

Paragraph 12 of Part 4 of the Rules of Procedure contained within the City Council's Constitution provides that a Member of the Council may submit a written question to the Leader of Council or any Cabinet Member.

This document informs Members of Council of written questions put to the Leader of the Council and Cabinet Members and written replies thereto.

**Cabinet is recommended to**

- (a) Note the written questions submitted and corresponding responses.**
- (b) Note the supplementary questions and corresponding responses delivered verbally within the 15 minutes available for Questions by Members.**

No.	Question from/to	Question
1.	From Councillor Field to the Leader of the Council and Cabinet Member for Environment	Given the lack of interest in the tree officer post, what will be done to encourage applications?
		<p><b>Response:</b></p> <p>The job description and pay grade evaluation are being reviewed. A number of short-term options are being explored whilst the job description is being reviewed including the use of external contractors or agency staff as well as getting support from partners and other Local Authorities.</p>
2.	From Councillor Field to the Cabinet Member for Culture and Leisure	When did the council lose its grade 1 government indemnity? Why was it lost?
		<p><b>Response:</b></p> <p>We are unable to confirm when (or if) government indemnity was held, owing to limited access to our records. As soon as we have records access restored we should be able to provide an update.</p>
3.	From Councillor Field to the Cabinet Member for Culture and Leisure	Are the Turner paintings still in council possession? How are they displayed or protected?
		<p><b>Response:</b></p> <p>No – a number of J.M.W. Turner paintings were on long-term loan to the Museum from the estate of the late owner. The inheritor of the estate wished to sell them, and the Museum was unable to raise the funds required to purchase the works, so they were returned.</p> <p>We do have a painting by William Turner of Oxford in the collection. This is not currently on display and may be viewed by appointment.</p>
4.	From Councillor Field to the Cabinet Member for Culture and Leisure	How many people are currently assigned to cataloguing the museum collections? Are any volunteers? If so, how are they supervised?

	<b>Response:</b>	
	Currently there are 4 staff members of the museum collections team (Collections Officer, Collections Team Leader & 2 Visitor Experience Assistants (Collections)) that look at cataloguing alongside other projects and priorities. 2 are focused on the Folk decant and inventory with additional support of x 5 Collections Volunteers for 3 days a week. The volunteers are managed by the Collections Team Leader and supervised and trained by those working onsite with them. The Collections Officer & Collections Team Leader provide support and assistance at the Folk between 1-2 days a week. Their focus is on creating an inventory of all the collections held at the Museum.	
5.	From Councillor Field to the Cabinet Member for Culture and Leisure	Are any disposals being considered as a result of the cataloguing exercise?
	<b>Response:</b>	
	Yes, objects are being identified for potential rationalisation as part of the cataloguing process. We are currently carrying out a review of our past disposals and rationalisation processes to ensure that our documentation is up to date to meet SPECTRUM standards and to create a new rationalisation process that complies with our Accredited status and following the Museum Association Disposals Guidance and Code of Ethics.	
	We have had to make some condition-led disposals due to poor long-term storage last summer and this was fully documented.	
6.	From Councillor Field to the Cabinet Member for Culture and Leisure	Is the civic silver properly catalogued, photographed and insured?
	<b>Response:</b>	
	There is an existing catalogue of the Civic Silver collection and much of it has been photographed for documentation and insurance purposes. This will be reconfirmed as part of the wider cataloguing process of the Museum's Collections.	
7.	From Councillor Field to the Cabinet Member for Culture and Leisure	The council held a successful Richard III Festival some years ago. Will Richard III be more strongly featured in future museum exhibits and festivals?
	<b>Response:</b>	
	We are aware that several important stories connected to Gloucester are only lightly touched upon in the Museum, including Richard III and Athelflaed. Once the Folk project and cataloguing process is complete, we will hold a review of the displays in general. Part of this will involve doing community and audience development work to ensure that the displays are being led by our communities. We will certainly consider adding more information and objects about Richard III.	