



Policy and Resources Committee

Date: THURSDAY, 15 MARCH 2018
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

AGENDA

9. **MUSEUM OF LONDON RELOCATION PROJECT - CITY OF LONDON MEMBER REPRESENTATION ON THE NEW MUSEUM BOARD**
Report of the Assistant Town Clerk & Culture Mile Director.
For Decision
(Pages 1 - 4)
25. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED.**
- a) **UK - China Green Finance Institute**
Report of the Director of Economic Development.
For Decision
(Pages 5 - 8)
- b) **Appendix 2 - Museum of London Relocation Project - City of London Member Representation on the New Museum Board**
To receive the non-public appendix of Item 9 - Museum of London Relocation Project - City of London Member Representation on the New Museum Board.
For Information
(Pages 9 - 12)

Enquiries: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 1PM
NB: Part of this meeting could be the subject of audio visual recording

John Barradell
Town Clerk and Chief Executive

This page is intentionally left blank

Committee(s)	Dated:
Policy and Resources Committee	15 March 2018
Subject: Museum of London Relocation Project. City of London Member Representation on the New Museum Board	Public
Report of: Assistant Town Clerk & Culture Mile Director	For Decision
Report author: Philip Everett, Town Clerk's Department	

Summary

At the November 2017 meeting you agreed to proceed with the Museum Relocation Project. The Summary from that report is attached as the non-public **Appendix Two**.

As part of that report you agreed 'to two Members of the Project Sub-Committee (not being existing Museum Board Members) sitting on the New Museum Board Sub-Committee advising the Museum Board on the Project (the New Museum Board) as observers'.

Following further discussions with your Chairman and the Chairman of the Capital Buildings Committee, this report now recommends that the three Members should be appointed in a slightly different manner viz. The Chairman of the Policy & Resources Committee nominates one Member and the Chairman of the new Capital Buildings Committee nominates the other two.

Recommendation(s)

Members are asked to agree:

- The appointment of three Members to the New Museum Board as observers. One Member to be nominated by the Chairman of the Policy & Resources Committee and two by the Chairman of the Capital Buildings Committee.

Main Report

Background

1. The New Museum Project (the Project) is expected to run until 2023. It is being overseen by the Museum, and part funded by the City, the GLA, and the Museum's own fund-raising.
2. The New Museum Board has responsibility (under the main Museum Board) for the delivery of the Project. It will meet about every two months. Its terms of

reference, and its programme are neatly set out in the attached paper (**Appendix One**) that went to the last New Museum Board meeting.

3. The Members of the New Museum Board are as follows:

Museum Board members:

David Camp (Chairman)

Sonita Alleyne

Evan Davis

David Wormsley

Sharon Ament Director of Museum of London

Museum Executive:

Nicola Jones Head of Finance

Andrew Marcus Head of Communications

Matt Pepler Director of Development

Alec Shaw Project Director - Smithfield

David Spence Director of Transformation

Stephanie Kirkness (minutes)

GLA attendees:

Jackie McNerney Acting Head of Culture, GLA

Alice Black Director, the Design Museum

COL attendees:

Vacancy *(membership still to be confirmed)

Vacancy *(membership still to be confirmed)

Philip Everett Project Director, City of London Corporation

4. The City's Members are to be observers so that they can represent the City's interests, that is, they can report back and remain independent of any vote.
5. Your Committee agreed that it would receive reports at least every six months on the status of the Project. These will be in the normal City format. As well as these, the Capital Buildings Committee would also receive progress reports that have been presented to and approved by the New Museum Board and reflecting the fact that the Project is being led by the Museum, these would be in the same format as the Board receives them.

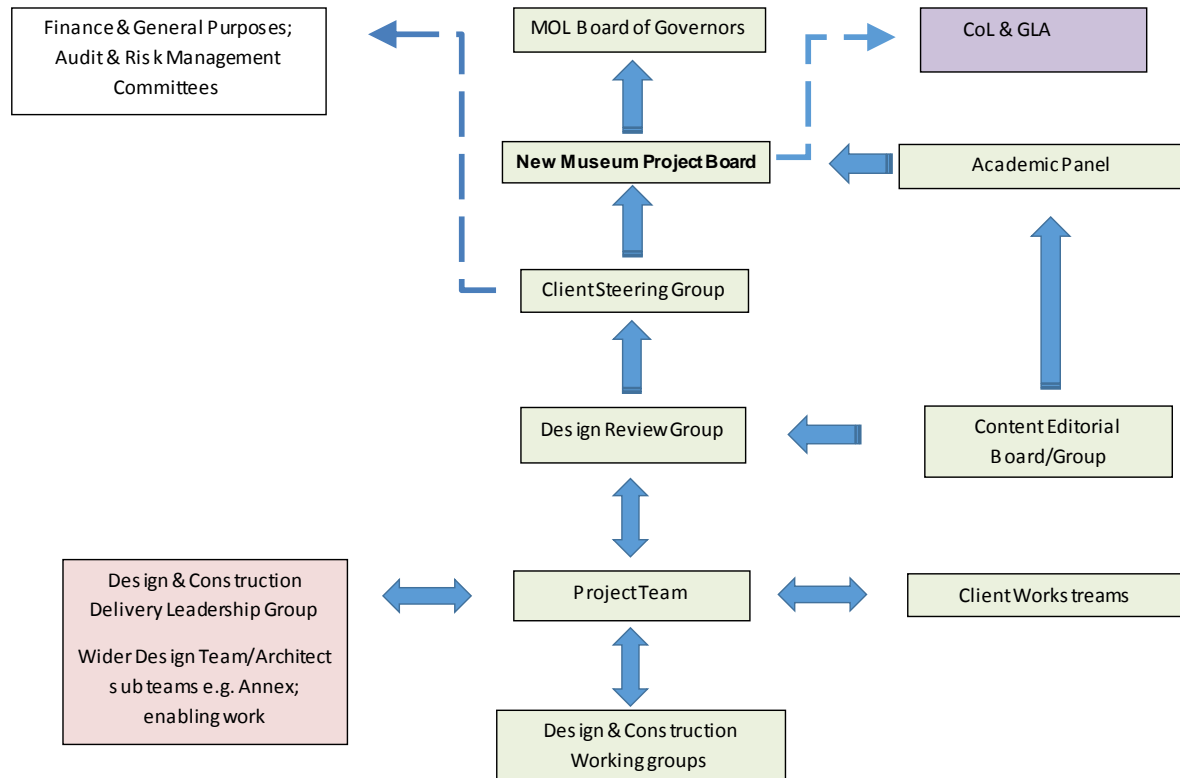
Appendices

- Appendix 1 –New Museum Board Project Governance Structure
- Appendix 2 – Summary from November 2017 report to P&R Committee on The Museum of London relocation

Appendix One

New Museum Governance and Terms of Reference.

Appendix 1a: New Museum Project Governance



New Museum Project Board - Terms of Reference

(Version 5.2; November 2017)

Status

The Museum Building Project Board is an oversight and advisory board, whose focus is the delivery of a new museum located in the City of London, it will cease on completion of the project.

Membership

The Board normally comprises at least four including three Governors one of whom is the Chairperson, and one will be the Museum Director. The Board will be chaired by a Governor with relevant experience and expertise. External experience and expertise may also sit on the Board as required.

Members are appointed at the Board of Governors' discretion for a term that relates to the project.

Meetings

The Board will meet as necessary to achieve the agreed outcomes, as determined by the Chairperson. A quorum will comprise a minimum of three members.

Meetings will be attended by the Director of Transformation (Project SRO), Project Director and other Museum officers where appropriate. The Board may obtain external specialist advice and invite outsiders with relevant experience to attend its meetings.

Secretarial services will be provided by the Museum of London.

Responsibilities

The principal focus of the Board is to provide oversight and expert advice pertaining to the development and delivery of the new museum project, ensuring that adequate procedures are in

place.

The advisory duties of the Board shall be to:

a) Advise the museum on all matters related to the project in order for successful development and delivery.

The oversight duties of the Board shall be to:

b) Set the direction and agree the objectives for the project.

c) Ensure the design construction and delivery of the project is in accordance with the budget set by the Finance & General Purposes Committee

d) Ensure appropriate resources are made available to deliver the objectives.

e) Scrutinise the financial arrangements and risk management strategies.

f) Ensure milestones are met in accordance with the programme.

g) Sign off the design of the scheme and other key milestones.

Other subcommittee relationships

i) Responsibility for setting the new museum project budget sits with the Finance & General Purposes Committee, on behalf of the Board of Governors

ii.) Responsibility for advising on the direction of New Museum content development rests with the Academic Panel which reports to the Board of Governors.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank