Nottinghamshire County Council

Culture Committee

Tuesday, 08 March 2016 at 10:30

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

AGENDA

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3	Declarations of Interests by Members and Officers:- (see note below) (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	
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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 Peter Barker (Tel. 0115 977 4416) 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.

(5) This agenda and its associated reports are available to view online via an online calendar - http://www.nottinghamshire.gov.uk/dms/Meetings.aspx

Nottinghamshire County Council

minutes

Meeting	Culture Committee
Date	26 January 2016 (commencing at 10.30am)

Membership
Persons absent are marked with an 'A'

COUNCILLORS

John Knight (Chairman)
Pauline Allan (Vice-Chairman)

Chris Barnfather
Alan Bell
John Clarke
John Cottee
A Maureen Dobson
Sybil Fielding
Tom Hollis
A Roger Jackson
Mike Pringle

Ex-officio (non-voting)
A Alan Rhodes

OTHER COUNTY COUNCILLORS IN ATTENDANCE

Jim Creamer
Stephen Garner
Diana Meale
John Wilkinson
John Wilmott

OFFICERS IN ATTENDANCE

Pete Barker	-Democratic Services
Eddie Brennan	-Countryside Access
Steven Eastwood Snr	-Legal Services
Peter Gaw	-Group Manager, Libraries, Archives & Information
Sally Gill	-Group Manager, Planning
Linda Hardy	-Country Parks
Derek Higton	-Service Director, CFCS
Neil Lewis	-Countryside Access
Philippa Milbourne	-CFCS
Heather Stokes	-Conservation
Linda Turner	-Libraries

MINUTES OF THE LAST MEETING

That the minutes of the last meeting held on 8 December 2015 were taken as read and were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

Apologies were received from Councillor Dobson (other County Council business).

DECLARATIONS OF INTEREST

None.

APPLICATION TO REGISTER A TOWN OR VILLAGE GREEN – LAND KNOWN AS SANDHURST AVENUE CRICKET GROUND, MANSFIELD

The Chairman reminded the Committee of their responsibilities regarding the quasi-judicial nature of Town and Village Green decisions.

Eddie Brennan, Definitive Map Officer, introduced the report and confirmed the following to the Committee:

"The recent 2014 Supreme Court case of Barkas has disapproved of the decision in Beresford, holding instead that where people take part in recreational activities on land provided by a local authority as a recreation ground under statutory powers, they do so "by right" rather than "as of right" and any application to register a TVG on such a basis must fail".

Councillor Garner spoke against the Recommendation contained in the report.

Mr. Steven Eastwood (Principal Legal Officer) clarified, upon request from the Chairman, that the crucial point which officers were highlighting was the significance of the land having been held by Mansfield District Council (certainly from very early on if not throughout) as public open space, as evidenced by regulating use by means of the byelaws. Mr. Eastwood stated that this brought the matter within the scope of the 2014 Supreme Court case of *Barkas* which expressly disapproved of their earlier 2004 decision in *Beresford*, upon which the Applicants had relied, and indicated that use of the Sandhurst Cricket Ground had been "by right" rather than "as of right" as is required by the legal test.

Mr. Eastwood also clarified, upon further request from the Chairman, that the NE3 and NE5 planning designations referred to by the applicants as applied to the land by Mansfield District Council would indicate that Mansfield District Council were taking an interest in protecting the site's ecological and environmental value but such designations were under different legislation for a different purpose. Here, for the purposes of determining whether to register land as a Town or Village Green, the crucial factor was not of its ecological or environmental value, but of the activities which the public had undertaken on the land and their right to undertake the same, as per Mr. Eastwood's earlier clarification regarding the 2014 Supreme Court case of *Barkas*.

RESOLVED 2016/001

That the application be rejected for the reasons set out in the report.

Councillor Hollis requested that his vote dissenting against the above decision be recorded.

HERITAGE TOURISM REVIEW – PRESENTATION

Laura Simpson, Senior Practitioner for Heritage and Tourism, gave a presentation on the Heritage development work carried out to date.

RESOLVED 2016/002

That Committee note and comment on the presentation.

SERVICE UPDATE FOR THE PERIOD 16 NOVEMBER 2015 TO 3 JANUARY 2016

RESOLVED 2016/003

That the update on a range of initiatives being undertaken to improve and enhance the quality of life for Nottinghamshire people be noted.

RESPONSE TO PETITION – GIVE US BACK OUR LOOS CAMPAIGN

Councillor Wilmott spoke against the Recommendation contained in the report.

Following a debate, an amendment to the motion was moved by Councillor Hollis which was not seconded.

Following a show of hands the motion was declared to be carried, the requisite number of Members requested that the vote was recorded and it was ascertained that the following 7 Members voted **'For'** the motion:-

Councillor Pauline Allan
Councillor Alan Bell
Councillor John Clarke
Councillor John Cottee
Councillor Sybil Fielding
Councillor John Knight
Councillor Mike Pringle

and the following 2 Members voted **'Against'** the motion:-

Councillor Chris Barnfather
Councillor Tom Hollis

The motion was therefore carried and it was:-

RESOLVED 2016/004

That Committee confirms the Authority will not provide a public toilet in Hucknall Library for the reasons contained in the report and that the lead petitioner be informed accordingly.

LIBRARIES, ARTS, ARCHIVES, INFORMATION AND COMMUNITY LEARNING SERVICES: NEW OPERATING MODEL – PROGRESS UPDATE

RESOLVED 2016/005

That the update on progress on the development of an alternative operating model for cultural, learning and library services be noted.

FEES AND CHARGES 2016/17 FOR LIBRARIES, ARCHIVES AND INFORMATION

RESOLVED 2016/006

That the fees and charges set out in Appendices 1 and 2 of the report be approved for 2016/17, with implementation from Friday 1 April 2016.

FEES AND CHARGES 2016/17 FOR THE COUNTRY PARKS SERVICE

RESOLVED 2016/007

1) That the raising of the hourly hire fee for mobility scooters from £1.50 to £2 per hour at Rufford and Sherwood be approved.

2) That all other fees and charges remain unchanged for the 2016/17 financial year.

A STRATEGY FOR NOTTINGHAMSHIRE'S LIBRARIES – ANNUAL PROGRESS REPORT 2015

RESOLVED 2016/008

That the update on the implementation of the Strategy for Nottinghamshire's Libraries between January and December 2015 be noted.

TUXFORD COMMUNITY PARTNERSHIP LIBRARY OPENING HOURS

RESOLVED 2016/009

That a change to Tuxford Community Partnership Library's opening hours, as detailed in Option B in the report, be approved.

CHILDREN AND YOUNG PEOPLE'S PROMISE – PUBLIC LIBRARY SERVICES OFFER FOR CHILDREN AND YOUNG PEOPLE

RESOLVED 2016/010

That the recommendations resulting from the publication of the Children and Young People's Promise be noted.

RUFFORD ABBEY COUNTRY PARK SATISFACTION SURVEY 2015

Linda Hardy, Visitor Services Manager, introduced the report and undertook to provide a copy of the survey to Members on request.

On behalf of the Committee the Chairman agreed to send a letter of congratulations to all those teams responsible for achieving such a positive result.

