

Culture Committee

Tuesday, 04 February 2014 at 10:30

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

AGENDA

1	Minutes of the last meeting held on 3 December 2013	3 - 6
2	Apologies for Absence	
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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5	Performance Reporting 1 April to 31 December 2013	13 - 16
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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 Martin Gately (Tel. 0115 977 2826) or a colleague in Democratic Services prior to the meeting.

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

minutes

Meeting

CULTURE COMMITTEE

Date

3 December 2013

(commencing at 10:30 am)

Membership

Persons absent are marked with 'A'

COUNCILLORS

John Knight (Chairman)
Alan Bell (Vice-Chairman)
Pauline Allan
Chris Barnfather
John Cottee
Maureen Dobson
Sybil Fielding
Alice Grice
Tom Hollis
Roger Jackson
Yvonne Woodhead

Ex-officio (non-voting)

A Alan Rhodes

OTHER COUNCILLORS IN ATTENDANCE

None.

OFFICERS IN ATTENDANCE

Derek Higton - Service Director, Youth, Families and Cultural Services
Peter Gaw - Group Manager Libraries, Archives & Information
Heather Stokes - Team Manager, Conservation
Steve Bradley – Group Manager, Cultural and Enrichment Services
Linda Hardy – Country Parks Service
Kirsty Blyth – Team Manager, Library Service Development

Martin Gately - Democratic Services Officer

MEMBERSHIP

It was reported that Councillor Yvonne Woodhead had been appointed to the Committee in place of Councillor John Clarke for this meeting only.

MINUTES OF THE LAST MEETING HELD ON 8 OCTOBER 2013

The minutes of the last meeting held on 8 October were confirmed and signed by the Chairman.

The Chairman explained that the Nottinghamshire Olympic Legacy Game Changer Fund policy would now be considered by Policy Committee. Policy Committee originated the scheme and will decide whether or not to proceed with the grants in light of the current financial pressures. If the grants are to be proceeded with then decisions on the allocation of grants will be determined by Culture Committee.

DECLARATIONS OF INTEREST

None.

INTRODUCTION TO SERVICES – CONSERVATION

Heather Stokes gave a detailed and informative presentation to the Committee on the Conservation Service. Members heard that the service was responsible for the conservation and enhancement of the natural and historical environment of Nottinghamshire. The service operated biological and geological nature partnerships and also held data on protected species, such as great crested newts and white clawed crayfish.

The service also maintains the Historic Environment Record, which contains data on 8900 archaeological sites, including the battlefield at East Stoke, Roman sites, crop marks, as well as the concentration of archaeology and listed buildings in Southwell. The service undertakes a county-wide survey of buildings at risk and manages 4300 volunteer hours in relation to community archaeology.

Members welcomed the presentation and invaluable work being undertaken by this small team.

RESOLVED 2013/52

That the introductory service presentation be noted and commented upon.

BIODIVERSITY OFFSETTING IN ENGLAND – GREEN PAPER

RESOLVED 2013/53

That the appended comments that were sent to the Department for the Environment Food and Rural Affairs on 6 November 2013 be ratified.

SERVICE UPDATE FOR THE PERIOD 16 SEPTEMBER TO 10 NOVEMBER 2013

RESOLVED: 2013/54

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

PERFORMANCE MONITORING REPORT (1 APRIL – 30 SEPTEMBER 2013)

RESOLVED: 2013/55

That the performance of the Council's cultural services during the period 1 April – 30 September 2013 be noted.

THE IMPACT OF NOTTINGHAMSHIRE LIBRARY SERVICES

RESOLVED: 2013/56

That the results of research into the impact of Nottinghamshire Library Service upon library users be noted.

LIBRARY MANAGEMENT SYSTEM REPLACEMENT UPDATE

RESOLVED: 2013/57

That the principle of working in an extended consortium in the re-procurement and provision of a Library Management System be approved.

SUMMER READING CHALLENGE 2013

RESOLVED: 2013/58

That the update on the Summer Reading Challenge 2013 reading initiative be noted.

SURVEY OF VISITORS TO BRITISH ARCHIVES 2012 – PERFORMANCE OF NOTTINGHAMSHIRE ARCHIVES

RESOLVED: 2013/59

That the performance of Nottinghamshire Archives in the 2012 Survey of Visitors to British Archives be noted.

FEES AND CHARGES 2014/15 FOR THE COUNTRY PARKS AND GREEN ESTATE SERVICE

RESOLVED: 2013/60

That the charging regime as set out in paragraph 6 of the report be adopted for 2014/15

That the Group Manager Country Parks and the Green Estate Service, in consultation with the Chairman of the Culture Committee be authorised to retain a flexible approach to charging throughout the year and that the current charges can be varied or the charging period extended as the circumstances warrant.

That car parking charges be further reviewed as part of the wider commercial analysis currently being undertaken of trading activity on country parks and that the results of this review be brought back to a future Culture Committee for analysis and discussion.

THE ROBIN HOOD FESTIVAL

RESOLVED: 2013/61

That the success of the 2013 Robin Hood Festival be noted.

That the 30th Robin Hood Festival take place on 4-10 August 2014, organised by the Country Parks Service

That an amount of £75,000 is earmarked in the County Council's reserves to act as a contingency in case of adverse weather etc. for the 2014 Festival.

That the special event car parking fee for the Festival will be held at £5 for all visitors

That the road closure and local parking restrictions carried out this year will be repeated in 2014.

2013 VISITOR SATISFACTION SURVEYS IN COUNTRY PARKS

RESOLVED: 2013/62

That the outcome of the 2013 annual visitor satisfaction surveys at Rufford Abbey Country Park and Sherwood Forest Country Park, and of the result of the Visitor Attraction Quality Assurance Scheme (VAQAS) annual inspection at Rufford Abbey Country Park, be noted.

WORK PROGRAMME

RESOLVED: 2013/63

The work programme and its contents were noted.

The meeting closed at 12:20 pm.

CHAIRMAN

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**SERVICE UPDATE FOR THE PERIOD 11 NOVEMBER 2013 TO 12 JANUARY 2014****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, INFORMATION AND COMMUNITY LEARNING****Stapleford Library**

2. Stapleford Library, a very busy, large community library was re-opened on 25 November 2013 after a nine month closure for essential building repairs and improvements, and a library refurbishment. A joint project with the Property Services department enabled the Library Service to make major improvements for customers as well as making savings on future maintenance and revenue costs.
3. The Library, built in 1983, had not had any substantial changes and was in obvious need of repair and modernisation.
4. The aim was to make the library more welcoming and attractive for library customers by completely modernising the building, with particular emphasis on better display of the books and improvements to the children's area in order to encourage new members and increase usage. A new vending/café space and a gallery area were also created. The Library Service spent £50,000 on new books to enhance the library stock.
5. The major planned maintenance project replaced the heating, lighting, lift and staircase, and improved the exterior of the Library, replacing windows and doors and creating a new entrance.
6. On Saturday 30 November 2013 the Chairman of the County Council officially re-opened the library and nearly 600 members of the local community attended a family fun event with storytelling and poetry, promoting the library and reading.
7. Since reopening there have been many favourable comments on the changes from library customers.

'Thank you so much Nottinghamshire County Council. This library is brilliant! Tremendous selection adults to children. Friendly & helpful staff. A great asset to the community.'

'An amazing transformation, warm, light & cheery, lots of wonderful new books. An impressive library with cheerful, helpful staff.'

'First visit to new update library, fantastic, didn't expect it to be so good.'

'Amazing transformation, fantastic facilities and friendly & helpful staff as usual. Has not lost the personal touch and I will be using regularly.'

'It's excellent. I can't wait to get reading.' (Charlie, aged 7)

'I love the new library it's so up to date and I love the new books.' (Ami, aged 10).

8. The performance of the Library for December 2013 compared with December 2012 is as follows:

- books borrowed has increased by 36%
- new members joining has increased by 250%
- use of computers has increased by 50% (with no increase in the number of computers).

Michael Craig-Martin Exhibition at West Bridgford Library

9. From 23 November 2013 to 5 January 2014, visitors to West Bridgford Library had the opportunity to enjoy Michael Craig-Martin's colourful *Alphabet* exhibition. Part of the Hayward Touring's programme from the Southbank Centre, London, the colourful series of 26 monochrome silk screen prints was enjoyed by library visitors who also had the chance to participate in a creative writing workshop inspired by the exhibition.

COUNTRY PARKS AND GREEN ESTATES

10. The festive season proved a busy time for the Country Parks service. Nearly 3,000 families enjoyed Santa's Grotto at Rufford Abbey, Tree Dressing celebrations at Sherwood Forest were well attended, and at Bestwood Country Park, staff provided some 30 park volunteers with a festive lunch in the Dynamo House which was restored by Heritage Lottery and Nottinghamshire County Council some years ago.
11. The Aurora Illuminations event at Rufford Abbey attracted some 7,500 people over its nine nights of operation. The Country Parks teams are currently reviewing this year's winter offer and working up a new programme for 2014.
12. The in-house catering team witnessed brisk trading throughout the festive period, and bookings for Christmas lunches and evening dinners were up on last year's figures. Commercial trading is up by 10% assisted by the favourable weather conditions in November and December.

13. Flooding and other winter challenges to outdoor sites kept the Green Estates Service occupied through the period. Work also began on a new extension to the Bilsthorpe Trail, which will link Sherwood Pines Forest Park to Vicar Water Park, and to Mansfield via the existing Timberland Trail. This will provide local cyclists with an attractive and sustainable new route.

CULTURAL AND ENRICHMENT SERVICES

Working creatively with families

14. The Arts Development Service works directly with families at Rufford Craft Centre and other settings across the County. It also works to develop the skills non-arts professionals need to enable them to engage creatively with families.
15. Free family drop in sessions are held at Rufford throughout the year to complement the exhibition programme. For example, alongside the summer exhibition, drop in sessions took place both at Rufford, in schools and at 22 libraries in the County. Artists ran a family outreach programme to interpret the themes of the exhibition, and produce a collective community art work of hundreds of butterflies. The work toured from Rufford Gallery to the three new library galleries and then into smaller library settings. Over 1,100 people took part in the workshops and contributed to the touring art work. Nearly 4,000 visitors to Rufford enjoyed seeing the final work.

The Big Draw

16. The Big Draw is the flagship event of the National Campaign for Drawing and runs throughout October in thousands of venues across the UK and internationally. It provides a highly accessible vehicle to engage families and individuals who may have thought they had little artistic skill or talent. Nottinghamshire County Council's Arts Development Service has led the programme to use drawing for engagement over the last five years and works with non arts professionals in settings including older people's care homes, looked after children's teams, children's centres, schools, community centres, youth groups, libraries, and many more. This programme has developed training for leaders in these settings to use drawing to achieve their own priorities, and run events across the County. Our work, increasing participation in drawing, was awarded the National Trail Blazer Award by the National Campaign for Drawing in 2012.
17. Spurred on by the Award, the 2013 Big Draw programme attracted record numbers. Family events took place at Rufford with over 3,000 participants working with artists to *Draw Tomorrow* in a box and then add their box to the gallery where the sculptural collective community art work grew and evolved. Over 4,800 visitors to the gallery then explored this world of tomorrow by torchlight.
18. This year we trained a volunteer cohort in libraries across the County, who, along with library staff (who were trained in 2012), ran events in over 25 libraries involving 1,800 participants. Training also took place with parents at Rainworth Children's Centre to provide them with the skills to run a programme for their community. They learnt about event management and health and safety issues as well as generating creative ideas for their own event which went on to attract 100 local families.

19. Following a successful Big Draw pilot project in 2012 with staff and young people at Clayfields House, a secure children's unit, a further project was developed. Using the Big Draw as a focus the young people worked with an artist to achieve Discover and Explore Arts Award, a nationally accredited qualification.
20. Communities across the County have taken the Big Draw to heart and none more so than Hucknall who formed a steering group led by the children's centre and included over 25 different groups in the community to run events. Supported by the Arts Service with resources and materials, they mirrored the programme at Rufford 'Drawing Tomorrow' in boxes. Over 3,000 people in schools, church groups, youth groups, the library and Tesco participated, turning every shop in the High Street into a gallery.
21. The total figure for participation in Big Draw events across Nottinghamshire in 2013 was in excess of 10,000. Comments made about Big Draw 2013 included the following:

"This Big Draw is on of the best children's work I have seen, very well done by everyone involved especially the children." - Gallery Visitor

"I liked seeing my box on display which I made at Hucknall National School." - Young person

"It was so cool! Looking at everyone's boxes for inspiration made me go and create something amazing!" - Workshop participant

"The course encouraged me to open up and it felt good to be part of the community" - Big Draw Trainee

"We have never had so many parents engage with the school" - Teacher who used Big Draw in school

Supporting and developing coaching excellence

22. Over the last few months the coaching support provided by Nottinghamshire County Council has continued to go from strength to strength. The Sports Service has been able to support local clubs and coaches and have been recognised for our work at a national level.
23. We have had over 600 coaches through our courses and programmes over the calendar year with excellent feedback from our key projects:

'I cannot express how much I personally have gained from the Talented Coaches Programme; it is a great programme to be part of and would recommend the new recruits take advantage of all the training opportunities on offer to them, even if it is not connected to their sport. What they can learn from the tutors and coaches is invaluable' (I would like to do it all again!!) Pauline Gourley, Head Coach, Newark Swimming Club
24. Newark swimming club is also a good example of the wider opportunities the County Council offers. Through our regional contacts we were able to link them with a high level swimming club in Loughborough; this new relationship resulted in the Newark Club

receiving a visit from an Olympic swimmer and coach, inspiring members and coaches alike.

25. The Nottinghamshire Talented Coaches Programme is now in its sixth year and has supported over 100 key County coaches. It works with targeted coaches and gives them extensive training and mentoring for twelve months. Developed and run by the County Council, the scheme has been highlighted nationally as an example of good practice.
26. We have 1,400 coaches on our coach database, who regularly receive information about local courses, news, jobs and new initiatives, together with national and regional opportunities.
27. Our coaching officer, Pete Forster, continues to contribute to national and regional debates and has recently been selected to travel to Sweden with one other CSP Coaching Lead as part of a study tour with Sports Coach UK.
28. The support the Sports Service provides to clubs and individuals across the County ensures our aspiring young athletes will be given the best possible advice and guidance in whatever sport they engage with in Nottinghamshire.

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
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Culture

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C0347

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

PERFORMANCE REPORTING (1 APRIL – 31 DECEMBER 2013)

Purpose of the Report

1. The purpose of this report is to provide the Committee with an overview of performance during the first three quarters of the 2013/14 financial year, covering activities from April to December 2013.

Information and Advice

2. At the meeting on 5 November 2012, the Committee agreed to receive a quarterly report, which reviews performance across the full range of cultural services provided for children, young people and families that fall within its remit. These reports will be in addition to other reports that may be presented to the Committee from time to time providing detailed performance-related information about specific cultural services initiatives or projects.
3. This report forms the quarterly performance report for Quarter 3, i.e. reports on performance between 1 April and 31 December 2013.

Performance Reporting for 2012/13

4. As agreed at the meeting on 5 November 2012, quantitative performance reporting to the Committee will be measured via a combination of:
 - outcome based key performance indicators (KPIs)
 - key service indicators that will be measured against objectives within each of the cultural services business plans
 - a summary of key achievements across the relevant service areas.
5. The list includes a number of KPIs that reflect priorities within the Council's Strategic Plan, and which will also therefore be reported to the Policy Committee.
6. The performance data for the period 1 April– 31 December 2013, as described above, is set out in the table at **Appendix A**. This provides a summary across all service areas, for the first three quarters of the financial year. An annual performance report will be presented to the May Culture Committee. This will provide complete performance data and analysis for the financial year 2013-14.
7. The activities, key performance indicators and service level indicators which are reported here have been selected by cultural services managers to provide information on the key development activities planned for 2013/14, plus a summary of performance achieved across the key service areas. [Page 13 of 114](#)

Other Options Considered

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

Reason/s for Recommendation/s

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

Statutory and Policy Implications

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.

RECOMMENDATION/S

- 1) That the Committee notes the performance of the Council's cultural services during the period 1 April – 31 December 2013.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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Constitutional Comments

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

Financial Comments (KLA 16/01/14)

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

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

Youth, Families and Cultural Services REPORT TO COMMITTEE

Our Performance from April to December 2013

What have we achieved?

Country Parks & Green Estates	Progress the creation of a new visitor centre for Sherwood Forest in partnership with Discovery Attractions	⊙
	Implement a new Development Plan for Sherwood National Nature Reserve	⊙
	Implement a new Development Plan for Rufford Abbey Country Park	✓
	Prepare new Development Plan for Bestwood Country Park	○
	Increase volunteer engagement for Country Parks and Green Estate	✓
	Implement the Green Estate Strategy and Plan	✓
Cultural & Enrichment	Develop a remodelled Community Sports and Arts Service	⊙
Libraries, Archives, Information & Learning	Undertake the new Archives extension	⊙
	Develop the new Mansfield Central, Worksop and West Bridgford Libraries as strategic sites in the County	⊙
	Respond to the Government's requirements regarding Community Learning Trusts for adult education provision	⊙
	Ensure a development response to OfSTED inspection areas for improvement is delivered across the Adult Education Service	⊙
	Continue to develop a re modelled library network, locating services in best locations	⊙

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

Country Parks & Green Estates Service		Yr Target	Apr-Dec	On Target?	Nat/Reg
Number of visitors to our Country Parks and Green Estate sites	[^] figure for Q3 green estate visitors is yet to be included	(1,500,000)	1,022,169 ^{2^}	✓	
Generation of external income		(£2,500,000)	£2,237,225 ²	✓	
Number of volunteers worked with		(250)	354	✓	
Number of volunteer hours supported		(5000)	8,134	✓	
Number of public events organised, across country parks and green estate sites		(450)	427	✓	
Service user and customer satisfaction levels achieved across the service area		(90%)	98%	✓	
Cultural and Enrichment Service		Yr Target	Apr-Dec	On Target?	Nat/Reg
The number of young people and adults engaged or participating in sports, arts and outdoor education		(118,000)	122,062	✓	
The number of active volunteers engaged in delivering sports and arts activities		(1,200)	1,057 ²	✓	
Service user and customer satisfaction levels achieved across the service area		(90%)	98%	✓	
Libraries, Archives and Information Service		Yr Target	Apr-Dec	On Target?	Nat/Reg
The number of visits to Libraries		(3,100,000)	2,298,337	○	
The number of virtual visits to Libraries		(1,000,000)	807,272	✓	
The number of Library events and activities		(7,000)	5692	✓	
The number of Library loans		(3,500,000)	2,722,861	✓	
The number of active Library users		(150,000)	147,368	○	
The number of new Library members		(29,000)	29,197	✓	
The number of adult learners		(7,500)	7,719 (2012/13)	✓	
Percentage of adult learners who stated the course that met their expectations		(TBC)	92%(p)	-	
The number of Newlinc sessions (public computer access sessions)		(200,000)	249,213	✓	
The number of visits to Archives		(5,000)	5,370	✓	
The number of virtual visits to Archives		(400,000)	301,961	✓	
The number of Archives learning activities/events and number of attendances		(50)/(1,000)	54 / 771	✓	
The number of file requests for the Records Management Service		(6,000)	5,695	✓	
The number of boxes successfully received for the Records management Service		(3,000)	3,115	✓	
Achieve Education Library Service schools buyback rates		(73%)	(annual)	-	
Service user and customer satisfaction levels achieved across the service area		(90%)	(annual)	-	

Our achievement is rated by: [✓ on or above target / ○ off target (by less than 10%) / ✕ off target (by more than 10%)]

¹data not yet received in full ²against quarter profile (p) provisional figure (annual) figure not reported on a quarterly basis

Nat/Reg [Shows our performance against comparative authorities by either national or regional averages, where available]

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE

ANNUAL REVIEW OF THE COUNTY COUNCIL CULTURAL STRATEGY 2013

Purpose of the Report

1. This report provides an annual review for 2013 of the implementation of the Cultural Strategy for Nottinghamshire County Council that was agreed by Council at its meeting on 15 December 2011.
2. The Committee is asked to note the report.

Information and advice

3. The Cultural Strategy agreed by Council at its meeting on 15 December 2011 made a clear rationale for the County Council's continuing strong commitment to both providing and supporting an extensive range of cultural services for the people of Nottinghamshire and the many visitors who are attracted to the County.
4. The Strategy depicted a direction of travel for the Council's cultural and related services for the next ten years until 2021, though the immediate focus of work was the four year period to 2015, which reflected the Council's current Strategic Plan.
5. The Cultural Strategy provides a high level framework for a number of more detailed, service specific plans which underpin the work of those services that contribute to the delivery of cultural services across Nottinghamshire.
6. The key themes of the Strategy are set out in **Appendix 1**.
7. The Strategy will be used to:
 - underpin the continuing development of key cultural services such as Libraries, Archives and Information, Country Parks and the Green Estate and the Cultural and Enrichment Service
 - emphasise the County Council's continuing commitment to delivering and supporting strong and effective cultural services in Nottinghamshire
 - support efforts to attract investment to the cultural sector in Nottinghamshire
 - further develop joint work with key cultural service partners to maximise the range of cultural opportunities available to local people and visitors.

8. A first year review was considered by the Culture Committee at its meeting 19 June 2013. This report now sets out the achievements of the second year of the Cultural Strategy in **Appendix 2**.
9. This work encompasses not only the main providers of cultural services, i.e. Sports, Arts, Libraries, Archives and Country Parks, but also reflects other service areas across the Council whose work has an impact or influence on the wider cultural life of Nottinghamshire. The key cultural achievements can be summarised as:

Libraries:

- visitor numbers to the new West Bridgford Library surpassed the target for visits during its first nine months of operation. Over 5000 people joined the library with 11,000 attendances for special events. The visit of Roger McGough to a sold out poetry reading was one of the highlights for the library service and a significant national recognition of the ongoing development of the service
- progress to modernise library buildings was made at East Leake and Stapleford Libraries
- Bookstart gifting achieved 100% take up rate for all new births and the Summer Reading Challenge 2013 saw a 15% increase in take up by children aged 4 – 12 years.

Archives:

- the capital project to provide the service with 20 years extra space received planning permission and approved designs to meet the new British standard for Archive buildings.

Adult and Community Learning:

- an OfSTED inspection of the service resulted in a 'Good' judgement under the new common inspection framework.

Libraries, Archives, Information and Community Learning:

- achieved the 'Customer Service Excellence award for all services.

Country Parks

- Rufford Abbey Country Park and Sherwood Forest Country Park achieved the Visitor Attraction Quality Assurance Scheme (VAQAS) annual award
- the completion of the first, comprehensive strategic development plan for the County Council's portfolio of green spaces
- record attendances of over 50,000 people at the 29th Robin Hood Festival held at the Sherwood Forest Visitor centre in August.

Cultural Services

- all participation targets for Arts and Sports for Children and Young People for academic year 2012-13 exceeded with 42,994 people participating in arts and swimming activities
- term time occupancy targets of 80% exceeded at all day visit and residential centres, including occupancy at Hagg Farm at 100% during term time
- successful transition of staff and facilities to the Holme Pierrepont Leisure Trust for the management and development of the National Water Sports Centre. 60% of the capital improvements completed in the first eight months of the contract with the remainder to be completed by April 2014.

Other Options Considered

10. The report is for noting only.

Reason/s for Recommendation/s

11. The Council's Strategic Plan for 2010-14 has a specific action to prepare a Cultural Strategy and there was a key commitment when this was approved to carry out a review of service performance.

Statutory and Policy Implications

12. 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

13. The Cultural Strategy will be delivered within the financial resources available to the Council.

Public Sector Equality Duty Implications

14. An Equality Impact Assessment has been undertaken for the Cultural Strategy. Individual actions contained within **Appendix 2** will each have their own Equality Impact Assessments as appropriate.

RECOMMENDATION/S

- 1) That the annual review for 2013 of the Cultural Strategy for Nottinghamshire County Council 2013 be noted.

Derek Higton
Service Director, Youth Families and Culture

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Constitutional Comments

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

Financial Comments (KLA 17/01/14)

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

Background Papers and Published Documents

A Cultural Strategy for Nottinghamshire 2011 – 2021: report to County Council on 15 December 2011
Annual Review of the County Council Cultural Strategy – report to Culture Committee on 19 June 2013
Cultural Strategy Equality Impact Assessment
Refreshed County Council Strategic Plan 2010-14
Children, Families and Cultural Services Business Plan 2012-13
Service Specific Cultural Action Plans

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

Electoral Division(s) and Member(s) Affected

All.

C0348

The Strategy sets out four key themes for delivery and implementation:

Theme 1: Creating opportunities for everyone to learn new skills, enjoy and participate in culture and have fun

- Our cultural services will work to provide opportunities, both formal and informal, for individuals to extend and challenge themselves, develop their creative thinking, build confidence and learn new skills.
- *At the end of 4 years we will have:*
 - increased the participation and involvement of people in the enjoyment, organisation and development of cultural activities
 - contributed to improved life chances and achievement by our young people, and increased opportunities for older people to share their existing skills and develop new skills
 - sought out opportunities to enhance Nottinghamshire as a tourist and cultural destination.

Theme 2: Improving the social fabric and participation in community life

- Cultural activities can have a direct, positive influence on health and community well-being. Our cultural services will provide opportunities for people, especially those facing barriers, to play an active role in their communities and lead cultural development locally.
- *At the end of 4 years we will have:*
 - increased volunteering opportunities in the cultural sector
 - supported communities to develop new 'big society' opportunities to improve their local area
 - worked with partners to improve communities health & aspirations
 - ensured equality of opportunity and fair access to culture and sport.

Theme 3: Conserving and providing access to our history and heritage and supporting environmental sustainability.

- The historic and natural environment is key to unlocking and celebrating the story of Nottinghamshire. The County Council is the custodian of a wide variety of important cultural assets. A number of these are in need of substantial maintenance and improvement in order that they may continue to operate to meet customer expectations. There are also cultural assets that the County Council may wish to acquire in order to improve and enhance its stock, while at the same time dispose of other sites that are less critical to the implementation of the Strategy. The Council recognises that our facilities provide tremendous cultural and economic opportunities, so the Council will make best use of them, maintained and enhanced for the understanding, appreciation and enjoyment of communities and visitors.

- *At the end of 4 years we will have:*
 - responded to the needs of Nottinghamshire's natural and historic environment and heritage to ensure it is conserved and managed in a sustainable manner
 - encouraged local communities to value and make best use of our cultural resources, facilities and assets
 - created new opportunities for our communities to actively engage with our cultural assets to preserve them for future generations
 - reviewed our strategic cultural asset acquisitions and disposals.

Theme 4: Supporting the economic prosperity of the County

- Culture is a key economic driver and helps drive inward investment and regeneration by contributing to the fabric of local communities, stimulating local economies through the creation of jobs, encouraging social regeneration and the development of sustainable partnerships between local people, statutory and voluntary agencies and the private sector, and supporting the development of Nottinghamshire as a tourist destination. Cultural activities also provide a significant income source for the County Council.
- *At the end of 4 years we will have:*
 - increased skill levels in the cultural sector
 - improved the sustainability of the cultural sector
 - Increased the commercial opportunities and income of the County Council
 - encouraged more visitors to Nottinghamshire.

SERVICE AREA: LIBRARIES
KEY ACTIONS 2013

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1	<p>Increase participation in cultural activities</p> <p>Enhance Nottinghamshire as a tourist and cultural destination</p> <p>Ensure equality of opportunity and fair access to culture</p>	<p>Investing, developing and remodelling the library network</p> <p>Complete the refurbishment of Mansfield Central Library</p> <p>Open a new West Bridgford Library in spring 2013</p> <p>Progress options for the extension of the life of the Archives office</p>	HLF, TNA, ACE, Local Community NCC services	Capital and project resources	<p>2013</p> <p>2013</p>	<p>West Bridgford Library re-opened on 16 March 2013 and has surpassed its 300,000 visitor target</p> <p>Detailed planning work has been completed to extend Nottinghamshire Archives with turf cutting completed in October 2013</p> <p>Major refurbishments of East Leake and Stapleford Libraries were completed. Disabled Customer Toilets were installed in Arnold Library</p>
1	<p>Increase participation in cultural activities</p> <p>Ensure equality of opportunity and fair access to culture</p>	<p>Locate library services in the best location for the local community and library users</p> <p>Complete relocation of Annesley Woodhouse, Misterton and</p>	Children's Centres, Youth Centres, Parish Council and Community Organisations	Capital and project resources		Progress ongoing for Annesley Woodhouse and Balmoral Library co locations

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>Tuxford Libraries</p> <p>Seek further opportunities for co-location of services</p>				
1	<p>Increase participation in cultural activities</p> <p>Ensure equality of opportunity and fair access to culture</p>	<p>Providing resources and access to services in partnership with local communities and customers</p> <p>Provide a comprehensive information service accessed through all channels</p> <p>Signpost and refer customers wanting to access County Council services</p> <p>Be a key face-to-face channel for County Council communications, consultations and campaigns</p> <p>Support customers using hard copy and digital resources</p>	<p>NCC communications</p> <p>Cultural and Information agencies</p>	<p>Principal Librarian</p> <p>Information Services</p>	Ongoing	<p>Marketing campaign launched for Sunday opening and new West Bridgford Library</p> <p>Improved use of social media and targeting marketing effort</p> <p>Family Information Service commission</p> <p>Library APP launched</p>

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		Host information and advice services for local agencies				
1	<p>Increase participation in cultural activities</p> <p>Contribution to improved life chances and achievements by our young people</p>	<p>Continue developing the core library offer to provide inspiration to read, create knowledge through access to information, learning, and the Nottinghamshire story, enhance community life and stimulate cultural activity</p> <p>Ensure our informal adult learning service fully exploits library venues</p> <p>Ensure the quality of library book stock is maintained, and that the selection is both relevant to the community and includes a wide range and depth of choice across the whole</p>	Wide variety of local, regional and national partners	All Library teams	Ongoing	<p>Programmes for Worksop and Mansfield ongoing. Programme for West Bridgford established</p> <p>Increased use of libraries for delivery of adult and family learning provision commission</p> <p>Increased use of library spaces for learning</p> <p>Stock purchasing maintained and standards applied. Software to improve stock management implemented</p>

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		collection				
1	<p>Increase participation in cultural activities</p> <p>Ensure equality of opportunity and fair access to culture</p>	<p>Maximise use of new technology</p> <p>Maintain free access to online resources and the internet via both public computers and WiFi</p> <p>Innovate to achieve improved customer services and efficiencies</p> <p>Integrate online users and content as a core part of service development and delivery</p>	<p>IT suppliers and e content providers</p>	<p>Library Resources Team</p> <p>NCC IT and Communications Teams</p> <p>Online content suppliers</p>		<p>Extension of WiFi to all libraries as part of hardware replacement programme agreed to be completed in 2014</p>
1	<p>Increase participation in cultural activities</p> <p>Contribution to improved life chances and achievements by our young people</p> <p>Ensure equality of opportunity and fair access to</p>	<p>Ensure libraries are child and young people safe and friendly</p> <p>Develop the core collections with consultation with children and young people</p> <p>Provide regular activities and</p>	<p>Wide variety of partners across local cultural landscape</p> <p>Booktrust; local health providers; self help groups</p> <p>The Reading Agency; Booktrust; Page 28 of 114</p>	<p>Principal Librarian</p> <p>Children and Community Services</p>	Ongoing	<p>Increased participation (+15%) in national Summer Reading Challenge 2013 has been achieved</p> <p>Bookstart gifting targets met</p> <p>Grants for the Arts bid to explore libraries digital future – awarded November 2013</p> <p>Sign up to national Universal Reading Offer (URO)</p> <p>Work ongoing mainly around Summer</p>

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
	culture	<p>events at level 1 libraries, and support the developments at all libraries in line with community demand and available resources</p> <p>Ensure libraries' contribution to literacy is made</p> <p>Exploit national reading initiatives such as Bookstart and the Summer Reading Challenge to encourage reading for pleasure as a key intervention to improve literacy</p> <p>Develop good relationships between local libraries and their catchment schools, facilitating regular visits where possible</p>	<p>schools</p> <p>Children's Centres, services and schools</p>			Reading Challenge and holiday activities

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
2	<p>Contribution to improved life chances and achievements by our young people</p> <p>Increased volunteering opportunities in the cultural sector</p> <p>Ensure equality of opportunity and fair access to culture</p>	<p>Develop further community library partnerships by building on the development of the Community Partnership Library (CPL) initiative to ensure the core library offer is enhanced, in order to have maximum impact for each community where the service is delivered</p> <p>Develop and review mobile and community based library services to those who cannot visit a static library site</p>	<p>CVS Parish Councils Library Customers and Volunteers</p>	<p>Area Librarians and Principal Librarians</p>	Ongoing	Marketing of new mobile library service completed

SERVICE AREA: ARCHIVES and LOCAL STUDIES
KEY ACTIONS 2013

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1 4	Notts as Tourism and Cultural destination More visitors to Notts	Lead the Nottinghamshire Ancestral and Literary Tourism Partnership co-ordinating a programme of events and participate in the establishment of a Nottinghamshire Heritage Forum Coordinate and contribute to centenary commemorations of World War 1	Museums, Libraries and Archives, Experience Notts and tourism providers	£50,000 for promotion and pump priming	Events programme 2013 2014 - 2018	Nottinghamshire's People Ancestral Tourism Programme for 2013 delivered. Major exhibition, Ancestral Stories from the Archives, curated Participation in the Trent to Trenches project to commemorate the centenary of the outbreak of WW1 established.
2	Increase volunteering opportunities	Implement the Archives Volunteering Policy to expand the use of volunteers and establish a Friends of Nottinghamshire Archives	Archive users	Staff time	2013	Increased number of remote volunteers converting archive catalogues at home Ongoing recruitment of Friends of Nottinghamshire Archives members, and events series delivered
3	Preserve our cultural assets	Maximise the use of the Nottinghamshire	Nottingham City Council Archives Page 31 of 114	£2.5 million	2014	Capital budget allocated and planning application approved

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		Archives site to preserve and provide public access to the County's archival heritage	Users			
3	Create new opportunities to engage	Develop new audiences through a programme of archives and local studies events		Staff time	Ongoing	Events undertaken during the year including the Make History Happen! Youth Heritage Conference and the first Great Nottinghamshire Local History Fair Series of heritage based talks, tours and workshops delivered
4	Commercial opportunities	Provide digital access to selected archive and local studies sources to remote audiences and enhance services to visitors to Nottinghamshire Archives	Commercial providers	None	Ongoing	Discussions held with commercial suppliers

SERVICE AREA: LIBRARY AND COMMUNITY LEARNING
KEY ACTIONS 2013

THEME	OUTCOME	ACTIONS	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1	To deliver an inviting and broad curriculum offer	To work with delivery partners to develop the curriculum offer to encourage engagement of residents and local communities in learning through cultural, local heritage and the arts	ACLS, Delivery Partners and Stakeholders	SFA Budget	Reviewed on an annual basis	Curriculum review undertaken Autumn Term 2013. Work on the Family Learning curriculum has identified ways to engage more men in family learning as they are an under-represented group
2	To engage Nottinghamshire residents in learning activity	<p>ACLS team and Library Services to encourage increased participation in learning activities</p> <p>Engage with local stakeholders, including cultural, voluntary and community groups, to identify development areas</p>	ACLS, Delivery Partners, Stakeholders, Learning Champions	SFA Budget	Reviewed on an annual basis	Learner numbers over-achieved for academic year 2012/13 (8,717 achieved on target of 7,500). 3,102 learners enrolled September 2013 to end of November 2013
3	To improve community cohesion, social inclusion and	To ensure that learning activity is offered in venues and locations	ACLS, Delivery Partners and Stakeholders	SFA Budget	Reviewed on an annual basis	Approx 300 venues used during academic year 2012/13 including libraries, day centres, schools, children's centres, community centres.

	Equality & Diversity	which aid inclusion To support national celebration days e.g. Black History Month				Providers being challenged to increase offer of provision in evenings and weekends
5	To deliver a curriculum offer that encourages participation by non traditional learners	To work with delivery partners to develop the curriculum offer to encourage engagement in activities that promote physical and mental health and well being through cultural, local heritage and art activity	ACLS, Delivery Partners, Stakeholders, Learning Champions	SFA Budget/ BLF Budget	Reviewed on an annual basis	The team continues to identify those who are under-represented in learning e.g. families with disabilities, dads, those confined to their homes Initial negotiations with the Recovery College (specialist mental health course provision) to encourage them to become Providers

SERVICE AREA: COUNTRY PARKS AND GREEN ESTATES
KEY ACTIONS 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETEBY	PROGRESS UPDATE
1, 4	<p>Sought out opportunities to enhance Nottinghamshire as a tourist and cultural destination</p> <p>Increased the commercial opportunities and income of the County Council</p> <p>Encouraged more visitors to Nottinghamshire</p>	Develop a new visitor centre at Sherwood Forest	Private sector partner	<p>Private sector to be confirmed</p> <p>County Council contributions to be confirmed</p>	June 2014	<p>Preferred bidder agreed by Policy Committee</p> <p>Awaiting confirmation that the private sector funding is available</p> <p>Options being developed as a back up to plan A above</p>
2	<p>Increased volunteering opportunities in the cultural sector</p> <p>Supported communities to develop new 'big society' opportunities to improve their local area</p> <p>Worked with partners to improve</p>	Establish a new Country Parks and Green Estate volunteering programme	<p>Notts Wildlife Trust</p> <p>Sherwood Forest Trust</p> <p>Parish Councils</p>	<p>Revenue budgets</p> <p>External grant aid</p>	March 2013	New Community Liaison Officer in post and working with community based volunteers across the network of sites. Significant moves forward with volunteers at Bestwood Country Park

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETEBY	PROGRESS UPDATE
	communities' health & aspirations					
3	Responded to the needs of Nottinghamshire's natural and historic environment to ensure it is conserved and managed in a sustainable manner	Set up Rufford Development Group to prepare a new masterplan for the Rufford Abbey site leading to a major grant application to improve the range of services on offer	English Heritage Heritage Lottery Fund Rufford Parish Council	External from grant aid	March 2015	Conservation plan for Rufford commissioned and due for completion in July 2014 Programme of quick wins completed Master plan agreed by Culture Committee
3	Responded to the needs of Nottinghamshire's natural and historic environment to ensure it is conserved and managed in a sustainable manner	Prepare and implement a long term Green Estate Policy and Strategy	Notts Wildlife Trust Sherwood Forest Trust Forestry Commission	10 Year Capital Programme to be prepared	March 2012	Green Estates Strategy completed and signed off by Culture Committee
4	Increased the commercial opportunities and income of the County Council Encouraged more visitors to Notts	Prepare and implement a broader programme of events and activities on the country parks and green estate sites	Other tourist/visitor operators	Develop new self-financing activities	March 2013	Ongoing development of new commercial activity across the sites to increase income

SERVICE AREA: CULTURAL ENRICHMENT SERVICES
KEY ACTIONS 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1	<p>Increase participation and involvement in cultural activities</p> <p>Contributed to improved life chances and achievement by our young people</p>	<p>Increase the numbers of children and young people taking part in arts and sports programmes delivered through the County Council's Arts and Sports – Children and Young People team</p>	<p>Range of artists and arts organisations</p>	<p>County Council budget plus external project funding in some areas</p>	2015	<p>All participation targets for Arts and Sports – CYP for academic year 2012-13 exceeded with 42,994 children and young people participating in arts and swimming activities</p>
1	<p>Increase participation and involvement in cultural activities</p> <p>Contributed to improved life chances and achievement by our young people</p>	<p>Lead a successful music education hub which enables all children and young people in Nottinghamshire to access high quality learning opportunities in music which are relevant to their own musical interests and starting points</p>	<p>Other Local Authority service areas plus schools, community music organisations, venues and festivals</p>	<p>Central Government funding</p>	2012	<p>Music Hub worked with 206 schools to deliver at least one of the core roles in the National Plan for Music Education. At least 12,993 children and young people learned to sing or play a musical instrument. At least 567 music ensembles in which children and young people took part in 2012-13</p>
1 & 3	<p>Contributed to improved life chances and achievement by our young people</p>	<p>Increase the opportunities for young people to engage with the outdoor</p>	<p>Schools, youth groups and individuals</p>	<p>Outdoor and environmental education centres, staff and equipment</p>	April 2013	<p>Term time occupancy target of 80% exceeded with occupancy at Hagg Farm at 100% during term time</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
	<p>Encouraged local communities to value and make best use of our cultural resources, facilities and assets</p> <p>Created new opportunities for our communities to actively engage with our cultural assets and preserve them for future generations</p>	<p>environment through increasing term time occupancy across <u>all</u> outdoor bases to 80% or greater through:</p> <ul style="list-style-type: none"> - Development of coherent service offer following LA restructure - Development of whole service website - Continued maintenance and development of Outdoor & Environmental Education (OEE) bases and resources 		Corporate Communications Team time		Educational visits to 3 sites now combined into a single offer to schools
4	Increased the commercial opportunities and income of the County Council	Identification of new markets and implementation of appropriate local business plans at O&EE bases not currently at required occupancy	Schools, youth groups, communities and individuals	<p>Outdoor and environmental education centres, staff and equipment</p> <p>Corporate Communications Team time</p>	April 2013	Ongoing

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
2	Ensure equality of opportunity and fair access to culture and sport	Ensure that all existing services and new developments offered by Arts & Sports for Young People and the Outdoor and Environmental Education teams offer equality of opportunity and fair access	Schools, youth groups, communities and individuals	Staff time	April 2013	<p>Wide range of arts projects for vulnerable young people delivered through County Youth Arts e.g. disability youth iPad orchestra</p> <p>Use of Short Breaks funding to ensure access for 77 children and young people to Saturday morning arts centres</p> <p>66 children and young people with SEND participated in swimming 'bridging clubs'</p>

