

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

RECORD OF DECISIONS taken by the Cabinet Member for Culture, Leisure and Sport, Councillor Linda Symes, at the meeting held on Friday, 28 April 2017 at 9.00 am at the The Executive Meeting Room - Third Floor, The Guildhall

### **Present**

Councillor Linda Symes (in the chair)

Councillor Lee Hunt  
Councillor Stephen Morgan

### **Officers Present**

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

Apologies for absence were received from Councillor Julie Bird.

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

There were no declarations of interest.

#### **8. Portsmouth City Council Sports Facilities Strategy 2017-2027 (AI 3)**

(TAKE IN REPORT)

Kelly Nash introduced the report and said that Rachel Fowler, Director at Strategic Leisure Ltd. had been invited to attend today's meeting. Rachel had helped officers with the development of the strategy.

Rachel gave a presentation and explained that the strategy forms an evidence base for the emerging local plan. She summarised the findings from the facility analysis of sports halls, swimming pools, health and fitness and other sports provision within the city and it was recommended that the strategy continue to be reviewed. Rachel's presentation would be added to the agenda papers following the meeting.

Councillor Hunt said he was grateful for the work done by officers and Rachel on the development of the strategy however raised concerns about the findings of the swimming pool provision in the city. Councillor Symes said that BH Live would be addressing the points highlighted from the facility analysis.

### **DECISIONS:**

- (1) The attached Sports Facilities Strategy 2017-2027 was adopted as the key document to guide future planning and decision-making around sports facilities.**
- (2) The 10-point strategic recommendations and underpinning action plan was agreed as the basis for work on sports facilities in the short to medium term.**

## **9. Libraries and Archives Update report (AI 4)**

(TAKE IN REPORT)

The report was introduced by Lindy Elliott, Library and Archive Services Manager.

Councillor Morgan asked about the economic value of the volunteers for the library service. Lindy said that she did not have a figure to hand but would provide this information. In response to a follow up question Lindy advised that the library hosts the volunteer service and are working closely with them. Volunteers are recognised at Christmas and also attend the inspiring volunteer award ceremony.

The Cabinet Member said that this was a fantastic report and the work achieved to date by the service, supported by volunteers was wonderful. Councillors Hunt and Morgan endorsed this and added that team was providing a great service and said they were very grateful for the work of the volunteers.

### **DECISIONS:**

- (1) The updates to the agreed actions from the Portsmouth Libraries and Archives Annual Update Report 2016/17, shown at paragraph 3 were noted.**
- (2) The following actions and activities at 2.2 .1 - 8 be carried forward from the previous year to be delivered or continued in 2017/18:**
  - 2.2.1 Deliver annual budget savings 2017/18.**
  - 2.2.2 Increase volunteer hours with the Library and Archive Services by 5% annually.**
  - 2.2.3 Develop and agree a policy for the identification, safe storage and management of "Born Digital" archive for Portsmouth.**
  - 2.2.4 Continue to develop the health and wellbeing library offer and specialist collections, concentrating on the development of a central Health Hub and information leaflet presentations to be developed in partnership with other agencies.**
  - 2.2.5 Continue the delivery of digital archives project with a procured external provider.**
  - 2.2.6 Move the key communication model, with library users from post to email, with charges at cost for postal communication from April 2018. This has been delayed from the previous**

report due to delays in improving the Library Management System

- 2.2.7 Develop and expand the Friends Group programme specifically targeting Cosham and North End in 2017/18.
- 2.2.8 Continue the delivery and development of the following annual events:

- BookFest Book Festival
- Portsmouth History Fair/Archives Week event
- Summer Reading Challenge, with emphasis on increasing the number and diversity of participants
- Portsmouth Book Awards for Picture Books, Shorter Novel and Longer Novel
- Portsmouth Literature Quizzes
- Schools Library Service "Meet the Author" Programme

- (3) The following recommendations for action were added to the Library Operations Plan for the forthcoming year 2017/18 to be delivered within existing budgets or subject to the identification of additional funding:

The following improvements to the Library Management System were made:

- (a) Upgrade from Spydus 8 to Spydus 10 including the addition of modules as below:
- Events and ticket sale
  - Auto EDI
  - Volunteer access
  - Mobile App
- (b) Upload the Archive Calm catalogue to Spydus 10 and develop web access, subject to the identification of funding
- (c) Deliver works to update the Southsea Library café and create a storytelling centre within the children's library and repair the front access doors - funding is already in place for this
- (d) Deliver works to Beddow Library providing disabled access to the garden area and improvements to the space - funding is already in place for this.
- (e) Work with adult social care to develop a trainee scheme to enable adults with learning difficulties to gain work experience in libraries
- (f) Develop a programme of funding applications to supplement activity and support for existing agendas
- (g) Conduct a Mobile Library Review to maximise use of the vehicle and reach a more diverse demographic.
- (h) Establish a focus group mechanism to feedback on stock preference and purchase
- (i) Explore the development of a separate web site to be shared by Schools Library Service, the Public Library Service and Portsmouth Archive.

**10. Libraries and Archives Service Website (AI 5)**

(TAKE IN REPORT)

The report was introduced by David Percival, Outreach and School Library Service Manager. In response to a question regarding timescales, David and Lindy Elliott advised that if the report is approved they will be meeting with the web team next week for initial discussions and a consultation with stakeholders will take place. Once the Spydus 10 upgrade has gone live on 10<sup>th</sup> May the service will be better placed to progress with this.

**DECISIONS: The Cabinet Member for Culture, Leisure and Sport**

- (1) Approved the submission of a business plan to the PCC Web Board, supporting the development of an external website and related functionality to improve Library and Archive Service engagement with its customers.**
- (2) Agreed to the underspend of £40K from the Schools Library Service being allocated to this joint project to convey benefit on Public Libraries and Archives as well as its own Traded Service.**

The meeting concluded at 9.40 am.

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Councillor Linda Symes  
Cabinet Member for Culture, Leisure and Sport