

## HAMPSHIRE COUNTY COUNCIL

### Officer Decision Record

<b>Decision Maker:</b>	John Tickle Assistant Director Culture and Heritage
<b>Date:</b>	29 January 2016
<b>Title:</b>	Hampshire Archives and Local Studies: To cease Thursday evening opening hours
<b>Reference:</b>	7232

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**1. The decision:**

- 1.1. That Hampshire Archives and Local Studies at Hampshire Record Office cease its weekly Thursday evening opening hours (5-7pm) from 1 April 2016.

**2. Reason(s) for the decision:**

To ensure the effective use of diminishing resources. The number of evening visitors to our public search room (based on a customer head count at 6pm) has declined from an average of 7.5 visitors in 2012/13 to an average of 4.3 visitors for the period April to December 2015. Currently three members of staff cater for these. This is not an effective use of resources. Ceasing evening opening hours will enable a more effective use of staff time in delivering HALS services.

**3. Other options considered and rejected:**

- 3.1 Retain evening opening hours (5-7pm) for one or two Thursdays per month. It does not appear to be the case that one Thursday evening in the month is favoured over another. Considering the overall downward trend of search room visitor numbers it is unlikely that usage would be sufficient to justify retaining evening opening hours on one or two Thursdays per month.

**4 Conflicts of interest:**

- 4.1 Not applicable

**5 Dispensation granted by the Head of Paid Service:**

5.1 Not applicable

**6 Supporting information:**

None

Approved by: JOHN TICKLE

Date: 29/1/16

*John Tickle*

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John Tickle, Assistant Director Culture and Heritage