



## Culture, Heritage and Libraries Committee

**Date:** MONDAY, 18 SEPTEMBER 2023  
**Time:** 11.00 am  
**Venue:** COMMITTEE ROOM 3 - 2ND FLOOR WEST WING, GUILDHALL

**Members:**

Munsur Ali (Chairman)	Alderwoman Jennette Newman
John Foley (Deputy Chairman)	Deborah Oliver
Emily Benn	Deputy Graham Packham (Ex-Officio Member)
James St John Davis	Judith Pleasance
John Griffiths	Alpa Raja
Jason Groves	Anett Rideg
Deputy Madush Gupta	David Sales
Jaspreet Hodgson	Ian Seaton
Amy Horscroft	Alethea Silk
Wendy Hyde	Tom Sleigh (Ex-Officio Member)
Frances Leach	Mark Wheatley
Antony Manchester	Dawn Wright
Alderman Bronek Masojada	Irem Yerdelen
Andrew Mayer	Deputy Elizabeth King
Wendy Mead	Caroline Haines
Eamonn Mullally	

**Enquiries:** Jayne Moore  
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<https://youtube.com/live/nLVxfCOE2eQ?feature=share>

or by searching the committee name here:

<https://www.youtube.com/@CityofLondonCorporation/streams>

A recording of the public meeting will be available via the above link following the end of the public meeting for up to one civic year. Please note: Online meeting recordings do not

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Lunch will be served in Guildhall Club at 1.15pm

**Ian Thomas CBE**  
**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 agree the public minutes of the previous meeting held on 13 July 2023.  

**For Decision**  
(Pages 7 - 12)
4. **OUTSTANDING ACTIONS**  
Report of the Clerk.  

**For Information**  
(Pages 13 - 14)
5. **FORWARD PLAN**  
To note the Forward Plan  

**For Information**  
(Pages 15 - 16)
6. **DESTINATION CITY REPROFILE UPDATE AND FORWARD PLAN**  
To receive the report of the Executive Director of Innovation and Growth (IG).  

**For Information**  
(Pages 17 - 22)
7. **CITY ARTS INITIATIVE RECOMMENDATIONS**  
To consider the report of the Executive Director of Innovation & Growth.  

**For Decision**  
(Pages 23 - 50)
8. **LONDON METROPOLITAN ARCHIVES UPDATE**  
To receive the report of the Deputy Town Clerk  

**For Information**  
(Pages 51 - 56)

9. **BARBICAN LIBRARY REFRESH PROJECT**  
To consider the report of the Director of Community and Children's Services.
- To Approve**  
(Pages 57 - 70)
10. **SENIOR OFFICE RECRUITMENT**  
To receive the report of the Executive Director, Communities and Children's Services.
- For Information**  
(Pages 71 - 72)
11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
12. **ANY OTHER BUSINESS THE CHAIR CONSIDERS URGENT**
13. **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**

14. **NON-PUBLIC MINUTES**  
To agree the non-public minutes of the previous meeting held on 13 July 2023.
- For Decision**  
(Pages 73 - 76)
15. **BECKFORD AND CASS STATUE PLAQUE TEXT AMENDMENTS & PROJECT UPDATE**  
To consider the report of the Executive Director of Innovation & Growth.
- For Decision**  
(Pages 77 - 86)
16. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
17. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

## CULTURE, HERITAGE AND LIBRARIES COMMITTEE

Monday, 17 July 2023

meeting of the Culture, Heritage and Libraries Committee held at Committee Room 3  
- 2nd Floor West Wing, Guildhall on Monday, 17 July 2023 at 11.00 am

### Present

#### Members:

Munsur Ali (Chairman)	Eamonn Mullally
John Foley (Deputy Chairman)	Deborah Oliver
Emily Benn	Alpa Raja
James Bromiley-Davis	Anett Rideg
John Griffiths	Ian Seaton
Wendy Hyde	Mark Wheatley
Wendy Mead	Dawn Wright
Ian Seaton	

**Also present:** Deputy Ann Homes (Chief Commoner)

### In Attendance

#### Officers:

Rachel Levy	- Community & Children's Services
Jayne Moore	- Town Clerk's Department
Emma Markiewicz	- London Metropolitan Archives
Will Gompertz	- Barbican Centre
Charlotte Dos Santos	- Innovation and Growth
Luciana Magliocco	- Innovation and Growth
Laurie Miller-Zutshi	- Innovation and Growth
Yousra Salem	- Innovation and Growth
Damian Nussbaum	- Innovation and Growth
Kate Poulter	- Innovation and Growth
Rob Shakespeare	- Environment
Simon Glynn	- Environment
Andrew Buckingham	- Town Clerk's Department
Mark Jarvis	- Financial Services
Emily Rimington	- Comptroller and City Solicitor's Services
Matthew Cooper	- Town Clerk's Department
Kate Whitbourn	- Innovation and Growth
Susana Barreto	- City Surveyor's Department
Steven Chandler	- Surveyor's and Property Services
Julia Pridham	- Bridge House Estates

1. **APOLOGIES**

Apologies were received from Alderman Bronek Masojada and Irem Yerdelem.

The following Members observed the meeting online: Deputy Madush Gupta, Caroline Haines, Elizabeth King, Judith Pleasance, Antony Manchester, and Jeanette Newman.

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

Deborah Oliver declared the following interests (in respect of item 9): Barbican library member, member of Barbican Association, member of a Barbican house group.

3. **MINUTES**

**RESOLVED**, That the public minutes of the meeting of 22 May 2023 be approved as an accurate record of the proceedings.

4. **MINUTES OF KEATS HOUSE CONSULTATIVE COMMITTEE MEETING**

The Committee noted the minutes of the 23 June 2023 meeting of the Keats House Consultative Committee.

5. **OUTSTANDING ACTIONS**

The Committee noted the report of the Clerk.

On action 3, Members asked whether an update was available on an Officer working group and whether clarification on cultural strategy leadership and timetable might be available, noting the Committee's Terms of Reference that referenced cultural strategy leadership and the Culture, Heritage & Libraries (CHL) Committee's primacy in determining that strategy.

The meeting heard that plans for a working group were under way, that a draft outline paper for it had been shared informally with the Chair and Deputy Chair of the Policy & Resources (P&R) Committee, and that the paper was expected to be forwarded to the executive leadership ahead of presentation to the CHL Committee in the autumn time. In response to Member queries about why CHL Committee was not sighted on that documentation ahead of the autumn time, the meeting heard that the draft was being discussed upstream of its submission to the CHL Committee in order to ensure that the contents and recommendations were appropriate. The meeting heard that a recommendation of the draft paper was that the strategies themselves were to be submitted to the CHL Committee in the first instance, to be subsequently shared with the P&R Committee for information.

Members asked that the Chair and Deputy Chair of CHL be involved in such discussions in future.

6. **FORWARD PLAN**

The Committee noted the Forward Plan

7. **DESTINATION CITY OVERVIEW**

Members received a presentation providing an overview of the Destination City programme. The main points covered in the presentation were as follows:

- A recap of the Destination City programme, its purpose and vision;
- An overview of the core Destination City priority programmes;
- The core Destination City marketing and events calendar;
- Priority audience segments; and
- The adjacent Destination City workstreams, delivered across the Corporation.

Members congratulated Destination City (DC) on the presentation and made the following points:

- There is benefit in further information on how targets were expected to be met
- Details of the steering group's membership would be welcome
- More information on the extent to which the plan aligns with City of London (CoL) core objectives would be helpful
- It is important to provide advance notice of events (for key stakeholders including CoL tour guides, Guildhall Art Gallery, students, and small businesses)
- There is merit in utilising the CoL Common Council to nurture brand partnerships
- There are further opportunities to reach out to the wider public via election communication material
- It is important to mesh cultural strategy and DC activity, ensuring that culture underpins all activity
- There are further opportunities to streamline strategy communications with corporate partners and City BIDs
- Proactive engagement with City of London Police, residents, business, BIDs, educational institutions and embassies (including for unique events such as the Lord Mayor's Show) is vital
- Some of the targets and spend given appeared to be low

The meeting heard that a meta-model and business intelligence dashboard could be shared with the Committee, together with supporting strategies, and that stakeholder involvement and consistency with CoL objectives was core to DC's strategy with further detailed information on those strategies to be submitted to future Committees. The meeting heard that DC liaised closely with City of London Police, and that further opportunities to interact with CoL membership, corporate partners, and electoral services were being explored, noting the opportunities and challenges of involving brand partners and noting also the recent City BID strategy meetings and planned resident surveys. The meeting heard that many baseline assumptions and figures in respect of targets were pre-pandemic, and that part of DC's remit was to grow audience and engagement following pandemic disruption.

In response to a question around timelines for further information, the meeting heard that DC was feeding into the CoL communications team strategy and that the timeline was subject to that schedule.

More detailed information on the steering group's membership was to be shared in a private session for confidentiality reasons.

8. **KEATS HOUSE ACTIVITIES PLAN 2023/24**

Members congratulated the Keats House team on their work, and commented that there was merit in further integrating the CoL's assets into Keats House activities and its website.

**RESOLVED**, That the Keats House Activities Plan 2023/24 be approved.

9. **BARBICAN LIBRARY COMMUNITY ROOM**

The Committee received the report of the Director of Community and Children's Services.

A Member sought clarification on when the subsidised residents' rate would be known, commenting also that some Barbican residents might be disappointed that fees were being charged. The meeting heard that fees had not yet been set and that the same model would be used as that of the Artizan St library - and that any hire would be managed as a library space rather than a community space.

In response to questions on whether the deterrent effect of late fees would be lost if late fees were reduced or removed, the meeting heard that libraries across the country were reviewing their policies on late fees, and that evidence suggested that late fees generally did not impact significantly on returns.

Members commented that hospitality services were expected at such venues, noting the restrictions inherent in their provision because of the nature of the building and noting that library staff time would be a factor.

10. **REVENUE OUTTURN 2022-23**

The Committee noted the revenue outturn for 2022/23 (showing an overall unfavourable variance to final budget of £0.614m), noting also that there are no carry forward requests for 2023/24 in relation to the CHL Committee.

Commenting that budget underspends would eventually be coming to an end, a Member sought clarification on that for the future and also on "reduced income".(as per section 3.1 of the report). The meeting heard that further reviews would take place in the autumn period, including that of the annual allocation and of income levels (relating particularly to Monument).

A Member asked whether a contingency fund was available for the CHL Committee. The meeting heard that contingency funds were held at Finance/P&R level and that each Committee was awarded an annually-approved fund allocation. No decision on those budget estimates has been finalised.



11. **'MAKERSPACE' IN ARTIZAN STREET LIBRARY & COMMUNITY CENTRE - CHARGES**

A Member asked whether unwaged customers and/or JSA recipients might benefit from further reductions. The meeting heard that such users would be considered for lower rates.

In response to a question on further resident engagement, the meeting heard that further wider-scale resident engagement was planned that would include a community sewing group and a festival of making.

**RESOLVED**, That Members agree to the proposed fees as per Option 3 as set out in section 10 of the report of the Director of Community & Children's Services, to include discounts for unwaged and JSA-receiving users.

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

There were no questions.

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

There was no other business.

14. **EXCLUSION OF THE PUBLIC**

**RESOLVED**, 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.

15. **NON-PUBLIC MINUTES**

16. **CITY ARTS INITIATIVE RECOMMENDATIONS TO THE COMMITTEE**

17. **IMPLEMENTING CORPORATE CHARITIES REVIEW RECOMMENDATIONS - KEATS HOUSE (1053381)**

18. **BARTHOLOMEW FAIR UPDATE**

19. **THE CITY'S CARRIAGES - CONSERVATION PRIORITIES**

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

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

The meeting ended at 1.20 pm

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Chairman

**Contact Officer: Jayne Moore**  
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**CULTURE HERITAGE & LIBRARIES COMMITTEE**  
**Outstanding Actions (updated July 2023)**

<b>Action Number</b>	<b>Date</b>	<b>Action</b>	<b>Responsible Officer</b>	<b>Progress Update</b>
1	22 May 2023	Destination City to provide an overview of its overarching strategy and remit including an implementation programme	DC executive	DC presentation viewed on 17 July 2023
2	22 May 2023	Cultural calendar to be drawn up to include a forward plan/embassy engagement	DC executive	Presented by DC on 17 July 2023
3	22 May 2023	Officer working group on cultural vision and strategy to report outcomes and recommendations to July meeting	Officers	17 July 2023: draft outline in progress ahead of submission to CHL in autumn
4	22 May 2023	Keats Grove temporary licence to be progressed	RS	Update provided 17 July 2023
5	17 July 2023	Folio 400 Jaggard Print House memorial: updates to be provided	Officers	

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Culture, Heritage and Libraries Committee Forward Plan 2023

20.11.2023	Risk Update Report, Keats House	Environment Department	For decision
	Keats House mid-year update 2023/24		For information
	Bartholomew Fair update	IG	For information

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# Agenda Item 6

<b>Committee(s):</b> Culture, Heritage and Libraries	<b>Dated:</b> 18 September 2023
Policy and Resources	21 September 2023
<b>Subject:</b> Destination City Reprofile update and forward plan	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	3, 7, 9, 10
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N/A</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>N/A</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>N/A</b>
<b>Report of:</b> Damian Nussbaum, Executive Director of Innovation and Growth (IG)	<b>For information</b>
<b>Report author:</b> Luciana Magliocco, Destination Director, Innovation and Growth	

## Summary

The priority projects proposed in the Destination City Implementation Plan have all been successfully initiated. The consumer place brand and digital channels have launched, and a major City of London event has been delivered. The development stages of the Insights Programme and Commercial Partnership Programme are complete with next steps underway. Programme priorities for 2023/24 and 2024/25 delivery have been set out.

## Recommendation(s)

Members of Culture, Heritage and Libraries (CHL) and Policy and Resources (P&R) are asked to:

- Note projects set against the £836,000 reprofile amount have been successfully delivered except for the Cultural Planning Framework which will be finalised in November.
- Note the key priority programmes for 2023/24 and 2024/25 delivery have been set.

## Main Report

## Background

1. Destination City is a first of its kind programme for the City of London Corporation. It is aimed at growing the City of London's leisure proposition to boost our attractiveness to existing audiences while also opening it up to new ones. Success will be increasing footfall and spend.
2. The below priority projects were set out in the Destination City Implementation Plan and approved by CHL and P&R in November 2022.
  - I. Develop a Destination Brand and launch a new consumer facing website
  - II. Develop a Destination City Insights Programme
  - III. Develop a Commercial Partnership Strategy
  - IV. Develop the Destination City Delivery Programme
  - V. Transitioning the Culture Mile into the Destination City Agenda
  - VI. Deliver effective stakeholder engagement, marketing and communications and measurement across all programme activity
3. Due to several unforeseen barriers encountered in setting up a foundational programme of scale from scratch, priority projects needed to be staggered. In March 2023, Members approved the request for £836,000 to be rolled over to 2023/24 to ensure appropriate delivery.
4. Members also approved the request to return to Committee with a forward plan of priority programmes for 2023/24 and 2024/25, recognising that each priority programme will have its own strategy to inform targets, implementation, and budget allocation.

## Current Position

5. The below summarises the progress made against the strategic priority areas.
6. The new consumer facing destination brand *The City of London* launched in June 2023. All consumer facing brand channels are now live and the summer awareness campaign underway. The reprofiled budget to deliver all consumer brand launch related activity will be spent by end of September.
7. The forward strategy for the Destination Insights Programme has been set and a Baseline Report produced. Work delivered to date will inform the brief for the Insight's provider tender process. The reprofiled budget to deliver the above aspects will be spent by end of September.
8. The interim Commercial and Brand Partnership Strategy has been produced following an extensive market listening exercise with all major industry players. The brief for the appointment of a Sponsorship agency has been approved by central procurement and the tender process will begin in October. The reprofile budget will be spent when the procurement process is complete.
9. The reprofile budget to secure artists and agency support for the development of Bartholomew Fair has been spent. The total budget allocated to Bartholomew Fair planning and delivery has come in higher than originally forecasted. The increased



costs have come from additional event production costs and enhanced counter terrorism measures to ensure public safety. These costs will be covered from event contingency funds. Learnings have been taken on board to inform more precise event forecasting in the future.

10. Work is underway on the development of the Cultural Development Framework with a reviewed completion date of end of October. This is being managed by the Planning and Policy department. The reprofiled budget to complete this scope of work will be spent by November.

## Proposals

11. With the foundations now in place for all Destination priority programmes, our focus will be to actively drive forward the consumer agenda. Better understanding consumer behaviours and trends and delivering targeted marketing and enlivenment to attract and convert leisure audiences.
12. **Destination Profile & Promotion:** *The City of London* brand will be a powerful tool in which to reappraise audience perceptions, grow destination brand equity and unlock new opportunities to attract consumers, brand partners and future leisure occupiers to the Square Mile. We will deliver a fully integrated annual promotional programme to position *The City of London* as a leading leisure destination of choice; promoting its culture, retail and hospitality offer as well as the wider calendar of City events to drive demand.
13. **Destination Insights & Performance:** We aim to launch the City Consumer Performance Platform (working title) in Q1 of 2024. Timings will be subject to agency responses and the tender process which will go through central procurement. This will power more robust and reliable consumer and market insight which will be critical in shaping future consumer strategies at a City Corporation and broader stakeholder level.
14. **Destination Commercial & Brand Partnerships Programme:** The market listening exercise highlighted the incredible opportunity the City of London has in attracting more diverse audiences, through partner-led activity. We propose a multi-layered approach to attracting new brand partners that enhance our leisure offer and bring new audiences:
  - I. Create a "Venues for Vibrancy" model - offering up vacant premises to new and established brands on a Pop Up and Meanwhile basis, in exchange for a high-quality offer that drives guaranteed footfall.
  - II. Appoint a Sponsorship Agency to sell the City of London proposition and secure major brand partnerships deals for future events and activations.
  - III. Broker new cultural openings with landlords and developers to build the City's permanent cultural offer.
15. **Destination Enlivenment & Vibrancy:** Bartholomew Fair will be an opportunity to test the impact of our new event model, establish baseline KPIs and demonstrate proof of concept to attract future brand partners and sponsors. The level of

financial investment against future event delivery will reduce as we start to attract brand partnerships on a contra-deal basis, working towards paid sponsorship deals as we establish the City of London's leisure credentials.

16. **Destination Wayfinding:** The Destination team will work with the Environment department and City stakeholders to develop a wayfinding strategy. The resource, funding and timings to deliver a City-wide solution will be considered as part of the strategy development over the coming months.

## Corporate & Strategic Implications

17. Strategic implications – includes alignment with the [Corporate Plan](#) across outcomes 3, 7 and 10. Supporting a flourishing society, a thriving economy, and the shaping of outstanding environments.
18. Financial implications – delivery of the priority programmes outlined in this report are covered by the Growth BID which is funded through Local Risk.
19. Resource implications – external resource has been factored into budget forecasting where there are gaps in internal expertise or operational systems.
20. Legal implications – none identified.
21. Risk implications – the Destination City vision requires strategic alignment and implementation across departments to be successful.
22. Equalities implications – none identified.
23. Climate implications – none identified.
24. Security implications – none identified.

## Conclusion

25. This report outlines the positive progress made across all priority projects set out in the Implementation Plan. With programme foundations now in place, the forward strategy will focus on targeted consumer initiatives that drive consumer demand of the City's leisure offer.

## Background Papers

- Proposals for the implementation of Destination City - 14 November 2022, Policy and Resources and 17 November 2022, Culture, Heritage and Libraries
- Destination City –Growth BID Reprofile - 23 March 2023, Policy and Resource
- Destination Brand Identity and Destination Website - 11 May 2023, Policy and Resources and 22 May 2023, Culture, Heritage and Libraries

- Destination City 2023 Bartholomew Fair - 20 April 2023, Policy and Resources and 22 May 2023, Culture, Heritage and Libraries - Destination City – 2023 Bartholomew Fair
- 17 July 2023, Culture, Heritage and Libraries – Destination City Overview - 17 July 2023, Culture, Heritage and Libraries –

**Luciana Magliocco**

Director

Destination City

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<b>Committee(s):</b> Culture, Heritage and Libraries – For Decision	<b>Dated:</b> 18/09/23
<b>Subject:</b> City Arts Initiative Recommendations to the Culture, Heritage and Libraries Committee	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	3, 7 and 10
<b>Does this proposal require extra revenue and/or capital spending?</b>	n/a
<b>If so, how much?</b>	n/a
<b>What is the source of Funding?</b>	n/a
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	n/a
<b>Report of: Damian Nussbaum, Director of Innovation &amp; Growth</b>	<b>For Decision</b>
<b>Report author:</b> <b>Will Gompertz, Artistic Director, Barbican</b> <b>Luciana Magliocco, Destination Director</b>	

## Summary

This report presents the recommendations of the City Arts Initiative (CAI) which met on 24 August 2023. At this meeting CAI considered blue plaque proposal 1 and public art proposal 2.

1. The Furniture Makers’ Company – Royal National Lifeboat Institution (RNLI) Blue Plaque Application
2. Gillie and Marc – Wild About Babies Sculptures

## Recommendation(s)

Members of the Culture, Heritage and Libraries Committee are asked to:

Approve the City Arts Initiative's recommendations in relation to proposals 1 and 2:

1. The Furniture Makers’ Company – Blue Plaque Application for the RNLI’s first offices – approve or reject.
2. Gillie and Marc – Wild About Babies – approve subject to background checks on funding of the project, more clarity on the overarching campaign and planning permissions gained.

## **Main Report**

### **Background**

1. The CAI met on 24 August 2023 to consider the proposals outlined below.
2. Further background information is circulated electronically with this report and is available in appendices 1 and 2. Full details of all the applications to the CAI are available on request from the Cultural Policy & Partnerships Officer.

### **Proposals**

#### **The Furniture Makers' Company – Blue Plaque Application for RNLI's first offices**

3. The CAI received an application from The Furniture Makers' Company for a blue plaque to be placed at 12 Austin Friars EC2N 2HE to commemorate the site of the first Royal National Lifeboat Institution office. This is a grade II listed building. See appendix 1 for more details.
4. There is a tight timeframe on this application as the ribbon cutting ceremony for the plaque has been scheduled in the diary of the incoming Lord Mayor. This is due to take place in March 2024 on the 200<sup>th</sup> anniversary of RNLI. We have been advised that if approved the process to gain listed building consent, plaque manufacture and installation could take up to 8 months. Therefore, installation is unlikely to be in March.
5. The proposal outlines that the RNLI was first established by individuals who had links with the slave trade. The RNLI is transparent about this on its website and no longer has these associations.
6. CAI officers will be creating a contested heritage checklist. The checklist will be developed with external experts in this field and relevant CoL teams. This will be used to guide future decision making on applications with such associations.
7. Due to the time pressures of the RNLI application, CAI recommends the process for this specific plaque is expedited alongside the development of this work in order to meet the March deadline.
8. The CAI recommends that this proposal is considered by members for approval or rejection.

#### **Gillie and Marc – Wild About Babies**

9. The CAI received an application from Gillie and Marc for Wild About Babies which comprises of 6 x 'Wild Baby' sculptures and 1 x 'Mother Gorilla' Sculpture. See appendix 2 for more details.
10. The proposal is for the Wild About Babies Sculpture to be placed in Paternoster Square from November 2023 – November 2024. This would replace Gillie and

Marc's popular 'Wild Table of Love' Sculpture which was previously displayed in Paternoster Square.

11. The aim of the sculptures is for education purposes and to drive awareness of animal conservation. Each individual sculpture will have a QR code for further information about the campaign. CAI recommends all information in the overarching campaign be shared for review by CAI prior to installation.
12. The proposal has gained consent from CoL Highways teams. CAI recommends that the applicants should work with CoL planning officers to gain required planning permission and clarify the precise location of the sculptures in Paternoster Square, this will also include a review of sculpture weights and plinth heights to ensure there are no obstructions on accessibility and safety.
13. As the project is funded by a private artist, CAI recommends a review of funding/fundraising streams to ensure no reputational risk or conflict.
14. The CAI recommends this application is approved by members subject to the aforementioned conditions.

### **Corporate & Strategic Implications**

Strategic implications – none

Financial implications - funding for CAI projects/installations are funded externally by the applicant or project partner.

Resource implications – apart from officer time handling enquiries and managing the installations, there are no resource implications other than where specifically noted.

Legal implications - none

Risk implications – There may be reputational risk in relation to the RNLI blue plaque application (see proposal 1).

Equalities implications – Officers from Planning sit on the CAI where they provide access advice within their feedback to applicants.

Climate implications - none

Security implications - none

### **Conclusion**

15. This report summarises the discussions of the City Arts Initiative. It presents recommendations in relation to the public art applications considered on 24 August 2023.

### **Appendices**

- Appendix 1 – Furniture Makers' - RNLI Blue Plaque Supporting Documentation
- Appendix 2 – Gillie and Marc – Wild About Babies Supporting Documentation

## **Background Papers**

Full details of the applications received by the City Arts Initiative are available on request from the Artistic Director.

### **Will Gompertz**

Artistic Director, Barbican

### **Luciana Magliocco**

Destination Director, Innovation & Growth

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[luciana.magliocco@cityoflondon.gov.uk](mailto:luciana.magliocco@cityoflondon.gov.uk)





## City of London – Blue Plaque Scheme

### CAI application review

<b>Applicant:</b>	The Furniture Makers' Company
<b>Subject:</b>	Blue Plaque for the Royal National Lifeboat Institution (RNLI) first offices
<b>Summary of subject(s) and their historical significance:</b>	The request is for a plaque in the location of the RNLI first offices. The RNLI was set up in 1824 after founder, Sir William Hillary, who decided to take action to try and stop the loss of life to shipwreck around British coasts.
<b>Full address of location:</b>	Furniture Makers' Company 12 Austin Friars London EC2N 2HE
<b>Historical connection to the address:</b>	Location of the first RNLI offices from 1824 until 1826.
<b>Manufacturing and installation costs</b>	The applicant is aware that they will need to pay for the costs associated with delivery of the plaque
<b>LMA confirmation that the information is correct</b>	Yes
<b>Listed Building Consent</b>	Required. 12 Austin Friars is Grade II listed.
<b>Additional information</b>	The Heritage Team in the City Surveyor can confirm that the site of the first RNLI office is factually correct. The City Surveyor has no policy remit to provide commentary on the RNLI's bibliography, specifically its origins and links to slavery, as documented by the RNLI on their website

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**THE CITY OF LONDON CORPORATION**

**COMMEMORATIVE**

**CERAMIC PLAQUES**

The Corporation of London is the local authority for the Square Mile of the City of London, the financial and commercial heart of Britain.

The illustration below shows one of the Corporation's Commemorative Plaques. The precise wording of each individual new plaque will depend upon the particular subject matter. It should be noted that such plaques will be considered only for sites within the "Square Mile".

Plaques outside the City of London are primarily the responsibility of English Heritage (020 7973 3000), although some London Boroughs also operate their own system.



MAIN

CONTACT: DEBBIE JOHNSON

07484 752 760

debbie@fredasmith.co.uk

Worshipful Company of Furniture Makers

Hall Custodian and Junior Warden Elect

## APPLICATION FORM FOR A COMMEMORATIVE PLAQUE

This application form is based upon the "The City of London Corporation Commemorative Plaques – Criteria for the Evaluation of Proposals" adopted by the Trees, Gardens and City Open Spaces Committee on 26th April 1996. Copies of the full version of that document are available on request from the Town Clerk (020 7332 1427).

The City Corporation will, from time to time, consider the erection of ceramic plaques to commemorate significant people, places and events in the history of the City. However, it recognises that there may be occasions when this generally desirable method of commemoration and informing the public could result in unnecessary visual clutter. Therefore, each proposal for a plaque will be treated on its individual merits and in relation to the overall street scene in the area where it is proposed to be erected.

The City Corporation requests proposers of plaques to note that many more suggestions for plaques are received than can be approved within the resources available. Although the plaque suggestions falling within the criteria will be considered, the City Corporation reserves the right to determine priorities among suggestions received.

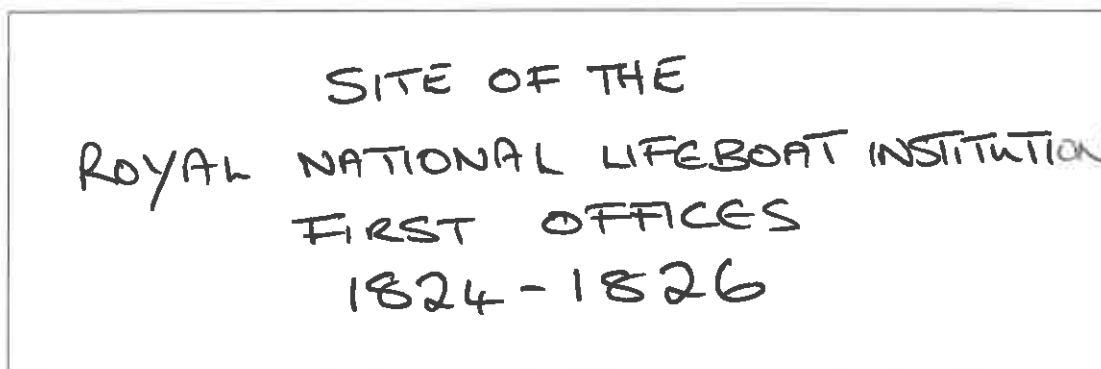
When considering subjects for commemoration, the City Corporation shall consult such individuals, bodies, institutions and organisations as it considers appropriate, but reserves the right to make the ultimate decision, which shall be final.

The City Corporation welcomes participation by individuals, organisations and business in the financing of individual plaques, but such an arrangement shall not affect the City Corporation's consideration for suitability for the subject matter.

**Proposers of subjects for commemoration are requested to provide as much evidence as they are able to in support of their proposal, including any copies of published or archival references and a location plan.**

Proposers of subjects for commemoration should read the following carefully, answer the relevant questions and supply as much additional useful information as possible.

### SUGGESTED TEXT FOR PROPOSED PLAQUE:



**Note** – This should be for a maximum of 64 characters (including comma's) OR 6 lines of text, as the ceramic artist has to be able to reproduce the text within the confines of the plaque frame. The City of London reserves the right to change or alter this text, following consultation with both the applicant and the ceramic artist.

(a) **Individual or Groups of People**

N/A

Without exception, proposals for the commemoration of famous people shall not be considered until they have been dead for 10 years or until the centenary of birth, whichever is the earlier. In addition, at least one of the following requirements is to be met. Please tick the relevant boxes and use the space at the end of the form or a separate sheet of paper to set out appropriate supporting information.

- (i) There shall be reasonable ground for believing that the subject is regarded as eminent or deserving of recognition.

YES NO

- (ii) They shall have made some important positive contribution to history or society.

YES NO

- (iii) They shall have had such outstanding personalities that the well-informed passer-by immediately recognises their name or names.

YES NO

(b) **Buildings or Sites**

The nature of the current building or use of a site shall not preclude the erection of a plaque, but such issues at technical difficulties of fixing and the need to obtain Listed Building Consent shall be taken into consideration. The following requirement shall be met, but you should note that a building or site shall not be marked solely because it figures in a work of fiction. Please tick the relevant box and use the space at the end of the form or a separate sheet of paper to set out appropriate supporting information.

- (i) There shall be reasonable grounds for believing that the subject is of archaeological, architectural or historic interest.

YES NO

(c) **National/International Organisations**

Such organisations may be deemed worthy of consideration provided that at least one of the following criteria are met. Please tick the relevant boxes and use the space at the end of the form or a separate sheet of paper to set out appropriate supporting information.

- (i) There shall be reasonable grounds for believing that the subject is regarded as eminent or deserving of recognition.

YES NO

- (ii) They shall have made some important positive contribution to society or history and development of the city of London.

YES NO

- (iii) A well-informed passer-by should immediately recognise their name.

YES NO

(d) **Foreign Applications**

N/A

In these cases a contribution towards the cost of production or erection would normally be expected, either from the relevant Government or the person / organisation making the proposal and the following criteria must also be met. Please tick the relevant boxes and use the space at the end of the form or a separate sheet of paper to set out appropriate supporting information.

- (i) They should be of international reputation or of significant standing in their own country.

YES      NO

- (ii) Their time in the City of London Corporation should have been a significant period within their life and work.

YES      NO

- (iii) The form of name, forename or title in the inscription on a plaque should be in accordance with that given in a standard English work of reference or as would be readily recognisable to a reasonably well-informed passer-by.

YES      NO

**Cost**

The City of London welcomes donations towards the cost of realising a Commemorative Blue Plaque.

**Supporting Information**

(Please also indicate the precise location at which you would wish your plaque to be located).

Address/Location:

FURNITURE MAKER'S HALL  
12 AUSTIN FRIARS  
LONDON  
EC2N 2HE

This application form, when completed with appropriate details about your proposal for a commemorative plaque, should be sent to the following address:

**The City Surveyor  
City of London Corporation  
P.O. Box 270  
Guildhall  
London EC2P 2EJ**

**H/DEPARTMENT/PLAQUES**



**12 AUSTIN FRIARS  
LONDON EC2N 2HE**

**THE SITE OF THE  
R.N.L.I (Royal National Lifeboat Institution)  
FIRST OFFICES  
1824 -1826**

**REASONING:**

The RNLI is the charity that has been saving lives at sea since 1824. The vision for the organisation was that of Sir William Hillary. Living in Douglas on the Isle of Man, Hillary saw the treacherous nature of the sea first-hand. He witnessed dozens of shipwrecks around the Manx coast and saved many lives with the help of locals.

In the early 19th century, there was an average of 1,800 shipwrecks a year around our coasts and the danger of shipwreck was an accepted way of life at sea, but Hillary refused to sit by and watch people drown. On 28 February 1823, Sir William Hillary made an impassioned appeal to the nation. He published a pamphlet detailing his plans for a lifeboat service manned by trained crews for all of the UK and Ireland. At the heart of this institution would be 'a large body of men ... in constant readiness to risk their own lives for the preservation of those whom they have never known or seen, perhaps of another nation, merely because they are fellow creatures in extreme peril.'

Sir William Hillary's vision became a reality in Bishopsgate's City of London Tavern on 4th March 1824. Over 30 eminent gentlemen put their names to the fledgling organisation, named the Royal National Institution for the Preservation of Life from Shipwreck, at the inaugural public meeting.

Early meetings continued to be held in various addresses in the City of London. It was on 22<sup>nd</sup> May 1824 the charity established its very first offices at 12 Austin Friars. This would be the home of the organisation until 1826. Archive records for the charity document this move and it is listed as the office address in the very first annual report published in 1825, and also in the first Committee of Management minute book.

Since it was established in 1824, the charity's volunteer lifeboat crews and lifeguards have saved nearly 144,000 lives around the UK and Ireland. Being the first offices of the RNLI, this makes 12 Austin Friars an important part of the charity's history.

This application is made in mind of the 200<sup>th</sup> anniversary of the RNLI in 2024. This year coincides with Alderman Michael Mainelli's mayoral year, the RNLI being a charity he supports. The plaque would be fixed to the red brick exterior in the advised manner.

 indicates the location for the ceramic plaque

**Contacts:**  
The Clerk  
Jonny Westbrooke  
The Worshipful Company of Furniture Makers  
Furniture Maker's Hall  
12 Austin Friars  
LONDON  
EC2N 2HE

Tel: 0207 256 5558  
Email: [clerk@furnituremakers.org.uk](mailto:clerk@furnituremakers.org.uk)

or

Hall Custodian  
Debbie Johnson

Tel: 07484 752 760  
Email: [debbie@fredasmith.co.uk](mailto:debbie@fredasmith.co.uk)

Please see attached supporting documents from the RNLI.

LONDON,  
No. 12, Austin Friars.

ROYAL NATIONAL INSTITUTION.



SUBSCRIPTIONS are received by WILLIAM SIKES, Esq.  
Treasurer, No. 5, Mansion House Street; by the  
several Bankers and Navy and Army Agents in the  
Metropolis; and by all Country Bankers.

---

LEGACY,

£1000—By JOHN HENRY HECKER, Esq. of Finsbury Square.

---

Ladies and Gentlemen desirous of making Bequests  
to this Institution, are requested to observe the following  
as a legal form.

*I give and bequeath to the Treasurer  
(for the time being) of the Royal National Institution  
for the Preservation of Life from Shipwreck, the Sum  
of \_\_\_\_\_ for the use of the  
said Institution; and I do hereby charge and make liable  
for the payment of  
the same.*



Document reference number (e.g. RNLI_HQ_)	Minute Book A - Page085
Transcriber	Catherine Gillies

London May 22<sup>nd</sup> 1824

At a meeting of the committee held this day at No12 Austin Friars. –

Present.

Mr. Wilson	Mr Marshall
“ Cazenove.	“ Muspratt.
“ Chapman.	“ Powell.
“ Cock.	“ Sikes.
Capt Foulerton.	Capt Saumarez.

Mr. Wilson in the Chair. –

The minutes of the 15<sup>th</sup> Instant were read and confirmed. –

The Secy. reported that 25 letters had been written to the Vice Chancellor and Heads of the several Colleges of the University of Oxford ordered on the 15<sup>th</sup> Instant. –

The recommendation of the Sub Committee of Finance of the 12<sup>th</sup> Instant was taken into consideration; the Gentlemen whose names are in the Margin expressed their willingness to give their assistance to carry such recommendation into effect. –

[Mr Powles Mr Cotton Mr Cazenove Mr Chapman Mr Marshall]

Resolved -

That it be brought before the Committee on Saturday next for further consideration. –

The





## City Arts Initiative Application Form

### APPLICANT DETAILS

Contact Name: <b>Jessie Schattner</b>	Date: <b>24 / 05 / 23</b>
Company/ Organisation: <b>Gillie and Marc</b>	Email: <b>jessie@gillieandmarc.com</b>
Address: <b>19-21 Byrnes St, Botany NSW 2019 Sydney, Australia</b>	Tel No: <b>+61 2 9666 3337</b>  Mobile No: <b>+61 432 506 895</b>  Preferred day Australian Eastern Standard time contact: <b>Time, between 8am and 5pm</b>  <p style="text-align: right;">UK Time 7am or 8am</p>

### PROPOSAL DETAILS

Title of proposal	<b>Wild About Babies</b>
Is the proposal being submitted on behalf of others? If so who or what company?	This proposal is being proposed directly by the Artists themselves
Brief description of the proposal <i>Please refer to any supporting documentation as needed and ensure a visual representation is included as part of this submission</i>	<p>Off the back of the hugely successful 'Wild Table of Love' public art sculpture that was just displayed at Paternoster Square, Gillie and Marc would like to propose a new set of sculptures in this space for your residents and tourists to continue to enjoy. We propose to install a collection of 6 x "Wild Babies" and 1 x "Mother Gorilla". (Images Attached)</p> <p>This sculpture project is created to be interactive, giving the public a unique experience to touch, cuddle, and get up close and personal with some of the worlds most endangered species. Each individual sculpture will have a QR code attached where the public will be sent to information and pictures about the real-life animal in its natural habitat, giving a deeper understanding of wildlife in all its diversity.</p>
Brief description of the artistic merits of the proposal <i>Please refer to any supporting documentation as needed</i>	<p>The aim of these sculptures is to drive awareness for animal conservation, education and offer your community the chance to discover animals that are too far for most people to experience up close.</p> <p>The public will have the opportunity to lead the movement to save baby animals all over the world.</p> <p>They will be first in line to get up close and personal with some of the most adorable yet endangered animals of our time and fall in love. With this love will spark a flame in the hearts of the people to give this new generation of wildlife and the generations that follow, a better start than their parents had, changing the course of mass extinction into one of life.</p>
Does the proposal have funding and/or	The design and creation of the sculptures will be entirely funded by Artists Gillie and Marc. Gillie and Marc will seek their own help on funding from external partners if required. This is how we work with all our sustainable partnerships that share the same value in displaying public art.

<p>sponsorship? Please give details, including how funding will be sought if not yet in place</p>	
<p>When is the proposal for and how long will it be on site?</p>	<p>1st November 2023 – 1st November 2024</p> <p>We would love this to be a 12 Months Installation for your community to enjoy.</p>
<p>Where is the proposal to be sited and why was this location chosen?</p>	<p>Our installation of 'Wild Table of Love' at Paternoster Square has just finished and we have had the most amazing response from residents and tourists. We received a huge uplift of enquiries from visitors asking where this sculpture is going and whether we have anything else planned for Paternoster Square because they have already or intend to plan trips to London specifically to follow the trail of Gillie and Marc artworks.</p> <p>Because we already have the demand, we would love to offer the community a new fantastic sculpture to enjoy as much as they did our last one.</p>
<p>What are the dimensions of the piece, including its weight if applicable? Are there any structural requirements?</p>	<p>Details on installation and sizes attached</p>
<p>Is the proposal part of a series and/or related to something else in the City, or is it a one off?</p>	<p>Gillie and Marc have public art displays all across London with the UK being their second biggest territory for public art after their home country Australia. Whilst this specific set of sculptures would stand alone as it's own series, the artwork will unite with be linked with all other locations found on our 'Find out art' web page, driving messages of love, equality and conservation together as a City.</p> <p>This series celebrates the incredible diversity within our animal kingdom, the babies will be made up of many different animals, from polar bears to koalas. Each will be approximately 1 meter tall, all interacting and playing with each other. But every baby needs a mother to love and protect no matter what. These babies are all connected to their universal mother, a giant gorilla - welcoming all animals into the safety of her embrace.</p>
<p>What are the maintenance requirements for the proposal and how are these to be funded?</p>	<p>These sculptures are made of bronze which withstand all weather conditions so there is no need for maintenance. Nonetheless, if we found any issues, Gillie and Marc will cover all the costs.</p>
<p>Does the proposal have any special requirements?</p>	
<p>Please provide any other comments that you think might be useful:</p> <p><b><u>The impact of our last public art sculpture from a data perspective:</u></b> Over 500,000 hits on googles</p> <p><a href="https://gillieandmarc.com/blogs/find-our-art/tagged/united-kingdom">https://gillieandmarc.com/blogs/find-our-art/tagged/united-kingdom</a> <a href="https://lovethelast.com/pages/wild-about-babies">https://lovethelast.com/pages/wild-about-babies</a></p> <p>Instagram: @gillieandmarc – 180k followers</p>	

Please note that all information and images provided on your application (excepting contact details) may be published and accessible from the City Corporation's website

prior to approval or rejection of the application. **Recommendations of the City Arts Initiative are submitted to the City Corporation's Culture, Heritage and Libraries Committee for ratification. As part of our legal obligations as a public body, that report (with imagery) is uploaded to our website at least one week prior to the committee meeting. The report is then discussed in public session which may or may not be attended by the media.**

If your application is approved in principal by the City Arts Initiative and ratified by the Culture Heritage and Libraries Committee it can then be progressed. **It is important to note that this approval is not a guarantee that your proposal will go ahead. It will still be subject to agreement of the logistical considerations by the Special Events and Highways team and you will need to apply for other individual permissions as required such as Hoarding Licences, Planning Permission and permissions from building managers/owners depending on the specifications of your application. Officers will be able to advise on next steps, which will vary from application to application.**

Please email the completed form to [publicart@cityoflondon.gov.uk](mailto:publicart@cityoflondon.gov.uk) along with any supporting documentation.