SERVICE AREA: CULTURAL SERVICES – ARTS & SPORTS DEVELOPMENT
KEY ACTIONS 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1	<p>Increased the participation and involvement in the enjoyment, organisation and development of cultural activities</p> <p>Contributed to improved life chances and achievement by our young people.</p> <p>Increased the opportunities for older people to share existing skills and develop new skills</p> <p>Sought out opportunities to enhance Nottinghamshire as a tourist destination</p>	<p>Develop links with national & regional initiatives to provide increased opportunities e.g. National Campaign for Drawing, Sport Maker</p> <p>Identify and engage with new non sports organisations that can support the increase in participation in sport</p> <p>Support the development of arts opportunities for young people and adults with specific needs</p> <p>Develop the Village Ventures rural touring scheme in line with partner</p>	<p>Independent Arts and Sports organisations, individuals, communities & clubs</p> <p>Sport England</p> <p>Sport England Arts Council</p> <p>County Sport Partnership</p> <p>District & Borough Councils</p> <p>Other NCC departments and services</p>	<p>County Council budgets plus external funding sources including:</p> <p>Sport England</p> <p>Arts Council</p> <p>National Governing Bodies of Sport</p> <p>Corporate Communication Team</p>	2011 - 2014	<p>Promotion of arts for wider creativity in settings including INSET and non arts staff training, together with direct delivery in settings around the County and at Rufford.</p> <p>Supported Arts Mark Gold applications by County schools</p> <p>Developed a successful Arts award pilot for Discover and Explore with Clayfields Secure Unit</p> <p>Further development of the Sports Nottinghamshire Leadership Academy Network to include Platinum Leaders. Regular PL group meetings enable youth consultation and feedback on various projects</p> <p>Successfully delivered Regional Young Ambassador Conference on behalf of Youth Sport Trust which aims to inspire young people to make a difference locally</p> <p>Arts Service Officer is the regional rep of the National Campaign for Drawing. Increased programme of drawing across the County including continuation of the training programme to over 60 non arts professionals to run local Big Draw</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>requirements and promoter needs to provide increased opportunities for local communities to engage with the arts</p> <p>Work with partners to promote the Sports & Arts in Nottinghamshire</p>				<p>Events and Pilot training to Children's Centre Parents to build capacity in centres. Community Big Draw in Hucknall with whole town involvement. Linking Big Draw to Arts Award with secure children's unit. Development of Libraries as Big Draw delivery venues</p> <p>Involved 10,000 people in the Big Draw. Arts Officer ENGAGE East Midlands rep delivering at conference and coordination regional meeting with East Midlands members to support collaborative working</p> <p>Arts Officer appointed as Regional rep and Trustee of Arts Development UK delivered conference sessions on Creative Industry support programmes developed in Nottinghamshire</p> <p>Continuation of partnership with local authorities and Arts Council England in relation to current National Portfolio Funding for rural touring.</p> <p>NCC brokered a partnership of cultural organisations, successful in achieving funding of £1.5m to help develop arts participation in Ashfield / Mansfield and parts of Derbyshire</p> <p>Development of a Creative Programmes with Young People with Special needs including work in all special schools and a programme with Dyslexia Action</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
						<p>Development of Creative Programmes with Older People including artist residencies and staff</p> <p>Development of Creative Programmes with Adults with additional needs including work with MENCAP and an exhibition at Rufford Craft Centre exploring ways in which blind/partially sighted people contribute to visual</p> <p>Over 1,500 people introduced to Golf since April 2013 with 600+ attending weekly structured sessions and over 140 joining clubs</p> <p>A new Mixed Rounders League set up in Rushcliffe with 50 participants</p> <p>New partnership developed with England Handball to increase participation in schools and the community</p> <p>1,300 coaches signed up to database receiving news, job and course information around coaching.</p>
2	<p>Increased volunteering opportunities in the cultural sector</p> <p>Supported communities to develop new 'big society' opportunities to</p>	Work with partners to increase opportunities to volunteer within Sports & Arts including the delivery of the National Sport Maker programme	Independent Arts and Sports organisations, individuals, communities & clubs Sport England Arts Council County Sport Governing	County Council budgets plus external funding sources including: Sport England Arts Council National	2012-14	<p>2,097 Notts volunteers linked to sport makers website</p> <p>Advertised 33 opportunities (inc. the Ashes Test, Commonwealth Games 2014, Race 4 Life and the Milk Race)</p> <p>Worked with Sport Notts to provide welfare provision at School Games Winter and Summer (2,000 young people</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
	<p>improve their local area</p> <p>Worked with partners to improve communities' health and aspirations</p> <p>Ensured equality of opportunity and fair access to culture and sport</p>	<p>within the County</p> <p>Undertake a needs analysis of rural community venues with respect to supporting the development of new creative opportunities responding to local need</p> <p>Research the development needs of the amateur arts sector</p> <p>Review of current on-line resources for the Arts sector and undertake an analysis of new resources needed</p> <p>Increase participation in sport by the promotion or implementation of national and local schemes benefiting health</p>	<p>Partnership District & Borough Councils</p> <p>Other NCC departments and services</p>	<p>Bodies of Sport</p> <p>Corporate Communication Team</p>		<p>plus volunteers)</p> <p>Worked with physiotherapists to provide welfare provision for Midland Games (200+ participants aged 19+ with disabilities)</p> <p>Worked with Active Ashfield to provide welfare provision for Active Ashfield Games (approx 300 young people)</p> <p>Volunteer coordinator workshop; 17 attended.</p> <p>Successfully delivered Regional Young Ambassador Conference on behalf of YST; aim to inspire young people to make a difference locally</p> <p>Developed a programme of support for creative amateur and voluntary groups including training and networking opportunities</p> <p>Rural Touring audience development strategy in place</p> <p>Sports Participation projects set up for juniors and adults with price restraints to ensure value and affordability. Get into Golf and South Notts Rounders League.</p> <p>5 clubs attained National GolfMark (ClubMark) since April 2013</p> <p>Sports Officer continues to be member of national steering group looking at</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		Support the development of arts & sports opportunities for young people and adults with specific needs				safeguarding vulnerable adults in sport
4	<p>Increased the skill levels of the cultural sector</p> <p>Improved the sustainability of the cultural sector</p> <p>Encouraged more visitors to Nottinghamshire</p>	<p>Develop appropriate training and resources for sports tutors, coaches and volunteers and creative businesses and individuals</p> <p>Additionally ensuring the sports and arts sector is clear and confident in safeguarding practice, procedures and responsibilities</p> <p>Work with partners to develop a sustainable future for the Creative Greenhouse Network and Open Studios</p>	<p>Independent Arts and Sports organisations, individuals, communities & clubs</p> <p>Sport England Arts Council</p> <p>County Sport Partnership District & Borough Councils</p> <p>Other NCC departments and services</p>	<p>County Council budgets plus external funding sources including:</p> <p>Sport England Arts Council</p> <p>National Governing Bodies of Sport</p> <p>Corporate Communication Team</p>	2012 - 2014	<p>Developed a youth sports volunteering pathway, which provides training and learning opportunities across the County</p> <p>Earth and Fire International Ceramics Fair delivered in June achieved 99% satisfaction rating with audiences and exhibitors</p> <p>Engagement with approximately 30 NGBs who are encouraged to deliver Coach Education courses</p> <p>Training programme for volunteers in sports clubs</p> <p>Approximately 750 volunteers involved in the Village Ventures programme</p> <p>Membership of the Creative Greenhouse network increased to over 900 members and over 1,000 twitter followers</p> <p>Programme of training sessions and networking events working with partners including Nottingham Trent University, Superfast Broadband Initiative, East Midlands Visual Arts Network and local galleries.</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>Development</p> <p>Work with NGBS to increase the number of training opportunities delivered within Nottinghamshire</p>				<p>County-wide Open Studios event attracting around 5,000 visitors at 34 venues run by volunteers</p> <p>Successfully secured Crafts Council Hothouse Development Scheme for makers working with Nottingham Trent University and Harley Gallery as delivery partners alongside Rufford Craft Centre</p> <p>Over 500 sports coaches attended our coach education courses through 2013</p> <p>30 Coaches were part of our Talented Coaches Programme receiving workshops, mentoring and support with further qualifications. Delivering to approx 1,000 participants</p>
4	<p>Increased the commercial opportunities and income of the County Council</p> <p>Encouraged more visitors to Nottinghamshire</p>	<p>Develop a more effective and fit for purpose web presence which meets the needs of our customers and provides easy access to arts and sporting opportunities</p> <p>Secure additional external funds to support increased Arts & Sports activity within the sector in</p>	<p>Independent Arts and Sports organisations, individuals, communities & clubs</p> <p>Sport England</p> <p>Arts Council</p> <p>County Sport Partnership</p> <p>District & Borough Councils</p> <p>National Governing Bodies of</p>	<p>County Council budgets plus external funding sources including:</p> <p>Sport England</p> <p>Arts Council</p> <p>National Governing Bodies of Sport</p> <p>Corporate Private Sector Partners</p> <p>Communication Team</p>	2012-14	<p>Sports web section updated and streamlined. More on-line opportunities provided</p> <p>Sports Partnership club toolkit updated</p> <p>Active member of the Ashes Legacy to provide guidance on volunteering elements. Assisted with volunteer recruitment and training. Volunteers added to the event experience for spectators – Trent Bridge scored 9.0 on their visitor experience from ECB – volunteers cited as a reason for this</p> <p>Development of use of Eventbrite has seen the increased uptake of training</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>Nottinghamshire</p> <p>Develop the sporting offer at the National Water Sports Centre by securing a sustainable future</p> <p>COMPLETED</p>	<p>Sport</p> <p>Private Sector</p>			<p>and development events. Increasing income and decreasing admin</p>

**SERVICE AREA: ADULT SOCIAL CARE
KEY ACTIONS 2013**

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1	<p>Opportunities for older people to share existing skills and develop new skills</p> <p>Contributed to improved life chances and achievement by our young people</p>	<p>Day Services modernisation programme – to develop modern, multi-purpose day service facilities to improve opportunities for people who attend. Many activities are being integrated across client groups, to allow people more choice of activity and wider social networking. Smaller dedicated day services for older people are being transferred into the larger multi-purpose buildings</p> <p>To increase the number of people with learning disabilities living in their own home or with family</p>	Property Services, Transport	Staff within ASCH&PP	<p>Ongoing review and evaluation of day services</p> <p>Ongoing objective</p>	<p>Work was completed at Middle Street (Beeston), Ashfield Day Service, Newark and Sherwood Day Service and Rushcliffe Day Service, Bingham. All were officially opened in February and March 2013</p> <p>All the required modernisation work has now been completed</p> <p>At the year end 2012/13 74% of people with a learning disability were living in their own home or with a family (70% target) – an increase of 5% on the previous year – and 7% for people with a learning disability in paid employment (10% target)</p>

		<p>To increase the number of people with a learning disability in paid employment</p> <p>To support young carers through development and implementation of Carers' Personal Budgets</p>	CFCS		Ongoing objective	<p>For 2013/14 the targets have not changed and as at the end of September (half way through the reporting year) the figures were 69% living in their own home or with a family and 7% in paid employment</p> <p>In 2012/13 over 170 young carers were given a personal budget and between April and September 2013 150 carers aged under 18 were given personal budgets</p> <p>The number of carers provided with a personal budget has increased year on year</p>
2	Work with partners to improve communities' health and aspirations	<p>Development of Draft Health and Wellbeing Strategy for 2014-16 and public consultation</p> <p>Support of Early Intervention and Prevention services – range of services, provided through a number of statutory and voluntary organisations, to help people over 50 stay safe and independent in their own homes</p>	<p>Public Health, CFCS, Health and Wellbeing Board</p> <p>Wide range of funding partners, including District Councils, Police and Fire and Rescue</p>		Ongoing	<p>Draft strategy has been out to public consultation and revised strategy to be considered at Health and Wellbeing Board in January 2014</p> <p>Early intervention and prevention services are being reviewed and developed e.g. 'First Contact', older people support services, revised home based services and new befriending services</p> <p>The Notts 50+ and Nottsinfo4you websites are updated every six months. The website now works alongside other electronic information systems. All GP surgeries, opticians, dentists, pharmacies, CAB and Customer Service points informed to promote the service</p> <p>Reducing loneliness through joining the Campaign to End Loneliness and by</p>

	Supported communities to develop new 'big society' opportunities to improve their local area	<p>Through Day Services modernisation programme, facilities to be made available to community, voluntary and external organisations at weekends and in evenings maximising the resource available to the local community</p> <p>Continued support and development of micro-providers (small enterprises that provide support or care to people in their own community with five or less full-time equivalent workers - paid or unpaid) to develop a diverse market place for people to have choice in the support they buy (Putting People First programme)</p>	<p>Property Services, Voluntary Sector</p> <p>2 year project with Community Catalysts part of (NAAPS)</p>		<p>Ongoing objective</p> <p>March 2014</p>	<p>ensuring current and new services can identify and respond to the needs of isolated people. We will design a new service model and procure services which will directly address isolation and loneliness by 2015</p> <p>Regular meetings have been held and work streams developed to progress a pilot project. The date for commencement of this is yet to be agreed</p> <p>There have been a total of 266 enquiries from new, developing or established micro-providers. The co-ordinator has met with approximately 185 people to give support and guidance. There are now 61 micro-providers operating across Nottinghamshire and approximately 800+ people using micro-provider services. The project ends in March 2014 and the work of the project will be incorporated by the Joint Commissioning team</p>
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SERVICE AREA: YOUNG PEOPLE'S SERVICES
KEY ACTIONS 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1	Increase participation in Cultural activities	Establish and maintain annual music festivals in all the districts	Young People's Service, Libraries, County Youth Arts (Arts Sports)	Staff from all partners, use of premises, Youth Service budgets	Ongoing.	Music festivals completed in Ashfield Bassetlaw, Broxtowe, Gedling, Mansfield, Newark & Sherwood, and Rushcliffe during 2013
1, 2 & 3	Increase participation in cultural activities and have fun Improve participation in cultural life Supporting environmental sustainability	Increase positive use of Bestwood Country Park by young people through joint provision of activities and work with young people discouraging negative behaviour	Youth Service & Country Parks	Staff from both services, mobile youth work units.	Ongoing.	The Gedling mobile has continued to expand the developing provision in Bestwood Country Park. This is focussed upon Friday evenings and Saturday day (am/pm) The Young People's Service continues to support the work of the Bestwood Development Group. In addition Play events have taken place at Rufford Park
1 & 3	Create opportunities for young people to learn new skills, enjoy and participate in culture and have fun	Groups of young people from the youth service participate in the annual Shadow overnight orienteering exercise in Sherwood Forest Youth Service staff provide	Youth Service and Outdoor and Environmental Education team	Youth Service staff, mobile youth units, Outdoor and Environmental Education team	October 2012	28 teams from Youth Service entered in the Shadow event on 12 October 2013 4 "incidents" run by Youth Service staff at event on 12 October 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>activities for young people to participate in</p> <p>Young people to learn new skills such as orienteering and have fun</p>				
1	Increase participation in cultural activities, young people learn new skills and have fun	<p>Prepare and encourage young people to take part in annual Showcase performing arts event</p> <p>Young people learn new skills in areas such as dance, drama, music etc.</p>	Youth Service and County Youth Arts team (Cultural and Enrichment Services)	<p>Youth Service staff and premises</p> <p>County Youth Arts resources</p>	February 2013	<p>Young people from the Young People's Service Disability Support team, the Looked After Children team, Gedling District team and Newark & Sherwood District team performed at the Showcase event in February 2013.</p> <p>Subsequently young people from 4 young people's service teams have appeared in mini-showcases which precede the 2014 main Showcase event in February 2014</p>

