



Nottinghamshire County Council

Culture Committee

Date: Tuesday, 04 September 2012
Time: 10:30
Venue: County Hall
Address: County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

- | | | |
|----------|--|----------------|
| 1 | <u>Minutes of the last meeting held on 26 June 2012</u> | 3 - 6 |
| | Details | |
| 2 | <u>Apologies for Absence</u> | 1-2 |
| | Details | |
| 3 | <u>Declarations of Interest by Members and Officers (see note 3 below)</u> | 1-2 |
| | Details | |
| 4 | <u>Libraries and Archives and Country Parks Capital Projects</u> | 7 - 12 |
| | Details | |
| 5 | <u>A Strategy for Nottinghamshire Libraries - 6 monthly progress report</u> | 13 - 20 |
| | Details | |
| 6 | <u>West Bridgford and Young People's Centre Project Update</u> | 21 - 24 |
| | Details | |
| 7 | <u>Work Programme</u> | 25 - 30 |
| | Details | |

(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 08449 80 80 80

(3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules.

(4) Members 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 the Governance Team prior to the meeting.

(5) Members 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	26 June 2012 (commencing at 10.30 am)

Membership

Persons absent are marked with `A`

COUNCILLORS

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

Ex-officio (non-voting)

- A Mrs Kay Cutts

OTHER COUNCILLORS IN ATTENDANCE

Councillor Mel Shepherd

OFFICERS IN ATTENDANCE

Derek Higon – Service Director, Youth, Families and Culture
Sally Gill – Group Manager Planning
Patrick Candler – Group Manager, Country Parks and Green Estate
Neil Robinson – Group Manager, Investments and Treasury Management
Steve Bradley – Group Manager, Cultural and Enrichment Services
Heather Stokes – Team Manager, Conservation

Martin Gately – Democratic Services
David Forster – Democratic Services
Carl Bilbey – Team Leader, Majority Group Support
Michelle Welsh – Member Support

MINUTES OF THE LAST MEETING HELD ON 29 MAY 2012

The minutes were agreed subject to a correction to the record of attendance: Councillor Barnfather was present at the meeting.

MEMBERSHIP

Councillor Turner has replaced Councillor Stendall.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Asbury who is unwell.

DECLARATIONS OF INTEREST

None.

PROPOSALS FOR SHERWOOD FOREST REGIONAL PARK

RESOLVED: 2012/007

That the work to date on proposals for establishing a Sherwood Forest Regional Park be noted.

SHERWOOD FOREST VISITOR CENTRE

RESOLVED: 2012/008

- 1) That the progress made on the procurement for an operating partner for a new visitor centre at Sherwood Forest be noted.
- 2) That fuller details of the proposals of the preferred bidder be brought to the Committee at the earliest possible opportunity.

NATIONAL WATERSPORTS CENTRE – FUTURE MANAGEMENT ARRANGEMENTS

RESOLVED: 2012/009

That the report be noted and commented on.

WORK PROGRAMME

During discussion Members indicated that it would be appropriate for a report on press and public relations to come to each meeting of the committee. The briefing for Members on the A46 Ice Age finds will take place in September or October and other Members will be invited to attend.

The Chairman undertook to liaise with departmental officers to determine the appropriate timing and frequency of reports from outside bodies.

RESOLVED: 2012/010

- 1) That the Committee's work programme be noted and consideration be given to any changes that the Committee wishes to make.
- 2) That the frequency of reports from outside bodies be indicated..

The meeting closed at 11:30 am.

CHAIRMAN

**REPORT OF THE SERVICE DIRECTOR FOR YOUTH, FAMILIES AND
CULTURE****LIBRARIES AND ARCHIVES AND COUNTRY PARKS CAPITAL PROJECTS****Purpose of the Report**

1. To update Members on scheduled capital developments across the Libraries, Archives and Information Service, and the Country Parks and Green Estate Service.

