



## Culture, Heritage and Libraries Committee

**Date:** TUESDAY, 30 MAY 2017  
**Time:** 11.00 am  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:**

|                                |   |
|--------------------------------|---|
| Deputy John Absalom            | Deputy Tom Hoffman                        |
| Munsur Ali                     | Ann Holmes                                |
| Alexander Barr                 | Deputy Jamie Ingham Clark                 |
| Deputy John Bennett            | Vivienne Littlechild                      |
| Peter Bennett                  | Paul Martinelli                           |
| Mark Boleat                    | Andrew Mayer                              |
| Deputy David Bradshaw          | Jeremy Mayhew                             |
| Tijs Broeke                    | Wendy Mead (Chief Commoner)               |
| Deputy Michael Cassidy         | Sylvia Moys                               |
| Thomas Clementi                | Barbara Newman                            |
| Deputy Kevin Everett           | Graham Packham                            |
| Anne Fairweather               | Judith Pleasance                          |
| Stuart Fraser                  | Stephen Quilter                           |
| Alderman John Garbutt          | Deputy Richard Regan                      |
| Alderman Sir Roger Gifford     | Deputy Dr Giles Shilson                   |
| Prem Goyal                     | Jeremy Simons                             |
| Caroline Haines                | Deputy John Tomlinson (Ex-Officio Member) |
| Deputy the Revd Stephen Haines | Mark Wheatley                             |
| Graeme Harrower                |   |

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

John Barradell  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **ORDER OF THE COURT**  
Members are asked to note the Order of the Court of Common Council dated 27 April 2017.  

**For Information**  
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**  
To Elect a Chairman in accordance with Standing Order 29.  

**For Decision**
5. **ELECTION OF DEPUTY CHAIRMAN**  
To Elect a Deputy Chairman in accordance with Standing Order 30.  

**For Decision**
6. **MINUTES**  
To approve the public minutes and non-public summary of the meeting held on 6 February 2017.  

**For Decision**  
(Pages 3 - 14)
7. **MINUTES OF THE BENEFICES SUB COMMITTEE**  
To receive the minutes and non-public summary of the Benefices Sub Committee held on 27 February 2017.  

**For Information**  
(Pages 15 - 16)
8. **MINUTES OF THE KEATS HOUSE CONSULTATIVE COMMITTEE**  
To receive the draft minutes of the Keats House Consultative Committee meeting held on 4 May 2017.  

**For Information**  
(Pages 17 - 22)
9. **APPOINTMENT OF SUB COMMITTEE CHAIRMEN**  
A Report and Resolution from the Policy and Resources Committee.  

**For Information**  
(Pages 23 - 28)

10. **APPOINTMENT OF SUB COMMITTEES**  
Report of the Town Clerk.
- For Decision**  
(Pages 29 - 32)
11. **DEPARTMENTAL BUSINESS PLANS 2017/18**  
Report of the Directors of Open Spaces, Community and Children's Services and the Town Clerk.
- For Decision**  
(Pages 33 - 98)
12. **TOWER BRIDGE, MONUMENT AND KEATS HOUSE RISK MANAGEMENT**  
Report of the Director of Open Spaces.
- For Decision**  
(Pages 99 - 120)
13. **REFURBISHMENT OF TOWER BRIDGE ENGINE ROOMS INTERNAL RECEPTION AND GIFT SHOP: GATEWAY 7 - OUTCOME REPORT**  
Report of the Director of Open Spaces.
- For Decision**  
(Pages 121 - 126)
14. **LONDON METROPOLITAN ARCHIVES: PRODUCTION OF ICONIC ARCHIVES**  
Report of the Town Clerk.
- For Decision**  
(Pages 127 - 128)
15. **CITY OF LONDON POLICE MUSEUM - GATEWAY 7 - OUTCOME REPORT**  
Report of the Assistant Town Clerk/Cultural Hub Director.
- For Decision**  
(Pages 129 - 136)
16. **REVIEW OF NON ADMISSION CHARGES AT GUILDHALL ART GALLERY**  
Report of the Assistant Town Clerk/Cultural Hub Director.
- For Decision**  
(Pages 137 - 142)
17. **CITY OF LONDON CORPORATION SUPPORT OF LONDON BOROUGH OF CULTURE**  
Report of Assistant Town Clerk/Cultural Hub Director.
- For Information**  
(Pages 143 - 146)

18. **CITY ARTS INITIATIVE: RECOMMENDATIONS TO THE CULTURE, HERITAGE AND LIBRARIES COMMITTEE**

Report of the Assistant Town Clerk/Cultural Hub Director.

**For Decision**  
(Pages 147 - 150)

19. **DECISION TAKEN UNDER DELEGATED AUTHORITY/ URGENCY PROCEDURES SINCE THE LAST MEETING OF THE COMMITTEE**

Report of the Town Clerk.

**For Information**  
(Pages 151 - 154)

20. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

21. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

**For Decision**

22. **EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

**For Decision**

**Part 2 - Non-public Agenda**

23. **NON PUBLIC MINUTES**

To approve the non-public minutes of the meeting held on

**For Decision**  
(Pages 155 - 158)

24. **NON-PUBLIC MINUTES FROM THE BENEFICES SUB COMMITTEE**

To receive the non-public minutes of the Benefices Sub Committee of 27 February 2017.

**For Information**  
(Pages 159 - 160)

25. **SUCCESSOR EVENT TO THE CITY OF LONDON FESTIVAL - PROGRESS REPORT**

Report of the Assistant Town Clerk/Cultural Hub Director.

**For Information**  
(Pages 161 - 166)

26. **WAIVER REQUEST**  
Report of the Assistant Town Clerk/Cultural Hub Director.

**For Information**  
(Pages 167 - 172)

27. **CITY BUSINESS NEWSPAPER - ADDITIONAL ADVERTISING**  
Report of the Director of Communications.

**For Information**  
(Pages 173 - 176)

28. **TOWER BRIDGE - REPLACEMENT OF HEATING SYSTEM SERVING THE HIGH LEVEL WALKWAYS AND TOWERS - ISSUE REPORT**  
Report of the Director of Open Spaces.

**For Information**  
(Pages 177 - 186)

29. **DECISION TAKEN UNDER DELEGATED AUTHORITY/ URGENCY PROCEDURES THE LAST MEETING OF THE COMMITTEE**  
Report of the Town Clerk.

**For Information**  
(Pages 187 - 188)

30. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

31. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

#### **Confidential Agenda**

32. **STAFFING IMPLICATIONS POST THE RESTRUCTURE OF THE DEPARTMENT OF CULTURE, HERITAGE AND LIBRARIES**  
Report of the Assistant Town Clerk/Cultural Hub Director.

33. **ASSISTANT TOWN CLERK/CULTURAL HUB DIRECTOR TO BE HEARD**