

## CULTURE, HERITAGE AND LIBRARIES COMMITTEE

Monday, 27 October 2014

Minutes of the meeting of the Culture, Heritage and Libraries Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Monday, 27 October 2014 at 11.30 am

### Present

#### Members:

Vivienne Littlechild (Chairman)	Jeremy Mayhew
Mark Boleat	Sylvia Moys
Dennis Cotgrove	Barbara Newman
Deputy Billy Dove	Graham Packham
Kevin Everett	Ann Pembroke
Lucy Frew	Henrika Priest
Alderman Sir Roger Gifford	Judith Pleasance
Tom Hoffman	Stephen Quilter
Jamie Ingham Clark	Deputy Richard Regan OBE
Deputy Alastair King	Deputy Dr Giles Shilson
Paul Martinelli	Deputy John Tomlinson (Ex-Officio Member)

#### Officers:

Simon Murrells	Assistant Town Clerk
Neil Davies	Town Clerk's Department
Philippa Sewell	Town Clerk's Department
Mark Jarvis	Chamberlain's Department
Steven Chandler	City Surveyor's Department
David Pearson	Director of Culture, Heritage and Libraries
Nick Bodger	Culture, Heritage and Libraries Department
Geoff Pick	Culture, Heritage and Libraries Department
David Wight	Culture, Heritage and Libraries
Emma McGovern	Culture, Heritage and Libraries Department
Margaret Jackson	Culture, Heritage and Libraries Department
Abigail Pogson	Spitalfields Music

### 1. APOLOGIES

Apologies for absence were received from the Deputy Chairman John Scott, Alderman William Russell, Alderman David Graves, Deputy the Revd Stephen Haines, Wendy Hyde, Deputy John Owen-Ward, Emma Price, Deputy Gerald Pulman, Delis Regis, and Mark Wheatley.

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

Sylvia Moys declared a non pecuniary interest in item 10 by virtue of her membership of the Art Fund, and in item 15 as a supporter of Spitalfields Music.

3. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 14 July 2014 be approved.

4. **RESOLUTION FROM THE PLANNING AND TRANSPORTATION COMMITTEE**

The Committee received a resolution from the Planning and Transportation Committee regarding the review of guidelines for special events on the public highway.

**RESOLVED** – That the resolution be noted.

5. **CULTURE, HERITAGE AND LIBRARIES BUSINESS PLAN 2014-15 - QUARTER 1 - MONITORING REPORT**

The Committee received a report of the Director of Culture, Heritage and Libraries which provided an update on the progress made in Quarter 1 (April – June 2014) against the Business Plan.

A Member asked about the visitor trail app, and officers reported that this was launched in March and was available on the Apple App Store or Google Play. Members queried the work undertaken during October to address the water ingress on the lower ground floor of Guildhall Libraries; it was noted that an asbestos survey was being carried out before any further repairs were undertaken and officers undertook to circulate an update electronically. Members noted that an overall survey of the libraries had been completed but was not up to date, and officers undertook to circulate more details to Members electronically after the meeting.

In response to a Member's query, the Director of Culture, Heritage and Libraries advised that approximately 5% of the LMA's collection was available in full-text digital surrogate form online and a plan to digitise more material was being devised. In response to a follow up question, the Director confirmed that a major strand of this strategy focussed on partnership working.

**RESOLVED** – That:

- (a) The report be noted; and
- (b) Officers circulate information regarding past surveys and current works to address water ingress in the Guildhall Libraries.

6. **KEATS HOUSE: TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014**

The Committee received a joint report of the Chamberlain and the Director of Culture, Heritage and Libraries regarding the Keats House Trustees Annual Report and Financial Statements for the year ended 31 March 2014.

**RESOLVED** – That the report be noted.

7. **CITY CORPORATION SUPPORT FOR THE 800TH ANNIVERSARY OF MAGNA CARTA**

The Committee received a joint report of the Director of Public Relations and the Director of Culture, Heritage and Libraries regarding the activities marking the 800<sup>th</sup> anniversary of the sealing of the Magna Carta in 1215. Members discussed the Corporation's copy from 1297 and its visibility during the Lord Mayor's procession, and noted that work was underway to install cameras to display it more clearly on screens.

**RESOLVED** – That the report be received.

8. **REQUEST FOR SUPPORT: FEASIBILITY STUDY FOR A GREAT FIRE OF LONDON PUBLIC SPECTACULAR**

The Committee received a report of the Director of Culture, Heritage and Libraries regarding funding approved by the Policy and Resources Committee to commission Artichoke to undertake a feasibility study to investigate the viability of delivering a major event in the City to mark the 350<sup>th</sup> anniversary of the Great Fire of London.

Members discussed the study, noting that, should viability be proven, the City Corporation would subsequently be asked to provide seed funding not exceeding £300,000, with further funds of between £1.5 and £2million being secured from other organisations.

**RESOLVED** – That the report be noted.

9. **ONE YEAR ON: A REVIEW OF THE CITY'S VISITOR STRATEGY AND ACTION PLAN 2013/17**

The Committee received a report of the Director of Culture, Heritage and Libraries regarding progress to date after just under a year of the City's Visitor Strategy being adopted.

**RESOLVED** – That the report be noted.

10. **GUILDHALL ART GALLERY ACCREDITATION RENEWAL: REQUIRED REVISIONS TO ACQUISITIONS AND DISPOSAL POLICY**

The Committee received a report of the Director of Culture, Heritage and Libraries regarding revisions to policies to renew and retain the Guildhall Art Gallery's Arts Council Museum Accreditation.

**RESOLVED** – That the recommended revisions to the Guildhall Art Gallery "Acquisitions and Disposal" Policy relating to "Use of Proceeds of Sale", as outlined in Appendix 1, be approved.

11. **CITY ARTS INITIATIVE**

The Committee received a report of the Director of Culture, Heritage and Libraries presenting the recommendations of the City Arts Initiative (CAI) which met on 7 October 2014 to consider the following:

- The Ingram Collection: *Meat Porters* by Ralph Brown
- Asia Chan-Rose: *Entry Makin*
- Mexican Embassy: *Lapidarium* by Gustavo Aceves

Members discussed the proposals, noting that the CAI had been enthusiastic about *Lapidarium* by Gustavo Aceves, but had requested further details as the finer points of the proposal were unclear.

**RESOLVED – That:**

- (a) The Ingram Collection’s application be approved in principle;
- (b) Asia Chan-Rose’s application be rejected; and
- (c) Additional information be requested regarding the Mexican Embassy’s application.

12. **CLOCKMAKERS MUSEUM**

The Committee received a report of the Director of Culture, Heritage and Libraries regarding the recent decision of the Clockmakers’ Company to move their collection to the Science Museum. Members discussed this unexpected end to the negotiations, and the Director of Culture, Heritage and Libraries confirmed that, following a letter from the Master of the Company circulated to all livery companies in July, he had written to the Master regretting the tone of his letter, clarifying the City’s position, and offering to help with any misunderstandings.

**RESOLVED – That:**

- (a) The report be noted; and
- (b) The Director of Culture, Heritage and Libraries submit a short note to the next Livery Briefing.

13. **CITY OF LONDON HERITAGE GALLERY**

The Committee received a report of the Director of Culture, Heritage and Libraries which provided an update on the opening of the City of London Heritage Gallery in September 2014.

**RESOLVED – That the report be noted.**

14. **BILLINGSGATE ROMAN BATH HOUSE - PROGRESS REPORT**

The Committee received a report of the City Surveyor advising Members of the completion of the new utilitarian walkway over the scheduled monument in the Roman Bath House viewing chamber.

**RESOLVED – That:**

- (a) The Capital/HLF project create a fully functioning historical attraction to be closed; and
- (b) The proposal to create a fully functioning historical attraction be re-evaluated in three to five years’ time.

15. **SPITALFIELDS MUSIC GRANT FROM THE CITY OF LONDON CORPORATION**

The Committee received a report of the Director of Culture, Heritage and Libraries regarding the grant, last renewed in 2012, sought by Spitalfields Music for 2016-18. Members discussed the relationship between the Corporation and Spitalfields Music, noting that the two worked very closely together in the organisation of the annual music festivals.

**RESOLVED** – That a recommendation be made to the Finance Committee that the annual grant to Spitalfields Music be set at £45,000 a year for three years (2016 –2018).

16. **SERVICE BASED REVIEWS: CITY OF LONDON CORPORATION POCKET BOOK**

The Committee received a report of the Town Clerk informing Members that savings equivalent to the current budget for the Pocketbook of £17,000 (i.e. £9,000 for the Red Book and £8,000 for the Blue Book) had been agreed by the Policy and Resources Committee, and Members' views were being sought as to the future of the Pocketbook. The Assistant Town Clerk advised that should Members wish to retain the Pocket Book's production, £17,000 would need to be found from elsewhere in the Town Clerk's budget.

Members discussed the latest version of the Pocket Book, expressing their dissatisfaction in the size, typesetting and general lack of convenience. With regard to future versions Members debated various options, including a customisable Filofax version, not producing the leather sleeve, not producing a separate Aldermanic Book, and reducing paper thickness.

Members' opinions were divided as to whether the diary or governance and committee information sections were more widely used by Members, and some Members expressed a desire to phase out the pocket book completely. Members noted that the additional governance information was available as a pdf document upon request from the Town Clerk's Department, and asked that this option be publicised more widely and the pdf include bookmarks to aid ease of use.

The Chairman advised Members that the production of the Pocket Book was funded from the Town Clerk's budget, and this Committee were acting in a supervisory role. As such, she proposed that all Members of the Court of Common Council be surveyed as to the future of the Pocket Book.

**RESOLVED** – That:

- (a) The report be noted;
- (b) The pdf version of the Pocket Book information be revised to include bookmarks and publicised more widely to Members; and
- (c) A survey be circulated to all Members of the Court of Common Council regarding future production of the Pocket Book, with final wording to be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman.

17. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY/URGENCY PROVISION**

**RESOLVED** – That the decisions taken under urgency and delegated authority be noted.

18. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

In response to a Member's query, officers reported that the Strategy Paper would be considered at the Committee's meeting in January 2015, and by the Court of Common Council in March 2015.

19. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

The Town Clerk advised Members that, with the agreement of the Chairman, the autumn meeting dates for 2015 were being rescheduled to ensure they were consistently spaced. In response to a Member's query, the Town Clerk confirmed that Grand Committee meetings were never double-booked, and clashing Sub Committee meetings were avoided wherever possible.

20. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100A(4) 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 1 of Schedule 12A of the Local Government Act.

**Item No.**

21-24

25-26

**Paragraph No.**

3

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21. **NON PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 14 July 2014 be approved.

22. **SERVICE BASED REVIEW**

The Committee received a report of the Director of Culture, Heritage and Libraries.

23. **TOWER BRIDGE PRICING REVIEW**

The Committee received a report of the Director of Culture, Heritage and Libraries.

24. **DECISIONS TAKEN UNDER DELEGATED AUTHORITY/URGENCY PROVISION**

**RESOLVED** – That the non-public decisions taken under urgency and delegated authority be noted.

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

There were no non-public questions.

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

There was one item of other business.

**The meeting ended at 1.15 pm**

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Chairman

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