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| <b>Committee(s):</b><br>Culture, Heritage and Libraries Committee        | <b>Date(s):</b><br>13 July 2020 |
| <b>Subject:</b><br>Report of Action Taken                                | <b>Public</b>                   |
| <b>Report of:</b><br>The Town Clerk & Chief Executive                    | <b>For Information</b>          |
| <b>Report author:</b><br>Chloe Rew, Committee & Members Services Officer |                                 |

### **Summary:**

This report provides details of the decision taken under urgency procedures since your last meeting, including decisions following the informal meeting on 23 March 2020 (paragraphs 1-3), and decisions taken prior to the formal virtual meeting on 13 July 2020 (paragraph 4) due to decisions needing to be taken prior to this date.

### **Recommendation(s)**

Members are asked to note the report.

### **Main Report**

1. On 23 March 2020, the Culture, Heritage and Libraries Committee was inquorate, pursuant to Standing Order 36(2), with a number of Members unable to attend physically in light of the public health implications arising from COVID-19.
2. With the meeting dissolved, Members were subsequently given the opportunity to discuss reports on the agenda via video and teleconference, as well as via email, with a view to facilitate Member oversight and scrutiny to inform any requisite decisions being taken under urgency procedures following the meeting.
3. In the absence of a formal meeting, and with the expectation that there would be no formal meeting in the coming period in view of the ongoing COVID-19 crisis, the Town Clerk, in consultation with the Chair and Deputy Chair, agreed the following items:

#### **i. City Arts Initiative – Recommendations to the Culture, Heritage and Libraries Committee**

- ratify the City Arts Initiative's recommendations in relation to the following proposals, noting that the London Festival of Architecture has been postponed to August and would proceed subject to the quarantine being lifted:
  - **London Festival of Architecture – Benches:** approve subject to final consent from the Highways and City Gardens teams;
  - **London Festival of Architecture – St Paul's Plinth:** approve subject to final consent from Planning and Engineering;
  - **London Festival of Architecture – Power Walks:** approve the shortlist subject to final consent from Planning and

Highways and subject to the nominated CAI representative being consulted during the decision process;

- **Sculpture in the City:** approve the new updated artworks in principle and subject to necessary permissions and licences from Highways and Planning, as well as consent from the Director of Communications;
- Note the application for **Three Quays Walk** acknowledging that the CAI may only comment and not recommend, and that your Committee may not approve or decline applications for public art on private land.

**ii. Special Events on the Highway**

- Agree to support the regular core events programme listed in paragraph 5 and detailed in Appendix 1 of the report, noting that the London Marathon has been postponed to October 2020; the London Landmarks Half Marathon has been postponed and officers are working with TfL and Westminster to confirm an alternate date. Postponed events will be rescheduled in line with government advice.
- Agree to support the additional Cultural, Community & Transport Strategy events outlined in paragraphs 21-30, subject to the appropriate degree of due diligence regarding safety, licencing approval, traffic orders (where required) and impact on local stakeholders, noting that events may be postponed and will proceed in line with government advice in light of COVID-19.

**iii. Gateway 6: Middlesex Street Social Housing Library**

- Agree to close the project

**iv. Gateway 6: New Fully Accessible Education and Community Engagement Centre at Tower Bridge**

- Approve the content of the outcome report and close the project;
- Note the project was completed within budget but to a revise later timeframe.

4. The Committee's meeting on 13 July 2020 is the first formal meeting to take place since 31 January 2020. The recommendations regarding the phased reopening of attractions, archives and reference libraries needed to be agreed prior to this meeting. Due to the urgency of this request, the Town Clerk, in consultation with the Chair and Deputy Chair, agreed the following:

**i. Approval for Phased Reopening of Attractions, Archives and Reference Libraries**

- Approved in principle the reopening of Tower Bridge (limited areas to ensure one-way flow), Guildhall Art Gallery (upper galleries, temporary exhibition space and Heritage Gallery only), City Information Centre, Keats House, London Metropolitan Archives (and through it Guildhall Library) and City Business Library (as an online service only for the time being), noting dates and logistics will be approved by relevant Chief Officers under delegated authority;

- Approved the approach adopted by assets planning to reopen, noting: a local community focus; compliance with Government and industry standards; approval by the City Surveyor of risk assessments; identification and non-return of staff identified as vulnerable; absorption of all associated costs within 2020/21 local risk budgets; adoption of a consistent approach across assets to reassure visitors; the undertaking of equality assessments and mitigating actions for any new measures introduced; delivery of digital access options where appropriate or beneficial; and the ability to close efficiently and effectively again without significant costs incurred by the process of shutting down and with a commitment to ensure pre-paying visitors are reimbursed;
- Approved continued closure of The Monument, City of London Police Museum, London's Roman Amphitheatre and Billingsgate Roman House and Baths for reasons of logistics.
- Approved the proposal that relevant Chief Officers adopt an initiative currently under view that would see staff at attractions not assigned to front of house roles forming a resource pool for opening attractions. The initiative proposed that these staff be redeployed to these attractions if staff shift teams need to be replaced due to isolation;
- Noted the below schedule of reopening across the City Corporation's attractions, archives and reference libraries (excepting Barbican) which was considered by the COVID-19 'Recovery From' Gold and Culture Silver Groups:

| Venue                   | First phase opening   | Second phase opening<br>(pending review of first)   | Community<br>(hyper-local)<br>focus         |
|-------------------------|---|---|---|
| Tower Bridge            | 4-19 July, 10:30 to 16:00   | 20 July to date unknown,<br>10:30 to 19:00  | City, Tower Hamlets and Southwark residents |
| Guildhall Art Gallery   | 25 July (Saturday), 10:30 to 16:00 – testing day  | 1-30 August, weekends only, 10:30 to 17:00; review to expand into days of week thereafter in context of demand, site works programmes and returning workforce | City, Islington and Tower Hamlets residents |
| City Information Centre | Tuesday 14 July, 11:00-15:00, Tuesday to Saturday   | Saturday 1 August, review with potential to extend to 7-days-a-week and until later in the afternoon/evening  | All City visitors                           |
| Keats House             | 7 July; 2 days a week alternating with 2 days a week for Keats Community Library; four one-hour visitor slots a day | From 30 September; scale up activities as permitted into days of week based on demand and lessons learned   | Camden residents                            |
| London Metropolitan     | Officers returning over July and August   | Public access for individual research   | London research                             |

|                                |                           |   |                            |
|--------------------------------|---------------------------|---|----------------------------|
| Archives and Guildhall Library |                           | commencing in early September with LMA providing access to Guildhall Library holdings | community – by appointment |
| City Business Library          | Services to remain online | Services to remain online   | SMEs / City business       |

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