

## Culture Committee

**Tuesday, 26 March 2013 at 10:30**

County Hall, County Hall, West Bridgford, Nottingham NG2 7QP

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### AGENDA

- |    |  |         |
|----|--|---------|
| 1  | Minutes of the last meeting held on 5 March 2013   | 3 - 6   |
| 2  | Apologies for Absence  |         |
| 3  | Declarations of Interests by Members and Officers:- (see note below)<br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |         |
| 4  | Service Update for the Period 11 February to 3 March 2013  | 7 - 12  |
| 5  | National Civil War Centre Newark   | 13 - 18 |
| 6  | World War One Centenary Commemoration  | 19 - 24 |
| 7  | A Strategy for Nottinghamshire's Libraries - 6 Monthly Progress Report July - December 2012  | 25 - 32 |
| 8  | Nottinghamshire County Council Adult and Community Learning Service Priorities for 2013 - 2014   | 33 - 40 |
| 9  | Proposed Sherwood Landscape Partnership Scheme   | 41 - 44 |
| 10 | Nottinghamshire Olympic Legacy Fund Game Changer Awards  | 45 - 50 |
| 11 | Work Programme   | 51 - 54 |

## **Notes**

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Martin Gately (Tel. 0115 977 2826) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.



## minutes

Meeting	CULTURE COMMITTEE	
Date	05 March 2013	(commencing at 10.30 am)

### **Membership**

Persons absent are marked with `A`

### **COUNCILLORS**

John Cottee (Chairman)  
Liz Yates (Vice-Chairman)  
Fiona Asbury  
Chris Barnfather  
Barrie Cooper  
A Michelle Gent  
John Knight  
Darrell Pulk  
Gail Turner  
Mel Shepherd  
Gordon Wheeler

Ex-officio (non-voting)

A Mrs Kay Cutts

### **OTHER COUNCILLORS IN ATTENDANCE**

None.

### **OFFICERS IN ATTENDANCE**

Derek Higon – Service Director, Youth, Families and Cultural Services  
Patrick Candler – Group Manager, Country Parks and Green Estate  
Sally Gill, Group Manager Planning  
Heather Stokes – Team Manager, Conservation  
Ursilla Spence – Senior Practitioner Archaeology  
Virginia Baddeley – Historic Environment Record Officer  
Gareth Broome – Team Manager Countryside Services  
Denise Richards – Sports Development  
Martin Gately – Democratic Services

## **MINUTES OF THE LAST MEETING HELD ON 5 FEBRUARY 2013**

The minutes of the last meeting were amended to include the attendance of Councillor Pulk and then agreed.

### **APOLOGIES FOR ABSENCE**

It was noted that Councillor Mel Shepherd had replaced Councillor Wendy Quigley for this meeting. In addition, apologies had been received from Councillor Michelle Gent (other).

### **DECLARATIONS OF INTEREST**

Councillor Barnfather declared a non-pecuniary interest in item 8 (Bestwood Country Park – Service Level Agreement with Gedling Borough Council) due to being a friend of Bestwood Country Park.

Councillor Pulk declared a non-pecuniary interest in item 6 (Proposal to enter into a Service Level Agreement with the Nottinghamshire Wildlife Trust for the management of Daneshill Lakes Local Nature Reserve) due to his partner's position with Nottinghamshire Wildlife Trust.

Councillor Yates stated that she had instigated the friends group for Daneshill Lakes (also item 6).

### **HISTORICAL ENVIRONMENT RECORD PRESENTATION**

The committee received a detailed presentation from Ursilla Spence, Senior Practitioner, Archaeology on the Historical Environment Record; which is a complex relational database linking a collection report with layered mapping data. The committee was also given the opportunity to examine archaeological finds, after the meeting.

### **SERVICE UPDATE FOR THE PERIOD 14 JANUARY TO 10 FEBRUARY 2013**

#### **RESOLVED: 2013/15**

That the service update for the period 14 January to 10 February 2013 be noted.

### **PROPOSAL TO ENTER INTO A SERVICE LEVEL AGREEMENT WITH THE NOTTINGHAMSHIRE WILDLIFE TRUST FOR THE MANAGEMENT OF DANESHILL LAKES LOCAL NATURE RESERVE**

#### **RESOLVED: 2013/16**

- 1) That the proposal to enter into a Service Level Agreement with the Nottinghamshire Wildlife Trust, for the future management of the

Daneshill Lakes Local Nature Reserve, effective from 1 April 2013 – 31 March 2016 be approved.

- 2) That the Group Manager, Country Parks and Green Estate Services, in consultation with the Group Manager, Legal and Democratic Services, completes the required documentation, subject to approval of recommendation 1 above.

### **NOTTINGHAMSHIRE OLYMPIC LEGACY FUND GAME CHANGER AWARDS**

#### **RESOLVED: 2013/17**

- 1) That the recommended Game Changer Awards, as listed in Appendix 1 to the report, be approved.
- 2) That the recommendations be subject to an additional £700,000 of funding to support the applications being approved at County Council on 28 February 2013

### **BESTWOOD COUNTRY PARK – SERVICE LEVEL AGREEMENT WITH GEDLING BOROUGH COUNCIL**

#### **RESOLVED: 2013/18**

That the drawing up of new byelaws for Bestwood Country Park by Legal Services for subsequent approval by the Secretary of State be approved.

### **WORK PROGRAMME**

#### **RESOLVED: 2013/19**

That the work programme be noted.

The meeting closed at 11:22 am.

### **CHAIRMAN**



**REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE  
AND THE GROUP MANAGER, PLANNING**

**SERVICE UPDATE FOR THE PERIOD 11 FEBRUARY TO 3 MARCH 2013**

**Purpose of the Report**

1. To update the Committee on a range of initiatives being undertaken to improve and enhance the quality of life for Nottinghamshire people.

**Information and Advice**

**LIBRARIES, ARCHIVES AND INFORMATION**

**Records Management Service Customer Survey**

2. The Records Management Service (RMS) provides the County Council with a corporate records management service including:
  - secure storage facilities for semi-current records at two record centres
  - a remotely accessible records management database
  - retrieval and delivery services to all departments
  - review and retention processes
  - facilities for confidential destruction of records or transfer to Archives
  - training and professional records management advice.
3. RMS has recently conducted a survey of its customers and received an overall very good or good rating of 93% and ratings of 95.3% for the helpfulness and friendliness of staff and 94.5% for the file retrieval service. This a tribute to the hard work and professionalism of the staff at a time when demands placed on the service by the Ways of Working project are increasing. The survey has also provided valuable information to improve the Wisdom database and the training offered.
4. Customers made the following comments:
  - on the file retrieval service: "Very efficient, make the request one day and we have the file the next day - brilliant."
  - on staff advice: "A wealth of knowledge and always willing to help."
  - on the helpfulness and friendliness of staff: "Customer Service very good and always to a high standard. Always willing to assist."

- on RMS overall: “I think the RMS team provide an excellent service, helpful, willing to go above and beyond what is required. In all areas in RMS very good service delivery and support.”

5. RMS staff are to be congratulated on this excellent result.

### **Picture the Past**

6. On 13 February 2013 an event took place at Nottinghamshire Archives to celebrate the 10<sup>th</sup> anniversary of the Picture the Past website ([www.picturethepast.org.uk](http://www.picturethepast.org.uk)).
7. The North East Midland Photographic Record is a partnership between four local authorities: Nottinghamshire, Nottingham, Derbyshire and Derby to preserve and provide public access to historic images from library, archives and museum collections.
8. Professor John Beckett, of the School of History at the University of Nottingham, spoke of the importance of preserving photographs for the historian and providing digital access to them for the public.
9. The event also saw the 100,000<sup>th</sup> image added to the site. This was a photograph of a Whit march in Arnold in 1890 taken from the collections at Arnold Library.

### **Libraries, Archives and Information publications**

10. The latest local history publication was launched at Worksop Library by the Chairman of the County Council, Councillor Carol Pepper, on 21 February 2013.
11. *Emma's Sketchbook, Scenes of Nottinghamshire Life in the 1840's* has been edited by Dr Richard Gaunt of the University of Nottingham.
12. Emma Wilmot (1820-1898) was the wife of the 4<sup>th</sup> Duke of Newcastle's agent. Her sketches cover such diverse subjects as architecture, nature, animals and rural life. Together they offer an evocative insight into Nottinghamshire during the early-Victorian period. The book reproduces over fifty drawings which include Clumber Park, Welbeck Abbey, Newstead Abbey, Creswell Crags, Worksop Church, Manor and Priory and Hardwick Hall in Derbyshire.

