



Tourism, Communities, Culture & Leisure Committee

Date:	Thursday, 2 September 2021
Time:	6.00 p.m.
Venue:	Palace Suite - Floral Pavilion

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Members of the public are encouraged to view the meeting via the webcast, (see below) but for anyone who would like to attend in person, please contact the box office at the Floral Pavilion by telephone on 0151 666 0000, in advance of the meeting. All those attending will be asked to wear a face covering (unless exempt) and are encouraged to take a Lateral Flow Test before attending. You should not attend if you have tested positive for Coronavirus or if you have any symptoms of Coronavirus.

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 - 4)**

To approve the accuracy of the minutes of the meeting held on Tuesday 27 July 2021

- 5. PUBLIC AND MEMBER QUESTIONS**

5.1 Public Questions

Notice of question to be given in writing or by email by 12 noon, Friday 27 August 2021 to the Council's Monitoring Officer (committeeservices@wirral.gov.uk) and to be dealt with in accordance with Standing Order 10.

5.2 Statements and Petitions

Notice of representations to be given in writing or by email by 12 noon, 27 August 2021 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.

SECTION A - KEY AND OTHER DECISIONS

6. UPDATE ON PROGRESS & FUTURE DEVELOPMENT OF WIRRAL MUSEUMS SERVICE (Pages 5 - 14)

SECTION B - BUDGET AND PERFORMANCE MANAGEMENT

7. QUARTER 1 FINANCIAL MONITORING REPORT (Pages 15 - 30)

SECTION C - WORK PROGRAMME / OVERVIEW AND SCRUTINY

8. WORK PROGRAMME UPDATE (Pages 31 - 40)

TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE

Tuesday, 27 July 2021

Present: Councillor H Cameron (Chair)

Councillors B Kenny S Williams
C Spriggs A Brame
G Wood P Gilchrist
M Booth P Cleary
J Johnson J Bird (In place of
KJ Williams)

14 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.

15 MEMBERS' CODE OF CONDUCT - DECLARATIONS OF INTEREST

There were no declarations of interests.

16 MINUTES

Resolved -

That the minutes of the meeting of the Tourism, Communities, Culture and Leisure Committee held on 16 June 2021 be approved and adopted as a correct record.

17 PUBLIC AND MEMBER QUESTIONS

One public question had been received from New Brighton Coastal Community Team (NBCCT) who were unable to attend.

The question was read out by the Chair.

Question

The NBCCT would wish to draw to the Committee's attention the unsanitary conditions in New Brighton which have been a result of limited provision of good quality public toilets. This has been an issue for us prior to Covid, however Covid has made the situation worse. We are striving to present New Brighton as a place of welcome and well being, but this issue detracts from our work.

We have been in correspondence with the Senior Environmental Health Manager and he has very clearly explained the limitations on the toilet cleaning team.

We also appreciate that Marine Point toilets are not the responsibility of the Council

On the 1st July we received correspondence from the Council requesting comments in the siting of temporary toilets. However only 2 options were given Vale Park and Marine Park. Replies had to be returned by 2nd July.

Could we please be advised how many temporary toilets are envisaged and where will they be located.

As the school holidays are already underway, we would suggest temporary toilets also in Fort Perch Rock Car Park. Contrary to opinion FPR car park is not tidal.

We would also ask if any of the forth coming plans for New Brighton include the provision of more basic human amenities/public toilets.

Answer

Due to a number of Anti Social behaviour issues experienced last summer, the operational decision was taken, not to provide any additional temporary toilets but rather to utilise any available funding to provide additional enhanced cleaning regimes to the existing Council owned and operated public toilets in the area. The extensive public toilet provision at the Floral Pavilion is also available, free to use and accessible facilities are also in situ. Other private businesses in the area – such as Morrisons also provide a free to use public toilet provision.

18 **COMMUNITY SAFETY STRATEGY**

Nikki Butterworth, Director of Neighbourhood Services, introduced this report regarding the Community Safety Strategy which was a statutory responsibility for Councils. The report introduced the Community Safety Strategy 2021-2026 which had been co-produced following significant consultation with a wide range of stakeholders.

Members debated types of crime reported to them or of concern to them, such as domestic violence, anti-social behaviour, hate crime and road safety, and wished for a greater frequency of reporting than annually. Paul Morrison, Neighbourhood Safety Officer, and Police Superintendent Martin Earle answered Members questions.

Resolved - That

- (1) the Crime and Disorder Reduction Strategy (Community Safety Strategy) be noted and its submission to the Council Meeting for final approval be endorsed.**

- (2) **the Assistant Director Neighbourhoods, Safety and Transport be requested to provide regular updates (twice a year) to the Committee on the progress made in respect to the delivery of the Crime and Disorder Reduction Strategy (Community Safety Strategy).**

19 **SPORTS AND PHYSICAL ACTIVITY STRATEGY UPDATE**

Nikki Butterworth, Director of Neighbourhood Services, presented this report which was an update on the development of the Sport and Physical Activity Strategy for Wirral Leisure Services (formerly Leisure Strategy), which had been written following engagement with residents, communities, and other stakeholders. The key focus of the Strategy was to set out the priorities for sport and leisure facilities, services and activities and seeks to redress the balance between being a provider of facilities and tackling inequality through preventative, outreach, and early intervention work. It was not a statutory requirement to have a sport and physical activity strategy, but it was seen as good practice to outline the Council's plans for leisure services for the period 2020-2025 based on the evidence base and emerging Covid-19 landscape.

Members expressed concern at the stated levels of inactivity and requested additional details about the demographics behind that and any correlation with other elements of the strategy.

Resolved – That:

- (1) **the progress made in the development of the outline Sport and Physical Activity Strategy be noted.**
- (2) **the further development of the Strategy be presented to Committee in Autumn.**

20 **FUTURE OF GOLF PROGRAMME UPDATE**

Andy McCartan, the Assistant Director for Leisure, Libraries and Customer Engagement, introduced this report which provided an update on municipal golf in Wirral. The focus of the report was to highlight the challenges and opportunities relating to Wirral's golf service and seeks approval to explore future options for all sites. The key aim was for municipal golf in Wirral to positively contribute to the Council's Medium Term Financial Plan (MTFP), the developing Sports and Physical Activity Strategy, and key health priorities and outcomes. Any options were to aim to partially or fully mitigate the current golf net subsidy of around £270,000 whilst providing an improved and quality golf offer in Wirral.

Members expressed their wish that the facilities capitalise on the Open Golf Championship which was taking place on the Wirral in 2023 and to receive a report on this at a future meeting.

Several Members were interested in being part of a proposed Working Group to consider the future of the municipal golf courses which all required investment. Members noted the proposal for a development of a broader sports village near Arrowe Park but were concerned that the location was hard to reach and was not in an area which would benefit greatly from investment.

Resolved – That:

- (1) the work being progressed on the Arrowe Park Sports Village feasibility study with FMG Consulting Ltd. be noted**
- (2) the work and outcomes of the full drainage assessment undertaken by consultant STRI (sports turf agronomists) be noted.**
- (3) a member working group be established to develop options for the future of municipal golf. Outcomes and recommendations to be presented back to this committee in November 2021.**
- (4) the Director of Neighbourhood Services be requested to undertake a full review of the current pricing and membership structure relating to golf to enable recommendations for a new membership/’pay and play’ structure for the 2022/23 financial year to be presented back to the committee in November 2021.**

21 WORK PROGRAMME UPDATE

The Tourism, Communities, Culture and Leisure Committee was responsible for proposing and delivering an annual committee work programme. This work programme was to align with the corporate priorities of the Council, in particular the delivery of the key decisions which are within the remit of the Committee.

Members noted the addition of reports referred to in other items of the meeting.

Resolved -

That the work programme for the Tourism, Communities, Culture and Leisure Committee for the remainder of the 2021/22 municipal year be agreed subject to the addition of:

- 1. Reports each six months on the progress made in respect to the delivery of the Crime and Disorder Reduction Strategy (Community Safety Strategy)**
- 2. A report detailing proposals to capitalise on the Open Golf Championship which will take place on the Wirral in 2023.**



TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE

THURSDAY 2 SEPTEMBER 2021

REPORT TITLE:	UPDATE ON PROGRESS & FUTURE DEVELOPMENT OF WIRRAL MUSEUMS SERVICE
REPORT OF:	DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT SUMMARY

On 3rd March 2021, members of this Committee endorsed the strategic service plan for the Wirral Museums Service in the context of the Wirral 2020 Pledges and the emerging Wirral Plan for 2021-2026. Furthermore, the Committee supported the opportunities for development at both the Williamson Art Gallery & Museum (WAG) and Birkenhead Priory in the context of any emerging funding opportunities from Central Government and in view of the strategic regeneration plans for Birkenhead.

The service plan for Wirral Museums Service seeks to create more opportunities for our residents, regardless of age or income, to enjoy cultural events and supporting the tourism offer through programming of good quality exhibitions and events.

Since consideration of the Committee report presented on 3rd March 21, Wirral Museums Service has predominantly remained closed, due to COVID-19 guidance, the service is now permitted to open, working within local public health COVID guidance.

Survey work has found that due to the age and design of the Williamson Art Gallery in particular, there is no mechanical ventilation within the building, and existing natural ventilation systems are deemed to be insufficient to maintain a COVID safe operating environment without the continuation of reduced capacity.

This report details the challenges that have been, and are still being, faced and how the Service is responding. It re-iterates the proposed vision for 2030 for the Service and considers a future exercise around consultation and engagement with key stakeholders. The report outlines how Wirral Museums Service intends to support the delivery of Wirral's 2021-2026 Plan and ideas for engagement and income generation moving forward.

RECOMMENDATION

It is recommended that the Tourism, Communities, Culture & Leisure Committee: notes the contents of this report and supports the ongoing work to increase high quality cultural engagement with Wirral Museums Service for residents and visitors.

SUPPORTING INFORMATION

1.0 REASON FOR RECOMMENDATIONS

- 1.1 Wirral Museums Service is in the process of developing a sustainable business model that delivers wider relevance with the diverse communities of Wirral; supports residents to live active and healthy lives, helps children and young people to realise their potential for brighter futures and contributes to the vibrant visitor economy. The Service is working with colleagues from across the Council to embed culture and learning into the heart of our communities.
- 1.2 As part of the budget setting process the potential closure of Williamson Art Gallery & Museum was part of the Council budget consultation process. The Williamson Art Gallery & Museum received the third largest number of comments from that public budget consultation. In addition, a petition supporting the Gallery attracted over 13,000 signatures, including support from nationally recognised figures and people as far away as Australia.
- 1.3 The consultation for the Birkenhead Culture and Heritage Strategy to support the Town Investment plan for Birkenhead (as part of the Town Deal process) attracted a significant level of comments for Wirral Museums Service assets, despite the Williamson being outside the curtilage of the strategy.
- 1.4 This level of support demonstrates how much Wirral Museums Service is valued by Wirral's residents and beyond.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 Do nothing - this option has been discounted. The services provided by the Museums Service present an unparalleled opportunity to become vibrant community cultural hubs and spaces, using the power of art, museum collections, and heritage to empower Wirral's communities. Doing nothing would not realise these potential opportunities, would compromise its contribution to regeneration plans for Birkenhead and threaten the Museums Accreditation.

