

Notice of meeting of

**Executive Member For Leisure, Culture & Social Inclusion and
Advisory Panel**

To:	Councillors Crisp (Chair), Healey (Vice-Chair), Hogg, Looker and Vassie (Executive Member)
Date:	Tuesday, 3 June 2008
Time:	5.00 pm
Venue:	The Guildhall, York

AGENDA

Notice to Members - Calling In:

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

10:00 am on Monday 2nd June 2008, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 5th June 2008, if an item is called in *after* a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

1. Declarations of Interest

At this point, Members are asked to declare any personal or prejudicial interest they may have in the business on this agenda.

2. Minutes (Pages 3 - 8)

To approve and sign the minutes of the meeting held on 25th March 2008.

3. Public Participation

At this point in the meeting, members of the public who registered their wish to speak regarding an item on the agenda or an issue within the Board's remit can do so. The deadline for registering is 5pm on Monday 2nd June 2008.

To register please call the Democracy Officer for the meeting on the details at the foot of this agenda.

4. Capital Outturn Report 2007/08 (Pages 9 - 16)

This report is to:

- inform Members of the final outturn position of the 2007/08 Capital Programme.
- advise Members of changes to existing schemes to allow the more effective management and monitoring of the Capital Programme.
- inform Members of any slippage in budgets between financial years.
- inform Members of any new schemes and seek approval for their addition to the 2008/09 to 2010/11 Capital Programme.

5. Service Plan Year End Monitoring Report 2007/08 (Pages 17 - 66)

This report analyses performance by reference to the service plan, the budget, and the performance indicators for all of the services funded through the Leisure and Culture budget.

6. York High Sports Provision Management Arrangements (Pages 67 - 78)

This report asks the Executive Member to agree to:

- A new service level agreement being drawn up between the Council and York High School for the provision of community sports facilities, adding the new swimming pool and hydrotherapy pool to the existing facilities to create an integrated service

Interim arrangements whereby the Sport and Active Leisure team will provide extra support to York High School over the next 3 years to ensure a smooth service transition from the current Edmund Wilson Pool to the new York High pool

7. Any Other Matters which the Chair decides are urgent under the Local Government Act 1972

Democracy Officer:

Name: Tracy Wallis

Contact Details:

- Telephone – (01904) 552062
- E-mail – tracy.wallis@york.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

This page is intentionally left blank

About City of York Council Meetings

Would you like to speak at this meeting?

If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

A leaflet on public participation is available on the Council's website or from Democratic Services by telephoning York (01904) 551088

Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

Access Arrangements

We will make every effort to make the meeting accessible to you. The meeting will usually be held in a wheelchair accessible venue with an induction hearing loop. We can provide the agenda or reports in large print, electronically (computer disk or by email), in Braille or on audio tape. Some formats will take longer than others so please give as much notice as possible (at least 48 hours for Braille or audio tape).

If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

Every effort will also be made to make information available in another language, either by providing translated information or an interpreter providing sufficient advance notice is given. Telephone York (01904) 551550 for this service.

যদি যথেষ্ট আগে থেকে জানানো হয় তাহলে অন্য কোন অর্ধাতে তথ্য জানানোর জন্য সব ধরনের চেষ্টা করা হবে, এর জন্য দরকার হলে তথ্য অনুবাদ করে দেয়া হবে অথবা একজন দোআবী সরবরাহ করা হবে। টেলিফোন নম্বর (01904) 551 550।

Yeteri kadar önceden haber verilmesi koşuluyla, bilgilerin terümesini hazırlatmak ya da bir tercüman bulmak için mümkün olan herşey yapılacaktır. Tel: (01904) 551 550

我們竭力使提供的資訊備有不同語言版本，在有充足時間提前通知的情況下會安排筆譯或口譯服務。電話 (01904) 551 550。

اگر مناسب وقت سے اطلاع دی جاتی ہے تو ہم معلومات کا ترجمہ مہیا کرنے کی پوری کوشش کریں گے۔ ٹیلی فون (01904) 551 550

Informacja może być dostępna w tłumaczeniu, jeśli dostaniemy zapotrzebowanie z wystarczającym wyprzedzeniem. Tel: (01904) 551 550

Holding the Executive to Account

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

Who Gets Agenda and Reports for our Meetings?

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
- Relevant Council Officers get copies of relevant agenda and reports for the committees which they report to;
- Public libraries get copies of **all** public agenda/reports.

City of York Council

Committee Minutes

MEETING	EXECUTIVE MEMBER FOR LEISURE & CULTURE AND ADVISORY PANEL
DATE	25 MARCH 2008
PRESENT	COUNCILLORS CRISP (CHAIR), HOGG, KING AND HEALEY (VICE-CHAIR)
APOLOGIES	COUNCILLOR VASSIE

35. DECLARATIONS OF INTEREST

Members were asked to declare any personal or prejudicial interests they may have in the business on the agenda. None were declared.

36. MINUTES

RESOLVED: That the minutes of the meeting of the Executive Member for Leisure and Culture and Advisory Panel held on 22nd January 2008 be approved and signed by the Chair as a correct record.*

**These minutes were approved and signed by the Executive Member on the day after the meeting..*

37. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak under the Council's Public Participation Scheme.

38. PURCHASING FROM THE NOT FOR PROFIT SECTOR 2008/09: SERVICE LEVEL AGREEMENTS

Members considered a report that sought approval to purchase Lifelong Learning and Culture programmes through Service Level Agreements (SLA). The following applications had been received in for SLA funding of over £5,000:

- Cube Media: An SLA is proposed for programmes providing affordable access and creative opportunities in sound, media and video that target groups with special needs. These are important programmes for target groups that the Council does not have the skills to provide itself.
- Friends of St Nicholas Fields: An SLA is proposed to operate, conserve and develop St Nicholas Fields on behalf of the Council. Without this SLA the land would have to be managed by the Council. Such an arrangement would be more expensive and fail to reap the benefits of voluntary action that the Friends provide.
- York Early Music Foundation: During the year there is a proposed merger with the National Centre for Early Music. Officers will use

delegated powers to enter into an SLA for £5,000 in respect of the July and December early music festivals.

- Pilot theatre: Officers will use delegated powers to provide a grant for £1,820 to support local delivery of Pilot's nationally acclaimed theatre work with young people including the development of European exchange projects and four new theatre productions targeted at ages 5 to 25.

Members discussed the focus of Pilot Theatre, the amount of funding available for sports and parks SLAs. Officers agreed to attach an annex to the next report regarding Purchasing from the Not for Profit Sector outlining details of the smaller SLAs.

Advice of the Advisory Panel

That the Executive Member be advised to approve the proposed Service Level Agreement awards of more than £5,000 to Cube Media and Friends of St Nicholas Fields as set out in paragraph 12 of the report.*¹

**The Executive Member for Leisure and Culture accepted and endorsed the advice of the Advisory Panel at 9.30am on Wednesday 26th March 2008. The decisions are detailed on the Decision Sheet attached as an annex to these minutes.*

Action Required

1. Implement the approved Service Level Agreement Awards. CC

39. LEISURE AND CULTURE SERVICES 2008/09 SERVICE PLANS

Members considered a report that sought approval for the Service Plan for Council services that are managed within the Lifelong Learning and Culture service arm. Some of these services fall within the Leisure and Culture portfolio and some within the Children's Services portfolio and the complete plan is therefore being presented to both Executive members. The services covered by the plan are as follows:

- Adult and Community Education
- Arts and Culture
- Sport and Active Leisure
- Parks and Open Spaces
- Libraries and Heritage.

Members asked Officers how they were going to implement the '5 Big Ideas' detailed in the Service Plan and the Assistant Director (Lifelong Learning and Culture) said that they would be using all new technologies available to them as well as pooling marketing resources to enable the Council to provide the public with the information required.

Officers were asked whether there would be any further monitoring reports and they responded that there would be quarterly monitoring reports.

Detailed workplans were also available and Members of the Committee asked that these were circulated to them.¹

Advice of the Advisory Panel

That the Executive Member is advise to approve the Service Plan attached to this report.*²

**The Executive Member for Leisure and Culture accepted and endorsed the advice of the Advisory Panel at 9.30am on Wednesday 26th March 2008. The decisions are detailed on the Decision Sheet attached as an annex to these minutes.*

Action Required

- | | |
|--|----|
| 1. Circulate detailed workplans to Members of the Committee. | CC |
| 2. Implement Service Plans | CC |

Councillor S Crisp, Chair

[The meeting started at 5.05 pm and finished at 5.40 pm].

This page is intentionally left blank

EXECUTIVE MEMBER FOR LEISURE & CULTURE AND ADVISORY PANEL**TUESDAY, 25 MARCH 2008****DECISIONS**

Set out below is a summary of the decisions taken by Councillor Vassie, the Executive Member for Leisure and Culture, at 9.30am on Wednesday 26th March 2008 based on the advice offered by the Advisory Panel at their meeting on Tuesday 25th March 2008. The wording used does not necessarily reflect the actual wording that will appear in the minutes.

Members are reminded that, should they wish to call in a key decision, notice must be given to Democracy Support Group no later than 4pm on the second working day after this meeting.

If you have any queries about any matters referred to in this decision sheet please contact Tracy Wallis.

**4. PURCHASING FROM THE NOT FOR PROFIT
SECTOR 2008/09: SERVICE LEVEL
AGREEMENTS**

Advice of the Advisory Panel

That the Executive Member be advised to approve the proposed Service Level Agreement awards of more than £5,000 to Cube Media and Friends of St Nicholas Fields as set out in paragraph 12 of the report.

Decision of the Executive Member

RESOLVED: That the Advice of the Advisory Panel be accepted and endorsed.

REASON: To provide a programme that contributes to meeting the Council's objectives.

**5. LEISURE AND CULTURE SERVICES 2008/09
SERVICE PLANS**

Advice of the Advisory Panel

That the Executive Member is advise to approve the Service Plan attached to this report.

Decision of the Executive Member

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: In order to ensure that the Lifelong Learning and

Culture management team is in a position to implement the strategic priorities of the directorate.

Councillor C Vassie
Executive Member for Leisure and Culture


Executive Member for Leisure and Culture and Advisory Panel
3 June 2008

Report of the Director of Learning Culture and Children's Services and the Director of Resources

CAPITAL PROGRAMME OUT-TURN 2007/08
Summary

- 1 This report is to:
- inform Members of the final outturn position of the 2007/08 Capital Programme.
 - advise Members of changes to existing schemes to allow the more effective management and monitoring of the Capital Programme.
 - inform Members of any slippage in budgets between financial years.
 - inform Members of any new schemes and seek approval for their addition to the 2008/09 to 2010/11 Capital Programme.

Background

- 2 The original capital programme for the financial year 2007/08 was approved at Council on 21 February 2007. Since then a number of amendments to the programme have been approved both by the Executive Member and the Executive. This has resulted in a current approved Leisure & Culture Capital Programme for 2007/08 which shows gross capital expenditure of £2.951m, with £0.811m of other funding which gives a net capital programme cost of £2.140m. The table below details the approved changes to the 2007/08 capital programme since the original programme was approved in February 2007.

	Gross Spend £m	Other Funding £m	Net Spend £m
Original Capital Programme 2007/08	4.477	0.825	3.652
Slippage and Adjustments from the 2006/07 Outturn report	0.115	0.077	0.038
Monitor 1 Adjustments	(1.591)	0.009	(1.600)
Monitor 2 Adjustments	(0.050)	(0.100)	0.050
Current Approved Capital Programme 2007/08	<u>2.951</u>	<u>0.811</u>	<u>2.140</u>

Consultation

- 3 Not applicable

Options and Analysis

2007/08 Scheme Outturn

- 4 Each major scheme in the capital programme has been reviewed to provide an assessment of its current status. Annex A shows the current approved capital programme and the outturn position for 2007/08, together with any slippage that is required to and from future financial years. Updates have been provided for all schemes, with progress and variations explained in the following paragraphs.

York Pools and Indoor Sports Provision (Overall Scheme Cost £9.669m)

- 5 The separate schemes within the overall Pools programme reflect the amendments which were approved by the Executive on 23rd October 2007 and reported at Monitor 2.
- 6 The scheme to undertake repairs at Yearsley Pool has been completed successfully and the pool has now reopened. An additional £18k is required to be transferred from the contingency budget to fund a small overspend and this will need to be brought forward from 2009/10.
- 7 The detailed design for the new swimming pool on the York High site has now been completed. Tenders were due to be returned and analysed by the end of May, at which point the final price for the scheme will be established. A verbal update will be given at the meeting.
- 8 The latest cost estimates, however, show a budget shortfall of £0.5m. Reductions in the specification and removal of some elements has reduced this gap by £0.1m, but any further cuts would mean reducing the specifications in such a way that the lifespan of the building would be significantly reduced or taking out elements that would have a serious impact on the business plan for the Centre.
- 9 Any budget shortfall will be an issue for the Executive to consider in the context of the overall capital programme. Options available for the Executive to consider include:
- Extending the prudential borrowing repayment period from 17 to 30 years, which is reasonable given the life expectancy of the facility (the annual repayments would remain at £130k, funded by the reduced running costs of the new facilities). This could provide an additional £470k.
 - Increasing the level of corporate capital resources allocated to the project, subject to the latest position on the overall council capital programme following the 2007/08 outturn.
- 10 A small amount of additional fee expenditure has been incurred earlier than expected, requiring £21k of reverse slippage from 2008/09, in addition to the £50k approved at Monitor 2.

- 11 An amount of £200k was earmarked for the provision of community facilities for users displaced following the closure of the Barbican. This was slipped from the 2007/08 programme into 2008/09 at Monitor 2, as this is the earliest that this will be required. A report will be presented to the July EMAP with the various options on allocating this money.
- 12 The remaining element of the pools investment is the £2m contribution towards a pool to be built in partnership with the University of York to be opened in 2011. It is now expected that 10% will be required in 2008/09, with the remainder split equally in 2009/10 and 2010/11. The capital programme has been amended with £1.8m initially moved from the 2007/08 programme to 2008/09. The £1.8m now needs to slip back to match this new profile of expenditure.
- 13 Procurement and legal fee expenditure of £16k in relation to the overall scheme has been incurred in 2007/08. As the approved scheme budget is only £13k, a further £3k is required to be transferred from contingency and brought forward to 2007/08 to fund this additional expenditure.
- 14 Following the transfer of £18k to Yearsley Pool and £3k to Procurement and Legal Fees the contingency budget has reduced to £78k.

Museum Service Heritage Lottery Bid (Scheme Cost £1.900m)

- 15 The amount of £600k in the programme for 2007/08 now takes account of an amendment made to the profiling of the capital scheme which was approved at Leisure and Culture EMAP on 19th October 2007. At Monitor 2 a further £200k was brought forward into 2007/08 from later years of the scheduled programme in order to fund urgent repairs to the roof of the south gallery of the Art Gallery. Whilst the work has been carried out during the Spring, the payment to the Trust was not made until the beginning of the 2008/09 financial year and therefore the £200k needs to be slipped back into 2008/09.
- 16 As reported at Monitor 1 the remaining contribution of £400k has supported works to the Castle Museum and the Hospitium. In addition a long term loan has been given to the Trust in order to complete the refurbishment of the Hospitium into a conference centre.

Oaklands Sports Centre Development (Scheme Cost £1.855m)

- 17 This scheme is now complete with only retentions outstanding.

Parks and Open Spaces Section 106 Development (Scheme Cost £0.503m)

- 18 This scheme is funded from Developer contributions towards improving or providing play facilities, amenity open space and sports pitches within the locality of the development. Funding is used by the City Council directly and passed on to Local Councils and voluntary sports clubs where that body is best placed to improve or provide facilities within the catchment of the development.

- 19 This year the main projects within parks and open spaces have been at Hull Road Park where footpaths have been improved to DDA standards and news steps and handrails installed. Work has also commenced on the restoration of the old ranger hut to create a weather proof community base and classroom. These projects are being supported by a combination of Section 106 contributions, existing resources and Ward Committee funds to restore and enhance the park with the long-term aim of meeting the Civic Trust Green Flag Award standard.
- 20 These works have been completed and £2k of this budget is required to be reverse slipped from 2008/09 leaving a notional £98k for 2008/09. The exact amount to be drawn down will depend which schemes are able to be progressed during the year. Proposals currently include improvements to West Bank Park toilets, Rowntree Park tennis courts and Hull Road Park tennis and basketball facilities.

