

## **CABINET MEMBER FOR LIFELONG LEARNING, CULTURE AND LEISURE**

**Venue: Town Hall, Moorgate  
Street, Rotherham.**

**Date: Tuesday, 28 November 2006**

**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 Previous Meeting held on 14th November 2006 (Page 1)
4. LEA Governor Appointment Panel (Page 2)  
- minutes of meeting held on 14<sup>th</sup> November, 2006
5. The York and Lancaster Regimental Museum - Customer Supplier Agreement (Pages 3 - 12)
6. Christmas Illuminations Scrutiny Review (Pages 13 - 20)
7. Exclusion of the Press and Public

**The following item is likely to be considered in the absence of the press and public as being exempt under paragraph 4.1 of Schedule 12A to the Local Government Act 1972**

8. Sports Facilities Regeneration Programme - Staff Transfer Process (Pages 21 - 25)

**(exempt under paragraph 4.1 of the Act - report contains information relating to consultations with a labour relations matter)**

**LIFELONG LEARNING, CULTURE AND LEISURE  
14th November, 2006**

Present:- Councillor St. John (in the Chair); Councillors Austen and Littleboy (Policy Advisors).

**82. MINUTES OF THE PREVIOUS MEETING HELD ON 31ST OCTOBER, 2006**

The minutes of the meeting held on 31<sup>st</sup> October, 2006, were agreed as a correct record.

**83. MINUTES OF A MEETING OF THE CHRISTMAS CARNIVAL CO-ORDINATING GROUP HELD ON 26TH OCTOBER, 2006**

The minutes of the Christmas Carnival Co-ordinating Group held on 26<sup>th</sup> October, 2006, were received.

**84. MINUTES OF JOINT MEETING HELD ON 30TH OCTOBER 2006**

The minutes of the joint meeting with the Cabinet Member for Economic Regeneration and Development held on 30<sup>th</sup> October, 2006, were received.

**85. CHRISTMAS ILLUMINATIONS SCRUTINY REVIEW**

Consideration was given to the findings and recommendations of the Scrutiny Review Group, who had looked at the current service provision for Christmas lights and trees, as reported to the Performance and Scrutiny Overview Committee on 10<sup>th</sup> November, 2006.

The Review had recommended that a Christmas Illuminations Strategy be produced and submitted to the Regeneration Scrutiny Panel in March, 2007. However, this did not coincide with the timetable for going out to tender as the existing Town Centre illuminations contract expired at the end of the financial year. A solution would be to temporarily extend the existing contract for 1 year for the Town Centre and thereby giving time to develop a Strategy.

A meeting was to be held on 14<sup>th</sup> November between officers in Culture and Leisure Services and Economic and Development Services to further discuss the options available.

Resolved:- (1) That a report be submitted to the Cabinet Member meeting on 28<sup>th</sup> November, 2006,

(2) That the above report clarify the recommendation regarding a single Special Events budget for Christmas trees, illuminations, events and activities.

**LEA GOVERNORS APPOINTMENT PANEL**  
**14<sup>th</sup> November, 2006**

Present:- Councillor St. John (in the Chair) and Councillors Austen and Littleboy.

Pursuant to Minute No. C50 of January, 2000, consideration was given to nominations received to fill LEA vacancies on school governing bodies.

Resolved:- That, with the effective date of appointment, the following appointments be made to school governing bodies:-

Anston Greenlands Primay	Mrs. J. Dalton	14/11/06
Anston Park Infant	Mrs. D. Ball	14/11/06
Blackburn Primary	Cllr. Akhtar	14/11/06
East Dane J. & I.	Cllr. Dodson	14/11/06
Kilnhurst Primary	Mr. J. Walsh	14/11/06
Rawmarsh Ashwood	Mrs. L. Hamilton	14/11/06
Swinton Fitzwilliam	Mrs. A. Wright	14/11/06
Thorpe Hesley Junior	Mrs. P. Jones	14/11/06
Todwick J. & I.	Mr. J. Cocking	Defer
Clifton Comprehensive	Cllr. Dodson	14/11/06
Winterhill	Mr. S. Morrell	Not appointed