RESOLVED 2016/011

That the information about the annual visitor satisfaction survey and its results for Rufford Abbey Country Park be noted.

CHANGE TO STAFFING ESTABLISHMENT FOR CULTURAL SERVICES

RESOLVED 2016/012

That the establishment of a Cultural Services Commissioner and Contract Manager be approved.

Councillor Hollis requested that his abstention from the above vote be recorded.

WORK PROGRAMME

RESOLVED 2016/013

That the committee's work programme be noted.

The meeting closed at 12.50pm

CHAIRMAN

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 4

REPORT OF THE CORPORATE DIRECTOR PLACE

COMMUNITY ARCHAEOLOGY - PRESENTATION

Purpose of the Report

1. For Committee to receive a presentation on the County Council's Community Archaeology programme.

Information and Advice

2. Community Archaeology programmes are designed to help local people to reconnect with their heritage, working alongside and supported by professional archaeologists. The Nottinghamshire County Council programme was set up in 2002 to deliver the archaeological aspects of the Heritage Lottery funded Sherwood Initiative. It has since helped local people across the county to develop and deliver a wide range of heritage projects and has supported further major Heritage Lottery funded partnership programmes and projects, including the Trent Vale Landscape Partnership Scheme. The programme employs two Community Archaeologists and these posts are entirely funded by the projects they help to deliver.

3. In 2013, Committee received a report on the first ten years of the Community Archaeology programme. In order to update Members on the most recent work carried out through the programme, officers will deliver a short presentation.

Reason/s for Recommendation/s

4. To support the Committee's understanding of the County Council's recent Community Archaeology work and its role in helping people to understand and protect their historic environment, making Nottinghamshire a more attractive place to live and work.

Statutory and Policy Implications

5. 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

1) That Committee notes and comments on the presentation.

Tim Gregory
Corporate Director Place

For any enquiries about this report please contact: Heather Stokes, Conservation Team Manager (0115 9932592, heather.stokes@nottscc.gov.uk)

Constitutional Comments

8. As this report is for noting only, no Constitutional Comments are required.

Financial Comments

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

Background Papers

Report to Culture Committee, 08/01/13: *Ten Years of Community Archaeology in Nottinghamshire.*

Electoral Division(s) and Member(s) Affected

All

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 5

REPORT OF THE CORPORATE DIRECTOR, PLACE

HERITAGE TOURISM REVIEW

Purpose of the Report

1. To seek approval for the continuation of the Heritage Tourism post and the development of future work streams.

Information and Advice

2. Tourism and the visitor economy is an important sector of the Nottinghamshire economy worth an estimated £0.91 billion to the County (source: Nottinghamshire STEAM Report 2010). The development of the County's tourism offer has, therefore, been identified as a priority for the Council, and particularly the huge potential for developing heritage based tourism.

3. In 2013, Policy Committee agreed to establish three new posts to support the Council's ambitions to promote economic growth and develop tourism potential in the County. Two of these are permanent posts within the Economic Development Team and one, the Senior Practitioner Heritage Tourism, was established as a fixed term contract within the Conservation Team.

4. The presentation given to the Committee at its meeting in February 2016 set out the work undertaken to date and the key successes that are helping to inform the future direction. As this was a new area of work for the County Council, the initial focus was on assessing the existing offer and creating a framework to co-ordinate and guide future action. This framework identified a number of broad themes offering opportunities for developing and interpreting the heritage stories of the County, including Industrial Heritage; Sporting Heritage; Rebellion and Freedom; Religious Heritage; Literary and Artistic Heritage; Customs, Traditions, and Produce; Natural Heritage; Historic Houses; Early Heritage; and, War and Remembrance. A significant amount of work has also been carried out to establish the capacity within the heritage tourism sector; identify gaps, particularly in skills and employability and develop proposed future work streams.

5. The recent creation of Marketing Nottingham and Nottinghamshire (MN&N) presents a significant opportunity for the work on heritage tourism to date to inform the developing narrative for Nottinghamshire and future collaborative work programmes to enhance both inward investment and the visitor economy.

6. In addition to developing a strong link with the emerging programmes of MN&N, it is proposed that the action plan will centre around five key areas of work, namely:

- Building knowledge and skills about heritage tourism within the tourism sector itself, within the voluntary sector and communities and through extended work with the education sector.
- Developing a co-ordinated approach based on key themes to help create a "sense of place".
- Delivering existing projects and seeking further opportunities for funding and investment in a high quality heritage product.
- Creating opportunities for increased collaboration and sharing best practise.
- Empowering people to share, enjoy, understand and care for the County's heritage.

7. It is envisaged that the County Council's own sites, such as Rufford and Bestwood, will continue to provide a focus for future work, particularly with the education sector, alongside ensuring that heritage tourism is embedded across the themes of major funding bids, such as the development of the Heritage Lottery funded Sherwood Landscape Partnership Scheme.

8. In order to capitalise on the achievements to date, and to continue to develop the significant potential for heritage tourism in the County, it is recommended that the fixed term contract of the Senior Practitioner Heritage Tourism is extended for a further 2 years in the first instance from 1st April 2016 to 31st March 2018. The funding for the post is contained within the Conservation Team core budget and further reports on progress will be brought to future meetings of Culture Committee.

Other Options Considered

9. The County Council could choose not to extend the contract of the Senior Practitioner Heritage Tourism. This would, however, leave a significant gap in the County's ability to capitalise on the tourism potential of its heritage, and to build on the large amount of development work carried out to date, including the establishment of links with many of the smaller groups and businesses operating in the County and with the education sector. The delivery of the heritage tourism aspects of the HLF funded projects would also be compromised.

Reason/s for Recommendation/s

10. Heritage tourism offers significant potential to increase both visitor stay and spend in Nottinghamshire. The work carried out to date has identified key areas of focus for the future, including skills development and seeking funding opportunities. There is, however, no capacity within the Conservation Team to carry out this work if the post is not continued.

Statutory and Policy Implications

11. 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

12. The costs of extending the Senior Practitioner post for a period of 2 years from 1st April 2016 to 31st March 2018 are estimated at £42,230 in 2016/17 and £42,230 in 2017/18.

13. The funding for the Senior Practitioner Heritage Tourism post is contained within the Conservation Team budget.

RECOMMENDATION/S

That the extension of the fixed term contract for the Senior Practitioner Heritage Tourism post, as set out in paragraph 8 be approved, and the future work streams as set out in paragraphs 6 and 7 also be approved.

Tim Gregory
Corporate Director Place

For any enquiries about this report please contact: Heather Stokes, Conservation Team Manager (0115 9932592, heather.stokes@nottscc.gov.uk)

Constitutional Comments [SLB 18/02/2016]

Culture Committee is the appropriate body to consider the content of this report subject to the Council's Employment Procedure Rules which require all reports proposing changes to staffing structures to include HR comments and for the recognised trade unions to be consulted.

