Nottinghamshire County Council

Culture Committee

Tuesday, 09 September 2014 at 14:00

Newark Library, Beaumond Gardens, Baldertongate, Newark NG24 1UW , [Venue Address]

AGENDA

1	Minutes of the last meeting held on 1 July 2014	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)	
4	Terms of Reference	7 - 8
5	Service Update for Period 9 June to 17 August 2014	9 - 14
6	Performance Reporting 1 April - 30 June 2014	15 - 18
7	Libraries and Archives Capital Modernisation Projects	19 - 24
8	Work Programme	25 - 30

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.

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

Nottinghamshire County Council

minutes

Meeting	Culture Committee
Date	1 July 2014 (commencing at 10.30 am)

Membership
Persons absent are marked with an 'A'

COUNCILLORS

John Knight (Chairman)
Alan Bell (Vice-Chairman)

Pauline Allan
Roy Allan
Chris Barnfather
John Cottee
A Maureen Dobson
Sybil Fielding
Alice Grice
A Tom Hollis
Roger Jackson

OFFICERS IN ATTENDANCE

Derek Higton	- Service Director Youth, Families and Cultural Services
Peter Gaw	- Group Manager Libraries, Archives & Information
Heather Stokes	- Conservation
Gareth Broome	- Countryside Services Manager
Linda Hardy	- Visitor Services Manager, Country Parks
Philippa Milbourne	- Business Support Assistant – CFCS
Martin Gately	- Democratic Services

CHANGE IN MEMBERSHIP

The following change was noted for this meeting only: Councillor Sheila Place had been appointed in place of Councillor John Clarke for this meeting only.

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 3rd June 2014, having been circulated to all Members, were taken as read and were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

None

DECLARATIONS OF INTEREST

None

SERVICE UPDATE FOR PERIOD 12 MAY TO 8 JUNE 2014

RESOLVED 2014/035

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

NOTTINGHAMSHIRE GREEN ESTATE DEVELOPMENT STRATEGY AND PLAN 2013-2023

RESOLVED 2014/036

1) That the outline proposals for the future management and operation of the green estate portfolio, as set out in Appendix 1, be approved.
2) That further reports setting out progress with the delivery of the Green Estate Strategy be received.

FUTURE OF SHERWOOD FOREST VISITOR CENTRE

RESOLVED 2014/037

1) That the decision to end the current procurement process and the Council's work with Discovery Attractions be noted.
2) That the proposal to re-engage with potential partners to deliver a project to replace the existing outdated visitor centre be approved.
3) That a further report be brought to Culture Committee on 9 September seeking approval for the commencement of the procurement process as detailed in paragraph 10.

A STRATEGY FOR NOTTINGHAMSHIRE'S LIBRARIES – SIX MONTHLY PROGRESS REPORT: JANUARY TO JUNE 2014

RESOLVED 2014/038

That the update on implementation of the Strategy for Nottinghamshire's Libraries January to June 2014 be noted.

NOTTINGHAMSHIRE ARCHIVES CAPITAL PROJECT PROGRESS UPDATE

Peter Gaw, Group Manager for Libraries and Archives, made a presentation on progress with the Archives capital project.

RESOLVED 2014/039

That the update on the planned capital programme to extend and improve the Nottinghamshire Archives Office be noted.

FIRST WORLD WAR CENTENARY COMMEMORATION – PROGRESS REPORT

RESOLVED 2014/040

1) That the work of the coordination group continues to ensure the County Council contributes to a fitting commemoration

2) That the outline listing of County Council activity and support be approved and progressed

3) That regular progress reports are presented to future meetings as the programme develops

WORK PROGRAMME

Members indicated the intention to return to the Dynamo House once per cycle, and also noted that the next meeting venue was Newark Library.

RESOLVED 2014/041

That the work programme be noted

The meeting closed at 12.15 pm

Chairman

Nottinghamshire County Council

Report to Culture Committee

9th September 2014

Agenda Item:4

REPORT OF SERVICE DIRECTOR, HIGHWAYS

TERMS OF REFERENCE

Purpose of the Report

1. To inform Committee of the implications of the changes to its terms of reference.

Information and Advice

2. At its Annual Meeting on 15th May 2014, the County Council agreed to dissolve the Authority's Rights of Way Committee. It was considered that it would be more efficient for its functions to be undertaken by other Committees.

