



Notice of meeting of

Executive Member For Leisure & Culture and Advisory Panel

To:	Councillors Crisp (Chair), Hogg, King, Vassie and Healey (Vice-Chair)
Date:	Tuesday, 4 December 2007
Time:	5.00 pm
Venue:	The Marriott Room, Central Library, Museum Street, 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 3 December 2007, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday, 6 December 2007, 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 - 6)

To approve and sign the minutes of the meeting held on 19 October 2007.

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 3rd December 2007.

4. Leisure and Culture Performance and Finance Monitoring Report 2 (Pages 7 - 36)

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.

5. Capital Programme Monitoring Report 2 (Pages 37 - 44)

This report is to inform Members of the likely out-turn position of the 2007/08 Capital Programme based on the spend profile and information to the end of October 2007. The reports also advises Members of changes to existing schemes to allow the more effective management and monitoring of the Capital Programme and any new schemes and seek approval for their addition to the Capital Programme.

6. Museum's Trust Partnership Delivery Plan 2008-2013 (Pages 45 - 60)

This report asks the Executive Member to agree a new Performance Delivery Plan for the York Museums Trust for the period 2008 to 2013.

7. Football Pitches Strategy (Pages 61 - 74)

This report advises member of the findings of Active York's (the city's Sport & Active Leisure partnership) playing pitch analysis and their plans for improving provision in the city. It also makes recommendations for how the Council can contribute to delivering this playing pitch strategy including developing a funding application and employing a project officer.

8. Acomb Library Refurbishment Progress Report (Pages 75 - 80)

This report details progress made on the extension and refurbishment of Acomb Library to create a new Library Learning Centre and seeks agreement on:

- the proposed opening hours
- the naming of the centre
- the provision of refreshments

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

Democracy Officer:

Name: Tracy Wallis

Contact details:

- Telephone – (01904) 551027
- 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.

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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);
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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.

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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

Minutes

MEETING	EXECUTIVE MEMBER FOR LEISURE & CULTURE AND ADVISORY PANEL
DATE	19 OCTOBER 2007
PRESENT	COUNCILLORS CRISP (CHAIR), KING, VASSIE AND HEALEY (VICE-CHAIR)
APOLOGIES	COUNCILLORS HOGG

16. DECLARATIONS OF INTEREST

Members were asked to declare any personal or prejudicial interests they may have in the business on the agenda.
No interests were declared.

17. MINUTES

RESOLVED : That the minutes of the meeting of the Executive Member for Leisure and Culture and Advisory Panel held on 4 September be approved and signed by the Chair and Executive Member as a correct record.

18. PUBLIC PARTICIPATION

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

19. REGIONAL CULTURAL COMMENTARY AND IMPROVEMENT PLAN

Members considered a report which updated them on two recent initiatives that the Lifelong Learning and Culture team had undertaken as part of a drive for continuous improvement in the services that it provides, these being the first Regional Cultural Commentary for York and Self-assessment using the "Towards an Excellent Service" (TAES) model.

The report detailed the background to the two schemes, and their purposes and aims. Officers reported that they welcomed the two schemes as they felt that they were beneficial in improving delivery and were useful benchmarking tools.

Members discussed the Self Improvement plan detailed in the report, the aspirations in terms of CPA scoring, and the strengths and areas for consideration/development of the two schemes. Members further discussed the provision of training courses in public libraries, the provision of activities for young people, and the community sport structure.

Advice of the Advisory Panel

That the Executive Member be advised to note the Towards an Excellent Service' model (TAES) self-assessment, the Regional Cultural Commentary and the areas for improvement planning set out in the report and annexes, and the comments of Members.

Decision of the Executive Member

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

REASON: So that a rigorous programme of service improvement can be taken forward.

20. MUSEUM TRUST PARTNERSHIP DELIVERY PLAN 2008-2013

Members considered a report which updated them on the progress of the York Museums Trust (YMT) towards meeting the targets agreed in the Partnership Delivery Plan.

The Partnership Delivery Plan (PDP) approved by members in December 2002 outlined the key targets and objectives which the Council requires YMT to work towards over the next five years. Members had asked for regular updates on progress. This report covered the period April 2007 to September 2007.

The report updated on the capital programme, including the Art Gallery Roof, the Hospitium, and the Heritage Lottery Fund Bid in respect of the Yorkshire Museum and Gardens.

Michael Woodward, Director of Finance and Business Development of the YMT attended the meeting to update Members on progress in the above areas. Members were also updated regarding the ongoing developments of the Castle Museum, the increase in visitor numbers due to a television advertising campaign, and the developments to celebrate the 70th anniversary of the museum next year.

Updates were provided on the Hospitium project.

The report detailed the current capital programme and the reprofile requested in paragraphs 14 & 15 of the report :

Current		£,000s
2007/08	Hospitium	200
	1960's Experience	200
2008/09	Prison Experience	100
	Yorkshire Museum	500
2009/10	Yorkshire Museum	500
	Gardens	263

Reprofile requested

2007/08	Hospitium	200
	1960's Experience	200
	Art Gallery Roof	200
2008/09	Prison Experience	100
	Yorkshire Museum	100
2009/10	Yorkshire Museum	500
	Gardens	263
2010/11	Yorkshire Museum	200

Advice of the Advisory Panel

That the Executive Member be advised to:

- Note the performance of the York Museums Trust, and Members comments;
- Agree to the application of the Council's capital as set out in paragraph 15 of the report and detailed above;
- Recommend that the Executive considers the trust's request for £250k of prudential borrowing in order to fund the balance of the Hospitium scheme.

Decision of the Executive Member

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

REASON: To fulfil the Council's role under the Partnership Delivery Plan.

Cllr C. Vassie
Executive Member for Leisure and Culture

Cllr.S.Crisp
Chair of Advisory Panel

The meeting started at 3.45 pm and finished at 4.50 pm.

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**Meeting of Executive Member for Leisure and Culture
and Advisory Panel**

4 December 2007

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

**Service Plan Performance Monitoring Period 2 (1 August – 31 October):
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. Last year, the council introduced a new cycle for reporting to the Executive Member. A common proforma has been developed 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. Service Managers have been asked to use no more than 2 sides of A4 for their monitoring report.
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 are on track. Particularly noteworthy has been:
 - The layout of Central Library has been improved with a flexible learning centre created in Room 18
 - Completion of the Green Lane allotments drainage scheme
 - Yearsley Pool opened on time after its refurbishment
 - The First York Boccia Club came third in the National Boccia Finals in Nottingham
 - 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

- The Illuminating York Festival which drew excellent responses from the public
5. Issues that have not yet been progressed include:
- Whilst we submitted an HLF bid for the Mystery Plays programme we have been asked to revise it and resubmit.
 - Completion of an education pack with Yorkshire Wildlife Trust. This has been put back to the winter due to staff vacancies with the Yorkshire Wildlife Trust
6. The Key PIs are generally on track:
- The number of new events supported by the Arts and Culture service is ahead of target as is the number of community groups worked with
 - Attendances at the Theatre Royal are ahead of target
 - Number of school programmes run by Parks & Open Spaces has exceeded target
 - 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 remains below target, partly because of some provision moving into private provision. This is being actively addressed.
 - Number of library visits are down due to the temporary closure of Acomb Library and the restriction on hours at the Central Library.

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
 - Making a Positive Contribution
 - Taking Pride and Pleasure in the Environment
 - Economic Well-being
 - Staying Safe

- Infrastructure Planning

Financial Implications

11. Based on the actuals to date and other information on future expenditure plans and income generation, an assessment has been made by budget managers of the likely net outturn for each service plan and cost centre. At this stage in the year there is no reason to suggest that most budgets will not come in at or about the level of the current approved budget. There are though a number of exceptions to this and these variations are summarised in the Annex with full details provided in the budget section of each service plan profile.
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 annex provides details) resulting in a latest approved net budget of £9,556k. In total the projected net outturn for 2007/08 is £9,639k, leaving a projected net overspend of £83k or 0.9%.
13. The first budget monitoring report for 2007/08 presented to EMAP in September highlighted a projected net overspend (after mitigating action) of £104k. The individual service plan financial monitoring sheets in the Annex now show a total net projected overspend of £161k. To offset this a number of service managers have proposed mitigating action to hold back expenditure totalling £78k, with the details again shown in the Annex. The result of this action leaves the net projected overspend of £83k which is an improvement on the position reported in the first monitoring report. The major changes from the 1st monitoring report are set out briefly below with full details of each in the Annex:
 - An increased saving of £54k from posts kept vacant on a short term basis following the recent libraries restructure to help mitigate some of the libraries income shortfall.
 - An improved position at Yearsley Pool of £26k following the recent refurbishment and higher than anticipated staff savings during the closure period.
 - Unbudgeted costs of £46k due to the delayed handover of the Barbican Centre that were not reported at the time of the first monitor.
14. Officers will continue to work to identify further savings to bridge the remaining £83k budget gap before the end of the financial year, including reviewing savings options that are being developed as part of the 2008/09 budget process to see if any could be implemented prior to 1 April 2008.

Other Implications

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

Risk Management

16. All of the service plans include a section on risk management. The risk associated with the savings proposals are significant and will have an impact

on service delivery. Of particular concern is the proposed cut in the Library Bookstock budget, which will have a damaging impact on performance against the PIs for the culture block and could cap the performance of the council as a whole in the CPA assessment.

Recommendations

- 17. The Executive Member is recommended to note the performance of services within the directorate funded through the Leisure and Culture budget.

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

Summary service plan budget position and monitoring reports

Background Papers:

Learning Culture and Children's Services Service Plans 2007/08



**Learning, Culture & Children's Services
Service Plan Report, Monitor 2 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	3,956
• NNDR Budget Adjustments (Corporate)	+ 3	Premises	1,979
		Transport	70
		Supplies & Services	3,249
		Miscellaneous:	
		Recharges	2,578
		Delegated / Devolved	0
		Other	0
		Capital Financing	2,076
		Gross Cost	13,910
2007/08 Latest Approved Budget (Net Cost)	9,556	Less Income	4,354
		Net Cost	9,556

<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	0	821	-
Libraries & Heritage	4,562	+ 19	4,581	+ 0.4%
Parks & Open Spaces	1,219	0	1,219	-
Sport & Active Leisure	2,773	+ 70	2,843	+ 2.5%
Leisure Support Services	0	- 6	- 6	n/a
<u>Partnerships & Early Intervention</u>				
Early Years & Extended Schools (Leisure)	181	0	181	-
Leisure & Culture Portfolio Total	9,556	+ 83	9,639	+ 0.9%

Section B: Budget

<u>Leisure Support Services</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	0	Employees	209
<u>Approved Changes:</u>		Premises	0
		Transport	6
		Supplies & Services	43
		Miscellaneous:	
		Recharges	1,368
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	0
		Gross Cost	1,625
		Less Income	1,625
2007/08 Latest Approved Budget (Net Cost)	0	Net Cost	0

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	- 6
Overall Net Variation from the Approved Budget	- 6
Percentage Variation from the Net Approved Budget	0%
Percentage Variation from the Gross Approved Budget	- 0.4%

2007/08 Monitor 2~ 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 Monitor 2 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					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					45%	60%	57.6%	
			62%	65%	45%	profile				40%				
SSC11.3 (BVPI 119b)	Percentage of residents satisfaction with LA cultural services - Libraries	Charlie Croft	64%	66%	73%	actual					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					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					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					78%	80%	74.0%	
			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			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						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					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 Monitor 2 (1 August –31 October) 2007 – 2008

Service: Arts and Culture
Service Manager: Gill Cooper

Section A: Service Plan Initiatives and Actions

1. Achievements.

- £10K of Community Arts Grants distributed to local community groups. Summer project at Bell Farm Adventure playground particularly well received.
- Working with the Children's Trust Management Board we have secured funding for and appointed a 1-year Children's Centres Community Arts worker. Emma Richards took up post in September. We will be looking to secure funds for a continuation of this work.
- Relate – Teenage creative writing project was highlighted as excellent work at Relate's National AGM in Harrogate.
- Wellcome Trust Biomation project completed first phase with children with Diabetes. Well received by patients and NHS professionals.
- Young People's Arts Award steering group set up on behalf of the city and training for mentors organised for September. 2 cohorts of young people going through the scheme at the moment.
- Successful performing Arts Centre Trip with the Youth Jazz Band and orchestra to the Alps.
- Mediabox application for community film and media work submitted. Decision expected at the end of November.
- 8 schools signed up to Wider Opportunities programme roll out.
- The work on the Big Draw Community Arts programme run by Arts Action team has been put forward for the National big draw awards. We won this in 2005 and the activity this year was also very successful so we are keeping our fingers crossed.
- Illuminating York Festival had some terrific responses from the general public both to Usman Haques artwork on the Minster to the Inspire programme in the city centre churches. Full evaluation currently in progress.
- Work continuing to deliver an arts programme to ex Yearsley Bridge residents working with and supported by the Adult Social services team.
- Refurbishment project at Melbourne Street Centre through the first round of the Big Lottery Community Spaces application process. Currently working with them and Yorkshire Forward looking at the Ecological innovation aspects to this proposed refurbishment

2. Actions planned but not completed.

- HLF bid submitted for 5 year Mystery Plays programme but after initial feedback have agreed to withdraw and been asked to resubmit a revised bid.
- Festival of the Rivers affected by poor weather in June and early July
- Hungate Open Air gallery delayed during monitoring period

Commentary

Working with Co-ordinating group to submit a revised bid in March 2008

Currently considering moving timing of Festival.

This has now opened on 17th October and first exhibition has been very well received.

2007/08 Monitor 2 ~ 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 Monitor 2 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				340	350	360		
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		2600	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.
EDE5.1 (LY12)	Percentage of respondents (Talkabout Survey) who see York as 'cosmopolitan, vibrant.	Gill Cooper		42.5%	42.5%	actual				45.0%	50.0%	55.0%		
EDE5.2	Number of high quality events in the city supported by York@Large	Gill Cooper		180	47.5%	actual				184	188	192		
SSC12.1	Number of new festival/event activities designed to target communities with low participation rates	Gill Cooper				actual				30	34	38		
SSC12.2 (LY11)	Number of visits to www.yorkfestivals.com	Gill Cooper		18691	33714	actual	10,193	25661		20000	25000	30000		The Unique visitor numbers to this website continue to rise faster than expected. General Increase in using the web for information search.
PA2a	No. of pupils in ensembles at PAC (DfES return at the end of spring term)	Gill Cooper	478	368	479	actual	479	340		440	500	540		Much lower than predicted as the Bollywood provision is now being provided privately. However the Young People's arts officer is now in post and will be undertaking work for a relaunch of the centres in January 2008
PA2b	No. of pupils in Arts service supported ensembles	Gill Cooper		175	100	actual	100	100		230	250	260		As we are moving towards KS2 provision through whole class teaching this target may have to be reviewed.
PA3	% of all schools having a 'Live Arts Week' workshop	Gill Cooper	75%	84%	72%	actual				85%	85%	85%		
LA1	No. of Community Arts initiatives supported by the Arts & Culture Service.	Gill Cooper	232	284	322	actual	152	215		230	230	230		Full team in post, including an events assistant
LA2a	No of events in the city supported by the Arts & Culture Service	Gill Cooper	233	212	N/A	actual	118	139		269	270			Full team in post, including an events assistant
LA2b	No. of those events that are new (CYP11.4 was LA2a)	Gill Cooper	49	126	175	actual	51	63		50	50	50		Full team in post, including an events assistant
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)		520 (145800)	520 (148000)	400		
LY13	Number of new festivals/event activities	Gill Cooper			3	actual				2	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	N/A	actual								
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	N/A	actual								
				9000	9000	profile								

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- 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

Section B: Budget

<u>Arts & Culture (Leisure)</u>		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:	
<u>Director's Delegated Virements:</u>		Recharges	208
• Allocation of residual budgets following Arts & Culture restructure	- 1	Delegated / Devolved	0
• British Association Science Festival - from Strategy Team Budget NR	+ 35	Other	0
		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.	
Projected Net Outturn Expenditure	821
Overall Net Variation from the Approved Budget	0
Percentage Net Variation from the Approved Budget	0%



**Learning, Culture & Children's Services
Service Plan Monitor 2 (1 August –31
October) 2007 – 2008**

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

Section A: Service Plan Initiatives and Actions

1. Achievements.

- Shared Foundation Newsletter ready to send out to partners
- The YorOk service directory website is now live
- The full YorOK website is in the final stages of testing and is currently being populated with content, including publicising transport options for families; information on sexual health to help reduce level of teenage pregnancy; encouraging referral to young peoples misuse service; the raising awareness of safeguarding; and the delivery of the Youth Offer.
- Family Information Service (formerly Children's Information Service) to develop support package for extended schools, and consultation support to schools – this will be through the Children's Centre/Extended Schools information folder, and consultation has occurred through schools as part of the Childcare Sufficiency Audit
- The Cultural Diversity Project continues, including a new girls youth group, and the continuing support to families, including so that children can attend holiday activities
- Summer programme for looked after children and young people at risk of social exclusion successfully held
- A city wide recruitment and retention strategy for Early Years Workforce has been developed
- Monitoring and evaluation of '3 & 4 year old' and '2 year old (disadvantaged)' Pathfinder Projects continues, including monitoring returns to DCSF, wide consultation with providers and face to face interviews with parents. The former project will now run till national rollout in 2010 and the former extended to 2009
- The development of future equitable funding between the Private, Voluntary and Independent and maintained sectors continues with wide consultation with all PVI settings underway
- The "Communicating Matters" training to the PVI sector to develop more effective partnership working has been organised with the course already fully booked. The training will be held in January.
- Taking Play Forward partnership meeting held; information and application packs for Taking Play Forward grants have been distributed

2. Actions planned but not completed. Commentary

- | | |
|---|---|
| <ul style="list-style-type: none">• To carry out self-assessment for Matrix Award for providing IAG | <p>Now scheduled for February as Department for Children, Schools and Families has set new standards for Family Information Service's</p> |
|---|---|
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2007/08 Monitor 2 ~ 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 Monitor 2 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					85%	90%			
CYP11.1 (EY11)	Number of primary schools designated as meeting core offer for extended schools	Heather Marsland		8	15	actual					54	54			
CYP11.2	Number of secondary schools designated as meeting core offer for extended schools	Heather Marsland		4	4	actual					10	10		O3	
CYP11.5 (CYP2)	Number of young people taking part in the holiday activities programme	Heather Marsland	41084	40255	54951	actual		34653			55167 (40,000)	56822 (41,200)		O3	Provisional Data - Final figure still to be calculated - waiting on providers to send their own figures, we are confident that the target will be achieved.
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					46	55		O3	
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%				100.0%	105.0%		O5/P8	
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			63	70			Schools Out continues to prove more and more popular hence the need for more community groups to work with
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					80%	85%	27%		
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					80%	85%	62%		
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%				32.7%	32.7%			
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			2500	2500			The figure exceeds the target due to parental demand for more holiday places
EY1	% of enquirers to the Children's Information Service rating the service as 'Excellent' or 'Very Good'	Heather Marsland			92%	actual	94%	100%			90%	90%			Figure possibly skewed due to a low return rate of feedback, all of which rated the service as 'excellent' or 'very good'
EY7	% of staff appraised during the year	Heather Marsland	100%	100%	100%	actual	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					94%	94%			

2007/08 Monitor 2 ~ 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 Monitor 2 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			
CYP4	Number of holiday activities	Mary Bailey	552	423	597	actual					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							
						profile	38	76	114	114					

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- 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

Section B: Budget

<u>Early Years & Extended Schools (Leisure)</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	181	Employees	70
<u>Approved Changes:</u>		Premises	1
		Transport	13
		Supplies & Services	121
		Miscellaneous:	
		Recharges	42
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	0
		Gross Cost	246
		Less Income	65
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 Monitor 2 (1 August –31
October) 2007 – 2008**

**Service: Libraries and Heritage
Service Manager: Fiona Williams**

Section A: Service Plan Initiatives and Actions

1. Achievements.

- Summer Reading Challenge successfully completed.
- Continued to recruit to vacancies and work on new staffing structure. This has taken a lot of staff time.
- Work on the new Acomb Library Learning Centre continues to be on budget and on time. Staff have been undertaking a training programme to equip them with the skills to deliver the new service there. We have been working with Adult and Community Education on the detail of the service delivery
- Improved the layout of the central library making better use of the foyer area. Created a flexible learning centre in room 18, moving the people's network to the lending library (increasing access to it by 2 days a week).
- Hosted just after work adult education sessions on Thursday evenings at the central library.
- New Strategic Manager Reading and Information started. This completes the strategic team and will enable the service to move forward more quickly

2. Actions planned but not completed.

- Library opening hours had to be reduced temporarily because of staffing shortages

Commentary

We have recruited more relief staff and worked hard to fill vacancies to make this as short a time as possible

2007/08 Monitor 2 ~ 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 Monitor 2 target wasn't achieved or exceeded
			04/05	05/06	06/07		1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term					
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			2519			
					838	profile				840				
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	5036	actual	1563	2830			3882	4278	1869	
			3073	3134	3134	profile	1400	2800	3300	4000				
BVPI 220	Compliance Against the Public Library Service Standards (PLSS).	Fiona Williams	2	1	2	actual				3	3			
				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				16	16			
				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				0.0	0.0			
				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				0.0	0.5			
				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			
						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	85.6%	actual				Not req	87%	N/A		
					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	88%	N/A		
					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	94%	N/A		
					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%	91%	profile							
PLS2	Aggregate scheduled opening hours per 1,000 population for all libraries	Fiona Williams	107	105	105	actual				106	1			
			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%	100%	profile							

2007/08 Monitor 2 ~ 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 Monitor 2 target wasn't achieved or exceeded
			04/05	05/06	06/07		1st Monitor (4 mths)	2nd Monitor (7 mths)	3rd Quarter/Term					
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								
				7	7	profile				7				
PLS5(i)	% of requests for books met within 7 days	Fiona Williams	49%	60%	39%	actual					69%	70%		
			53%	50%	61%	profile				68%				
PLS5(ii)	% of requests for books met within 15 days	Fiona Williams	63%	75%	59%	actual					82%	83%		
				70%	76%	profile				81%				
PLS5(iii)	% of requests for books met within 30 days	Fiona Williams	78%	88%	74%	actual					94%	94%		
				85%	88%	profile				94%				
PLS6	No. of library visits per 1000 population	Fiona Williams	4627	4764	4688	actual	1472	2546						Most of the reduction in visitors has been at Acomb Library and York Central Library. Acomb Library is closed for refurbishment, and some drop off in visitors was anticipated as part of this closure. York Central Library has also seen a fall in visitors, which may in part be due to a closure for refurbishment in September, and the opening hours being reduced temporarily (due to staffing shortages) throughout August - October. We have recruited more relief staff and worked hard to fill vacancies, and have now returned to our full scheduled hours.
			4300	4850	4900	profile	1704	3473	3810	5100	5200	5300		
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%		
					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					Not req	Not req		
				Not req	77%	profile				90%				
PLS9	Annual items added through purchase per 1000 population	Fiona Williams	189	179	161	actual	51	102						The department responsible has improved performance dramatically since last quarter, and is now adding all items to stock within one week of arrival at the library. However, the target is still not being met. This will be addressed by our work on a stock policy, which will look at how to spend our book fund in the best possible way.
			177	193	216	profile	69	143	160	216	220	222		
PLS10	Time to replenish the lending stock on open access or available for loan	Fiona Williams	5.85	5.90	6.88	actual					6.50	6.50		
				5.85	6.50	profile				6.50				
LH5	Issues of books and items per 1000 population	Fiona Williams	5802	6101	6146	actual	1935	3369			5000	5200		
				5628	5000	profile	1525	3213	3572	4800				
LH6	Enquiries at the libraries per 1000 population	Fiona Williams	543	584	498	actual					640	650		
				550	600	profile				620				
LH1	No. of visits to the YORTIME website (QUARTERLY Collection)	Fiona Williams	83796	149948	177789	actual	80315	N/A			215000	220000		Not available due to software problems.
			15900	155016	201198	profile	50500	101000	151500	210000				
LH2	No. of readers at the City Archive	Fiona Williams	3661	3110	3856	actual					3300	3350		
			2900	3700	3200	profile				3250				
LH3	No. of talks/exhibitions by the City Archive	Fiona Williams	26	16	6	actual					26	26		
			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	2716	actual	995	2830						
			2045	2484	2484	profile	1000	2000	2300	2608	2700	2750		
BVPI 170c	No. of pupils visiting museums and galleries in organised school groups	Fiona Williams	23837	26387	26133	actual	13994	A/F						Awaiting figure
			25000	25500	26500	profile	13000	16500	19500	27000	27050	27060		
CPA 1	Active borrowers as a % of population	Fiona Williams			20.6%	actual					32%	33%		
						profile				30%				
CPA 2	Cost per library visit	Fiona Williams			N/A	actual								
						profile								
MLA1	Number of people receiving an 'at home' service as a % of older people helped to live at home	Fiona Williams			5%	actual					19%	22%		
					19%	profile				19%				
MLA2	Bookstart packs delivered to children (0 to 9 months)	Fiona Williams			89%	actual					94%	100%		
					94%	profile				94%				

2007/08 Monitor 2 ~ 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 Monitor 2 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
MLA3	Percentage of the 4-12 year old population who start the Summer Reading Challenge	Fiona Williams			12%	actual									
					10%	profile				12%					
MLA4	Percentage of the 4-12 year old boys who start the Summer Reading Challenge	Fiona Williams			10%	actual									
					9%	profile				11%	12%	13%			
MLA5	Percentage of starters who complete the Summer Reading Challenge	Fiona Williams			50%	actual									
					57%	profile				55%	56%	58%			
PLIM14	% take up of available ICT time in libraries	Fiona Williams		75%	71%	actual									
				59%	76%	profile				77%	80%	82%			

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- 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

Section B: Budget

<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	340
• NNDR Budget Adjustments (Corporate)	+ 6	Transport	31
		Supplies & Services	2,085
		Miscellaneous:	
		Recharges	381
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	325
		Gross Cost	4,840
		Less Income	278
2007/08 Latest Approved Budget (Net Cost)	4,562	Net Cost	4,562

Significant Variations from the Approved Budget:	
• Archive income shortfalls and back dated electricity charges.	+ 10
• Current projections suggest that library income is likely to fall significantly short of targets in 2007/08. The main areas of concern are; CD Rom lending (£4k), Talking Books (£4k), Reservations (£5k), Room 18 online charges (£3k), Strensall rents (£2k), Obsolete Stock (£6k), Central Library fees & charges (£7k), Central Library room hire (£10k), Fines (£3k),	+ 73
• 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.	- 63
• Net amount of all other minor variations in expenditure and income.	- 1
Projected Net Outturn Expenditure	4,581
Overall Net Variation from the Approved Budget	+ 19
Percentage Net Variation from the Approved Budget	+ 0.4%



**Learning, Culture & Children's Services
Service Plan Monitor 2 (1 August –31
October) 2007 – 2008**

**Service: Parks and Open Spaces
Service Manager: Dave Meigh**

Section A: Service Plan Initiatives and Actions

1. Achievements.

- Green Flag awards – Celebration and flag raising events have taken place or are planned. West Bank Park took place on 24th October, Rowntree Park is scheduled for 25th November as part of a bulb and tree planting activities and Glen Gardens will take place at the start of the new bowls season in April.
- 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.
- Allotments - take up continues to rise – a review of occupancy levels in the August (rather than January) shows that we have 968 tenants this year compared to 549 tenants in August 2003. 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
- 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 audit was published in September as part of the Local Development Framework. Work continue to update and improve the audit, and as part of the next phase, areas for improvement are being identified.

2. Actions planned but not completed. Commentary

- | | |
|---|---|
| <ul style="list-style-type: none">• Review of park attendants duties and roles• Completion of city wide education pack with Yorkshire Wildlife Trust (YWT). The impact of improved joint working with YWT can be seen in the increase in number of school worked with CYP11.6 (LP6). | <p>This is now scheduled for this winter, the delay is due to other work pressures for the Head of Parks and Open Spaces</p> <p>This is now scheduled for the winter the delay is due to staff vacancies within YWT this summer</p> |
|---|---|
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2007/08 Monitor 2 ~ 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 Monitor 2 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								
CYP11.6 (LP6)	% of primary schools taking part in Environmental Education Programme	Dave Meigh	24%	20%	23%	actual		28%		22%	24%	26%		
			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					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		
				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						5%		
				8%		profile				7%				
LP10	Percentage of users satisfaction with Rowntree, West Bank and Hull Road Parks and Glen Gardens. Site based surveys recording Very Good	Dave Meigh	54%	50%		actual					70%	70%		
				60%		profile				65%				
LP11	Percentage of users satisfaction with Rowntree, West Bank and Hull Road Parks and Glen Gardens. Site based surveys recording Fairly Good	Dave Meigh	41%	39%		actual					25%	25%		
				35%		profile				30%				
LP12	Number of sites with management and maintenance plans	Dave Meigh	5	8	8	actual					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	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	3.7	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			60	60		
			50	60	50	profile		30		50				
LP16	Percentage of allotment plots let April	Dave Meigh	90%	91%	89%	actual					92%	93%		
				90%	92%	profile				91%				

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- 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

Section B: Budget

<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	1,121
• NNDR Budget Adjustments (Corporate)	- 2	Transport	9
		Supplies & Services	98
		Miscellaneous:	
		Recharges	204
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	143
		Gross Cost	1,785
		Less Income	566
2007/08 Latest Approved Budget (Net Cost)	1,219	Net Cost	1,219

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 have been identified with recommendations for action. This is nearly all health and safety work that cannot be delayed and will result in expenditure over and above the budget provision.		+ 35
• Higher than expected income increase following the renegotiation of the rent for York racecourse.		- 28
• In order to bring the Parks budget in on line, maintenance expenditure in a number of lower priority areas has been reduced, achieving a saving.		- 15
• Net amount of all other minor variations in expenditure and income.		+ 8
Projected Net Outturn Expenditure		1,219
Overall Net Variation from the Approved Budget		0
Percentage Net Variation from the Approved Budget		0%



Learning, Culture & Children's Services Service Plan Monitor 2 (1 August –31 October) 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 now has revised its constitutional arrangements and appointment to the executive board is finalised. 5 funding bids for Active York's CIF projects are due to be submitted to stage 1 by the beginning of December.
- Section 106 funding has been committed to pitch survey work to inform the development of a project in Skelton which has come out of the north zone development plan. 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.
- We are now piloting our plans for provision of informal sports facilities in new developments, by working with the landscape architects for the Derwentthorpe development to secure a safe purpose built running and orienteering route on the site.
- **Leisure facilities:**
- Yearsley Pool project opened on time after 16 weeks of repair and refurbishment work. Users have returned to the pool quickly due to our marketing and communications plan which included a planned free swimming week in association with the Press.
- Oaklands Pool has been granted planning and is into detail design stage. Consultation being done again with public and staff to ensure the final product is fit for purpose and offers the right mix and quality of provision. Current delay is 6 weeks due to the deferred planning application holding up the design. Projected opening date is June 2009.
- Swim York is currently reviewing its teaching plan, in response to the new ASA national teaching plan which was launched in Oct 07.
- Oaklands management team continues to work towards the quality criteria of QUEST with 2 areas complete. The customer feedback section has resulted in a new process to deal with and monitor customer comments. A new database has been designed to allow all the buildings maintenance to be planned and monitored.
- **Physical activity and community sport:**
- A York Special Olympics Committee has been convened to develop opportunities for learning disabled adults and young people to compete regionally and nationally.
- Members of the 'First York Boccia Club' recently competed in an individuals competition in Sheffield, and the team also came third in the National Boccia Finals in Nottingham.
- The Physical Activity Co-ordinators have made significant progress in offering opportunities for adults to become more active. Most notably the organisation of the 50+ Games as part of the Older People's Festival.
- The Sure Start partnership, is now supported by a community based exercise leader encouraging hard to reach groups including young mums to engage in dance and physical activity.
- Following a successful funding bid, 2 new multi skills and aquatics community sports coaches began work in Oct
- In August, a Club recruitment day was held in St Sampson's Square to support the voluntary sports sector. Over 20 clubs responded. The day came from issues raised from the city's four sports zones.
- York Athletics Club and Clifton Alliance Cricket Club have both recently received clubmark/accreditation. The area of club accreditation has become a key component of the City's focus sports and visible benchmark of the improvement and development of 'good clubs' in York.
- **PE and School Sport**
- 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 with the Jorvik partnership showing the biggest improvement across the county. It also exceeds our stated LPSA2 target by 3%, one year early

- Swimming support has been offered to schools in partnership with Yorkshire water and sixteen York schools will benefit in the future
- Four secondary schools have been offered the opportunity to undertake an action research project in school using PE to impact on a whole school issue.

2. Actions planned but not completed.

Commentary

- Production of the final chapters of the sport & Active Leisure Strategy
- Delayed by aprox 6 months by work on Partnership constitutional arrangements
-

2007/08 Monitor 2~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 Monitor 2 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.
				75%	profile				80% (85%)					
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				35%	37%			
						profile								
CYP14.1	% of pupils involved in sports volunteering and leadership during the academic year	Jo Gilliland			5%	actual				12%	15%		O4	
						profile								
CYP14.3 (LS20)	No. of voluntary sports clubs achieving Charter Mark	Jo Gilliland		21	36	actual				34	35			
					30	profile								
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		4400	4500			On target to meet end of year KPI - only concern is ensuring Yearsley Pool customers return quickly after the closure. Figures are higher than expected, possibly due to Tadcaster Pool being closed and Edmund Wilson being busier than normal. Note - Monitoring period 1 figure altered as did not include July's figures.
			4182	3800	4100	profile	1325	2300	2800	4300				
SSC9.3 (LS5a)	Number of sports education coaches courses held	Jo Gilliland	40	60	61	actual				70	72			
			50	60	65	profile								
SSC9.4 (LS5b)	Number of people gaining qualifications through sports education courses	Jo Gilliland	380	360	520	actual				370	370			
			270	385	360	profile								
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				57%	58%			
				67%	55%	profile								
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				42%	57%			
						profile								
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				47.0%	47.5%			
				58%	46%	profile								

2007/08 Monitor 2~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 Monitor 2 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								

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- 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

Section B: Budget

<u>Sport & Active Leisure</u>		2007/08 Latest Approved Budget	
	£000		£000
2007/08 Original Estimate (Net Cost)	2,734	Employees	1,548
<u>Approved Changes:</u>		Premises	514
• Yearsley Pool R&M Closure Supplementary Estimate (Exec 12/06/07) NR	+ 40	Transport	9
• NNDR Budget Adjustments (Corporate)	- 1	Supplies & Services	407
		Miscellaneous:	
		Recharges	375
		Delegated / Devolved	0
		Other	0
<u>Director's Delegated Virements:</u>		Capital Financing	1,609
		Gross Cost	4,461
		Less Income	1,688
2007/08 Latest Approved Budget (Net Cost)	2,773	Net Cost	2,773

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 despite some improvement since the first monitor, this has proved insufficient in the face of a higher than expected reduction in users.	+ 48
• The closure of Yearsley Pool has 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. Since then the net overspend has reduced. The variation has been arrived at by comparing the predicted outturn against the base budget increased by £80k (i.e. including the venture fund loan), and is made up of reduced income of £57k offset by a saving in staffing costs of £21k.	- 44
• The additional unbudgeted costs relating to the Barbican Centre prior to full handover are estimated to be £80k until 3 December 2007. For each month beyond this an estimated additional £5k will be incurred, mainly on business rate costs.	+ 46
• A surplus on the recharge to the Oaklands facility has been achieved.	- 19
• The impact of the rent review for Waterworld was overestimated in the budget for 2007/08.	+ 13
• The amount of Discretionary Rate Relief awards exceed the available budget.	+ 19
• Net amount of all other minor variations in expenditure and income.	+ 7
Projected Net Outturn Expenditure	2,843
Overall Net Variation from the Approved Budget	+ 70
Percentage Net Variation from the Approved Budget	+ 2.5%

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Executive Member for Leisure and Culture and Advisory Panel 4 December 2007

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

CAPITAL PROGRAMME MONITORING 2007/08 - REPORT 2
Summary

- 1 This report is to:
 - inform Members of the likely out-turn position of the 2007/08 Capital Programme based on the spend profile and information to the end of October 2007.
 - advise Members of changes to existing schemes to allow the more effective management and monitoring of the Capital Programme.
 - inform Members of any new schemes and seek approval for their addition to the Capital Programme.

Background

- 2 The original capital programme for the financial year 2007/08 was approved at Council on 21 February 2007. A number of amendments were then approved as part of the 2006/07 outturn report and at the first monitor. This has resulted in a current approved Leisure & Culture Capital Programme for 2007/08 which shows gross capital expenditure of £3.001m, with £0.911m of other funding which gives a net capital programme cost of £2.090m. The table below details the approved changes to the 2007/08 capital programme since the original programme was approved in March 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)
Current Approved Capital Programme 2007/08	3.001	0.911	2.090

Consultation

- 3 Not applicable

Options and Analysis

2007/08 Scheme Updates

- 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 projected outturn position for 2007/08, together with any slippage that is required into future financial years. Updates are only provided for significant schemes, with progress and variations explained in the following paragraphs.

York Pools and Indoor Sports Provision (Overall Scheme Cost £9.564m)

- 5 The separate schemes within the overall Pools programme reflect the amendments which were approved by the Executive on 23rd October 2007, with the balance of the procurement and legal fees budget, and part of the contingency budget being transferred into the Oaklands and Yearsley Pool budgets. In addition, a further £105k of prudential borrowing was approved and added to the budget for the Sports Centre on the York High site.
- 6 The scheme to undertake repairs at Yearsley Pool has been completed successfully and the pool has now reopened. The additional funding transferred from the procurement and contingency budgets needs to be brought forward into 2007/08 from 2008/09.
- 7 The new Swimming Pool development on the York High site is progressing through the detailed design stage with building work expected to be carried out in 2008. However, the estimated completion date has now been revised to June 2009, meaning that part of the budget in 2008/09 needs to be slipped back to 2009/10. In addition, fee expenditure has been incurred earlier than expected, requiring £50k of reverse slippage into 2007/08.
- 8 An amount of £200k was earmarked for the provision of community facilities for users displaced following the closure of the Barbican. This is currently in the 2007/08 programme but now needs to be slipped into 2008/09, as this is the earliest that this will be required.

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

- 9 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. This report requested that a further £200k be 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.
- 10 As reported at monitor 1 the remaining contribution of £400k will support works to the Castle Museum and the Hospitium.

Oaklands Sports Centre Development (Scheme Cost £1.892m)

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

- Parks and Open Spaces Section 106 Development (Scheme Cost £0.501m)
- 12 Resurfacing and improvement work on the Melrosegate Path in Hull Road Park was completed early in 2007/08. Further footpath improvement works are due to begin shortly in West Bank Park. In addition, the re-roofing work at the maintenance depot in Hull Road Park, and improvements to the surrounding area are scheduled to be carried out this financial year. These projects are being supported by a combination of Section 106, ward committee, and external funding contributions to restore and enhance the park with the long-term aim of meeting the Civic Trust Green Flag Award standard.
- 13 Once these works have been completed it is unlikely that much further work will be commissioned in 2007/08 under this scheme, therefore it is proposed that £100k of this budget be slipped into 2008/09.
- Acomb Library (Scheme Cost £0.750m)
- 14 Construction work on the improvements to Acomb Library began in August 2007 with a scheduled completion date of February 2008. Work is progressing well with completion now expected to be slightly ahead of schedule.

Scheme Additions and Transfers

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

Corporate Priorities

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

Financial Implications

- 17 As a result of this monitoring cycle a number of adjustments to existing schemes within the programme are required. Annex 1 provides a complete view of the 2007/10 Leisure and Culture Capital Programme, taking into account the review of all existing schemes set out in this report.
- 18 The main amendments to the 2007/08 programme are the slippage of £100k of the Parks and Open Spaces Section 106 Development scheme into 2008/09, offset by reverse slippage of £50k on the York High Sports Centre Development.
- 19 The result of the amendments described above is to produce a revised capital programme for 2007/08 of £2.951m funded by £0.811m of external resources, and resulting in a net cost to the council of £2.140m.

Table 2 - Summary of Amendments to the 2007/10 Capital Programme

Gross Leisure and Culture Capital Programme	2007/08	2008/09	2009/10	Total
	£m	£m	£m	£m
Current Approved Capital Programme	3.001	7.193	1.763	11.957
<u>Adjustments: -</u>				
Scheme Slippage and Reprofiting	(0.050)	(0.250)	0.300	-
Revised Capital Programme 2007/10	2.951	6.943	2.063	11.957

Other Implications

20

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

Risk Management

21

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

Recommendations

22

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 1
- approve the revised capital programme as set out in Annex 1

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

Contact Details

Author:

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Learning, Culture and Children's
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Tel No. 554573

Chief Officer Responsible for the report:

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

**Report
Approved**

Date 20/11/2007

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

Simon Wiles
Director of Resources

Specialist Implications Officers

Financial

Mike Barugh
Principal Account
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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 and Monitoring Files

Annex

Annex A - Approved Capital Programme and Projected Outturn

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LEISURE & CULTURE REVISED CAPITAL PROGRAMME 2007/08 - 2009/10

SCHEME	Expenditure pre 2007/08 (£000's)	2007/08 Approved Capital Programme (£000's)	Actual Spend (£000's)	Variance (£000's)	Monitor 2 Adjustments (£000's)	Monitor 2 Slippage (£000's)	2007/08 Revised Capital Programme (£000's)	2008/09 Approved Capital Programme (£000's)	Monitor 2 Adjustments (£000's)	Monitor 2 Slippage (£000's)	2008/09 Revised Capital Programme (£000's)	2009/10 Approved Capital Programme (£000's)	Monitor 2 Adjustments (£000's)	Monitor 2 Slippage (£000's)	2009/10 Revised Capital Programme (£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	249
- Prudential Borrowing	0	0	0	0			0	0			0	0			0	0	0
- External Funding	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	249
Oaklands Pool	0	290	340	50		50	340	4,793		-350	4,443	901		300	1,201	0	5,984
- Prudential Borrowing	0	0	0	0			0	1,529			1,529	0			0	0	1,529
- External Funding	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	0	290	340	50	0	50	340	3,264	0	-350	2,914	901	0	300	1,201	0	4,455
Yearsley Pool	13	867	1,067	200		200	1,067	200		-200	0	0			0	0	1,080
- Prudential Borrowing	0	0	0	0			0	0			0	0			0	0	0
- External Funding	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	13	867	1,067	200	0	200	1,067	200	0	-200	0	0	0	0	0	0	1,080
Third Pool Contribution	0	0	0	0			0	2,000			2,000	0			0	0	2,000
- Prudential Borrowing	0	0	0	0			0	0			0	0			0	0	0
- External Funding	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	0	0	0	0	0	0	0	2,000	0	0	2,000	0	0	0	0	0	2,000
Community Building	0	200	0	-200		-200	0	0		200	200	0			0	0	200
- Prudential Borrowing	0	0	0	0			0	0			0	0			0	0	0
- External Funding	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	0	200	0	-200	0	-200	0	0	0	200	200	0	0	0	0	0	200
Procurement and Legal Fees	44	13	13	0			13	0			0	0			0	0	57
- Prudential Borrowing	0	0	0	0			0	0			0	0			0	0	0
- External Funding	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	44	13	13	0	0	0	13	0	0	0	0	0	0	0	0	0	57
Contingency	0	0	0	0			0	0			0	99			99	0	99
- Prudential Borrowing	0	0	0	0			0	0			0	0			0	0	0
- External Funding	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	0	0	99	0	99
Danebury Drive Allotments	30	12	12	0			12	0			0	0			0	0	42
- Section 106	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	30	12	12	0	0	0	12	0	0	0	0	0	0	0	0	0	42
Chapelfields Community Centre	328	0	0	0			0	0			0	0			0	0	328
- Grant	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	328
Museum Service Heritage Lottery Bid	137	600	600	0			600	200			200	763			763	200	1,900
- Lottery Funding	0	0	0	0			0	0			0	0			0	0	0
- Donations Fund	0	0	0	0			0	0			0	0			0	0	0
- Development Fund	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	137	600	600	0	0	0	600	200	0	0	200	763	0	0	763	200	1,900
Oakland's Sports Centre	1,490	62	62	0			62	0			0	0			0	0	1,552
- Big Lottery Fund (New Opportunities Fund)	819	0	0	0			0	0			0	0			0	0	819
- Sport England Grant	0	0	0	0			0	0			0	0			0	0	0
- DFES SCA	92	0	0	0			0	0			0	0			0	0	92
- Section 106	108	0	0	0			0	0			0	0			0	0	108
- DFES Devolved Capital Grant	140	15	15	0			15	0			0	0			0	0	155
- DFES Seed	17	0	0	0			0	0			0	0			0	0	17
- Revenue Contribution to Capital	42	0	0	0			0	0			0	0			0	0	42
- NDS Modernisation	30	37	37	0			37	0			0	0			0	0	67
- Venture Fund	107	0	0	0			0	0			0	0			0	0	107
- External Grants	0	0	0	0			0	0			0	0			0	0	0
- Schools Contribution re Specialism	50	0	0	0			0	0			0	0			0	0	50
- Schools Access Initiative	25	0	0	0			0	0			0	0			0	0	25
- Net Cost	60	10	10	0	0	0	10	0	0	0	0	0	0	0	0	0	70
Oakland's Sports Centre Pitch	313	27	27	0			27	0			0	0			0	0	340
- Sport England Grant	247	14	14	0			14	0			0	0			0	0	261
- Section 106	0	0	0	0			0	0			0	0			0	0	0
- Net Cost	66	13	13	0	0	0	13	0	0	0	0	0	0	0	0	0	79
Parks and Open Spaces Development	301	202	102	-100		-100	102	0		100	100	0		0	0	0	503
- Section 106	271	193	93	-100		-100	93	0		100	100	0		0	0	0	464

LEISURE & CULTURE REVISED CAPITAL PROGRAMME 2007/08 - 2009/10

SCHEME	Expenditure pre 2007/08 (£000's)	2007/08 Approved Capital Programme (£000's)	Actual Spend (£000's)	Variance (£000's)	Monitor 2 Adjustments (£000's)	Monitor 2 Slippage (£000's)	2007/08 Revised Capital Programme (£000's)	2008/09 Approved Capital Programme (£000's)	Monitor 2 Adjustments (£000's)	Monitor 2 Slippage (£000's)	2008/09 Revised Capital Programme (£000's)	2009/10 Approved Capital Programme (£000's)	Monitor 2 Adjustments (£000's)	Monitor 2 Slippage (£000's)	2009/10 Revised Capital Programme (£000's)	2010/11 Revised Capital Programme (£000's)	Total Capital Programme (£000's)
- External Contribution	14	9	9	0	0	0	9	0	0	0	0	0	0	0	0	0	23
- Net Cost	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
War Memorial Gardens	0	30	30	0	0	0	30	0	0	0	0	0	0	0	0	0	30
- Grant	0	20	20	0	0	0	20	0	0	0	0	0	0	0	0	0	20
- Net Cost	0	10	10	0	0	0	10	0	0	0	0	0	0	0	0	0	10
Acomb Library	52	698	698	0	0	0	698	0	0	0	0	0	0	0	0	0	750
- Government Grant	52	623	623	0	0	0	623	0	0	0	0	0	0	0	0	0	675
- Net Cost	0	75	75	0	0	0	75	0	0	0	0	0	0	0	0	0	75
FUNDING FROM EXTERNAL SOURCES	2,014	911	811	-100	0	-100	811	1,529	0	100	1,629	0	0	0	0	0	4,454
NET COST TO CITY OF YORK CAPITAL PROGRAMME	943	2,090	2,140	50	0	50	2,140	5,664	0	-350	5,314	1,763	0	300	2,063	200	10,660
TOTAL GROSS EXPENDITURE	2,957	3,001	2,951	-50	0	-50	2,951	7,193	0	-250	6,943	1,763	0	300	2,063	200	15,114

Funded by

- Grant	0	20	20	0	0	0	20	0	0	0	0	0	0	0	0	0	20
- Sport England Grant	247	14	14	0	0	0	14	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	819
- DfES SCA	92	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	155
- DfES Seed	17	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	42
- NDS Modernisation	30	37	37	0	0	0	37	0	0	0	0	0	0	0	0	0	67
- Venture Fund	107	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	25
- Lottery Funding	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
- External Grants	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
- Government Grant	52	623	623	0	0	0	623	0	0	0	0	0	0	0	0	0	675
- Section 106	379	193	93	-100	0	-100	93	0	0	100	100	0	0	0	0	0	572
- Schools Contribution re Specialism	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50
- External Contribution	14	9	9	0	0	0	9	0	0	0	0	0	0	0	0	0	23
- Prudential Borrowing	0	0	0	0	0	0	0	1,529	0	0	1,529	0	0	0	0	0	1,529
- Net Cost	943	2,090	2,140	50	0	50	2,140	5,664	0	-350	5,314	1,763	0	300	2,063	200	10,660
- Gross Expenditure	2,957	3,001	2,951	-50	0	-50	2,951	7,193	0	-250	6,943	1,763	0	300	2,063	200	15,114



Meeting of the Executive Member for Leisure and Culture and Advisory Panel

4 December 2007

Report of the Assistant Director (Lifelong Learning and Culture)

YORK MUSEUMS TRUST: REVIEW OF THE PERFORMANCE DELIVERY PLAN (2008-13)**Summary**

1. This report asks the Executive Member to agree a new Performance Delivery Plan for the York Museums Trust for the period 2008 to 2013.

Background

2. The Partnership Delivery Plan (PDP) is a joint agreement between the Council and the York Museums Trust. It sets out:
 - the key objectives of the partnership
 - performance targets and indicators to be met by the Trust and Council
 - performance information to be provided
 - review and reporting procedures
 - partnership arrangements between the Council and the Trust
 - arrangements for the operation of the Yorkshire Museums Gardens
3. The original PDP was written in 2002 and covered the first five years of the Trust. The Funding Agreement provides a process whereby it will be formally reviewed by the Council and the Trust at the end of those five years to create a plan for the next five years. Continued funding has already been approved by the Executive for this period.

Consultation

4. This advisory panel received a report in December last year inviting views about issues that should be taken account of in renewing the PDP. Key issues raised at that meeting were:
 - The need to improve storage facilities within the City
 - The potential for York Museums Trust to take a more significant city leadership role on behalf of the Council in co-ordinating the city's heritage sector
 - The potential for friends and volunteering schemes
 - The need for investment into the Castle Museum

- Development of a 'History of York' brand that could be applied to all different media
5. Discussion with YMT over the subsequent period has focussed on these issues and they are reflected in the revised PDP (attached at Annex A).

Options

6. The new PDP must be in place by 1 April 2008. There is further opportunity to redraft the agreement in the light of any final comments or issues raised by members at the meeting.

Corporate Objectives

7. YMT's business plan contributes to a number of corporate objectives including developing opportunities for residents and visitors to experience York as a vibrant and eventful city, improving opportunities for learning, and in strengthening York's economy through investment in the tourism infrastructure. Reinvestment in the museums is an identified priority within the sub-regional investment plan.

Implications

8. The report has no additional implications relating to:
- Finance (see *York Museums Trust Funding: Report to the Executive – 30 May, 2006*)
 - Human Resources
 - Equalities
 - Legal
 - Crime and Disorder
 - Information Technology

Risk Management

9. In compliance with the Council's risk management strategy there are no risks associated with the recommendations of this report.

Recommendations

10. The Executive Member is asked to approve the new Partnership Delivery Plan.

Reason: So that agreed targets and objectives for the partnership can be put in place for the period 2008-13.

Contact Details

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Report √ **Date** 19.11.07.
Approved

Wards Affected:

All

For further information please contact the author of the report

Background Papers:

York Museums Trust: Review Of The Performance Delivery Plan (2008-13): Report to the Executive Member for Leisure and Culture - 5 December, 2006

York Museums Trust Funding: Report to the Executive – 30 May, 2006

Annexes

Annex A Performance Delivery Plan 2008-13

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CITY OF YORK COUNCIL

AND

YORK MUSEUMS TRUST

PARTNERSHIP

DELIVERY PLAN

2008 -2013



yorkmuseumtrust
www.york.trust.museum

Introduction

- 1 This Partnership Delivery Plan is a joint agreement between the Council and the York Museums Trust and is an annex to the 'Funding Agreement'. It sets out:
 - the key objectives of the partnership
 - performance targets and indicators to be met by the Trust and Council
 - performance information to be provided
 - review and reporting procedures
 - partnership arrangements between the Council and the Trust

- 2 The Trust is an independent organisation working in partnership with the Council with the aim of delivering a Museums and Gallery service that will become recognised as one of the very best in the country. The Select Committee report on Museums and Galleries in 2007 said:

The Trust strongly recommend that any large local authority museum service motivated to seek improvement should look at the successful models operating in Sheffield and York.

- 3 This plan covers years five to ten of the Trust (2008 – 2013). It may, however, be updated by the Council and the Trust during that period in the light of changing circumstances. The Funding Agreement provides a process whereby the Plan will formally be reviewed by the Council and the Trust towards the end of the 5 years in order to create a new plan for the next 5 years.

Core Objectives

- 4 The core objectives of the partnership are drawn from 3 sources.
 - a) The Council's core objectives, particularly:
 - *Improve the way the council and its partners work together to deliver better services for the people who live in York*

 - b) York's Local Area Agreement, particularly:
 - Modernise the city's economy and increase its competitiveness:
 - Increase the average length of visitor stay by 1% per annum
 - Achieve a target of a 5% increase per annum in tourism earnings
 - Increase the vitality of the city centre – as measured by footfall
 - Widen participation and raise attainment and skills levels throughout the working age population:
 - Increase the number of York residents of working age achieving a first Full Level 2 qualification
 - Increase in the number of Skills for Life qualifications achieved by adults in York
 - Develop the contribution of cultural activities, events and festivals to York's economy:
 - % of respondents who see York as "cosmopolitan" and "vibrant".

- Number of high quality events in the city
 - Number of visits to / usages of local authority funded museums / galleries
 - Conserve and enhance the existing environment and special character of the city.
 - Enhance the capacity of the voluntary and community sector to make high quality provision through support and development of volunteers
 - Improve the quality of and access to local cultural facilities
 - % of residents satisfied with local authority museums and galleries
 - Create a diverse programme of cultural and environmental activities, accessible to all, and increase participation in communities with low participation rates
 - Help communities become increasingly able to develop and direct their own cultural opportunities
 - Raise standards of achievement for children and young people
 - Improve enrichment opportunities for children and young people.
- c) The Trust's principal objectives:

Vision:

Our Vision is for York Museums Trust to play a major part in positioning York as a world class cultural centre.

Mission:

To cherish the collections, buildings and gardens entrusted to us, presenting and interpreting them as a stimulus for learning, a provocation to curiosity and a source of inspiration and enjoyment for all.

Strategic Objectives:

- To protect and conserve the collections, gardens and building
- To promote access to the collections, gardens and buildings appropriate to the 21st Century
- To create learning opportunities for all and develop innovative programmes springing from the collections, gardens and buildings
- To network and collaborate with partners and contribute to the development of the economic and cultural life of the city and the region
- To raise substantial funds to realise these aims

Context

- 5 York Museums Trust is now over five years old. The Trust has established itself as a successful independent charitable organisation both within the city and in the museum sector. The Trust has achieved the core objective of halting the long-term decline in the visitor numbers; indeed numbers have increased by 27% from 394,000 in 2002/03 to 502,000 in 2006/07.

- 6 Significant investments and improvements have been made in both the building fabric and care of the collections. A programme of renewals of the display and interpretation of the collections has also begun. An additional £3.5 million has been raised to date and there is now a long term plan to invest to improve the visitor's experience.
- 7 The Trust's role as the carers of the city's heritage enables it to take an interest in the cultural heritage of the city as a whole for both residents and visitors. There is a will to support and work with the city in its plans to improve the quality of the urban environment and the learning potential for a wide and diverse range of people.
- 8 Increasingly the Trust's work is being carried in partnership with other cultural and educational agencies. This has proved a highly successful way of increasing the Trust's impact in the city. These partners include local, regional national and international bodies.
- 9 The Trust now sees itself as an important agent for change outside of the boundaries that the City's museums have traditionally operated. The vision of York Museums Trust - to play a major part in positioning York as a world class cultural centre - reflects the level of that ambition.
- 10 Over the last five years the context within which the Trust has operated has changed considerably. The Renaissance in the Regions initiative has significantly improved the resourcing of the regional museums. Through this scheme central Government now directly funds a number of the larger museum services in the country. The recent comprehensive spending review has confirmed ongoing support of this national project and the Trust await the final decisions as to the funding of each of the nine regions.
- 11 Certainly the Renaissance project gave a great and necessary boost to YMT in its early years enabling investment in learning, collection management and documentation and the redisplay of the collections. The Trust is in the process of developing a three year plan for Renaissance's further investment in York's museums. The investment is currently around £500k per annum. An important principle of the agreement with government is that Renaissance funding must be truly additional to and not replace local authority funding for museums.
- 12 As YMT has gathered momentum the Trust has been able to operate as a support to the other museums in the region. There have been successful partnership projects with Wakefield and Scarborough with Celebrating Ceramics and a Community Archaeology project with North Yorkshire Archives and again Wakefield and Scarborough which the Trust wishes to continue. The Trust also takes part in the Regional Knowledge Bank and offer support to other museums in a variety of different ways including loans of objects, advice and CPD.
- 13 One of YMT's most important partnerships is the British Museum UK Partnership, of which York is the lead partner for Yorkshire, involving loans of objects, the Portable Antiquities project, exhibitions and joint acquisitions.

14 YMT is committed to:

- Working in partnership with National Museums especially the British Museum to bring benefit to York through loans, exhibitions and acquisitions where relevant
- Developing long standing partnerships with regional museums to share our expertise and collections with as wide an audience as possible
- Working with the partners in Yorkshire Renaissance (Hull, Bradford, Leeds and Sheffield) to maximise the impact of the investment

15 With the Olympics coming to London in 2012 there has been a change in the landscape for all cultural and heritage organisations with the transfer of some of the lottery funding to the event. This is already beginning to have an impact on the sources for capital projects. This is a most significant change for YMT as all of our buildings require substantial investment over the next two decades. However the Trust has a plan for incremental investment across all the sites based on the support from the City of York Council, trusts and foundations, raising our own funding through commercial activity and increased ticket sales.

Key Development Areas

- 16 In order to achieve our objectives, the Trust is constantly reviewing its organisational structure to make sure that has the right skills. For example the Trust has recently renewed membership of the Enterprises Board which now has an impressive range of successful experts from the commercial sector helping us to be more effective in making money. One of our greatest assets is the Board of Trustees who have guided us over the last five years. Many Trustees are now coming to the end of their terms and so the Trust has selected new Trustees for their skills and experience. In 2008 the Trust intends to start a process of selection by open advertisement and interview.
- 17 With a view to progressing the St Mary's Abbey project the Trust will be appointing a Head Gardener to lead the development of the gardens. In furtherance of the objective to involve a diverse range of people in the Trust's work it will be expanding the Volunteers Manager role from part time to full time. Both of these positions will be funded through Renaissance in the Regions.
- 18 YMT will continue to work in partnership with individuals who are passionate about York and organisations whose business it is to celebrate and understand the city through the History of York project. Our aim is to deepen everyone's understanding of the importance of the city and its history through the new website and other manifestations such as a book, audio visual, trails etc.
- 19 YMT also have worked with other city partners on festivals such as Illuminating York which again the Trust is committed to continuing. The Trust therefore see our remit covering not only the care and interpretation of the buildings and collections in our care but also the wider cultural life of the city itself.
- 20 The key development areas within the Trust's portfolio are:

- **St Mary's Abbey**, which includes Yorkshire Museum, the Gardens, York Art Gallery and the Hospitium. The long term plan to open up the whole of the precinct making it accessible through new pathways and interpretation so that people can understand the significance of this unique area involves the following.
- **York Castle Museum** through an incremental year-on-year investment in innovative public displays and facilities.

Principal Partnership Aims

21 The Partnership will pursue the following:

a) **York's Cultural Quarter**

- Work in partnership with other funders and cultural and educational institutions to programme events and activities in the Cultural Quarter
- St Mary's Abbey - create identity; promote Cultural Quarter concept
- Yorkshire Museum - redevelop & redisplay
- Abbey Gardens - increase use and public understanding; create new gardens interpret built heritage
- Hospitium - create vibrant & profitable conference centre
- York Art Gallery - provide varied high-quality exhibition programme; create a masterplan to transform the building, solving the DDA issues and creating new public space following relocation of the Archives

b) **Castlegate**

- Maximise the existing potential of the Eye of York, Castle Museum, Fairfax House, the river and Clifford's Tower in partnership with English Heritage, the city and other partners
- Castle Museum - invest substantial sums in new public facilities year-on-year to encourage repeat visits; solve DDA issues
- York St Mary's - develop long term strategic uses
- History of York - grow number of brand applications; grow users to 500,000 per annum by 2013

c) **Develop new audiences**

- Audience Development - increase knowledge of audiences; formalise audience contribution to product development; grow to 850,000 visitors per annum by 2013
- Maintain high user satisfaction
- Continue to create new programmes of events and activities across all sites
- Grow the number of visits by York residents:
 - Carry out market research specifically on the interests of York residents

- Establish a Volunteer Scheme - 1000 active members by 2013
- Produce publicity directed specifically for York residents
- Develop the informal learning public programme
- Develop partnership working with organisations within the city
- Schools & Learning more use by schools through access to collections, web based and outreach & research programme with Universities

d) The Collections

- Develop a long term plan with the City to improve the long term storage of collections and their access, and the building maintenance with an agreed 20 year building plan, long term loans for capital projects:
 - Create new storage facilities for the Castle Museum Collections
 - Find an alternative storage facility for the material in James Street to improve our control and minimise external risks.
 - Increase storage for the Fine and Decorative Art Collections as part of the redevelopment of York Art Gallery.
 - Resolve the storage of archaeological material excavated from the City of York which is currently housed by York Archaeological Trust.
- Complete retrospective documentation plan.
- Develop and begin a programme of research and publication.

e) Education strategy

- Develop partnerships with other museums in the region
- Contribute to the regional offer of a comprehensive service to schools
- Continue to develop formal education programmes for 14 to 19 years, HE and FE students: Accessing new parts of the collection
- Build on the offer to less advantaged and hard to reach groups including ethnic minorities, people with disabilities, and special needs
- Develop new workshop programmes and activities to access new parts of the collections
- Develop adult life long learning offers in partnership with existing providers.
- Develop volunteering as, and to deliver, informal learning

f) The Business Plan

The Partnership will maintain a business plan predicated on the agreed funding to 2015 that has the following objectives:

- The business plan will recognise that the Trust's financial position continues to depend heavily on York Castle Museum. It will be developed to ensure that the public offer at that site is regularly refreshed, particularly whilst major developments take place St Mary's Abbey Precinct.

- The business plan will aim to generate funds which can be transferred to capital from 2008/9 onwards in order to generate match funds for major capital refurbishment projects and to address the back-log of major repairs required.
- The Trust will seek to retain a level of reserves commensurate with the level of financial risk it faces over the life of the business plan. The target is currently £400k, rising to £500k during the life of this plan.
- YMT will aim to deliver 3% efficiency savings per annum in line with the budget (expectations set for local authorities) which it will reinvest in the service.
- YMT will develop other income streams, in particular through its conference and hospitality business, York Venues, centred on the refurbished Hospitium building.
- Renaissance in the Regions – this national source of funding will continue to support YMT management posts. It also will grow over the next few years to support capital work and other revenue programmes. It is an important condition of this funding that it is additional to core funding and so would be threatened by any reduction in real-terms in the Council's funding of YMT.
- The business plan will be developed in such a way that creates a smooth transition into funding for the period 2013-18. This will be negotiated in the light of resources available to the Council and with the objective of maintaining access to Renaissance funding.
- The Council will continue to make available the existing capital pot (originally £1.8m). The Council will continue to seek ways of making further capital available to YMT through its capital programme, through prudential borrowing facilities and through the Council's Venture Fund

Review and monitoring

22. The procedure will involve:

- a) **Twice yearly review of performance between the partners:**
 - the Trust will provide performance information as set out above
 - senior managers from the Trust (i.e. the Chief Executive and/or the Director of Finance & Business Development) and the Council (i.e., the "Client Officer" and/or the Assistant Director for Lifelong Learning and Culture) will meet to review performance against the agreed indicators. Meetings will be set a year in advance and will normally be held in April and September
 - performance will be reported to the Council's Executive Member in May and October
- b) **annual agreement to Council funding by the Council's Executive Member as set out in the Funding Agreement**
- c) **an annual scrutiny process**

- d) officers of the Trust will submit the Trust's Annual Report and other agreed performance information to a Council scrutiny body and attend to respond to members' questions

23 Within this process information will be provided by the Trust to the Client Officer in the following areas as a minimum:

- 1) achievement of the principal partnership aims set out above
- 2) visits to each of the Trust's sites and temporary exhibitions including the number of uses by residents (actual and as a % of all users and segmented into demographic groups)
- 3) number of hours the collections of the Trust are available to the public during the financial year at each of the sites
- 4) implementation of agreed capital schemes
- 5) development of new income streams
- 6) development of new exhibitions and interpretative services
- 7) development of collections storage
- 8) delivery of the education service including the number of school groups using the Trust's services: (a) actual numbers of all school users, and % as compared to all visits; (b) numbers of local school users and % of total city catchments, and number of local people taking up life-long learning opportunities offered by the Trust
- 9) use and involvement of local people including numbers volunteering
- 10) achievement of visitor satisfaction (aggregate over the year and by site)
- 11) level of external investment applied for and secured
- 12) number of residents consulted through focus groups, surveys and other means including a) young people, b) older people, c) target groups for inclusion
- 13) copies of management accounts
- 14) progress on cataloguing the collections and documentation
- 15) acquisitions and disposals from the collections
- 16) number of uses of the Yorkshire Museums Gardens for activities and events

Partnership Arrangements

- 24 The Council and the Trust will through this partnership ensure the delivery of Best Value and its principles in order to deliver continuous service improvement.
- 25 The Trust and the Council will continue to explore options for further partnerships:-
 - a) the Council being mindful of the potential of the museums and art gallery to provide a positive contribution to its cultural, educational, economic, social and environmental agenda
 - b) the Trust being mindful of the experience and specialist services that the Council can offer

- 26 The Trust will represent the Council on museums issues at international, national, regional and local level and continue to advise members of the Council on museums policy. The Trust will provide this service to the Council without charge provided that the work is broadly in furtherance of the objectives of this partnership. (Otherwise a fee can be negotiated).
- 27 The Trust and the Council together will make every effort to work closely with other museum and heritage providers in the city, ensuring that appropriate forms of liaison are used to encourage the development of strong, inclusive partnerships.
- 28 The Trust will maintain a role in the civic life of the city. It will provide facilities for hosting civic events (subject to operational availability) charging for them at cost. The Council will treat the Trust on same terms as an internal Council department with respect to the use of rooms at the Guildhall.
- 29 The Council and the Trust agree to the application of the 'Nolan principles' (The seven principles of public life) to their operations and the partnership working between the two organisations.
- 30 The following objectives will underpin the conduct of partnership business, to:
 - a) demonstrate responsible governance of the Trust to its principal beneficiaries, the citizens of York, having regard for the extent of funding by the Council
 - b) involve the community in key decisions affecting the objectives, policies and delivery of the services managed by the Trust, making the processes of decision-making as transparent as possible
 - c) work to published standards of collections accessibility and customer care, and to routinely make public the resulting performance attainment
 - d) encourage, and respond to, ideas and suggestions from the community in regard to the display and interpretation of the permanent collections, the subject matter of temporary exhibitions, and the scope of outreach activities
 - e) respond openly and constructively to complaints, demonstrating that they have been adequately investigated
 - f) take such steps as are necessary to be satisfied that the Trust is, as far as is reasonably practicable, meeting the expressed aspirations of the community in regard to museum services.
- 31 The partnership will support the governance arrangements set out in the founding legal documents as follows:-
 - a) governance of the Trust is overseen by the Board of Trustees, meeting regularly
 - b) the composition of the Board attempts to reflect knowledge and experience of the major activities and responsibilities of the Trust
 - c) community interests are expressly represented by two City of York Councillors being Trustees
 - d) when vacancies occur on the Board, the Trust will seek community candidates for consideration by advertising in local media. The Council will assist in this by advertising for example in the Council newspaper and in Ward Committee newsletters

- e) the Trust publishes details of trustees appointed, their professional qualifications and experience, and a register of their business and public interests
- f) below the board, the management of the Trust is vested in the Chief Executive, working within delegated authorities from the Board
- g) the Chief Executive is supported by a team of senior managers, each responsible for a designated area of activity.

32 The following principles will underpin the conduct of business:

- a) the minutes of the meetings are available for inspection on request at each of the three museum / gallery locations, and are made available by the Council using its normal mechanisms [and available on the YMG the web site (when available)]
- b) strategic plans of principal areas of activity of the Trust, once endorsed by the Board, are also placed on deposit at the Central Library
- c) other Board papers, unless they are specifically deemed to be confidential, may be inspected by members of the public on request to the Chief Executive's office at St Mary's Lodge
- d) Board meeting agendas will normally be available for inspection at the three museum / gallery locations and on the YMG the Trust's website in advance of each meeting
- e) a report of recent business is included in the quarterly CYC newspaper
- f) the Trust publishes a public Annual Report, and a mid-year performance update
- g) the AGM is held in public, and details are promulgated in local media
- h) an annual 'Meet the Trustees' event is held, giving the public the opportunity to question the Board on performance and future plans

33 The Trust will also aim to:

- a) establish a number of advisory bodies to work with groups and individuals in specific / specialist areas of activity. Representation from appropriate local groups, etc. will be sought
- b) develop a consultation strategy which specifically includes seeking the views of young people on specific aspects of the trusts services and future plans.

34 Public consultation will be carried out on any issue of major public impact. Mechanisms of effective consultation with the public appropriate to the issue in question will be discussed with the Council, who will assist the Trust in carrying out consultation.

Role of the Council

35 The Council will:

- Support YMT's vision of positioning York as a world class cultural centre
- Ensure that YMT's ambitions fit with and are part of the Council's economic development plans
- Enable YMT to become involved in relevant key strategic partnerships

- Involve YMT at an appropriate level in City projects of cultural importance
- Actively support YMT's work to raise investment funding from external sources

Principles

- 36 The Partnership will ensure that the service is operated in accordance with the Museums Association Code of Ethics and will take all necessary steps to maintain the Registered status of the Museums and Gallery, and the Designated status of their collections.



Meeting of the Executive Member for Leisure and Culture and Advisory Panel

4 December 2007

Report of the Assistant Director (Lifelong Learning and Culture)

Football Pitches Strategy

Summary

1. This report advises member of the findings of Active York's (the city's Sport & Active Leisure partnership) playing pitch analysis and their plans for improving provision in the city. It also makes recommendations for how the Council can contribute to delivering this playing pitch strategy including developing a funding application and employing a project officer.

Background

2. A chapter of Active York's sport and active leisure strategy addresses supply and demand of turf playing fields. This sports pitch analysis and strategy (annex 1) has identified that the city currently has a shortage of mini and junior soccer pitches (31 and 9 respectively) and junior rugby league pitches (16). Taking into account population projections for 2015 and also assuming that the work that is being undertaken to increase participation in sport is successful, the deficit will increase to 64 mini soccer pitches, 17 Junior soccer pitches and 19 junior rugby pitches. However, there are a number of other pitches in the city that have not been included in the analysis, as they have no community access. Many of these are on school sites.
3. The analysis also considers pitch quality and identifies that the City has a significant problem with regard to the quality of the pitches available and their associated ancillary facilities. It specifically makes reference to the need for playing surfaces that are safe for match play and free from dog fouling. Many school sites have no community changing facilities and community club sites often have dated changing facilities with only single sex provision. Many pitches are uneven or poorly drained and in these cases usage is limited to weekly (or less) during wet weather in order to maintain league standards.
4. The strategy next identifies the key priorities for the city with regard to playing pitch provision. These include:
 - ensuring that sports people have access to safe and secure facilities which are managed and maintained appropriately and that cater for the specific needs of the users. We can no longer expect formal sport to be played on areas of open space at risk of dog fouling and littering, with no changing and ancillary facilities.

- retaining and enhancing existing sites. We must invest in existing sites to improve their quality and increase their capacity. Where clubs are already using and maintaining sites Active York will support the on-going use including where possible offering assistance with ground improvement and development.
 - The provision of new pitches should be through extension and expansion of existing high quality sustainable sites. New facilities must only be considered if they are filling an identified gap in provision and if a suitable infrastructure exists or can be created to manage and maintain them.
 - Sports trends and participation rates shift over time and the possibility of developing generic pitches or converting existing surplus pitches to generic ones that could be used for soccer, rugby league and rugby union, rounders or other sports activities should also be explored.
5. The strategy document then identifies a number of specific actions that should be undertaken within each geographical zone to help reduce the unmet demand for facilities. These include:
- Active York must continue to make recommendations to City of York Council on how developer's sports contributions can be spent in the zone to provide maximum community benefit.
 - Work should be undertaken with schools to encourage community use and the development of appropriate community use agreements to benefit both the schools and the community. This has to balance the need for pupil and young people's safety against the demands of open access.
 - Opportunities to improve the pitches on the Knavesmire should be explored including the possibility of isolating some pitches and limiting the access to them.
 - As development of the new facilities at Clifton Moor begins the site managers should be invited to participate in zone discussions about increasing community access to pitches, to help make the best use of any new pitches in the North.
 - As the new pitches are developed in the zone the operators must be supported to offer community access and assisted to provide sustainable high quality facilities
 - As the new synthetic pitch is developed in the zone the operators must be supported to offer community access and assisted to provide sustainable high quality facilities which complement the existing grass pitches.
6. In addition to the strategic work on facility needs, council officers are heavily involved in sports development related to the use of the city's pitches in particular football development work. Football is recognised as making a significant contribution to sport and physical activity levels in York (football is the second highest participation sport for males in York as shown in the national Active People participation survey). It takes many forms from the organised Saturday afternoon and Sunday morning leagues, to informal friendlies and casual kickabouts. Participation in the sport is rising particularly in junior football clubs, a rapidly developing ladies and girls league structure,

an increasing level of participation by people with disabilities and targeted groups with critically low participation levels in physical activity as shown by the Active People survey.

7. In recent years the sport of football has found itself relatively cash rich, mainly through the availability of significant funds from major TV deals, and able to invest in the sport at grass roots level. Funding from the Premier League, and a top slice of the sports lottery fund, has started to filter into football to sustain this development and develop wider participation in the Sport. This is vital to ensure the sustainability of the sport, and maintain high participation levels in light of competition from new and developing sports. The Football Foundation is the UK's largest sports charity and is funded by the Premier League, the FA, Sport England and the Government.
8. The Football Foundation has published criteria to support grass roots football bids for these funds. Their priority is provision and enhancement of grass playing pitches and ancillary facilities. In order to direct this funding to the areas where it can have the greatest impact all local authority areas have been asked to put together a local strategic football plan that can inform and advise all potential bids for external funds.

Consultation

9. Active York carried out extensive consultation with residents and sporting organisations in the city and the region during the preparation of the Playing pitches strategy papers. The document has the support of the geographic sports zones, the sport community and Sport England Yorkshire.
10. The Council are working with community club representatives on potential pitch improvements on the knavesmire; no project will be developed without their full commitment. Meetings have already taken place with senior representatives of the Football Foundation, which have highlighted their desire to support a project on the knavesmire that will reinstate the knavesmire as a hub for grass roots football. Any scheme developed would be the subject of extensive community consultation to ensure it is appropriate for all of the knavesmire's user groups.
11. Each of the community groups that are applying for Football Foundation support have begun local community consultation and as part of their application have to demonstrate that their schemes have local community backing.

Progress to date

12. A significant amount of work has been carried out on delivering the aspirations of the strategy by Active York and its partners, including the Council. Some examples are:
 - Active York has compiled an investment portfolio for the city, identifying projects, which would involve the creation, improvement and expansion of playing pitches and associated facilities.
 - The council has invested developers' Section 106 sports funding in projects to improve pitch drainage, develop changing facilities, acquire additional

land for junior pitches and to erect fencing to protect pitches from dog fouling.

- Approximately 20 voluntary sector clubs, including many junior football clubs, have made contact with the Football Foundation and the council about funding and support for their facility development schemes. These projects total around £5m in value.
- The Council has begun negotiations with a number of community organisations about the potential to improve the changing and ancillary facilities on the Knavesmire and to improve the playing conditions of some pitch areas.
- A number of additional schools have prepared community use agreements allowing community clubs access to additional pitches.

Options

13. Despite the progress that has been made so far there is still a great deal that can be done to enhance the city's pitch provision. The Council as the owner and operator of approximately 50% of the pitches (many on school sites) must play an important part in the work. The Council should continue to:
 - Encourage schools to invest in their sports facilities and to make them available for community use. Where appropriate section 106 monies could be invested to make facilities accessible by community groups. This may include contributions to fencing, floodlighting or pitch improvements.
 - Target section 106 funding directly into projects identified by Active York and the sports zones, following the principles set out in paragraph 4 above. The contributions that we are able to make with this funding is often small, but can be enough to draw down funding from other sources and to demonstrate the council's support for schemes.
 - Offer sports development and facility design and planning advice to voluntary and community sports clubs. This supports the clubs to apply for external funding, to articulate their plans for developing their sport and their club and to design facilities that best meet the needs of their users and comply with best practice design guidance.
14. There are now opportunities for the council to take an increased role in the delivery of the city's pitch strategy. The Football Foundation has indicated that, because of the existence of our pitch strategy, our enthusiastic voluntary sector and our investment plan, it is keen to work further with York on grass roots football development. They are keen to work with us to enable our approximately 20 projects to progress through the funding process. They are willing to assist us preparing a football specific plan for the city and for each of our projects that are approaching the foundation for funding to be embedded in the football delivery system for the city. To support this we have received an indication from the foundation that they are willing to contribute 50% funding towards a 5-year football project development officer for York on the condition that the Council can fund the remainder. The post holder would be required to:
 - Prepare a football development plan for the City of York Council

- Help the 20 or so projects that already exist to write their funding applications, sports development and business development plans.
- Help the groups mentioned above deliver their projects and to implement their plans
- Monitor how the groups have spent their grants and ensure that they are doing what they set out to do to make sure that football in the city benefits fully.

15. More specifically for the Council:

- The post holder would work with the Council and community groups to investigate how best to develop the pitches and ancillary facilities on the Knavesmire to meet the needs of all users. This project has been identified specifically by Active York as it will have a significant impact on the accessibility of pitch facilities in the city.
- If the project proves feasible, apply to the Football Foundation on behalf of the Council for funding for the Knavesmire project and using that funding and section 106 contributions project manage its delivery.

Analysis

16. Without this post the Sport & Active Leisure team will have no capacity to undertake any of the tasks listed above. This will not only limit the contribution the council can make to the city's pitch strategy but will also put all of the voluntary and community football projects at risk as there will be very limited resources to support these schemes. It is therefore proposed that subject to the availability of match funding authority to establish a post with an appropriate grade and job description is delegated to the Director of LCCS.

Corporate Priorities

17. Providing the widest and most accessible range of high quality sports and recreation facilities for the City is essential for the enjoyment and well being of the community and helps to deliver the council's priority of improving the health and lifestyles of the people of the city. Section 106 Agreements are important in ensuring that facilities are delivered and significantly contribute to improving the condition and appearance of publicly accessible spaces. As the Active People data indicates these projects are also key to offering opportunities to improve the life chances of targeted groups in the city.

Implications

Financial:

18. The development of the funding application has the potential to generate significant sums of capital resource for the city. The council's contribution to any capital schemes will be limited to allocating its S106 contributions and there is not expected to be any call on the council's own capital fund.
19. There are currently no revenue resources available within the Sports & Active Leisure budget to support the project officer post. Officers will explore options for generating additional revenue in order to fund the post but no appointment will be made until a secure funding source has been identified.

Human Resources:

20. Recruitment to a new post, if agreed, will be made in accordance with the Council's Recruitment and Selection Procedures and Establishment Control processes
21. There are no legal, equalities, crime and disorder, or IT implications.

Property:

22. This strategy should be supported by the completion as soon as possible of a Service Asset Management Plan which will enable the priorities set out and the analysis undertaken to be incorporated into an asset plan which will identify options to close the gap between need and current provision and map a way forward to deliver the changes needed, taking into account cost, funding streams and opportunities.

Risk Management

23. There are no risks of this report as no work that has not been identified in the Sport & Active Leisure service plan will be done and no additional expenditure incurred unless full funding is secured for the football development post. However the risk of not funding the post is that the city may lose some or all of the £5M of investment in pitch facilities that is planned.

Recommendations

24. The Executive Member is asked to agree that:
 - A post of Football Project Officer should be established subject to match funding being identified
 - Officers work with local community and voluntary groups to develop a feasible project for pitch and ancillary facility improvements on the Knavesmire without jeopardising the other uses of the land, and when such a project is developed seek appropriate external partnership funding to deliver it

Reason: To improve the quality of playing pitches available in York.

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Report Approved ✓ **Date** 20.11.07.

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Wards Affected:

All ✓

For further information please contact the author of the report

Annex

Active York's playing pitch chapter from the Sport & Physical Activity Strategy.

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Playing Pitches, Audit & Planning Tools

What analysis have we done?

Using a nationally recognised tool designed by Sport England, Active York have undertaken an analysis of the number and quality of team sports pitches in relation to the current and future demand for these pitches in York.

This process has provided the city with a flexible planning tool which can be used to assess the impact of planned and theoretical playing pitches on the city. City of York Council now hold a database that has information on pitch quantity, quality and accessibility.

This tool is available to be used by anyone planning new facilities, planning residential developments, raising funding for pitches or just interested in sports provision in the city. Queries on the current situation in terms of facility and pitch provision can be made to the council, who will also be able to use the tool to assess the impact of various facility development scenarios.

The following information is based on the levels of provision and the population projections in May 2006, An updated version of this chapter will be available on an annual basis.

Pitch supply.

This process has shown that the city currently has a shortage of mini and junior soccer pitches (31 and 9 respectively) and junior rugby league pitches (16). Running the system using population projections for 2015 and also assuming a 10% increase in participation over this time indicates that the deficit will increase to 64 mini soccer pitches, 17 Junior soccer pitches and 19 junior rugby pitches.

There are a number of other pitches in the city which are not currently available for community use. Many of these are on school sites.

Statistical analysis indicates that the city has a surplus of cricket pitches, the bulk of these are at community accessible school sites. There is little scope to increase usage of these on a flexible, ad hoc basis. Cricket matches need ancillary facilities, score boards etc.

However to make the most of these pitches the land should be used for cricket development work, this should include after school work to create clubs/teams.

Pitch Quality.

Despite the relatively high number of pitches in the city and the number of possible routes to securing access to more pitches the City has a significant problem with regard to the quality of the pitches available and their associated ancillary facilities. Many school sites have no community changing facilities, many community club sites have dated changing facilities often with only single sex provision. Many pitches are uneven or poorly drained in these cases usage is limited to weekly (or less) during wet weather to maintain league standards. Where pitches are in poor condition resources should be channelled into pitch improvements which will effectively serve to increase the pitch capacity in the city by allowing more matches and training on the same pitch area.

What do we need to do?

We must ensure that sports people have access to safe and secure facilities which are managed and maintained appropriately and that cater for the specific needs of the users. We can no longer expect formal sport to be played on areas of open space at risk of dog fouling and littering, with no changing and ancillary facilities.

The City's main priority must be to retain and enhance existing sites. We must invest in existing sites to improve their quality and increase their capacity.

Where clubs are already using and maintaining sites Active York will support the on-going use including where possible offering assistance with ground improvement and development.

While new pitches are clearly going to be needed to cater for the growing demand if possible this should be through extension and expansion of existing high quality sustainable sites. New facilities must only be considered if they are filling an identified gap in provision **and** if a suitable infrastructure exists or can be created to manage and maintain them.

Sports trends and participation rates do shift over time and the possibility of developing generic pitches or converting existing surplus pitches to generic ones, which could be used for soccer, rugby league and union rounders or other sports activities should also be explored.

Active York must continue to make representation to City of York Council on how developers, sports contributions can be spent in the zones to provide maximum community benefit.

South Zone

Carrying out the analysis separately for each individual zone demonstrates that the South zone currently has an under provision of approximately 4 mini soccer pitches and 1 junior soccer pitch and that by 2015, with population and sports development growth, this will have increased to a shortfall of 10 mini pitches and 4 junior soccer pitches.

The zone has an additional 6 Junior pitches and 5 mini pitches on schools sites that currently offer no community access. Making these available would greatly reduce the shortfall in pitch supply both now and in the future.

Despite the pitches on the Knavesmire being located in the South zone, they have not been included in the analysis here as their open access nature means there is little potential to improve the quality of the pitches, reduce the health and safety risks for players from dog fouling or add appropriate ancillary facilities.

The South zone development plan has identified the need for:

- ⇒ Additional junior pitches for Bishopthorpe FC
- ⇒ Additional pitch space at Heslington
- ⇒ Improved and additional pitches in Fulford to accommodate the growing population.

Delivering each of these projects would contribute significantly to reducing the shortfall in pitches and providing capacity to increase community participation.

The zone action group have also identified the opportunity to increase community provision by improving access to the sports pitches at Imphal barracks

Recommendations for pitch development in the South zone.

- ⇒ Work should be undertaken with schools to encourage community use and the development of appropriate community use agreements to benefit both the schools and the community.
- ⇒ Opportunities to improve the pitches on the Knavesmire should be explored including the possibility of isolating some pitches and limiting the access to them.
- ⇒ Assistance and support should be given to the South Zone action group and the constituent sports groups to deliver the projects set out in their development plan.

⇒ Active York must continue to make recommendations to City of York Council on how developers, sports contributions can be spent in the zone to provide maximum community benefit.

North Zone

The North zone currently has an under provision of approximately 3 mini soccer pitches, 3 junior soccer pitch and 4 junior rugby pitches. By 2015, with population and sports development growth, this shortfall will have increased to 13 mini pitches and 6 junior soccer pitches and 7 junior rugby pitches.

The zone has an additional 12 Junior pitches and 5 mini pitches on schools sites that currently offer no community access. Making these available would greatly reduce the shortfall in pitch supply both now and in the future.

Outline planning approval has been granted for a sports complex at Clifton Moor which would include indoor facilities as well as outdoor cricket, football and 5-a-side football pitches.

The North zone development plan has identified the need for:

- ⇒ The acquisition of land to provide additional pitches in Strensall
 - ⇒ Rawcliffe recreation association to improve their pitches to raise the amount of usage the site can accommodate.
 - ⇒ New Earswick Sports Club to improve the drainage of their pitches
 - ⇒ Skelton recreation association to develop changing facilities for their pitches. This will open these facilities up to a broader audience.
- Delivering each of these projects would contribute to reducing the shortfall in pitches and providing capacity to increase community participation.

Recommendations for pitch development in the North zone.

- ⇒ Work should be undertaken with schools to encourage community use and the development of appropriate community use agreements to benefit both the schools and the community.
- ⇒ Assistance and support should be given to the North Zone action group and the constituent sports groups to deliver the projects set out in their development plan.
- ⇒ Active York must continue to make recommendations to City of York Council on how developers, sports contributions can be spent in the zone to provide maximum community benefit.
- ⇒ As development of the new facilities at Clifton Moor begins the site managers should be invited to participate in zone discussions about

increasing community access to pitches, to help make the best use of any new pitches in the North.

East Zone

The East zone currently has an under provision of approximately 3 junior soccer pitch and 4 junior rugby pitches. By 2015, with population and sports development growth, this shortfall will have increased to 4 mini pitches and 4 junior soccer pitches and 5 junior rugby pitches.

The zone has an additional 3 Senior soccer pitches, 3 Junior pitches and 2 mini pitches on schools sites that currently offer no community access. Making these available would greatly reduce the shortfall in pitch supply both now and in the future. City of York council is currently working with one of these schools to draw up a community use agreement for its current and future planned facilities.

Outline planning approval has been granted for 2 new junior pitches in the zone work will be needed to promote the opportunities these facilities will offer for community use.

The East zone development plan has identified the need to:

- ⇒ Acquire adjacent land to create new pitches at Dunnington sports club to develop cricket and football on the one site.
- ⇒ Develop new changing facilities at York St John's pitches on Hull Rd to cater for broad community use.

Recommendations for pitch development in the East zone.

- ⇒ Work should be undertaken with schools to encourage community use and the development of appropriate community use agreements to benefit both the schools and the community.
- ⇒ Assistance and support should be given to the East Zone action group and the constituent sports groups to deliver the projects set out in their development plan.
- ⇒ Active York must continue to make recommendations to City of York Council on how developers, sports contributions can be spent in the zone to provide maximum community benefit.
- ⇒ As the new pitches are developed in the zone the operators must be supported to offer community access and assisted to provide sustainable high quality facilities

West Zone

The West zone currently has an under provision of approximately 7 mini soccer pitch and 9 junior rugby pitches. By 2015, with population and

sports development growth, this shortfall will have increased to 17 mini pitches, 2 junior soccer pitches and 10 junior rugby pitches.

The zone has an additional 9 Junior soccer pitches, 7 mini soccer pitches and 1 junior rugby pitch on schools sites that currently offer no community access. Making these available would greatly reduce the shortfall in pitch supply both now and in the future. City of York council is currently working with one of these schools to draw up a community use agreement for its current and planned facilities.

A new synthetic pitch is being developed at York College, while this does not affect the number of grass pitches in the zone it will accommodate a high volume of training and 5-a-side competition. This will reduce the wear on grass pitches and potentially increase the capacity for matches.

The West zone development plan has identified the need to:

- ⇒ Create new outdoor sports facilities in Copmanthorpe, including a MUGA to accommodate team training and therefore take some of the wear off the pitches, which will increase their capacity for matches.
- ⇒ Expand the playing pitch area for Dringhouses Football Club to accommodate the increasing number of players.

Recommendations for pitch development in the West zone.

- ⇒ Work should be undertaken with schools to encourage community use and the development of appropriate community use agreements to benefit both the schools and the community.
- ⇒ Assistance and support should be given to the West Zone action group and the constituent sports groups to deliver the projects set out in their development plan.
- ⇒ Active York must continue to make recommendations to City of York Council on how developers, sports contributions can be spent in the zone to provide maximum community benefit.
- ⇒ As the new synthetic pitch is developed in the zone the operators must be supported to offer community access and assisted to provide sustainable high quality facilities which complement the existing grass pitches.



Meeting of the Executive Member for Leisure and Culture and Advisory Panel

4 December 2007

Report of the Assistant Director (Lifelong Learning and Culture)

Acomb Library Learning Centre Update**Summary**

1. This report details progress made on the extension and refurbishment of Acomb Library to create a new Library Learning Centre and seeks agreement on:
 - the proposed opening hours
 - the naming of the centre
 - the provision of refreshments

Background

2. In 2005 the Scrutiny Board developed a vision for a 21st century library service; that vision put learning at the heart of the service. As a result, the Library Service has spent the last two years working in partnership with Adult and Community Education developing the concept of library learning centres. It is planned to have 5 such centres at Acomb, New Earswick, Clifton, Haxby and Tang Hall libraries.
3. In 2006 a successful capital bid was made to the Learning and Skills Council to transform Acomb Library into the first Library Learning Centre. This bid was supported by £75k of matched funding from the Council's capital programme.
4. Construction work began in August 2007 with a completion date for the beginning of February 2008. Current indications are that the project is within budget and will be completed a little ahead of time.
5. The centre will be the first community based adult learning facility that has been developed in the city, and will boast state of the art learning rooms, and a completely new and exciting library layout: York's first Library Learning Centre.

Consultation

6. There has been ongoing consultation with the local community. Officers visited both Acomb and Westfield Ward Committees to explain the potential of the new building and the public have been invited to send in their comments on the services they would like to see in the new building. The things that people said they wanted were more books, quiet study space, a café and an exciting children's area. It should be possible to provide all of these and more.

Consultation will continue, including the type and range of adult education programmes that people would like to be on offer at Acomb.

Issues remaining to be resolved: Options and Analysis

7. There are still some outstanding issues that need to be resolved for the new library learning centre and officers are continuing to sort out these operational considerations. There remain three areas where guidance is sought from members and these are outlined below.

Opening Hours:

8. The proposed opening hours are based on the premise that the building will be open as a library learning centre rather than just a learning centre or a library. The proposal increases the total opening hours by 16½ a week (4 a week to the general public), as part of a more flexible approach to staffing the centre. This is crucial to the concept of the library learning centre and will ensure that the learning is seen as a central activity for the library. Staff timetables have been drawn up and following a period of consultation staff have agreed to changing their hours of work.
9. The following tables show the proposed new opening hours against the previous opening hours:

	Proposed	Previous
Monday	9.00 – 21.30	9.00 – 19.30
Tuesday	9.00 – 21.30	9.00 – 19.30
Wednesday	9.00 - 21.30 *	9.00 – 12.30
Thursday	9.00 – 21.30	9.00 – 17.00
Friday	9.00 – 17.00	9.00 – 19.30
Saturday	9.00 – 14.00	9.00 – 12.30

* On Wednesdays the building will be available exclusively for hire for training, conferences and other activities.

10. The Wednesday opening for hire is key to the successful operation and viability of the centre. It will enable the facilities to be made available for hire as meeting rooms and small conference facilities, and for community events and activities. There will also be opportunities for some income generation when the facilities are not being used for learning for example during the school holiday periods and at the start and finish of the school term. The building will be available on a Friday evening for targeted activities for young people and this idea is being taken forward with Youth Services.
11. Opening hours will be kept under review once the centre is in operation and further consultation with the local community will take place.

A new name for the new building:

12. In developing the strategy for library learning centres several ideas have been considered as to what they should be called. In Tower Hamlets, for example, their centres are called IDEAS stores. Clearly, “library learning centre”, although descriptive does not express the spirit of the new centres as exciting

and vibrant places. Therefore it is proposed to brand the Library Learning Centres as “Explore”. This will be adopted at Acomb first and then rolled out to the other 5 library learning centres in the city (York, Clifton, Tang Hall, Haxby and New Earswick). It will also be used to market strands of our service, for instance “Explore Reading”, “Explore Learning”, “Explore your Family History” and so on.

13. It is also important to retain the term library as it is instantly recognised and understood and it is therefore proposed that it will appear in the strap line for the centres – Explore at Acomb Library Learning Centre. Detailed designs for the signage have not yet been developed but following member approval this process can begin with some urgency.

Refreshments:

14. Key to the success of the Library Learning Centre, and a prime consideration in the design, is the concept of a “transitional space” where refreshments would be offered and where members of the public could relax and spend time. It is important that the front of the building is a vibrant, welcoming space but also one that attracts people to visit. There are three options for how refreshments could be provided:
 - a) Vending machines – This would have some clear advantages. Refreshments would be available with minimum staff input and little up-front investment would be required. However, the range and variety of drinks and food would be limited, and lack of staffing could mean that the area would be inappropriately used and become messy.
 - b) Staffed café:
 - i) provided on a contracted model - This would be the preferred model as it deliver our requirements without distracting from the core work. However, it is not yet clear whether this model would be financially profitable enough for it to be considered by a commercial organisation.
 - ii) directly managed through the library service - This would mean more control of the facility, particularly over quality, and greater flexibility. It would, however, bring some financial risk.
15. Longer visiting times and attracting visits for more than one reason are key to the success of the new facility. Of the options above, the vending only option is the least appealing, although it is unlikely to be practicable to have a fully staffed facility for all the opening hours and a combination of vending and staffed facilities may be appropriate.
16. It is therefore recommended that a staffed facility is pursued. If members agree the next step would be to work up a business model for the café testing the commercial market as part of that process in line with the Council’s procurement procedures. It is proposed that the decision on the final arrangement is delegated to the Director of LCCS including the establishment of any new post or posts if appropriate on the basis that:
 - There will be no cost to the Library Service budget (and ideally some profit)
 - Financial risk to the service is minimised

- Best value is obtained

Corporate Priorities

17. The concept of Library Learning Centres contributes to the following corporate objectives:
- Increase people's skills and knowledge to improve future employment prospects
 - Improve the life chances of the most disadvantaged and disaffected children, young people and families in the city

It also contributes to the five outcomes from the Lifelong Learning and Culture Plan:

- Making York More Eventful
- Engaging in Learning
- Being Healthy
- Building Stronger, Safer and Greener Communities
- A Vibrant Cultural Infrastructure

Implications

18. **Financial**

Opening Hours:

The additional opening hours were accounted for in the library restructure proposals agreed by members earlier this year. The costs can be contained within existing Libraries staffing budgets as the additional hours are delivered by alterations to working patterns rather than any increase in actual staff hours.

Name Change:

The additional costs associated with change of signage and documentation are estimated at £500. These costs will be funded from the Acomb Library capital project budget and existing Library revenue budgets.

Catering:

If this decision on catering is to be delegated to the Director of LCCS then this will be subject to any proposal being at worst cost neutral. The potential for increased income generations will also be explored.

19. There are no Human Resources, Equalities, Legal, Crime and Disorder, Information Technology, or Property implications arising from the recommendations.

Risk Management

20. In compliance with the Council's risk management strategy the main risks that have been identified are those which could lead to the inability to meet business objectives, leading to financial loss and non-compliance with legislation. Measured in terms of impact and likelihood, the risk score has been assessed at 9, placing the issue in the Low category as an acceptable risk. This means that the risks will be regularly monitored.

Recommendations

21. The Executive Member is asked to agree:
- the proposed opening hours for the centre
 - naming the centres “Explore”
 - To pursue a staffed catering facility and to delegate the detailed arrangements to the Director of LCCS subject to any proposal being at worst cost neutral

Reason: In order that planning and promoting the service can move forward.

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**Report
Approved**

√

Date 20.11.07.

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Wards Affected: Acomb and Westfield

For further information please contact the author of the report

Background Papers:

21st Century Learning: 21st Century Libraries – Report to the Executive

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