

WIRRAL COUNCIL

WIRRAL WEST CONSTITUENCY COMMITTEE

6TH MARCH 2014

SUBJECT:	CONSTITUENCY MANAGER'S REPORT
WARD/S AFFECTED:	WARDS WITHIN THE WIRRAL WEST CONSTITUENCY BOUNDARY <ul style="list-style-type: none">▪ GREASBY, FRANKBY AND IRBY▪ HOYLAKE AND MEOLS▪ PENSBY AND THINGWALL▪ WEST KIRBY AND THURSTASTON▪ UPTON AND WOODCHURCH
REPORT OF:	CONSTITUENCY MANAGER (WIRRAL WEST)
RESPONSIBLE PORTFOLIO HOLDER:	CABINET MEMBER – NEIGHBOURHOODS, HOUSING AND ENGAGEMENT
KEY DECISION?	NO

1.0 BACKGROUND AND KEY ISSUES

- 1.1 This report provides an update on progress in relation to the ongoing work programme being undertaken in support of the Wirral West Constituency Committee. This is set out in the 'action tracker' attached at **Appendix 1**, with particular items for discussion / noting are highlighted below in the main body of the report.
- 1.2 The Committee is asked to note that progress and recommendations in relation to the Constituency Committee Budget / Grant Programmes is presented as a separate agenda item.

2.0 JOINING UP CONSULTATION ACTIVITIES

- 2.1 The Committee resolved at its last meeting that "an update be presented to the next meeting upon the continued development of joined up mechanisms for community engagement and further consideration be given specifically to the format and structure of future meetings in relation to contributions from Merseyside Police".
- 2.2 Further consideration has now been given to this matter, and it is proposed that Merseyside Police undertake separate 'Have Your Say' meetings across the constituency to ensure that members of the public are provided with a dedicated opportunity to inform policing priorities. The Committee will retain a Public Question Time, through which the public will continue to be able to raise questions about the work of the Committee and local issues. The Constituency Manager will work closely with the Neighbourhood Inspector to ensure that any actions arising from the 'Have Your Say' meetings which require joint working with the Council and other agencies are taken forward as appropriate. The Constituency Committee will be kept regularly informed of the outcomes of the 'Have Your Say' meetings and policing priorities.

- 2.3 The timetable below sets out the provisional dates for Wirral West Constituency Committee and 'Have Your Say' meetings from April 2014 onwards and shows how these will be held on a rolling basis across the five wards in the constituency area. Once this timetable is finalised, it will be published on the Council's and Police's websites and the meetings promoted through a range of mechanisms on a timely basis.

Timetable	Constituency Committee Meetings (incorporating Public Question Time)	Merseyside Police 'Have Your Say' Constituency Meetings
April – June 2014	-	<ul style="list-style-type: none"> ▪ Thursday 17th April 2014, 7p.m., Melrose Hall, Hoylake (Hoylake and Meols Ward) ▪ Thursday 19th June 2014, 7 p.m., Upton and Woodchurch Ward (venue to be confirmed)
July – September 2014	<ul style="list-style-type: none"> ▪ Thursday 17th July 2014, West Kirby and Thurstaston Ward (venue to be confirmed) 	<ul style="list-style-type: none"> ▪ Thursday 18th September 2014, 7 p.m., Greasby, Frankby and Irby Ward (venue to be confirmed)
October – December 2014	<ul style="list-style-type: none"> ▪ Thursday 16th October, Pensby and Thingwall Ward (venue to be confirmed) 	<ul style="list-style-type: none"> ▪ Thursday 11th December 2014, 7 p.m., West Kirby and Thurstaston Ward (venue to be confirmed)
January 2015-March 2015	<ul style="list-style-type: none"> ▪ Thursday 5th February 2015, Hoylake and Meols Ward (venue to be confirmed) 	<ul style="list-style-type: none"> ▪ Thursday 26th March 2015, 7 p.m., Pensby and Thingwall Ward (venue to be confirmed)
April 2015 – June 2015	<ul style="list-style-type: none"> ▪ Thursday 23rd April 2015, Upton and Woodchurch Ward (venue to be confirmed) 	<ul style="list-style-type: none"> ▪ Thursday 18th June 2015, 7 p.m., Hoylake and Meols Ward (venue to be confirmed)

- 2.4 It is recognised that the Constituency Committee and 'Have Your Say' meetings will not be the only mechanisms via which community engagement could or should take place. The Constituency Manager will continue to work with partner agencies to maximise opportunities for engagement where and when local issues are being discussed, for example through public meetings and more informal consultation activities.

3.0 DEVELOPING THE WIRRAL WEST CONSTITUENCY PLAN

- 3.1 Previous reports to the Committee have set out the initial considerations which have been given to developing a Constituency Plan. The Committee will be asked to approve its Constituency Plan at its next meeting on the 17th July 2014 (provisional date). To facilitate this, the following approach to working with the Wirral West Constituency Committee is proposed:

- **Workshop 1** (end April 2014) – exploring priorities based on the evidence and the feedback from local communities gathered through the Community Fund voting process and agreeing any additional targeted consultation and research required;
- **Workshop 2** (mid June 2014) – considering outcomes of any additional consultation and research and finalising the draft Constituency Plan for presentation to the Committee in July.

