



NOTICE OF MEETING

CABINET MEMBER FOR CULTURE, LEISURE AND ECONOMIC DEVELOPMENT

MONDAY, 17 OCTOBER 2022 AT 10.00 AM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

Telephone enquiries to Democratic Services Tel 023 9284 1704

Email: democratic@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Public health guidance for staff and the public due to Winter coughs, colds and viruses, including Covid-19

- Following the government announcement 'Living with Covid-19' made on 21 February and the end of universal free testing from 1 April, attendees are no longer required to undertake any asymptomatic/ lateral flow test within 48 hours of the meeting; however, we still encourage attendees to follow the public health precautions we have followed over the last two years to protect themselves and others including vaccination and taking a lateral flow test should they wish.
- We strongly recommend that attendees should be double vaccinated and have received any boosters they are eligible for.
- If unwell we encourage you not to attend the meeting but to stay at home. Updated government guidance from 1 April advises people with a respiratory infection, a high temperature and who feel unwell, to stay at home and avoid contact with other people, until they feel well enough to resume normal activities and they no longer have a high temperature. From 1 April, anyone with a positive Covid-19 test result is still being advised to follow this guidance for five days, which is the period when you are most infectious.
- We encourage all attendees to wear a face covering while moving around crowded areas of the Guildhall.
- Although not a legal requirement, attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection by following the 'hands, face, space' and 'catch it, kill it, bin it' advice that protects us from coughs, colds and winter viruses, including Covid-19.
- Hand sanitiser is provided at the entrance and throughout the Guildhall. All attendees are encouraged to make use of hand sanitiser on entry to the Guildhall.
- Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link.

Membership

Councillor Steve Pitt (Cabinet Member)

Councillor Linda Symes
Councillor George Fielding

Councillor Russell Simpson

(NB This agenda should be retained for future reference with the minutes of this meeting).

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.

AGENDA

Meeting information: Risk assessment for Council Chamber

- 1 Apologies for absence**
- 2 Declaration of interests**
- 3 Landing Craft Tank 7074 - Provision of future maintenance (Pages 7 - 20)**

Purpose

To describe the provision in place for the maintenance of Landing Craft Tank 7074.

RECOMMENDED that the Cabinet Member

- 1. Notes the positive response to Landing Craft Tank 7074 since it opened as part of The D-Day Story.**
- 2. Approves the transfer of the surplus made through the operation of Landing Craft Tank (LCT) 7074 to a "sinking fund" as set out in the project Business Plan.**
- 3. Notes that the responsibility for the maintenance of LCT 7074 rests with the National Museum of the Royal Navy Operations and the responsibility for the maintenance of the canopy which protects the ship and the two D-Day tanks displayed on board rests with Portsmouth City Council.**
- 4. Notes that provision is made in the LCT 7074 project Business Plan for annual maintenance of LCT 7074, the canopy and tanks and that the sinking fund described at 2.1 will be used for the more significant interventions that will be required every three to five years or so.**

4 Transforming the D-Day Museum project completion (Pages 21 - 24)

Purpose

To summarise the completion of the implementation phase of the project to Transform the D-Day Museum into The D-Day Story, that took place from 2016 to 2022.

5 Monitoring of the First Quarter 2022/23 Revenue Cash Limits (Pages 25 - 30)

Purpose

To inform the Cabinet Member and Opposition Spokespersons of the forecast revenue expenditure for the year compared with the cash limited budget as at the end of the first quarter 2022/23.

Members of the public are permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting nor records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

Whilst every effort will be made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

This meeting is webcast (videoed), viewable via the Council's livestream account at <https://livestream.com/accounts/14063785>

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Coronavirus Risk Assessment for the Council Chamber, Guildhall

Date: 1 April 2022 (based on Living safely with respiratory infections, including COVID-19, 1 April 2022)

Review date: Ongoing

Author: Lynda Martin, Corporate Health and Safety Manager, Portsmouth City Council

Coronavirus Risk Assessment for the Council Chamber, Guildhall

Manager's Name and Job Title completing Risk Assessment:	Lynda Martin Corporate Health and Safety Manager	Risk Assessment Dept:	Corporate Services	Date:	1 April 2022	Signature:	
		Location:	Council Chamber, Guildhall				

Hazard	Who could be harmed and how	All controls required	How controls will be checked	Confirmed all in place or further action required
Risk of exposure to Covid-19 virus - Ventilation	Staff, contractors and attendees	<ul style="list-style-type: none"> • There are no longer capacity limits for the Guildhall Chamber. • We encourage all attendees to wear a face covering when moving around crowded areas of the Guildhall and the council chamber. • The mechanical ventilation system works efficiently and the South Special Rooms Supply and Extract fans are fully operational during times when the Council Chamber is in use. • Pedestal fans - positioned in each of the wing areas and along the back wall behind the pillars, maximum speed and modulation setting. 	Staff will ensure ventilation system and fans are operational.	In place
Risk of transmission of virus - Risk mitigation	Staff, contractors and attendees	<p>The Guildhall has the following measures in place:</p> <ul style="list-style-type: none"> • Face Coverings – as per government guidance, we encourage you to continue to wear a face covering whilst in the venue & crowded places especially when walking around the building. • Enhanced Sanitisation & Cleaning – we will carry out enhanced cleaning procedures between meetings and we encourage you to sanitise your hands on entry and regularly throughout your visit at the sanitisation points provided. 	The Guildhall Trust and PCC Facilities Team to implement and monitor.	In place
Risk of transmission of virus - Hygiene and Prevention		<ul style="list-style-type: none"> • Updated government guidance from 1 April advises people with a respiratory infection, a high temperature and who feel unwell, to stay at home and avoid contact with other people, until they feel well enough to resume normal activities and they no longer have a high temperature. From 1 April, anyone with a positive COVID-19 test result is being advised to follow this guidance for five days, which is the period when you are most infectious. • Although not a legal requirement attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection by following the 'hands, face, space' and 'catch it, kill it, bin it' advice that also protects us from other winter viruses. • Wash hands for 20 seconds using soap and water or hand sanitiser. • Maintain good hygiene particularly when entering or leaving. • Hand sanitiser and wipes will be located in the meeting room. • No refreshments will be provided. Attendees should bring their own water bottles/drinks. • All attendees should bring and use their own pens/stationery. • Attendees are no longer required to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting however we still encourage attendees to follow the Public Health precautions we have followed over the last two years to protect themselves and others including vaccination and taking a lateral flow test should they wish. It is strongly recommended that attendees should be double vaccinated and have received a booster. 	The Guildhall Trust and PCC Facilities Team to implement and monitor.	In place
Financial Risk	Staff, contractors and attendees	<ul style="list-style-type: none"> • The council meeting may need to be cancelled at short notice if the Covid-19 situation changes due to local outbreaks, local sustained community transmission, or a serious and imminent threat to public health. • Technology in place to move to virtual council meeting if required and permitted by legislation. 	Financial commitments minimised wherever possible.	In place

Agenda Item 3



Portsmouth
CITY COUNCIL

Title of meeting: Culture, Leisure and Economic Development Decision Meeting

Date of meeting: 17 October 2022

Subject: Landing Craft Tank 7074 provision for future maintenance

Report by: Director of Culture, Leisure and Regulatory Services

Wards affected: ALL

Key decision: No

Full Council decision: No

1. Purpose of report

1.1 This report describes the provision in place for the maintenance of Landing Craft Tank 7074.

2. Recommendations

It is recommended that:

2.1 The Cabinet Member notes the positive response to Landing Craft Tank 7074 since it opened as part of The D-Day Story.

2.2 The Cabinet Member approves the transfer of the surplus made through the operation of Landing Craft Tank (LCT) 7074 to a "sinking fund" as set out in the project Business Plan.

2.3 The Cabinet Member notes that the responsibility for the maintenance of LCT 7074 rests with the National Museum of the Royal Navy Operations and the responsibility for the maintenance of the canopy which protects the ship and the two D-Day tanks displayed on board rests with Portsmouth City Council.

2.4 The Cabinet Member notes that provision is made in the LCT 7074 project Business Plan for annual maintenance of LCT 7074, the canopy and tanks and that the sinking fund described at 2.1 will be used for the more significant interventions that will be required every three to five years or so.



3. Background

- 3.1 Delivery of the Landing Craft Tank (LCT) 7074 project - Resurrecting a D-Day Hero - began in late 2018 following the award of £4.5 million by the National Lottery Heritage Fund to the National Museum of the Royal Navy - project lead and owner of the ship.
- 3.2 The council has proactively supported and facilitated the project on a range of fronts, although formally its main role has been the delivery of the project Activity Plan, and since May 2021, the operation of LCT 7074 as an integral part of The D-Day Story.
- 3.3 The final project reports and grant claim are now with the National Lottery Heritage Fund (NLHF). The main focus in the lead up to the NLHF's end of September deadline was the completion of the legal documentation - Lease and Operator Agreement - which sets out the role and responsibilities of the two partners - Portsmouth City Council and the National Museum of the Royal Navy. One of the key obligations for the partnership is the cost of maintaining the heritage - ship and tanks and the canopy which protects both.

4. Reasons for recommendations

- 4.1 Response to LCT 7074 both from first time and returning visitors has been universally positive with the Landing Craft adding a complimenting aspect to the existing D-Day Story experience. The public location of the Landing Craft has also captured the imagination and seen considerable positive interest from the passing public on a regular basis. The daily management and operation of the LCT 7074 has provided learning and development opportunities for numerous members of staff and now supports the core of the museums volunteering team which is continuing to grow. The forthcoming introduction of guided tours showcasing the entire history of LCT 7074 will allow the visitor experience to be enhanced further.
- 4.2 Over 58,800 visitors have stepped onboard LCT 7074 since its opening in December 2020. This includes visitors of all ages and originating from all around the UK and abroad. Summer 2022 has seen a significant return of international visitors to the museum following a reduction in covid restrictions and during this time LCT has proved popular in particular with groups visiting from the USA and Canada.
- 4.3 Reaction to LCT 7074 and to the experience onboard has continued to remain positive from a wide range of visitors. From those with personal connections to the ship from family members who served on landing craft to those who visited it as 'Landfall' to those with no prior knowledge, LCT 7074 gains consistently positive comments through Trip Advisor, Google and through comments relayed to staff and volunteers on board: "Wow! Wow! Wow! This is a world class experience. To be able to see the last surviving landing craft from D-Day was an unforgettable and memorable experience." Trip Advisor.



- 4.4 The project Business Plan, prepared by external specialists Tricolor, sets out the revenue budgets for the operation of LCT 7074 over a ten-year period. The provision for maintenance costs for LCT 7074, the canopy and the D-Day tanks is based on the Management and Maintenance Plans produced for each: i.e. an annual figure for ongoing costs and at intervals a larger amount to cover more significant interventions -repainting the ship for example. The ongoing costs are paid for by revenue budgets. The Business Plan indicates that a surplus will be made each year. The surplus will accrue to build up a reserve or sinking fund that will be used for the more costly work that will be needed to maintain the ship, canopy and tanks. In 2021/22 the surplus was £80,000. The next step is to put in place a vehicle to oversee how the sinking fund is spent. (It should be noted that the surplus is likely to be less in future years as the operation of LCT 7074 is currently part-funded by the NLHF project grant and as the annual maintenance budgets are more fully spent).
- 4.5 The aim is to generate enough funds through the surplus, gifts and grants to maintain the ship, tanks and canopy. However, should funds not be forthcoming the responsibility for each one of these elements will fall to one of the partners: NMRNO the ship LCT 7074; PCC the canopy and two tanks. Other than that, the two partners will work together to ensure the successful operation of LCT 7074 as an attraction and maintenance of the heritage assets -ship and tanks- to the highest possible standard.
- 5. Integrated impact assessment**
- 5.1 Integrated Impact Assessment (Appendix 1)
- 6. Legal implications**
- 6.1 The operator agreement governs that PCC shall manage the operational revenue budget which may be used towards some routine maintenance of the LCT 7074, canopy and tanks in accordance with the Business Plan. It continues that PCC and NMRNO shall establish a sinking fund for required non-routine and/or major maintenance of LCT 7074, the canopy and the tanks which exceed the operational revenue budget.
- 6.2 Any funding from PCC to the project should be considered in relation to PCC's duty of best value to ensure appropriate use of public money. Noting that LCT 7074 shall remain the ownership of NMRN and the tanks to PCC.
- 6.3 Legal advice as to any annual payment by PCC should be sought, particularly in light of any relevant subsidy control and/or procurement legislation. Internally, the Council's constitution and Contract Procedure Rules must be adhered to.