SERVICE AREA: LOCALISM AND PARTNERSHIPS
KEY ACTIONS 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
4	Enhance Nottinghamshire as a tourist destination	<p>Financial contribution to the operating costs of Experience Nottinghamshire, managed through a Service Level Agreement</p> <p>Support Experience Nottinghamshire's marketing campaigns</p> <p>Support development of a Nottinghamshire 'Destination Management Plan'</p> <p>Work with Borough and District Council partners to secure capital investment in tourist attractions in the County – namely the National Civil War Centre in Newark and proposed Pilgrim</p>	<p>Experience Nottinghamshire</p> <p>Borough and District Councils</p>	<p>£218,000/yr</p> <p>Reducing to £118,000 per year from September 2014</p> <p>Group Manager, Corporate Strategy time & Economic Development officer time</p>	<p>Ongoing</p> <p>SLA to be reviewed Q4 2013-14. Currently expires March 2015</p>	<p>New marketing campaigns have been launched across the UK utilising RGF funds from Visit England</p> <p>SLA review required due to proposed reduction in funding</p> <p>National Civil War Centre on track to open in 2015</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		Fathers attraction in Bassetlaw				
4	Stronger market towns	<p>Promote market towns as a key element of the Nottinghamshire visitor economy</p> <p>Work with Districts and Experience Nottinghamshire to secure capital investment in businesses in market towns</p> <p>Explore scope for linkages to D2N2 LEP work on food and drink</p>	District and Town Councils	TBC	<p>Colliers commissioned to undertake review of visitor assets across D2N2. Will inform development of Notts Destination Management Plan by April 2014</p>	<p>Council approval for new economic development capital funding will enable greater investment in market towns from 2014-15 onwards, with clearer focus on economic impact and benefit</p> <p>D2N2 food and drink strategy will be completed by Q4 2013-14</p> <p>Work with BIDs in Mansfield/ Beeston ongoing</p>
1 & 2	<p>Contribute to improved life chances and achievement by our young people</p> <p>Work with partners to improve communities' health and aspirations</p>	<p>Theatre in Education Approaches</p> <p>Support for Pintsize Theatre Company, via their membership on the Youth Crime Prevention Advisory Group (YCPAG), which enables them to network and</p>	<p>Pintsize Theatre Company</p> <p>Nottingham Playhouse</p>	<p>Community Safety Officer time</p> <p>Community Safety Officer time</p>	<p>Mar 2012 and ongoing</p> <p>Mar 2012 and ongoing</p>	<p>Pintsize have continued to successfully access funding to continue to deliver to schools across the Partnership Plus Areas and continue to send regular up-dates to all YCPAG members</p> <p>Nottingham Playhouse continue to promote their work with schools via the YCPAG and have successfully hosted several of the YCPAG meetings at the Nottingham Playhouse Theatre venue. They also invited all YCPAG members to attend a special viewing of the play at the Playhouse venue</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>promote their work with other key community safety providers and to target activity across the fifteen priority areas</p> <p>Support for the Nottingham Playhouse Roundabout Education in schools programme. Support the Playhouse to pilot the "Worm Collector" Knife Crime and Relationships play with County schools</p>				
1 & 2	<p>Contribute to improved life chances and achievement by our young people</p> <p>Work with partners to improve communities' health and aspirations</p>	<p>"I Pledge" Project with the National Centre for Citizenship and Law:</p> <p>"I Pledge" Youth Crime Prevention Programme was successfully delivered to 19 targeted primary</p>	<p>National Centre for Citizenship and Law/Galleries of Justice</p> <p>Experian</p> <p>Shine Media</p> <p>NFRS</p>	25K 2012-2013 Community Safety Officer time	Summer 2013 and hopefully ongoing	<p>"I Pledge" has been able to demonstrate and evidence improved outcomes on an annual basis. In a recent Ofsted report for one of the participating schools it stated that "opportunities abound, and combine with strong promotion of pupil's spiritual, social and moral development". Funding has been approved by Community Safety Committee for a programme to run in 2012/13</p>

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		<p>schools across Nottinghamshire County from January 2011 to July 2011. Approximately 1,000 year 5 & 6 pupils, accompanied by teachers and parents, have participated. Alongside the National Centre for Citizenship & the Law and Nottinghamshire County Council, "I Pledge" has been supported by a range of partners including; Experian, Shine Media, Nottinghamshire Police and Nottinghamshire Fire & Rescue Service</p> <p>Based on the successful evaluation of the above programme funding has been made available to sustain the</p>				

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
		existing programme and to ensure delivery to further a targeted primary schools across the 15 priority areas from Jan 2013 – July 2013				

SERVICE AREA: CONSERVATION - POLICY, PLANNING AND CORPORATE SERVICES
KEY ACTIONS 2013

THEME	OUTCOME	ACTION	PARTNERS	RESOURCES AND COSTS	COMPLETE BY	PROGRESS UPDATE
1, 4	Heritage led Tourism and Regeneration	Support and advise partnerships in identifying heritage tourism and regeneration opportunities, projects and potential funding streams	Museums, Libraries, Districts, Experience Notts	Staff time, Historic Environment Record	2013 and ongoing	Supporting the Sherwood Forest Regional Park partnership, linking in with Experience Nottinghamshire and other economic development partners Appointment of heritage tourism officer
2	<p>Increased volunteering opportunities in the cultural sector</p> <p>Supported communities to develop new 'big society' opportunities to improve their local area</p> <p>Worked with partners to improve communities' health & aspirations</p>	Continue to deliver Trent Vale Landscape Partnership HLF scheme; develop new Landscape Partnership and community heritage projects	C&RT, RSPB, Lincs CC, NWT, LIS	Staff time	2013 and ongoing	<p>Trent Vale Landscape Partnership programme now in final year of delivery. Volunteer engagement targets already exceeded.</p> <p>New Landscape Partnership projects under development for Sherwood, Humberhead Levels and a second phase of Trent Vale.</p> <p>A full programme of LIS heritage and conservation projects being developed and delivered with local communities.</p> <p>Sherwood LPS bid unsuccessful October 2013 but partners have been invited to apply again in May 2014</p>

3	Responded to the needs of Nottinghamshire's natural and historic environment to ensure it is conserved and managed in a sustainable manner	Maintain the County Heritage At Risk register and action plan for conserving priority assets at risk	English Heritage, HLF, NCC LIS, NBPT	LIS budget for 2012/13	Ongoing	Heritage at Risk in Nottinghamshire is subject of a future report to Culture Committee. The LIS programme is supporting a range of projects to conserve heritage assets at risk across the County
1, 3	Create new opportunities to engage	Maintain and develop the County Historic Environment Record. Improve public accessibility of and input into the record	English Heritage, TTS,	Staff time	Ongoing	Discussions with District & Borough Councils regarding future partnership support for the county Historic Environment Record
3	Responded to the needs of Nottinghamshire's natural and historic environment to ensure it is conserved and managed in a sustainable manner.	Ensure that the Biodiversity Duty (NERC Act 2006) is considered during the day-to-day operation of the authority, and during the development and implementation of plans and projects. Develop a heritage strategy for NCC owned heritage assets. Complete Rufford Abbey CMP and guide/input into	Other service areas within NCC , English Heritage, District and Borough Councils	Staff time	Ongoing	A Local Nature Partnership for Lowland Derbyshire and Nottinghamshire now established and formally recognised by Government. Work underway to complete the Rufford Abbey CMP and development of the Master Plan. Support also provided to the Bestwood Development Group

		disposal and acquisition decisions for heritage assets				
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**REPORT OF THE SERVICE DIRECTOR FOR YOUTH, FAMILIES AND
CULTURE****CULTURAL SERVICES STRATEGIC EVENTS PROGRAMME 2014****Purpose of the Report**

1. To update Members on scheduled strategic events across the Libraries, Archives and Information Service, the Country Parks and Green Estate Service and the Arts and Sports Service.

Information and Advice

2. A range of affordable and accessible events are provided for residents and visitors to Nottinghamshire and are a key part of the Council's Cultural Strategy.
3. Events are a key way of Cultural Services engaging with their customers and the wider community.
4. Key strategic events are listed in **Appendix 1** for 2014.
5. Many smaller events are delivered throughout the year and are advertised at individual sites, via the Council's web site and the regular 'What's on' publication produced by the County Council.

Other Options Considered

6. The report is for noting only.

Reason/s for Recommendation/s

7. The report is for noting only.

Statutory and Policy Implications

8. 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

9. The events programme aims to offer customers a range of opportunities to enjoy and learn from the range of Cultural services and assets provided by the Council.

Financial Implications

10. The programme is funded within the revenue budgets allocated, including a number of services' income targets.

Public Sector Equality Duty Implications

11. Each programme considers equalities in the creation and delivery of the event. This includes timing, access, location, communications and pricing.

Implications for Sustainability and the Environment

12. All events aim to exploit existing resources and limit negative environmental impacts in line with County Council policy.

RECOMMENDATION/S

- 1) That the scheduled strategic events across the Libraries, Archives and Information Service, the Country Parks and Green Estate Service and the Arts and Sports Service for 2014 be noted.

Derek Higton
Service Director, Youth, Families and Culture

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Constitutional Comments

13. As this report is for noting only, no Constitutional comments are required.

Financial Comments (KLA 17/01/14)

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

Background Papers and Published Documents

Cultural Strategy for Nottinghamshire - Nottinghamshire County Council, December 2011

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

Electoral Division(s) and Member(s) Affected

All.

C0349

STRATEGIC EVENTS 2014

JANUARY***January - March*****Library Events and Exhibitions**

A continuing programme of events and exhibitions at Worksop, Mansfield and West Bridgford Libraries. Highlights include Poetry with Mark Gwynne Jones at West Bridgford Library on 26 March and a series of film screenings at Mansfield Library

January - June**Rufford Craft Centre Programme of Public Creative Workshops and Family Learning**

nottinghamshire.gov.uk/ruffordcraftcentre

January - June

Village Ventures - programme of live performances in village and community halls across the County

www.villageventures.org.uk

20 January**Nottinghamshire Sports Awards**

East Midlands Conference Centre

FEBRUARY***February - May*****Special Schools and artists**

Artists in residence in most special schools across Nottinghamshire, culminating in a celebration event at Rufford Craft Centre in June 2014

February - May**Jazz Steps Live in the Libraries Programme**

A continuing series of monthly live jazz events touring three Nottinghamshire Libraries: Mansfield, Worksop and Southwell. In collaboration with Jazzhouse

February - July/August**Notts Young Coaches Academy**

Optional training strand for Gold Leaders, focused on developing their coaching skills (1 of only 8 pilots in the country)

Sunday 2 February**Rufford Gallery Exhibition**

Preview 2-4pm Extracts & Creativity

Tuesday 4-Sunday 23 February

8 February**National Libraries Day**

A series of events across the County in the week leading up to National Libraries Day

w/c 10 February

Step into Sport Training Camp

Training opportunity for disabled young leaders and those wanting to volunteer within disability sport. Pathway to National SiS Camp

17 - 23 February

Laugh Out Loud Week

Jonathan Meres at Mansfield Library

John Dougherty at Worksop and West Bridgford Libraries

Babbling Vagabonds at Stapleford Library (ages 4+)

'Joke Buster' sessions at Retford, Southwell, Arnold, Beeston, Sutton and Kirkby libraries – a 90 minute drop-in session to include Joke Hunt with prize, funny face craft and collecting jokes for inclusion in our Giant Nottinghamshire Libraries Joke Book

28 February

School Games – Winter Edition

Over 100 young volunteers recruited, trained and deployed to support this event.

MARCH

March/April

Family Learning Art workshops

at Libraries around the County leading to a touring installation at the 3 new Libraries

Sunday 9 March

Rufford Gallery Exhibition

Preview 2-4pm: A Lover of Pots – The John O'Meara Collection

Continues Tuesday 11 March to Monday 21 April

APRIL

April - June

Events and Exhibitions

A continuing programme of events and exhibitions at Worksop, Mansfield and West Bridgford Libraries. Highlights include celebration of the East Midlands Book Award and a programme of Songs and Scones at Worksop Library

Easter Holidays

Nottinghamshire Leadership Academy Follow-up Session

with 2013-14 cohort of Gold Leaders to track progress and offer additional training.

23 April

World Book Night

Nottinghamshire Libraries act as pick up points for World Book Night book givers and put on events in celebration

26 & 27 April

Grand Historical & Vintage Bazaar

A historical re-enactment fair – bring, buy or swap costumes, collectables and real or replica equipment. Special event parking £5 charge applies

MAY

Sunday 4 May

Rufford Gallery Exhibition

Preview 2-4pm Bringing Artists into View Open Studios Notts

Continues until Sunday 8 June

11 May

The Great Nottinghamshire Local History Fair

at Mansfield Library

JUNE

Friday 20 - Sunday 22 June

Earth & Fire Ceramics Festival at Rufford Abbey

A major showcase for local, national and international ceramics. Free admission.

Special event parking charge £5 applies

Friday 20 June

Rufford Gallery Exhibition

Indian Inspiration - Pollie and Garry Uttley, opens with Earth & Fire Ceramic Festival

Continues until Sunday 27 July

28 & 29 June

'Britain at War 1914-18'

A Trent to Trenches WW1 centenary weekend. Large scale re-enactment portraying Britain during World War One. Free entry. Special event parking £5 charge applies

30 June - 4 July

National Bookstart Week

Stories, rhymes and fun activities for pre-school children and their families

30 June - 4 July

National Children's Book Week

Events and activities across the County to celebrate and encourage children to read for pleasure

JULY

Southwell Library Poetry Festival

July - September

Summer Reading Challenge

Launch on 19 July of Mythical Maze

July - October

Events and Exhibitions

A continuing programme of events and exhibitions at Worksop, Mansfield and West Bridgford Libraries

July - December

Rufford Craft Centre Programme of Public Creative Workshops and Family Learning

nottinghamshire.gov.uk/ruffordcraftcentre

4 July

School Games – Summer Edition

Over 100 young volunteers recruited, trained and deployed to support this event

9 - 13 July

India vs England Test Match @ Trent Bridge

Will be supported by young volunteers from the Notts Leadership Academy

15 July

Make History Happen! Youth Heritage Conference

at Wollaton Hall

AUGUST

Nottinghamshire Leadership Camp 2014

2 day training camp for the most talented and promising young coaches/leaders and volunteers from across the County. Launches the new cohort of Gold Leaders, supported by Platinum Leaders

4 - 10 August

The 30th Annual Robin Hood Festival

Sunday 9 August

Rufford Gallery Exhibition

Preview 2-4pm exhibition details tbc

Continues until Sunday 21 September

SEPTEMBER

Gold and Platinum Leader Graduation

Celebration event for the 2013-14 Gold & Platinum Leaders and to announce the 2014-15 cohort of Gold & Platinum Leaders

6 - 7 September

WWI event

promoting County and City activities within the Trent to Trenches event programme (to be organised by John Cotterill)

Sunday 7 September

Steam Heritage Weekend at the Winding Engine House

13 & 14 September

Major Oak Woodland Festival (new event)

27 - 28 September

1940s Weekend “On the Home Front”

Large scale historical re-enactment of Britain in its “Finest Hour”. Free entry.

Special event parking £5 charge applies.

OCTOBER

Summer Reading Challenge celebration event

Booker Prize Events

Every Picture Tells A Story

Series of events in level 1 libraries

Big Draw

International Framework through Campaign for Drawing arts service facilitate and support drawing events across the County and at Rufford Craft Centre. Linked to WW1 centenary. Further details will be circulated/ on web nearer the time.

