

Culture Committee

Tuesday, 27 November 2012 at 10:30

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

AGENDA

- | | | |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1 | Minutes of the last meeting held on 30 October 2012
Details | 3 - 6 |
| 2 | Apologies for Absence
Details | 1-2 |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | 1-2 |
| 4 | Sports and Arts Grant Aid Presentation
Details | 7 - 8 |
| 5 | Service Update for the Period 8 October to 4 November
Details | 9 - 14 |
| 6 | Performance Reporting 1 April to 30 September 2012
Details | 15 - 20 |
| 7 | Nottinghamshire Archives Revised Acquisitions Policy
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| 8 | Summer Reading Challenge 2012
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| 9 | The Robin Hood Festival 2013
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| 10 | 2012 Visitor Satisfaction Surveys in Country Parks
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| 11 | Establishment of a Fixed Terms Project Archivist Post at Nottinghamshire Archives with Funding from
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13	Law Commission Consultation - Wildlife Law Details	57 - 68
14	Work Programme Details	69 - 72

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	30 October 2012 (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
Michelle Gent
John Knight
Darrell Pulk
A Gail Turner
Wendy Quigley
Gordon Wheeler

Ex-officio (non-voting)

A Mrs Kay Cutts

OTHER COUNCILLORS IN ATTENDANCE

Councillor Mel Shepherd

OFFICERS IN ATTENDANCE

Peter Gaw – Group Manager, Libraries, Archives and Information
Patrick Candler – Group Manager, County Parks and Green Estate
Heather Stokes, Team Manager, Conservation
Mark Dorrington, Team Manager, Archives and Local Studies
Nick Crouch – Nature Conservation Leader

Claire Dixon, Researcher
Anna Vincent, Researcher

Martin Gately – Democratic Services

MINUTES OF THE LAST MEETING HELD ON 2 OCTOBER 2012

The minutes of the last meeting were agreed.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Gail Turner who is on other County Council business.

DECLARATIONS OF INTEREST

None.

SERVICE UPDATE FOR THE PERIOD UP TO 7 OCTOBER 2012

RESOLVED: 2012/015

That the report be noted.

REVIEW OF THE COUNTY COUNCIL'S CULTURAL STRATEGY

RESOLVED: 2012/016

That the review of the Cultural Strategy for Nottinghamshire County Council 2011-2021 be noted.

REVIEW OF THE SOUTHWELL LIBRARY POETRY FESTIVAL 2012

RESOLVED: 2012/017

- 1) That the outcomes of the Southwell Library Poetry Festival 2012 are noted
- 2) That planning commence to undertake a Southwell Library Poetry Festival in July 2013
- 3) That funding, partnership and sponsorship opportunities continue to be developed, working with the Communications and Marketing Service.

NOTTINGHAMSHIRE ARCHIVES AND RECORDS MANAGEMENT PLAN

RESOLVED: 2012/018

That the Nottinghamshire Archives and Records Management Development Plan be approved.

PROJECT – “ENHANCING AND RECONNECTING GRIZZLED SKIPPER HABITAT ACROSS SOUTH NOTTINGHAMSHIRE

RESOLVED: 2012/019

That the progress in the delivery of an externally –funded project benefiting the county’s wildlife and helping the County Council to meet its duty to conserve biodiversity be noted. A final report will be provided upon completion of the project.

WORK PROGRAMME

RESOLVED: 2012/020

That the Committee’s work programme be noted.

The meeting closed at 11:15 am.

CHAIRMAN

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**SPORTS AND ARTS GRANT AID PRESENTATION****Purpose of the Report**

1. To provide the Culture Committee with information related to grant awards for sports and arts organisations and sports individuals.

Information and Advice

2. At the Culture Committee meeting on 26 June 2012 Members asked to be updated on the type and levels of awards given to sports and arts groups and to individuals who qualify for an individual sports grant. In response to this request officers will deliver a presentation at the meeting on 27 November in order to provide Members with an overview of the following key grant strands:
 - Community Arts Grants
 - Community Sports Grants
 - The Rising Stars Scheme
 - The Shining Stars Scheme
 - The New Olympic Legacy Fund for Sports Clubs
3. Members will have the opportunity to ask questions following the presentation.

Reason/s for Recommendation/s

4. To support the Committee's ongoing consideration of cultural services matters across Nottinghamshire.

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 grant aid for sports and arts presentation.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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Constitutional Comments

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

Financial Comments (NDR 09/11/12)

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

Background Papers

Grant Aid (Sports and Arts) - report to the Grant Aid Members Reference Group, August 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.

C0126

**REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE
AND THE GROUP MANAGER, PLANNING****SERVICE UPDATE FOR THE PERIOD 8 OCTOBER TO 4 NOVEMBER 2012****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****Readers Day 2012**

2. Readers' Day, an event run jointly by the library services of Nottinghamshire County Council and Nottingham City Council, took place on 3 November at Nottingham City Council's Loxley House. A sell out audience of over 150 people enjoyed a varied programme of talks, readings and workshops throughout the day. Highlights included Joanne Harris, best-selling author of 'Chocolat', and Marina Lewycka, renowned author of 'A Short History of Tractors in Ukrainian', who both entertained the audience brilliantly. Audience feedback was excellent.

Roald Dahl Week in Nottinghamshire Libraries 20 – 27 October 2012

3. Roald Dahl's favourite character the 'Big Friendly Giant' reached his 30th birthday in 2012 and Nottinghamshire libraries celebrated with a week of Dahl themed events at six libraries. The target audience was children aged 4-11 and their families/carers. The free events aimed to increase visits to libraries and issues during schools' half term holiday.
4. The week was launched at Mansfield and Worksop libraries with performances of the 'BFG' show by Anthony Pedley, who was the first actor to perform the role live on stage. This quality performance was enjoyed by family audiences with 35 children at Mansfield and 55 at Worksop. We received some very positive comments such as:
 - *Fantastic event to encourage children to use the library*
 - *A magical experience*
 - *It's great to see high quality events like this at Worksop library.*
5. Family Fun days were run at Beeston and Retford libraries on Tuesday 23 and Wednesday 24 October with Dahl themed story times and craft activities and

competitions. Beeston saw a massive turnout of over 100 children and Retford attracted 55 children throughout the day.

6. Imaginative Theatre company completed our week at Arnold and Bingham libraries on Saturday 27 October with their innovative performance of 'George's Marvellous Medicine', followed by concertina crocodiles and dream catcher craft activities.
7. Roald Dahl books were available at all these events and were extremely popular – most children discovered a Roald Dahl book they hadn't borrowed before and went home with happy memories.

Children's Laureate visit to Mansfield Library

8. Children's Laureate Julia Donaldson visited Mansfield Central Library on 11 October as part of her national tour of libraries. Mansfield was selected to host the event from 100s of applications to be one of only 24 libraries on the English and Welsh leg of the Children's Laureate Libraries Tour this autumn.
9. Schoolchildren from High Oakham Primary School in Mansfield were invited to attend the event which saw best selling author Julia and her husband Malcolm bring some of her hugely popular stories to life through dramatisations and songs. The 57 children aged 7 - 8 also gave a performance of their own; Vegetable Attack in the Dining Room which was a poem adapted by teachers and which featured characters from some of Julia's books such as the Gruffalo.
10. The event attracted press attention with reports by BBC East Midlands, Radio Nottingham, ITV Central and Mansfield Chad.

COUNTRY PARKS

Sherwood Forest Visitor Centre

11. Following the decision by Policy Committee on 17 October 2012 that Discovery Attractions should be the preferred bidder to design, operate and fund a new visitor centre/attraction, there was a 10 day standstill period which acted as a 'cooling off' time to enable both bidders to reflect on the outcome and request any information as to the evaluation of their bids.
12. The standstill period ended at midnight on 28 October and on October 30, after intensive media work in conjunction with Discovery Attractions, the formal announcement into the public arena was made. At the same time, the staff working at Sherwood were briefed.
13. It is very pleasing to note that both the initial responses from the media and public as well as more recent views have been very positive.
14. The next stage of the process is to complete the contractual fine tuning prior to contract signature and it is anticipated that this can be completed before the end of December.

15. Thereafter, Discovery Attractions will be preparing a planning application which will be considered by Newark and Sherwood District Council. This could take between 6 – 9 months, i.e. September 2013
16. At this time, Discovery Attractions estimate that the first phase of the new centre will be open for summer 2014 and there will be a seamless transfer from the old to the new, with no loss of service. Plans for the full opening of the main attraction are scheduled for spring 2015.
17. The Committee will receive regular reports on progress with the project over the coming months.

GREEN ESTATE

Seasonal Canine Illness (SCI)

18. The former Communities and Environment Standing Committee presented a report to Cabinet on 14 March 2012 on the presence and effect of Seasonal Canine Illness in Nottinghamshire. Though the precise cause cannot be verified, the current theory being investigated is the presence of harvest mites. Furthermore, cases have occurred at several woodland sites across the County.
19. Amongst the recommendations from the report was that the County Council should monitor developments during the course of the year and report back to the Standing Committee’s successor towards the end of 2012. The mantle for monitoring SCI now lies with the Culture Committee.
20. The Country Parks and Green Estate Service has led work to co-ordinate a Nottinghamshire response to SCI. To this end, key landowners and woodland operators attended a briefing meeting in April to plan and agree how any response would be made to any outbreak. This work included having a common, consistent and comprehensive approach to SCI so that if a dog contracted the illness anywhere in the County, the same procedures would apply.
21. The key national agency with the specialist, technical and veterinary expertise is the Animal Health Trust (AHT) and it has provided press briefings, signage posters and information which have been displayed around the key sites, including the National Nature Reserve at Sherwood.
22. Prior to the time of the year in which SCI is found to happen (late August to the end of October), appropriate briefings and warnings to dog owners were sent out, together with advice and guidance on what to do if a case was suspected and how it should be reported to the AHT.
23. As at 5 November, there have been the following suspected ‘cases’ in the County:

Study area	Case	Control
Clumber Park	26	105
Sherwood Forest	24	66

24. A 'case' is where a dog owner completes a survey questionnaire reporting that their dog showed symptoms of SCI – vomiting, lethargy, diarrhoea – and then reports this to the AHT and usually contacts their local vet, who has been briefed on SCI.
25. The AHT, for research purposes, compare the 'cases' with the 'control' examples, which is where owners complete the same survey questionnaire, the only difference being that their dog has not experienced the SCI symptoms. From the AHT perspective, a robust research sample ideally requires a four fold increase in control returns.
26. In 2012, there has been a significant increase in reported cases from previous years, largely due to greater public awareness and reporting, which is an action the County Council has been promoting.
27. In respect of the location of 'cases', the Sherwood Forest area includes a swathe of woodland areas north of the City of Nottingham up to Clumber Park. It is pleasing to note that there have been no reported fatalities in Nottinghamshire.
28. Once the SCI period has ended, the AHT will be preparing a report on cases that have occurred throughout the country and will be able to provide an update on their efforts to diagnose the cause and find a remedy.

Ash Tree Dieback (Chalara Fraxinea)

29. At the Culture Committee meeting on 30 October, a request was made for further information on the potential impact of the ash tree dieback fungus, Chalara Fraxinea.
30. From a tree management perspective, responsibility and expertise for all tree matters within the County Council now lies primarily within Highways Management reporting to the Transport & Highways Committee and any decisions to be taken in respect of this matter will be so referred.
31. All highway trees are logged on a database so all ash trees can be readily identified and inspected. However, such comprehensive information is not available for much of the rest of the County Council's estate, except where site surveys have been carried out for particular purposes in the past. The protection of any tree from any disease relies on the outbreak being controlled as close to source as possible as soon as possible. Therefore all members of the Forestry section will afford a higher level of vigilance in terms of inspecting ash trees with regard to this specific disease outbreak.
32. The Culture Committee remit includes country parks and green estate sites and a particular consideration will be kept for signs of the disease as staff carry out routine site inspections. However, given that many ash trees have already started to shed their leaves this autumn, it will be difficult to assess whether trees are infected until spring or early summer next year.
33. There are no ash trees present within the Sherwood Forest National Nature Reserve and relatively few within Rufford Abbey and Bestwood Country Parks. Cotgrave Country Park and other green estate sites have significant woodland populations of ash and these will be much more difficult to inspect due to their size and scattered locations.

34. Ash is not a hugely important tree for Nottinghamshire in woodland terms. From the 1979-82 Woodland Census, as a rough estimate there were 600 ha of woodland where ash is a principal component. This equates to approximately 4% of the area of broadleaved woodland, and very roughly 100,000 individual trees within the countryside (excluding urban areas). It is unlikely that these figures will have changed significantly over the intervening years.
35. The Forestry Commission will be responsible for coordinating surveys of ash trees within the rest of the County and will be able to provide an up to date County breakdown of any suspected infections. Indeed, the Forestry Commission has undertaken an emergency national survey and is due to report back on 7 November. A verbal update will be provided to the Committee.
36. All suspected infected trees are to be reported to the Forestry Commission or DEFRA and they will confirm presence of Chalara and instruct necessary remedial action, which is likely to be fell and burn in situ. There is a ban on transport of any infected material but whether that will include trunks of felled trees remains unclear.
37. Advice on the identification of the disease is freely available to the general public from the Forestry Commission's pest and disease web page www.forestry.gov.uk/chalara. This guidance will assist the community in being able to report outbreaks direct to the appropriate government body.
38. Furthermore, the Council's Conservation Service can assist the process by disseminating information to our community contacts via Greenwood and the Biodiversity Action Group so that people likely to be out and about in the County are able to identify/ report any suspected cases to the right channels.
39. In conclusion, the combination of trained Forestry officers/inspectors, Country Parks and Green Estate staff, and reports from the community should hopefully contain any identification and eradication of a minor outbreak.
40. However, if this turned into a major outbreak, then the County Council, in consultation with the Forestry Commission and major land and woodland owners would need to consider a more robust strategy, which might entail greater resource implications.

CONSERVATION

Greenwood Community Forest

41. The team has undertaken a number of green space access audits on behalf of Greenwood's District Council partners. These audits consider both physical and intellectual access to the sites and make recommendations for improvements where necessary. Surveys of Arnot Hill Park and Brierley Forest Park were completed in October.
42. The Greenwood Community Tree Planting Grant scheme, which was established in 2000, has helped schools and community groups to plant over 15,000 trees to date. Working in partnership with Broxtowe Borough Council, Mansfield District Council and Gedling Borough Council, the Greenwood team has secured a fund of £3,000 and it is

anticipated that this will deliver around four community tree planting projects in each of the three local authority areas in 2012/13.

43. Greenwood continues to support the Friends of Thynghowe in delivering the *Thynghowe and the Forgotten Heritage of Sherwood* Heritage Lottery Fund project. A key part of this project is to encourage children to visit Birklands Forest and, working in partnership with the Forestry Commission, the first of a series of planned visits from schools in Clipstone, Meden Vale, Warsop and Church Warsop took place on 16 October. Children took part in a "Maths in the Forest" day which then led on to the production of artwork based on symmetry.

Nature Conservation

44. All work on this year's Invasive Non-native Species projects has now been completed. The projects included work to control *Azolla* water fern on Nottinghamshire Canals and supporting community groups in surveying and removing Himalayan Balsam on key river corridors.
45. Funding of £4,000 has been secured from Natural England to support the pilot Biodiversity Opportunity Mapping project in Sherwood. Further funding has also been secured through the Trent Vale Landscape Partnership project to extend the pilot into the Trent Vale area between Newark and Gainsborough. Both projects will provide up-to-date information to support any future funding bids for biodiversity projects.

Heritage

46. A project to undertake condition surveys of all free-standing, dedicated war memorials in Nottinghamshire has now been completed and the data collected has been added to the County Historic Environment Record. In addition to providing a report on their condition, this information will help us to identify the types of memorials in the County, any potential threats (e.g. from metal theft) and any access issues. It will also help to inform and support communities in bidding for funding to restore their memorials and improve accessibility.

RECOMMENDATION

- 1) That the report be noted.

Derek Higton
Service Director, Youth, Families and
Culture

Sally Gill
Group Manager, Planning

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C0117

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE PERFORMANCE REPORTING (1 APRIL – 30 SEPTEMBER 2012)

Purpose of the Report

1. The purpose of this report is to:
 - set out a framework for presenting performance information to the Committee about the Council's cultural services;
 - provide the Committee with a summary of performance during the period 1 April – 30 September 2012; and
 - to seek approval for a proposed process and frequency by which performance information is presented to the Committee in the future.

Information and Advice

2. The Children, Families and Cultural Services Department's performance management framework is linked to annual business planning processes. This provides a common means of assessing and reviewing performance from service level plans through to the Departmental Business Plan, the Cultural Strategy, and the Council's Strategic Plan.

Performance Indicators

3. A set of almost 50 departmental key performance indicators (KPIs) have been established, which cover the full range of services across the Department, with those relating to the Libraries Archives and Information, Culture and Enrichment and Country Parks and Green Estate Services reported to this Committee. These headline KPIs will be supplemented by key Service indicators that will be measured against objectives within the respective service specific business plans, together with a summary of key achievements across the relevant service areas.
4. Target setting has also been reviewed across the Department to ensure greater consistency in relation to assessment of performance relative to the national average and to the Council's statistical neighbours. It is recommended that this is the basis of reporting performance to this Committee, wherever this level of information is available.

Reporting to Committee

5. It is recommended that the Committee receives periodic reports that review performance across the Council's cultural services for children, young people and families that fall within its remit. Moving forward, it is recommended that these reports are presented on a quarterly basis. The reports will normally be presented to the meetings in February May, September and November and will be in addition to other reports that may be presented

to the Committee from time to time providing performance-related information about specific initiatives and projects.

6. Performance data for the first six months of the financial year 2012/13 is set out in the table at **Appendix A**.

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 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 the Committee notes the contents of the report and approves the intended process for reporting performance to Committee on a quarterly basis set out within it.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Jon Hawketts
Senior Executive Officer
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Constitutional Comments (LM 05/10/12)

10. The Culture Committee has delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments (NDR 02/11/12)

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

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0102



Youth, Families and Cultural Services REPORT TO CULTURE SUB-COMITTEE Our Performance from April to September 2012

What have we achieved?

Country Parks & Green Estates	To implement the service review and management restructure.	○
	To prepare new development master plans for Rufford Abbey and Bestwood country parks.	○
	To optimise the commercial opportunities to maximise the service's income.	●
	To complete and implement the Green Estate strategy.	●
	To coordinate the annual review of the Cultural Strategy for the County Council.	○
	To engage a third party partner to manage and develop Sherwood Forest Visitor Centre.	○
Cultural & Enrichment	Develop a new integrated structure and statement of purpose and priorities for the Service.	○
	Continue the implementation of the Enrichment Review.	✓
	Engage a third party partner to manage and develop the National Water Sports Centre.	○
Libraries, Archives & Information	Implement year one of the Libraries Strategy.	○
	Develop the new Mansfield Central Library as the strategic library site	○
	Open the new West Bridgford Library and Young People's Centre	○
	Publish a new Archives strategy	○
	Develop the Archives extension project	○
	Review the future operating model for adult community learning	○
Maintain high levels of customer satisfaction and community engagement	○	

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-Sep	On Target?	Nat/Reg
Number of visitors to our Country Parks and Green Estate sites	(1,500,000)	652,000 ²	✗	
Generation of external income	(£2,500,000)	1,427,995 ²	●	
Inward investment through grant applications, donations and commissioned work	(£500,000)	265,000	✓	
Number of volunteers worked with	(250)	(annual)	-	
Number of volunteer hours supported	(5000)	(annual)	-	
Number of public events organised, across country parks and green estate sites	(450)	210 ²	✓	
Service user and customer satisfaction levels achieved across the service area	(90%)	97.5%	✓	
Cultural and Enrichment Service	Yr Target	Apr-Sep	On Target?	Nat/Reg
The number of young people and adults engaged or participating in sports, arts and outdoor education	(85,000)	111,225	✓	
The number of paid visits to the National Watersports Centre	(255,000)	149,363	✓	
The number of active volunteers engaged in delivering sports and arts activities	(2000)	1,202	✓	
Service user and customer satisfaction levels achieved across the service area	(90%)	>90%	✓	
Libraries, Archives and Information Service	Yr Target	Apr-Sep	On Target?	Nat/Reg
The number of visits to Libraries	(3,100,000)	1,530,732	●	
The number of virtual visits to Libraries	(1,000,000)	548,482	✓	
The number of Library events and activities	(7,000)	4,798	✓	
The number of Library loans	(3,500,000)	1,917,825	✓	
The number of active Library users	(150,000)	152,694	✓	
The number of new Library members	(29,000)	15,289	●	
The number of adult learners	(7,500)	(annual)	-	
The number of Newlinc sessions (public computer access sessions)	(200,000)	156,246	✓	
The number of visits to Archives	(8,000)	3,811	●	
The number of virtual visits to Archives	(450,000)	186,864	✗	
The number of Archives learning activities/events with 1500 or more attendances	(84)/(1,500)	46 / 1,122	✓	
The number of file requests for the Records Management Service	(4,800)	2,796	✓	
The number of boxes successfully received for the Records management Service	(2,400)	2,496	✓	
Service user and customer satisfaction levels achieved across the service area	(90%)	(annual)	-	

Our achievement is rated by: [✓ on or above target / ● off target (by less than 10%) / ✗ off target (by more than 10%)]
¹data not yet received in full ²against quarter profile (p) provisional figure (annual) figure not reported on a quarterly basis
 Nat/Reg [Shows our performance against comparative authorities by either national or regional averages, where available]

**REPORT OF THE GROUP MANAGER, LIBRARIES, ARCHIVES AND
INFORMATION SERVICES****NOTTINGHAMSHIRE ARCHIVES REVISED ACQUISITIONS POLICY****Purpose of the Report**

1. To seek approval for the revised the Archives Acquisitions Policy (attached as an **Appendix**).

Information and Advice

2. The Archives Acquisitions Policy was approved by the Cabinet Member for Culture in December 2005, to be reviewed after 5 years. This has now been revised and updated.
3. The policy covers the functions provided under the following legislation:
 - Local Government (Records) Act, 1962
 - Local Government Act, 1972
 - Public Records Act, 1958
 - Law of Property Act, 1922
 - Tithe Act, 1936
 - Parochial Registers and Records Measure, 1978 as amended 1992.
4. Nottinghamshire Archives attempts to provide as far as practicable a balanced and continuing record of all aspects of the life of local communities over the past ten centuries.
5. The policy details the geographical area, classes and format of archives to be acquired:
 - the official archives of Nottinghamshire County Council and Nottingham City Council and their predecessor authorities
 - archives of other local authorities and their predecessors
 - archives defined by the terms of the legislation above; in the case of Public Records and Manorial documents the acquisition of such records will be reported to The National Archives
 - archives of the Diocese of Southwell and Nottingham including diocesan, archdeaconry (from 1884), deanery and parish records
 - archives of the Dean and Chapter of Southwell
 - other archives including those of businesses, industrial and commercial organisations, churches of all denominations, organisations and institutions, charities, families and individuals, landed estates, societies, trade unions and political parties

- archives of regional bodies which have their headquarters within the County or City except where provision has already been made with another repository in the same geographical area.
6. Archives will be accepted as donations, deposits on indefinite loan, bequests or by purchase.
 7. The revised policy has also been submitted to a wider group of archives, museums and libraries within Nottinghamshire and neighbouring local authorities and agreements drawn up over any potentially overlapping collecting areas to avoid duplication.
 8. The policy is supported by a proactive Acquisitions Strategy prioritising the acquisition of records at risk or in areas under-represented in the service's holdings.

Other Options Considered

9. None

Reason/s for Recommendation/s

10. The Acquisitions Policy is a requirement of The National Archive's Standard for Record Repositories, 2004.

Statutory and Policy Implications

11. 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

12. Nottinghamshire Archives Users Group has been consulted on this revised policy.

Financial Implications

13. The delivery of this policy is based on current revenue budgets and allocated capital investment.

RECOMMENDATION/S

- 1) That the revised Nottinghamshire Archives Acquisitions Policy be approved.

Peter Gaw

Group Manager, Libraries, Archives and Information Services

For any enquiries about this report please contact:

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Constitutional Comments (NAB 29/10/12)

14. Culture Committee has authority to approve the recommendations set out in this report.

Financial Comments (NDR 29/10/12)

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

Background Papers

The National Archives Standard for Record Repositories, 2004

<http://www.nationalarchives.gov.uk/documents/information-management/standard2005.pdf>

Development Plan, Nottinghamshire Archives and Records Management Service for the 21st Century

Terms of Agreement for the Deposit or Donation of Records

<http://www.nottinghamshire.gov.uk/learning/history/archives/archivesconservation/ownersofarchives/>

Nottinghamshire Archives Acquisitions Strategy

<http://www.nottinghamshire.gov.uk/learning/history/archives/archivespolicies/>

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.

C0115



NOTTINGHAMSHIRE ARCHIVES ACQUISITIONS POLICY

1. Introduction

The 2005 policy was drawn up in accordance with the Historical Manuscripts Commission's Standard for Record Repositories, 2001 after consultation with other local repositories, the Local Studies/Archives Policy Coordination Group and the Nottinghamshire Archives Users Group. It was approved by Nottinghamshire County Council Cabinet member for Culture and the responsible officer on behalf of Nottingham City Council Portfolio Holder Culture, Leisure and Tourism.

This revised policy has been drawn up in accordance with The National Archive's Standard for Record Repositories, 2004 after consultation with other local repositories and the Nottinghamshire Archives Users Group.

It has been approved by Nottinghamshire County Council Culture Committee and the responsible officer on behalf of Nottingham City Council Portfolio Holder Leisure, Culture and Tourism.

2. Name of repository

Nottinghamshire Archives

3. Address

County House, Castle Meadow Road, Nottingham, NG2 1AG

4. Governing body

Nottinghamshire County Council (with a 25 year agreement to run archive services for Nottingham City Council, commencing 1998).

5. Statutory position

To perform the functions of both Nottinghamshire County Council and Nottingham City Council as Archives Authorities under the Local Government (Records) Act, 1962 and the Local Government Act, 1972 by providing facilities for the custody of the archives of the County, the City and all district, town and parish councils and private depositors.

6. Official external recognition

Appointed by the Lord Chancellor as a repository for specified classes of public records under the Public Records Act, 1958 as defined in the Place of Deposit Instrument, revised July 2011.

Recognised by the Master of the Rolls as a repository for manorial and tithe documents under the Law of Property Act, 1922 and the Tithe Act, 1936.

Recognised by The National Archives as a suitable repository under the Standard for Records Repositories, 2004 and awarded a 4* rating in the self-assessment of local authority archive services. Designated by the Bishop of Southwell and Nottingham as the Diocesan Record Office under the Parochial Registers and Records Measure, 1978 as amended 1992

Recognised as meeting the Charter Mark Standard for excellence in public service as part of Nottinghamshire County Council Libraries, Archives and Information Services

7. Overall policy

We have a proactive policy for the collection and preservation of archives and records relating to Nottinghamshire (including the City of Nottingham), to provide as far as practicable a balanced and continuing record of all aspects of the life of Nottinghamshire communities over the past ten centuries.

8. Geographical Area

We will acquire material from within the administrative county of Nottinghamshire and the administrative City of Nottingham.

Archives will also be accepted from regional bodies which have their headquarters within the County or City except where provision has already been made with another repository in the same geographical area.

Archives from outside the geographical county will be accepted where they form part of an archive, the owners of which are or were historically based in Nottinghamshire but have interests elsewhere; eg the archives of a major family or of a colliery company. When assessing such deposits the principal of the integrity of archive groups will be preserved as far as possible and practicable.

9. Classes of archives

We will seek to acquire:

- the official archives of Nottinghamshire County Council and Nottingham City Council and their predecessor authorities;
- archives of other local authorities and their predecessors;
- archives defined by the terms of the legislation above; in the case of Public Records and Manorial documents the acquisition of such records will be reported to The National Archives;
- archives of the Diocese of Southwell and Nottingham including diocesan, archdeaconry (from 1884), deanery and parish records;
- archives of the Dean and Chapter of Southwell;
- other archives including those of businesses, industrial and commercial organisations, churches of all denominations, organisations and institutions, charities, families and individuals, landed estates, societies, trade unions and political parties;
- archives of regional bodies which have their headquarters within the County or City except where provision has already been made with another repository in the same geographical area;

We do not attempt to acquire:

- collections of photographs/negatives (unless they are part of a wider archive in which case the opportunity is given to the relevant local studies collection to acquire copies);
- prints, broadsheets and ephemera (unless they are part of a wider archive in which case the opportunity is given to the relevant local studies collection to acquire copies);
- hard copy or micro-format newspapers (unless they are deposited as part of a wider collection)
- parish magazines (unless they are deposited by the church or by a private individual)
- literary material (will be discussed with the relevant local studies staff: the repository decided upon being based on the balance of literary and other material within the collection)

10. Format of archives

The format of archives may be paper, parchment, seals, photographic, microform or electronic media and may be manuscript, printed or machine readable.

We will not acquire records in a format or medium requiring special equipment for their consultation unless we have or plan to obtain the necessary equipment or can arrange facilities for appropriate public access elsewhere under proper invigilation.

The following formats are not collected:

- films and videos which are transferred to the relevant local studies collection or to the Media Archive for Central England, University of Lincoln (the exception being those deposited by Raleigh Industries).
- audio cassettes which are transferred to the relevant local studies collection or to the East Midlands Oral History Archive, University of Leicester
- three dimensional objects which are generally redirected to a relevant museum

11. Cooperation with other Repositories

Administrative boundaries do not always follow county boundaries and for this and other historic reasons, records relating to the geographical county of Nottinghamshire are held in other repositories in the region and for the same reasons Nottinghamshire Archives will hold records from other counties.

In seeking to acquire records we will keep in mind the appropriateness of the repository as a suitable place for their custody and consultation and respect the principles of archival integrity.

No attempt will be made to secure the acquisition or removal of any records held by another repository except with the consent of the owner of the records and in consultation with that repository.

Acquisition statements agreed with other recognised repositories are detailed in Appendix 1.

12. Methods of Acquisition

Archives will be accepted in line with the statutory and other obligations, outlined above. No records may be acquired in contravention of any current legislation.

Archives will be accepted as donations, deposits on indefinite loan or as bequests resulting from approaches by owners of documents.

Archives will be accepted also by transfer from other repositories if after consultation with the owner of the records, Nottinghamshire Archives is deemed the more appropriate repository.

Archives will be accepted as the result of surveys and other pro-active campaigns to acquire additional records.

Purchases may also occasionally be made from reputable dealers and auctioneers, organisations or individuals who either have legal title or are acting on behalf of parties which have lawful title, in cases where the records meet the criteria of this policy.

13. Terms of Deposit/Donation

For full conditions of deposit/donation, reference should be made to Nottinghamshire Archives' current *Terms of Agreement for the Deposit or Donation of Records*.

Nottinghamshire Archives reserves the right to require a potential depositor or donor to provide valid title of ownership and to refuse to accept a donation or deposit if this is not supplied.

Formal acceptance by the Council of any records offered for deposit or as a donation will not come into force until the terms and conditions of deposit have been confirmed in writing by both the Council and the depositor.

The Team Manager Archives and Local Studies reserves the right to return to the depositor any records deemed to be of no historical interest or, with the consent of the depositor, either to transfer them to a more appropriate place of deposit or to destroy them confidentially.

No acquisitions will be attempted outside the terms of this policy.

14. Selection policy

Acquisition of Public Records will be in accordance with guidance issued by the relevant government department and/or The National Archives.

Nottinghamshire Archives will undertake the selection of certain classes of record in accordance with their current selection guidelines.

15. Re-appraisal

Documents owned by Nottinghamshire County Council will not be sold.

Should circumstances require the de-accessioning of a collection eg if a change in acquisition policy occurs or an alternative source for records arises (eg the signed minutes of a district council are found and so the unsigned ones are no longer required), then the permission of the depositor will be sought for the disposal of the records.

If the records are donated, no permission is required to dispose of them.

16. Access

Subject to any closure periods, deposited records will be made available free of charge to any persons requesting access to them for purposes of educational, recreational, official or legal research in the public search rooms operated by Nottinghamshire Archives during their advertised opening hours and in accordance with the Council's regulations.

By specific agreement between the depositor and the Team Manager Archives and Local Studies restrictions may be placed on public access to individual deposited records.

Nottinghamshire Archives will provide copies of catalogues to depositors and the National Register of Archives.

We will publish quarterly a list of newly acquired accessions and catalogued archives.

17. Date

This policy was initially issued on 14 December 2005 and revised in April 2012; it will be reviewed after 5 years.

Appendix 1

AGREEMENTS WITH OTHER REPOSTORIES

In respect of Nottinghamshire Archives potential acquisitions

Nottinghamshire

University of Nottingham Manuscript and Special Collections

Public Records: Hospitals: the University is the recognised repository for the records of the General Hospital (and its subsidiaries).

Water: the University holds the records of the Severn Trent Water Company and predecessor bodies.

Archdeaconry of Nottingham records: the records of the historic archdeaconry are held by the University; the records of the modern archdeaconry are held at Nottinghamshire Archives.

Non-conformist records: the University acquires additional records from the Unitarian, Presbyterian and Baptist chapels already deposited. It will not acquire Methodist or Quaker records.

Family and estate records: Nottinghamshire Archives redirects to the University any records which relate to existing collections held by the University. The exception are papers relating to the Portland of Welbeck family and estate, the deposition of which would be discussed between the Keeper of Manuscripts at the University and the Team Manager Archives and Local Studies or their successors if the wishes of the estate are unclear.

Other: The University continues to collect additions to existing collections.

Nottingham Trent University

The University will liaise with Nottinghamshire Archives over the acquisition of archives.

Bassetlaw Museum

The Museum collects the records of Bassetlaw District Council and predecessor authorities and ephemera relating to Bassetlaw District. The museum will liaise with Nottinghamshire Archives over the acquisition of archives.

Galleries of Justice, Nottingham

The museum will liaise with Nottinghamshire Archives over the acquisition of archives.

Mansfield Museum

The museum will liaise with Nottinghamshire Archives over the acquisition of archives.

Newark and Sherwood Museum Service

The museum will liaise with Nottinghamshire Archives over the acquisition of archives.

Town Hall Museum, Newark

The museum will liaise with Nottinghamshire Archives over the acquisition of archives.

Nottingham City Council: Library and Museum Services

The City Council will liaise with Nottinghamshire Archives over the acquisition of archives, it being agreed that Nottinghamshire Archives is the recognised repository for the City archives. Newstead Abbey and Nottinghamshire Archives will liaise over the acquisition of any Newstead Priory and Newstead Abbey estate records and of Byron, Wildman and Webb family papers.

DH Lawrence Heritage

The museum collects material relating to DH Lawrence and Eastwood, c1875 - c1930. It will liaise with Nottinghamshire Archives over the acquisition of archives.

Community Archives

Nottinghamshire archives will advise other organisations over the most appropriate location for archives, with particular reference to adequate storage and public access.

Derbyshire

Poor Law Union records: the records of Shardlow Union are held by Derbyshire Record Office although the Union includes parishes within Nottinghamshire.

Baptist records: East Midlands Baptist Association records are held by Nottinghamshire Archives although this covers Nottinghamshire, Derbyshire and Lincolnshire.

Methodist Records: the records of Long Eaton, Nottingham Trent Valley, Ashfield, and Erewash Valley Circuits (Notts/Derbys) and Worksop and Kiveton Circuit (Notts/ Derbys/Yorks) cross county boundaries and the circuit records will be held by the repository responsible for the main Circuit church. The records for the individual chapels will be held by the repository for the county in which the chapel lies.

Society of Friends: Nottinghamshire Archives is the recognised repository for the Nottinghamshire and Derbyshire Quarterly Meeting which covers Nottinghamshire, Derbyshire and Lincolnshire

Business records: Greater Nottingham Co-operative Society: Nottinghamshire Archives is the recognised repository for this society which covers Nottinghamshire, Derbyshire and Lincolnshire.

Leicestershire

Poor Law Union records: the records of Melton and Loughborough Unions are held by the Record Office for Leicestershire, Leicester and Rutland although the Unions include parishes within Nottinghamshire.

Methodist records: the records of the Castle Donington (Notts/Leics), Loughborough and the Grantham and Vale of Belvoir (Notts/Lincs/Leics) Circuits cross county boundaries and the circuit records will be held by the repository responsible for the main Circuit church. The records for the individual chapels will be held by the repository for the county in which the chapel lies.

Lincolnshire

Poor Law Union records: the records of Claypole workhouse within the Newark Union and of Gainsborough Union, although the Union includes parishes within Nottinghamshire, are held by Lincolnshire Archives.

Baptist records: East Midlands Baptist Association records are held by Nottinghamshire Archives although this covers Nottinghamshire, Derbyshire and Lincolnshire.

Methodist records: the records of the Grantham and Vale of Belvoir (Notts/Lincs/Leics), Gainsborough, Newark and Lincoln South (Notts/Lincs) Circuits cross county boundaries and the circuit records will be held by the repository responsible for the main Circuit church. The records for the individual chapels will be held by the repository for the county in which the chapel lies.

Society of Friends: Nottinghamshire Archives is the recognised repository for the Nottinghamshire and Derbyshire Quarterly Meeting which covers Nottinghamshire, Derbyshire and Lincolnshire

Business records: Greater Nottingham Co-operative Society: Nottinghamshire Archives is the recognised repository for this business which covers Nottinghamshire, Derbyshire and Lincolnshire.

Doncaster Borough

Parish Records: the parishes of Bawtry, Austerfield and Finningley are in South Yorkshire. Bawtry and Austerfield are in the Diocese of Southwell and Nottingham, and so Doncaster Archives redirects any parish records to Nottinghamshire Archives. Finningley was transferred from the Diocese of Southwell and Nottingham to the Diocese of Sheffield in June 2009 and the records are now held by Doncaster Archives.

Sheffield City

Methodist Records: the records of Worksop and Kiveton Circuit (Notts/Derbys/Yorks) cross county boundaries and the circuit records will be held by the repository responsible for the main Circuit church. The records for the individual chapels will be held by the repository for the county in which the chapel lies.

Family and Estate records: Nottinghamshire Archives will redirect to Sheffield Archives any records relating to the Duke of Norfolk's Nottinghamshire estates.

**REPORT OF GROUP MANAGER, LIBRARIES, ARCHIVES AND
INFORMATION****SUMMER READING CHALLENGE 2012****Purpose of the Report**

1. To update Members on the Summer Reading Challenge 2012 reading initiative.

Information and Advice

2. The Summer Reading Challenge is the UK's biggest national reading initiative which is aimed at children aged 4 – 11 years old.
3. The Challenge is an annual event and involves 97% of UK local authorities and is led by public libraries. It is co-ordinated nationally by voluntary sector partner The Reading Agency. The Challenge is now in its 14th year.
4. Children are invited to read six books of their choice during the summer. They join at their local library and a themed membership pack gets them started. There are stickers and rewards to collect along the way with a medal and certificate if they read six books. The Challenge is designed for children of all reading abilities. They can read any books they like – fact books, stories, joke books, picture books – it is up to them.
5. Each year the Summer Reading Challenge has a different theme. The 2012 theme was Story Lab - a celebration of story and the imagination.
6. The combination of fun, freedom and creativity impacts significantly on children's reading levels, range, motivation and confidence. Taking part in the Summer Reading Challenge helps prevent the 'summer reading dip' in achievement when children without reading opportunities at home over the long summer break from school traditionally lose ground in their reading.
7. In order to keep children motivated library staff and volunteers are on hand to advise and there are linked activities to encourage families into libraries during the summer. There is also an interactive Summer Reading Challenge website full of activities to keep children engaged and motivated to keep reading.
8. Libraries work closely with schools and each year library staff promote the Challenge to schools in the summer term. Invitations are provided for children to take home to encourage families to take part.

9. The Challenge was run in all Nottinghamshire libraries between 14 July – 9 September 2012 with the exception of West Bridgford where a mobile library service operated due to space restrictions in the temporary accommodation.
10. Key achievements include:
- 8,896 children took part in this year's Challenge comparable with last year's number of participants (8,950)
 - 4,973 children completed the challenge by reading six books (56%) a considerable increase on last year's number of completers (49%) and exceeding the national standard of 50%
 - the highest number of children taking part were in the 4 – 7 years age group (50%); the second biggest age group was 8 – 11 year olds (43%).
 - boys accounted for 42% of children signing up for the challenge and 41% of children completing
 - 217 children joined as library members in order to take part
 - 33,622 books were read as part of the Challenge
 - 128 activities for children were held in libraries throughout the six week holiday
 - 2,548 children attended activities
 - 100 volunteers helped in 19 libraries, giving 1,365 volunteer hours.
11. Evaluation was overwhelmingly positive. Parents and carers thought that the incentives were motivational; children loved the stickers, wristbands and medals. It encouraged children and families to borrow more books and reminded children and families to use the library more. It has also encouraged children to read a wider range of books and motivated children who already enjoyed reading to read more. Comments received from parents include:

"A fabulous challenge to keep my children reading over the summer. Last year my 5 year old learnt to read through the challenge. This year he has flourished and read harder books. My 7 year old is now more of a bookworm!!" (Children aged 5 & 7)

"Fantastic service and idea. My two children lack confidence reading and it has really encouraged and motivated them to have a go – especially my daughter who is dyslexic. Many thanks to all the staff". (Children aged 5 & 7)

"My children loved taking part in Story Lab. They were very keen to read the books that they borrowed and were excited about talking to the library staff about them. It really made them want to read over the summer – it was fab! Thank you" (Children aged 4 & 6)

"Our family had stopped using the library, but now the children have renewed enthusiasm for it and understand how to use all the self-service machines independently. Great initiative! I think they will be regular library users now" (Children aged 8 & 10)

Comments received from children include:

"I thought it was a great challenge! It has also encouraged me to read more in the summer holidays. I've took part a couple of times before and enjoyed it so much I tried it again!" (Child aged 11)

“The best stage was gold because you get some really nice smelly stickers but the best was the gold medal” (Child aged 7)

“It was really fun. It is the third time I’ve done it and I shall be doing it again. I love reading and I’ve read books I wouldn’t normally read. I think libraries are a really good idea and I think everyone should enjoy reading” (Child aged 8)

“The best bit was reading the books” (Child aged 7)

12. Using The Reading Agency’s Summer Reading Challenge enables the library service to deliver a high quality, well developed reading product which is evaluated on a national scale. The scheme benefits from economies of scale as it involves the majority of UK local authorities which makes it a cost effective means of delivering a reading scheme in libraries.
13. The Challenge is now a prioritised programme within the Universal Reading Offer strategy developed with the Society of Chief Librarians which Nottinghamshire has signed up to.

Other Options Considered

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

Reason/s for Recommendation/s

15. The report is for noting only.

Statutory and Policy Implications

16. 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

17. The Summer Reading Challenge is a reading scheme that is available to all children of the target age via Nottinghamshire’s public library network. Customer satisfaction with the scheme is excellent.

RECOMMENDATION/S

- 1) That the report be noted.

Peter Gaw
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Constitutional Comments

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

Financial Comments (NDR 24/10/12)

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

Background Papers

Summer Reading Challenge 2009 Impact Research Report, UKLA, December 2009

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.

C0114

REPORT OF THE GROUP MANAGER, COUNTRY PARKS & GREEN ESTATE**THE ROBIN HOOD FESTIVAL 2013****Purpose of the Report**

1. The report provides an overview of the 2012 Robin Hood Festival and sets out the proposed organisational and funding arrangements for the 2013 Robin Hood Festival.

Information and Advice

2. Prior to this year's event, there was an extensive marketing and promotion campaign coordinated by the Communications and Marketing Team. A summary report on the media campaign for the event, including the national and international PR gained by the festival for Nottinghamshire is attached at **Appendix 1**, and there is no doubt that this very proactive work has contributed to the success of the 2012 Festival.
3. This was the 28th year of the Robin Hood Festival which was scheduled later in August than normal, to avoid clashes with the running of London 2012.
4. The Festival has grown from a modest weekend to a week long event and is now one of the biggest free entry festivals in the region. It is held at Sherwood Forest Visitor Centre near Edwinstowe and is organised by the Country Parks Service on behalf of the County Council. It is the largest public celebration in Britain of the Robin Hood legend and consequently attracts a very large amount of public and media interest.
5. The format of the Festival remains largely similar to previous years, though following on from the experiment of holding a five day event in 2011, we reverted back to a seven day show. This was undoubtedly a positive move from the perspective of the public, entertainers and organisers.
6. The Festival is not a historical re-enactment, aiming instead to provide family fun during the school summer holiday. A well prepared programme of events over the duration of the Festival includes a variety of live entertainment across the forest site, ranging from strolling jesters and jugglers to a medieval jousting contest. All the facilities on the National Nature Reserve site are fully utilised in and around the Visitor Centre buildings, and in the forest at the Major Oak.
7. The event attracted 25,000 people with nearly half being first time visitors. Of these, 22,000 people arrived by car and 3,000 by coach or walking.

8. Overall, visitor satisfaction with the event was high. However, as is inevitable with events on such a scale, and given the extreme unpredictability of the summer weather, there were some complaints about queuing for catering and toilets at peak times.
9. For example, having considered the views expressed by the former Scrutiny Committee after the 2011 Festival, it was decided that it was neither organisationally practical nor financially viable to hire additional toilets near the Major Oak (some 15 minutes walk from the main Visitor Centre facilities).
10. However, additional catering was provided via a hog roast (locally sourced) and this helped to reduce the length of queues experienced in recent years.
11. Contact was also made with the Edwinstowe Business Forum to discuss how they might wish to be involved in the Festival, but after an initial interest, they were only able to take limited advantage of the offer. It is hoped that this will be built on in 2013.
12. Swinecote Road was closed to through traffic during Festival hours on the recommendation of Police and Highways to enable safe crossing of pedestrians from the overflow car park to the main event site. It is acknowledged that the closure causes some irritation and inconvenience for local residents, but is felt to be the only practical solution to the safe mass movement of visitors. In addition this year, and in response to resident requests, a number of residential streets adjacent to the Festival site were coned off to prevent on-street visitor parking that would inconvenience those residents.

Proposals for 2013

13. Looking ahead to 2013, event debriefings have been held, highlighting the strengths of 2012, but also those areas which need further attention. The advance planning for 2013 is already under way. Dates have been fixed for 5–11 August 2013, main performers have been provisionally booked and a communications strategy is being developed.
14. It is anticipated that the operator of the new Visitor Centre/Attraction will want to be involved in the planning and implementation of the 2013 Festival. Although it is not yet known at what stage their planning application plans will be, the Festival would provide an excellent starting point for them to promote and publicise their proposals.
15. The Festival Planning Group will therefore work closely with the new operator to ensure a seamless and coordinated event for 2013.

Other Options Considered

16. For operational and public accessibility reasons, it was decided to hold the 2012 event over a seven rather than five day event. This proved to be a very successful approach as the final Saturday and Sunday saw record attendances, which helped to make up for some the poorer attendances on the wet weather days earlier in the week.

Reason/s for Recommendation/s

17. This report recommends that the Committee approves the outline organisation arrangements so that a Robin Hood Festival can take place in August 2013.

Statutory and Policy Implications

18. 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

19. The Robin Hood Festival is designed and planned to be as attractive to visitors as possible. However, it is recognised that at peak times on very busy days there will inevitably be lengthy queues, especially as people try to access and exit the site at the same time.

Financial Implications

20. The net income (excluding VAT), generated by the 2012 Festival was £119,000, a 28% increase on 2011, but which reflects a seven day event rather than five.
21. The additional preparatory, operating and wind down costs, excluding regular staffing, were £130,000.
22. A proportion of these costs are budgeted to be met from the income received, but £56,000 will need to be drawn down from the Country Parks Reserve budget for 2012/13, primarily to pay for the direct organisational arrangements, e.g. hire of performers/artists, first aid cover, highways closure.
23. A similar arrangement is proposed for 2013 where the advance costs are estimated at £65,000. The main reason for the increase is likely to be the fees payable for artistes and performers.

Equalities Implications

24. In order to ensure that visitors with mobility restrictions can enjoy the event, Fair Mobility will be invited to provide mobility scooter hire. Provision will be made for blue badge holders to have priority access to the main visitor car park.

Implications for Sustainability and the Environment

25. The siting of the Festival within the National Nature Reserve is subject to consent by Natural England as in previous years and great care is taken to ensure that the significant increase in visitors over the Festival does not damage the site.

RECOMMENDATION/S

That the Committee:

- 1) notes the success of the 2012 Robin Hood Festival;
- 2) agrees that the Robin Hood Festival for 2013 takes places on 5 -11 August 2013, organised by the Country Parks Service in conjunction with the operator of the new Visitor Centre;
- 3) notes that an advance sum of £65,000 will be required from the Country Parks Service Reserve Account to help underwrite the organisational costs;
- 4) notes that the special event car parking fee will be held at £5 for all visitors;
- 5) notes that the road closure and local parking restrictions carried out this year will be repeated in 2013.

Patrick Candler
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Constitutional Comments (NAB 02/11/12)

26. Subject to £65,000 being available in the Country Parks Service Reserve Account, Culture Committee has authority to approve the recommendation set out in this report.

Financial Comments (NDR 12/11/12)

27. The financial implications are set out in paragraphs 20 to 23 of the report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0120

MARKETING CAMPAIGN EVALUATION**Annual Robin Hood Festival - August 2012****Background**

The 28th Annual Robin Hood Festival was held at Sherwood Forest, Nottinghamshire from Monday 13th August – Sunday 19th August 2012. The festival is the largest event in authority's calendar and one of the biggest celebrations of the Robin Hood in the world, attracting visitors from around the country and globe.

A large and comprehensive marketing and communications campaign took place from July to August 2012 aiming to inform previous visitors and attract new visitors. The campaign's strongly designed creative featured on a range of materials and channels. Key activity included leaflet distribution, banner advertising in Sherwood & Rufford Abbey country parks, various digital activity including an e-shot to last year's visitors, a bespoke Facebook page, a life-sized Robin Hood with QR code and a number of 'Ye Olde Tweets'. A heavy-weight PR Plan included timed press releases, targeted photo-call opportunities and media interviews with a local, national and international focus underpinned and supported all the activity.

Campaign Headlines

The campaign was challenged by visitors being influenced by bad weather forecasts for the week and some festival days suffering heavy downpours, however by working together in an integrated way, the Communications & Marketing Team were able to achieve the following results:

- the seven-day festival was attended by 25k visitors compared to 20k in 2011's five-day festival (a 25% increase / target was 10%)
- 53% of visitors were from outside Nottinghamshire County (target was 40%). This works out at between an estimated £396,970 and £2,763,022 financial benefit to the local economy (based on 53% of 25k visitors being 13,250 visitors and using STEAM data figures that the average day visitor brings £29.96 and the average overnight visitor brings £208.53 to the local economy, to work out the minimum and maximum estimated amount of economic benefit through tourism to the festival)
- 49% of survey respondents were first time visitors
- 97% of survey respondents rated the event as either 'Very Good' or 'Excellent'
- 76% of survey respondents knew the event was organised by NCC
- a 28% increase in total income was generated (£148,989 in 2012 compared to £116,332 in 2011)
- 89% of survey respondents travelled to the festival by car resulting in a 43% increase in car parking income and generating £40,560 (compared to £28,188 in 2011)

- there was a £24.32 return on investment and £5.63 income generated per visitor
- campaign spend amounted to £6,511 (26p per festival visitor attracted) taken from the central communications and marketing budget (£5,411 design & print and £1,100 advertising).

Channel Evaluation

- evaluation of survey respondents indicated visitors became aware of the festival as follows:
 - 30% word of mouth
 - 28% leaflets & posters
 - 25% website
 - 15% What's On guide
 - 14% press and media
 - 13% banners/signs
 - 10% have seen before
 - 8% Facebook and Twitter
- this year's festival also saw high press and media attention, eight proactive press releases were released with 20 positive and one reactive media enquiry received. As a result, 25 positive features on & offline covered the festival, as well as listings in a range of press and media:
 - **pre-festival** - media interviews included Robin Hood and Friar Tuck appearing on Radio Nottingham's afternoon show, BBC News Online, Nottingham Post, Gem 106FM, listings in a range of What's On magazine titles nationally
 - **during the festival** – ITV Central Tonight, BBC East Midlands Today, Radio Nottingham, Country File, Big Issue magazine, Mansfield Chad, Gem 106FM and Mansfield 103FM covered the event, it was also featured on ITV's 'This Morning' as part of a piece of free events taking place around the country
 - the festival was attended by **6 international journalists** from Dubai, Russia, South Africa and London who were in the country reporting on the Olympics Games (organised by Experience Nottinghamshire)
 - **post-festival** – various local media articles reporting the event with photographs, including a spread in the Nottingham Post, articles in the Mansfield Chad, Newark Advertiser and the Worksop Guardian, plus a front page picture of Robin Hood in the Retford Times.
- this year's festival embraced the most digital channels in its history, as follows:
 - over an eight week period the Robin Hood Festival **web page** received 36,380 visits (compared with 27,974 in 2011 - a 30% increase / target was 20%) and 29,562 unique visits (compared with 21,493 in 2011 - a 31% increase)
 - circa 860 visits to the Robin Hood Festival webpage were as a result of **Facebook advertising** and a further 6,133 visits were generated via **Google Adwords**
 - two key e-shots were issued, 50% of recipients opened the first (announcing the dates), whilst 43% opened the second (announcing the event programme)

- a new Robin Hood Facebook page was created attracting 204 'likes' in 3 weeks, 70 were as a direct result of scanning a QR code on a life-sized Robin Hood placed onsite at the Festival
- 21 tweets (including 12 'Ye Olde Tweetes') were issued.
- Partnership working resulted in a variety of FREE and reciprocal marketing activity as follows:
 - **Nottingham City Homes:** FREE activity including - article in tenant and leaseholder newsletter circulated to over 30k homes, flyer distribution in eight city housing offices, articles on the website & staff intranet site and messages via Twitter
 - **Nottingham Playhouse:** reciprocal activity included a banner stand in reception area, half page colour advert in the 'BBC's CBeebies Grandpa In My Pocket' programme, 1k flyers to exiting audience members, link on their website, staff intranet and Facebook, a tweet to over 4,700 Twitter followers, an e-shot to 14k people on their mailing list, flyer e-shot to 2k Infish staff and flyer on E-On's staff intranet
 - **Nottingham City Council:** reciprocal activity including a half page advert in their What's On Guide, re-Tweets of Twitter messages and a note on the staff intranet
 - **Experience Nottinghamshire:** FREE e-shot and website advertising, FREE PR activity aimed at the national and international media, FREE half page advert in 'All About Tourism' e-magazine, listing on Visit England website.
- 483 visitors completed the Festival Visitor Survey: of the parties visiting 58% were male whilst 42% were female, 93% of respondents were white
- Mosaic analysis reveals two key visitor groups: **Group J:** *Owner occupiers in older-style housing in ex-industrial areas* and **Group B:** *Residents of small and mid-sized towns with strong local roots*
- 61% of respondents said they would like to be kept informed in the future about similar events (235 email addresses were gathered, with permissions)
- a variety of visitor feedback was received which is available from the service.

This year's festival benefited from a strong integrated marketing campaign whose success will be replicated and built upon next year.

REPORT OF THE GROUP MANAGER, COUNTRY PARKS & GREEN ESTATE 2012 VISITOR SATISFACTION SURVEYS IN COUNTRY PARKS

Purpose of the Report

1. To inform the Committee of the outcome of the 2012 annual visitor satisfaction surveys at Rufford Abbey Country Park and Sherwood Forest Country Park, and of the result of the Visitor Attraction Quality Assurance Scheme (VAQAS) annual inspection at Rufford Abbey Country Park.

Information and Advice

Annual Visitor Survey - Rufford Abbey & Sherwood Forest Visitor Centre

2. Rufford Abbey Country Park attracts some 480,000 visitors and Sherwood Forest Country Park approximately 360,000 per year. This puts the two sites amongst the top ten busiest visitor attractions in the East Midlands region.
3. An annual visitor satisfaction survey is commissioned. Its purpose is twofold: to find out more about the parks' 'visitor profile', including where visitors come from, and to check that we are providing a quality experience for our customers.
4. This year the survey was conducted face to face, with researchers asking visitors to input their answers on iPads. 625 people were randomly interviewed. The survey took place during the school summer holidays between 6 & 12 August 2012.
5. The visitor satisfaction survey showed extremely high levels of satisfaction with both parks. Our target at the beginning of the year was to achieve 92%. When asked to rate their visit overall, 97% of those questioned at Sherwood Forest rated their visit as 'Good' or 'Very Good' and at Rufford Abbey the figure was 98%.
6. The survey revealed many interesting facts about our visitors and their origins. Nottinghamshire residents accounted for roughly half of all visitors interviewed. The remainder came from as far afield as Kirkcaldy in Scotland, Belfast, Southampton, Canterbury, Norwich and Newcastle.
7. Nearly 18% of the parties interviewed included someone with mobility problems or a disability, indicating the good accessibility of the sites for visitors with mobility impairments, and possibly also reflecting our ageing population.

8. The most frequent answer to the question “How often do you visit the park?” was 2-3 times per year, though a hard core of 2% visited “every day.”
9. The two age groups who found the parks most appealing were those 65 years and over, and children between 5 and 12. However, all age groups were represented, and there is strong use of both sites by ‘institutional’ groups such as day centres, bringing clients by coach or minibus.

VAQAS Tourism Inspection at Rufford Abbey Country Park

10. For the last few years Rufford Abbey Country Park has participated in a national quality scheme run by *VisitEngland*, the English national tourist board.
11. This is specifically for tourist attractions, and a quality award is given if the site meets VisitEngland standards. A mystery shopper visit takes place, during which a trained external inspector with a background in the leisure industry examines all facilities on offer to the visitor, including pre-visit tests of website information and telephone enquiry responses.
12. The annual inspection for Rufford Abbey Country Park took place on 5 September 2012, and the park passed. The inspector’s conclusion was:

“Rufford Abbey Country Park, on its sixth assessment, continues to maintain the very high standards set on previous assessments. Further fine tuning of issues highlighted in our feedback would see the overall standard raised from Very Good to Excellent. Rufford Abbey Country Park fully merits the award of VisitEngland’s accreditation of ‘Quality Assured Visitor Attraction.’”
13. Good customer care and the friendliness of front line staff were praised. The assessor also mentioned in verbal feedback her satisfaction that the Undercroft Exhibition on Rufford’s monastic history has been refurbished since her 2011 visit. She identified the need to continually re-invest in sites in order to maintain a quality visitor offer.
14. Though it is highly creditable that the park has achieved the VAQAS award, there were a number of issues which will need to be put right within the next year, eg. improvement work in the main ladies’ toilets, completion of English Heritage stabilisation work on the Abbey ruins, and litter control around the catering areas.
15. These issues will be managed through day to day work on the site and as part of our longer term plans for Rufford Abbey.

Other Options Considered

16. The Country Parks Service chose to undergo annual external inspections in order to help us benchmark the quality of our visitor offer and to maintain high standards.

Reason/s for Recommendation/s

17. To bring to the attention of the Culture Committee the success of Nottinghamshire’s two main country park sites in terms of meeting visitors’ expectations.

Statutory and Policy Implications

18. 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

19. The annual visitor survey is an important means of checking that we are meeting the needs and expectations of visitors at Nottinghamshire country parks.

Financial Implications

20. The costs of the survey and participation in the VAQAS scheme are met from within the Country Parks' revenue budget.

Equalities Implications

21. The 2012 visitor survey confirmed that both parks are well used by people who consider themselves to be disabled or to have mobility restrictions. 17.6% of groups interviewed said someone in their party fitted into that category.

Crime and Disorder Implications

22. When questioned how secure they felt whilst visiting, 98% of those interviewed at both sites said they felt "safe" or "very safe" in the country park.

Implications for Sustainability and the Environment

23. The importance of the natural environment is critical to the visitor experience of country parks.

RECOMMENDATION/S

- 1) That the report be noted

Patrick Candler
Group Manager, Country Parks & Green Estate

For any enquiries about this report please contact:

Linda Hardy
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Constitutional Comments

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

Financial Comments (NDR 24/10/12)

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

Background Papers

Survey of Visitors August 2012 – Sherwood Forest Country Park, Rufford Abbey Country Park

VisitEngland VAQAS Assessment Report, Rufford Abbey Country Park, 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

Rufford Ward – Councillor John Peck

C0107

**REPORT OF THE GROUP MANAGER, LIBRARIES, ARCHIVES AND
INFORMATION SERVICES****ESTABLISHMENT OF A FIXED TERM PROJECT ARCHIVIST POST AT
NOTTINGHAMSHIRE ARCHIVES WITH FUNDING FROM THE WELLCOME
TRUST****Purpose of the Report**

1. To seek approval to establish a fixed term (18 months) full time post of Project Archivist at Nottinghamshire Archives to be funded by a grant from the Wellcome Trust.

Information and Advice

2. In 2011 the Wellcome Trust provided a grant of £8,000 to fund the project 'Understanding the Brain: Scoping the Archives of Rampton Hospital'. This enabled a full survey of the archives of the hospital to be carried out and resulted in the deposit of 56 linear metres of records with Nottinghamshire Archives. The grant also enabled a full conservation assessment to be made.
3. Following the scoping project the Wellcome Trust have made a further grant of £55,330 to fund a second project 'Understanding the Brain: Therapeutic Care within a Secure Setting'. This will enable the employment of an Archivist to catalogue the collection and carry out the necessary preservation work.
4. The key goals of the project are:
 - To enable medical historians and professionals, and the general public, to have access to the collection (subject to the Data Protection Act 1998 and within the limitations imposed by the confidential and sensitive nature of the records) by creating an on-line catalogue
 - To raise awareness of the existence of the collection once catalogued using the Nottinghamshire Archives' website and placing short articles in relevant journals such as *Positive*, the newsletter of the Nottinghamshire Healthcare NHS Trust
 - To preserve the collection for future generations (as outlined in the conservator's survey undertaken as part of the Scoping Project)
 - To make data on obsolete formats such as videos, cassette tapes and floppy discs available by creating preservation and access copies on CD/DVD

- To negotiate with Nottinghamshire Healthcare NHS Trust/Rampton staff on the regular transfer of records to Nottinghamshire Archives, thus ensuring continuing accruals to what is an archive of national importance
 - To ensure Nottinghamshire Archive staff are aware of the content of the archive and of the particular restrictions as to its use by holding training sessions
5. £48,000 of the grant has been assigned to the recruitment and employment of a Project Archivist (Band A) for 18 months.

Other Options Considered

6. The assignment of the work to an establishment member of staff was considered but not regarded as feasible due to the size and scale of the project.

Reason/s for Recommendation

7. The award of a grant by the Wellcome Trust will enable this nationally important collection to be catalogued and made accessible.
8. The grant is dependent on Committee approval for the post to be created.

Statutory and Policy Implications

9. 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

10. Nottinghamshire Archives User Group has been consulted on the progress of this grant application.
11. The post will enable public access to the Rampton Hospital archive.

Financial Implications

12. The post (including recruitment and on-costs) will be funded by the Wellcome Trust as outlined above.
13. As the contract is for 18 months no redundancy costs have been included.

RECOMMENDATION

- 1) That the creation of a fixed term (18 months) full time post of Project Archivist at Nottinghamshire Archives, to be funded by a grant from the Wellcome Trust, be approved.

Peter Gaw

Group Manager, Libraries, Archives and Information Services

For any enquiries about this report please contact:

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Constitutional Comments (SG 05/11/12)

14. The Committee is the appropriate body to decide on the issues set out in this Report. The Committee has responsibility for archives.

Financial Comments (NDR 12/11/12)

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

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0121

REPORT OF THE GROUP MANAGER PLANNING

STRATEGIC STONE STUDY OF NOTTINGHAMSHIRE

Purpose of the Report

1. To seek approval for a financial contribution to the proposed Strategic Stone Study of Nottinghamshire.

Information and Advice

2. The architectural heritage of England is underpinned by the wide variety of building stones used, reflecting local geology and contributing to local distinctiveness and stone is the major building material for many of the country's listed buildings and conservation areas. Supplies of new stone are needed for maintenance, restoration and new builds but the source of the original stone is often unknown or quarries are no longer operating.
3. The Strategic Stone Study is led by English Heritage, working with the British Geological Survey and local geologists and historic buildings experts, and is intended to help to address the problem of sourcing new materials. For each county, a combination of fieldwork and historic records and maps is used to select a representative range of historic structures, from churches and houses to boundary walls, bridges and paving, and the types of stones used are identified. The most significant building stones in each county are identified and the location of all quarries that produced these stones is mapped, so that potential sources for conservation and new build can be recognised and safeguarded. Strategic Stone Studies have been completed for 33 counties to date.
4. The ability to obtain stone that matches the original, not only in appearance, but also in terms of mineral composition, porosity and permeability is vitally important for the conservation of our built heritage. If new stone does not match the original in all attributes, it is likely to be a poor visual match and could hasten the weathering and decay of the adjacent stone. Government has recognised the importance of identifying and protecting building stone resources and recommends that local authorities should safeguard important sources of building stones through the minerals planning process.
5. A Strategic Stone Study for Nottinghamshire has been proposed, following the format described above. The outputs would include three digital datasets covering historic and modern building stone quarry sites, the range of stone buildings in the county and the building stones of Nottinghamshire. An illustrated atlas of Nottinghamshire Building Stones would also be produced.

6. The Study would be commissioned by English Heritage and the total cost of the work is £29,960. A contribution of £5,000 from Nottinghamshire County Council has been requested, with the remainder of the costs being met by English Heritage. It is anticipated that this contribution would be found from existing Conservation and Planning Policy budgets.

Other Options Considered

7. The County Council could choose not to make a financial contribution to the proposed Strategic Stone Study of Nottinghamshire but in this instance, it is unlikely that the Study would go ahead.

Reason/s for Recommendation/s

8. The completion of the Strategic Stone Study for Nottinghamshire would help to inform the conservation of the County's built heritage and enable the safeguarding of existing and potential sources of significant building stones through the minerals planning process.

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.

RECOMMENDATION/S

1) To approve the financial contribution to the Strategic Stone Study as set out in paragraph 6.

Sally Gill
Group Manager Planning

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

Constitutional Comments (SHB 02.11.12.)

10. Committee have power to decide the Recommendation.

Financial Comments (DJK 02.11.12)

11. The contents of this report are duly noted; the contribution of £5000 towards the cost of this study will be met from existing Conservation revenue budgets for 2012/13.

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

REPORT OF THE GROUP MANAGER PLANNING**LAW COMMISSION CONSULTATION – WILDLIFE LAW****Purpose of the Report**

1. To set out the County Council's response to a Law Commission consultation on the reform of wildlife law.

Information and Advice

2. The Law Commission is the statutory independent body created by the Law Commissions Act 1965 to keep the law under review and to recommend reform where it is needed. The aim of the Commission is to ensure that the law is fair; modern; simple; and as cost-effective as possible.
3. As part of its work, the Law Commission is currently consulting on proposals to simplify the existing complex framework relating to wildlife, placing wildlife law into a single statute. Documents relating to the consultation are available on the Law Commission's website at <http://lawcommission.justice.gov.uk/consultations/wildlife.htm>.
4. Given its origins and subsequent development, there is no homogenous purpose or theme to wildlife law. It has varying, and sometimes conflicting, aims and roles. However, the Law Commission suggests that four principal strands have emerged over time:
 - a) wildlife law provides the framework within which wildlife can be controlled, so that it does not interfere unduly with the conduct of human activity, such as development.
 - b) the law allows for the exploitation of wildlife as a valuable natural asset.
 - c) the law seeks to conserve wildlife as part of our common natural heritage.
 - d) the law protects individual animals from harm above a permitted level (animal welfare).
5. The proposals to rationalise wildlife law relate to species-specific provisions allowing for the conservation, control, protection and exploitation of wildlife within England and Wales, covering species-specific protection afforded to wild birds and other animals under part 1 of the Wildlife and Countryside Act 1981; the species protection provisions of the Conservation of Habitats and Species Regulations 2010; and Acts covering individual and limited groups of species (such as seals and badgers).

6. The project does not seek to vary the levels of protection afforded to particular species, and excludes legislative provisions for habitats. In addition, it does not relate to the Hunting Act 2004.
7. The full consultation paper extends to 192 pages, and is detailed and complex in nature. The provisional proposals that the Law Commission is seeking specific comments on, along with a small number of specific questions, are provided in Appendix 1, with the County Council's proposed responses.

Other Options Considered

8. Not applicable.

Reason/s for Recommendation/s

9. To allow the County Council to provide a considered response to the Law Commission consultation on the reform of wildlife law.

Statutory and Policy Implications

10. 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 approve the comments made in Appendix 1 of this paper to form the basis of the County Council's response to the Law Commissions consultation on the reform of wildlife law.

Sally Gill
Group Manager Planning

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

Constitutional Comments

11. Culture Committee has authority to approve the recommendation set out in this report. (NAB 07.11.12).

Financial Comments

12. The contents of this report are duly noted; there are no financial implications arising. (DJK 07.11.12).

Background Papers

None

Electoral Division(s) and Member(s) Affected

All

Appendix 1 - List of provisional proposals and consultation questions and proposed responses from Nottinghamshire County Council

Question 1-1: Do consultees think that the marine extent of the project should be limited to territorial waters?

No comment. Not considered to be relevant to Nottinghamshire County Council.

Provisional Proposal 5-1: We provisionally propose that there should be a single wildlife statute dealing with species-specific provisions for wildlife conservation, protection, exploitation and control.

This proposal is supported, for the reasons put forward in paragraph 5.20 of the consultation document. The current regime is complex and difficult to navigate even for those familiar with the current legislative landscape. Bringing together existing legislation into a single statute will provide a more consistent, straightforward and user-friendly statute.

Provisional Proposal 5-2: We provisionally propose that our proposed single statute should not include the general welfare offences in the Animal Welfare Act 2006 and the Wild Mammals (Protection) Act 1996.

This proposal is supported, for the reasons put forward in paragraph 5.22 of the consultation document. To include those provisions would add to confusion and separate unnecessarily the welfare regime for all animals into wild and domesticated.

Provisional Proposal 5-3: We provisionally propose that the provisions in the Wild Mammals (Protection) Act 1996 be incorporated into the Animal Welfare Act 2006.

This proposal is supported, for the reasons put forward in paragraph 5.25 of the consultation document. This will further simplify the existing legislation.

Provisional Proposal 5-4: We provisionally propose that the new regulatory regime should contain a series of statutory factors to be taken into account by decision makers taking decisions within that regulatory regime.

This proposal is supported, for the reasons put forward in paragraph 5.34 of the consultation document. The use of statutory factors will improve transparency, and show that specific factors need to be addressed, and in many cases balanced, in coming to a particular decision.

Provisional Proposal 5-5: We provisionally propose that the factors listed in paragraph 5.49 above should be formally listed, to be taken into account by public bodies in all decisions within our provisionally proposed wildlife regime.

This proposal is supported, as it will provide clarity on what the relevant factors are.

Question 5-6: Do consultees think that the list of factors we suggest is appropriate? Do consultees think that there are other factors which we have not included that should be?

The list is considered to be appropriate. No other factors appear to be relevant.

Provisional Proposal 5-7: We provisionally propose that wildlife law continue to be organised by reference to individual species or groups of species, so as to allow different provisions to be applied to individual species or groups of species.

This proposal is supported. This approach is considered to be that which is most appropriate and user-friendly.

Provisional Proposal 5-8: We provisionally propose that the new regime for wildlife use section 26 of the Wildlife and Countryside Act 1981 as the model for its order-making procedures.

This proposal is supported, for the reasons put forward in paragraph 5.59 of the consultation document.

Provisional Proposal 5-9: We provisionally propose that there should be a requirement to review all listing of species periodically.

This proposal is supported. This approach allows flexibility, given that the status of a particular species can change over time. Currently, listings are reviewed every five years (see Provisional Proposal 5-11).

Provisional Proposal 5-10: We provisionally propose that where the Secretary of State decides not to follow advice made by a regulator (such as Natural England) on updating a list there should be a duty on the Secretary of State to explain why the advice is not being followed.

This proposal is supported. This will improve transparency.

Provisional Proposal 5-11: We provisionally propose that five years should be maintained as the maximum period between reviews of the listing of species within the regulatory regime.

This proposal is supported. The status of a particular species can change over time, sometimes rapidly, and for this reason, five years should be considered a maximum.

Provisional Proposal 5-12: We provisionally propose that the regulatory regime should have a general power allowing close seasons to be placed on any animal, and to allow for the amendment of close seasons by order.

This proposal is supported. This will allow close seasons to be imposed in response to particular concerns about the conservation of the species in question.

Question 5-13: Do consultees think that the appropriate regulatory technique for the management of listed species is to prohibit certain activity, permit certain exceptions, provide specified defences and allow for the licensing of prohibited activity?

Yes. This will continue the current regulatory regime.

Question 5-14: Do consultees think that it is undesirable to define in statute individual, class or general licences?

Yes. Defining the circumstances in which different types of licences could be used would remove flexibility from the regulatory regime.

Provisional Proposal 5-15: We provisionally propose that the maximum length of a licence provision permitting the killing of member of a species, including licensing a particular method, should be standardised at two years for all species that require licensing.

This proposal is supported. This is the current situation for most species, excluding badger, and standardisation at two years will therefore correct this anomaly.

Provisional Proposal 5-16: We provisionally propose that there should be formal limits of ten years for all other licences provisions.

This proposal is supported. A limitation on the length of licences allows for unforeseen variations in populations size or species distribution.

Provisional Proposal 5-17: We provisionally propose that there should be a general offence of breaching a licence condition.

This proposal is supported. Currently, the approach to dealing with offences of breaching licence conditions is inconsistent between legislation.

Provisional Proposal 6-1: We provisionally propose that the definition for “wild bird” in Article 1 of the Wild Birds Directive (birds of a species naturally occurring in the wild state in the European territory of EU member states) be adopted in transposing the Directive’s requirements.

This proposal is questioned. The definition of a wild bird as given in Article 1 of the Wild Bird Directive is those species “naturally occurring in the wild state”, i.e. which are indigenous to the relevant territory. This will exclude those introduced species which have established self-sustaining wild populations in this country, such as Little Owl and Mandarin Duck, but which have no impact on native wildlife and are a valued component of our avifauna. However, it is recognised that such a definition would allow for the inclusion of invasive non-native species such as Monk Parakeet.

Question 6-2: Do consultees think that the general exclusion of poultry from the definition of “wild bird” should be retained?

No. Poultry cannot reasonably be defined as ‘wild birds’ given that they are domesticated, and reference to them seems unnecessary.

Question 6-3: Do consultees think it necessary to deem game birds “wild birds”?

This is not straightforward. Some game birds are indigenous species (i.e. “naturally occurring in the wild state”), such as Grey Partridge and Red Grouse, whilst others are introduced species such as Pheasant and Red-legged Partridge. Furthermore, some populations of indigenous gamebirds are captive-reared and released specifically for shooting, such Grey Partridge, so it can be questioned whether these constitute ‘wild birds’. The suggestion that Pheasant should be treated as if it were an indigenous gamebird (and hence as a ‘wild bird’) seems at odds with the proposal 6-1 that other introduced birds should not be considered ‘wild birds’.

Question 6-4: Do consultees think that the exclusion of captive bred birds in EU law is best transposed by solely transposing the provisions of the Wild Birds Directive, or by express reference to the exclusion?

Express reference to the exclusion should be made. However, clarification should be provided in relation to captive bred birds that have been released as part of a sanctioned reintroduction scheme.

Provisional Proposal 6-5: We provisionally propose using the term “intentionally or recklessly” to transpose the term “deliberately” in the Wild Birds and Habitats Directives.

This proposal is supported, for the reasons put forward in paragraph 6.43 of the consultation document. Using the term ‘deliberate’ without further clarification could lead to the ordinary English meaning being used, which would not go as far as relevant Court of Justice case law. Using the term ‘intentionally or recklessly’ would be clearer for user.

Question 6-6: Do consultees think that badgers protected under the Protection of Badgers Act 1992 or those protected currently by section 9(1) of the Wildlife and Countryside Act 1981 (from damage, destruction or the obstruction of access to a shelter or place of protection, or the disturbance of an animal whilst using such a shelter or place of protection) should be protected from intentional and reckless behaviour?

Yes. To do so would align that level of protection provided to those species afforded heightened protection under domestic legislation as those protected under the Habitats Directive as transposed.

Question 6-7: Do consultees think that the term “disturbance” does not need to be defined or qualified within the provisionally proposed legal regime, when transposing the requirements of the Wild Birds and Habitats Directives?

Yes. The term ‘disturbance’ is capable of being understood through its plain and ordinary meaning.

Provisional Proposal 6-8: We provisionally propose that the disturbance provisions contained in sections 1(1)(aa), 1(1)(b), 1(5), 9(4) and 9(4A) of the Wildlife and Countryside Act 1981, regulation 41(1)(b) of the Conservation of Habitats and Species Regulations 2010 and section 3(1) of the Protection of Badgers Act 1992 can be brought together and simplified.

This proposal is supported. This will simplify the current disturbance provisions.

Question 6-9: Do consultees think that the badger would be adequately protected from disturbance, and its sett protected if covered only by the disturbance provision?

Yes, for the reasons put forward in paragraph 6.58 of the consultation document. It is considered that ‘disturbance’ would be sufficiently covered.

Question 6-10: Do consultees think that the protection afforded European Protected Species (except the pool frog and the lesser whirlpool ram’s horn snail) under section 9(4)(c) of the Wildlife and Countryside Act 1981 does not amount to “gold-plating” the requirements of the Habitats Directive?

Yes, for the reasons put forward in paragraph 6.60 of the consultation document, as the 1981 Act does not in fact appear to go further than the requirements of the Habitats Directive, given the level of protection the Directive intends to afford (“strict”).

Provisional Proposal 6-11: We provisionally propose the removal of the defence of action being the “incidental result of a lawful operation and could not reasonably have been avoided” located currently in section 4(2)(c) of the Wildlife and Countryside Act 1981.

This proposal is questioned. It is unclear how this proposal sits with lawful operations such as farming where a crop is cut during the summer and ground nesting birds are killed as an incidental result.

Provisional Proposal 6-12: We provisionally propose that there should be a general defence of acting in pursuance of an order for the destruction of wildlife for the control of an infection other than rabies, made under either section 21 or entry onto land for that purpose under section 22 of the Animal Health Act 1981.

This proposal is supported, as it will reduce administrative burdens.

Provisional Proposal 6-13: We provisionally propose that Article 7 of Wild Bird Directive be transposed into the law of England and Wales.

This proposal is supported, for the reasons put forward in paragraphs 6.87-6.89 of the consultation document.

Provisional Proposal 6-14: We provisionally propose that the transposition be accompanied by the establishment of species specific close seasons.

This proposal is supported, as it seems appropriate to set close seasons that are relevant to individual species.

Provisional Proposal 6-15: We provisionally propose that the transposition be accompanied by codes of practice explaining “wise use”.

This proposal is supported, for the reasons put forward in paragraphs 6.90-6.91 of the consultation document, as these appear the most appropriate regulatory tool.

Provisional Proposal 6-16: We provisionally propose that breach of the codes of practice would mean that the defendant would have to show how they had complied with “wise use”, otherwise the underlying offence of taking or killing a wild bird would have been committed.

This proposal is supported, for the reasons put forward in paragraphs 6.91-6.92 of the consultation document.

Provisional Proposal 6-17: We provisionally propose that such codes of practice be issued by either the Secretary of State or Welsh Ministers.

This proposal is supported, as it seems appropriate for the Secretary of State should issue such codes of practice, after consultation with relevant stakeholders.

Provisional Proposal 6-18: We provisionally propose that the term “judicious use of certain birds in small numbers” be one of the licensing purposes.

This proposal is supported, for the reasons put forward in paragraphs 6.105-6.106 of the consultation document, as this purpose is allowed for in the Birds Directive.

Question 6-19: Do consultees think that it is not necessary to require the reporting of all members of a species taken or killed as a matter of law for our provisionally proposed regime?

Yes. To do so would introduce something that is not currently required by EU law.

Question 7-1: In which of the following ways, (1), (2) or (3), do consultees think that domestically protected species not protected from taking, killing or injuring as a matter of EU law should be protected?

(1) All domestically protected species not protected as a matter of EU law should be protected from being intentionally and recklessly taken, killed or injured.

(2) Badgers and seals should be protected from being intentionally and recklessly killed, taken and injured; all other domestically protected species not protected as a matter of EU law should be protected from being intentionally taken, killed or injured. It would be possible subsequently to move species between the two groups by order.

(3) All domestically protected species not protected as a matter of EU law should be protected from being intentionally taken, killed or injured.

Each alternative has its merits. On balance, option 2, which would continue the existing protection regime, is probably most appropriate.

Question 7-2: Do consultees think that the offences of selling certain wild animals, plants and fish, should include the offences of offering for sale, exposing for sale, and advertising to the public?

Yes, as these can reasonably be seen as part of the selling process.

Provisional Proposal 7-3: We provisionally propose that there should be power to amend the species covered by the crime of poaching.

This proposal is supported, as it recognises that markets for certain species may change in the future and this may lead to the poaching of new species.

Question 7-4: Do consultees think that the offence of poaching concerns matters beyond simply the control of species?

Yes, as it relates to a wrongdoing committed against the particular rights of a landowner.

Question 7-5: Do consultees think that the offence of poaching should require proof of acting without the landowner's consent in relation to the animal rather than proof of trespass?

Yes, for the reasons put forward in paragraph 7.30 of the consultation document. The act of poaching can occur in instances where there has been no act of trespass.

Provisional Proposal 7-6: We provisionally propose that a reformed offence of "poaching" should be defined by reference to whether the person was searching for or in pursuit of specified species of animals present on another's land, with the intention of taking, killing or injuring them, without the landowner or occupier's consent, or lawful excuse, to do so.

This proposal is supported, as it appears to provide a valid definition of what the act of poaching constitutes.

Provisional Proposal 7-7: We provisionally propose that it should remain an offence to attempt the offences in the new provisionally proposed regime.

This proposal is supported, as it will continue the existing regime.

Provisional Proposal 7-8: We provisionally propose to consolidate the common exceptions to prohibited acts set out in existing wildlife legislation.

This proposal is supported, as it will continue the existing regime.

Question 7-9: Do consultees think that purely domestic licensing conditions should be rationalised using the conditions contained in the Berne Convention?

Yes, as to do so will rationalise existing licensing regimes, and it appears would not affect the protection currently afforded to species.

Provisional Proposal 7-10: We provisionally propose that both individuals and classes of persons be able to benefit from a badger licence.

This proposal is supported, as it will improve consistency of approach.

Provisional Proposal 7-11: We provisionally propose that the current burden of proof on a person accused of being in possession of wild birds or birds' eggs should be retained.

This proposal is supported, for the reasons put forward in paragraphs 7.61 and 7.62 of the consultation document. This will continue the existing regime.

Question 7-12: Do consultees think that, as under the present law, a person charged with digging for badgers should have to prove, on the balance of probabilities, that he or she was not digging for badgers?

Yes, retention of the reverse burden of proof in this instance is considered appropriate.

Provisional Proposal 8-1: We provisionally propose that there is a sufficient case for the reform of the regulatory and enforcement tools available for the delivery of Government policy.

This proposal is supported, for the reasons put forward in paragraphs 8.65-8.67 of the consultation document. That is, there is currently no provision for access to land to carry out control measures to combat invasive non-native species, that there are no emergency provisions currently available, and that there is no requirement to make notification in relation to the presence of a particular invasive non-native species.

Provisional Proposal 8-2: We provisionally propose that there should be a mechanism allowing for the emergency listing of invasive non-native species.

This proposal is supported, as it will allow a rapid response to emerging issues.

Question 8-3: Do consultees think that such emergency listing should be limited to one year?

Yes, if one year is a sufficient length of time to allow the normal listing process to take place within.

Provisional Proposal 8-4: We provisionally propose that the Secretary of State and Welsh Ministers should be able to issue an order requiring specified individuals (whether by type of person or individual identity) to notify the competent authority of the presence of specified invasive non-native species.

This proposal is supported, as it will contribute to the early detection and eradication of invasive non-native species.

Provisional Proposal 8-5: We provisionally propose that there should be a defence of "reasonable excuse" for failing to comply with the requirement.

This proposal is supported.

Provisional Proposal 8-6: We provisionally propose that the full range of licences can be issued for activity prohibited in our scheme for invasive non-native species.

This proposal is supported, for the reasons put forward in paragraph 8.106 of the consultation document. Licensing forms a key part of the regulatory regime.

Provisional Proposal 8-7: We provisionally propose that the power to make species control orders on the same model as under the Wildlife and Natural Environment (Scotland) Act 2011 should be adopted by our new legal regime.

This proposal is supported, as it will help facilitate the management and control of invasive non-native species.

Provisional Proposal 9-1: We provisionally propose that part 3 of the Regulatory Enforcement and Sanctions Act 2008 should be used as the model for a new regime of civil sanctions for wildlife law.

This proposal is supported, for the reasons put forward in paragraph 9.67 of the consultation document.

Provisional Proposal 9-2: We provisionally propose that the full range of civil sanctions (so far as is practicable) should be available for the wildlife offences contained in the reforms set out in Chapters 5 to 8 of this Consultation Paper.

This proposal is supported, as it will allow the regime to be flexible.

Provisional Proposal 9-3: We provisionally propose that the relevant regulator, currently Natural England and the relevant body in Wales (either the Countryside Council for Wales or the proposed new single Welsh Environmental Agency), issues guidance as to how they will use their civil sanctions.

This proposal is supported.

Question 9-4: Do consultees think that the current sanctions for wildlife crime are sufficient?

It is suggested that the level of current sanctions could be increased, to bring it in line with sanctions available in relation to other offences such as depositing waste without a licence or polluting a controlled water. There are certainly arguments for doing so given the importance of the issue and on the basis that it would increase the deterrent against undertaking wildlife crimes in the first place.

Provisional Proposal 9-5: We provisionally propose that offences for wildlife, excluding those for invasive non-native species and poaching, should have their sanctions harmonised at 6 months or a level 5 fine (or both) on summary conviction.

This proposal is supported, as it will improve consistency and contributes to the recognition of the serious threat posed by the introduction of invasive non-native species.

Provisional Proposal 9-6: We provisionally propose that the poaching offences for wildlife should have their sanctions harmonised at four months or a level 4 fine (or both) on summary conviction.

This proposal is supported, as it will harmonise between the sanction in the Deer Act 1991 (level 4 fine) and that in the Game Act 1831 (level 1 fine).

Question 9-7: Do consultees think that the provisions that mean that the fine for a single offence should be multiplied by the number of instances of that offence (such as killing a number of individual birds) should be kept?

On balance, it is considered that these provisions should be kept, as it provides a clear way of showing that multiple infractions warrant more severe penalties.

Question 9-8: Do consultees think that the provisions for such offences should be extended to cover all species?

If retained, then yes, as this will improve consistency of approach.

Question 9-9: Do consultees think that there should be a wildlife offence extending liability to a principal, such that an employer or someone exercising control over an individual could be liable to the same extent as the individual committing the underlying wildlife offence?

On balance, the introduction of such an offence is supported, as it will ensure the responsibility of those who direct a regulatory transgression.

Provisional Proposal 10-1: We provisionally propose that the appropriate appeals forum for appeals against Species Control Orders and civil sanctions under our new regime is the First-tier Tribunal (Environment)?

This proposal is supported, as it will use a new mechanism considered most appropriate by government and there seems no point in reforming this process.

Question 10-2: Do consultees think that it is necessary to create a new appeals process for wildlife licences (option 1)?

No. Whilst there are arguments for and against creating a new appeals process, on balance, it is considered that the current licensing process is an iterative one, with regulators and developers/other licence applicants working together through an ongoing process. In addition, the introduction of an appeals process would be expensive.

Question 10-3: If consultees think that there should be a dedicated appeals process for wildlife licences, should it be restricted to the initial applicant for the wildlife licence (option 2), or be open additionally to the public with a “sufficient interest” (option 3)?

N/A

Question 10-4: Do consultees think that the appeal process should be available for all types of wildlife licence (general, class and individual)?

It would appear appropriate, if an appeals system were adopted, that it should apply to all types of wildlife licence.

Question 10-5: Do consultees think that it would be more appropriate for appeals concerning wildlife licences to go to the Planning Inspectorate or the First-tier Tribunal (Environment)?

There are arguments for and against both. On balance, the First-tier Tribunal (Environment) appears most appropriate, so as to avoid the Planning Inspectorate becoming overburdened.

**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 **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 items will be added to the programme as they are identified.

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>
8 January 2013		
Service update		Derek Higton
Work Programme		Derek Higton
Budget monitoring	Quarterly report	Derek Higton
Archives and Central Library Partnership Agreement		Peter Gaw
Sports and Arts Development Plan	Seeking approval for the Plan	Steve Bradley
Bestwood Management Agreement		Patrick Candler
Community Archaeology	To provide an update on Community Archaeology projects	Sally Gill
5 February 2013		
Service update		Derek Higton
Work Programme		Derek Higton
Performance Monitoring report	Quarterly performance monitoring report for Key Performance Indicators	Derek Higton/Sally Gill
Update on Sherwood Forest Visitor Centre		Patrick Candler
Fees & Charges – Libraries, Archives & Information	Annual determination	Peter Gaw
Fees & Charges – Country Parks & Green Estate	Annual determination	Patrick Candler
Fees & Charges – Sports & Arts	Annual determination	Steve Bradley
Events programme for Country Parks 2013/14		Patrick Candler
Events programme for Libraries, Archives & Information		Peter Gaw
Events programme for Sports & Arts		Steve Bradley
Partnership funding to Creswell Crags Heritage Trust 2013/14	Annual determination	Patrick Candler
Committee budget		Derek Higton
5 March 2013		
Service update		Derek Higton
Work Programme		Derek Higton
Revisions to library opening hours		Peter Gaw
Adult & Community Learning Service Priorities	Annual report to set priorities	Peter Gaw
Trent Vale Landscape Partnership	To report on the achievements of the Heritage Lottery funded TVLP project	Sally Gill

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
26 March 2013		
Service update		Derek Higton
Work Programme		Derek Higton
Update on Sherwood Forest Visitor Centre		Patrick Candler
Biodiversity Offsetting Pilot Project	To provide Members with a Year 1 report on progress with the national Biodiversity Offsetting pilot project	Sally Gill
April 2013 date tbc		
Service update		Derek Higton
Work Programme		Derek Higton
Cultural Strategy	Six monthly monitoring report	Patrick Candler
Libraries Strategy	Six monthly monitoring report	Peter Gaw
May 2013 date tbc		
Service update		Derek Higton
Work Programme		Derek Higton
Performance Monitoring report	Quarterly performance monitoring report for Key Performance Indicators	Derek Higton/Sally Gill
Update on Sherwood Forest Visitor Centre		Patrick Candler
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
To be placed		
Budget monitoring	Quarterly reports	Derek Higton
Idle Valley Management Board	Report from officer group	Sally Gill
Green Estate Management Plan	Seeking approval for the Plan	Patrick Candler
Heritage Plan		Sally Gill
Libraries Digital Skills Project		Peter Gaw
Historic Environment Record	To provide Members with information on the County's Historic Environment Record and seek endorsement for future working relationships with other Local Planning Authorities	Sally Gill