7. Director of Finance's comments

7.1 The established principle for the creation of earmarked reserves is that the sums allocated are linked to a programme of planned works overtime. If the contributions fluctuate, the partners would be responsible to make such contributions to the sinking fund to ensure it maintains a positive balance.

.....
Signed by:
Stephen Baily
Director of Culture, Leisure and Regulatory Services

Appendices:

Appendix 1. Integrated Impact Assessment

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by:
Cabinet Member for Culture, Leisure and Economic Development



Integrated Impact Assessment (IIA)

Integrated impact assessment (IIA) form December 2019

www.portsmouth.gov.uk

The integrated impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies that could impact positively or negatively on the following areas:
 - Communities and safety
 - Regeneration and culture
 - Environment and public space
 - Equality & - Diversity - This can be found in Section A5

Directorate:

Culture, Leisure and Regulatory Services

Service, function:

Culture & Leisure

Title of policy, service, function, project or strategy (new or old) :

Maintenance of Landing Craft Tank (LCT) 7074.

Type of policy, service, function, project or strategy:

- Existing
- New / proposed
- Changed

What is the aim of your policy, service, function, project or strategy?

To ensure funding is available for the maintenance of LCT 7074 following completion of the National Lottery Heritage Fund project and identify which partner -National Museum of the Royal Navy v Portsmouth City Council- is responsible for what is being maintained, canopy, D-Day tanks.

Has any consultation been undertaken for this proposal? What were the outcomes of the consultations? Has anything changed because of the consultation? Did this inform your proposal?

No. Maintenance Plans which inform costs produced by relevant specialists and contractors.

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A1-Crime - Will it make our city safer?

In thinking about this question:

- How will it reduce crime, disorder, ASB and the fear of crime?
- How will it prevent the misuse of drugs, alcohol and other substances?
- How will it protect and support young people at risk of harm?
- How will it discourage re-offending?

If you want more information contact Lisa.Wills@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-spp-plan-2018-20.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How will you measure/check the impact of your proposal?

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A2-Housing - Will it provide good quality homes?

In thinking about this question:

- How will it increase good quality affordable housing, including social housing?
- How will it reduce the number of poor quality homes and accommodation?
- How will it produce well-insulated and sustainable buildings?
- How will it provide a mix of housing for different groups and needs?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/psh-providing-affordable-housing-in-portsmouth-april-19.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

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How are you going to measure/check the impact of your proposal?

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A3-Health - Will this help promote healthy, safe and independent living?

In thinking about this question:

- How will it improve physical and mental health?
- How will it improve quality of life?
- How will it encourage healthy lifestyle choices?
- How will it create healthy places? (Including workplaces)

If you want more information contact Dominique.Letouze@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cons-114.86-health-and-wellbeing-strategy-proof-2.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A4-Income deprivation and poverty-Will it consider income deprivation and reduce poverty?

In thinking about this question:

- How will it support those vulnerable to falling into poverty; e.g., single working age adults and lone parent households?
- How will it consider low-income communities, households and individuals?
- How will it support those unable to work?
- How will it support those with no educational qualifications?

If you want more information contact Mark.Sage@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-homelessness-strategy-2018-to-2023.pdf>
<https://www.portsmouth.gov.uk/ext/health-and-care/health/joint-strategic-needs-assessment>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

A - Communities and safety

Yes

No

Is your policy/proposal relevant to the following questions?

A5-Equality & diversity - Will it have any positive/negative impacts on the protected characteristics?

In thinking about this question:

- How will it impact on the protected characteristics-Positive or negative impact (Protected characteristics under the Equality Act 2010, Age, disability, race/ethnicity, Sexual orientation, gender reassignment, sex, religion or belief, pregnancy and maternity, marriage and civil partnership,socio-economic)
- What mitigation has been put in place to lessen any impacts or barriers removed?
- How will it help promote equality for a specific protected characteristic?

If you want more information contact gina.perryman@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-equality-strategy-2019-22-final.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B1-Carbon emissions - Will it reduce carbon emissions?