### **Once Upon A Stage Week in Nottinghamshire Libraries 18 – 23 February 2013**

13. Nottinghamshire libraries presented a selection of children's theatre shows during February half term week. The events aimed to provide opportunities for children to enjoy live theatre, to promote the love of stories and reading and to increase library visits and book issues.
14. Six theatre companies delivered 12 performances of adaptations of well-known children's stories or books including *The Selfish Crocodile* and *Tales from the Brothers Grimm*. These took place in eight of our major libraries and were all free performances apart from two held in the auditorium at Mansfield where a charge was made. At each event children were invited to decorate a masquerade mask and borrow specially selected books on the show's theme.



15. Attendances were good with a total of 676 children and 380 adults attending performances. Feedback was very positive; comments included:
- *Epic (Isabella age 8)*
  - *I came to watch 3 shows during half-term holiday. All of these were interesting, enjoyable and excellent*
  - *Absolutely brilliant. My children enjoyed this very much and would like to see more of these events for all ages.*
  - *Brilliant show for adults and children alike. Great that it is free and accessible for all. Would love more events like this in the library.*
  - *Lovely half term activity where we can be part of our community and enjoy books too.*
16. Watching and participating in drama supports language learning development in a fun and enjoyable way. Sharing in the experience enables parents to extend their children's vocabulary thorough a real life shared experience.

### **Creative project with young people at Mansfield Library**

17. The Library Service is working with The Mighty Creatives (TMC), an East Midlands based charity to develop a vibrant and relevant programme of activity for young people at Mansfield Library during November 2012 - March 2013, which focuses on words, reading, language and the arts. TMC is part of a national network of 10 Bridge organisations, funded by Arts Council England to help more children and young people access art and culture.
18. A small group of young people were recruited and have been meeting weekly at the library where they have experienced a range of art experiences including working with a stand-up comedian and creating a piece of music from sounds sampled in the library. They are now working with TMC and library staff to organise and deliver a promotional day to encourage other young people to engage with the library.
19. The planned legacy for the project is to continue to involve young people in shaping and delivering arts and literacy based events in Mansfield Library.

### **COUNTRY PARKS**

#### **Sherwood Forest Visitor Centre update**

20. Negotiations are continuing with Discovery Attractions with a view to completing the contractual documentation at the earliest opportunity.
21. As part of the design and planning process, there are some specific site surveys which impact upon the overall site layout and design which have taken longer to carry out than originally envisaged.
22. A report to the Committee will be made when all the information is available.

## **Natural England Accreditation for Rufford Abbey Country Park**

23. In February 2013, Rufford Abbey Country Park submitted an application to be assessed under the national "Accredited Country Park" scheme which is managed by Natural England.
24. Applications must be backed by a detailed management plan and are assessed against a range of essential and desirable criteria.
25. It is most pleasing to report that Rufford fully met the required standard and can now display the scheme's quality mark.
26. This is yet another quality indicator to go alongside the annual VAQAS (Visitor Attraction Quality Assurance Scheme) and our Visitor Surveys which reported a 98% high satisfaction rating in 2012.
27. Both of these surveys will take place later in 2013 to ensure our standards of visitor excellence are maintained.

## **Rufford Abbey Country Park – Site Improvements**

28. The Committee will be aware of a programme of site improvements that has been taking place at Rufford during the past six months, primarily during the quieter visitor period of the year in January and February.
29. The main through path from the Abbey to the Mill has now been levelled, sealed and re-surfaced; a new car park has been created on the site of the former Lakeside Garden Centre; improvements in site signage and interpretation are being developed; the Nemi fountain is being repaired; there are plans to open up Broad Ride by removing a number of overhanging branches; the bridges surrounding the Rufford lake have been repaired.
30. All these actions are considered as short term 'quick wins' prior to a more in-depth strategic Development Plan being prepared for the longer term future of the Park.

## **GREEN ESTATE**

31. Members may be aware of recent fatalities on the train/tramline at Hucknall.
32. Following strong public concerns, Network Rail has determined to build a new pedestrian bridge crossing over the lines, but in order to do this, has to acquire some land from the County Council on a site known as Hucknall Gateway.
33. The site currently provides limited amenity use and in the wider interests of public safety, it has been agreed that it can be transferred to Network Rail to enable their works to take place.
34. A report to the Finance and Property Committee meeting on 20 March 2013 has been prepared to this effect.

## **CULTURAL AND ENRICHMENT SERVICES**

### **Arts Development**

#### **Rural Touring**

35. Nottinghamshire's rural touring scheme, Village Ventures, continues to engage audiences and communities across the County. Audience surveys at Village Ventures events, during the period October - December 2012, show a high satisfaction level regarding quality of experience, with 93% of the overall audience rating events as either 'good' or 'very good'. 77% of the audience said that they attended in order to support local events or as a way of spending time with people within their own communities.
36. Local volunteer promoters, who host events in their village and community halls, continue to provide positive feedback - *'All I can say is the show was excellent, and was all that we have come to expect from the Village Ventures scheme'* - Promoter, Rushcliffe. In a recent survey with volunteer promoters, 83% said that they continued to host and support Village Ventures events as a way of supporting their communities and making the arts accessible to rural areas.

#### **Enterprising Ashfield**

37. A new project, Enterprising Ashfield, is a partnership between the arts development service, Ashfield District Council, The Hive at Nottingham Trent University, Creative Greenhouse, Framework, Takeover Radio 106 and Prince's Youth Business Trust to support emerging creative businesses in Ashfield and Mansfield. The project supports fledgling businesses in the area with a combination of creative mentoring, product development and business advice. Part of the project will see a local creatives revive an empty shop and stage an art and music event in Sutton in Ashfield. The creative energy around the project has attracted key partners and links to the Mary Portas initiative in Ashfield offering sustainable pathways for the cohort.
38. The visibility of the community retail space will generate a network of support beyond the selected group and strong links with the Sutton Centre Academy are also being forged as part of the project. Community drop-in activities run by artists and musicians working with the businesses on the scheme will initiate engagement in the arts with local people.

### **Sports Development**

#### **County Sports Awards**

39. The 21<sup>st</sup> Nottinghamshire Sports Awards event was held on 12 February 2013 with over 450 people attending, from volunteers in community sport to Olympians and Paralympians as well as London 2012 Games Makers and Torch Bearers. In total, there were 16 award categories with five dedicated to young people.
40. There was a good spread of winners from across the local authorities with Bassetlaw picking up three awards including Sporting Project of the Year for the Bassetlaw Games. Gedling also did well winning four categories as well as having two inductees to the Roll

of Honour. The evening started with a performance by the young people from the Notts Performing Arts choir.

### **National Water Sports Centre update**

41. At the Policy Committee meeting on 16 January 2013 the 'preferred' bidder to manage and develop the National Water Sports Centre (NWSC) was agreed. Serco Leisure Ltd was chosen as managing agent on behalf of the Holme Pierrepont Leisure Trust and, subject to final contractual agreements, will operate the NWSC from 1 April 2013.
42. Since the January Policy Committee meeting significant progress has been made in finalising the contract which is scheduled to be signed by all parties on 28 March 2013.
43. Planning for the transfer of staff and facilities is on schedule including all arrangements under the TUPE transfer regulations and consultation with staff and unions.
44. Service departments including HR, IT, Finance, Property and Corporate Communications have worked hard to ensure that the transfer will be as seamless as possible to ensure business continuity at the NWSC moving forward.
45. Staff on site have responded positively to the new arrangements and are looking forward to working in the new trust organisation and seeing the site develop for a new generation of users.

### **RECOMMENDATION**

- 1) That the report be noted.

**Derek Higton**  
Service Director, Youth, Families and Culture

**Sally Gill**  
Group Manager, Planning

#### **For any enquiries about this report please contact:**

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C0199

**REPORT OF THE DIRECTOR OF POLICY, PLANNING AND CORPORATE SERVICES****NATIONAL CIVIL WAR CENTRE, NEWARK****Purpose of the Report**

1. The County Council meeting on 28 February 2013 approved an allocation of £1 million for a Civil War Museum in Newark as part of the Council's Capital Programme 2013/14 to 2016/17. The purpose of this report is to provide Committee with details of this initiative and to seek approval to put in place a legal agreement with Newark and Sherwood District Council (NSDC) with regard to this capital contribution.