3.0 BACKGROUND

3.1 Supporting the delivery of the Wirral Plan 2021 – 2026

- 3.1.1 Wirral Museums Service will contribute to the development of an inclusive economy and support the outcomes of the Wirral Plan by:
- 3.1.2 Working with local artists and craftspeople *to maximise the potential of Wirral's creative enterprise sector as a driver for economic regeneration and community wealth building* by creating selling opportunities and supporting them to get their product to market.
- 3.1.3 Creating exciting programmes of events and exhibitions across our sites to contribute to the *delivery of an ambitious, high quality and inclusive culture events programme which impacts positively on civic pride and outcomes for residents as well as attracts visitors.*

- 3.1.4 Contributing to activity to *promote Wirral regionally, nationally and internationally as a world-class visitor destination which is rich in assets and experiences.*
- 3.1.5 Wirral Museums Service will support Wirral communities to live active and healthy lives by running programmes that *improve wellbeing, reduce loneliness and social isolation through increased neighbourhood and voluntary support and work with partners to promote wellbeing and improve positive mental health.*

3.2 **Wirral Museums Service draft 5-year plan**

- 3.2.1 Wirral Museums Service is responsible for the management and operation of Williamson Art Gallery & Museum and Birkenhead Priory. In addition, the legal responsibility and identified budget is held by the Service for the Wirral Transport Museum and Birkenhead Heritage Tramway.

Williamson Art Gallery & Museum Mission Statement

Williamson Art Gallery & Museum will show the best of Wirral's historic and contemporary artists and makers; celebrate Wirral's history and create high quality cultural experiences for residents and visitors. We will be relevant to, and engaged with, all of Wirral's communities and be a vibrant part of Wirral's day-to-day life and its tourism offer, bringing a range of exhibitions and events to its unique spaces.

2030 Vision

During the next decade, the Williamson will expand its role as a vibrant community cultural hub using the art and museum collections to empower Wirral's communities. Staff time and expertise will be used proactively to support and celebrate existing and emerging artists and makers of Wirral and its diaspora.

3.2.2 *Birkenhead Priory Mission Statement*

Birkenhead Priory will tell the story of the Christian heritage of the site and the history of faith practice in Wirral; teach visitors about the history of Birkenhead; tend the site and its buildings to preserve them for future generations; transform the visitor experience by providing opportunities for contemplation and reflection; and treasure the environment by promoting sustainable living.

2030 Vision

Our ambition is to enhance the programme of events, exhibitions and commissions, create opportunities for personal reflection and contemplation; look back to the history of the site, its town and the changing religious practice across Wirral; promote sustainable living and respect for the environment. This will be achieved within the constraints of the site as a Scheduled Monument with Listed Buildings, protecting the site for future generations.

3.2.3 *Wirral Transport Museum & Heritage Tramway Mission Statement*

Wirral Transport Museum will celebrate the pioneering place Birkenhead had in the development of public transport in Britain and reflect the history of public transport in the area. Vehicles will be kept in working order and restoration and conservation will take place in public view with an effort to pass skills to the next generation.

2030 Vision

By 2030 Wirral Transport Museum and Birkenhead Heritage Tramway will be operated by a third sector organisation, supported by the Council:

- to meet the requirements under law for the operation of a heritage tramway,
- by providing relevant museums' collections on long term loan,
- to provide advice and guidance on the care of these collections.

3.2.4 Supporting our children, young people and adults

To support the aspirations within the emerging Wirral plan document and our own contribution to population health, wellbeing and access to culture and heritage we are building and strengthening our internal partnerships

One key aspect of the plan is the emerging internal partnerships with Children's and Adult Services, embedding Wirral Museums Service in the delivery of services for vulnerable children, young people and adults.

We will do this by offering activities, such as den building at the Priory and art workshops at the Gallery; creating digital content that we can take into care settings alongside handling collections; creating safe neutral spaces for social workers and other professionals to work with individuals or groups; co-create exhibitions from our collections with groups of residents, to tell their stories and respond to the needs of other council teams in the delivery of their services.

This is important because there is strong evidence that high quality cultural engagement is beneficial for positive mental health and it ensures that we, as a Service, are responding to the needs of those residents. This builds on a history of effective project work that has informed ways of working and future activity.

3.3 Stakeholder Consultation

3.3.1 The Museums Service needs to take a strategic, long-term approach to developing and transforming services to strengthen organisational and financial resilience. Decisions should be made based on an assessment of community need, aspirations, and the emerging opportunities presented by regeneration planning.

3.3.2 The Museums Service strives to support the Council's emerging target operating model where investment in preventative activities and services will reduce the requirement for more expensive and complex interventions further down the line, thus reducing the costs of children's, adults' and health services in the longer term. We are seeking the support of elected members as we aspire to create a model for the Museums Service that is affordable, modern, sustainable and relevant and will support the delivery of our corporate priorities.

3.3.3 Engagement will take place at a community level to build a further understanding of specific needs. The consultation will allow those consulted to give intelligent consideration and response; those consulted will be made aware of the factors that are of decisive relevance to any decision and adequate time will be given for consideration and response. This engagement will also be used to seek ideas and suggestions for partnership arrangements and opportunities and to develop a network

of national organisations, community leaders and influencers to collaborate with to increase engagement with the service.

3.3.4 The museums service is currently developing a strategy and forward planning approach that will support any future funding applications. Therefore, the consultation process will encompass key stakeholders as explained at the meeting in March 2021. The next planning round will be taken out for wider consultation, utilising the 'Have Your Say' platform.

3.3.5 The key stakeholder consultation for the current plan will be undertaken during the autumn of 2021 with the final draft of the plan submitted to this committee in Spring 2022. Key stakeholders include, but are not limited to:

Staff	Partners
Local residents and neighbours	Key funders
Visitors	Volunteers
User groups e.g. U3A	Wirral Metropolitan College
Williamson & Priory Friends	Local arts societies and studios
Other Council Teams	Elected members
Arts Council England (ACE)	National Lottery Heritage Fund

3.4 Service Restructure Progress

3.4.1 As part of the 2021/2022 budget setting process, the Museums Service offered opportunities to reduce staffing costs through a staff redesign and restructure accompanied by the release of resource through the Council's Early Voluntary Retirement scheme (EVR).

3.4.2 The restructure and subsequent staff consultation periods were prolonged, and eventually resolved in July 2021. Most of the contractual changes will be implemented in August 2021 and recruitment for new posts is ongoing.

3.5 Re-opening of services

3.5.1 Williamson Art Gallery & Museum re-opened to the public in early June. The work undertaken by the staff whilst the building has been closed is paying dividends with visitors commenting on how beautiful the galleries look. More importantly people feel safe:

"This was the first time I had visited a gallery since lockdown restrictions have been eased, and I felt it was a very COVID safe environment. The rooms are large and airy and there was plenty of fresh air circulating as doors were open and hand sanitiser was readily available. Masks are required to be worn and everybody in the gallery adhered to this rule, as well as the one-way system."

3.5.2 The Gallery has faced challenges with capacities in individual galleries being restricted because of the growing emphasis on ventilation and the lack of fresh air circulation.

Asset Management colleagues are working to implement improved systems and requirements and a long-term solution is expected to be in place by the end of the year to allow room capacities to increase to a sustainable level.

3.5.3 Birkenhead Priory re-opened in early August with restricted capacities and the volunteer programme on the site has restarted.

3.5.4 In July the Service welcomed two Kickstart work placements who will be working with us for six months. This is part of the Government scheme to support 16-24-year-olds to gain valuable work experience.

3.6 Income generation

3.6.1 The ongoing problems with ventilation are currently compromising the Museums Service's ability to generate income. In the pre-COVID environment, room hire fees made up a large proportion of earned income. Alternative income generation activities are being explored.

3.6.2 To support this work additional funding has been provided, via Covid finance, to improve the outdoor offer across both sites and to buy equipment to improve the quality of the digital offer. This is supporting Covid-safe service delivery.

3.6.3 Currently funding is being sought to commission online payment facilities which could grow the donations to the Service through contactless donation points and online donations associated with digital content.

3.6.4 Below is a summary of income generation plans for the Museums Service. Some of the ideas are about direct earnings, others are about increasing the economic activity of local creative practitioners which will indirectly benefit the service.

<p>GROW BACK</p> <ul style="list-style-type: none"> • Visitors • Room hire • Shop sales • Fairs at Birkenhead Priory • Outdoor theatre at Priory • Weddings at Williamson • Children's theatre at Williamson • Adult courses • Book clubs • Life drawing • Concert programme • Family drop-ins • Volunteer programme 	<p>IN DEVELOPMENT</p> <ul style="list-style-type: none"> • Selling exhibitions for local artists • Evening events at Williamson • 'Meet the funders' seminars for local creatives • 'Getting to market' development sessions • Hot desk workspace • Improving accessibility to collections • Distinct digital offer for the Museums Service • The Museums as a Traded Service for schools • Digital offer for schools • Self-led resources for schools • Digital offer for care settings • 'My House of Memories' app content • 'Ageing well' cafes
<p>LOOKING FOR FUNDING</p>	<p>ASPIRATIONS</p>

<ul style="list-style-type: none"> • Website to facilitate online collection searches • Social History Curator to develop co-curated exhibitions • Engagement project with non-traditional audiences at Priory • New digital offer at Priory 	<ul style="list-style-type: none"> • Achieving Arts Council England National Portfolio Organisation status • Tendering to deliver commissioned services to vulnerable children and adults • New lecture/performance space at Williamson • New Visitor Centre at Priory • Supporting 'Arts on Prescription'
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4.0 FINANCIAL IMPLICATIONS

- 4.1 Any financial implications associated with the operation of the Museums Service will be addressed in budget workshops and future committee meetings.
- 4.2 Members are asked to note that visitor capacity issues within Museum buildings will continue to compromise financial income until the point at which pre-COVID levels of occupancy are restored. Notwithstanding, it may take some time to build back levels of pre-COVID income.
- 4.3 Appointments to the restructure undertaken to support cost savings have been delayed contributing to off-setting income losses. Alongside this is strict cost control to minimise expenditure.

5.0 LEGAL IMPLICATIONS

- 5.1 There are no legal implications associated with this report.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT, ASSETS

- 6.1 There are no additional resource requirements directly associated with this report.

7.0 RELEVANT RISKS

- 7.1 *Loss of Accreditation:* the loss of Accredited Museum Status would result in exclusion from key grant regimes and would be difficult to get back. An agreed service plan is a requirement of Accreditation.
- 7.2 *Financial:* The Museums Service is a non-statutory service and consequently may be considered by any review as non-essential spending. A lack of service plan that demonstrates relevance and value could exacerbate this risk. Closure of the Museums Service does not deliver a full saving as storing collections would come at a significant cost, estimated at £200,000 in the first year and subsequent annual estimate of £100,000.
- 7.3 *Regeneration Impact:* there is significant inward investment in Birkenhead in the next few years. An endorsed service plan, with clear and ambitious objectives, increases the chances of benefitting from those regeneration monies. Museums Service staff are in discussions with colleagues from Regeneration and Place about the opportunities presented by inward investment such as Town Deal and Levelling Up. Loss of opportunities to capitalise on investment.

8.0 ENGAGEMENT/CONSULTATION

8.1 Key stakeholders will be consulted on the draft plan as part of the development of a sustainable business model for Wirral Museums Service.

9.0 EQUALITY IMPLICATIONS

9.1 An Equality Impact Assessment has been undertaken for the draft strategy and will be reviewed in light of the consultations.

<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

9.2 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. Increase participation and cultural activity within our venues ensuring income and activity levels are linked.

9.3 An equalities impact assessment will be carried out during the development of any future income generating opportunities

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 Modernising our venues will reduce the environmental impact whilst investment will result in more attractive buildings which will enhance the local townscape. Keeping the cultural provision within local communities and increasing our outreach offer, will all serve to minimise emissions from car usage.

10.2 Where possible we will invest in environmentally friendly solutions and designs when we modernise our building, purchase new equipment to reduce our carbon footprint by supporting the outcomes of the Cool 2 climate change strategy for Wirral.

10.3 As a result of the initiatives outlined above, the content and recommendations contained within this report are expected to reduce emissions of greenhouse gases as set out in the Wirral Plan.

10.4 Wirral Museums Service is actively developing a distinct online and digital offer that supports those that cannot easily access our sites. This work also provides an alternative to an in person visit potentially reducing the number of car journeys visitors make each year.

REPORT AUTHOR:

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BACKGROUND PAPERS

[Wirral Museums Service 2020-2025](#)

SUBJECT HISTORY

[Wirral Museums Report 3 March 2021](#)

BACKGROUND PAPERS

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

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Tourism, Communities, Culture and Leisure Committee

Thursday, 2nd September 2021

REPORT TITLE:	BUDGET MONITORING QUARTER 1
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 1 (Apr – Jun) of 2021-22. The report provides Members with an overview of budget performance to enable the Committee to take ownership of their specific budgets and provide robust challenge and scrutiny to Officers on the performance of those budgets.

The Committee is accountable for ensuring that the committee budgets remain within the relevant envelope and will take collective responsibility via the Policy and Resources Committee to ensure that the whole Council budget remains in balance at all times, by agreeing mitigating actions to bring the budget back in line, should a deficit be forecast.

RECOMMENDATION/S

The Tourism, Communities, Culture and Leisure Committee is requested to;

1. Note the projected year-end revenue forecast position of £0.328m adverse, as reported at quarter 1 (Apr – Jun) of 2021-22
2. Note progress on the achievement of approved savings and the projected year end forecast position at quarter 1 (Apr – Jun) of 2021-22
3. Note the reserves allocated to the Committee for future one-off commitments.
4. Note the projected year-end capital forecast position of £4.914m favourable, as reported at quarter 1 (Apr – Jun) of 2021-22

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 Regular monitoring and reporting of revenue and capital budgets, reserves, savings achievements and Medium-Term Financial Strategy (MTFS) position enables decisions to be taken faster, which may produce revenue benefits and will improve financial control of Wirral Council.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 Other reporting frequencies could be considered, but quarterly reporting is standard practice.

3.0 BACKGROUND INFORMATION

Revenue Forecast Position

- 3.1 This section provides a summary of the projected year-end revenue position as at the end of Quarter 1, Month 3 (June 2021) of 2021/22 financial year.
- 3.2 As at the end of June 21 (Quarter 1), the forecast year end position for Tourism, Communities, Culture and Leisure is an adverse variance of £0.328m against a budget of £10.213m.
- 3.3 The Tourism, Communities, Culture and Leisure Committee is currently predicting an adverse variance of £0.328m as at Quarter 1. This includes the mitigation available from the Sales, Fees and Charges income loss compensation scheme. At present this is available until the end of Quarter 1 and the service will be able to claim 75p in the pound for eligible planned income. This is currently estimated to be £1.948m based on income received in the first 3 months.
- 3.4 The focus for the Committee will be on recovery in 2021/22 with the gradual reintroduction of services. As at the end of June 2021 many sites have partially reopened in line with Government guidance. However, income generating opportunities have not yet returned to pre-pandemic levels due to phased and partial reopening of some services and because some customers have sought alternative arrangements during 2020/21. In addition, some Leisure and Library sites are still being utilised for COVID-19 purposes which restricts income generating opportunities. Although most staff have now returned to their substantive roles, some employees from the Committee continue to contribute towards the COVID-19 response.
- 3.5 The overall projections at Quarter 1 depend on no further restrictions being imposed. As case rates within the Borough remain high, localised decisions have been taken based on Public Health advice which means some restrictions will remain in place after the government road map date of 19th July. There are risks associated with this and this decision could have an adverse effect on projected income targets and some 2021/22 savings targets. This will be kept under review throughout the year and will be mitigated if necessary.

TABLE 1: 2021/22 Tourism, Communities, Culture and Leisure – Service Budget & Forecast

	Budget	Forecast	Variance		Adv/ Fav
	£000	£000	(+ Fav / - Adv) £000	%	
Public Health Outcomes	-6,811	-6,811	0	0%	Adverse
Neighbourhood Safety	4,628	4,818	-190	-4%	
Leisure, Libraries and Theatre	11,937	11,937	0	0%	Adverse
Culture and Visitor Economy	460	597	-137	-30%	
Surplus / (Deficit)	10,213	10,541	-328	-3%	Adverse

- 3.6 **Public Health Outcomes:** A balanced position is reported for 2021-22. This area comprises Neighbourhoods management costs, Public Health Recharges and savings associated with the overall Directorate. A balanced position is forecast at this point in the year.
- 3.7 **Neighbourhood Safety:** An adverse variance of £0.190m is reported for 2021-22. This is due to a shortfall in expected income within Community Patrol following the loss of several contracts in previous years. The service has been able to secure some income through arranging new contracts, however there is insufficient demand from external clients to enable the service to address the whole shortfall. Work is currently being carried out to mitigate the adverse variance through a review of the Community Patrol service and through a review of the Neighbourhoods Directorate overall. Any increase in demands for the service directly relating to COVID-19 are expected to be mitigated through additional funding secured to meet the projected costs associated with the Summer Plan 2021.
- 3.8 **Leisure, Libraries and Theatre:** A balanced position is reported for 2021-22. This area covers Leisure Centres, Golf Courses, Libraries, One Stop Shops, Museums and the Floral Pavilion. This includes the income available from the Sales, Fees and Charges income loss compensation scheme. Based on income losses in the first 3 months it is currently projected that the income shortfall for this area will be £1.886m net of the Quarter 1 compensation from the sales, fees and charges income loss compensation scheme. The compensation figure for this area will be £1.948m, with the gross losses projected at £3.834m. There are plans to mitigate the overall shortfall from COVID-19 funding, which will result in a balanced position.

- 3.9 Services within this area have, in almost all cases, only partially reopened in line with the key dates outlined in the Government's Road Map. In 2021/22 the focus will be on recovery with the aim of gradually bringing income back to pre-pandemic levels. It has been recognised that recovery will take time and will be largely dependent on national guidance and local COVID 19 conditions as to when restrictions will be lifted. Therefore, a total of £4.078m was temporarily removed from the income targets within this area to enable the service to carry out work to regain customers and explore additional income generation opportunities. This figure was based on information available at the time and assumptions were made as to when footfall would start to increase. However, at the time it was not clear how long restrictions would remain in place and there was uncertainty around the impact this would have on footfall. As at Quarter 1 it is anticipated that services will take longer to recover due to the government's delay in implementing the final stage of the roadmap which is likely to impact income projections.
- 3.10 Sports and Recreation is currently projecting an adverse variance of £0.339m net of the Quarter 1 income loss compensation. This is based on income received in the first 3 months of the year. Assumptions have been made as to how much income can be recovered throughout the year with income levels expected to increase steadily each Quarter. Services have not fully reopened in line with when restrictions were lifted, however many customers have sought alternative arrangements during the past 16 months meaning overall demand for the service has reduced. The service has frozen approximately 10,000 direct debits associated with Invigor8 memberships, which accounts for most of the income loss in the first quarter. When these are reinstated later in the year there is a risk customers could cancel which may result in further income losses.
- 3.11 These figures assume that there will be no further restrictions imposed on the service throughout 2021/22. The service is attempting to mitigate the loss by improving income through marketing campaigns, a reduction in expenditure and by exploring further cost efficiencies through the Leisure Review. Sports and Recreation figures will be kept under review in Quarter 2 as there are several risks associated with retaining restrictions after 19th July and it is unclear what impact this will have on income.
- 3.12 Floral Pavilion is currently projecting an adverse variance of £1.333m. This is due to projected income losses in the first 3 months, which have been partially mitigated through a reduction in payments to Suppliers. This service has been unable to return to business as usual yet due to the postponement of the final stage of the Government's Road Map and the extension of local conditions. This has severely limited any income generating opportunities in this area. The figures are based on income gradually recovering each quarter. However, any projections are largely dependent on when the service can return to full capacity. The service is attempting to mitigate these losses through maximising income from the facilities it is currently able to operate. The site is currently being used for corporate activities such as Committees which impacts normal operations.
- 3.13 Small income losses are expected within the Libraries and Museums services. A limited number of sites relating to both these services have now reopened, with plans to reopen the remaining sites later in the year. This will help to improve income generation, whilst the losses are expected to be mitigated through savings against

Supplies and Premises costs. A restructure is currently underway within the Museum service and a Libraries review has commenced this year, which will assist in mitigating any projected losses.

- 3.14 **Culture and Visitor Economy:** An adverse variance of £0.137m is reported for 2021-22. This is mainly due to £0.100m unachievable income due to COVID-19 restrictions, as events were unable to take place. Part of this can be claimed through 75p in the pound income loss compensation scheme. This will reduce the overall adverse variance by £0.075m to £0.062m from quarter 2.
- 3.15 The remainder is due to timing differences in achieving the saving associated with this area relating to employees. The full year impact of the saving will not be realised until 2022/23. This is being mitigated from the Regeneration Directorate overall.

TABLE 2: 2021/22 Tourism, Communities, Culture and Leisure – Subjective Budget & Forecast

	Budget	Outturn	Variance (+ Fav / - Adv)		Adv/ Fav
	£000	£000	£000	%	
Income	-16,288	-15,998	-290	-2%	Adverse
Expenditure:					
Employee	17,657	17,699	-42	0%	Adverse
Non Pay	9,350	9,346	4	0%	Favourable
Cost of Care	0	0	0	0%	
Total Expenditure	27,007	27,045	-38	0%	Adverse
Surplus / (Deficit)	10,719	11,047	-328	3%	Adverse
Support/Admin Building Overhead	-506	-506	0	0%	
Total Surplus/ (Deficit)	10,213	10,541	-328	-3%	Adverse

Budget Saving Achievement Progress

- 3.16 Within each Committee's revenue budget there are a number of savings proposals, that were based on either actual known figures or best estimates available at the time. At any point during the year, these estimated figures could change and need to be monitored closely to ensure, if adverse, mitigating actions can be taken immediately to ensure a balanced forecast budget can be reported to the end of the year.

TABLE 3: 2021/22 Tourism, Communities, Culture and Leisure – Budget Savings

Saving Title	Agreed Value	Forecast Value	RAG Rating	Comments
Culture and Visitor Economy Savings	£0.62m	£0.58m	Amber	This saving will be achieved part year as one employee is working notice period
Ongoing Covid-19 temporary Library Closure	£0.1m	£0.1m	Green	On target to be fully achieved
Ongoing Covid-19 temporary Leisure Centre Closure	£0.1m	£0.1m	Green	On target to be fully achieved
Temporary closure of Europa Fun pool due to Covid-19 restrictions	£0.25m	£0.25m	Green	On target to be fully achieved
Review of Museums Service	£0.090m	£0.090m	Green	On target to be fully achieved
Pause re-opening of Woodchurch Leisure Centre	£0.322m	£0.322m	Green	On target to be fully achieved
Income from West Kirby catering offer	£0.035m	£0.035m	Green	On target to be fully achieved
Total	£1.517m	£1.477m		

3.17 Most savings are on track to be achieved as at Quarter 1. The only exception is the saving relating to Tourism and Visitor Economy, which is currently rated Amber due to one employee working their notice period. Therefore, the full year saving will not be realised until 2022/23.

Earmarked Reserves

3.18 Earmarked reserves are amounts set aside for a specific purpose or projects.

TABLE 4: 2021/22 Tourism, Communities, Culture and Leisure – Earmarked Reserves

Reserve	Opening Balance £000	Use of Reserve £000	Contribution to Reserve £000	Closing Balance £000
Community Safety Initiatives	-555	13		-542
Anti Social Behaviour	-112			-112
Les Mills Classes	-100			-100
Birkenhead Park World Heritage Site Lottery Bid	-40	37		-3
Sports Development Reserve	-30			-30
Hilbre Island – Legacy	-21			-21
Library Donations	-1			-1
Total	-859	50	0	-809

3.19 There are plans to utilise the Heritage Lottery reserve to fund the costs of the team until the outcome of the Birkenhead Park lottery bid is confirmed later in the year. Movements against the other reserves are currently forecast at nil as the projects they were associated with were paused due to COVID-19. These will be reviewed later in the year when projects recommence.

Capital Forecast Position

3.20 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: 2021/22 Tourism, Communities, Culture and Leisure – Capital Budget and Forecast

Capital Programme	2021/22			2022/23	2023/24	2024/25	2025/26
	Budget £000	Forecast £000	Variance £000	Budget £000	Budget £000	Budget £000	Budget £000
Leisure	4,132	1,824	2,308	2,403	0	0	0
Libraries	1,290	600	690	690	0	0	0
Museums	73	73	0	0	0	0	0
Parks	4,895	2,979	1,916	3,758	0	0	0
Total	10,390	5,476	4,914	6,851	0	0	0

3.21 Table 5 summarises the forecast expenditure against Capital Budgets. A full breakdown of each Capital Scheme with details can be found in Appendix A. The favourable variance of £2.308m in Leisure is due to delays in commencing works at various leisure facilities. These schemes have been slipped into 2022/23 and will be reviewed following the outcome of the independent leisure survey. The favourable variance of £0.690m in Libraries is due to delays in commencing works at various library sites. These schemes have been slipped into 2022/23 and following the outcome of the libraries review which is currently at the consultation stage. The favourable variance against Parks of £1.916m is due to delays in commencing works and these schemes have been slipped into 2022/23.

4.0 FINANCIAL IMPLICATIONS

4.1 This is the revenue budget monitoring report that provides information on the forecast outturn for the Tourism, Communities, Culture and Leisure Committee for 2021/22. The Council has robust methods for reporting and forecasting budgets in place and alongside formal Quarterly reporting to the Policy & Resources Committee, 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 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. This is in addition to the personal duty on the Chief Finance (Section 151) Officer to make a report, if it appears to them that the expenditure of the authority incurred (including expenditure it proposes to incur) in a financial year is likely to exceed the resources (including sums borrowed) available to it to meet that expenditure.
- 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.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 There are no implications arising directly from this report.

7.0 RELEVANT RISKS

- 7.1 The possible failure to deliver the Revenue Budget is being mitigated by:
1. Senior Leadership / Directorate Teams regularly reviewing the financial position.
 2. Availability of General Fund Balances.
 3. Review of existing services and service provision.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 The themes in the Wirral Plan were initially informed by stakeholder engagement carried out in 2019, as part of the development of the Wirral Plan 2025. These themes have remained the same, however further engagement has been sought over the past year aligned to the refreshed Wirral Plan 2021 - 2026 to ensure social and economic changes as a result of the pandemic and other factors are reflected.

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 There are no equality implications arising specifically from this report.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

- 10.1 The Wirral Plan includes five themed areas. One of which is focused on creating a ‘Sustainable Environment’, which outlines our ambitions and priorities for tackling the climate emergency. These are based on developing and delivering action plans that will improve the environment for Wirral residents. The performance report will include information on key areas where environment and climate related outcomes are delivered.
- 10.2 No direct implications. The content and/or recommendations contained within this report are expected to have no impact on emissions of Greenhouse Gases.

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APPENDICES

Appendix A – Detailed breakdown of Capital Schemes
Appendix B – Detailed breakdown of Revenue Monitoring

BACKGROUND PAPERS

- 2021/22 BUDGET MONITORING AND 22/23 BUDGET PROCESS
- P&R Budget Monitoring 2021/22 Quarter 1

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
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

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Thursday, 2nd September 2021

REPORT TITLE:	BUDGET MONITORING QUARTER 1
REPORT OF:	DIRECTOR OF NEIGHBOURHOODS

Appendix A – Breakdown of Capital Expenditure

Area	Scheme	2021/22 Budget £000	2021/22 Forecast £000	2021/22 Variance £000	2022/23 Budget £000	2023/24 Budget £000	2024/25 Budget £000
Leisure	Arrowe Park Sports Village Redevelopment Feasibility Study	15	25	10	0	0	0
	Bebington Oval Facility Upgrade	701	0	-701	701	0	0
	Catering Provision, West Kirby Sailing Centre-Leisure 21-22	0	95	95	0	0	0
	Fitness Equipment	4	4	0	0	0	0
	Floral Pavilion	175	0	-175	175	0	0
	Future Golf - Project 1.1	470	460	-10	0	0	0
	Hoylake Golf works depot demolish and replace	104	104	0	0	0	0
	New Brighton Gym Equipment	162	162	0	0	0	0
	People's Pool Feasibility Study	72	72	0	0	0	0

	Pool Covers	72	72	0	0	0	0
	Soft Play Areas Leisure Centres	410	0	-410	410	0	0
	Solar Campus 3G	375	375	0	0	0	0
	Studio refurbishment Les Mills classes	138	138	0	0	0	0
	Studio refurbishment Les Mills classes new bid	88	88	0	0	0	0
	West Kirby Concourse/Guinea Gap Reception upgrade / improve	351	0	-351	351	0	0
	West Kirby Marine Lake/Sailing Centre – accommodation	229	229	0	0	0	0
	Wirral Tennis Centre - Facility Upgrade	766	0	-766	766	0	0
Library	Consolidated Library Works Fund	0	100	100	190	0	0
	Eastham Library	40	0	-40	0	0	0
	Moreton Youth Club & Library	1,000	500	-500	500	0	0
	Seacombe Library	66	0	-66	0	0	0
	Wallasey Central Library	176	0	-176	0	0	0
	Wallasey Village Library	8	0	-8	0	0	0
Museum	Williamson Art Gallery Catalogue	73	73	0	0	0	0
Parks	Arrowe Country Park - New Machine Shed & Wash Bay	186	186	0	0	0	0
	Arrowe Country Park Depot: Re-Surfacing, Material Bays & Electronic Entrance Barrier	40	40	0	0	0	0
	Birkenhead Park Depot Resurfacing	30	30	0	0	0	0
	Birkenhead Park Event Infrastructure	164	0	-164	164	0	0
	Central Park Compound	180	0	-180	180	0	0
	Eureka	100	100	0	0	0	0
	Leasowe Castle Depot	25	25	0	0	0	0
	Lever Sports Pavilion	80	0	-80	80	0	0

	Mersey PK & Ilchester Parks improvements-P&C 19-20	4	4	0	0	0	0
	New Ferry Rangers Community Clubhouse	872	922	50	0	0	0
	Parks and Countryside DDA	455	25	-430	430	0	0
	Parks Machinery	1,383	552	-831	2,083	0	0
	Parks Vehicles	571	250	-321	821	0	0
	Play Area Improvements	467	467	0	0	0	0
	Plymyard Playing Field	147	147	0	0	0	0
	Washdown Facilities	57	97	40	0	0	0
	Wirral Way Widening	134	134	0	0	0	0
Grand Total		10,390	5,476	-4,914	6,851	0	0

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Tourism, Communities, Culture and Leisure Committee

 Thursday, 2nd September 2021

REPORT TITLE:	BUDGET MONITORING QUARTER 1
REPORT OF:	DIRECTOR OF NEIGHBOURHOODS

Appendix B – Breakdown of Revenue Budget Monitoring

	Budget	Forecast	Variance		Adv/ Fav
			(+ Fav / - Adv)		
	£000	£000	£000	%	
Public Health Outcomes					
Public Health Outcomes	-6,411	-6,411	0	0%	
Neighbourhood Safety					
Assisted Travel and Transport	2,070	2,135	-65	-3%	Adverse
Neighbourhood Safety - Operations	1,616	1,742	-126	-8%	Adverse
Leisure, Libraries and Theatre					
Customer Contact Centre	1,049	1,049	0	0%	
Estate and Facilities Management - Neighbourhoods	0	0	0	0%	
Libraries	3,768	3,768	0	0%	
Museums	483	483	0	0%	
One Stop Shops	1,028	1,028	0	0%	
Theatre	35	35	0	0%	
Golf	306	306	0	0%	
Europa Pools	211	211	0	0%	
Guinea Gap	-12	-12	0	0%	
Leasowe Recreation Centre	-5	-5	0	0%	
Oval Sports Centre	140	140	0	0%	
West Kirby Concourse	-56	-56	0	0%	
Tennis Centre	230	230	0	0%	
Woodchurch Leisure Centre	44	44	0	0%	
West Kirby Marine Lake	-24	-24	0	0%	
Aquatics Management	377	377	0	0%	
Community Centres	57	57	0	0%	

Leisure Call Centre	88	88	0	0%	
Leisure Management	4,970	4,970	0	0%	
Sales and Retention	95	95	0	0%	
Sports Development	221	221	0	0%	
Tourism and Visitor Economy					
Culture and Visitor Economy	439	576	-137	-31%	Adverse
Surplus / (Deficit)	10,719	11,047	-328	-42%	
Uncontrollable Expenditure	-506	-506	0	0%	
Surplus / (Deficit)	10,213	10,541	-328	-3%	Adverse



TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE

THURSDAY 2 SEPTEMBER 2021

REPORT TITLE:	TOURISM, COMMUNITIES, CULTURE AND LEISURE WORK PROGRAMME UPDATE
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/S

The Tourism, Communities, Culture and Leisure Committee are invited to agree or otherwise determine the content of the Tourism, Communities, Culture and Leisure Committee work programme which is proposed in this report for the remainder of the 2021/22 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 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
- (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

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. However, there may be implications arising as a result of work programme items.

REPORT AUTHOR: **Anna Perrett**
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APPENDICES

Appendix 1: Tourism, Communities, Culture and Leisure Committee Work Programme

BACKGROUND PAPERS

Council Constitution

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Tourism, Communities, Culture and Leisure Committee	3rd March 2021 21st January 2021 23rd November 2020 26th October 2020

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TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE

WORK PROGRAMME 2020/21

Contact Officer/s: MIKE JONES
ANNA PERRETT

September Agenda

Item	Key Decision	Lead Officer
Update on Progress & Future Developments of Wirral Museums Service	No	Andy McCartan
Q1 Financial Monitoring	Yes	Sarah Cox
Work Programme Update	No	Anna Perrett

UPCOMING KEY DECISIONS – WAITING TO BE SCHEDULED

Item	Approximate timescale	Lead Departmental Officer	Wirral Plan Priority
Birkenhead Culture and Heritage Strategy (part of Birkenhead 2040 Regeneration Framework)	October 2021	Jane Morgan	Inclusive Economy

Coroner Service Annual Report	October 2021	Coroner Service	Healthy and Active Lives
Wirral Culture and Heritage Strategy	July 2022	Jane Morgan	Inclusive Economy
Future of Golf (Final Report),	November 2021	Andy McCartan	Healthy and Active lives
Sport & Physical Activity Strategy Report	November 2021	Andy McCartan	Healthy and Active lives
Library Strategy & New Model (Final Report)	November 2021	Andy McCartan	Healthy and Active lives
Open Golf	TBC 2022	Andy McCartan	Healthy and Active lives
Community Safety Annual Update	TBC 2022	Mark Camborne	Healthy and Active Lives

ADDITIONAL AGENDA ITEMS – WAITING TO BE SCHEDULED

Item	Approximate timescale	Lead Departmental Officer
Battle of Brunanburh	TBC	Keith Keeley

STANDING ITEMS AND MONITORING REPORTS

Item	Reporting Frequency	Lead Departmental Officer
Financial Monitoring	TBC	Shaer Halewood

WORK PROGRAMME ACTIVITIES OUTSIDE COMMITTEE

Item	Format	Timescale	Lead Officer	Progress
Working Groups/ Sub Committees				
Task and Finish work				

Spotlight sessions / workshops				
Royden Park	Workshop	2021	James Roberts	TBC
Budget Setting	Workshops	2021	All	Ongoing
Performance Dashboard	Workshop	2021	Nicki Butterworth/ Nancy Clarkson	Completed
Corporate scrutiny / Other				

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