

 Executive – 7th March 2018		Agenda Item No. 8
Title	Commonwealth Games 2022	
For further information about this report please contact	Chris Elliott Chris.elliott@warwickdc.gov.uk Rose Winship Rose.winship@warwickdc.gov.uk	
Wards of the District directly affected	Leamington wards – direct impact All district – indirect impact	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number	Exec 1 st November 2017 Min 73	
Background Papers		

Contrary to the policy framework:	No
Contrary to the budgetary framework:	No
Key Decision?	Yes
Included within the Forward Plan? (If yes include reference number)	Yes Ref No: 803
Equality Impact Assessment Undertaken	No
No decisions being taken on detail at this stage. EIA will be undertaken at appropriate stage as the project develops.	

Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	9 th Feb 2018	Chris Elliott
Head of Service	9th Feb 2018	Rose Winship
CMT	9th Feb 2018	Chris Elliott/Andrew Jones/Bill Hunt
Section 151 Officer	9th Feb 2018	Mike Snow
Monitoring Officer	9th Feb 2018	Andrew Jones
Finance	9th Feb 2018	Mike Snow
Portfolio Holder(s)		Cllr Coker; Cllr Butler
Consultation & Community Engagement		
Early discussions with Royal Leamington Spa Bowls Club, Café lease holder, Friends of Victoria Park/Residents. Notified VP Tennis of outline plans which may impact on their activities.		
Final Decision?		No
Suggested next steps (if not final decision please set out below)		
Further reports to the Executive as and when appropriate		

1. **Summary**

- 1.1 In summer 2017, Warwick District Council approached Birmingham City Council (BCC) to offer the 5 international standard bowling greens at Victoria Park, Leamington Spa as a venue to be part of the BCC bid to host the 2022 Commonwealth Games. In December 2017, the Commonwealth Games Federation, after much deliberation, confirmed that Birmingham would be the host for the 2022 Games.
- 1.2 This is a one in a lifetime opportunity for the district to reinforce its reputation as a great place to visit, for the Council to demonstrate its ability to deliver high quality sporting and cultural events, and to use this opportunity to engage local businesses and communities to benefit in a variety of ways from the Games and the associated activities in the next 4 years.
- 1.3 Initial work has commenced through the establishment of a Project Board, but approval is now sought on the proposed approach, high level objectives and the resources to allow officers to progress the project and meet the Council's obligations to the Birmingham Commonwealth Games Organising Committee.

2. **Recommendations**

- 2.1 That Executive approves the Project Initiation Document (PID) attached as Appendix A
- 2.2 That Executive notes the setting up of a Commonwealth Games Reserve with an initial allocation of £100k in 2018/19.
- 2.3 The Executive notes further allocations to this Reserve in future years to will be considered as part of the Budget and Council Tax setting report each February.
- 2.4 That the Chief Executive and Head of Cultural Services, in consultation with the Portfolio Holders for Business and Culture, are delegated to allocate funding from this reserve.
- 2.5 That subject to approval by Employment Committee, the appropriate salary costs are drawn down from the Commonwealth Games Reserve in 20018/19, and the Service Transformation Reserve for the the three following years, to fund a Commonwealth Games Project Manager on a fixed term post from 2018/19 for 4years
- 2.6 That Executive approve the establishment of a cross party Members Working Group with nominations to be sought from each Group.

3. **Reasons for the Recommendations**

- 3.1 The selection of the bowling greens at Victoria Park to host the Lawn Bowls and ParaBowls events of the 2022 Commonwealth Games is a further coup for the district and Victoria Park which has over many years been considered as one of the best bowling venues in the UK, and in more recent years has become the "Home of England Bowls" and the base for Bowls England.
- 3.2 However, there are many other opportunities for the wider district to raise its profile and reputation as a result of this project. This will include tourism and the visitor economy; support for local businesses as part of the supply chain for the games; showcasing our cultural opportunities, and demonstrating that

Warwick District Council is an organisation that can punch way above its weight when delivering successful major events.

- 3.3 An officer Project Board has been formed and has had 2 initial meetings. At the most recent meetings the Board drafted a series of strategic objectives that they considered should underpin the project:
- To deliver a safe and successful event.
 - To invest in existing bowls facilities so that they can be maintained at the highest international standard, be accessible to all, and continue to be the home of English Bowls.
 - To ensure that the Games supports an economically vibrant district and town centre that contributes to making the district a Great Place to Live, Work and Visit.
 - To aid the expansion and improvement of green spaces around Victoria Park that will enable people to lead healthy and active lifestyles.
 - To promote greater participation in sporting or physical activities amongst the local community.
 - To showcase Warwick District Council as a quality organisation able to deliver diverse and ambitious high profile regional, national and international events.
- 3.4 A Project Initiation Document (PID) has been drafted to define the initial scope of the project and the approach to be taken (Appendix A). The PID will need to be reviewed over the coming 4 years as the details of the project evolve. This will be undertaken by the Project Board, with reports back to Members at appropriate points.
- 3.5 There are undeniably challenges in being able to deliver these objectives, and at this early stage it is impossible to define exactly how we will do so. A letter was received from Cllr Ian Ward, Leader of Birmingham City Council on 12th Jan 2018 outlining the next steps for the Birmingham Commonwealth Games Organising Committee and how this will impact on other local authorities who are part of the wider team. It is anticipated that this will evolve over the next few months and really only start to be defined after the 2018 Commonwealth Games, which finish mid April on the Gold Coast, Australia.
- 3.6 Therefore it is proposed that whilst we wait for further clarity from Birmingham, the WDC Project Board will continue to work on some initial actions, largely focussed on scoping the project and developing a network of stakeholders. Officers will also work with Cllr Mobbs in his role as CSWLEP Commonwealth Games Champion to maximise the impact of the Games on the District.
- 3.7 Until further details have emerged it is impossible to define budgets, therefore the Budget Report to Council has created a Commonwealth Games Reserve, funded by a initial contribution of £100,000 from the New Homes Bonus in 2018/19. Further contributions will be requested for the next three years to 2021/22, potentially to be funded from New Homes Bonus Scheme money recieved.

- 3.8 It is anticipated that in the coming financial year, the Reserve will be used to fund the following:
- a technical assessment of the bowling greens by the Sports Turf Research Institute (STRI) who the Council have worked with for a number of years in improving the playing surface at Victoria Park (estimated cost £5k)
 - Commissioning an "Access audit" of the venue (and possibly the wider travel routes to the venue) Cost to be confirmed.
 - Legal costs in progressing the Venue Use Agreement and leases with existing leaseholders. Costs to be confirmed.
 - Building condition survey and services surveys. Cost to be confirmed.
- 3.9 In addition to the uses of the Reserve described above, it is proposed that the Reserve is used to fund a Project Manager for the 4 years leading up to the 2022 Games. It is proposed that this post will be responsible for drawing together the wide range of preparatory work required in order to ensure that the Council can deliver on its contribution to the Birmingham Commonwealth Games in 2022.
- 3.10 Subject to approval by Employment Committee in March 2018, the Project Manager would report to the Programme Manager in Cultural Services, and to the Project Board, and would work with colleagues across the Council, including the Members Working Group, and with Birmingham Commonwealth Games Organising Committee and other external stakeholders to ensure that the bowls and parabowls competitions are delivered in a safe and secure manner.
- 3.11 The postholder would coordinate the wide variety of projects that will enable the District Council to maximise the positive impact of the Games on the district. This will involve the management of project budgets and ensuring that milestones are met and outcomes achieved. The project will have a number of workstreams including economy/tourism; community and education; infrastructure improvements and sport and cultural activities.
- 3.12 A report is scheduled to go to the Employment Committee on 21st March which recommends additions to the Programme Team in Cultural Services, including a new Commonwealth Games Project officer role. The report will seek approval from Employment Committee to add this role into the Cultural Services establishment. It is proposed that this post is funded from the Commonwealth Games Reserve in 2018/19 and the Service Transformation Reserve from 2019/20
- 3.13 Following the model used for the Leisure Development Programme, it is proposed that a cross party Members Working Group is formed to work alongside the Project Board and feedback to their respective groups on the progress of the project.

4. **Policy Framework**

4.1 **Fit for the Future (FFF)**

The Council's FFF Strategy is designed to deliver the Vision for the District of making it a Great Place to Live, Work and Visit. To that end amongst other things the FFF Strategy contains several Key projects. This report shows the

way forward for implementing a significant part of one of the Council's Key projects.

The FFF Strategy has 3 strands – People, Services and Money and each has an external and internal element to it. The table below illustrates the impact of this proposal if any in relation to the Council's FFF Strategy."

FFF Strands		
People	Services	Money
External		
Health, Homes, Communities	Green, Clean, Safe	Infrastructure, Enterprise, Employment
<u>Intended outcomes:</u> Improved health for all Housing needs for all met Impressive cultural and sports activities Cohesive and active communities	<u>Intended outcomes:</u> Area has well looked after public spaces All communities have access to decent open space Improved air quality Low levels of crime and ASB	<u>Intended outcomes:</u> Dynamic and diverse local economy Vibrant town centres Improved performance/ productivity of local economy Increased employment and income levels
Impacts of Proposal		
Impressive cultural and sports activities Cohesive and active communities Increased physical activity for all the community	Area has well looked after public spaces Safe and vibrant town centres where the community feel comfortable at all times	Dynamic and diverse local economy Increased employment and income levels
Internal		
Effective Staff	Maintain or Improve Services	Firm Financial Footing over the Longer Term
<u>Intended outcomes:</u> All staff are properly trained All staff have the appropriate tools All staff are engaged, empowered and supported The right people are in the right job with the right skills and right behaviours	<u>Intended outcomes:</u> Focusing on our customers' needs Continuously improve our processes Increase the digital provision of services	<u>Intended outcomes:</u> Better return/use of our assets Full Cost accounting Continued cost management Maximise income earning opportunities Seek best value for money
Impacts of Proposal		
The proposal to add a dedicated project manager will add resource to the team and avoid existing officers being over-stretched	Focusing on our customers' needs	Better return/use of our assets

4.2 Supporting Strategies

Each strand of the FFF Strategy has several supporting strategies and the relevant ones for this proposal are explained here:

4.2.1 Local Plan

The Vision for the District as supported by the Local Plan (paras 1.30 -1.34) is to make Warwick District a Great Place to Live, Work and Visit. Specifically the Plan delivers a Spatial Strategy that, amongst other things, focusses employment, retail, leisure and cultural activities in town centres (1.34). Furthermore, para 5.75 recognises the “multifunctional benefits” offered by sport and recreational facilities noting that “they have a positive impact on people’s quality of life, particularly in terms of their health and wellbeing”. Clearly any activity that reinforces the usage of these facilities is in line with these paragraphs.

4.2.2 Playing Pitch Strategy and Indoor Sports Facilities Strategy

These strategies were initially established in 2014 and 2015 respectively having carried out comprehensive audits of local provision and needs. The Council formally adopted both Strategies which now form the basis for development of the district’s sporting provision. Both have been key evidence documents for the Local Plan, in securing s106 contributions from developers to date and in establishing robust relationships with Sport England and national governing bodies of sport. It is essential that these documents remain up to date and at present work is underway to refresh the data that underpins the strategies and refresh the strategies where appropriate. This work on the Indoor Sports Strategy will be completed shortly, and the Playing Pitch Strategy will be completed later this year.