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THE WORLD'S MOST IMPORTANT CONSERVATION  
PUBLIC ART PROJECT

# WILD ABOUT BABIES

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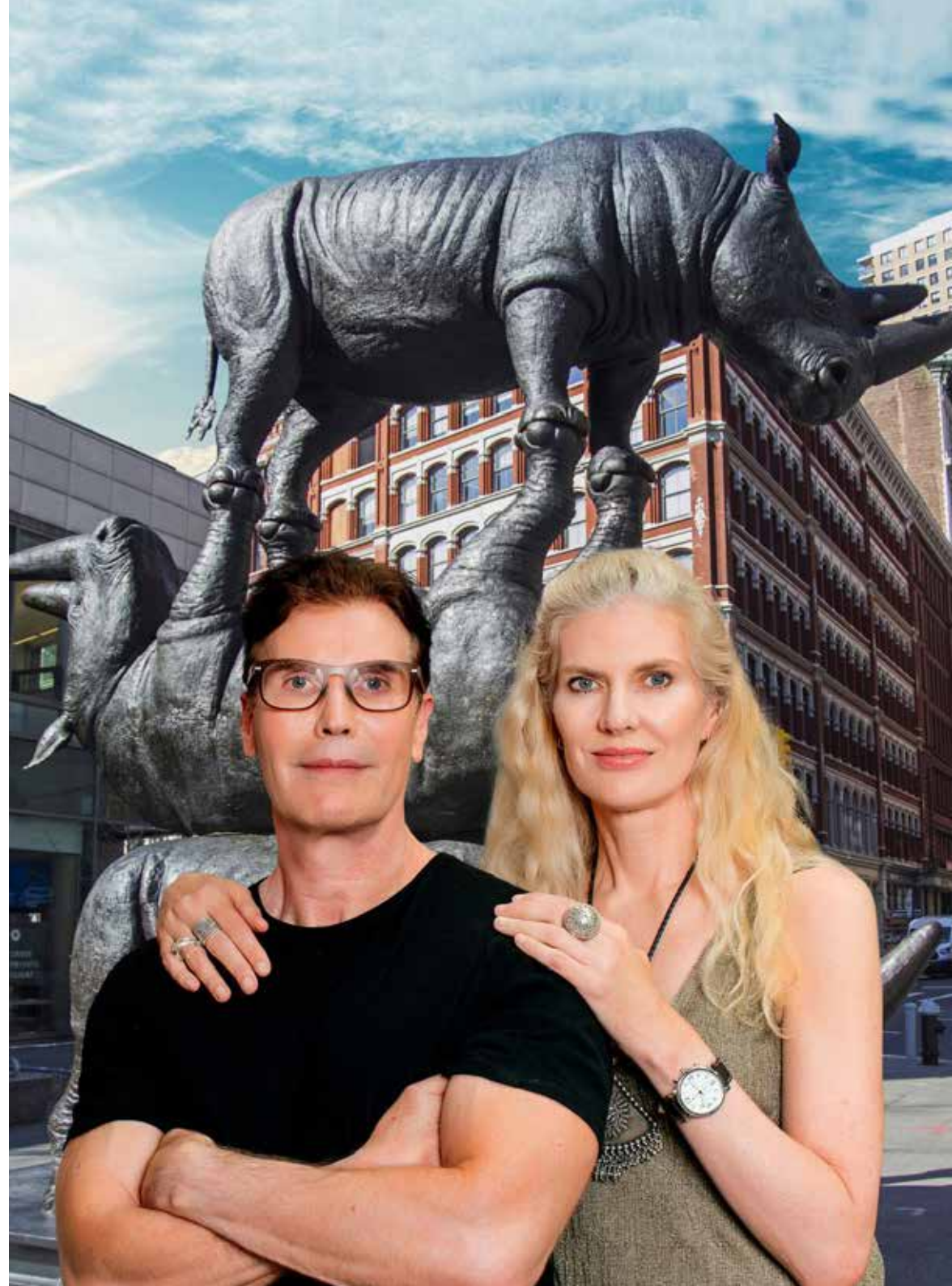




## ABOUT GILLIE AND MARC

Gillie and Marc have been coined “the most successful and prolific creators of public art in New York’s history” by the New York Times. The renowned artist and conservationist duo have been instrumental in redefining public art as a tool to reconnect people with nature and ultimately help transform society towards sustainability. Their highly coveted sculptures and paintings articulate the richness and diversity of the relationships between people and their natural environment and can be found in art galleries and public sites in over 250 cities around the world.

Gillie and Marc enjoy a special spiritual connection to the world and its animals and have always been passionate eco-warriors. Having grown up against the colourful backdrop of Zambia, Gillie realised her love for art by sketching all the wonderful wildlife that surrounded her, falling more in love with the animals with each drawing she created. Tragically, Gillie witnessed an elephant being brutally shot in an event that had a profound impact on her as a young child. From this moment forward, she vowed to dedicate her life’s work to protecting nature. Similarly, Marc fell in love with conservation in his twenties whilst on a trip to Tanzania to see the phenomenal work of Jane Goodall with chimpanzees. Having learnt from this incredible woman and the chimpanzees, Marc gained a deep appreciation of the interconnectivity of all living things and the importance of wildlife conservation as a response to the global environmental crisis.





## WILD MOTHER EASTERN LOWLAND GORILLA

358 x 346 x 215 cm (H\*L\*W) 940 kgs

This 30-year-old gorilla has had many children in her time. Living in the forests of DRC, where civil war was all around her, she knew that the world needed love and protection, especially her babies. She didn't want to protect only her own, she wanted to protect every baby all over the world, but there was no way she could do this alone. She looked to her closest relatives, the ones who had caused so much destruction in her home but also the ones she had witnessed having an endless capacity for love; humans. She looks to them to become protectors alongside her and guardians of all wildlife.



## WILD BABY GIRAFFE

Page 12

199 x 219 x 150 cm (H\*L\*W) 380 kgs

It was a bit of a shock when this beautiful boy fell to earth, it was quite a drop! At three weeks old he prefers to stay close to the ground, using the tall grass of his African savanna home to stay hidden from predators. He is entirely reliant on his mother who protects him by kicking away any predators and nursing him the milk he needs to keep growing big and strong. Soon, he will be the tallest animal in the world, but his amazing height won't give back all the space he would have once been able to roam. All he can do is watch and hope that the humans will stop taking more.

The tallest living animal in the world, the giraffe tower over the savannas of Africa. It's good that they do because a group of giraffes is aptly named a tower! These groups usually are of 10-20 members who can come and go as they please. They move around, searching for mimosa and acacia trees where they get their food, spending only 20 minutes each day sleeping. The spotty pattern on their coat is unique to each animal, just like our fingerprints.





## WILD BABY AFRICAN ELEPHANT

120 x 208 x 86 cm (H\*L\*W) 264 kgs

At 4 months old this baby African elephant is very playful. He likes exploring and chasing things and just cannot get enough of the bizarre swiny thing on his face, it's so much fun! But there is one thing he is very scared of, the people with guns. He had seen one of his aunties being shot down by them. He hadn't stuck around to see what happened but he had been told they took her tusks then left her there. He couldn't imagine what he would do if that happened to his mum, how would he survive without her?

The African elephant is the largest land animal in the world and wanders across 37 countries in Africa. There are two subspecies, the Savanna (or bush) elephant and the Forest elephant. Forest elephants are slightly smaller and live in the forests of the Congo Basin. African elephants live in herds led by a matriarch, the biggest and oldest female who looks after her herd and leads them to water holes. Adult males tend to live alone or occasionally join an all-male group.



## WILD BABY BENGAL TIGER

118 x 205 x 95 cm (H\*L\*W) 242 kgs

This endangered Bengal tiger is completely reliant on her mother. She won't be able to hunt for another 6 months and will stay with the safety of mum until she is 2 or 3 playing and learning all she can. There are less than 2500 left of her kind with the main reasons being poaching habitat loss and fragmentation.





## WILD BABY HIPPO

118 x 230 x 110 cm (H\*L\*W) 288 kgs

Passing in the water is one of the nicest ways to escape the scorching sun of Africa. This 2-month-old baby hippo loves getting wet, a born swimmer even if she may not look it. She feels safe here but her family pool is starting to get a bit crowded. There aren't as many water holes for the hippos to choose from anymore so they have to share which can be scary for the baby when the adults start to annoy each other. She dreams that by the time she grows up there will be enough space for everyone.

The water-loving giants were given the name "river horse" by the Greeks and for good reason. The hippopotamus spends up to 16 hours of their day in the water, keeping cool from the baking African sun. They are very graceful swimmers and can hold their breath for up to minutes. This isn't surprising considering their closest relatives are whales and dolphins. They secrete an oily red substance to protect themselves from the harsh rays which act as a sunblock and moisturiser and may even protect them against germs. This red stuff sparked a few rumours that they sweat blood but we can assure you that this isn't true!





## WILD BABY GIANT TORTOISE

123 x 187 x 128 cm (H\*L\*W) 302 kgs

It can be hard growing up without parents but it doesn't seem to bother this 5-year-old baby giant tortoise. She's been on her own as soon as she cracked through her egg and joined her siblings in the open air. She has the instincts to show her the way but there are a few things that haven't been hardwired into her. The people brought their own animals to her island long ago, cats and dogs but also cows. She has started to learn how to avoid the predators mostly but the cows are a big pain. They eat her food and she needs that if she is to make it into a grand old age!

These giants are a window into a pre-historic time. The biggest living tortoises by far, these species of reptiles give us an idea of the simply enormous ones that would have roamed our world. They now survive in two remote groups where they can live for a very long time, over 100 years. They roam around with their great shells which are attached to their ribs. These shells are not solid but made up of honeycomb-shaped air chambers.



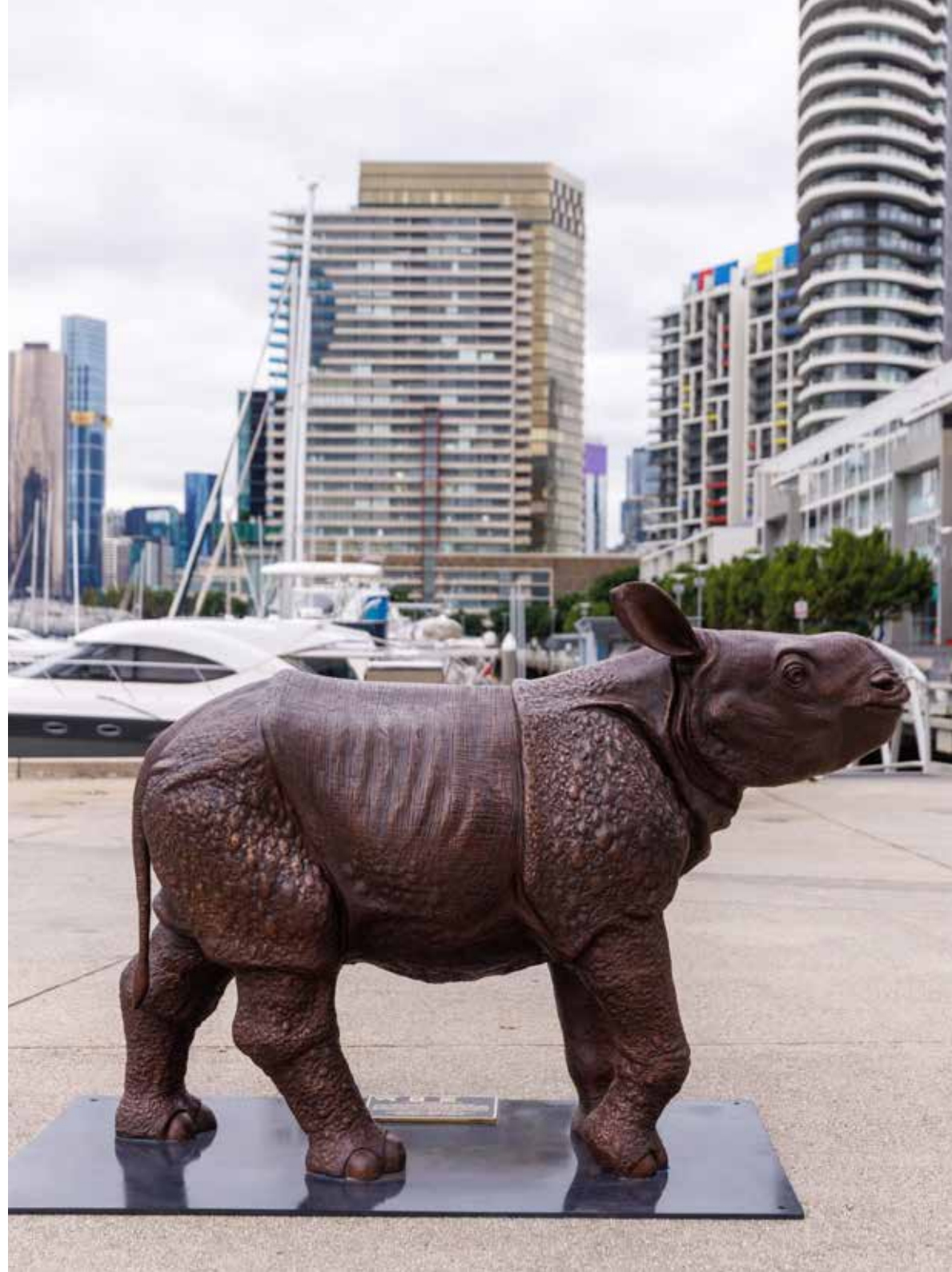


## WILD BABY JAVAN RHINO

121 x 187 x 85 cm (H\*L\*W) 256 kgs

This baby is only 4 months old and loves finding wonderful mud holes to jump in. There are so many exciting things to see in her protected home and she has a lot to learn from mum. She feels quite safe in her sanctuary, her mother told her what it was like before when people with guns would hunt them. But now her mum has another problem. As they walk through the trees together, her mum tries to show her what plants are good to eat. But there is one plant that seems to be taking over and it is not good to eat at all.

