

CULTURE, HERITAGE AND LIBRARIES COMMITTEE

Tuesday, 30 May 2017

Minutes of the meeting of the Culture, Heritage and Libraries Committee held at Guildhall on Tuesday, 30 May 2017 at 11.00 am

Present

Members:

Deputy John Absalom	Deputy Tom Hoffman
Munsur Ali	Ann Holmes
Alexander Barr	Deputy Jamie Ingham Clark
Deputy John Bennett	Vivienne Littlechild
Peter Bennett	Jeremy Mayhew
Deputy David Bradshaw	Wendy Mead (Chief Commoner)
Tijs Broeke	Sylvia Moys
Deputy Michael Cassidy	Barbara Newman
Anne Fairweather	Graham Packham
Alderman John Garbutt	Judith Pleasance
Alderman Sir Roger Gifford (in the Chair)	Deputy Richard Regan
Caroline Haines	Deputy Dr Giles Shilson
Deputy the Revd Stephen Haines	Jeremy Simons
Graeme Harrower	

In Attendance

Officers:

Peter Lisle	-	Assistant Town Clerk/Cultural Hub Director
Nick Bodger	-	Town Clerk's
Geoff Pick	-	Town Clerk's
Elizabeth Scott	-	Town Clerk's
Julie Mayer	-	Town Clerk's
Neil Davies	-	Town Clerk's-
Andrew Buckingham	-	Town Clerk's (Media Team)
Colin Buttery	-	Director of Open Spaces
Christopher Earlie	-	Department of Open Spaces
Esther Sumner	-	Department Open Spaces
Lorraine Burke	-	Community and Children's Services
Carol Boswarthack	-	Community and Children's Services
Karen McHugh	-	Comptroller and City Solicitors

1. APOLOGIES

Apologies were received from Thomas Clementi, Deputy Kevin Everett, Stuart Fraser, Prem Goyal, Deputy Wendy Hyde, Andrew Mayer and Mark Wheatley.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

- There were no declarations.
3. **ORDER OF THE COURT**
Members received the Order of the Court of Common Council dated 27 April 2017, which appointed the Committee and set its Terms of Reference. Members noted that, since the April Court, Keith Bottomley had resigned from the Committee and Wendy Hyde had been appointed.
 4. **ELECTION OF CHAIRMAN**
Being the only Member willing to serve, in accordance with Standing Order 29, Graham Packham was elected as Chairman for 2017/18.
 5. **ELECTION OF DEPUTY CHAIRMAN**
In accordance with Standing Order 30, the immediate past Chairman, Vivienne Littlechild exercised her right to be Deputy Chairman for 2017/18.

Vote of Thanks

It was proposed by Alderman Roger Gifford, seconded by Jeremy Mayhew and **RESOLVED UNANIMOUSLY**, that -

Members of the Culture, Heritage and Libraries Committee wish to place on record their sincere appreciation to:

VIVIENNE LITTLECHILD

for the enthusiastic, considerate and tenacious manner in which she has chaired their Committee since 2014.

UNDER VIVIENNE'S CHAIRMANSHIP, TOURISM has continued to thrive. In particular, Vivienne's Chairmanship has overseen the construction of the highly popular glass walkway at Tower Bridge, a new improved gift shop; which benefits the City Bridge Trust and the introduction of a new, highly respected education facility. The City Information Centre has been at the forefront of City tourism; its reputation evidenced by a recent delegation from Japan.

IN ORDER TO COMMEMORATE the Great Fire of London, the Corporation (under Vivienne's Chairmanship of the Culture, Heritage and Libraries Committee), sponsored a series of memorable public events during the 350th anniversary weekend in September 2016. Likewise, the much acclaimed 'Shakespeare Woz Ere' programme, also in 2016, marked the 400th anniversary of Shakespeare's death. As 2017 is the 950th Anniversary of the "William Charter", this too will be marked through a series of events led from the London Metropolitan Archives.

WORKING IN PARTNERSHIP with the City of London Police, a new Police Museum opened in 2016, as part of the Guildhall Library complex (where the Clockmakers' Museum used to be), supported by a grant from the Heritage Lottery Fund.

DIGITAL TRANSFORMATION has been at the forefront of the work of the Committee and a significant programme of work around the London Metropolitan Archives is under way, as well as enhancements to on-line ticketing and web sites.

LOOKING TO THE FUTURE, Vivienne's legacy will include a series of cultural events to enliven the Square Mile and her Chairmanship saw the inception and growing momentum of the redevelopment of the north-west of the City as a 'Cultural Hub'.

FINALLY, the Committee wishes to place on record its recognition of Vivienne's commitment to education, evidenced by her tenacity in supporting, promoting and protecting libraries in the City. Vivienne is also very committed to ensuring that children in the surrounding boroughs have greater access to the City's various cultural experiences; including visits to the Barbican Centre and interaction with 'Sculpture in the City' artists. Her colleagues would like to convey their sincere gratitude and best wishes for the future.