**Information and Advice**

2. The proposal is to create a new museum and Civil War Centre in Newark that will be of national importance as a centre for learning about the English Civil War of 1642 - 46. The proposal will transform a Grade II listed former school building on Appletongate, Newark, into a modern museum and learning centre which will showcase the area's pivotal role in the Civil War. The majority of the funding needed for the proposal has already been secured from the Heritage Lottery Fund (HLF).
3. Two previous museums in Newark, at Millgate and at the Gilstrap Centre, will be brought into a single site in the Old Magnus Building. This building contains some of the most significant heritage architecture in Newark. There are many eras of architectural heritage within its walls, from a remarkable Tudor school hall, to Georgian and Victorian classrooms. As part of the proposals, historical features of the building such as historic graffiti will be conserved, displayed and interpreted for visitors.
4. Within the building several high-quality exhibition galleries will be created which will enable more historical artefacts to be displayed and interpreted. For example, the iron-age Newark Torc will be displayed in the centre - the first time it will be displayed in Nottinghamshire after previously being loaned to the British Museum in London. As well as the Civil War information, there will also be exhibition galleries focusing on the local history of towns and villages of the area. Facilities will include learning and event space as well as a café and community space. There will be an events programme and a dedicated learning space for school groups. The museum will be able to cater for more school visits and provide more varied activities for children.
5. Research during the development stage showed that there was a unique opportunity for the new museum to become a National Civil War Centre. Within England, many museums,

historic houses and battlefield sites tell part of the English Civil War story, but no single place focuses on Civil War history. Newark played an important role in the first civil war as a siege town. King Charles, Queen Henrietta Maria and Prince Rupert were all in Newark at times during the war and King Charles surrendered to the Scots at Kelham in 1646. Newark has unique archives and collections which make it ideally placed to tell the national story. This was an important determining factor in the HLF's financial support for the project.

6. The centre is expected to attract 40,850 visitors each year by providing a museum with national interest through interpretation of civil war history. A further 17,000 people will be involved annually in the events and activities programme. Such a programme could include living history days, education events for schools, and academic conferences. The project already has involvement by History Departments from a range of Universities with an interest in the English Civil War.
7. According to Visit Britain figures, 40,850 visitors to the centre would bring £1,335,795 tourist spend to the area, thereby creating 33 jobs. The challenge is to enhance and extend the reach of the proposals to ensure that they maximise the potential impact within Nottinghamshire, both from a point of view of promoting local heritage and history, and providing economic impact through tourism development.
8. It is envisaged that the National Civil War Centre would become a central point for interpretation of the Civil War in the wider community, with links to related sites of historic interest around Newark, the county and even wider, in a national context. There is scope to extend the interpretation of the Civil War to key sites around Nottinghamshire. The development of digital media will make the interpretation of the civil war story more widely accessible and help to spread the impact of increased visitor numbers across a wider area. Latest mobile technologies could be used to create a heritage trail for the visitor, linking not only to locations within Newark itself (such as the Queen's Sconce or Newark Castle) but also to other locations associated with the Civil War, for example in Southwell or Thurgarton. In this way, the benefits of the project will extend beyond the town of Newark itself, with the generation of additional heritage tourism opportunities supporting the wider visitor economy. An extension to the existing project is being developed to ensure that this wider impact is achieved.
9. The County Council sold the Old Magnus Buildings to Newark and Sherwood District Council (N&SDC) in 2004. A small museum operating out of the premises was closed in December 2004 while the museum provision in Newark was reviewed, and also in the light of repairs and adaptations needed to the building.
10. In 2010, HLF provided a development grant towards the costs of working up detailed proposals for a national civil war centre and museum in Newark. This funding enabled plans to be developed. A full application for HLF capital grant was subsequently submitted by NSDC with approval secured from HLF in May 2012. The proposed work will take two years to complete and it is anticipated that the new museum will open in September 2014. The project is now proceeding to implementation, an invitation to tender for the listed building refurbishment being advertised on 1 February 2013.
11. The project's total cost is £5.4million of which HLF will provide £3.5m, with £1.9m to be met from other sources. The business plan identifies that the £1.9m shortfall is underwritten by

Newark & Sherwood District Council who would have to raise this amount through prudential borrowing if other funding sources could not be secured.

12. Recognition of the importance of heritage in developing local identity and pride is contained in the County Council's Strategic Plan, 2010-14, where a priority is set "to create enhanced opportunities for citizens and visitors to take part in cultural activities". The importance of local heritage is also referenced in the County Council's Cultural Strategy 2011-21. Therefore when the County Council was approached for a contribution towards the £1.9m funding gap, to ensure that the partner funding requirements of the Heritage Lottery funding could be met, an allocation was proposed of £1million towards this in the Culture Committee Capital Programme 2013/14. As outlined in paragraph one of this report this contribution was subsequently agreed by full Council as part of the Council's Capital Programme 2013/14 to 2016/17.
13. Applications have also been made by NSDC to several charitable trusts. A local fundraising programme is being led by the Friends of Newark Civil War Centre group.
14. It is proposed that a legal agreement is now put in place between the County Council and NSDC with regard to the capital funding contribution of £1million. The agreement will outline the purpose of the contribution and set out the terms and conditions associated with the funding.

#### **Other Options Considered**

15. Do nothing – allow NSDC to proceed without putting a legal agreement in place. This would not ensure the County Council's interests were protected, e.g. the County Council might find difficulties in securing repayment of funds, in the event that the project was unable to proceed, or in obtaining appropriate acknowledgement of its support. Therefore this option is not recommended.

#### **Reason/s for Recommendation/s**

16. Putting in place a legal agreement will ensure that the County Council's interests are protected as well as formalising its ongoing future involvement in project direction. The County Council has a lead role to play in supporting access to history and heritage, and in supporting the development of tourism in Nottinghamshire, as set out in the Notts County Council Cultural Strategy. Contributing to the development of this important, national resource will support these objectives.

#### **Statutory and Policy Implications**

17. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

#### **Implications for Service Users**

18. The eventual museum will offer an opportunity for the residents of Nottinghamshire to learn more about local and national history. It will have particular implications for school children studying local history or the English Civil War in school.

## **Financial Implications**

19. The financial implications are contained within Paragraph 12, with the £1m contribution being funded via Culture Committee capital allocation for 2013/14.

## **Ways of Working Implications**

20. There are no Ways of Working implications for the County Council. The museum will be operated by Newark and Sherwood District Council, who will continue to be the building owner.

## **Equality Implications**

21. The proposals for the National Civil War Centre have been designed to be accessible to all members of the community. Full disabled access will be provided. Events and activities programmes will reach out to a range of audiences including school children.

## **Crime and Disorder Implications**

22. During opening hours, the museum will be staffed and monitored to ensure the protection of both the fabric of the building and its exhibits. Outside of opening times, appropriate security measures will be put in place.

## **Safeguarding of Children Implications**

23. The National Civil War Centre and museum will incorporate facilities for children, in the form of special interpretation of items, and also provision of space for educational use. Children visiting the centre would usually be accompanied either by carers or responsible staff e.g. teachers. As is usual practice, any museum staff involved in delivery of services directly to groups of children would need to be checked by the Disclosure and Barring Service.

## **Human Resources Implications**

24. There are no human resource implications for the County Council. Staffing and operation of the National Civil War Centre once complete will be a matter for Newark and Sherwood District Council.

## **Implications for Sustainability and the Environment**

25. The National Civil War centre will reuse an existing Grade II listed building, ensuring its long term conservation and sustainability. The modernisation of the building will include new heating and lighting systems involving energy efficiency measures in order to limit negative environmental impacts, consistent with environmental policies both of Nottinghamshire County Council and Newark and Sherwood District Council.



## **RECOMMENDATION/S**

- 1) It is recommended that Committee:
  - i) note the work underway to develop a National Civil War Centre at Newark
  - ii) delegate approval to the Corporate Director of Policy, Planning and Corporate Services to put in place a legal agreement with NSDC setting out the terms and conditions of the council's contribution of £1 million towards the capital costs of the National Civil War Centre.