With only around 74 left in one national park in Java, the Ujung Kulon National Park, the Javan Rhino is one of the most endangered animals in the world. Once the most widespread Asian rhinoceros, ranging right through Southeast Asian to India and China it is now confined to the tropical jungles of its protected national park, the last sanctuary. The last Javan rhino in Vietnam was found in 2010, dead with its horn removed.



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# Agenda Item 8

<b>Committee(s):</b> Culture, Heritage and Libraries – For Information Operational Property and Projects Sub Committee	<b>Dated:</b> 18 <sup>th</sup> September 2023
<b>Subject: London Metropolitan Archives Update Report</b>	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	2,3,4,8,9,10
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>If so, how much?</b>	<b>£</b>
<b>What is the source of Funding?</b>	
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	<b>N/A</b>
<b>Report of:</b> Bob Roberts, Deputy Town Clerk	<b>For Information</b>
<b>Report author:</b> Emma Markiewicz, London Metropolitan Archives	

## City’s Corporate Plan

### **Contribute to a flourishing society**

1. *People are safe and feel safe.*
2. *People enjoy good health and wellbeing.*
3. *People have equal opportunities to enrich their lives and reach their full potential.*
4. *Communities are cohesive and have the facilities they need.*

### **Support a thriving economy**

5. *Businesses are trusted and socially and environmentally responsible.*
6. *We have the world’s best legal and regulatory framework and access to global markets.*
7. *We are a global hub for innovation in finance and professional services, commerce and culture.*
8. *We have access to the skills and talent we need.*

### **Shape outstanding environments**

9. *We are digitally and physically well-connected and responsive.*
10. *We inspire enterprise, excellence, creativity and collaboration.*
11. *We have clean air, land and water and a thriving and sustainable natural environment.*
12. *Our spaces are secure, resilient and well-maintained*

## **Summary**

This report sets out three key areas of development at London Metropolitan Archives, and acts an update to the November 2022 report, attached at Appendix 1.

## **Recommendation(s)**

Members are asked to:

- Note the report and endorse our approach to gather further information and evidence, with particular reference to the London Metropolitan Archives Future Accommodation Planning project.

## Main Report

### Background

1. Following my appointment as Director of London Metropolitan Archives in February 2022, I have set out to review and implement change in three key areas of operational importance to London Metropolitan Archives, and to position the organisation for an ambitious strategy of growth and modernisation.
2. The three areas were set out in previous papers and are as follows:
  - a. **Commission an in-depth strategic review of our current and future audiences** to better understand who they are and what they need. This will enable us to segment our potential audiences and how to shape our on-site and digital offer accordingly.
  - b. **Review the staffing structure:** This will create more development opportunities for existing staff by broadening out roles to enable greater expertise in collections and shifting to an audience-centred rather than a task-based approach. This new structure will mean LMA can begin to offer a curated public programme that goes far beyond the existing research user base and broadens out into general interest audiences.
  - c. **Enable members to take firm decisions about the future accommodation of LMA** at the end of the lease term in 2035.

### Current Position

3. **Commission an in-depth strategic review of our current and future audiences.**
  - a. We shared the report on the general public audiences we could be reaching with the Committee in March 2023. It showed the market for a new events programme aimed a broad, general interest group to operate alongside our existing offer for communities and schools. We are now piloting a new event series aimed at a general interest audience called *London Talks*, which look at the development of music, theatre and sport in London and will draw on records in our collections. Working with our partner, Tickets for Good, the aim of the programme is to:
    - i. To establish some data from key audience groups and potential visitors
    - ii. To create direction and focus for our audience engagement
    - iii. To provide a simple framework for segmenting audiences and strategy for growth
    - iv. Use industry knowledge and analysis to make recommendations for effective engagement with target audiences (formats, timings etc.)
    - v. Make suggestions towards language and tone to apply to future branding work

- b. We have also completed a review of our formal and informal learning, and community offers, to ensure they are efficient and ambitious, and operate from a strategic standpoint which will link to a new public programme. We will be working this year to develop our existing service into a truly unique learning experience, which can only be achieved through LMA. The ambition is to become a leader in archives education within the archives sector. We will provide a detailed update on development of this work as it progresses during the coming year.

#### 4. Review the staffing structure:

- a. The above cannot be delivered within the existing staff structure at LMA, which has not fundamentally changed for many years. New skills and more capacity are needed to enable the organisation to take an audience focused approach and to reimagine our collections policies. Essentially this new structure will broaden out the teams, enabling greater collaboration across teams and building expertise within collections with a view to putting access and audiences at the heart of what we do.
- b. The new structure was approved by the Committee in March 2023 and have since entered the implementation. The consultation phase finished at the beginning of August and staff will be moving into new teams and roles over the course of September.
- c. As part of this process, we have co-created as a whole staff team a new set of strategic objectives which will be used to guide our work and provide focus for new teams and roles:

##### 1. Our building and spaces

We will reimagine the public spaces, creating a welcoming and inspiring environment to open the archive to more people, and encourage new ways of using our collections

##### 2. Our audiences

We will develop innovative events, learning programs and exhibitions to engage existing, new and bigger audiences; We will expand our digital offer to open up our collections to a wider audience

##### 3. Promoting LMA

We will develop better and more coherent strategies for promoting LMA to significantly raise our profile and increase engagement with our services, and create a clear and engaging brand and identity

##### 4. Our Collections

We will diversify and expand collections, building an archive which reflects London today, rethinking how we catalogue and modernising our systems for digital and analogue collections

##### 5. Our Colleagues

We will embrace cross team working to enhance skills development, grow our services collaboratively and encourage knowledge sharing

**5. Enable members to take firm decisions about the future accommodation of LMA, given the lease expiry in 2035:**

- a. The existing lease for our current site will expire in 2035. Relocating the archive is anticipated to take up to 7 years, therefore there is a critical need to establish a business case for the future and respective options analysis. This will build on a report of 2017 which set out the key options for the future of LMA accommodation. A project *LMA Future Accommodation Planning* was launched in 2015 and has since been signed off at Gateway 2.
- b. We have worked with a team of architects, cost consultants and cultural consultants over the last few months to undertake a strategic review into our spatial and site requirements. This research has helped to define our strategic operating model and future accommodation needs to enable us to grow an ambitious public facing role, to future proof the needs of the existing archive, safeguard the heritage of the City and Greater London and to plan for capacity building in both future collections and commercial possibilities.
- c. The objectives of the review are:
  - i. The development of a strong future vision, to build on our existing vision and mission statement and work currently under way on audience development.
  - ii. Defining what the vision looks like in terms of the activities, outcomes and spatial requirements.
  - iii. High level costed options analysis exploring a one and two-site model
  - iv. The financial viability to deliver the LMA's vision and the economic models to make LMA economically and environmentally sustainable in the future.

A fifth element looking at case studies from international examples of leading city archives services is also incorporated to provide a benchmark.

- d. A report has been produced and I would be pleased to share with the Committee for views in due course.

**6. Corporate & Strategic Implications – [Please state 'none' if not applicable instead of deleting any of the sub-headings below]**

Strategic implications – the redevelopment of LMA, encompassing our current work to expand and grow our audiences through the development of a new public programme and the work on our requirements for future accommodation will support Destination City and the CoL Climate Action Strategy.

Financial implications – none at this stage. Commissions are covered through LMA Local Risk budget

Resource implications- none

Legal implications -none

Risk implications – none at this stage

Equalities implications – An Equality Impact Assessment has been undertaken for the restructure

Climate implications – none at this stage

Security implications – none

## **Conclusion**

7. This report has provided an update on the 3 key strategic areas for development at London Metropolitan Archives.

**Dr Emma Markiewicz**

Director, London Metropolitan Archives

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# Agenda Item 9

<b>Committee(s):</b> (Resource Allocation Sub - For Decision) Culture, Heritage and Libraries- For Approval (Policy &Resources - For Decision)	<b>Dated:</b> 5/9/23 18/9/23 21/9/23
<b>Subject: Barbican Library Refresh Project</b>	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	2, 4, 5, 9, 10, 12
<b>Does this proposal require extra revenue and/or capital spending?</b>	Y
<b>If so, how much?</b>	<b>£845,800</b>
<b>What is the source of Funding?</b>	<b>CIL</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	Y
<b>Report of: Judith Finlay, Director of Community and Children's Services</b>	<b>For Approval</b>
<b>Report author: Rachel Levy, Head of Barbican &amp; Community Libraries (interim)</b>	

## Summary

Barbican & Community Libraries has applied for £845,800 of Community Infrastructure Levy (CIL) funding to make some modernising improvements to Barbican Library.

These improvements will create a space that is more flexible, more welcoming and works better for customers and staff. This will be done through reducing the redundant areas of staff desk space, redesigning the public IT and fiction areas and incorporating digital display, including digital community information.

The expected outcomes of this project will be:

- an increase in visits to the library
- an increase in cultural and learning opportunities in collaboration with partners
- greater opportunities to host exhibitions by individuals and partner organisations
- greater equality of access to IT
- local people, visitors and workers feeling more connected to the City.

## Recommendation(s)

Members are asked to:

- To approve the proposal

## Main Report

### Background

1. In 2021, the City of London was awarded £226k from DCMS/Arts Council England to modernise Artizan Street Library, in the East of the City. Hill House, in the West of the City, which houses Shoe Lane Library, will be redeveloped over the next 5 years. This will include the creation of a new, state-of the art, library for the City. Except for recarpeting, Barbican Library has not been updated for nearly 20 years. It is the main public library of the City of London, with approximately 20,000 visitors a month from across London and beyond. It is therefore potentially an important site to support the development of the *Destination City* strategy.
2. Barbican & Community Libraries recently undertook a survey to better understand the needs of library customers and non-customers post-pandemic. Here is a selection of comments on the appearance of Barbican Library:
  - *'Appearance: looking a bit old fashioned and unloved compared to newer libraries in other boroughs, so not as welcoming for younger people.'*
  - *'Appearance is dated and not particularly inviting.'*
  - *'Library seems dark and outdated. Could do with a refurbishment and more open.'*
  - *'Very little has changes in the library since it opened. Lots of students using laptops but not enough space.'*
3. Barbican Library is at the heart of the Barbican Centre and it is important to still maintain the iconic design and the look and feel of its original conception. However, as these comments show, the current layout is still largely reflective of 1980s library user needs.
4. Over the last ten years, the needs of library users have changed significantly, with the majority of people now using their own digital devices in the library, looking up information/book recommendations on the internet and confidently issuing and returning their own items on self-service kiosks.
5. The recent report *Libraries for living, and for living better* by the University of East Anglia and Health Economics Consulting on behalf of Libraries Connected East has estimated that a branch library typically provides £1 million in value annually across the areas of digital inclusion, health and wellbeing and children's literacy. (Full report can be found here:



<http://www.librariesconnected.org.uk/resource/libraries-living-and-living-better>.) As well as the basic provision of books and IT services, this is attained in a modern library service through freeing up staff time to deliver activities, programmes and projects that support key corporate objectives, such as improving social mobility through literacy and learning and tackling social isolation.

