

CTS Board Workplan 2023/4

Purpose of Report

For direction.

Is this report confidential? No

Summary

This paper outlines the planned deliverable outputs for the Board during the coming year. It should be read in conjunction with the lobbying priorities paper, although some items are stand alone in response to member requests.

LGA Plan Theme: **Efficient business management**

Recommendation(s)

That Board members:

- Note the planned workstreams.
- Identify any key issues or considerations that should be built into delivery of the relevant item.

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CTS Board Workplan 2023/4

Background

1. This paper outlines the planned deliverable outputs for the Board during the coming year. It should be read in conjunction with the lobbying priorities paper, although some items are stand alone in response to member requests.
2. The majority of deliverables are timed to conclude by March 2024, in line with the financial year for the LGA. From April 2024, the Board will have additional budget to commission work over the 2024/5 financial year.
3. In addition to the items in this report and the lobbying priorities report, the team will need to retain capacity to respond to emerging issues – as with the energy cost impact on leisure centres. Similarly, a new DCMS sport strategy has just been launched and a new DCMS library strategy is expected shortly, and work will need to be done to support members to understand the opportunities arising from these.
4. The impact of Reinforced Autoclaved Aerated Concrete (RAAC) may also require resources allocated to it, depending on the extent of the problem revealed by current surveys of the leisure and cultural estate and concerns raised by councils.

Deliverables

5. Culture, heritage, arts and archives
 - 5.1. 'Devolution' thinkpieces – as the CTS Board contribution to the LGA Local Government White Paper, and responding to political parties in their thinking on devolution of culture, we will commission 4-6 thinkpieces from experts in the sector looking at how place-based investment and devolution of non-cultural powers, such as skills, can enhance and empower councils' cultural work. The full scope may be expanded or amended to best fit with the White Paper as it develops. These will be launched at the CTS annual conference, and form part of our Culture Commission follow up. **March 2024.**
 - 5.2. Arts Council England (ACE) leadership training contract – delivered by the LGA improvement team, this provides separate training courses for councillors and officers. Three sessions will be delivered. The contract also includes 10 culture and library peer challenges. **March 2024.**
 - 5.3. Show and tell workshop on data and evidence for culture – there are a multitude of data initiatives taking place across culture and sport. This event, in partnership with CLOA, seeks to connect the initiatives together, avoid duplication and maximise impact. **December 2023.**

- 5.4. Introduction to archives – this online suite of web pages will provide councillors, officers, and journalists with a quick introduction into the roles and responsibilities of councils in delivering effective archive services. It completes the set of cultural guides on the website. **October 2023.**
6. Sport and physical activity
- 6.1. '[Securing the future of public sport and leisure services](#)' support briefings – publish the remaining two briefings to support councils implement the findings from 'Securing the future'. These briefings will cover 'Promoting health and wellbeing' and 'Reaching the less active'. **October 2023 and January 2024.**
- 6.2. Sport England leadership training – this currently delivers training for officers and councillors, with one officer programme left to deliver before the end of the financial year. The contract is being reviewed and renewed, with input from LGA policy and improvement officers. **March 2024.**
- 6.3. Public and private sector collaboration on sport and activity services – the leisure landscape continues to be under significant financial pressure. This work will expand on points identified in 'Securing the future' and explore if there are new ways in which private sector sports and gym groups can collaborate with the public sector to avoid duplication and maximise participation. It will be developed in partnership with [Ukactive](#), and will take account of the new DCMS Sport Strategy commitment to develop a vision for facilities. **December 2023-June 2024.**
- 6.4. Roundtable on supporting young people to be active – with a particular focus on supporting those in or leaving care, this will draw together best practice and key information for councils to consider when planning their services. We will look to work in partnership with a key organisation, like the [Youth Sport Trust](#). **April 2024.**
- 6.5. Call for evidence on supporting women to be active – national surveys reveal a continued disproportionate number of women are not active. This call for evidence will explore ways in which councils are seeking to address this imbalance, finding new solutions to helping women be active in a way that is comfortable for them. It will build on the Board's work last year to understand participation in community sport. **April 2024-June 2024.**
- 6.6. Briefing paper on the [Chiles, Webster, Batson commission](#) – this paper for the sector will be published on the LGA website and draws on the findings and recommendations of the CTS Board's working group on the commission held during the last board cycle. It has been developed in partnership with [StreetGames](#). **November 2023.**
- 6.7. '[Moving Communities](#)' webinar - to help councils understand the value of submitting data to this new platform, including the local insight it provides. **3rd October 2023.**
7. Visitor economy
- 7.1. Visitor economy leadership training, with 'State of the Sector' report – this training for officers is a pilot event to test demand for support comparable to that for culture and for sport. **December 2023.**

7.2. Tourism levy – we have commissioned Manchester City Council to produce a First magazine article about their experience of introducing England's first voluntary tourism levy. **October 2023.**

7.3. Short term lets - Represent the sector's views in response to the Government's regulatory changes to short term lets, following the consultation on a [registration scheme](#) and a new [planning use class](#). **Spring TBC.**

8. Cross-cutting issues

8.1. Routemaps for culture and leisure services – these two sustainability routemaps will build on similar LGA [publications earlier this year](#), and support councils to become intelligent commissioners of advice relating to make their cultural and leisure estates more sustainable. They will be launched at the annual CTS conference. **March 2024.**

8.2. Roundtable for local government specialist groups – delivered in partnership with the Chief Culture and Leisure Officers Association (CLOA), this will bring together the Chairs of the various local government officer groups - covering archaeology, sport, archives, parks etc – to provide support to them in their leadership role, and to seek to established shared lines about the value of investing in services. **TBC.**

8.3. Roundtable on twinning – in response to lead member requests, we will hold a roundtable event of up to 12 delegates to talk about councils' role in twinning and the value from taking part. This will produce a short summary report of the discussion for publication on the website. **May 2024.**

8.4. Twinning and international relations – to support councils in their understanding of the value of twinning, we have commissioned Liverpool City Council to write a First magazine article talking about their work with Ukraine on Eurovision and subsequent work to support and protect cultural heritage in Odessa. **AutumnTBC.**

9. Communications and events

9.1. Monthly Culture, Tourism and Sport Bulletin – the team publishes a monthly bulletin summarising key news, consultations, funding opportunities, and best practice examples. **September 2023-August 2024.**

9.2. Culture, Tourism and Sport Conference – this annual flagship event takes place in March each year and will consist of an in-person, commercial, day event, including walking tours and keynote presentations on subjects relevant to the sector. For 2024, we have been invited to Knowsley and Shakespeare North and are exploring the venue suitability. **March 2024.**

9.3. LGA annual conference – the team will ensure that at least one session at the conference focuses on culture, tourism and sport issues. We will also promote the innovation Zone to our partners, which typically results in between 3-5 relevant CTS sessions featuring on the programme. The team also proposes a walking tour to supplement the formal programme. Planning for this event will begin in January. **July 2024.**

10. Business management and stakeholders

10.1. Stakeholder management – there are a large number of external stakeholder and partner organisations that have shared interests and support either our lobbying or improvement offer to members. The team will maintain the following priority relationships with stakeholders in addition to the outside bodies attended by Board members:

10.1.1. DCMS catch up. **Bi-monthly**.

10.1.2. ACE strategic catch up. **Six weekly**.

10.1.3. ACE libraries catch up. **Monthly**.

10.1.4. English Public Libraries Group. **Bi-monthly**.

10.1.5. Libraries Sounding Board (Co-Chair). **Quarterly**.

10.1.6. Local Government Physical Activity Partnership. **Six weekly**.

10.1.7. National [Sport] Sector Partnership Group. **Monthly**.

10.1.8. Moving Communities Board. **Quarterly**.

Implications for Wales

15. The majority of culture, tourism and sport funding and policy is devolved. We share learning and best practice with Culture and Leisure Officers Wales, although the WLGA is responsible for formal improvement work.

Financial Implications

16. Publications and commissioned work are all fully funded from the 2023/2024 policy budget, or the contracts with Arts Council England and Sport England. All items are on track to be delivered within budget.

17. The CTS Board will receive its next allocation of policy funding in April 2024.

Equalities implications

18. Please see paragraphs 7.4-7.6 for specific actions against this priority. All other items of work will also consider equalities implications at both design, delivery and sign off stage. This will be reflected in the updates presented to the Board on individual items.

Next steps

19. The team will deliver the above actions in line with any additional comments and directions from the Board made during discussion of this paper.

Timeline

Month	Action	LGA business plan heading
September 23	Board meeting	
October 23	'Promoting health and wellbeing' briefing	Supporting local people and places
	'Introduction to archives' webpages	Support for councillors and officers
	Tourism levy magazine article	Communications and events
	' Moving Communities ' webinar	Data and digital
November 23	Briefing paper on the Chiles, Webster, Batson commission	Reducing inequalities
December 23	Visitor economy leadership training, with 'State of the Sector' report	Support for councillors and officers
	Twinning and international relations magazine article (provisional date)	Communications and events
	Show and tell on data and evidence for culture	Data and digital
January 24	'Reaching the less active' briefing	Supporting local people and places
February 24		
March 24	Culture, Tourism and Sport Conference	Communications and events
	Devolution 'thinkpieces'	Supporting local people and places
	Arts Council England (ACE) leadership training contract	Support for councillors and officers
	10 culture and library peer challenges	Support for councillors and officers
	Sport England leadership training	Support for councillors and officers

	Routemaps for culture and leisure services	Championing climate change and local sustainability
April 24	Roundtable on supporting young people to be active	Reducing inequalities
May 24	Roundtable on twinning	Supporting local people and places
June 24	Public and private sector collaboration on sport and activity services	Supporting local people and places
	Call for evidence on supporting women to be active	Reducing inequalities
July 24	LGA annual conference	Communications and events
August 24		
TBC items	Roundtable for local government specialist groups	Supporting LG Workforce
	Short term lets response	Supporting local people and places