# City Arts Initiative (CAI) | Composition and Terms of Reference 2023/24

Members Chair of the Culture, Heritage, and Libraries Committee Deputy Chairman of the Culture, Heritage, and Libraries Committee Chair of Sculpture in the City Appointed by CHL Appointed by Chi Appointed by Ch	CAI members (by position)	Department	Postholder	Notes
Libraries Committee  Deputy Chairman of the Culture, Heritage, and Libraries Committee  Chair of Sculpture in the City Appointed by CHL Appointed by Chair	Members			
Deputy Chairman of the Culture, Heritage, and Libraries Committee	Chair of the Culture, Heritage, and	Member	Munsur Ali	
Heritage, and Libraries Committee Chair of Sculpture in the City Appointed by CHL Appointed by Chair Appoin	Libraries Committee			
Chair of Sculpture in the City         Member         Wendy Hyde           Appointed by CHL         Member         John Foley           Appointed by CHL         Member         Anet Rideg           Officers         ————————————————————————————————————	Deputy Chairman of the Culture,	Member	John Griffiths	
Appointed by CHL Appointed by CHL Appointed by CHL Appointed by CHL  Member Anett Rideg  Member Anett Rideg  Principal Planning Officer Group Manager (Major Projects & Department of the Built Environment Planning Officer Planni	Heritage, and Libraries Committee			
Appointed by CHL Member Anett Rideg  Officers  Principal Planning Officer Environment Joanna Parker Chair  Group Manager (Major Projects & Programmes)  Senior Heritage Estate Officer SURVEYORS & PROPERTY SERVICES  Planning Officer Department of the Built Environment  Network Coordination Manager Department of the Built Environment  Network Coordination Manager Environment Access Advisor Department of the Built Environment  Media Officer Town Clerk's Matthew Cooper Media Officer Town Clerk's Markew Buch Markey Buch Ma	Chair of Sculpture in the City	Member	Wendy Hyde	
Officers         Environment         Joanna Parker         Chair           Group Manager (Major Projects & Programmes)         Department of the Built Environment         Clarisse Tavin           Senior Heritage Estate Officer         SURVEYORS & PROPERTY SERVICES         Susana Barreto           Planning Officer         Department of the Built Environment         Fionna Williams           Planning Officer         Department of the Built Environment         Amrith Sehmi           Planning Officer         Department of the Built Environment         Emma Barral           Planning Officer         Department of the Built Environment         Emma Barral           Network Coordination Manager         Department of the Built Environment         Harriet Bell           City Gardens Manager         Environment         Jake Tibbetts           Access Advisor         Department of the Built Environment         Harriet Bell           Media Officer         Town Clerk's         Matthew Cooper           Media Officer         Town Clerk's         Matthew Cooper           Media Officer         Town Clerk's         Stella loannou           Visual arts expertise         Elizabeth Scott           Director of Sculpture in the City         Lacura (external)         Laurie Miller-Zutshi	Appointed by CHL	Member	John Foley	
Principal Planning Officer         Environment         Joanna Parker         Chair           Group Manager (Major Projects & Programmes)         Department of the Built Environment         Clarisse Tavin           Senior Heritage Estate Officer         SURVEYORS & PROPERTY SERVICES         Susana Barreto           Planning Officer         Department of the Built Environment         Fionna Williams           Planning Officer         Department of the Built Environment         Emma Barral           Planning Officer         Department of the Built Environment         Emma Barral           Network Coordination Manager         Department of the Built Environment         Jake Tibbetts           Access Advisor         Department of the Built Environment         Harriet Bell           Access Advisor         Department of the Built Environment         Andrew Built Environment           Media Officer         Town Clerk's Matthew Cooper           Media Officer         Town Clerk's Andrew Buckingham           Visual arts expertise         Lacuna (external)           Director of Sculpture in the City         Lacuna (external)           Head of Guildhall Galleries         Town Clerk's Elizabeth Scott           Head of Offer         Innovation & Growth	Appointed by CHL	Member	Anett Rideg	
Group Manager (Major Projects & Programmes)  Senior Heritage Estate Officer  Surveyors & PROPERTY SERVICES  Planning Officer  Planning Officer  Department of the Built Environment  Michelle Ross  The Built Environment  Planning Officer  Department of the Built Environment  Network Coordination Manager  Department of the Built Environment  Access Advisor  Department of the Built Environment  Stella Ioannou (external)  Head of Guildhall Galleries  Town Clerk's  Elizabeth Scott  Head of Offer  Innovation & Carrier  Elizabeth Scott  Laurie Miller-Zutshi	Officers			
Programmes) the Built Environment Senior Heritage Estate Officer SURVEYORS & PROPERTY SERVICES Planning Officer Department of the Built Environment Planning Officer Department of the Built Environment Planning Officer Department of the Built Environment Department of the Built Environment  Planning Officer Department of the Built Environment Department of the Built Environment  Michelle Ross Planning Officer Department of the Built Environment Department of the Built Environment  City Gardens Manager Environment Department of the Built Environment Access Advisor Department of the Built Environment  Media Officer Town Clerk's Matthew Cooper Media Officer Town Clerk's Matthew Cooper Media Officer Town Clerk's Andrew Buckingham  Visual arts expertise Director of Sculpture in the City (external) Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Clark's Elizabeth Scott Laurie Miller-Zutshi Growth	Principal Planning Officer	Environment	Joanna Parker	Chair
Environment   SurveyORS & PROPERTY SERVICES	Group Manager (Major Projects &	Department of	Clarisse Tavin	
Senior Heritage Estate Officer  SURVEYORS & PROPERTY SERVICES  Planning Officer  Department of the Built Environment  Planning Officer  Department of the Built Environment  Department of the Built Environment  Planning Officer  Department of the Built Environment  Department of the Built Environment  Michelle Ross  Department of the Built Environment  Department of the Built Environment  Access Advisor  Access Advisor  Department of the Built Environment  Access Advisor  Access Advisor  Access Advisor  Department of the Built Environment  Access Advisor  Advisor Advisor Advisor Advisor Advisor Advisor Advisor Advisor Advisor Advisor Advisor Advisor Advisor Adv	Programmes)	the Built		
PROPERTY SERVICES  Planning Officer Department of the Built Environment  Planning Officer Department of the Built Environment  Planning Officer Department of the Built Environment  Department of the Built Environment  Department of the Built Environment  Michelle Ross  Emma Barral  Michelle Ross  Planning Officer Department of the Built Environment  Department of the Built Environment  Department of the Built Environment  Access Advisor Department of the Built Environment  Media Officer Town Clerk's Matthew Cooper  Media Officer Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City (external) Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Growth  Laurie Miller-Zutshi				
Planning Officer  Planning Officer  Department of the Built Environment  Planning Officer  Department of the Built Environment  Planning Officer  Department of the Built Environment  Department of the Built Environment  Network Coordination Manager  Department of the Built Environment  Department of the Built Environment  Department of the Built Environment  Access Advisor  Department of the Built Environment  Built Environment  Authew Cooper  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Head of Offer  Innovation & Growth	Senior Heritage Estate Officer		Susana Barreto	
Planning Officer Department of the Built Environment Planning Officer Department of the Built Environment Planning Officer Department of the Built Environment Department of the Built Environment  Department of the Built Environment  Michelle Ross Department of the Built Environment  Access Advisor Department of the Built Environment  Media Officer Town Clerk's Matthew Cooper  Media Officer Town Clerk's Andrew Buckingham  Visual arts expertise Director of Sculpture in the City Lacuna (external) Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Growth  Laurie Miller-Zutshi				
the Built Environment  Planning Officer  Department of the Built Environment  Department of the Built Environment  Department of the Built Environment  Network Coordination Manager  Department of the Built Environment  Department of the Built Environment  Department of the Built Environment  Access Advisor  Department of the Built Environment  Access Advisor  Department of the Built Environment  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Head of Offer  Innovation & Growth  Laurie Miller-Zutshi  Growth	Blacking Office		E' MCIII	
Environment  Planning Officer  Department of the Built Environment  Access Advisor  Department of the Built Environment  Department of the Built Environment  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Head of Offer  Innovation & Growth  Laurie Miller-Zutshi  Growth	Planning Officer	· '	Fionna Williams	
Planning Officer Department of the Built Environment  Access Advisor Department of the Built Environment  Department of the Built Environment  Media Officer Town Clerk's Matthew Cooper  Media Officer Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Growth  Amrith Sehmi  Selma Barral  Michelle Ross  Michelle Ross  Matchelle Ros				
the Built Environment  Planning Officer  Department of the Built Environment  Department of the Built Environment  Department of the Built Environment  City Gardens Manager  Environment  Access Advisor  Department of the Built Environment  Jake Tibbetts  Harriet Bell  the Built Environment  Media Officer  Town Clerk's  Matthew Cooper  Media Officer  Town Clerk's  Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's  Elizabeth Scott  Innovation & Growth  Laurie Miller-Zutshi	Planning Officer		Amrith Sahmi	
Environment   Emma Barral	Figuring Officer	•	Ammun Semini	
Planning Officer  Department of the Built Environment  Access Advisor  Department of the Built Environment  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Head of Offer  Innovation & Growth  Emma Barral  Michelle Ross  Michelle Ross  Matthew Cooper  Andrew Buckingham  Stella loannou  (external)  Lacuna (external)  Lacuna Elizabeth Scott  Laurie Miller-Zutshi Growth				
the Built Environment  Network Coordination Manager  Department of the Built Environment  City Gardens Manager  Environment  Jake Tibbetts  Department of the Built Environment  Harriet Bell  Media Officer  Town Clerk's  Matthew Cooper  Media Officer  Town Clerk's  Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Head of Guildhall Galleries  Town Clerk's  Elizabeth Scott  Head of Offer  Innovation & Growth  Michelle Ross  Michelle Ross  Michelle Ross  Matches  Maccos  Harriet Bell  Harriet Bell  Harriet Bell  Harriet Bell  Stella loannou  Elizabeth Scott  Lacuna  Elizabeth Scott  Laurie Miller-Zutshi  Growth				
Environment   Environment   Michelle Ross	Planning Officer	Department of	Emma Barral	
Network Coordination Manager  Department of the Built Environment  City Gardens Manager  Environment  Department of the Built Environment  Department of the Built Environment  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Head of Offer  Innovation & Growth  Michelle Ross  Matthew Cooper  Harriet Bell  Sella loannou  (external)  Lacuna  (external)  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Laurie Miller-Zutshi		the Built		
the Built Environment  City Gardens Manager Environment  Department of the Built Environment  Media Officer Town Clerk's Media Officer Town Clerk's Matthew Cooper  Media Officer Town Clerk's Buckingham  Visual arts expertise  Director of Sculpture in the City Lacuna (external) Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Growth  Laurie Miller-Zutshi Growth		Environment		
the Built Environment  City Gardens Manager Environment  Department of the Built Environment  Media Officer Town Clerk's Media Officer Town Clerk's Matthew Cooper  Media Officer Town Clerk's Buckingham  Visual arts expertise  Director of Sculpture in the City Lacuna (external) Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Growth  Laurie Miller-Zutshi Growth				
Environment City Gardens Manager Environment Department of the Built Environment Media Officer Town Clerk's Matthew Cooper Media Officer Town Clerk's Matthew Buckingham  Visual arts expertise Director of Sculpture in the City Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Growth Growth  Environment  Harriet Bell  Stella loannou  Environment  Lacuna (external)  Elizabeth Scott  Laurie Miller-Zutshi  Growth	Network Coordination Manager	•	Michelle Ross	
City Gardens Manager  Access Advisor  Department of the Built Environment  Media Officer  Town Clerk's  Matthew Cooper  Media Officer  Town Clerk's  Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's  Elizabeth Scott  Head of Offer  Innovation & Growth  Growth				
Access Advisor  Department of the Built Environment  Media Officer  Town Clerk's Matthew Cooper  Media Officer  Town Clerk's Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's Elizabeth Scott  Head of Offer  Innovation & Laurie Miller-Zutshi  Growth		<u> </u>		
the Built EnvironmentMedia OfficerTown Clerk'sMatthew CooperMedia OfficerTown Clerk'sAndrew BuckinghamVisual arts expertiseBuckinghamDirector of Sculpture in the CityLacuna (external)Stella IoannouHead of Guildhall GalleriesTown Clerk'sElizabeth ScottHead of OfferInnovation & GrowthLaurie Miller-Zutshi				
Media OfficerTown Clerk'sMatthew CooperMedia OfficerTown Clerk'sAndrew BuckinghamVisual arts expertiseDirector of Sculpture in the CityLacuna (external)Stella IoannouHead of Guildhall GalleriesTown Clerk'sElizabeth ScottHead of OfferInnovation & GrowthLaurie Miller-Zutshi	Access Advisor		Harriet Bell	
Media Officer       Town Clerk's       Matthew Cooper         Media Officer       Town Clerk's       Andrew Buckingham         Visual arts expertise       Director of Sculpture in the City       Lacuna (external)         Head of Guildhall Galleries       Town Clerk's       Elizabeth Scott         Head of Offer       Innovation & Growth       Laurie Miller-Zutshi				
Media Officer  Town Clerk's  Andrew Buckingham  Visual arts expertise  Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's  Elizabeth Scott  Head of Offer  Innovation & Laurie Miller-Zutshi Growth	Media Officer		Matthew Cooper	
Visual arts expertise       Director of Sculpture in the City     Lacuna (external)       Head of Guildhall Galleries     Town Clerk's       Head of Offer     Innovation & Growth      Buckingham			· · · · · · · · · · · · · · · · · · ·	
Visual arts expertise       Director of Sculpture in the City     Lacuna (external)       Head of Guildhall Galleries     Town Clerk's       Head of Offer     Innovation & Growth   Laurie Miller-Zutshi	Wiedla Officer	10WIT CICIK 3		
Director of Sculpture in the City  Lacuna (external)  Head of Guildhall Galleries  Town Clerk's  Elizabeth Scott  Head of Offer  Innovation & Laurie Miller-Zutshi  Growth	Visual arts expertise		Dackingham	
Head of Guildhall GalleriesTown Clerk'sElizabeth ScottHead of OfferInnovation & GrowthLaurie Miller-Zutshi	•	Lacuna	Stella Ioannou	
Head of Guildhall Galleries Town Clerk's Elizabeth Scott Head of Offer Innovation & Laurie Miller-Zutshi Growth				
Head of Offer Innovation & Laurie Miller-Zutshi Growth	Head of Guildhall Galleries		Elizabeth Scott	
Growth				
Programme Events Officer   Innovation &   Katherine Pearce	Programme Events Officer	Innovation &	Katherine Pearce	
Growth				

Head of Creative Partnerships	Museum of	Lauren Parker	
(Smithfield)	London		
	(external)		
Cultural Programme Curator	Historic England	Tamsin Silvey	
	(External)		
Head of Visual Arts	Barbican	Shanay Jhaveri	

#### 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. Chair (Co-Chair) and or Deputy Chair of Culture, Heritage and Libraries Committee 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.
- 4. Membership of external group members will be reviewed every three years. This will take into consideration both the organisation and position of nominated representative to ensure that professional remit and expertise of members aligns with the responsibilities and requirements of the CAI.

## **Terms of Reference**

- 5. To provide knowledge and expertise on public art within the City, advising Members, officers, and external agencies as appropriate.
- 6. 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.
- 7. To provide advice on the management of existing public art in the City.
- 8. To shape corporate strategy in relation to public art and input into other plans and policies that impact upon public art.
- 9. To develop and strengthen partnerships with private sector stakeholders in the context of public art.
- 10. To ensure that new art installations are financially sustainable without undue burden on City corporation resources.
- 11. To provide strategic oversight of the City of London Blue Plaque Scheme, providing a peer review system for new applications.
- 12. To review the City of London Blue Plaque applications programme, ensuring that opportunities (where possible) are aligned with City Corporation's Recognition of Women programme and Tackling Racism Taskforce Working Groups.
- 13. To oversee the City Surveyor's inventory of existing public art and maintenance liability.

### **Governance**

- 14. 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).
- 15. The group may recommend that proposals are referred to the EDI sub-committee if the application poses any concerns in relation to equality, diversity, and inclusion.

- 16. All applications that are required to undertake consultation as part of their application process must provide evidence of the consultation and the responses received to the CAI prior to any submission to the Culture, Heritage, and Libraries Committee.
- 17. The CAI has no authority to approve or decline applications without Committee endorsement.

## **Duration and Timings**

- 18. Meetings of the CAI will take place no later than one month prior to every Culture, Heritage, and Libraries Committee meeting.
- 19. Meetings will usually be 1.5hrs.
- 20. Meetings will take place at Guildhall or virtually.

### **Documentation**

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

## **Delegation**

23. 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**

- 24. To be reviewed annually.
- 25. Date of review will be added to the CAI Forward Plan and Tracker to ensure it is scheduled accordingly.