Financial Comments [RWK 29/02/2016]

The financial implications of the proposals detailed in the report are set out in paragraphs 12 and 13.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 6

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

SERVICE UPDATE FOR THE PERIOD 4 JANUARY TO 21 FEBRUARY 2016

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, ARTS, INFORMATION AND COMMUNITY LEARNING

Library Access Points

2. Following the successful opening in January 2015 of the South Scarle Library Access Point (LAP), a second LAP, in partnership with the Coddington Village Hall Trustees, was opened at Coddington Village Hall on 13 January 2016. This was formally opened by the Chairman of Nottinghamshire County Council on 27 February 2016.

3. LAPs are small deposit collections of books on loan from Nottinghamshire Libraries and reflect individual community needs and interests. In addition to agreed library exchanges, volunteers are able to refresh small selections of their collection by using their nearest large local library. Whilst this initiative is supported by the Library Service, LAPs are administered and made accessible by organisers within the local community.

4. Coddington LAP is open twice a month and is available to all local residents. It was started with a loan collection of 300 books and is supplemented with local donations from the Coddington community and includes a previously privately owned reference collection of local history material.

5. This development supports the Council's 'Strategy for Nottinghamshire Libraries' and the key pledges to respond directly to local needs in developing libraries and also to increase community involvement in the shaping of libraries and delivery of library provision.

6. LAPs are in addition to the traditional library provision of branches and mobiles and are a positive step towards increasing access to books and reading in primarily more remote and rural communities in the Collingham area.

Bump, Baby and Toddler Festival

7. The Bump, Baby and Toddler Festival took place at Mansfield Central Library on 16th February attended by over 600 people. Organised by the library service's Early Years Team, the festival provided information and advice for local families on a variety of topics and promoted the importance of reading and sharing books with babies and young children.

8. Over 50 professionals were present, representing 21 organisations including Homestart, Bookstart, East Midlands Ambulance Service, New Leaf, Health visiting teams, Children Centres, and Nottinghamshire Road Safety.

9. A variety of activities were available throughout the day including family workshops such as baby massage run by the Children Centres and craft activities provided by Mansfield Central Library and Mansfield Museum. The Nottinghamshire Road Safety team measured and demonstrated the correct use of car seats and St John's Ambulance demonstrated CPR on babies.

10. Entertainment for the children included a Rattle, Rhyme and Roll session, the opportunity to meet the Bookstart Bear and a live band - Johnny and the Raindrops.

11. Comments from families included:

    "Great advice, friendly and enthusiastic staff"
    "Very informative"
    "My Granddaughter loved all the event"
    "Do more".

12. Partner organisations were also extremely positive:

    "Fantastic event, we have met so many new families"
    "I certainly came away with a few more contacts"
    "Brilliant event, really enjoyed coming".

13. Local library staff joined over 40 new members to the library and promoted the fantastic facilities and services at Mansfield Central Library including the hire spaces available to local people and organisations.

14. The day helped many families with under 5s and expectant parents to connect with services in the local Mansfield district, supporting their children's and their own health, development and wellbeing.

Gruffalo Fun Day at Arnold library

15. Arnold Library held a Gruffalo Fun day for children and families. Over 300 children (plus their parents and carers) visited the library to join in with stories, songs and Gruffalo craft activities. The ever popular Gruffalo character made three appearances throughout the day. Some families were visiting the new look Arnold Library for the first time.

16. Events such as this are part of the continued work to promote a love of books and reading and also help attract new audiences to the library to explore what the library can offer.

Author events

17. National Libraries Day, which is a celebration of libraries and the services they provide, saw children's author events at Beeston and Arnold libraries. Racing cars became the theme for the day as picture book author Caryl Hart visited Arnold to talk about her *How to Win a Monster Race* title and Jonathan Emmett visited Beeston sharing his *Silver Serpent Cup* picture book. At both events children were able to take part to create their own racing vehicle.

CONSERVATION

Greenwood Community Forest

18. The Friends of Greenwood Community Forum has appointed a new Chairperson, Rod Fillingham. Rod is a member of the Friends of Gedling Country Park, which supports Gedling Borough Council in caring for this new green space on a regenerated pit tip. The Friends of Greenwood Community Forum provides a network for such groups from across Nottinghamshire to share ideas and mutual support. It also works alongside the Greenwood team to deliver the annual Greenwood Awards, which recognise outstanding effort by local volunteers to look after and promote the County's parks and green spaces.

19. The Conservation Team is currently hosting two placements for students from Nottingham Trent University. Jake Hill and Dayle Bickley are both year 2 students from NTU's Ecology & Environmental Management degree course. Having spent the last 19 weeks working with the County's Country Parks and Green Estates teams, they are now helping to support activities with colleagues in Nature Conservation and Greenwood Community Forest.

Heritage Tourism

20. A celebratory event took place at Rufford Abbey on 26 January to thank the Community Archaeology volunteers and Skills for Employment students for their help. The Community Archaeology volunteers have helped to carry out a number of archaeological investigations at Rufford and a presentation showed how their work has helped to further the understanding of the site. Councillor Knight then presented certificates to the students from the County Council's Skills for Employment programme in recognition of their heritage project which took place throughout October 2015 to February 2016.

21. In January 2016, the first 'Heritage Heroes' certificate was awarded to Hucknall Tourism and Regeneration group for their work in conducting bus tours around the County and running a visitor information point in the town all on a voluntary basis. This pilot scheme is designed to recognise and thank individuals and organisations within the County for their invaluable contribution to the County's heritage offer.

22. On 11 February 2016, the County Council hosted and presented at the National Sports Heritage Conference. The event was organised in partnership with the Sports in

Museums Network. Fifty five delegates attended the conference from a range of local and national universities, museums, sports clubs/grounds and organisations such as the National Football Museum, Wimbledon, Lords Cricket ground and Heritage Lottery Fund. The first day of the conference, held at County Hall, looked at the impact of sports heritage on wider agendas such as tourism, health and wellbeing, community cohesion and education. The second day was held at the Nottinghamshire Archives where the setting up of regional networks was discussed.

Historic Buildings

23. Following the County Council's War Memorials survey, four Listing Applications were submitted to Historic England for memorials in Ashfield. It has now been confirmed that Skegby War Memorial and Stanton Hill War Memorial have been designated as Grade II Listed Buildings. Confirmation is still awaited for two others, Jacksdale War Memorial and Sutton in Ashfield Memorial Cross.

24. Listing applications are being prepared for the following memorials in Broxtowe:

- Ambulance Training Corp Cadets Cross, Eastwood
- Strelley War Memorial
- Cossall War Memorial
- Waterloo Memorial, Cossall
- Awsworth War Memorial.

25. The Listing of these memorials will give them higher priority in grant fund applications and provide statutory protection against harmful alterations and development affecting their setting.

Nature Conservation

26. The Lowland Derbyshire and Nottinghamshire Local Nature Partnership is developing its strategy with regard to:

- Good access to nature for all
- Sustainable development and land management
- Healthy wildlife populations
- Clean, green business
- Resilient natural defences
- Education and skills.

27. Officers from both Nottinghamshire and Derbyshire County Councils have recently provided significant input into the collation of the natural capital evidence base and a series of workshops with key stakeholders to help to interpret the evidence base and identify threats and opportunities. It is intended that this work will facilitate the strengthening of working relationships between the LNP and the D2N2 Local Enterprise Partnership.

RECOMMENDATION

1) That the update on a range of initiatives being undertaken to improve and enhance the quality of life for Nottinghamshire people be noted.

Derek Higton
Service Director
Youth, Families & Culture

Sally Gill
Group Manager, Planning

For any enquiries about this report please contact:

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C0785

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 7

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

RESPONSE TO PETITION: SAVE OUR SERVICES – JACKSDALE AND SELSTON LIBRARIES

Purpose of the Report

1. This report informs Committee of the Council's response to the issue raised in a petition presented to the Chairman of the County Council at the Full Council meeting on 14 January 2016.

Information and Advice

2. A petition of 59 signatories was presented to Full Council on 14 January 2016 by Councillor David Martin titled 'We the undersigned urge you to reject plans to close the Libraries in Jacksdale and Selston. We want rural services protecting'.

3. The County Council has a statutory duty to provide a comprehensive and efficient library service and discharges this in part through a network of 60 static libraries and 3 mobile libraries.

4. The Strategy for Nottinghamshire Libraries provides the long term basis for the delivery and development of the service and this was agreed by the County Council in December 2011. The strategy outlines the development of the Community Partnership Library (CPL) concept in order to sustain the delivery of the service in smaller communities.

5. A CPL is a form of community involvement and support of small libraries that maintains the professional library service, reduces costs and prevents the threat of closure. This is a bespoke approach to each community and situation, and can include volunteering, fund raising, co-location and re-location with a partner or partners.

6. The programme of developing CPLs continues following the establishment of successful partnerships for Collingham and Tuxford communities in late 2015. A further partnership will be delivering a library in Annesley Woodhouse from 19th March 2016.

7. Discussions are ongoing across Nottinghamshire to develop sustainable partnerships, including Jacksdale, where the parish council are likely to be the partner, with potential co location of the library into the community centre.

8. There has been no threat of closure or plans to close Jacksdale or Selston Libraries.

Other Options Considered

9. No other options have been considered.

Reason/s for Recommendation/s

10. To inform Committee of the Council's response to the issue raised in a petition presented to the Chairman of the County Council at the Full Council meeting on 14 January 2016. The Committee's recommendation will be reported to the next available Full Council meeting.

Statutory and Policy Implications

11. This report has been compiled after consideration of implications in respect of finance, 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.

RECOMMENDATION

1) That the Committee confirms the Authority has no plans to close Jacksdale or Selston Libraries, as outlined in the report, and that the lead petitioner be informed accordingly.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Peter Gaw
Group Manager, Libraries, Archives and Information
T: 0115 977 4201
E: peter.gaw@nottscc.gov.uk

Constitutional Comments (LM 04/02/16)

12. The recommendations in the report fall within the Terms of Reference of the Culture Committee.

Financial Comments (CDS 03/02/16)

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

Background Papers and Published Documents

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.

A Strategy for Nottinghamshire's Libraries – report to County Council on 15 December 2011

Electoral Division(s) and Member(s) Affected

Selston – Cllr David Martin

C0778

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 8

REPORT OF THE CORPORATE DIRECTOR RESOURCES

PERFORMANCE REPORTING (1 APRIL – 31 DECEMBER 2015)

Purpose of the Report

1. The purpose of this report is to provide the Committee with an overview of performance during the third quarter of the 2015/16 financial year, covering activities from 1st April to 31st December 2015.

Information and Advice

2. At the meeting on 5 November 2012, the Committee agreed to receive a quarterly report, which reviews performance across the full range of cultural services provided for children, young people and families that fall within its remit. These reports will be in addition to other reports that may be presented to the Committee from time to time providing detailed performance-related information about specific cultural services initiatives or projects.

Performance Reporting for Quarter 3 (2015/16)

3. The quantitative performance reporting included in this report is presented via a combination of:

   - outcome based key performance indicators (KPIs)
   - key service indicators that will be measured against objectives within each of the cultural services business plans
   - a summary of key achievements across the relevant service areas.

4. The list includes a number of KPIs that reflect priorities within the Council's Strategic Plan, and which will also therefore be reported to the Policy Committee.

5. The performance data for the period 1st April 2015 to 31st December 2015, as described above, is set out in the table at **Appendix A.** This provides a summary across all service areas for the third quarter of this financial year.

6. The activities, key performance indicators and service level indicators which are reported here have been selected by cultural services managers to provide information on the key development activities planned for 2015/16, plus a summary of performance achieved across the key service areas.

Other Options Considered

7. The process for presenting performance information set out in this report is in line with corporate guidance, which has itself been established following an appropriate analysis of alternative options.

Reason/s for Recommendation/s

8. The recommendation for quarterly reporting to Committee, and the KPIs that will form the basis of the report, is in line with the established processes of reporting and publishing performance information across all of the services within the Children, Families and Cultural Services Department.

Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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

1) That the Committee notes the performance of the Council's cultural services during the period 1st April – 31 December 2015.

Jayne Francis-Ward
Corporate Director Resources

For any enquiries about this report please contact:
Matthew Garrard
Team Manager, Performance, Intelligence and Policy
T: 0115 9772892
E: matthew.garrard@nottscc.gov.uk

Constitutional Comments

10. As this report is for noting only, no Constitutional Comments are required.

Financial Comments (SS 17/02/16)

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

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.
C0796

Nottinghamshire County Council

Appendix A

Youth, Families and Cultural Services

REPORT TO COMMITTEE

Our Performance from April to December 2015 Quarter 3

What have we achieved?

Country Parks & Green Estates	Implement the Green Estate Strategy (agreed by Culture Committee in December 2013)	⦿
	Develop new operating options appraisals for Sherwood Forest Country Park, Rufford Country Park and Bestwood Country Park	⦿
Cultural & Enrichment	Finalise new operating / management arrangements for community sports and arts teams	⦿
Libraries, Archives, Information & Learning	Develop and deliver sustainable Community Partnership Libraries (CPLS)	⦿
	Implement a new arm's length operating model for LAI&L services by April 2016	⦿
	Modernise public libraries	⦿
	Modernise Nottinghamshire Archives	⦿

Our achievement is rated by: [✓achieved ⦿ on schedule ○ progress being made, but behind schedule × not started or will not complete]

Country Parks & Green Estates Service	Yr Target	Apr – Dec 15	On Target?
Number of visitors to our Country Parks – Sherwood Forest & Rufford Abbey Country Parks (Quarterly)	820,000	612,816	✓
Increase Country Parks commercial income (Q)	£2,500,000	£2,224,643	✓
Number of volunteers that Green Estates worked with (Q)	700	781	✓
Number of volunteer hours generated by Country Parks (Q)	5400	6498	✓
Service user and customer satisfaction level – Sherwood Forest Country Park (Annual)	>90%	81%	○
Service user and customer satisfaction level – Rufford Abbey Country Park (A)	>90%	100%	✓
Libraries Archives Information and Learning Service	**Yr Target**	**Apr – Dec 15**	**On Target?**
The number of visits to Libraries (Q)	(2,800,000)	2,181,977	✓
The number of virtual visits to Libraries (Q)	(1,000,000)	968,320	✓
The number of Library events and activities (Q)	(7,000)	6,278	✓
The number of Library loans (Q)	(3,000,000)	2,369,406	✓
The number of new Library members (Q)	(28,000)	24,023	✓
The number of adult learners (target for Community Learning and Skills Services (CLaSS) is set for academic year Sept to August each year) (Q)	(7,500)	3,342	✓
Percentage of adult learners who started the course that met their expectations (Q)	(93%)	96%	✓
The number of Newlinc sessions (public computer access & Wi Fi sessions) (Q)	(250,000)	205,139	✓
The number of visits to Archives (Q)	(4,000)	3,849	✓
The number of virtual visits to Archives (Q)	(300,000)	252,245	✓
The number of Archives learning activities/events and number of attendances (Q)	(50 / 1,000)	60 / 1,184	✓
Successfully deliver file requests for the RMS within time delivery standard (A)	95%	100%	✓
Achieve Education Library Service schools buyback rates (A)	(70%)	Annual	✓
Service user and customer satisfaction levels achieved across the service area (A)	(90%)	Annual	✓

Our achievement is rated by: [✓on or above target / ○off target (by less than 10%) / ×off target (by more than10%)]
[1]data not yet received in full [2]against quarter profile (p) provisional figure (annual) figure not reported on a quarterly basis

Version 1 (26.01.16)

Nottinghamshire County Council

Report to Culture Committee

8 March 2015

Agenda Item: 9

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

COMMERCIAL OPERATIONS AT RUFFORD COUNTRY PARK

Purpose of the Report

1. This report seeks Committee approval for the commencement of a procurement exercise to select an appropriate partner to manage Rufford Country Park's commercial operations with effect from January 2017.

Information and Advice

Background

2. The Council is committed to maintaining Rufford Country Park both as a key tourism destination venue for Nottinghamshire, and as an important local leisure-time and heritage amenity for local people. Approximately 350,000 people visit Rufford each year.

3. However, in the light of the financial challenges faced by the Council, the operating costs faced by the Council at Rufford need to be reduced significantly. At the meeting of the County Council in February 2015, Members approved a business case to reduce the revenue cost of maintaining Rufford Country Park by approximately 50% (c£300,000), with effect from the 2017/18 financial year.

4. In consequence, officers have been exploring the means by which this may be achieved. Rufford's current cost base is set out in the table below:

Expenditure (2015/16 revenue budget)	**£000's**
Employee related	1,328
Premises related	355
Transport related	20
Supplies and services	161
Cost of sales	669
Total Expenditure	**2,533**
Income	
Car park income	178
Sales	1,727
Total Income	**1,905**
Net Cost	**628**

Commercial Operations

5. Rufford is a popular country park site and derives annual income from its commercial activities of approximately £1.9million per annum. The Park's commercial activities are driven by its core attraction as a site with outstanding green space in a historical setting of great beauty, with additional visitors attracted by the range of facilities and events/activities that are on offer throughout the year (including a substantial wedding offer). Current commercial retail provision at Rufford is summarised below:

Shops

- Rufford Craft Shop, 1,300 sq. ft., offering studio ceramics, jewellery, greeting cards and remainder books
- Rufford Gift Shop, 700 sq. ft. (plus stock room), offering souvenirs, gifts, toys and confectionery and food
- Rufford Mill Outdoor Living, 1,700 sq. ft. (plus stock room), offering outdoor apparel, confectionery and food.

Catering/Hospitality

- Rufford Coach House Coffee Shop, 800 sq.ft, with 70 indoor covers, offering beverages and snacks, with outside seating for 150
- Rufford Savile Restaurant, with 50 indoor covers, offering carvery meals, trading 11am - 4pm
- Rufford Caravan, adjacent to the play area, offering ice-cream, trading "high days & holidays"
- Rufford Mill Talbot Suite, 1,400 sq.ft plus a large foyer, kitchen and bar, offering weddings and conference facilities
- Rufford Mill Tea Shop, offering ice-cream, beverages and snacks on a "grab-and-go" basis, but with outdoor seating around the Mill courtyard
- Rufford Mill Cabin, adjacent to the lake, offers ice-cream, trading "high days & holidays".

6. Whilst the Park's overall visitor offer is valued and highly rated by visitors, and generates a significant level of gross income, the majority of individual elements of the Park's commercial offer generate only a marginal surplus, or operate at a loss. The exceptions to this are the Coach House Coffee Shop and the overall wedding offer, both of which generate significant trading surpluses. Equally, the current car park charging regime generates a substantial surplus.

7. Rufford is a complex site, and the Council faces a number of challenges in respect of its ability to generate greater surpluses from its current in-house trading activity. Key amongst these challenges are:

- Staffing costs – Rufford's commercial staff operate under the Council's corporate terms and conditions arrangements. These are not designed for seven day per week commercial operations, and in consequence result in relatively high fixed staffing costs

- Premises – Rufford's premises are of historical significance. Maintenance and premises related costs are therefore greater than would be the case in newer, more standard commercial premises

- Flexibility – Rufford is seen by customers as public provision. This makes rapid change and innovation to commercial activity more difficult to achieve. Equally, as the financial environment for local government has become more constrained in recent years, the capacity of the Council to invest in facilities at the Park has become reduced.

8. In order to deliver the requirements of the current business case therefore, whilst preserving Rufford's status as a much loved and much visited regional attraction, officers have undertaken work to consider how best to both reduce costs and generate additional income by reshaping the Park's overall commercial offer. This reshaping represents the best opportunity for the Park to enhance its public offer, and generate the saving levels required by business cases that have previously been agreed by Council. Given the long term nature of the difficult financial circumstances faced by the Council, it is important that the Park makes significant strides towards operating on a full cost recovery basis.

9. With this in mind, at its meeting on 3 November 2015, Culture Committee approved a process for Council officers to engage with potential third party expert partners and suppliers – a process known as soft market testing - to gauge the potential viability of establishing alternative commissioned arrangements for the future delivery of the catering and commercial offer at Rufford. It was intended that this process would allow officers to establish the level of market interest (amongst both private sector and not for profit heritage/leisure bodies) in partnering with the Council to develop the Park's overall commercial offer. The process would also help to identify the extent to which further capital investment may be required at Rufford to support long term income generation and cost reduction initiatives, and which areas of commercial development potential partners would see as most significant. Similar testing proved to be effective in supporting the successful commissioning of the National Water Sports Centre in 2011, and Sherwood Forest Country Park in 2013/14.

Soft Market Testing

10. In December 2015 a soft market testing exercise was undertaken at Rufford. Nine organisations attended the event, ranging from catering companies to facility management companies to charitable/heritage organisations. A number of the organisations currently manage some or all country park facilities on behalf of local authorities. Officers outlined the challenges faced by the Council and the potential for Rufford's future development, and organisational representatives explored the Park and its facilities.

11. Following the event, feedback was sought from each organisation regarding their interest in a potential tendering opportunity, and any issues/barriers that they saw as relevant/significant. The feedback received indicates a strong level of market interest in

Rufford, and a recognition from the market that in order to achieve the financial targets that would be required by the Council, significant reshaping of the commercial offer would be necessary. Feedback also indicated that there are currently a number of similar tendering opportunities for organisations within the leisure/parks/facility management sector, and that in order to secure transformational change for the Park's facilities, supplementary Council capital investment would be advantageous, as Council capital costs are lower than those involved in securing private sector capital. In terms of issues and challenges, the feedback identified staffing costs and TUPE transfer arrangements, and the seasonality of income/visitors to Rufford.

12. In summary, the soft market testing process was successful in that it indicated strong market interest in a potential tendering opportunity for the future management of the commercial offer at Rufford Country Park.

Procurement Routes

13. In order to secure an appropriate partner, there are two usual methods of procurement:

- the first involves the Council setting out in great detail its requirements, with potential partners being asked to bid against a detailed specification for the contract. Whilst simpler, this limits the scope for true innovation from bidders. Given the likely requirements of the Council, this is not the preferred option

- the second is a procedure called Competitive Dialogue. This process allows for the final solution to be influenced by bidders during a process of dialogue between the Council with potential partners. Competitive Dialogue was used successfully in the procurement of partners for both the National Water Sports Centre and Sherwood Forest Country Park, and is the preferred option of officers as it will maximise opportunities for the future commercial offer to be both innovative and cost effective. **Appendix 1** to this report sets out an indicative competitive dialogue procurement timetable.

Capital Costs

14. As set out in **paragraph 11** above, and based on the successful procurement of partners for the future operation of the National Water Sports Centre and Sherwood Forest Country Park, it is anticipated that to support a successful procurement process capital funding from the Council will be required. This will result in best value in the long term for the Council.

15. Early work to identify the size of a likely capital contribution suggests that a sum of between £500,000 and £1million will be required. The procurement process will confirm the precise amount required, which will be subject to the usual corporate approvals.

Revenue Costs

16. The estimated costs that have been identified to support the procurement process are set out overleaf:

Item	Cost £
Internal and external legal advice	30,000
External consultant support (leisure sector specialist)	5,000
Actuarial reports, preparation and publication of tender documents, contingency	5,000
Total	**40,000**

17. Costs will be met from within the existing resources of the Culture portfolio.

Other Options Considered

18. There were two options:

- maintain the current in house approach to the commercial offer at Rufford, supported by additional capital investment, or
- proceed to procurement, and seek to engage an external partner to develop and manage the commercial offer at Rufford on a long term basis.

19. The recent soft market testing has indicated that a properly constructed procurement process is likely to be more successful in delivering the core requirement of the Council to reduce revenue costs to the Council whilst developing the visitor offer.

Reason/s for Recommendation/s

20. Procuring a third party via a competitive tender process is the most cost effective and lowest risk option facing the Council to develop further the commercial operations at the Park, with the Council continuing to directly maintain the Park overall, and its grounds with Rufford Abbey continuing to be under the guardianship of English Heritage. The outcomes of the Soft Market Testing exercise have shown that there is interest in the external market to support a successful procurement process.

Statutory and Policy Implications

21. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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

22. The financial implications are detailed in paragraphs 14 – 17.

Human Resources Implications

23. All staff employed at Rufford at the point of the transfer of operations to a third party partner would be subject to TUPE considerations.

Implications for Service Users

24. The delivery of a refreshed commercial offer for the Park will enhance the customer experience for Park visitors.

Implications for Sustainability and the Environment

25. Contractual arrangements envisaged by the Council will result in the Council retaining overall responsibility and control of Rufford Country Park. The Council will continue to directly control the management and conservation of the Park's green space.

RECOMMENDATION/S

1) That approval is given for the commencement of a procurement exercise to select an appropriate partner to manage Rufford Country Park's commercial operations with effect from January 2017.

Derek Higton
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Constitutional Comments (LM 17/02/16)

26. The recommendations in the report fall within the Terms of Reference of the Culture Committee.

Financial Comments (SS 24/02/16)

27. The financial implications of the report are contained within paragraph 22 above.

Background Papers and Published Documents

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.

Rufford Country Park and Bestwood Country Park future options – report to Culture Committee on 3 November 2015

Electoral Division(s) and Member(s) Affected

All.

C0790

APPENDIX 1

Proposed Timescales for the Procurement Process

Key elements of the recommended Competitive Dialogue procurement process and indicative timescales for this are shown in the table below:

Activity	**Timescale**
Pre-Qualification Questionnaire (PQQ) Stage	April - May 2016
Outline and Detailed Solutions Stages	June - August 2016
Best and Final Offer Stage	September - October 2016
Formal award of contract	November - December 2016

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 10

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

ADULT AND COMMUNITY LEARNING SERVICE STRATEGIC AIMS AND OBJECTIVES AND FEES POLICY 2016/17

Purpose of the Report

1. The purpose of this report is to:

   1) report on the Skills for Employment and the Adult and Community Learning Service's (ACLS) delivery and outcomes 2014/15

   2) seek approval of the Nottinghamshire Community Learning and Skills Service's Strategic Aims and Objectives for 2016/17

   3) seek approval for expenditure relating to the receipt of an anticipated allocation of £2,145,430 from the Skills Funding Agency (SFA) to the Nottinghamshire Community Learning and Skills Service and £1.3 million from the Education Funding Agency (EFA) for 16 to 18 Study Programme provision

   4) seek approval for the Fees Policy for 2016/17.

Information and Advice

Introduction

2. The Nottinghamshire Community Learning and Skills Service (CLASS) Strategic Aims and Objectives and Fees Policy sets out the plans for 16 to 18 study programme and 19+ community and family learning in Nottinghamshire for the period 2016/17. The Nottinghamshire Community Learning and Skills Service (CLASS) is funded by the Education Funding Agency (EFA) and the Skills Funding Agency (SFA) and in 2015/16 an EFA grant of £1.1 million and an SFA grant of £2.2 million was available to deliver learning. It is anticipated that the EFA allocation for 2016/17 will grow by £200,000 to £1.3 million (as learner numbers grow from 245 in 2015/16 to 300 in 2016/17). It is anticipated that the SFA allocation for Community and Family learning will be the same as the 2015/16 allocation of £2.2 million. In addition, however, there will be scope to deliver additional Adult Education Budget SFA provision in 2016/17.

3. The EFA and the SFA requires the allocation to be used to;

   - maximise access to learning for the County's young learners (16 to 18) who are not in education, employment or training (NEET) by providing provision that is not available

from existing FE providers (e.g. General Further Education Colleges and Independent Training Providers)

- maximise access to community learning for adults, bringing new opportunities and improving lives, whatever people's circumstances
- promote social renewal by bringing local communities together to experience the joy of learning and the pride that comes with achievement
- maximise the impact of community learning on the social and economic well-being of individuals, families and communities.

4. The overall purpose and objectives for EFA funded provision are set by the Department of Education, while the objectives for SFA funded community learning provision are set by the Department for Business, Innovation and Skills in the White Paper 'New Challenges, New Chances'. In addition, however, the SFA has established a new Adult Education Budget (AEB) that will operate from the beginning of the 2016/17 academic year and will give all FE providers including Nottinghamshire CLASS new flexibilities to deliver accredited programmes to 19+ adults.

