

## City Arts Initiative (CAI) | Composition and Terms of Reference 2023/24

CAI members (by position)	Department	Postholder	Notes
<b>Members</b>			
Chair of the Culture, Heritage, and Libraries Committee	Member	TBC (currently Wendy Hyde)	
Deputy Chairman of the Culture, Heritage, and Libraries Committee	Member	TBC (currently Munsur Ali)	
Appointed by CHL	Member	Currently Jason Groves	
Appointed by CHL	Member	Currently Judith Pleasance	
Appointed by CHL	Member	Currently Anett Rideg	
<b>Officers</b>			
Programme Curator	Innovation and Growth	Tania Harrison	Co-Chair
Director of Arts	Barbican	Will Gompertz	Co-Chair
Assistant Director (City Public Realm)	Department of the Built Environment	Simon Glynn	
Group Manager (Major Projects & Programmes)	Department of the Built Environment	Clarisse Tavin	
Senior Heritage Estate Officer	SURVEYORS & PROPERTY SERVICES	Susana Barreto	
Principal Planning Officer	Department of the Built Environment	Maureen Joyce	
Planning Officer	Department of the Built Environment	Amrith Sehmi	
Planning Officer	Department of the Built Environment	Emma Barral	
Network Coordination Manager	Department of the Built Environment	Michelle Ross	
City Gardens Manager	Environment	Jake Tibbetts	
Access Advisor	Department of the Built Environment	Harriet Bell	
Media Officer	Town Clerk's	Matthew Cooper	

Media Officer	Town Clerk's	Andrew Buckingham	
<b>Visual arts expertise</b>			
Director of Sculpture in the City	Lacuna (external)	Stella Ioannou	
Head of Guildhall Galleries	Town Clerk's	Elizabeth Scott	
Head of Offer	Town Clerk's	Laurie Miller-Zutshi	
Programme Events Officer	Innovation & Growth	Katherine Pearce	
Head of Creative Partnerships (Smithfield)	Museum of London (external)	Lauren Parker	
Cultural Programme Curator	Historic England (External)	Tamsin Silvey	

### **Membership**

1. Membership of the City Arts Initiative (CAI) is by virtue of the position served by the group member within the City Corporation, its relevance to the siting of art in the public realm, and/or visual arts more widely.
2. Chair (Co-Chair) and or Deputy Chair of Culture, Heritage and Libraries Committee remain permanent members of the group; the Members nominated to serve by the Culture, Heritage and Libraries Committee are to be elected annually
3. Internal/external guests may be invited to meetings to discuss areas of expertise as appropriate
4. Membership of external group members will be reviewed every three years. This will take into consideration both the organisation and position of nominated representative to ensure that professional remit and expertise of members aligns with the responsibilities and requirements of the CAI.

### **Terms of Reference**

5. To provide knowledge and expertise on public art within the City, advising Members, officers, and external agencies as appropriate
6. To assess proposals for temporary and permanent works of public art in the City, and to make recommendations to the Culture, Heritage & Libraries Committee, and other Committees as appropriate, regarding their feasibility and suitability for the City's public realm and/or as part of its cultural programmes
7. To provide advice on the management of existing public art in the City
8. To shape corporate strategy in relation to public art and input into other plans and policies that impact upon public art.
9. To develop and strengthen partnerships with private sector stakeholders in the context of public art
10. To ensure that new art installations are financially sustainable without undue burden on City corporation resources
11. To provide strategic oversight of the City of London Blue Plaque Scheme, providing a peer review system for new applications
12. To review the City of London Blue Plaque applications programme, ensuring that opportunities (where possible) are aligned with City Corporation's Recognition of Women programme and Tackling Racism Taskforce Working Groups.
13. To oversee the City Surveyor's inventory of existing public art and maintenance liability

### **Governance**

14. The group will recommend applications for approval and those they consider should be declined to the Culture, Heritage and libraries Committee and other Committees as relevant; ratification of recommendations is required by that Committee (and any other appropriate Committees).
15. The group may recommend that proposals are referred to the EDI sub-committee if the application poses any concerns in relation to equality, diversity and inclusion.
16. All applications that are required to undertake consultation as part of their application process must provide evidence of the consultation and the responses received to the CAI prior to any submission to the Culture, Heritage, and Libraries Committee.
17. The CAI has no authority to approve or decline applications without Committee endorsement.

#### **Duration and Timings**

18. Meetings of the CAI will take place no later than one month prior to every Culture, Heritage, and Libraries Committee meeting.
19. Meetings will usually be 1.5hrs.
20. Meetings will take place at Guildhall or virtually.

#### **Documentation**

21. Minutes will be circulated within a month of the meeting.
22. Agendas will be sent at least one week prior to meetings.

#### **Delegation**

23. If unable to attend, officers and external members of the group should nominate an appropriate deputy to attend in their stead. Representatives should be able to speak on behalf of the relevant group member and offer recommendations on their behalf. Should any officer be unable to arrange a suitable deputy, then they should inform the Chairman before the meeting.

#### **Review Terms of Reference**

24. To be reviewed annually.
25. Date of review will be added to the CAI Forward Plan and Tracker to ensure it is scheduled accordingly.