

EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR CULTURE, SPORT AND TOURISM

TUESDAY, 24 October 2017

PRESENT: Councillor P. Hughes-Griffiths (Executive Board Member).

The following officers were in attendance:

M Mason, Museum Development Manager

E. Retallick, Principal Arts Officer

K. Thomas, Democratic Services Officer

Democratic Services Committee Room, County Hall, Carmarthen - 2.00 - 2.20 pm

1. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

**2. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE
MEETING HELD ON THE 11TH AUGUST 2017.**

RESOLVED that the decision record of the meeting held on the 11th August, 2017 be signed as a correct record.

**3. POLICIES TO SUPPORT CARMARTHENSHIRE MUSEUMS' ACCREDITATION
STANDARD RETURN**

The Executive Board Member considered a report on proposed revisions to the following existing policies relating to the operation of the Museums Service, previously approved by the Executive Board Member for Regeneration and Leisure on the 15th March 2013.

- Carmarthenshire Museums Access Policy Statement (2017-2022)
- Carmarthenshire Museums Collections Development Policy (2017-2022)
- Carmarthenshire Museums Collections Care and Conservation Policy (2017-2022)
- Carmarthenshire Museums Documentation Policy Statement (2017-2022)
- Carmarthenshire Museums Environmental Sustainability Policy (2017-2022)

It was noted that as a requirement of the Museums Accreditation Process, the Authority had to provide evidence its policies were regularly reviewed and formally approved within its accreditation return, by the 31st October, 2017.

The Museums Development Manger referred to the Documentation Policy Statement and advised that, subject to approval, the first sentence on page 4 thereof relating to the 'Controlled Access to Sensitive Information' would be amended to read "All requests for information will be considered in terms of compliance with the Data Protection Bill 2017, Freedom of Information Act (2000)......"

RESOLVED that subject to the above amendment to the Documentation Policy Statement the proposed revisions to the five policy documents be

approved for inclusion within the Authority's submission for Accreditation Standard.

4. RECOVERY AND REDISTRIBUTION OF COMMUNITY ARTS DEVELOPMENT GRANT

The Executive Board Member considered a report on proposals for the Authority to seek recovery from Llais (County Umbrella Youth Theatre Body) the sum of £8,496.90 in respect of an undistributed portion of a community arts development grant paid to the organisation in 2012.

The Principal Arts Officer advised that following recovery of the grant it was intended to return the money to the Culture/Arts Fund for redistribution to organisations to apply for a small grant, via the application form appended to the report, to support their arts development work.

RESOLVED that

- 4.1 The Authority write to Llais seeking recovery of £8,496.90 of an undistributed community arts development grant paid to the organisation in 2012**
- 4.2 Upon recovery of the grant it be returned to the 'Culture/ArtsFund' for redistribution in accordance with procedure and via completion of the application form appended to the report**

EXECUTIVE BOARD MEMBER

DATE