4 & 5 October

'Sherwood Through the Ages'

Multi-period living history event

Sunday 5 October

Rufford Gallery Exhibition

Preview 2-4pm WW1 exhibition and Big Draw Activity

Continues until 16 November

NOVEMBER

Readers' Day

Gold Young Ambassador Training

1 day training session for inspirational young leaders to become Ambassadors for Sport. Session to be led by Platinum Leaders from Notts Leadership Academy Network

November – December

Events and Exhibitions

A continuing programme of events and exhibitions at Worksop, Mansfield and West Bridgford Libraries

Sunday 30 November

Rufford Gallery

Preview 2-4pm

Christmas Art & Crafts Selling Show continues to 4 January 2015

DECEMBER

Christmas Entertainments (format yet to be determined)

ALL YEAR EVENTS

A programme of Big Draw training

with both arts and non arts professionals runs throughout the year, feeding into the events in October across the County

A programme of training for sports coaches, clubs and volunteers

runs throughout the year

Creative Greenhouse Programme of Events

www.creativegreenhouse.org.uk

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**FEES AND CHARGES 2014/15 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 2014/15.

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.

Current position

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

9. The budgeted level of income scheduled for 2013/14 amounts to £303,000 and is currently projected to be on target.
10. Overall fees and charges are now in the upper quartile compared with other authorities and thus significant changes are not appropriate.
11. The decline of borrowing for music CDs has been dramatic over the last five years. No new music CDs have been purchased since April 2011 and it is proposed to withdraw the remaining collections in April 2014

Proposals

12. In consequence the following changes to the charging regime for the service are proposed for 2014/15:

Libraries:

- withdraw the rate for music CD hire
- minor changes to meeting room and gallery hire rates
- introduction of a hire rate for display walls in small libraries.

Archives:

- no changes are proposed.

Other Options Considered

13. 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

14. 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 cost in line with its position and overall Council policy.

Statutory and Policy Implications

15. 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

16. 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 proposed fees and charges set out in **Appendices 1 and 2** are approved for 2014/15, with implementation from Monday 7 April 2014.

Derek Higton
Service Director, Youth, Families and Culture

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Constitutional Comments (LM 09/01/13)

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

Financial Comments (KA10/01/13)

18. The financial implications of the report are set out in paragraph 16 above

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

C0351

PUBLIC LIBRARIES FEES AND CHARGES 2014/15 proposals

Item	Concessions	Charge 2013/14	Charge 2014/15
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	£1.00 per week	N/A
Spoken Word	Children/Young Adult 0-19, over 60s, visually impaired and Homebound no charge	£1.00 per week	£1.00 per wee
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
BL/ILL 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 – black and white	No concessions	10p (A4) 20p (A3)	10p (A4) 20p (A3)
Photocopying - colour	No concessions	£50p (A4) £1.00 (A3)	£50p (A4) £1.00 (A3)
Printing – black and white	No concessions	20p (A4) 40p (A3)	20p (A4) 40p (A3)
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	2013/14	2014/15
The Auditorium	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £250 Community groups, NCC and non profit: £200</p> <p>Evening rate Sat/Sun 5.30 – 10pm: Commercial: £350 Community groups, NCC and non profit: £300</p> <p>Hourly rate (max 4 hours): Commercial: £40 Community groups, NCC and non profit: £30</p>	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £250 Community groups, NCC and non profit: £200</p> <p>Evening rate Sat/Sun 5.30 – 10pm: Commercial: £350 Community groups, NCC and non profit: £300</p> <p>Hourly rate (max 4 hours): Commercial: £40 Community groups, NCC and non profit: £30</p>
The Meeting Place	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £140 Community groups, NCC and non profit: £100</p> <p>Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space</p> <p>Hourly rate (max 4 hours): Commercial: £30 Community groups, NCC and non profit: £20</p>	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £140 Community groups, NCC and non profit: £100</p> <p>Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space</p> <p>Hourly rate (max 4 hours): Commercial: £30 Community groups, NCC and non profit: £20</p>
Studio Floor	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £200 Community groups, NCC and non profit: £150</p> <p>Evening rate Sat/Sun 5.30 – 10pm:</p>	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £200 Community groups, NCC and non profit: £150</p> <p>Evening rate Sat/Sun 5.30 – 10pm:</p>

	Commercial: £300 Community groups, NCC and non profit: £250 Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non profit: £25	Commercial: £300 Community groups, NCC and non profit: £250 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: £20 Community groups, NCC and non profit: £15
The Box	Hourly rate Commercial: £20 Community groups, NCC and non profit: £15	Hourly rate Commercial: £20 Community groups, NCC and non profit: £15
The Discovery Room	N/A	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
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

Tea and coffee	£1 per person	Now provided via cafe
Tea, coffee and biscuits	£1.50 per person	Now provided via cafe

For all meeting room hire outside of library opening hours, a minimum surcharge of £25 may be applied to cover caretaking and staff costs.

1.2 West Bridgford Library

Room	2013/14	2014/15
Cedar and Pine Community Meeting rooms	Hourly rate Commercial: £30 Community groups, NCC and non profit: £20	Hourly rate Commercial: £30 Community groups, NCC and non profit: £20

For meeting room hire outside of library opening hours, a minimum surcharge of £25 may be applied to cover caretaking and staff costs.

1.3 Worksof Library

Room	Hourly Charge 2013/14	Hourly Charge 2014/15
Conference Suite	Commercial: £25 Community groups, NCC and non profit: 50% discount	Commercial: £25 Community groups, NCC and non profit: 50% discount
Meeting Place 1 or 2	Commercial: £16 Community groups, NCC and non profit: 50% discount	Commercial: £16 Community groups, NCC and non profit: 50% discount
The Zone	Commercial: £20 Community groups, NCC and non profit: 50% discount	Commercial: £20 Community groups, NCC and non profit: 50% discount

For all meeting room hire outside of library opening hours, a minimum surcharge of £25 may be applied to cover caretaking and staff costs.

2 Library Meeting Rooms

Library	Hourly Charge 2013/14	Hourly Charge 2014/15
Arnold Beeston (Rooms 1 & 2) Eastwood Hucknall Kirkby-in-Ashfield Mansfield Woodhouse Ollerton Retford Southwell Stapleford Sutton in Ashfield	Commercial: £16 Community groups, NCC and non profit: 50% discount	Commercial: £16 Community groups, NCC and non profit: 50% discount
Sutton-in-Ashfield Auditorium	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 £25 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	2013/14	2014/15
Southwell – main library space	Commercial: £20 an hour Community groups, NCC and non profit: 50% discount	Commercial: £20 an hour Community groups, NCC and non profit: 50% discount
Other library buildings subject to facilities, space and staffing	Commercial: £16 an hour 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 £25 may be applied to cover caretaking and staff costs.

5 Hire of Gallery and Exhibition Spaces

5.1 Gallery Spaces

Library	Charge 2013/14	Charge 2014/15
Mansfield Central	<p>Six weeks full gallery hire - £200: non-profit £100</p> <p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>	<p>Six weeks full gallery hire - £200: non-profit £100</p> <p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>
West Bridgford	<p>Six weeks full gallery hire - £200: non-profit £100</p> <p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>	<p>Six weeks full gallery hire - £250: non-profit £125</p> <p>Three weeks full gallery hire - £140: non-profit £70</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>
Worksop	<p>Six weeks full gallery hire - £300: non-profit £150</p> <p>Three weeks full gallery hire - £160: non-profit £80</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>	<p>Six weeks full gallery hire - £250: non-profit £125</p> <p>Three weeks full gallery hire - £140: non-profit £70</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>

Exhibition Spaces

a. Exhibition Spaces

Arnold	<p>Six weeks full gallery hire - £150: non-profit £75</p> <p>Three weeks full gallery hire - £80: non-profit £40</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>	<p>Six weeks full gallery hire - £150: non-profit £75</p> <p>Three weeks full gallery hire - £80: non-profit £40</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>
Beeston	<p>Six weeks full gallery hire - £200: non-profit £100</p> <p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>	<p>Six weeks full gallery hire - £150: non-profit £75</p> <p>Three weeks full gallery hire - £80: non-profit £40</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>
Retford	N/A	<p>Six weeks full gallery hire - £100: non-profit £50</p> <p>Three weeks full gallery hire - £60: non-profit £30</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>

b. Display Walls (smaller libraries)

£ 30 per 3 weeks and appropriate administration and insurance costs

ARCHIVES FEES AND CHARGES 2014/15 proposals

	<u>2013/14</u>		<u>2014/15</u>
SELF SERVICE PHOTOCOPYING			
Black and white (A4)	£0.10		£0.10
Black and white (A3)	£0.20		£0.20
Colour (A4)	£0.50		£0.50
Colour (A3)	£1.00		£1.00
COMPUTER PRINTOUTS			
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
PHOTOCOPYING (BY STAFF)			
Photocopying, A4 and A3 (by staff)	£ 0.70	<i>Handling & Postage Additional £2.00</i>	£ 0.70
Premium Service (same day by staff)	£ 1.20		£ 1.20
Depositor's (initial copy) free: subsequent copies	£ 0.20		£ 0.20
(Microfiche) Reader-Printer Copies: Self-service	£ 0.60		£ 0.60
Staff	£ 1.20		£ 1.20
Photocopies, A4 and A3 of original Archdeaconry wills	£ 1.20		£ 1.20
PHOTOGRAPHY			
Digital Image	£ 7.00	<i>Handling & Postage Additional £3.00</i>	£ 7.00
Image on CD	£ 9.00		£ 9.00
Each additional image on CD	£ 6.00		£ 6.00
Image on plain paper A4	£ 7.50		£ 7.50
Image on plain paper A3	£ 8.00		£ 8.00
Image on glossy photographic paper A4	£ 9.00	<i>Handling & Postage Additional £3.00</i>	£ 9.00
Image on glossy photographic paper A3	£ 10.00		£ 10.00
Additional charge for image manipulation (for up to ½ hours work)	£ 10.00		£ 10.00
	<u>2013/14</u>		<u>2014/15</u>

Commercial photography and bulk orders – quote given on request

Own camera photographs	£ 0.50	<i>per frame</i>	£ 0.50
	£ 10.00	<i>per day</i>	£ 10.00

FAX COPIES (at discretion)

UK per page	£ 0.50	£ 0.50
International per page	£ 1.00	£ 1.00

CERTIFIED COPIES

Anglican & Non conformist Christenings, Burials and pre 1837 Marriages	£ 9.00	<i>Handling & Postage Additional £2.00</i>	£ 9.00	<i>Handling & Postage Additional £2.00</i>
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	

SEARCHES

Research fee (per hour or part thereof)	£ 25.00	£ 25.00
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LUNCHTIME TALKS – including coffee & biscuits	£ 4.00	£ 4.00
Other events individually priced		

MICROFICHE CHARGES

Charge to public customers from existing master fiche	£ 2.50	<i>Plus £7.00 handling charge</i>	£ 2.50	<i>Plus £7.00 handling charge</i>
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	
Charge to NFHS (parish register loans)	£ 0.70		£ 0.70	

2013/14

2014/15

REPRODUCTION FEES

Local non-profit making organisations e.g. local history societies & NCC	FREE	FREE
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	£ 90.00	£ 90.00
: right to reproduce stills	£ 30.00	£ 30.00
CD ROM/Computer Software		
- commercial including print agreement	£ 60.00	£ 60.00
- educational interpretive		
- without print agreement	£ 15.00	£ 15.00
- with print agreement	£ 60.00	£ 60.00
Internet – single item	£ 60.00	£ 60.00

RECORD AGENT

REGISTRATION FEE – per year	£ 35.00	£ 35.00
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MEETINGS ROOM HIRE (½ day charges)

Concessionary Rate (if member of Archives staff involved)	£ 40.00	<i>Weekdays</i>	
	£ 55.00	<i>Saturday/</i>	
		<i>Sunday</i>	£ 40.00
			£ 55.00
Standard Rate	£ 55.00	<i>Weekdays</i>	
	£ 80.00	<i>Saturday/</i>	
		<i>Sunday</i>	£ 55.00
			£ 80.00

Refreshment facilities	£ 10.00	£ 10.00
Or Tea/Coffee and biscuits per person	£ 1.20	£ 1.20

Audio-visual equipment (flat rate)	£ 5.00	£ 5.00
	<u>2013/14</u>	<u>2014/15</u>

GROUP VISITS/TALKS

Introduction to Nottinghamshire Archives

Day or Evening -1 hour	£ 40.00	£ 40.00
Day or Evening -1½ hours	£ 45.00	£ 45.00

Curriculum related study session

3 hours	£100.00	£100.00
6 hours	£175.00	£175.00

Outside talks about Nottinghamshire Archives	£ 55.00 <i>plus</i> <i>travel</i>	£ 55.00 <i>plus</i> <i>travel</i>
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REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES & CULTURE**NOTTINGHAMSHIRE LIBRARIES, ARCHIVES AND INFORMATION STOCK
MANAGEMENT POLICY 2014-18****Purpose of the Report**

1. To seek approval for the introduction of a new Stock Management Policy 2014-18, attached as **Appendix 1**, to take effect from April 2014.

Information and Advice

2. The previous Stock Management Policy was written in 2002 and has not been substantially reviewed since then. There have been several changes in the intervening years affecting both the public library service and the publishing and stock supply industry that make the existing document out of date.
3. The national and local context within which libraries operate has changed and needs to be reflected in the new policy:
 - the legislative framework within which the libraries operate has been added to the policy document
 - corporate objectives, policies and priorities have changed as detailed in the 10 year Strategy for Libraries approved in 2010
 - nationally, a new Universal Offer for public library services has been published by the Society of Chief Librarians based on four key areas of service: Reading, Information, Health and Digital.
4. Resources for library stock have been significantly reduced in recent years, which means that the current approach to rational and proportionate allocation of stock needs to be revised and documented.
5. More effective methods of stock management and distribution are now employed, including:
 - a well-established concept of “county” stock rather than ownership by individual libraries
 - library bandings by size have been modified.
 - stock is now categorised in all libraries based on a County-wide standard.

6. Stock formats available to library customers and demand for them has changed in recent years:
- demand for music on compact disc has declined rapidly as other digital media have become available
 - customer demand for electronic resources has become a major growth area, and the service has responded by introducing e-books, e-magazines and e-audio books
 - the number of special collections has increased and improved to meet the needs of identified groups in the community. These include:
 - Books on Prescription (to address mental health needs)
 - Dementia Collection
 - Parents & Carers, Adoption & Fostering Collections
 - Enhancement of stock in community languages to meet changing populations
7. There is now a well established Donations Policy.

Other Options Considered

8. The existing policy document is out of date and is not suitable as a guide to or statement of proposed practice in Libraries.
9. A survey was conducted of other library authorities in the East Midlands, and their policies were consulted in the drafting of the current document.

