

Committee: Culture, Heritage and Libraries Committee	Date(s): 13 May 2019
Subject: Appointment of the Benefices Sub-Committee; Appointments to the Keats House Consultative Committee 2019/20; Appointment to the City Arts Initiative 2019/20	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 9 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 for 2019/20 and to approve its composition and Terms of Reference; to appoint two of its Members to serve on the Keats House Consultative Committee, 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 13 May 2019. The Chairman and Deputy Chairman 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, one additional Member was recently appointed for a total of 11.

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 Chairman and Deputy Chairman 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

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2. Benefices Sub Committee: Current Membership 11

Up to 9 Members of the Court to be appointed by the Committee - the total membership being 11, including the Chairman and Deputy Chairman as Ex-officio Members).

Meetings in 2018/19

3

2.1 The Chairman of this Sub Committee is elected from amongst its membership. In 2018/19 the Membership comprised:

Chairman of the Grand Committee (Ex-officio)
Deputy Chairman of the Grand Committee (Ex-officio)
1. Andrew McMurtrie – Chairman (2016)
2. Alderman Gregory Jones QC – Deputy Chairman (2016)
3. Caroline Haines
4. Deputy the Revd Stephen Haines
5. Deputy Tom Hoffman
6. Ann Holmes
7. Deputy Jamie Ingham Clerk
8. James de Sausmarez
9. 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 Chairman and Deputy Chairman as ex-officio appointments).

Meetings in 2018/19 3

1.1 The current composition is as follows:

Name	Representing
Graham Packham	Chairman (Ex-officio)
Deputy Wendy Hyde	Deputy Chairman (Ex-officio)
Karina Dostalova	Hampstead Heath, Highgate Wood and Queen's Park Committee
Graeme Harrower	Culture, Heritage and Libraries Committee
Vivienne Littlechild	Culture, Heritage and Libraries Committee
Jeremy Simons	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 Chairman of the Grand Committee who attends (ex-officio) together with the Deputy Chairman (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.

City Arts Initiative (CAI)

Terms of Reference 2018/19

Membership

CAI members (by position)	Department	Postholder	Notes
<i>Members</i>			
Chairman of the Culture, Heritage and Libraries Committee	Member	Graham Packham	
Deputy Chairman of the Culture, Heritage and Libraries Committee	Member	Wendy Hyde	
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	2018/19
Member nominated to serve by the Culture, Heritage & Libraries Committee	Member	Jeremy Simons	2018/19
<i>Officers</i>			
Head of Cultural and Visitor Development	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 Historic Building Surveyor	City Surveyor's Department	Julian Kverndal	
Access Advisor	Department of the Built Environment	Lydia Morley	
<i>Visual arts expertise</i>			
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	

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 database 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, group members may nominate an appropriate representative to attend in their stead. Representatives should be able to speak on behalf of the substantive group member and offer recommendations on their behalf.

Review Terms of Reference

18. To be reviewed annually.