



Culture, Heritage and Libraries Committee

Date: MONDAY, 21 SEPTEMBER 2020
Time: 11.30 am
Venue: VIRTUAL MEETING (ACCESSIBLE ON YOUTUBE)

Members:

Munsur Ali	Vivienne Littlechild
Matthew Bell	Deputy Edward Lord
Deputy John Bennett	Andrew Mayer
Peter Bennett	Jeremy Mayhew
Deputy David Bradshaw	Wendy Mead
Thomas Clementi	Sylvia Moys
Mary Durcan	Barbara Newman
Deputy Kevin Everett	Graham Packham
Tracey Graham	John Petrie
Caroline Haines	Judith Pleasance
The Revd Stephen Haines	Deputy Richard Regan
Graeme Harrower	Deputy Dr Giles Shilson
Deputy Tom Hoffman	Jeremy Simons
Ann Holmes	Deputy Tom Sleigh (Ex-Officio Member)
Alderman Robert Howard	James Tumbridge
Deputy Wendy Hyde	Mark Wheatley
Alderman Alastair King	Dawn Wright

Enquiries: **Chloe Rew**
tel. no.: 020 7332 1427
chloe.rew@cityoflondon.gov.uk

Accessing the virtual public meeting

Members of the public can observe this virtual public meeting at the below link:

<https://youtu.be/5xAGf2I6ZE8>

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

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**
To receive the Order of the Court of Common Council dated 16 July 2020 appointing the Committee and setting its Terms of Reference.

For Information
(Pages 1 - 2)
4. **ELECTION OF A CHAIR**
To elect a Chair in accordance with Standing Order 29.

For Decision
5. **ELECTION OF A DEPUTY CHAIR**
To elect a Deputy Chair in accordance with Standing Order 30.

For Decision
6. **MINUTES**
To agree the public minutes and non-public summary of the previous meeting held on 13 July 2020.

For Decision
(Pages 3 - 10)
7. **APPOINTMENT TO SUB-COMMITTEES, CONSULTATIVE COMMITTEES AND CITY ARTS INITIATIVE**
Report of the Town Clerk & Chief Executive.

For Decision
(Pages 11 - 18)
8. **FORWARD PLAN**
Members are asked to note the Committee's forward plan.

For Information
(Pages 19 - 20)
9. **PRESENTATION: TOURISM IN THE CITY OF LONDON - STATUS UPDATE**
The Cultural and Visitor Development Director to be heard.
(10-minute presentation and questions)

For Information

10. **PRESENTATIONS: WOMEN OF THE GUILDHALL ART GALLERY**
- a) **La Ghirlandata: Conservation of a City Treasure**
Presentation of the Paintings Conservator.
(5-minute presentation and questions)
- For Information**
- b) **Celebrating City Women**
Guildhall Artist in Residence to be heard.
(5-minute presentation and questions)
- For Information**
11. **CITY BUSINESS LIBRARY FUTURE STRATEGY 2020-2023**
Report of the Director of Major Projects.
- For Decision**
(Pages 21 - 26)
12. **LONDON METROPOLITAN ARCHIVES AND GUILDHALL LIBRARY CONSOLIDATION**
Report of the Director of Major Projects.
- For Decision**
(Pages 27 - 30)
13. **PRESENTATION: TOWER BRIDGE UPDATE**
Head of Tower Bridge to be heard.
(10-minute presentation and questions)
- For Information**
14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
15. **ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT**
16. **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

17. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the previous meeting held on 13 July 2020.
- For Decision**
(Pages 31 - 32)

18. **NON-PUBLIC QUESTIONS REGARDING PRESENTATIONS FROM THE CULTURAL AND VISITOR DEVELOPMENT DIRECTOR AND THE HEAD OF TOWER BRIDGE**

19. **GATEWAY 6: BRIDGEMASTERS HOUSE - PHASE 1**
Report of the City Surveyor.

For Decision
(Pages 33 - 46)

20. **GATEWAY 6: BRIDGEMASTERS HOUSE - PHASE 2**
Report of the City Surveyor.

For Decision
(Pages 47 - 66)

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

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

Agenda Item 3

RUSSELL, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 16 th July 2020, doth hereby appoint the following Committee until the first meeting of the Court in April, 2021.
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CULTURE, HERITAGE & LIBRARIES COMMITTEE

- Constitution**
A Ward Committee consisting of,
 - two Aldermen nominated by the Court of Aldermen
 - up to 31 Commoners representing each Ward (two representatives for the Wards with six or more Members regardless of whether the Ward has sides) or Side of Ward
 - the Chairman of the Board of Governors of the Guildhall School of Music & Drama (ex-officio)
 - the Chairman of the Barbican Centre Board (ex-officio)

- Quorum**
The quorum consists of any nine Members.

- Membership 2020/21**

ALDERMEN

- 2 Robert Picton Seymour Howard
- 2 Alistair John Naisbitt King

COMMONERS

10	Barbara Patricia Newman, C.B.E.....	Aldersgate
8	Jeremy Paul Mayhew.....	Aldersgate
10	Sylvia Doreen Moys.....	Aldgate
6	Graeme George Harrower.....	Bassishaw
3	John Petrie.....	Billingsgate
6	Wendy Marilyn Hyde, Deputy.....	Bishopsgate
3	Andrew Paul Mayer.....	Bishopsgate
7	Dr Giles Robert Evelyn Shilson, Deputy.....	Bread Street
4	John Alfred Bennett, M.B.E., Deputy.....	Broad Street
9	Kevin Malcolm Everett Deputy	Candlewick
8	Graham David Packham.....	Castle Baynard
7	Jeremy Lewis Simons.....	Castle Baynard
2	Dawn Lindsay Wright.....	Coleman Street
2	Tracey Graham.....	Cordwainer
8	The Revd. Stephen Decatur Haines.....	Cornhill
10	Vivienne Littlechild, M.B.E., J.P.	Cripplegate
4	David John Bradshaw, Deputy.....	Cripplegate
8	Mark Raymond Peter Henry Delano Wheatley.....	Dowgate
6	Ann Holmes.....	Farringdon Within
5	Richard David Regan, O.B.E., Deputy.....	Farringdon Within
1	Edward Lord, O.B.E., J.P., Deputy.....	Farringdon Without
6	Wendy Mead, O.B.E.....	Farringdon Without
7	Judith Lindsay Pleasance.....	Langbourn
4	Thomas Cowley Clementi.....	Lime Street
4	Munsur Ali.....	Portsoken
4	Caroline Wilma Haines.....	Queenhithe
1	James Richard Tumbridge.....	Tower
10	Tom Hoffman, M.B.E., Deputy.....	Vintry

5 Peter Gordon Bennett..... Walbrook

Together with the following Members in place of the two Wards (Bridge & Bridge Without and Cheap) not making appointments on this occasion:

Mary Durcan

4. **Terms of Reference**

To be responsible for:-

- (a) the City Corporation's activities and services in the fields of culture, heritage and visitors including the development of relevant strategies and policies, reporting to the Court of Common Council as appropriate;
- (b) the management of the City's libraries and archives, including its functions as a library authority in accordance with the Public Libraries and Museums Act 1964 and all other powers and provisions relating thereto by providing an effective and efficient library service;
- (c) the management of the Guildhall Art Gallery and all the works of art belonging to the City of London Corporation;
- (d) the management and maintenance and, where appropriate, furnishing the City Information Centre, the Monument, the Roman Villa and Baths (Lower Thames Street) and the visitor and events elements of Tower Bridge;
- (e) matters relating to the City's obligations for its various benefices;
- (f) the upkeep and maintenance of the Lord Mayor's State Coach, the semi-state coaches, the Sheriffs' Chariots and State Harness;
- (g) London's Roman Amphitheatre and the City of London Heritage Gallery (under Guildhall Art Gallery);
- (h) the City of London's Outdoor Arts Programme;
- (i) the City Arts Initiative – approving recommendations for artworks in the public realm;
- (j) the Guildhall Yard Public Programme (event content only);
- (k) the City of London Police Museum;
- (l) the development and implementation of a strategy for the management of Keats House (registered charity no. 1053381) and all of the books and artefacts comprising the Keats collection, in accordance with the relevant documents governing this charitable activity;
- (m) the management of Guildhall Library Centenary Fund (registered charity no. 206950);
- (n) making recommendations to the Court of Common Council regarding the Cultural Strategy, the Visitor Strategy and other corporate strategies, statements or resolutions relating to any of its functions, following consultation with the Policy & Resources Committee;
- (o) responsibility for the production and publication of the official City of London Pocketbook;
- (p) appointing such Sub-Committees and/or Consultative Committees as are considered necessary for the better performance of its duties including the following areas:-
 - Benefices
 - Keats House
- (q) to be responsible for grants in relation to the 'Inspiring London Through Culture' programme for culture and arts from funds under the Committee's control.
- (r) the appointment of the Directors of Open Spaces, Community and Children's Services and the Assistant Town Clerk and Culture Mile Director (in consultation with the Open Spaces and City Gardens, Community and Children's Services and Establishment Committees).

CULTURE, HERITAGE AND LIBRARIES COMMITTEE

Monday, 13 July 2020

Minutes of the meeting of the Culture, Heritage and Libraries Committee held on
Monday, 13 July 2020 at 11.30 am

Present

Members:

Deputy Wendy Hyde (Chair)	Ann Holmes
Graham Packham (Deputy Chairman)	Alderman Robert Howard
Munsur Ali	Vivienne Littlechild
Deputy John Bennett	Andrew Mayer
Peter Bennett	Jeremy Mayhew
Deputy David Bradshaw	Sylvia Moys
Mary Durcan	Barbara Newman
Anne Fairweather	Judith Pleasance
Tracey Graham	Jeremy Simons
Caroline Haines	Dawn Wright
Deputy Tom Hoffman	

In Attendance

Officers:

Chloe Rew	- Town Clerk's Department
Peter Lisley	- Assistant Town Clerk/Culture Mile Director
Nick Bodger	- Town Clerk's Department
Andrew Buckingham	- Town Clerk's Department
Mike Clewley	- Town Clerk's Department
Tim Jones	- Town Clerk's Department
Julie Mayer	- Town Clerk's Department
Kerry Nicholls	- Town Clerk's Department
Geoff Pick	- Town Clerk's Department
Elizabeth Scott	- Town Clerk's Department
Julie Smith	- Chamberlain's Department
Graham Nickless	- Chamberlain's Department
Bukola Soyombo	- Chamberlain's Department
Carol Boswarthack	- Community and Children's Services
Colin BATTERY	- Director of Open Spaces
Christopher Earlie	- Open Spaces Department
Martin Falder	- Open Spaces Department
Rob Shakespeare	- Open Spaces Department

Also in attendance

Carmel Dennis	- Carmel Dennis Tourism Consulting
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1. **APOLOGIES**

Apologies were received from Thomas Clementi, Graeme Harrower, Wendy Mead and Mark Wheatley.

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

There were no declarations.

3. **MINUTES**

a) 20 January 2020

RESOLVED, that – the public minutes and non-public summary of the previous formal meeting held on 20 January 2020 be received as a correct record.

b) 23 March 2020

RESOLVED, that – the minute of the inquorate meeting held on 23 March 2020 be noted.

4. **VOTE OF THANKS**

RESOLVED UNANIMOUSLY, that –

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

GRAHAM PACKHAM

for the dedication he has shown in all aspects of his work on their Committee, and the exemplary manner in which he has presided over the Committee during his three years as Chair.

GRAHAM HAS DEMONSTRATED his commitment to developing a thriving cultural offering for those who live, work and visit the City. With Graham's oversight, the City has continued to see growth in its cultural institutions, including the Guildhall Art Gallery, Tower Bridge and Monument, Billingsgate Roman House and Baths, and the City of London Police Museum. In this time, the City has welcomed countless City workers, residents and visitors to Guildhall through engaging Guildhall Yard programming, with a wider and comprehensive programme of outdoor arts which has included *Women: Work and Power* in 2018 and *Fantastic Feats* in 2019, attracting audiences in excess of 56,000 and 96,000 respectively.

UNDER HIS LEADERSHIP, the Committee has brought innovative work and world-class artists to the City's public realm, and attracted new audiences through *Sculpture in the City* and the *City Arts Initiative*, and the new Guildhall Artist in Residence programme. Through the *Inspiring London Through Culture* grants programme, he has, with the Committee's support, enabled organisations and individual artists to deliver a vibrant and exciting portfolio of work for City communities. With the Committee's endorsement, the City Corporation has supported new events, including the London Landmarks Half

Marathon, which in 2019 welcomed 12,000 participants, 49,000 spectators and raised over £6 million for 180 charities and *Fields of Battle*, *Wizarding World*, *House of Sound* and *London Games Festival* which have collectively attracted over half a million visitors.

HIS COMMITMENT TO THE COMMUNITY has brought modernised technologies to Barbican & Community Libraries, and innovative programming for adults, children and families to engage with a vast selection of literary resources. His dedication to the City's rich history has contributed to the thriving relationships between the City and its Benefices, and to award-winning recognition at the London Metropolitan Archives. Additionally, Keats200 was launched in 2019 celebrating the 200th anniversary of John Keats living at Wentworth Place, supported by Graham as Chair of the Keats House Consultative Committee.

LOOKING TO THE FUTURE, Graham's legacy will include realising the aims of the City's Cultural Strategy and the Visitor Destination Strategy, both adopted under his leadership, to further transform the City's public realm to be a more open, distinct, welcoming and culturally vibrant destination. With Graham's support, the City has continued to realise and grow in its journey as a powerful influencer in the national cultural landscape.

5. FORWARD PLAN

Members received the Committee's forward plan and noted that further items would be added for the following meeting schedule for 21 September 2020.

6. PRESENTATION: OUR CITY TOGETHER

a) Presentation: Update of the Cultural and Visitor Development Director

Members received a presentation of the Cultural and Visitor Development Director with respect to measures taken by the Cultural and Visitor Development team in response to the impact of the COVID-19. It was noted that the team had taken this time to catch-up on certain tasks, such as staff development and mentoring, programme planning for next year, and developing a retail strategy. The team focused on amplifying new content and programmes through platforms, such as Google Arts and Culture, #virtuallylondon, #londonisopen, #visitthecityfromhome, and Because I'm a Londoner. Engagement focused on working to retain and develop new audiences who previously would not have engaged with cultural offerings. Support was being offered both internally to staff, and externally to partners, including signposting to aid for cultural and tourism SMEs, webinars for stakeholders, and staff training. It was noted that the recovery phase was now a priority, underpinned by a Tourism Recovery Plan. This included assessing revenue options at the City Information Centre, and data-collection research. These initiatives were complemented by a number of themes including Women, Diversity, Green Planet and Local Audiences.

It was further noted that the Culture and Visitor Development team was working closely with the Department for the Built Environment to explore possibilities for outdoor seating in the Guildhall Yard, keeping in consideration social distancing, rubbish bins, cleaning and hygiene.

With respect to public toilets, it was noted that there were fewer toilets available in the Community Toilet Scheme, as restaurants and pubs were only available for bookings. Officers were working to identify available toilets and to have this information available online and at the City Information Centre.

RESOLVED, that – the presentation be received and its contents noted.

b) Presentation: Our City Together

Members received a presentation with respect to Our City Together – a platform launched on 18 May 2020 in response to challenges raised by COVID-19, as part of Mental Health Awareness Week. The initiative showcased the best of content from across the City through a mix of arts, culture and history. The initiative used themes such as kindness, mental health, LGBTQ+, and architecture, using content from a number of City institutions such as the London Metropolitan Archives and the Museum of London. Our City Together received coverage in the Londonist, Time Out and the Evening Standard, and over 30,000 views on the Our City Together website. Phase two of the project, from July to October, aimed to grow and diversify London audience engagement and develop visitor content, through a digital programme of events and activities close to home for locals.

RESOLVED, that – the presentation be received and its contents noted.

7. PRESENTATION: A TOURISM RECOVERY PLAN FOR THE CITY

Members received a presentation from Carmel Dennis Tourism Consulting with respect to the Tourism Recovery Plan for the City. Research covered an analysis of the macro-level status and implications for the City of London. Research indicated that 78% of the UK population intended to holiday domestically, and 10% intended to visit London. It was anticipated there would be reduced overseas visitors until 2024.

The City faced challenges due to the small local resident market, and being dependent on City workers and business visitors for its shops, hotels and cafes to be viable. Furthermore, the perception that the City was only accessible by tube created limitations during the COVID period where people were concerned with traveling by tube.

Despite these challenges, there were opportunities to promote the unique experience the City offered, including history, architecture and culture, outdoor eating and roof top terraces, compared to other districts which were dependent on indoor activities such as shopping and theatre. It was noted that the City had an opportunity to promote the numerous ways to access the City, including cycling, bus, train and boat.

It was noted that the City's Tourism Strategy would remain valid post-COVID, the priorities would remain the same however they should be approached with increased urgency.

RESOLVED, that – the presentation be received and its contents noted.

8. **PRESENTATION: CULTURE MILE UPDATE**

Members received a presentation of the Culture Mile Manager with respect to the impact of COVID-19 on the Culture Mile. The Barbican Centre and the Museum of London were closed during lockdown, but following reopening in early July, there would be increased traffic to the Culture Mile area. The lockdown period demonstrated to London residents the cultural offerings in their local area. Educational 'play packs' were created to provide educational materials to families without internet access, and were also offered online. Moving forward, the focus would be on promoting the Culture mile to specific communities and neighbouring boroughs.

RESOLVED, that – the presentation be received and its contents noted.

9. **FINANCIAL IMPACTS UPDATE**

Members received an update of the Committee's Chief Officers with respect to the impacts of COVID-19 on their respective areas of work.

The Assistant Town Clerk advised Members that the Foreign Exchange service provider had terminated its contract with the City Information Centre.

The Director of the London Metropolitan Archives advised that although visit income had decreased, during the lockdown there had been an increased interest in archives during the lockdown period which could be accessed online.

The Director of Open Spaces advised that there had been a loss of income in Open Spaces attractions, however steps were being taken to reduce expenditure. A furlough scheme had been approved, to which the central government would provide financial contribution.

Further assessment would be undertaken in the coming months and an update would be provided to the Committee in September 2020.

RESOLVED, that – the updates be received.

10. **TOWER BRIDGE UPDATE**

Members received an update of the Head of Tower Bridge and Monument relative to the impact of COVID-19 on Tower Bridge. It was reported that Tower Bridge closed in March, and an online offering was made available to the public, including digital educational resources. This new digital approach would remain available. Tower Bridge had implemented Responsible Recovery, aiming to attract a local audience, and Responsible Reopening, implementing safe and practical measures such as clearly outlined visible traffic routes, hand sanitiser, cashless transactions and Perspex screens.

The Bridge reopened to the public on 4 July as part of a 'soft launch', welcoming 270 visitors over 2 days, with a high number of locals taking-up the community ticket offer and positive visitor response to the measures in place for safe operation. Visitors commented on being grateful and emotional to have the opportunity to visit and experience culture and heritage following lockdown.

RESOLVED, that – the update be received.

11. RECOGNITION OF WOMEN: PROGRESS REPORT

Members received a report of the Director of Major Projects relative to the *Recognition of Women* programme of activities, noting the return of £23,000 to the Policy Initiatives Fund in relation to the indefinite postponement of the installation of the *Fearless Girl* statue in the City.

RESOLVED, that – the report be received and its contents noted.

12. PHASED REOPENING OF LENDING LIBRARIES

Members receive a report of the Director of Community & Children's Services relative to the phased reopening of the City's lending libraries following the COVID-19 closures. It was noted that the target date to open all three lending libraries was 20 July 2020, subject to the approval of building risk assessments by the City Surveyor and, in the case of the Barbican Library, on the Barbican Centre having started its own phased reopening. Once open, there would be restricted usage of IT services, and study spaces and newspapers would not be available. Returned items would be quarantined for 72 hours.

RESOLVED, that – the report be received and its contents noted.

13. REVENUE OUTTURN 2019/20

Members received a report of the Chamberlain relative to the Revenue Outturn for 2019/20.

RESOLVED, that – the report be received and its contents noted.

14. GATEWAY 3/4 - TOWER BRIDGE SERVICE TRENCHES REFURBISHMENT

Members received a report of the Director of the Built Environment relative to the Gateway 3/4 report of the Tower Bridge Service Trenches Refurbishment project.

RESOLVED, that – the report be received and its contents noted.

15. TOWER BRIDGE AND MONUMENT RISK MANAGEMENT

Members considered a report of the Director of Open Spaces relative to Tower Bridge and Monument Risk Management.

RESOLVED, that – Members;

1. approve the Tower Bridge & Monument risk register included in appendix 2 of the report;

2. approve the reactivation and increased risk score of OSD TBM 008 – Income and Service Delivery Affected by Pandemics (eg. Flu) within Appendix 2;
3. approve the addition of OSD TBM 010 – Health and Safety – Working at Height within appendix 2.

16. KEATS HOUSE RISK MANAGEMENT

Members considered a report of the Director of Open Spaces relative to Keats House risk management.

RESOLVED, that – Members approve the Keats House risk register included in appendix 2 of the report.

17. END OF YEAR UPDATE REPORT FOR KEATS HOUSE CHARITY, 2019/20

Members received a report of the Superintendent of Hampstead Heath relative to the End of Year Update Report for Keats House Charity 2019/20.

RESOLVED, that – the report be received and its contents noted.

18. REPORT OF ACTION TAKEN

Members received a report of the Town Clerk & Chief Executive relative to decisions taken under urgency procedures since the last formal meeting on 20 January 2020.

RESOLVED, that – the report be received and its contents noted.

*** Members agreed to extend the meeting ***

19. LONDON METROPOLITAN ARCHIVES UPDATE

Members received an update of the Director of the London Metropolitan Archives (LMA), who informed the Committee that the LMA had been awarded a £150,000 Wellcome grant for the 'Positive History: Preserving the Archives of HIV and AIDS' in June 2020. It was further reported that a new strategy for the City Business Library would be brought to the Committee in September with increased focus on online content and support.

RESOLVED, that – the update be received.

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

There were no questions.

21. ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT

There was no other business.

22. EXCLUSION OF THE PUBLIC

RESOLVED, 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.

23. NON-PUBLIC MINUTES

RESOLVED, that – the non-public minutes of the previous meeting held 20 January 2020 be agreed as a correct record.

24. LONDON AND PARTNERS: REPURPOSING DOMESTIC TOURISM CONSORTIUM UNDERSPEND TO THE ALLIANCE

Members received a joint report of the Director of Major Projects and the Director of Communications relative to the London & Partners' Domestic Tourism Consortium.

RESOLVED, that – the report be received and its contents noted.

25. TOWER BRIDGE (BRIDGE HOUSE ESTATES CHARITY REGISTRATION NO.1035628) AND MONUMENT PERFORMANCE REPORT APRIL 2019 TO MARCH 2020

Members received a report of the Director of Open Spaces relative to the Tower Bridge and Monument Performance from April 2019 to March 2020.

RESOLVED, that – the report be received and its contents noted.

26. GATEWAY 6 - THE LORD MAYOR'S STATE COACH: CONSERVATION AND REPAIR

Members considered a Gateway 6 report of the City Surveyor relative to the Lord Mayor's State Coach Conservation and Repair.

RESOLVED, that – the recommendations be agreed.

27. NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

28. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There was one item of business.

The meeting ended at 1.49 pm

Chair

Contact Officer: Chloe Rew
tel. no.: 020 7332 1427
chloe.rew@cityoflondon.gov.uk

Committee: Culture, Heritage and Libraries Committee	Date(s): 21 September 2020
Subject: Appointment of the Benefices Sub-Committee; Appointments to the Keats House Consultative Committee 2020/21; Appointment to the City Arts Initiative 2020/21	Public
Report of: Report of the Town Clerk & Chief Executive	For Decision
Report author: Chloe Rew, Committee and Members Services Officer	

Summary

The purpose of this report is to ask the Culture, Heritage and Libraries Committee to:

- a) appoint the Benefices Sub-Committee, which receives nominations from the whole Court of Common Council, and approve its composition and Terms of Reference;
- b) appoint two of its Members to serve on the Keats House Consultative Committee and approve its composition and Terms of Reference; and,
- c) appoint two of its Members to serve on the City Arts Initiative.

Details of the composition and Terms of Reference of the Benefices Sub-Committee are set out in Appendix A. Details of the composition and Terms of Reference of the Keats House Consultative Committee and the representatives which the Committee is requested to appoint are set out in Appendix B. Details of the composition and Terms of Reference of the City Arts Initiative are set out in Appendix C.

Recommendation(s)

The Committee is asked to:

1. Agree the appointment, composition and terms of Reference of the Benefices Sub-Committee (*Up to 10 Members, with the Chairman and Deputy Chairman as ex-officio*).
2. Appoint two representatives to the Keats House Consultative Committee and approve its composition and Terms of Reference.
3. Appoint two representatives to the City Arts Initiative.

Main Report

1. The purpose of this report is for the Culture, Heritage and Libraries Committee to consider the appointment of the Benefices Sub-Committee and to approve its composition and Terms of Reference; to appoint two of its Members to serve on the Keats House Consultative Committee, and to approve its composition and

Terms of Reference; and to appoint two of its Members to serve on the City Arts Initiative.

Benefices Sub-Committee

2. At the Culture, Heritage and Libraries Committee on 2 March 2015, Members agreed to widen the field of nominees to the Benefices Sub-Committee, in order to build a pool of Members who would be able and willing to make a *Declaration of Membership**, should the need arise. **(Please see Appendix A)**
3. Sub-Committee Members aim to carry out at least one visit per year/attend a service at each of their allocated City Benefices. All Members of the Court have been canvassed for nominations, and the names of those expressing an interest will be circulated before the meeting of the Culture, Heritage and Libraries Committee on 21 September 2020. The Chair and Deputy Chair of the Culture, Heritage and Libraries Committee serve as ex-officios.
4. Although the Terms of Reference of the Benefices Sub-Committee state that the Sub-Committee would only have 10 Members (including the Chairman and Deputy Chairman), due to high levels of interest, additional Members have been appointed in the past. The current Membership is 12.

Keats House Consultative Committee

5. The Chairman and Deputy Chairman of the Grand Committee (as ex-officio) together with 2 other Members of this Committee, are usually appointed to serve on the Keats House Consultative Committee. Members are invited to indicate whether they wish to serve. **(Please see Appendix B)**

City Arts Initiative

6. The Chair and Deputy Chair of the Culture, Heritage and Libraries Committee are permanent Members of the City Arts Initiative. Members are nominated to serve by the Culture, Heritage and Libraries Committee for a term of one year and are to be elected annually. **(Please see Appendix C)**

Conclusion

7. Members are asked to note the contents of this report and consider the appointments, compositions and Terms of Reference as set out in the recommendations.

Appendices

- Appendix 1 – Composition and Terms of Reference of the Benefices Sub-Committee Terms of Reference
- Appendix 2 – Composition and Terms of Reference of the Keats House Consultative Committee
- Appendix 3 – Composition and Terms of Reference of the City Arts Initiative

Chloe Rew
Committee and Members Service Officer
Town Clerk's Department
T: 020 7332 1427
E: chloe.rew@cityoflondon.gov.uk

2. **Benefices Sub Committee: Current Membership 12**

Up to 10 Members of the Court to be appointed by the Committee - the total membership being 12, including the Chairman and Deputy Chairman as Ex-officio Members

Meetings in 2019/20 3 scheduled, 1 cancellation

2.1 **The Chairman of this Sub Committee is elected from amongst its membership. In 2019/20 the Membership comprised:**

Chair of the Grand Committee (Ex-officio)
Deputy Chair of the Grand Committee (Ex-officio)
1. Simon Duckworth (2019) (Acting Chair)
2. Caroline Haines
3. Deputy the Revd Stephen Haines
4. Ann Holmes
5. Deputy Jamie Ingham Clerk
6. Alderman Gregory Jones QC – Deputy Chairman
7. Andrew McMurtrie (stood down as Chair in spring 2020)
8. Deputy Richard Regan
9. James de Sausmarez
10. Ian Seaton

2.2 **Terms of Reference:**

To consider matters relating to the City's obligations for its various Benefices.

**The Patronage (Benefices) Measure 1986 and The Patronage (Benefices) Rules 1987, seek to confine the exercise of Church of England Patronage; i.e. the right to present Clergy, to a responsible person who is an actual Communicant Member of the Church of England or of a church in communion with it. On receiving notice of a vacancy, the City of London Corporation, as patron, is required to appoint an individual who is 'willing and able to make the Declaration of Membership and act as its representative to discharge its functions as registered patron'. In practice, the Chairman of the Sub-Committee, being a person able and willing to make the declaration, is usually appointed as the City of London Corporation's representative and this practice has worked well.*

Keats House Consultative Committee

2 Members to be appointed by the Grand Committee (in addition to the Chair and Deputy Chair as ex-officio appointments).

Meetings in 2019/20 2 scheduled, 1 cancellation

1.1 The current composition is as follows:

Name	Representing
Deputy Wendy Hyde	Chair (Ex-officio)
Graham Packham	Deputy Chair (Ex-officio)
Karina Dostalova	Hampstead Heath, Highgate Wood and Queen's Park Committee
Deputy John Tomlinson	Hampstead Heath, Highgate Wood and Queen's Park Committee
Vivienne Littlechild	Culture, Heritage and Libraries Committee
Vacancy	Culture, Heritage and Libraries Committee
Stephen Ainger	Downshire Hill Residents Association
Stephen Bobasch	Keats Community Library
Jim Burge	Heath Hurst Road Residents' Association
Bob Hall	Keats Foundation
Andrew Dutton-Parish	Hampstead Conservation Area Advisory Committee
Martin Humphery	Health and Hampstead Society

1.2 Meetings are to be chaired by the Chair of the Grand Committee who attends (ex-officio) together with the Deputy Chair (also ex-officio) and two other Members of the Committee.

Terms of Reference:

To make representations to the Culture, Heritage and Libraries Committee about any matter which, in the opinion of the Consultative Committee, affects or is likely to affect Keats House.

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City Arts Initiative (CAI) | Terms of Reference 2019/20

CAI members (by position)	Department	Postholder	Notes
Members			
Chair of the Culture, Heritage and Libraries Committee	Member	Wendy Hyde	
Deputy Chairman of the Culture, Heritage and Libraries Committee	Member	Graham Packham	
Chairman of the Sculpture in the City Partner Board	Member	Vivienne Littlechild	
Member nominated to serve by the Culture, Heritage & Libraries Committee	Member	Barbra Newman	2019/20
Member nominated to serve by the Culture, Heritage & Libraries Committee	Member	Jeremy Simons	2019/20
Officers			
Cultural and Visitor Development Director	Town Clerk's	Nick Bodger	Chairman
Assistant Director (City Public Realm)	Department of the Built Environment	Simon Glynn	Deputy Chairman (joint)
Assistant Director (Highways)	Department of the Built Environment	Ian Hughes	Deputy Chairman (joint)
Superintendent West Ham Park and City Gardens	Open Spaces	Martin Rodman	
Group Manager (Major Projects & Programmes)	Department of the Built Environment	Clarisse Tavin	
Principal Planning Officer	Department of the Built Environment	Maureen Joyce / Rob Chipperfield	
Senior Heritage Estate Officer	City Surveyor's Department	Julian Kverndal	
Access Advisor	Department of the Built Environment	Lydia Morley	
Media Officer	Town Clerk's	Andrew Buckingham	
Visual arts expertise			
Director of Sculpture in the City	Lacuna (external)	Stella Ioannou	
Head of Guildhall Galleries	Town Clerk's	Elizabeth Scott	
Head of Visual Arts	Barbican	Jane Alison	
Head of Cultural Programming & Partnerships	Town Clerk's	Laurie Miller-Zutshi	
Head of Creative Partnerships (Smithfield)	Museum of London (external)	Lauren Parker	
Cultural Programme Curator	Historic England (External)	Tamsin Silvey	

Membership

1. Membership of the City Arts Initiative (CAI) is by virtue of the position served by the group member within the City Corporation, its relevance to the siting of art in the public realm, and/or visual arts more widely.
2. Chairmen and Deputy Chairmen remain permanent members of the group; the Members nominated to serve by the Culture, Heritage and Libraries Committee are to be elected annually
3. Internal/external guests may be invited to meetings to discuss areas of expertise as appropriate

Terms of Reference

4. To provide knowledge and expertise on public art within the City, advising Members, officers and external agencies as appropriate
5. To assess proposals for temporary and permanent works of public art in the City, and to make recommendations to the Culture, Heritage & Libraries Committee, and other Committees as appropriate, regarding their feasibility and suitability for the City's public realm and/or as part of its cultural programmes
6. To provide advice on the management of existing public art in the City
7. To develop and strengthen partnerships with private sector stakeholders in the context of public art
8. To ensure that new art installations are financially sustainable without undue burden on City corporation resources
9. To oversee the City Surveyor's inventory of existing public art and maintenance liability

Governance

10. The group will recommend applications for approval and those they consider should be declined to the Culture, Heritage and libraries Committee and other Committees as relevant; ratification of recommendations is required by that Committee (and any other appropriate Committees)
11. The CAI has no authority to approve or decline applications without Committee endorsement.

Duration and Timings

12. Meetings of the CAI will take place no later than one month prior to every Culture, Heritage and Libraries Committee meeting
13. Meetings will usually be 1.5hrs
14. Meetings will take place at Guildhall

Documentation

15. Minutes will be circulated within a month of the meeting.
16. Agendas will be sent at least one week prior to meetings.

Delegation

17. If unable to attend, officers and external members of the group should nominate an appropriate deputy to attend in their stead. Representatives should be able to speak on behalf of the relevant group member and offer recommendations on their behalf. Should any officer be unable to arrange a suitable deputy, then they should inform the Chairman before the meeting.

Review Terms of Reference

18. To be reviewed annually.

Culture, Heritage and Libraries Committee Forward Plan - November 2020 - January 2021

23.11.2020	Inspiring London Through Culture	Town Clerk's	Information/Decision
	CIC Report	Town Clerk's	Information
	CAI Recommendations to the Committee	Town Clerk's	Decision
	Budget Setting Report Revenue & Capital for 2021/22	Chamberlain's	Decision
	Tower Bridge & Monument 2020/21 Half Year Performance Report	Open Spaces	Information
25.01.2021	Outdoor Arts Programme Annual Report and Presentation	Town Clerk's	Information

Postponed Items			
18.05.2020	Barbican and Community Libraries Digital/E-Services	DCCS	Information

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Committee(s): Culture, Heritage and Libraries Committee	Date(s): 21/09/2020
Subject: City Business Library Future Strategy 2020-2023	Public
Report of: Peter Lisley, Director of Major Projects	For Decision
Report authors: Geoff Pick, Director, London Metropolitan Archives Alex Leader, Business Engagement Manager, City Business Library	

Summary

This report outlines plans for the future direction of the City Business Library (CBL) 2020-2023.

Recommendation(s)

Members are asked to approve the strategic direction for the City Business Library as detailed in paragraphs 6-8 and in particular the change of name for the service to the Business Research and Enterprise Centre (paragraph 8).

Main Report

Background

1. The City Business Library (CBL) has been re-establishing itself as a focused business advice service over the past two years, particularly since Summit Group agreed in July 2018 that it *should act as the default port of call for enquiries relating to enterprise, start-ups and small businesses, retaining an up-to-date overview of all activity underway across the organisation and signposting to other departments as appropriate.*
2. This has accelerated during 2020 for two principal reasons:
 - a) a membership scheme, introduced in 2019, has built up to the point where it is enabling CBL to focus more strongly on its core support for pre start-up businesses, start-ups and SMEs (small and medium-sized enterprises). There are already 2,452 members of the scheme and CBL is actively using the customer profile data collected to target its services e.g. in supporting young entrepreneurs and founders from diverse backgrounds
 - b) the Covid-19 pandemic where CBL has, among other initiatives, provided:
 - bespoke market research for small businesses needing support to understand the changes to their industry as a result of Covid19;
 - company data for London Boroughs via a partnership with London Councils;

- free Covid-19 industry impact reports; and
- business advice for individuals seeking to start a new business or pivot their business model in response to the pandemic

This support was highlighted to Members at a video briefing in June led by the Chair of Policy and Resources and in a report to Policy and Resources Committee in July.

3. There is clear evidence of need for CBL's services and there is now an opportunity to confirm its evolving direction of travel within the City Corporation's support for enterprise, start-ups and small businesses and to create wider opportunities for it to develop that support in the City, in London more widely and in the UK.

Current Position

4. CBL's key strengths are:
 - a) its access to specialist business information and market research data which it licenses from third party suppliers and then makes available both onsite and remotely. There are income generation aspects to this service.
 - b) its tailored business start-up advice and guidance provided by qualified staff and via a programme of business events and seminars. Since lockdown this has very successfully transferred to an online environment.
 - c) its provision of onsite research facilities and affordable networking and meeting spaces, which is of particular benefit for very small businesses and sole traders/freelancers
 - d) an established outreach programme helping disadvantaged or marginalised groups and individuals understand the requirements needed to start a business, e.g. via the Prince's Trust, TERN (The Entrepreneurial Refugee Network) and London Borough brokerage services which help unemployed people into self-employment.
 - e) an understanding of the whole range of support provided by the City Corporation and a central role in providing gateway contacts for external enquirers.
 - f) internal collaboration with other City departments to coordinate support for SME's and business start-ups. For example, CBL has taken a lead role with the Corporation's SME task force which has launched a survey of 'at risk' SMEs in the City and the creation of an SME hub on the corporate website that brings together the cross-departmental work for SMEs into one coherent section.
 - g) a developing partnership with the Samuel Wilson Loans Trust (SWLT) to facilitate an increase in successful loan applications by young people setting

up new business ventures. SWLT is a charity whose trustees are all City aldermen and is administered through the Chamberlain's department

- h) links with key initiatives and staff at other bodies such as London Councils and the Greater London Authority.
- i) a lead role in advising external organisations on the delivery of their Section 106 obligations to provide business incubator space within City developments
- j) support for Culture Mile's programme to encourage creative businesses in the City, including advice for the Fusion Prize finalists.
- k) An already diverse membership to build on, so for example:
 - 41% are female and 48% of pre-start and start up business members have female founders
 - 38% come from diverse ethnic backgrounds
 - 50% are between the ages of 16 and 40.
 - 39% are in the pre-start up category i.e. they are in the first stages of setting up a business

Proposals

5. It is proposed to build on the very positive developments that have taken place over the past two years and the practical experiences of lockdown to develop a cohesive strategic direction for the service over the next three years. This will align with the lifecycle of the City's current Corporate Plan which runs until 2023.
6. The overall direction/vision for CBL will be to support the creation and growth of sustainable businesses in the City, London and the UK by providing access to essential business data and tailored business advice and support.
7. It will do this through the following objectives. It will:
 - a) build on its wider support role within the City Corporation though such means as Section 106 advice, the Samuel Wilson Loans Trust, Culture Mile and the current Covid-19 Business Engagement Group
 - b) further develop its digital offer through an online events programme offering webinars, group market research training and 121 business advice. Recent public reports have highlighted the existence of much 'digital poverty' in London and this will be balanced with continuing onsite face to face research and events provision (within Government Covid-19 guidelines).
 - c) undertake an accommodation review to provide an up to date business research and networking environment, including a dedicated research space (which does not need to be as extensive as its current footprint) and a more informal setting for training and collaborative work. CBL currently runs successful room hire for business meetings which generates substantial income for the service.

- d) introduce an appointment only service for customers wishing to undertake onsite research and/or obtain business advice. This will enable the service to run more efficiently and target its resources
 - e) promote the remote access subscription membership to support more small businesses with access to reliable business information and market research data
 - f) expand the existing outreach partnership service, to support more disadvantaged and marginalised groups and individuals to start and grow businesses.
8. It has been clear for some time that CBL has evolved beyond its original public library roots (it has not in practice operated as such for several years) and this has accelerated as its role has become more focussed and it has built up a specialist offer and membership. Having the word library in its title is increasingly out of place for the work it undertakes and it is therefore proposed that from 1 January 2021 its name should be the Business Research and Enterprise Centre. This much better reflects its current and future work and will greatly assist its development as a City service.

Corporate & Strategic Implications

9. The proposals strongly support the City's approach to supporting enterprise, start-ups and small businesses which has come into much greater focus during the current pandemic. It also specifically supports the following outcomes of the City's Corporate Plan:
- Outcome 7 - *We are a global hub for innovation in finance and professional services, commerce and culture*
 - Outcome 9 - *We are digitally and physically well-connected and responsive*
 - Outcome 10 - *We inspire enterprise, excellence, creativity and collaboration*
10. The City's responsibilities under the Public Sector Equality Duty as set out in the 2010 Equality Act have been addressed and it is not considered that these proposals would disadvantage either protected groups or people more generally from an equality perspective

Implications

11. The proposed changes for CBL do not require any additional funding and are achievable within its current local risk budget. They are scalable within the context of the City's medium-term financial planning and the outcomes of Fundamental Review. The opportunity to reduce the physical footprint of the service either in Guildhall or elsewhere could support wider City consideration of its overall space requirements and the development of the Guildhall estate.

Conclusion

12. CBL has developed significantly in recent years and months and there is a real opportunity now to give it a clear overall direction and position within the City Corporation's support for small business growth in the City, across London and the UK.

Appendices

- None

Geoff Pick

Director, London Metropolitan Archives

T: 020 7332 3833

E: geoff.pick@cityoflondon.gov.uk

Alex Leader

Business Engagement Manager, City Business Library

T: 020 7332 1849

E: alexandra.leader@cityoflondon.gov.uk

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Committee(s): Culture, Heritage and Libraries Committee	Date(s): 21/09/2020
Subject: London Metropolitan Archives and Guildhall Library consolidation	Public
Report of: Peter Lisley, Director of Major Projects	For Decision
Report author: Geoff Pick, Director, London Metropolitan Archives	

Summary

This report outlines plans for the consolidation of London Metropolitan Archives and Guildhall Library.

Recommendation(s)

Members are asked to approve the consolidation of London Metropolitan Archives and Guildhall Library as detailed in paragraphs 10-12.

Main Report

Background

1. Guildhall Library (GHL) and London Metropolitan Archives (LMA) each have a long history as institutions and great interlocking strengths in their collections. These collections were jointly designated in 2005 by the then Museums, Libraries and Archives Council (the scheme is now administered by Arts Council England) as being of outstanding national significance.
2. Guildhall Library was founded in 1425 under the terms of the will of Lord Mayor Richard Whittington. It continued until 1549 when its entire collection was acquired by the Duke of Somerset but was re-established in 1828 as 'a Library of all matters relating to this City, the Borough of Southwark and the County of Middlesex'. LMA has both City and metropolitan London origins dating back over many centuries. The City Corporation's archives begin in 1067 and there were record keeping structures in place from the early Middle Ages. For metropolitan London those structures date from the sixteenth century with the Middlesex Sessions where the earliest local governmental archives date from 1549.
3. Until 2009 Guildhall Library and London Metropolitan Archives operated independently within the then Libraries, Archives and Guildhall Art Gallery Department. Guildhall Library was historically divided into three sections – Prints and Maps, Printed Books and Manuscripts. In 2009 responsibility for the Manuscripts and Prints and Maps sections was transferred to LMA and the collections and staff, were merged into one service based at LMA's site in

Clerkenwell. This included the conservation service for both printed books and archives.

Current Position

4. Since March 2018 Guildhall Library has been under the direction of the Director of London Metropolitan Archives and there has been a growing convergence of the two services since then with a much greater focus on the synergies between the collections. There are many areas where these reflect different aspects of the same subject, such as the history of crime and the rule of law in the capital; the Livery Companies; the food and drink industry; and family history. As an example, GHG staff have taken over responsibility for the LMA Library, a valuable if underused resource dating back to the mid-nineteenth century, and are making it much more accessible alongside the main GHG collections.
5. However, it has become clear that significant differences have built up over many years in the level of investment and development of the two sites, and services.
6. LMA at its Clerkenwell site has built modern purpose designed archive and library study areas with fully accredited security and access provision in place as well other respected facilities including digitisation and conservation studios. It is one of the most energy efficient buildings in the City Corporation and is regularly visited by national and international library and archive professionals researching examples of good practice. For Guildhall Library, there has been some development in the past twenty years with the creation of the John Stow event and exhibition area but broadly the public areas have not changed since the 1970s when the Library relocated there from the Old Library.
7. As regards services, Guildhall Library has developed good work in its wider engagement notably through innovative exhibitions and its social media work, which particularly during lockdown has been excellent. However, it has had very limited opportunities and capacity to bid for external funding to enhance this work and bring its rich collections to a wider audience. In comparison, LMA has an excellent track record over many years of successful and substantial grant bids to such organisations such as the National Lottery Heritage Fund and the Wellcome Trust which have enabled it to undertake ground breaking work, for example with BAME and LGBTQ+ communities. These grants have also enabled LMA to enhance its digital offer significantly.
8. It is also the case that for the research community, having printed and archive materials on the same subject or even from the same organisation accessed through two different sites and systems is neither the most efficient nor effective.

Options

9. There would clearly be an option to leave the present arrangement as it is and inevitably there would be some longstanding Guildhall Library users who would prefer not to move to Clerkenwell for research or for events. No change would also see the Library remain in Guildhall with which it has historical links.

However, it is unlikely that it would be able overcome the issues outlined in paragraphs 6-8 in the current national and local financial climate and there are risks that it would have to restrict its current services. There are significant benefits in a consolidated service based on the Clerkenwell site as the best way to deliver good research services for the public and to generate a coordinated vision that will make the most of the collections and the strengths of the staff teams. Proposals for this are laid out in the following paragraphs.

Proposals

10. It is proposed that there should be two phases for the consolidation of LMA and GHL, focused on LMA's site in Clerkenwell

11. Phase 1

- a) Public access to the collections of both services will be made available at LMA's site in Clerkenwell from 1 April 2021.
- b) Key GHL collections required for reference and immediate access will be transferred to LMA by that date. There is some storage capacity at LMA but the majority of GHL's collections will need to remain at Guildhall for the time being, as indeed will the 10km of LMA collections stored in West Wing, North Block and GYE.
- c) From 1 April 2021 the primary base for GHL and LMA staff will be at LMA. As many collections will remain at Guildhall, staff from both services will need to have access to and work on them there and will require some office space to do so. Material from both services will continue to be used for exhibitions in the Guildhall complex, primarily the Heritage Gallery and Guildhall Yard, and staff will continue to work closely with other departments there.

12. Phase 2

- a) By the end of March 2021 a long-term plan will be developed for the future role of the consolidated service which will be submitted to Members for approval. The plan will include:
 - i. A vision for the service which will build on the strengths of the collections and the staff e.g. around profile and wider areas for engagement and partnership. This will be able to acknowledge the City's commitment to its leading role in safeguarding London's history over many centuries, from caring for its earliest written record since 1067, through the 600th anniversary in 2025 of the foundation of Guildhall Library to the 40th anniversary in 2026 of the City taking responsibility for the archives of metropolitan London from the Greater London Council.
 - ii. An accommodation review to cover the long-term future of the Clerkenwell site, including the service's role supporting the City's commitment to working

closely with the London Borough of Islington, in which it is based. This will also include the potential to consolidate the collections in Clerkenwell. There is no existing capacity for the whole of them to be relocated from Guildhall (they comprise some 14km of material) but there is the potential to build more storage capacity on site and/or repurpose space currently let to commercial tenants. This would not be inexpensive but would also release a considerable amount of space on the Guildhall estate.

Corporate & Strategic Implications

13. It specifically supports the following outcomes of the City's Corporate Plan:
Outcome 3: *people have equal opportunities to enrich their lives and reach their full potential*
Outcome 7: *we are a global hub for innovation in finance and professional services, commerce and culture*
Outcome 9: *we are digitally and physically well-connected and responsive*
Outcome 10 *we inspire enterprise, excellence, creativity and collaboration*
14. The City's responsibilities under the Public Sector Equality Duty as set out in the 2010 Equality Act have been addressed and it is not considered that these proposals would disadvantage either protected groups or people more generally from an equality perspective. Conversations with existing users of both services will be conducted to address any questions or issues arising from consolidation.

Implications

15. The proposed changes for GHL and LMA do not require any additional funding and are achievable within their current local risk budgets. They would be in place by the end of the current financial year and further developments would be approached within factors such as the City's medium-term financial planning. The opportunity to reduce the physical footprint of the service in Guildhall could support wider City consideration of its overall space requirements and the development of the Guildhall estate.

Conclusion

16. Guildhall Library and London Metropolitan Archives have outstanding collections that together provide an unrivalled resource on the history of London. Developing them as a single coordinated service will provide a much more effective research environment and greater opportunities for wider engagement with the public.

Appendices

None

Geoff Pick

Director, London Metropolitan Archives

T: 020 7332 3833

E: geoff.pick@cityoflondon.gov.uk

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