



# Tourism, Communities, Culture & Leisure Committee

<b>Date:</b>	<b>Tuesday, 26 July 2022</b>
<b>Time:</b>	<b>6.00 p.m.</b>
<b>Venue:</b>	<b>Committee Room 1 - Wallasey Town Hall</b>

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- 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 - 14)**

To approve the accuracy of the minutes of the meeting held on 16 June 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, 21 July 2022 to the Council's Monitoring Officer ([committeeservices@wirral.gov.uk](mailto: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, Thursday 21 July 2022 to the Council's Monitoring Officer (committeeservices@wirral.gov.uk) and to be dealt with in accordance with Standing Order 11.1.

### Petitions

Petitions may be presented to the Council if provided to Democratic and Member Services no later than 10 working days before the meeting, at the discretion of the Chair. The person presenting the petition will be allowed to address the meeting briefly (not exceeding three 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. If a petition contains more than 5,000 signatures, it will be debated at a subsequent meeting of Council for up to 15 minutes, at the discretion of the Mayor

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

### 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. GRASSROOTS FOOTBALL - GRANT ACCEPTANCE, VIREMENT OF COUNCIL MATCH FUNDING AND PAVILION CONTRACT AWARD APPROVAL (Pages 15 - 42)**

## **SECTION B - BUDGET AND PERFORMANCE MANAGEMENT**

- 7. TOURISM COMMUNITIES CULTURE AND LEISURE PERFORMANCE REPORT (Pages 43 - 50)**

## **SECTION C - WORK PROGRAMME / OVERVIEW AND SCRUTINY**

- 8. WORK PROGRAMME UPDATE (Pages 51 - 60)**

## **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.

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.

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## **TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE**

Thursday, 16 June 2022

Present: Councillor H Cameron (Chair)

Councillors T Smith J Johnson  
S Percy N Graham  
KJ Williams J Grier  
I Camphor A Brame  
M Collins P Martin (in place of  
B Kenny)

### **1 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.

### **2 APOLOGIES**

Apologies for absence had been received from Councillor Brian Kenny. Councillor Paul Martin attended as deputy.

### **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.

Councillor Naomi Graham declared a personal interest by virtue of her partner's employment

### **4 MINUTES**

**Resolved – That the minutes of the meeting held on 8 March 2022 be approved and adopted as a correct record.**

### **5 PUBLIC AND MEMBER QUESTIONS**

There were no questions, statements or petitions from the public or Members.

## 6 PUBLIC QUESTIONS

The Chair indicated that 11 Public questions had been received.

Keith Marsh asked a question regarding the community asset transfer process and what progress had been made to expediate this process, and the earliest possible timeline for transfer.

The Chair outlined the timing and processes for community asset transfer. The earliest time for transfer would be the 22 October. The License agreement will be extended to the 31 October.

Robin Clarke asked a question about how much input the local community, Brackenwood Gold Club and its members would have in the decision-making process and outcome.

The chair informed the questioner that the final decision on any transfer will be made by the TCCL Committee in October 2022 based upon the submitted business plans. Although, stakeholders and the community will be involved in the business plan.

Jackie Watts asked a question concerning publicly available criteria upon which the business plan will be assessed.

In Response, the chair conformed that the business planning template will be publicly available from the 27<sup>th</sup> June. Assessment criteria is defined through the structure of the business case. Detailed assessment is under consideration and will be agreed by the community asset transfer project team.

Ann Edwards asked a question to confirm if the council had any assets that had been removed following the April 1<sup>st</sup> closure of the golf course, that may be reinstated when a new owner acquires the course.

The Chair advised that assets will be made available and returned should a new operator be successful in their submission for Community Asset Transfer and require these items. Transfixed assets that are a part of the infrastructure will remain in place.



Lucy Johnson asked a question about the Whitfield Common, seeking assurance on whether or not the committee would be upgrading the facilities to bring them back into regular use.

The Chair confirmed that the Parks and Countryside Service will carry out a detailed assessment of the work and cost involved in upgrading the Tennis Courts. The football pitch will be addressed during the out of season maintenance regime.

Ruth Molyneux asked a question about clarification on why the Bromborough Civic is not currently in the scope for CAT and which committee it will be referred to and when for further consideration.

The Chair confirmed that Members have not considered Bromborough Civic Centre for CAT. The asset will be considered by the Economic, Regeneration and Housing Policy and Service Committee at a later date.

Friends of Wallasey Central Library asked a question concerning why restricted access was still being maintained in terms of the number of people allowed into the building at once. The group asked if the council had made a mistake when interpreting the guidance available and if it was possible to remove all of these restrictions.

The Chair responded to say that It is a duty of care of the building owners to provide additional fresh air in buildings. This is supported by statutory approved documents. It is also prescribed by law in Regulation 6 of the Workplace (Health and Safety and Welfare) Regulations 1992.

Friends of Wallasey Central Library asked a further question in the case of the restrictions being maintained further. The question asked which guidelines were being used to inform this decision and what risks are possible should guidance not be adhered to.

In her response, the Chair noted that it is important to heed government and local guidance as well as legal obligations that may change or be re-

introduced. Ventilation is an important aspect of a healthy work environment, prescribed by law in regulation 6 of the workplace. (Health, Safety and Welfare) Regulation 1992 (HSMO 1992).

Joy Hogg asked a question about the advantages of Bromborough Library remaining open until there is a clear plan for Bromborough Civic Centre and its library to deliver community benefits.

The chair responded to say that the library is due to close 31<sup>st</sup> October. No expressions of interest were collected for Bromborough Library during the CAT process. Prior to this closure the Bromborough Civic Centre will be considered in September 2022.

#### **6.1 Statements and Petitions**

A statement was presented to the Committee by Keith Marsh, secretary of Brackenwood Golf Club regarding the Community Asset Transfer of Brackenwood Gold Course.

A petition was presented by Friends of Bromborough Library and the Committee was informed that the Friends of Bromborough felt that the closure of the library and civic centre would be irrevocable. Information was circulated to Members in advance including a letter from Alison McGovern MP.

### **7 QUESTIONS BY MEMBERS**

Councillor Allan Brame asked a question regarding whether the Chair could tell the Committee when the library services would be reinstated in Heswall.

The Chair informed Cllr Brame that a delay was caused because the Testing Site Contractor was not able to remove all the equipment, and so Heswall Library was not handed back to the library service until the week commencing 9<sup>th</sup> May. Repairs needed to be addressed by the UK Health Security Agency.

In order to respond to ventilation requirements colleagues from Asset Management were involved. Similarly, Library staff have worked hard to return the site to that of a library. Heswall Library will reopen on Tuesday 21st June and details of the new opening hours will be on the website/social media.

### **8 LEISURE FACILITIES INVESTMENT STRATEGY REPORT**

The Assistant Director for Leisure, Libraries and Engagement presented the report of the Director of Neighbourhood Services. The report provided Committee with a proposed Facility Investment Strategy for Leisure Services which reflected the importance placed on the provision of quality, community-based facilities providing sport and physical activities which contribute towards positive health and social outcomes for Wirral residents as identified in the Wirral Plan.

Members were informed that the Strategy would provide the Council with the opportunity to develop new and refurbished community facilities, designed with and for the needs of the local community and in most cases housed with co-located services, in order to deliver broader outcomes that are fundamental to the successful delivery of the outcomes of the Wirral Plan and to ensure the longer-term financial sustainability of the Council.

The report was jointly commissioned with Sport England, and produced by leading Leisure Consultants, Knight Kavanagh Page (KKP). It was reported that the Facility Investment Strategy sets out the plan to deliver a combination of new and refurbished leisure facilities and community hubs for Wirral Council.

Members discussed the impact of childhood obesity and deprivation on healthcare outcomes in Wirral. It was noted that the report was thorough and further questions were asked of officers on bringing disused assets back into use. Officers responded to say that whilst all things are considered, the strategy was a requirement when approaching sporting bodies for funding and support. Also discussed was participation of women and girls in football. Members were advised that Wirral was the third highest borough for participation in the country for youth football.

A query was also raised regarding provision for the elderly in the strategy, including sites for bowling. Officers noted this and confirmed that this provision sat within the parks and countryside team.

A further discussion was held, after which it was agreed by assent that the rest of the report would be discussed in a closed session, due to the exempt appendix.

## **9 LEISURE AND LIBRARIES CONSULTATION OUTCOMES**

The Director of Neighbourhood Services introduced the Leisure and Libraries Consultation Outcomes Report, which provided the Tourism, Communities, Culture and Leisure Committee with the outcomes of public consultation exercises undertaken in relation to the development of new models of service delivery, in respect of Leisure and Library Services.

Members were informed that the consultation outcomes would contribute to the five thematic priorities within the Wirral Plan 2021-26 that focused on improving outcomes for whole population groups.

On 28 February 2022, Budget Council agreed a balanced budget for the 2022/23 financial year. The budget was predicated on assumptions that there would be cessation of services within the Neighbourhoods Directorate to generate savings and allow for the balanced budget to be achievable.

Public consultations on affected service changes and closures prior to the final decision by the Committee on what decisions to then take in the expenditure of their budget provision in exercise of their functions, were also agreed as follows:

- The Closure of the Fun (Leisure) Pool at Europa Pools and the development of a fitness facility
- The Closure of Woodchurch Leisure Centre
- The Closure (for a 12-month period) of Wirral Tennis & Sports Centre for redevelopment
- The closure of Brackenwood (18 Hole), Hoylake (18 hole), Wallasey Beach and Kings Parade (pitch n putt) golf courses

This public consultation exercise was opened on the Councils Have Your Say platform between 31st January 2022, and 27th March 2022.

Members were also informed that a separate consultation exercise was undertaken on the Council's proposals for a new operating model for Library Services, including a number of library closures. This consultation ran for 8 weeks from 21 February to 18 April 2022.

Members then took part in a lengthy discussion on the consultation outcomes and discussed each recommendation individually. Concerns were raised around the inclusion of an option 3 which had been discounted by the Policy and Resources Committee. Also raised as a concern by Members was the budget decisions agreed by Council had been brought back Committee for discussion.

Also discussed was accessibility, safety and public transport options in accessing library provision.

Members considered the recommendations individually.

Recommendation 1 was put by the Chair, seconded by Councillor Mike Collins, and agreed by assent, it was therefore -

**Resolved – That the outcomes of all public consultation exercises for Leisure & Library Services as contained in the “Have Your Say”**

**consultation reports at Appendix 1-4 (Leisure) and Appendix 8 (Libraries) be noted.**

Recommendation 2 was moved by Councillor Helen Cameron, seconded by Councillor Mike Collins that the recommendations detailed within the report be agreed with subject to the inclusion of –

*the implementation of Option 3, **as amended and agreed by Council** be approved as the new core operating model for Wirral's Library Service with a detailed implementation plan to be presented back to a future meeting of this Committee in September 2022*

It was then moved by Councillor Naomi Graham, seconded by Councillor Judith Grier, that the recommendations within the report be agreed, subject to the inclusion of the following –

*The £162,000 identified by Policy and Resources be used to permanently support library serviced provision across the Wirral based on greatest demonstrative need and the ease of access assessment.*

Further information was sought from the officers regarding the agreement at P&R regarding ringfencing of money, for asset transfer of the libraires. Officers gave clarification on this.

The motion moved by Councillor Graham was put and lost (3:8)  
The original motion was therefore put and agreed (1:8) with 2 abstentions. It was therefore –

**Resolved – that the implementation of Option 3, as amended and agreed by Council be approved as the new core operating model for Wirral's Library Service with a detailed implementation plan to be presented back to a future meeting of this Committee in September 2022**

Recommendation 3 was put by the Chair, seconded by Councillor Ivan Camphor, seconded by Councillor Mike Collins, and agreed by assent. It was therefore –

**Resolved – That the permanent closure of the leisure pool at Europa Pools, with alternative provision and pool-based activities for children and young people within the main competition pool (and other sites where permissible) be approved.**

Recommendation 4 was moved by the Chair, seconded by Councillor Mike Collins seconded by Councillor Mike Collins, and agreed by assent. It was therefore –

**Resolved – That the retention of the alternative fitness offer within the space previously occupied by the leisure pool at Europa Pools be approved.**

Recommendation 5 was moved by the Chair, seconded by Councillor Paul Martin, seconded by Councillor Mike Collins, and agreed by assent, it was therefore -

**Resolved – That, the permanent closure of Woodchurch Leisure Centre be approved.**

Recommendation 6 was moved by the Chair, seconded by Councillor Ivan Camphor, seconded by Councillor Mike Collins, and agreed by assent. It was therefore –

**Resolved – That the permanent closure of Brackenwood and Hoylake Golf courses, and the closure of Kings Parade and Wallasey Beach pitch n putt golf courses be approved.**

Recommendation 7 was moved by the Chair, seconded by Councillor Allan Brame, seconded by Councillor Mike Collins, and agreed by assent. it was therefore–

**Resolved – That the reinstatement of the tennis offer, and development of community offer at the Wirral Tennis & Sports Centre (WTSC) subject to the implementation of a new model for tennis at the site, established through a partnership agreement with the Lawn Tennis Association as contained in Appendix 5, and with the development proposal submitted by Alliance Leisure in Appendix 6 that will continue to achieve the agreed budget savings for 2022/23 be approved**

## 10 **COMMUNITY ASSET TRANSFER (STAGE 1)**

The Assistant Director for Special Projects opened the report of the Director of Resources which sought a decision in relation to the surplus assets that Members put into the Community Asset Transfer (CAT) process as part of the 2022/23 Budget.

Members were advised that the report needed to be considered in the context of the Facilities Investment Plan and the consultation outcome reports which appeared elsewhere on this Committee agenda. This report also advised of unsolicited enquiries / expressions of interest, which were received during the

CAT process for assets not currently in-scope and recommended a way of dealing with these matters for members decision.

Members discussed the report in detail and expressed their thanks to officers for working with the various community groups during the expressions of interest stage. Members raised queries about the various Golf Courses and Libraries in relation to the CAT process which officers responded to. Members also queried previous CAT projects and if they had been successful, also questions the viability of the applications received. Officers responded to say that in 2009, a series of community centres were transferred and none of those have been returned. The next stage is the critical stage, and the council will be very thorough with those going through to next stage. If a transfer is approved on a viable business plan, but the way the CAT is structured is that should it fail at a later date, it will come back to Members for a decision as to next steps.

On a motion by Councillor Sue Percy, seconded by Councillor Helen Cameron and agreed by assent, it was therefore -

**Resolved – That,**

- (1) the Expression of Interest for the libraries at Hoylake, Irby, Pensby, Prenton, Wallasey Village, Higher Bebington and Woodchurch (as set out in paragraph 3.7 of this report) be taken forward to the business planning stage (Stage 2) of the Community Asset Transfer process.**
- (2) For Bromborough and New Ferry Libraries, the approaches set out in this report at paragraph 3.9 be progressed.**
- (3) The Expressions of Interest from the Woodchurch Wellbeing and Wellness Centre and Helen Diamond Swim and Leisure Limited, for Woodchurch Leisure Centre, be taken forward to the business planning stage (stage 2) of the CAT process for the reasons set out in paragraph 3.10**
- (4) The Expressions of interest from Special Ventures Partnership and Love Golf MCR for Brackenwood Golf Course be taken forward to the business planning stage (stage 2)**
- (5) The Expression of interest from The Royal Liverpool Golf Club and Royal and Ancient for Hoylake Municipal Golf Course be taken forward to stage 2 of the Community Asset Transfer process.**
- (6) the assets listed in Appendix 1 of this report be referred to the appropriate Policy and Service Committee for a decision**

**(7) The Tourism, Communities, Culture and Leisure Committee recommends that the Economy Regeneration and Housing Committee requests that officers consider re-opening the Community Asset Transfer process in relation to Bromborough Civic Centre and consider expressions of interest in relation to the overall building before considering any other options.**

**11 2022/23 BUDGET MONITORING AND 2023/24 BUDGET SETTING**

The Finance Business Partner introduced the report Director of Resources which detailed how the 2022/23 budget would be monitored through the Committee system which allowed Policy and Services Committees to take ownership for their specific budgets. The report emphasised the need to stay within budget and the requirements which had been set out across the Council. It was outlined that budget reports would be brought to Committee on a quarterly basis and a monthly budget monitoring panel would monitor the progress.

The chair queried if Budget reports could be placed higher up the agenda, given the recommendation of the improvement panel around the need to scrutinise budgets.

**Resolved – That**

- (1) The process for in-year monitoring of the 2022/23 budget be noted;**
- (2) the establishment and appointment of a Budget Monitoring Panel to comprise of the Committee Chair and Spokespersons in line with Section 3.12 of the report, with sessions to be led by the relevant Director/Assistant Director be agreed;**
- (3) The establishment of budget workshops as detailed in Section 3.26 of the report, the outcome of which to be reported back to Committee in September 2022 be agreed.**

**12 2021/22 BUDGET MONITORING QUARTER 4 - OUTTURN**

The Senior Business Partner introduced the report of the Director of Resources which set out the financial monitoring information for the Tourism, Communities, Culture and Leisure Committee and provided members with an overview of budget performance for this area of activity. The financial information in the report detailed the year-end revenue and capital outturn position as reported at quarter 4 2021/22.



Members were informed that the year-end position for Tourism, Communities, Culture and Leisure is a favourable variance of £1.185m against a budget of £10.261m.

This included mitigation available from the Sales, Fees and Charges income loss compensation scheme. Included in the Committee position is the mitigation available from the Sales, Fees and Charges income loss compensation scheme. This was available until the end of Quarter 1 and the service has claimed 75p in the pound for eligible planned income. The compensation claim is £2.028m.

The focus for the Directorate had been on recovery in 2021/22 with services being gradually reintroduced throughout the year. However, income generating opportunities had not yet returned to pre-pandemic levels due to phased and partial reopening of some services during the year. Most sites reopened and returned to full capacity before the end of the year. However, some Leisure and Library sites were utilised for COVID-19 purposes during the year which restricted income generating opportunities.

Members discussed the reports and asked for more clarification on the reserves, especially around Hilbre Island. This was due to the budget for Hilbre Island transferring to the Environment, Climate Emergency and Transport Committee in the last municipal year. Also queried was the favourable outturn, with Members asking if this was due to extra Covid funding. Officers responded to say this was the case, and monitoring of the budgets will be important moving forward.

**Resolved – That,**

- (1) the year-end revenue position of £1.185m favourable, for 2021-22 be noted.**
- (2) the achievement of approved savings and the year end position for 2021-22 be noted 3.**
- (3) the reserves allocated to the Committee for future one-off commitments be noted.**
- (4) the year-end capital position of £5.734m favourable, for 2021-22 be noted**

**13 APPOINTMENT TO BIRKENHEAD PARK MANAGEMENT COMMITTEE**

The Head of Legal Services opened the report of the Director of Law and Governance. The purpose of the report was to enable the Tourism, Communities, Culture and Leisure Committee to review the continuing need

for the Birkenhead Park Advisory Committee and to appoint Members and named deputies to serve on those for the 2022/23 municipal year.

**Resolved – That the Monitoring Officer as proper officer be authorised to carry out the wishes of the Group Leaders in allocating Members to membership of the Birkenhead Park Advisory Committee and to appoint those Members with effect from the date at which the proper officer is advised of the names of such Members.**

#### 14 **APPOINTMENT OF HERITAGE CHAMPION**

The Head of Legal Services introduced the report of the Director of Law and Governance to enable the Tourism, Communities, Culture and Leisure Committee to appoint a Member Champion for Heritage.

The Committee noted and thanked Councillor Jerry Williams, the Member Champion for Heritage for the municipal year 2021/22, for his work in the role.

On a motion put forward by Councillor Tony Smith and seconded by Councillor Helen Cameron it was,

**Resolved – That Councillor Jerry Williams be appointed as Heritage Champion for 2022/2023.**

#### 15 **WORK PROGRAMME UPDATE**

The Chair introduced the report of the Director of Law and Governance which provided the Committee with an opportunity to plan and review its work across the municipal year.

The Committee was invited to consider its work programme so that it only included items of business that required a decision, relate to budget or performance monitoring or which were necessary to discharge their Overview and Scrutiny function, in line with the recently revised Constitution.

**Resolved – That the Tourism, Communities, Culture and Leisure Committee work programme for the remainder of the 2022/23 municipal year be noted**

#### 16 **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 paragraphs 3 and 5 of Part I of Schedule 12A (as amended) to that Act. The Public Interest test has been applied and favours exclusion.**

**17 APPENDIX - 5 WIRRAL COUNCIL LEISURE FACILITY INVESTMENT STRATEGY (004)**

The Tourism, Communities and Culture Committee then considered the report of the Director of Neighbourhood Services in its entirety and agreed the recommendations as below,

**Resolved – That**

**(1) the Leisure Facilities Investment Strategy be deferred to a future meeting of the Committee and that a workshop be arranged by the Director of Neighbourhood Services to enable Members of the Committee to consider the proposals further.**

**(2) the Director of Neighbourhood Services and Director of Regeneration and Place be authorised to develop proposals within the context of regeneration master plans currently under preparation. Business cases are to be presented at a future meeting of this committee.**

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## TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE

Tuesday, 26 July 2022

<b>REPORT TITLE:</b>	<b>GRASS ROOTS FOOTBALL – GRANT ACCEPTANCE, VIREMENT OF COUNCIL MATCH FUNDING AND PAVILION CONTRACT AWARD APPROVAL</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF NEIGHBOURHOOD SERVICES</b>

### REPORT SUMMARY

This report details the result of two years of successful partnership development work with the Football Foundation.

