



## Culture, Heritage and Libraries Committee

**Date:** MONDAY, 27 JANUARY 2014  
**Time:** 11.30am  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:**

John Scott (Chairman)	Robert Merrett
Vivienne Littlechild (Deputy Chairman)	Sylvia Moys
Christopher Boden	Barbara Newman
Mark Boleat	Graham Packham
Deputy Michael Cassidy	Alderman Dr Andrew Parmley
Dennis Cotgrove	Ann Pembroke
Deputy Billy Dove	Judith Pleasance
Deputy Anthony Eskenzi	Emma Price
Kevin Everett	Deputy Gerald Pulman
Lucy Frew	Stephen Quilter
Deputy the Revd Stephen Haines	Deputy Richard Regan
Brian Harris	Alderman William Russell
Tom Hoffman	Deputy Dr Giles Shilson
Wendy Hyde	Mark Wheatley
Jamie Ingham Clark	Alderman David Graves (Ex-Officio Member)
Deputy Alastair King	Deputy Catherine McGuinness (Ex- Officio Member)
Jeremy Mayhew	Vacancy

**Enquiries:** **Matthew Pitt**  
tel. no.: 020 7332 1425  
[Matthew.Pitt@cityoflondon.gov.uk](mailto:Matthew.Pitt@cityoflondon.gov.uk)

Lunch will be served in Guildhall Club at 1PM

**John Barradell**  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To approve the public minutes of the meeting held on 4 December 2013.  

**For Decision**  
(Pages 1 - 6)
4. **TERMS OF REFERENCE**  
The Committee are invited to review their terms of reference before they are considered at the 1 May meeting of the Court of Common Council.  

**For Decision**  
(Pages 7 - 8)
5. **CITY ARTS INITIATIVE**  
Report of the Town Clerk.  

**For Decision**  
(Pages 9 - 10)
6. **CULTURE, HERITAGE AND LIBRARIES: PUBLIC RELATIONS UPDATE**  
Report of the Director of Public Relations.  

**For Information**  
(Pages 11 - 18)
7. **LONDON METROPOLITAN ARCHIVES PRESENTATION**  
Presentation by the Director of the London Metropolitan Archives.  

**For Information**
8. **GUILDHALL ART GALLERY ACQUISITIONS POLICY**  
Report of the Director of Culture, Heritage and Libraries.  

**For Decision**  
(Pages 19 - 30)
9. **GUILDHALL ART GALLERY PRESENTATION**  
Presentation by the Head of Guildhall Art Gallery.  

**For Information**
10. **DIGITISATION : PROGRESS AND POLICY**  
Report of the Director of Culture, Heritage and Libraries.  

**For Decision**  
(Pages 31 - 38)

11. **CITY OF LONDON FESTIVAL**  
Report of the Director of Culture, Heritage and Libraries.  
**For Decision**  
(Pages 39 - 66)
12. **WEDDINGS AT KEATS HOUSE**  
Report of the Director of Culture, Heritage and Libraries.  
**For Decision**  
(Pages 67 - 74)
13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
14. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**
15. **EXCLUSION OF THE PUBLIC**  
MOTION – That under Section 100(A) 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 I of the Schedule 12A of the Local Government Act.  
**For Decision**

#### **Part 2 - Non-public Agenda**

16. **NON PUBLIC MINUTES**  
To approve the non-public minutes of the meeting held on 4 December 2013.  
**For Decision**  
(Pages 75 - 76)
17. **TEN KEATS GROVE, HAMPSTEAD (FORMERLY THE HEATH LIBRARY):  
PROPOSED LICENCE RENEWAL TO KEATS COMMUNITY LIBRARY**  
Report of the City Surveyor.  
**For Decision**  
(Pages 77 - 84)
18. **THE LORD MAYOR'S STATE COACH PROGRESS REPORT - CMP  
(CONSERVATION MANAGEMENT PLAN)**  
Report of the City Surveyor.  
**For Information**  
(Pages 85 - 88)
19. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE  
COMMITTEE**
20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND  
WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE  
PUBLIC ARE EXCLUDED**