**Re-appointments**

Aston Springwood	Mr. G. Cooper	27/01/07
Swinton Comprehensive	Mrs. E. M. Wesley	27/01/07
Wickersley Comprehensive	Mrs. J. M. Roberts	27/01/07
	Mr. R. M. Pound ford	27/01/07

All the above appointments are subject to satisfactory checks being undertaken.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Culture, Leisure &amp; Lifelong Learning.</b>
<b>2.</b>	<b>Date:</b>	<b>28<sup>th</sup> November 2006</b>
<b>3.</b>	<b>Title:</b>	<b>The York and Lancaster Regimental Museum: Customer Supplier Agreement (CSA)</b>
<b>4.</b>	<b>Programme Area:</b>	<b>C&amp;YPS</b>

### **5. Summary**

The Director of Infantry has invited military museums which receive funding from the Ministry of Defence (MoD) to sign a Customer Supplier Agreement (CSA), which will cover the next four financial years – 2007-2008 to 2010-2011.

In addition to the need to achieve and maintain Accredited Status for The York and Lancaster Regimental Museum (already been brought to the attention of members), the Agreement sets out all of the other requirements for continuation of MoD funding.

Currently, the MoD provides an annual grant of £5950 towards the running costs of the Museum. Signing the Agreement commits the Council to work towards specific MoD requirements in exchange for continuation of this grant.

The requirements dove-tail with the aims and objectives already set for the Museum in the Service Development Plan for the Museums, Galleries and Heritage Service. As such, the Agreement provides additional clarity and further support for continuing efforts to maintain and develop the Museum.

### **6. Recommendations**

**Members receive the report and the Cabinet Member signs the Customer Supplier Agreement (CSA) on behalf of the Council.**

## 7. Proposals and Details

The Agreement details all of the requirements which the Museum is expected to adhere to. These fall under a number of headings, and progress must be reported back to the Director of Infantry on an annual basis.

Part 1 of the document is the Agreement itself, which requires a signature from our Cabinet Member and subsequently the Director of Infantry.

Part 2 of the document is about the direct costs which the MoD grant contributes to. This deals with management, staffing and operating the Museum. The Manager is the Libraries, Museums and Arts Manager, and part of the salary of one attendant at Rotherham Arts Centre is paid for to cover staffing and operations.

Part 3 of the document is about compliance with National Objectives for Museums, Military Objectives of Military Museums, Relevant Legislation and Standards, and the Annual Provision of Documents to the MoD.

The National Objectives for Museums include:

- Quality standards
- Collections Management
- Visitor Services
- Educational Resources
- Use of New Technology
- Human and Financial Resources
- Working with Volunteers and Friends
- Museum Accreditation
- Viability (including income generation)

The Military Objectives of Military Museums include:

- Positive image of the Army
- Effective recruitment
- Esprit de Corps
- Illustrate aspects of military life, including the development of weapons and equipment and the service and sacrifice of the community

Relevant Legislation and Standards include:

- Civil firearms legislation
- Free from Explosive certification
- Health and Safety at Work
- Safe management of radioactive items

Annual Provision of Documents to the MoD include requirements for an Annual Report, Forward Plan, Education Policy, together with evidence of resources allocated, achievements made, publicity issued and performance assessment.

## **8. Finance**

The MoD currently provides an annual grant of £5950 towards the basic running costs of the Museum.

The Museums, Galleries and Heritage Service then allocates additional staff time and resources to manage, develop and publicise its collections, answer enquiries, and carry out audience development activities including a programme of temporary exhibitions and events. The value of this work has never been calculated, but can reasonably be said to be at least the same as the value of the MoD grant.

## **9. Risks & Uncertainties**

If a decision was made not to sign the Agreement, the annual MoD grant would be lost from 2007-08 onwards. This would mean the Museums, Galleries and Heritage Service would have to absorb the costs that the grant covers elsewhere within its budgets. If this happened, then this would have a detrimental impact on collections management and audience development activities across all of its sites, venues and school and community activities.

