

WIRRAL COUNCIL

WIRRAL SOUTH CONSTITUENCY COMMITTEE

18 JUNE 2015

SUBJECT:	WIRRAL SOUTH COMMUNITY REPRESENTATIVES PROPOSALS 2015/16
WARD/S AFFECTED:	<ul style="list-style-type: none">▪ <u>BEBINGTON</u>▪ <u>BROMBOROUGH</u>▪ <u>CLATTERBRIDGE</u>▪ <u>EASTHAM</u>▪ <u>HESWALL</u>
REPORT OF:	CONSTITUENCY MANAGER (WIRRAL SOUTH)
RESPONSIBLE PORTFOLIO HOLDER:	COUNCILLOR GEORGE DAVIES NEIGHBOURHOODS, HOUSING & ENGAGEMENT
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

1.1 This report proposes a new approach to how the appointed community representatives interact with the Wirral South Constituency Committee. This report also proposes a timeline for re-recruiting community representatives in line with the amended structure and role specification (not excluding those community representatives currently in place).

2.0 COMMUNITY REPRESENTATIVES; THE CURRENT APPROACH

2.1 On 25 June, 2014 six community representatives were co-opted onto the Wirral South Constituency Committee (minute 3 refers). That number dropped to 5 at the following Committee and as such there are currently 5 community representatives co-opted at this time.

2.2 Community representatives are free to make representation during committee (through the Chair) in exactly the same way as elected members, although they may not vote on financial matters. Wirral South Constituency Committee Handbook states:

“Whilst community representatives do not have a mandate to speak on behalf of the public, they do provide a level of expertise and/or knowledge to help inform the debate.

Role responsibilities:

- Proactively engage with residents and communities beyond those within their existing networks;
- Accurately reflect the community’s feedback and views in the discussions and decision making processes;
- Communicate with residents and communities, feeding back the work of the Committee;
- Be well informed and be clear about local priorities;
- Champion the Community Representative role ensuring it has value in the Constituency Committee process”

3.0 PROPOSED APPROACH FOR 2015/16

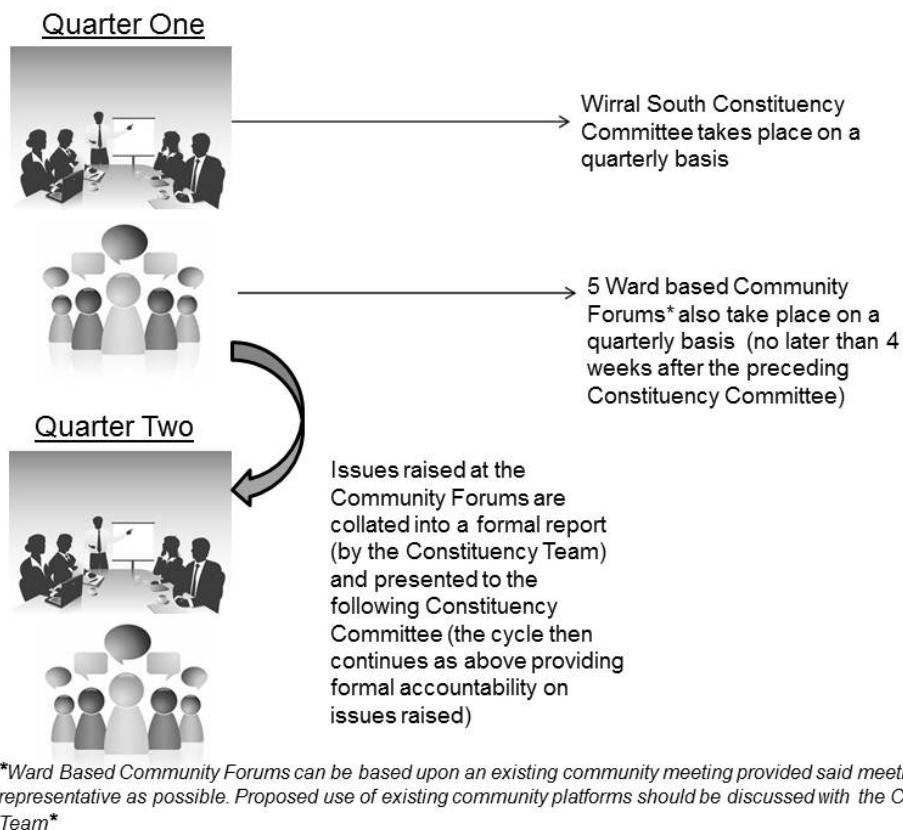
3.1 It is proposed that a new recruitment drive takes place with the objective of recruiting one community representative per electoral ward. This process would not exclude the five existing community representatives. It is important to acknowledge the contribution made by the five existing community representatives, Councillor Phil Gilchrist (Chair of the Wirral South Constituency Committee) would like the following statement noted:

“I would like to thank our community representatives for the advice, assistance and local knowledge they have brought to our work over the past year. It is important that our activity is informed and supported by the leading figures in our communities. Their perspective has been valuable.”

