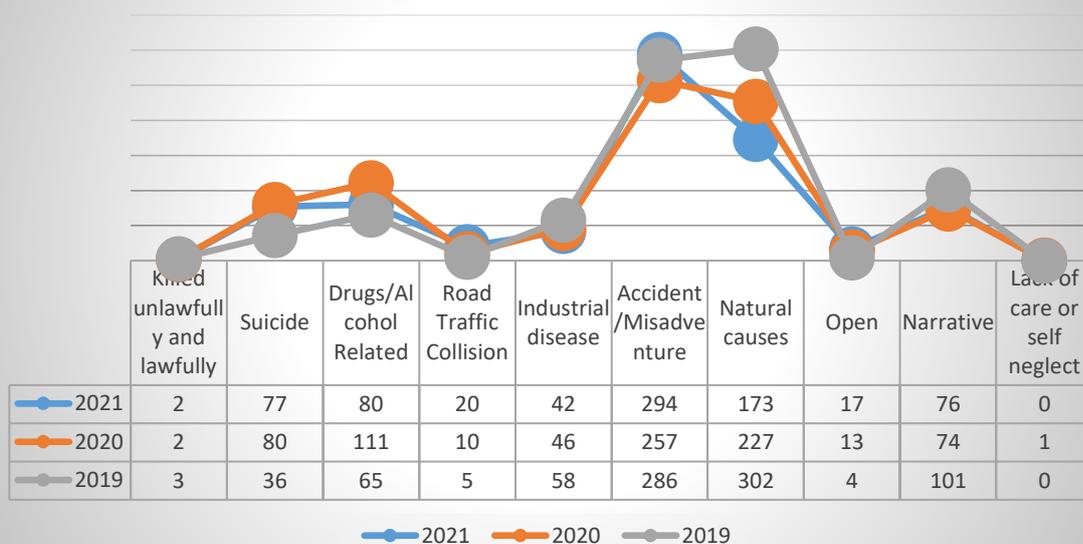
STATISTICS

Key findings from 2021

24% of deaths reported in 2021 resulted in an inquest being held. The breakdown of the 781 inquest conclusions were as follows:



Inquest Conclusions - comparison 2019-2021



Liverpool & Wirral Coroner Area – 2021 Comparison With 2020

REPORTED DEATHS

Reported deaths 1 st January 2021 to 31 st December 2021	3056
Reported deaths 1 st January 2020 to 31 st December 2020	3311

INQUESTS

Inquests concluded from 1 st January 2021 to 31 st December 2021	781
Inquests concluded from 1 st January 2020 to 31 st December 2020	821
Inquests opened from 1 st January 2021 to 31 st December 2021	733
Inquests opened from 1 st January 2020 to 31 st December 2020	735

POST MORTEMS

Number of deaths reported that resulted in a PM in 2021	1301 (43% rate)
Number of deaths reported that resulted in a PM in 2020	1124 (34% rate)

JURY INQUESTS

Number of inquests held with a jury in 2021	8
Number of inquests held with a jury in 2020	4

TIME TAKEN TO CONCLUDE INQUESTS

2021

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

2020

% of inquests concluded within 1 month in 2020	56%
% of inquests concluded within 3 months in 2020	70%
% of inquests concluded within 6 months in 2020	94%

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

Performance

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

2021 comparison with neighbouring Coroner Areas

Area	Deaths reported	Post-mortems	Post-mortem rate	No. of inquests	Average inquest waiting time
Liverpool & Wirral	3056	1301	43%	733	11 weeks
Sefton, St Helens & Knowsley	2069	778	38%	379	33 weeks
Cheshire	2670	1564	59%	578	34 weeks
Manchester City	2786	1425	51%	679	51 weeks

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

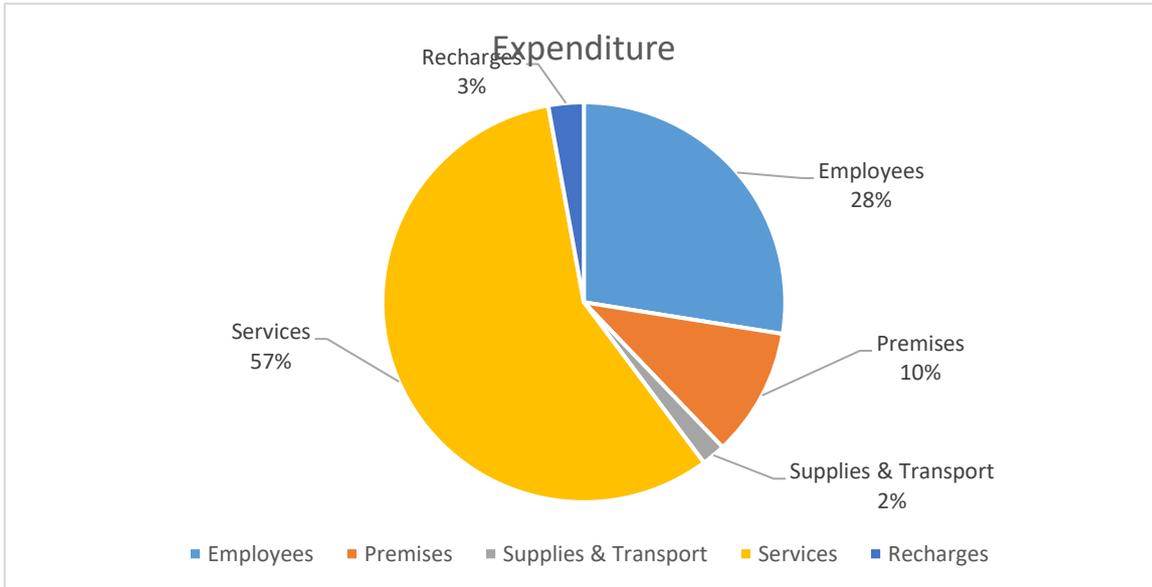
2021 comparison with Coroner Areas of a similar demographic

Area	Deaths reported	No. of Prison deaths	Post-mortem rate	No. of inquests	Average inquest waiting time
Liverpool & Wirral	3056	15	43%	733	11 weeks
West Yorkshire East District	3538	25	35%	729	19 weeks
Birmingham & Solihull	5716	8	32%	760	12 weeks
Manchester City	2786	7	51%	679	51 weeks

Budget

The gross expenditure outturn for 2021/2022 for the Liverpool & Wirral Coroner Services was £1,964,711. The recharge ratio according to population is 63% Liverpool City Council, 37% Wirral Council. Therefore, the cost of the Coroner's Service for 2020/21 was:

Liverpool £1,237,768 Wirral £726,943 The breakdown is as follows:



Over 57% of the budget is spent on services – this includes medical fees (post-mortem fees), outside analysis (toxicology), coroner removals, hospital mortuary fees, juror fees, witness fees and medical reports.

28% of the budget is spent on employees – this includes all the Coroners' salaries and the administration support team for the Court.

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

Coroner's Court Support Service

The Coroners' Courts Support Service is a registered charity whose volunteers give emotional and practical support to families and other witnesses attending Inquests. The team have been operating in Liverpool and Wirral since 31st October 2011.

Since 2011 volunteers have supported over 10,000 family members and friends, over 2,400 witnesses and given support to the many professionals (police, fire, ambulance services and advocates, solicitors) who attend court.

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

Compliments

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

“Thank you for your care, kindness and respect shown to our family. It meant a lot to us at this difficult time. We appreciate you, you do an amazing job.”

“I would like to take this opportunity to thank you from my heart for your professionalism, understanding, kindness, compassion and empathy. Our family would like to express our gratitude to you for handling the case with sensitivity.”

“My wife died tragically earlier this year and I was fortunate enough to have X as our liaison officer. I wish to record my sincere appreciation for X. She advised and kept me informed at every stage. She was not just excellent but outstanding in all our dealings. This may well be the best service of any kind I have received despite my tragic loss”

“I will never be able to thank you enough and show my appreciation for your understanding regarding my sons death. I applaud your professionalism in what must be a difficult occupation at times. However, I’m aware that you must find it very rewarding and your manner is impeccable. On behalf of my family may I once again thank you.”

“Many thanks for all your support and guidance throughout the process - it has been much appreciated. I would particularly like to express my sincere thanks to both yourself and the Coroner for making Friday's inquest such a positive experience - it felt inclusive, warm and very much family orientated.”

“Thank you so much for taking good care of my son. You made things a little easier by explaining thoroughly everything to us. We’ll be forever grateful.”

