

CABINET MEMBER FOR CULTURE, LIFESTYLE, SPORT AND TOURISM

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

Date: Wednesday, 6th October, 2010

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 previous meeting held on 7th September, 2010 (herewith) (Pages 1 - 2)
4. Archives and Local Studies Service Annual Closure (report herewith) (Pages 3 - 4)

CABINET MEMBER FOR CULTURE, LIFESTYLE, SPORT AND TOURISM
Tuesday, 7th September, 2010

Present:- Councillor St. John (in the Chair) and Councillor Falvey.

D26. MINUTES OF THE PREVIOUS MEETING OF THE CABINET MEMBER FOR CULTURAL SERVICES AND SPORT HELD ON 20TH JULY, 2010

Consideration was given to the minutes of the previous meeting of the Cabinet Member for Cultural Services and Sport held on 20th July, 2010.

Resolved:- That the minutes of the meeting of the Cabinet Member held on 20th July, 2010, be signed as a true record.

D27. ITEMS FROM THE VISITS OF INSPECTION BY THE HEALTH WELFARE AND SAFETY PANEL

Consideration was given to the report which highlighted areas of concern brought to the attention of the relevant service heads by the Health, Welfare and Safety Panel as part of their quarterly visits of inspection.

It was requested that Councillors Falvey and License be included on the circulation list to receive the relevant health and safety information.

Resolved:- That the contents of the report be noted.

D28. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006) (financial/ business affairs).

D29. REVENUE GRANTS

Consideration was given to a report presented by Steve Hallsworth, Acting Director of Culture and Leisure Services, which identified a number of Culture and Leisure Service revenue grants and the proposals for use of the grants as one-off savings to support budget pressures during 2010/ 11.

Further information was provided on the reduction in the external grants and discussion ensued on the available budgets and one-off savings.

It was noted that the South Yorkshire Sport Contribution was to be the subject of further discussion at the South Yorkshire Chief Executive's Meeting shortly. In the event that Rotherham's contribution was not required, this was also to be offered up as a potential saving.

Resolved:- That three of the identified grants be used to support 2010/ 11 in year savings and that the South Yorkshire Sport Contribution also be used if there was no agreement to make the contribution at the South Yorkshire Chief Executive's meeting.

D30. CULTURE AND LEISURE SERVICE – CROSS CUTTING SAVINGS 2010 - 11

Consideration was given to a report presented by Steve Hallsworth, Acting Director of Culture and Leisure Services, which identified Culture and Leisure Service's cross cutting savings targets for 2010/ 11 and the proposals to deliver on these savings.

The report set out information relating to the savings targets, the savings that were made and the outstanding balances that remained. Further information was provided on how the savings could be achieved and whether they were permanent or temporary.

Resolved:- That the proposed savings be approved.

D31. DATES AND TIMES OF FUTURE MEETINGS

Information was shared relating to proposals for future meetings of the Cabinet Member for Culture, Lifestyle, Sport and Tourism.

Resolved:- That the dates be noted.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Culture, Lifestyle, Sport and Tourism
2.	Date:	6 October 2010
3.	Title:	Archives and Local Studies Service Annual Closure
4.	Directorate:	Environment and Development Services

5. Summary

The Archives and Local Studies Service request permission to close to the public for five days at the beginning of December, to carry out essential work on its collections.

6. Recommendations

That the Cabinet Member approves the closure to the public of the Archives and Local Studies Service for five days to carry out essential work on its collections.

7. Proposals and Details

The Archives and Local Studies Service has an annual closure week. During this time the staff undertake work on the historic collections it holds which cannot be completed at any other time as it requires all staff to be available and the use of the space in the public searchroom. This is normal practice within Archive services nationally to allow necessary collections work to be undertaken.

This year we would like to close to the public for the week Monday 6 December – Saturday 11 December inclusive; the searchroom is normally open from Tuesday – Saturday. December is one of the quietest months, which is why in past years the closure week has been scheduled for this time. If this closure is approved, this would be publicised well in advance to our users, including on our webpages, in the searchroom and through a press release.

This closure is important in ensuring that the work required to keep RMBC's historic collections and documents in excellent order. This year staff will build upon the work of last year, which focused upon the Service's earlier ordnance survey map collection. It is now necessary to concentrate on the later ordnance survey map collection including the national grid series. It will also allow the service to finalise the audit of the 220 boxes received from Sheffield Archives in September, which had originally formed part of the South Yorkshire collections.

The impending relocation of the service also means that a clear and careful catalogue of our collections need to be undertaken to ensure that transfer can take place with minimum risk to the integrity of the service and its collections.

8. Finance

None.

9. Risks and Uncertainties

No complaints have been received about previous closure weeks. Without this annual closure the integrity of the collections will be more difficult to ensure particularly with a forthcoming move. This may also affect our ability to continue to successfully bid for external funding from e.g. The Heritage Lottery fund.

Enquiries received by post, email and telephone will still be logged and monitored.

10. Policy and Performance Agenda Implications

Being able to undertake essential preservation and documentation work on the historic collections is aligned with the Council's priorities for performance management and excellence in service delivery across all seven of the corporate themes.

11. Background Papers and Consultation

None.

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