3.2 A wider engagement strategy will also be put in place to support the development of the Constituency Plan, building on the events which have taken place with regard to the Wirral West Community Fund.

4.0 RISKS

4.1 A detailed risk assessment has been developed to support the constituency working approach.

5.0 OTHER OPTIONS CONSIDERED

5.1 This report sets out activities undertaken in relation to actions agreed by the Committee, all of which have been progressed with due consideration to a range of options.

6.0 CONSULTATION

6.1 Consultation is undertaken with the members of the Constituency Committee as to the development and operation of the Committee. Ongoing consultation with the local community as to issues for the area is an ongoing focus of the constituency working approach.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

7.1 The constituency working approach has positive implications for voluntary, community and faith groups in Wirral West.

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

8.1 The activities set out in this report will be delivered via existing resources.

9.0 LEGAL IMPLICATIONS

9.1 There are no legal implications relating to the activities set out in this report.

10.0 EQUALITIES IMPLICATIONS

10.1 An impact review relating to neighbourhood working can be found at the link below:

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

11.0 CARBON REDUCTION IMPLICATIONS

11.1 There are no direct carbon reduction implications relating to this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

- 12.1 There are no direct planning and community safety implications relating to this report. The Wirral West Constituency Plan may however influence these areas of activity.

13.0 RECOMMENDATIONS

- 13.1 Members of the Wirral West Constituency Committee are requested to endorse the approaches set out in this report relating to:

- Joining up consultation activities; and
- Developing the Wirral West Constituency Plan.

14.0 REASON/S FOR RECOMMENDATION/S

- 14.1 In order to ensure that actions requested by the Committee are being progressed as required.

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APPENDICES

Appendix 1: Wirral West Constituency Committee Action Tracker

REFERENCE MATERIAL

None

SUBJECT HISTORY (last 3 years)

Meeting	Date
Wirral West Constituency Committee – Constituency Manager’s Update	12th December 2014

APPENDIX 1: WIRRAL WEST CONSTITUENCY COMMITTEE - ACTION TRACKER

Activity	RAG Rating	Status	Date of Decision (if applicable)	Consultation with Councillors and Community Representatives
1. Developing a Committee Handbook	Amber	The draft handbook not yet circulated to councillors for consultation.	17 th July 2014 (provisional)	Draft to be circulated for comments to Councillors and Community Representatives
2. Undertaking a Community Asset Audit	Amber	A specification has been drafted to go out to tender for an organisation to support with developing asset based community development in Wirral across the four constituencies.	-	Councillors and Community Representatives to be updated as to progress (specification currently with Public Health)
3. Developing the Wirral West Constituency Plan	Green	A Constituency Plan template has been drafted; the constituency profile for Wirral West has been circulated widely; initial discussions about local needs / priorities are underway; engagement with residents includes questions asked as part of the Wirral West Community Fund voting process. An approach to further developing the Constituency Plan is set out the main body of the report at 4.0.	17 th July 2014 (provisional)	Councillors and Community Representatives will be involved in the process through the approach outlined in 3.0 of this report, subject to endorsement by the Committee.
4. Love Wirral Initiative	Green	Pending the outcome of a delegated decision, successful Wirral West groups and organisations are being notified in writing as to funding for their Love Wirral projects following the public vote.	Approval from Wirral West councillors was requested by email and discussed at meetings with the Constituency Manager, following results being circulated to councillors.	Love Wirral initiative now complete.

Activity	RAG Rating	Status	Date of Decision (if applicable)	Consultation with Councillors and Community Representatives
5. Developing a Constituency Website	Amber	Dedicated pages are now in place for Wirral West on the Council's website, with information about grants programme, forthcoming events etc. However, the action from Committee was in regard to a dedicated website for the constituency – this is dependent on the development of a wider communications strategy, use of social media etc. A Wirral West Twitter account will shortly be operational.	-	Councillors and Community Representatives will be consulted on communications and social media activities as these are developed and implemented.
6. Constituency Committee Budget / Grants Programmes	Green	A separate report is being presented to the Committee in relation to the allocation of the Committee's budget for 2013-14.	<ul style="list-style-type: none"> ▪ Yes– see separate report to this meeting ▪ Project outcomes will be formally reported to the Committee in 2015 	Councillors have been regularly consulted on the process by email and will be kept up to date and involved with progress in relation to projects funded.
7. Joining Up Consultation Activities	Amber	Further options were requested following the report to Committee on 12 th December as to aligning the work of the Constituency Committee	Councillors are asked to endorse the approach outlined in 2.0 of this report	Councillors and Community Representatives will be kept up to date on the outcomes of 'Have Your Say' meetings through the approach outlined in 2.0 of this report, subject to endorsement by the Committee.

Activity	RAG Rating	Status	Date of Decision (if applicable)	Consultation with Councillors and Community Representatives
8. Working with Community Representatives	Green	Further to their co-option in December, the Committee's Community Representatives met for an initial induction session in January.	-	Local matters of concern raised by the Community Representatives will be included in a constituency issues log which is now being developed by the Constituency Manager. This will be regularly circulated and updated to monitor the status of constituency and ward issues raised through the work of the Committee.
9. Monitoring Attendance	Green	Record of attendance included in minutes of the 12 th December, and will be regularly recorded as part of future minutes.	-	-