Previously, a report seeking committee authorisation to develop partnerships and specific sites, to develop the Council’s grassroots football offer was taken to Tourism, Communities, Culture and Leisure (TCCL) committee on 23 November 2020. This approach was approved.

An update report was taken to TCCL committee on 8<sup>th</sup> March 2022. The report advised that should funding be awarded, there would be a further report to TCCL committee to seek authorisation to accept the funding.

Since TCCL committee on 8 March 2022, the Football Foundation have offered grant funding to develop two facilities mentioned in the previous committee reports:

- At Wirral Tennis and Sports Centre, The Football Foundation has approved a capital grant offer of **83%** of a total project cost of **£968,317**, subject to a maximum payment of **£806,600**. This money is for the development of a standard size 3G pitch and car park with approximately 115 spaces, it also includes the refurbishment of the existing changing rooms on site to meet the required standard.
- Within the grounds of Woodchurch Leisure Centre, on the disused former athletics track behind the Leisure Centre itself, The Football Foundation has approved a capital grant offer of **59%** of a total project cost of **£1,861,902**, subject to a maximum payment of **£1,090,092**. This money is for the development of a supersize 3G pitch and pavilion containing (but not exclusive of) changing rooms, showers, toilets, social area, commercial kitchen and equipment store.

The grant offer letters, are standard requirements for grants of this nature. The Football Foundation has advised that these are non-negotiable, again a normal position taken by grant funders. The Council has well established and successful processes for delivering major grant funded projects.

This report seeks authorisation to (1) accept the grant offers, (2) vire monies within the approved Capital Programme to provide the Council's contribution towards these projects and (3) enter into a contract to procure the pavilion at the Woodchurch Leisure Centre site.

As a matter of protocol and as part of the development of the grant submissions, the procurement framework exercise for the pitches has been managed by the Football Foundation. As a minimum, the Football Foundation grant awards cover the costs associated with the construction of the pitches. The following companies were successful in their bids to the Football Foundation:

- Wirral Tennis and Sports Centre – Fieldturf Tarkett SAS
- Within grounds of Woodchurch Leisure Centre – Lano Sports NV

These projects contribute towards the following priorities in The Wirral Plan 2021 – 2026:

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

These projects also help to deliver the facilities and health and wellbeing outcomes associated with Wirral's recently approved Sports and Physical Activity Strategy.

The matter affects all Wards within the Borough and is a Key Decision.

## **RECOMMENDATION/S**

The Tourism, Communities, Culture and Tourism Committee authorises the Director of Neighbourhood Services to:

- 1) Review the grant offer letters and associated conditions attached in Appendix 1 and 2 for Wirral Tennis and Sports Centre and Woodchurch Leisure Centre and accept both grant offers from the Football Foundation.
- 2) Vire match funding of **£114,000** from an existing approved Capital Programme Budget - 'Health & Safety - Condition Surveys', and vire an underspend of **£68,000** from 'Wirral Tennis Centre 3G' project to a newly established, 'Woodchurch Leisure Centre supersize 3G pitch and pavilion' budget.
- 3) Award the tendered pavilion contract to Lyjon Construction Ltd, in the sum of **£859,867.13** with regards to the development of the facility based within the grounds of Woodchurch Leisure Centre (part of the overall project and the procurement element for which was managed by the Council).

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

**To enable the projects to proceed for the following reasons:**

- 1.1 The Football Association and Football Foundation have targeted Wirral as an area for special consideration, in terms of attracting grant aid towards the development of new Artificial Grass Pitches. This is in direct response to the exponential growth in grassroots junior football over the past few years in all age groups and all abilities (both in the men and women's game) throughout Wirral.
- 1.2 As stated in Wirral's Playing Pitch and Outdoor Sports Strategy – the Borough is approximately fourteen artificial grass pitches short of meeting demand. This is evidenced in Wirral's Local Football Facility Plan.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 Do not progress: This would have a negative impact on the Council's image and reputation with strategic partners in the football community including Tranmere Rovers FC, Liverpool FC, Everton FC, Merseyside Sport, Sport England, Cheshire FA and the Football Foundation. The Council would not have to invest any of its own funds, but similarly would not receive any capital or revenue grant funding. A new facility would not be developed which would significantly impact on the present and future communities in Wirral. Adverse socio-economic impacts would be compounded and there would be no commercial income from kitchen sales and pitch bookings. Finally, the Council would need to accept a deteriorating stock of grass pitches and increased ongoing maintenance costs.
- 2.2 Permit other organisations to develop proposals: A core objective for the Council is to take responsibility and grasp opportunities to develop commercial leisure facilities. It should not be left to external organisations to develop and manage sites of such strategic importance. Where possible external organisations should be encouraged to develop proposals 'in partnership' with the Council in order to meet the pitch shortage.
- 2.3 Council does not enter into grant funding partnerships with external partners and underwrites the full cost of these building these facilities: Disengage the partnership with the Football Foundation and fund future sites solely with Council funds – this was rejected as the Council would otherwise have had to find approximately £2m of internal funding for these two sites alone.

### **3.0 BACKGROUND INFORMATION**

- 3.1 On 23 November 2020 and again on 8 March 2022 the Tourism, Communities, Culture and Leisure Committee resolved amongst other matters, to approve and support the development of the business case and grant application process to the

Football Foundation for an Artificial Grass Pitch site at Woodchurch Leisure Centre and Wirral Tennis and Sports Centre. This was subject to Council approval for the match funding from the capital programme.

- 3.2 The demand for football in Wirral is extremely high. The Borough currently has a shortage of grass and/or artificial grass pitches, with many clubs having to travel outside of Wirral to play and train.
- 3.3 The Football Foundation has selected Wirral Council as a 'Beacon Authority' in England, to recognise the solidity of the partnership and the quality of work being delivered. Demand for these facilities far exceeds supply.
- 3.4 Football provides a diversionary activity, which reduces the cost and social impact associated with crime, substance dependency, poor mental and physical health and other forms of deprivation. Football creates opportunity for social mobility in our deprived communities.
- 3.5 Wirral is an area of 'strategic focus' for Cheshire FA and the Football Foundation. The Borough has some of the highest demand for grassroots and competitive football in the country, but equally some of the lowest available facility provision. Wirral has some of the most deprived lower social economic groups, with associated anti-social behaviour, crime and disorder and poor health statistics. Football is seen as a way to engage people and help reduce deprivation.
- 3.6 These pitches should not be considered primarily as a commercial income generator. However, there is commercial income for the Council associated with the ownership and management of all-weather pitches. There will be no maintenance costs in year one due to a twelve-month defect guarantee, post completion. Surplus income could be reinvested back into grassroots football, to save on-going costs the Council would otherwise incur.
- 3.7 Both projects are financially viable and can be operated from the income generated with surplus income reinvested back into the service.

#### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 The capital funding for these projects is being sourced by Grant Funding from the Football Foundation and the Council's Capital Programme as set out in this report.
- 4.2 To provide the Council's match funding for these projects, a virement within the approved Capital Programme is required:
  - £68,000 is to be vired from the Wirral Tennis Centre 3G project to the Woodchurch 3G and pavilion project budget, leaving a positive contingency



surplus of >£10,000 in the project budget. This has been agreed in principle with the Director of Neighbourhoods.

- £114,000 is to be vired from the Health and Safety Building Surveys budget and into the Woodchurch 3G and pavilion project budget, leaving a positive contingency surplus of >£10,000. This has been agreed in principle by the Director of Regeneration and Place (as the number of surveys required has reduced).

- 4.3 These virement requests are based on the previous budget position, before the exact sums of grant monies were offered and the exact tendered cost for the pavilion at Woodchurch was known. Impact of virement requests on budget lines can be referenced to the table below:

<b>Pre virement</b>					
<b>Scheme</b>	<b>Grant Award</b>	<b>Council Borrowing</b>	<b>Budget</b>	<b>Project Cost</b>	<b>Budgetremainder / overspend</b>
Wirral Tennis Centre 3G and car park	£ 806,600.00	£ 240,000.00	£ 1,046,600.00	-£ 968,317.00	£ 78,283.00
Woodchurch 3G and Sports Pavilion	£ 1,090,092.00	£ 600,000.00	£ 1,690,092.00	-£ 1,861,902.00	-£ 171,810.00
<b>Total</b>	<b>£ 1,896,692.00</b>	<b>£ 840,000.00</b>	<b>£ 2,736,692.00</b>	<b>-£ 2,830,219.00</b>	<b>-£ 93,527.00</b>
<b>Post virement</b>					
<b>Scheme</b>	<b>Grant Award</b>	<b>Council Borrowing</b>	<b>Budget</b>	<b>Project Cost</b>	<b>Budgetremainder / overspend</b>
Wirral Tennis Centre 3G and car park	£ 806,600.00	£ 172,000.00	£ 978,600.00	-£ 968,317.00	£ 10,283.00
Woodchurch 3G and Sports Pavilion	£ 1,090,092.00	£ 782,000.00	£ 1,872,092.00	-£ 1,861,902.00	£ 10,190.00
<b>Total</b>	<b>£ 1,896,692.00</b>	<b>£ 954,000.00</b>	<b>£ 2,850,692.00</b>	<b>-£ 2,830,219.00</b>	<b>£ 20,473.00</b>

- 4.4 Operational, maintenance costs and a contribution towards the Council's staffing costs are being met from the revenue generated by both projects as set out in the business plans for the projects. A part of this revenue funding will also cover the Council's capital financing costs for the projects. The Council will use existing budgets to support the running of these facilities once they are completed.
- 4.5 The Council will be solely responsible for any project cost overruns. This is mitigated by the arrangements set out in the risks section of this report and contingency sums are built into the grant funding to cover any eventualities. In addition, the Football Foundation have confirmed that they understand the current financial climate and are willing to enter into discussions should any cost overruns happen
- 4.6 The grant has a clawback period of 21 years and during that time there are requirements to keep the facilities to a certain standard. Allocations for maintenance are built into the grant funding arrangements and business plans to cover these costs.

