

CULTURE, HERITAGE AND LIBRARIES COMMITTEE

Wednesday, 4 December 2013

Minutes of the meeting of the Culture, Heritage and Libraries Committee held at the Guildhall EC2 at 11.30am

Present

Members:

John Scott (Chairman)	Sylvia Moys
Vivienne Littlechild (Deputy Chairman)	Barbara Newman
Christopher Boden	Graham Packham
Dennis Cotgrove	Ann Pembroke
Deputy Billy Dove	Emma Price
Deputy Anthony Eskenzi	Stephen Quilter
Lucy Frew	Deputy Richard Regan
Deputy the Revd Stephen Haines	Alderman William Russell
Brian Harris	Deputy Dr Giles Shilson
Jamie Ingham Clark	Mark Wheatley
Jeremy Mayhew	Alderman David Graves (Ex-Officio Member)
Robert Merrett	

Officers:

Georgina Denis	- Town Clerk's Department
Matthew Pitt	- Town Clerk's Department
Mark Jarvis	- Chamberlain's Department
Stephen Bursi	- City Surveyor's Department
Donald Comrie	- City Surveyor's Department
David Pearson	- Director of Culture, Heritage and Libraries
Tim Harris	- Culture, Heritage and Libraries Department
Sara Pink	- Culture, Heritage & Libraries Department
David Wight	- Culture, Heritage and Libraries

1. APOLOGIES

Apologies were received from Mark Boleat, Tom Hoffman, Wendy Hyde, Alderman Dr Andrew Parmley, Judith Pleasance, Deputy Gerald Pulman and Deputy Catherine McGuinness.

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

There were no declarations.

3. MINUTES

The Committee approved the public minutes and non-public summary of the meeting held on 28 October 2013.

3. a) BENEFICES SUB COMMITTEE MINUTES

The Committee received the public minutes and non-public summary of the Benefices Sub-Committee meeting held on 3 July 2013.

3. b) KEATS HOUSE CONSULTATIVE COMMITTEE MINUTES

The Committee received the minutes of the Keats House Consultative Committee held on 18 October 2013.

4. CULTURAL HUB WORKING PARTY

The Board considered a report of the Town Clerk regarding the Cultural Hub Working Party, requesting that the Committee appoint one representative to serve on the body.

The Chairman informed the Board that several other Committees had appointed their Chairman to serve on the Working Party and proposed that he was the Committees representative.

The Chairman further proposed that Vivienne Littlechild, as Deputy Chairman also attend the meeting as an observer.

RESOLVED – That John Scott be appointed to serve on the Cultural Hub Working Party as Chairman of the Culture, Heritage and Libraries Committee.

5. CITY OF LONDON POCKETBOOK - OPTIONS FOR THE FUTURE

The Committee considered a report of the Town Clerk detailing outcomes from the recently undertaken Pocketbook Survey and seeking approval to the creation of a working party to consider options for the future production of the Pocketbook.

RESOLVED – That,

- a) the Pocketbook Working Party be established with a suggested composition as follows: -

Chairman of the Culture, Heritage and Libraries Committee
Chairman of the Policy and Resources Committee (or his representative)
The Chief Commoner
A Member of the Policy and Resources Committee
A Member of the Finance Committee
A Member of the Culture, Heritage and Libraries Committee

- b) that Jamie Ingham Clark be appointed to serve on the working party from the Culture, Heritage and Libraries Committee and John Scott, as Chairman, also be appointed; and
c) the working party examine potential improvements that could be made as outlined in the report.

6. **GUILDHALL LIBRARY**

The Committee received a presentation by the Head of Guildhall Library.

The presentation covered the following subjects:-

- The diverse activities of the library;
- Its digitisation project;
- Social media;
- The improved income position of the library; and
- It's strengthening partnerships with other departments and organisations.

In response to a Member's question, the Director of Culture, Heritage and Libraries advised that his department was working closely with others across the City Corporation on a number of upcoming historic anniversaries, including Magna Carta and Shakespeare's 450th Birthday.

In response to a question on the large increase in the level of income produced by the library, the Head of Guildhall Library responded that this could be attributed to ticketed evening events, the play that took place at the Library and charging for elements of the digitisation project.

7. **GRESHAM COLLEGE**

The Committee received a report of the Provost, Gresham College providing Members with an update on the activities and affairs of the College.

The presentation covered the following points:-

- The large number of lectures put on by the College;
- Approximately 20,000 attendees per annum;
- The increasing global reach of the College through its online presence; and
- Its Collaborative work with the Museum of London, City of London Festival, Guild of Educators and others local and national bodies.

The Chairman thanked the Provost for taking time out of his day to update the Committee and wished him well in his future endeavours given he would be retiring in August 2014 and this was likely to be his final visit to the Committee.

8. **CULTURE HERITAGE & LIBRARIES BUSINESS PLAN 2013-2015 - Q2 MONITORING REVIEW**

The Committee received a report of the Director of Culture, Heritage and Libraries providing an update on progress made against objectives and key performance indicators the departmental Business Plan 2013-15.

In response to a Member's question, the Director confirmed that a report on digitisation would be brought to a meeting in the New Year.

In response to a Member's question on the Billingsgate Roman Bath House, the Director responded that his department did not currently have the resources

to widen access to the site. The Chairman added that it would be difficult to attract sponsorship for an access project when question marks remained over the future of the building above the archaeological site.

9. REVENUE AND CAPITAL BUDGETS - 2014/15

The Committee considered a joint report of the Chamberlain and the Director of Culture, Heritage and Libraries seeking approval to the provisional revenue and capital budget for 2014/15.

RESOLVED – That,

- a) the provisional revenue and capital budgets for 2014/15 be approved, subject to the concurrence of the Finance Committee;
- b) the Chamberlain be authorised, in consultation with the Director of Culture, Heritage and Libraries, to revise these budgets to allow for any further implications arising from Corporate Projects, departmental reorganisations and other reviews and changes to the Additional Works Programme.

10. CITY INFORMATION CENTRE ANNUAL REPORT AND USER SURVEY 2012/13

The Committee received a report of the Director of Culture, Heritage and Libraries concerning the City Information Centre Annual Report and User Survey 2012/13.

11. PUBLIC LIBRARY BYELAWS

The Committee considered a report of the Director of Culture, Heritage and Libraries seeking approval to a revised set of Public Library Bye-Laws.

In response to several queries on the wording of the bye-laws, the Director responded that this was a standard wording sent to all Local Authorities from the Department of Culture, Media and Sport.

RESOLVED – That the revised set of bye-laws be approved and recommended to the Court of Common Council subject to some changes being made to the wording by the Director.

12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

A Member raised concern that insufficient reference was made to the Tower of London and St Paul's Cathedral in the recently renewed City of London Visitor Strategy. The Member felt that these attractions were too big to ignore as part of any major strategy on visitors in the City, even though they did not have a direct relationship with the City Corporation.

In response, the Director explained that these visitor attractions were referenced as partners along with other non-Corporation activities, and that their importance was understood. The Strategy is primarily an action plan for the City's Visitor Services team and cannot directly include the plans of others.

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

There were no urgent items.

14. **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.

<u>Item No.</u>	<u>Paragraph No.</u>
15 – 20	3
21 & 22	-

15. **NON PUBLIC MINUTES**

The non-public minutes of the meeting held on 28 October were approved.

15. a) **NON PUBLIC BENEFICES SUB COMMITTEE MINUTES**

The Committee received the non-public minutes of the Benefices Sub Committee meeting held on 3 July 2013.

16. **OPTIONS APPRAISAL - REPLACEMENT OF LIGHTING AND CONTROLS/DIMMING SYSTEM IN THE GUILDHALL ART GALLERY**

The Committee approved a report of the City Surveyor.

17. **AUTHORITY TO START WORK - GUILDHALL ART GALLERY: HERITAGE GALLERY**

The Committee approved a report of the City Surveyor.

18. **TOWER BRIDGE AND MONUMENT PERFORMANCE REPORT - APRIL TO SEPTEMBER 2013**

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

19. **DISPLAY OF SHIP'S BELL, HMS LONDON**

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

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

There were no questions.

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

There were no urgent items.

The meeting closed at 12.40pm

Chairman

Contact Officer: Matthew Pitt
tel. no.: 020 7332 1425
Matthew.Pitt@cityoflondon.gov.uk