



# NOTICE OF MEETING

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**CABINET MEMBER FOR CULTURE, LEISURE AND SPORT**

**FRIDAY, 12 DECEMBER 2014 AT 9.00 AM**

**THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL**

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**CABINET MEMBER FOR CULTURE, LEISURE AND SPORT**

Councillor Linda Symes (Conservative)

## **Group Spokespersons**

Councillor Lee Hunt, Liberal Democrat

Councillor David Horne, Labour

Councillor Julie Swan, UK Independence Party

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(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## **AGENDA**

- 1 Apologies for absence**
  
- 2 Declarations of interest**

### 3 **Post evaluation report for pilot Shopping Festival 2014** (Pages 1 - 10)

#### Purpose of report

to provide an update to the Cabinet Member for Culture, Leisure and Sport on the success of the shopping festival and put forward recommendations for the future. It was committed in the PRED briefing of Thursday 27 March to bring back a report to a future, post event, portfolio decision meeting. The paper includes an analysis of the event and improvements and plans for next year.

#### **RECOMMENDED**

**That the event is repeated in 2015 but with the proposed changes of:**

- **That the festival run for a shorter duration of 4 days from 18th to 21st September 2015.**
- **That the timing of the festival should be linked to a partner event in the Guildhall square.**
- **That the city centre managers support and promote the festival in their district shopping centres and run individual events.**
- **That the festival is expanded to cover certain shopping areas including the North of the city.**

### 4 **Library and Archives Fines and Charges Review 2015 - 16** (Pages 11 - 20)

#### Purpose of report

To review all library fines and charges levied by Portsmouth Library Service. This should ensure that charges cover the cost of service delivery and where practical are in line with those charged by neighbouring authorities.

#### **RECOMMENDED**

**(1) That the following charges should increase from 1<sup>st</sup> April 2015 by the amounts indicated:**

Item	Current Charge 2014/15	Proposed Charge 2015/16
<b>Library</b>		
<b>Books - overdue</b>	Adults: 17p per day to max of £8.50 Children: No charge	Adults: 18p per day to max of £9.00 Children: No charge
<b>CD hire</b>	£1.50 per month	£1.00 per week
<b>CD overdue charge</b>	All: 30p per day to max of £8.50	All: 30p per day to max of £9.00
<b>Reservation fees</b>	Books not in stock - UK loan £3.50	Books not in stock - UK loan £4.00
<b>DVD overdue charge</b>	Adults: 60p per day to max of £8.50 Children: 30p per day to max of £8.50	60p per day to max of £9.00 Children: 30p per day to max of £9.00

<b>Portsmouth History Centre</b>		
<b>Research fees:</b>	30 minutes £13.50	£14.00
<b>Vehicle registration log transcriptions</b>	£12.50	Vehicle registration log transcriptions: £14.00
<b>Attach image to CD</b>	£3.00	Image attached to CD: £5.00 per image and £1.00 for CD

(2) That the following new charges be applied from 1<sup>st</sup> April 2015 with the condition that the services reserves the right to refuse copy where the process would put the document at risk.

<b>Item</b>	<b>Proposed charge 2015/16</b>
<b>Photocopying - from PHC sources where staff support is required - new charge for 2015</b>	B&W A4: 50p B&W A3: £1.00 Colour A4: £1.50 Colour A3: £3.00
<b>Photography permit (daily) - new charge for 2015</b>	£10.00 per day

(3) That the following charges should remain unchanged for the year beginning 1<sup>st</sup> April 2015 from those set for 1<sup>st</sup> April 2014

<b>Item</b>	<b>Current charge</b>
<b>DVD hire</b>	£3.50 new releases £2.50 other stock
<b>Items lost or damaged beyond repair: members 5 + years - all adult</b>	Full replacement cost
<b>Reservation fees</b>	Books already in stock £1.00
	International loans - at cost
	Music scores (set of 40): £15.00
<b>Replacement library tickets</b>	Adult: £1.50 Child: £0.50P
<b>Fax services</b>	UK A4 £1.00 Rest of world: £2.00 Receipt of fax: £0.50p

<b>Braille Services</b>	Core copy per A4 sheet: £3.50 Additional copy per A4 sheet: £0.60p  Service free to individual with vision impaired
<b>Patent Documents</b>	Copies obtained from other libraries at cost
<b>Photocopying/prints</b>	A4 b&w: 10p A3 b&w: 20p A4 colour: £1.00 A3 colour: £1.50
<b>IT Suite Hire</b>	Hire of IT suites at Carnegie, Central & Southsea Libraries £18.00 per hour £13.50 per hour for PCC/charities/voluntary orgs
<b>Baptism, marriage and confirmation certificates:</b>	£12.00
<b>Image to be sent by email</b>	: £5.00
<b>Prints from microfilm/microfiche</b>	A4 b&w £0.50p A3 b&w: £1.00
<b>Photographic prints</b>	7x5 £5 8x6 £6 10x8 £7 12x10 £10.50
<b>PHC Postage</b>	£5.00 min. Additional charge at cost

**5 Fees and charges for Portsmouth Museums and Visitor Services (Pages 21 - 32)**

Purpose of report

To propose a number of changes and additions to the current Fees and Charges for Portsmouth Museums and Visitor Services from April 2015.

**RECOMMENDED**

- (1) The increase in line with inflation to the Museum service's admission fees plus amendments to the Leisure Card rate to meet the 40% agreed discount, as listed in Appendix 1, are agreed.**
- (2) The 5% increase to the Museum venue hire charges as listed in Appendix 2 are agreed.**

- (3) **The changes to charges for the hire of the Castle Keep, the D-Day Museum Dulverton Wing and new charges for spaces at Portsmouth Museums as listed in Appendix 2 are agreed.**
- (4) **Wedding charges, including a year on year increase of 5%, as listed in Appendix 3 are agreed through to March 2018 to enable future bookings.**
- (5) **The Museum Service will apply the same charges agreed for Archives for research fees, attaching images to a CD, photocopying and assisted photocopying, the daily photography permit and for photographic prints.**
- (6) **Officers are able to offer a promotional discount for weddings and continue to test the potential of new income generating activities such as markets and specialist 'master-classes'. Where such charges are applied Leisure Card holders will be offered a 40% reduction.**

**6 Mythical Maze: The 2014 Summer Reading Challenge (Pages 33 - 40)**

Purpose of report

To inform the Cabinet Member of the results of the 2014 Summer Reading Challenge; the importance of encouraging children to read for pleasure; our growing engagement with young volunteers to support this initiative and to consider ways that pupil participation might be increased in the coming years.

**RECOMMENDED**

**That the Library and Archive Service engage directly with schools, to explore how pupil participation in the Summer Reading Challenge can be increased. This could include embedding it in school improvement plans; targeting those schools with lower levels of participation and specific year groups or pupils.**

**7 Charges at Great Salterns Golf Course (Pages 41 - 54)**

Purpose of report

(1) To present a review of the performance figures at Great Salterns Golf Course for the period April to September 2014 in order to gauge the effect of the new pricing policy (implemented in April 2014) by comparing this year's participation and income figures with previous years and with the golf market more widely.

(2) To recommend golf charges for the 12 months from April 2015.

**RECOMMENDED**

- (1) That the Cabinet Member notes the effect of the new pricing policy on participation and income for 2014/15 and approves the continuation of this policy to encourage greater participation.**
- (2) That approval is given for golf charges for 2015/16 at Great Salterns Golf Course as set out in the attached schedule.**
- (3) That approval is given for putting back the start of the off-peak period from 2pm to 4pm April to September; and from 12 noon to 2pm October to March.**
- (4) That approval is given to make adjustments to prices at any point in the year if it becomes apparent that income from golf charges declines further than would be expected, taking into account the overall decline in the current golf market.**

**The following items are for information only**

**8 Portsmouth Libraries Stock Practices and Principles (Pages 55 - 66)**

Purpose of Report

This report seeks to inform the Cabinet Member on Portsmouth Library Service's stock practice: the understanding and requirements behind the provision of stock in Portsmouth Libraries. Portsmouth Libraries follows a number of principles to inform stock selection, management and processes which are explained in sections 4-10.

**9 The Portsmouth Mobile Library (Pages 67 - 70)**

Purpose of Report

To update the Cabinet Member on performance and progress made by the Portsmouth Mobile Library after the first two months of operation.

**10 Update on the Conan-Doyle Collaborative Doctoral Award with the University of Portsmouth (Pages 71 - 74)**

Purpose of Report

To update members on the progress of the Collaborative PhD project between Portsmouth City Council and the University of Portsmouth funded by the Arts and Humanities Research Council (AHRC). The project will run October 2013 to September 2016.

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