



Title of meeting:	Culture, Leisure and Economic Development Decision Meeting
Date of meeting:	8 February 2022
Subject:	Access policy for Portsmouth Museums
Report by:	Director of Culture, Leisure and Regulatory Services
Wards affected:	All
Key decision:	No
Full Council decision:	No

1. Purpose of report

1.1 To share the Access Policy for Portsmouth Museums.

2. Recommendations

2.1 That the Portsmouth Museums Access Policy is approved.

3. Background

3.1 Portsmouth Museums is an Accredited museums service. The Accreditation Scheme is the UK museum industry standard, setting out best practice for organisations in the sector. It is administered by Arts Council England. The museum service has full accreditation and expects to be invited to re-apply in spring 2022.

3.2 The museum service recognises the importance of ensuring all residents can access the city's museums and collections. It has a strong commitment to supporting the Council priorities, for example improving health and wellbeing and encouraging everyone to learn and develop skills. It demonstrates the role that culture has to play in supporting these aims.

3.3 To successfully achieve Accreditation: "Your museum must have an access policy or statement approved by your governing body. It should cover how people can see, use, and reference your collection, gain access to your museum buildings and sites, and how you share information about the collection with people. This should include:

- using a variety of interpretative methods to exhibit the collections



- enabling public access to the collections, buildings and sites, and associated information

- the date you'll next review the policy"

This should be supported by an Access Plan that outlines how the museum service will put policy into practice.

- 3.4 The Access Policy proposed is informed by and supports Portsmouth Museums Strategy 2021-2025. Policy statements and the action plan are grouped according to how they contribute to achieving the service's strategic aims and objectives.
- 3.5 The Access Plan is supported by the service's Customer Charter, which outlines best practice in welcoming visitors. All staff and volunteers receive training in the charter. It reflects many of the themes in the Access Policy and demonstrates how it is put into practice.

4. Reasons for recommendations

- 4.1 To successfully achieve Accreditation the museum service must have an Access Policy that is approved by our governing body.
- 4.2 The policy includes an Access Plan that outlines how the policy should be put into practice.
- 4.3. The Policy and Plan consider access in its broadest sense, recognising that barriers to access may be physical, intellectual or social, and outlines how the museum service plans to enable people to overcome these. It acknowledges the 'Social Model of Disability' - that it is the barriers put in place by society that create disability, rather than a person's impairment. The museum service recognises that it has a responsibility not to put people at a disadvantage by its actions.
- 4.4 The Access Policy supports Portsmouth Museums Strategy, which aims for the service to be inclusive and reach all parts of the city and society. For example, it recognises that there are multiple reasons why people may not be able to access the service and its activities, and states that when planning new activities the museum service will carry out research to identify barriers to access.

5. Integrated impact assessment

- 5.1 Integrated Impact Assessment attached at appendix 2



6. Legal implications

- 6.1 The Access Policy and Plan have been prepared with a view to ensuring that the Museums Service meets the relevant standard required by the Arts Council's Museums Accreditation Scheme.
- 6.2 The adoption and implementation of the Policy and Plan are conducive to the Council's compliance with its general statutory duty in relation to equality under the Equality Act 2010.

7. Director of Finance's comments

- 7.1 All costs associated with the creation and implementation of a Museums Access Policy and Plan will be met from within existing cash limits.

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 Signed by:
Stephen Baily
Director of Culture, Leisure and Regulatory Services

Appendices:

Appendix 1: Access Policy for Portsmouth Museums

Appendix 2: Integrated Impact Assessment

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location



Portsmouth
CITY COUNCIL

The recommendation(s) set out above were approved/ approved as amended/ deferred/
rejected by on

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Signed by:

Cabinet Member for Culture, Leisure and Economic Development