**Jayne Francis-Ward**  
**Corporate Director Policy, Planning and Corporate Services**

**For any enquiries about this report please contact:**

Celia Morris,  
Group Manager Corporate Strategy  
Tel 0115 977 2043

### **Constitutional Comments (SLB 13/03/2013)**

26. Culture Committee is the appropriate body to consider the content of the report.

### **Financial Comments (SEM 12/03/13)**

27. The financial implications are set out in the report.

### **Background Papers and Published Documents**

28. Newark and Sherwood District Council, Business Plan and Evaluation Strategy, Old Magnus Buildings, 2011
29. Cultural Strategy for Nottinghamshire - Nottinghamshire County Council, December 2011
30. Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

31. All



## **REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**

### **WORLD WAR ONE CENTENARY COMMEMORATION**

#### **Purpose of the Report**

1. To provide an overview of activity led and supported by the County Council to commemorate the centenary of the outbreak of World War One.
2. To seek approval for activity to progress beyond the initial planning stage.

#### **Information and Advice**

##### **Background**

3. 2014 will mark 100 years since the outbreak of the First World War.
4. The First World War was a turning point in world history. It claimed the lives of over 16 million people across the globe and had an impact on the lives of everyone.
5. Nottinghamshire people and places are connected to the First World War, either through family history, heritage of local communities or its long term impact on society and the world we live in today.
6. The Imperial War Museum is providing a national lead, encouraging cultural, historic, volunteer and local authorities to contribute to a fitting commemoration to such a significant historical event.
7. There are already a number of projects in the planning stage across Nottinghamshire, many supported by County Council services.

##### **Current position**

8. A co-ordination group led by the Group Manager, Libraries, Archives and Information, has been established to ensure the County Council co-ordinates its own activity and co-ordinates its contribution to commemorative activity across Nottinghamshire.
9. A number of projects are currently in the planning stage. The following list highlights the areas of work and the lead County Council services:

Area of work	Date	Lead Service
<p><b>Britain in the Great War, 1914-1918</b></p> <p>Events will include period music shows, dancing, cooking and military drill demonstrations, harvesting by Land Army Girls and heavy horses, troop manoeuvres, period vehicles, artillery firings and for children a Junior Boot Camp, battle interactives and a puppet show.</p> <p>28 June 2014 is the centenary date on which the Archduke Ferdinand of Austria was assassinated. (This was the act which brought about the start of WWI a month later).</p>	28 - 29 Jun 2014	Country Parks – Rufford
<p><b>World War One – Exhibition</b></p> <p>A participatory community project would be based on one memorial chosen for each district and linked with the Big Draw. Family memories would be linked with photographs and artefacts. Artworks created would then be displayed at Rufford Gallery and local libraries.</p>	30 Sept – 16 Nov 2014	Arts Service – Rufford Gallery
<p><b>The Second Minute – touring play by Andy Barrett</b> produced by Nottingham Playhouse touring to village halls.</p> <p>A play based on the First World War letter collection from the Archive of the Sherwood Foresters. The piece focuses on the stories of three men.</p> <p>“the second minute is a simply told and moving meditation of the experiences of the First World War, the lost art of letter writing and how hundreds of thousands of small scraps of paper survived the mud and slaughter to return to the homes of those that did not.”</p>	Spring 2014	Arts Service – Village Ventures
<p><b>War Memorials – Survey and Restoration</b></p> <p>Completion of the survey of all external memorials in Nottinghamshire and the restoration of the top 10.</p>	2014	Conservation and LIS Scheme
<p><b>Warhorse – Film showings</b></p> <p>Film screening at 4 libraries of the 2011 film adaptation of author Michael Morpurgo's 1982 children's book. Directed by Steven Spielberg.</p>	Autumn 2014	Libraries

Area of work	Date	Lead Service
<p><b>War Poetry</b> at The Southwell Poetry Festival 2014</p> <p>Sessions in libraries around the county on war poetry and writing workshops which may link to touring play based on Sherwood Forester letters. There would also be sessions on the online Poetry Archive and work with schools.</p>	<p>July 2014</p> <p>June to December 2014</p>	<p>Libraries</p>
<p><b>Nottinghamshire Roll of Honour</b></p> <p>Public launch and promotion of the online roll of honour following research by Trent to Trenches volunteers into memorials across the County and Nottingham City.</p>	<p>Autumn 2014</p> <p>Possible launch at Armed Forces Day</p>	<p>County Council (Web Team / IT / LIS)</p>
<p><b>Turning Back the Pages on Nottinghamshire in World War One</b></p> <p>A special pictorial publication utilising photographs, memorabilia and manuscripts from Nottinghamshire Libraries and Archives.</p>	<p>August 2014</p>	<p>Libraries and Archives</p>
<p><b>Wakefield research collection on World War One memorials</b></p> <p>Project to list, preserve and promote this unique record of war memorials that contain names of Nottinghamshire and East Midlands soldiers who died in World War One.</p> <p>NB - Subject to a Heritage Lottery Fund bid.</p>	<p>April 2013 onwards</p>	<p>Archives</p>
<p><b>Trent to Trenches – Nottinghamshire in the Great War</b></p> <p>This is a volunteer led partnership project supported by the County Council and Nottingham City Council.</p> <p>An exhibition will be held at Nottingham Castle with touring versions for County venues highlighting from research the impact World War One has had on Nottinghamshire.</p> <p>The project is developing with County Council support artefact road shows (summer 2013) including County Hall, Mansfield Central Library and Worksop Library.</p> <p>Nottinghamshire Archives are supporting groups and individual researchers. The Team Manager, Archives and Local Studies, represents the County Council on this partnership.</p>	<p>August – November 2014</p>	<p>Libraries and Archives</p>

## **Other Options Considered**

10. None.

## **Reason/s for Recommendation/s**

11. The range of activity planned and the support of the Trent to Trenches project is within the capacity and resources of the County Council.
12. In keeping with a commemorative approach, the range of activity enables the County Council to acknowledge the importance of World War One and highlight the role of Nottinghamshire and its people.

## **Statutory and Policy Implications**

13. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial implications**

14. Activity identified within this report is allowed for in service budgets, therefore there are no direct additional financial resources required.

## **RECOMMENDATION/S**

That:

- 1) the work of the coordination group continues to ensure the County Council contributes to a fitting commemoration
- 2) the outline listing of County Council activity and support be agreed and progressed
- 3) a regular progress report is provided to the Culture Committee as the programme develops.

**Derek Higton**  
**Service Director, Youth, Families and Culture**

**For any enquiries about this report please contact:**

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**Constitutional Comments (NAB 04/03/13)**

15. The Culture Committee has authority to approve the recommendations set out in this report by virtue of its terms of reference.

**Financial Comments (KLA 04/03/13)**

16. The financial implications of this report are set out in paragraph 14 above.

**Background Papers**

None.

**Electoral Division(s) and Member(s) Affected**

All.

C0200





**REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**

**A STRATEGY FOR NOTTINGHAMSHIRE'S LIBRARIES - 6 MONTHLY  
PROGRESS REPORT: JULY - DECEMBER 2012**

**Purpose of the Report**

1. To update Members on implementation of the strategy for Nottinghamshire's Libraries between July and December 2012.

**Information and Advice**

2. The 'Strategy for Nottinghamshire's Libraries' was approved by County Council on 15 December 2011.
3. Since its approval the strategy has under-pinned the service business plan for 2012/2013. A number of specific actions have been completed or have made progress during the first 6 months of the strategy.
4. The strategy outlined 10 key pledges and a 10 point action plan for the future.
5. The following table summarises progress between July and December 2012 in relation to the 10 key pledges made within the strategy.

<b>Pledge No.</b>	<b>Pledge Summary</b>	<b>Achievement and Progress</b>
1.	We will invest to put libraries at the heart of their communities by maximising the use of library services and our buildings as a key face to face service of the County Council.	<p>NCC Customer Service point at Worksop has been located to Worksop Library.</p> <p>NCC Children's Centres continue provision at Cotgrave, Ladybrook, Mansfield Woodhouse, Misterton, Ruddington, West Bridgford and Warsop Libraries.</p> <p>NCC Registrar services continue at Beeston, Southwell, Sutton in Ashfield and Stapleford Libraries. An office will open in the new West Bridgford Library.</p>
2.	We will provide services where people live, through an extensive network of libraries and specialist mobile libraries.	All 60 libraries and 3 mobile libraries are fully operational - non-planned closure was 0.02 % of total opening hours.

Pledge No.	Pledge Summary	Achievement and Progress
3.	<p>We will respond directly to local needs in developing libraries and ensure our libraries meet community need. We will ensure that:</p> <ul style="list-style-type: none"> <li>- libraries are open at convenient times</li> <li>- a wide range of library books and information sources are available across the network</li> <li>- we consult with customers and communities in making changes to service provision.</li> </ul>	<p>Sunday opening will be available at 4 strategic libraries: Mansfield Central, Southwell, Worksop and West Bridgford.</p> <p>Total expenditure on new book stock for 2012/13 is estimated to be £1m resulting in 135,000 new items being added to stock - this includes stock purchased for West Bridgford.</p>
4.	<p>We will increase community involvement in the shaping and delivery of libraries provision.</p>	<p>A renewed system of responding to customer comments and complaints has been established.</p> <p>A new online form allowing customers to make book stock suggestions has been launched through the online catalogue.</p>
5.	<p>We will keep local communities and customers at the centre of all we do.</p>	<p>Libraries continue to play a significant role in the life of communities by, for example:</p> <ul style="list-style-type: none"> <li>• Ravenshead Library providing the local British Legion facilities for its annual act of remembrance</li> <li>• the creation of enhanced adoption and fostering collections in Arnold, Beeston, Mansfield Central, Newark and Worksop Libraries in partnership with NCC Adoption and Fostering service.</li> </ul>
6.	<p>We will be dynamic, innovative and share best practice.</p>	<p>Nottinghamshire Libraries play an active part in regional and national networks.</p> <p>In partnership with The Reading Agency (TRA) and the Publishers Association (PA), Nottinghamshire was one of 5 national pathfinders in a 'Digital Marketing Skills Project' funded by the Arts Council England (ACE). A report will be presented to Culture Committee in June 2013.</p>

Pledge No.	Pledge Summary	Achievement and Progress
7.	We will provide excellent customer service every time, and maintain our high satisfaction levels.	<p>Within the business plan for 2012/13 there is a focus on customer service to re-visit standards and practice across the service.</p> <p>A mystery customer exercise is scheduled and a submission to gain the 'Customer Excellence Award' (CSE) has been made.</p>
8.	We will ensure that libraries contribute to positive social, economic and educational outcomes for individuals, communities, local business and culture in Nottinghamshire.	<p>Within the business plan for 2012/13 there are specific tasks related to improving outcomes. A specific project involves a small focus group and individual feedback to identify the value and benefit of library services and initiatives. A report will be presented to Culture Committee following the completion of this work.</p> <p>Currently 6 Workclubs provided in partnership with NCC economic regeneration have been operating during 2012. Plans are currently underway to increase the number and coverage of the clubs to 10.</p> <p>The number of apprentices hosted by the service increased from 2 in 2011 to 7 in 2012.</p> <p>Several 'community payback' activities are also taking place in libraries.</p> <p>The use of digital screen to both promote services and local business has been increased.</p>
9.	We will continue to develop new audiences for our libraries by exploiting the use of customer insight data and by adopting a targeted approach to our cultural programmes.	<p>A planned programme for Worksop, Mansfield Central, Southwell and West Bridgford Libraries are now established.</p> <p>New audiences are being developed as the service positions itself to provide a regular cultural and learning programme.</p>
10.	We will continue to explore new operating models to provide the best possible libraries service for Nottinghamshire.	ACE is still to publish its report as a result of its 'Envisioning the library of the future' process.

6. The following table summarises progress in relation to the 10 point action plan.

Action Number	Action	Achievement and Progress June - Dec 2012
1.	Investing in, developing and remodelling Nottinghamshire libraries.	<p>Planning work to provide a new West Bridgford Library and a significantly refurbished Stapleford and East Leake library has been undertaken.</p> <p>A 'make over' of Calverton Library was completed.</p>
2.	Locating library services in the best location for local communities and library users	Work continues to co-locate Annesley Woodhouse, Balmoral, Inham Nook and Tuxford Libraries.
3.	Providing resources and access to services in partnership with local communities and customers.	<p>In addition to ensuring the range and quality of book stock is maintained, the introduction of a new E Magazines service has proved very popular. This adds a wide range of titles provided to any Nottinghamshire County Library card holder.</p> <p>Plans to extend the provision of free Wifi to Kirkby, Hucknall and Bingham Libraries.</p>
4.	Continuing to develop the 'core' libraries offer to provide inspiration to read, create knowledge through access to information, learning and the Nottinghamshire story, enhance community life and stimulate cultural activity.	<p>All libraries maintain an ongoing programme of displays, exhibitions, promotions and events to inspire customers and local communities.</p> <p>From large events attracting 300 families, the 170 supported book groups, the 100% of new babies reached through Bookstart and the 500,000 information requests dealt with in 2011/12, libraries are fulfilling their core purpose.</p>
5.	Maximising the use of new technology such as e books and self service.	<p>Self-service libraries are maintaining transaction rates well over 80%. Technical work to enable the interoperability of RFID tags used by City Libraries has been scheduled and, when implemented, will allow a higher rate of self-service transactions.</p> <p>The use of public access computers has increased by 14% with over 305,000 sessions (152,337 hours) in the last 6 months of 2012.</p>

Action Number	Action	Achievement and Progress June - Dec 2012
		Discussions are underway with IT services to expand the coverage of Wi-Fi beyond the 12 level 1 libraries to all libraries.
6.	The further development of planned cultural, heritage and learning programmes.	A planned programme for strategic libraries is now established, included West Bridgford.
7.	Maintaining and further developing work with children and young people.	<p>Summer reading challenge 2012 was a success with nearly 9,000 children joining the scheme. Bookstart, the book gifting programme for babies and toddlers, continues to operate at a high level. Regular Storytimes and Rattle, Rhyme and Roll sessions are available in all larger libraries.</p> <p>The Letterbox Club for Looked After Children was delivered between May - Oct to 74 Nottinghamshire children.</p> <p>A series of themed events, based on the popular children's author Roald Dahl, were held in 6 libraries during October half term holidays. The free events for children aged 4 - 11 years encouraged book borrowing and reading during the school holiday.</p> <p>The ongoing programme of providing opportunities for children to meet authors continued e.g. Robert Crowther creator of numerous pop-up book titles ran pop-up making workshops at two libraries; talking about his own books and demonstrating the techniques he uses to create pop-ups before encouraging families to have a go making their own pop-up creations.</p> <p>The TRA/PA digital skills project worked with young people in West Bridgford.</p>
8.	Supporting staff development and empowerment.	<p>Library staff continue to provide a welcoming and customer friendly service.</p> <p>Briefing and development sessions with staff have been undertaken specifically to communicate the strategy and the business plan.</p>

Action Number	Action	Achievement and Progress June - Dec 2012
		<p>A staff development and training plan has also been included in the business plan for the first time.</p> <p>A development programme for frontline library managers has been developed to enable managers to develop their leadership skills. Initial feedback has been positive.</p>
9.	Developing 'community library partnerships' (CPLs)	Since the report on small library provision presented to Culture portfolio in March 2012, the number of regular volunteers has continued to increase with 55 active across libraries.
10.	Developing mobile and community based library services to those who cannot visit static library sites.	Following the implementation of the new mobile library service in April 2011, the service has bedded down into its new operating model. A marketing campaign is scheduled to take place in spring 2013.

7. In summary the library service continues to deliver its core service to a high standard and is developing the service in line with the agreed strategy.

### Other Options Considered

8. As this is a report for noting, it is not necessary to consider other options.

### Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### Implications for Service Users

10. The detailed work undertaken in relation to the delivery of the strategy aims to improve the accessibility and quality of library and information services. Customer satisfaction levels remain high. Annual customer survey work was undertaken towards the end of 2012 and results will be report to Culture Committee and made available on the Council's web site.

## **RECOMMENDATION/S**

- 1) That the report be noted.

**Derek Higton**  
**Service Director, Youth, Families and Culture**

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### **Constitutional Comments**

11. As this report is for noting only, no constitutional comments are required.

### **Financial Comments (KLA 04/03/13)**

12. There are no financial implications arising as a direct result of this report.

### **Background Papers**

A Strategy for Nottinghamshire's Libraries – report to County Council on 15 December 2012

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

All.

C0201







**REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**

**NOTTINGHAMSHIRE COUNTY COUNCIL ADULT AND COMMUNITY  
LEARNING SERVICE: PRIORITIES FOR 2013/2014**

**Purpose of the Report**

1. The purpose of this report is to:
  - a) report on the current national policy in relation to Community Learning
  - b) report on the Adult and Community Learning Service's (ACLS) priorities for funding for 2013/2014 and approve their inclusion within the Adult and Community Learning Service Business Plan for 2013/14
  - c) seek approval for expenditure relating to the receipt of a provisional allocation of £2,145,428 from the Skills Funding Agency (SFA) to the Adult and Community Learning Service as required by Financial Regulation 2.7
  - d) seek approval of the Fees Policy for 2013/14.

**Information and Advice**

2. The Department for Business Innovation and Skills (BIS) published its strategy document 'New Challenges, New Chances. Further Education and Skills System Reform Plan: Building a World Class Skills System' in December 2011. This was the policy document that led to the creation of 15 national Community Learning Trust Pilots. Whilst a local bid was submitted to become a pilot, it was unsuccessful.
3. December 2012 saw the publication of BIS's Skills Funding Statement 2012-2015. The Statement noted that:
  - a) In 2013/14 BIS would expect providers of Community Learning to deliver a truly locally determined learning offer. Providers would need to operate within strong partnerships to ensure their strategies and plans were underpinned by engagement and consultation with communities, local authorities, Local Enterprise Partnerships (LEPs) and other key stakeholders.
  - b) The 2013/14 allocation should now be seen as a contribution in locally owned community networks with clear strategic plans, priorities, delivery objectives and measurable learner outcomes. To achieve this, additional revenue over and above the public subsidy would need to be achieved.

4. In 2013/14 ACLS will receive a single line budget from the SFA to deliver a balanced programme of activity across the following types of provision:
  - a) Personal Community Development Learning (PCDL) - learning for personal development, cultural enrichment, intellectual or creative stimulation and enjoyment.
  - b) Wider Family Learning (WFL)
  - c) Family English, Mathematics and Language (FEML).
  
5. It is understood that BIS will not roll out a single Community Learning Trust model as it acknowledges that providers will need to determine their own local strategies. ACLS provision is already delivered by an extensive network of providers and partners. The majority of provision is delivered by an academy, four colleges of further education and the Workers' Educational Association. The Service also works with a wide variety of voluntary and community groups, schools, children's centres, charities and a number of private providers. Working with such a cross section of delivery partners increases the reach, flexibility and responsiveness of the Service to target audiences. Delivery partners can access ACLS funds via a commissioning process for those with a successful history of working with ACLS and who offer a programme of learning throughout the year. Those providers wishing to offer more ad hoc or bespoke provision have access to funding throughout the year via a grant application process. Grant applications are considered by a panel which meets on a monthly basis
  
6. To aid responsiveness and flexibility, where required, the Service will deliver a number of activities directly using the skills and expertise of staff within the team. This activity will be part of the Service's income generation programme.
  
7. To comply with BIS's requirement, the Service targets its resources on those facing barriers to learning, living in areas of greatest disadvantage and who are often unconvinced of the benefits of learning. This approach has synergy with and supports the achievement of County Council priorities. With this in mind, ACLS will require its provider network to deliver learning activities that address one or more of the following themes:
  - developing stronger communities and promoting social wellbeing
  - supporting parental and community engagement in schools and children's centres and equipping parents and carers to assist and encourage their children's learning
  - fostering aspiration, independence, personal development and responsibility, improving health, wellbeing and quality of life
  - developing skills that prepare people for training, employment or self-employment.
  
8. ACLS will require its provider network to primarily target the following priority learners for PCDL resources in 2013/14:
  - those with low qualification and/or skill level (below Level 2)
  - individuals or groups who are socially excluded
  - Black and minority ethnic individuals with low qualification and/or skill levels (below Level 2)

- those with learning difficulties and/or disabilities and those experiencing mental health difficulties.
9. Priorities for Wider Family Learning and Family English, Mathematics and Language programmes will be parents/carers whose English and mathematics qualification levels are below Level 2.
  10. The majority of the above mentioned priority learners will be from the areas of greatest economic and social disadvantage as measured by the Multiple Index of Deprivation. The recommended economic and social disadvantage target for 2012/13 is 73% of learners to be from the 250 most disadvantaged super output areas (SOAs). There are 497 SOAs in the County. This target will be maintained for 2013/14 so enabling a limited amount of activity to be delivered in areas of less disadvantage and or rural areas.
  11. This targeted approach has a proven record of success in raising aspirations, increasing confidence and building social capital. Comments from learners attending celebration events and their course evaluations provide evidence of the value of this activity and the impact that engagement in learning can have on their outlook and lives. Comments made by learners in the current year include;

*“This course has given me the confidence to try things I would never have dreamt of doing before.*

*I will be starting a voluntary role serving meals so a lot of what we covered was helpful.*

*I feel more confident about going into a full time course at college now that I know I am able to learn again.*

*Being on the course has made me feel more confident in being able to do things. I have enjoyed doing this and I have achieved something I didn't think I could do, thank you.*

*I can learn! I will be attending the next course.*

*It has helped me to change the way I look at things in a more positive way.*

*Confidence to help and more at local groups/ activities as a volunteer.*

*It has made me think twice about what food I give my kids and how much I put on their plate.*

*Has made a huge difference, hopefully gain a level 2 in English to help towards my further achievements in life.”*

12. The Service will continue to locate a number of programmes, especially Family Learning, in schools and children's centres to benefit parents and carers. During 2011/12, 313 national tests in literacy and/or numeracy were achieved through family learning programmes, 107 Level 2 passes were achieved in literacy and 83 Level 2 passes in numeracy. Activities are also provided for day service users. Beneficial links will be maintained with libraries, 2011-12 saw an increased use of libraries as venues for

learning; this will be sustained into 2013/14. The two services have also benefited from shared training events.

13. Where appropriate the Service intends to utilise a proportion of its tuition fee income to finance activities that help individuals move closer to the labour market. Such activity will not be eligible to be funded via other available budgets but it will enhance learners' opportunities to access employment and/or volunteering opportunities. This activity has proven successful in previous years and for this reason the Service is looking to continue this approach with an identified financial allocation from its resources during 2013/14.
14. Performance Indicators for the Service for 2013/14 will be based on our 2012/13 performance. The table below shows a breakdown of learner numbers to date for the current year i.e. 2012/13:

<b>SFA PCDL</b>	<b>Actual to Date</b>	<b>Year End Target</b>
Learners	4087	6,300
No of males	29%	34%
No of students with learning difficulties/disabilities	34%	-
No of students from Ethnic Minority groups (BME)	2%	2.7%
No of students age 60+	26%	-
Learners feeling more confident to learn	91%	-
Learners who feel their course met their expectations (greatly)	93%	-
Learners who intend to become more involved in their community	56%	-
<b>Wider Family Learning</b>		
Learners	398	750
Children	428	-
<b>Family English, Mathematics and Language</b>		
Learners	492	900
Children	286	-

*Figures as at 26/2/13*

15. BIS has introduced the concept of 'Pound Plus' for 2013/14 programmes. This relates to an expectation that providers will generate additional resources in addition to the SFA funding allocation. Tuition fee income is seen as a key element of this concept as are resources in kind. Through the generation of fee income and on-going in kind resources e.g. free use of accommodation in schools and children's centres, ACLS is able to respond to this new requirement.
16. With regard to the Fees Policy, given the number of delivery partners within the ACLS Provider Network and the number of delivery locations used, it is important that the

Policy is relatively easy to administer and apply to ensure consistency of approach. Given the focus of this funding on those with low skills/confidence, along with the current economic climate, it is proposed that the hourly tuition fee of £2.50 should not be increased. Providers will continue to be encouraged to use a small proportion of their allocation to deliver activity in areas of less deprivation where participants are less likely to be eligible for fee remission. Provider income targets will be increased to reflect this requirement. Family Learning activity remains free of charge in line with national policy. The proposed Fee Policy for 2013/14 is attached as **Appendix 1**.

17. It is proposed that the fee remission categories remain unchanged from the agreed policy for 2012/13, bar the inclusion of identified elements of Universal Credit as a remission category.

### **Other Options Considered**

18. None. ACLS has a proven record of delivering an effective and efficient Service. A self assessment is undertaken on an annual basis to identify areas for improvement and strengths. In November 2012 the Service was graded as 'Good' by Ofsted.

### **Reason/s for Recommendation/s**

19. The Adult and Community Learning Service wishes to utilise the SFA funding to engage the most disadvantaged members of our communities in learning activity.