Statutory and Policy Implications

10. 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.

RECOMMENDATION/S

- 1) That the introduction of the new Stock Management Policy 2014-18, attached as **Appendix 1**, be approved to take effect from April 2014.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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Principal Librarian: Resources
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Constitutional Comments (LM 10/01/14)

11. The Culture Committee has delegated authority to approve the recommendations in the report.

Financial Comments (KLA 10/01/14)

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

Background Papers and Published Documents

New Library Donations Policy – report to County Council on 27 January 2011

Society of Chief Librarians 'National Offer':

<http://www.goscl.com/libraries-of-the-21st-century-scl-launches-four-national-offers-for-public-libraries/>

A Strategy for Nottinghamshire's Libraries (December 2012)

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

Electoral Division(s) and Member(s) Affected

All.

C0354

DRAFT

Nottinghamshire Libraries, Archives and Information Services

Stock Management Policy

2014-2018

Contents

- 1. Legislative Framework**
- 2. Corporate Objectives, Policies and Priorities**
- 3. Library Service Objectives**
- 4. Customer Profile**
- 5. Stock Procurement**
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- 7. Acquisition**
- 8. Stock Selection**
- 9. Special Collections**
- 10. Management and Maintenance**
- 11. Stock Promotion**
- 12. Training**

1. Legislative Framework

Libraries in the United Kingdom provide for the social, cultural and intellectual needs of all its citizens. As such, the provision of books and other resources which enable individuals and groups to flourish and grow is underpinned by a framework of national policies and guidelines.

“Libraries provide a popular and heavily used service for everyone, allowing unbiased and unparalleled access to the world’s knowledge” (CILIP 2009)

The Public Library and Museums Act 1964, Section 7 states that:

“It shall be the duty of every library authority to provide a comprehensive and efficient library service for all persons desiring to make use thereof...”

Our service operates within national legislative boundaries including:

- Public Libraries and Museums Act 1964
- Data Protection Act 1998
- Copyright, Design and Patents Act 1988
- Freedom of Information Act 2000
- Equalities Act 2010
- Human Rights Act 1998
- Video Recordings Act 1984
- MLA Guidelines on the Management of Controversial Materials in Public Libraries 2007

2. Corporate Objectives, Policies and Priorities

In its strategic plan “One Council”, Nottinghamshire County Council has identified five priority areas which it seeks to address in both the immediate and medium term future. These are:-

- Aspiration
- Economic Prosperity
- A Safer Place
- Good Quality Affordable Services
- Financially Robust

The Library Service contributes to all five of these policy areas, with its multimedia stock of over one million items forming an integral part of this.

For that contribution to be maximised, the stock must be properly managed. To do this we need to ensure that there are sufficient resources available in order to deliver an effective service, and that library users are able to access the type of materials they require. This provision must take into account the diversity of public expectations on one hand, balanced against the constraints of library budgets on the other.

This document sets out the stock management policy for the County Library Service. Its content reflects the authority's corporate policies and constitutes a practical working tool to be used in the day to day operation of the Library Service.

3. Library Service Objectives

3.1 Our Vision

In Nottinghamshire the Libraries, Archives and Information Service seeks to be “at the heart of Nottinghamshire communities and community life”. To achieve this we aim to:

- **Inspire** the enjoyment of books and reading
- **Create** knowledge through access to learning opportunities, information and the provision of a continuing record of local heritage and community life.
- **Stimulate** and encourage cultural activities.
- **Offer** excellent and inclusive customer service for all every time

3.2 Universal Offers

Nottinghamshire Libraries are committed to supporting the four key areas of service identified by the Society of Chief Librarians and partners in January 2013 which today's users regard as integral to public libraries. These are:

- Health
- Reading
- Information
- Digital

3.3 Our Aims

Through our provision of library resources we aim to:

- Promote literacy and knowledge
- Encourage reading for enjoyment
- Meet the information needs of individuals, groups and organisations
- Encourage life-long learning and personal development
- Meet the needs of specific user groups with unique requirements, including those with disabilities, older people, the unemployed and the housebound
- Encourage participation in the community and foster community identity
- Embrace the concept of intellectual freedom by making available material expressing a wide range of ideas
- Promote an awareness of Nottinghamshire's history and heritage
- Support the economic life of the community
- Reflect the positive values of a multicultural society
- Offer value for money

3.4 County Stock

Underpinning the entire policy is the concept of County Stock. Whilst the Library Service is divided into levels for administrative purposes, the collective stock constitutes a countywide resource and does not belong to any one library. This is of fundamental importance. People live in different areas of the county served by libraries of different

types and sizes. The provision of a computerised catalogue and library network ensures that everyone has access to the whole county stock. This widens customer choice, ensures optimum use of the bookfund and demonstrates value for money.

3.5 County Libraries

Nottinghamshire's 60 static and 3 mobile libraries have been grouped into 4 levels based on their catchment populations, range of provision and services offered, and the level of business transacted through them. By doing this the Service is able to both:-

- Compare the performance of similar libraries and
- Take account of and reflect the needs of individual communities.

3.5.1 Library Banding

The allocation of libraries to the 4 levels is as follows:

Level 1

West Bridgford, Newark, Arnold, Mansfield, Beeston, Retford, Worksop, Sutton in Ashfield, Bingham, Southwell, Hucknall, Kirkby in Ashfield.

Level 2

Stapleford, Eastwood, Carlton, Keyworth, Mansfield Woodhouse, Kimberley, East Leake, Radcliffe, Ravenshead, Forest Town, Mapperley, Ruddington, Calverton, Ollerton, Balderton, Edwinstowe, Warsop, Cotgrave, Bircotes, Dukeries.

Level 3

Burton Joyce, Selston, Carlton Hill, Ladybrook, Collingham, Farnsfield, Jacksdale, Carlton in Lindrick, Toton, Woodthorpe, Skegby, Tuxford, Blidworth, Lowdham, Rainworth, Huthwaite, Clipstone, Bilsthorpe, Misterton, Sutton Bonington, Sutton on Trent, Langold, Gedling, Gotham, Balmoral, Inham Nook, Annesley Woodhouse, Edgewood.

Level 4

Kirkby in Ashfield Mobile, Worksop Mobile, Southwell Mobile.

3.6 Nottingham Central Library

Nottingham Central Library is managed by the City of Nottingham (along with a further 14 smaller branch libraries). However, as the largest library in Nottinghamshire it continues to support the needs of the County. This is facilitated by the Central Library and Archives Partnership Agreement.

4. Customer Profile

Everyone who lives, works or studies in Nottinghamshire is a potential user of the County Library Service, and their needs must be considered with regard to, and be reflected in, the materials stocked in our libraries. Nottinghamshire Libraries recognise the right of all minority groups to the full range of library and information services.

A vital prerequisite to achieving this is to have a clear and accurate picture of the communities we serve, both locally and for the county as a whole. To build up this picture, information will be drawn from a range of sources including Mosaic Data, other County Council departments and strategic documents such as *“The Condition of Nottinghamshire”*.

4.1 Countywide

At a countywide level, some key figures of the current demography of Nottinghamshire are as follows:-

- 50.79% Females
- 49.21% Males

Age (years)	Borrowers (%)	Population (%)
0-9	28%	26%
9-19	16%	15%
20-29	9%	10%
30-39	9%	10%
40-49	9%	10%
50-59	8%	10%
60-69	10%	10%
70 – 79	7%	10%
80 – 89	3%	9.50%
90 - 100	0.45%	3.50%

4.2 Local

At a local level it is very important that the library staff has a clear and accurate knowledge of the communities they serve. To this end each library maintains a written community profile which can be used to inform stock plans.

5. Stock Procurement

The Library Service seeks to obtain the largest number of relevant materials and related services at the least possible cost. European Union directives and the public services contract regulations require stock procurement to be subject to competitive tender. This involves:

- Undertaking a tendering process which is seen to be fair in terms of both processes and outcomes.
- The drawing up of a detailed specification of library requirements.
- The determination of criteria for the evaluation of tenders received.
- The actual evaluation of tenders received. This involves an analysis and assessment of the written tender, possible inspection visits to suppliers, the taking up of references from relevant authorities, and the drawing up of a shortlist of suppliers who are invited to make presentations.

- Based on the outcome of the presentations, decisions are made with regard to which offer or offers represent the overall best value for the authority.
- Awarding the contract to the successful supplier.

5.1 Consortium

Nottinghamshire Library Service operates as part of a consortium along with Nottingham City, Derby City and Derbyshire Libraries to negotiate contracts with major suppliers. This allows us to obtain the best discount and services.

6. Controversial Stock

Nottinghamshire Libraries follows the Chartered Institute of Library and Information Professionals (CILIP) position statement:

“if a publication has not incurred penalties under the law it should not be excluded from libraries under any moral, political, religious or racial ground alone to satisfy any sectional interest. The public are entitled to rely upon public libraries for access to information and enlightenment upon every field of human experience and activity. Those who provide library services should not restrict this access except by standards which are endorsed by law.”

7. Acquisition

In the selection of new stock we aim to make available to our users, as far as resources will allow, the broadest possible range and depth of material, both factual and fiction. In doing so we:

- Will work within the policy framework of Nottinghamshire County Council
- Will keep within the law
- Will seek to provide information which is accurate and up to date
- Will not exclude material simply because it may give offence, or on racial, political, moral, religious, sexual orientation or gender grounds, providing it is legally available.

7.1 Stock Formats

Nottinghamshire Libraries stock a range of titles in the following formats:

- Printed reference works
- Fiction and non-fiction books
- DVDs
- Audiobooks on CD
- Large Print
- Braille and very large print books for children
- Language courses
- Music scores
- Maps
- Newspapers
- Microfilm/microfiche
- E-books
- E-audio
- E-magazines
- Online subscription based services

7.2 Budget Allocation

The majority of the annual budget is allocated proportionately based on issues per format, with some adjustment made to take into account the cost of more expensive items. Additional sums are set aside for items not intended for loan such as newspapers and reference items.

8. Stock Selection

8.1 Criteria

The stock selection process involves an element of rejection. Some items are beyond our scope and will not be purchased, for example:

- workbooks or items with loose pages.
- Items that do not enhance the existing range of material in stock.
- high level academic textbooks of limited interest to a public library audience.
- poorly produced items.
- expensive luxury or gift editions.
- Items not in print in the UK.

8.2 Methods and Processes

New books are selected in a number of different ways, which will vary according to the type of material being selected, the amount of bibliographic information available, the knowledge of the selector and the speed with which the items are required. Whichever method is chosen, it should always be appropriate to the category of material being selected.

- Pre-programmed supplier selection
- Targeted stock selection by librarians
- Standing orders
- Supplier selection
- Bookshop visits
- Showroom visits
- Catalogues and brochures

8.2.1 Adult Fiction

The majority of newly published Adult Fiction is purchased through pre-programmed supplier selection. These are chosen proportionately based on supplier's ratings. Only the most popular authors are purchased in hardback both on grounds of cost and availability. A larger percentage is spent on paperbacks in order to obtain best value. The remainder of the budget is used to buy paperback copies of less well known authors in order to extend our range and for stock revision purposes. This is selected from monthly lists. Larger libraries provide additional copies of adult fiction that appears on the top ten bestsellers lists in the form of One Week Loan collections.

8.2.2 Adult Non-Fiction

New Adult Non-Fiction is selected from fortnightly lists. Some categories of stock e.g. music scores, revision guides and atlases are bought on an annual basis to avoid duplication and ensure up to date coverage. Books in other languages are bought by a combination of supplier selection from specialist providers and customer consultation. Reference material is bought using standing orders.

8.2.3 Children's Stock

The majority of newly published fiction items are purchased through automated supplier selection where possible. This includes Picture Books, Beginning to Read, Younger Stories and Children's Fiction. Other items, including Non-Fiction, are purchased from monthly lists.

8.2.4 Young Adult Stock

Titles that are appropriate for and of interest to this age group are drawn from both children's and adult stock. These include both fiction and non-fiction items.

8.2.5 DVDs

Adult and Children's DVDs are bought using a combination of monthly lists and supplier selection. These are available in selected libraries based on issue statistics. However, they may be reserved from any library in the county.

8.2.6 Audiobooks on CD

Audiobooks on CD are bought, for adults and children, on a rota system to increase access to a wider selection of titles. The majority of these are purchased by standing order from specialist suppliers. Additional titles and copies may be bought from quarterly lists subject to budgets.

8.2.7 Large Print

Large Print books are bought, for adults and children, on a rota system to increase access to a wider selection of titles. The majority of these are purchased by standing order from specialist suppliers. Additional titles and copies are bought from quarterly lists subject to budgets.

A collection of Braille Picture Books (75pt) and giant print children's stories (48pt) are available from Central HQ. These are bought according to demand.

8.2.8 Local Studies

Each library has books relating to the local area. Level 1 and some Level 2 libraries have more extensive collections covering a variety of different formats. These are bought and maintained by the Local Studies Team. Special collections include:

- D. H. Lawrence – Eastwood Library
- Lord Byron – Hucknall Library
- Eric Coates – Hucknall Library
- Robert Dodsley – Mansfield Library
- Joseph Whitaker – Mansfield Library
- The English Civil War – Newark Library
- The Pilgrim Fathers – Retford Library
- Arthur Mee – Stapleford Library
- The Dukeries and Sherwood Forest – Worksop Library

8.2.9 Newspapers

A selection of UK national and local newspapers is bought for all libraries from local suppliers. Larger libraries have a wide range of both broadsheets and tabloids. Smaller libraries have a local paper on days when they are open.

8.2.10 Digital Resources

A growing range of electronic resources is available, as at 1/11/2013, through the library web site.

8.2.10.1 e-Books

E-Books for adults and children are provided by our major book supplier. Credits are bought annually and new titles selected to add to our catalogue on a monthly basis.

8.2.10.2 e-Magazines

E-Magazines are supplied on a subscription basis. Titles are selected to suit a wide range of interests and reviewed annually. Due to publishing rights titles may be added or removed periodically.

8.2.10.3 e-Audiobooks

E-Audiobooks are supplied on a subscription basis from our supplier. Their full catalogue is available to customers and additional titles are added monthly.

8.2.10.4 e-Newspapers

Options for introducing e-Newspaper services as a supplement or alternative to the printed format are taken as they become available in a developing market place

8.2.10.5 Online Subscription Based Services

Nottinghamshire Libraries subscribes to the following online reference resources. These are reviewed periodically and added or removed subject to use and demand.