## 5.0 LEGAL IMPLICATIONS

- 5.1 The Football Foundation require the Council to put a restriction on the title to the site in a standard land registry form. This is to protect the grant. The restriction will prevent the Council from selling the site or granting a lease without the consent of the Football Foundation. This is a normal protection from a grant provider.

## 6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 The delivery of these projects will be undertaken by a multi-disciplinary project team within the Council. The members of the team have the skills and experience, and a proven track record of delivering major grant funded projects in the regeneration and leisure areas.
- 6.2 Upon completion, the facilities will be managed by the Neighbourhoods Directorate.

## 7.0 RELEVANT RISKS

- 7.1 The Council will manage this project through a Risk Register which will be monitored at the monthly project team meetings. Progress will be reported and monitored by the Assistant Director for Libraries and Leisure (the Senior Responsible Officer) through the Leisure and Libraries Programme Change Board.
- 7.2 The Council would be responsible for any cost overruns under the Grant Agreement. To mitigate this an experienced project team would deliver the project. Contingency funding (both within the grant sums offered and also the Council's own budget lines for each project) have been built in, to meet any unlikely overrun costs. The Football Foundation have also agreed to discuss, in partnership with the Council, any significant cost overruns created by current international matters affecting trade and supply of materials/labour.
- 7.3 The Council has taken time to work collaboratively with the Football Foundation, to navigate and understand the Terms and Conditions associated with the grant offer letters for both facilities, and it has concluded that there are no other conditions which should prevent the acceptance of the grant funding offers for both facilities.
- 7.4 The specific grant offer letters and their associated risks/conditions are attached in Appendix 1 and 2. The Council must abide by these conditions if it decides to accept the funding offers.
- 7.5 In relation to point 7.4, lead officers extrapolated the key risks and conditions, which were considered to be of higher risk and resolved these in partnership with The Football Foundation. These specific key risks/conditions and their mitigating narrative can be viewed in Appendix 3
- 7.6 Longer term, there are some operation risks associated with the running of a 3G pitch, these include:

<b>Risk</b>	<b>Mitigation</b>
Anti-Social Behaviour / damage	Pitches are flood lit until 10pm and are monitored by CCTV. Sites are secured during non-operational times.

On-going maintenance	Income from pitch bookings and secondary sales goes into the annual maintenance budget. A sinking fund is also required to replace the turf after approximately 10 years, subject to inspection.
Injury	Access for emergency vehicles provided, first aid kit on site, trained staff in emergency first aid.
Cardiac Arrest	Automated External Defibrillator on site as standard.
Management of facility and steering group, grant reporting, evidence of expenditure, claims.	An internal multi-disciplinary, multi-skilled project team is being established and will report to Andrew McCartan the SRO and Assistant Director – Leisure, Libraries and Customer Engagement.

## 8.0 ENGAGEMENT/CONSULTATION

- 8.1 Through its partnership development work, Wirral Council was awarded ‘Beacon Status’ by the Football Foundation – marking the exemplary work achieved in partnership engagement.
- 8.2 Members have been consulted at key stages during the development lifecycle of the projects.
- 8.3 In January of 2021 a live consultation all member event was held on MS Teams and included external partners from Cheshire FA, Football Foundation, Sport England, representatives of the three professional Merseyside Football Clubs, and the PR company Good Relations. There was unanimous support for the facilities and the development approach.
- 8.4 Wirral residents have been consulted through the ‘Have Your Say’ consultation platform and have made their positive feelings clear and approve of both facilities.
- 8.5 A board spectrum of Wirral’s footballing community, its wider community groups and its charities have been consulted and have shown clear support for the development approach, the securing of funds, the Council’s contribution and the associated health and well-being outcomes.
- 8.6 Both facilities have partner clubs signed up to them. This ensures the facilities are bought into, that they have secure bookings and that they will generate the required income and footballing outputs and outcomes.

- 8.7 As part of the planning process key stakeholders have been consulted on the design and development of these facilities.
- 8.8 Internally, a project steering group of representatives from key departments was developed. This steering group included but was not exclusive of the following services: leisure; commercial; procurement; finance; legal; assets; planning.
- 8.9 The design of the facilities was done through an internal and external steering group of key partners, who contributed expertise and experience into the final products submitted to planning authority for approval.
- 8.10 Both facilities are required, as part of the grant conditions, to have a multi-organisational steering group. This will be driven in partnership by Wirral Council, Cheshire FA and the Football Foundation and will include representatives of the partner clubs, other clubs and wider charities interested in supporting diversionary and health and well-being activities on site.
- 8.11 The Councils' public relations and communication department are working in partnership with lead offers to design a programme of information release and publicity for the two sites to alert the public of the good news and the opportunity to use the facilities. This also feeds into the commercial agenda and maximising revenue streams.

## **9.0 EQUALITY IMPLICATIONS**

- 9.1 The delivery of both new and improved playing pitches and facilities represents an important step in how we implement and deliver the outcomes of the Sports & Physical Activity Strategy and help our residents to take up physical activity and remain active throughout their lives. The new 3G provision will cover every facet of the planned strategy outcomes and pillars of success in creating - Active people, Active partnerships, Active places and Active open spaces for our residents and communities.
- 9.2 By engaging with our communities across these themes, we aim to engage with all our residents, ensuring a collaborative and inclusive approach to meet the needs of our communities. The Sport and Physical Activity strategy will support in the reduction of inequalities across the borough, from a sport and physical activity perspective, and remain ambitious about delivering more support and services for our residents, to ensure that they have access to the best quality resources and leading facilities.
- 9.3 An equality impact assessment was completed alongside the first committee paper submitted on 23 November 2020.

## **10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS**

10.1 There are several considerations regarding the impacts of artificial grass pitches, including being a source of microplastics, at end of life they are not easily recycled, they contribute to urban heat islands and drainage issues. Natural grass acts as a carbon sink and is an important home to microbes, insects and worms, artificial grass does not have these benefits. However, these considerations need to be balanced against the reduced maintenance emission savings and artificial pitches can be used more frequently contributing to public health and well-being. The environmental impacts have been considered and will be minimised/mitigated.

10.2 Pavilion:

- The proposed pavilion at Woodchurch Leisure Centre is a single storey, traditionally built, pitched roof construction. It is robust in its construction and economic in its footprint, meeting the design and spatial standards dictated by the Football Foundation.
- The pavilion has been designed on an 'insulation first' approach to reduce energy costs when in use. Insulation levels specified are above the Building Regulations recommendations and will achieve significant early savings in energy costs to the Council.
- Water use has been minimised by designing in timed (push button) showers and wash basin taps.
- Recycled materials will be used throughout where possible; for example, the foundation sub-base will be re-used crushed concrete.
- All timber products will be sustainably sourced, e.g. roof truss timber, changing room benching.
- Achieving a particular BREEAM rating was not part of the original brief; however, the inclusion of the items listed above would give this building a BREEAM 'good' rating.

10.3 Pitches:

- Effective water management: where possible designing and installing SUDs systems, and attenuation tanks/ponds.
- Retaining topsoil onsite
- Proactive supply chain management: we design/specify materials and components, for our supply chain to use, that have lower environmental impact - for example LED floodlighting.
- Infill retention: infill retention designs to ensure migration of microplastics into the wider environment is correctly managed.

## **11.0 COMMUNITY WEALTH IMPLICATIONS**

11.1 This project has been designed to have Wirral communities at the heart of both its delivery and outcomes. In addition to the global offer that is presented in the delivery of sport and activity related opportunities, the project has developed strong and meaningful relationships with the local Woodchurch Community and the significant

local knowledge and social capital which can considerably enhance the value added at the site.

- 11.2 A flexible, positive and innovative relationship is being developed with Carr Bridge Community Centre who will play a pivotal role in its management and operation, providing financial benefits to both parties and puts the community at the heart of the delivery model. This will in turn allow Carr Bridge Community Centre to develop income funding streams that deliver health and social outcomes, using the pitch and pavilion as the vehicle for delivery, whilst helping to sustain the organisations own financial sustainability during an uncertain future.
- 11.3 This project exemplifies the positive impact of local co-designed programmes and the increased opportunities they provide for local partners to be part of the solution, meeting the needs and building on the strengths of local people and organisations and engendering strong levels of trust with the people that services are there to benefit.

**REPORT AUTHOR: Paul Hurst**  
Modernisation Officer  
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email: paulhurst@wirral.gov.uk

## **APPENDICES**

### **Appendix 1**

Grant Offer Letter and Conditions: Wirral Tennis and Sports Centre 3G pitch and Car Park

### **Appendix 2**

Grant Offer Letter and Conditions: Woodchurch Leisure Centre 3G pitch and Pavilion

### **Appendix 3**

Table of key grant acceptance conditions, risks and approaches/mitigations – as discussed in partnership with The Football Foundation

## **BACKGROUND PAPERS**

Wirral Council Sports and Physical Activity Strategy

Wirral Council Playing Pitch and Outdoor Sports Strategy 2022

Wirral Council Local Football Facility Plan 2018

Wirral Plan 2021-2026

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE	23 November 2020
TOURISM, COMMUNITIES, CULTURE & LEISURE COMMITTEE	8 March 2022

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## OFFER LETTER

Mr Paul Hurst  
**Wirral Borough Council**  
Brighton Street  
Wallasey  
Cheshire  
CH27 9FQ

27 May 2022

Ref: G127741

Dear Mr Hurst,

### **Wirral Borough Council: New 3G FTP, changing rooms & grass pitch works**

The Football Foundation (Foundation) has approved a capital grant offer of **83%** of a total project cost of **£968,317**, subject to a maximum payment of **£806,600**, to Wirral Borough Council towards New 3G FTP, changing rooms & grass pitch works and delivery of the aims and objectives detailed in the Application and the Site Development Plan submitted as part of your application, (which is available in your online Foundation Grant Management Account) in accordance with the General Terms and Conditions enclosed with and set out in this letter. The definitions in the General Terms and Conditions attached also apply in this letter.

It should be noted that the Foundation has approved additional funding to a value of £17,469 for consultant services. These fees will be paid by the Foundation directly to the Framework Management Consultant, (Robinson Low Francis) and to the Specialist Testing Consultant (Sports Labs).