It should be noted that the Agreement includes a clause whereby if the Museum is seen to be or has potential to fail any of the MoD requirements, then it will be given a four-month period in which to put these matters right before any removal of support is considered. The Museums, Galleries and Heritage Service consider this to be an acceptable risk.

## **10. Policy and Performance Agenda Implications**

The requirements of the Agreement are closely related to Museum Accreditation Standards. This is fundamental to the work of the Museums, Galleries and Heritage Service in terms of its performance and its role in delivering the aims and objectives of Council policies. As both our short-listed projects for the Gulbenkian Prize and recently completed redevelopment of Clifton Park Museum have demonstrated, the three museums play an important role under the themes of Learning, Achieving, Alive, Safe and Proud.

## **11. Background Papers and Consultation**

A copy of the full Customer Supplier Agreement (CSA) is attached.

**Contact Name:** Guy Kilminster, Libraries, Museums and Arts Manager, x 3623,  
[guy.kilminster@rotherham.gov.uk](mailto:guy.kilminster@rotherham.gov.uk)

**PROVISIONAL CUSTOMER/SUPPLIER AGREEMENT**

**BETWEEN**

**THE TRUSTEES OF**

**THE MILITARY MUSEUM OF**

**The York & Lancaster Regimental Museum**

**AS CUSTOMER**

**AND**

**THE DIRECTOR OF INFANTRY**

**AS SUPPLIER**

Reference Number:

**PROVISIONAL CUSTOMER / SUPPLIER AGREEMENT (CSA)**

**PART 1**

**Customer Name:** The Trustees of The York & Lancaster Regimental Museum

**Supplier Name:** Director of Infantry      **Budget Level:** BLB

**Output Name:** Museum Operation      **Supplier's Reference:**

**Description of Resources Provided by Director of Infantry:** PART 2

**Description of Service Provided by the Customer:** PART 3

**Base Document to the Agreement:** ECAB/P(98)6 dated 25 June 1998

**Review of Customer/Supplier Agreements:** This Provisional CSA will be reviewed annually.

**Costing:**

The figure for the MOD(A) funds available for the upkeep and running of The Military Museum of The York & Lancaster Regimental Museum at Central Library & Arts Centre, Walker Place, Rotherham South Yorkshire, S65 1JH for the coming year together with the predicted figure for the subsequent three years will be provided annually by Headquarters Infantry Basic Level Budget (BLB) once its budget has been confirmed by the Top Level Budget (TLB) Holder.

**CHAIR OR TRUSTEE  
ON BEHALF OF TRUST  
(CUSTOMER)**

**REPRESENTATIVE OF DIRECTOR  
OF INFANTRY  
(SUPPLIER)**

Signed:.....  
Name:.....  
Title:.....  
Appointment:.....  
Date:.....

.....  
J R IBBOTSON MBE  
Colonel  
DCOS HQ Infantry  
[DATE]



**PROVISIONAL CUSTOMER/SUPPLIER AGREEMENT**

**PART 2**

**UNDERTAKING BY SUPPLIER (The Director of Infantry)**

In fulfilling this Provisional CSA, The Director of Infantry undertakes to provide the resources listed below. All clauses are subject to the availability of funds allocated to HQ Infantry by the TLB.

**SUPERVISION OF MUSEUM OPERATION**

1. Manager of Libraries, Museums & Arts will provide support, direction and line management; he will monitor the activities and the operation of the museum, on behalf of The Director of Infantry, to ensure that the provision of Part 3 are met. Lieutenant Colonel [Prince of Wales' Division] will formally report on targets set for the museum at the end of Q2 and Q4

**PROVISION OF MUSEUM STAFF**

2. One museum attendant, in accordance with the establishment table, will be funded by HQ Infantry BLB for the period of employment for which funds are available and as agreed by the Army Museums Panel subject to the museum meeting the conditions in this CSA.