3. As the Culture Committee is already responsible for country parks, open spaces and other countryside services, it was recommended and subsequently approved by Council that the terms of reference of the Culture Committee be changed to also include common land and town or village greens.

4. It was also recommended and approved by Council to transfer responsibility for land management and permissive path agreements, and non-statutory public access routes (i.e. former mineral railway lines), to the Culture Committee.

5. A report will be presented to Culture Committee at its meeting on 21st October 2014 outlining its new responsibilities.

6. Prior to this meeting members must undergo a training session before they can vote on commons and village or town green matters.

7. The training will cover the relevant legislation and what factors Committee members must consider when making quasi-judicial decisions.

Other Options Considered

8. Consideration was given to allocating the responsibilities of the Rights of Way Committee in a different manner but it was felt that the approved reallocation of responsibilities was the most efficient.

Reason/s for Recommendation/s

9. This report is for noting only.

Statutory and Policy Implications

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

RECOMMENDATION/S

1) It is recommended that Committee note the contents of the report.

Andrew Warrington
Service Director, Highways

For any enquiries about this report please contact:

Neil Lewis
Team Manager, Countryside Access

Constitutional Comments

11. As this report is for noting only no comments are required.

Financial Comments

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

Background Papers and Published Documents

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

- None

Electoral Division(s) and Member(s) Affected

- All

Nottinghamshire County Council

Report to Culture Committee

9 September 2014

Agenda Item: 5

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

SERVICE UPDATE FOR THE PERIOD 9 JUNE TO 17 AUGUST 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

ACLS Adult Learners Award Event – Rufford Abbey County Park

2. On 12 June, the Adult and Community Learning Service (ACLS) held its annual Adult Learners Week Awards Ceremony as part of the National Festival of Learning organised by The National Institute for Adult Continuing in Education (NIACE). The event took place in the marquee at Rufford Abbey Country Park on a beautiful sunny afternoon and was attended by over 150 people from across the County. Awards were presented by the Chairman of the County Council, Councillor Pauline Allan, and by the Leader, Councillor Alan Rhodes, to ACLS learners and tutors, nominated by ACLS Provider organisations for their outstanding achievement.

3. Those attending took part in a variety of 'taster' sessions including clay pot making, funded by the Arts Service, jewellery making, junk modelling, sugarcraft and knitting. They were also treated to live music provided by the Co-production team and an exhibition of ACLS learners' work.

Southwell Library Poetry Festival

4. Almost 500 people attended events at this year's Southwell Library Poetry Festival. Highlights included a children's poetry tree activity; the Poetry Doctor handing out poetry prescriptions; the wonderful Elaine Feinstein in conversation, and readings from the acclaimed Helen Mort. Visitors included travellers from as far afield as New Zealand, who came to most events. Comments included: "Inspires me to find out more. Long may the Poetry Festival continue." "Thank you. An inspiration for me to think about poetry in a totally new way".

Summer family events in libraries

Summer safety events

5. This summer has seen a series of family summer safety events in Nottinghamshire libraries, attracting over 1,400 people into our buildings. Events were held in Mansfield, Worksop and West Bridgford libraries, with partners in attendance including East Midlands Ambulance Service (EMAS), Nottinghamshire Fire and Rescue Service, Nottinghamshire Police, the Heritage Ambulance Service, Nottinghamshire County Council Road Safety and Nottinghamshire Children and Families Partnership.

6. Families had the opportunity to try out lots of things, from sitting in a fire engine to learning cardiopulmonary resuscitation (CPR). Customers enjoyed the opportunities that were available to them: "After being on the EMAS stall**,** my granddaughter then showed me how to do CPR on a dummy". Partners and the library services were able to reach new audiences, with the Nottinghamshire Fire and Rescue Service commenting that "It was a good day, we were able to engage with so many children and parents in regard to fire safety, it's venues like this that allow us to meet and educate families/individuals that are normally on our hard to reach list, if those children we spoke to can remember at least one safety message they could possibly be preventing a fire or saving a life one day."

