

CABINET MEMBER FOR CULTURAL SERVICES AND SPORT

**Venue: Eric Manns Building,
45 Moorgate Street,
Rotherham. S60 2RB**

Date: Tuesday, 27th April, 2010

Time: 10.00 a.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Minutes of the previous meeting held on 30th March, 2010 (copy herewith) (Pages 1 - 4)
4. Grange Park Golf Club - Season Ticket Prices (report herewith) (Pages 5 - 7)
5. Survey of Visitors to UK Archives – 2009 Report (herewith) (Pages 8 - 15)
6. South Yorkshire Joint Committee on Archives (report herewith) (Pages 16 - 18)
7. Grants for Community Arts Projects (report herewith) (Pages 19 - 28)
8. Museums, Galleries and Heritage Service - Insurance Budget - Update (report herewith) (Pages 29 - 30)
9. Exclusion of the Press and Public.
The following item is likely to be considered in the absence of the press and public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006) (information relates to finance and business affairs):-
10. Approval of Tender Shortlist (report herewith) (Pages 31 - 34)

CABINET MEMBER FOR CULTURAL SERVICES AND SPORT
Tuesday, 30th March, 2010

Present:- Councillor St. John (in the Chair) and Councillor Falvey.

F80. MINUTES OF THE PREVIOUS MEETING HELD ON 9TH MARCH, 2010

Resolved:- That the minutes of the meeting of the Cabinet Member held on 9th March, 2010 be signed as a true record.

F81. FEBRUARY REVENUE BUDGET MONITORING REPORT

Consideration was given to a report presented by Nichola Stretton, Finance Manager, which detailed the performance against the revenue budget for the Environment and Development Services Directorate as at the end of February, 2010 and provided a forecasted outturn for the whole of the 2009/10 financial year.

The report reflected the position against budget for the period 1st April, 2009 to 28th February, 2010 and a summary was provided of the projected 2009/10 revenue position for the Directorate.

The key pressures for Culture and Leisure Services contributing to this position included staffing costs in Theatres (£63k) and the payment for South Yorkshire Archives (£18k). These pressures were being offset by an underspend on staffing in Museums (£55k-). Additional minor savings across the Service amounted to £2k-.

Overall Library Services were forecasting an underspend (£54k-), which was due to effective budget management and as a result of the imposed moratorium.

Pressures within Sports and Recreation included solicitor costs (£18k), operational costs at the Stadium (£22k), unrecovered debts (£64k), and loss of income within Countryside budgets (£30k), but the delay in opening Clifton Park was partially offsetting these pressures (£59k-), as were savings in pay across the service area (£42k-). Tourism projections were to overspend by £8k due to subscription costs.

Pressures within Libraries Management were being offset by staff vacancies, materials fund savings and an expected reduction in RBT charges, therefore, reporting an underspend of (£64k-).

The Service was continuing to work to achieve the savings offered in the 2009/10 budget.

It was noted, however, that there was an underspend on Third Party Funding of £20k, which would be requested to be carried forward and was

earmarked for the delivery of Service within the Area Assemblies. An explanation regarding the origination of this fund, responsibility for its devolvement and the criteria and its use was provided.

A proposal had been made to offer part of the Museum Insurance monies post Floods 2007 to mitigate pressures within Environment and Development Services. This would be reduced if the out-turn position improved. A detailed report would, therefore, be presented to Cabinet Member for Cultural Services and Sport, outlining the risks of this proposal.

Discussion ensued on the transfer of responsibility and criteria for the Third Party Funding and it was suggested that a report be submitted to the Cabinet Member in June, 2010 setting out what the fund had been used for in the past, its use for the future and the criteria to be met.

Reference was also made to the unbudgeted costs at Ulley Country Park for security and the loss of Swinton swimming pool resulting in an income shortfall in relation to district heating. It was noted that Thrybergh Country Park café was now up and running following its extension and was proving to be very popular.

Discussion also took place around the staffing costs in Theatres, two of which were unavoidable and one that was being pushed for an early resolution.

Resolved:- (1) That the current forecast year end outturn position of an overspend of £246,000 for the Environment and Development Services Directorate based on expenditure and income to 28th February, 2010 be noted.

(2) That a report be submitted to the Cabinet Member for Cultural Services and Sport during June, 2010, setting out in detail information relating to Third Party Funding.

(3) That this report be referred to the Regeneration Scrutiny Panel for information.

F82. MUSEUMS, GALLERIES AND HERITAGE SERVICE - INSURANCE BUDGET - POTENTIAL SAVINGS

Consideration was given to a report presented by Elenore Fisher, Cultural Services Manager, which detailed how the main storage facility operated by the Museums, Galleries and Heritage Service was flooded by contaminated mains drainage water on Monday, 25th June, 2007. The Service received a reasonable insurance settlement for the items damaged or destroyed by the waters and a report was submitted to Members on 2nd June, 2008 with an outline of the projects using the insurance funds, designed to allow the Service and associated collections to recover from the flood. This comprised three main sections; permanent

collections conservation, permanent collections acquisitions and re-instatement of the school loans service.

More recently the Service had been asked to look for potential savings across this fund as a contribution to the overall Culture and Leisure outturn for 2009-10. In considering the overall position it was estimated that up to £60,000 could be saved as a result of some of the flood recovery tasks being supported by mainstream funding.

It was stressed that the savings identified did not put any of the permanent or handling collections at any further risk and prioritised the continued development of front line services.

Following the request the Authority's Risk and Insurance Section were contacted regarding this proposal. They were of the view that having settled the insurance claim in accordance with the policy conditions, the insurance company had no further interest in the matter and it was for the Council to decide how it wished to apply the proceeds of the claim.

A lengthy discussion ensued and concerns expressed about the identified risks to accreditation involved with this contribution, attempts by the Museum Services to minimise the risk, the plans to mitigate the overall Environmental and Development Services budget position, the potential loss of the Museum, Libraries and Archives Council Accreditation Scheme and the principals and values embodied in the Museums Association code of Ethics.

The potential serious consequences for the service and the Council on the Accreditation being removed were discussed and required some further thought and discussion before a decision was taken.

Further information was provided on the background to the insurance settlement as a result of the 2007 floods and the current state of play with regards to the storage facilities for the appropriate surviving collections.

Clarification was, therefore, sought on the deadlines for the final outturn figures.

Further information was sought on the status of the "Acquisition Fund" for the Museums Service and the criteria for acquisitions with an acknowledgement that unspent funds be carried forward into the following year.

It was acknowledged that there appeared to be some need for further discussion before any decision to use the insurance settlement was taken and that this report be deferred to allow that to take place.

Resolved:- That the request to use some of the insurance settlement to contribute towards the overall outturn of Culture and Leisure Services for 2009-10 be deferred pending further discussions and a revised report be submitted to the Cabinet Member for Cultural Services and Sport during April, 2010.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1. Meeting:	Cabinet Member for Cultural Services and Sport
2. Date:	27th April, 2010
3. Title:	Grange Park Golf Club – Season Ticket Prices
4. Programme Area:	Environment and Development Services

5. Summary

This report presents a proposal from Grange Park Golf Club to increase charges for season tickets, above the amount that is agreed in the terms of their lease.

6. Recommendations

Cabinet Member approves the proposed increases to season ticket prices.

7. Proposals and Details

Within the terms of the current lease agreement Grange Park Golf Club (GPGC) can only increase charges for season tickets in line with RPI, unless otherwise agreed with Rotherham Metropolitan Borough Council. Having carried out a benchmarking exercise GPGC have identified that their charges are considerable less than comparable course in the region. In order to sustain the playing facilities and support further investment in the golf course GPGC would like to gradually increase their charges for season tickets, bringing them in line with similar golf courses in the region. The table below shows the comparisons that have been made.

Golf Course	5 day season ticket price	7 day season ticket price
The Limes (Barnsley)	£420	£515
Sheffield Municipal Courses	N/A	£499
Crookhill Park (Doncaster)	£367	£460
Lupset Park (Wakefield)	N/A	£395
Normandy Hall (Scunthorpe)	£425	£475
Bolton Municipal Courses	£350	£465
Bradley Park (Huddersfield)	310	430
Heaton Park (Manchester)	N/A	520
Kilton Forest (Bassetlaw)	£385	£497
Average charge	£361	£473
Grange Park Golf Club (Rotherham)	£163	£364

Based on the above, GPGC season tickets for both 5 and 7 days are significantly below the charges being made by other similar golf courses. Therefore GPGC are proposing the following:

- Over a four year period (2010/11 to 2013/14), increase 5 day season ticket prices for current season ticket holders by no more than £55 per annum, plus RPI.
- Over a four year period (2010/11 to 2013/14), increase 7 day season ticket prices for current season ticket holders by no more than £30 per annum, plus RPI.
- Charge £365 (5 day ticket) and £471 (7 day ticket) to new applicants for season tickets.

GPGC may wish to increase season ticket prices for current season ticket holders by less per annum and/or over a longer period of time depending on market sensitivity, until such time as they fall into line with the cost of season tickets for new applicants.

Assuming charges are increased by £55 and £30 respectively and estimating RPI at 2%, prices would change as identified in the table below.

Grange Park Golf Club (Rotherham)	Current holder 5 day season ticket price	New applicant 5 day season ticket (estimate RPI at 2%)	Current holder 7 day season ticket price	New applicant 7 day season ticket (estimate RPI at 2%)
Current Price	£163		£364	
2010 - 2011	£218	£365	£394	£471
2011 - 2012	£273	£372	£424	£480
2012 - 2013	£328	£379	£454	£489
2013 - 2014	£383	£386	£484	£498

The proposed prices would apply to Rotherham residents only. It is further proposed that customers who reside outside the borough are charged a premium. The current proposal is to charge a premium to non-Rotherham residents of around 10%. Any premium will be based on market forces but will be capped at 25%.

8. Finance

There are no financial implications for the Culture and Leisure Service

9. Risks and Uncertainties

Increasing prices above the level of RPI may lead to dissatisfaction and / or complaints from golf course users.

10. Policy and Performance Agenda Implications

Regeneration: The proposed increases will support further investment that will increase the value of the asset

Sustainability: The proposed increases will support developments that are focused on ensuring the business and therefore the golf opportunities are sustainable.

Human Rights: no implications.

11. Background Papers and Consultation

None

Contact Name:

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Cultural Services and Sport
2.	Date:	27 April 2010
3.	Title:	Survey of Visitors to UK Archives – 2009 Report
4.	Programme Area:	Environment and Development Services

5. Summary

The Archives & Local Studies Service took part in a Survey of Visitors to UK Archives in 2009 and satisfaction rates with the overall service have risen.

The satisfaction level (very good and good) for the overall service has risen since 2007 to 93.2% and is above the UK average (89%). Helpfulness and friendliness of staff also rose to 97.7% along with quality and appropriateness of staff advice to 100%.

In order to address the areas for improvement, Rotherham Archives and Local Studies will over the next five years:-

- progress its action plan to develop the content of its webpages;
- continue to add and upload information to its on-line catalogue;
- review its copying services;
- develop an audience development plan including an offer to schools;
- consult with its users and non users on opening hours and affect changes where possible.

6. Recommendations

The report be noted and received.

7. Proposals and Details

The survey is the most comprehensive survey of archive user satisfaction and demographics in the world according to the National Council on Archives. It has taken place since 1999 every 18 months and asks a number of questions about users' experiences. It is designed to provide a measure of overall service quality and focuses upon four areas; visitor experience, details about a visit, value of the archive service and demographics. A total of 44 questionnaires were completed out of 56 for Rotherham with an error rate of 6.9% and the results shown are weighed in line with the relative size (visitor count) of the service.

The survey also identified 13 possible areas for improvement (including no change necessary) and the most significant area highlighted for Rotherham Archives and Local Studies are its opening hours (30.8%). There was also a decrease in satisfaction levels of 8.7% since 2007 with the Service's website and it will be vital to draw a comparison against the data from the 2010/11 survey following the launch of the new Council's website.

There were, however, three areas where achievement is high, which included document delivery, helpfulness and friendliness of staff and quality and appropriateness of staff advice.

Below is a further break down of the above statistics for Rotherham Archives and Local Studies with a comparison drawn against 2007 shown in brackets. Average scores have also been shown for the region and for the UK.

The figures quoted are percentages and indicate the responses of "very good" and "good".

Area for Improvement	Rotherham	Region	UK	Notes relating to Rotherham
Pre Visit Information	92.5 (89.5)	93 (91.6)	89 (91.1)	
Website	73.4 (81.6)	84 (81.6)	83.1 (81.8)	16.7 - adequate 10 - poor
Opening Hours	76.7 (79)	85.6 (82.1)	86.3 (85)	18.6 – adequate 4.6 - poor
Physical Access to Building	77.3 (77.7)	91.2 (88.6)	92.7 (90.4)	
Visitor Facilities	82.5 (76.2)	85.2 (81.6)	86.9 (81.7)	
Catalogues and Guides (incl. on-line guides)	84.7 (87.5)	91.7 (87.5)	84.9 (87.7)	10.3 – adequate 5.1 – poor
Document Delivery	86.5 (96)	93 (93.7)	87.3 (92.3)	
Film/Fiche Facilities	82 (79.6)	86.8 (82.3)	83.5 (86.1)	
Copy Services	82.8 (84.6)	89.5 (82)	84.5 (81.1)	8.6 – adequate 8.6 – poor
Onsite IT	80 (85.7)	86.5 (83.8)	88.5 (81.4)	17.5 – adequate 2.5 – poor

Analysis of the above show that Rotherham Archives and Local Studies need to review the delivery of particular parts of its service with regard to the use of ICT following the increased expectation by users that information will be made available on-line. This relates to the service's webpages, access to catalogues and guides, copying services and onsite IT facilities.

The survey also confirmed the economic impact of users coming to Rotherham Archives and Local Studies and approximately 70% stated they use local shops and services, whilst 21.7% ate out locally during their visit. The latter figure has, however, decreased by 11% since 2007 and further information would be required in order to analyse this in more depth. The current financial situation would bear this out.

The survey also asked users what they felt archives contributed to society and the majority feel very strongly that they create opportunities for learning, preserve their culture and heritage whilst over 50% of users feel archives strengthen family and community identity. There is less awareness that archives also support the right of citizens and administration and business activity and the service will need to undertake more work around this issue.

Finally, the survey asked for details about demographics. The majority of users of archives within the UK fall within the age group 55+ and Rotherham is no exception (65.9%) with the largest proportion, aged 55-64. Rotherham has, however, seen an increase of usage by those aged 20-24 of 4.9% since 2007, above the regional and UK averages.

Archives are also still mainly used by white people and this must be addressed taking into account the demographic trends of Rotherham's diverse community.

See Appendix 1 for an overview of the above data.

In order to address the areas for improvement, Rotherham Archives and Local Studies will:-

- progress its action plan to develop the content of its webpages during 2010/11;
- consult with its users and non users on opening hours and affect changes where possible during 2010/11;
- develop an audience development plan including an offer to schools by 2012;
- review its copying services by 2012 and
- continue to add and upload information to its on-line catalogue.

8. Finance

Further funding to support the service's on-line catalogues has been identified within current budgets and additional external funding will need to be sought to develop and implement a far reaching audience development plan to reach a more diverse range of users.

9. Risks and Uncertainties

A risk of deterioration in future satisfaction rates would effectively mean that the service will no longer be recognised as a good service and would damage the reputation of the Service and Council.

10. Policy and Performance Agenda Implications

Continuing to achieve a good satisfaction rate in the survey assessment is fundamental to the work that the Service does to deliver the corporate aims and objectives in particular against the Learning, Alive and Proud themes. It is also aligned with the Authority's priorities for excellence in service delivery across all 7 of the corporate themes, and with the achievement of Central Government's prestigious Customer Service Excellence standard.

11. Background Papers and Consultation

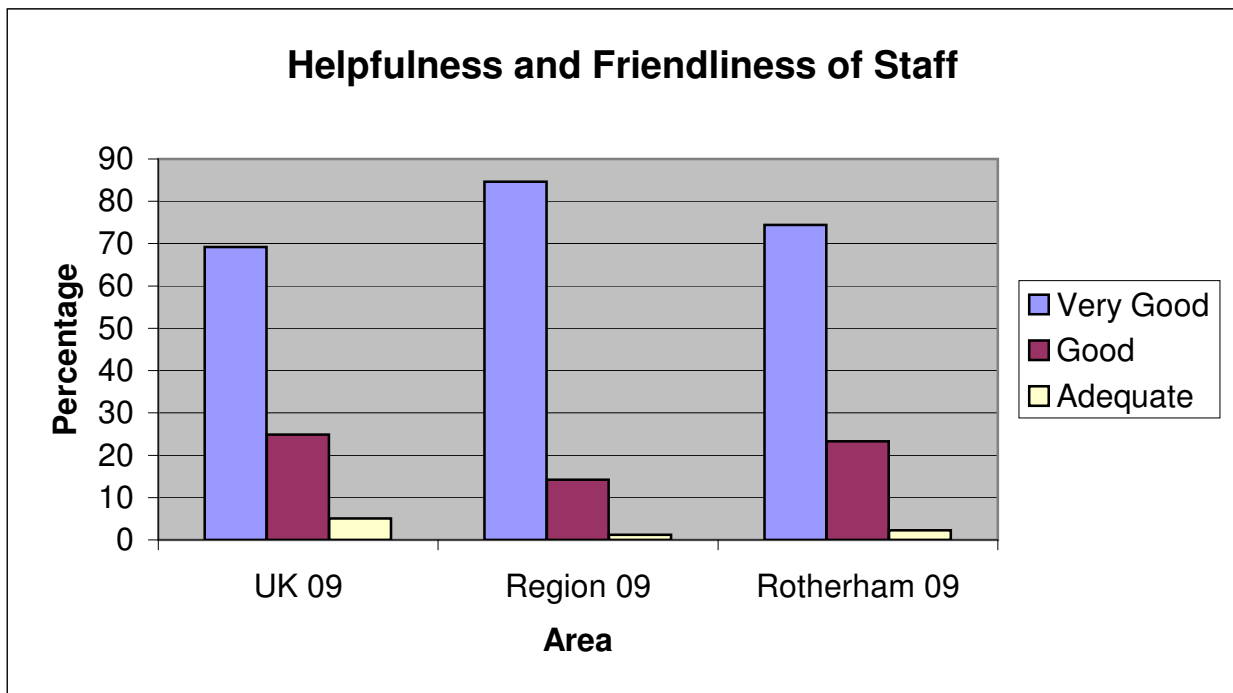
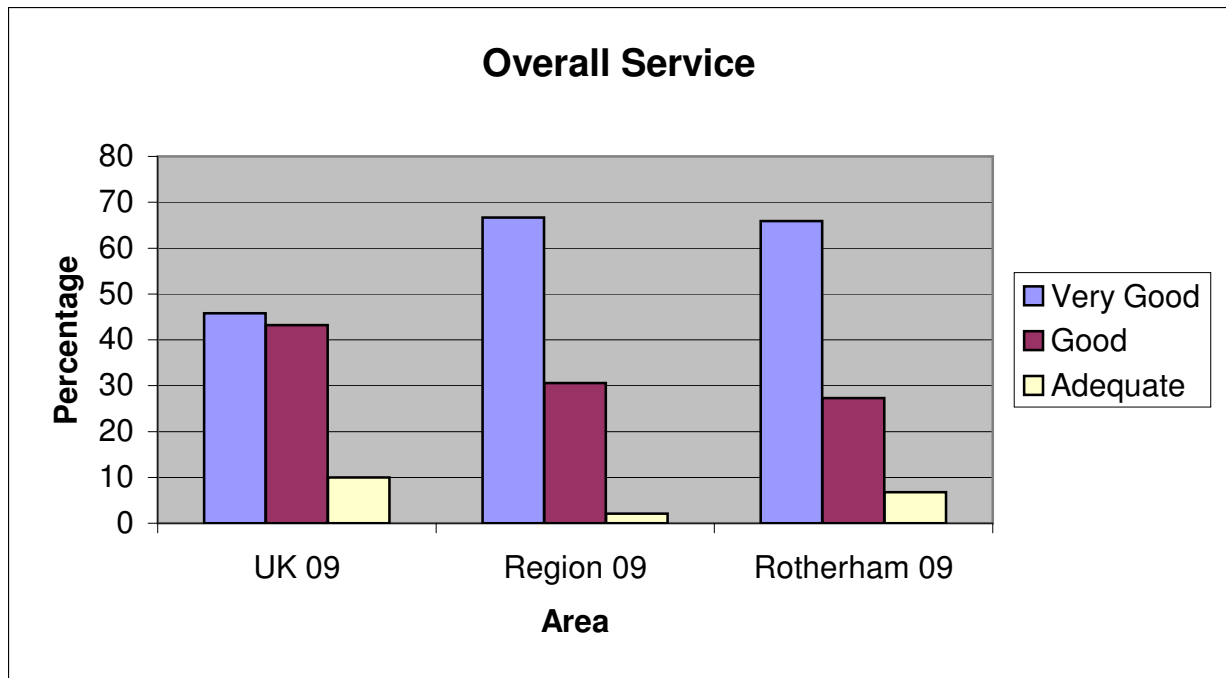
Further details about the Survey of Visitors to UK Archives, alongside the results from 2006 and 2007 can be found at http://www.nca.org.uk/research_and_development/survey/

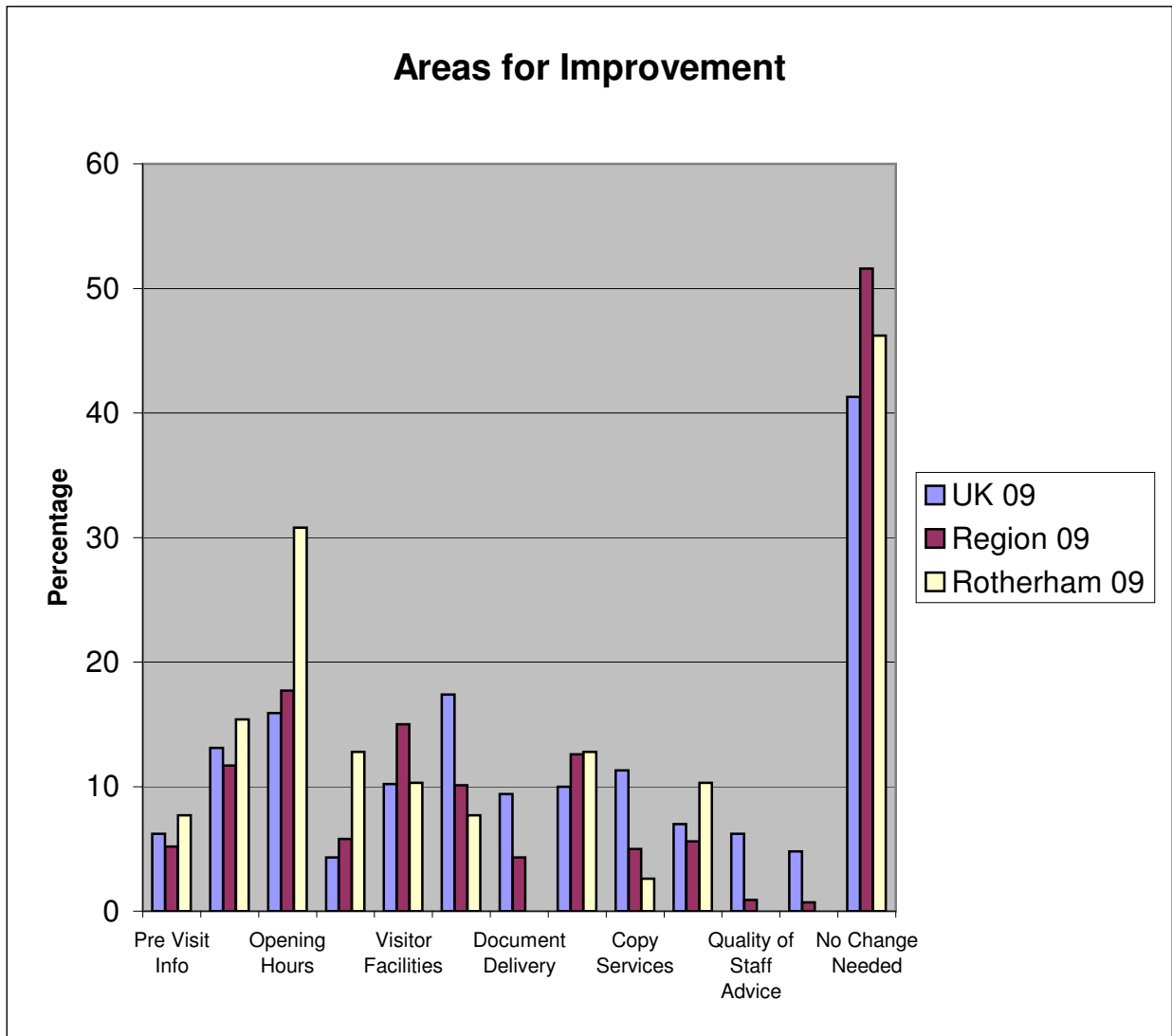
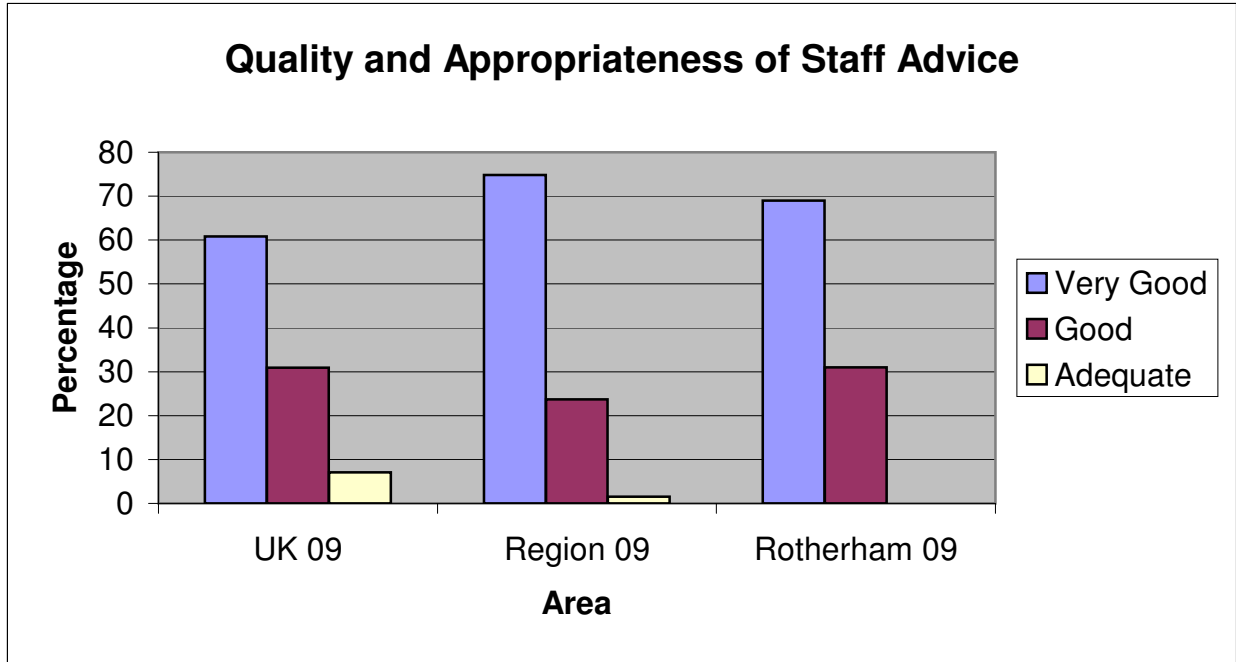
This report has been approved by Steve Hallsworth, Acting Director, Culture & Leisure.

Contact Name: Lisa Broadest, Principal Officer Archives & Local Studies ext. 3612, lisa.broadest@rotherham.gov.uk

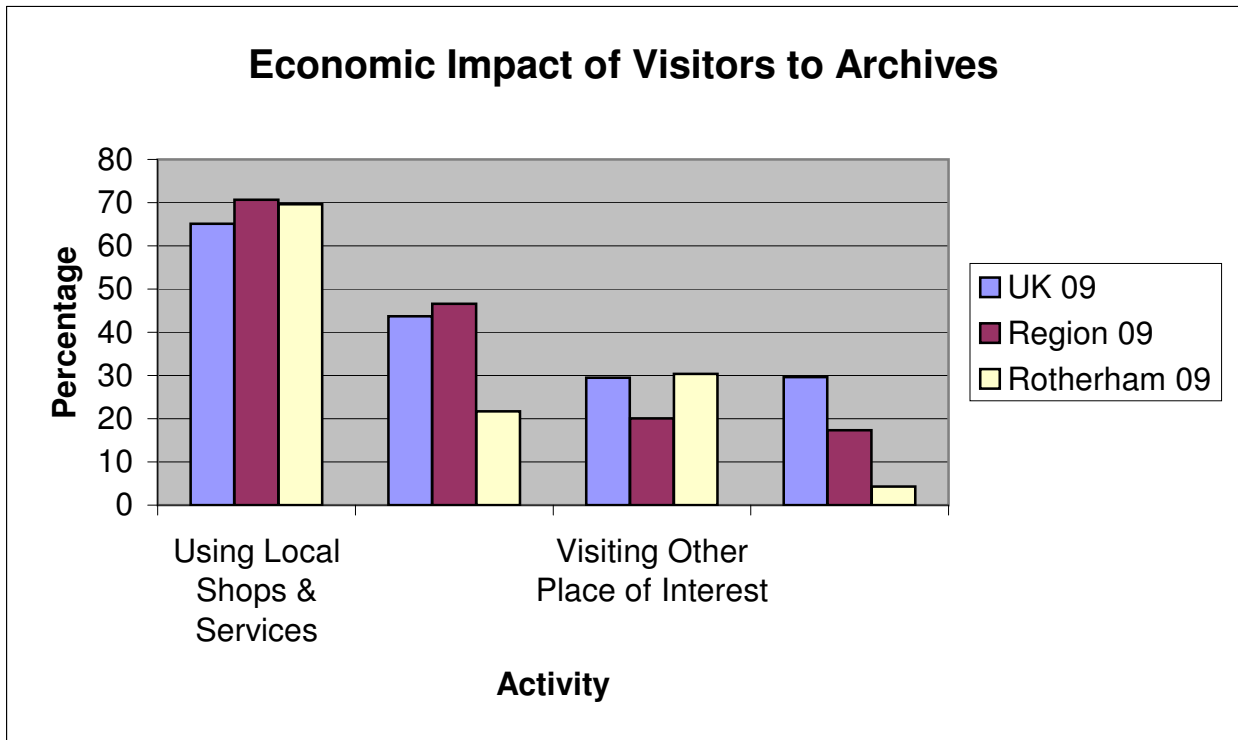
Appendix 1

1) Visitor Experience

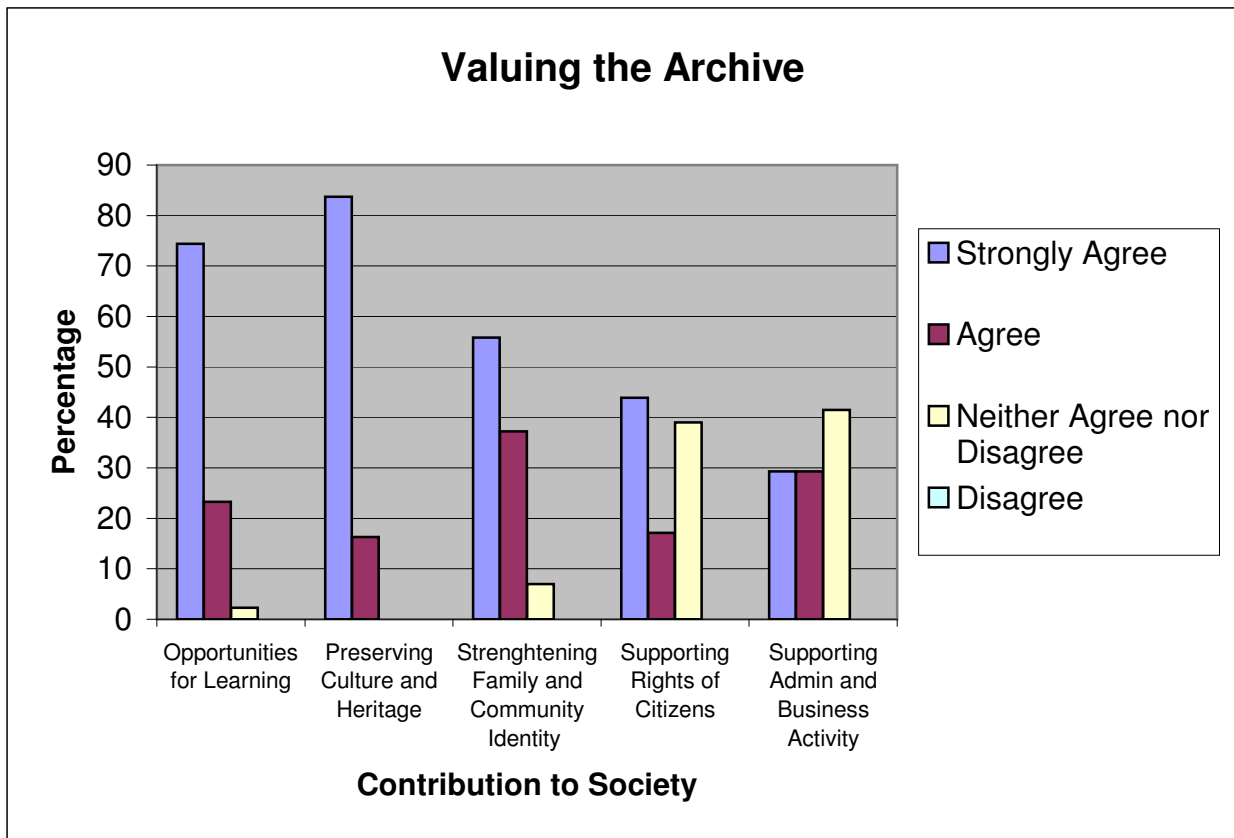




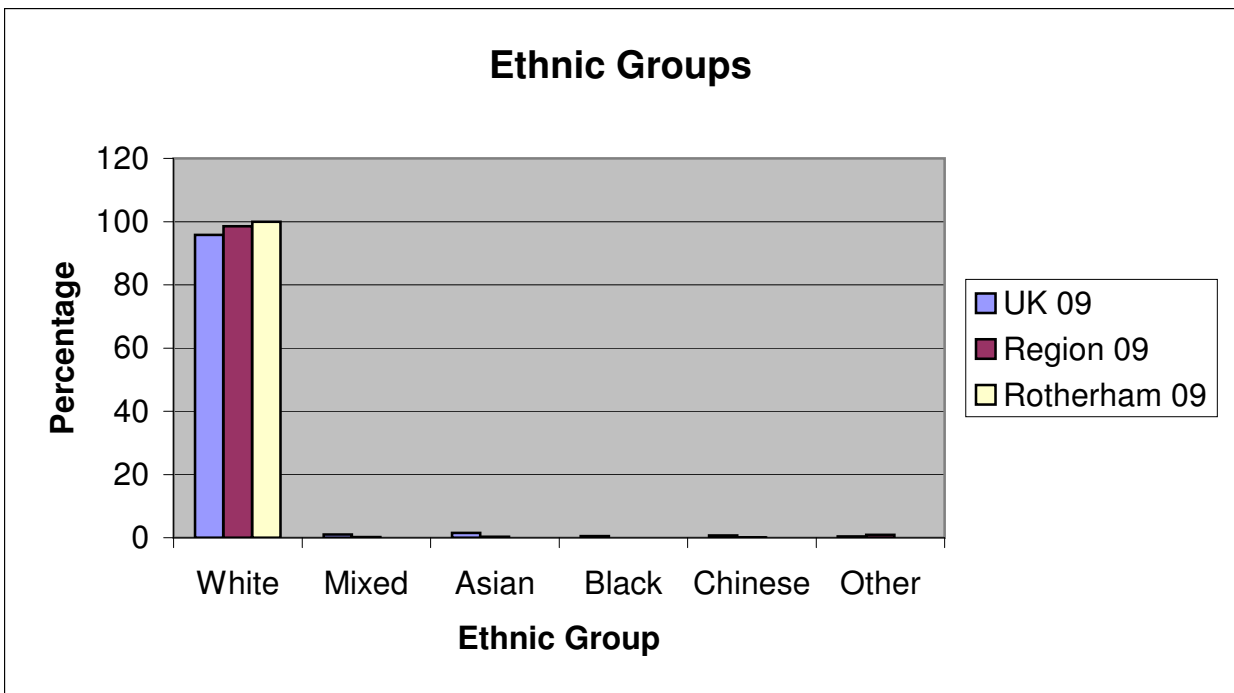
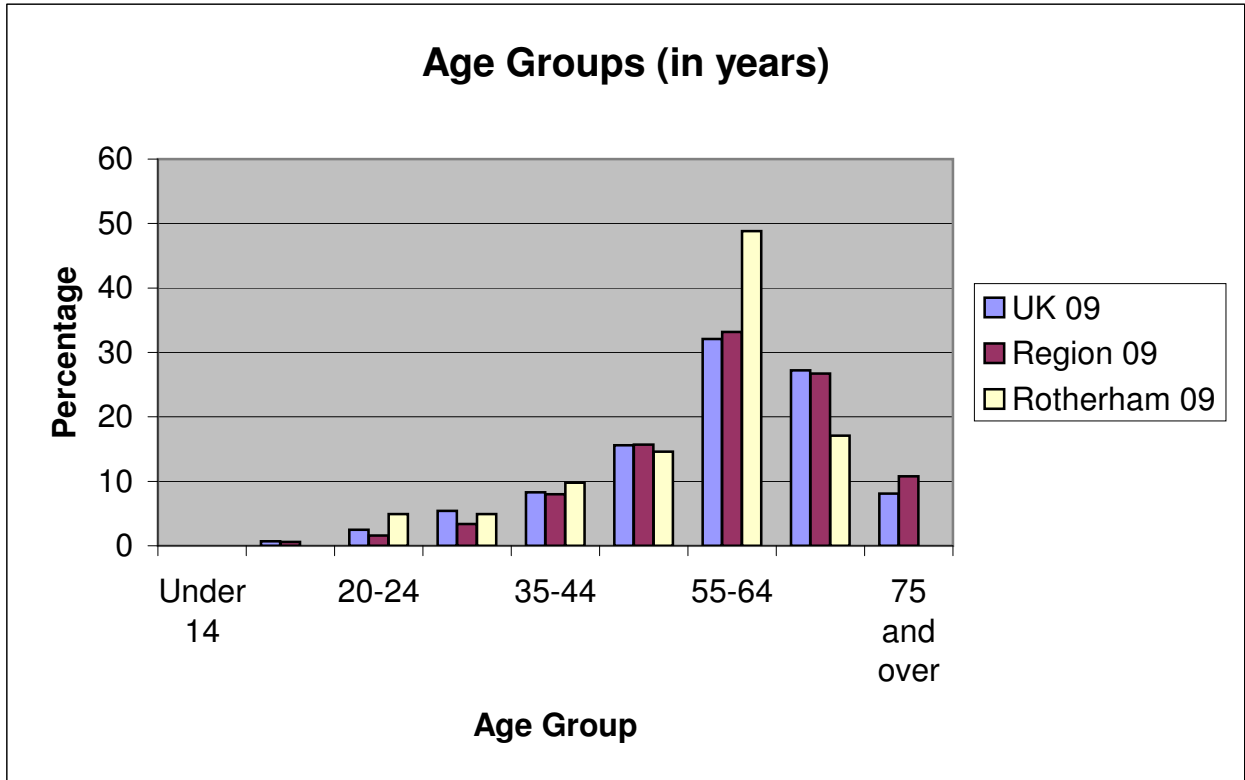
2) About the Visit



3) Valuing the Archive



3) Demographics



ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:-	Cabinet Member for Cultural Services and Sport
2.	Date:-	27th April, 2010
3.	Title:-	South Yorkshire Joint Committee on Archives
4.	Directorate:-	Environment and Development Services

5. Summary

Since the abolition of the South Yorkshire County Council in 1986, a committee was established to oversee the collection and preservation of the county wide archives, which was and still is administered by Sheffield City Council. Since the withdrawal of Rotherham and Doncaster Councils in 2005 and 2008 respectively, the original agreement ceased on 1 April 2009.

During 2009, Rotherham Council received notification following various discussions that the South Yorkshire leaders agreed to fund the continuation of the service as far as the county wide (or indivisible) records were concerned. A new agreement was drafted, which was sent to the Legal Officers in the four constituent authorities and presented to the South Yorkshire Joint Committee on Archives on 25 March 2010.

6. Recommendations

That Cabinet Member agrees to Rotherham MBC signing the redrafted South Yorkshire Joint Committee on Archives agreement with a three year withdrawal notice.

7. Proposals and Details

Following a review of the county wide archives by the officers in 2009, these collections now include:-

- South Yorkshire Miner's Strike archives
- South Yorkshire Joint Secretariat
- South Yorkshire Valuation Court
- Domesday Books and Forms 37 (Finance Act 1910)
- Yorkshire Water Authority
- South Yorkshire Police (post 1974)
- South Yorkshire Passenger Transport Executive
- South Yorkshire Trading Standards
- Sheffield Regional Hospital Board
- South Yorkshire County Council including series of aerial photographs
- South Yorkshire Fire Service
- National Coal Board
- Trent Regional Health Authority

All of these collections in some way relate to Rotherham and its residents.

Sheffield Archives have also recently received funding from the Home Office to employ three archivists to catalogue the material in its custody relating to the Hillsborough Disaster. The majority of this material falls within the South Yorkshire collections. The project is being overseen by an independent panel that will make key decisions about the disclosure process, oversee activity and authorise expenditure.

Sheffield Archives is also in the process of replacing their air conditioning unit and creating a special media store in the strongroom where the archives are stored improving its environmental conditions. This will be financed through Sheffield City Council's capital programme and will benefit the South Yorkshire collections.

8. Finance

The cost for 2009/10 is £22,313.70 and will be contained within the overall Cultural Services budget. A recommendation by the South Yorkshire Joint Committee on Archives that a cash standstill + 1% be approved by the South Yorkshire Leaders meeting for 2010/11 and will also be contained within the overall Cultural Services budget.

9. Risks and Uncertainties

If Rotherham Council (or any of the other constituent authorities) decide not to re-sign the agreement, this would see the complete end to the service and partnership. If this is the case, Sheffield will recommend that the county items are distributed across the partners. If the proportion is split four ways, this would equate to approximately 800 boxes. Rotherham does not have the capacity to house this within its current accommodation and would have to look at alternative storage options, which in itself will incur expenditure. This **cost is unknown** and additional retrieval and staff costs would also be incurred.

Poor customer service delivery would arise if the county wide archives are split between the four authorities as this would cause considerable confusion to customers as to their location and would require additional travel on their behalf.

A significant administrative burden for staff within each Archive Service would be felt as over 6,000 retrievals are undertaken each year. A considerable amount of staff time from each Archive Service away from the frontline would also be required to physically sort and remove the county wide archives, as well as amending lists, indexes and location guides, which would adversely affect service delivery in Rotherham.

Lack of clarity over future collecting, which would inevitably see some records not being preserved for future use damaging the legacy for the future. This would also be in contravention of the Freedom of Information Act.

All of the above would in the short to medium term damage the reputation of the Service (as well as the other Archive Services in South Yorkshire). Rotherham is currently rated as a 3*** service by The National Archives and rated by 93.2% of visitors as good and very good in the Survey of Visitors to UK Archives. Both of these ratings would be affected.

10. Policy and Performance Agenda Implications

The continuation of this agreement (although not within its current format) supports Rotherham Council's strategic themes including Learning, Alive and Proud and in particular the continued and improved access to facilities for learning, skills development and enjoyment for all.

The importance of celebrating Rotherham's history and heritage makes it paramount that these county wide and district archives are permanently preserved, allowing for a greater understanding of community identity and social cohesiveness, whilst providing evidence of local decision making.

11. Background Papers and Consultation

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Cultural Services and Sport
2.	Date:	27 th April 2010
3.	Title:	Grants for Community Arts Projects: All Wards
4.	Directorate:	Environment and Development Services

5. Summary

The Awarding of Grants for Community Arts Projects, in accordance with the scheme approved by Members in the meeting of February 3rd, 2004. This is the seventh year of this small arts grants scheme, managed by the Community Arts Service, resourced by funds originally routed through Arts Council England.

6. Recommendations

That the Cabinet Member considers the grant applications outlined in the report.

7. Proposals and Details

The grants scheme, Funding Arts In Rotherham (FAIR) was publicised locally, and in the Arts and Heritage newsletter, Muse, on the Community Arts web pages and by direct email to local artists and arts groups. Publicity for the scheme has been less over the last two years, and many of the applications this year are from groups with whom Community Arts is working to develop a Strategy for Arts Development in Rotherham over the next year.

This year there are 18 applications from 17 applicants, a slight increase on last year. Four of the applicants have not applied before. The applicants are requesting a total of £13,690, to contribute to total project costs of £160,887. Most of the groups will be applying for additional funds to support their projects, or are using the FAIR grants as match funding on which to base applications to Arts Council England and other funders, and to lever funds into the Rotherham area. Several of the groups are working to support priorities identified by Community Arts over the last year, such as development of dance by children and adults, as well as the Arts Strategy.

Groups from all wards are been encouraged to apply, though priority is given to those within disadvantaged communities.

The award recommendations are suggested on the basis of whether the projects support creative activity, whether the project would support the sector through the employment of local artists, or whether the project would raise the profile of Rotherham as a cultural destination and improve the perception of Rotherham and the quality of life.

Nine of the recommended applications focus on work with children and young people, and five include activities for families. One project supports work with older people. Two projects specifically support activities with people with disabilities. Two of the projects are to work with children or adults towards Community Cohesion.

Each year, all projects will be required to complete a report to enable us to monitor the amount of arts activity in the Borough and the success of this scheme. (**Appendix 2**) Information from these reports is included in our performance indicators.

In previous years we have evaluated the value of the scheme as a whole, in accordance with the Cabinet Report of 2004 establishing the conduct of the scheme. Unfortunately due to staffing shortages over 2008 and 2009 this was not completed, and will be undertaken during the current year as part of the Arts Strategy consultation. A report on this will be submitted by March 2011.

8. Finance

The funds to support the scheme were originally paid to Arts Council England (ACE) as a membership subscription, to be then be deployed by ACE in the area. As part of a partnership agreement with ACE, the funds are retained to be distributed by Rotherham MBC. The annual provision is £10,000.

It is recommended that the following amounts be granted to applicants. A template of the general conditions is included in **Appendix 1 attached**.

Summary of Project	Amount Requested	Total Project costs	Amount Re-commended	Comments and conditions
Brampton Youth Group To work with young disadvantaged people to create artwork and animations exploring the theme of identity.	800	1400	700	This is the first application by this group.
Churches Conservation Trust To support artists' fees for open workshops to encourage cultural tourism and consult on future provision.	750	2050	600	This will contribute to national arts events including Big Draw and National Children's Arts Day.
Clifton Learning Community To support an artist-led theatre project with pupils and families of Clifton School and it's cluster, towards a performance in the Civic Theatre.	800	6220	650	This is partnership project with Artists from Open Minds Theatre Company
Brian Morgan To support artists' fees for a Chinese artist to deliver school and group based workshops locally.	500	500	0	The artists have not been allowed to visit from China.
Far Out Theatre To devise and stage a production with people with learning difficulties, to raise awareness/build confidence and other aspects of producing a performance.	800	1380	700	FOT are applying to Arts Council England for a wide range of local activities and have informed ACE that they are applying to us for match funding.
Kimberworth Park Community Partnership To support the development of a Community Choir in Kimberworth Park.	800	1000	600	The Group has worked with Community Arts to apply to Lottery Awards for All.

Summary of Project	Amount Requested	Total Project costs	Amount Re-commended	Comments and conditions
On the Road Again Productions To support drama and multi media workshops with disadvantaged young people (12 - 25) exploring digital communications and creating digital content	800	900	700	Part of the project will take place on-line, with the ability to capture comments and feedback to feed into the Arts Strategy.
Open Minds Theatre Company To support disabled artists to work with adults with learning and physical disabilities to create a performance for the Colourscape installation.	800	31777	700	OMTC is applying to Arts Council England for £30,977 towards the Colourscape installation.
Hype Dance To work with young people with mental health needs through Hip hop Dance to improve mental and physical health.	720	900	520	The group will share the outcomes of any research with the Arts in Health Officer.
Naya Zindagi (New Life) To support participation by BME adults with learning and physical difficulties.	520	520	255	This supports ongoing participation in Life Act Theatre Group.
Rotherham Open Art Renaissance To support artists delivering creative activities as part of the development of a 'mini arts hub'.	800	12495	750	The group has succeeded in obtaining match funds for the project from Arts Council England.
Rotherham Adult Dance To support the development of a new adult creative dance class in Central Rotherham	800	1360	630	The project is supported by the Community Arts Officer, Arts in Health.
Rotherham Diversity Festival Group To use arts activities and events to engage local people in the development of the Rotherham Diversity Festival.	800	25000	500	The group has made a successful application to ACE
Rotherham Youth Dance Network To support participation by people of all ages and interests in a dance event in Rotherham Town Centre.	800	6550	600	The Group has worked with Community Arts to apply the Regional Dance Development Network for match funding.

Summary of Project	Amount Requested	Total Project costs	Amount Re-recommended	Comments and conditions
Rotherham United Community Sports Trust To work with young women to explore the lives of women across the world through digital arts.	800	995	700	The project will work with a female digital artist to engage young women in digital arts.
Swamp Circus Trust Ltd To run a summer school for young people in circus skills	800	2940	700	The project will offer an opportunity for creative activity in the holidays and work towards a performance.
Wath Festival/Dearne Culture To support the continuance of the BPAS Young folk Musician competition as part of Wath Festival.	800	32450	650	Grants to Wath Festival have been agreed as part of a programme of support and the establishment of a programme of workshops throughout the year, and will be used as match funding for larger applications to the Arts Council England.
Wath Festival/Dearne Culture To support workshops with artists as part of the Children's Festival at the Wath World Music and Community Festival	800	32450	670	
Totals	£13,690	£160,887	£10,625	(£625 c/f from 2009)

9. Risks and Uncertainties

- Authenticity of group: Community Arts staff discuss applications with the applicants to ensure that the applications are authentic, and where necessary to develop groups, assist with project management, equal opportunities and other issues, and make recommendations to groups on leverage of other funds.
- Quality of applications: This is an opportunity for the staff to work with local groups and artists to develop the group's application, both artistically and in the quality of project management.
- Adverse publicity: Staff will work with groups and artists to ensure that the arts projects are not politically motivated, do not contain offensive material, and are of a sufficient quality to attract positive publicity for both the groups and the Council.
- Compliance with guidelines and conditions: Community Arts staff will monitor each project to ensure that groups are complying with special conditions. Groups who do not comply may have their funds reclaimed and will not be supported from future grant schemes.
- The grant scheme was been the subject of an Internal Audit review in 2005, to ensure that the scheme complied with best practice and with financial regulations. The scheme was deemed to be managed appropriately and the recommendations made have been adopted.
- Funding Stream becomes unavailable. The scheme would be discontinued, subject to Cabinet approval of this course.

10. Policy and Performance Agenda Implications

The Project contributes to:

Rotherham Achieving by supporting events promoting cultural diversity and regeneration through supporting and rewarding our Creative Industries.

Rotherham Learning; Through delivery of workshops in music, performance and the visual arts with children and the public.

Rotherham Alive; by supporting high profile, inspiring, creative and fun events across the borough, and supporting projects with a benefit to mental and physical well-being

Rotherham Safe; by providing confidence raising activities for young people, giving them creative means of expression and providing diversionary activities.

Rotherham Proud; by raising the profile of Cultural Rotherham, providing events, supporting Artists in the area, and showcasing talent that Rotherham can be proud of.

The scheme supports the **Community Strategy Priority Areas for Action** by stimulating a culture of learning and development to ensure maximum benefit for local people and businesses, and ensuring that individuals and communities enjoy a better quality of life.

The scheme supports the **Corporate Plan** by opening up learning opportunities for all and raising educational achievement and skill levels, and supports the **Cultural Services Objectives**

- To support the formal and informal learning of all sectors of the population through special creative learning experiences for children and adults.

- Develop projects that support the growth of cultural industries and cultural tourism in Rotherham, through more and higher quality of events in the area and establishing Rotherham as a Cultural Destination.
- Increase the levels of participation of excluded or vulnerable individuals, groups and communities in the services we provide, by providing creative and accessible activities for the community.

Sustainability

Some groups have received funding in more than one year. This is to promote the development of the group and to support sustainability.

The Community Arts Service works to support the groups and to ensure a continuing impact from the scheme, through supporting groups to develop within and beyond the projects and to lever in further funds from the Arts Council and other sources.

Equalities and Diversity

- All groups are encouraged to consider and are advised on, their venues, constitutions and marketing to ensure equal access for all.
- The scheme proactive supports socially or physically disadvantaged people

Regeneration

The project contributes to sustainable neighbourhoods by providing workshops and raising aspirations, and giving access to high quality participatory events.

Local provision of Arts activities, workshops and events, especially where these involve community celebration or include issue-based or intergenerational work, act as a tool for community engagement, community development and capacity building. The Arts Council supports arts-based projects where cultural activity supports work in Growth Areas and Housing Market Renewal Areas as identified in the Government's Sustainable Community Plan.

Projects also provide learning activities and opportunities to learn new skills, and increasing self confidence and a willingness to participate.

This is an annual programme. The programme is funded by an existing budget allocation. The programme should be continued until sufficient capacity has been built locally within communities and community arts groups, to bypass local grant systems in favour of national schemes.

11. Background Papers and Consultation

See attached Appendices.

Appendix 1 Sample Conditions of Acceptance
Appendix 2 Sample Project Report Form

Contact Name: Lizzy Alageswaran, Principal Officer, Community Arts, Tel 01709 823636, email lizzy.alageswaran@rotherham.gov.uk

Appendix 1 CONDITIONS

Rotherham MBC is pleased to be able to assist community groups, arts organisations and artists across the Borough through the Funding For Arts In Rotherham (FFAIR) Scheme, supporting and developing the arts and cultural sector and helping to make Rotherham a creative place.

The Principal Officer Community Arts is keen to ensure that she is able to support your project from an informed position. Please therefore give careful consideration to the conditions of the grant as listed below, which are designed to ensure that we are fully informed of your progress and that Rotherham MBC is supporting arts initiatives appropriate to the Borough.

In addition, please be aware that if the project is not managed in accordance with the conditions below, Rotherham MBC will be entitled to a return of the Grant monies.

Special Conditions

1. An acknowledgement of our support, using the logo and wording as provided, must be used in all publicity material.
2. Where grant aid is used for the employment of staff or workers, the Council must be invited to participate in the selection and interview procedure.
3. Access must be given to Officers of the Council to assess the project for which grants have been awarded. Please give the Principal Officer, Community Arts dates to visit your project in progress and for final events.
4. All groups receiving a grant will be required to complete a project report form (enclosed) on the completion of the activity. With longer term projects, regular updates must be provided
5. Grants must not be used for publicity for any political party or religion or for the publication of any material which is capable of being defamatory.
6. Grants must be used only for the purpose for which they have been awarded. Please ensure you discuss with the Principal Officer Community Arts any intention to make a significant change to your proposed project.
7. The applicant must implement equal opportunities practices.
8. Projects will be encouraged to make use of professional arts practitioners in some part of the activity.
9. Projects must normally be open to the public.

10. Conditions specific to your application

1 *Example* Please provide evidence of applying to other funders for funding to support your work.

Funding Arts In Rotherham Project Report



Group
Contact Name:
Position
Address:
.....
Postcode

Telephone
E-Mail
Web links

Do you have any specific communication needs? Eg minicom, or other language

Project Summary

Please write a short summary of your project. Include whether you think the project was successful and how, any problems you encountered and how you overcame them, and any changes you made to your project . Continue on another sheet if you wish.

.....
.....
.....
.....
.....

Do you have any recommendations for future improvements or follow up work?

.....
.....
.....

Please list any artists you employed, or who contributed arts skills to your project

.....
.....

How did you publicise your project?

- leaflets newspapers word of mouth radio
- posters television local newsletters internet
- other (please specify).....

Which method of advertising do you think was most effective?.....

How In your estimation, how many people.....	... actively participated in the project - for example, in workshops	... benefited otherwise - for example, as an audience at an exhibition or event.
All people		
children (under 16)		
older people (over 55)		
people with a disability		
socially or economically disadvantaged		
of an ethnic minority		
living in a rural area		

Please list any groups or organisations you worked with or who supported you.

.....

How many workshops, rehearsals or consultations did you run?

Where were these held?

.....

How many events, performances or exhibitions did you run?

Where were these held?

.....

How did you monitor the progress and success of your project?

- questionnaires numbers in audience numbers attending workshops
 audience surveys project diary other (please specify).....

Please enclose with your report:

- Accounts of the project -Income and expenditure
- Samples of any publicity material (including press coverage)
- Photographs, videos, tapes or other documentation of the event or progress of the project

On completion of your report, please sign it and return it to:

Rotherham Community Arts Service,
 Rotherham Metropolitan Borough Council
 Central Library and Arts Centre,
 Walker Place,
 Rotherham, S65 1JH.

Signature.....
 Name and title
 Date

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Cultural Services and Sport
2.	Date:	27th April 2010
3.	Title:	Museums, Galleries and Heritage Service: Insurance budget – updated report
4.	Programme Area:	Culture and Leisure

5. Summary

The main storage facility operated by the Museums, Galleries and Heritage Service was flooded by contaminated mains drainage water on Monday 25th June, 2007. The Service received a reasonable insurance settlement for the items damaged or destroyed by the waters. A report was submitted to members on 2nd June 2008 with an outline of the projects using the insurance funds, designed to allow the Service and associated collections to recover from the flood. This comprised three main sections; permanent collections conservation; permanent collections acquisitions; re-instatement of the school loans service. The Service has recently been asked to look for potential savings across this fund as a contribution to the overall Culture & Leisure outturn for 2009-10. A report was submitted to Cabinet Member on the 30th March 2010, where a decision was deferred pending further information.

This report provides an update.

6. Recommendations

Cabinet Member does not approve a contribution from the insurance settlement to the overall Culture & Leisure outturn for 2009-10.

That the full amount of the insurance settlement is used to replace, preserve or conserve the collections damaged or destroyed by water and to reinstate the school loans service.

That the Museums service produces a report detailing the progress of recovery from the floods.

7. Proposals and Details

Following the presentation of the report to Cabinet Member on the 30th March 2010, officers within Culture and Leisure, supported by colleagues in Financial Services, have done further detailed work on the projected outturn for 2009-10.

Further discussion has also taken place regarding the relative risks of the potential loss of Accreditation of the Museum's Service.

Bearing these two elements in mind, the proposal is to reaffirm the original intention of the insurance settlement and continue to implement the flood recovery project in its entirety.

8. Finance

The insurance settlement figure received by the authority was £338,123. A further report will be brought covering the progress of recovery from the floods, including a detailed budget.

9. Risks and Uncertainties

Loss of Museum Accreditation

Detailed in full in the report dated 30th March 2010.

10. Policy and Performance Agenda Implications

The damage to collections and service delivery caused by the flood and the need to implement the flood recovery project to address these issues directly impacts on the Service's ability to perform against NI10 (% of residents who visited a museum in the last 12 months).

The ability of the Service to implement the flood recovery project impacts on its ability to retain its national Museum Accreditation for its three museums. The service is currently undergoing the Biennial Review for Accreditation (as reported to Cabinet on 6th October 2009); an analysis of the proposed budgets for 2009-10 and progress against the flood recovery project has formed part of that assessment .

11. Background Papers and Consultation

Cabinet report 2008: Flood recovery project

Museums, Libraries & Archives Council: Accreditation Standard 2004

Museums Association: Code of ethics for Museums

Cabinet report March 2010: Insurance budget – potential savings

**Contact Name: Elenore Fisher, Cultural Services Manager
Ext 3623**

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted