

Culture, Tourism and Sport Board

Agenda

Friday, 8 September 2017
1.00 pm

5th Floor Conference Suite, 5th Floor (South side), Layden House, 76-86 Turnmill Street, London, EC1M 5LG

To: Members of the Culture, Tourism and Sport Board
cc: Named officers for briefing purposes

Guidance notes for members and visitors

Layden House, 76-86 Turnmill Street, London, EC1M 5LG

Please read these notes for your own safety and that of all visitors, staff and tenants.

Welcome!

Layden House is located directly opposite the Turnmill Street entrance to Farringdon station, which is served by the Circle, Hammersmith & City, and Metropolitan lines as well as the Thameslink national rail route.

Security

Layden House has a swipe card access system meaning that a swipe enabled security passes will be required to access the lifts and floors 1-5.

Most LGA governance structure meetings will take place on the **ground floor** of Layden House which is open access and therefore does not require a swipe enabled security pass. **Access** to the rest of the building (floors 1-5) is via swipe enabled security passes.

When you visit Layden House, **please show your Local Government House security pass to reception** and they will provide you with a temporary pass which will allow you access to floors 1-5 if required. **Please don't forget to sign out at reception and return your security pass when you depart.**

If you do not have a LGH Security Pass, please email [member services](#) with your name and a recent photo and a pass will be made for you. You can pick this up from the Layden House reception desk on your next visit.

Fire instructions

In the event of the fire alarm sounding, vacate the building immediately via the nearest fire exit onto Turnmill Street and take the next turning on your left – Benjamin Street to St John's Gardens.

DO NOT USE THE LIFTS.

DO NOT STOP TO COLLECT PERSONAL BELONGINGS.

DO NOT RE-ENTER BUILDING UNTIL AUTHORISED TO DO SO.

Soft Seating Area

There is a small soft seating area on Floor 2 which will also operate as an 'Open Council' area for visiting members and officers from member councils. Please note however that unlike Open Council, this area does not have tea and coffee facilities, nor access to computers.

Toilets

There are accessible toilets on the Ground Floor, 2nd and 4th floors.

Accessibility

If you have special access needs, please let the meeting contact know in advance and we will do our best to make suitable arrangements to meet your requirements.

Parking is available at the rear of the building for Blue Badge holders, accessed via the Turks Head Yard, North underpass. Disabled WCs are situated on the ground and 4th floors. An induction loop system is available in the 5th floor conference venue. For further information please contact the Facilities Management Helpdesk on 020 7664 3015.

Guest WiFi in Layden House

WiFi is available in Layden House for visitors. It can be accessed by enabling “Wireless Network Connection” on your computer and connecting to LGA-Free-WiFi. You will then need to register, either by completing a form or through your Facebook or Twitter account (if you have one). You only need to register the first time you log on.

Further help

Please speak either to staff at the main reception on the ground floor, if you require any further help or information. You can find the LGA website at www.local.gov.uk

Why have the LGA’s Headquarters moved?

The LGA has temporarily relocated from Local Government House (LGH) in Smith Square to Layden House in Farringdon, effective from Monday 31 October 2016. This is to allow extensive refurbishment work to be carried out to LGH.

The refurbishment works will see the ground floor conference centre and all meeting rooms fully refurbished. Floors 1, 2 and 3 will be upgraded and released for commercial letting to enable the LGA to maximise the income from this building as part of its drive for financial sustainability. A new and larger Open Council will be located on the seventh floor. The refurbishment is expected to last for twelve months and we expect to be back in LGH by October 2017.

We appreciate your understanding and flexibility during this time.

Culture, Tourism & Sport Board
8 September 2017

There will be a meeting of the Culture, Tourism & Sport Board at **1.00 pm on Friday, 8 September 2017** 5th Floor Conference Suite, 5th Floor (South side), Layden House, 76-86 Turnmill Street, London, EC1M 5LG.

A sandwich lunch will be available at 12.30pm.

Attendance Sheet:

Please ensure that you sign the attendance register, which will be available in the meeting room. It is the only record of your presence at the meeting.

Political Group meetings:

The group meetings will take place in advance of the meeting. Please contact your political group as outlined below for further details.

Apologies:

Please notify your political group office (see contact telephone numbers below) if you are unable to attend this meeting.

Conservative:	Group Office: 020 7664 3223	email: lgaconservatives@local.gov.uk
Labour:	Group Office: 020 7664 3334	email: Labour.GroupLGA@local.gov.uk
Independent:	Group Office: 020 7664 3224	email: independent.grouplga@local.gov.uk
Liberal Democrat:	Group Office: 020 7664 3235	email: libdem@local.gov.uk

Location:

A map showing the location of Layden House is printed on the back cover.

LGA Contact:

Eleanor Reader-Moore, 0207 664 3383, eleanor.reader-moore@local.gov.uk

Carers' Allowance

As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £7.50 per hour is available to cover the cost of dependants (i.e. children, elderly people or people with disabilities) incurred as a result of attending this meeting.

Social Media

The LGA is committed to using social media in a co-ordinated and sensible way, as part of a strategic approach to communications, to help enhance the reputation of local government, improvement engagement with different elements of the community and drive efficiency. Please feel free to use social media during this meeting. **However, you are requested not to use social media during any confidential items.**

The twitter hashtag for this meeting is #lgacts

Culture, Tourism & Sport Board – Membership 2017/2018

Councillor	Authority
Conservative (8)	
John Beesley	Bournemouth Borough Council
Geraldine Carter	Calderdale Metropolitan Borough Council
Peter Golds (Deputy Chairman)	Tower Hamlets Council
David Jeffels	North Yorkshire County Council
Barry Lewis	Derbyshire County Council
Michelle Tanfield	Fenland District Council
Tom Killen	Mendip District Council
Geoffrey Theobald	Brighton & Hove City Council
Substitutes	
Andrew Bowles	Swale Borough Council
Chris Saint	Warwickshire County Council
Labour (7)	
Simon Henig (Deputy Chair)	Durham County Council
Terry O'Neill	Warrington Council
Sonja Crisp	City of York Council
Faye Abbott	Coventry City Council
Muhammed Butt	Brent Council
Alice Perry	Islington Council
Richard Henry	Stevenage Borough Council
Substitutes	
Guy Nicholson	Hackney London Borough Council
Liberal Democrat (2)	
Gerald Vernon-Jackson (Chair)	Portsmouth City Council
Mike Bell	North Somerset Council
Substitutes	
Niall Hodson	Sunderland City Council
Independent (1)	
Geoff Knight (Vice-Chair)	Lancaster City Council
Substitutes	
Tom Hollis	Nottinghamshire County Council

Agenda

Culture, Tourism & Sport Board

Friday 8 September 2017

1.00 pm

5th Floor Conference Suite, 5th Floor (South side), Layden House, 76-86 Turnmill Street,
London, EC1M 5LG

Item	Page
1. Welcome, Introductions, Apologies and Declarations of Interest	N/A
2. The CTS Board's Remit (presentation)	N/A
3. Culture, Tourism and Sport Work Programme 2017/18	1 - 8
4. Culture, Tourism and Sport Annual Conference 2018	9 - 14
5. Outside Bodies	15 - 20
FOR INFORMATION AND NOTING	
6. Membership and Terms of Reference	21 - 26
7. Minutes of the last meeting	27 - 33
8. Any Other Business	N/A

Date of Next Meeting: Thursday, 9 November 2017, 1.00 pm, Smith Square
3&4, Ground Floor, Local Government House, Smith Square, London, SW1P
3HZ