Nottinghamshire County Council

Culture Committee

Tuesday, 26 January 2016 at 10:30

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

AGENDA

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3	Declarations of Interests by Members and Officers:- (see note below) (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	
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Notes

(1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.

(2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

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

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Peter Barker (Tel. 0115 977 4416) or a colleague in Democratic Services prior to the meeting.

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

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

Nottinghamshire County Council

minutes

Meeting	Culture Committee
Date	8 December 2015 (commencing at 2pm)

Membership
Persons absent are marked with an 'A'

COUNCILLORS

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

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

Ex-officio (non-voting)
A Alan Rhodes

OFFICERS IN ATTENDANCE

Pete Barker	-Democratic Services
Peter Gaw	-Group Manager, Libraries, Archives & Information
Sally Gill	-Group Manager, Planning
Derek Higton	-Service Director, CFCS
Philippa Milbourne	-CFCS

MINUTES OF THE LAST MEETING

That the minutes of the last meeting held on 3 November 2015 were taken as read and were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

Apologies were received from Councillor Dobson (medical). Councillor Plant replaced Councillor Pringle and Councillor Butler replaced Councillor Barnfather, both for this meeting only.

DECLARATIONS OF INTEREST

Councillor Cottee declared a private interest in the item on the Sherwood Forest Visitor Centre and Country Park as he is a member of the RSPB, which did not preclude him from speaking or voting on that item.

CRESWELL HERITAGE TRUST PARTNERSHIP AWARD FOR 2015/16

RESOLVED 2015/056

1) That partnership funding of £38,000 to Creswell Heritage Trust to support its operating costs for the financial year 2015/16 be approved, subject to a similar level of award being made by Derbyshire County Council.

2) That the future funding contributions be approved in principle, in accordance with Creswell Heritage Trust's agreed Business Plan and subject to satisfactory reporting of progress against critical KPIs.

SHERWOOD LANDSCAPE PARTNERSHIP SCHEME – ESTABLISHMENT OF TEMPORARY POST

RESOLVED 2015/057

That the establishment of a temporary Community Archaeologist post to support the work of the Nottinghamshire Archaeology Panel in the development of the Landscape Partnership Scheme through to the successful submission of a Stage 2 application, subject to agreement with HLF, be approved.

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

SERVICE UPDATE FOR THE PERIOD 12 OCTOBER TO 15 NOVEMBER 2015

RESOLVED 2015/058

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

SHERWOOD FOREST VISITOR CENTRE AND COUNTRY PARK – PROGRESS UPDATE

RESOLVED 2015/059

That the progress made on entering into legal agreements with the RSPB as partner to design, build and operate a new visitor centre at Sherwood Forest Country Park be noted, and that the decommissioning of the existing facilities and the next steps be approved.

PERFORMANCE REPORTING (1 JULY – 30 SEPTEMBER 2015)

RESOLVED 2015/060

That the performance of the Council's cultural services during the period 1 July – 30 September 2015 be noted.

COUNTRY PARK EVENTS 2016

RESOLVED 2015/061

That the proposed event programme for Rufford Abbey, Sherwood Forest and Bestwood Country Parks in 2016 be noted.

WORK PROGRAMME

A report detailing the design of the new Sherwood Forest Visitor Centre will be brought to a future meeting of the Committee.

RESOLVED 2015/062

That the committee's work programme be noted.

The meeting closed at 2.57pm

CHAIRMAN

Nottinghamshire County Council

Report to Culture Committee

26th January 2016

Agenda Item: 4

REPORT OF SERVICE DIRECTOR (HIGHWAYS)

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

Purpose of the Report

1. To consider an Application to register land as a Town or Village Green ("TVG") under section 15 of the Commons Act 2006, made to Nottinghamshire County Council as Registration Authority. The Registration Authority's responsibility to determine the application is a quasi-judicial function and is separate from all other functions carried out by the Authority. The decision as to whether or not the application satisfies the criteria for registration must be based entirely on the evidence submitted. The land subject to the application is outlined on the plan attached at Appendix 1.

The Site and Surroundings

2. The application land is currently in the ownership of Mansfield District Council (hereafter referred to as "MDC") and comprises a playing field and a tract of land giving access to it from the north side via the adjacent Forest Road Recreation Ground. The application land also includes some steeply faced quarry walls on the eastern and southern sides of the playing field which remain following historic sand extraction on the land. The gardens of the properties on Berry Hill Lane, Berry Hill Road and Delamere Drive back onto the application land as do the premises of the Mansfield Sand Group at the south western boundary. Photographs showing aspects of the application land are attached at Appendix 2.

Background Information and Advice

3. The application was submitted on the 10th of January 2013 by Mrs J Saunders, a local resident and member of the Friends of Forest Park Group, and was made to register land described as the "Sandhurst Avenue Cricket Ground" as a TVG.

4. Where land is registered as a Town or Village Green the right of the public to use the land for recreational activities is protected from then on. Land can only have the legal status of a TVG upon registration.

5. MDC acquired the application land by virtue of an agreement made on the 3rd of April 1967 between Mansfield Standard Gravel Company Ltd and the Mayor Aldermen and Burgesses of the Borough of Mansfield of whom the District Council is the successor in title.

6. In 1975 Byelaws were made by Mansfield District Council in relation to the application land. The byelaws were made pursuant to section 164 of the Public Health Act 1875 which empowered local authorities to provide land for public recreation. Accordingly, from 1975 the land was held and maintained by the District Council as a public walk and pleasure ground.

7. At some unspecified point(s) in time two notices were erected on the land which read;
   Notice 1: "Mansfield District Council – Golf driving is not allowed"

   Notice 2 "These facilities are leased to a private cricket club. The facilities should not be used without obtaining permission first from the club"
   "If you require to hire a pitch or wish to make a comment on these facilities please phone 01623 463436 or email parksandopenspaces@mansfield.gov.uk"

8. In respect of Notice 2, MDC has not supplied any information to clarify when the Cricket Club lease was in place, or whether any formal disposal was required of land held as a public walk and pleasure ground under the 1875 Act.

9. According to the applicant, entry to the land was blocked on the 22nd of June 2012 by the erection of a palisade security fence and a locked gate which prevented access to the recreation field. In the absence of any information to the contrary, it is presumed that this was done with the consent of MDC.

10. On the 25th of July 2012 MDC advertised (by virtue of notices in the Mansfield Chad newspaper and by the placing of notices on site) their intention to dispose of the field as public open space under Section 123(1)(2a) of the Local Government Act 1972. The notice read thus *"The proposed disposal is a lease of the land for a term of 1 year for the following use: Use of land as a training ground for Mansfield Town Football Club".* According to MDC the lease (dated 19th March 2013) commenced on 25th of December 2012 and expired on 23rd of June 2013.

11. The TVG application was made as a result of the public being excluded in June 2012 by the fence and locked gate. Following the expiry of the lease, the fence and gate were removed.

12. In total, 31 user evidence forms from 37 individuals were submitted (some forms were submitted by couples) in support of the TVG application. 31 users claim to have used the land for more than twenty years with the earliest claimed use commencing in 1950. Users refer to having taken part in various activities on the land including; walking, dog walking, playing with children, playing and watching cricket, playing football and enjoying the flora and fauna. Frequency of use ranges from a daily to a weekly basis.

13. The applicant contends that the land became a TVG on the 22nd June 2012. Accordingly, the test in subsection (3) of section 15 of the 2006 Act will apply whereby;

    - A significant number of the inhabitants of any locality, or any neighbourhood within a locality, indulged as of right in lawful sports and pastimes on the land for a period of at least 20 years; and
    - the application is made within the period of two years from the cessation of use

Consultation

14. Following the advertising of the application and formal notification to interested parties, one objection was received from the landowner, Mansfield District Council. The objection is summarised below;
    - The land is known locally as Sandhurst Avenue Cricket Ground and forms part of a larger grassed area which is laid out as a formal park and known as Forest Road Recreation Ground or Spider Park.

    - The Forest Road Recreation Ground including the application land is open to the public and is maintained at the expense of MDC.

    - The application land was proposed as a 'SHLAA' (Strategic Housing Land Availability Assessment) in October 2010. The SHLAA report concludes that the site *"forms part of a wider area of open space in an area which is well provided for in terms of open space provision. This particular part of the site has very limited natural surveillance, and there is a history of anti-social behaviour including the burning of the former cricket pavilion. This part of the open space suffers severely restricted access making it less than ideal for public use".*

    - Prior to the grant of the lease to Mansfield Town Football Club, the requirements of the Local Government Act 1972 Section 123(1)(2A) were fully complied with and the Council caused notice of its intention to dispose of the land to be advertised in two consecutive weeks in a local newspaper.

    - The fact that MDC advertised the intended disposal is evidence that the Council regarded the application site as being held for the purpose of Section 164 of the Public Health Act 1875. Section 2(B) of the Local Government Act 1972 further states "where by virtue of subsection 2A a council dispose of land which is held for the purpose of section 164 of the public health act 1875, the land shall by virtue of the disposal be freed from being held on trust for enjoyment by the public in accordance with section 164".

    - The locality to which the claim relates is stated to be the Sandhurst Ward. The Ward comprises 47 streets, 1360 residential properties with approximately 2088 inhabitants who are eligible to vote. The evidence questionnaires demonstrate personal use of the inhabitants from 5 streets only. This represents only 2% of the residential properties within the ward. 5 of the questionnaires verify less than 20 years personal use of the land [N.B. the actual figure is 6]. MDC contends that for the number of inhabitants to qualify as "significant", the evidence should be relative to the size of the population of the defined locality or neighbourhood and should be sufficient to show that the application land is in general use by the community. MDC considers that the application does not provide sufficient evidence of use by a significant number of inhabitants to support a claim throughout the relevant period. The number of users purporting to use the land from the given neighbourhood is small.

    - The application land is subject to MDC's Open Space and Pleasure Ground Byelaws which came into operation on the 1st of September 1975. MDC contends that throughout the relevant period, the application land has been held by the Council as a recreational facility and has been maintained and laid out for the purpose of being used as public walks or a pleasure ground in accordance with the Public Health Act

1875. The imposition of the byelaw is evidence that the land was held for recreational purposes which renders use of it “by right” rather than “as of right”. The application land has been provided by the Council in exercise of its statutory powers and consequently the general public have a right to use the land for recreational purposes.

- The sports and pastimes listed in the user evidence questionnaires are no more than would be expected on a pleasure ground open to the public.

- MDC urges the Registration Authority to reject the application on the basis that the use of the application land for lawful sports and pastimes during the relevant period was not carried out “as of right” but was “by right”.

Applicant’s Response

15. In response to the objection by MDC the applicant refers to the following case law;

    - R v Oxfordshire County Council ex parte Sunningwell Parish Council [1999] The House of Lords determined the proper test for user “as of right” is an objective test based on evaluation of the actual user: i.e. was it without force, without secrecy and without permission. Lord Hoffman rejected any necessity for a subjective examination of the belief in the mind of the user.

    - R (McAlpine Homes) v Staffordshire County Council [2002] where the High Court held that “significant” (in respect of the test “use by a significant number of the inhabitants”) did not mean a considerable or substantial number. What matters is that the number of people using the land has to be sufficient to show that the land is in general use by the local community for informal recreation rather than just occasional use by individuals.

    - R v City of Sunderland ex parte Beresford (FC) [2003]
      Land claimed as a TVG and in the ownership of a local authority had been laid out as a sports ground and had been used by local people land for a considerable number of years. The House of Lords decided that the actions of the authority by “encouraging” public use of the land i.e. by providing park benches and mowing the grass, had not meant that use had been permissive or “by right”, and therefore use was “as of right” and thus fulfilling the requirements for a TVG.

16. The applicant also asserts that the evidence questionnaires submitted in support of the application are “extensive documents” designed to show that the land has been used for at least 20 years by local inhabitants for lawful sports and pastimes and “are not a mass petition by the people of Mansfield” adding “the fact that 31 people from different addresses submitted evidence is considered more than sufficient to prove the 20 year criteria”.

