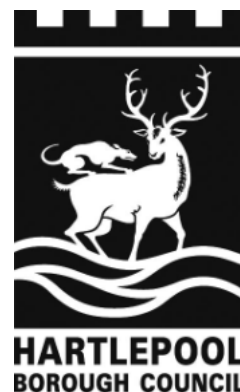


# **CULTURE, LEISURE AND TOURISM PORTFOLIO**

## **DECISION SCHEDULE**



**Tuesday, 19<sup>th</sup> May 2009**

**at 10.00 am**

**in Committee Room B  
Civic Centre, Hartlepool**

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

**1. KEY DECISIONS**

No items

**2. OTHER ITEMS REQUIRING DECISION**

No items

**3. ITEMS FOR INFORMATION/DISCUSSION**

3.1 Adult and Community Services Departmental Plan 2008/2009 – 3<sup>rd</sup> Quarter  
Monitoring Report – *Director of Adult and Community Services*

3.2 Renaissance Funding for Hartlepool Museum and Heritage Services 2009-11  
– *Director of Adult and Community Services*

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

No items

## **CULTURE, LEISURE & TOURISM PORTFOLIO**

Report to Portfolio Holder

19 May 2009



**Report of:** Director of Adult and Community Services

**Subject:** ADULT AND COMMUNITY SERVICES  
DEPARTMENTAL PLAN 2008/2009 – 3RD  
QUARTER MONITORING REPORT

---

### SUMMARY

#### **1. PURPOSE OF REPORT**

To inform the Portfolio Holder of the progress made against the Adult and Community Services Departmental Plan 2008/09 in the first three quarters of the year.

#### **2. SUMMARY OF CONTENTS**

The progress against the actions contained in the Adult and Community Services Departmental Plan 2008/09, and the third quarter outturns of key performance indicators.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Member has responsibility for performance management issues in relation to Culture, Leisure & Transport.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Culture, Leisure & Transport Portfolio Holder – 19 May 2009.

#### **6. DECISION REQUIRED**

Achievement on actions and indicators be noted.

**Report of:** Director of Adult and Community Services

**Subject:** ADULT AND COMMUNITY SERVICES  
DEPARTMENTAL PLAN 2008/09 – 3RD  
QUARTER MONITORING REPORT

---

## **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Adult and Community Services Departmental Plan 2008/09 and the progress of key performance indicators for the period up to 31<sup>st</sup> December 2009.

## **2. BACKGROUND**

- 2.1 The Adult and Community Services Department includes Community Services, reporting to Culture, Leisure and Tourism Portfolio Holder, and Adult Services, Adult Education and Supporting People reporting to the Adult and Public Health Portfolio Holder.
- 2.2 The Adult and Community Services Departmental Plan 2008/09 sets out the key tasks and issues with an Action Plan to show what is to be achieved by the department in the coming year. The plan also describes how the department contributes to the Organisational Development Improvement Priorities as laid out in the Corporate Plan. It provides a framework for managing the competing priorities, communicating the purpose and challenges facing the department, and monitoring progress against overall Council aims.
- 2.3 For 2008-09, the Council has introduced a new electronic Performance Management Database (Covalent) for collecting and analysing corporate performance. The database collects performance information detailed in the Corporate Plan and the five Departmental Plans. The aim is that the database will eventually collect performance information for all levels of the Council, including individual service/operational plans in each department.

## **3. QUARTER TWO PERFORMANCE**

- 3.1 This section looks in detail at how the Department has performed in relation to the key actions and performance indicators that were included in the Adult and Community Services Departmental Plan for this Portfolio.

- 3.2 On a quarterly basis officers from across the department are asked, via the Performance Management database (Covalent), to provide an update on progress against every action contained in the Departmental Plan and, where appropriate, every Performance Indicator.
- 3.3 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or not the action will be, or has been, completed by the target date set out in the Departmental Plan. The traffic light system is: -

Red	- Action/PI not expected to achieve target
Amber	- Action/PI expected to achieve target
Green	- Action/PI target achieved

- 3.4 Within the Adult & Community Services there were a total of 23 actions and 40 Performance Indicators identified in the Departmental Plan. Table 1, below, summarises the progress made, to the 31<sup>st</sup> December 2008, towards achieving these actions and PIs.

Table1 – Community Services (CLT portfolio) progress summary

	Culture, Leisure & Transport	
	Actions	PIs
Green	1	2
Amber	22	12
Red	0	1
Annual	0	25
Total	23	40

- 3.5 A total of 1 action (4%) has been completed or achieved, and a further 22 (96%) are on target to be completed by the target date. There are no actions which are not expected to be achieved.
- 3.6 It can also be seen that 14 (35%) of the Performance Indicators have been highlighted as being achieved or expected to hit the target. There is one Performance Indicator that is not expected to hit the year-end target. There are 25 indicators that are only collected on an annual basis and therefore no updates are available for those indicators (this includes those completed as part of an annual survey,

Table2: Adults Services Actions not completed on target / not on target

Ref	Action	Milestone	Comment
-----	--------	-----------	---------

**NONE.**

Table3: Adults Services PI's not on target

Ref	PI	Milestone	Comment
PO58	Physical visits to Libraries.	March 2009	Unofficial data. To be confirmed through 'cipfa' return May/June 2009. Visitor figure exceeds National Standard of 6,300 but will not meet 6,900 target set locally. May meet amber threshold.

3.7 Up to the end of the third quarter, Community Services completed the following action: -

- To put in place a multi-agency approach through the development of a Community Sports Network, providing a strategic lead for the delivery of sport and physical activity.

#### 4. RECOMMENDATIONS

- It is recommended that achievement of key actions and third quarter outturns of performance indicators are noted.

CONTACT OFFICER: Trevor Smith,  
Principal Management Information Manager  
(Support Services)

## **CULTURE LEISURE AND TOURISM PORTFOLIO**

Report to Portfolio Holder

19 May 2009



**Report of:** Director of Adult & Community Services

**Subject:** RENAISSANCE FUNDING FOR HARTLEPOOL  
MUSEUM & HERITAGE SERVICES 2009-11

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

The purpose of the report is to advise the Portfolio Holder of the continuation and level of Renaissance funding to the Museums & Heritage Service in Hartlepool Borough Council.

#### **2. SUMMARY OF CONTENTS**

- i) Summary of funding arrangements for North-east region.
- ii) Posts secured by funding.
- iii) Project areas covered by Renaissance funding

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Culture & Leisure Portfolio includes Museums & Heritage.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Culture & Leisure Portfolio, 19 May 2009.

#### **6. DECISION(S) REQUIRED**

Comments from the Portfolio Holder are welcome.

**Report of:** Director of Adult & Community Services

**Subject:** RENAISSANCE FUNDING FOR HARTLEPOOL  
MUSEUM & HERITAGE SERVICES 2009-11

---

**1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder regarding the funding arrangements for Museums & Heritage Services in Hartlepool via the Renaissance programme 2009-11.

**2. BACKGROUND**

- 2.1 As the Portfolio Holder will be aware Hartlepool Borough Council Museums & Heritage Service has been a partner in the North-East Museum Hub since 2003. Since this time it has acted as the lead authority for Renaissance museum projects in the Tees Valley.
- 2.2 The funding strands in the past have permitted work to take place in the following areas: collections access; learning; social inclusion & outreach; drama; exhibition development; diversity; marketing.

**3. DETAILS OF RENAISSANCE 2009-11.**

- (i) Funding arrangements for North-East region.

Tyne & Wear Museums (Lead partner) £2,100,638 (including £251,554 awaiting ratification); Hub Central £1,993,146 (including £505,000 awaiting ratification); Beamish £576,400 (including £20,000 awaiting ratification); Bowes £632,728 (including £120,772 awaiting ratification); Hartlepool Museums & Heritage Service £949,200 (all ratified).

- (ii) Posts secured by funding and new posts created.

Existing posts secured:

- Collections Access Assistants x 4
- Collections Access Officer x 1
- Learning Officers x 2
- Learning Development Officer x 1
- Audience Development Manager x 1
- Outreach Officers x 2
- Marketing Assistant x 1
- Administration Officer x 1

New posts created:

- Outreach Officer (Young People)
- Outreach Officer (Volunteering)

New posts additional to Renaissance funding, but created as a result of Renaissance funding:

- Assistant Outreach Officer (Culture Shock)
- Curatorial Assistant (Culture Shock)
- Creative Apprentice

(iii) Project areas covered by Renaissance funding

- Collections Access – Collections Access Assistants working peripatetically access Tees Valley museums to document collections for the purpose of getting them into the public domain. Supporting the SPA (Single Point of Access) computerised system to provide access to the collections of Tees Valley museums.
- Learning – delivering and developing learning opportunities in Tees Valley museums, including projects working with NEETS (Not in education, employment or training).
- Social Inclusion and Outreach – projects with partners in Tees Valley looking at areas (particularly areas in Hartlepool such as Owton Manor) where connection with culture is low.
- Diversity – Continued relationship with Cultures CIC and the 'Taste of Africa'. Developing debating season during Black History Month in October.
- Marketing – developing joint-marketing arrangements with partners in Tees Valley Museums and supporting the independent museum sector.
- Volunteering – new project area covering the support of volunteer museums & heritage providers in the Tees Valley, this will be achieved by setting up of Heritage Forum for the Tees Valley, and acting as an advisory agency for the independent sector.
- Young People – new project working with young people and linking them to the industrial collections across Tees Valley museums.

#### 4. FINANCIAL IMPLICATIONS

4.1 There are no financial implications for the Council.



**5. RECOMMENDATIONS**

Comments from the Portfolio Holder are welcomed.

CONTACT OFFICER: David Worthington – Museums & Heritage Manager.