

# Public Document Pack

## CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES

Venue: Town Hall, Moorgate  
Street, Rotherham.

Date: Tuesday, 11 May 2004

Time: 9.00 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. Minutes of the meeting of the Cabinet Member for Education, Culture and Leisure Services held on 27th April 2004. (Pages 1 - 2)
  - *to receive minutes*
4. Tourism Panel Minutes (Pages 3 - 6)
  - *to receive minutes for information*
5. South Yorkshire Connexions Limited (Pages 7 - 8)
  - *to approve delegated authority to allow the Director of Education, Culture and Leisure Services to agree new governance documents*

**The following item is likely to be considered in the absence of the press and public as being exempt under Paragraph 8 of Part 1 of Schedule 12A to the Local Government Act 1972:-**

6. Opening of Tenders - Demolition of Sheffield Road Swimming Pool, Rotherham. (Page 9)  
(contains information on the amount of expenditure proposed to be incurred by the authority under any particular contract).

**DECISIONS OF THE CABINET MEMBER FOR  
EDUCATION, CULTURE AND LEISURE SERVICES  
27<sup>th</sup> April, 2004**

Present:- Councillor Boyes (in the Chair); Councillors Austen and Littleboy.

An apology for absence was received from Councillor Rushforth.

**296. MINUTES**

Resolved:- That the minutes of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 13<sup>th</sup> April, 2004, be received.

**297. ADMISSIONS FORUM**

Resolved:- That the minutes of the meeting of the Admissions Forum held on 1<sup>st</sup> April 2004 be received.

**298. EDUCATION OF LOOKED AFTER CHILDREN**

Resolved:- That the minutes of the meeting of the Education of Looked After Children held on 29<sup>th</sup> March 2004 be received.

**299. ROTHERHAM LEARNING GRID**

In accordance with Minute No. 288 of the meeting of the Cabinet Member, Education, Culture and Leisure Services held on 13<sup>th</sup> April 2004, the meeting welcomed representatives from RBT who had been invited to give a verbal update on aspects of the Rotherham Learning Grid work, with particular emphasis on the need to meet the target date for delivery.

Discussion took place on the partnership arrangement between the Council and RBT, a previous Ofsted inspection which had highlighted a weakness in the administration of ICT and the need to enhance this, and the level of service given to schools by the LEA in the provision of the Learning Grid.

Verbal update reports were given on the following areas of the roll out work:-

- network improvements/accessibility/critical pathways
- access to schools
- server infrastructure – concept work
- the role of ICT School Advisors/schools' responsibilities
- geographical hub sites – presently all Primary schools
- number of take-up sites

- ducting issues
- potential advantages of the infrastructure once installed
- need for close liaison with all building projects – both PFI and non-PFI

A comparison was made with the work previously carried out on the installation of the Library circulation system in 2001, which had since achieved Beacon recognition, and the success of the City Learning Centre.

Resolved:- (1) That the RBT representatives be thanked for their attendance.

(2) That an update report be submitted on a monthly basis.

(3) That arrangements be made for a presentation on the Rotherham Learning Grid to the Cabinet Member and Advisors, Education, Culture and Leisure Services and to the Lifelong Learning Opportunities Scrutiny Panel.

**TOURISM PANEL  
MONDAY, 26TH APRIL, 2004**

Present:- Councillor G. Smith (in the Chair); Councillors Boyes, Littleboy and Walker:-  
together with:-

Guy Kilminster, Manager, Libraries, Museums & Arts  
Marie Hayes, Commercial and Promotional Manager  
Sarah Myers, Tourism Manager  
Richard Poundford, Head of RiDO

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from:-

Councillor J. Austen	Advisor, Education, Culture & Leisure Services
Mr. C. Scott	Rotherham Chamber of Trade
Julie Roberts	Town Centre and Markets Manager

**2. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH JANUARY, 2004. (COPY ATTACHED)**

The Panel received and noted the minutes of the previous meeting held on 26<sup>th</sup> January, 2004.