7. Future partnership events with the East Midlands Ambulance Service for learning CPR will take place in Spring 2015 at Mansfield, Worksop and West Bridgford Libraries, and 'Cuppa with a Coppa' events at West Bridgford are being trialled from January.

Mansfield Town Football Club Summer Football Spectacular

8. Over 400 people attended Mansfield Library on Friday 15 August. The event, run in partnership with Mansfield Town Football Club and Mansfield Town Football in the Community, saw past and current players come and meet customers; an inflatable football pitch on the Studio Floor; mini goals and a speed radar goal checker. Nottinghamshire Children and Families Partnership ran an activity for children to design a Mansfield Town football shirt, whilst library staff engaged in reading and local history related activities. The library was buzzing with families, including lots of boys and their dads, who really enjoyed their unusual day in the library.

Library Management System Seminar - 8th August 2014 at Westminster City Archives

9. Peter Gaw, Group Manager, and Nick London, Team Manager, Library Resources, presented to a national seminar on the leadership and development of the new five East Midlands library authority consortium to procure and deliver a single library management system. Nottinghamshire County Council has led the project which will be implemented across five authorities between November 2014 and May 2015. This project has a national profile as a new generation of consortium approaches to maintaining the resilience of business critical systems, reducing costs and enabling an improved customer offer across boundaries.

10. The seminar also included presentations from the Tri-Borough project (covering Westminster, Hammersmith & Fulham and Kensington and Chelsea) followed by the South Australian Public Library Network (SAPLN).

COUNTRY PARKS AND GREEN ESTATES

11. The summer season is traditionally the busiest time of year for the Country Parks Service.

12. At Rufford Abbey Country Park the annual Earth & Fire Ceramic Fair (20th to 22nd June) organised by the County Council's Arts Service proved well supported, with over 100 potters from Britain and Europe exhibiting their wares at outdoor stalls. The event is one of the premier ceramic events in the country. There are further details about the event later in this report.

13. The following weekend (28th and 29th June) saw a major living history event at Rufford Abbey, depicting life during the Great War 1914-18. Historical re-enactors from all over the country travelled to take part and the event was opened by the Chairman of the County Council. Spectators were able to mingle with costumed soldiers, sailors and civilians, watch displays such as infantry drills and cavalry charges, listen to period songs and music, and even see the Abbey undergo a zeppelin raid! An estimated 4,000 people visited during the weekend. The free event formed part of Nottinghamshire's 'Trent to Trenches' commemorations.

14. At Bestwood Country Park, a number of smaller events helped to engage local people with the mining heritage of Bestwood Winding Engine House, such as 'Mini Miners' Saturday for mums and under-fives, and 'Miners' Music' – a free performance by Bestwood Black Diamonds brass band and the chance for budding musicians to have a go themselves. Gentle health walks led by the park rangers also continue to be popular with those recovering from illness or taking their first steps on the road to better fitness.

15. A report on the Robin Hood Festival at Sherwood Forest Visitor Centre, which takes place on 4th to 10th August, will be brought to Committee in October.

16. Meanwhile, away from the hurley-burley of events, other important country park work continued, such as the creation of a new volunteer warden scheme for Cotgrave Country Park. Growing out of the park Friends Group, the scheme will train local people to help keep this large and well used site safe and well cared for. Volunteering opportunities are a key part of our new approach to service delivery endorsed by Re-defining your Council.

CONSERVATION

Rufford Abbey Excavation 2014

17. The excavation took place on the lawn of the Abbey with the aim of investigating the precise location of the west and north walls of the medieval church. As a 17th century house had been built over the location, it was also expected to find the remains of later walls and evidence of their demolition which was known to have happened in the 1950s. The volunteers gave a total of 770 hours to the excavation over the two weeks.

7-11 July 2014 Field School

18. The first week of excavation was run as a field school to train people in basic excavation and recording techniques. Each day consisted of a teaching session on a different aspect

of archaeology followed by practical experience on site. A total of ten participants attended and learned how to look for changes in soil colour whilst digging, recognise artefacts such as pottery and animal bone, how to draw plans and sections and how to record features through photography.