4.2.3 Economic/Tourism Impact

The most recent Tourism Economic Impact Assessment (completed in 2017) estimated the value of the individual day visitor to the District as £39.23, the individual night visitor as £70.05 and the individual overnight trip £209.43. CG2022 anticipate an attendance of 60,000 over the duration of the event. If we assume that each visitor is with us for just the day then the impact of the event will be in the region of £2,353,000. It would be reasonable to assume that a proportion of the visitors would extend their visit beyond a single day, and that therefore the impact would be proportionately greater.

4.3 Changes to Existing Policies

None

4.4 Impact Assessments

An “access audit” of the venue will be undertaken in 2018/19 allowing time for any recommendations to be incorporated into the project action plan in advance of 2022.

Further impact assessments will be undertaken at the appropriate time including but not limited to:

- Impact on residents living in the vicinity of Victoria Park
- Impact on existing leaseholders in Victoria Park
- Impact on park users (Victoria Park)

5. Budgetary Framework

- 5.1 As part of the 2018/19 Budget and Council Tax Report in February 2018, £100,000 from New Homes Bonus was allocated to a new Commonwealth Games Reserve. It is proposed that this allocation will be supplemented by further additions to the reserve each year from 2019/20 to 2021/22. Assuming there are no major changes to the New Homes Bonus scheme in the future, or the Council's allocations, it should be appropriate for this to be the source of future allocations to the Commonwealth Games Reserve.
- 5.2 It is proposed that the Chief Executive and Head of Cultural Services are delegated authority to allocate funding from the Commonwealth Games Reserve. The initial use of the Commonwealth Games Reserve is discussed in paragraphs 3.8 and 3.9.
- 5.3 The Commonwealth Games Project Officer post will cost up to £46,000 per annum, coming to £184,000 over the 4 years. It is proposed that the cost of this post is funded from the Commonwealth Games Reserve in 2018/19 and the Service Transformation Reserve for the three remaining years (£138,000). The Service Transformation Reserve currently has an unallocated balance of £409,000, which would be reduced by £138,000 to £271,000, after funding the post for 2019/20 to 2021/22.
- 5.4 External funding opportunities
- 5.4.1 Officers on the Project Board will investigate all opportunities to secure external funding for the range of initiatives related to this project. It is anticipated that securing such funding will not be easy and will require a degree of innovation in identifying and bidding to the most appropriate funding streams. Recently officers have been in dialogue with CSWLEP on the subject of the funding (estimated £3 million) that the LEP may allocate to the Commonwealth Games in the sub-region and are hopeful that the district will be able to benefit to fund capital schemes related to the event.
- 5.4.2 The Council has already secured some s106 developer contributions which have been allocated to improvements in Victoria Park, which will be to the benefit of local people long after the Commonwealth Games events have finished.
- 5.4.3 Other funding opportunities will be scrutinised in the coming months and years. This may include sports and cultural funding streams, community project grants and sponsorship opportunities.

6. Risks

Risks at this early stage of the project:

- Uncertainty relating to the overall project governance from Birmingham CG Organising Committee and the impact on WDC
- Uncertainty relating to costs that will have to be met by WDC and delivering the project within budget
- Impact on existing leaseholders in Victoria Park
- Ability to deliver this major project to the deadlines required by Birmingham Commonwealth Games Organising Committee and the CGF

7. Alternative Option(s) considered

- 7.1 Could chose alternative strategic objectives

- 7.2 Could chose not to set up the Reserve and require requests for funding to be made on an individual basis as they emerged.
- 7.3 Could chose not to appoint a Project Manager and to require existing officers to pick up the work in addition to their current workloads. Alternatively, the appointment of the Project Manager could be delayed until nearer to the date of the Games and focus on the specific event planning rather than the wider project objectives.
- 7.4 Could chose not to have a Member Working Group and decisions being delegated to the 2 Portfolio Holders and officers, and for regular update reports to be presented to Groups.

APPENDICES:

- A: Project PID
- B: Project Governance
- c: Letter from Cllr Ian Ward, Birmingham City Council