“I wanted to thank you for all of your help and support following the sudden death of my brother. On behalf of my family we are forever grateful to you for keeping us informed every step of the way. Having someone to speak to and ask questions really helped. You have been so lovely and have made an unimaginably difficult time a little easier. Thank you for looking after my brother too. Our gratitude also goes to the Coroner and everyone involved for concluding the inquest sooner allowing us a resemblance of peace.”

“Can I just say a big thank-you on behalf of my family. You have shown great empathy and understanding and have progressed mums case, so we can finally lay her to rest. It must be so hard for you with all the delays, but we are so grateful for your professionalism, understanding and support, thanks again.”

“I wanted to drop you a quick note to express my thanks for your update call last week following my dad’s post mortem. My mum and I really appreciated you taking the time to outline what happened to my dad and explain the next steps. We both found your approach to be professional yet also compassionate and sincere.”

“Just a note to say that the family wish to say a big thank you to you for everything that you have done helping with my Mum. We are all very appreciative of the way that you have been sympathetic, professional and gone the extra mile to get the outcome that we wished for in what is a very difficult time.”

Regulation 28 - Reports to Prevent Future Deaths

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

In 2021, the Liverpool & Wirral Coroner Area generated 5 Regulation 28 reports. These were addressed to NHS bodies, including Mental Health Services, Prison Services and Local Authorities. The reports highlighted a wide variety of issues from healthcare provision within state detention settings to improving communication between local mental health services providers to clearer information documentation protocols in care settings. It also covered highway and health and safety issues.

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

Multi-Agency Working

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

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

We deal with hundreds of requests each year from insurance companies and solicitors in relation to life insurance policies and pensions along with litigation enquires.

The inquest archives date back to 1939 so we also deal with many requests from family members tracing their family history.

The Coroner’s Service works closely with Emergency Planning Teams in Liverpool and Wirral to ensure they have input into the appropriate plans such as the Merseyside Mass Fatality Plan and the Local Resilience Forum Extra Death Plan.

We work closely with the Child Death Overview Panel keeping them notified of child deaths, issues that may relate to Serious Case Reviews and the final outcome of inquests. The service provides information to a variety of statutory agencies to assist with the prevention of drug related deaths, road traffic accidents, industrial disease and accidents and suicide prevention.

The Year Ahead

With the introduction of the Medical Examiner system, which is voluntary/non-statutory at present, we have been working throughout 2021 with new medical examiners appointed within Trusts to try and ensure that all referrals are relevant and appropriate. This involves providing training sessions and monthly meetings to discuss shared learning.

Building good working relationships with Medical Examiners and Bereavement Offices is really important to ensure that bereaved families are kept informed each step of the way. This work will continue to evolve until the service becomes a statutory duty anticipated to be April 2023.

The Medical Examiners have now started to scrutinise community deaths. Although progress has been made building these important relationships, it is likely this will cause an increase in referrals to the Coroner putting pressure on the service and may also affect the bereaved families experience.



TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE

THURSDAY 1 DECEMBER 2022

REPORT TITLE:	TOURISM, COMMUNITIES, CULTURE AND LEISURE WORK PROGRAMME
REPORT OF:	DIRECTOR OF LAW AND GOVERNANCE

REPORT SUMMARY

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

It is envisaged that the work programme will be formed from a combination of key decisions, standing items and requested officer reports. This report provides the Committee with an opportunity to plan and regularly review its work across the municipal year. The work programme for the Tourism, Communities, Culture and Leisure Committee is attached as Appendix 1 to this report.

RECOMMENDATION

The Tourism, Communities, Culture and Leisure Committee is recommended to note and comment on the proposed Tourism, Communities, Culture and Leisure Committee work programme for the remainder of the 2022/23 municipal year.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

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

2.0 OTHER OPTIONS CONSIDERED

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

3.0 BACKGROUND INFORMATION

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

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

Terms of Reference

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

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

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

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

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

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

(f) concerning tourism, the arts, culture and heritage, including provision of theatre, entertainments, conferences and events;

(g) in relation to bereavement services and support to the Coroner's service;

(h) regarding community safety, crime and disorder and all associated matters;

(i) for trading standards and environmental health, including but not limited to:

(i) consumer protection;

(ii) product safety;

(iii) fair trading;

(iv) metrology;

(v) food standards and animal health;

(vi) air pollution control;

(vii) health and safety at work (except in so far as it relates to the Council as an employer);

(viii) public conveniences

food safety; and

(x) control of nuisances;

(j) in respect of emergency planning and community resilience (community, regulatory and asset services);

(k) providing a view of performance, budget monitoring and risk management in relation to the Committee's functions; and

(l) undertaking the development and implementation of policy in relation to the Committee's functions, incorporating the assessment of outcomes, review of effectiveness and formulation of recommendations to the Council, partners and other bodies, which shall include any decision relating to the above functions.

(m) in respect of the Police and Justice Act 2006, the functions to:

(i) review or scrutinise decisions made or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions; and

(ii) make reports or recommendations to the local authority with respect to the discharge of those functions

Overview and Scrutiny

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

(a) Overview and Policy Development -The Committee may undertake enquiries and investigate the available options for future direction in policy development and may appoint

advisors and assessors to assist them in this process. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations.

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

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

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

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

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

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

4.0 FINANCIAL IMPLICATIONS

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

5.0 LEGAL IMPLICATIONS

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

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

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

7.0 RELEVANT RISKS

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

8.0 ENGAGEMENT/CONSULTATION

8.1 Not applicable.

9.0 EQUALITY IMPLICATIONS

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

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

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

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

11.0 COMMUNITY WEALTH IMPLICATIONS

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

REPORT AUTHOR: Anna Perrett
telephone: 0151 691 8564
email: annaperret@wirral.gov.uk

APPENDICES

Appendix 1: Tourism Communities Culture and Leisure Committee Work Plan

BACKGROUND PAPERS

Wirral Council Constitution
Forward Plan
The Council's transformation programme

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Tourism Communities Culture and Leisure Committee	26 October 2020
	23 November 2020
	21 January 2021
	3 March 2021
	16 June 2021
	27 July 2021
	2 September 2021

	<p>12 October 2021</p> <p>17 November 2021</p> <p>14 December 2021</p> <p>18 January 2022</p> <p>8 March 2022</p> <p>16 June 2022</p>
--	---



TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE

WORK PROGRAMME 2021/22

Contact Officer/s: POLLY PRICE

November Agenda

Item	Key Decision	Lead Officer
Coroner's Annual Report	No	Andre Rebello
Q2 Budget Monitoring	No	Sarah Cox
Performance Report	No	Nicki Butterworth
Work Programme Update	No	Anna Perrett

UPCOMING KEY DECISIONS – WAITING TO BE SCHEDULED

Item	Lead Departmental Officer	Wirral Plan Priority
Heritage and Conservation Strategy	Jane Morgan	Inclusive Economy
Community Asset Transfer	David Ball	Inclusive Economy
Development of Golf and New operating Model	Andy McCartan	Healthy and Active lives
Sport & Physical Activity Strategy	Andy McCartan	Healthy and Active lives

Report		
Library Strategy & New Model (Final Report)	Andy McCartan	Healthy and Active lives
Facilities Investment Strategy	Andy McCartan	Health and Active lives
Wirral Tram Museum	Cathy Palmer	Inclusive Economy

ADDITIONAL AGENDA ITEMS – WAITING TO BE SCHEDULED

Item	Approximate timescale	Lead Departmental Officer
Battle of Brunanburh	TBC	Keith Keeley
Thornton Hough Public Convenience	TBC	David Ball?
Bromborough Civic Centre and Library	TBC	David Ball?
Open Golf	TBC	Mark Camborne
Update on Customer and Community Contact (Revenue and Benefit)	TBC	Andy McCartan

STANDING ITEMS AND MONITORING REPORTS

Item	Reporting Frequency	Lead Departmental Officer
Financial Monitoring	Quarterly	Shaer Halewood
Performance reports	6 monthly	Nancy Clarkson

WORK PROGRAMME ACTIVITIES OUTSIDE COMMITTEE

Item	Format	Timescale	Lead Officer	Progress
Spotlight sessions / workshops				
Community Asset Transfer Workshops	Workshop	2021	David Ball	Ongoing
Budget Setting	Workshops	2022	All	Ongoing
Performance Dashboard	Workshop	2021	Nicki Butterworth/ Nancy	Completed

			Clarkson	
Corporate scrutiny / Other				
Risk	Workshop	TBC	Nicki Butterworth	

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

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

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

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

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

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