

## **CABINET MEMBER FOR CULTURE AND TOURISM**

**Venue: Town Hall, Moorgate  
Street, Rotherham. S60  
2TH**

**Date: Tuesday, 23rd April, 2013**

**Time: 10.00 a.m.**

### **A G E N D A**

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Apologies for absence.
4. Declarations of Interest.
5. Minutes of the previous meeting held on 26th March, 2013. (Pages 1 - 3)
6. The acquisition of specialised cabinets for the York and Lancaster Regimental Museum - application for exemption from Standing Orders. (Pages 4 - 5)
  - Environment and Development Liaison Manager / Acting Heritage Service Manager, Environment and Development Services, to report.
7. Communications update: -
  - Tour de France cycling legacy;
  - Welcome to Yorkshire Roadshows.
  - Head of the Corporate Communications and Marketing Service, Commissioning, Policy and Performance, Resources Directorate, to report.
8. Date and time of the next meeting.
  - Tuesday 4<sup>th</sup> June, 2013, to start at 10.00 am in the Rotherham Town Hall.

**CABINET MEMBER FOR CULTURE AND TOURISM  
26th March, 2013**

Present:- Councillor Rushforth (in the Chair); Councillors Andrews and Wallis.

**F59. DECLARATIONS OF INTEREST.**

There were no Declarations of Interest to record.

**F60. MINUTES OF THE PREVIOUS MEETING HELD ON 12TH MARCH, 2013.**

The minutes of the previous meeting of the Cabinet Member for Culture and Tourism held on 12<sup>th</sup> March, 2013, were considered.

Resolved: - That the minutes of the previous meeting be agreed as an accurate record for signature by the Cabinet Member.

**F61. APPLICATION FOR SUBSIDISED USE OF THE CIVIC THEATRE.**

Minute Number F40 (Use of the Civic Theatre) of the meeting of the Former Cabinet Member for Lifelong Learning and Culture, held on 6<sup>th</sup> December, 2011, agreed an application process for requests for subsidised use of the Civic Theatre for charitable purposes. Consideration was now given to a report presented by the Theatre and Arts Service Manager, Customer and Cultural Services, Environment and Development Services, which outlined a request under this scheme received on behalf of Mr. M. Hill of Rotherham Arts Events.

The application was a proposal to host the 1980s band 'The Lambrettas' at the Civic Theatre in support of Macmillan Cancer Care and Turning Point Social Care charities.

A previous application received on behalf of Mr. Hill had been refused due to logistical issues within the submission (Minute Number F20 (Subsidised Use of the Civic Theatre), of the Cabinet Member for Culture and Tourism held on 4<sup>th</sup> December, 2012, refers). The applicant had since worked with the Service Manager to create a logistically acceptable application.

The submitted report included an estimate of the subsidy required and the risks and uncertainties associated with the proposal.

Discussion ensued on the application and the following issues were raised: -

- The proposed event did not conform to the current programme of the venue, but could potentially provide a new audience base at the Civic Theatre;

- A growing number of musical performers appeared to prefer smaller venues to perform in due to the improved atmosphere.

Resolved: - That the application received on behalf of Mr. M. Hill for subsidised use of the Civic Theatre, as outlined in the submitted report, be approved.

**F62. IMPROVING THE PRESENTATION OF BOOKS IN LIBRARIES - KIMBERWORTH LIBRARY - EXEMPTION FROM STANDING ORDER.**

Consideration was given to the report presented by the Customer and Cultural Services Manager, Planning and Regeneration, Environment and Development Services, which outlined a proposal to improve the display of books at Kimberworth Library. The proposal was made in the light of the conclusion of the Library and Information Service Review and comments made during the associated public consultation.

Following the conclusion of the Library and Information Service Review, decisions had been taken about the future of libraries across the Borough. It had also become apparent from the associated assessment of need and from stakeholder consultation that the service needed to address inconsistencies in the standard of fit out and presentation within its libraries.

It was recognised that the customers who had previously used Kimberworth Park Library, which had now closed, may now visit Kimberworth Library, so it was proposed that this library be improved.

Permission was sought to exempt Standing Order 47.6.3 (requirement to obtain at least three written quotations for contracts with an estimated value between £20, 000 and £50, 000) so that OpeningtheBook could be appointed to carry out necessary improvements at Kimberworth Library, including improving the layout and presentation of books. The reason for the exemption from Standing Order 47.6.3 was based on required timescale and a desire to create a standard library design for Rotherham. OpeningtheBook had previously proved on many occasions that they offered good value for money and provided high-quality experiences. They had won multiple competitive tenders with RMBC, including for the recent fit out of Riverside Library and Heritage and Arts Space.

