
PROCEDURES FOR DEALING WITH TDC ARTEFACTS – REFERRED TO THE OVERVIEW & SCRUTINY PANEL BY THE GOVERNANCE & AUDIT COMMITTEE

To: **Overview & Scrutiny Panel – 23 April 2013**

Main Portfolio Area: Community Services

By: **Charles Hungwe, Senior Democratic Services Officer**

Classification: **Unrestricted**

Ward: **N/A**

Summary: The report requests Members of the Overview & Scrutiny Panel to consider the issue regarding 'Procedures for dealing with TDC artefacts' that was referred to the Panel by Members of the Governance & Audit Committee

For Decision

1.0 Introduction and Background

- 1.1 Members of the Governance & Audit Committee considered an agenda item on 'Procedures for dealing with TDC artefacts' on 21 March 2013. This issue had referred to the Committee by the Chairman of the Governance & Audit Committee. Members may wish to refer to the minutes of the Governance & Audit Committee for that meeting, which are in Annex 1 to the report.
- 1.2 Members raised some concerns about the shortcomings of the current management approach to ensure safe keeping of the artefacts. Of particular concern was the absence of a written Council procedure for dealing with TDC artefacts.
- 1.3 Council Officers were currently updating the inventory for the artefacts and substantial changes had been made to inventory monitoring. An officer report on 'A Museums processes document' would be produced for Members' consideration at the net meeting of the Governance & Audit Committee in June 2013.

2.0 Governance & Audit Committee Referral

- 2.1 It was then proposed by Councillor W Scobie, seconded by Councillor Campbell and agreed by Members that:
 - The item 'Procedures for Dealing with TDC Artefacts' be taken to the Overview and Scrutiny Panel.'
- 2.2 The Chairman of the Overview & Scrutiny Panel agreed for that the item be included in the Panel agenda. The Chairman also requested that 'A Statement of concern – Margate Museum and the TDC art collection' and the letter (that was considered at the Governance & Audit Committee meeting) from a member of the public, be included as part of this report are hereby attached as Annex 2 and Annex 3.

3.0 Options

3.1 Members of the Overview & Scrutiny Panel may wish to keep a watching brief on this issue, until after the next meeting of the Governance & Audit Committee at which meeting a officer report on the subject would be considered.

3.2 Members may wish to set up a task & finish group to carry out a review of the procedures, historical and current for managing TDC artefacts and officer recommendations on how best to improve the system.

4.0 Corporate Implications

4.1 Financial and VAT

4.1.1 There are no direct financial implications arising directly from this report.

4.2 Legal

4.2.1 There are no legal implications arising directly from this report.

4.3 Corporate

4.3.1 In this part, the opportunity should be taken to cover such matters as:

4.4 Equity and Equalities

4.4.1 There are no equity and equalities issues arising directly from this report.

5.0 Recommendation(s)

5.1 With reference to the options in Section 3.0, guidance is sought from Members of the Panel.

6.0 Decision Making Process

6.1 This is potential project proposal scrutiny review that the Overview and Scrutiny Panel can undertake. Any outcomes from such a review would be for the purposes of strengthening corporate management systems and recommendations would be referred to Cabinet

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Annex List

Annex 1	Governance & Audit Committee Unconfirmed/Draft Minutes – 21 March 2013
Annex 2	A Statement of concern – Margate Museum and the TDC Art Collection
Annex 3	Letter considered at Governance & Audit Committee meeting – 21 March 2013 -

Background Papers

Title	Details of where to access copy
None	N/A

Corporate Consultation Undertaken

Finance	Sarah Martin, Financial Services Manager
Legal	Harvey Patterson, Corporate & Regulatory Services Manager