17. The applicant states that the evidence in the questionnaires refers to the many activities local residents participate in on Sandhurst Avenue Cricket Ground adding “the concept of lawful sports in English law is very wide, based on centuries of experience. Lawful sports and pastimes are certain, reasonable and continuous recreational activities”.

18. The Friends of Forest Road Park Village Green Sub Group are "confident that the application is lawful and accurate and has been made by local inhabitants who wish to see Sandhurst Avenue Cricket Ground registered as a green and remain open and not built on".

The Legal Test

19. Committee is required to either accept or reject the application solely on the facts. Any other issues, including those of desirability or community needs are not legally relevant and cannot be taken into consideration. Acceptance means the land will be registered. Rejecting the application would mean that no registration would take place. Committee must decide whether the application **fully meets all the elements** of qualifying use for land to have become capable of registration as a TVG. The applicant must establish on the balance of probabilities (the civil standard of proof) that use had been;

    i) by a significant number of the inhabitants,
    ii) of any locality or of a neighbourhood within a locality,
    iii) having indulged "as of right" (i.e. without force, secrecy or permission),
    iv) in lawful sports and pastimes,
    v) on the land,
    vi) for a period of at least twenty years,
    vii) and that the application was made within the period of two years from the cessation of use on 22nd June 2012.

(i) by a significant number of the inhabitants

20. 31 evidence forms were submitted referring to use by 37 individuals. Given that there are 2088 eligible voters within the specified locality (according to MDC), 37 users is only sufficient to make out a prima facie case. However, such evidence would usually require further examination i.e. at a public inquiry to see if it comes up to proof.

(ii) of any locality or of a neighbourhood within a locality

21. For the purposes of the TVG legislation a 'locality' means an administrative district or an area within legally significant boundaries. Accordingly the applicant has identified the MDC Sandhurst Ward as the relevant locality.

(iii) have indulged as of right

22. As set out in paragraph 18, the Courts have shown that people taking part in recreational activities on land held by a local authority, as a recreation ground under statutory powers, do so "by right" rather than "as of right" and therefore any application to register a TVG on such a basis must fail. Accordingly, in this particular case where the application land is owned by Mansfield District Council, who, from 1st September 1975 allocated the land as a "Pleasure Ground" for public recreation under the Public Health Act 1875, use of that land for lawful sports and pastimes is "by right" and is not "as of right".

(iv) in lawful sports and pastimes

23. The stated activities undertaken by those who completed evidence forms are considered lawful sports and pastimes for the purposes of the legislation.

(v) on the land

24. The user evidence forms do indicate use generally of the land which is subject to the application. However, such evidence would usually require further examination i.e. at a public inquiry, to verify the extent of the land actually used.

(vi) for a period of at least twenty years

25. According to the information submitted in the evidence forms, 31 individuals indicate use for the requisite twenty year period (1992-2012).This is sufficient to make out a prima facie case. However, such evidence would usually require further examination i.e. at a public inquiry to ensure there was in fact, sufficient and continuous use.

(vii) that the application is made within the period of two years from the cessation of use on 22nd June 2012.

26. The application was received by the authority on the 10th of January 2013 and is therefore within the statutory two year period.

Other Options Considered

27. Due to the nature of user evidence and the complexity of the law relating to TVG applications a public inquiry could be held to further test and clarify the evidence. The use of a public inquiry for such applications has been approved of by the courts as being in the interests of openness and fairness. However, given that case law indicates that use of the land was 'by right' rather than 'as of right' there is no prospect that the application could succeed even if the evidence were tested at a public inquiry. The provisions of the Human Rights Act regarding the right to a fair hearing have been considered in reaching this conclusion.

Reason for the Recommendation

28. Use of the application land has been "by right" and not "as of right" by virtue of the Mansfield District Council Byelaw (1975).

Statutory and Policy Implications

29. 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) It is RECOMMENDED that Committee rejects the application for the reasons set out above.

Neil Hodgson
Interim Service Director Highways

For any enquiries about this report please contact:
Eddie Brennan (0115 9774709)
Definitive Map Officer

Constitutional Comments (LM 01/12/15)
The recommendations in the report fall within the Terms of Reference of the Culture Committee.

Financial Comments (SES 01/12/15)
There are no specific 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.

The Sandhurst Avenue Cricket Ground Town or Village Green Application (Ref. NVG361) case file.

Electoral Division(s) and Member(s) Affected

South Mansfield	Cllr A Sissons
South Mansfield	Cllr S Garner

APPENDIX 1 - TVG Application

APPLICATION SITE

Nottinghamshire County Council

Scale 1:3500

Produced by: e b40

Date: 24/11/2015

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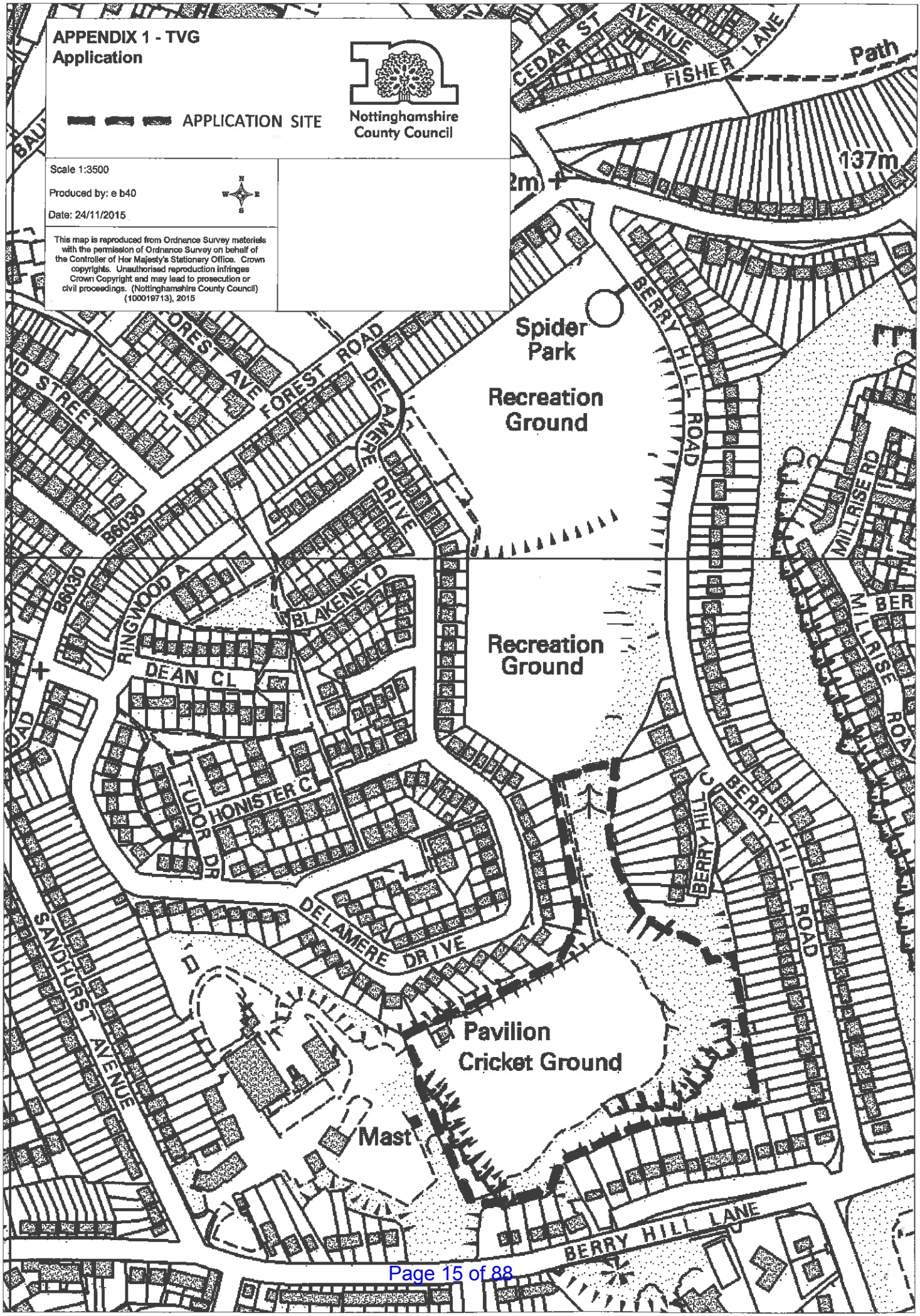

SITE PHOTOGRAPHS APPENDIX 2

Photograph 1

Showing the entrance from the Forest Road Recreation Ground

Photograph 2

Showing the fence and gate blocking access to the recreation field

Photograph 3 **APPENDIX 2**

Showing Mansfield District Council signs on the land

Photograph 4

The Recreation Field

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 5

REPORT OF THE CORPORATE DIRECTOR, PLACE

HERITAGE TOURISM REVIEW - PRESENTATION

Purpose of the Report

1. For Committee to receive a presentation on the Heritage Tourism development work carried out to date.

Information and Advice

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

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

4. A further report on proposed future work areas for this post will be brought to the next meeting of the Committee, and will be informed by the Committee's consideration of the presentation and any outputs arising from the developing work around the Place-Marketing Organisation for Nottingham and Nottinghamshire.

Reason/s for Recommendation/s

5. To support the Committee's future consideration of Heritage Tourism work in the County.

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

1) That Committee notes and comments on the presentation.

Tim Gregory
Corporate Director Place

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

Constitutional Comments

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

Financial Comments

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

Background Papers

Report to Policy Committee, 14/11/12: *Staffing Proposals to Support Economic Growth and Develop the Tourism Potential in the County.*

Electoral Division(s) and Member(s) Affected

All

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 6

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

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

Purpose of the Report

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

Information and Advice

LIBRARIES, ARCHIVES, ARTS, INFORMATION AND COMMUNITY LEARNING

The Brilliant Book Award 2016

2. The Education Library Service (ELS) has announced the six shortlisted titles of "The Brilliant Book Award" (BBA) 2016. This is an annual award, voted for by the students at Key Stage 3 in schools across Nottinghamshire, Nottingham City and Derbyshire. The award aims to promote reading to Key Stage 3 pupils. Pupils vote for their favourite book from the shortlist which gives them a voice, as well as promoting reading for pleasure. The students read the six shortlisted titles and vote for their favourite as well as writing reviews of the books, which can be posted on the website. The award criteria includes aiming to find a book which is so enjoyable that the reader is passionate about it as well as offering an emotional connection and has a satisfying ending. The winner will be announced in March 2016.

3. This is the ninth year of the award which is run by The Education Library Service, in partnership with "The Bookcase," an independent bookshop in Lowdham, and includes author visits to some of the participating schools. This year 40 secondary schools are participating in the award with up to 1,000 pupils involved. Schools taking part in the award, work together on various projects.

COUNTRY PARKS AND GREEN ESTATES

Rufford Abbey and Sherwood Forest Country Parks

4. Christmas proved a busy season for Country Parks with over 1,900 children enjoying Rufford Abbey's "Santa's Grotto." 9,000 visitors are estimated to have visited Rufford Abbey over the festive period.

5. Both Rufford Abbey and Sherwood Forest opened every day through the holiday period, except Christmas Day.

6. At Sherwood Forest Country Park the highlight (literally!) of the season's events programme was "Sparkling Sherwood" which attracted almost 2,000 paying visitors. The ancient oaks of Sherwood were the stars of the show, being gently illuminated to a background of ambient music.

CULTURAL AND ENRICHMENT SERVICES

The Arts Service - The Big Draw

7. The Arts Service leads on The Big Draw for Nottinghamshire and is the Drawing Action Associate for the Campaign for Drawing. It has won two Drawing Inspiration Awards; one for its programme of participation and one for developing a training programme that empowers non-arts professionals to use drawing to achieve their own goals and targets with the groups they work with. This builds capacity in the sector.

8. Established in 2000, arts education charity The Campaign for Drawing is the creator and driving force behind the world's biggest drawing festival, The Big Draw. The Big Draw charity works with cultural and educational organisations, policymakers and businesses to promote "visual literacy" and to demonstrate the social, economic and health benefits that the universal language of drawing can bring. In addition to The Big Draw festival and The Big Draw Awards, the charity runs The John Ruskin Prize, CPD events, conferences and more.

9. This year the Arts Service worked to extend The Big Draw into as many Nottinghamshire Libraries as possible. Over 3,100 people took part in workshops; 13 libraries plus Archives had artist led workshops. 49 people were trained at five sessions to use drawing and The Big Draw to meet targets for their groups/learners. 30 smaller libraries ran Big Draw events with support from the Arts Service, How To sheets and materials. Eight outreach projects were delivered with targeted groups including Mencap and Co Production who we will be working with in 2016. Mobile libraries distributed 56 starter packs to groups that use their service. All the fabulous drawn books produced at events are now hanging proudly in Mansfield Library and will tour until at least May 2016 as follows:

Mansfield	17 November 2015 - 7 January 2016
West Bridgford	13 January - 3 February 2016
Worksop	16 February - 23 March 2016
Archives	29 March - 10 May 2016

CONSERVATION

Greenwood Community Forest

10. In November, the Greenwood Community Forest team provided a site visit for the Forestry Commission's East Midlands Forests and Woodlands Advisory Committee. The visit provided local context to the Committee's discussion of a national paper about the importance of woodlands in urban and urban fringe areas. Ten members of the

Committee came to Eastwood to look at tree planting at Colliers Wood and Brinsley Headstocks. Discussion covered a range of topics including Greenwood's strategic encouragement of tree planting, the many benefits and uses of community woodlands, and the value of Friends groups in helping to care for such sites. Representatives from our partners Broxtowe Borough Council, the Friends of Colliers Wood and the Friends of Brinsley Headstocks, all joined us on the day to help in illustrating these messages.

Heritage Tourism

11. Working in partnership with the Hucknall Tourism and Regeneration Group, the first Medieval Monasteries Bus Tour visited the historic sites of Beauvale Priory, Newstead Abbey and Rufford Abbey. The tour filled up with the first few days of advertising and was carefully timed to maximise secondary spend at Rufford Abbey.

12. In November 2015, the Senior Practitioner Heritage Tourism gave a presentation at the Nottinghamshire Youth Heritage Conference. This included a piece by our newly appointed Heritage and Conservation Apprentice who explained her role to the conference attendees. The Heritage Lottery Fund Officers attending were particularly interested and have asked the County Council to contribute to their national policy on working with young people.

13. Throughout November and December the Senior Practitioner Heritage Tourism worked in partnership with the County Council's Skills for Employment programme at Retford and Stapleford Youth Centres to plan and deliver a variety of activities. These included guided tours for the public at Rufford Abbey Country Park and a mini Victorian Christmas Fair at Bestwood Dynamo House and Winding Engine House. This not only enhanced the visitor offer but provided the participants aged 16-19 years with transferable skills, including accreditation in customer service, which will help them to engage in future employment.

Archaeology

14. In 1983, Nottinghamshire County Council archaeologists were called out when human bones were discovered during building work for two houses at Windmill Hill, Cotgrave. This signified the discovery of an Anglo-Saxon cemetery and in that year, 32 burials were recorded in the area of one of the buildings. A further two seasons of excavation found more burials and features such as ring ditches, pits and post-holes. In total, 84 burials were excavated containing the remains of at least 106 individuals. The burials were dated to the 6th century AD through finds such as pottery, brooches, beads and knives buried as grave goods. The graves were not particularly rich or high status and so were considered likely to represent a rural farming community. Analysis was carried out at the time and a monograph prepared but not completed.

15. A recent re-assessment of the information from this important site concluded that, as osteological methods have changed over the last 25 years, a new assessment of the bones would be desirable. Without further resources, however, this could not be taken forward. Fortunately, the Community Archaeologists were recently approached by a PhD student from Sheffield University looking for a Researcher Employability Project involving hands-on work with human remains. A tripartite agreement was put in place between the student, the University of Sheffield and Nottinghamshire County Council, with funding

provided for one month by the White Rose College of the Arts & Humanities, to undertake a re-analysis of the skeletal material which has been borrowed back from the Castle Museum. Recordings have been made of age at death, sex, bone measurements, stature and pathology. With this information, the chapter on the human remains can be refreshed and the original monograph moved closer to publication.

RECOMMENDATION

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

Derek Higton
Service Director
Youth, Families & Culture

Sally Gill
Group Manager, Planning

For any enquiries about this report please contact:

Derek Higton
Service Director
Youth, Families & Culture
T: 0115 9773498
E: derek.higton@nottscc.gov.uk

Sally Gill
Group Manager, Planning
T: 0115 9932608
E: sally.gill@nottscc.gov.uk

C0746

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 7

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

RESPONSE TO PETITION – GIVE US BACK OUR LOOS CAMPAIGN

Purpose of the Report

1. This report informs Committee of the Council's response to the issue raised in a petition presented to the Chairman of the County Council at the Full Council meeting on 26 November 2015.

Information and Advice

2. A petition of 1,416 signatories was presented to Full Council on 26 November 2015 titled 'Give us back our loos' campaign stating 'we the undersigned would like to lodge, through our County Councillor, Hucknall First Community Forum's John Wilmott and the Hucknall Tourism and Regeneration Group, the Hucknall visitors and town's residents would like a public toilet in Hucknall library'.

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

4. The Library Service estate, where affordable and feasible, provides toilets designed for customers to use. The provision of customer toilets is a discretionary service provided for library users.

5. Where customer toilets are not provided due to space or cost, access to staff facilities will be provided at the discretion of staff to help those customers who require use of toilet facilities, especially those with disabilities and the more elderly.

6. Staff toilets are often not suitable for general open access public use. Access to staff toilets often requires staff to escort customers through non-public areas which can place staffing levels under pressure and have a negative impact on the delivery of the core library service.

7. Hucknall Library is a listed building and on a site that is limited in space. The building has limited capacity and would require significant re-modelling and investment to provide customer toilets without detriment to service delivery.

8. The staff toilets are within a secure staff area and were not designed for open public use. Staff often allow library customers to use facilities, but this does require escorting customers and can distract from the core service delivery.

9. Public toilets have never been provided in Hucknall by the County Council, either at the library or in any other facility.

10. Public toilets historically have been provided by district and/or parish/town councils. Facilities in Hucknall in the past have been provided by Ashfield District Council.

11. The provision of toilets in public libraries is for customers of the library and where provided are not a substitute for public toilets. The County Council has no duty to provide public toilets.

Other Options Considered

12. No other options have been considered as the County Council has no duty to provide public toilets.

Reason/s for Recommendation/s

13. To inform Committee of the Council's response to the issue raised in a petition presented to the Chairman of the County Council at the Full Council meeting on 26 November 2015. The Committee's recommendation will be reported to the next available Full Council meeting.

Statutory and Policy Implications

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

RECOMMENDATION

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

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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

Constitutional Comments (SLB 05/01/16)

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

Financial Comments (SS 23/12/15)

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

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

Hucknall:	Councillor Alice Grice Councillor John Wilkinson Councillor John Wilmott

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Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 8

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

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

Purpose of the Report

1. To provide an update on progress on the development of an alternative operating model for cultural, learning and library services.

Information and Advice

2. The Libraries and Archives business case, approved by Full Council at its meeting on 27 February 2014, aims to retain a sustainable network of libraries and enable the County Council to fulfil its statutory and legal duties in relation to public libraries and archives.

3. In year 3 (2016/17) of the business case it was agreed to move the Service to an arm's length operating model to generate immediate savings (£400,000 per annum) from a reduction in business rates.

4. A report outlining the full business case for the development of an arm's length operating model was presented to Culture Committee at its meeting on 3 June 2014. A further update on progress was presented to Culture Committee at its meeting on 21 October 2014.

5. An award of support from the Mutualisation Support Programme (MSP), the Cabinet Office support programme, has been made providing legal, HR, governance, financial and set up support for the new organisation.

6. Members' workshops were held in December 2014 and January 2015. The first considered the legal form and governance of the new body and the second the scope and content of the service contract and specification.

7. Culture Committee at its meeting on 13 January 2015 approved the legal form of the arm's length organisation and its overall governance structure and a further report on 9 June 2015 approved the contract award process.

8. Since June significant progress has been made, with the 1 April 2016 target for go live of the new arrangements still achievable. Significant milestones include:

   - approved registration of the new Community Benefit Society with the Financial Conduct Authority in June 2015

- confirmation an extended range of services, including Instrumental Music Teaching, Youth Arts and Music Hub

- development of a detailed specification and contract between the new body and the County Council

- complete audit of all staff details and contracts to ensure the transfer of staff is accurate and complete

- all staff face to face briefings and workshops

- regular Trade Union engagement and consultation

- development and agreement of support service agreements

- public and stakeholder engagement, including an Inspire membership drive, resulting in over 10,000 people registering to be members of the society before Christmas

- contract and service specification agreed

- staff transfer and briefing meetings scheduled for January / February 2016

- design and implementation of finance and business support functions agreed and due to go live on 1 April 2016.

Other Options Considered

9. Project planning developed during 2015, with many alternative options being considered during the process.

Reason/s for Recommendation/s

10. To ensure Members are fully updated on the delivery of the agreed business case.

Statutory and Policy Implications

11. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Implications for Service Users

12. The development of an alternative operating model will increase customer engagement. The Council will continue to decide the delivery model, standards and overall priorities of the services through its contract with the new body. A detailed process of stakeholder,

customer and community engagement will be required in the formation of the alternative operating arrangements.

Financial Implications

13. The move to an alternative form of governance through the formation of an arm's length body will enable the service to make the proposed level of savings in 2016/2017.

14. Work is underway to establish and quantify the relevant set up costs. When this work has been completed a further report will be submitted. Any costs incurred in the meantime will be met from within existing resources where possible.

15. Increased access to grant funding will be facilitated once the service is not directly delivered by the County Council.

RECOMMENDATION/S

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

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Peter Gaw
Group Manager, Libraries, Archives, Information and Learning
T: 0115 9774201
E: peter.gaw@nottscc.gov.uk

Constitutional Comments

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

Financial Comments (SS 21/12/15)

17. The financial implications of this report are contained within paragraphs 13 to 15 above.

Background Papers and Published Documents

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

Libraries and Archives Business Case B13 – report to Full Council on 27 February 2014

Libraries, Arts, Archives, Information and Community Learning Services: Future operating model - report to Culture Committee on 3 June 2014

Libraries, Arts, Archives, Information and Community Learning Services: Future operating model update on progress – report to Culture Committee on 21 October 2014

Libraries, Arts, Archives, Information and Community Learning Services: Future operating model - governance – report to Culture Committee 13 January 2015

Culture, Learning and Libraries Services – entering into legal agreements – report to Culture Committee on 9 June 2015

Electoral Division(s) and Member(s) Affected

All.

C0755

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 9

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

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

Purpose of the Report

1. To seek approval for the revision of fees and charges within the Libraries, Archives and Information Service for 2016/17.

Information and Advice

Background

2. Fees and charges for the Service are reviewed annually, and usually they are increased by the rate of inflation unless market forces and/or price sensitivity or performance suggest otherwise.

3. An important part of the process involves a dialogue between the service and Nottingham City services to ensure that certain key charges remain in line to ensure there are no barriers to City and County residents to core services.

4. Some charges are influenced by external organisations, for example the British Library and the General Register Office.

5. There are national trends in the pricing of some services reflecting changes in digital media.

6. Budget revisions in both the Library and Archives service include a requirement to meet projected levels of income. A full review of all charges and income generation opportunities has therefore been undertaken.

7. Fees and Charges agreed by Committee are included in the contractual arrangements with the new arm's length organisation – Inspire.

Current position

8. Charges are based on a requirement to recover costs for additional services beyond book lending, for example film hire, photocopying, printing, etc.

9. The service is focusing on improving the customer experience and ensuring consistency across all service points. Feedback from customers, staff and observation by managers

concludes that a straight forward charging structure is good for customer care, reduces administrative workload and results in higher levels of collection.

10. The budgeted level of income scheduled for 2015/16 amounts to £330,000 and is currently projected to be on target.

11. Overall fees and charges are now in the upper quartile compared with other authorities and thus significant changes are not appropriate.

Proposals

12. In consequence the following changes to the charging regime for the service are proposed for 2016/17.

13. Libraries: see **Appendix 1**

    a. minor changes to meeting room commercial hire rates
    b. setting charges for new meeting rooms.

14. Archives: see **Appendix 2**

    Revised charges are proposed for:

    a. handling of building plans, as they consist of several large, often fragile, documents in specialist envelopes or packages, which require a substantial amount of staff time to copy and deliver digitally.
    b. providing copies of ordnance survey maps (this brings into line with the charge for wills)
    c. meeting room commercial hire rate
    d. gallery hire.

Other Options Considered

15. Within the limitations of what public libraries are legally allowed to charge for, all options for increasing income without creating barriers to the access to library and archive services have been considered.

Reason/s for Recommendation/s

16. The full schedule of proposed fees and charges as detailed in **Appendices 1 and 2** (changes shown in bold type) will allow the service to generate income and recover costs in line with its position and overall Council policy.

Statutory and Policy Implications

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

Financial implications

18. The revised level of charges is based on the required income levels for the service. Individual charges are itemised in **Appendices 1 and 2**, with previous charges presented for comparison.

RECOMMENDATION/S

1) That the fees and charges set out in **Appendices 1 and 2** are approved for 2016/17, with implementation from Friday 1 April 2016.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Linda Turner
Team Manager, Library Service Commissioning
T: 0115 982 9042
E: linda.turner@nottscc.gov.uk

Ruth Imeson
Team Manager. Archives and Local Studies
T: 0115 941 7494
E: ruth.imeson@nottscc.gov.uk

Constitutional Comments (SMG 16/12/15)

19. The Committee has responsibility for libraries and archives. The proposals set out in this report fall within the remit of the Committee.

Financial Comments (SS 16/12/15)

20. The financial implications of the report are set out in paragraph 18 and the appendices to the report.

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

C0754

APPENDIX 1

PUBLIC LIBRARIES FEES AND CHARGES 2015/16 and proposals for 2016/17

Item	Concessions	Current Charge 2015/16	Proposed Charge 2016/17
Overdue Charges	Children/Young Adult 0-19 and Homebound no charge	20p per day (Max £8)	20p per day (Max £8)
DVD Film Hire	No concessions	£1.50 per week	£1.50 per week
DVD Film Hire (Box Set)	No concessions	£3.00 per week	£3.00 per week
Children's Film Hire	No concessions	£1.00 per week	£1.00 per week
Music Hire	No concessions	N/A	N/A
Spoken Word	Children/Young Adult 0-19, over 60s, visually impaired and Homebound no charge	£1.00 per week	£1.00 per week
Language Courses	No concessions	£1.50 3 weeks	£1.50 3 weeks
Reservations County/City	Children/Young Adult 0-19 and Homebound no charge	25p	25p
British Library/Inter Library Loan requests	No concessions	£4.25	£4.25
FAX - UK	No concessions	50p per sheet - receiving or sending	50p per sheet - receiving or sending
FAX - International	No concessions	£1.00 per sheet - receiving or sending	£1.00 per sheet - receiving or sending
Photocopying & Printing black and white	No concessions	20p (A4) 40p (A3)	20p (A4) 40p (A3)
Photocopying & Printing - colour	No concessions	50p (A4) £1.00 (A3)	50p (A4) £1.00 (A3)
Reader-Printer Copies	No concessions	60p	60p
Memory Sticks	No concessions	£5.00	£5.00
Earphones	No concessions	£1.50	£1.50
Replacement Library Card	No charge for under 14s	£1.50	£1.50

Hire of Library Premises

1 Strategic Venues

1.1 Mansfield Central Library

Room	2015/16	2016/17
The Auditorium	Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £250 Community groups, NCC and non-profit: £200 Evening rate Sat/Sun 5.30 – 10pm: Commercial: £350 Community groups, NCC and non-profit: £300 Hourly rate (max 4 hours): Commercial: £40 Community groups, NCC and non-profit: £30	Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: **Commercial: £280** Community groups, NCC and non-profit: £200 Evening rate Sat/Sun 5.30 – 10pm: **Commercial: £390** Community groups, NCC and non-profit: £300 Hourly rate (max 4 hours): **Commercial: £50** Community groups, NCC and non-profit: £30
The Meeting Place	Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £140 Community groups, NCC and non-profit: £100 Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space Hourly rate (max 4 hours): Commercial: £30 Community groups, NCC and non-profit: £20	Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: **Commercial: £150** Community groups, NCC and non-profit: £100 Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space Hourly rate (max 4 hours): **Commercial: £35** Community groups, NCC and non-profit: £20
Studio Floor	Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £200 Community groups, NCC and non-profit: £150 Evening rate Sat/Sun 5.30 – 10pm: Commercial: £300 Community groups, NCC and non-profit: £250	Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: **Commercial: £220** Community groups, NCC and non-profit: £150 Evening rate Sat/Sun 5.30 – 10pm: Commercial: £300 Community groups, NCC and non-profit: £250

	Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non-profit: £25	Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non-profit: £25
Green Room	Hourly rate Commercial: £20 Community groups, NCC and non-profit: £15	Hourly rate **Commercial: £25** Community groups, NCC and non-profit: £15
The Box	Hourly rate Commercial: £20 Community groups, NCC and non-profit: £15	Hourly rate **Commercial: £25** Community groups, NCC and non-profit: £15
The Discovery Room	Evening rate (Mon-Fri) 4.30 – 10pm Commercial: £180 Community groups, NCC and non-profit: £120 Hourly rate Sat / Sun Commercial : £60 Community groups, NCC and non-profit: £40 Evening rate Sat/Sun 5.30 – 10pm – N/A contact library events office to hire in conjunction with another library space	Evening rate (Mon-Fri) 4.30 – 10pm **Commercial: £195** Community groups, NCC and non-profit: £120 Hourly rate Sat / Sun **Commercial : £65** Community groups, NCC and non-profit: £40 Evening rate Sat/Sun 5.30 – 10pm – N/A contact library events office to hire in conjunction with another library space
Hire per hour pre 5.30 for evening events before library closing time Mon - Fri	£10	£10
Hire per hour for evening events between library closing time and 5.30 pm Sat-Sun	£45	£45
Hire per hour or part hour for evening events after 10pm weekdays	£30	£30
Hire per hour or part hour for evening events after 10pm Sat-Sun	£45	£45

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

1.2 West Bridgford Library

Room	Hourly Charge 2015/16	Hourly Charge 2016/17
Cedar and Pine Community Meeting rooms	Commercial: £30 Community groups, NCC and non-profit: £20	**Commercial: £35** Community groups, NCC and non-profit: £20

For meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

1.3 Worksop Library

Room	Hourly Charge 2015/16	Hourly Charge 2016/17
Conference Suite	Commercial: £25 Community groups, NCC and non-profit: 50% discount	**Commercial: £30** Community groups, NCC and non-profit: £15
Meeting Place 1 or 2	Commercial: £16 Community groups, NCC and non-profit: 50% discount	**Commercial: £20** Community groups, NCC and non-profit: £8
The Zone	Commercial: £20 Community groups, NCC and non-profit: 50% discount	**Commercial: £25** Community groups, NCC and non-profit: £10

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

2 Library Meeting Rooms

Library	Hourly Charge 2015/16	Hourly Charge 2016/17
Eastwood Hucknall Kirkby-in-Ashfield Mansfield Woodhouse Newark Ollerton Retford Stapleford Sutton in Ashfield Bingham	Commercial: £16 Community groups, NCC and non-profit: 50% discount	**Commercial: £20** Community groups, NCC and non-profit: £8
Beeston		

Large Room and Exhibition Area	Commercial: £16 Community groups, NCC and non-profit: 50% discount	**Commercial: £20** Community groups, NCC and non-profit: £8
Small Room	Commercial: £12 Community groups, NCC and non-profit: 50% discount	**Commercial: £15** Community groups, NCC and non-profit: £6
Interview Room	Commercial: £10 Community groups, NCC and non-profit: 50% discount	**Commercial: £12** Community groups, NCC and non-profit: £6
Arnold		
Meeting Room 1	Commercial: £16 Community groups, NCC and non-profit: 50% discount	**Commercial: £20** Community groups, NCC and non-profit: £8
Meeting Room 2 (opened Aug 2015)	-	**Commercial £15** **Community groups, NCC and non-profit:£ 5**
Meeting Room 3 (opened Aug 2015)	-	**Commercial £10** **Community groups, NCC and non-profit: £5**
Southwell		
Meeting Room	Commercial: £16 Community groups, NCC and non-profit: 50% discount	**Commercial: £20** Community groups, NCC and non-profit: £8
Upstairs Meeting Room	-	**Commercial: £12** **Community groups, NCC and non-profit: £6**
Art Room	Commercial: £12 Community groups, NCC and non-profit: 50% discount	**Commercial: £15** Community groups, NCC and non-profit: £6
Interview Room	Commercial: £10 Community groups, NCC and non-profit: 50% discount	**Commercial: £12** Community groups, NCC and non-profit: £5

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

3 Consumables

To be charged for if required for sole use by an organisation.

Flip chart paper - £4 per pad
Box of pens - £5 per set

4 Hire of Library Buildings

Some library buildings are available for hire when they are closed to the public. Hire rates for these are as follows:

Library	**2015/16**	**2016/17**
Southwell – **enlarged library space per hour**	Commercial: £20 an hour Community groups, NCC and non-profit: 50% discount	**Commercial: £25 an hour** Community groups, NCC and non-profit: £10 **Kitchen £6.00 per session**
Other library buildings subject to facilities, space and staffing	Commercial: £16 Community groups, NCC and non-profit: 50% discount	Commercial: £16 Community groups, NCC and non-profit: 50% discount

For all meeting room hire outside of library opening hours, a minimum surcharge of £30 may be applied to cover caretaking and staff costs.

5 Hire of Gallery and Exhibition Spaces

5.1 Gallery Spaces

Library	**Charge 2015/16**	**Charge 20116/17**
Mansfield Central	Six weeks full gallery hire - £180: non-profit £90 Three weeks full gallery hire - £100: non-profit £45 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)	Six weeks full gallery hire - £180: non-profit £90 Three weeks full gallery hire - £100: non-profit £45 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)

West Bridgford	Six weeks full gallery hire - £220: non-profit £100 Three weeks full gallery hire - £120: non-profit £60 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)	Six weeks full gallery hire - £220: non-profit £100 Three weeks full gallery hire - £120: non-profit £60 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)
Worksop	Six weeks full gallery hire - £150: non-profit £75 Three weeks full gallery hire - £85: non-profit £45 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)	Six weeks full gallery hire - £150: non-profit £75 Three weeks full gallery hire - £85: non-profit £45 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)

Exhibition Spaces

Arnold	Six weeks full gallery hire - £60: non-profit £30 Three weeks full gallery hire - £40: non-profit £20 Shared gallery hire – shared exhibition – negotiated rates	Six weeks full gallery hire - £60: non-profit £30 Three weeks full gallery hire - £40: non-profit £20 Shared gallery hire – shared exhibition – negotiated rates
Beeston	Six weeks full gallery hire - £60: non-profit £30 Three weeks full gallery hire - £40: non-profit £20 Shared gallery hire – shared exhibition – negotiated rates	Six weeks full gallery hire - £60: non-profit £30 Three weeks full gallery hire - £40: non-profit £20 Shared gallery hire – shared exhibition – negotiated rates
Retford	Six weeks full gallery hire - £50: non-profit £25	Six weeks full gallery hire - £50: non-profit £25

	Three weeks full gallery hire - £30: non-profit £15 Shared gallery hire – shared exhibition – negotiated rates	Three weeks full gallery hire - £30: non-profit £15 Shared gallery hire – shared exhibition – negotiated rates

APPENDIX 2

ARCHIVES FEES AND CHARGES 2016-2017 proposals

	2015/16	2016/17
SELF SERVICE COMPUTER AND MICROFICHE/FILM PRINTS		
Black and white (A4)	£0.20	£0.20
Black and white (A3)	£0.40	£0.40
Colour (A4)	£0.50	£0.50
Colour (A3)	£1.00	£1.00
Microfiche printouts	£0.60	£0.60
Memory sticks	Not offered	**£5 each**
COPIES BY ARCHIVES STAFF		
Building plans	£1 per page up to £5 max charge	**£10 per plan package**
Ordnance Survey maps	£1 per page up to £5 max charge	**£8 per map**
Wills	£1 per page up to £8 max charge	**£8 per will**
Other documents	£1 per page	£1 per page
Depositor's first copy of catalogue	Free	Free
Depositor's subsequent copies of catalogue	£0.50	£0.50
Own camera (per frame)	£1.00	£1.00
Own camera (day pass)	£10.00	£10.00
Postage and handling	£3.00	£3.00
COMMERCIAL PHOTOGRAPHY AND BULK ORDERS	Quote given on request	Quote given on request
CERTIFIED COPIES		
Anglican & Non-conformist Christenings, Burials and pre-1837 Marriages	£9.00	£9.00
Post 1837 Marriages	£9.00	£9.00
School Extracts, e.g. Admission Register Entries	£9.00	£9.00
Magistrates Courts Extracts	£9.00	£9.00
Postage and handling	£3.00	£3.00
MICROFICHE CHARGES		
Charge to public customers from existing master fiche	£2.50	**£2.50 per item**
Charge to public customers for new fiche from originals	At cost	At cost
Charge to NCC and City Council from existing master fiche	£1.60	**£1.60 per item**
Charge to NFHS (parish register loans)	£0.70	**£0.70 per item**
Postage and handling	£7.00	£7.00

RESEARCH SERVICE		
Research OR 1-1 Consultation per half hour	Not available	**£15.00**
Research OR 1-1 Consultation per hour	£25.00	£25.00
TALKS & WORKSHOPS		
Scheduled talks per person	£4.00	£4.00
REPRODUCTION/PUBLICATION FEES		
Local non-profit making organisations, e.g. local history societies in Nottinghamshire & NCC	Free	Free (provided copy of publication is donated to NCC)
Commercial publishing and exhibitions; newspapers and periodicals; slides and film	£30.00	£30.00
Television - UK	£60.00	£60.00
Television - World	£120.00	£120.00
Commercial display and advertising	£60.00	£60.00
Prints for framing for commercial resale	£20.00	£20.00
Commercial videos: right to reproduce films right to reproduce stills	 £90.00 £30.00	 £90.00 £30.00
Internet – single item	£60.00	£60.00
MEETINGS ROOM HIRE		
Hourly rate	Commercial: £30 Community groups, NCC and non-profit: £20	**Commercial: £35** Community groups, NCC and non-profit: £20
For meeting room hire outside of building opening hours, a minimum surcharge of £30 may be applied to cover caretaking and staff costs.		
GROUP VISITS/TALKS		
Onsite Choose from our range including Introduction to Archives, source or thematic based 1 hour 1.5 hours	 £40.00 £45.00	 £40.00 £45.00
Onsite Curriculum related study session 3 hours 6 hours	 £100.00 £175.00	 £100.00 £175.00
Talks at external venues	£55.00 (plus travel)	£55.00 (plus travel)

CONSERVATION		
Archival quality preservation materials, e.g. acid free boxes, folders and sleeves for your precious papers and photographs	Quote available on request	Quote available on request
Conservation of documents (paper & parchment), maps plans, etc. Restoration and conservation of historic to modern leather/cloth bindings and books New bindings in cloth, e.g. journals, theses, periodicals and reference works Treatment of flood damaged and mould affected materials.	Quote available on request	Quote available on request
GALLERY HIRE		
Community groups, NCC and non-profit:	N/a	**£75 per six-week period**
Commercial hire	N/a	**£150 per six-week period**

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 10

REPORT OF THE SERVICE DIRECTOR FOR YOUTH, FAMILIES & CULTURE

FEES AND CHARGES 2016/17 FOR THE COUNTRY PARKS SERVICE

Purpose of the Report

1. To seek approval for revisions to fees and charges within the Country Parks Service for the financial year 2016/17.

Information and Advice

2. Fees and charges at country parks are reviewed annually. Charges are influenced by service income targets, and the level to which customers are "price sensitive" in what is increasingly a competitive leisure market, served by other local providers (e.g. National Trust and Forestry Commission).

3. Fees and charges levied by the service comprise:

- Car park charges and season tickets
- Hire charges for mobility scooters
- Charges for park trail leaflets and small scale events such as walks
- Occasional 'one off' charges for filming, wood sales etc.
- Commercial service – catering and retail.

4. Commercial charges in trading outlets at Rufford Abbey and Sherwood Forest are not covered in this report. Charges for school sessions at Sherwood Forest Visitor Centre provided by the County's Learning Outside the Classroom team are also excluded from this report.

Car Parking Charges

5. Car parking charges are made at the two country parks which function as leisure attractions: Rufford Abbey and Sherwood Forest Country Park. In 2015/16 the following arrangements were in force:

- £3 charge per car
- £5 during major special events
- Motorcycles £1 (or if taking up a full space, charged as cars)
- Coaches and minibuses free
- Car park season ticket £30 per year
- Free parking offered at Bestwood Country Park and Cotgrave Country Park

- Site Managers have leeway to drop parking charges on days when it is uneconomical or impractical to collect - for example in adverse weather conditions.

6. For 2015/ 16 the period of charging was extended, so that the charge was levied daily through the main visitor season (Easter to end of October) plus weekends through the "Low Season."

7. Season tickets are a means of encouraging repeat visits. This generates spend on site commercial outlets. Last year there was a £5 increase in the season ticket cost.

8. A commercial offer invites customers to "spend £15 in our shops or catering outlets and claim back your car park fee." This is to avoid losing business from those tourists who simply want to use the parks for lunch, coffee or afternoon tea. The offer does not apply when the Special Event parking charge is in force.

9. There is currently no parking charge for coaches, on the basis that coach tours making short stops for coffee or lunches are a useful source of income for onsite catering outlets.

10. It is not proposed to change any of the above arrangements for 2016/17.

Special Event Parking Charges

11. Various public events are held within country parks, ranging in size from guided walks to living history festivals. The layout of the parks makes "turnstile" entrance charges to events impractical. Thus an admittance charge is not charged for park events, and income is generated instead via car park fees and commercial sales.

12. Large scale events incur considerable extra costs, for example, first aid cover and Portaloos, and limited onsite parking is stretched to capacity at popular events. A Special Event car parking charge helps to offset costs as well as managing demand for parking spaces. The Special Event car parking charge (£5 per vehicle) was introduced in 2011.

13. The Special Event charge in 2016/17 will apply to:

    - the Historical Bazaar, Rufford Abbey, May 2016 (weekend event)
    - the Earth & Fire Festival, Rufford Abbey, June 2016 (three day event)
    - the Robin Hood Festival, Sherwood Forest, August 2016.(seven day event)

Mobility Scooters

14. Mobility scooter hire currently costs £1.50 per hour at Rufford Abbey and Sherwood Forest Country Parks. Given the repair and maintenance requirements of these scooters, it is proposed to make an increase in price to £2 per hour. Discussions with front line staff indicate that this is likely to be felt reasonable by current users.

Other Options Considered

15. No other options have been considered.

Reason/s for Recommendation/s

16. Over 90% of visitors arrive by car, private coach or minibus. The recommendation is to keep the car park charge unchanged at £3 per car.

17. Visitor numbers at all outdoor attractions undergo large variations according to weather, and this cannot always be easily predicted. It is recommended that park managers retain the flexibility currently allowed to drop charges on an ad hoc basis when the staff costs of collection are likely to outweigh cash generated.

18. An increase of 50p per hour in mobility scooter hire will help to offset costs of repair and replacement of facilities that help to make the park accessible to a wide range of users.

Statutory and Policy Implications

19. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

20. The modest change to the existing charging arrangements will support the service to operate within its revenue estimates for 2016/17.

Public Sector Equality Duty Implications

21. An increase in mobility scooter costs will affect those uses with mobility limitations. It will, however, better enable this popular service to be retained and developed.

RECOMMENDATION/S

That approval be given to:

1) Raise the hourly hire fee for mobility scooters from £1.50 to £2 per hour at Rufford and Sherwood

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

Derek Higton
Service Director, Youth, Families & Culture

For any enquiries about this report please contact:

Linda Hardy
Visitor Services Manager, Rufford Abbey Country Park
T: 01623 821328
E: linda.hardy@nottscc.gov.uk

Constitutional Comments (LM 23/11/15)

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

Financial Comments (SS 21/11/15)

23. The financial implications of the report are contained within paragraph 20 above.

Background Papers and Published Documents

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

Fees and Charges 2015/16 for Country Parks and Green Estate Service – report to Culture Committee on 13 January 2015 (previously published)

Electoral Division(s) and Member(s) Affected

All.

C0731

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 11

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

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

Purpose of the Report

1. To update Members on implementation of the Strategy for Nottinghamshire's Libraries between January and December 2015.

Information and Advice

2. The 'Strategy for Nottinghamshire's Libraries' was approved by County Council on 15 December 2011.

3. Since its approval the strategy has under-pinned the service business plans for 2012/2013, 2013/2014, 2014/15 and 2015/16. A number of specific actions have been completed or have made progress during the current year of the strategy.

4. The strategy outlined 10 key pledges and a 10 point action plan for the future.

5. The following table summarises progress between January and December 2015 in relation to the 10 key pledges made within the strategy.

Pledge No.	Pledge Summary	January - December 2015
1.	We will **invest** to put libraries at the heart of their communities by maximising the use of library services and our buildings as a key **face to face service of the County Council.**	Bingham Children's Centre, co-located in the newly refurbished Bingham Library, opened in January with increased levels of business for both services. Other partnership arrangements with Children's Centres continue at Cotgrave, Ladybrook, Mansfield Woodhouse, Misterton, Ruddington, and Warsop Libraries. NCC Registration Services continue to be delivered from Beeston, Southwell, Sutton-in-Ashfield, Stapleford and West Bridgford Libraries. The Library service has been commissioned to deliver the Families Information Service, and the web presence and information store for the SEND Local Offer – with this, work has taken place with other departments within NCC and external agencies to produce the Notts Help Yourself (NHY). The Libraries existing community directory has also been

Pledge No.	Pledge Summary	January - December 2015
		merged with the NHY website to widen its reach and make it more accessible. The NHY website since its launch in March has received just over 222,000 web hits (to 31/10/15). The 9 Work Clubs are in high demand, with a total of over 2,200 people attending in 2015 (approx. 50 people per week).
2.	We will provide services **where people live**, through an extensive network of libraries and specialist mobile libraries.	All 60 libraries and 3 mobile libraries are fully operational - non-planned closure remains at 0.2% (Static & mobile combined). An estimated 2.8 million visits were made to libraries during 2015 and there were 30,000 new members.
3.	We will **respond directly to local needs** in developing libraries and ensure our libraries meet community need. We will ensure that: - libraries are open at convenient times - a wide range of library books and information sources are available across the network	During Arnold's closure period Carlton, Calverton, Mapperley and Woodthorpe libraries increased their opening hours and a mobile library was available in Arnold on Saturdays. During Southwell's closure period extra hours were added to nearby Farnsfield Library and a mobile library was made available every Saturday at Southwell. The allocated bookfund for 2015-16 was £800,000 for new books, DVDs and other library stock material. This has been supplemented by another £100,000 to support collection development especially with regard to the refurbishment projects at Bingham and Arnold. We added over 103,000 new items to stock during the year. Collingham Community Partnership Library benefitted from a 106 Developer contribution of £2,000 for bookstock prior to the move to new premises, and there is another £1,000 to spend during 2016. The first Library Access Point (LAP) opened at South Scarle in January 2015 and has a regular membership of over 40. This is a new concept of library provision and consists of small deposit collections of books reflecting individual community needs and whilst supported by the Library Service, they are administered and made accessible by organisers within the local community. A second LAP within Coddington Village Hall is due to open in January 2016 and discussions are underway for a LAP within the Bridge Community Centre on the outskirts of Newark.

Pledge No.	Pledge Summary	January - December 2015
	- we consult with customers and communities in making changes to service provision.	The new Tuxford Community Partnership Library is currently consulting on its existing opening hours with a view to improving the options available in their new premises.
4.	We will **increase community involvement** in the shaping and delivery of libraries provision.	The first Community Partnership Library (CPL) at Collingham opened in September 2015. The new partnership with Collingham Parish Council will reduce overall building and maintenance costs for the Library Service whilst at the same time help to secure the long term future of the library within Collingham. The volunteer offer to extend and develop access to library facilities is currently being explored with the Parish Council. The second CPL to open was in Tuxford when the library moved in November 2015, into premises within Tuxford Primary Academy. Again, this partnership will reduce building and maintenance costs and the volunteer offer to extend and develop access to library facilities is currently being promoted by the Academy with a view to implementation in early 2016. Discussions and ideas for working in partnership for the development of future Community Partnership Libraries within the following communities are underway and are at various stages of development: Sutton-on-Trent, Jacksdale, Sutton Bonington, Misterton, Edgewood, Lowdham and Annesley Woodhouse. In addition, plans continue to develop opportunities for CPLs within smaller communities throughout Nottinghamshire. Libraries are encouraging the creation of Friends Groups to support and promote the library and its services in the local community. A *Friends of Hucknall Libraries* pilot group for Hucknall and Edgewood Libraries is in progress.
5.	We will keep **local communities and customers at the centre** of all we do.	Libraries continue to offer communities improved facilities, for example: • a new community meeting room has been created in the refurbishment of Bingham Library. • two new community meeting rooms have been created at Arnold library. • The Bramley Centre in Southwell now offers 2 meeting rooms and an Art room for community use and learning opportunities. • additional small meeting/interview rooms have been made available for hire at Beeston and Sutton-in-Ashfield Libraries in response to local

Pledge No.	Pledge Summary	January - December 2015
		demand. This year our meeting rooms have received 1,745 paid bookings from groups and organisations across the County and also been used free of charge for many courses funded by the Community Learning and Skills Service. Six Library Galleries operate at Mansfield, West Bridgford, Worksop, Arnold, Beeston and Retford, plus several smaller hanging spaces in other libraries. Spaces host a combination of exhibitions that are: • hires from local artists and groups • exhibitions commissioned by Arts and other Library services in partnership with other organisations • initiatives and exhibitions generated by the Arts service development work The service provides professional artists to work with groups and individuals: • in order to increase participation in the Arts • develop Audience for Libraries • help partner organisations to meet their targets • builds capacity in the sector through skills sharing and training.
6.	We will be **modern, innovative** and share best practice.	Mansfield Central Library was host to an innovative Summer of Design, developing partnerships with Nottingham Trent University's Future Factory- which provides expertise and new technologies for small and emerging businesses. Future Factory was brought out of the City boundary and benefitted 26 individual businesses with a range of workshops, from 3D printing to the latest in laser cutting. The learning will help to shape future innovative and digital services offered to businesses and individuals by the service. Plans to start a number of code clubs for children as part of the Code Green initiative, to provide digital coding skills for 9-11 year olds, have started, with staff training planned in January 2016.
7.	We will provide **excellent customer service** every time, and maintain our high satisfaction levels.	The next Adult Public Library User Survey (ages 16+) is due to take place in February 2016. In April the Library Service achieved certification that it operates an Occupational Health and Safety Management system which complies with the BSI OHSAS 1800. This compliance ensures that we

Pledge No.	Pledge Summary	January - December 2015
		operate safe premises for our staff and customers.
8.	We will ensure that libraries contribute to **positive social, economic and educational outcomes** for individuals, communities, local business and culture in Nottinghamshire.	Libraries have continued to support apprentices through their Customer Service NVQ level 2, taking 6 new individual apprentices in 2015, and providing second year placements for 2 apprentices moving on to their NVQ level 3. A Community Partnership Library Volunteer training programme has been developed and on completion of the modules, volunteers will be awarded with a CPLV certificate. This is currently being promoted and will be trialled in Tuxford in partnership with both the Primary and Senior Academies. Fifty five collections of resources, called Memory Lane, were launched last year. The kits encourage interaction and communication between people living with dementia, their families, friends and carers. They have achieved 220 loans in the first year. The 12th Annual Readers' Day took place in November at County Hall. Run in partnership with the City, this event saw 128 adult readers enjoying a day dedicated to reading – with the chance to meet high profile authors and take part in workshops. The event promotes reading for pleasure – which has been shown to have benefits for health, happiness and well-being. Our Jazz programme has continued to go from strength to strength. The programme is run in partnership with the Arts Council-funded Jazz Steps, who exist to bring jazz to communities in Nottinghamshire, and sees regular jazz evenings in Worksop, West Bridgford and Southwell Libraries – bringing quality, live music to communities. Our programme of reading events has given our communities opportunities to engage with authors and poets in libraries across the County. Successful author appearances have included popular crime writer John Harvey at a number of our libraries. Current Arts Service touring exhibitions include: • **Future Fields** – Touring exhibition of 2D and 3D art works based on poppies to commemorate World War 1. Artist led in collaboration with families in Nottinghamshire. Seen in Mansfield, West Bridgford, Worksop and Archives (Arnold and Retford 2016) • **MatEaster** – Where Easter met Matisse, family

Pledge No.	Pledge Summary	January - December 2015
		artist led and Library self-led workshops in Libraries across Nottinghamshire to draw with scissors and create an exhibition that has toured Mansfield, Worksop and Beeston (Retford 2016) • **Inspired by Godfrey** – Touring exhibition of work produced by artists in collaboration with community groups inspired by the work of Richard Godfrey. Seen in Arnold and Mansfield (Retford in 2016).
9.	We will continue to **develop new audiences** for our libraries by exploiting the use of customer insight data and by adopting a targeted approach to our cultural programmes.	Worksop Library is continuing to provide a very successful monthly programme for older people, in partnership with Live Music Now, called Songs and Scones. A similar programme was introduced at West Bridgford Library in September following a successful pilot in 2014. Our programming at our strategic libraries of Worksop, Mansfield Central and West Bridgford has continued to use a targeted approach. For example, our Book Awards events at West Bridgford Library for adult, engaged readers, and our programme of interest talks and jazz evenings, are also targeted at specific audiences. This year we have seen sell-out events for our targeted jazz programme at West Bridgford Library, and record audiences at Worksop Library. A targeted approach was also seen in our successful events with former Forest footballer John McGovern in November and December, who talked to audiences at Worksop and Mansfield Central about his career and autobiography. This well-attended event successfully targeted non-traditional, harder to reach audiences in a bid to engage them with libraries and reading. The Library Service's Pop Up Theatre project funded by Arts Council England is delivering high quality, fun, imaginative and accessible live theatre in libraries for children aged 5 – 9 years and their families. Both new and existing customers have been targeted specifically in areas of deprivation. Free tickets were offered to encourage take up from disadvantaged groups. The offer was targeted at Looked After Children, families involved in the Council's Supporting Families programme and children using services provided by the Play for Disabled Team.

Pledge No.	Pledge Summary	January - December 2015
		The Local History Fair at Mansfield on 10 May 2015 was very successful in offering a rich cultural experience, working with partners and receiving very good feedback.
10.	We will continue to explore **new operating models** to provide the best possible libraries service for Nottinghamshire.	Culture, Learning and Libraries (Midlands) has been established as a new legal entity, with a brand name of Inspire. Culture Committee in June agreed the legal process for contracting with Inspire. *Inspire,* Culture, Learning and Libraries, will deliver services from April 2016 under contract with the Council. Inspire launched its public membership in November 2015. In the four weeks of launch, it had over 8,500 members.

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

Action Number	Action	January – December 2015
1.	Investing in, developing and remodelling Nottinghamshire libraries.	Bingham Library and Children's Centre re-opened in January 2015 following major refurbishment. The new-look library offers a new layout, a Health Hub and improved facilities, including a meeting room available for community groups to hire. The ground floor space at Sutton-in-Ashfield was refurbished - creating a library presence in the shopping centre as well as increasing accessibility. Eastwood Library was reorganised creating a more open and attractive space for customers. Southwell Library re-opened in March after a 6 week closure period for remodelling work which included extending into areas of the building formerly occupied by the Youth Service. Improvements resulted in an enhanced library, gallery and cafe area and an overall increase in the communal area space. In addition to the existing meeting room, 2 new meeting rooms and an art room were added, and with the increased library space, are all available for group hire. Arnold Library closed from January until mid-August 2015 for a major refurbishment and

Action Number	Action	January – December 2015
		building project. This included the creation of two new meeting rooms, and improved layout. Since re-opening public response in Arnold has been very positive and over 3,500 people have visited the library every week. This was the seventh major capital project in the Library Service since 2010. In January 2016 major works will begin to repair the roof, windows, iron work and brick work at Hucknall library.
2.	Locating library services in the best location for local communities and library users	Work continues to develop Community Partnership Libraries in several existing locations throughout the County. In addition, discussions are underway with Annesley Woodhouse and Jacksdale communities for CPLs within changed locations, whilst discussions with Misterton Parish Council will involve a shared location and joint delivery of services within the Library's existing premises.
3.	Providing resources and access to services in partnership with local communities and customers.	Volunteering in libraries has been maintained and is seeing a gradual increase with different roles being undertaken. A review of existing roles is currently being undertaken with a view to extending and enhancing their range in 2016. In some libraries volunteers help to provide computer learning opportunities. Volunteers also contribute to the local studies offer and have assisted with family drop-in sessions, events, preparation of photographs for Picture the Past and maintaining collections of newspaper cuttings. 3 new volunteers are currently being trained at West Bridgford. There are also Library Ambassador volunteers who help us by promoting the libraries in their communities. Health Hubs have been established in Bingham and Arnold Libraries, working with colleagues from Rushcliffe and Nottingham North/East Clinical Commissioning Groups.
4.	Continuing to develop the 'core' libraries offer to provide inspiration to read, create knowledge through access to information, learning and the Nottinghamshire story, enhance	All libraries continue to meet the service's core offer. The core offer states what each level of library will provide in relation to children's activities such as Rhyme, Rattle and Roll, Try IT computer training sessions and reading

Action Number	Action	January – December 2015
	community life and stimulate cultural activity.	development activities and events.
5.	Maximising the use of new technology such as e books and self service.	There have been over 100,000 “issues” of the e-newspaper, e-books, e-audio books and e-periodicals services. Books stock and reading is actively promoted using social media.
6.	The further development of planned cultural, heritage and learning programmes.	Our cultural programmes at the strategic libraries of Worksop, West Bridgford and Mansfield Central continue to be developed, and our new Archives building also now has its own programme. Events at the strategic libraries this year have included reading events such as the Costa Book Awards and Booker Prize panel events, our regular jazz programme, live literature, and arts and children’s events. They have also hosted successful community partnership events for families - with Mansfield Town FC for a Football Spectacular Day at Mansfield Central (attended by around 400 people), and the local emergency services at our Summer Safety Roadshows. The third Great Nottinghamshire Local History Fair at Mansfield Central Library in May provided a great opportunity for 400+ people to get excited about their local heritage. Almost 40 different organisations were involved and the feedback from visitors was very enthusiastic. The re-opening of Arnold Library was another success and Heritage events attracted good numbers. Southwell Library continues to develop its cultural programme with music, poetry and drama events well attended and popular throughout the year. Highlights include the October Bramley Festival which this year saw over 1,800 people attend throughout the weekend and the Southwell Library Poetry Festival, which remains one of the cornerstones of the County’s cultural calendar. From the nationally acclaimed poet John Hegley, through to workshops, readings and community theatre performances, this year’s festival was as well received as ever and work is well underway planning the 2016 festival. In addition, partnerships with the Town Council and Newark and Sherwood District council have respectively resulted in 5 Village Ventures productions and

Action Number	Action	January – December 2015
		pottery and painting classes throughout the year. The world's biggest drawing festival, the Arts service leads on Big Draw for Nottinghamshire and has won 2 awards, one for its programme of participation and one for developing a training programme that empowers non-arts professionals to use drawing to achieve their own goals and targets.
7.	Maintaining and further developing work with children and young people.	The Summer Reading Challenge ran from 11 July – 6 September. Over 10,400 children took part, an 8% increase on last year's number of participants. 55% of children completed the challenge by reading six books over the summer period. Volunteers supported staff in delivering the Challenge by listening to children talk about the books they had read and hand out incentives and rewards. 100 volunteers helped in 21 libraries giving over 1,500 volunteer hours. 66 volunteers were aged 24 years and under. The Library Service commissioned a brand new play specifically tailored for library spaces as part of the Children's Pop Up Theatre project. The play, *A Boy and a Bear and a Boat* was based on an award winning book by Dave Shelton. It premiered at Mansfield Central Library on 25 July and toured a further 15 libraries. October half term saw the second season of productions touring libraries in Nottinghamshire as part of the Children's Pop Up Theatre project. Norwich Puppet Theatre visited Beeston, Mansfield Central, Newark, Worksop and West Bridgford libraries. They presented a puppet show based on the children's picture book *Oddly* written by Joyce Dunbar. Running alongside performances was a series of puppet-making workshops that took place in 12 libraries across the County. Children and adults worked together to create puppets inspired by the Oddly story. The project's third production runs at Christmas; *A Tasty Tale* is an exciting re-working of Hansel and Gretel featuring live music and rich poetic language. The play will be performed in five libraries from 5 to 13 December. It will be supported by a number of exciting creative

Action Number	Action	January – December 2015
		storytelling workshops in 12 libraries during the festive period. Continued programme of inspiring author visits for both family and invited school audiences to encourage reading for pleasure. To reinforce the reading links in our Pop Up Theatre Project. Both Dave Shelton, author of *A Boy and a Bear in a Boat* and Joyce Dunbar, author of *Oddly* visited libraries, in total speaking to around 250 children. Bestselling author of over 100 children's books, Jeremy Strong, visited Mansfield Central Library in June. Over 160 year 3/4 children from 4 local primary schools were entertained by his tales of how he writes and his childhood as well as hearing him read from his latest book. During May half term, Andy Seed, author of *The Silly Book of Side Splitting Stuff* and winner of 2015 Blue Peter Book Award for the Best Book with facts visited both Worksop Library and Mansfield Central Library. An enthusiastic family audience joined in with an interactive session full of facts, jokes and games. Caryl Hart visited West Bridgford Library to deliver 2 participatory family workshops based on her popular books. For under 5s, 40 special jungle themed Rattle, Rhyme and Roll and Story Hullaballoo sessions were held to celebrate National Bookstart week this year themed to 'Jungle Adventures'. National Bookstart week is an opportunity to celebrate the continued work of libraries, in partnership with health visitors, schools, nurseries and other early years settings to ensure that every child in Nottinghamshire receives their free Bookstart entitlement.
8.	Supporting staff development and empowerment.	The staff forum continues to be a useful way of working with staff to improve services and discuss future direction and development of the service. Frontline library staff received training on e-resources from WF Howes, our contractor for these services, to enable them to improve their use of and to promote the service.

Action Number	Action	January – December 2015
		Building on the Universal Information Offer, all frontline staff are being trained in using the new Universal Skills software, to support customers with Universal Credit and Universal Job Match applications. The Universal Skills software is available to all library members, supporting online applications as well as assisting with basic IT skills.
9.	Developing 'community library partnerships' (CPLs)	A training package for Community Partnership Libraries volunteers is being developed and will be offered in existing and all new CPLs.
10.	Developing mobile and community based library services to those who cannot visit static library sites.	The 'At Home Library Service' provided in partnership with the Royal Voluntary Service (RVS) continues to develop with 300 regular customers. The Mobile Library Service visits 250 mostly rural communities on a monthly basis.

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

Other Options Considered

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

Reason/s for Recommendation/s

9. The report is for noting only.

Statutory and Policy Implications

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

Implications for Service Users

11. The detailed work undertaken in relation to the delivery of the strategy aims to improve the accessibility and quality of library and information services for our customers.

RECOMMENDATION/S

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

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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

Constitutional Comments

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

Financial Comments (SS 16/12/15)

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

Background Papers and Published 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.

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

Electoral Division(s) and Member(s) Affected

All.

C0756

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 12

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

TUXFORD COMMUNITY PARTNERSHIP LIBRARY OPENING HOURS

Purpose of the Report

1. To seek Committee approval for a change to Tuxford Community Partnership Library's opening hours following a customer consultation exercise.

Information and Advice

Context

2. The Strategy for Nottinghamshire's Libraries outlines priorities for the service for 2012 – 2022 and has key pledges including:

   - putting libraries at the heart of communities
   - libraries being where people live
   - responding to local need

3. The Strategy has key actions including:

   - providing resources and access to services in partnership with local communities and customers
   - to locate library services in the best location for the local community, with a key outcome of co-locating with other services.

4. Tuxford is one of the 28 level 3 libraries in Nottinghamshire. Visitors last year amounted to 5,963 with over 12,200 books and other items being issued.

5. In November 2015 Tuxford Library became a Community Partnership Library when it re-located from its former home within a 17th Century Grade II* listed building with listed structural access difficulties to its new location in a classroom within Tuxford Primary Academy.

6. Since its opening day, the increased accessibility of the new location has proved popular and children's membership in particular has increased substantially with 49 out of the 53 new members being children under 14. This new membership total for the first six weeks of opening is 60% of the total new membership in 2014/15. The majority of these children are of school age but there is, on the same site, a Surestart Centre and the Academy's Mulberry Bush Nursery School; and by requesting a change to the current opening hours it is hoped to increase their access to the library's resources.

7. The library is open for a total of 12 hours with opening hours currently consisting of two weekday afternoons, Tuesday 2-6.30 and Friday 2-6, and Saturday morning 9.30-1.00pm. These times do not include a weekday morning and this has proved problematic in allowing Surestart visits to take place. Therefore it was thought worthwhile, in terms of opening hour accessibility, to consult with current and potential customers.

8. A customer consultation exercise was undertaken from 3 November to 4 December 2015 through survey forms within the library. In addition Tuxford parents were made aware of the consultation through the school newsletter and Surestart leaders were also asked for their opinion.

9. In total, 101 forms were completed with 74% of customers voted for a change to the current opening hours as follows:

- Option A: maintain the current opening hours gained 26 (25.7%) votes
- Option B: Tuesday afternoon 2-5.30, Friday 9-1 & 2-4, Saturday 10-12.30 gained 34 (33.6%) votes
- Option C: Tuesday 9-2.30, Friday 2-6, Saturday 10-12.30 gained 30 (29.7%) votes
- Option D: Monday 9-12, Tuesday 2-5.30, Friday 2-5.30, Saturday 10-12 gained 11(10.9%) votes.

10. A full Community Partnership Library with Tuxford Primary Academy through increased volunteering and community activity is being developed and the opportunity to help in a morning session and a shorter Friday afternoon and Saturday morning session increases the flexibility and appeal of the volunteering opportunity. In addition it is intended that in due course the volunteering hours will increase to extend the total opening hours for Tuxford Library.

Other Options Considered

11. The option not to change the hours was considered but the opportunity to consult following the co-location was thought worthwhile.

Reason/s for Recommendation/s

12. Option B, the most popular option, would cause least disruption to current users and those favouring Option A at the same time as it would allow a morning option and increase the opportunity of allowing Surestart customers easier accessibility to Tuxford Library's resources.

13. This proposal is the most cost effective way of meeting customer demand and local operational needs.

14. Varying the opening hours to include a weekday morning session and shortened Friday afternoon and Saturday morning sessions increases the flexibility and appeal of the volunteering offer and thereby encourages greater volunteer numbers.

Statutory and Policy Implications

15. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

16. There are no additional staffing costs as existing staff have agreed to make changes to their timetables; furthermore no additional hours are being used.

Public Sector Equality Duty Implications

17. This scheme enables ongoing provision of a static library service in the Tuxford area and increases its accessibility.

RECOMMENDATION/S

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

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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

Constitutional Comments (SMG 18/12/15)

18. The Committee has responsibility for libraries and archives. The proposals set out in this report fall within the remit of this Committee.

Financial Comments (SS 23/12/15)

19. The financial implications are contained within paragraph 16 of the report.

Background Papers and Published Documents

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

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

Co-location of Tuxford Library into Tuxford Academy – report to Culture Committee on 21 July 2015

Electoral Division(s) and Member(s) Affected

Tuxford	Cllr John Ogle

C0760

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 13

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

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

Purpose of the Report

1. To inform the Committee of recommendations resulting from the publication of the Children and Young People's Promise in Public Libraries.

Information and Advice

2. The Children and Young People's Promise sets out the public library services offer to children and young people from birth to 18 years. It was produced by ASCEL, the Association of Senior Children's and Education Librarians, in May 2015.

3. ASCEL is the national membership network of senior managers in children and young people's public library services and school library services in the UK. Their aim is to lead to excellence in library services for children and young people and schools.

4. The Children and Young People's Promise's stated vision is based on six key principles:

   - Every child and young person visiting a public library is inspired by an exciting accessible environment which makes reading for pleasure irresistible

   - They have the opportunity to engage with imaginative digital opportunities through public libraries, building their skills, knowledge and creativity

   - They will find a range of inclusive and diverse fiction and non-fiction books and other information resources to support growing confidence in literacy and formal and informal learning

   - They are able to take part in a wide range of literacy and cultural experiences including reading and book-based activities

   - They are actively involved in decisions about service developments and are offered opportunities to volunteer

   - They are supported through library services and activities to improve their health and wellbeing.

5. The Promise sets out the 'library journey' that children should experience as they grow. Public Libraries welcome children from birth, helping parents and carers to support them as

they grow and learn. Working with schools, school library services, local and national partnerships, libraries provide a range of activities, programmes and initiatives which extend the child's library experience as they grow. ASCEL has drawn these together into a single 'library journey' that every child can enjoy – all focused on the best outcomes for the child.

6. The journey comprises six stages:

- Pre-natal to birth
- Pre-school
- Transition to primary school
- Out of school engagement with primary aged children
- Transition to secondary school
- Out of school engagement with secondary school children.

7. For each stage the main areas in which libraries can interact with the child are stated and the potential outcomes identified.

8. For example at the pre-school stage, interaction includes inspiring parents to read and rhyme with their child, to form a lifelong reading habit and give parents space and time to spend time bonding with babies and building parental confidence. The outcomes include enhancing life outcomes for children, supporting attachment, resilience, emotional health and wellbeing, building resilience and character, speech, language communication development, early literacy and school readiness.

9. To encourage authorities to ensure a level of excellence in their children and young people's library service provision they have been invited to sign up to the Promise to demonstrate their commitment to it. To date 90% of public library authorities have signed up to the Promise including Nottinghamshire.

10. ASCEL has produced a self-assessment tool to enable library services to measure their children's provision against the statements in the Promise. The assessment can be used service-wide or for specific libraries.

11. The Children and Young People's Promise also links to the national public library Universal Offers produced by the Society of Chief Librarians:

- Reading Offer: books and reading focused promotions for under-fives and older children linking to the calendar spikes of the reading offer
- Learning Offer and Digital Offer: space and resources for formal and informal learning including digital skills and creativity and e-safety
- Health Offer: health information and support for children's well-being, social and emotional development and children and young people's mental health lists
- Information Offer: Access to Information and signposting for parents
- Six Steps: provision of accessible resources for children in libraries.

12. The Promise also reflects the principles of Arts Council England's 7 Quality Principles for work with children and young people:

- Striving for excellence

- Emphasising authenticity
- Being inspiring, and engaging
- Ensuring a positive child-centred experience
- Actively involving children and young people
- Providing a sense of personal progression
- Developing a sense of ownership and belonging.

13. The Strategy for Nottinghamshire Libraries was approved by County Council on 15 December 2011. The Strategy states outcomes that children and young people can expect from Nottinghamshire libraries:

    - Ensure libraries are child and young people safe and friendly
    - Develop the core collections with consultation with children and young people
    - Provide regular activities and events at level 1 libraries, and support the developments at all libraries in line with community demand and available resources
    - Exploit national reading initiatives such as Bookstart and the Summer Reading Challenge to encourage reading for pleasure as a key intervention to improve literacy levels
    - Develop good relationships between local libraries and their catchment schools, facilitating regular visits where possible.

14. Since its approval the Strategy has under-pinned the service's annual business plans.

15. The Strategy has positioned the Council and the service well to respond to developing services for children and young people which has enabled the service to positively meet the expectations from the Children and Young People's Promise.

16. In Nottinghamshire the self-assessment tool has been used on a county wide basis to measure the existing service offer to highlight areas of excellence and opportunities for further development.

17. There are currently 51,500 active child borrowers, which comprise 30% of the total number of borrowers. In the last 12 months children borrowed over 1,100,000 items from County libraries. In 2014-15, 164,000 people attended 5,800 events for children. Over 10,000 children took part in this year's Summer Reading Challenge, a national reading initiative with over 55% of participants completing the Challenge and reading six books over the summer. Over 9,000 children received Bookstart packs as part of the national Bookstart gifting scheme for young children. Over 1,000 child members completed an online satisfaction survey in autumn 2014 with over 90% stating a satisfaction with libraries and staff helpfulness.

18. The Promise will be used to inform service business plans for 2016-17 onwards.

Other Options Considered

19. The report is for noting only.

Reason's for Recommendation/s

20. The report is for noting only.

Statutory and Policy Implications

21. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Implications for Service Users

22. The Children and Young People's Promise sets out the experience children and young people of all ages should have through public libraries. Nottinghamshire Library Service is committed to ensuring that children and young people receive the highest quality of library services.

RECOMMENDATION/S

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

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Carol Newman
Team Manager Library and Arts Service Development
Tel. 0115 982 9040
E: carol.newman@nottscc.gov.uk

Constitutional Comments

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

Financial Comments (SS 23/12/15)

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

Background Papers and Published Documents

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

Children and Young People's Promise – ASCEL, May 2015
A Strategy for Nottinghamshire Libraries – report to County Council on 15 December 2011.

Electoral Division(s) and Member(s) Affected

All.

C0759

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 14

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

RUFFORD ABBEY COUNTRY PARK SATISFACTION SURVEY 2015

Purpose of the Report

1. To inform the Committee of the annual visitor satisfaction survey and its results for Rufford Abbey Country Park.

Information and Advice

2. A survey is commissioned each year from a market research company. This is for the following reasons:

   - To better understand customer profile and behaviour
   - To tell us more about local tourism – for example, where visitors travel from
   - To check how satisfied they are with various aspects of the park, ranging from catering and shops to grounds maintenance and toilets.

3. In 2015 the survey was taken in the October half term week. This differs from previous years when it has been taken in the school summer holidays. Researchers interviewed visitors face to face and helped them input their own answers on an iPad. 307 parties of visitors were surveyed, comprising 1,321 individuals.

4. A full copy of the visitor survey is available as a background paper. The following is a short summary of the key points.

Visitor profile

5. 91% of interviewees had been to the park before. This was an autumn survey. First time visitors tend to be higher in the summer season and lower in autumn / winter.

6. Asked how many times those visitors used the park, 36% said three times per year, which was the most frequent response. But 29% said every month and a hardcore 2% of users visited the park every day.

7. 63% of those questioned came from North Nottinghamshire. 10% came from Lincolnshire and South Yorkshire. 27% were from further away. Typically, the percentage of tourists rises in summer and drops in autumn / winter.

8. Just under half of interviewees said they intended to visit other attractions during their day out or local stay. Sherwood Forest and Clumber Park were the two most mentioned destinations.

9. 11% of parties included someone who considered themselves disabled or mobility impaired. This is down on the last survey and attributable to the fact that the survey took place at the same time as the popular annual Halloween Trail, which tends to attract more young children and young families than the normal age mix. It was noted that the park was less used by care groups than in the last survey, which was attributed to more organised outings for the warmer summer season than for autumn / winter.

10. Last year's summer survey saw visitors aged 60+ years as the most represented age group. This year it was 5-12 year olds.

11. The average group size during this survey was 4.3, higher than the average for past surveys which is 3.

12. Asked what source of information visitors used to plan their day out, 68% said they would go online and search Google. This is 36% up on the last survey and perhaps reflects the younger prevailing age group of this half term survey. 16% had used the County's printed "What's On" guide, showing a significant percentage still reply on printed brochures.

Visitor Experience

13. Asked what part of Rufford they most enjoyed visiting, 91% had enjoyed the lake, 55% the children's play facilities. 80% of those questioned had visited the café or tea shop – a higher percentage than in the previous summer surveys as might be expected out of 'picnic season'. The number of people visiting the gardens had dropped this year from 72% to 54%.

14. Reasons for visiting the park were asked. A majority cited the simple joys of walking in the fresh air. Over a quarter of those interviewed however, had come specifically to do the popular children's Halloween Trail.

15. Quality of the various park facilities was rated. 100% of interviewees felt general park cleanliness was Good or Very Good. Grounds maintenance also scored an impressive 99%. Asked how they rated facilities for disabled visitors, 64% of those who answered rated them Good or Very Good but a percentage wanted more disabled parking spaces.

16. This survey saw increased levels of satisfaction with catering. Last year 66% rated it Good or Very Good. This year's figure was 83%.

17. Satisfaction with on-site shops had also increased from 63% to 72% of users rating them Good or Very Good.

18. Cleanliness of toilets was rated as Good or Very Good by 88% of people. (8% had not used a toilet so could not comment).

19. 100% of those questioned said they felt safety and security was Good or Very Good.

20. Visitors were asked their view on the £3 car park fee they paid. 73% of respondents felt it reasonable, but over a quarter (27%) felt it "unreasonable."

Other Options Considered

21. The report is for noting only.

Reason/s for Recommendation/s

22. The report is for noting only.

Statutory and Policy Implications

23. 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

24. The survey would appear to demonstrate that a record level of visitor satisfaction has been reached, with a noticeable positive shift in satisfaction levels with both catering and retail. This is encouraging given the budget economies and increased income targets which have been absorbed over the past few years, and reflects the enduring popularity of the park with both local residents and tourists.

Financial Implications

25. The cost of the annual visitor survey is £5,000. However, it is felt to be good value as an objective method of monitoring service quality. It is also shared with Experience Nottinghamshire to add to local tourism intelligence, and includes some questions which are useful to Corporate Communications.

Public Sector Equality Duty Implications

26. The survey includes questions specifically to quantify the use of the park by visitors with disabilities or mobility impairments, and to check how well it responds to their needs.

RECOMMENDATION/S

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

Derek Higton
Service Director, Youth, Families & Culture.

For any enquiries about this report please contact:

Linda Hardy
Visitor Services Manager
T. 01623 821328
E: linda.hardy@nottscc.gov.uk

Constitutional Comments

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

Financial Comments (SS 16/12/15)

28. The financial implications of this report are contained within paragraph 25 above.

Background Papers and Published Documents

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

Full visitor survey report.

Electoral Division(s) and Member(s) Affected

All.

C0757

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 15

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES & CULTURAL SERVICES

CHANGE TO STAFFING ESTABLISHMENT FOR CULTURAL SERVICES

Purpose of the Report

1. To seek approval for the establishment of a Cultural Services Commissioner and Contract Manager post.

Information and Advice

2. The Council has an increasing number of cultural services managed under contract. These include the National Water Sports Centre; Culture, Learning and Libraries and Sherwood Forest Visitor Centre. The Council controls these services through each service's contract.

3. Culture Committee continues to provide strategic direction for these services through the Cultural Strategy. Culture Committee, as at present, monitors the delivery against the Strategy through receiving regular performance reports.

4. To ensure that Culture Committee can continue to carry out these functions effectively it is proposed to establish a Cultural Services Commissioner and Contract Manager post. The postholder will be expected to lead on the development of the Cultural Strategy and provide update reports to Culture Committee on achievements against it. The postholder will also report on the performance of the contracted services and any issues that have arisen, including liaising with internal and external stakeholders, such as grant funding agencies. On a day-to-day basis the postholder will carry out monitoring of the contracts and liaison with contractors and ensure that payment/performance mechanisms are applied. The post will be located within the Quality and Improvement Service of the Children, Families and Cultural Services Directorate.

Other Options Considered

5. One option considered was making the role part of an existing post. However, there would be insufficient capacity to carry out this role effectively for contracts that carry significant value.

6. A second option considered was not having a post at all, with the contracted service providers providing information to the Council as set out in their contracts. However, the complexity of the service arrangements covered by cultural services related contracts, and the high volume of day to day contact/liaison between contractors and the Council

that is/will be required, make it important that the Council has sufficient capacity to manage its contractor relationships and drive effective contractor performance.

Reason/s for Recommendation/s

7. A dedicated member of staff would provide sufficient capacity for the day-to-day management of the Cultural Services contracts, the development of the Cultural Services Strategy, and Committee reporting requirements.

Statutory and Policy Implications

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

Financial Implications

9. The cost of creating a Cultural Services Commissioner and Contract Manager will be met from within the existing Cultural Services budgets. The post will be a Hay Grade C/D and will cost the authority a maximum of £48,000 per annum including employer's on-costs. The post will be externally advertised, with recruitment focused on appointing a postholder with an appropriate mix of cultural services and contract management/commissioning skills and experience.

Human Resources Implications (JA 03/09/2015)

10. The HR implications have been considered and are addressed in the report.

Safeguarding of Children and Vulnerable Adults Implications

11. As the post holder will not be engaged in regulated activity a Disclosure and Barring Service (DBS) check will not be required.

RECOMMENDATION/S

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

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Jon Hawketts
Group Manager, Quality and Improvement
Children, Families and Cultural Services
T: 0115 977 3696
E: jon.hawketts@nottscc.gov.uk

Constitutional Comments (SLB 23/12/15)

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

Financial Comments (SS 05/01/16)

13. The financial implications of this report are contained within paragraph 9 above.

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

C0738

Nottinghamshire County Council

Report to Culture Committee

26 January 2016

Agenda Item: 16

REPORT OF CORPORATE DIRECTOR, RESOURCES

WORK PROGRAMME

Purpose of the Report

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

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.

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

Other Options Considered

4. None.

Reason for Recommendations

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

Statutory and Policy Implications

6. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

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

Jayne Francis-Ward
Corporate Director, Resources

For any enquiries about this report please contact:

Pete Barker
Democratic Services Officer
T: 0115 977 4416

Constitutional Comments (HD)

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

Financial Comments (NS)

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

Background Papers

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

None.

Electoral Division(s) and Member(s) Affected

All.

CULTURE COMMITTEE - WORK PROGRAMME 2015-16

Report Title	Brief summary of agenda item	Lead Officer	Report Author
8 March 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
Performance reporting (Quarter 3 2015/16)	For noting	Celia Morris	Matt Garrard
Rufford Country Park and Bestwood Country Park future options – progress report		Derek Higton	Peter Gaw
Adult & Community Learning Service Annual Plan and Fees Policy 2016/17		Peter Gaw	Ian Bond
Heritage Tourism	Review	Sally Gill	Heather Stokes
Community Archaeology Annual Review		Sally Gill	Heather Stokes
19 April 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
Annual review of the County Council Cultural Strategy		Derek Higton	
Historic Environment Record online		Sally Gill	Heather Stokes
7 June 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
Performance reporting (2015/16)	For noting	Celia Morris	Matt Garrard
Sherwood Forest Visitor Centre update		Derek Higton	
National Water Sports Centre - annual update	For information	Derek Higton	
Review of library stock recovery procedures – six-month review		Derek Higton	Nick London
12 July 2016			
Service update	For noting	Derek Higton/Sally Gill	Various
To be placed			