

BRIGHTON & HOVE CITY COUNCIL

CULTURE & TOURISM SUB-COMMITTEE

THURSDAY, 9 JUNE 2005

5.00PM

THE GRAND HOTEL, BRIGHTON

MINUTES

Present: Councillor John (Chair); Councillors Battle (Deputy Chair), Mrs Brown, Davidson, Hawkes, Morgan, Older, Randall, Smith (Opposition Spokesperson) and Mrs Theobald.

PART ONE

ACTION

1. PROCEDURAL BUSINESS

1A Declarations of Substitutes

1.1 There were no declarations of substitutes.

1B Declarations of Interest

1.2 There were no declarations of interest.

1C Exclusion of Press and Public

1.3 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in Section 100A(3) or 100 1 of the Local Government Act 1972.

1.4 **RESOLVED** – That the press and public not be excluded from the meeting during consideration of any items on the agenda.

2. MINUTES

2.1 **RESOLVED** - That the minutes of the meeting held on 24 March 2005 be approved and signed by the Chair.

3. PUBLIC QUESTIONS

3.1 No public questions were asked.

4. ECONOMIC IMPACT STUDY AND VISITOR SEGMENTATION

4.1 The Sub-Committee received a presentation. The Head of Tourism reported on the Economic Impact Study, which analysed the impact of tourism on sectors of the economy in 2003. Similar data exists for 1998 and it will be possible to monitor future trends.

4.2 Ben Mockson of Arkenford reported on the Visitor Segmentation Study. Potential visitors making enquiries about staying in Brighton & Hove by phone or website had participated in this study. On-street interviews were also held. Day- and staying-visitors rated the city on what it offers. The council now has a profile of visitors and information on which markets must be protected and/or developed.

4.3 The Head of Tourism confirmed that stakeholders are informed of the findings of market research at events held especially for them and by newsletter. He stated that the findings, shared with businesses, support the quality improvement agenda. The Chair added that the Local Strategic Partnership is also considering the quality of visitor welcome.

5. IMPLEMENTING THE TOURISM STRATEGY: FINDINGS OF THE DISABLED ACCESS AUDIT

5.1 The Sub-Committee considered a report of the Director of Cultural Services advising of the outcome of the access audit undertaken in March/April 2005 with the Regional Tourist Board to improve the city's provision for disabled visitors and residents (see minute book).

5.2 The Head of Tourism informed members that the council had just received the full report. It would be published on the website and analysed in detail by officers from all relevant council departments. An Action Plan will be drawn up with costings.

5.3 During debate, members considered that good customer information should be readily available. Disabled visitors need to know about the hilly nature of the city and blue badge parking. Improved signage is required in some areas. Officers should also encourage the private sector to invest in upgrading their premises for disabled visitors.

5.4 **RESOLVED** – (1) That the outcomes of the report be noted and

Adam Bates

the Director of Cultural Services instructed to disseminate the findings amongst relevant council colleagues and external businesses and partners.

(2) That the Director of Cultural Services report back to the Sub-Committee in six months' time.

6. MUSEUMS SERVICE ACQUISITIONS AND DISPOSAL POLICY

6.1 The Sub-Committee considered a report of the Director of Cultural Services seeking approval of the Acquisition and Disposal Policy (Appendix 2 and 3 to the report), which has been updated to meet the Accreditation Standard of the Museums, Libraries and Archives Council (MLA) (see minute book). Members noted that Brighton & Hove is recognised as having a broad range of collections.

6.2 The Assistant Director Heritage responded to members' questions and explained how the policy applied to donations and loans. Members were concerned about public access to items in storage and noted that the Museums Service is digitising the entire collection but that this will be a considerable task. Items are also brought out for specialist exhibitions.

6.3 **RESOLVED** – To approve (in the form of a dated committee minute signed by a properly authorised person) the updated Museums Service Acquisition and Disposal Policy.

**Pauline
Scott-Garrett**

7. LIBRARY SERVICE STOCK POLICY

7.1 The Sub-Committee considered a report of the Director of Cultural Services explaining the background, rationale and objectives of the Library Service and updating on the methods and rationale for stock selection, maintenance and disposal. The Stock Policy was appended to the report (see minute book).

7.2 The Sub-Committee agreed that there must be frequent liaison between the Library Service and the Children, Families and Schools Department to ensure that the council's library stock meets the needs of pupils and students.

7.3 The Director clarified the report by stating that, while the service is neutral and impartial towards the local community, it must comply with other council policies, for example those relating to procurement and sustainability.

7.4 The Assistant Director Heritage undertook to ask the Head of Libraries to contact Councillors Mrs Theobald, Randall, Davidson and

Older regarding individual requests for specialist information.

7.5 **RESOLVED** – That the Library Service Stock Policy be approved.

**Sally
McMahon**

8. HOVE LIBRARY

8.1 The Sub-Committee considered a report of the Director of Cultural Services that updated Members on the timetable for development at Hove Library and sought approval of the survey questionnaire appended (see minute book).

8.2 Members were concerned that the timetable might slip as the council is requested to consult English Heritage before planning permission can be granted. The Director confirmed that English Heritage has visited Hove Library and that he hopes to report on the internal layout proposals and the results of the survey to the next meeting. Members agreed to amend the wording of the first recommendation in the report (see resolution (1) below).

8.3 **RESOLVED** – (1) That the provisional timetable for development be noted.

(2) That the survey questionnaire be approved.

**Sally
McMahon**

The meeting concluded at 7.05 p.m.

Signed

Chair

Dated this

day of

2005