19. In this week the group uncovered the foundations of substantial walls with some facing stones still *in situ* at a depth of only 30-40cm. Feedback from the week has been excellent and several of the participants returned the following week to continue their work.

14-18 July 2014 General Excavation

20. A total of 12 volunteers per day continued the excavation following on from the field school. All volunteers worked together to uncover more of the walls and find dating evidence. There was only one piece of medieval pottery found with the rest of the material dating from the 17th century onwards. It was deduced that the walls belonged to the post-medieval house but medieval masonry from the Abbey buildings had been re-used within them. Two human teeth were found beneath a demolition layer – it is possible that the house foundations had clipped a medieval burial underneath the church. A large number of visitors to the country park were interested in the excavation and asked questions, capably answered by the trained volunteers. The excavation generated a lot of positive publicity including East Midlands Today, the Nottingham Post and local radio.

21. All places were filled within two weeks and it proved so popular that there will be a further two weeks excavation on a different part of the site from 20 - 31 October.

The Graveyard Shift – Recording the Graveyards of Nottinghamshire

22. The County Council's archaeologists are currently working in partnership with the Nottinghamshire Local History Association (NLHA) and Nottinghamshire Wildlife Trust to develop a project to record the graveyards of the County. NLHA is leading the proposals to engage communities across Nottinghamshire in exploring, recording and enhancing the natural and human heritage of their graveyards. This would be the first time that such a comprehensive recording project has been undertaken in this country. Funding would be sought from the Heritage Lottery Fund to help to engage and train volunteers and create a programme of activities and experiences. A report on the project will be brought to Committee in October.

CULTURAL AND ENRICHMENT SERVICES

Funding Success for Performances in Village Halls

23. Run by the Arts Service, Village Ventures, the rural touring scheme for Nottinghamshire, works with local volunteer promoters to bring high quality performance from professional companies and artistes to village halls and other community venues across the County.

24. Supported by our district council partners, over 100 performances take place every year. As well as co-ordinating the Village Ventures scheme, the Arts Service also runs similar schemes, under contract, for both Lincolnshire and Leicestershire.

25. Following our application to Arts Council England, the three schemes were awarded further funding as a National Portfolio Organisation. Arts Council England's assessment

of our application stated: *Excellence is shown through the programming selections and choice of partnerships. Work from regional, national and international companies ensure promoters are given a wide variety of excellent work to choose from. Audience and promoter feedback is extremely positive, and is used to inform programming choices and develop new strands of work.* The funding award of £395,602 over three years will contribute to continued development of the programme, including support to the network of over 600 volunteer promoters.

26. The 2013/14 season came to an end in June with a series of performances to mark the Centenary of the outbreak of the First World War. 'Standing in Line' was the true story of a local solider who died at Passendale, told through songs and poetry of the period and 'The Thankful Village' examined the effect of the Great War on rural communities.

27. The new season brochure is available from local libraries across the County and to download from our website.

Open Studios Notts 2014

28. The Arts Development Team created the first Open Studios Notts event in 2012 and has continued to support its development as an artist led initiative. The now annual event in May and June sees over 100 artists across the County opening their studios to the public to give a first-hand look at the creative process. Visitors have grown from 2,000 in 2012 to 4,500 in 2014. In addition over 3,000 people visited the Open Studios exhibition at Rufford where people could see work from participating artists. The voluntary steering group of artists are currently collating the feedback from this year's event and planning Open Studios Notts 2015.

Special schools enjoy a creative celebration at Rufford

29. A two year creative programme for special schools across the County culminated in a day of celebration at Rufford Abbey at the beginning of June.

30. Following the success of a craft based programme of artist residencies in 2013, the schools worked with dancers and musicians for 2014. The artists worked with 500 young people in eight schools to address a particular objective with staff and pupils. For example, Foxwood Special School in Broxtowe wanted to increase their skill in delivering dance to achieve better outcomes for their pupils. Dancer Debbi Hedderwick worked to:

- inspire students' creativity through idea development and communicative movement
- increase students' confidence in their physical ability, communication skills and imagination
- develop learning (particularly social and emotional) through kinaesthetic processes
- develop collaborative skills - working together, sharing ideas, communicating with partners, dancing together with trust and confidence
- create work that responded to the students' ideas.

31. All the participants came together at Rufford to share the work they had created. To provide an exciting setting for their performances an inflatable dome by the internationally acclaimed local company Architects of Air was erected in the sculpture garden. The pupils were able to enjoy a truly inspirational space and share the work they had created with their peers.

Record visitor numbers flock to Ceramic Fair

32. The Earth and Fire International Ceramics Fair has been held in the grounds of Rufford Abbey for 20 years growing from a market with 35 potters to what it is today where over 100 of the very best studio potters from across the UK and Europe come to sell their work and share their skills.

33. The event is held in high esteem with potters and visitors alike…*the most innovative inspirational event that I have ever visited with the most fantastic ideas and work (visitor 2014) …*as *ever, a fantastic event. Great fun, wonderful people and incredibly well organised. And this year the weather was great too! I will be back again if selected (exhibitor 2014).* This year we welcomed over 7,000 visitors to enjoy the delights of all things clay, enjoying a full programme of demonstrations and talks from the professionals who shared their skills and showcased their talents to the eager audience. 100% of visitors surveyed rated the event as excellent.

34. In the festival spirit, the three days also encompassed the 'Potters Games' that challenged the exhibitors to fight it out in skilful rounds of 'blindfold throwing', 'animal consequences' and 'relay throwing' for the rewards of winners' and losers' medals (clay of course) and to lift the Rufford (world) Cup on Sunday.

35. The next generation of potters are supported through the campus stands showing graduates work and 'one year on' stands which give a stepping stone for those graduates from last year who are developing their practice and perhaps looking for their first solo event.

RECOMMENDATION

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

Derek Higton
Service Director, Youth, Families and Cultural Services

Sally Gill
Group Manager, Planning

For any enquiries about this report please contact:

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Nottinghamshire County Council

Report to Culture Committee

9 September 2014

Agenda Item: 6

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

PERFORMANCE REPORTING (1 APRIL – 30 JUNE 2014)

Purpose of the Report

1. The purpose of this report is to provide the Committee with an overview of performance during the first quarter of the 2014/15 financial year, covering activities from April to June 2014.

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 first quarterly performance report for 2014-15, i.e. reporting on performance between 1 April 2014 and 30 June 2014

Performance Reporting for 2014/15

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 – 30 June 2014, as described above, is set out in the table at **Appendix A.** This provides a summary across all service areas for the first quarter of the financial year.

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 2014/15, plus a summary of performance achieved across the key service areas.

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

RECOMMENDATION/S

1) That the Committee notes the performance of the Council's cultural services during the period 1 April – 30 June 2014.

Derek Higton
Service Director, Youth, Families and Cultural Services

For any enquiries about this report please contact:

Jon Hawketts
Group Manager, Quality and Improvement
T: 0115 9773696
E: jon.hawketts@nottscc.gov.uk

Constitutional Comments

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

Financial Comments (KLA 11/08/14)

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.

Nottinghamshire County Council

Appendix A

Youth, Families and Cultural Services

REPORT TO COMMITTEE

Our Performance from April 2014 to June 2014

What have we achieved?

Country Parks & Green Estates	Implement the Green Estate Strategy (agreed by Culture Committee in December 2013)	⦿
	Develop new operating options appraisals for Sherwood County Park, Rufford Country Park and Bestwood Country Park	⦿
Cultural & Enrichment	Finalise new operating / management arrangements for community sports and arts teams	⦿
Libraries, Archives, Information & Learning	Develop and deliver sustainable Community Partnership Libraries (CPLS)	⦿
	Implement a new arm's length operating model for LAI&L services by April 2016	⦿
	Modernise public libraries	⦿
	Extend and modernise Nottinghamshire Archives	⦿
	Integrate and merge Adult Community Learning (ACLS) and Skills for Employment (SFE) services with a single development plan inline for OfSTED and new arm's operating model	⦿
	Raise profile of adult learning across Nottinghamshire County Council and key stakeholders	⦿

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-June	On Target?
Number of visitors to our Country Parks and Green Estate sites	820,000	**198,600**	✓
Increase Country Parks commercial income	£2,500,000	**£635,751**	✓
Number of volunteers worked with	700	**170**	✓
Number of volunteer hours supported	5400	**1566**	✓
Number of public events organised, across Country Parks and Green Estate sites	1500	**470**	✓
Service user and customer satisfaction levels achieved across the service area	>90%	[1]	[1]
Cultural and Enrichment Service	**Yr Target**	Apr-June	On Target?
The number of active volunteers engaged in delivering sports and arts activities	1450	**760**	✓
Service user and customer satisfaction levels achieved across the service area	>90%	[1]	[1]
Libraries Archives Information and Learning Service	**Yr Target**	**Apr-June**	**On Target?**
The number of visits to Libraries	(3,000,000)	**727,980**	○
The number of virtual visits to Libraries	(1,000,000)	**346,831**	✓
The number of Library events and activities	(7,000)	**2362**	✓
The number of Library loans	(3,500,000)	**856,497**	○
The number of active Library users	(145,000)	**148,438**	✓
The number of new Library members	(28,000)	**7,435**	✓
The number of adult learners	(7,500)	**7162**	✓
Percentage of adult learners who started the course that met their expectations	(93%)	**93%**	✓
The number of Newlinc sessions (public computer access sessions)	(250,000)	**85,000**	✓
The number of visits to Archives	(3,500)	**1,514**	✓
The number of virtual visits to Archives	(400,000)	**96,462**	○
The number of Archives learning activities/events and number of attendances	(50 / 1,000)	**10 / 172**	×
The number of file requests for the Records Management Service	(6,000)	**3,164**	✓
The number of boxes successfully received for the Records Management Service	(3,000)	**1,404**	✓
Achieve Education Library Service schools buyback rates	(72%)	**72%**	✓
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 than10%)]

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

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Nottinghamshire County Council

Report to Culture Committee

9 September 2014

Agenda Item: 7

REPORT OF SERVICE DIRECTOR FOR YOUTH, FAMILIES AND CULTURAL SERVICES

LIBRARIES AND ARCHIVES CAPITAL MODERNISATION PROJECTS

Purpose of the Report

1. To update Members on scheduled capital modernisation developments across the Libraries, Archives, Information and Learning 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. The ongoing modernisation programme capital budget 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 allows the service to fulfil its overall purpose.

5. The customer centred design of 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 programme of investment results in increased use of library and related services and thus increased benefits to the community and individuals.

7. The 'Strategy for Nottinghamshire's Libraries' includes within its 10 point action plan two 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 Nottinghamshire Archives development plan, approved in October 2012, highlighted the importance of the specialist nature of the accommodation required to provide a 'proper place' of deposit for public records.

9. A capital scheme to extend the life of the archives building for the next 20 years and renew specialist building systems is underway and will be completed in Spring 2015.

10. The information below sets out a schedule of all planned and approved budgeted schemes. This amounts to a planned libraries modernisation programme of £2.985m between 2014 and 2018:

Newark Library - £220,000: project completed and library reopened May 2014

Annesley Woodhouse Library - **£135,000:** to co locate the library into an extended Acacia Avenue Community Centre. Contractor tender - Autumn/Winter 2014

Bingham Library - £540,000: to extend the library into the current health centre area to meet space requirements, also to include Children's Centre provision. Works underway due for completion November 2014

Arnold Library - £280,000: to undertake planned maintenance works and modernisation of library - Spring 2015

Beeston Library - £470,000: reconfiguration, improved meeting/exhibition space and refurbishment Spring/Summer 2016

Retford Library - £200,000: reconfiguration and replacement of shelving – Autumn 2016

Mansfield Woodhouse £80,000: 'make over' and reconfiguration - Winter 2016

2017/18 – allocation £660,000:

Ollerton - make-over
Keyworth - make-over
Ravenshead - make-over and relocate children's library downstairs
Edwinstowe - make-over
Ruddington - make-over

11. Investment required to develop community partnership libraries, upgrade the library computer system and invest in new technology will be undertaken. This investment is estimated to be £400,000 between 2014 and 2018.

12. Additional works may be undertaken as investment through planned maintenance allocations, opportunities to co locate with other services and when grant funding becomes available. In order to ensure best value and reduced service disruption, time lines are subject to change depending on opportunities to maximise available resources.

13. Since 2006 there have been ongoing modernisation projects undertaken to ensure the service meets needs of customers and local communities. Appendix 1 is an audit of significant projects undertaken.

Other Options Considered

14. 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.

15. A re-assessment of requirements was undertaken during winter 2013 to realign the programme to planned maintenance schedules and in order to reduce the overall capital budget requirement.

Reason/s for Recommendation/s

16. The report provides a progress report on the implementation of the Cultural Services capital programme.

Statutory and Policy Implications

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

Implications for Service Users

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

Financial Implications

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

Public Sector Equality Duty Implications

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

Implications for Sustainability and the Environment

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

RECOMMENDATION/S

1). That the Committee notes the update on scheduled capital modernisation developments across the Libraries, Archives, Information and Learning Service.

Derek Higton
Service Director, Youth, Families and Cultural Services

For any enquiries about this report please contact:

Peter Gaw
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T: 0115 9774201
E: peter.gaw@nottscc.gov.uk

Constitutional Comments

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

Financial Comments (KLA 12/08/14)

23. The financial implications of the report are set out in paragraph 19 above.

Background Papers and Published Documents

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

A Strategy for Nottinghamshire's Libraries – report to County Council 15 December 2011
Nottinghamshire Archives and Records Management Development Plan – report to Culture Committee on 30 October 2012

Electoral Division(s) and Member(s) Affected

All.

C0470

Appendix 1

Audit of library modernisation projects since 2006

Library	Description of works	Year
Southwell	New Library – part of Bramley Centre	2006
Forest Town	Refurbishment - partial	2006
Carlton Hill	Refurbishment - partial	2006
Kirkby in Ashfield	Refurbishment - make over	2006
Balderton	Refurbishment	2006
Bircotes	Refurbishment	2006
Toton	Refurbishment	2006
Sutton in Ashfield	Refurbishment - full capital scheme	2007
Rainworth	New Library - part of new health centre scheme	2007
Collingham	Refurbishment - partial	2007
Edgewood	Refurbishment - partial due to school project	2007
Radcliffe on Trent	Refurbishment - full	2007
Carlton	Refurbishment - full	2008
Eastwood	Refurbishment - full	2008
Carlton in Lindrick	Refurbishment - full	2008
Mapperley	Refurbishment and extension to meet DDA	2008
Cotgrave	Refurbishment - full	2008
Clipstone	Refurbishment - full	2008
Kimberley	Refurbishment - full	2008
Warsop	Refurbishment - full	2009
Gotham	Refurbishment - full and relocated within memorial hall	2009
Arnold	Refurbishment - partial including self-service	2010
Hucknall	Refurbishment - partial including self-service	2010
Bingham	Refurbishment - partial including self-service and lighting	2010
Worksop	New Library - part of CHUB capital scheme	2010
Mansfield Central	Refurbishment - full capital scheme	2011
Beeston	Relocating Children's Library downstairs	2012
Calverton	Refurbishment - make over	2012
East Leake	Refurbishment - full	2013
West Bridgford	Refurbishment - full capital scheme	2013
Stapleford	Refurbishment - full	2013
Newark	Refurbishment - full	2014
Bingham	Refurbishment - full capital scheme inc Children's Centre	2014

In addition the following libraries had investment to install self-service, including new carpeting, revised layout, signage/graphic and stock categorisation during 2011:-

Balderton, Bircotes, Burton Joyce, Collingham, Cotgrave, Edwinstowe, Farnsfield, Ladybrook, Mansfield Woodhouse, Ollerton, Retford, Skegby, Toton, Warsop, Woodthorpe

The following non self-service sites – were categorised and re-guided during 2012:

Balmoral, Bilsthorpe, Blidworth, Carlton Hill, Carlton in Lindrick, Clipstone, Edgewood, Gedling Inham Nook, Jacksdale, Kimberley, Langold, Lowdham, Mapperley, Selston, Sutton Bonington, Sutton-on-Trent and Tuxford

Nottinghamshire County Council

Report to Culture Committee

9 September 2014

Agenda Item: 8

REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND CORPORATE SERVICES

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for 2014/15.

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

RECOMMENDATION/S

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

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

For any enquiries about this report please contact:

Martin Gately
Democratic Services Officer
T: 0115 977 2826

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.

None.

Electoral Division(s) and Member(s) Affected

All.

CULTURE COMMITTEE - WORK PROGRAMME 2014-15

Report Title	Brief summary of agenda item	Lead Officer	Report Author
21 October 2014			
Service update	For noting	Derek Higton/ Sally Gill	Various
The Robin Hood Festival		Derek Higton	Steve Bradley
Cultural Services Strategic Events – six monthly review	For noting	Derek Higton	Peter Gaw/Steve Bradley
Future of Sherwood Forest Visitor Centre	For decision	Derek Higton	Steve Bradley
Future management arrangements for Rufford Country Park		Derek Higton	Steve Bradley
Arm's Length operating model – Libraries, Archives, Arts and Learning – update		Derek Higton	Peter Gaw
The Graveyard Shift – Recording the Graveyards of Nottinghamshire		Sally Gill	Heather Stokes
Towns and Village Greens (TVG) and Common Land – background information	For noting	Andrew Warrington	Neil Lewis
Application to register a Town or Village Green – land at Leeming Lane Recreational Ground, Mansfield Woodhouse	For decision	Andrew Warrington	Neil Lewis
Work programme			
2 December 2014			
Service update	For noting	Derek Higton/Sally Gill	Various
Performance monitoring (Quarter 2)	For noting	Derek Higton	Maggie Pape
Fees and Charges 2015/16 – Country Parks and Green Estate	Annual determination	Derek Higton	Steve Bradley
Fees and Charges 2015/16 – Libraries, Archives & Information		Derek Higton	Peter Gaw
2014 visitor satisfaction survey in Country Parks		Derek Higton	Steve Bradley
Summer Reading Challenge 2014		Derek Higton	Carol Newman
Libraries for the future digital project		Derek Higton	Kirsty Blyth/Liz Edwards
Heritage Tourism – Year 1 update		Sally Gill	Heather Stokes
Work programme			

Report Title	Brief summary of agenda item	Lead Officer	Report Author
13 January 2015			
Service update	For noting	Derek Higton/Sally Gill	Various
A Strategy for Nottinghamshire Libraries (six monthly progress report Jul to Dec 2014)	For noting	Derek Higton	Peter Gaw/Linda Turner
Libraries, Archives, Arts and Learning – Governance Model		Derek Higton	Peter Gaw
Biodiversity Offsetting – final report		Sally Gill	Heather Stokes
Work programme			
3 March 2015			
Service update	For noting	Derek Higton/Sally Gill	Various
Performance monitoring (Quarter 3)	For noting	Derek Higton	Maggie Pape
Annual review of the County Council Cultural Strategy		Derek Higton	Peter Gaw
Cultural Services Strategic Events Programme		Derek Higton	Peter Gaw/Steve Bradley
Arm's Length operating model – Libraries, Archives, Arts and Learning – Contract Award		Derek Higton	Peter Gaw
Work programme			
28 April 2015			
Service update	For noting	Derek Higton/Sally Gill	Various
ACLS Priorities for 2015/16		Peter Gaw	Judith Dey
Work programme			
9 June 2015			
Service update	For noting	Derek Higton/Sally Gill	Various
Performance monitoring (2014/15)	For noting	Derek Higton	Maggie Pape
Outside bodies report	For noting	Derek Higton/Sally Gill	Various
Work programme			
21 July 2015			
Service update	For noting	Derek Higton/Sally Gill	Various
Work programme			

Report Title	**Brief summary of agenda item**	**Lead Officer**	**Report Author**
To be placed			
Idle Valley Management Board	Report from officer group	Sally Gill	Heather Stokes
Heritage Plan		Sally Gill	Sally Gill
Green Estate Strategy – progress reports on delivery		Derek Higton	Steve Bradley
Conservation Management Plan for Rufford Park		Derek Higton	Steve Bradley