**PROVISION OF SERVICES FOR TO THE MUSEUM**

3. Resources will be provided for the upkeep and operation of the museum for the period, within the funds available to the Director of Infantry as the BLB Fund Holder, to the level specified in Part 1, for the four years of the MOD Short Term Plan.

**CONDITIONS**

4. In the event that the conditions and outcomes identified within the document not being met, either party shall give warning of commencement of a 4 month period during which remedial action should be taken. Failure to resolve the issues could result in removal of support by either Customer or Supplier.

**PROVISIONAL CUSTOMER/SUPPLIER AGREEMENT**

**PART 3**

**UNDERTAKING BY CUSTOMER**

In fulfilling this Provisional CSA, the Chairman of Trustees of The Military Museum of The York & Lancaster Regiment, signed on behalf of the Trustees of the Museum, undertake the following:

**NATIONAL OBJECTIVES FOR MUSEUMS**

1. To seek to meet the national objectives set out in Paragraph 24 of the base document. (Detail repeated at Annex A)

**MILITARY OBJECTIVES**

2. To meet the military objectives set out in Paragraphs 34 and 35 of the base document. (Detail repeated at Annex B)

**PROVISION OF MOD(A) SUPPORT**

3. To meet the conditions for the provision of MOD(A) support set out in Paragraph 37 of the base document which are:

- a. To achieve Accreditation with the Museums, Libraries and Archives Council (MLA) or equivalent.
- b. To undertake a Provisional CSA agreement with the MOD to deliver specified museum services in exchange for MOD funding.

**ANNUAL PROVISION OF DOCUMENTS TO MOD(A)**

4. To provide the following documents to Heritage Branch, MOD(A) and HQ Inf (through the Div Lt Col) annually at the end of the museum trust's financial year:

- a. A copy of the **Annual Report** to the Charity Commission or audited account.
- b. Statement of the Museum Trust's **Forward Plan** for the museum, which is to include plans for staff training. (See note 1)
- c. Statement of the Museum Trust's **Education Policy** for the museum.
- d. Details of **resources applied by the Museum Trust** to the operation of the museum.

e. A **report** that should not exceed two sides of an A4 sheet that states:

(1) Achievements in the year against the objectives set in the statements in the Forward Plan, Education Policy and Staff Training Policy.

(2) Comparative figures for the financial year under review and the preceding year for:

(a) Museum users in the year (where measurable) to be split between website contacts, telephone and postal enquiries.

(b) Number of education visits with participating numbers. The figure should include National Association of Decorative and Fine Arts (NADFAS) and similar groups.

(c) Percentage of museum collection on display. Where it is possible, the report should provide detail of the wider use of the archives through greater use of IT.

(d) Number of days open in the year.

f. A copy of the **museum brochure**.

### **COMPLIANCE WITH RELEVANT LEGISLATION AND STANDARDS**

5. To comply with:

a. Civil firearms legislation as applied to museums<sup>1</sup>.

b. MOD regulations for Free From Explosive certification.

c. Health and Safety at Work legislation and recommendations of MOD auditors.

d. MOD instructions for the safe management of radioactive item in regimental and corps museums.

Note 1. In view of the limited MOD funds available for training museum staff, it is necessary to take advantage of any opportunities that are available. The MLA accepts that training may be restricted to visits to other museums in the same town, in order to widen the outlook of individuals.

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<sup>1</sup> Army Equipment Support Publication 1000-A-003-013 Chapter 8 dated Apr 04.

**NATIONAL OBJECTIVES FOR MUSEUMS**

1. To enhance, manage and care for collections, particularly those of outstanding importance, for present and future generations.
2. To provide the best possible services and experience to the visitors and other users today, and to safeguard the collections, and information about them, for succeeding generations.
3. To meet a wide range of educational needs within the context of life-long learning.
4. To respond to the opportunities provided by new technology.
5. To use their human and financial resources as effectively as possible through, for example, good management and training.
6. To develop strong networks of volunteers and friends.
7. To achieve Accreditation with the MLA.
8. To become viable in terms of scale, availability of expertise, trading maximising alternative sources of funding, and quality of leadership and management, in order to serve the best interests of their collections and the public.

**MILITARY OBJECTIVES OF MILITARY MUSEUMS**

1. The military requirements of the museums are:
  - a. To make the public aware of the current and antecedent regiments and corps, their roles and achievements thereby contributing to the projection of a positive image of the Army.
  - b. Contribute to the establishment of conditions conducive to effective recruitment.
  - c. To contribute to the esprit de corps of regiments and corps of the Army.
2. Furthermore, regimental and corps museums should care for, display and make available to the public the regimental collections and archives in such a manner as to:
  - a. Illustrate aspects of military life, the development of weapons and equipment and the service and sacrifice of the community.
  - b. Promote military efficiency and encourage interest in the Army by public exhibition of collections.
  - c. Provide educational resource for both adults and children with particular reference to the national curriculum.
  - d. Link the heritage of antecedent Regiments and Battalions with the present and the future.
  - e. Provide up to date recruiting literature for all elements of the Army.
  - f. Develop the attendance of those of recruitable age.

<b>ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS</b>
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<b>1.</b>	<b>Meeting:</b>	<b>Cabinet Member for Lifelong Learning, Culture and Leisure</b>
<b>2.</b>	<b>Date:</b>	<b>28 November 2006</b>
<b>3.</b>	<b>Title:</b>	<b>Christmas Illuminations Scrutiny Review – Final Draft</b>
<b>4.</b>	<b>Programme Area:</b>	<b>Chief Executive's</b>

### **5. Summary**

The review sets out the findings and recommendations of the Scrutiny Review Group who looked at the current service provision for Christmas Lights and Trees, both in Rotherham Town Centre and in the Districts. The review looks at budget and funding issues, where the responsibilities for this service lie and what can be done to enhance Christmas Illuminations in the Borough of Rotherham. Performance and Scrutiny Overview Committee commissioned Regeneration Scrutiny Panel to undertake the review following a 'call in' on 22 August 2006..

The Review was endorsed by the Regeneration Scrutiny Panel on 3 November 2006 and PSOC on 10 November 2006. PSOC resolved to add one recommendation to the review as follows:

- That consideration be given to including strategic lighting as part of the tourism/renaissance agenda.

On 14<sup>th</sup> November 2006, the Cabinet Member for Lifelong Learning, Culture and Leisure considered the review at a delegated powers meeting. Further clarification of the recommendation reference 6.1.1 was requested. This report seeks to clarify this recommendation.

The recommendations from the review are attached as Appendix A.

### **6. Recommendations**

- 1. That the Cabinet Member for Lifelong Learning, Culture and Leisure forward the report to Cabinet for their comments.**

## 7. Proposals and Details

i) The review identified a number of areas for action including:

- the spread of responsibilities for the management of Christmas Illuminations in Rotherham and where budgets are held to fund Christmas related activities;
- Creating an equitable approach to Christmas Illuminations;
- Actively seeking sponsorship to fund Trees and Illuminations;
- Using the Gateway Improvement Plan to light Rotherham at Christmas time;
- Ensure that diversity issues are accounted for as part of an annual programme of town centre events.

ii) Recommendation 6.1.1 – Single Events Budget for Christmas Activities

6.1.1 - Christmas Trees, Illuminations, Events and Activities should be funded by the Council from a single Special Events budget.

The review sets out the current arrangements for budgets and funding for Christmas trees, lights, switch on night, events and activities.

These are that funds are currently held across three budgets – Town Centre Management, Ground Maintenance and Culture and Leisure/Christmas Carnival Group.

Accordingly, the review also identifies that a range of tasks relating to the production of 'Christmas across the Borough' is also split between Services.

The recommendations, taken as a whole, are designed to pull the Councils responsibilities for Christmas into one programme area – namely, those functions relating to the town centre and the sites identified for the Gateways. As stated in the review, it is suggested that responsibility for funding district trees and lights etc, will pass to the Area Assemblies, albeit supported by council officers.