In thinking about this question:

- How will it reduce greenhouse gas emissions?
- How will it provide renewable sources of energy?
- How will it reduce the need for motorised vehicle travel?
- How will it encourage and support residents to reduce carbon emissions?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cmu-sustainability-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B2-Energy use - Will it reduce energy use?

In thinking about this question:

- How will it reduce water consumption?
- How will it reduce electricity consumption?
- How will it reduce gas consumption?
- How will it reduce the production of waste?

If you want more information contact Triston.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

<https://democracy.portsmouth.gov.uk/documents/s24685/Home%20Energy%20Appendix%201%20-%20Energy%20and%20water%20at%20home%20-%20Strategy%202019-25.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B3 - Climate change mitigation and flooding-Will it proactively mitigate against a changing climate and flooding?

In thinking about this question:

- How will it minimise flood risk from both coastal and surface flooding in the future?
- How will it protect properties and buildings from flooding?
- How will it make local people aware of the risk from flooding?
- How will it mitigate for future changes in temperature and extreme weather events?

If you want more information contact Tristan.thorn@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-surface-water-management-plan-2019.pdf>

<https://www.portsmouth.gov.uk/ext/documents-external/cou-flood-risk-management-plan.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B4-Natural environment-Will it ensure public spaces are greener, more sustainable and well-maintained?

In thinking about this question:

- How will it encourage biodiversity and protect habitats?
- How will it preserve natural sites?
- How will it conserve and enhance natural species?

If you want more information contact Daniel.Young@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-solent-recreation-mitigation-strategy-dec-17.pdf>

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B5-Air quality - Will it improve air quality?

In thinking about this question:

- How will it reduce motor vehicle traffic congestion?
- How will it reduce emissions of key pollutants?
- How will it discourage the idling of motor vehicles?
- How will it reduce reliance on private car use?

If you want more information contact Hayley.Trower@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/env-aq-air-quality-plan-outline-business-case.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B6-Transport - Will it improve road safety and transport for the whole community?

In thinking about this question:

- How will it prioritise pedestrians, cyclists and public transport users over users of private vehicles?
- How will it allocate street space to ensure children and older people can walk and cycle safely in the area?
- How will it increase the proportion of journeys made using sustainable and active transport?
- How will it reduce the risk of traffic collisions, and near misses, with pedestrians and cyclists?

If you want more information contact Pam.Turton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/travel/local-transport-plan-3>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

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B - Environment and climate change

Yes

No

Is your policy/proposal relevant to the following questions?

B7-Waste management - Will it increase recycling and reduce the production of waste?

In thinking about this question:

- How will it reduce household waste and consumption?
- How will it increase recycling?
- How will it reduce industrial and construction waste?

If you want more information contact Steven.Russell@portsmouthcc.gov.uk or go to:

<https://documents.hants.gov.uk/mineralsandwaste/HampshireMineralsWastePlanADOPTED.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

C - Regeneration of our city

Yes

No

Is your policy/proposal relevant to the following questions?

C1-Culture and heritage - Will it promote, protect and enhance our culture and heritage?



In thinking about this question:

- How will it protect areas of cultural value?
- How will it protect listed buildings?
- How will it encourage events and attractions?
- How will it make Portsmouth a city people want to live in?

If you want more information contact Claire.Looney@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/pln-portsmouth-plan-post-adoption.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

Proposals for maintenance protect heritage assets that form part of the museum collections held in the city by NMRN (LCT 7074) and PCC (D-Day tanks).

How are you going to measure/check the impact of your proposal?
Condition of the ship and tanks, number of complaints / compliments.

C - Regeneration of our city

Yes

No

Is your policy/proposal relevant to the following questions?

C2-Employment and opportunities - Will it promote the development of a skilled workforce?



In thinking about this question:

- How will it improve qualifications and skills for local people?
- How will it reduce unemployment?
- How will it create high quality jobs?
- How will it improve earnings?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

How are you going to measure/check the impact of your proposal?

Is your policy/proposal relevant to the following questions?

C3 - Economy - Will it encourage businesses to invest in the city, support sustainable growth and regeneration?



In thinking about this question:

- How will it encourage the development of key industries?
- How will it improve the local economy?
- How will it create valuable employment opportunities for local people?
- How will it promote employment and growth in the city?

If you want more information contact Mark.Pembleton@portsmouthcc.gov.uk or go to:

<https://www.portsmouth.gov.uk/ext/documents-external/cou-regeneration-strategy.pdf>

Please expand on the impact your policy/proposal will have, and how you propose to mitigate any negative impacts?

LCT 7074 is displayed in the public domain on Southsea Common. The ship is a significant attraction for people living locally and from further afield and contributes to what makes Portsmouth special. It needs to be maintained in good condition.

How are you going to measure/check the impact of your proposal?
Condition of the ship and tanks, number of complaints / compliments, number of visits.

Q8 - Who was involved in the Integrated impact assessment?

Jane Mee

This IIA has been approved by: Stephen Baily

Contact number: 023 9283 4399

Date: 5 October 2022

Agenda Item 4



THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

Title of meeting:	Culture, Leisure and Economic Development Decision Meeting
Subject:	Transforming the D-Day Museum project completion
Date of meeting:	17 October 2022
Report by:	Director of Culture, Leisure and Regulatory Services
Wards affected:	All

1. Requested by Councillor Steve Pitt, Cabinet Member for Culture, Leisure & Economic Development

2. Purpose

2.1 To summarise the completion of the implementation phase of the project to Transform the D-Day Museum into The D-Day Story, that took place from 2016 to 2022.

3. Information Requested

3.1 The project to transform the D-Day Museum into The D-Day Story led to the creation of a modern, world class, award-winning museum. A wide range of activities has also ensured that more and a wider range of people engage with the museum, contributing to the achievement of the City Vision. The £4.85 million project was made possible by the National Lottery Heritage Fund and the time and dedication of staff, volunteers and members of the local community.

3.2 The layout of facilities of the original D-Day Museum reflected the era in which it first opened and was in need of modernisation. The project enabled us to refurbish and reconfigure the building, creating new galleries, improved retail and café space and a dedicated learning and events space (The Dulverton Room). The area around the museum was re-landscaped to create an inviting public space that is well used by residents and visitors to the city. A bold and cosmopolitan new brand was created that runs through all the museum's activities, including the striking yellow and black colour scheme.

3.3 The exhibitions and displays were also transformed to tell the story of D-Day from different perspectives using the experiences of those who were there. The new interpretation is designed for three key audiences: families, schools and young

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people. There is a clear narrative that is conveyed using personal stories, artefacts, hands on activities and audio-visual displays. The new displays have been well received by the public, with comments about the clarity of the message and how moving they are.

- 3.4 The service also invested time and effort in ensuring that the displays were accessible. Gosport Access Group and Disability Forum were consulted and specialist organisation Vocaleyeyes throughout the design phase. The outcomes included ensuring wheelchair users could view displays, including tactile models and content in braille and an audio description of the Overlord Embroidery for visitors with visual impairments. In 2020/21 the museum won Silver in the Accessible and Inclusive attraction category at the Beautiful South awards.
- 3.5 The NLHF funding also enabled the conservation of the museum's largest exhibit, the Overlord Embroidery, and conservation work on three large vehicles and an artillery piece, all of which were to be used in the new displays. The glass in the display cases housing the Overlord Embroidery was changed for more modern glass which produces fewer reflections and enables the embroidery to be seen more clearly. The funding also enabled the purchase of a number of objects for use in the new displays while filled gaps in the museum's existing collections, for example, relating to the French Resistance or US forces.
- 3.6 The project delivered an ambitious and wide-ranging programme of activities to attract different audiences, including those who would not normally visit. Managed by the Public Participation Officer (PPO), it made a strong contribution to the values set out in Portsmouth's City Vision, such as a healthy and happy city, a city rich in culture and creativity and of lifelong learning. It included activities to engage with schools, ethnic minority groups, young people, older people and children facing significant life challenges. Examples include the D-Day 75 community project, which saw groups from across the city uncover their D-Day heritage, boosting their sense of personal wellbeing. A vibrant ongoing programme of events ensures that the museum brings the heritage of the city to a wide audience, creating a sense of pride and community belonging. Three paid internships gave young people the aspiration and skills to work in the museum sector and fostered lifelong learning. The post of Public Participation Officer is a permanent addition to the DDS team, initially funded by the project.
- 3.7 From the outset the museum achieved its income targets from admissions. It had a very good year in 2019/20 which was the 75th anniversary of D-Day. Even during the coronavirus pandemic visitor figures were above those experienced by the museum sector in general. In 2021/22, once adjustments were made for the late opening in May, the museum achieved similar numbers to previous years.