Information and Advice

2. The Library Service has an overall aim to be a library and information service at the heart of Nottinghamshire communities and community life.
3. The County Council has a statutory duty to provide a comprehensive and efficient public library service. The County Council maintains an extensive network of libraries and specialist mobile vehicles.
4. A programme of capital investment allows the Service to meet current and future customer needs. The improved accessibility and sustainability of library buildings alongside the creation of inspiring cultural and community spaces supports the Service to fulfil its overall purpose.
5. The customer centred design of the Service's public spaces includes imaginative presentation of library stock and the increased use of information technology to both assist the customer and provide access to information.
6. Nottinghamshire has had a national reputation for its development of library spaces for many years. The Service's current programme of investment supports increased use of library and related services and thus helps deliver increased benefits to the community and individuals.
7. The recently approved 'Strategy for Nottinghamshire's Libraries' includes within its 10 point action plan 2 key actions relating to the Service's properties:-
 - Investing, developing and remodelling the library network
 - Locating library services in the best location for local community and library users
8. The information below sets out a schedule of all planned and approved Libraries capital schemes. This amounts to a planned investment programme of £11.6m between 2012 and 2023.

9. Current Schemes:

- **West Bridgford Library and Young People’s Centre - £5.2m:** Replace current library to provide an accessible and modern library service and create a new young people’s facility. Also includes Shopmobility and Registrars provision. Work on site - March 2013 completion.
- **Nottinghamshire Archives - Extension - £2.1m:** To extend the current specialist archives building to provide up to 25 years capacity and to meet new British Standard for archive repositories. Design stage - contractor to be engaged March 2013.
- **Annesley Woodhouse Library - £110k:** To co locate the library with an extended local Community Centre. Contractor tender - Autumn/Winter 2012.
- **Balmoral Library, Worksop - £25k:** To co-locate the library into surplus accommodation at the Gateford Children’s Centre. Design stage - autumn/winter 2012.
- **Calverton Library - £50k:** Library makeover to improve environment and enhance service. Design/orders - September 2012.
- **East Leake Library - £60k:** Library makeover to improve environment and enhance service. Design/orders - November 2012.
- **Bingham Library - £540k:** To extend the library into the current health centre area to meet space requirements. Potential to include Children’s Centre provision. Design stage spring/summer 2013 (dependent upon progress of new health centre building).

10. In addition to the current programme outlined above, a long term **Library Refurbishment Programme (Phase II)** totalling **£3.3m** over the period 2014 - 2023 is in place. The programme will include a range of redesign and refurbishment. More details will emerge as the individual refurbishment schemes are developed.

Year	Library
2014/15	Keyworth Ollerton
2015/16	Edwinstowe Ruddington
2016/17	Langold
2017/18	Arnold
2018/19	Newark
2019/20	Mansfield Woodhouse
2020/21	Calverton
2021/22	Ravenshead Blidworth
2022/23	East Leake

11. Lastly in this respect, **£35k** has been identified to co locate the library at **Tuxford** as and when an appropriate local scheme/opportunity arises, as the current library accommodation is unsuitable.

Country Parks

Refurbishment Works at Rufford Abbey

12. On 16 April 2012, the Portfolio Holder for Culture and Community approved the Project Scope for the Rufford Development Group, the purpose of which was to oversee the creation of a new master plan for the longer term development and improvement of the Country Park.
13. The Terms of Reference for the Group included a number of quick wins to make some short term improvements to the physical aspects of the Park, and the development of an Audience Development Plan prior to the preparation and submission of a major capital funding application to support longer term refurbishments and restoration of the Park.
14. As part of these plans, financial approval of £85k had already been given in 2011/12 to a new income generation scheme to undertake improvements to the Savile Restaurant and Orangery buildings.
15. The business case underpinning these works focussed on the opportunity to increase income by bringing the Orangery into greater use through organised functions, primarily weddings. The associated works at the Savile were not only to create a better visitor experience for day to day business, but also to provide a more flexible function facility, where the dining area could operate as a wedding reception venue.
16. The scheme commenced in November 2011 with applications made for the necessary licensing, change of use, scheduled ancient monument and listed building consents.
17. Works in the Savile were started in January and completed in February to tie in with the low usage time of the year.
18. The refurbishment works at the Orangery are currently being discussed with English Heritage and in the light of objections from Rufford Parish Council, a revised listed building application will be required. It is expected that once a decision has been approved in September 2012, works can then be completed by the end of October.
19. In July 2012, £250k has been identified to fund a programme of 'quick wins' at Rufford Country Park. These include the repair and upgrade of the paths network, structural works to the bridges that surround the lake, the start of an improved signage and interpretation scheme, repairs to the Nemi fountain, a plan for tree works on Broad Ride and improvements to the car parking facilities at the Rufford Mill site. These works can commence in the Autumn and it is planned that they will be completed before the end of this financial year.
20. At the same time as the quick wins are being carried out, the development of the master plan is being undertaken in conjunction with English Heritage and the County Council Conservation Team, and it is envisaged that the draft master plan will be presented to the Culture Committee later this financial year.

Improvements to Bestwood Country Park

21. In May 2012, the Portfolio Holder for Culture and Community approved the Project Scope for the Bestwood Country Park Development Group with a similar Terms of Reference to that for the Rufford Group.
22. In conjunction with the Friends of Bestwood Country Park and other stakeholders, a programme of quick wins and longer term plans are being prepared, the outcome of which will be reported to the Culture Committee later in the year.
23. It is expected that external funding will be sought to enable the implementation of any plans that are devised.

Other Options Considered

24. Selection of sites is based on an assessment of the suitability and sustainability criteria followed in the overall property strategy for the County Council. This includes factors such as accessibility, location, co location, sector standards and changing needs of customers and services.

Reason/s for Recommendation/s

25. The report provides a progress report on the implementation of Cultural Services capital activities.

Statutory and Policy Implications

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

Implications for Service Users

27. The investment programme aims to improve facilities and overall service provision for customers. Previous new building and refurbishment projects have resulted in considerable increase up take of services.

Financial Implications

28. The programme is fully funded within the revenue and capital budgets allocated.

Equalities Implications

29. Each scheme has an equalities impact assessment developed during the project initiation phase. Compliance with DDA legislation and consideration of the needs of all users is fundamental to project outcomes.

Implications for Sustainability and the Environment

30. All schemes aim to provide sustainable buildings to meet current County Council policy.

RECOMMENDATION/S

31. The Committee is asked to note the contents of the report.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Country Parks and Green Spaces - Patrick Candler: 01623 821329
Libraries, Archives and Information - Peter Gaw: 0115 977 4201

Constitutional Comments

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

Financial Comments (NDR 14.08.12)

33. The financial implications are referred to in paragraph 28 of the report.

Background Papers

A Strategy for Nottinghamshire's Libraries - Nottinghamshire County Council Dec 2012
Rufford Development Group – Project Scope April 2012
Bestwood Development Group – Project Scope May 2012

Electoral Division(s) and Member(s) Affected

All Divisions

C0049

**REPORT OF THE GROUP MANAGER, LIBRARIES, ARCHIVES AND
INFORMATION**

**A STRATEGY FOR NOTTINGHAMSHIRE’S LIBRARIES – 6 MONTHLY
PROGRESS REPORT**

Purpose of the Report

1. To update Members on implementation of the strategy for Nottinghamshire’s Libraries.

Information and Advice

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

Pledge No.	Pledge Summary	Achievement and Progress
1.	We will invest to put libraries at the heart of their communities by maximising the use of library services and our buildings as a key face to face service of the County Council.	NCC Customer Service points at Mansfield, Eastwood and Newark, with plans to locate in Worksop Library NCC Children’s Centre provision at Cotgrave, Ladybrook, Mansfield Woodhouse, Misterton, Ruddington, West Bridgford and Warsop Libraries NCC Registrar services at Beeston, Southwell, Sutton in Ashfield and Stapleford Libraries
2.	We will provide services where people live, through an extensive network of libraries and specialist mobile libraries.	All 60 Libraries and 3 mobile libraries are fully operational – non-planned closure was 0.01 % of total opening hours

3.	<p>We will respond directly to local needs in developing libraries and ensure our libraries meet community need. We will ensure that:</p> <ul style="list-style-type: none"> - libraries are open at convenient times - a wide range of library books and information sources are available across the network - we consult with customers and communities in making changes to service provision. 	<p>Changes in opening hours were made in January and April following customer feedback and analysis of management information. Total opening hours were also increased by 6% from 1,395 hrs per week to 1,482</p> <p>Sunday opening is now available at 3 strategic libraries: Mansfield Central, Southwell and Worksop.</p> <p>In addition to consultation in relation to opening hours, a specific survey was undertaken in relation to changes made at Beeston Library</p>
4.	<p>We will increase community involvement in the shaping and delivery of libraries provision.</p>	<p>Community Partnership Libraries (CPL) continue to develop, including a range of volunteering opportunities</p> <p>Co-location of Burton Joyce Parish Council office into the Library in May came out of the CPL initiative.</p>
5.	<p>We will keep local communities and customers at the centre of all we do.</p>	<p>Libraries continue to play a significant role in the life of communities, recently supporting Jubilee celebrations, the Olympic torch relay and local community events.</p>
6.	<p>We will be dynamic, innovative and share best practice.</p>	<p>Nottinghamshire Libraries play an active part in regional and national networks.</p> <p>In partnership with The Reading Agency (TRA) and the Publishers Association (PA), Nottinghamshire is one of 5 national pathfinders in a 'Digital Marketing Skills Project' funded by the Arts Council England (ACE) A report will be presented to Culture Committee on 30 October 2012.</p>
7.	<p>We will provide excellent customer service every time, and maintain our high satisfaction levels.</p>	<p>Within the business plan for 2012/13 there is a focus on customer service to re-visit standards and practice across the service.</p> <p>Customer feedback remains good. Specific survey and mystery customer work is planned for the next 6 months.</p>

8.	We will ensure that libraries contribute to positive social, economic and educational outcomes for individuals, communities, local business and culture in Nottinghamshire.	Within the business plan for 2012/13 there are specific tasks related to improving outcomes. A specific project involves small focus group and individual feedback to identify the value and benefit of library services and initiatives. A report will be presented to Culture Committee following the completion of this work.
9.	We will continue to develop new audiences for our libraries by exploiting the use of customer insight data and by adopting a targeted approach to our cultural programmes.	Southwell Library Poetry Festival received excellent ticket sales and media coverage. A regular programme of events has been maintained at Worksop Library and an emerging planned programme for Mansfield will be established during the autumn. Planning work for the programme activity following the opening of West Bridgford Library is progressing well.
10.	We will continue to explore new operating models to provide the best possible libraries service for Nottinghamshire.	The recent LGA report 'Local solutions for future local library services' and the ACE consultation on 'Envisioning the library of the future' enters its third phase (July – October 2012) - both provide a strategic background for any future options appraisal for Nottinghamshire.

6. The following table summarises progress over the first six months of 2012 in relation to the 10 point action plan.

Action Number	Action	Achievement and Progress Jan – June 2012
1.	Investing in, developing and remodelling Nottinghamshire libraries.	Mansfield Central Library re opened following an investment of £3.4 m with over 3,000 new members joining with overwhelmingly positive customer feedback. Minor improvement works completed in Beeston, Bilsthorpe, Blidworth, Burton Joyce, Huthwaite, Newark, Retford, Selston and Southwell Libraries.
2.	Locating library services in the best location for local communities and library users	Work continues to co-locate – Annesley Woodhouse, Balmoral, Inham Nook and Tuxford.

3.	Providing resources and access to services in partnership with local communities and customers.	<p>2011/12 actual bookfund spend amounted to £1.4 m, with £1 m spend projected for 2012/13.</p> <p>A new joint book supply contract with 4 other services has resulted in improved discounts and levels of service.</p> <p>The book donation scheme continues to provide a useful stream of additional new stock.</p> <p>Re-organisation of book stock into categories and improved guiding at all libraries completed.</p> <p>CPL volunteering activity and improved use of self service technology has resulted in increased opening hours since January 2012.</p>
4.	Continuing to develop the 'core' libraries offer to provide inspiration to read, create knowledge through access to information, learning and the Nottinghamshire story, enhance community life and stimulate cultural activity.	<p>All libraries maintain an ongoing programme of displays, exhibitions, promotions and events to inspire customers and local communities.</p> <p>From large events attracting 300 hundred families, the 170 supported book groups, the 100% of new babies reached through Bookstart and the 500,000 information requests dealt with in 2011/12, libraries are fulfilling their core purpose.</p>
5.	Maximising the use of new technology such as e books and self service.	<p>The 39th self service library went live in January with the average transaction rate well over 80%.</p> <p>The use of public access computers remains high with over 233,000 sessions in the first 6 months of 2012.</p> <p>Plans are in place to expand the coverage of Wi-Fi to all 12 level 1 libraries and undertake a refresh of IT hardware in 8 libraries.</p>
6.	The further development of planned cultural, heritage and learning programmes.	The majority of programme development work has been related to establishing Mansfield Central library as a venue.

7.	Maintaining and further developing work with children and young people.	<p>Summer reading challenge 2012 has again proved popular with an estimated 8,000 children joining the scheme. Bookstart, the book gifting programme for babies and toddlers, continues to operate at a high level. The new Bookstart bear club is now available at all libraries with over 1,600 registrations since it was launched in June. Regular Storytimes and Rattle, Rhyme and Roll sessions are available in all larger libraries.</p> <p>The TRA/PA digital skills project is working with young people in West Bridgford.</p>
8.	Supporting staff development and empowerment.	<p>Library staff continue to provide a welcoming and customer friendly service.</p> <p>Briefing and development sessions with staff have been undertaken specifically to communicate the strategy and the business plan.</p> <p>A staff development and training plan has also been included in the business plan for the first time.</p> <p>Eight candidates supported this year towards completion of the ACLIP qualification (Associate of the Chartered Institute of Library and Information Professionals).</p> <p>Briefing sessions for all library managers on new NCC competency framework.</p>
9.	Developing 'community library partnerships' (CPLs)	<p>Since the report on the small library provision report presented to Culture portfolio in March 2012, the number of volunteers has continued to increase.</p>
10.	Developing mobile and community based library services to those who cannot visit static library sites.	<p>Following the implementation of the new mobile library service in April 2011, the service is undertaking a communication and promotional project to ensure potential customers are aware of the service.</p>

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

Other Options Considered

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

Statutory and Policy Implications

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

Implications for Service Users

10. The detailed work undertaken in relation to the delivery of the strategy aims to improve the accessibility and quality of library and information services. Customer satisfaction levels remain high. Annual customer survey work will be undertaken during the next reporting period, additionally work is underway to meet the Customer Excellence Standard.

RECOMMENDATION/S

- 1) That the report be noted.

Peter Gaw
Group Manager, Libraries, Archives and Information

For any enquiries about this report please contact:

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

Constitutional Comments

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

Financial Comments (NDR 09/08/12)

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

Background Papers

A Strategy for Nottinghamshire's Libraries - Nottinghamshire County Council Dec 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.

C0054

**REPORT OF THE GROUP MANAGER, LIBRARIES, ARCHIVES AND
INFORMATION****WEST BRIDGFORD LIBRARY AND YOUNG PEOPLE'S CENTRE PROJECT
UPDATE****Purpose of the Report**

1. To update Committee on the development of a new West Bridgford Library and Young People's Centre and seek approval for the establishment of 1 fte Library Building Officer post. To support this report, a presentation will be provided to the Committee to highlight the design of the new Library and the services provided.

Information and Advice

2. The Libraries and Archives service delivers services from 64 buildings, including 60 public libraries and 1 archives office.
3. The recently approved 'Strategy for Nottinghamshire's Libraries' included within its 10 point action plan 2 key actions relating to its properties.
 - a. Investing, developing and remodelling the library network (this included specific mention of the West Bridgford project)
 - b. Locate library services in the best location for the local community and library users.
4. West Bridgford Library is one of 12 level one libraries in Nottinghamshire, and has for many years been the busiest library in terms of book loans and second for number of visits.
5. The new building project aims to provide a modern library facility that is fully accessible. In addition the scheme includes the provision of a new young people's centre, a small registrar's office and accommodation for the local Shopmobility service.
6. Total capital expenditure on the scheme is budgeted to be £5.2 m.
7. The main contractor is Keir Marriott, which has worked well with the Service in the delivery of the Mansfield Central Library refurbishment scheme which was achieved on time and within budget earlier this year.
8. The West Bridgford scheme retains the original 1938 library frontage whilst creating two new accessible floors utilising the majority of the site. The total floor space will be 1,868 sqm

9. Work began on site in November 2011 following the closure of the old Library and the relocation to a temporary facility in Rectory Road, West Bridgford.
10. Progress on site has kept to schedule and the building will be fully operational by March 2013.
11. Opening hours will be a total of 55 per week as follows:

Monday	9.00 – 7.00
Tuesday	9.00 – 7.00
Wednesday	9.00 – 1.00
Thursday	9.00 – 7.00
Friday	9.00 – 7.00
Saturday	9.00 – 4.00
Sunday	11.00 – 3.00

12. In order to operate a service during these hours, provide the correct level of support for customers and staff, and incorporate the operation of the new young peoples centre, an additional Library Building Officer post is required.
13. The Library Building Officer role provides a range of support to library customers and staff, ensuring the varied uses of the building are fully catered for. (For example, supporting exhibition set ups, special events and security).
14. In order to ensure best support for the operational establishment of the new Library, and the decommissioning of the current temporary facility, the post should be filled by January 2013.

Other Options Considered

15. During the review of the County Council's capital programme in autumn 2009, a number of building options were considered.

Reason/s for Recommendation/s

16. An additional post is required to support the scheduled opening hours of the new Library and to help ensure its overall safety, security and operational effectiveness.

Statutory and Policy Implications

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

Implications for Service Users

18. The new Library will improve facilities and overall service provision for customers. Previous new building and refurbishment projects across the Service have resulted in considerable increases in up-take of services by local people.

Financial Implications

19. The construction and fit out of the new building is being funded from within the County Council's capital programme.
20. The funding for the new post has been allocated within the Library Service budget:

1 FTE Library Building Officer Grade 2, including on-costs (full year)	£19,305
TOTAL	£19,305

RECOMMENDATION/S

That:

- 1) the establishment of an additional 1 fte Library Building Officer post be approved
- 2) the contents of the report be noted.

Peter Gaw
Group Manager, Libraries, Archives and Information

For any enquiries about this report please contact:

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

Constitutional Comments (LM 14/08/12)

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

Financial Comments (NDR 09/08/12)

22. The financial implications are set out in paragraphs 19 and 20 of the report.

Background Papers

A Strategy for Nottinghamshire's Libraries - Nottinghamshire County Council Dec 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.

C0055



**REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES**

WORK PROGRAMME

Purpose of the Report

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

Information and Advice

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

Other Options Considered

7. None.

Reason for Recommendations

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

Statutory and Policy Implications

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

RECOMMENDATION/S

That:

- 1) 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)

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

Financial Comments (PS)

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

Background Papers

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

Electoral Division(s) and Member(s) Affected

All.

CULTURE COMMITTEE - WORK PROGRAMME

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
2 October 2012		
Chairman's report		Derek Higton
Historic Environment Record	To provide Members with information on the County's Historic Environment Record and seek endorsement for future working relationships with other Local Planning Authorities	Sally Gill
Local Improvement Schemes Heritage and Conservation Projects	Update report on Year 9 projects	Sally Gill
Heritage Lottery Fund new strategic framework for funding		Sally Gill
Establishment of a fixed term Heritage Development Officer post at Bestwood Country Park, with Heritage Lottery Funding		Patrick Candler
Additional meeting – date tbc		
Sherwood Forest Visitor Centre	Details of proposals of preferred bidder	Derek Higton
30 October 2012		
Chairman's report		Derek Higton
Initial committee budget proposals 2013/14		Derek Higton
Cultural Strategy	Six monthly monitoring report	Patrick Candler
National Water Sports Centre – future management arrangements	Details of proposals of preferred bidder	Derek Higton
Archives Plan	Seeking approval for the Archives Plan	Peter Gaw
Libraries Digital Skills Project		Peter Gaw
Southwell Library Poetry Festival 2012 evaluation		Peter Gaw
Grizzled Skipper Project	Interim report on SITA funded Grizzled Skipper project	Sally Gill
27 November 2012		
Chairman's report	To include update on Seasonal Canine Illness	Derek Higton
Performance Monitoring report	Six monthly performance monitoring report for Key Performance Indicators	Derek Higton/Sally Gill
Community Archaeology	To provide an update on Community Archaeology projects	Sally Gill
Archives Acquisitions Policy	Revision to policy	Peter Gaw
Summer Reading Challenge 2012		Peter Gaw

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
8 January 2013		
Chairman's report		Derek Higon
5 February 2013		
Chairman's report		Derek Higon
Fees & Charges – Libraries, Archives & Information	Annual determination	Peter Gaw
Fees & Charges – Country Parks and Green Estate	Annual determination	Patrick Candler
Partnership funding to Creswell Crags Heritage Trust 2013/14	Annual determination	Patrick Candler
Committee budget		Derek Higon
5 March 2013		
Chairman's report		Derek Higon
Revisions to library opening hours		Peter Gaw
Adult & Community Learning Service Priorities	Annual report to set priorities	Peter Gaw
Trent Vale Landscape Partnership	To report on the achievements of the Heritage Lottery funded Trent Vale Landscape Partnership project	Sally Gill
26 March 2013		
Chairman's report		Derek Higon
Biodiversity Offsetting Pilot Project	To provide Members with a Year 1 report on progress with the national Biodiversity Offsetting pilot project	Sally Gill
April 2013 date tbc		
Chairman's report		Derek Higon
Cultural Strategy	Six monthly monitoring report	Patrick Candler
Libraries Strategy	Six monthly monitoring report	Peter Gaw
May 2013 date tbc		
Chairman's report		Derek Higon
Performance Monitoring report	Six monthly performance monitoring report for Key Performance Indicators	Derek Higon/Sally Gill
Outside bodies report	Comprising reports on: Arts Partnership Nottingham/ Creswell Heritage Trust/ Experience Nottinghamshire/ Greenwood Community Forest Partnership/ Nottingham Playhouse Board/ Nottingham Playhouse Trust/ Sherwood Forest Trust/ Sherwood Forest Regional Park Board	Derek Higon
To be placed		
Budget monitoring	Quarterly reports	Derek Higon

<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
Creation of new externally funded Development Officer post, Bestwood Country Park		Patrick Candler
Sport England Youth & Community Strategy		Steve Bradley
Green Estate Management Plan	Seeking approval for the Plan	Patrick Candler
Sports and Arts Development Plan	Seeking approval for the Plan	Steve Bradley

