



## **PORTFOLIO HOLDER DECISION NOTICE**

### **INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR CULTURE, HERITAGE AND SPORT**

### **TOPIC – CULTURE, HERITAGE AND SPORT PORTFOLIO PLAN 2012/13**

#### **PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed request, the Leader may require the matter be referred to Cabinet for determination.

#### **Contact Officer:**

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#### **Committee Administrator:**

Nancy Graham, Tel: 01962 848 235, Email: [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk)

#### **SUMMARY**

Approval is sought for the attached Culture, Heritage and Sport Portfolio Plan 2012/13.

The concept of producing Portfolio Plans was approved by Cabinet as part of the Change Plans 2012/13: Consultation Draft report ([CAB2249](#), 9 November 2011 refers).

Positioned alongside the four Change Plans which capture only the most significant actions to which the Council is committed, the Portfolio Plans include many of the other actions, though less significant that still contribute to the overall delivery of the three outcomes included in the Community Strategy and the Council's own outcome to be an "Efficient and Effective Council".

Portfolio Holders will be responsible for monitoring the actions included in their respective Portfolio Plan through their regular discussions with the relevant Heads of Team.

It was agreed with the Portfolio Holder for Finance and Estates that there would not be a Portfolio Plan for this Portfolio due to the monitoring and transparency that already exists through regular monitoring and reports to Audit Committee, Cabinet and The Overview and Scrutiny Committee. In respect of Finance, the work is mostly dictated by statutory reporting requirements; e.g. the Budget, the Statement of Accounts and the Treasury Management Strategy with any significant projects being reflected in Change Plans. For Estates, the Asset Management Plan sets out the work programme for the coming year and beyond as well as significant projects being included in relevant Change Plans.

### **DECISION**

That the Culture, Heritage and Sport Portfolio Plan 2012/13 be approved as attached at Appendix 1.

### **REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The attached Portfolio Plan forms part of a suite of Plans with one for each Portfolio Holder. Each Plan includes the significant actions put forward by Heads of Teams that have not been included in relevant Change Plans which were approved by the Council in January 2012.

### **RESOURCE IMPLICATIONS**

The resources allocated to the delivery of individual actions are largely contained within existing resources commitments for individual teams as part of the budget setting process. However, where insufficient resources are available, including either capital or revenue funding, this may be the subject of a future growth bid which will require appropriate Member approval before the project can be progressed.

### **CONSULTATION UNDERTAKEN ON THE DECISION**

The Portfolio Holder for Culture, Heritage and Sport has been consulted on the projects included in the attached Portfolio Plan.

### **FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

N/A

### **DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

N/A

### **DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

N/A

**Approved by: (signature)**

**Date of Decision: 25.04.12**

**Councillor Patricia Stallard**

**Portfolio Holder for Culture, Heritage and Sport**

## Culture, Heritage & Sport Portfolio Plan 2012/13



### Historic Environment Team

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HE/002 IHBC Annual Conference	Organisation of IHBC (Institute of Building Conservation) Annual National Conference	Organisation of programme, accommodation and venues for 3 day national conference is completed reflecting Winchester in its best light and promoting Winchester as an historic destination.	Speakers biographies and information on content of presentation to be finalised	30-Apr-2012	21-Jun-2012	Head of Historic Environment
			Final instructions and details for each venue on each day to be agreed including catering and delegates pack contents	31-May-2012		
HE/003 Heritage Crime Memorandum of Understanding	Sign up the Council to the Memorandum of Understanding on Heritage Crime	Winchester CC participates in the concerted effort to prevent all forms of heritage crime and contributes to the National data base and knowledge/experience bank for dealing with heritage crime.	Portfolio holder decision report drafted for consultation internally	30-Apr-2012	31-Jul-2012	Head of Historic Environment
			Internal meeting of representatives of all council officers involved in crime prevention and enforcement to be held to discuss proposal and implications of signing MOU	15-May-2012		
			Finalise Portfolio Holder Decision report, carry out	30-Jun-2012		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
			necessary Member consultation and arrange signature.			
			Advise Chief Inspector for Heritage Crime Initiative of signing. Carry out desired publicity.	31-Jul-2012		
			Mechanics of reporting heritage crime and for liaising to be devised and distributed to participating teams.	31-Jul-2012		
HE/004 War Memorials Database	Establishment of a council database containing information on all known war memorials and to enhance liaison with interested parties.	Database of known locations and conditions of war memorials to be established and to manage liaison with interested parties in build up to centenary of WWI (2014). Data to be added following survey of parishes. Head of Historic Environment to act as Council representative for all matters pertaining to war memorials.	Contact all parish councils who have not already responded to initial call for information	31-Mar-2012	31-Mar-2013	Head of Historic Environment
			carry out search of other sources of information available ie HER, museums archive, County Records Office.	30-Apr-2012		
			Develop a press release highlighting work and interest in memorials pending the forthcoming centenary	31-May-2012		
			Compile survey data	31-Mar-2013		

**Landscape & Open Spaces Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Due Date	Action Due Date	Who's Accountable
AC/003.4 Play Area Refurbishment Programme	Five Year refurbishment programme for WCC Play Areas in Winchester Town Area (Years 2-5)	Play Areas refurbished to maintain high quality provision for children's play	Programme for Year 3 completed	31-Mar-2013	31-Mar-2014	Head of Landscape & Open Spaces
			Programme for Year 4 completed	31-Mar-2014		

**Museums Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
EP/001.2c Bar End Museums Store	Programme: Encouraging innovative solutions to premises and transport challenges in the Town area	We have rationalised the reserve collections held at the Bar End store and moved them to a new location	Costings for the second phase of CBM disposal and costings for slate, samples and other materials to be obtained along with calculations for new storage requirements	31-Mar-2012	30-Apr-2013	Head of Museums
			Potential date to move out of the Bar End store and into the replacement store	31-Oct-2012		

**Sports and Physical Activity Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
SPORT/001 Increase levels of adult physical activity	Increase levels of adult physical activity by introducing adult activity programmes across three key initiatives (GP Referral, Health Walks & Run In England).	Through the delivery of three activity programmes increase the number of adults who are more physically active in the district.	Community Classes - Participants (See SPA002)	31-Mar-2012	31-Mar-2013	Head of Sports & Physical Activity
			GP Referrals - Participants (See SPA001)	31-Mar-2013		
			Health Walks - Throughput (See SPA003)	31-Mar-2013		
			Run In England - Throughput (See SPA004)	31-Mar-2013		
SPORT/002 Increase levels of children taking part in sport and physical activity	Implement activity programmes to increase the amount of children taking part in sport and physical activity (Using Special Events & Activity Programmes).	Reduction in obesity levels in children and increased participation in those taking part in activity sessions.	Winchester 2012:Personal Bests - Participants (See SPA005)	30-Jun-2012	31-Mar-2013	Head of Sports & Physical Activity
			Sportivate - Participants (See SPA006)	31-Mar-2013		
SPORT/003 Increase the number of coaches and volunteers in sport	Implement coaching and volunteering opportunities to increase the number of coaches and volunteers in the district.	More people involved in coaching and volunteering in the district.	Winchester 2012:Personal Bests - Volunteer Leaders (See SPA007)	31-Mar-2012	31-Mar-2013	Head of Sports & Physical Activity
			Winchester - Sport Makers (London 2012 Volunteers) (See SPA008)	31-Mar-2013		
			Winchester 2012: Clubs - New Volunteers (See SPA009)	31-Mar-2013		