Acomb Library (Scheme Cost £0.653m)

- 21 Construction work on the improvements to Acomb Library began in August 2007 and was completed in February 2008. The centre is now open and operating successfully. A small amount of budget is to be slipped into 2008/09 to fund retention payments.
- 22 The cost of the scheme to the Leisure and Heritage Capital Programme has been reduced by £75k as alternative funding has been allocated from the Resources Capital Programme in relation to Health and Safety and the "Changing Places" project.

Scheme Additions and Transfers

- 23 There are no additional schemes to report as part of this monitoring exercise.

Corporate Priorities

- 24 The budgets covered in this report reflect the council's corporate objectives for 2007/08.

Financial Implications

- 25 As a result of the final outturn a number of adjustments to existing schemes within the programme are required. Annex A provides a complete overview of the 2007/11 Leisure and Heritage Capital Programme, taking into account the review of existing schemes set out in this report.
- 26 The result of the amendments described above is to produce a revised capital programme for 2007/08 of £2.609m funded by £0.663m of external resources, and resulting in a net cost to the council of £1.946m.

Table 2 - Summary of Amendments to the 2008/11 Capital Programme

Gross Leisure and Culture Capital Programme	2008/09	2009/10	2010/11	Total
	£m	£m	£m	£m
Current Approved Capital Programme	6.943	2.063	0.200	9.206
<u>Adjustments: -</u>				
Scheme Slippage and Reprofilling	(1.555)	0.879	0.900	0.224
Revised Capital Programme 2008/11	5.388	2.942	1.100	9.430

Other Implications

27

- **Human Resources:** not applicable
- **Equalities:** not applicable
- **Legal:** not applicable
- **Crime and Disorder:** not applicable
- **Information Technology:** not applicable
- **Property:** not applicable

Risk Management

28 There is always a degree of risk associated with operating a capital programme as schemes are developed and implemented. The key to minimising this risk is the effective operation of monitoring and control processes. This report is part of that process, where updated figures and corrective actions are proposed. There are no specific risks arising from the recommendations in this report

Recommendations

29 The Executive Member is recommended to: -

- note the updates to schemes as detailed above,
- agree the scheme reprofiling and slippage reported above and summarised in Annex A,
- subject to the latest budget position following the analysis of tenders, refer the decision on funding the expected budget shortfall on the York High Pool Scheme to the Executive,
- approve the remainder of the revised capital programme as set out in Annex A.

Reason: to enable the effective management and monitoring of the capital programme.

Contact Details**Author:****Chief Officer Responsible for the report:**

Mike Barugh
Principal Accountant
Learning, Culture and Children's
Services
Tel No. 554573

Pete Dwyer
Director of Learning, Culture and
Children's Services

Report
Approved



Date 20/05/2008

Dave Meigh
Head of Parks and Open Spaces
Learning, Culture and Children's
Services
Tel No. 553386

Specialist Implication Officers

Financial

Mike Barugh
Principal Accountant
554573

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Background Papers:

Capital Programme 2007/08 Estimate, Monitoring and Final Account files

Annex

Annex A - Approved Capital Programme and Actual Outturn for 2007/08

LEISURE & CULTURE CAPITAL PROGRAMME 2007/08 - 2010/11 - AT 2007/08 OUTTURN

SCHEME	Expenditure pre 2007/08 (£000's)	2007/08 Approved Capital Programme (£000's)	Actual Spend (£000's)	Variance (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2007/08 Revised Capital Programme (£000's)	2008/09 Approved Capital Programme (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2008/09 Revised Capital Programme (£000's)	2009/10 Approved Capital Programme (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2009/10 Revised Capital Programme (£000's)	2010/11 Approved Capital Programme (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2010/11 Revised Capital Programme (£000's)	Total Capital Programme (£000's)
York Pools and Indoor Sports Provision	249	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	249
- Prudential Borrowing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	249	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	249
York High Pool	0	340	361	21	0	21	361	4,443	0	-21	4,422	1,201	0	0	1,201	0	0	0	0	5,984
- Prudential Borrowing	0	0	0	0	0	0	0	1,529	0	0	1,529	0	0	0	0	0	0	0	0	1,529
- Sport England Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	0	340	361	21	0	21	361	2,914	0	-21	2,893	1,201	0	0	1,201	0	0	0	0	4,455
Yearsley Pool	13	1,067	1,085	18	0	18	1,085	0	0	0	0	0	18	-18	0	0	0	0	0	1,098
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	13	1,067	1,085	18	0	18	1,085	0	0	0	0	0	18	-18	0	0	0	0	0	1,098
Third Pool Contribution	0	0	0	0	0	0	0	2,000	0	-1,800	200	0	0	900	900	0	0	900	900	2,000
- Prudential Borrowing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	0	0	0	0	0	0	0	2,000	0	-1,800	200	0	0	900	900	0	0	900	900	2,000
Community Building	0	0	0	0	0	0	0	200	0	0	200	0	0	0	0	0	0	0	0	200
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	0	0	0	0	0	0	0	200	0	0	200	0	0	0	0	0	0	0	0	200
Procurement and Legal Fees	44	13	16	3	0	3	16	0	0	0	0	0	3	-3	0	0	0	0	0	60
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	44	13	16	3	0	3	16	0	0	0	0	0	3	-3	0	0	0	0	0	60
Contingency	0	0	0	0	0	0	0	0	0	0	0	99	-21	0	78	0	0	0	0	78
- External Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	0	0	0	0	0	0	0	0	0	0	0	99	-21	0	78	0	0	0	0	78
Danebury Drive Allotments	30	12	19	7	10	-3	19	0	0	3	3	0	0	0	0	0	0	0	0	52
- Section 106	0	0	10	10	10	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	30	12	19	7	10	-3	19	0	0	3	3	0	0	0	0	0	0	0	0	52
Chapelfields Community Centre	328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Museum Service Heritage Lottery Bid	137	600	400	-200	0	-200	400	200	0	200	400	763	0	0	763	200	0	0	200	0
- Lottery Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Donations Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Development Fund	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	137	600	400	-200	0	-200	400	200	0	200	400	763	0	0	763	200	0	0	200	0
Oakland's Sports Centre	1,490	62	44	-18	-18	0	44	0	0	0	0	0	0	0	0	0	0	0	0	0
- Big Lottery Fund (New Opportunities Fund)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Big Lottery Fund (New Opportunities Fund)	819	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	108
- DFES SCA	92	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	155
- Section 106	108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17
- DFES Devolved Capital Grant	140	15	15	0	0	0	15	0	0	0	0	0	0	0	0	0	0	0	0	42
- DFES Seed	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30
- Revenue Contribution to Capital	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	107
- NDS Modernisation	30	37	0	-37	-37	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50
- Venture Fund	107	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25
- Schools Contribution re Specialism	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	66
- Schools Access Initiative	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	89
- Net Cost	60	10	29	-19	-19	0	29	0	0	0	0	0	0	0	0	0	0	0	0	327
Oakland's Sports Centre Pitch	313	27	8	-19	-13	-6	8	0	0	6	6	0	0	0	0	0	0	0	0	261
- Sport England Grant	247	14	8	-6	0	-6	8	0	0	6	6	0	0	0	0	0	0	0	0	0
- Section 106	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Net Cost	66	13	0	-13	-13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	66
Parks and Open Spaces Development	301	102	104	2	0	2	104	100	0	-2	98	0	0	0	0	0	0	0	0	503
- Section 106	271	93	104	11	9	2	104	100	0	-2	98	0	0	0	0	0	0	0	0	473
- External Contribution	14	9	0	-9	-9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
- Net Cost	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
War Memorial Gardens	0	30	0	-30	0	-30	0	0	0	30	30	0	0	0	0	0	0	0	0	30
- Grant	0	20	0	-20	0	-20	0	0	0	20	20	0	0	0	0	0	0	0	0	20
- Net Cost	0	10	0	-10	0	-10	0	0	0	10	10	0	0	0	0	0	0	0	0	10
Acomb Library	52	698	572	-126	-97	-29	572	0	0	29	29	0	0	0	0	0	0	0	0	653
- Government Grant	52	623	496	-127	-127	-29	496	0	0	0	0	0	0	0	0	0	0	0	0	548
- Grant	0	30	30	0	30	0	30	0	0	0	0	0	0	0	0	0	0	0	0	30
- Net Cost	0	75	46	-29	0	-29	46	0	0	29	29	0	0	0	0	0	0	0	0	75
FUNDING FROM EXTERNAL SOURCES	2,014	811	663	-148	-124	-24	663	1,629	0	24	1,653	0	0	0	0	0	0	0	0	4,330
NET COST TO CITY OF YORK CAPITAL PROGRAMM	943	2,140	1,946	-194	6	-200	1,946	5,314	0	-1,579	3,735	2,063	0	879	2,942	200	0	900	1,100	10,666
TOTAL GROSS EXPENDITURE	2,957	2,951	2,609	-342	-118	-224	2,609	6,943	0	-1,555	5,388	2,063	0	879	2,942	200	0	900	1,100	14,996

LEISURE & CULTURE CAPITAL PROGRAMME 2007/08 - 2010/11 - AT 2007/08 OUTTURN

SCHEME	Expenditure pre 2007/08 (£000's)	2007/08 Approved Capital Programme (£000's)	Actual Spend (£000's)	Variance (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2007/08 Revised Capital Programme (£000's)	2008/09 Approved Capital Programme (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2008/09 Revised Capital Programme (£000's)	2009/10 Approved Capital Programme (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2009/10 Revised Capital Programme (£000's)	2010/11 Approved Capital Programme (£000's)	Outturn Adjustments (£000's)	Outturn Slippage (£000's)	2010/11 Revised Capital Programme (£000's)	Total Capital Programme (£000's)	
Funded by																					
- Grant	0	20	30	10	30	-20	30	0	0	20	20	0	0	0	0	0	0	0	0	0	50
- Sport England Grant	247	14	8	-6	0	-6	8	0	0	6	6	0	0	0	0	0	0	0	0	0	261
- Big Lottery Fund (New Opportunities Fund)	819	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	819
- DFES SCA	92	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	92
- DFES Devolved Capital Grant	140	15	15	0	0	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0	155
- DFES Seed	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17
- Revenue Contribution to Capital	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	42
- NDS Modernisation	30	37	0	-37	-37	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30
- Venture Fund	107	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	107
- Schools Access Initiative	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25
- Lottery Funding	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Sponsorship	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- External Grants	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- SRB Grant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
- Government Grant	52	623	496	-127	-127	0	496	0	0	0	0	0	0	0	0	0	0	0	0	0	548
- Section 106	379	93	114	21	19	2	114	100	0	-2	98	0	0	0	0	0	0	0	0	0	591
- Schools Contribution re Specialism	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50
- External Contribution	14	9	0	-9	-9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
- Prudential Borrowing	0	0	0	0	0	0	0	1,529	0	0	1,529	0	0	0	0	0	0	0	0	0	1,529
- Net Cost	943	2,140	1,946	-194	6	-200	1,946	5,314	0	-1,579	3,735	2,063	0	879	2,942	200	0	900	1,100	10,666	
- Gross Expenditure	2,957	2,951	2,609	-342	-118	-224	2,609	6,943	0	-1,555	5,388	2,063	0	879	2,942	200	0	900	1,100	14,996	



**Meeting of Executive Member for Leisure and Culture
and Advisory Panel****3 June 2008**

Report of the Director of Learning, Culture and Children's Services

**End of Year Service Plan Performance Monitoring 2007/08:
Leisure and Culture****Summary**

1. This report analyses performance by reference to the service plan, the budget, and the performance indicators for all of the services funded through the Leisure and Culture budget.

Background

2. At the heart of the council's corporate approach for reporting to the Executive Member is a common proforma for all services in the directorate which summarises progress against the actions listed in the service plan, records variations from the budget, and comments on performance against the Performance Indicators for which information has become available during the reporting period. These are attached as an annex to the covering report together with the end of year performance report from the York Museums Trust.
3. A summary of the main findings on progress for the Executive Member's portfolio as a whole is included below.

Analysis

4. The main message from the service plan monitoring reports is that the great majority of planned projects have been completed. Particularly noteworthy has been:
 - The opening of the new Acomb Library Learning Centre and the flexible learning centre created in Room 18 at the Central Library with new programmes launched including the "First time on line" programme
 - Revamping the City of Festivals programme with new festivals such as Fiesta! now coming on stream and the Illuminating York Festival drawing excellent responses from the public
 - Yearsley Pool opened on time after its refurbishment
 - Green flags awarded to West Bank Park, Rowntree Park and Glen Gardens
 - Improvements to the allotments leading to high levels of occupancy

- 90% of children are now participating in 2 hours of PE and school sport per week, an increase of 19% on last year
 - Securing funding for and appointing a Children's Centres Community Arts Officer
5. Issues that have not yet been progressed include:
- The New Earswick Library Learning Centre has been delayed but will now open in June
 - The physical activity consciousness campaign. This has been prioritised in this year's plan: one of the 5 "Big Ideas".
6. The Key PIs are generally on track:
- The number of arts events for young people has exceeded the target as have events generally and those targeting communities with low participation rates
 - Communities Arts initiatives are well ahead of target
 - The number of adults completing courses through public libraries has exceeded expectations
 - The increase in the number of visits to our museums and galleries has been maintained by the York Museums Trust
7. Areas of concern are:
- The number of pupils in Performing Arts Centres. This is being actively addressed through the launch of the York Arts Academy this summer
 - The number of library items added to stock have not met the target. This will be addressed through the stock policy which will come to EMAP next month

Consultation

8. Not applicable.

Options

9. There are no options associated with this report; it is for information only.

Corporate Priorities

10. The service plans funded through the Leisure and Culture budget are derived from the Lifelong Learning and Leisure Plan 2005 – 2008, which includes a link with the corporate priorities under each of the following headings:
- Making York More Eventful
 - Engaging in Learning
 - Being Healthy
 - Building cohesive communities
 - Developing a vibrant cultural infrastructure

Financial Implications

- 11 This report sets out the draft outturn figures for the financial year 2007/08. Whilst most budgets have out turned at or about the level of the current approved budget, there are still a number of exceptions to this. The individual variations are detailed in full at Annex A but in summary the draft outturn for 2007/08 is £8,723k. This compares with a current approved budget of £8,678k, a net overspend of £45k or 0.5%. It must be noted that the figures are provisional and may be adjusted. However, significant changes are not expected to be made.
- 12 The original net budget for Leisure & Culture for 2007/08 was set at £9,478k. Since then there have been a number of changes made (the summary table at Annex A provides details) resulting in the latest approved net budget of £8,678k.
- 13 The Executive Member has also received two formal monitoring reports and has been kept informed on expenditure and income trends during the year. The latest report was presented on 4 December 2007. Further regular monitoring reports have also been considered by the LCCS Departmental Management Team throughout the year.
- 14 The individual service plan financial monitoring sheets at Annex A now show total overspends of £463k. To offset this savings and other mitigating action has produced underspends or additional income totalling £418k, with the details again shown in Annex A. The result of this action leaves the net overspend of £45k which is an improvement of £46k on the position reported in the last monitoring report. The major changes from the second monitoring report are set out briefly below:
 - An increase of £21k in the libraries' income shortfall, mainly due to the late write off of some previous years' irrecoverable debts.
 - Additional savings totalling £31k in library staffing budgets, due to some posts being kept vacant.
 - An increase in the underspend within Parks and Open Spaces totalling £37k as a result of increased income generation and the ceasing of some non-essential maintenance work.
 - Additional one-off unbudgeted expenditure at the Barbican on rates and previous years' gas costs totalling £66k.
 - An increase in the surplus generated on the Oaklands Centre recharge of £22k.
 - Savings in the Sports Facilities Management budgets on staffing, training and IT systems costs totalling £49k.
- 15 Many of the underspends have been achieved by initiating specific management action to cease spending in a number of non-essential areas. This was in response to the difficult overall LCCS directorate budget position being projected at the time of the last monitoring reports. Inevitably these

savings are only sustainable in the short term and cannot be repeated in 2008/09 without impacting on the levels of service provided.