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- 3.8 The appointment of a General Manager for the museum has given the museum focus and helped to grow the offer. The museum functions as a standalone site, separate from the other museums of the service. Building a 'core team' at the site for the first time has not only ensured more efficient working practices but has also enabled the staff and volunteer team to grow the visitor experience offered. This in turn has allowed us to begin to unlock the commercial potential of the museum.
- 3.9 The service continues to strengthen and build on the investment by creating a layered offer that builds audiences and encourages repeat visits. This includes the creation of an attractive offer for the lucrative groups market, which has received very high interest since launching in 2022. A popular audio guide has been created to explore the museum in English, French and German. An escape room style trail - Resist! - has been launched for children and families.
- 3.10 The museum is multi-award winning, including Finalist for European Museum of the Year, 2019; Winner, Volunteer of the Year Award 2019 at the Museum and Heritage Awards (the late and much missed John Jenkins, D-Day veteran and volunteer); and Silver in the 2020/21 Beautiful South Awards, Accessible and Inclusive Tourism.
- 3.11 The total cost of the Transforming the D-Day Museum project was £4.85m. The main funder was the National Lottery Heritage Fund (NLHF). Contributions to the cost were as follows:

source of funding	amount (£)
NLHF	4,024,076
Portsmouth City Council	378,493
Portsmouth D-Day Museum Trust (PDDMT)	300,000
Increased management and maintenance costs	150,000
TOTAL	4,852,569

- 3.12 The funding from the Portsmouth D-Day Museum Trust included donations from the Victorious Festival (£61,000), the Dulverton Trust (£50,000) and Garfield Weston (£25,000), also some £25,000 cash donations from members of the public.
- 3.13 A separate contribution from Libor (£600,000) enabled the landscaping work in the vicinity of the museum and the conservation of the two D-Day tanks now displayed on Landing Craft Tank 7074.

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Signed by

Stephen Baily

Director of Culture, Leisure and Regulatory Services

Appendices: None

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

Agenda Item 5

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Portsmouth
CITY COUNCIL

Title of meeting:	Culture Leisure and Economic Development Briefing Meeting
Subject:	Monitoring of the First Quarter 2022/23 Revenue Cash Limits
Date of meeting:	17 October 2022
Report by:	Director of Finance and Resources
Wards affected:	ALL

1. Requested by

The Cabinet Member for the Culture Leisure & Economic Development Portfolio.

2. Purpose

- 2.1 To inform the Cabinet Member and Opposition Spokespersons of the forecast revenue expenditure for the year compared with the cash limited budget as at the end of the first quarter 2022/23.

3. Information Requested

3.1 Forecast outturn 2022/23

	£000
Forecast Net Overspend (before transfers to/from Reserves)	1,030
Less:	
Covid-19 costs met from Contingency	0
Windfall and Exceptional & Significant Items	<u>1,042</u>
Net Portfolio (under)/overspend	<u>(12)</u>

Analysis of this portfolio's variations is attached at Appendix A.

4. Revenue Expenditure

- 4.1 The Revenue Budget Monitoring 2022/23 report to Cabinet on 27th September 2022 sets out the forecast revenue budget position of the whole Council as at the end of the first quarter 2022/23.

It is noted that the Budget approved by the City Council on 15th February 2022 included a provision within the Council's Corporate Contingency to meet estimated

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Covid-19 related costs and lost income. It is also noted that any variances within Portfolios that relate to windfall costs or windfall savings will be met / taken corporately and not generally considered as part of the overall budget performance of a Portfolio. "Windfall costs" are defined as those costs where the manager has little or no influence or control over such costs and where the size of those costs is high in relation to the overall budget controlled by that manager. "Windfall costs" therefore are ordinarily met corporately from the Council's central contingency. However, the portfolio holder and manager do have an obligation to minimise the impact of a 'windfall cost' from within their areas of responsibility in order to protect the overall financial position of the Council.

- 4.2 The overall net position for this portfolio (set out in para 3.1) is a net underspend of £12,300 after excluding windfall and exceptional & significant items (£1,029,900).

There are no windfall items within this portfolio. Exceptional & significant items relate to higher utility costs across the portfolio.

Information on the main variances set out in paras 4.3 to 4.10 should be read in conjunction with Appendix A

- 4.3 Item 4 BHLive Leisure Sites - overspend £791,100

Overspending of £668,300 is forecast as a consequence of increased utility costs at Leisure sites. Energy consumption is being monitored at the Mountbatten Centre with a view to maximising energy efficiency. Changes in ways of working have recently reduced evening consumption by around 17%.

Other overspending of £122,800 arose from unexpected prior year repair costs on both the main and Pyramids contract and energy costs which materialised in the current year. This included electrical works, disabled access doors, safety access and alarms. There were also some replacements of furniture, fittings, and cleaning equipment.

- 4.4 Item 8 Libraries overspend £161,900

The Library Service overspend is a result of the significant increase in energy costs.

- 4.5 Item 9 Museums - overspend £87,000

Forecast overspending arises from the increase in energy costs

- 4.6 Item 16 City Centre & Business Support overspend £17,200

Some £12,000 of the forecast overspend relates to higher energy costs. The remaining £5,200 represents lower income from space rental within Retail Support.

- 4.7 Item 17 Economic Development underspend £46,500

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The current forecast underspend in Economic Development is driven by a vacated Senior Management post being replaced by a manager splitting their time 50:50 between two roles

4.8 Item 19 Markets overspend £16,500

The current forecast overspend in Markets is driven by lower pitch income which has still not returned to pre-Covid levels.

4.9 The majority of the portfolio overspending is attributable to higher energy costs. This represents an exceptional and significant cost which will be met from the Council's Corporate Contingency.

5. Summary

5.1 The overall net forecast outturn position on the portfolio, after taking account of windfall and exceptional & significant items funded from Corporate Contingency, is a net underspend of £12,300.

5.2 Since 2013/14 portfolio underspends have been retained in a portfolio specific earmarked reserve. This reserve is to be used initially to cover future year end overspendings, budget pressures, and contingent items and spend to save schemes. Once these instances have been satisfied, the reserve may be used for other developments or initiatives. The portfolio holder is responsible for approving any releases from the earmarked reserve in consultation with the Director of Finance and Information Services & S151 Officer and Cabinet.

Before taking into account the forecast portfolio underspend, there is no uncommitted balance on the reserve.

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 Signed Director of Finance and Resources

Appendices:

A Forecast Revenue Variance Statement

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Service Budget Monitoring files	CRS Accountancy team

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Forecast Portfolio Variance 2022/23(First Quarter) June 2022

Culture, Leisure & Economic Development Portfolio

ITEM No.	Budget Heading	BUDGET FORECAST 2022/23		
		Total Budget	Forecast	Variance
		£	£	£
1	Parks, Gardens & Open Spaces	2,218,100	2,218,100	0
2	Seafront Management	107,600	109,300	1,700
3	Golf Courses	(307,300)	(307,300)	0
4	BH Live Leisure Sites	901,300	1,692,400	791,100
5	Other Leisure Sites	3,900	4,900	1,000
6	Recreation Other	173,800	173,800	0
7	Departmental Establishment (Leisure)	555,000	555,000	0
8	Libraries	2,249,900	2,411,800	161,900
9	Museum Services	1,138,600	1,225,600	87,000
10	Cultural Partnerships	534,600	534,600	0
11	Community Centres	135,400	135,400	0
12	Events	339,300	339,300	0
13	Lord Mayor	211,600	211,600	0
14	Tourism	207,200	207,200	0
15	Civic Events	112,200	112,200	0
16	City Centre Business & Support	65,900	83,100	17,200
17	Economic Development	328,700	282,200	(46,500)
18	Enterprise Centres	(537,700)	(537,700)	0
19	Markets	(39,400)	(22,900)	16,500
TOTAL		8,398,700	9,428,600	1,029,900

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