

<b>Committee:</b>	<b>Date:</b>
Culture, Heritage and Libraries	25/01/2021
<b>Subject:</b> Draft Town Clerk's Cultural Services Business Plan for 2021/22	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	3, 7, 8, 10 and 12
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>N/A</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>Yes, within budget estimate</b>
<b>Report of:</b> Peter Lisley, Assistant Town Clerk & Director of Major Projects	<b>For Decision</b>
<b>Report author:</b> Peter Lisley, Assistant Town Clerk & Director of Major Projects	

### Summary

This report presents for approval the Business Plan for the Town Clerk's Cultural Services for 2021/22.

### Recommendation

The committee is recommended to:

- i) Note the factors taken into consideration in compiling the Town Clerk's Cultural Services Business Plan under the heading *what's changed since last year*, and
- ii) Approve, subject to the incorporation of any changes sought by this Committee, the departmental Business Plan for Town Clerk's Cultural Services for 2021/22 (or the elements therein that fall within this committee's Terms of Reference. See paragraph 3 for details).

## **Main Report**

### **Background**

1. Business Plans for 2021/22 are being presented based on current departmental structures. These will be adjusted, alongside budgets, when any changes to these structures are implemented.

### **Current Position**

2. Business Plans are aligned to departments, so all financial information presented within the Business Plan reflects the departmental budget rather than the Committee budget.
3. Culture, Heritage and Libraries Committee funds all elements of the Business Plan presented. Members are asked to scrutinise the elements of the plan that are relevant to the committee they are representing at the meeting.

### **Proposal**

4. The draft high-level summary Business Plan for Town Clerk's Cultural Services is presented at **Appendix 1**.

### **Key Data**

5. Key data is presented within the draft high-level summary Business Plan for Town Clerk's Cultural Services is presented at **Appendix 1**.

### **Corporate & Strategic Implications**

6. Strategic implications – Strategic priorities and commitments are expressed in **Appendix 1**.
7. Financial implications – The draft high-level summary Business Plan at **Appendix 1** has been drawn up on the basis of a 12% reduction in the departmental budget compared to 2020/21. This is to support the achievement of an overall budget reduction of 12%.
8. Risk implications – Key risks managed by the department and their flightpaths are included in the draft high-level summary Business Plan at **Appendix 1**.
9. Resource implications – Any changes to resources will be identified and delivered through the move to the Target Operating Model.
10. Equalities implications – Equalities self-assessment scores are included within the high-level summary Business Plan for key Cultural Services. This can be found on the fourth page of the Plan. The Plan presented does not represent significant changes in service provision by Town Clerk's Cultural Services except for specific

support given by the Director of Cultural and Visitor Development for the Tackling Racism Taskforce and the findings of the Historic Landmarks Consultative Exercise.

11. Climate Implications – The City’s outdoor arts programme will focus on climate action, championing strategy themes to audiences while a partnership with Julie’s Bicycle will see Cultural and Visitor Development assets strive to achieve a carbon neutral position for operations. LMA will continue to maintain and develop its position as one of the City’s most energy efficient sites with a current energy performance operational rating of 43.
12. Security implications – one of the City’s key risks is managed through Town Clerk’s Cultural Services, that is the potential for damage to or loss of (through inadequate intellectual and physical preservation) the extremely valuable and often unique collections held notably by London Metropolitan Archives, Guildhall Art Gallery and Guildhall Library. These are managed on an ongoing basis and the Business Plan presented does not represent significant changes in service provision.

## **Conclusion**

13. This report presents the draft high-level summary Business Plan for 2021/22 for Town Clerk’s Cultural Services. This committee is recommended to approve it.

## **Appendices**

- Appendix 1 – Draft High-level summary Business Plan 2021/22 for Town Clerk’s Cultural Services

## **Peter Lisley**

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