- 16 Although many of the underlying variations have already been accounted for when the 2008/09 budgets were set, there are still some items that are expected to have an impact in 2008/09. Initial estimates of the 2008/09 impact suggest a continuing net overspend of £65k, mainly due to Library Service income shortfalls:

Proposals to Carry Forward Unspent Budgets

- 17 In order to promote good management and allow planned 2007/08 projects to proceed, it is proposed to continue the arrangements of previous years and permit underspendings to be carried forward in certain circumstances. Rather than being a general provision, it is suggested that carry forward proposals should only be allowed where the portfolio area and directorate actually underspends due to a genuine slippage.
- 18 As the Leisure & Culture portfolio has overspent in 2007/08, no carry forward requests are proposed.

Other Implications

19. The report has no Human Resources, Equalities, Legal, Crime and Disorder, Information Technology, or Property implications.

Risk Management

20. All of the service plans include a section on risk management.

Recommendations

21. The Executive Member is recommended to:
- note the performance of services within the directorate funded through the Leisure and Culture budget,
 - approve the draft revenue outturn for 2007/08 and note that the overspend will be funded from the council's reserves.

Reason: To monitor and review performance in his portfolio area.

Contact Details

Author:

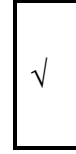
Charlie Croft
Assistant Director (Lifelong
Learning and Culture)
Tel No: 553371

Richard Hartle
Head of Finance (LCCS)
Tel No. Ext 4225

Chief Officer Responsible for the report:

Charlie Croft
Assistant Director (Lifelong Learning and
Culture)

**Report
Approved**



Date 20.11.07

Specialist Implications Officer:

Richard Hartle
Head of Finance (LCCS)
Tel No. Ext 4225

Wards Affected: List wards or tick box to indicate all

All

For further information please contact the author of the report

Annex

- A. Summary service plan budget position and monitoring reports
- B. York Museums Trust performance report

Background Papers:

Learning Culture and Children's Services Service Plans 2007/08
2007/08 Budget Files
2007/08 Closedown Files
Revenue Estimate 2007/08 reported to Council in February 2007
Budget monitoring reports presented to the Executive Member during 2007/08

This page is intentionally left blank



**Learning, Culture & Children's Services
Service Plan Report, Year End 2007 – 2008**

Contents:

Financial Monitoring Reports

Leisure & Culture Portfolio Summary

Leisure Support Services

Service Plans and Budget Monitoring Reports

Lifelong Learning and Culture General PIs

Arts and Culture

Early Years, Extended Schools and Community

Libraries and Heritage

Parks and Open Spaces

Sports and Active Leisure

<u>Leisure & Culture Portfolio Summary</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	9,478		
Approved Changes:			
• Yearsley Pool R&M Closure Supplementary Estimate (Exec 12/06/07) NR	+ 40	Employees	3,978
• NNDR Budget Adjustments (Corporate)	+ 7	Premises	1,992
• Corporate Asset Rental Adjustments	- 882	Transport	71
		Supplies & Services	3,238
Director's Delegated Virements:			
• Allocation of residual budgets following Arts & Culture restructure	- 1	Miscellaneous:	
• British Association Science Festival - from Strategy Team Budget NR	+ 35	Recharges	2,578
• Allocation of PFI budget	+ 1	Delegated / Devolved	0
		Other	0
		Capital Financing	1,226
		Gross Cost	13,083
		Less Income	4,404
2007/08 Latest Approved Budget (Net Cost)	8,678	Net Cost	8,678

<u>Summary of Service Plan Variations from the Approved Budget:</u>	Latest Approved Budget £000	Total Net Variation £000	Projected Outturn Expenditure £000	Variation %
<u>Lifelong Learning & Culture</u>				
Arts & Culture (Leisure)	821	+ 6	827	+ 0.7%
Libraries & Heritage	4,444	+ 15	4,459	+ 0.3%
Parks & Open Spaces	1,224	- 37	1,187	- 3.0%
Sport & Active Leisure	2,017	+ 83	2,100	+ 4.1%
Leisure Support Services	-8	- 22	- 30	- 274.7%
<u>Partnerships & Early Intervention</u>				
Early Years & Extended Schools (Leisure)	181	0	181	-
Leisure & Culture Portfolio Total	8,678	+ 45	8,723	+ 0.5%

<u>Leisure Support Services</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	0	Employees	212
<u>Approved Changes:</u>		Premises	0
		Transport	3
		Supplies & Services	35
		Miscellaneous:	
		Recharges	1,368
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	32
• Operational Budget Transfer - GM Client to West Bank Park NR	- 8	Gross Cost	1,649
		Less Income	1,657
2007/08 Latest Approved Budget (Net Cost)	- 8	Net Cost	-8

Significant Variations from the Approved Budget:	
• There has been a small staffing underspend due to vacancies.	- 11
• Net amount of all other minor variations in expenditure and income.	- 11
Projected Net Outturn Expenditure	- 30
Overall Net Variation from the Approved Budget	- 22
Percentage Variation from the Net Approved Budget	- 274.7%
Percentage Variation from the Gross Approved Budget	- 1.3%

2007/08 Year End ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	06/07	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07		1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target		
CYP11.7 (CYP7b)	Percentage of residents satisfaction with leisure activities for young people (measured through residents opinion survey)	Charlie Croft	25%	29%	17%	actual				21%	40%	42%		
			29%	30%	35%	profile				38%				
SSC11.3 (BVPI 119a)	Percentage of residents satisfaction with LA cultural services - Sports and leisure	Charlie Croft	44%	40%	41%	actual				44%	45%	60%	57.6%	Improvements to public perception of services coincide with the roll out of facility improvement programmes
			62%	65%	45%	profile				40%				
SSC11.3 (BVPI 119b)	Percentage of residents satisfaction with LA cultural services - Libraries	Charlie Croft	64%	66%	73%	actual				73%	68%	69%	72.2%	
			76%	66%	67%	profile				67%				
SSC11.3 (BVPI 119c)	Percentage of residents satisfaction with LA cultural services - Museums & Galleries	Charlie Croft	62%	67%	76%	actual				73%	75%	76%	46.4%	
			72%	64%	67%	profile				70%				
SSC11.3 (BVPI 119d)	Percentage of residents satisfaction with LA cultural services - Theatres and Concert Halls	Charlie Croft	65%	67%	68%	actual				69%	74%	75%	50.1%	
			76%	79%	67%	profile				74%				
SSC11.3 (BVPI 119e)	Percentage of residents satisfaction with LA cultural services - Parks and Open Spaces	Charlie Croft	70%	76%	78%	actual				75%	78%	80%	74.0%	No single reason may account for the PI being missed by 1%. Investment and activity remains strong across the city and the long term trend remains upwards.
			77%	80%	76%	profile				76%				
SSC13.1 (LY6a)	Number of community groups with whom Leisure has worked with during the year	Charlie Croft	630	513	790	actual	348	471	546	644	525	530		
			400			profile	350	420	480	520				
LY6b	Number of those which are new groups (Information only)	Charlie Croft	238	299	291	actual	57	100	135	72				information only
			100			profile								
CYP7a	Percentage of users satisfaction with leisure activities for young people (measured through participants opinion survey)	Charlie Croft		89%	87%	actual				86%	89%	89%		
				89%	profile				89%					

Any PI No. that is shown in yellow indicates that this PI is a Local Area Agreement PI

PI is lower than the lower quartile mark when comparing to available Quartile information for that year

PI is higher than the upper quartile mark when comparing to available Quartile information for that year

Actual is better than the profile by the tolerance factor

Actual is worse than the profile by the tolerance factor

O3/P5 Indicates that this PI appears as a Key PI in the CYPP 2007/10 and or supports a Corporate Priority



Learning, Culture & Children's Services Service Plan Monitoring Report Year End, 2007 – 2008

Service: Arts and Culture
Service Manager: Gill Cooper

Section A: Service Plan Initiatives and Actions

1. Achievements.

Objective 1 - Working through partnerships to make York more eventful, increasing public participation in the arts and cultural activities

- We have reviewed with key partners, the City of Festivals offer and produced a reinvestment programme for council festivals of Fiesta!, Mysteries, Festival of the Rivers and Illuminate.
- Through Big Draw (National Award winner) and York Youth Mysteries we have developed community and young peoples involvement in the council promoted/ supported festivals
- Through Traveller Project work, Integrated Children's Centres and work with Mental Health groups we are promoting a more culturally diverse programme of work. Fiesta Festival will see a World Music programme in the city centre.

Objective 2 - Ensuring that every child has access to a high-quality arts learning opportunities to develop creativity and promote enjoyment and achievement

- World Stage programme of performances by young people from York Arts Academy organised and supported
- Arts Awards opportunities for young people developed through our established regional centre. Our two consultants are training Trainers.
- Co-ordinate and lead a "Youth Mysteries production for summer 2008. York Youth Mysteries over 400 young people from across the city becoming involved in creating, marketing and performing their own versions of these historical plays. Performance Date 21st June 2008.
- Internal Youth Arts Development Strategy agreed. Bid for Music Technology project (TransTech) in the KS2/ KS3 transition phase has been short listed for funding by the DCSF. Will find out the results by end of April.
- Bid to pilot Cultural entitlement for 0 – 19 year olds submitted. We will find out if this is successful by end of May.

Objective 3 - Strengthening local communities through active participation in the arts to develop community cohesion

- We have implemented a targeted programme of community arts activities at those groups with lowest participation rates as identified in service plan and LAA.
- Working with Integrated Children's Centres and Parks to develop active participation programmes. New events at the Integrated Children's centres are proving successful in introducing more families to this service.

Objective 4 - Supporting artists and arts organisations to develop and increase the economic contribution of our creative industries

- Work with York St John's students to give professional commission experience through Illuminate, Fiesta!, Travellers film making project, York Youth Mysteries.
- We have undertaken the scoping for a NUMU network across all schools and will be going live with this in 2008/09
- We have undertaken an individual artist programme, called "Last Friday" and supported 86 individual artists through this.
- Events and promoters network training has been undertaken jointly through the York and North Yorkshire Festivals network.

Objective 5 - Improving the cultural infrastructure of the city including creating high quality public spaces

- Spatial Cultural Strategy (June 2007) work was used to inform the LDF Issues and Options Consultation
- Development of new Public Arts guidance included in LDF process

Additionally we have: -

- Negotiated the continuation of the Youth4Media European network working with 9 other EU countries.
- Biomation project with the Wellcome Trust and the Hospital coming to completion following successful Diabetes and Asperger's Syndrome projects.
- Review of Teacher support and allowances completed. Implementation of agreed outcomes ongoing.

2. Actions planned but not completed.

Commentary

Objective 1

- Work with regional agencies, council colleagues and the private sector to develop a major event offer for the city has been delayed by Yorkshire Forward restructure

The YF restructure is complete and work on this is recommencing. Regional 2012 offer will link to this work

Objective 2

- Roll out an agreed wider opportunities programme for KS2 pupils. Sign up of 22 Wider Opportunities schools
- Revitalise the youth offer at Performing Arts Centres/ Re launch of Performing Arts Centres

Ongoing and target will be achieved by September 2008

Following widespread consultation with young people rebranding agreed to York Arts Academy and launch is currently being planned

Objective 3

- Libraries Programme at Tang Hall will be used to inform libraries redevelopment of provision
- Work to develop a network of out of school arts activities that feed into York Arts Academy awaiting re launch of YAA

Work likely to commence in Summer 2008

Timetable moved on by 6 months

Objective 5

- Planning work on the Cultural Quarter is progressing slowly

Proposed as a Scrutiny Topic, Business case to be developed with City Strategy

2007/08 Year End ~ Arts & Culture (incl Music Service) ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded..
			04/05	05/06	06/07	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target	Unitary Average		
CYP11.4 (LA2a)	No. of arts events for young people supported by York @Large	Gill Cooper		330	301	actual				382	350	360		Strong take up of opportunities for Young people through the 'Schools Out' programme and wide range of events for young people offered through partners in the AEONS network (Arts and outreach officers from cultural institutions in the city)
CYP11.8 (PA1)	No. pupils taking instrumental with A&C service in school (DfES return in Feb)	Gill Cooper	2501	2244	2356	actual	2356	2235	2230	2339	2650	2675		Lower than expected, given that we still have a large waiting list. We will be undertaking a review of teacher time use to pick up any problem areas. Follow up of wider opportunities programme not going to be realised until September 2008
EDE5.1 (LY12)	Percentage of respondents (Talkabout Survey) who see York as 'cosmopolitan, vibrant.	Gill Cooper		42.5%	42.5%	actual				N/A	50.0%	55.0%		Survey not undertaken
EDE5.2	Number of high quality events in the city supported by York@Large	Gill Cooper		180	N/A	actual				227	188	192		Higher than target. Partners involved in Year round programming.
SSC12.1	Number of new festival/event activities designed to target communities with low participation rates	Gill Cooper				actual				64	34	38		Wider definition of target groups to include older people has seen a rise in numbers of events . Additionally partners are responding to Council target group priorities.
SSC12.2 (LY11)	Number of visits to www.yorkfestivals.com	Gill Cooper		18691	33714	actual	10,193	25661	81302	114872	25000	30000		Reflects a general societal move to a more prevalent use of websites to search for information
PA2a	No. of pupils in ensembles at PAC (DfES return at the end of spring term)	Gill Cooper	478	368	479	actual	479	340	338	337	500	540		Relaunch of Pacts to become York Arts Academy scheduled for summer 2008. This should be reflected in improved figures in2008/09
PA2b	No. of pupils in Arts service supported ensembles	Gill Cooper		175	100	actual	100	100	94	64	250	260		Loss of specialist staff for Steel pan work has suspended work for two ensembles. Recruitment for staff underway.
PA3	% of all schools having a 'Live Arts Week' workshop	Gill Cooper	75%	84%	72%	actual				80%	85%	85%		Some drop off in range of schools taking up live arts week especially in the secondary sector.
LA1	No. of Community Arts initiatives supported by the Arts & Culture Service.	Gill Cooper	232	284	322	actual	152	215	261	308	230	230		Continuing demand for community arts provision and the addition of our work in Integrated Children's centres has seen a mu greater programme of community arts work undertaken
LA2a	No of events in the city supported by the Arts & Culture Service	Gill Cooper	233	212	N/A	actual	118	139	159	192	270			Following decision to concentrate our resources on doing fewer events but doing them better we have 192 events supported and Culture . Future target figures will need to be revised in light of this decision.
LA2b	No. of those events that are new (CYP11.4 was LA2a)	Gill Cooper	49	126	175	actual	51	63	86	94	50	50		New events take much more officer time to support but reflect the role that the team plays in working with new promoters for role
LA3b	No of performances and attendances at Theatre Royal (Quarterly collection)	Gill Cooper	452 (137368)	486 (142073)	750 (149,355)	actual	212 (34,000)	314 (62,251)	522 (112,439)	686 (176,418)	520 (148000)	400		
LY13	Number of new festivals/event activities	Gill Cooper			3	actual				3	2	2		
VJ8B	Ensuring that tourism through First Stop York continues to make a major contribution to the York economy: total visitor spend across the tourism industry per annum. (Actuals and targets relate to 2 year prior than the year it is shown in)	Gill Cooper	£283.6m	£311.8	£332.9m	actual				N/A				Data available Autumn 2008
VJ8C	Ensuring that tourism through First Stop York continues to make a major contribution to the York economy: maintain a minimum number of annual jobs at (Actuals and targets relate to 2 year prior than the year it is shown in)	Gill Cooper	8681	9561	9970	actual				N/A				

Any PI No. that is shown in yellow indicates that this PI is a Local Area Agreement PI

PI is lower than the lower quartile mark when comparing to available Quartile information for that year

PI is higher than the upper quartile mark when comparing to available Quartile information for that year

Actual is better than the profile by the tolerance factor

Actual is worse than the profile by the tolerance factor

O3/P5 Indicates that this PI appears as a Key PI in the CYPP 2007/10 and or supports a Corporate Priority

Arts & Culture (Leisure)		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	787	Employees	241
<u>Approved Changes:</u>		Premises	3
		Transport	4
		Supplies & Services	496
		Miscellaneous:	
		Recharges	208
<u>Director's Delegated Virements:</u>		Delegated / Devolved	0
• Allocation of residual budgets following Arts & Culture restructure	- 1	Other	0
• British Association Science Festival - from Strategy Team Budget NR	+ 35	Capital Financing	0
		Gross Cost	952
		Less Income	132
2007/08 Latest Approved Budget (Net Cost)	821	Net Cost	821

Significant Variations from the Approved Budget:	
• No significant variations to report.	
• Net amount of all other minor variations in expenditure and income.	+ 6
Projected Net Outturn Expenditure	827
Overall Net Variation from the Approved Budget	+ 6
Percentage Net Variation from the Approved Budget	+ 0.7%



Learning, Culture & Children's Services Service Plan Monitoring Report Year End, 2007 – 2008

Service: Early Years & Extended Schools Service
Service Manager: Heather Marsland

Section A: Service Plan Initiatives and Actions

1. Achievements.

- Early Years & Extended Schools Partnership meetings held with extended schools business formalised within this
- Support continued to Shared Community Partnerships and individual headteachers to meet the full core offer. Support to schools also given for projects for extended services via lottery funding
- Support given to Neighbourhood Nurseries in their development within Children's Centres
- Neighbourhood Nurseries forum widened to include all childcare settings on Children's Centre sites
- Shared Foundation Newsletter published throughout the year
- 2 year old pathfinder continued – with project now continuing till 2011
- Early Years Funding Reform process begun – cost analysis of PVI sector completed with the Maintained sector underway
- NEF funding administered, including the Pathfinder project of 15 hours – now continuing until national roll-out in 2010
- Both Pathfinder projects monitored and evaluated by the Pathfinder Project Board
- Inclusion Framework completed and rolled out
- World Book Day activities successfully completed
- Communication, Language and Literacy training delivered
- In partnership with the Youth Service and led by the young people's panel the Yorkash project has successfully distributed £140K worth of funding to young people's groups across the City.
- 22 organisations applied for a Taking Play Forward grant. The Policy Development Worker for TPF continues to monitor the grants against the 9 Better Play Objectives
- Street Sport York – Continues to provide a range of sessions through consultation with young people across the city
- Schools Out continues to develop by working to support more targeted groups. Attendance rises to 64K
- In house service to support Out of School clubs has replaced a service level agreement
- Transformation Fund administered
- The first phase of the YorOK website is now live and between its launch on November 23rd and 31st March 2008 it has had 7,364 visits and 30,278 pages viewed
- The first Childcare Sufficiency Assessment has been carried out. This has resulted in identifying the key barriers to families accessing childcare. These barriers are now being addressed through partnership working with a range of teams and agencies. The assessment has also helped enhance the provision for 3 & 4 year olds in the city
- The Children's Information Scheme has made the transition to a Family Information Service. The new service now offers an ever growing range of information to parents, carers and practitioners

2. Actions planned but not completed. **Commentary**

2007/08 Year End ~ Early Years and Extended Schools ~ Partnerships & Early Intervention

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	06/07	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target	Unitary Average		
CYP9.1	% of VIP settings gaining 'good' or 'outstanding' in Ofsted reports for childcare and nursery education	Heather Marsland		65%	Care=72 % Edu=61%	actual				Care=66.4% Edu=61.6%	85%	90%		These figures are preliminary using data up to 31/12/07. Awaiting up to date figures up to 31/3/08 which will mean a higher 'actual'. New inspection arrangements start Sep 08 and this may impact on future figures
CYP11.1 (EY11)	Number of primary schools designated as meeting core offer for extended schools	Heather Marsland		8	15	actual				53	54	54		Significant improvement on last years performance. We are working with the one remaining school to achieve the full extended core offer this year.
CYP11.2	Number of secondary schools designated as meeting core offer for extended schools	Heather Marsland		4	4	actual				10	10	10	O3	
CYP11.5 (CYP2)	Number of young people taking part in the holiday activities programme	Heather Marsland	41084	40255	54951	actual		49925	Est 52,701	64239	55167 (40,000)	56822 (41,200)	O3	Final figure includes an estimate of the recent Easter activities as full results not yet in
CYP11.11	Number of play providers working to improve the quality of play provision through adopting the '9 Better Play Objectives'	Mary Bailey		25	25	actual				33	46	55	O3	Improved performance from last year but target not achieved. Mainly due to a vacancy gap in the post responsible for this work. The post is now filled and the hours have been enhanced in response to extra lottery funding secured.
CYP18.1 (EY8)	Percentage of 3-year-olds receiving a good quality, free, early years education place in the voluntary, private or maintained sectors.)	Heather Marsland	104.8%	101.1%	104.14%	actual	100.1%			101.2%	102.5%		O5/P8	City of York Early Years Providers attract out of area children, hence the ability to achieve over 100% mark as we can only compare to York population figures in the calculation.
SSC9.6 (CYP1)	No. of community groups working in partnership with CYC to deliver Young people's holiday prog.	Mary Bailey	43	56	107	actual		113		61	63	70		
BVPI - 222a	% of leaders of integrated early education and childcare settings funded or part-funded by the local authority with a qualification at Level 4 or above this training is funded by dcsf transformation fund (Sept06-March 08).	Ann Spetch		9.30%	26%	actual				71%	80%	85%	37%	This target supports CYP9.1 and we anticipate it will positively impact on future years
BVPI - 222b	% of leaders of integrated early education and childcare settings funded or part-funded by the local authority which have input from staff with graduate or post graduate training in teaching or child development this training is funded by the dcsf transformation fund (Sept 06-March 08)	Ann Spetch		0%	4%	actual				24%	80%	85%	68%	Low starting point. Practitioners are continuing to make progress on 3 year courses. This is being supported from the Transformation Fund. Practitioners are moving on from Level 5 to Level 6 and onto the Early Years Professional Status
EU 4	Proportion of 3 year olds with a pre-school nursery place in the maintained sector (Autumn Term)	Heather Marsland	35.8%	36.4%	34.63%	actual	30.6%			27.4%	31.6%			
EY10	Number after school places and holiday places provided (registered under Ofsted and as reported in the Childrens Services Plan)	Heather Marsland	2331	2545	2838	actual	2848	2785	2759	2858	2500	2500		
EY1	% of enquirers to the Children's Information Service rating the service as 'Excellent' or 'Very Good'	Heather Marsland			92%	actual	94%	100%	97%	92%	90%	90%		The full year figure of 92% matches performance from 2006/07. Satisfaction levels in the middle of the year may look artificially high due to a change in databases that meant a delay in sending out some evaluations. Now the evaluations back in step the full year position is more realistic of the overall satisfaction levels
EY7	% of staff appraised during the year	Heather Marsland	100%	100%	100%	actual	97%	100%	97%	100%	100%	100%		
EY9	To ensure early years settings, inspected by Ofsted, are making satisfactory progress in delivering EL Goals	Heather Marsland	100%	N/A	100%	actual				98.6%	94%	94%		These figures are preliminary using data up to 31/12/07. Awaiting up to date figures up to 31/3/08

2007/08 3rd Year End ~ Early Years and Extended Schools ~ Partnerships & Early Intervention

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07	actual	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target		
CYP4	Number of holiday activities	Mary Bailey	552	423	597	actual				705	622	640		
			569	569	586	profile				604				
EY20	No.of support visits from the Developmental Worker Team to each Headteacher and their active Shared Foundation Partnership (measured termly)	Anne Spetch				actual	60	83	105	121				
						profile	38	76	114	114				

Any PI No. that is shown in yellow indicates that this PI is a Local Area Agreement PI

- PI is lower than the lower quartile mark when comparing to available Quartile information for that year
- PI is higher than the upper quartile mark when comparing to available Quartile information for that year
- Actual is better than the profile by the tolerance factor
- Actual is worse than the profile by the tolerance factor

O3/P5 Indicates that this PI appears as a Key PI in the CYPP 2007/10 and or supports a Corporate Priority

() Indicates LAA target

<u>Early Years & Extended Schools (Leisure)</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	181	Employees	79
<u>Approved Changes:</u>		Premises	1
		Transport	13
		Supplies & Services	127
		Miscellaneous:	
		Recharges	42
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	0
		Gross Cost	262
		Less Income	81
2007/08 Latest Approved Budget (Net Cost)	181	Net Cost	181

Significant Variations from the Approved Budget:	
• No significant variations to report.	
Projected Net Outturn Expenditure	181
Overall Net Variation from the Approved Budget	0
Percentage Net Variation from the Approved Budget	0%



Learning, Culture & Children's Services Service Plan Monitoring Report Year End, 2007 – 2008

Service: Libraries and Heritage
Service Manager: Fiona Williams

Section A: Service Plan Initiatives and Actions

1. Achievements.

- We have been more successful on focussing delivery on service objectives – we simplified the strategy to “one service - promoting reading and supporting learning” and staff measure everything against this.
- We have undertaken consultation on opening hours at York Library and have a recommendation to go forward into 2008/09 with
- The performance and quality manager has set up a comprehensive performance management system – and every library now has clear targets that it has helped to set. A monitoring process is also in place. This is a huge step forward for the service and it is making a real difference having statistics to support our strategy
- The second literature festival took place in March and was very successful
- The new reader development posts have established a city reading group offer and we are now able to support a wider range of reader development work – this has given us a firm foundation for the Year of Reading in 2008
- We have done more work with Go MAD – looking at excellent customer care and the role of managers. This is being cascaded and we are using the tools and techniques much more in our daily work
- Explore - Acomb Library Learning Centre opened in February and usage has nearly trebled with over 600 people a day visiting. Adult Education classes have also started and are very popular. The café will open in May – completing the work

2. Actions planned but not completed.

- New Earswick library not moved

Commentary

This will move in June 2008 and we retimed it so as not to clash with the opening of Acomb

2007/08 Year End ~ Libraries & Heritage ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	06/07	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target	Unitary Average		
EDE4.8 (LPSA 10.4)	The number of adults registering and completing courses through public libraries (academic yr rep)	Fiona Williams		763	897	actual				1002				Exceeded target.
EDE5.3 (BVPI 170a)	No. of visits/usages of museums/galleries per 1000 population (for all LA funded or part funded museums from 2005/06)	Fiona Williams	3134	4028	4987	actual	1563	2830	3294	4255				
			3073	3134	3134	profile	1400	2800	3300	4000	3882	4278	1667	
BVPI 220	Compliance Against the Public Library Service Standards (PLSS).	Fiona Williams	2	1	2	actual				2	3	3		Although the number of Public Library Standards met has gone up from five to six this year, (due to improved performance on PLSS10 - Replenishment Rate), this isn't enough to score the extra point on BVPI220.
				2	3	profile				3				
BVPI 220i	Compliance Against the Public Library Service Standards (PLSS). The number of PLSS the authority has complied with	Fiona Williams	8	8	10	actual				12	16	16		This target corresponds to meeting eight Library Standards, where we meet six. The standards we do not meet are 2 (Opening Hours), 6 (Visitor figures), 7 (Adult Customer Satisfaction) and 9 (Number of Items Added to Stock) - see below for commentary on these.
				10	16	profile				16				
BVPI 220ii	Compliance Against the PLSS. The general progress the authority has made against the PLSS from the previous financial year	Fiona Williams	0.5	0.0	0.0	actual				0.5	0.0	0.0		Exceeded target.
				0.5	1.5	profile				0.0				
BVPI 220iii	Compliance Against the PLSS where the PLSS are not met, the number of individual standards that authorities are within 5% of achieving	Fiona Williams	0	0.5	0.5	actual				0.5	0.0	0.5		Exceeded target.
				0.5	0.0	profile				0.0				
BVPI 220iv	Compliance Against the PLSS provision to the general public apart from that offered in static libraries (ie mobile libraries and other service points as defined within PLSS1).	Fiona Williams		N/A Met under PLS1	N/A Met under PLS1	actual				N/A	N/A	N/A		Not applicable.
						profile				N/A				
BVPI 118a	Libraries: % of users reporting success in obtaining a book to borrow (measured every 3 years)	Fiona Williams	Not req	Not req	86%	actual				Not req	Not req	87%	87.4%	Not applicable.
					70%	profile				Not req				
BVPI 118b	Libraries: % of adult library users reporting success in gaining information as a result of a search or enquiry (measured every 3 years)	Fiona Williams	Not req	Not req	86%	actual				Not req	Not req	88%	77.5%	Not applicable.
					69%	profile				Not req				
BVPI 118c	Satisfaction with the library service (measured every 3 years)	Fiona Williams	Not req	Not req	92%	actual				Not req	Not req	94%	92.7%	Not applicable.
					94%	profile				Not req				
PLS1	Proportion of households living within specified distance of a static library (1 and 2 miles)	Fiona Williams	91%	91%	91%	actual				91%	91%	91%		Met target.
				91%	91%	profile				91%				
PLS2	Aggregate scheduled opening hours per 1,000 population for all libraries	Fiona Williams	107	105	105	actual				107	106	1		Once again we failed to meet the National Standard of 128 opening hours in spite of a slight increase of performance owing to some extra opening hours due to re-structure in April 07.
			111	106	106	profile				106				
PLS3	Percentage of static libraries (as defined by CIPFA) providing access to electronic resources connected to the internet	Fiona Williams	100%	100%	100%	actual				100%	100%	100%		Met target.
				100%	100%	profile				100%				

2007/08 Year End ~ Libraries & Heritage ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)					
PLS4	Total number of electronic workstations with access to the internet and the libraries catalogue available to users per 10,000 population	Fiona Williams	7	6	8	actual				8	7	7		Exceeded target.
				7	7	profile				7				
PLS5(i)	% of requests for books met within 7 days	Fiona Williams	49%	60%	67%	actual				60%	69%	70%		Did not meet local targets, in spite of meeting national standards. This is being addressed by work on the new stock policy, due May 2008, which will ensure that we purchase enough copies of popular items to satisfy customer demand (e.g. introducing an automated process to purchase extra copies of items with waiting lists). Request times are also being addressed as part of ongoing process improvement.
			53%	50%	61%	profile				68%				
PLS5(ii)	% of requests for books met within 15 days	Fiona Williams	63%	75%	80%	actual				77%	82%	83%		
				70%	76%	profile				81%				
PLS5(iii)	% of requests for books met within 30 days	Fiona Williams	78%	88%	93%	actual				90%	94%	94%		
				85%	88%	profile				94%				
PLS6	No. of library visits per 1000 population	Fiona Williams	4627	4764	4688	actual	1472	2546	3169	4217	5200	5300	5271	Failed to meet the target, largely owing to our second busiest library (Acomb) being closed for 8 months for refurbishment. Moreover, on several occasions throughout the year, libraries had to close due to staff shortages. During 08/09 we expect to see performance improve owing to several factors including: the proven success of the newly refurbished Acomb library (currently experiencing visitor levels which are double its previous levels, since re-opening in Feb 08); the relocation of New Earswick Library into the Children's Centre in May 2008; the implementation of a new system of monthly performance monitoring for all libraries; the events, activities and marketing associated with National Year of Reading (April to December 08).
			4300	4850	4900	profile	1704	3473	3810	5100				
PLS7	% of library users 16+ who view their library service as 'good' or 'very good' (measured every 3 years)	Fiona Williams	Not req	Not req		92%	actual				Not req	95%		Not applicable.
						94%	profile				Not req			
PLS8	% of library users under 16 who view their library as good (measured every 3 years)	Fiona Williams	Not req	86%	86%	actual				87%	Not req	Not req		Met target. Please note this target has been adjusted mid-year. In April 2008 the MLA announced that the national standard had been adjusted from 90% to 87%, as 87% represents upper quartile performance for 07/08.
				Not req	77%	profile				87%				
PLS9	Annual items added through purchase per 1000 population	Fiona Williams	189	179	161	actual	51	102	136	177	220	222		Failed to meet target, despite increase on 06/07 performance. During 08/09 performance on this measure will improve as the new stock policy (due May 08) will ensure that we spend the budget in the best possible way. Looking forward, from April 2009 we will be part of a larger purchasing consortium which aims to achieve greater discounts, and therefore enable the library service to purchase more items within existing budgets.
			177	193	216	profile	69	143	160	216				
PLS10	Time to replenish the lending stock on open access or available for loan	Fiona Williams	5.85	5.90	6.88	actual				5.78	6.50	6.50		Exceeded target (target is to replenish stock in under 6.5 years)
				5.85	6.50	profile				6.50				
LH5	Issues of books and items per 1000 population	Fiona Williams	5802	6101	6146	actual	1939	3369	4283	5635	5000	5200		Exceeded target.
				5628	5000	profile	1528	3213	3572	4800				
LH6	Enquiries at the libraries per 1000 population	Fiona Williams	543	584	498	actual				NA	640	650		This performance indicator is no longer measured, and will be superseded by a measure of IAG enquiries (Information, Advice and Guidance into learning and work).
				550	600	profile				620				
LH1	No. of visits to the YORTIME website (QUARTERLY Collection)	Fiona Williams	83796	149948	177789	actual	80315	136725	164711	211531	215000	220000		Exceeded target.
			15900	155016	201198	profile	50500	101000	151500	210000				
LH2	No. of readers at the City Archive	Fiona Williams	3661	3110	3856	actual				3533	3300	3350		Exceeded target. Please note that owing to technical problems, two months' figures are based on estimates.
			2900	3700	3200	profile				3250				
LH3	No. of talks/exhibitions by the City Archive	Fiona Williams	26	16	6	actual				17	26	26		Did not meet the target, in spite of a large increase on last year's performance, partially due to a large amount of staff sickness. In 08/09 performance should increase further, owing to an increase in the amount of collaborative working, particularly with libraries.
			15	28	20	profile				25				
BVPI 170b	No. of those visits (BVPI 170a) of museums/galleries by person per 1000 population (for all LA funded or part funded museums from 2005/06)	Fiona Williams	1916	2515	2689	actual	995	1830	2170	2733	2700	2750	857	
			2045	2484	2484	profile	1000	2000	2300	2608				
BVPI 170c	No. of pupils visiting museums and galleries in organised school groups	Fiona Williams	23837	26387	26133	actual	13994	17448	19907	26694	27050	27060	13752	
			25000	25500	26500	profile	13000	16500	19500	27000				
CPA 1	Active borrowers as a % of population	Fiona Williams			20.6%	actual				19.2%	32%	33%		Failed to meet the target, largely owing to our second busiest library (Acomb) being closed for 8 months for refurbishment. During 08/09 we expect to see performance improve owing to several factors including: the proven success of the newly refurbished Acomb library; the relocation of New Earswick Library into the Children's Centre in May 2008; the implementation of a new system of monthly performance monitoring for all libraries; the events, activities and marketing associated with National Year of Reading (April to December 08).
						profile				30%				
CPA 2	Cost per library visit	Fiona Williams			N/A	actual				N/A				Financial figures not yet available.
						profile								
MLA1	Number of people receiving an 'at home' service as a % of older people helped to live at home	Fiona Williams			5%	actual				4.33%	19%	22%		We are currently reviewing the delivery of the home library service. Please note that the 'total number of people helped to live at home' figure for 07/08 was not available from HASS, and so the 06/07 figure has been used in this calculation.
						19%	profile							
MLA2	Bookstart packs delivered to children (0 to 9 months)	Fiona Williams			89%	actual				100%	94%	100%		Exceeded target.
					94%	profile				94%				

2007/08 Year End ~ Libraries & Heritage ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07		1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target		
MLA3	Percentage of the 4-12 year old population who start the Summer Reading Challenge	Fiona Williams			12%	actual				10%	13%	14%		
					10%	profile				12%				
MLA4	Percentage of the 4-12 year old boys who start the Summer Reading Challenge	Fiona Williams			10%	actual				9%	12%	13%		
					9%	profile				11%				
MLA5	Percentage of starters who complete the Summer Reading Challenge	Fiona Williams			50%	actual				42%	56%	58%		
					57%	profile				55%				
PLIM14	% take up of available ICT time in libraries	Fiona Williams		75%	71%	actual				66%	80%	82%		
				59%	76%	profile				77%				

Any PI No. that is shown in yellow indicates that this PI is a Local Area Agreement PI

PI is lower than the lower quartile mark when comparing to available Quartile information for that year

PI is higher than the upper quartile mark when comparing to available Quartile information for that year

Actual is better than the profile by the tolerance factor

Actual is worse than the profile by the tolerance factor

O3/P5 Indicates that this PI appears as a Key PI in the CYPP 2007/10 and or supports a Corporate Priority

<u>Libraries & Heritage</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	4,556	Employees	1,679
<u>Approved Changes:</u>		Premises	341
• NNDR Budget Adjustments (Corporate)	+ 6	Transport	31
• Corporate Asset Rental Adjustments	- 119	Supplies & Services	2,090
		Miscellaneous:	
		Recharges	381
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	206
• Allocation of PFI budget	+ 1		
		Gross Cost	4,727
		Less Income	283
2007/08 Latest Approved Budget (Net Cost)	4,444	Net Cost	4,444

Significant Variations from the Approved Budget:	
• Archive income shortfalls and back dated electricity charges offset by staff vacancies within the archives service.	+ 15
• Library income has fallen significantly short of targets in 2007/08. The main areas of concern are; Reservations (£5k), Room 18 online charges (£3k), Lost Books (£8k) Strensall rents (£2k), Central Library and HQ fees & charges (£36k), Central Library room hire (£7k), Sales of Obsolete Stock (£6k). This has been compounded by the writing off of £16k of unrecoverable debts from previous years.	+ 94
• A number of posts have been kept vacant on a short term basis following the recent libraries restructure to help mitigate some of the income shortfall. As most posts have now been filled this option won't be available on an on-going basis.	- 94
Projected Net Outturn Expenditure	4,459
Overall Net Variation from the Approved Budget	+ 15
Percentage Net Variation from the Approved Budget	+ 0.3%



Learning, Culture & Children's Services Service Plan Monitoring Report Year End, 2007 – 2008

Service: Parks and Open Spaces Service Manager: Dave Meigh

Section A: Service Plan Initiatives and Actions

1. Achievements.

- Green Flag awarded to West Bank Park, Rowntree Park and Glen Gardens. Rowntree Park score exceeded 80% for the first time taking it into the highest category possible. Rowntree was also sued for Green Flag judging training twice during the year. All sites have been entered again for 2008 with judging taking place during May. The sites also contribute to the Council's 2007 Yorkshire In Bloom Silver Gilt award.
- The community programme has delivered more education sessions to more schools than at any time in the last five years. This is in part due to greater coordination of efforts with Yorkshire Wildlife Trust. The service now works with 34 community groups and organisations who help and advise on the running of green spaces. Many of which take part in the 4 summer fairs that the service runs.
- At Green Lane allotments the largest drainage scheme in recent memory was completed at the end of October. This will remove the problem of summer flooding and open up unusable land where 12 new tenants can be accommodated. Smaller but equally important allotment drainage schemes were undertaken at Howe Hill and Wigginton Terrace.
- Allotments take up continues to rise. A review of occupancy levels in the August (rather than January) shows that we had 968 tenants in August 2007 year compared to 549 tenants in August 2003. Larger pots are being split into two to accommodate new tenants. The August date will become the norm for future performance reports.
- River management – The interest of boaters have been satisfied in the redevelopment of the Museum Gardens toilets / Lendal Tower. As part of making York Rivers and River Banks more eventful a river based café has been operate from Dame Judy Dench Esplanade this summer. York Rivers Forum met on the 4th October and provided help and advice of the 2008 Festival of the Rivers. A comprehensive rivers web pages went live in March with the more information available then every before - http://www.york.gov.uk/environment/Parks_and_open_spaces/rivers/
- Tree management – the largest ever work programme to parks and open space trees started this summer following the adoption of a new tree assessment regime in the spring. The process involves using independent assessors to assess a large number of high profile sites on a more frequent basis.
- PPG 17 open space, sports and recreation audit – working with officers in City Strategy the first ever detailed city wide open spaces draft audit was published in September as part of the Local Development Framework. Work continues to update and improve the audit.

2. Actions planned but not completed.

- Review of park attendants duties and roles
- Completion of city wide education pack with Yorkshire Wildlife Trust (YWT)

Commentary

This is now started with a report schedule to members in July 2008.

This is now scheduled launch in the spring the delay is due to staff vacancies within YWT this summer.

2007/08 Year End ~ Park and Open Spaces ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07		1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target		
CYP11.3 (LP13)	Number of sites meeting Civic Trust Green Flag Award standards	Dave Meigh	1	2	3	actual			3	3	4			
				2	3	profile			3					
CYP11.6 (LP6)	% of primary schools taking part in Environmental Education Programme	Dave Meigh	24%	20%	23%	actual			32%	24%	26%			Greater coordination of effort and better quality fo programme
			20%	24%	22%	profile			22%					
CYP11.9 (LP3)	The percentage of playgrounds that conform to National Playing Fields Association Standards	Dave Meigh	32%	36%	49%	actual			50%	52%	54%	40%		
			33%	36%	39%	profile			50%					
SSC14.2 (LP15)	Number of parks & open spaces with Community Groups attached	Dave Meigh	33	33	33	actual			35	35	35			
				33	33	profile			34					
BVPI 119e (i)	Percentage of residents dissatisfaction with LA cultural services - Parks and Open Spaces (Bi annual survey)	Dave Meigh	11%	7%	7%	actual			10%		5%			
				8%		profile			7%					
LP12	Number of sites with management and maintenance plans	Dave Meigh	5	8	8	actual			8	10	11			
				8	10	profile			9					
LP14	Amount of land (hectares) designated as Statutory Local Nature Reserves (LNR's)	Dave Meigh	63.1	63.1	67.1	actual			67.1	67.1	67.1	183.0		
				63.1	63.1	profile			67.1					
LP1	Number of playgrounds and play areas provided by the council, per 1,000 children under 12	Dave Meigh	3.13	3.29	3.52	actual			3.6	3.6	3.7	2.6		
			2.98	3.29	3.4	profile			3.5					
LP7	Schools programme- No of key stage 1 & 2 and preschools events	Dave Meigh	67	42	49	actual		50	69	60	60			Greater coordination of effort and better quality fo programme
			50	60	50	profile		30	50					
LP16	Percentage of allotment plots let April	Dave Meigh	90%	91%	89%	actual			Not collected	92%	93%			No longer collected as a %, for 2008/9 data will be reported as total number of tenants (see main script)
				90%	92%	profile			91%					

Any PI No. that is shown in yellow indicates that this PI is a Local Area Agreement PI

PI is lower than the lower quartile mark when comparing to available Quartile information for that year

PI is higher than the upper quartile mark when comparing to available Quartile information for that year

Actual is better than the profile by the tolerance factor

Actual is worse than the profile by the tolerance factor

O3/P5 Indicates that this PI appears as a Key PI in the CYPP 2007/10 and or supports a Corporate Priority

<u>Parks & Open Spaces</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	1,221	Employees	209
<u>Approved Changes:</u>		Premises	1,129
• NNDR Budget Adjustments (Corporate)	- 2	Transport	8
• Corporate Asset Rental Adjustments	- 3	Supplies & Services	91
		Miscellaneous:	
		Recharges	204
<u>Director's Delegated Virements:</u>		Delegated / Devolved	0
• Operational Budget Transfer - GM Client to West Bank Park NR	+ 8	Other	0
		Capital Financing	140
		Gross Cost	1,782
2007/08 Latest Approved Budget (Net Cost)	1,224	Less Income	558
		Net Cost	1,224

Significant Variations from the Approved Budget:	
• An extensive survey of the trees in all parks gardens and open spaces has been undertaken. As a result of the inspections a number of problems were identified with recommendations for action. This was nearly all health and safety work that could not be delayed and resulted in expenditure over and above the budget provision.	+ 44
• Higher than expected income increase following the renegotiation of the rent for York Racecourse, and other mid year rent reviews.	- 43
• A small overspend on play area maintenance and repairs due to vandalism has occurred.	+ 12
• Overspend on maintenance on Micklegate Stray due to repairs to the Knavesmire culvert.	+ 11
• Additional costs of essential repair works on allotment sites.	+ 16
• Staffing underspend due to vacancies in the parks management and support team.	- 13
• In order to bring the Parks budget in on line and contribute to the overall projected leisure and culture overspend, maintenance expenditure in a number of lower priority areas has been reduced, achieving a saving.	- 53
• Net amount of all other minor variations in expenditure and income.	- 11
Projected Net Outturn Expenditure	1,187
Overall Net Variation from the Approved Budget	- 37
Percentage Net Variation from the Approved Budget	- 3.0%



Learning, Culture & Children's Services Service Plan Monitoring Report Year End, 2007 – 2008

Service: Sport and Active Leisure (SAL)
Service Manager: Jo Gilliland

Section A: Service Plan Initiatives and Actions

1. Achievements.

Strategy and planning:

- Active York with its fully revised constitutional arrangements and executive board is supporting 5 funding bids for Sport England CIF funding. Two of these projects have completed stage 1 of the process and are shortly to submit stage 2 applications.
- Over the year Section 106 funding has been committed to a number of community sports schemes that which have been prioritized by the zone planning process including the new pavilion development at Clifton Park, cricket practice facilities at Osbaldwick and disability sports provision at New Earswick. We are also working closely with education planning on the design and specification for the sports facilities at the new Joseph Rowntree School and have recently begun the process of developing a community use agreement for those facilities, and the ones currently being built at Manor school.
- We have prepared a football project portfolio and are working with regional FA representatives to develop an action plan to help resource and deliver the projects. This is expected to bring up to £5M for football projects to the city over the next 5 years.

Leisure facilities:

- £1.2m has been spent on updating Yearsley Pool. Users have returned to the pool after the 16-week closure with a 20% increase in visitor numbers compared to the same period the year before. The new plant and building structure has also achieved a 50% reduction in energy costs.
- The new pool project at Oaklands Sports Centre and York High School has progressed to timescale and is currently out to tender. Pool expected to open by summer 2009.
- Swim York, the Councils 'Learn to swim' programme has gone from strength to strength with over 1500 people being taught. It has been planned that in 2008/09, we will increase our programme from 36 weeks to 48 weeks in the year.
- Oaklands management team continues to work towards the quality criteria of QUEST with most areas complete. The external pre-assessment has been booked and we await a formal visit to establish if we are in a position to apply for the full assessment.
- Oaklands was successful in achieving the IFI (Inclusive Fitness Initiative) Award. As the first venue in England to achieve the kite mark we are working with IFI to promote CYC's achievements.

Physical activity and community sport:

- Support for 10 citywide 'Focus sports', plus the inclusive sport of Boccia, has been committed through the establishment of city and regional development networks
- We have helped Active York to register 4 community sports venues as potential Pre Games Training Camps for the 2012 London Olympics
- Increased Cross departmental working has enabled Strensall Sports Association to be re established and allowed participation initiatives to be included in a recent cycling city bid.
- A new weekly two-hour disability multi sports club at Oaklands with 25-30 people taking part has begun, along with two additional lunch clubs at Hob Moor Oaks. Additionally, two successful 'Sporting Voices' courses [leadership courses for adults with learning disabilities] have been run with 20 adults gaining a sports award.
- The Physical Activity Co-ordinators have recently hosted a 'Masterclass' at Oaklands to support the growing need for community exercise and dance leaders. People from all over the country attended, with over 100 participants.
- The team has also 'reached out' to some of the more rural districts of the City, with new physical activity sessions been co-ordinated in Wheldrake, Elvington, and Wigginton.
- There are an additional 4 'new walks' bringing the total to 10 as part of the 'Walking for Health' initiative in York, supporting this there are an additional 18 newly trained walk leaders, who are all contributing to this programme.

PE and School Sport

- A **Competition Manager** for York has been appointed to ensure that all competition for young people is appropriate for their age ability and lifestyle demands. They will also be responsible for widening the access so that more young people have the opportunity to take part in positive competition. They will be hosted by the Jorvik School Sports Partnership and work across the whole city in both partnerships.
- Both sports partnerships have had primary school swimming galas (Jorvik gala - first in over 10 years with 64 gifted and talented young people participating) and there is a new event for secondary pupils to compete in a gifted and talented swimming gala. Talented pupils will be signposted to either York City Baths Club or New Earswick Swimming Club.
- The new Community Sports Coaches are having a positive impact including: 150 young people have had additional swimming lessons and 100 young people have had sessions including badminton, basketball and squash.
- Annual national survey has returned 90% achievement of children participating in 2 hrs PE and school sport per week. This marks a 19% increase from last year. It also exceeds our stated LPSA2 target by 3%, one year early.

2. Actions planned but not completed.

- Production of the final chapters of the sport & Active Leisure Strategy
- Implement Physical activity consciousness campaign

Commentary

Delayed by aprox 6 months by work on Partnership constitutional arrangements
Changes to national message and lack of resource

2007/08 Year End ~ Sport and Active Leisure ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded	
			04/05	05/06	06/07	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target	Unitary Average			
CYP1.1 (LPSA 12.2)	% of 5 – 16 year olds participating in an average of 2hrs high quality PE and school sport per week within and beyond the curriculum during one complete school year.	Jo Gilliland		62%	71%	actual				90%	88%	89%	69%	O1	This represents a 19% increase in last years figure and has achieved LPSA target one year early by an increase of 2%. This will now require sustaining through to the measure date of 2009.
CYP11.10	% of pupils who have participated in one or more community sports, dance or multi-skills club with links to the school	Jo Gilliland			31%	actual				25.5%	35%	37%			Whilst there appears to have been a slight drop in 2007/8 the data collection during 2007/8 is more accurate and robust therefore giving us a true reflection.
CYP14.1	% of pupils involved in sports volunteering and leadership during the academic year	Jo Gilliland			5%	actual				8.5%	12%	15%		O4	Over achieved and significantly improved from 5% recorded last year , this is due to school sports partnership appointment of a volunteer coordinator post and implementation of Y5/6 JSLA courses
CYP14.3 (LS20)	No. of voluntary sports clubs achieving Charter Mark	Jo Gilliland		21	36	actual				33	34	35			We also know of 19 other clubs currently working towards this accreditation however this does not guarantee their being awarded it in 08/09
					30	profile				32					
HCOP2.1 (LPSA 12.1)	% of adult residents participating in at least 30 minutes moderate intensity sport and active recreation (including recreational walking) on 3 or more days a week	Jo Gilliland			24.8%	actual						27.8%			
						profile									
HCOP2.3 (LS1)	Swimming pools and sports centres: Number of swims and other visits (per 1,000 population)	Jo Gilliland	3216	3993	4013	actual	1359	2279	2805	3909	4400	4500			10% below target, due to Yearsley Pool being closed for 16 weeks for its £1.2m refurbishment
			4182	3800	4100	profile	1325	2300	2800	4300					
SSC9.3 (LS5a)	Number of sports education coaches courses held	Jo Gilliland	40	60	61	actual				67	70	72			
			50	60	65	profile				67					
SSC9.4 (LS5b)	Number of people gaining qualifications through sports education courses	Jo Gilliland	380	360	520	actual				598	370	370			Sports Education courses are well marketed and the result are evident in the high take up on sports courses.
			270	385	360	profile				365					
SSC9.5	% of the population volunteering in sport and active recreation for at least one hour per week	Jo Gilliland			5.5%	actual						5.75%			
						profile									
SSC12.1 (LY8b)	Percentage of residents who have used on a frequent basis any sports/leisure facilities, events or courses in the last 12 months	Jo Gilliland	66%	54%	55%	actual				55%	57%	58%			
				67%	55%	profile				56%					
SSC12.2 (LS29)	% of population that are within 20 minute travel time of a range of 3 different sports facility types of which one has achieved a specific quality assured standard	Jo Gilliland			24.59%	actual				24.59%	42%	57%			
						profile				24.59%					
LS8	% of adults participating in at least 30 mins moderate intensity physical activity (inc. sport) on 5 or more days each week (TalkAbout Survey)	Jo Gilliland	24%	66%	66%	actual									
			35%	N/A		profile									
LY8a	Percentage of residents who have used on a frequent basis any sports/leisure facilities, events or courses in the last 6 months	Jo Gilliland	57%	45%	45%	actual				45%	47.0%	47.5%			
				58%	46%	profile				46.5%					

2007/08 Year End ~ Sport and Active Leisure ~ Lifelong Learning & Culture

Code	Description of PI	Service Manager	Historical Trend			07/08				08/09	09/10	05/06	PI appears as a Key PI	Reasons/Explanation as to why Year End target wasn't achieved or exceeded
			04/05	05/06	06/07	actual	1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term	3rd Mon Target (Whole Year)	Target	Target		
LS21	% visits to council run leisure facilities from NS-SEC classes 6&7 compared with % catchment population in same group	Jo Gilliland				actual								
						profile								
LS22	% visits to council run leisure facilities from 11-19 years compared with % catchment population in same age group	Jo Gilliland				actual								
						profile								
LS23	% visits to council run leisure facilities from BME groups compared with % catchment population in same ethnic group	Jo Gilliland				actual								
						profile								
LS24	% visits to council run leisure facilities from 60+ years compared with % catchment population in same group	Jo Gilliland				actual								
						profile								
LS25	% visits to council run leisure facilities made by disabled people <60 years compared with % catchment population in same group	Jo Gilliland				actual								
						profile								
LS26	Subsidy per visit (£)	Jo Gilliland				actual								
						profile								
LS27	Annual visit per sq m	Jo Gilliland				actual								
						profile								

Any PI No. that is shown in yellow indicates that this PI is a Local Area Agreement PI

- PI is lower than the lower quartile mark when comparing to available Quartile information for that year
- PI is higher than the upper quartile mark when comparing to available Quartile information for that year
- Actual is better than the profile by the tolerance factor
- Actual is worse than the profile by the tolerance factor

O3/P5 Indicates that this PI appears as a Key PI in the CYPP 2007/10 and or supports a Corporate Priority

() Indicates local target as LAA indicator was low

<u>Sport & Active Leisure</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	2,734	Employees	1,558
<u>Approved Changes:</u>		Premises	517
• Yearsley Pool R&M Closure Supplementary Estimate (Exec 12/06/07) NR	+ 40	Transport	11
• NNDR Budget Adjustments (Corporate)	+ 3	Supplies & Services	400
• Corporate Asset Rental Adjustments	- 760	Miscellaneous:	
		Recharges	375
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	849
		Gross Cost	3,710
		Less Income	1,694
2007/08 Latest Approved Budget (Net Cost)	2,017	Net Cost	2,017

Significant Variations from the Approved Budget:	
• A deterioration in income due to the transfer of the Edmund Wilson fitness gym in to temporary premises in 2006. Additional funding of £75k was provided in the 2007/08 budget process but this has proved insufficient in the face of a higher than expected reduction in users.	+ 78
• Increased costs of gas supply at Edmund Wilson Pool.	+ 22
• Underspend on staffing at Edmund Wilson pool due to vacancies in year.	- 34
• The temporary closure of Yearsley Pool for refurbishment work resulted in a significant net overspend. This was previously reported to the Executive (at £80k) and additional one-off funding of £40k was allocated. In addition the option to seek a venture fund loan of a further £40k was approved but as yet this has not been drawn down.	+ 44
• Underspend on utilities due to a higher than expected reduction in steam charges following the refit of Yearsley Pool.	- 46
• A gas bill relating to previous years has been received for the Barbican for which there is no budget provision.	+ 53
• Final rates bill for the Barbican, for which there is no provision in the budget.	+ 27
• A surplus on the recharge to the Oaklands facility has been achieved.	- 41
• The impact of the rent review for Waterworld was overestimated in the budget for 2007/08. This has created a one-off under-achievement of income.	+ 10
• The amount of DRR awards exceeded the budget available due to a number of successful appeals.	+ 12
• Underspend within sports facilities management on reduced repair and maintenance costs and savings against the hardware & software budgets for the new booking system.	- 49
• Net amount of all other minor variations in expenditure and income.	+ 7
Projected Net Outturn Expenditure	2,100
Overall Net Variation from the Approved Budget	+ 83
Percentage Net Variation from the Approved Budget	+ 4.1%

This page is intentionally left blank

York Museums Trust Performance Report: April 2006 – March 2007**Analysis of performance**

1. The Partnership Delivery Plan (PDP) sets out a number of key targets relating to the Council's core objectives. The following paragraphs summarise the progress towards the 7 major targets outlined in the PDP.
 - a) stabilising visitor figures
2. In August 2002 one of the key objectives given to YMT was that of halting the long-term decline in visitor numbers. During the year from April 2002 to March 2003 the total number of visitors was 395,000. Since then we have seen an upward trend and in the 2005/06 financial year the sites had 465,000 visitors representing an increase of 17.7%. Last year YMT set itself the target of breaking the barrier of 500,000 visitors for the first time and achieved a total of 502,000 visitors to the sites.
3. This year we were expecting a drop in this final figure because we have had partial closure of York Art Gallery and Castle Museum and no new major offer at the Yorkshire Museum; however, we are pleased to report that the number of visitors was 510,446.
4. The clearest successes in terms of numbers has been the new contemporary art installation ***A Memory of Place*** at York St Mary's which attracted 36,498.
 - b) delivering new income streams
5. YMT has generated additional funds from a variety of sources. Details of all the fundraising applications made during the reporting period are attached.
6. **Trusts and Foundations** have been generous in supporting new projects. Noteworthy is the support from the Esmee Fairbairn Foundation for £60,000, towards an exhibition of Sashiko Japanese Textiles which is due to open in September 2009.
7. **Conferencing and Venue hire** is an important part of our sustainability. Minimal in 2002/03, the turnover in 2006/07 was more than £85k, yielding a profit of more than £20k after all costs. During the year we have refurbished the Hospitium which will become the centre of our venue hire business. Closed over the winter the Hospitium reopened in March 2008 and we are already seeing a great deal of interest and an increase in bookings for conferences and weddings. We expect to see an increase in income over the next few years which will enable us to reinvest in our ambitious plans for the Abbey precinct including the Museum Gardens, Yorkshire Museum and York Art Gallery.
8. The development of the Hospitium included new improvements as toilets, office, stairs and lift as well as opening up the two public spaces with the removal of the central stairs. With the appointment of a new business manager we are already seeing an increase of bookings for the other venues especially the York Art Gallery

and Yorkshire Museum. The full impact of the improvements to the venues will be evident during the coming year.

9. **YMT Enterprises Board** has now been established and has met regularly to advise and plan the business activities of YMT. Their remit is to improve the income generation of the retail, catering, venue hire and admissions income across all sites. Their expertise is already having an impact on our future plans and level of ambitions.
10. **Renaissance in the Regions** is an increasingly important income stream from Central Government, which is secured until March 2008. The funding has underpinned our Lifelong Learning and Collections Care initiatives amongst other projects including the new Volunteers scheme. It has become an increasingly major part of our income stream. During 2006/07 the funding from Renaissance has been £228,000 and in 2007/8 it rose to £493,050.
11. The Yorkshire Hub's Business Plan for 2008/09 was agreed by the Museums, Libraries and Archives Council enabling YMT to continue developing the schools programme as well as improving the displays and programme at the Castle Museum. This additional funding from Renaissance in the Regions was conditional on City of York core funding remaining the same in real terms at the minimum.
12. **Retail** business has not performed well showing a small loss overall. We have put measures in place that should result in a return to profit next year. These include reducing staff costs at both the gallery and Yorkshire Museum and re investing in the York Art Gallery shop.
 - c) new exhibitions and interpretative service
13. **York Art Gallery** has continued to deliver a varied exhibition programme drawn both from the permanent collections and loans from other public and private collections. We have also balanced the content of the programme between historic and contemporary. The refurbishment of the South Gallery which has caused some disruption and mess to our visitors but the front of house staff managed the disruption extremely well and our visitors were sympathetic to what we were trying to achieve.
14. The exhibitions in the main gallery were ***Fantin Latour – Painting the Summer*** which featured works from the collection by Fantin Latour and his contemporaries with loans from other collections. In the Little Gallery we showed ***Madman and the Minster*** which told the story about how Jonathan Martin set fire to the Minster. This was followed with a show by the contemporary artist ***Tracey Emin*** selected from a private collection in Yorkshire. The third exhibition was displaying the new acquisitions by John Sell Cotman.
15. ***Passed as Present*** continued the contemporary art theme in the Main Gallery juxtaposing the contemporary works selected from the Lodevans collection with historic works from our collection.
16. **York St Mary's** opened a very popular site specific installation called ***A Memory of Place*** by Keiko Mukaide which we decided to keep for another year due to its impact and visitor numbers.

17. **Castle Museum** has undergone a series of improvements and changes to the displays. As part of the **China in Yorkshire** initiative which was funded by the Heritage Lottery Fund, we opened **Chinese Reflections** in February. As this was the first event in the year long programme we had the launch of the whole county wide event at the Castle. This included the Chinese Consul of the People Republic of China opening the exhibition with displays of Chinese dance, opera, music, calligraphy and Chinese food. The Chinese community in York were central to the content of the exhibition and celebrations. We also launched a major display on the **SIXTIES** transforming the Half Moon Court street into a 1960's exhibition whilst still retaining the shop fronts. This also involved local people donating items for display and we plan that elements of the display will continue to change with loans and gifts from York residents.
18. The reasoning about the change is that it follows on from Dr Kirk's original idea to reflect people everyday lives and this is a decade that people in their 50's and 60's relate to and they are a target audience for the Castle Museum. So far the **SIXTIES** has proved popular.
19. We have also created three new **Studios** in the Hearth and Home gallery which is a working kitchen, one in the Military Gallery and the third in the costume and textile gallery. These spaces are designed to enable visitors to engage with the collections. We have a programme of activities across all three where there will be at least one operational at any one time and at holiday periods we will have all operating. This is possible because the front of house guiding staff take an active part in the interpretation of the collections and are supported by volunteers.
20. Other initiatives include clearing the Exercise Yard so that we now have part of the old Castle wall available to the public creating a larger space for activities which we will develop during the coming years.
21. **Yorkshire Museum** continued with **Fingerprints of Time** as its main offer, and continued the process of refreshing the permanent collections in the rest of the displays including a display on **Aliens**.
 - d) create an education strategy
22. The Lifelong Learning Team are now delivering a comprehensive service to an increasing number of schoolchildren and have published the third programme of school sessions which address the needs of the National Curriculum. The team also organises informal activities for the general public and to visitors across the three main sites during the holiday periods. It is YMT policy to have special events at half terms and summer holidays to attract residents and visitors to the museums.
23. YMT has dedicated learning spaces at each of the three main venues funded through Renaissance. The impact of these new resources is shown in the attached figures. Each of the learning spaces has its own special qualities and resources that are suitable for the varied programme that we offer to schools. The Lab, is the e-learning space in the Yorkshire Museum which is fully equipped with new technology including white board, computers, digital cameras, sound recorders and microscopes. It is proving very popular and is an effective way to

promote science learning and develop our outreach and e-learning offers, in particular the learning journeys on the Hub website www.mylearning.org.

24. The Studio at York Art Gallery offers opportunities for practical work relating to the National Curriculum whilst the Victorian Schoolroom at the Castle Museum offers a chance to experience Victorian teaching techniques. We consult with teachers regularly as to their requirements and we work with a growing number of organisations on projects. Some of these are as follows: NYBEP, York St John University, Young Archaeology Club, Theatre Royal, City Archives to name a few.
25. Science activities have continued to develop with a second year of **Wild Wednesdays** which attracted a great number of people in the Museum Gardens. Astronomy events included Observatory open evenings, sun observing and talks were organised. The Observatory is now regularly open courtesy of our Volunteers on Thursdays and Saturdays.

e) increase use and involvement by residents

26. The Studio at the York Art Gallery has again given us the capacity to have an active programme of activities. An annual event is the **Big Draw** week in October which attracts a lot of families. Central to our developing relationship with local communities is the **Territories** project which is a community involvement project seeking to work with hard to reach groups. This is an audience development project and is in its fourth year of funding from the Arts Council Yorkshire. We work with diverse groups of local people.
27. **Family First** days, held on the first Saturday of every month are primarily aimed at local people.
28. The Volunteers Scheme is the newest initiative that YMT have launched. This year has been a series of pilot schemes involving the Observatory, the Historic Library at the Yorkshire Museum, exhibitions such as **Memory of Place**, the **Studios**, cataloguing and many other projects. We are now poised to expand the scheme to many more people and have appointed a full time Volunteer Manager to lead this project. This is funded through Renaissance in the Region.
29. YMT has taken the lead on a city wide initiative called the **History of York**. This is an exciting project that has led to the launching of a new website. YMT invited experts and enthusiasts across the city to form an Expert Panel who would advise and guide a series of communication tools to inform and guide visitors and residents to a better understanding of the history of the city.

f) achieve high visitor satisfaction

30. This year has largely been about improving our services to visitors through new displays such as the **SIXTIES**. A crucial part of the development process was consultation with focus groups that was managed by an outside company called Wafer Hadley. The findings of this research were factored into the project, however it is too soon to have carried out more market research on visitors reactions. This will be part of a review we are planning after the summer.
31. We took part in a Mori market research project and the results will be reported at the next half year report. At each of the venues we have feed back forms which are periodically reviewed as a guide to improve services.

g) ensure the cataloguing of the collection

Documentation:

32. We have continued progress against both our Collections Plan and our Retrospective Documentation Plan and we are monitoring progress quarterly to ensure we will complete the retrospective documentation to Accreditation standard by our target of 2010. Statistics for progress on retrospective documentation are included Part 3 of this Annex.

Storage:

33. The MLA security adviser visited the Castle to look particularly at the firearms and military stores. An audit of licensable firearms has been undertaken and is now programmed to take place every 6 months. This has also given us an up to date list of what we have and exactly where it is located for this collection which is crucial for both Accreditation and security reasons.
34. Ceramics have been removed from above the Roman Gallery in the Yorkshire Museum to avoid the risk of rainwater damage. All pieces were photographed before being carefully packed and transported to new shelving at Birch Park Store.
35. Social History collections have been moved out of the Darnborough Street store and the container storage; a new mezzanine and additional shelving has been installed at James Street and additional shelves at Fulford to accommodate the relocated collections. We have taken a lease on a new storage unit to accommodate three Victorian carriages that had been on long term loan since 1977.
36. Several volunteers have assisted with the geology collections repacking all the larger fossil material and labelling it all up while the accession records are being created by curatorial staff. This process has helped to transform the geology store so that we can now get at them and use them. This exercise has also had some additional benefits – seemingly 'lost' specimens have been found and split groups have been reunited once again.
37. The Yorkshire Museum in leading the way for the national Portable Antiquities Scheme approach to recording finds at large scale metal detecting rallies, and they have been heartily congratulated by the National Organiser at the British Museum for their successful handling of this controversial subject. They attended two rallies recording over 400 finds and dealing with nearly a thousand metal detectorists, including at the very controversial site of Thornborough, a highly sensitive Neolithic landscape.

Detailed Visitor Numbers

Visitor Numbers

12 months from April 2007 to March 2008

(excluding conference visitors)

	Actual	Last year	% Change
Castle Museum	261,535	253,849	-3%
York Art Gallery	160,988	159,188	-1%
York St Mary's	36,498	19,797	84%
Yorkshire Museum	51,425	69,173	-26%
Grand Total	510,446	502,007	2%

Financial Stability

38. YMT is financially stable at the moment, but it has always been recognised that in an increasingly competitive and demanding market it would require further investment funding and capital investment to prosper.
39. 2008/09 is forecast to be a positive year financially – the impact of the **SIXTIES** investment at the Castle Museum will attract a new audience and so admissions income is likely to remain constant despite the threats on the economy. The investment in the Hospitium facilities will begin to deliver profits during 2008 onwards. The impact of the Enterprises Board will energise our thinking and planning especially in retail.
40. Core funding for 2008-2013 has been agreed at the current level, plus an inflationary uplift.
41. It has not been possible for the Council to commit to any additional investment funding. However, the Council is holding £1.163m of capital funding for YMT (of the original £1.898m). It has previously been agreed between the Council and YMT that these funds would be applied to the Prison Experience (£100k) and the remainder to the Yorkshire Museum and Gardens project.

**Retrospective Documentation
Progress October - December 2007**

Collection area	Progress against 5 year retrospective documentation plans – either paper-based or computer records to Accreditation standard			Progress in processing records created during DCF project	Notes
	Manual	Adlib	Access location audit		
Archaeology	N/A	234		N/A	Info from historic catalogues added to modern Adlib records
Costume and textiles	642	114	N/A	N/A	Adlib records created /edited for objects coming off display and manual records created for main male and female garments. Also 233 manual records created by volunteers working on scent bottles.
Decorative Arts	58	67	N/A	N/A	Records both manual and then onto Adlib for Ismay ceramics, the Art gallery handling collection and recording the decorative arts at the Yorkshire Museum (ceramics and glass so far).
Fine Art	N/A	899	N/A	N/A	Adlib records for general works on paper and the Tillotson Hyde collection of illustrations specifically
Military history	N/A	308	N/A	N/A	Records for objects moved due to workrooms/studio project at the castle (armour, swords) and as a result of first complete location audit of licensable firearms.
Science	N/A	21,715	92	N/A	Over 20,000 geology records formerly in access database transferred into Adlib. All access records will be transferred in the next quarter. Records added to Adlib directly for scientific instruments and biology.
Social history	1138	458	N/A	N/A	Manual records created for objects coming off display in Half Moon Court (for 1960s experience), Hearth gallery (Kitchen studio) and Founders gallery (China exhibition). Adlib records created for agricultural implements moving to off site store and 237 for objects relating to the China project.
Collections Management	N/A	24,947	N/A	1057	24,947 existing records cleaned and edited by Registrar to bring them up to Spectrum standard. 1057 DCT created records either entered onto Adlib or edited and images inked to them, tying up loose ends from the DCF project.
Total	1838	48,742	92	1057	

**Retrospective Documentation
Progress January – March 2008**

Collection area	Progress against 5 year retrospective documentation plans – either paper-based or computer records to Accreditation standard			Progress in processing records created during DCF project	Notes
	Manual	Adlib	Access		
Archaeology	N/A	222	0	N/A	In addition 801 old Adlib records edited and corrected
Costume and textiles	78	81	N/A	N/A	Includes 31 manual records created by volunteers
Decorative Arts	0	106	N/A	N/A	
Fine Art	N/A	20	N/A	N/A	
Military history	0	155	N/A	N/A	
Science	0	1544	64	N/A	Includes 64 Access records and 35 Adlib records created by volunteers. 821 records transferred into Adlib from Access had to be edited and corrected to bring them to Accreditation standard.
Social history	425	59	N/A	N/A	Large numbers of paper records created as objects were removed from Half Moon Court for the 1960s experience will now have to be entered onto Adlib
Collections Management	0	23,185	N/A	1834	1834 DCF records checked and images linked to them, covering a range of collection areas. Plus 23,185 Adlib records edited and cleaned.
Total	503	25, 372	64	1834	

**Collections Management
October - December 2007**

	Transactions	Objects	Note
Acquisitions	8	149	<p>The Archaeology department has recently made two significant acquisitions. Firstly, the 'Cawood Sword' was acquired as an item in lieu of tax; it is late Viking in date and has been described as 'probably one of the most significant swords to have been found in North Yorkshire'. Secondly, an early Medieval stone cross shaft is in the process of being acquired with the aid of a grant from The Art Fund.</p> <p>'Six Jugs', 2006 by potter Philip Eglin have been purchased using funds from the W.A. Ismay bequest.</p> <p>A collection of Aculeate wasps has been donated by a local expert who wished to add to our collection of Yorkshire specimens.</p>
Archaeological sites	3		Two accession numbers were issued to Archserve for archaeological sites at Newton Kyme Castle and Crayke Castle and one to York Archaeological Trust for work at the University of York.
Disposals	0	0	
Image Use Requests	21	105	Requests to reproduce images include those from Tate Britain for 'Balcony at the Alhambra' by Spencer Gore which will appear on a postcard and Tate Guide to accompany a forthcoming exhibition.
Loans In	3	19	Loans this quarter include those for the Tracey Emin exhibition. A loan for the re-opening of the South Gallery also arrived: 'Predella' a ceramic piece by Edmund de Waal.
Loans Out			Portrait of Nicholas Poussin' by Bernini was loaned to the Palazzo Barberini in Rome.
Conservation	6	34	The majority of work has been undertaken on works from the Fine Art collection in preparation for exhibitions including Marking Time, John Sell Cotman, Passed as Present and Sacrifice.

**Collections Management
January – March 2008**

	Transactions	Objects	Note
Acquisitions	4	8	Acquisitions included two ceramic items presented by the Friends of York Art Gallery, one by Paul Young and one by Mike Eden; both had been included in 'Spotlight on Slipware'.
Archaeological sites	3		Three accession numbers were issued to Northern Archaeological Associates Ltd for archaeological sites.
Disposals	1	2	Two Christmas gift tins - Lord Mayor of York Christmas gift tin, 1941 and Queen Mary's Christmas gift tin - were transferred to the Local History section of York Central Library as better examples are held in the collection.
Image Use Requests	45	281	Many Image Use Requests have been received, mainly from researchers. Works from the Gallery will be reproduced in 'Saint Mary's Abbey and King's Manor' by York Archaeological Trust and in a poetry anthology to be published in South Africa.
Loans In	14	239	This quarter loans have been received for 'Passed as Present', 'Chinese Reflections' and '1960s'.
Loans Out			Individual works have been loaned to the Museo Diocesano in Catania, Sicily; Tate Britain and the Palazzo Bricherasio in Turin; an entire exhibition 'Fairytale and Fantasy' has been loaned to Scarborough Art Gallery.
Conservation	2	3	A pot by Magdalene Odundo has been conserved prior to display. The wheels of the hansom cab in Kirkgate have also been conserved.

ANNEX B Part 2

Application Date	Funding Body	Reason for Application	Site (1)	Amount Applied For (£)	Successful?	Total Awarded (£)
29/10/2007	Esmee Fairbairn Foundation	Sashiko Exhibition	AG	60,000	y	60,000
07/11/2007	Friends of York Art Gallery	Tomimoto Kenkichi Dish purchase	AG	1,071	y	1,071
29/11/2007	Woodmansterne Art Conservation Awards	Conservation of Palma Vecchio panel - St John the Baptist	AG	5,361	pending	
29/11/2007	Woodmansterne Art Conservation Awards	Conservation of Palma Vecchio panel - St Mark	AG	5,361	pending	
04/12/2007	Japan Airlines	Sashiko Exhibition - travel costs	AG	not specified	y – cost of 3x rtn airfares to Japan	
11/12/2007	Art Fund International	Pots for YAG	AG	not specified	pending	
31/01/2008	Prince's Foundation for Children & the Arts	stART for schools	AG	1,700	withdrawn	
15/02/2008	Wolfson Foundation	The Marvel of Medieval York	YM	200,000	pending	
29/02/2008	V&A Purchase Fund	Felicity Aylieff pot	AG	7,750	partial	6,500
05/03/2008	Woo Charitable Foundation	Baldwin Exhibition catalogue costs	AG	not specified	pending	
05/03/2008	Eton College	Baldwin Exhibition catalogue costs	AG	2,500	y	2,500
18/03/2008	YDFAS (York Decorative & Fine Art Society)	Territories	AG	300	y	300
27/03/2008	Yorkshire Forward	Community Fund application - Fundraiser consultancy fee for YMT	OT	5,000	n	0
31/03/2008	Daiwa Anglo-Japanese Foundation	Memory of the Place Activities	OT	4,500	pending	
Total awarded Oct 07 – Mar 08						70,371
Total Funding raised from Sep 02 – Mar 08						3,794,563

This page is intentionally left blank

Lifelong Learning Figures October - December 2007

	Castle Museum		Yorkshire Museum		York Art Gallery		York St Mary's		Total numbers across all sites	
	2006	2007	2006	2007	2006	2007	2006	2007	2006	2007
Visiting children in York school groups										
• Primary	887	408	305	498	248	227	0	0	1,440	1,133
• Secondary	18	5	89	232	0	0	0	0	107	237
• Other	0	0	0	0	0	0	0	0	0	0
Total	905	413	394	730	248	227	0	0	1,547	1,370
Visiting children in non-York school groups										
• Primary	945	1,948	562	417	183	248	0	83	1,690	2,696
• Secondary	597	845	189	122	30	121	0	0	816	1,088
• Other	0	0	0	0	0	0	0	0	0	0
Total	1,542	2,793	751	539	213	369	0	83	2,506	3,784
Events	5	1	19	35	9	19	1	0	27	55
Visitors to events	5,980	800	1,321	5,236	1,939	1,217	58	0	9,139	7,253
Outreach events	5	3	3	8	0	0	0	0	8	10
Users of outreach events	96	200	65	491	0	0	0	0	161	651
Educational Activities (Workshops)	47	52	30	35	14	19	0	0	91	106
Informal Learning Groups on site	0	2	0	7	7	8	0	0	7	17
Users of informal Learning on site	0	35	0	123	107	205	0	0	107	363

Lifelong Learning Figures January – March 2008

	Castle Museum		Yorkshire Museum		York Art Gallery		Observatory		York St Mary's		Total all sites	Total all sites
	2007	2008	2007	2008	2007	2008	2007	2008	2007	2008	2007	2008
Visiting children in York school groups (Ages 0-16)												
• Nursery	0	0	0	0	0	0	0	0	0	0	0	0
• Primary	909	561	118	55	220	263	0	0	0	0	1,247	879
• Secondary	79	17	0	0	40	14	0	0	0	0	119	31
• Other	0	0		0		0	0	0	0	0	0	0
Total	988	578	118	55	260	277	0	0	0	0	1,366	910
Visiting children in non-York school groups (Ages 0-16)												
• Nursery	2	37	0	6	0	98	0	0	0	0	2	141
• Primary	2,611	2,057	1,231	955	313	136	0	28	0	0	4,155	3,176
• Secondary	683	860	240	30	84	22	0	0	0	0	1,007	912
• Other	0	0	0	0	0	0	0	0	0	0	0	0
Total	3,296	2,954	1,471	991	397	256	0	28	0	0	5,164	4,229
Student Educational visits HE + FE (Ages 17+)	25	19	12	32	19	3	0	0	0	0	56	54
Students on a general visit HE + FE (Ages 17+)	440	597	149	190	109	133	0	0	0	0	698	920
Events (Extra activities taking place on site for the general visitor)	8	1	20	13	5	12		11	0	0	33	37
Number of visitors to events	428	3,212	2,796	7,608	482	958		455	0	0	3,706	12,233
Outreach events	7	5	10	7	4	2		3	0	0	21	17
Number users of outreach events	357	132	1,225	1,578	375	115		107	0	0	1,957	1,932
Educational Activities (Workshops)	70	57	S-9 A-27	S-11 A-20	12	29	0	1		0	118	118
Informal Learning Groups on site (For example Territories etc...)	4	1	4	4	22	9	0	0	0	0	42	14
Users of informal Learning on site	30	8	46	13	290	142	0	0	0	0	366	163
Numbers of people attending work placements		1		3		0		0		0		4
Number of days attended by work placements		2		37		0		0		0		39
Number of instances of teachers in contact with museums, excluding visits with school parties	62	21	20	29	18	26					100	76



Meeting of the Executive Member for Leisure and Culture and Advisory Panel**3 June 2008**

Report of the Assistant Director (Lifelong Learning and Culture)

York High School partnership: Community sports provision**Summary**

1. This report asks the Executive Member to agree to:
 - A new service level agreement being drawn up between the Council and York High School for the provision of community sports facilities, adding the new swimming pool and hydrotherapy pool to the existing facilities to create an integrated service
 - Interim arrangements whereby the Sport and Active Leisure team will provide extra support to York High School over the next 3 years to ensure a smooth service transition from the current Edmund Wilson Pool to the new York High pool

Background

2. A new management model for the *Oaklands School and Community Sport Project* was put in place when the new facilities opened in 2006 to ensure that the new investment brought about a step change in the range and quality of provision offered to both pupils at the school and to the community:
 - The School Governing Body is accountable for both curriculum delivery and, using the power conferred by s. 27 (1) of the Education Act 2002, the community activity
 - The School has entered into a Service Level Agreement (SLA) with the Council to provide the community sports activities and to deliver the community elements of the project plans in return for a grant
 - The School employs an operator to manage the community facilities. The operator is currently the Sport & Active Leisure team
3. The SLA sets out the following roles and responsibilities:
 - The project is overseen by the Oaklands Extended Schools Board which:
 - ✓ Monitors and oversees the financial arrangements and agrees corrective action as necessary
 - ✓ Ensures effective delivery of the sports development plans
 - ✓ Plans for future developments and investments

- The School employs a Business Manager who takes the executive role and as “client”:
 - ✓ Controls the budget and makes payments to the operator
 - ✓ Monitors the quality and cost-effectiveness of the service
 - ✓ Works with the operator to develop and market the service
 - The Sport & Active Leisure Team appoints a senior Facilities Manager as the primary contact for delivering the contract.
 - The School convenes the Oaklands Partnership Group, a user and stakeholder forum, which:
 - ✓ Provides an opportunity for stakeholders to influence programming and policy
 - ✓ Organises consultation with the local community, e.g. ward committees
 - ✓ Approves an annual delivery plan with termly targets
 - ✓ Reports on a termly basis to the Board on progress with the sports development plans
4. The current Service Level Agreement (SLA) operates until 31 March 2011. The key financial provisions that it sets out are as follows:
- The School is the accountable body and maintains a separate fund for the Project. This fund is ring-fenced to the Project
 - An associated sinking fund holds funds to be used for renewal of the pitch. The level of payment into the sinking fund is set out in the annual Business Plan
 - The Council makes an annual grant to the Project in respect of the community delivery aspect of this agreement (approx. £120k). The level of grant is set out in the annual business plan.
 - A management fee is paid to the Sport & Active Leisure team as operator
 - A draft business plan is produced each year by September for the following financial year. The business plan is submitted to the governors and then the Council for approval
 - Any surplus at the end of the financial year over and above the target set out in the Business Plan will be divided in two: Half to be retained within the project, and half to be returned to the City Council
 - Any deficit will be handled in the first instance by reducing the amount to be paid into the sinking fund
 - In the event of the Project falling short of projected income by a greater amount than can be compensated by reduced payments as set above the school must manage this in the first instance by negotiating adjustment of programming, pricing, and staffing. Any ongoing problem must be reported to the Governors and the City Council at the earliest opportunity so that any necessary action can be agreed
5. The project has been a great success to date. It has opened up the facilities throughout the day from 7:00 am to 10:00 pm increasing user numbers over

the last 3 years from 65,000 to 135,000 with high levels of community participation in activities including the climbing wall, dance studio, gym. The success has been rounded off recently by the centre becoming the first nationally to be awarded the Inclusive Fitness Initiative quality award. This demonstrates the project's commitment to inclusivity. The project has managed its financial targets and has been able to put money into the sinking fund.

6. Following public consultation a decision was taken in December 2006 to replace the Edmund Wilson Swimming Pool with a new 6 lane, 25m community pool and trainer pool on the York High School site. Soon after this it was also agreed to include a replacement for the Yearsley Bridge hydrotherapy pool within the same scheme.
7. A single project team was formed to work on the whole York High School scheme, including a new school extension and refurbishment, a rear extension to the sports centre for the new swimming facilities, an extended gym, a new crèche, improvements to the front of the sports centre including a canopy feature, additional parking and other traffic management infrastructure to support the new site.
8. The school is due to open in January 2009 with the pool opening in summer 2009.
9. The new swimming facilities will make this York's biggest leisure centre with over 350,000 users per year and an income target of over one million pounds per year. With this in mind it is imperative that plans are made at an early stage to create a first class community sports facility that works in harmony with York High School and its local community.
10. At the same time the creation of York High and the rebuilding of the school was not envisaged at the outset of the community sports project and will inevitably have a consequence not only on the business plan, due to building work, but also on the new school's management capacity due to the significant change programme involved.

Consultation

11. The new school governors have been consulted over proposed arrangements for managing the school facilities. This has been supported by some consultancy input from Steve Wells Associates. Key issues that have arisen in this consultation are that the school:
 - Is keen to build upon the early success of the Oaklands Sports Project
 - Is keen to create integrated facilities and fully understands the implications of running a fully public swimming pool on behalf of the Council
 - Sees the pool as fitting within the overall sports project's integrated curriculum and community aims
 - Is confident that it can supply all the management and admin. resources necessary to take on the pool, but

- Would require additional support from the Council in the medium term to resource the commissioning and operational management of the new facilities
- Is willing to work with the financial implications of taking on the pool i.e. the ambitious financial targets that have been set, albeit it needs to understand more clearly the implications of that business plan and participate in drawing up the final business plan
- Recognises that a partnership approach will be needed with the Council to help manage the risk inherent in operating a business plan for a new facility
- Recognise that a new identity is needed to promote both the new swimming pool and the new School
- Recognise that the pool needs to be marketed as a new publicly accessible swimming facility for the west and south of York, and care will be needed to avoid any public misconception that this is solely a school facility.

Issues for future management arrangements:

12. Key issues about management of the new pool are:

- The pool must be operated as a fully publicly accessible pool at all times.
- The design provides for it to be integrated into the current sports facilities with shared reception and other services and the scheme includes a new, enlarged gym. It will be physically impractical to operate the pool as a separate entity from the other facilities – there are too many shared areas that would require a complex set of recharges.
- The projected business plan for the new pool is predicated on reduced running costs compared to Edmund Wilson to be achieved through integration of the new pool with the existing Oaklands sports facilities.
- The capital financing of the pool includes a loan of £1.2m from the Council's Venture Fund as part of the capital funding. This loan is to be repaid from revenue savings which will come from operating the new pool more efficiently than the current Edmund Wilson pool. This means, amongst other things, having a single management and admin. team for the new pool and the existing sports facilities.
- To achieve its targets the pool will need to be programmed from the outset to operate as a public pool at all times combining a strong commercial and entrepreneurial outlook with a pricing policy that makes it accessible to all.
- Furthermore, it would be nonsensical in business terms to operate the facilities separately. The facility needs to be marketed as an entity with joint membership packages covering pool and gym, etc. The business must be managed in an entrepreneurial manner with ambitious targets and clear accountabilities.
- There will be a need to demonstrate Best Value in any new arrangements made. For example, whilst it was previously possible to argue that the site would not be an attractive proposition for a third party operator to tender for this would not be the case in the future. We will therefore need to benchmark new arrangements.

Options

13. The principal options available are:

Option A: York High Extended Schools Board manages the new facility with the existing service level agreement amended to reflect the extended scope of the business

Option B: The Council's Sport & Active Leisure Team take responsibility for the management of the new facility. A new service level agreement would be needed to reflect the different arrangements for the sports facilities and the new pool

Option C: The Council take back the management of all the community facilities

Analysis

14. **Option A**

Pros:

- Builds on the current successes of the school managing the community provision and provides continuity
- If financially successful a surplus may be established that can be held within the extended school sinking fund to assist with future capital renewal and improvement of the facilities
- Allows for a streamlined staff team and consequently reduced running costs
- The governors will be responsible in the first instance for managing any under performance and financial pressures working with the Council to manage the financial risks
- There will be a steep learning curve for the school to manage the pool but in the long run this will result in broader management skills and knowledge
- The service will be managed close to the community it serves

Cons:

- The school will have a high public profile with regard to opening successfully the city's first new pool for some years
- Council management input will be required to monitor the SLA closely and ensure that the school deliver the services
- The setup and first 12 months operation of any new building is time and resource consuming. The opening of the pool and new school both in 2009 could be very challenging

15. **Option B**

Pros:

- The financial risk of the new facilities will be managed solely by the Council who will retain complete control
- The school management team and governors would be freed up to focus on establishing the new school

Cons:

- Runs into all the practical difficulties of split arrangements set out in paragraph 12 above
- In consequence it is likely to lead to increased costs and poorer business performance
- The over-arching vision of the school managing an integrated curriculum and community project would be lost
- The overall capacity available to manage the facilities will be reduced if the school withdraws the input of the Extended Schools Board and its current management input

16. **Option C**

Pros:

- The financial risk of the new facilities will be managed solely by the Council who will retain complete control
- The school management team and governors would be freed up to focus on establishing the new school

Cons:

- The over-arching vision of the school managing an integrated curriculum and community project would be lost
- There would be a return to the unsatisfactory arrangements of the past where the demands of school and community were seen to be in competition and where community access to the sports facilities was restricted to limited, after school, times
- Customer perceptions of the pool as being publicly accessible throughout the day may then be affected
- Income will be reduced
- The overall capacity available to manage the facilities will be reduced by the school withdrawing the input of the Extended Schools Board and its current management input

17. Option A is strongly recommended because of the financial and business advantages presented by the integrated model. Only Option A will be able to deliver the financial targets set for the pool through reduced running costs.

Interim Issues

18. The project will face some challenges in the next 2 to 3 years including:
- The need for project management to ensure the integration of the new pool facility into the whole site
 - The need for management of the disruptions that are being caused by the building works
 - The challenge of continuing marketing and promotion of the facility to reduce the potential for loss of income

- The demands of monitoring and liaising with contractors during the build phase of the pool
 - Business planning for the new facility
 - The logistics of moving the current programme from Edmund Wilson Swimming Pool and Yearsley Hydrotherapy Pool to a new site
 - Planning the actual opening event for the new leisure facility
19. The school has indicated that it will need help to manage these issues in the first instance while the new facility is established and at a time when the new school building is being commissioned. The Sport and Active Leisure team therefore propose to second the Operations Manager to the school for 2 days per week until the new facility is fully established. This time allocation will continue to be funded by the Sport & Active Leisure budget as at present. It is envisaged that this will be until 31 March 2011.

How the SLA will operate

20. The new SLA will retain the main principles and mechanisms of the current SLA as set out in paras. 2 to 4 above. Key elements of the new SLA in respect of the swimming pool will be:
- It will stipulate the minimum opening times to match the current Edmund Wilson Pool times:

Monday to Friday	7:00 am to 10:00 pm
Saturday	8:00 am to 6:00 pm
Sunday	8:00 am to 10:00 pm
 - The facilities will be open to the public seven days a week, 360 days a year offering pay and play access as well as membership packages. The schools curriculum activities will be integrated with the community programme and with some of the facilities being jointly used e.g. in the climbing hall a school PE lesson can run along side public access.
 - The programming of the facilities will be the responsibility of the extended schools committee and must offer a broad range of activities and sessions as detailed below:
 - Pool Programme – the time-table must reflect the current Edmund Wilson programme, which caters for primary school swimming lessons, public learn to swim scheme, open public swims, fun sessions, aquafit, young at heart sessions, disabled sessions and offers access to community aquatic clubs. Programmed as a community pool there will be limited access to YHS.
 - Fitness suite and climbing wall – these facilities must be open to the public at all times, with reduced public access when shared with YHS pupils. Memberships are sold on this basis and provide the project with a major source of income.
 - Sports hall, dance studio, ICT suite, astro, tennis courts and grass pitches – these facilities will require sole use by YHS to allow the PE curriculum to be delivered throughout term time. However, the time-

tabling of these facilities must ensure the community has some access for the project to deliver targeted sessions in the daytime.

- Crèche - to be programmed as a sessional crèche service to allow parents/guardians the ability to use the sporting facilities on site.
- The pricing policy will support the principles of the “York Card” pricing policy of the City of York Council, with standard and concessionary rates. Income generation from “profitable” activities will be used to cross subsidise the projects sports development activities and programmes, aimed at increasing participation by target groups.
- Naming and branding of the new centre will be researched and developed by the extended school committee. The final decision will be subject to the agreement of the Executive Member for Leisure and Culture, as the naming is critical to ensuring that the public perceive the facility as a publicly accessible community facility.
- The extended schools committee is a sub-committee of the full governors and has the delegated powers for the management of the project. The Council is represented on this committee by the Head of Sport and Active Leisure. In summary the committee is tasked to:
 - Ensure effective implementation of this agreement
 - Monitor and oversee the financial arrangements for the Project and agree corrective action as necessary
 - Receive monitoring reports on the progress of the sports development plans
 - Oversee the performance of the operator and ensure that the terms of the Service Level Agreement are met
 - Agree expenditure from the sinking funds

Next Steps

21. Next steps will be:
- the SLA will be redrafted in line with this report subject to the approval of the Head of Legal Services
 - the full business plan will be drawn up in discussion with the School

Corporate Priorities

22. Providing the widest and most accessible range of high quality sports and recreation facilities for the City is an essential element in delivering the council’s priority of improving the health and lifestyles of the people of the city particularly in communities with lower participation in active lifestyles.

Implications

Financial:

23. The financial mechanisms will remain as now i.e. the Council will continue to make a fixed grant to the school and the school will be responsible for all income and expenditure. Subject to the drawing up of the detailed business

plan it is likely that the new facilities will generate a surplus of income over expenditure. This means that in effect the overall grant to the school for the integrated facilities will reduce.

24. The detailed revenue business for the new integrated facilities including the swimming pool will need to reflect the outline business case approved by the Executive in December 2006. This provided for additional income and reductions in running cost sufficient to produce savings of at least £130,000 in order to be able to make the repayments on the Venture Fund loan which forms part of the capital funding of the new facility.
25. One-off funding has been included in 2008/09 to cover the following:

	£
One-off costs during capital works	15,000
Temporary relocation of existing users	25,000
Staff redundancy Costs	19,713
Total Costs during Capital Works	<u>59,713</u>

26. Arrangements need to be put in place for the operation of the hydrotherapy pool to reflect the additional cost of operating this facility. This will be done through one of two possible routes:
- A separate SLA between HASS and the school. An annual charge would be made to HASS to cover operational costs (excluding the cost of care staff who will continue to be provided by HASS). An open book approach would be taken for the first 12 months during which a view will be taken about whether any additional income can be generated from the facility and therefore what the true cost to HASS should be going forward.
 - Integrating the operation of the hydrotherapy pool into the main SLA accompanied by a transfer of budget and responsibility from HASS to LCCS.

The second option would be preferred. This issue will be discussed further with HASS and then worked into the business plan.

27. Responsibility for repair and maintenance of the swimming pool will lie with the school to be funded through the business plan. Responsibility for major capital works will, however, remain with the Council after the end of the building guarantee period.

Human Resources:

28. A new staffing structure for the operational management and staff team will be required by September 2008 and agreed by the extended school committee before a change management plan can be put in place to deal with staffing implications.
29. There are no legal, equalities, crime and disorder, or IT implications.

Property:

30. Further legal advice is being taken to safeguard the interests of the Council should the status of the school change at any time in the future. This advice will be reflected in the form that the final SLA takes.

Risk Management

31. Since the School would be providing the service on behalf of the Council the Council would remain in a partnership relationship and would work with the School to manage the consequences of any deficit, agreeing strategies, and reporting to members. Monitoring of financial targets will take place on a monthly basis to ensure that any variances are picked up and addressed at the earliest possible opportunity.
32. Ultimately the Council would be responsible for the financial consequences should the Partnership fail.

Recommendations

33. The Executive Member is asked to agree to an amended service level agreement being drawn up with the governors of York High School to include the new swimming and hydrotherapy pool facilities within integrated community facilities, in accordance with Option A set out above, subject to:
 - the agreement running to 31 March 2013
 - the facility operator remaining the Sport & Active Leisure Team until at least 31 March 2011
 - the Council providing additional management capacity until 31 March 2011
 - agreement of a final business plan in line with the parameters set out in para. 23 above

Reason: To provide enhanced community sports facilities for the people of York.

Contact Details

Author:

Charlie Croft
Assistant Director
Lifelong Learning & Culture
Tel: 553343

Andy Laslett
Operations Manager - SAL
Lifelong Learning & Culture
Tel: 553370

Chief Officer responsible for the report:

Charlie Croft
Assistant Director (Lifelong Learning and
Culture)

Report ✓ **Date** 19.5.08
Approved

Specialist Implications Officers:

Richard Hartle
Head of Finance (LCCS)
Ext. 4225

Wards Affected:

All ✓

For further information please contact the author of the report

This page is intentionally left blank