

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

RECORD OF DECISIONS taken by the Cabinet Member for Culture, Leisure and Sport, Councillor Linda Symes, in the meeting held on Friday, 12 December 2014 at 9.00 am at The Executive Meeting Room - Third Floor, The Guildhall

### **Also Present**

Councillor Lee Hunt

#### **42. Apologies for absence (AI 1)**

Apologies for absence had been received from Councillor Julie Swan.

#### **43. Declarations of interest (AI 2)**

There were no declarations of interest.

#### **44. Post evaluation report for pilot Shopping Festival 2014 (AI 3)**

(TAKE IN REPORT BY THE HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

The report was introduced by Jane Wilson, Destination Brand Manager.

**DECISIONS** the Cabinet member agreed that the event should be repeated in 2015 with the following changes:

- 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.

#### **45. Library and Archives Fines and Charges Review 2015 - 16 (AI 4)**

(TAKE IN REPORT BY THE HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

Lindy Elliott, Library and Archives Services Manager introduced the report.

### **DECISIONS**

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

<b>Item</b>	<b>Current Charge 2014/15</b>	<b>Proposed Charge 2015/16</b>
<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 change
<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

**46. Fees and charges for Portsmouth Museums and Visitor Services (AI 5)**

(TAKE IN REPORT BY THE HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

Jane Singh, Visitor Services and Development Manager introduced the report.

**DECISIONS that:**

- (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.**

**47. Mythical Maze: The 2014 Summer Reading Challenge (AI 6)**

(TAKE IN REPORT BY THE HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

David Percival, Learning and Engagement Manager introduced the report. He introduced Annie Gunthorpe, Headteacher at Westover Primary School

whose school had a high participation in the Summer Reading Challenge. Mrs Gunthorpe explained the importance of the Summer Reading Challenge and some of the reasons why participation was so high in the school including the school being in close proximity to a library. Mrs Gunthorpe said she was happy to assist officers where she was able with improving participation for next year's challenge and gave a few suggestions to improve the Challenge including:

- Locate the mobile library near those schools that have a low participation in the Summer Reading Challenge.
- Publicise the dates/times of the location of the mobile library to schools before the schools break up for the summer.
- The increase of e books would remove the barriers for children to complete the Challenge.
- Schools to have a suggested reading book for specific year groups.
- Have a couple of texts where children are required to find a specific piece of information in the book which will encourage them to keep reading.
- Promote the Summer Reading Challenge through the headteachers conference.

In response to a question about how to embed this into each schools improvement plan, it was felt that officers needed to target those schools with low participation. Other avenues needed to be sought to reach parents to encourage them to support their children with the reading challenge. In response to a question regarding reasons why some schools have low participation rates, it was suggested that not being in close proximity to a library could be a reason.

Members felt the Summer Reading Challenge was an excellent idea and thanked Annie Gunthorpe for attending the meeting and her suggestions.

## **DECISION**

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

### **48. Charges at Great Salterns Golf Course (AI 7)**

(TAKE IN REPORT BY THE HEAD OF TRANSPORT AND ENVIRONMENT SERVICE)

David Moorman, Parks Manager introduced the report. In response to a question he advised that a letter would be sent in due course to the course professional thanking them for their advice and input into the review.

**DECISIONS:**

**(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.**

**49. Portsmouth Libraries Stock Practices and Principles (AI 8)**

(TAKE IN INFORMATION REPORT BY HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

The report was introduced by Clare Forsyth, Service Development Manager. She advised that the procurement process for the e books offer would start on 5 January 2015.

The Cabinet Member noted the information report.

**50. The Portsmouth Mobile Library (AI 9)**

(TAKE IN INFORMATION REPORT BY HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

The report was introduced by David Percival, Learning and Engagement Manager. He advised that officers would continue to seek new locations for the mobile library and were reviewing the current timetable. The ideas suggested with regard to the mobile library from Annie Gunthorpe would also be considered.

The Cabinet Member noted the information report.

**51. Update on the Conan-Doyle Collaborative Doctoral Award with the University of Portsmouth (AI 10)**

(TAKE IN INFORMATION REPORT BY HEAD OF CITY DEVELOPMENT AND CULTURAL SERVICES)

The report was introduced by Jane Mee, Museums and Records Service Manager and she explained that Katharine Brombley was unable to attend the meeting.

Members felt that this was a great initiative. The Cabinet Member noted the information report.

The meeting concluded at 9.30 am.

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Councillor Linda Symes  
Cabinet Member for Culture, Leisure and Sport