

# CULTURE, HERITAGE AND LIBRARIES COMMITTEE

Monday, 11 July 2016

Minutes of the meeting of the Culture, Heritage and Libraries Committee held at Guildhall on Monday, 11 July 2016 at 11.00 am

## Present

### Members:

Vivienne Littlechild (Chairman)	Deputy Alastair King
Graham Packham (Deputy Chairman)	Paul Martinelli
Deputy John Absalom	Jeremy Mayhew
Deputy John Bennett	Sylvia Moys
Mark Boleat	Barbara Newman
Keith Bottomley	Ann Pembroke
Deputy Billy Dove	Judith Pleasance
Deputy Kevin Everett	Stephen Quilter
Anne Fairweather	Deputy Richard Regan
Stuart Fraser	Delis Regis
Lucy Frew	Deputy Dr Giles Shilson
Alderman Sir Roger Gifford	Jeremy Simons
Alderman Alison Gowman	Deputy John Tomlinson (Ex-Officio Member)
Deputy the Revd Stephen Haines	Mark Wheatley
Graeme Harrower	
Tom Hoffman	
Wendy Hyde	
Deputy Jamie Ingham Clark	

## In Attendance

### Officers:

David Pearson	- Director of Culture, Heritage and Libraries
Nick Bodger	- Culture, Heritage and Libraries
Margaret Jackson	- Culture, Heritage and Libraries
Geoff Pick	- Culture, Heritage and Libraries
Sara Pink	- Culture, Heritage and Libraries
Steven Chandler	- City Surveyor's Department
Mark Jarvis	- Chamberlain's Department
Julie Mayer	- Town Clerk's Department
Scott Nixon	- Town Clerk's Department
Neil Davies	- Town Clerk's Department

## 1. APOLOGIES

Apologies were received from Keith Bottomley, Dennis Cotgrove, Ann Holmes and Paul Martinelli.

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

There were no declarations.

3. **MINUTES**

The minutes and non-public summary of the meeting held on 23<sup>rd</sup> May 2016 were approved, subject to an amendment showing Deputy John Absalom as being present.

4. **MINUTES OF THE BENEFICES SUB COMMITTEE**

The draft minutes and non-public summary of the meeting held on 8<sup>th</sup> June were received.

5. **MINUTES OF THE KEATS HOUSE CONSULTATIVE COMMITTEE**

The draft minutes of the meeting held on 22 June were received.

Matters arising

Members were pleased to note that Mr Bob Hall, a former Alderman of the City of London Corporation, had been appointed to the Keats House Consultative Committee, filling a vacancy for a representative from the Keats Foundation.

6. **APPOINTMENTS TO SUB COMMITTEES - BENEFICES SUB COMMITTEE AND KEATS HOUSE CONSULTATIVE COMMITTEE**

The Committee considered a report of the Town Clerk in respect of appointments to the Keats House Consultative Committee and the Benefices Sub Committee. Members noted the circumstances before and at the start of the last meeting of the Culture, Heritage and Libraries Committee, which had lead to a long serving Member of the Keats House Consultative Committee, who had wanted to stand again for 2016/17, being unable to do so. Mrs Ann Pembroke declared her willingness to serve and was uncontested.

Members also noted that the Benefices Sub Committee's membership had nearly doubled since nominations were sought from the entire Court of Common Council in 2015. This had enabled the Sub Committee to have a stronger business focus and a sufficient number of Members to ensure that each had oversight of a particular benefice. Members were therefore asked to consider amending the Terms of Reference, in order for the Benefices Sub Committee to appoint a Deputy Chairman.

RESOLVED, that:

1. Mrs Ann Pembroke be appointed to the Keats House Consultative Committee for 2016/17, bringing the total number of representatives from the Culture, Heritage and Libraries Committee to 3, for 2016/17 only, after which time it would return to 2 representatives.
2. The Terms of Reference and Composition of the Benefices Sub Committee be amended in order for the Sub Committee to appoint a Deputy Chairman.

**7. CULTURE, HERITAGE AND LIBRARIES DEPARTMENTAL RISK REPORT - QUARTER 1 - 2016/17**

The Committee received a report of the Director of Culture, Heritage and Libraries in respect of the Department's Risk Report (2016-17). The Director advised that the format had been changed, following advice from Members of the Audit and Risk Management Committee and Members (of the Culture, Heritage and Libraries Committee) welcomed its fresh perspective. The Chairman reassured Members that she met regularly with the Director, in order to review the register.

There was some discussion about IT performance generally across the City of London Corporation and its impact on the public facing aspects of service departments. The new Chairman of the IT Sub Committee offered to engage regularly with the Chairman, in order to take forward Members' concerns. Officers agreed to provide a progress report to the next meeting.

RESOLVED, that – the contents of the report and identified actions being used to monitor and manage effectively the risks arising from our operations in the Culture, Heritage and Libraries Department be noted.

**8. CULTURE, HERITAGE AND LIBRARIES BUSINESS PLAN OUTTURN 2015/16**

The Committee received a report of the Director of Culture, Heritage and Libraries in respect of the outturn performance achieved against the business plan during 2015-16. The Chairman noted the hard work evidenced in the report and commended staff in the Culture, Heritage and Libraries Department.

A Member raised a concern about the condition of the steps at Holborn Viaduct and, whilst Members noted that a renewed programme of cleansing and lighting had been approved, it was suggested that copies of photographs, which showed the original construction of the Viaduct, and were being held at the LMA could be displayed on the walls on the north and south steps. Such a display would draw attention to the Victorian Architecture, bringing educational benefit on either side of the Bridge and hopefully reducing anti-social behaviour. The Director of the LMA agreed to co-operate with the officer responsible for the renewal programme to see what could be achieved, within the approved budget.

Members were particularly interested in the science and technology club and asked if it could be extended to them.

RESOLVED, that – the report be noted.

**9. POLICE MUSEUM BUSINESS PLAN**

The Committee received a report of the Director of Culture, Heritage and Libraries in respect of the Police Museum, which had been requested at the last meeting. Members noted that any income would be returned to the Museum for further development.

In respect of the Clockmakers' Museum, referred to in the first paragraph of the report, Members noted that Mrs Pembroke had been involved in setting this up and therefore the City of London Corporation was not entirely devoid of involvement.

The Chairman and Members endorsed the project and were confident of increasing footfall, given the public's proven interest in this subject, as evidenced from the success of the Metropolitan Police's crime exhibition at the Museum of London.

RESOLVED, that - the report be noted.

10. **REVENUE OUTTURN 2015/16**

The Committee received a report of the Director of Culture, Heritage and Libraries in respect of the revenue outturn position for 2015/16.

During the discussion on this item, the following points were raised/noted:

- Tower Bridge would remain open during the forthcoming road closures; the exhibition team were hoping to make the best of the opportunity to see the bridge without traffic.
- Budgets and income targets for the bridge were being refined.
- The Director agreed to respond to a question, outside of the meeting, in respect of the Martin Parr exhibition and whether value for money had been tested.
- The Chamberlain explained that the Chamberlain's review of carry forwards would consider the value for money aspects. Members were reminded of the criteria for carry forwards; i.e. for budgeted activities not completed within the year.

RESOLVED, that – the report be noted.

11. **IMPLEMENTATION OF THE GRANTS REVIEW**

The Committee considered a report of the Town Clerk in respect of the implementation of the Corporate Grants Review. Further to a suggestion from a Member of the Committee, prior to the meeting, Appendix 1 would be amended, as follows: '*Once a full assessment has been completed, your request would be referred to an appropriate committee*' – with '~~or Senior Manager – depending on the level of grant requested~~' being deleted. The Member also asked for clearer page identifiers on the website. Finally, officers agreed to round up the total figure of £145,139.66, as set out in the table in the report.

RESOLVED, that:

1. The agreed 'Inspiring London through Culture' overarching funding theme for the 2016-18 Central Grants Programme be noted.
2. The level of funding available for the 'Inspiring London through Culture' theme be agreed; rounded up, as set out above.
3. The Central Grants Programme eligibility criteria for the 'Inspiring London through Culture' theme, including the geographical area to be covered, be approved.
4. The amendment to Appendix 1, as set out above, be approved.
5. Authority be delegated to the Policy and Resources Committee to approve the levels of staffing and associated management fee.

**12. CITY OF LONDON FESTIVAL: PLANNING THE FUTURE**

The Committee received a report of the Director of Culture, Heritage and Libraries which updated Members on planning underway to fill the gap left by the City of London Festival. Members noted that a Consultant had been appointed, in order to find a successor, and work would continue until mid-September. Members would receive a further report at their next meeting in October 2016.

The Director invited Members to engage with the consultancy exercise and the following volunteered:

- Alderman Roger Gifford
- Sylvia Moys
- Billy Dove (early September)
- Jeremy Mayhew
- Tom Hoffman
- Deputy John Bennett

The Chairman and Deputy Chairman had already made arrangements to see the Consultant.

Any further expressions of interest were invited, to be emailed to the Director of Culture, Heritage and Libraries by 22<sup>nd</sup> July. The Director offered to share the Consultants' brief with Members.

RESOLVED, that:

1. The contents of the report be noted.
2. The Members volunteering to input to the consultancy exercise be noted, with further offers to be forwarded to the Director of Culture, Heritage and Libraries by 22 July.

### 13. **GUILDHALL YARD - ONE YEAR ON**

The Committee received a presentation from the Head of Cultural and Visitor Development about the activities in Guildhall Yard, over the past year, and Members noted and commented on the following key points:

- The lunch markets on Court of Common Council days initially made a loss (funded from a budget carry forward) but had recently gone into profit. Notwithstanding this, Members agreed that holding the markets on Court Days was also in the interest of transparency as it encouraged workers and residents to watch the arrival of the Lord Mayor and take an interest in the Court.
- Admission to the Guildhall Art Gallery increased on market days and the Gladiator performance last summer had boosted amphitheatre attendance. Members noted an archaeological exhibiton running today in the form of a 'Time Truck'.
- Other highlights had included Son et Lumiere for Shakespeare 400, which had been very successful, attracting over 14,000 visitors over two nights. The Chairman commended staff for supporting this event, which had been held on one of the coldest nights of the year.
- The Battle of the Somme exhibition in June had received significant press coverage and had satellites in Broadgate and Cheapside; it attracted around 70,000 visitors to the Yard during its run.
- A 'pop up' Cinema had been planned for August, with the company taking the financial risk and making a donation to the Lord Mayor's Charity. It was noted that ticket sales were lower than expected, possibly due to the recent poor weather and the fact that some sites in the City had free admission.
- There had been some activities in the Yard aimed at encouraging the City worker franchise, which was currently underused. A Member suggested that they be invited to support officers in these activities.
- There had been considerable social media success in advertising these events, which has considerably raised the profile of Guildhall Yard.
- Whilst officers used every channel possible to advertise events in the Yard, the Chairman suggested that the Barbican Estate office be asked to assist by including forthcoming events in their estate-wide email broadcasts. Members were also encouraged to use their own ward news publications.

Finally, as part of the Great Fire Commemorations over the first weekend in September, a night time fire market was planned, subject to the approval of the Chief Commoner. During the discussion, Members questioned whether the

practice of this, and similar approvals, should fall to one individual. A former Chief Commoner was in attendance and confirmed that, whilst such approvals had been very frequent during his term of office, he had been very well supported by the Remembrancer's Events Team in taking decisions and had not felt it necessary to refuse any requests. The Chairman asked if the Town Clerk could note these comments and look into the process.

Members agreed to receive a report at the next meeting on the funding, administrative procedures and approvals required in running the above events.

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

The Director agreed to respond to a query about City support for the rebuilding of Verdun after the First World War.

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

There were no items of urgent business.

**16. 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.**

**Paragraph No.**

17 – 22

3

**17. NON PUBLIC MINUTES**

The Non-public minutes of the meeting held on 23<sup>rd</sup> May were approved.

**Matters arising**

The UNESCO's UK Memory of the World Register (to include the Great Parchment book) had received 4,000 views on the day it was announced and 100,000 since.

**18. NON-PUBLIC MINUTES OF THE BENEFICES SUB COMMITTEE**

The draft non-public minutes of the Benefices Sub Committee held on 8<sup>th</sup> June 2016 were received.

**19. CHARITIES RISK REGISTERS**

The Committee considered and approved a report of the Director of Culture, Heritage and Libraries in respect of the Charities Risk Registers.

**20. DECISIONS TAKEN UNDER URGENCY**

The Committee received a report of the Town Clerk in respect of a decision taken under urgency, since the last meeting of the Committee.

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

There were no questions.

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

There were no items of urgent business.

**The meeting ended at 12.35**

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Chairman

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