

PLEASE NOTE VENUE

CULTURE, LEISURE AND TOURISM PORTFOLIO DECISION SCHEDULE



Tuesday 22nd April 2008

at 10.00 am

**in the Avondale Centre,
Dyke House, Hartlepool
(Raby Road entrance)**

Councillor Tumilty, Cabinet Member responsible for Culture, Leisure and Tourism will consider the following items.

1. KEY DECISIONS

None

2. OTHER ITEMS REQUIRING DECISION

2.1 Proposed Lighting and CCTV Scheme at Ward Jackson Park – *Director of Adult and Community Services*

3. ITEM FOR INFORMATION/DISCUSSION

3.1 Use of Ward Jackson Park for theatrical performance – *Director of Adult and Community Services*

3.2 Award of the Matrix Standard for information, advice and guidance to the Library Reference and Information service – *Director of Adult and Community Services*

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

None

**CULTURE, LEISURE AND TOURISM
PORTFOLIO
REPORT TO PORTFOLIO HOLDER
22nd April 2008**



Report of: Director of Adult and Community Services

Subject: PROPOSED LIGHTING AND CCTV SCHEME AT
WARD JACKSON PARK

SUMMARY

1. PURPOSE OF REPORT

To seek approval for the pursuance of grant funding towards a proposed lighting and CCTV scheme at Ward Jackson Park.

2. SUMMARY OF CONTENTS

The proposed lighting and CCTV scheme are detailed in the report with an estimation of costs and possible funding sources.

3. RELEVANCE TO PORTFOLIO HOLDER

Parks are within the remit of the Portfolio Holder.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Culture, Leisure and Tourism Portfolio Meeting, 22nd April 2008.

6. DECISION REQUIRED

The Portfolio Holder is requested to approve the proposed scheme and the pursuance of grant funding towards the scheme.

Report of: Director of Adult and Community Services

Subject: PROPOSED LIGHTING AND CCTV SCHEME AT
WARD JACKSON PARK

1. PURPOSE OF REPORT

- 1.1 To seek approval for the pursuance of grant funding towards a proposed lighting and CCTV scheme at Ward Jackson Park.

2. BACKGROUND

Ward Jackson Park was granted HLF funding in 1999/2000 for the refurbishment of the Park; this allowed for the building of the new Park Centre and a new Bowling Pavilion, along with the restoration of many other features and landscape. Security measures were incorporated to a standard of the day and access to the Park Centre to a standard considered appropriate at the time.

In late 2007 and early 2008, the Park's Management Plans were reviewed. As part of this process, The Friends of Ward Jackson Park, general users and stakeholders were consulted regarding the condition of the Park and any improvements that could be made; this resulted in a number of issues coming forward. Two of the main issues were the security and use of the Park Centre and the security of the Bowling Green within the Park.

Some steps have already been taken to resolve these issues, namely the removal of the static seating outside the café door and its replacement with movable tables and chairs that will be taken in when the café is closed; it is hoped this will deter the congregation of youths outside the café after the Park and Park Centre are closed and thereby reducing the likelihood of vandalism. The need for replacing the CCTV system at the Park Centre and the introduction of a new CCTV system at the Bowling Green, along with lighting to the Park Centre is the subject of this report.

3. DETAILS OF PROPOSED SCHEME

The proposed lighting scheme will provide occasional lighting for events, as well as permanent dusk to dawn lighting around the Place in the Park. The proposed five column lighting scheme will illuminate the entrance to the Park, as well as around the Place in the Park and the children's play area. For exact locations, please refer to **Appendix 1**. The specific style of lighting has not yet been determined, but it will be in keeping with the style of the Park.

In addition to the lighting scheme, it has been identified that the area around the bowling green is in need of security improvements to protect the ongoing investment into the bowling green. As lighting the area may promote the unauthorised use of the Bowling Green, Officers felt that a CCTV based system, including PIR lighting would act as a deterrent to anti-social behaviour in the area around the bowling green. The proposals include upgrading the existing CCTV system around the Place in the Park, as well as installing new stand alone cameras and PIR lighting in the area around the Bowling Green. Any access to images would only be undertaken by approved Council Officers or Police to ensure the system complies with both the Data Protection Act and the CCTV Code of Practice.

4. FINANCIAL IMPLICATIONS

The proposed lighting around the Place in the Park will cost £14.2K.

The proposed improvements to the existing CCTV cameras and the provision of additional cameras, plus PIR Lighting in the Park adjacent to the Bowling Green will cost £5.9K

Funding is being sought to minimise the use of revenue budgets, although a contribution will be made from the Parks and Countryside Revenue Budgets in the region of £3,000.

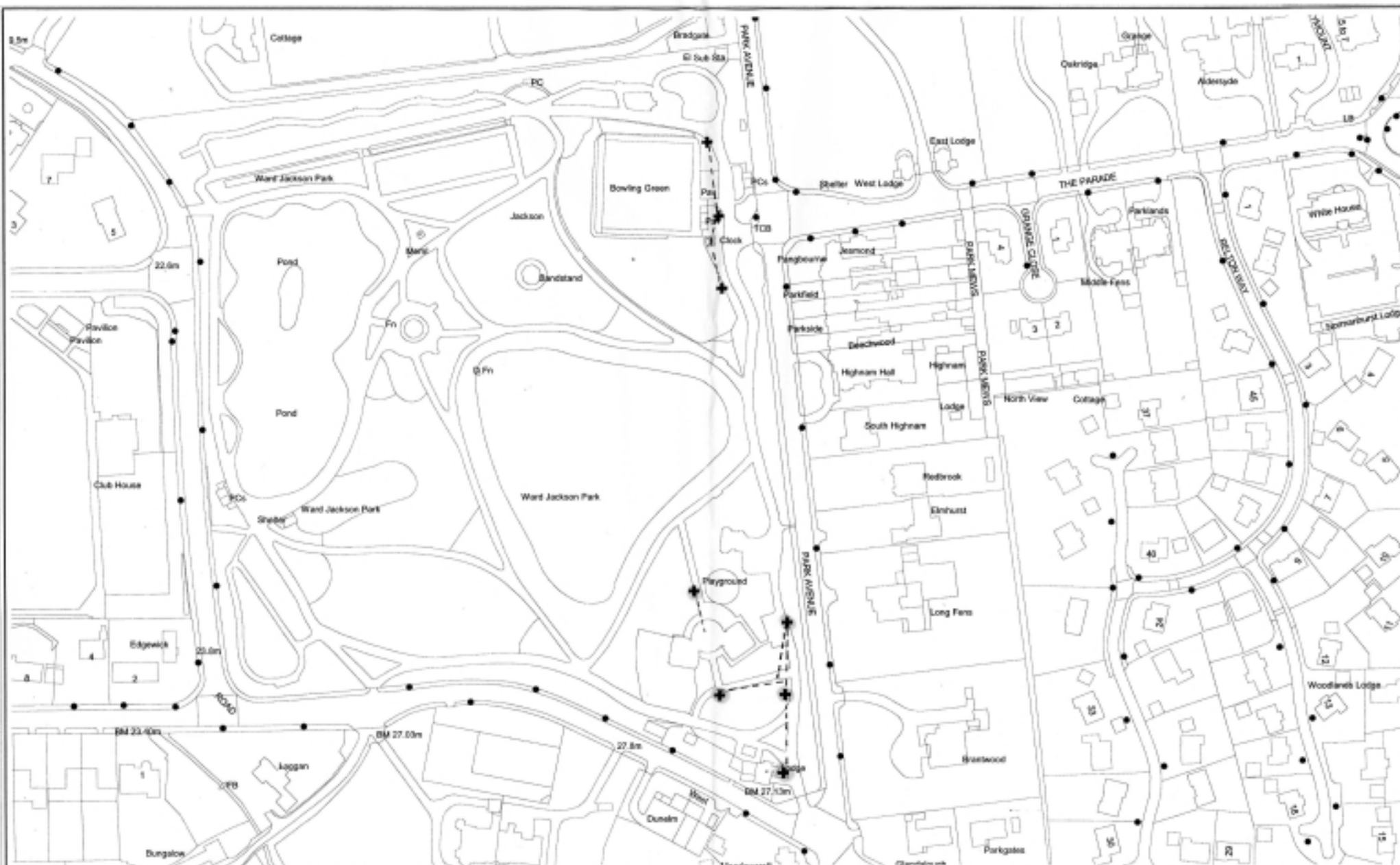
5. RECOMMENDATIONS

The Portfolio Holder is requested to give approval for the proposed lighting and CCTV scheme and the pursuance of grant funding towards the scheme.

CONTACT OFFICER: Andrew Pearson, Parks and Countryside Manager

Appendix:

1. Details of proposed lighting scheme (Columns highlighted in Yellow).



Ward Jackson Park

Director of Neighbourhood Services
D. Stubbs

The information shown on this plan is given without obligation, or warranty. The accuracy thereof cannot be guaranteed. No liability whatsoever is accepted by Hartlepool Borough Council, its agents or servants for any error or omission. The actual position of the plant must be verified and established on site before any mechanical plant is used.

Asset View	DATE
SCALE	1:1500
ORG. NO.	REV.

**CULTURE, LEISURE AND TOURISM
PORTFOLIO
REPORT TO PORTFOLIO HOLDER
22nd April 2008**



Report of: Director of Adult and Community Services

Subject: USE OF WARD JACKSON PARK FOR THEATRICAL PERFORMANCE

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of a series of theatrical performances in Ward Jackson Park as part of the National "Love Parks Week".

2. SUMMARY OF CONTENTS

Details of the proposed event are detailed in the report.

3. RELEVANCE TO PORTFOLIO HOLDER

Parks are within the remit of the Portfolio Holder.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Culture, Leisure and Tourism Portfolio Meeting, 22nd April 2008.

6. DECISION REQUIRED

The Portfolio Holder is requested to note the report and provide comments.

Report of: Director of Adult and Community Services

Subject: USE OF WARD JACKSON PARK FOR THEATRICAL PERFORMANCE

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of a series of theatrical performances in Ward Jackson Park as part of the National “Love Parks Week”.

2. BACKGROUND

- 2.1 Love Parks Week 2008 takes place during 14th June to 22nd June. The week is a celebration of parks around the country and presents an opportunity to showcase Hartlepool’s parks. Ward Jackson Park, as Hartlepool’s flagship Park, is an ideal location for the staging of events. It is proposed to stage four theatrical performances during the week.

3. DETAILS OF PROPOSED SCHEME

- 3.1 Four performances will be staged. The Park will be used on Monday, 16th June for the theatre company to undertake rehearsals. On Tuesday, 17th June, a matinee of Aesop’s Fables will be performed to a target group of children aged 4 to 7. The remaining three performances will be Shakespeare’s “Much Ado About Nothing”. This will include a matinee performance on Wednesday, 18th June, targeted at Schools. The audience will be limited to a maximum of 200 people. The performance will be a promenade performance using various parts of the Park with the audience being led by ushers and actors.
- 3.2 The company performing the events will be the “Mad Alice Theatre Company” (MATC). MATC was formed in 2002 by touring actor Michelle (‘Shelley’) Parker, who – due to Equity rules - performs and produces under the name Shelley O’Brien. The company aspires to develop and produce high quality theatre in the community and ensures the community is always at the centre of the company’s thinking. Based near Consett, in previous seasons MATC have given performances of “A Midsummers Night’s Dream” [2004/05], “The Tempest” [2006/07] and “A Shakespeare Soiree” [2007/08]. These took place (respectively) at outdoor venues including Crimdon Dene (Easington), Deer House (Bishop Auckland), and The Bowes Museum.
- 3.3 The current season (of which the Ward Jackson Park performances will be a part) will be directed by Geoff Keys (Artistic Director of the Queens Hall Hexham). It is to include performances in South Shields, Stanley, and Easington, and has already had financial support from Arts Council England North East confirmed through the ‘Grants for the Arts’ scheme.

- 3.4 Support for the event will be provided by the Friends of Ward Jackson Park who have a wide range of experience of hosting events in the park. It is the intention to hold a small garden party event as part of the final evening to celebrate the event and thank the friends group for their support. The event will be managed by the Strategic Arts Manager and the Strategic Arts and Events Team.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications for the Council in staging this event, as the event will be funded through Arts Council funding, Arts Development revenue budgets and ticket sales.

5. RECOMMENDATIONS

The Portfolio Holder is requested to note the report and provide comments.

CONTACT OFFICERS:

Andrew Pearson, Parks and Countryside Manager
Stephen Cashman, Strategic Arts Manager

CULTURE, LEISURE AND TOURISM PORTFOLIO

Report to Portfolio Holder

22nd April 2008



Report of: Director of Adult & Community Services

Subject: AWARD OF THE MATRIX STANDARD FOR INFORMATION, ADVICE & GUIDANCE TO THE LIBRARY REFERENCE & INFORMATION SERVICE.

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the recent success of the Library Reference and Information Service in being awarded the prestigious Matrix Standard for provision of Information, Advice and Guidance.

2. SUMMARY OF CONTENTS

- Background Information
- Purpose for seeking the accreditation
- Recognition of the work and dedication of staff involved

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Holder has responsibility for quality of services provided within the Public Library.

4. TYPE OF DECISION

Non-key.

6. DECISION(S) REQUIRED

The Portfolio Holder is asked to note that the Library Reference and Information Service has been accredited to the Matrix Standard for provision of information, advice and guidance.

Report of: Director of Adult & Community Services

Subject: AWARD OF THE MATRIX STANDARD FOR INFORMATION, ADVICE & GUIDANCE TO THE LIBRARY REFERENCE & INFORMATION SERVICE

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the recent success of the Library Reference and Information Service in being awarded the prestigious Matrix Standard for provision of information, advice and guidance.

2. BACKGROUND

The matrix Standard is the principal quality framework for the effective delivery of information, advice and/or guidance on learning and work. A summary of the standards of service required is included in the National IAG Board Principles; **Appendix 1**.

1,869 organisations are accredited nationally. Hartlepool is the only library service in the North East region to have achieved Matrix standard Accreditation. Achieving the standard demonstrates the quality of service provided. The assessment process and preparation provided staff and management with an excellent opportunity to review procedures and introduce service improvements. Staff who manage and deliver the service have worked hard to meet the exacting standards of the assessment. Their success has been excellent for morale and they are justly proud that the quality of their work has received official recognition.

The service will be required to continually improve and develop services and procedures, including staff training, and to regularly re-submit for re-assessment. It is the view of the library management that seeking accreditation of this nature is a valuable discipline for improving service quality and standards, and also for evidencing these to users and stakeholders

3. THE ASSESSMENT

The Adult and Community Services Departmental Plan requires sections within Community Services to seek appropriate accreditation for the services they provide.

The Library chose to apply for accreditation to the Matrix Standard for the Reference and Information Service at the Central Library.

The process involved initial registering in September 2007, followed by two preliminary half-day guidance assessments in September and November.

The preliminary assessments were generally very positive and identified a lot a good practice within the section. However as is the case with assessments, it is one thing operating good practice, and another thing being able to evidence this to an assessor.

The library addressed any areas that needed improvement, prepared evidence and registered for an assessment over two days in March 2008. As well as talking with management, the assessor carried out interviews with seventeen volunteer members of the public, five members of staff and representatives of two partner organisations, Hartlepool Adult Education Service and Tees Archaeology.

This has been a very useful exercise in looking at the service and how it can be improved.

4. RECOMMENDATIONS

That the Portfolio Holder notes:

- i) the achievement of the Matrix Standard by the Library Reference and Information Service, and the work and commitment of staff involved.
- ii) that achieving the Matrix Standard forms part of the ongoing programme of continuous improvement of library services to meet the changing and developing information needs of the public in Hartlepool.

4. BACKGROUND PAPERS

Appendix 1: National IAG Board: Principles of Coherent IAG Service delivery

5. CONTACT OFFICER

Graham Jarritt, Borough Librarian. graham.jarritt@hartlepool.gov.uk.
Telephone 01429 272905 - internal 3612

THE NATIONAL IAG BOARD

Information, advice and guidance services should promote the value of learning and be accessible to people, to provide them with the help they need to enter and progress in learning and work.

Principles of Coherent IAG Service Delivery

Accessible and Visible – IAG services should be recognised and trusted by clients, have convenient entry points from which clients may be signposted or referred to the services which most closely meet their needs and are open at times and in places which suit clients' needs;

Professional and Knowledgeable – IAG frontline staff should have the skills and knowledge to identify quickly and effectively the client's needs. They should have the skills and knowledge either to address the client's needs or to signpost or to refer them to suitable alternative provision;

Effective Connections - links between IAG services should be clear from the client's perspective. Where necessary, clients are supported in their transition between services;

Availability, Quality and Delivery of IAG services – IAG services should be targeted at the needs of clients, and be informed by social and economic priorities at local, regional and national levels;

Diversity – The range of IAG services will reflect the diversity of clients' needs;

Impartial – IAG services should support clients to make informed decisions about learning and work based on the client's needs and circumstances;

Responsive – IAG services should reflect clients' present and future needs.

Friendly and welcoming - IAG services should encourage clients to engage successfully with the service;

Enabling – IAG services should encourage and support clients to become lifelong learners by enabling them to access and use information to plan their careers, supporting clients to explore the implications for both learning and work in their future career plans.

Awareness - Adults should be aware of the IAG services that are relevant to them, and have well informed expectations of those services.