5. The aim of the Nottinghamshire CLASS Strategic Aims and Objectives is to deploy the EFA and SFA funding to ensure that local people have access to a range of appropriate and flexible learning opportunities that will contribute to their personal, social, educational and economic development and hence contribute to the strategy of Nottinghamshire County Council.

6. This Nottinghamshire CLASS Strategic Aims and Objectives and Fees Policy:

- outlines the Council's strategic aims and objectives for EFA funded 16 to 18 Study Programmes and 19+ adult and community learning and introduces the wider learning offer
- reports on achievement of targets and outcomes against the adult and community learning objectives for the academic year 2015/16 and provides an overview of priorities and targets for 2016/17.

Strategic Aims and Objectives

7. The strategic aims and objectives of the Nottinghamshire Community Learning and Skills Service for the 2016/17 academic year are as follows:

Aim

To ensure that local people have access to an appropriate range of flexible learning opportunities that contribute to personal, social, educational and economic development.

Objectives

- Deliver a programme of high quality learning which clearly contributes to the priorities of the County Council (to support safe and thriving communities; support economic growth and employment; provide care and promote health; and invest in our future)

- Focus EFA and SFA public funding on people who are disadvantaged and least likely to participate in learning, including NEET young people, people on low incomes, those with low skills and those furthest away from the labour market

- Continue to deliver a universal Community Learning and Skills Service with access for all and set a fees policy to ensure fees are paid where learners are able to do so (i.e. Pound Plus)

- Widen participation in learning through locally delivered formal and informal learning programmes serving the needs of diverse communities in the County

- Provide learning opportunities in a wide variety of community venues, focused on deprived areas where learning can make a difference to the life-chances of young people and adults and their families

- Provide Study Programmes from six (expanding to seven with the move to deliver from Hawtonville Young People's Centre in Newark from April 2016) centres across the County to 300 16 to 18 NEET learners

- Provide community learning to approximately 7,000 adults aged over 19 from a variety of appropriate venues

- Directly deliver to a minimum of 1,000 adult learners a range of programmes including community, family and AEB funded provision

- Provide Family Learning in partnership with schools and Children's Centres in deprived areas where attainment levels are low

- Grow the capacity of the voluntary and community sector organisations to deliver effective adult learning that meets the quality requirements of Ofsted through funding and supporting niche provision

- Directly deliver new 19+ AEB funded accredited provision to adults where appropriate

- Deliver new Apprenticeships and 19 to 24 Traineeships building upon the successful pilots in 2015/16

- Deliver new 19 + Advanced Learning Loan provision building upon the pilot loan allocation secured in February 2016 including an Access to HE programme and new Level 3/4/5/6 programmes

- Develop new full-cost commercial learning programmes where appropriate, building upon the lessons learned from the 2015/16 pilots.

Delivering the Objectives

8. In order to achieve the above objectives, the Council will:

- Commission a curriculum which will give priority to:

- Engaging new learners and ensuring they are aware of further learning opportunities
- Improving confidence and skills to allow people to participate fully in society
- Moving young people from study programmes to Traineeships and Apprenticeships where appropriate (including new 19 to 24 Traineeships)
- Moving adults from community to accredited (AEB funded) provision, and Apprenticeships as appropriate to enhance their employability
- Securing additional funding from the European Social Investment Fund (ESIF), Building Better Opportunities, the Talent Match project etc to support the needs of all Nottinghamshire's unemployed learners and helping them to access sustainable employment
- Developing a learning offer to specifically appeal to adult learners who wish to fund their own leisure learning and using their fees to contribute towards the Service's wider delivery to less advantaged learners
- Meeting the needs of vulnerable young people and adults, particularly those with learning difficulties/disabilities and those with physical and mental health issues.

- Commission learning activities under the themes of:

  Employability (to build the confidence and basic skills of people not supported by Department of Work and Pensions Programmes) including young people and adults via AEB funded, Traineeship, Apprenticeships and 19 + Advanced Learning Loan funded provision

  Health and Social Wellbeing (to improve physical, emotional and mental health through enjoyable group learning)

  Family Learning (to strengthen families and improve the skills of parents to support their children particularly in mathematics and English)

  Learning Difficulties and Disabilities (discrete courses to improve the lives through learning of people with learning difficulties and disabilities)

  Community and Individual Capacity Building (to build confidence and skills to enable young people and adults to shape their own futures and/or their communities)

  Equality, Inclusion and Citizenship (to engage communities of interest and minority groups and to allow young people and adults to play a part in wider society)

- Work with partners to develop a curriculum plan, as part of a wider CLASS Service Review, outlining how the identified target groups will be attracted to learning by the courses, times, locations and modes of delivery on offer to meet the priorities outlined above

- Develop the capacity to directly deliver community learning courses and 19+ AEB funded provision, and 19+ Apprenticeships and 19 to 24 year old Traineeships and 19+ Advanced Learning Loan provision and commercial learning provision. Building upon the direct delivery experience of the Skills for Employment team within CLASS to identify

and harness their direct delivery capacity and expertise for the benefit of young people and adult learners too

- Ensure the Council is on target to build upon the successful Ofsted inspection from May 2015 by moving to achieving a Grade 1 Outstanding grade for Overall Effectiveness at the next inspection

- Support the successful transition to the new Community Benefit Society trading under the name of Inspire by ensuring that the EFA and SFA funded provision is delivered effectively and that all governance and leadership and management systems of performance management and safeguarding are sufficiently robust

- Work with partners from Notts Loves Learning (the Community Learning Trust) and the new D2N2 Adult and Community Learning Alliance to ensure that the Council's service and sector can present itself effectively during the Fifth Phase of the Area Based Reviews of FE planned for D2N2 in November 2016

- Work with colleagues from Adult and Community Learning Services across D2N2 to develop a coordinated offer to potential Skills Funding Commissioners from the new Combined Authority from May 2017 prior to the 2017/18 academic year's allocation (which is likely to be devolved from the EFA and SFA to the new Combined Authority).

Fees Policy 2016/17

9. A consistent Fees Policy is required to ensure that young people and adults within Nottinghamshire are treated equitably by each delivery partner within the Nottinghamshire Community Learning and Skills Provider Network. Given the focus of the EFA and SFA public funding on those young people and adults with low skills/confidence, along with the current economic climate, it is proposed that the hourly tuition fee for SFA funded programmes for adults not qualified for fee remission should be increased from £2.80 to £2.90, a 3.5% increase. The proposed Fees Policy for 2016/17 is attached as **Appendix 1**.

10. Fee remission will only be available to those learners who qualify under the national EFA and SFA guidelines.

11. In addition to the above fees to be applied to all young people and adult learners who do not qualify for fee remission under existing EFA and SFA guidelines, it is planned to deliver provision in 2016/17 that is specifically designed to be full-cost recovery. This separate provision will be fully funded by the learners' fees and will deliver provision that is differentiated from the EFA and SFA funded provision.

Delivery and Outcomes 2014/15

12. Nottinghamshire CLASS operates within academic year, so the 2014/15 year is the most recent full set of data.

13. In 2014/15, ACLS achieved 11,442 individual learners against a target of 10,000 and had 15,534 enrolments on short courses (mostly under 20 hours). In addition, Skills for Employment delivered 28 programmes to 239 learners with 410 enrolments.

14. Overall success rates for EFA funded provision in 2014/15 was 73%. Overall success rates for SFA funded provision in 2014/15 was 87%.

15. In 2014/15 the EFA funded provision was delivered by a directly employed team of 23 professional tutors. In the same year, the SFA funded provision was delivered 100% by commissioned providers (i.e. with contracts in excess of £10,000 p.a.) and grant funded providers (i.e. subcontractors with contracts below £10,000 p.a.).

16. In 2014/15 there was a target that 73% of the SFA funded learners would come from the 250 most deprived super output areas. In 2014/15 the percentage achieved was 68%. Additional focus upon this figure is a key priority for 2015/16 and will continue to be a focus of delivery in 2016/17. In May 2015, Ofsted inspected the provision and judged the service to be good with outstanding features (Overall Effectiveness Grade 2 'Good').

17. There was a wide subject offer available to EFA and SFA funded provision covering all 16 Sector Subject Areas (SSAs). A summary table for 2014/15 of learners and enrolments by Sector Subject Area (SSA) is attached as **Appendix 2**.

The Wider Learning Offer

18. From 5 May 2015, the ACLS and the Skills for Employment (SFE) service have been formally merged under the Team Manager – Learning and Skills.

19. During the 2015/16 academic year, the 23 SFE direct delivery tutors have supported the delivery of new adult learning (predominately Apprenticeships and 19 to 24 Traineeships). In addition, new casual tutors and work based assessors will need to be recruited as required to deliver planned direct delivery to 19+ learners.

20. During the 2015/16 financial year, the pilot of the full-cost recovery library based Astronomy provision has been extended with new courses delivered from Southwell, West Bridgford and Arnold libraries. These pilots will be used as a foundation to plan income-generating courses from April 2016 onwards as part of the offer from the new Community Benefit Society trading under the name of Inspire.

21. During the 2015/16 academic year, Nottinghamshire CLASS has developed a range of accredited provision for 19+ adults funded from a variety of sources (e.g. Apprenticeships funding, Traineeships funding, 24 + Advanced Learning Loans funding) and this approach will be extended in 2016/17 with the introduction of the Adult Education Budget that will enable the delivery of accredited courses to 19+ learners using the core SFA funding mechanism.

22. Commissioning and grant allocation processes are being streamlined as part of the February/March 2016 Service Review being carried out. The commissioning for 2016/17 will not be for the full percentage of available SFA funding. It is proposed to retain at least £200,000 of SFA community learning funding in 2016/17 for 19+ direct delivery in addition to the growth of Apprenticeships, 19 to 24 year old Traineeships, 19+ Advanced Learning Loans and Adult Education Budget funded provision.

23. Learning is a core part of the service offer provided by the range of services to be delivered via the new Inspire community benefit society to achieve an improve offer and higher levels of take up in addition to the EFA and SFA targets.

Other Options Considered

24. None.

Reason/s for Recommendation/s

25. The recommendations are made to ensure effective spend of the EFA and the SFA grant against relevant government and Nottinghamshire County Council priorities and to set a fair Fees Policy.

Statutory and Policy Implications

26. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working 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

27. The anticipated 2016/17 SFA grant of £2.2m and EFA grant of £1.3m will be fully utilised delivering the services as set out in the report.

RECOMMENDATION/S

That:

1) the Skills for Employment and Adult and Community Learning Services' delivery and outcomes for 2014/15 be noted

2) the Nottinghamshire Community Learning and Skills Service's Strategic Aims and Objectives for 2016/17 be approved

3) the expenditure of the anticipated grant allocation from the Education Funding Agency and the Skills Funding Agency against the priorities identified be approved

4) the Fees Policy for 2016/17 be approved.

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Constitutional Comments (LM 16/02/16)

28. The recommendations in the report fall within the Terms of Reference of the Culture Committee.

Financial Comments (SS 19/02/16)

29. The financial implications of the report are contained within paragraphs 9 and 27 above.

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

C0782

APPENDIX 1

ADULT AND COMMUNITY LEARNING SERVICE FEES POLICY FOR 2016/2017

1. **COVERAGE:** this fees policy covers activity classified as Personal and Community Development Learning (PCDL), funded by the Skills Funding Agency 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, Mathematics 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 01.08.16.

3. **TUITION FEE:** the hourly charge for PCDL/Work Routes courses will be £2.90 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 <u>all</u> learners undertaking an accredited course to contribute to the cost of examination registration, and issuing of certificates. NB learners eligible for remitted tuition fees <u>will not</u> 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 Team Manager, Library and Community Learning.

6. **REMISSIONS:** learners in receipt of the following benefits will be eligible for fee remission:

   - **Income based Job Seekers Allowance (not contribution based)**

   - **Housing Benefit or 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**

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 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.

APPENDIX 2

Summary Table 2014/15 Learners and Enrolments by Sector Subject Area (SSA)

Sector Subject Area	Number of learners	Number of enrolments	Ratio learners: enrolments
1. Health, Public Services & Care	730	895	1.23
2. Science and Mathematics	37	37	1.00
3. Agriculture, Horticulture and Animal Care	88	97	1.10
4. Engineering and Manufacturing Technologies	16	17	1.06
5. Construction, Planning and the Built Environment	110	145	1.32
6. Information and communications technology	660	825	1.25
7. Retail and Commercial Enterprise	1114	1303	1.17
8. Leisure, Travel and Tourism	272	319	1.17
9. Arts, Media and Publishing	1842	2953	1.60
10. History, Philosophy & Theology	76	107	1.41
11. Social Sciences	8	8	1.00
12. Languages, Literature and Culture	612	986	1.61
13. Education and Training	76	87	1.14
14. Preparation for Life and Work	3063	4418	1.44
15. Business Administration and Law	27	41	1.52
Family Learning	2711	3296	1.22
Community Learning	6396	9623	1.50
LLDD Provision	1588	2615	1.65
Total	**11442**	**15534**	**1.36**

Nottinghamshire County Council

Report to Culture Committee

8 March 2016

Agenda Item: 11

REPORT OF CORPORATE DIRECTOR, RESOURCES

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for 2016.

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 **attached** work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time.

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 crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working 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, Resources

For any enquiries about this report please contact:

Pete Barker
Democratic Services Officer
T: 0115 977 4416

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 (NS)

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.

None.

Electoral Division(s) and Member(s) Affected

All.

CULTURE COMMITTEE - WORK PROGRAMME 2015-16

Report Title	Brief summary of agenda item	Lead Officer	Report Author
19 April 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
Establishment of Inspire		Derek Higton	Derek Higton
Annual review of the County Council Cultural Strategy		Derek Higton	Derek Higton
Bestwood Country Park future options		Derek Higton	Derek Higton
Arts in Libraries		Derek Higton	Carol Newman
Historic Environment Record online		Sally Gill	Heather Stokes
7 June 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
Performance reporting (2015/16)	For noting	Celia Morris	Matt Garrard
Sherwood Forest Visitor Centre update		Derek Higton	Derek Higton
National Water Sports Centre - annual update	For information	Derek Higton	Derek Higton
Review of library stock recovery procedures – six-month review		Derek Higton	Nick London
12 July 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
To be placed			