### **Conditions**

#### **Pre-Construction**

- That a copy of the full planning permission document is provided and to the Foundation before work starts on site.
- That the tender evaluation report and tenders are agreed in writing by the Foundation, prior to the contractor being appointed
- That the Organisation shall at their own cost enter (or permit the Foundation to enter) a restriction on the registered title to the property on which the Facility is being developed (“the Property”) as detailed in clause 21 of the General Terms and Conditions or a caution against first registration in the case of unregistered land and, if requested to do so by the Foundation, enter into a deed of dedication in relation to the Property. Further:
  - The Organisation’s solicitors must provide a solicitor’s undertaking that the Organisation will pay the Foundation’s legal costs of putting the restriction or caution and deed of dedication in place as set out in the guidance note provided

#### **Pre-Claim**

- That the Organisation provides evidence for the bank account that the grant will be paid into before any funds are released. This must be in the form of a copy of a bank statement or paying-in slip.

### **Pre-opening**

- That prior to the facility opening, the programme of use and pricing policy is forwarded to the Foundation, FA and Cheshire County FA for approval
- That a Steering Group is established to monitor and review delivery of the plan, and that Cheshire County FA are invited to be part of this process. A copy of the Terms of Reference and minutes of this Group are to be submitted to the Foundation, prior to the facility opening.
- That the Organisation procures the operator of the commercial small-sided league via a competitive tendering procedure, prior to the opening of the facility. This would remain an ongoing condition to include any subsequent appointment of a small-sided league operator throughout the clawback period of the grant

### **Final 5% Conditions**

- That the Organisation provides the Foundation with Monitoring information in respect of the condition of each of the grass pitches at your site for the period of claw-back. Pitch assessment data must be submitted at least twice per year using the PitchPower tool <https://footballfoundation.org.uk/pitchpower> within the following window 1st November – 31st March (essential) and within at least one of these windows; 1st April – 30th June or 1st July – 31st October. Whenever pitch assessment data is submitted, it is important that there is at least one month between the readings. On receipt of the data, the Pitch Advisory Service will provide a Grass Pitch Assessment Report (GPAR) from which the recommendations identified are to be undertaken in order to improve and maintain the grass pitches at your site to at least the Pitch Quality Standard (PQS) of 'Good'. Visit [https://thegma.org.uk/sites/default/files/documents/pages/pgf\\_pilot\\_for\\_pitchpower.pdf](https://thegma.org.uk/sites/default/files/documents/pages/pgf_pilot_for_pitchpower.pdf) for information on the Pitch Grading Framework and to see what 'Good' means.
- That all the goalposts at the site comply with The FA Goals for Football: Guidance Note and must comply with BSEN748:2013+A1:2018 and BS/EN16579:2018.

### **Ongoing**

- That the Organisation ensures that the existing 3G FTP is maintained and is kept on The FA's 3G Pitch Register throughout the duration of the claw back period.
- That all revenues generated by the site, net of contributions made into an annual sinking fund, are ring-fenced into a football development fund held by the Applicant. - The purpose of this fund will be to re-invest into football activities/programmes or further football facility improvements. - This football development fund and the related sinking fund shall be reviewed on an annual basis and any re-investment decisions taken by a small working group made up of the applicant and Cheshire County FA. - Applicants would be required to present annual accounts relating to facility income and sinking funds to the Foundation as part of on-going M&E obligations.

- That yearly reports against the Site Development and Business Plans are submitted to the Foundation. These should be attached to the electronic Annual Monitoring & Evaluation Returns Form that the Foundation will send you on a yearly basis.
- That the Organisation undertakes maintenance training provided by the supplier prior to the facility opening to include processes to mitigate against and minimise the risk of infill loss into the surrounding environment, and that the Organisation commits to uphold these processes as part of their maintenance programme for the duration of the claw back period.
- That the 3G pitch meets the standards for full-size pitches contained within The FA Guide to 3G FTP Design Principles and Layouts (February 2020) and that the surface shall meet FIFA Quality Standard for community use at initial certification and for the duration of the clawback period
- That a minimum of two representatives from the Organisation complete a Grounds Management Association Level 1 Football Groundsmanship course (ONLINE) and provides evidence of completion to the Foundation, before any funds are released. Level 1 courses completed prior to 1 January 2019 cannot be accepted.

### **Additional conditions**

1.
  - 1.1 The Grant is subject to satisfaction of the following additional conditions:
  - 1.2 Until the pre-construction and pre-claim capital conditions are fulfilled, no Grant will be payable.
  - 1.3 Until the pre-claim revenue conditions are fulfilled, no revenue Grant will be payable.
  - 1.4 Until the final 5% conditions are fulfilled, the final 5% of the capital Grant will not be paid.
  - 1.5 The Organisation must request the first payment of Grant **within six months of the date of the Grant Offer Letter**, unless otherwise agreed in writing by the Foundation. See section 7.7 of the General Terms and Conditions for more detail.
  - 1.6 The Organisation must request the last payment of the Grant **within 12 months of the date that the first claim is paid by the Foundation**, unless otherwise agreed in writing by the Foundation. See section 7.8 of the General Terms and Conditions for more detail.
  - 1.7 If the Organisation has the responsibility of maintaining their own grass pitches on site, the Foundation recommends that a minimum of two representatives from the Organisation complete a Grounds Management Association Level 1 Football Groundsmanship course (ONLINE). Further information can be found at <https://www.thegma.org.uk/learning/training>

### **Acceptance**

2.
  - 2.1 The Organisation has **two months from the date of the Grant Offer Letter** to electronically accept the terms and requirements of this Grant. If the Organisation does not accept the terms and requirements of this Grant within two months from the date of this letter, the offer will lapse unless reasons are given for the delay, which are accepted by the Foundation. If the offer lapses, your application will be regarded as having been withdrawn. You are bound by this Grant Offer Letter or the General Terms and Conditions attached until such time as you make a claim for payment of the Grant or any payment of Grant is made to you.
  - 2.2 No Grant Agreement comes into existence between the Foundation and the Organisation, and accordingly the Foundation is not bound to make payment of the Grant, unless and until a signed Grant acceptance form has been received by the Foundation and where applicable the specific requirements set out in paragraph 1.1 above

have been fulfilled to the Foundation's satisfaction.

- 2.3 If you wish to accept this Grant on the terms stated herein **please visit your online Grant Management Account through which you made your application and complete the form of acceptance**, duly electronically signed and dated by two authorised signatories (or four in the case of a joint award).. You should retain an electronic copy of the acceptance, which, together with this letter, will constitute the Grant Agreement between the Foundation and the Organisation.

### **Payment of the grant**

3.

- 3.1 **Capital Grants.** On compliance with the pre-construction conditions and pre-claim capital conditions set out in paragraph 1.1 and on receipt of appropriately completed claim forms and relevant supporting documents, the Foundation will pay claims at the same percentage rate that the Grant bears to the Project cost. This will continue until 95% of the Grant has been released. The remaining 5% of the Grant will be paid on receipt of written evidence of completion of the Project in accordance with clause 8 or clause 9 of the General Terms and Conditions and any other specific final 5% claim conditions referred to in clause 1.1, if any.
- 3.2 **Revenue Grants.** On compliance with the pre-claim revenue conditions set out in paragraph 1.1 above and on receipt of satisfactory completed revenue claim forms and relevant supporting documents, the Foundation will pay claims six monthly in arrears at the percentage rate detailed in Schedule 1.
- 3.3 Your Organisation must ensure that sufficient funds are retained to meet the balance of any costs and to cover the period between the penultimate payment and completion of the work to be funded by the Grant.
- 3.4 Electronic claim forms can be completed on the Foundation website through your Grant Management Portal and completed and returned as the work progresses. Each claim must include a completed statement of expenditure and details of the net value of the work completed at each claim stage (excluding voluntary labour, other contributions in kind, contractual retention fees and other non-allowable costs). The form must be electronically signed and counter-signed by two appropriately qualified and authorised persons and must be accompanied by appropriate supporting documentation.
- 3.5 Payments will be made by Bankers Automated Clearing Services (BACS) directly into a valid bank account.

### **Signage and Publicity**

4.

- 4.1 Please note that you have been awarded the grant from the Premier League, The FA and Government via the Foundation. Accordingly, please ensure that you refer to the organisation in this way throughout all public communications, such as websites, press releases and newsletters.
- 4.2 Your attention is drawn to the provisions of clause 10 of the General Terms and Conditions. The Foundation will provide official signs to give recognition to the financial support provided by the Premier League, The FA and Government. Your Technical Project Manager will be liaising with you to begin the process of ordering and installing this signage.
- 4.3 You are asked to fill in the opening ceremony form that will be sent to you two months prior to your project's projected completion date. This will ensure the Foundation's communications team are kept abreast of any event you hold to officially open your new facility. If you need any more information, you can contact the communications team on 0345 345 4555 ext. 4292 or at [events@footballfoundation.org.uk](mailto:events@footballfoundation.org.uk). Also, please be aware that the Foundation will be writing to your local MP to inform them of your grant award.

## 5. Project Monitoring

Further payments of the Grant are dependent on the satisfactory fulfilment of the Foundation's monitoring requirements, for the duration of the Grant Agreement (see clause 11 of the General Terms and Conditions for more details). The current evaluation requirements can be found on the Foundation's website.

## 6. Increased Costs and VAT

- 6.1 If at any time the total expenditure for the Project exceeds the estimated amount stated in the Grant Offer Letter, there will be no corresponding increase in the Grant even if additional costs arise that were previously unforeseen and in particular the Foundation will not increase its Grant if VAT becomes payable. You should seek specific advice about your Organisation's VAT status and the Project's liability to VAT.
- 6.2 The Foundation also reserves the right, if the final total allowable expenditure is less than the estimated expenditure to review the amount of the Grant and, where it considers appropriate, to reduce the Grant payable or to demand a refund of part of the Grant. The amount of such reduction or refund shall be determined by the Foundation at its discretion but shall not exceed the amount of the under-spend.
- 6.3 The Foundation pays its Grant as a percentage of Project costs subject to a maximum sum. The amount of the Grant payable by the Foundation will therefore be less than the maximum stated if your Project is delivered under budget.

## 7. Your rights to privacy

- 7.1 On 25 May 2018, new law came into effect in the UK which updates your rights to privacy and changes the rules about how we can use your personal information.
- 7.2 The Foundation values our relationship with you and therefore takes your rights to privacy seriously. We have therefore updated our privacy statement to explain what personal information we collect about you, how we use and look after it, and your rights. We want to share this with you so that you are clear about our obligations and your rights, and in case you have any questions for us. The privacy statement can be found on our website.
- 7.3 The privacy statement contains important information about your rights to privacy, so we encourage you to take the time to read it.