6. In 2022-23, Barbican Library had 218,044 visitors. There is already a rise in monthly visits for this year and this is likely to increase with the creation, in early 2024, of a community meeting room within the library. Although this room will be available for reading, studying and working when there is no booked activity, there will still be an increased need for space for these activities in the rest of the library.
7. The provision of public IT in all three libraries is currently either through fixed terminal PCs or through WiFi for those who can bring their own devices. This creates a disparity of service between those who can afford their own laptops or tablets and those who cannot, who are then only able to use one designated area of the library.
8. There is also a growing need for libraries to offer people in their communities the opportunity to try out new technologies which are not currently affordable for most people. In 2019, Barbican & Community libraries took part in a BBC project to trial virtual reality programming in local communities. This was well received by the public who took part. The DCMS/Arts Council *Libraries Improvement Fund*, of which Barbican & Community Libraries has been a beneficiary to create a digital creative 'makerspace' in Artizan Street Library & Community, was particularly designed to improve community access to new technologies as an identified need for library users. It is therefore important that the design of a modern library has the infrastructure and the flexibility to incorporate any new technologies that might be of benefit to its community of users.
9. In 2022, the Communities Team for the Barbican Centre began working in collaboration with local community members to scope the potential for a Community Hub within the Centre. Changes to that team meant the project was put on hold, but discussions continued between Barbican & Community Libraries and some of the community members. It outlined a clear need for community information within the area, which could be interactive and engage local residents with *Destination City* and other local offers. This is also complimented by the Bumping Spaces project carried out by the library service in 2021, which created playful ways for the local community to interact with each other and resulted in a greater understanding of the library as a place to bring the community together as well as share information.

## **Current Position**

(See appendix 1 for areas referred to.)

10. Barbican Library currently has 4 active service points, the main enquiry desk combined with an issue and returns desk, a customer service desk in the Music Library and another one in the Children's Library.
11. Cuts to the Barbican & Community Libraries since 2017 have resulted in a reduced staffing across all three libraries. The result of this in Barbican Library has been a closure of one service point, the Information Desk, and increased pressure on adequately staffing the remaining service points, which are functionally designed for a larger number of staff.
12. In the main library, there are currently only 2 self-service kiosks for people to issue, return and renew their items. 228,929 items were issued at Barbican Library in 2022-23. 4 extra kiosks of the same specification have been acquired for free from another public library who were upgrading their kiosks. There is no suitable space for these kiosks in the current layout.
13. There is an IT suite with 15 fixed terminal PCs for public use and currently 63 desk spaces for people wishing to study/work in the library using their own devices, however only 26 of these have plug sockets nearby.
14. Around the walls of the main library, there are original fixed wood shelves and complementary free-standing units located near to these. In the adult fiction area, there are additional shelving units which house the books that were moved when the IT suite was created. These shelving units are heavy and immovable.
15. In the Children's Library, there are original free-standing shelves for the non-fiction books, which are old-fashioned and austere, and block sightlines to the back of the library. The desk is designed for three members of staff and takes up a significant area at the front of the library, closest to the performance and activity space.
16. In the Music Library, the desk has been designed to accommodate 3 points of service, taking up approximately a quarter of the area in which the very successful exhibition programme is laid out. The back of the desk can be seen from the ground floor foyer of the Centre and is functional and unattractive.
17. There is a platform lift in this part of the library to ensure equality of access to the Music Library and the events and exhibitions in that area. The number of these events have increased over the last few years, and it has been found that this lift is no longer fit for purpose. The lift often will not operate when being used by someone in a large, modern, electric wheelchair.
18. There are two popular programmes of exhibition in Barbican Library: the Music Library exhibitions that celebrates a wide and inclusive mix of music

history and performance, and the main library exhibitions, which showcase community artists from across London. There is very limited space within the library for any digital exhibition features or anywhere to showcase technological advances, such as virtual or augmented reality.

19. There are 4 community information notice boards and several other boards that promote library events and activities. All of these are paper-based noticeboards. There is no digital display to promote library events or community information, nor any interactive, searchable, digital offer for residents and visitors to explore the local area.

### **Options**

20. Barbican & Community Libraries has applied for Community Infrastructure Levy (CIL) funding for a Barbican Library Refresh Project to address the issues highlighted above. The amount of funding requested is £775,800 plus a further £70,000 (approx.) for risk contingency. (Appendix 2- Costs.)

21. The expected outcomes of this project will be:

- an increase in visits to the library due to an improved environment and better facilities for studying and working;
- an increase in cultural and learning activities and events taking place in the library in collaboration with partners, with more potential for these to take place in different areas of the library;
- an increase in participation in children's activities, as more people will be able to be accommodated;
- greater opportunities to host exhibitions by individuals and partner organisations through increased exhibition space and digital displays;
- local people, visitors and workers feeling more connected to the City and a greater sense of belonging through clear, interactive, relevant community information;
- greater equality of IT access through people being able to use library-provided laptops as well as fixed terminals.
- It is also anticipated that there will be a change in perception of the library as a place to interact with new technologies and as a more relevant, modern public library, whilst still maintaining an iconic and attractive design.

### **Proposals**

22. The Barbican Library Refresh project will seek to open up the library space. This will enable the library service to better meet the needs of modern library users. The following changes are proposed to be made - (see Appendix 3 for draft sketch of proposed changes):
23. The removal of all existing library desks with capacity for 3+ members of staff. These will be replaced with desks suitable for 1 to 2 members of staff. This change will better match the current staffing capacity, as well as free up staff

for other duties, such as developing more community learning and leisure opportunities. Staff will always be available to assist customers and to support colleagues at peak times.

24. The extra capacity in the existing desk areas will allow for more exhibition space and seating space in both the main library and the Music Library. In the Children's Library, this will allow for better events space. A proposal to extend the Children's Library into the staff space behind it is also included in the project plan. This will require planning permission and listed building consent.
25. The old Information Desk will also be removed, allowing for the inclusion of the 4 extra kiosks for self-issue and return.
26. The redesign of the IT suite and other suitable areas of the library to better incorporate the needs of people bringing their own devices to study or work. This will include the opportunity for people without their own devices to use library provided laptops or tablets through an in-library loaning scheme.
27. The incorporation of interactive digital display screens into the IT suite, the old 'Libraries Online' area of the foyer external to the library and the Children's Library. These will be for community and local information sharing, digital exhibitions and the showcasing of enhanced digital technologies.
28. The replacement of the post-1980s shelving units within the main library with modern library shelving of lighter weight and on castors. This will allow more flexibility in the space, allowing for a greater number of activities to take place.
29. The replacement of some of the original shelving units in the Children's Library to create a more modern and welcoming environment, whilst still maintaining the iconic look and feel of the library. These will also be lighter weight and on castors, to allow for a greater variety of activity options within the Children's Library.
30. The replacement of the existing access lift between the main library and the Music Library with a one that is suitable for modern electric wheelchairs, ensuring equality of access to the Music Library and exhibitions and events in that area.

## **Key Data**

31. Cost- £775,800 plus £70,000 (approx.) risk contingency
32. Anticipated project timeline- January 2024-June 2025

## **Corporate & Strategic Implications**

**The refresh of Barbican Library is aligned to the following Corporate priorities:**

### **Contribute to a Flourishing Society**

- People have equal opportunities to enrich their lives and reach their full potential - through equality of access to a range of IT provision.
- Communities are cohesive and have the facilities they need- through interactive community information and a better digital infrastructure.

### **To shape outstanding environments**

- We are digitally and physically well-connected and responsive - giving access to excellent quality IT resources and innovative technologies.
- We inspire enterprise, excellence, creativity and collaboration - through creating a better environment for study, work and cultural activities

This project also meets the aims of the Barbican and Community Libraries' Strategy 2019-23, to support:

- reading and literacy
- health and wellbeing
- social mobility
- social interaction
- culture and creativity

**Financial implications:** Funding to be allocated from Community Infrastructure Levy. It will be possible to modify design to fit budget if the estimated costs increase.

**Resource implications:** Changes to the desks layout will result ensure that staff time is used most effectively.

**Legal implications:** Although the refreshed design is intended to only update areas and furniture that are not part of the original design, there may still be a requirement for listed building consent for these changes.

**Risk implications:** There may be some concerns raised by members of the public to any changes to the layout of Barbican Library. The project aims to be sympathetic to the original look and feel of the library and most changes will only affect areas which have already been updated since the original design.

**Equalities implications** – there are no negative implications. The changes will improve access to library spaces and offer equality in digital facilities.

**Climate implications:** None

**Security implications:** None

### **Conclusion**

33. Through opening up and activating currently under used spaces and by providing more digital technology in the library, there will be a greater opportunity for exhibitions and events to attract more visitors to the City of London. People will be able to work and study more flexibly and comfortably in the library. The increase in digital community information will create a greater sense of belonging for those who live, work and visit the City. The Barbican Library Refresh project will ensure that the iconic library is better able to meet the needs of 21st century library users.

## **Appendices**

- Appendix 1- Barbican Library Floor Plans
- Appendix 2- Costs
- Appendix 3- Draft Sketch of Proposed Changes

### **Rachel Levy**

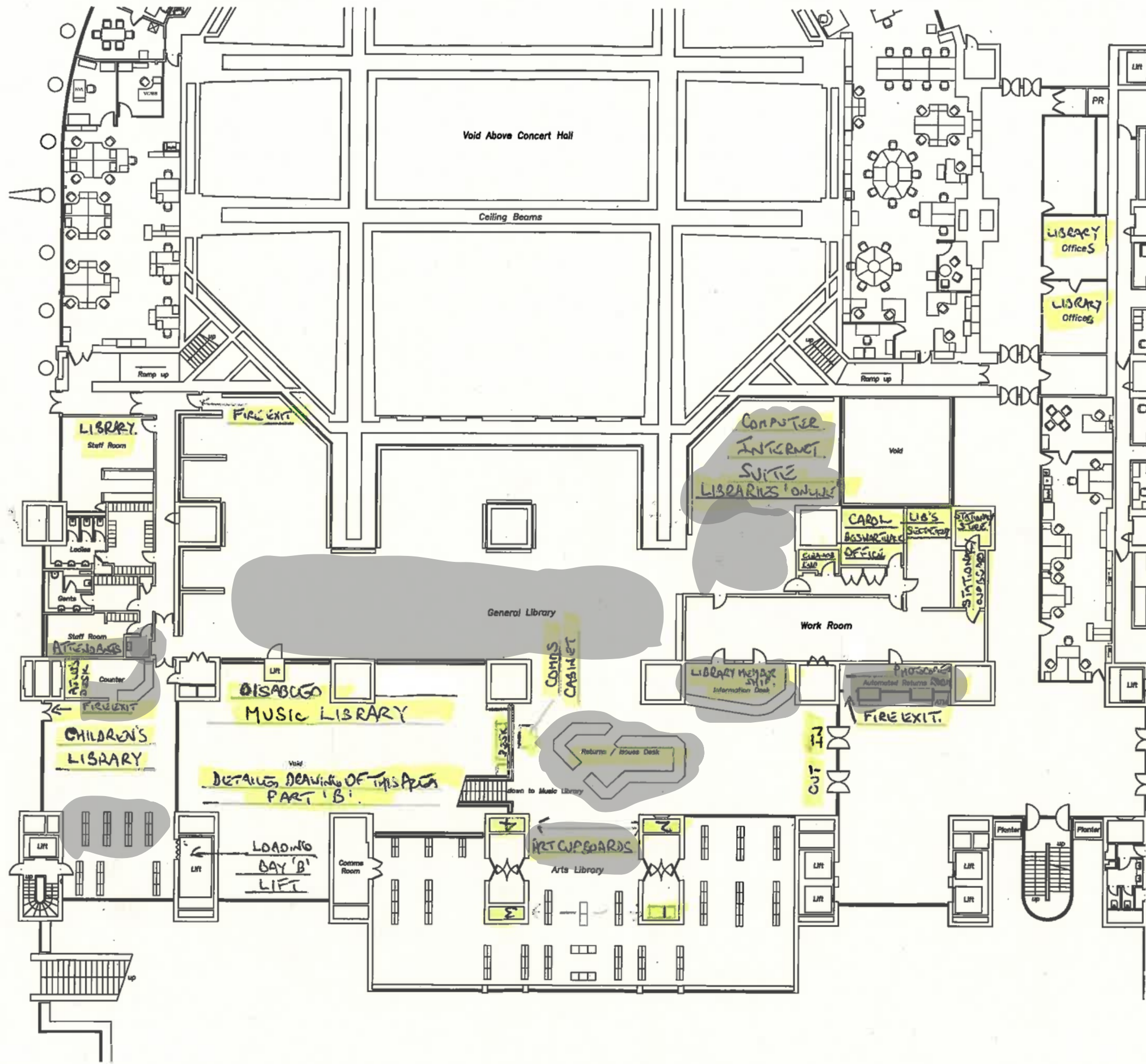
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Barbican Library  
Fit-out Costing  
31.05.23

item	quantity	unit	price/m2	sub-total	prelims (25%)	total
<b>Community Hub</b>						
Strip-out	24	m2	25	600	150	750
Community info display	1	it	15,000	15,000	3,750	18,750
New free-standing moveable furniture	8	it	2,400	19,200	4,800	24,000
Digital Interface	1	it	25,000	25,000	6,250	31,250
<b>TOTAL</b>				<b>59,800</b>	<b>14,950</b>	<b>74,750</b>

<b>General Library</b>						
Strip-out	245	m2	25	6,125	1,531	7,656
New flooring	245	m2	50	12,250	3,063	15,313
New free-standing moveable furniture	41	it	2,400	98,000	24,500	122,500
Reception desk	1	it	10,000	10,000	2,500	12,500
Digital Interface	1	it	20,000	20,000	5,000	25,000
IT furniture	1	it	45,000	45,000	11,250	56,250
<b>TOTAL</b>				<b>191,375</b>	<b>47,844</b>	<b>239,219</b>

<b>Music Library</b>						
Strip-out	136	m2	25	3,400	850	4,250
New flooring	136	m2	50	6,800	1,700	8,500
New free-standing moveable furniture	23	it	2,400	54,400	13,600	68,000
Reception desk	1	it	10,000	10,000	2,500	12,500
Digital Interface	1	it	10,000	10,000	2,500	12,500
Replacement platform lift	1	it	25,000	25,000	6,250	31,250
<b>TOTAL</b>				<b>109,600</b>	<b>27,400</b>	<b>137,000</b>

<b>Children's Library</b>						
Strip-out	152	m2	25	3,800	950	4,750
New flooring	152	m2	50	7,600	1,900	9,500
New free-standing moveable furniture	25	it	2,400	60,800	15,200	76,000
Reception desk	1	it	10,000	10,000	2,500	12,500
Digital Interface	1	it	10,000	10,000	2,500	12,500
New lighting	152	m2	80	12,160	3,040	15,200
Decoration of walls and doors	152	m2	15	2,280	570	2,850
Decoration of ceilings	152	m2	15	2,280	570	2,850
Enlarge entrance by converting staff room (not shown on sketch)	35	m3	2,000	70,000	17,500	87,500
<b>TOTAL</b>				<b>178,920</b>	<b>44,730</b>	<b>223,650</b>

**TOTAL ALL WORKS** **539,695** **134,924** **674,619**

Architect's fees (15%) 101,193

**TOTAL** **775,812**

**Exclusions:**

- Asbestos removal excluded
- New wiring excluded
- Access control excluded
- Fire alarm works excluded
- Signage excluded
- Works to structure / drainage etc excluded
- No works to wc's, stores, offices or back of house
- Equipment
- Loose furniture (IT section furniture included)
- Shelving

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EACH SECTION WITH A CLEAR IDENTITY SHARING A COMMON PALETTE OF MATERIALS

FREEFLOW FURNITURE

IT SECTION WITH MIX OF QUIET AND SOCIAL WORKSPACES

GENERAL RECEPTION

CHILDRENS RECEPTION

MAIN STAIR

Page 67

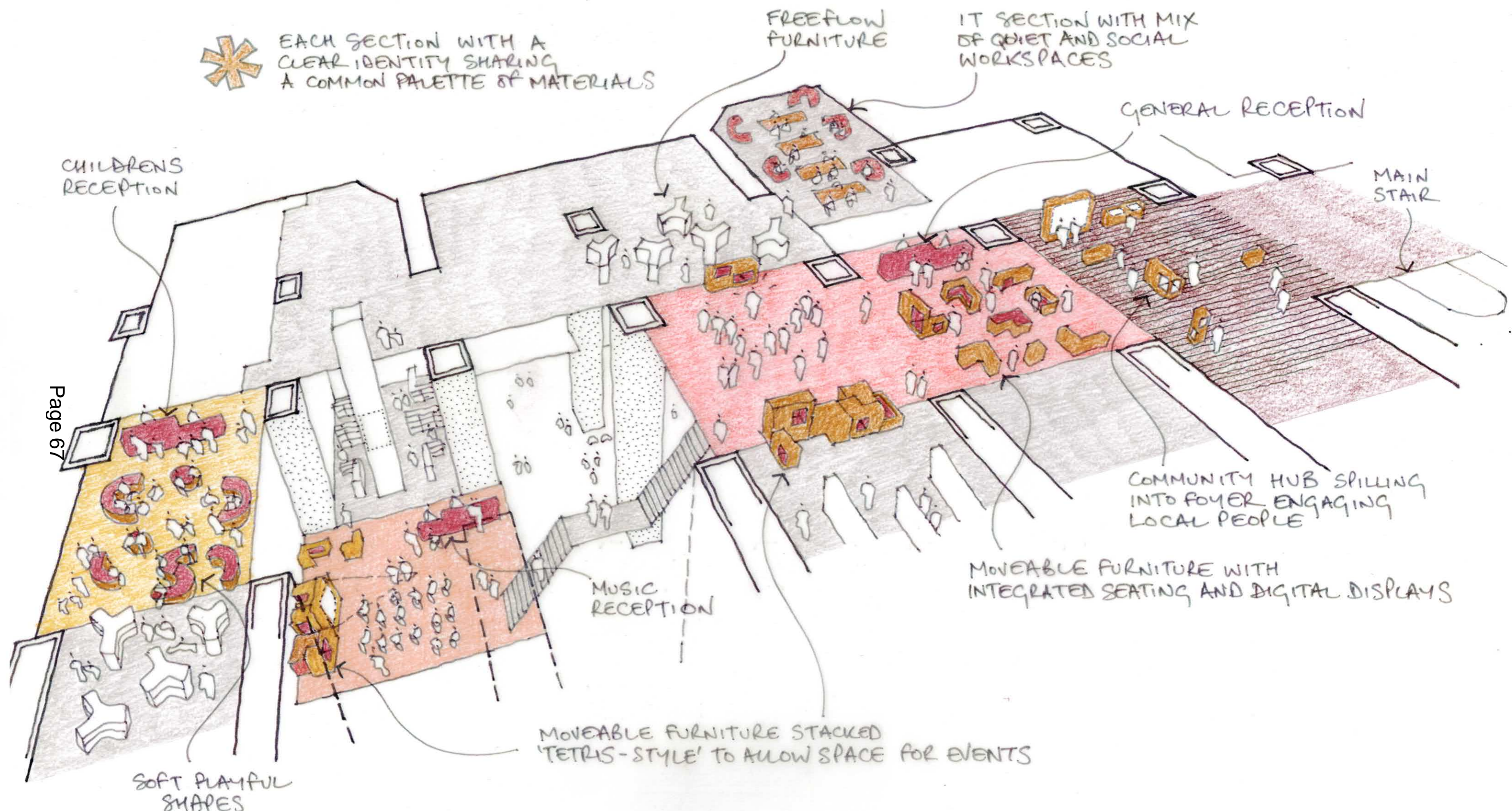
COMMUNITY HUB SPILLING INTO FOYER ENGAGING LOCAL PEOPLE

MUSIC RECEPTION

MOVEABLE FURNITURE WITH INTEGRATED SEATING AND DIGITAL DISPLAYS

MOVEABLE FURNITURE STACKED 'TETRIS-STYLE' TO ALLOW SPACE FOR EVENTS

SOFT PLAYFUL SHAPES



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<b>Committee(s)</b> Culture Heritage and Libraries	<b>Dated:</b> 18 September 2023
<b>Subject:</b> Senior Officer Recruitment	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	<b>1, 2, 3, 4, 9, 10, 11, 12</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N</b>
<b>If so, how much?</b>	<b>NA</b>
<b>What is the source of Funding?</b>	<b>Existing funding</b>
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	<b>NA</b>
<b>Report of:</b> Executive Director Communities and CS	<b>For Information</b>
<b>Report author:</b> Judith Finlay	

### Summary

Under the Senior Officer Recruitment Procedure, a Chief Officer should report the resignation/ retirement of a senior officer and propose a suggested recruitment timeframe. This report notes the retirement of a senior officer and proposes a recruitment plan.

### Recommendation(s)

Members are asked to:

- Note the report.

### Main Report

#### Background

1. The Head of Barbican and Community Libraries post holder left on 2<sup>nd</sup> September 2022 and an effective acting up arrangement has been in place since 5<sup>th</sup> September 2022.
2. It has been agreed to recruit permanently to this role and therefore the Committee is being appraised of the intention and timescale to recruit to this role.

#### Current Position

3. The post is a critical senior management position and its role and responsibilities have been assessed internally within the Department and evaluated as a key role.
4. The job description for the Head of Libraries has been updated to better reflect the duties of the post holder. There has been no change to the main purpose of the post, its grade or duties and responsibilities.

#### Proposals

5. Councillors will be involved in the permanent recruitment process. The level of involvement will be agreed with the Chair and Deputy.

#### Corporate & Strategic Implications

6. This is a key senior managerial specialist professional post critical to leading and providing strategic, operational, financial and stakeholder management of these important cultural and community assets, ensuring high standards in accordance with the policies laid down by the City of London Corporation and the Corporation's statutory obligations in managing the Library services.
7. There will be a small cost associated with the recruitment campaign and this will be met from the Department's Local Risk budget.

### **Conclusion**

8. It is intended to have recruited to the post of Head of Barbican and Community Libraries by the winter of 2023.

**Judith Finlay**  
**Executive Director, Communities and Children's Services.**

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