

**TRANSFER OF TOURISM, TOWN CENTRES AND EVENTS FUNCTION TO CITY OF ELY COUNCIL**

Committee: Council

Date: 5 October 2017

Author: Chief Executive

[S148]

1.0 **ISSUE**

1.1 Heads of terms for the transfer of the Tourism, Town Centres and Events function to the City of Ely Council.

2.0 **RECOMMENDATIONS**

2.1 The Council is requested to:

- (i) agree the transfer of the service, as set out in the draft heads of terms in Appendix 1;
- (ii) instruct the Chief Executive, to implement recommendation 2.1(i) to meet the timetable detailed in Appendix 4.2;
- (iii) instruct the Chief Executive to undertake the necessary consultation with Joint Consultative Committee and affected staff;
- (iv) instruct the Director, Commercial to bring forward a proposal to Community Services Committee, on the terms of reference for the development and implementation of a District wide tourism strategy.

3.0 **BACKGROUND**

3.1 The City of Ely Council has requested the transfer of the Tourism and Town Centres service from East Cambridgeshire District Council. For the purposes of the proposal, the Tourism and Town Centres function includes Oliver Cromwell's House, Tourism Information Centre, Events and Town Centres. The proposal specifically excludes car parking and town centre activities in relation to Soham and Littleport.

3.2 The City of Ely Council (in principle – subject to formal City Council approval) has agreed draft heads of terms (brokered by the Mayor of Ely and Chief Executive). The draft heads of terms are attached as Appendix 1 and summarised in paragraph 4.1.

#### 4.0 PROPOSAL

4.1 The draft heads of terms to facilitate the transfer of the service are summarised below, specifically:

- the scope of the service as set out in paragraph 3.1;
- the transfer of permanent staff under TUPE to City of Ely Council;
- 10 year lease on Oliver Cromwell's House at a peppercorn rent with a mutual option to extend (on the basis of full repairing and right to assign without landlords consent);
- the financial implications as summarised in paragraph 5.1 and Appendix 1;
- within the timetable summarised in paragraph 4.2 below.

4.2 The timetable for the proposed transfer (if agreed by both parties) is detailed below;

25 September 2017	City of Ely Council (consideration of transfer and heads of terms)
5 October 2017	East Cambridgeshire District Council
w/c 9 October 2017	Joint Consultative Committee (1)
9 October 2017 – 20 November 2017	Consultation Period
w/c 4 December 2017	Joint Consultative Committee (2)
2 April 2018	Transfer of Service

#### 5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

5.1 The financial implications of the proposed transfer are detailed in Appendix 1 and summarised below, specifically:-

- East Cambridgeshire District Council will pay City of Ely Council £31,219 per annum for five years to 31 March 2023;
- East Cambridgeshire District Council will pay a one off pump priming grant of £44,574 to the City of Ely Council in 2018/19;
- East Cambridgeshire District Council will underwrite the redundancy and pension strain costs for the permanent staff at transfer up to 31 March 2021 (estimated £45,064);
- allocation of £70,000 in 2018/19 and £20,000 per annum thereafter for the development and implementation of a District wide tourism strategy;
- allocation of £5,000 per annum to Littleport Parish Council and Soham Town Council for town centre initiatives.

5.2 There will be a net cost of £111,710 to implement these arrangements which will be offset over the next four years. In addition, the £45,064 (estimated) will be an additional saving if it is not utilised for those specified purposes.

5.3 There is no requirement for an Equality Impact Assessment (EIA) at this stage.

6.0 APPENDICES

6.1 Appendix 1A – Draft heads of terms  
Appendix 1B – Financial proposal

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<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
None	Room 103 The Grange Ely	John Hill Chief Executive (01353) 616271 E-mail: john.hill@eastcambs.gov.uk