The review group considered that it would be logical for funds to be held in one place. The review proposes that town centre Christmas tree's, lights and decorative illuminations, events and activities could be co-ordinated more effectively if managed from a Special Events Budget held by EDS. The recommendations propose that EDS take up responsibility for the provision of Christmas Illuminations in the Town Centre and on Gateway sites.

It is possible that the components of this service provision could exist under a budget heading for 'Christmas', funding Christmas Trees and Lights, Town Centre Illuminations and Town Centre Christmas Events & Activities and the 'Switch-On' evening being the key elements. In addition a parallel budget would show income contributed from sponsors, off setting the agreed percentage of the budget.

In terms of where this budget should sit, the review group considered that the Town Centre Management function would be the best placed to oversee the budget funding Christmas, given that much of the expenditure will relate to Town Centre Activities. However, the review

group acknowledge that funding for the Gateway site illuminations may have to be held separately.

Although the wider remit for Town Centre Events was not within the scope of the scrutiny review, in considering their recommendations, the review identified the obvious link between Town Centre related Christmas Activities and other events organised throughout the year. The review group suggested that Christmas should be one part of an annual programme for the Town Centre along with celebrations/events for other religious festivals.

The review group acknowledge that the placing of budgets and functions in this regard is complicated and would invite the Cabinet Member for Lifelong Learning, Culture and Leisure along with the Services Area's to consider how best this recommendation is implemented.

## **8. Finance**

**Further investigation by CMT is needed in respect of potential sponsorship arrangements in addition to consideration of how current budgets can be organised to produce effective management of funding available for Christmas illuminations.**

## **9. Risks and Uncertainties**

The review identifies a risk for 'gaps' across the Borough where sponsorship cannot be raised to fund Christmas trees and lights.

Failure to address the issue of Christmas Illuminations may lead to further negative public perceptions of the Council.

## **10. Policy and Performance Agenda Implications**

Community Strategy 2002 - 2007

One of the four priorities set out by the Community Strategy seeks to 'stimulate a culture of learning and development to ensure maximum benefit for local people and businesses.

Corporate Plan 2005 - 2010

- Rotherham Alive – Rotherham will be a place where people feel good, are healthy and active and enjoy life to the full.

A key objective is to increase the number of adult and young people participating in cultural activity who feel it improves their quality of life – the target is to achieve the national average by 2010.

- Rotherham Proud – Rotherham people, businesses and pride in the Borough are at the heart of this vision. The Borough will have a positive external image.

Promote the Borough to increase economic activity from tourism – the next economic impact assessment is to be carried out in 2008



## 11. Background Papers and Consultation

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## CHRISTMAS ILLUMINATIONS SCRUTINY REVIEW – APPENDIX A

### 6 RECOMMENDATIONS

#### 6.1 Town Centre Illuminations

6.1.1 Christmas Trees, Illuminations, Events and Activities should be funded by the Council from a single Special Events budget.

6.1.2 That the Special Events Budget should be held by the Town Centre and Marketing Manager based within RIDO in the EDS Programme Area.

6.1.3 That a Town Centre Partnership be set up to co-ordinate all Town Centre Events including the current remit of the Christmas Carnival Group. The Partnership would comprise a basis of the following members:

- Town Centre and Markets Management – EDS
- Streetpride and technical/engineering - EDS
- Commercial and Promotional - C & L
- Neighbourhoods – Town Centre
- Rotherham Visitor Information Centre/Tourism
- Representation from the Town Centre Renaissance Team
- Representation for the BBC Big Screen
- Chamber of Commerce
- Town Centre Shops/Businesses/Restaurants
- Events and Planning Officer – SYP
- Rotherham SYPTTE
- Vicar of Rotherham
- The Mayor
- Cabinet Member for Economic Regeneration and Development Services
- Cabinet Member with responsibility for Culture and Leisure

6.1.4 The Partnership is chaired by the Town Centre and Markets Manager.

6.1.5 The Town Centre Partnership will aim to reduce (but not replace) the Christmas element of the Special Events Budget (20k EDS + 45k C&L) – by replacing internal expenditure with funds from sponsorship.

6.1.6 That once formed, the Town Centre Partnership will set itself realistic targets to achieve the above objective and report these to the Regeneration Scrutiny Panel in the summer of 2007.

6.1.7 The Partnership develops a new Christmas and festival marketing package for the Town Centre.

6.1.8 That consideration is given to including strategic lighting as part of the tourism/renaissance agenda.

6.1.9 The Partnership ensures the celebration of different religious festivals, through the use of lighting and other appropriate decoration is incorporated into the Town Centre Events programme.

6.1.10 The review group support the use of the BBC Big Screen for the celebration of Christmas and other religious festivals.

## **6.2 District Illuminations**

6.2.1 The responsibility of District Trees and Lights transfer to each Area Assembly Co-ordinating Group

6.2.2 That funding for the District Christmas Illuminations is funded primarily from private sector sponsorship. However, (at the discretion of) could be supplemented in future years from the AA own budget.

6.2.3 That support officers from Neighbourhoods and EDS/RIDO work with the co-ordinating groups to put together sponsorship packages tailored to match the requirements/economy of local areas, in addition to the provision of technical support.

6.2.4 That the Christmas Trees at Harthill, Woodsetts and Kilnhurst Village and the Garland at Wath Town Centre are discussed as a matter of priority by the relevant Area Assembly with a view to either continuing with these sites or replacing them within the development of local sponsorship packages.

6.2.5 That Parish Council's are involved in local consultation and working groups set up by the Area Assembly Co-ordinating Group.

## **6.3 The Gateway Initiative**

6.3.1 The review group recommend that 7 Gateway sites are used for Christmas Trees and managed by EDS - as follows:

- Rother Valley West – Junction 31/ M1 Roundabout
- Rother Valley South – Dinnington or Anston – EDS to comment
- Wentworth North – Woodman Island – already in use for annual Xmas tree
- Wentworth South – Taylors Lane Roundabout

- Wentworth Valley – EDS to comment
- Rotherham North – Meadowbank Road – Bradgate Roundabout
- Rotherham South – East Bawtry Road – Worry Goose Roundabout

6.3.2 In making these recommendations, the review group acknowledge that the sites are subject to consultation with EDS in respect of traffic management and health and safety issues.

6.3.3 The timescale for implementation of these sites should be reported to the Regeneration Panel by March 07

6.3.4 Capital cost of approximately £650 per site to install electricity supply and base socket for trees to be met from within Gateway Improvement Plan Financial Expenditure,

6.3.5 The Council, via EDS, to take on the responsibility of developing 7 Gateway Sponsorship packages to meet the annual running costs of supply, lighting and health and safety issues and maintenance.

6.3.6 That no contingency budget for Gateway sites should be retained – every effort should be made to acquire sponsorship for each of the 7 sites.

### **6.4 General Recommendations**

6.4.1 A Christmas Illuminations Strategy for the Council is produced, reflecting the findings and recommendations in this review. All parties referenced in this review should contribute to/be consulted on the strategy; however, the lead for the document should be taken jointly between EDS and Culture & Leisure.

6.4.2 The Christmas Illuminations Strategy is reported to the Regeneration Scrutiny Panel in March 07.

6.4.3 That all sponsorship packages offer a range of benefits to the sponsors

6.4.3 That a new 3 year contract is tendered for the Town Centre Illuminations - this contract is to be managed by the Town Centre Partnership.

6.4.5 Discussions between EDS and 2010 take place to agree the basis on which 2010 will store, replace and erect lights for the Gateway Tree's.

6.4.6 That 2010 work with Area Assemblies to provide technical input to local area illuminations, including storage, replacement and erection of lights. Local sponsorship packages should be designed to cover this cost.

6.4.7 The existing budget of £4000 for District Christmas trees ceases from 2007.

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted