

Culture Derbyshire Board

Thursday, 29th September 2011, 2.00 p.m.

Venue: Committee Room 1, County Hall, Matlock DE4 3AG

AGENDA

- 1 Welcome and introductions
- 2 Apologies for absence
- 3 Background – how we got to where we are (Andrew Lewer / Martin Molloy)
- 4 Membership of the Board and Terms of Reference (Robert Gent)
- 5 Executive Officer Group (Robert Gent)
- 6 Derbyshire Arts (Ann Wright)
- 7 Discussion on the future leadership role for Culture Derbyshire
- 8 Olympic Torch Relay (Robert Gent)
- 9 City and County of Culture (Robert Gent / Ann Wright)
- 10 Relationship with the Local Enterprise Partnership (Andrew Lewer)
- 11 Evaluating impact and outcomes (Robert Gent)
- 12 Performance management – the Board's view on priorities for the sector
- 13 Cultural Strategy (Robert Gent)
- 14 Dates of future meetings

DERBYSHIRE PARTNERSHIP FORUM

CULTURE DERBYSHIRE

Culture Derbyshire is a multi-agency partnership which is the delivery mechanism for the Derbyshire Partnership Forum, exercising strategic leadership of the cultural sector in Derbyshire. Culture in this context includes Archives, Arts, Libraries, Museums, Sport and Active Leisure and Tourism. It also has close links with heritage and conservation bodies. Culture Derbyshire will champion cultural services and act as a focus for their co-ordination and development within the county and with external partners.

TERMS OF REFERENCE

1. Provide strategic direction for cultural services within the Derbyshire Sustainable Community Strategy;
2. Take wider responsibility for championing, co-ordinating and developing cultural provision across Derbyshire, engaging with public and private enterprise in the cultural domain;
3. Work with partner agencies and cultural providers regionally and nationally, including Arts Council England and the Local Government Association, as appropriate;
4. Co-ordinate performance improvement activity across the sector: for example, overseeing a Collaborative Doctoral Project with the University of Sheffield to create a methodology for establishing outcomes from cultural services;
5. Work with the Derbyshire Partnership Forum and its thematic partnerships on cross-cutting priorities;
6. Ensure that the needs of service users, communities of place and communities of interest are reflected in strategy development;
7. Ensure that identified priorities are reflected in the key plans and budgets of relevant partner organisations;
8. Ensure that Derbyshire is effective in contributing to significant national and international initiatives: for example, playing a part in a successful London 2012 Olympic and Paralympic Games and maximising the opportunities arising from the Games;
9. Engage partners, including Derby City, to ensure a county-wide approach to cultural strategies and programmes: for example, the delivery of a Year of Culture in 2015.

Accountability

Culture Derbyshire will report its progress on a formal basis to the Derbyshire Partnership Forum.

Culture Derbyshire is not in itself an executive body. This means that the constituent partner organisations may require formal decision making through their individual structures in line with their governance and financial regulations.

Membership

Chair	Cabinet Member for Culture, Derbyshire County Council
Vice-Chair	To be elected from the membership of the Board
Lead Accountable Officer	Strategic Director of Cultural and Community Services, Derbyshire County Council
Secretariat	Assistant Director of Cultural and Community Services

Representatives	
Derbyshire County Council	Cabinet Member for Culture
	Strategic Director of Cultural and Community Services
District/Borough Councils	Elected member or nominee
Derbyshire NHS	Associate Director of Public Health
VCS Infrastructure Consortium	Representative
Culture Derbyshire Executive Group	Chair
Derbyshire Sport	Board member (non local authority)
Derbyshire Arts Partnership	Arts Partnership Manager
Derbyshire Museums Forum	Elected Member
Peak District National Park Authority	Board member
Visit Peak District and Derbyshire	Board member
Derwent Valley Mills World Heritage Site	Chair
Creswell Crags	Board member
Chatsworth	Duke of Devonshire's nominee
Caravan & Camping Club	Regional Council member
National Tramway Museum	Committee member
Renishaw Hall	Alexandra Hayward or nominee
Arts Council EM	Board member
National Trust	Regional Manager
English Heritage	Regional Director
Heritage Lottery Fund	Regional Head of HLF
Attending in an advisory capacity for specific agenda items as appropriate	
Derbyshire County Council	Head of Arts
	County Museums Manager
	Conservation and Design Manager
	Senior Policy Officer
	Head of Adult Community Education Service
	Assistant Director, Environmental Services
	Head of Service, Partnership Development and Commissioning, Children and Younger Adults Department
Derbyshire Sport	Director
Visit Peak District and Derbyshire	Director
Derwent Valley Mills World Heritage Site	Director
Creswell Crags	Director
District/Borough	Officer supporting elected member

Councils	
Peak District National Park Authority	Officer supporting Board member
Arts Council	Officer supporting Board member

- Any vacancies should be notified in writing to the Lead Accountable Officer as soon as practicable.
- Members or their nominees should be of sufficient seniority within their organisations/sectors to participate in decision making.
- Wherever possible there should be a continuity of representation. In exceptional circumstances organisations may send their nominated substitute. The nominated substitute will be required to adhere to the agreed individual roles and responsibilities and participate in any decision making processes.

Appointment of Chair and Vice Chair

- The Chair shall be appointed by the County Council on a two yearly basis.
- The Vice-Chair shall be elected from the membership on a two-yearly basis.

Co-option

- Additional members may be co-opted on a temporary or permanent basis, subject to agreement by a majority of the voting members.

Roles and responsibilities of individual members

Members undertake:

- To reflect the views of the organisation(s) and sector(s) that they represent in meetings and workshops, being sufficiently briefed and able to make decisions about future policy developments/service delivery;
- To ensure that there are communication mechanisms in place within the organisation/sector that they represent to enable information about the work and priorities of the Partnership to be disseminated and to ensure that decisions are fed down to other relevant individuals;
- To feed in information about local issues, needs and priorities in the development of the Sustainable Community Strategy;
- To consult about the work of Culture Derbyshire where appropriate;
- To act on decisions taken by Culture Derbyshire;
- To influence any consequent changes to policy development/service delivery in their own organisation and sector;
- To champion the work of Culture Derbyshire in their wider networks and in the community.

Meetings

Frequency

- It is anticipated that Culture Derbyshire will meet three or four times per year.
- An annual schedule of meetings will be agreed at the commencement of each calendar year.
- Additional meetings may be convened at the request of the Chair.

Location

- Meetings will normally be held at County Hall, Matlock.

Voting

- Wherever possible decisions will be reached by consensus.
- In exceptional circumstances and where decisions cannot be reached by a consensus of opinion, voting will take place and decisions agreed by a simple majority.
- Where there are equal votes the Chair of the meeting will have the casting vote.

Quorum

Meetings will be quorate if, at a minimum, there is attendance of:

- Chair or Vice Chair
- Lead Accountable Officer
- Six voting members

Declaration of Interests

- Any personal or prejudicial interests held by members should be declared on any item of business at a meeting.

Access to Information/ Freedom of Information

- Culture Derbyshire shall be regarded as a “working group” for Access to Information Act purposes and consequently meetings shall not be open to the press/public.
- Freedom of Information (FOI) Act provisions shall apply to all Culture Derbyshire business.

Papers

- The agenda and supporting papers shall be in a standard format and circulated at least ten days in advance of meetings.
- The minutes of decisions taken at meetings will be kept and circulated to partner organisations as soon as possible.
- Minutes of meetings will be published on the county council web site.

Support Arrangements

- The Assistant Director of Cultural and Community Services will act as Secretary to Culture Derbyshire.
- Culture Derbyshire will be supported by an Executive Officer Group. The terms of reference for the Executive Officer Group are shown at Appendix A.

CULTURE DERBYSHIRE EXECUTIVE OFFICER GROUP

TERMS OF REFERENCE

Aim

To support Culture Derbyshire in improving cultural provision across Derbyshire through collaborative working.

Objectives

To deliver the priorities for cultural services determined by Culture Derbyshire and the Derbyshire Partnership Forum

To produce a high level strategy document reflecting the contribution of cultural services to the Derbyshire Sustainable Community Strategy

To develop strategy and projects for approval by Culture Derbyshire

To monitor performance against agreed outcomes and targets for the cultural sector and seek improvement

To actively engage with national, regional and local partners and stakeholders on any issue affecting the delivery of cultural services in Derbyshire

To provide a forum for the exchange of information, intelligence and best practice

To develop and manage a Derbyshire Cultural Conference (an annual meeting open to private and public sector organisations with an interest in cultural matters).

To act as a catalyst for cooperative work with Derby City Council

Specifically,

- To participate in planning and delivering the county's contribution to the Olympic and Paralympic Games
- To work with Derby City Council to plan and deliver a Year of Culture in 2015

Membership

Members will be drawn from Director level in local authorities and other cultural agencies, including one each from

Amber Valley Borough Council
Bolsover District Council
Chesterfield Borough Council
Derby City Council
Derbyshire County Council
Derbyshire Dales District Council
Erewash Borough Council
High Peak Borough Council

North East Derbyshire District Council
South Derbyshire District Council

Peak District National Park Authority
Derbyshire PCT or successor body with responsibility for public health

Derbyshire Arts Partnership / Derbyshire Arts Development Group
Derbyshire Museums Forum
Derbyshire Sport
Derwent Valley Mills World Heritage Site
Visit Peak District and Derbyshire
Voluntary and Community Sector (e.g. Volunteer Centres Derbyshire)

Other members may be co-opted by agreement.

Meetings

The Executive Officer Group will meet at least four times per year, to fit with reporting timescales for Culture Derbyshire. (Electronic communication will be used wherever possible to reduce the burden of meetings.)

Substitutions will be permitted, provided the substitute attendee is at an appropriate level of seniority.

Business will be conducted by consensus; however, when any matter requires a vote, each member present will be entitled to one vote.

A meeting will be quorate when at least ten voting members are present.

If a meeting is inquorate the Chair will adjourn the meeting and determine whether to rearrange the business for a future date or continue the meeting on an informal basis.

An annual meeting will be held in March for the purpose of electing a Chair, Vice Chair and Secretary for the coming year.

Links with other bodies

The Executive Officer Group will seek reciprocal representation on the Derby Active Culture Board.

The Executive Officer Group will make use of additional task and finish groups as appropriate.

Culture Derbyshire Board

29th September 2011

CITY AND COUNTY OF CULTURE

1 Purpose of the report

To advise the Board of the City and County of Culture initiative, and to introduce a new culture marque.

2 Information and analysis

- 2.1 Members of the former Culture Theme Board will recall that the county council has been working with partners in the City of Derby on a City and County of Culture initiative.
- 2.2 In February 2010 Derby City Council facilitated a meeting to test potential support for a bid to the DCMS UK City of Culture competition. At that meeting, more than fifty individuals and organisations pledged their support, and strong endorsement was obtained for a proposal that the city and county councils should work more closely together to help create a coherent cultural offer.
- 2.3 A small steering group was created, which has since grown to include representatives of city and county councils, Derby Quad, Deda, Derby City Partnership, Derbyshire Sport, Derbyshire Arts, the University of Derby, and Visit Derbyshire and the Peak District.
- 2.4 The City Council provided funding for initial consultation and a feasibility study, and for the creation of a **DerbyShire** City and County of Culture marque which could be adopted by partners from all sectors. Derby design company Origination tendered successfully to create the marque, which is attached as an appendix.
- 2.5 The feasibility study recommended a multi-agency approach to creating a bid and a number of sub-groups were established to move the initiative forward. They were focused on programming, communications, and research. A digital 'think tank' will ensure that whatever solution emerges has a significant ICT element.
- 2.6 Last July the Minister for the Arts announced that Derry had been awarded the accolade of City of Culture for 2013. An announcement of the 2017 competition was expected shortly afterwards. However, as a result of the Comprehensive Spending Review in the autumn, DCMS decided not to proceed with a competition for 2017 until the outcomes of the 2013 event were known.

- 2.7 In November 2010 an event at the Donut in Chesterfield, attended by a wide variety of organisations, expressed strong support for the City and County of Culture initiative and it was agreed that, irrespective of a national competition, the partners would aim to deliver a Year of Culture in 2015. Work on the Torch Relay celebration will be used as a springboard to generate community interest in and support for the Year of Culture.
- 2.8 The Year of Culture's vision is "to develop innovative and exciting cultural programmes that bring together the people of Derby and Derbyshire and showcase our talents to the world." It aims to achieve
- More active audience for culture and sport
 - Increase profile of the area as an exciting cultural destination
 - Increased economic benefits
- 2.9 The City and County of Culture marque will raise awareness of the Year of Culture and communicate a new approach to creating a more joined-up cultural offer for city and county. It is designed to be used flexibly, and a style guide will be available. Partner organisations are invited to adopt the marque as a demonstration of their support. It is not intended to replace existing organisational identities but can be used in a flexible way to link initiatives and activities into the overall Year of Culture offer.

Recommendations

- 1 That the Board note the City and County of Culture initiative.
- 2 That partners consider adopting the City and County of Culture marque.

Appendix: The Culture Marque



Derbyshire
exciting • creative • connected

Culture Derbyshire Board

29th September 2011

EVALUATING IMPACT AND OUTCOMES OF CULTURAL SERVICES

1 Purpose of the report

To inform the Board of work already carried out on evaluating the impact of and outcomes from cultural provision in Derbyshire, and to introduce a collaborative doctoral project with the University of Sheffield.

2 Information and analysis

- 2.1 In the summer of 2010 the former Culture Theme Board undertook an exercise to collate evidence on the outcomes which had been delivered by a number of initiatives across the county. As a result of this work the Museums, Libraries and Archives Council funded a three-month research project and the University of Sheffield assisted in recruiting a researcher, Martin Simmons. The project's aims were to test an outcomes framework for cultural services which had been developed by Local Government Improvement and Development, and wherever possible to fill gaps in the Derbyshire evidence.
- 2.2 The project report was presented to the Culture Theme Board at its final meeting in February 2011. It demonstrated that in some areas there was good evidence of the impact of cultural and sports provision on individuals' health, wellbeing and achievement, but in other areas the evidence was patchy. It was also clear that the framework, while a useful piece of work, was complicated to apply and was not wholly suited to the needs of the Derbyshire Partnership.
- 2.3 The County Council's Cultural and Community Services Department and the University of Sheffield submitted a bid to the Arts and Humanities Research Council for a three-year Collaborative Doctoral Project to explore these issues in more detail, to provide convincing evidence of the value of culture in Derbyshire and to devise a methodology for evaluating impact that would meet the partnership's own needs and be transferable to the wider cultural sector.
- 2.4 Funding has been awarded by AHRC and Martin Simmons has been appointed to carry out the research, following competitive interviews at the University of Sheffield.
- 2.5 The value of the collaborative approach is that it combines academic rigour with practical experience working within the sector; in this case, the Cultural and Community Services Department. In the first

year, the researcher will spend around nine months at the university and will be based in Derbyshire for three months; in subsequent years this balance will change.

- 2.6 Although this is a three year project culminating in a full-scale thesis as the basis for the award of a doctorate, it has been recognised that the Board will need to receive a regular flow of information and intelligence to help inform its role in guiding cultural strategy for the county, and in advocating for the cultural sector. This requirement is being built into the project plan.

Recommendation

That the Board note the report.

Culture Derbyshire Board

29th September 2011

PRIORITY SETTING AND PERFORMANCE MANAGEMENT

1 Purpose of the report

To provide the Board with some contextual information for priority setting and performance management.

2 Information and analysis

2.1 The former Culture Theme Board had as one of its main responsibilities the delivery of targets against three national indicators. These related to

- Creating the environment for a thriving third sector
- Adult participation in sport and active recreation
- Use of public libraries.

Progress against these indicators was monitored through a basket of more detailed indicators. At the same time the Board had a remit to provide overall direction for cultural services in Derbyshire.

2.2 There is now a much less prescriptive approach from central government and an emphasis on self assessment. It is therefore necessary for Culture Derbyshire to decide what its priorities should be, and how performance is to be monitored.

2.3 The Derbyshire Partnership Forum at its meeting on 23rd September was expected to agree a set of priorities which had been identified through consultation with a wide range of partner organisations. Two of these relate specifically to cultural services:

“Engage local people in the responsibilities, opportunities and benefits of taking part in culture, arts and sports.”

“Encourage more organisations to recognise the value of sport and physical and mental activity to improve quality of life.”

There are additional priorities which are not the responsibility of Culture Derbyshire, but to which cultural services can make a significant contribution. These include:

“Strengthen work in partnership to conserve Derbyshire landscape, character and built heritage.”

“Increase the level of participation by young people in a range of positive activities.”

“Create environments which promote healthy lifestyles – physical activity, smoke free environment, alcohol.”

2.4 Within these broad parameters Culture Derbyshire is able to determine where it wishes to concentrate its resources. For example, it might wish to focus on

- improving the visitor experience to maximise the benefit to local people of a thriving visitor economy;
- promoting active leisure as a way of reducing obesity, cardiovascular disease and other health problems;
- promoting literacy to enable people to become active citizens and to participate in a range of cultural offers;
- enabling more people to experience the rewards of volunteering;
- tackling barriers to participation in one or more target groups – older people, families or disabled people. .

2.5 The Board will wish to identify a realistic set of priorities to be reflected in a Cultural Strategy (See Agenda Item 13). These will determine the direction of Culture Derbyshire between 2011 and 2014. It will also be necessary to devise indicators which will be used to monitor progress, and the Executive Officer Group can be tasked with producing these.

2.6 The Derbyshire Partnership Forum will require a brief report at six-monthly intervals which will combine performance indicators with a narrative account of the activity undertaken and its impact. A template has been devised which includes information about the specific areas chosen as priorities, the outcomes sought, performance against targets, benchmarking with other areas, progress on key initiatives, a review of effectiveness and any remedial action proposed and plans for the next six-month period.

Recommendation

- 1 That the Board agree what specific areas it wishes to priorities, within the broad parameters outlined.
- 2 That the Executive Officer Group be requested to identify appropriate indicators which can be used to monitor progress.

Culture Derbyshire Board

29th September 2011

A CULTURAL STRATEGY FOR DERBYSHIRE

1 Purpose of the report

To seek the support of the Board to create a Cultural Strategy for Derbyshire.

2 Information and analysis

2.1 The most recent Cultural Strategy for Derbyshire covered the period 2002 – 2007. It followed an extensive and time-consuming consultation process and although it provided a helpful overview it was less helpful in identifying clear priorities, and it lacked a detailed action plan.

2.2 The former Culture Theme Board operated without a formal strategy; for the first time Culture featured prominently in the Sustainable Community Strategy and that document, together with the requirement to deliver against a set of national indicators, largely determined the direction which the Board adopted.

2.3 There is now a much less prescriptive approach from central government and an emphasis on self assessment. At the same time there are a number of strands of activity which are well under way; some of these are dealt with elsewhere on this agenda. One of the drivers is the desire for improved coordination of the culture offer between county and city, as exemplified by the Year of Culture.

2.4 Derby City Council has recently compiled a Cultural Strategy following a consultation exercise in which the county council participated. It is not a lengthy document but it does set out the main priorities and direction of travel in a way that all partners can clearly understand.

2.5 All of these factors tend to highlight the value of creating a Cultural Strategy for Derbyshire. It would not be a joint strategy with the city of Derby, but the two documents would align with and complement each other. The Strategy would reflect the place of cultural services in the Sustainable Community Strategy and would assist Culture Derbyshire in setting and monitoring performance against its priorities.

2.6 It is proposed that the Executive Officer Group be requested to begin work to produce a strategy as its first task, with completion within six months. The strategy could then be endorsed by the Derbyshire Partnership Forum at its meeting in June 2012.

Recommendation

That the Board agree the proposal to create a Cultural Strategy for Derbyshire, aligned with that produced in the city of Derby, and that the Executive Officer Group be tasked with taking this work forward.