6. **MINUTES**

The public minutes and non-public summary of the meeting held on 6 February 2017 were approved.

Matters arising

Members noted that the unpleasant odour from the lavatories at Artizan Street Library had been resolved but the building and maintenance would continue to be monitored.

7. **MINUTES OF THE BENEFICES SUB COMMITTEE**

The public minutes and non-public summary of the meeting held on 27 February 2017 were received.

8. **MINUTES OF THE KEATS HOUSE CONSULTATIVE COMMITTEE**

The public minutes of the meeting held on 4 May 2017 were received.

9. **APPOINTMENT OF SUB COMMITTEE CHAIRMEN**

Members received a report and resolution of the Policy and Resources Committee in respect of the process for appointing sub committee chairmen.

RESOLVED – that the report be noted.

10. **APPOINTMENT OF SUB COMMITTEES**

Members received report of the Town Clerk which sought to appoint Members to the Keats House Consultative Committee and Benefices Sub Committee.

RESOLVED - that the Terms of Reference of the sub committees be approved and the composition as follows:-

Keats House Consultation Committee

Chairman and Deputy Chairman of the Grand Committee (as ex-officio)

Mr Jeremy Simons

(subsequent to the meeting, Mr Graeme Harrower declared an interest in serving on the Sub Committee and was duly appointed)

Benefices Sub Committee (*appointed from the Court of Common Council by the Culture, Heritage and Libraries Committee*).

Chairman and Deputy Chairman of the Grand Committee (as ex-officio)

Ann Holmes

Alderman Gregory Jones

Tom Hoffman

Lord Mountevans

Andrew McMurtrie

James De Sausmarez

Jamie Ingham Clark

11. DEPARTMENTAL BUSINESS PLANS 2017/18

Members considered a report of the Town Clerk in respect of departmental business plans for 2017/18. Members noted that the format of the business plans was evolving to enable Members to receive shorter, high level reports, with the opportunity to drill down into more detail if required. For example, the Culture, Heritage and Libraries Committee would just receive those parts of the business plans which fell within the Committee's remit. Officers advised that risk registers would still be presented in separate reports as they were live documents; business plans were more static.

In response to questions about the Cultural Hub, Members were reminded that oversight was through a working party of the Policy and Resources Committee, which was the decision-making body.

RESOLVED, that:

1. The high-level and detailed departmental business plans from:
 - a. Town Clerk's Department – Cultural Services; and
 - b. Department of Open Spaces, be approved.
2. The high-level business plan from the Department of Community and Children's Services - Barbican & Community Libraries be approved.
3. The draft Corporate Plan for 2018-23 be noted.

12. TOWER BRIDGE, MONUMENT AND KEATS HOUSE RISK MANAGEMENT

Members considered a report of the Director of Open Spaces in respect of Tower Bridge, Monument and Keats House Risk Management. Members noted an amendment to the printed report, which should have included reference to the Tower Bridge element of the Bridge House Estates (1035628), after the reference to the Keats House Charity.

Officers advised that the recent reorganisation of the former Department of Culture Heritage and Libraries, across three departments, had consolidated parts of the risk register and therefore this report presented a snapshot. There would be further updates as risks met their targets and were removed from the register. Members would receive a revised version at the July Meeting of the Culture, Heritage and Libraries Committee.

RESOLVED, that –

1. The Tower Bridge and Monument Risk Register be approved.
2. The Keats House Risk Register be approved.

13. **REFURBISHMENT OF TOWER BRIDGE ENGINE ROOMS INTERNAL RECEPTION AND GIFT SHOP: GATEWAY 7 - OUTCOME REPORT**

Members considered a report of the Director of Open Spaces in respect of the Refurbishment of Tower Bridge Engine Rooms and the Internal Reception and Gift Shop. Members noted that the reports had been approved by the Projects Sub and Planning and Transportation Committees earlier in the month.

RESOLVED - that the project be closed.

14. **LONDON METROPOLITAN ARCHIVES: PRODUCTION OF ICONIC ARCHIVES**

The Committee considered a report of the Town Clerk in respect of production of iconic archives at the LMA.

RESOLVED, that – the production of the City’s Archival treasures, particularly Magna Carta, be restricted primarily to high profile City led events such as State Banquets and VIP visits to Guildhall on core City business.

15. **CITY OF LONDON POLICE MUSEUM - GATEWAY 7 - OUTCOME REPORT**

Members considered a report of the Assistant Town Clerk and Cultural Hub Director in respect of the City of London Police Museum. Members noted that the Police Museum was promoted with other Guildhall attractions. Officers agreed to respond to a query about the guide book after the meeting.

RESOLVED, that – the lessons learnt be noted and the project be closed.

16. **REVIEW OF NON-ADMISSION CHARGES AT GUILDHALL ART GALLERY**

Members considered a report of the Assistant Town Clerk/Cultural Hub Property Director in respect of a review of non-admission charges at Guildhall Art Gallery. In response to queries about tours, Members noted that the Gallery would accommodate groups of up to 10 and a behind the scenes tour was planned for October. Officers advised that they were in discussion with agencies in respect of high end tours.

RESOLVED, that:

1. The increase of 5% for the majority of the Guildhall Art Gallery Services be approved (*except behind the scenes tours, for which a 100% increase was proposed*).
2. The hire rates for the Heritage Study Room at £40.00 per hour, or £250.00 for a full day, be approved. (*The room not being let previously*).

3. The 25% discount on hire fees for the Heritage Study Room for City of London Corporation Departments and Members be approved.

17. **CITY OF LONDON CORPORATION SUPPORT OF LONDON BOROUGH OF CULTURE**

Members considered a report of the Assistant Town Clerk/Cultural Hub Director in respect of the City of London Corporation's Support of the London Borough of Culture. Members noted that there would be more certainty once the names of the winning boroughs were known.

RESOLVED, that – the report be noted.

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

Members considered a report of the Assistant Town Clerk/Cultural Hub Director in respect of two recommendations from the City Arts Initiative.

RESOLVED, that –

The following recommendations of the City Arts Initiative be approved:

- a. Sculpture in the City: Members noted the final list of sculptures following the Committee's approval of the shortlist in February 2017, understanding that final installation would be subject to logistics and availability;
- b. House of Sound: the installation of 'Mythophones' as part of a sonic trail in the week 11-17 September across five locations in and around the Cheapside area, and of the soundscape speakers in the Guildhall Yard for the 'Open House' Weekend (16/17 September).

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

Members noted a report of the Town Clerk in respect of two decisions taken under Urgency since the last meeting of the Committee:

- City Arts Initiative – '*Aldgate in Camera*' and '*Arches*'
- Cultural Hub Public Realm Temporary Projects 2017 – '*Quick Wins*'

RESOLVED - that the above decisions taken under Urgency Procedures be noted.

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

One of the new Members representing Portsoken Ward asked about forthcoming plans for diverse cultural events and officers and Members responded as follows:

- The Director of the LMA advised that the recent restructure had presented more opportunities to work with other departments on

outreach programmes and offered a presentation to Members at a future meeting.

- The Head of Visitor Services had met with the Member for Portsoken to discuss how residents might be inspired to venture further.
- The 'No Colour Bar' exhibition last year had been very culturally diverse.
- The report later on the agenda in respect of the replacement for the City of London Festival sought to widen audiences by appealing to young people as well as diverse communities. Officers were open to further suggestions from Members.
- The Barbican Centre offered a very diverse cultural programme.
- The Barbican and Community Libraries offered children's books in dual text, which could be read with children in other languages. The libraries had also hosted events celebrating Bangladesh Art and Culture and staged a Jewish exhibition.

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

Members noted that the recent '*Echoes across the Century*' event had been very well attended by Members, officers and the public.

22. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100A(4) 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 1 of Schedule 12A of the Local Government Act.

Item No.
23-31

Paragraph No.
3

23. **NON PUBLIC MINUTES**

The non-public minutes of the meeting held on 6 February 2017 were approved.

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

The non-public minutes of the meeting held on 27 February 2017 were received.

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

Members received a report of the Assistant Town Clerk/Cultural Hub Director in respect of the successor event to the City of London Festival. Members were asked to note the Londinium event on 27 July and invitations would follow shortly. A Member suggested that Members might want to visit London Mithraeum, once it was completed.

RESOLVED, that – the report be noted.

26. **WAIVER REQUEST**

Members received a report of the Assistant Town Clerk/Cultural Hub Director in respect of a waiver which had been approved by the Chamberlain, under urgency, on 30 March 2017.

RESOLVED, that – the report be noted.

27. **CITY MATTERS NEWSPAPER - ADDITIONAL ADVERTISING**

Members received a report of the Director of Communications in respect of additional advertising in the City Matters Newspaper, which had been approved by the Policy and Resources Committee on 4 May 2017.

RESOLVED, that – the report be noted.

28. **TOWER BRIDGE - REPLACEMENT OF HEATING SYSTEM SERVING THE HIGH LEVEL WALKWAYS AND TOWERS - ISSUE REPORT**

Members received a report of the Director of Open Spaces in respect of the replacement of the heating system serving the high level walkways and towers, which had been approved by the Projects Sub Committee, under Urgency.

RESOLVED, that – the report be noted.

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

Members received a report of the Town Clerk in respect of a decision taken under delegated authority since the last meeting of the Committee.

RESOLVED, that – the report be noted.

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

There were no questions.

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

There were no items of urgent business.

The meeting ended at 13.00.

Chairman

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