- 19th Century British Library Newspapers
- British Newspaper Archive
- Ancestry
- Citizen's Advice Notes (CANS)
- Driving Theory Test
- Encyclopedia Britannica
- John Johnson Collection of Printed Ephemera
- Kompass
- Life in Britain
- Newsbank
- Oxford Art Online
- Oxford Dictionary of National Biography
- Oxford English Dictionary
- Oxford Music Online
- Oxford Reference Online
- Sequelonline

8.3 Local Requirements

The requirements of individual libraries / customer needs are met through a process of stock revision using the following tools:

8.3.1 Surveys, Consultation and Feedback

User surveys, consultation and feedback provide valuable information. These are used to inform us about stock needs or stock gaps across the county. Information is gathered in a variety of ways:

- Comments relating to stock in Public Library User Surveys (PLUS)
- Consultation that is carried out on a one off or occasional basis either locally or countywide to collect information regarding client perceptions of a particular aspect of stock.
- Written or verbal comments from users, non-users and staff
- Suggestions for stock made through the online catalogue
- Comments, complaints and compliments are recorded on slips that are provided in all libraries
- Requests for items not in stock
- Reservation lists

8.4 Management Information

Our computerised library management system provides much useful and detailed information with regards to stock usage. This can be broken down by library and also item type so that areas of demand and the performance of different stock categories and libraries can be monitored.

The drawing together of all the information gained from the above processes helps to build up a picture of our customers' requirements with regards to stock. This information is then used to inform stock selection and the stock management process.

8.5 Stock Management Tools

Further information on the performance of items both locally and nationally is found using the following subscription services such as:

- Nielsen Bookscan
- CollectionHQ

These tools assist us in identifying stock gaps, drawing attention to authors, subjects or items that are performing well and are used for targeted stock revision.

9. Special Collections

Nottinghamshire Libraries provide special collections to address areas of specific need.

9.1 Externally Funded

These collections are jointly funded through grants from other departments or organisations and the library bookfund:

- Books on Prescription
- Reading About Dementia
- Adoption and Fostering

9.2 Internally Funded

These collections are funded by Nottinghamshire Libraries to meet community needs:

- Parents and Carers
- Foreign Languages
- Braille and Very Large Print for Children

10. Management and Maintenance

The objective of the stock management process is to provide the maximum amount of access to the broadest range of high quality stock to all our customers. We achieve this through the following:

10.1 Management

10.1.1 Access to Stock

All books and audio-visual material can be accessed through the library catalogue and can be reserved from any library in the county. Digital material can be found through the library web pages.

10.1.2 Cataloguing

The majority of items are received with a full catalogue record which we purchase from BDS. Certain items such as some local material, foreign language books and donations of items that are not already in stock are catalogued in-house.

10.1.3 Categorisation

To enable customers to find items more easily stock is arranged in categories according to either genre or subject. These are the same across the county, dependant on size of library, to ensure consistency of approach. Staff are expected to shelve accordingly and actively maintain the categories.

10.1.4 Stock Circulation

Circulation offers the means of refreshing stock at minimum cost. It ensures that stock reaches the greatest number of readers and achieves maximum value for money. Stock circulation is particularly important at our smaller libraries as it is the only way in which we can provide sufficient choice for our regular customers. In order to achieve this the following processes are used:

10.1.4.1 Stock rotas

Some items of stock are selected to rotate around specific libraries. These include certain item types such as Large Print and Audiobooks where limited numbers are purchased, to provide a greater range in smaller libraries, and to cater for minority interests.

10.1.4.2 Stock Management Applications

A stock exploitation tool is used by all libraries to choose items of stock identified as being of high demand in their own collections that have ceased issuing in other libraries.

10.1.4.3 Swaps

Individual libraries may choose to manually swap elements of their stock in order to meet local demand.

10.1.5 Reserve Collections

10.1.5.1 As part of the National Joint Fiction Reserve (NJFR) the county has an obligation to purchase and conserve fiction by authors whose surname falls within the following range of letters:

GAJ-GDG
GOP-GOZ
HBA-HEA
HEQ-HET
HOM-HOP
HOR-HOZ
HPA-HUB
HUC-HUD
JEN-JIZ

This collection is housed at Sutton in Ashfield Library, along with a backup stock of out of print or lesser used titles kept to satisfy readers' requests. A Large Print reserve is also kept here with the sole criterion of future potential use.

10.1.5.2 A Non-Fiction reserve collection is maintained by Nottingham Central Library.

10.1.5.3 A Local Studies reserve collection of specialised or less generally required materials is held at Mansfield Central Library. All of this stock is available for loan, and is maintained by the Local studies team.

10.1.6 Stock Security

Prevention of damage and theft is an integral part of the stock management process.

10.1.6.1 All items are RFID tagged and some larger libraries have security gates installed. Vulnerable categories of stock such as DVDs are strategically placed to deter theft and some DVDs are also kept in lockable security cases.

10.1.6.2 Overdue charges apply to items that exceed the standard loan period in order to encourage timely return of stock. Items that remain unreturned are followed up by Stock Collectors.

10.1.6.3 Rare, fragile or valuable local studies materials are stored in locked glass fronted cabinets and accessioned on request

10.1.7 Donations

Donations are accepted on condition that they meet the criteria set out in the Donations Policy. Appendix I. These are located or disposed of according to the needs of the service.

10.2 Stock Maintenance

Local staff are responsible for the day to day maintenance of stock.

10.2.1 Stock Standards

Guidelines have been produced which stipulate the age, condition and performance of stock in different levels of library. (*Appendix II*).

10.2.2 Display

Displaying stock appropriately can vastly increase its issue potential. Therefore we aim to present 10% of suitable stock face-on in order to attract customers. (*Appendix III*).

10.2.3 Duplicates

In general libraries are not provided with more than one copy of a title in the same format. Exceptions to this include bestsellers or where there is very high demand.

10.2.4 Withdrawal

Withdrawal of stock is a vital element in the stock maintenance process to ensure that collections remain physically attractive and relevant. Library staff are expected to withdraw items that are no longer current, are in poor physical condition or have not been used for a long period.

10.2.5 Disposal

In order to maximise income items of stock that have been withdrawn are disposed of either at local book sales or through a national book buying company. Revenue from these sales contributes to the purchase of new stock.

11. Stock Promotion

We promote stock in order to:

- encourage greater use of the collections
- raise the profile of the service
- encourage a positive image of libraries and reading
- assist readers to find the right book for their needs
- make readers aware of the full range of items available to them

We do this by:

- Engaging with national and regional promotions such as The Summer Reading Challenge, TV based book clubs and book awards
- Engaging libraries in local, regional, national and digital Reader Development programmes
- Online promotions including new book lists and social networking
- Themed displays
- Reading Group book lists
- Digital signage

12. Training

Training is the essential element in turning the stock policy into everyday practice and is necessary in a number of key areas:

- Book selection
- Stock maintenance
- Stock promotion

This can be delivered in a number of different ways:

- On the job
- Written instructions
- Online
- Training sessions

REPORT OF THE SERVICE DIRECTOR FOR YOUTH, FAMILIES & CULTURE

DEMENTIA FRIENDLY LIBRARIES

Purpose of the Report

1. To inform Members of the contribution made by the Library Service towards the health and wellbeing of people living with dementia and their carers, and to raise awareness of dementia in the community.

Information and Advice

National Context

2. Key facts:
 - there are 800,000 people with dementia in the UK and this figure is set to rise to over 1 million by 2021
 - dementia is an umbrella term for many different types of brain disease, the most well-known being Alzheimer's Disease. Others include vascular dementia, dementia with Lewy bodies and Parkinson's dementia
 - one in three people over the age of 65 will go on to develop dementia
 - only 43% of people living with dementia have a diagnosis
 - symptoms include memory loss, mood changes and problems with perception
 - one third of people with dementia live alone
 - of those living alone 62% report feeling lonely
 - it costs the UK economy £23 billion a year
 - informal carers such as family and friends save the economy over £8 billion a year

Dementia Friends

3. This initiative is part of the Prime Minister's Dementia Challenge, launched in March 2012 and builds on the progress made through the National Dementia Strategy. The aim is to create 1,000,000 'Dementia Friends' by 2015, as part of the Dementia Friendly Communities strategy.
4. The scheme is being administered by the Alzheimer's Society. To date, many large organisations such as Homebase, Argos, Lloyds Banking and Tesco's are providing awareness sessions for all their staff.

5. These sessions give basic information about dementia and present five key messages:
 - dementia is not a natural part of ageing
 - dementia is caused by brain diseases
 - it is not just about losing your memory
 - it is possible to live well with dementia
 - there is more to the person than the dementia.
6. Participants are encouraged to do small things to improve the lives and well-being of people with dementia and their carers such as visiting friends and relatives more often and taking part in social activities with them, asking if someone who appears confused needs help, showing respect and spreading the word amongst friends, colleagues and through other networks.
7. Libraries are well placed to offer help and support to those living with dementia and their carers as part of Dementia Friendly Communities.

Local Context

8. Key facts:
 - in Nottinghamshire 9,700 people have dementia
 - only about one third of people with dementia have a diagnosis
 - by 2025 the over 65 population will go up by 50%
 - by 2030 there will be an estimated 16,000 people with dementia in Nottinghamshire
 - this represents a 106% increase between 2010 and 2030.
9. Nottinghamshire Libraries contribute to the health and well-being of people living with dementia and their carers by providing Reading About Dementia collections in all Level 1 libraries. The collections are accompanied by a leaflet which has been circulated widely throughout Nottinghamshire.
10. The service is also developing Memory Lane bags for loan. Both have been produced in partnership with Sherwood Forest Hospitals NHS Foundation Trust and Public Health.
11. Worksop Library is working with City Arts to stage an event for older people in 2014 entitled Songs and Scones.

Memory Lane Bags for Loan

12. People with dementia often find it easier to remember things from the past rather than incidents that took place recently. In the later stages of dementia they may have increasing communication problems which make social interaction with their relatives and friends difficult and distressing.
13. The provision of themed bags can prove a valuable resource both for the person affected and their carers. They can be used either at home or taken along on a visit to someone in a care home to structure the interaction and provide an enjoyable social activity.

14. Memory bags include a selection of suitable books (Pictures to Share, Opie Scrapbooks), objects on a particular theme, DVD or CD, photographs and pictures. Each includes an information folder containing a contents list, instructions on how to use the pack, booklist, website addresses and feedback forms. Kits are barcoded to allow for issue and return.
15. Currently, Nottinghamshire Libraries are working with Sherwood Forest Hospitals to pilot six bags on the following themes:
 1. Seaside
 2. Childhood
 3. Women's World in the 1950s
 4. Men's World in the 1940s
 5. Going Out in the 1940s
 6. Transport
16. These are being used with the following local groups to obtain feedback:
 - Forget-me-not Dementia Support Group
 - Rushcliffe Memory Group.

Dementia Friendly Libraries

17. The Alzheimer's Society's five year strategy includes a key ambition to work with people affected by dementia and other partners to define and develop dementia friendly communities across the country. The programme focuses on improving the inclusion and quality of life for people with dementia and their carers.
18. In these communities:
 - people will be aware of and understand more about dementia
 - those with dementia and their carers will be encouraged to seek help and support
 - they will feel more included in their community
 - they will be more independent
 - they will have more choice and control over their lives.
19. Libraries are safe, neutral places where people living with dementia and their carers can meet for social contact and to find information and advice relating to their condition.

Reason/s for Recommendation/s

20. National research shows that people living with dementia in the community can be helped to live well through dementia friendly communities. Libraries are well placed to form part of this network.

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 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

22. Nottinghamshire Libraries recognises the role it plays in supporting people with dementia and their carers and will continue to improve its offer.

Financial Implications

23. There are no direct financial implications. Funding was received from Sherwood Hospitals NHS Foundation Trust to put Reading About Dementia collections in libraries.

RECOMMENDATION/S

- 1) That the contribution made by the Library Service towards the health and wellbeing of people living with dementia and their carers be noted.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Fiona Littlewood
Principal Librarian: Resources
Children, Families and Cultural Services
T: 0115 982 9031
E: fiona.littlewood@nottsc.gov.uk

Constitutional Comments

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

Financial Comments (KLA 10/01/14)

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

Background Papers and Published Documents

Living Well With Dementia: A National Dementia Strategy: DoH: 2009
<https://www.gov.uk/government/publications/living-well-with-dementia-a-national-dementia-strategy>

NCC Reading About Dementia leaflet

A National Strategy for Carers: DoH: 2011
<https://www.gov.uk/government/news/a-national-strategy-for-carers>

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

Electoral Division(s) and Member(s) Affected

All.

C0353

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

1. To consider the Committee's work programme for 2013/14.

Information and Advice

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The **attached** work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.

Other Options Considered

4. None.

Reason for Recommendations

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

Statutory and Policy Implications

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

RECOMMENDATION/S

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

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

For any enquiries about this report please contact:

Martin Gately
Democratic Services Officer
T: 0115 9772826

Constitutional Comments (HD)

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

Financial Comments (PS)

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

Background Papers

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

Electoral Division(s) and Member(s) Affected

All.

CULTURE COMMITTEE - WORK PROGRAMME 2013-14

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
1 April 2014		
Service update		Derek Higton/Sally Gill
Work Programme		Derek Higton
Creswell Heritage Trust – partnership award for 2014/15	Annual determination	Sally Gill
Response to DCMS consultation on English Heritage		Sally Gill
Consultation on secondary legislation to accompany the heritage provisions in the Enterprise & Regulatory Reform Act 2013		Sally Gill
Adult & Community Learning Services Priorities for 2014/15	Annual report to set priorities	Peter Gaw
A Strategy for Nottinghamshire Libraries	Six monthly progress report	Peter Gaw
Bookstart Programme update and work with Early Years		Peter Gaw
LAI & Learning Health and Wellbeing Officer		Peter Gaw
6 May 2014		
Service update		Derek Higton/Sally Gill
Work Programme		Derek Higton
Performance monitoring report (Quarter 4)	Quarterly performance monitoring report for Key Performance Indicators	Derek Higton/Sally Gill
Outside bodies report	Comprising reports on: Creswell Heritage Trust/ Greenwood Community Forest Partnership/ Nottingham Playhouse Board/ Sherwood Forest Trust/ Sherwood Forest Regional Park Board	Derek Higton
3 June 2014		
Service update		Derek Higton/Sally Gill
Work Programme		Derek Higton
1 July 2014		
Service update		Derek Higton/Sally Gill
Review of Green Estate sites - outcomes		Derek Higton
Work Programme		Derek Higton
To be placed		
Cotgrave Country Park – car park		Derek Higton
Sherwood Forest Visitor Centre updates	Page 113 of 114	Derek Higton

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
Idle Valley Management Board	Report from officer group	Sally Gill
Heritage Plan		Sally Gill
Biodiversity Offsetting Pilot Project	Year 1 report on progress	Sally Gill
Civil War Museum, Newark		Sally Gill/Celia Morris
Conservation Management Plan for Rufford Park		Sally Gill/Celia Morris