### **Statutory and Policy Implications**

20. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Implications for Service Users**

21. The proposed Service targets will focus the majority of the SFA funding on areas of greatest economic and social disadvantage. This will leave a small balance to support activity in less disadvantaged areas of the County.

### **Financial Implications**

22. The provisional SFA grant figure for the period 1 August 2013 to 31 July 2014 is £2,145,428 and it is expected that this will be fully utilised delivering the services as set out in the report.

### **Equalities Implications**

23. This paper is not proposing any significant change to policy. The Service has robust monitoring arrangements in place in relation to the learning activity that takes place. Equality and diversity are standing items on monthly management meetings where engagement and performance of minority groups is reviewed. The Service prioritises

certain geographical communities and communities of interest in line with national policy guidance.

## **RECOMMENDATIONS**

That:

- 1) national policy changes in relation to Community Learning be noted
- 2) ACLS Service Priorities and activity for 2013/2014 be approved
- 3) expenditure relating to the receipt of a provisional allocation of £2,145,428 from the Skills Funding Agency be approved
- 4) approval is given to the Fees Policy for 2013/14 as outlined in **Appendix 1**.

**Derek Higton**  
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### **Constitutional Comments (LM 01/03/13)**

24. The Adult Social Care and Health Committee has delegated authority within the Constitution to approve the recommendations in the report.

### **Financial Comments (KLA 28/02/13)**

25. The financial implications of the report are set out in paragraph 22 above.

### **Background Papers**

Department for Business Innovation and Skills: Skills Funding Statement 2012-2015: December 2012.

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

All.

C0196



## ADULT AND COMMUNITY LEARNING SERVICE FEES POLICY FOR 2013/2014

1. **COVERAGE:** this fees policy covers activity classified as Personal and Community Development Learning and /or Work Routes, funded by the Skills Funding Agency/ACLS and sub-contracted to Nottinghamshire County Council Adult and Community Learning Service for delivery in Nottinghamshire County. Family Learning programmes (Wider Family Learning, Family English, Maths and Language) contracted to Nottinghamshire County Council Adult and Community Learning Service for delivery in Nottinghamshire County Council will be free of charge.
2. **IMPLEMENTATION DATE:** this policy will take effect from 01.08.13.
3. **TUITION FEE:** the hourly charge for PCDL/Work Routes courses will be £2.50 per hour. The collection method is at the discretion of the ACLS provider. Learners who pay tuition fees will also be charged examination fees if relevant to the course of learning. Exemptions/remissions in respect of course fees also apply to examination fees, if appropriate.
4. **ADMINISTRATION FEE:** A £5 administration fee will be charged to all learners undertaking an accredited course to contribute to the cost of examination registration, and issuing of certificates. NB learners eligible for remitted tuition fees will not be exempt from the administration charge.
5. **EXEMPTIONS:** the following provision within PCDL will be exempt from fees:
  - **Customised Provision for Learners with Learning Difficulties and/or Disabilities (LLDD):** discrete provision for LLDD cohorts will be exempt for fees. Individual members of the LLDD cohort enrolling on PCDL courses will be charged fees unless they are covered by one of the remissions detailed under section 6, below.
  - **Discrete Courses for Volunteers:** prior approval for remission is required from the ACLS Manager.
6. **REMISSIONS:** learners in receipt of the following benefits will be eligible for fee remission:
  - **Income based Job Seekers Allowance (not contribution based)**
  - **Council Tax Support ( Not Single Person's Discount)**
  - **Employment Support Allowance**
  - **Income Support**
  - **Incapacity Benefit**
  - **Working Tax Credit**
  - **Pension Credit (not savings credit)**
  - **Unwaged Dependents** of those in receipt of the above benefits.
  - **Identified elements of Universal Credit ( wef October 2013)**

All benefits claimants will be required to provide evidence of their benefit status to qualify for fee remission.

7. **DISCRETIONARY REMISSIONS:** there are some categories of learners, for example but not exclusively travellers, the homeless and hostel dwellers who, whilst not

necessarily in receipt of benefits, are clearly unable to contribute to the cost of their learning. In such instances, ACLS may agree discretionary fee remission to groups of learners or individual learners without the prior consent of the SFA. Records of all such discretionary remissions will be retained.

8. **REFUNDS:** If a PCDL/Work Routes course is terminated by the provider because, for example, of low numbers, learners who have paid in advance will be refunded for the sessions cancelled by the provider. Individual learners who choose to leave a PCDL course before its completion will not be eligible for a refund. If an award bearing class is cancelled by a provider, full refunds will be provided to course participants.

C0196a



**REPORT OF THE CORPORATE DIRECTOR POLICY, PLANNING AND  
CORPORATE SERVICES****PROPOSED SHERWOOD LANDSCAPE PARTNERSHIP SCHEME****Purpose of the Report**

1. To provide an update on progress to develop a Landscape Partnership Scheme (LPS) for Sherwood.
2. To seek approval for the County Council to provide the lead body role for the Sherwood LPS.

**Information and Advice**

3. The Heritage Lottery Fund's Landscape Partnerships programme is for schemes led by partnerships which "aim to conserve areas of distinctive landscape character...". Grants of between £100,000 and £3 million are available for schemes that will deliver the following outcomes:
  - Heritage that is better managed, in better condition and has been identified/ recorded.
  - People who have developed skills, learnt about heritage and volunteered their time.
  - Communities that are better places to live, work and visit, with reduced environmental impacts and more people having engaged with heritage.

The area covered by an LPS should be between 20 and 200km<sup>2</sup> and must have a distinctive character that is special to people.

4. A broad group of partners with interests in the natural and historic environment and community involvement, has come together to draw up a bid for Stage 1 development funding for a Sherwood Forest Landscape Partnership Scheme. Co-ordination of this effort has been carried out under the umbrella of Sherwood Forest Regional Park and it is intended that a successful bid would help to demonstrate progress towards some of the aims of the Regional Park concept.
5. A Sherwood LPS should deliver significant community outcomes; benefits to the local economy, particularly through an enhanced tourism offer; and improvements to some of the County's most important conservation and heritage assets. The Scheme, if successful at Stage 2 (full application), would run for 5 years.
6. The partnership has been able to make good progress to gain broad agreement about a number of elements for the proposed bid, including:

- Outline proposals for governance arrangements
  - Landscape mapping work to provide recommended boundary for bid
  - Further mapping work to inform potential priorities for projects
  - Outline proposals for project ideas
  - Initial community meetings to outline potential for involvement
  - Meetings with HLF to outline ideas and to gain feedback, which has been positive
7. There is only one opportunity each year to make an LPS application and the partnership is aiming to submit a bid for this year's deadline of 31 May.
8. Experience from other Landscape Partnership Schemes, including the successful Trent Vale LPS, has demonstrated that in order to function effectively the proposed Sherwood LPS would need a project team to co-ordinate delivery, funded through the scheme. The partnership currently proposes that Sherwood Forest Trust should take on this co-ordinating project team role and this has the support of the Heritage Lottery Fund (HLF). An organisation would also be required to take on the role of lead body, undertaking the day-to-day management of the project team on behalf of the partners and acting as accountable body for financial management of the scheme. HLF grant claims are paid in arrears and for a project of this size, the potential impact on the cash flow of most partner organisations would be significant.
9. Approval is, therefore, sought for the County Council to provide the lead body role for the proposed Sherwood LPS. This would be managed through the Conservation Team within the Planning Group, as the lead role for the Authority with the Sherwood Forest Regional Park already rests with the Planning Group. If the bid is successful, a new post would be required to manage the funding. This post would be employed by the County Council as lead body but would work alongside the co-ordinating team and will be the subject of a future report to Committee. Match funding for the LPS proposals will also need to be secured going forward. When the requirement for match funding is clearer, this will also be the subject of a future report to Committee.

### **Other Options Considered**

10. The County Council could choose not to support the submission of an application to the Heritage Lottery Fund for a Sherwood Landscape Partnership Scheme. It could also choose to support the application but not to take on the role of lead body. The County Council is, however, one of the leading partners in the current work arising from the Sherwood Forest Regional Park. If the County Council does not support an application, this is likely to cause difficulties for the remaining partners in demonstrating sufficient partner support and addressing financial management issues. Partners did initially explore the potential for Sherwood Forest Trust to take on the lead role but HLF has advised that financial risks may be difficult for smaller organisations and that, in most cases, it is the local authority that takes on the lead role.

## **Reason/s for Recommendation/s**

11. The County Council supports the aims and objectives of the Sherwood Forest Regional Park and is a lead partner in developing projects to fulfil those objectives. The proposed Landscape Partnership Scheme for Sherwood would facilitate delivery of a number of strategic priorities for the natural and historic environment, tourism and land management. It would also help to deliver some of the aspirations of local communities and would bring up to £3million of funding into this part of the County.

## **Statutory and Policy Implications**

12. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

If the bid is successful at Stage 1, partners will be asked to identify any potential match funding, including cash contributions. As soon as the match funding requirements have been identified, a further report will be brought to Committee. Funding for any additional staff required to manage a successful LPS project will be included in the project funding.

## **RECOMMENDATION/S**

- 1) To note progress to develop the proposed Sherwood Landscape Partnership Scheme.
- 2) To approve County Council support for the submission of the Sherwood LPS application and for the County Council to take on the role of lead body if required.

**Jayne Francis Ward**  
**Corporate Director Policy Planning and Corporate Services**

**For any enquiries about this report please contact: Heather Stokes, Conservation Team Manager (0115 969 6508)**

## **Constitutional Comments**

## **Financial Comments**

**Background Papers**

None

**Electoral Division(s) and Member(s) Affected**

All

**REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE  
NOTTINGHAMSHIRE OLYMPIC LEGACY FUND GAME CHANGER AWARDS****Purpose of Report**

1. To inform Members of the applications received for the 'Game Changer' strand of the Nottinghamshire Olympic Legacy Fund.
2. To seek approval for award recommendations.

**Information and Advice**

3. At Policy Committee on 17 October 2012, approval was given to establish a £1 million grant fund to respond to the legacy challenge created by the 2012 Olympic and Paralympic Games. A further £700,000 of funding is recommended to form part of the Council's 2013/14 budget proposals.
4. The scheme is designed to support local sports clubs to retain and grow membership and focuses on supporting them to buy much needed equipment and/or to support small/medium sized capital improvements to facilities. There are two strands to the overall scheme:

**Kick Start** - grants between £500 and £10,000

**Game Changer** - grants between £10,001 and £50,000

5. In both schemes sports clubs will need to be able to demonstrate how the funding will be used to support increased participation and/or improve the performance of club members. As well as providing direct financial support, the grants scheme will also support club efforts to lever in additional matched funding from other sources.
6. Application forms and guidance notes for prospective applicants have been established as has a useful frequently asked questions document to assist sports clubs in the process. To support bids for Game Changer funding a template business plan has also been made available to clubs.
7. The scheme has been widely promoted using local media sources and the County Council website. Officers in the Council's sports development team have also used their links to local clubs, including a sports club database, to promote the scheme.

8. The closing date for all applications was 31 December 2012. Overall, the Olympic Legacy Fund scheme has attracted **187 applications** comprising **126 Kick Start** and **61 Game Changer**. The applications have been assessed using the criteria set out in the application documents.

### **Game Changer Awards**

9. The Game Changer category of the scheme sought bids between £10,001 and £50,000. The criteria used to judge the applications was more detailed than those for the Kick Start awards and included the requirement for clubs to present a business case for their proposal. Also, as stated in the application process, bids that were presented with matching funding were looked on favourably. As with all awards, successful clubs will be required to sign legally binding agreements with the authority and projects will be monitored to ensure financial compliance. Game Changer awards being recommended for approval are presented in **Appendix 1**.
10. At the Culture Committee meeting on 5 March 2013, Members were informed that 12 applications had been deferred in order that more information could be sought by officers as part of the Council's due diligence process. Whilst this process continues for 11 awards, officers have received the required information in order to recommend 1 application for approval at this Committee meeting.
11. As some of the Game Changer proposals require planning permissions and the securing of matched funding, the awards are made 'in principle' to afford time for relevant conditions to be met. Funding offered by the County Council will not be released until the projects are agreed and in progress.

### **Other Options Considered**

12. None.

### **Reason/s for Recommendation/s**

13. The applications recommended for approval meet the criteria set as part of the application process for Game Changer awards.

### **Statutory and Policy Implications**

14. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

15. The cost of the Olympic Legacy Fund is to be met from the corporate contingency.

## **RECOMMENDATION/S**

- 1) That the recommended Game Changer awards, as listed in **Appendix 1**, be approved.

**Derek Higton**  
**Service Director, Youth, Families and Culture**

**For any enquiries about this report please contact:**

Steve Bradley  
Group Manager, Cultural and Enrichment Services  
T: 0115 977 4206  
E: [steve.bradley@nottscc.gov.uk](mailto:steve.bradley@nottscc.gov.uk)

### **Constitutional Comments (SG 18/03/13)**

16. The Committee is the appropriate body to decide the issues set out in this Report. By virtue of the Committee's Terms of Reference, the Committee has responsibility for support for sports development and sports facilities throughout the County.

### **Financial Comments (KLA 18/03/13)**

17. The financial implications of the report are set out in paragraph 15 above and Appendix 1 attached.

### **Background Papers**

£1 Million Olympic and Paralympic Legacy Fund – report to Policy Committee, 17 October 2012  
Kick Start and Game Changer Application Forms  
Kick Start and Game Changer Criteria  
Kick Start and Game Changer Frequently Asked Questions Sheet  
Eligible sports listing

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

All.

C0204





APPENDIX 1

Application originally deferred. Now recommended to receive grant aid

Club	Original Project Cost	Amount Originally Requested		Description	Location
Ravenshead Reds Junior Football Club	£47,287	£47,287		To install floodlights on one of the football pitches the club use at Ravenshead Leisure Centre. This would open up different avenues for the club plus the Leisure Centre. Enabling night-time football matches for ages 10-18s The men's team would also be able to use it. It could also benefit more young footballers as more training hours would be available with the lights.	Gedling
	<b>Total Revised Project Cost</b>	<b>Revised amount requested</b>	<b>Proposed Parish Council Contribution</b>		
	£53,612	£35,000	£18,612	They have identified additional work needed to ensure that the leisure centre has the capacity to take the higher voltage. This would cost an extra <b>£6,324.68</b>	
<b>Total Requested</b>		<b>£35,000</b>			



**REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND  
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2012/13.

**Information and Advice**

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The work programme for 2012/13 concludes with this meeting of the committee. Items to be scheduled for the forthcoming municipal year are listed in the attached schedule.

**Other Options Considered**

4. None.

**Reason for Recommendations**

5. To assist the committee in preparing its work programme.

**Statutory and Policy Implications**

6. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

**RECOMMENDATION/S**

That the Committee's work programme be noted, and consideration be given to any changes which the Committee wishes to make.

**Jayne Francis-Ward**  
**Corporate Director, Policy, Planning and Corporate Services**

**For any enquiries about this report please contact:**

Martin Gately  
Democratic Services Officer  
T: 0115 9772826

### **Constitutional Comments (HD)**

7. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

### **Financial Comments (PS)**

8. There are no financial implications arising directly from this report.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

### **Electoral Division(s) and Member(s) Affected**

All.

## CULTURE COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
Service Updates		
Green Estate Management Plan (June)	Seeking approval to consult on the Plan	Steve Bradley
Cultural Strategy Annual Review 2012/13 (June)		Peter Gaw
Archives and Central Library Partnership Agreement (June)		Peter Gaw
Establishment of a temporary 1fte Information Assistant in the Families Information Service (June)	For approval	Peter Gaw
Rufford Abbey Country Park New Development Plan 2013-2023 (June)	Seeking approval	Derek Higton
Letterbox Club for Looked After Children (June)		Peter Gaw
Trent Vale Landscape Partnership Scheme		Sally Gill
Idle Valley Management Board	Report from officer group	Sally Gill
Biodiversity Offsetting Pilot Project	To provide Members with a Year 1 report on progress with the national Biodiversity Offsetting pilot project	Sally Gill
Heritage Plan		Sally Gill
Performance Monitoring reports (Sept/Nov/Feb/May)	Quarterly performance monitoring report for Key Performance Indicators	Derek Higton/Sally Gill
Outside bodies report	Comprising reports on: Arts Partnership Nottingham/ Creswell Heritage Trust/ Experience Nottinghamshire/ Greenwood Community Forest Partnership/ Nottingham Playhouse Board/ Nottingham Playhouse Trust/ Sherwood Forest Trust/ Sherwood Forest Regional Park Board	Derek Higton