**3. MATTERS ARISING.**

There were no matters arising from the previous minutes.

**4. TOURISM ACTION PLAN.**

The Tourism Manager gave an update on the development of the Tourism Action Plan 2004-2005.

It was reported that this was now in draft form and Members were asked for their comments.

The plan aimed to identify areas that the Tourism Service should be developing.

The draft would be sent out to various consultees.

Resolved:- That a draft copy of the Tourism Action Plan 2004-2005 be sent to members of the Tourism Panel for their comments.

## 5. TOURISM UPDATE.

The Tourism Manager gave an update on the following tourism issues:-

(i) Mr. Tony Munford, Archivist

The Tourism Manager referred to the recent death of Mr. Tony Munford, and asked that condolences of this Panel be conveyed to his family.

Resolved:- That the Panel's condolences be conveyed to Mr. Munford's family.

(ii) South Yorkshire Tourism Co-ordinator

It was reported that the above post was due to commence within the next three weeks. The aim of the post was to co-ordinate the tourism offices within South Yorkshire.

Resolved:- That the information be noted.

(iii) Rotherham Visitor Information Centre – Staffing and Opening Times

The Tourism Manager reported that on the basis of the footfall recorded it had become apparent that the opening hours of the Centre were not sustainable. Also it was not possible with the existing complement of staff to undertake all the required tasks e.g. familiarisation visits, stock taking etc. The facility had to operate as a commercial entity and it was therefore necessary to manage it within the budget available.

It was, therefore, proposed that the opening times should be reduced at the quietest times as follows:-

Monday to Friday	-	9.30 a.m. to 5.00 p.m.
Saturday	-	9.40 a.m. to 3.00 p.m (or 4.00 p.m.)

It was pointed out that the operation of the Centre was due for review after a year of opening.

It was also reported that there was a need to address staff morale, staff training, expectations and work to obtain the Charter Mark.

Members referred to the following:-

- the need for changes to staff contracts

- the welcome customers received
- the customer focus of staff
- the need for financial information

Resolved:- (a) That the Tourism Panel supports the proposals outlined.

(b) That a comprehensive report be submitted to the Cabinet Member for Economic and Development Services relating to this issue.

(iii) Programme Area/Service Area Representation on the Tourism Panel

Reference was made to the representation on the Tourism Panel. It was suggested that there was a need to widen this to include representation from other teams across the Council e.g. from Transportation and Planning etc.

(iv) European Tourism Funding Conference

It was reported that there was some funding that the Council may be able to draw down if the Tourism Service worked with Town Twinning.

It was pointed out that the Rotherham Visitor Information Centre was still the only full-time operational centre in South Yorkshire, and this would be a good opportunity to push Rotherham to the front of the tourism agenda.

## 6. ANY OTHER BUSINESS.

The following items were raised:-

(i) Clifton Park Museum – Gulbenkian Prize

It was reported that the Museum did not reach the final but was chosen in the top thirteen.

(ii) Feasibility of Theatrical Productions at Roche Abbey

The question was asked whether there were any further theatrical productions scheduled at Roche Abbey.

In response it was reported that the Abbey was in the care of English Heritage and not the Council. However, it was not an ideal venue in terms of access etc.

(iii) Minutes of a meeting re: Promoting Rotherham held on 23<sup>rd</sup> February, 2004.

Consideration was given to the minutes of the above meeting referred to the Panel by the Cabinet Member, Education, Culture and Leisure Services.

Those present discussed where best this group could report into the Council.

Resolved:- That the Promoting Rotherham group submit minutes to the Tourism Panel and to the Regeneration Board in view of the cross cutting nature of the issues discussed.

(iv) Hospitality/Tourism training for Taxi Drivers

Those present discussed the value of the above.

Resolved:- That a report be submitted to a future meeting of the Tourism Panel detailing the present training offered, uptake, how the training could be improved and how the training could be extended to more taxi drivers, and possibly bus operators.

(v) Regeneration Issues

It was pointed out that, with the range of products that Rotherham could offer, e.g. the new Museum, the proposed development at Rother Valley Country park, proximity to Sheffield City Centre, Derbyshire and the development of Finningley Airport, this was a very good time to market tourism in Rotherham.

(vi) Landmarks Booklet

Copies of the above booklet were made available to members of the Panel. It was pointed out that these would be launched in June 2004. It was reported that funding had been obtained to produce interpretive panels at local cultural landmarks e.g. Catcliffe Glass Cone, together with this guide.

**7. TO AGREE THE DATE, TIME AND VENUE FOR THE NEXT MEETING.**

Resolved:- (a) That the next meeting of the Tourism Panel be held on MONDAY, 7<sup>th</sup> JUNE, 2004 at 2.00 p.m. at the Town Hall, Moorgate Street, Rotherham.

(b) That Councillor Smith's apologies for that meeting be recorded and that Councillor Boyes be asked to Chair the meeting.

**ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS**

**1. Meeting:** Cabinet Member and Advisers,  
Education, Culture and Leisure Services

**2. Date:** 11th May 2004

**3. Title:**

South Yorkshire Connexions Limited – new arrangements for Company governance.

**4. Originating Officer:** Rod Norton. Tel: 2630

**5. Issue:**

South Yorkshire Connexions Ltd. (CSY) is a company limited by guarantee that contracts with the Department for Education and Skills to deliver the Connexions Service throughout South Yorkshire.

RMBC is a founding member of the company and has a seat on the Board of Directors.

CSY has proposed new documents concerning company governance and this report seeks delegated authority to allow the Director of Education Culture and Leisure, or her/his nominated representative, to agree these documents and also for her/him to nominate the RMBC Board Member.

**6. Summary**

CSY has received legal advice that it needs to adopt new arrangements to ensure that, legally speaking, it is not seen as a 'local authority controlled company'. The current make up of the Board, and the number of Local Authority Members, means that there is a danger of this being the case. It has therefore drawn up new Memorandum of Association, Articles of Association, Members Agreement and Internal Rules.

It has also used the opportunity to address other smaller matters, such as the level of the quorum at Board meetings, to ensure the smooth running of the Company.

**7. Clearance/Consultation**

The new documentation has been seen and agreed by relevant Officers within Legal and Democratic Services.

**8. Timing**

Delegated authority is needed as soon as possible so that the new documentation can be agreed at a General Meeting of the company.



## **9. Background**

CSY is responsible for the delivery of Connexions services to 13-19 year olds across the borough. It does this through sub-contracting with RMBC, Rotherham Crime Reduction Programme Trust and Lifetime Ltd.

## **10. Argument**

The new governance documentation will allow the smooth running of CSY and protect the interests of RMBC by ensuring a clear legal separation of the Company from the four sub-regional Local Authorities.

## **11. Risks and Uncertainties**

The future direction of CSY is in some doubt due to Government tax changes that mean the sub-contracting model is now not tax efficient. Further changes to the nature of the company may be needed within the coming year.

## **12. Finance**

RMBC receives a contract worth £320,000 from CSY which provides a range of activities including Personal Advisor Services to young people 13-19. The Council gives in-kind support to the Company through Officer time.

The change in governance arrangements has no additional financial implications to those currently in existence.

## **13. Sustainability**

The new arrangements should improve the efficiency and sustainability of CSY and therefore improve the chances of social and economic regeneration within the borough.

## **14. Wards Affected**

All.

## **15. References**

The new Memorandum of Association, Articles of Association, Members Agreement and Internal Rules are all available on request, and will be placed in the Member's Library to allow full access.

## **16. Presentation**

The recommendations allow for the future successful development of the Connexions Service in Rotherham.

## **17. Recommendations**

Members are asked to:

- Approve delegated authority to allow the Director of Education Culture and Leisure, or her/his nominated representative, to agree the new governance documents of Connexions South Yorkshire Limited and any future changes.
- Approve delegated authority to allow the Director of Education Culture and Leisure to nominate the RMBC Board Member of Connexions South Yorkshire Limited.

By virtue of paragraph(s) 8 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted