

Culture, Tourism and Sport Board

Agenda

Tuesday, 27 November 2018
1.00 pm

Westminster Room, 8th Floor, 18 Smith
Square, London, SW1P 3HZ

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

Guidance notes for members and visitors **18 Smith Square, London SW1P 3HZ**

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

Welcome!

18 Smith Square is located in the heart of Westminster, and is nearest to the Westminster, Pimlico, Vauxhall and St James's Park Underground stations, and also Victoria, Vauxhall and Charing Cross railway stations. A map is available on the back page of this agenda.

Security

All visitors (who do not have an LGA ID badge), are requested to report to the Reception desk where they will be asked to sign in and will be given a visitor's badge to be worn at all times whilst in the building.

18 Smith Square has a swipe card access system meaning that security passes will be required to access all floors. Most LGA governance structure meetings will take place on the **ground floor, 7th floor and 8th floor** of 18 Smith Square.

Please don't forget to sign out at reception and return your security pass when you depart.

Fire instructions

In the event of the fire alarm sounding, vacate the building immediately following the green Fire Exit signs. Go straight to the assembly point in Tufton Street via Dean Trench Street (off Smith Square).

DO NOT USE THE LIFTS.

DO NOT STOP TO COLLECT PERSONAL BELONGINGS.

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



Open Council

Open Council, on the 7th floor of 18 Smith Square, provides informal meeting space and refreshments for local authority members and officers who are in London.

Toilets

Unisex toilet facilities are available on every floor of 18 Smith Square. Accessible toilets are also available on all 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.

Every effort has been made to make the building as accessible as possible for people with disabilities. Induction loop systems have been installed in the larger meeting rooms and at the main reception. There is a parking space for blue badge holders outside the Smith Square entrance and two more blue badge holders' spaces in Dean Stanley Street to the side of the building. There is also a wheelchair lift at the main entrance. For further information please contact the Facilities Management Helpdesk on 020 7664 3015.

Guest WiFi in 18 Smith Square

WiFi is available in 18 Smith Square 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.

The LGA also offers the Govroam network, a Wi-Fi network which gives Members seamless roaming internet access across multiple public-sector locations if you have also signed up for this service. This network is enabled throughout our Westminster building and allows Members and staff from other authorities who are part of the Govroam network to seamlessly connect to our Wi-Fi.

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

Culture, Tourism & Sport Board
27 November 2018

There will be a meeting of the Culture, Tourism & Sport Board at **1.00 pm on Tuesday, 27 November 2018** Westminster Room, 8th Floor, 18 Smith Square, London, SW1P 3HZ.

A sandwich lunch will be available after the meeting.

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 3263	email: Lewis.addlington-lee@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 18 Smith Square is printed on the back cover.

LGA Contact:

Dan Mould

dan.mould@local.gov.uk

Carers' Allowance

As part of the LGA Members' Allowances Scheme a Carer's Allowance of up to £7.83 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 2018/2019

Councillor	Authority
Conservative (8)	
Cllr Janet Walton (Deputy Chair)	Borough of Poole
Cllr Geraldine Carter	Calderdale Metropolitan Borough Council
Cllr David Fothergill	Somerset County Council
Cllr Peter Golds	Tower Hamlets Council
Cllr Barry Lewis	Derbyshire County Council
Cllr Carl Les	North Yorkshire County Council
Cllr Phil Seeva	Cornwall Council
Cllr Phil Twiss	East Devon District Council
Substitutes	
Cllr Geoffrey Theobald	Brighton & Hove City Council
Cllr Matthew Lee	South Kesteven District Council
Cllr David Jeffels	North Yorkshire County Council
Labour (7)	
Cllr Rishi Shori (Deputy Chair)	Bury Metropolitan Borough Council
Cllr Terry O'Neill	Warrington Council
Cllr Faye Abbott	Coventry City Council
Cllr Muhammed Butt	Brent Council
Cllr Richard Henry	Stevenage Borough Council
Cllr Brigid Jones	Birmingham City Council
Cllr Dhanisha Patel	Bridgend County Borough Council
Substitutes	
Cllr Guy Nicholson	Hackney London Borough Council
Cllr Kyle Robinson	Staffordshire County Council
Cllr Patrick Kadewere	Huntingdonshire District Council
Liberal Democrat (2)	
Cllr Gerald Vernon-Jackson (Chair)	Portsmouth City Council
Cllr Mike Bell	North Somerset Council
Substitutes	
Cllr Niall Hodson	Sunderland City Council
Independent (1)	
Cllr Julian German (Vice-Chair)	Cornwall Council
Substitutes	
Cllr Tom Hollis	Nottinghamshire County Council

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Item	Page
1. Welcome, declarations of interest and terms of reference	
2. Speech from Kevin Brennan MP	
3. Tourism Skills Research	
4. Work programme 2018/2019	1 - 6
5. Annual Conference 2019	7 - 10
6. Board Activity Update Report - for info	11 - 14
7. Budget 2018 Update - for info	15 - 18
8. Minutes of the last meeting	19 - 24
9. Any other business	
10. Modelling Fiscal Devolution - Confidential	25 - 28

Date of Next Meeting: Thursday, 17 January 2019, 1.00 pm, 18 Smith Square, London, SW1P 3HZ