The estimated cost of the proposal was £36, 000, and could be met within existing resources. A revenue contribution would be made from the Environment and Development Services Directorate to the Local Authority's Capital Programme.

Discussion ensued on the proposal within the submitted report.

Resolved: - (1) That the proposal to improve the presentation of books and the layout of Kimberworth Library be approved.

(2) That an exemption from Standing Order 47.6.3 (requirement to obtain at least three written quotations for contracts with an estimated value between £20, 000 and £50, 000) be approved so that OpeningtheBook could be appointed to carry out the improvements specified in the submitted report.

(Subsequent to the meeting, His Worshipful The Mayor exempted this decision from the call-in procedure.)

**F63. DATE AND TIME OF THE NEXT MEETING.**

Resolved: - That the next meeting of the Cabinet Member for Culture and Tourism be held on Tuesday 23<sup>rd</sup> April, 2013, to start at 10.00 am in the Rotherham Town Hall.

**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS  
23<sup>rd</sup> APRIL 2013**

1.	<b>Meeting:</b>	<b>Cabinet Member for Culture and Tourism</b>
2.	<b>Date:</b>	<b>23rd April, 2013</b>
3.	<b>Title:</b>	<b>The acquisition of specialised cabinets for the York and Lancaster Regimental Museum – application for exemption from Standing Orders</b>
4.	<b>Directorate:</b>	<b>Environment and Development services</b>

### 5. Summary

The purpose of this report is to seek Cabinet Member approval to exempt Standing Order 48.1 (Requirement to invite between three and six external quotations for contracts valued at £50,000 or more). This is to allow “Conservation by Design” to provide for the production and fitting of new cases and the necessary movement of existing cases due to the relocation of the York and Lancaster Regimental Museum into Clifton Park Museum.

### 6. Recommendations

The Cabinet Member is recommended to: -

**Exempt the provisions of Standing Order 48.1 (Requirement to invite between three and six external quotations for contracts valued at £50,000 or more) so that the contract be awarded to Conservation by Design for the purchase of new cases to accommodate the items of the York and Lancaster Regimental Museum at the Clifton Park Museum.**

## 7. Proposals and Details

The York and Lancaster Regimental Museum is due to re-open following its relocation from the Central Library and Arts Centre into Clifton Park Museum. In order to accommodate the collection, it is necessary to procure specialised display cases.

The contractor, Conservation by Design is the only supplier able to move existing cases and produce and fit these new cases for the York and Lancaster Regimental Museum items for the following reasons:

- We are proposing to use both existing cases and new cases in the same rooms. Conservation by Design made the original cases, and therefore will be able to match the existing cases. This is extremely important to ensure we have cases that blend in with one another and become “part of the furniture”, rather than standing out because they are of a different or clashing design.
- We need a number of the existing cases to be moved and as Conservation by Design supplied these cases and are aware of the specifications for their manufacture and fitting, it is our preferred option to procure the original manufacturers to move them.
- The quotation supplied by Conservation by Design includes the removal of existing cases free of charge.

## 8. Finance

The overall budget for the Town Centre Re-location project is £155,000. The move of the Yorkshire and Lancashire Museum from the Civic Offices to the Clifton Park Museum is the final part of the project. The cost of the cabinets is included in the project budget, and is estimated to be £90,000

## 9. Risks and Uncertainties

Failure to use this supplier will have implications leading to reputational risk, as we are trying to merge the Yorkshire and Lancashire Museum into the Clifton Park Museum with ‘seamless’ results. There would also be potential risks associated with the movement of existing cases due to them being unfamiliar to other suppliers.

## 9. Policy and Performance Agenda Implications

This contributes to the corporate target of Helping to Create Health and Safer Communities and especially the outcome “People enjoy parks, green spaces, Sport, Leisure and Cultural activities.

## 10. Background Papers and Consultation

Consultation has taken place with colleagues in Asset Management and Procurement Services, and each have confirmed agreement with the proposals.

### Contact Name:

Diane Douglas, Environment and Development Liaison Manager / Acting Heritage Service Manager, [diane.douglas@rotherham.gov.uk](mailto:diane.douglas@rotherham.gov.uk) Extension: 54789