3.2 The community representative role specification and description (appendix one and two respectively) have been amended slightly to highlight the need for community representatives to hold a Community Forum (with support from the constituency team) within their ward. Figure 1 below outlines how this Community Forum would link with the Constituency Committee. The Community Forum may take the form of an existing community meeting.

3.3 The timeline for the proposed recruitment process should allow for those appointed to be co-opted during the October 15 committee.

Figure One:



4.0 RELEVANT RISKS

- 4.1 Failure to appoint community representatives with an agreed structure of interaction may result in lack of community engagement.

5.0 OTHER OPTIONS CONSIDERED

- 5.1 Careful consideration has been given to the best way to enhance the work of the Constituency Committee.

6.0 CONSULTATION

- 6.1 Discussions have taken place with the Chair and Vice Chair of the Wirral South Constituency Committee in relation to this proposal.

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 7.1 The overarching proposed model for neighbourhood working will strengthen the Council's relationship with the voluntary and community sector.
- 7.2 Tackling the priorities of the Constituency will benefit communities directly.

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

- 8.1 This report has implications for the expenditure of budget allocated to Wirral South Constituency Committee.
- 8.2 Funding may assist in greater use of and/or access to community assets.

9.0 LEGAL IMPLICATIONS

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

10.0 EQUALITIES IMPLICATIONS

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

Yes an impact review can be found at the link below (Progressing Neighbourhood Working). A specific EIA related to the grants fund itself will be carried out should the relevant recommendation be approved.

<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 None

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

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

13.0 RECOMMENDATION/S

It is recommended that:

- 13.1 A new recruitment of community representatives for the Wirral South Constituency Committee is commenced in a timely fashion to allow suitable applicants to be co-opted on October 15, 2015.
- 13.2 The newly proposed structure of engagement between community representatives and the Wirral South Constituency Committee (i.e. adopting Community Forums) be agreed.
- 13.3 The previous members of the community representative selection panel meet to assess applications following an agreed time period of advertisement.

14.0 REASON/S FOR RECOMMENDATION/S

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

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REFERENCE MATERIAL

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Wirral South Constituency Committee	25 June 2014

Appendix one: Community Representative Role Specification

Appendix two: Community Representative Role Description

Appendix one: Community Representative Role Specification



Volunteer Specification Form

Post Number	NA
Job Title	Community Representative (Wirral South)
Prepared by and date	Fergus Adams 21/4/15

Essential Personal Attributes	Stage d	Desirable Personal Attributes	Stage d
Qualifications NA		NA	
Experience Applicants must have experience of engaging in community meetings to highlight community issues	A	Working with or leading groups of volunteers	A
Knowledge and skills Knowledge of their community Communicate effectively (inter-personal, written, oral and presentation skills)	A A	Innovative approaches to problem solving Able to work effectively within a team and lead a team	A A
Special Requirements A successful applicant is expected to be an active member of a community group that operates within the Constituency, or has strong links within the voluntary, community and/or faith sector;	A	Proven success in working with groups/communities	A

Appendix two: Community Representative Role Description



Role Description

Designation of Role	Community Representative
<p>Purpose of the Role:</p> <p>To act as a conduit between the communities within the ward you represent and the Wirral South Constituency Committee.</p> <p>Description of duties:</p> <ol style="list-style-type: none">1. To act as a link from the communities within the ward you represent to the Constituency Committee2. To aid the Constituency Committee in connecting with communities in your chosen ward3. To engage in a relevant, quarterly ward based Community Forum allowing issues to be communicated back to the Constituency Team and thus the Constituency Committee (the aforementioned Community Forum can be an existing meeting providing it is deemed representative by the Constituency Team).4. Champion the Community Representative role ensuring it has value in the Constituency Committee process5. To accurately reflect the community's feedback and views in the discussions and decision making processes;6. To be well informed and be clear about local priorities;7. To support other neighbourhood volunteers <p>Date 21/04/15</p>	