If you have any questions about this letter, please contact your Technical Project Manager, Lee Davies, on 07894 692028 or at [lee.davies@footballfoundation.org.uk](mailto:lee.davies@footballfoundation.org.uk). **All correspondence regarding your project should also be addressed to your Technical Project Manager.**

With best wishes,



**Dean Potter**

**Director of Grant Management**





## OFFER LETTER

Mr Paul Hurst  
**Wirral Borough Council**  
Brighton Street  
Wallasey  
Cheshire  
CH27 9FQ

31 May 2022

Ref: G127744

Dear Mr Hurst,

### **Wirral Borough Council (Woodchurch Leisure Centre): New 120m x 84m 3G FTP and new two-team changing pavilion**

The Football Foundation (Foundation) has approved a capital grant offer of **59%** of a total project cost of **£1,861,902**, subject to a maximum payment of **£1,090,092**, to Wirral Borough Council towards New 120m x 84m 3G FTP and new two-team changing pavilion at Woodchurch Leisure Centre and delivery of the aims and objectives detailed in the Application and the Site Development Plan submitted as part of your application, (which is available in your online Foundation Grant Management Account) in accordance with the General Terms and Conditions enclosed with and set out in this letter. The definitions in the General Terms and Conditions attached also apply in this letter.

It should be noted that the Foundation has approved additional funding to a value of £17,470 for consultant services. These fees will be paid by the Foundation directly to the Framework Management Consultant, (Robinson Low Francis) and to the Specialist Testing Consultant (Sports Labs).

### **Conditions**

#### **Pre-Construction**

- That a copy of the full planning permission document is provided and to the Foundation before work starts on site.
- That the tender evaluation report and tenders are agreed in writing by the Foundation, prior to the contractor being appointed.
- That the Organisation shall at their own cost enter (or permit the Foundation to enter) a restriction on the registered title to the property on which the Facility is being developed ("the Property") as detailed in clause 21 of the General Terms and Conditions or a caution against first registration in the case of unregistered land and, if requested to do so by the Foundation, enter into a deed of dedication in relation to the Property. Further: - The Organisation's solicitors must provide a solicitor's undertaking that the Organisation will

pay the Foundation's legal costs of putting the restriction or caution and deed of dedication in place as set out in the guidance note provided

### **Pre-Claim**

- That the Organisation provides evidence for the bank account that the grant will be paid into before any funds are released. This must be in the form of a copy of a bank statement or paying-in slip.

### **Pre-opening**

- That a Service Level Agreement is agreed with Eastham and District JFL, Wallasey JFL and Carr Bridge Community Centre, prior to the facility opening.
- That prior to the facility opening, the programme of use and pricing policy is forwarded to the Foundation, FA and Cheshire FA for approval
- That a Steering Group is established to monitor and review delivery of the plan, and that Cheshire County FA are invited to be part of this process. A copy of the Terms of Reference and minutes of this Group are to be submitted to the Foundation, prior to the facility opening.
- That the Organisation procures the operator of the commercial small-sided league via a competitive tendering procedure, prior to the opening of the facility. This would remain an ongoing condition to include any subsequent appointment of a small-sided league operator throughout the clawback period of the grant

### **Final 5% Conditions**

- That the Organisation provides the Foundation with Monitoring information in respect of the condition of each of the grass pitches at your site for the period of claw-back. Pitch assessment data must be submitted at least twice per year using the PitchPower tool <https://footballfoundation.org.uk/pitchpower> within the following window 1st November – 31st March (essential) and within at least one of these windows; 1st April – 30th June or 1st July – 31st October. Whenever pitch assessment data is submitted, it is important that there is at least one month between the readings. On receipt of the data, the Pitch Advisory Service will provide a Grass Pitch Assessment Report (GPAR) from which the recommendations identified are to be undertaken in order to improve and maintain the grass pitches at your site to at least the Pitch Quality Standard (PQS) of 'Good'. Visit [https://thegma.org.uk/sites/default/files/documents/pages/pgf\\_pilot\\_for\\_pitchpower.pdf](https://thegma.org.uk/sites/default/files/documents/pages/pgf_pilot_for_pitchpower.pdf) for information on the Pitch Grading Framework and to see what 'Good' means.
- That all the goalposts at the site comply with The FA Goals for Football: Guidance Note and must comply with BSEN748:2013+A1:2018 and BS/EN16579:2018.

### **Ongoing**

- That the Organisation ensures that the existing 3G FTP is maintained and is kept on The FA's 3G Pitch Register throughout the duration of the claw back period.
- That all revenues generated by the site, net of contributions made into an annual sinking fund, are ring-fenced into a football development fund held by the Applicant. - The purpose of this fund will be to re-invest into football activities/programmes or further football facility improvements. - This football development fund and the related sinking



fund shall be reviewed on an annual basis and any re-investment decisions taken by a small working group made up of the applicant and Cheshire County FA. - Applicants would be required to present annual accounts relating to facility income and sinking funds to the Foundation as part of on-going M&E obligations.

- That yearly reports against the Site Development and Business Plans are submitted to the Foundation. These should be attached to the electronic Annual Monitoring & Evaluation Returns Form that the Foundation will send you on a yearly basis.
- That the Organisation undertakes maintenance training provided by the supplier prior to the facility opening to include processes to mitigate against and minimise the risk of infill loss into the surrounding environment, and that the Organisation commits to uphold these processes as part of their maintenance programme for the duration of the claw back period.
- That the 3G pitch meets the standards for full-size pitches contained within The FA Guide to 3G FTP Design Principles and Layouts (February 2020) and that the surface shall meet FIFA Quality Standard for community use at initial certification and for the duration of the clawback period
- That a minimum of two representatives from the Organisation complete a Grounds Management Association Level 1 Football Groundsmanship course (ONLINE) and provides evidence of completion to the Foundation, before any funds are released. Level 1 courses completed prior to 1 January 2019 cannot be accepted.

## 1. Additional conditions

- 1.1 The Grant is subject to satisfaction of the following additional conditions:
- 1.2 Until the pre-construction and pre-claim capital conditions are fulfilled, no Grant will be payable.
- 1.3 Until the pre-claim revenue conditions are fulfilled, no revenue Grant will be payable.
- 1.4 Until the final 5% conditions are fulfilled, the final 5% of the capital Grant will not be paid.
- 1.5 The Organisation must request the first payment of Grant **within six months of the date of the Grant Offer Letter**, unless otherwise agreed in writing by the Foundation. See section 7.7 of the General Terms and Conditions for more detail.
- 1.6 The Organisation must request the last payment of the Grant **within 12 months of the date that the first claim is paid by the Foundation**, unless otherwise agreed in writing by the Foundation. See section 7.8 of the General Terms and Conditions for more detail.
- 1.7 If the Organisation has the responsibility of maintaining their own grass pitches on site, the Foundation recommends that a minimum of two representatives from the Organisation complete a Grounds Management Association Level 1 Football Groundsmanship course (ONLINE). Further information can be found at <https://www.thegma.org.uk/learning/training>

## 2. Acceptance

- 2.1 The Organisation has **two months from the date of the Grant Offer Letter** to electronically accept the terms and requirements of this Grant. If the Organisation does

not accept the terms and requirements of this Grant within two months from the date of this letter, the offer will lapse unless reasons are given for the delay, which are accepted by the Foundation. If the offer lapses, your application will be regarded as having been withdrawn. You are bound by this Grant Offer Letter or the General Terms and Conditions attached until such time as you make a claim for payment of the Grant or any payment of Grant is made to you.

2.2 No Grant Agreement comes into existence between the Foundation and the Organisation, and accordingly the Foundation is not bound to make payment of the Grant, unless and until a signed Grant acceptance form has been received by the Foundation and where applicable the specific requirements set out in paragraph 1.1 above have been fulfilled to the Foundation's satisfaction.

2.3 If you wish to accept this Grant on the terms stated herein **please visit your online Grant Management Account through which you made your application and complete the form of acceptance**, duly electronically signed and dated by two authorised signatories (or four in the case of a joint award).. You should retain an electronic copy of the acceptance, which, together with this letter, will constitute the Grant Agreement between the Foundation and the Organisation.

### **3. Payment of the grant**

3.1 **Capital Grants.** On compliance with the pre-construction conditions and pre-claim capital conditions set out in paragraph 1.1 and on receipt of appropriately completed claim forms and relevant supporting documents, the Foundation will pay claims at the same percentage rate that the Grant bears to the Project cost. This will continue until 95% of the Grant has been released. The remaining 5% of the Grant will be paid on receipt of written evidence of completion of the Project in accordance with clause 8 or clause 9 of the General Terms and Conditions and any other specific final 5% claim conditions referred to in clause 1.1, if any.

3.2 **Revenue Grants.** On compliance with the pre-claim revenue conditions set out in paragraph 1.1 above and on receipt of satisfactory completed revenue claim forms and relevant supporting documents, the Foundation will pay claims six monthly in arrears at the percentage rate detailed in Schedule 1.

3.3 Your Organisation must ensure that sufficient funds are retained to meet the balance of any costs and to cover the period between the penultimate payment and completion of the work to be funded by the Grant.

3.4 Electronic claim forms can be completed on the Foundation website through your Grant Management Portal and completed and returned as the work progresses. Each claim must include a completed statement of expenditure and details of the net value of the work completed at each claim stage (excluding voluntary labour, other contributions in kind, contractual retention fees and other non-allowable costs). The form must be electronically signed and counter-signed by two appropriately qualified and authorised persons and must be accompanied by appropriate supporting documentation.

3.5 Payments will be made by Bankers Automated Clearing Services (BACS) directly into a valid bank account.

#### **4. Signage and Publicity**

- 4.1 Please note that you have been awarded the grant from the Premier League, The FA and Government via the Foundation. Accordingly, please ensure that you refer to the organisation in this way throughout all public communications, such as websites, press releases and newsletters.
- 4.2 Your attention is drawn to the provisions of clause 10 of the General Terms and Conditions. The Foundation will provide official signs to give recognition to the financial support provided by the Premier League, The FA and Government. Your Technical Project Manager will be liaising with you to begin the process of ordering and installing this signage.
- 4.3 You are asked to fill in the opening ceremony form that will be sent to you two months prior to your project's projected completion date. This will ensure the Foundation's communications team are kept abreast of any event you hold to officially open your new facility. If you need any more information, you can contact the communications team on 0345 345 4555 ext. 4292 or at [events@footballfoundation.org.uk](mailto:events@footballfoundation.org.uk). Also, please be aware that the Foundation will be writing to your local MP to inform them of your grant award.

#### **5. Project Monitoring**

Further payments of the Grant are dependent on the satisfactory fulfilment of the Foundation's monitoring requirements, for the duration of the Grant Agreement (see clause 11 of the General Terms and Conditions for more details). The current evaluation requirements can be found on the Foundation's website.

#### **6. Increased Costs and VAT**

- 6.1 If at any time the total expenditure for the Project exceeds the estimated amount stated in the Grant Offer Letter, there will be no corresponding increase in the Grant even if additional costs arise that were previously unforeseen and in particular the Foundation will not increase its Grant if VAT becomes payable. You should seek specific advice about your Organisation's VAT status and the Project's liability to VAT.
- 6.2 The Foundation also reserves the right, if the final total allowable expenditure is less than the estimated expenditure to review the amount of the Grant and, where it considers appropriate, to reduce the Grant payable or to demand a refund of part of the Grant. The amount of such reduction or refund shall be determined by the Foundation at its discretion but shall not exceed the amount of the under-spend.
- 6.3 The Foundation pays its Grant as a percentage of Project costs subject to a maximum sum. The amount of the Grant payable by the Foundation will therefore be less than the maximum stated if your Project is delivered under budget.

#### **7. Your rights to privacy**

- 7.1 On 25 May 2018, new law came into effect in the UK which updates your rights to privacy and changes the rules about how we can use your personal information.
- 7.2 The Foundation values our relationship with you and therefore takes your rights to privacy seriously. We have therefore updated our privacy statement to explain what personal information we collect about you, how we use and look after it, and your rights. We want to share this with you so that you are clear about our obligations and your

rights, and in case you have any questions for us. The privacy statement can be found on our website.

7.3 The privacy statement contains important information about your rights to privacy, so we encourage you to take the time to read it.

If you have any questions about this letter, please contact your Technical Project Manager, Lee Davies, on 07894 692028 or at [lee.davies@footballfoundation.org.uk](mailto:lee.davies@footballfoundation.org.uk). **All correspondence regarding your project should also be addressed to your Technical Project Manager.**

With best wishes,

A handwritten signature in black ink, appearing to read "Dean Potter". The signature is fluid and cursive, with the first name "Dean" and the last name "Potter" clearly distinguishable.

**Dean Potter**

**Director of Grant Management**

## Wirral Council and Football Foundation

### Key grant offer letter conditions and risk mitigation document

#### Pre-Construction Conditions

Point	Condition narrative	Mitigation narrative
1	That a copy of the full planning permission document is provided and to the Foundation before work starts on site.	Subject to planning approval due early July 22.
2	That the tender evaluation report and tenders are agreed in writing by the Foundation, prior to the contractor being appointed.	Sent to the Football Foundation.
3	That the Organisation shall at their own cost enter (or permit the Foundation to enter) a restriction on the registered title to the property on which the Facility is being developed ("the Property") as detailed in clause 21 of the General Terms and Conditions or a caution against first registration in the case of unregistered land and, if requested to do so by the Foundation, enter into a deed of dedication in relation to the Property. Further, the Organisation's solicitors must provide a solicitor's undertaking that the Organisation will pay the Foundations' legal costs of putting the restriction or caution and deed of dedication in place as set out in the guidance note provided.	All grants from the Foundation over £100k require a restriction/charge on the freehold/leasehold title. If the Council formally accepts the grant award, the Foundation will instruct its solicitors to commence works to place a restriction on the freehold title. The Council will be required to provide a fees undertaking to the Foundation's solicitors to commence this work (this is an eligible grant claim). If the restriction is making progress, the Foundation usually moves this condition to final 5% to allow works to start on site.

#### Pre Claim Conditions

Point	Condition narrative	Mitigation narrative
1	That the Organisation provides evidence for the bank account that the grant will be paid into before any funds are released. This must be in the form of a copy of a bank statement or paying-in slip.	Sent to Football Foundation

#### Pre-Opening Conditions

Point	Condition narrative	Mitigation narrative
4	That the Organisation procures the operator of the commercial small-sided league via a competitive tendering	As there was no small-sided league proposed at the site, this is an ongoing condition and not a

	<p>procedure, prior to the opening of the facility. This would remain an ongoing condition to include any subsequent appointment of a small-sided league operator throughout the clawback period of the grant</p>	<p>pre-opening. The condition is to ensure that the Council as the applicant carries out a fair and open tender process, should they look to book the facility to a commercial company which operates small-sided football. This is to ensure there is no breach of competition law and favouritism isn't shown to one provider by the Council.</p>
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### Final 5% Conditions

Point	Condition narrative	Mitigation narrative
1	<p>That the Organisation provides the Foundation with Monitoring information in respect of the condition of each of the grass pitches at your site for the period of claw-back. Pitch assessment data must be submitted at least twice per year using the PitchPower tool  <a href="https://footballfoundation.org.uk/pitchpower">https://footballfoundation.org.uk/pitchpower</a> within the following window 1st November – 31st March (essential) and within at least one of these windows; 1st April – 30th June or 1st July – 31st October. Whenever pitch assessment data is submitted, it is important that there is at least one month between the readings. On receipt of the data, the Pitch Advisory Service will provide a Grass Pitch Assessment Report (GPAR) from which the recommendations identified are to be undertaken in order to improve and maintain the grass pitches at your site to at least the Pitch Quality Standard (PQS) of 'Good'. Visit <a href="https://thegma.org.uk/sites/default/files/documents/pages/pgf_pilot_for_pitchpower.pdf">https://thegma.org.uk/sites/default/files/documents/pages/pgf_pilot_for_pitchpower.pdf</a> for information on the Pitch Grading Framework and to see what 'Good' means.</p>	<p>Whilst the funding isn't going to the natural grass pitches at the site, the Council committed via its application to improve the natural grass pitches and included a value in it's Business Plan to do this. The condition requires the Council to submit two digital reports across the year, which allows the Grounds Management Association (GMA) to assess the quality of pitches. The allowance in the Business Plan should be sufficient to improve the natural grass pitches to 'Good' standard. If the funds do not work in the first 2-3 years, then it is likely there is something underlying with the natural grass pitches that needs investigating. The Foundation, through its monitoring process would work with the Council to understand what this is.</p> <p>Issue being...could be perceived as Council committing itself to ongoing hidden expenditure.</p>

### On-going Conditions

Point	Condition narrative	Mitigation narrative
6	<p>That a minimum of two representatives from the Organisation complete a Grounds Management Association Level 1 Football Groundsmanship course (ONLINE) and</p>	<p>This is to ensure the Council has staff appropriately trained to maintain the natural grass pitches. If certificates already exist for</p>

	provides evidence of completion to the Foundation, before any funds are released. Level 1 courses completed prior to 1 January 2019 cannot be accepted.	existing staff then this will be sufficient to discharge this condition.
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**Additional Conditions**

<b>Point</b>	<b>Condition narrative</b>	<b>Mitigation narrative</b>
1.7	If the Organisation has the responsibility of maintaining their own grass pitches on site, the Foundation recommends that a minimum of two representatives from the Organisation complete a Grounds Management Association Level 1 Football Groundsmanship course (ONLINE). Further information can be found at <a href="https://www.thegma.org.uk/learning/training">https://www.thegma.org.uk/learning/training</a>	Same as above.
N/A	Narrative on cost overrun	The award made by the Foundation is fixed at the time of offer and it is the Council's responsibility to meet any shortfall. Given the existing construction climate, we recommend the Council keeps the Foundation updated on project budgets to understand if there are any cost increases and to what level.

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**TUESDAY, 26 JULY 2022**

<b>REPORT TITLE:</b>	<b>TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE PERFORMANCE REPORT</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF NEIGHBOURHOOD SERVICES</b>

## **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.

## **RECOMMENDATION**

The Tourism, Communities, Culture and Leisure Committee are 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](mailto: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](http://www.movingcommunities.org)

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

## SUBJECT HISTORY (last 3 years)

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

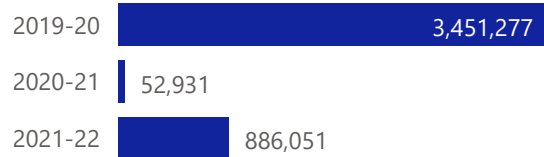


# Leisure, Tourism and Culture Committee report Quarter 4, 2021-2022

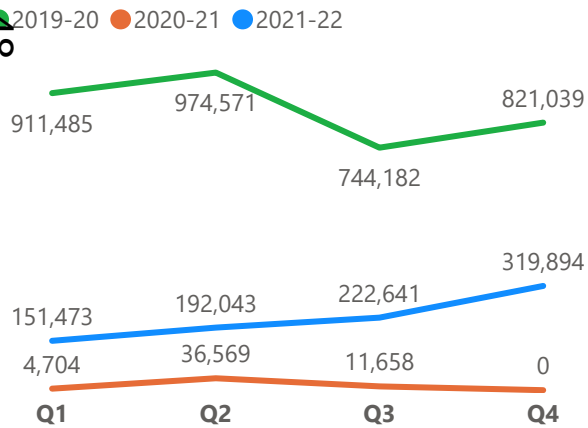
### Footfall through leisure sites

# 43.7%

% Change from Q3



Page 48

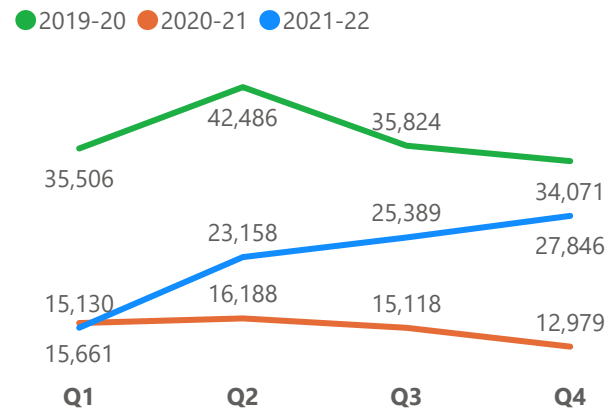
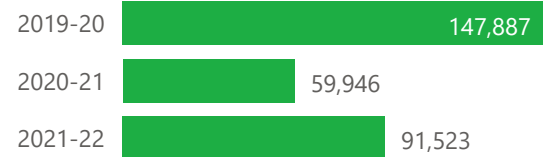


Footfall through sites includes footfall through council leisure centres, golf courses and Wirral Watersports Centre. It is derived from data extracted from the XN system.

### Libraries - active borrowers

# 9.7%

% Change from Q3

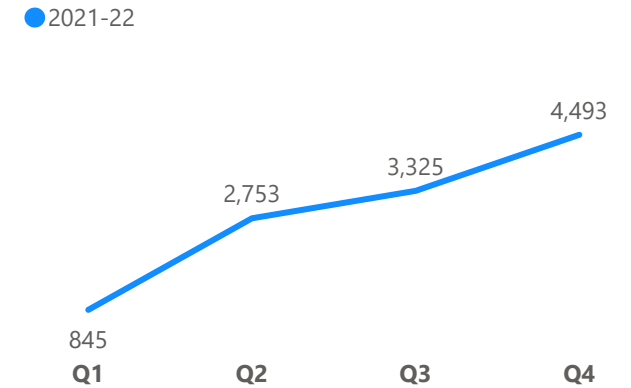


Borrowers with at least one physical book/item transaction during the month. During lockdowns/library closures automatic renewals were/are in place which will account for active users. Extracted from Talis system.

### Williamson Art Gallery - number of visits

# 35.1%

% Change from Q3



Visitor numbers obtained from a permanently manned clicker located at the Gallery front desk. This is the only entrance to the gallery.

### Leisure Centres - Customer Experience Survey Sept 2021

% of customers rating their likelihood to recommend the centre(s) as 9 or 10

**44.5%**

% Satisfied Customers

**86.8%**

Customers who intend to exercise more often in-centre

**90.0%**

Customers who prefer in-centre activity

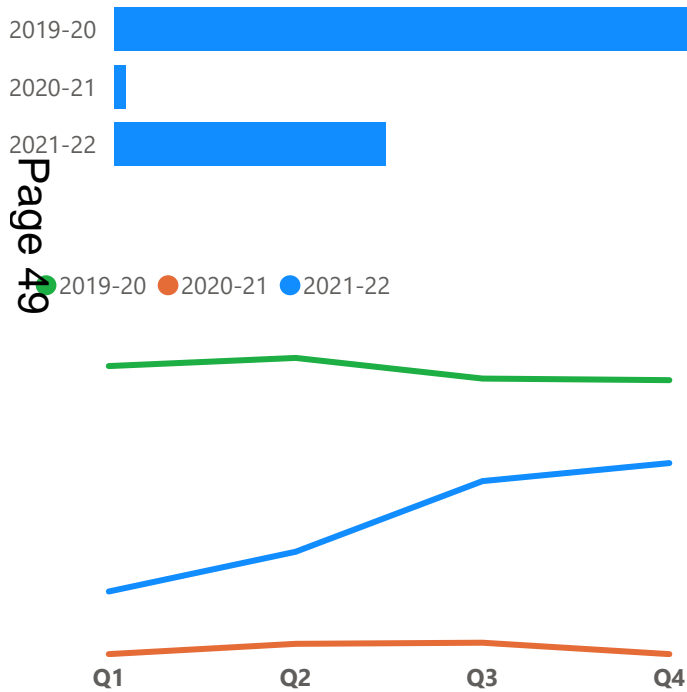
**90.6%**

Survey carried out and reported via Moving Communities platform.

### New Invigor8 Memberships

# 10.4%

% Change from Q3

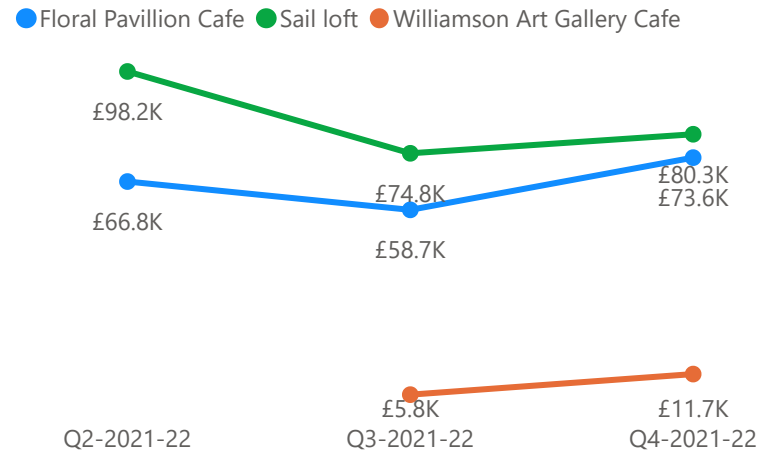


Page 49

Commercially sensitive data - figures redacted

### Catering Revenue since Q2 2021

Venue	Total Revenue
Sail loft	£253,345.27
Floral Pavillion Cafe	£235,491.30
Williamson Art Gallery Cafe	£17,572.43
<b>Total</b>	<b>£506,409.00</b>



Data available only post Q2 2021-22

12 months up to:  
May 2022

### Social Value generated (last 12 months)

Total Social Value of leisure centres  
**£6,113,197.00**

Average social value per person  
**£107.18**

Social and community development  
**£1,505,362.00**

Physical & mental health  
**£1,282,509.00**

Individual development  
**£29,221.00**

Subjective wellbeing  
**£3,296,105.00**

The Social Value tool was developed by 4Global in partnership with Sheffield Hallam University and Experian. The tool monetises the social value created by participation in sport at sport and leisure facilities. This creates a way of measuring and demonstrating value created from investing in sport and physical activity.

#### Definitions:

**Social and community development:** Costs saved in criminal justice costs.

**Physical and mental health:** Health and social care savings.

**Individual development:** Additional earnings generated through the correlation between participation in sport, and educational attainment.

**Subjective wellbeing:** The estimated cost saved of achieving the same level of wellbeing outside of sport.



### Number of players vs Target



### Headline Findings



**2863**  
Total players



**38,794**  
Miles were travelled



**58%**  
Of inactive adults became active



**38%**  
Of less active children became active

### What is Beat the Street?

Beat the Street creates a game out of being active in your neighbourhood.

Registered participants receive a card that they tap on 'beatboxes' located in the neighbourhood to record distance travelled and earn points and prizes. Participants can play as part of a team (such as a school or family group), or individually, and view their progress on an online leader-board.

Games were carried out in Moreton East, Leasowe and Seacombe and lasted for 31 days.

### Target Demographic

**90%**

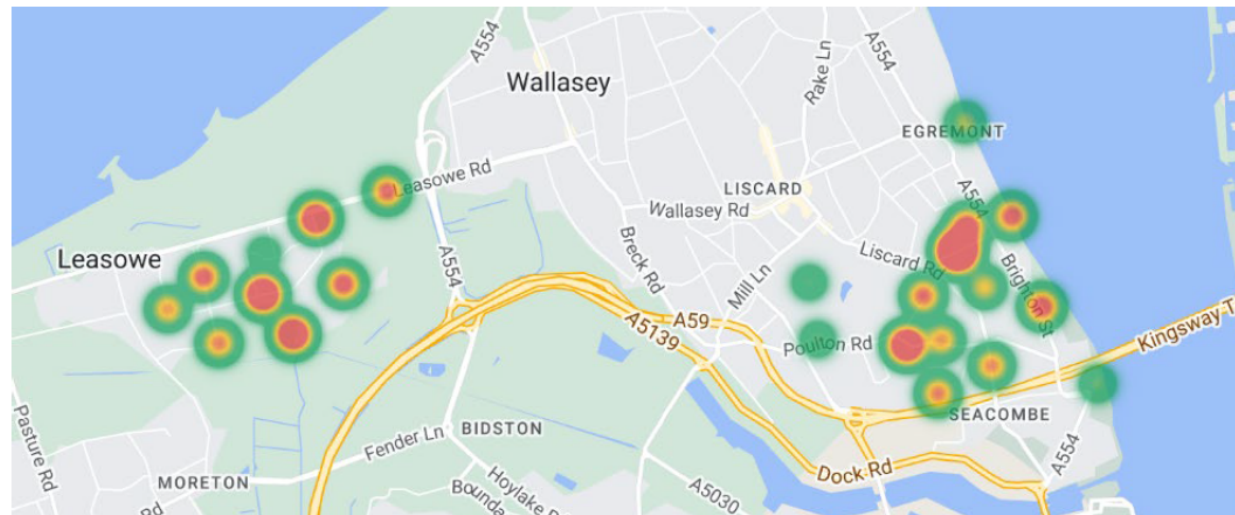
From top 20% most deprived areas

### Target Demographic

**74%**

Female players

### Engagement hotspots



“We went longer way to school and for more walks than we used to so we could play the game” – Girl, under 12

“I would of been lazy and jumped in my car to take the kids out but beat the street gave us some fun to do on the way to where ever we was going so we walked everywhere.” – Female, aged 30-39





## **TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE**

**TUESDAY 26 JUNE 2022**

<b>REPORT TITLE:</b>	<b>TOURISM, COMMUNITIES, CULTURE AND LEISURE WORK PROGRAMME</b>
<b>REPORT OF:</b>	<b>DIRECTOR OF LAW AND GOVERNANCE</b>

### **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.

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## 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

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# WIRRAL

## TOURISM, COMMUNITIES, CULTURE AND LEISURE COMMITTEE

### WORK PROGRAMME 2021/22

Contact Officer/s: ANNA PERRETT

#### July Agenda

Item	Key Decision	Lead officer	
Grassroots Football – Grant Acceptance	Yes	David Ball	Healthy and Active Lives
Performance Report	No	Nicki Butterworth	Healthy and Active Lives

#### UPCOMING KEY DECISIONS – WAITING TO BE SCHEDULED

Item	Approximate timescale	Lead Departmental Officer	Wirral Plan Priority
The Development of Golf and New Operating Model	2022	Andy McCartan	Healthy and Active Lives
Libraries Strategy and New Model (Update)	2022	Andy McCartan	Healthy and Active Lives
Facilities Investment strategy	2022	Andy McCartan	Healthy and Active Lives
Neighbourhoods Budget Consultation Outcomes	2022	Nicki Butterworth	Healthy and Active Lives
Community Asset Transfer	2022	David Ball	Healthy and Active Lives

Borough of Culture 2024 Planning and Governance	2022	Sally Shah	Healthy and Active Lives
Wirral Tram Museum	2022	Sally Shah	Healthy and Active Lives

**ADDITIONAL AGENDA ITEMS – WAITING TO BE SCHEDULED**

Item	Approximate timescale	Lead Departmental Officer
Birkenhead Culture and Heritage Strategy Progress Report	TBC	Sally Shah
Battle of Brunanburh	TBC	Keith Keeley
VCS Sector	TBC	TBC
Community Cohesion	TBC	TBC

**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
<b>Working Groups/ Sub Committees</b>				
<b>Task and Finish work</b>				
<b>Spotlight sessions / workshops</b>				
Royden Park	Workshop	2021	James Roberts	TBC
Golf Working Group/workshop	Workshop	2021	Neil price	Oct 2021



Budget Setting	Workshops	2021	All	Ongoing
Performance Dashboard	Workshop	2021	Nicki Butterworth/ Nancy Clarkson	Completed
<b>Corporate scrutiny / Other</b>				

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