

CULTURE, HERITAGE AND LIBRARIES COMMITTEE
Monday, 10 July 2017

Minutes of the meeting of the Culture, Heritage and Libraries Committee held at
Guildhall on Monday, 10 July 2017 at 11.30 am

Present

Members:

Graham Packham (Chairman)	Ann Holmes
Vivienne Littlechild (Deputy Chairman)	Deputy Wendy Hyde
Munsur Ali	Deputy Jamie Ingham Clark
Alexander Barr	Andrew Mayer
Deputy John Bennett	Jeremy Mayhew
Peter Bennett	Wendy Mead (Chief Commoner)
Deputy David Bradshaw	Sylvia Moys
Tijs Broeke	Barbara Newman
Deputy Michael Cassidy	Judith Pleasance
Deputy Kevin Everett	Deputy Dr Giles Shilson
Anne Fairweather	Jeremy Simons
Alderman John Garbutt	Mark Wheatley
Alderman Sir Roger Gifford	
Prem Goyal	
Caroline Haines	
Graeme Harrower	

In Attendance

Officers:

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Peter Lisle	-	Assistant Town Clerk/Cultural Hub Director
Simon Murrells	-	Assistant Town Clerk
Geoff Pick	-	Director of London Metropolitan Archives
Bob Roberts	-	Director of Communications
Colin Buttery	-	Director of Open Spaces
Julie Mayer	-	Town Clerk's
Nick Bodger	-	Town Clerk's
Andrew Buckingham	-	Town Clerk's
Steven Chandler	-	City Surveyor's Department
Christopher Earlie	-	Open Spaces
Mark Jarvis	-	Chamberlain's
Sara Pink	-	Town Clerk's
Julie Mayer	-	Town Clerk's
Elizabeth Scott	-	Town Clerk's

1. APOLOGIES

Apologies were received from Deputy the Revd Stephen Haines, Deputy Tom Hoffman and Thomas Clementi.

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

In respect of Agenda Item 18 on the Non-Public section of the agenda, '*Permitted Filming and Photography for Advertising Purposes on Tower Bridge*', Members were reminded of the charitable function of Tower Bridge and their duties as Trustees of the City Bridge Fund.

3. MINUTES

The minutes of the meeting held on 30 May 2017 were approved, subject to noting the following points:

- Mr Simons had given apologies for this meeting.
- The Deputy Chairman asked for thanks to be recorded for former Common Councilman, Mrs Anne Pembroke, for raising the issue in respect of the lavatories at Artizan Street Library.

4. MINUTES OF THE BENEFICES SUB COMMITTEE

The draft public minutes and non-public summary of the meeting held on 1st June 2017 were approved.

5. FINANCIAL OUTTURN 2016/17

The Committee received a joint report of the Chamberlain, the Assistant Town Clerk and Cultural Hub Director, the Director of Open Spaces and the Director of Community and Children's Services in respect of the Revenue Outturn for 2016/17.

In response to questions, the following points were noted:

- In noting the 2% efficiency savings required for 2018/19, Members were concerned that, with inflation, this would be significantly higher. Members asked officers to be mindful of the impact on front-line services, which had already been affected and asked that further savings be applied fairly.
- Officers had not been aware of the hoardings at Fish Street until they appeared and, therefore, were only able to mitigate their impact on access to the Monument. The Department of Open Spaces was working with the Department of the Built Environment on lessons learnt. Members noted that Tower Bridge had good communications with TfL and had been able to reduce the impact on visitor numbers during the recent roadworks on the Bridge.
- The Town Clerk agreed to investigate the public scanner at the Barbican Library, which had been out of action.

RESOLVED, that – the report be noted.

6. **CULTURAL HUB PUBLIC REALM TEMPORARY ARTISTIC PROJECTS: LOOK AND FEEL 'QUICK WINS' PHASE 1**

The Committee received a report of the Director of the Built Environment, which provided Members with an update on the public realm 'quick wins' for the Cultural Hub area of the City.

In respect of the consultation stage, the Assistant Town Clerk/Cultural Hub Director advised that initial consultation with the Barbican Association had commenced and agreed to find out the timescales for the Barbican, Golden Lane and the areas surrounding St. Bartholomew's Hospital. Members noted that that the Cultural Hub and Low Emission Neighbourhood teams had been working together as some areas of work overlapped.

In respect of the Cultural Hub Media Launch at 10 am on 20 July, the Director of Communications advised that, whilst Members were welcome, it would be a low key event, with about 15 journalists present.

RESOLVED, that – the report be noted.

7. **CITY ARTS INITIATIVE RECOMMENDATIONS**

The Committee considered a report of the Assistant Town Clerk and Cultural Hub Director in respect of recommendations from the City Arts Initiative. In response to a question about sharing graphics from artworks with Members, in advance of the Meeting, the Committee were reminded of the City of London Corporation's initiative to reduce printing costs and paper wastage by keeping reports as brief as possible. However, the Town Clerk could email supporting graphics and artworks to Members with the electronic agenda packs.

RESOLVED, that :

The City Arts Initiative's recommendations in relation to the following proposals be ratified:

- **Art Night, Gunes Terkol:** approve the creation and installation of this artwork, subject to confirmation of agreement of projected life of artwork and responsibility for annual maintenance costs with the relevant department.
- **Cultural Hub, Quick Wins:** approve the installation of the proposed temporary artistic interventions from July to October 2017, in and around the Cultural Hub area, subject to relevant planning consents being obtained and resident consultation sought.

8. STANDALONE WEBSITE POLICY

The Committee received a report of the Director of Communications in respect of the Standalone Website Policy, which had been approved by the Public Relations and Economic Development Sub Committee on 8th June. The Chairman of the IT Sub Committee was present and asked that before any new web sites were implemented that officers should check with the IT division, to ensure there would be no systems issues.

RESOLVED, that – the report be noted.

9. MONUMENT VISITOR CENTRE

The Head of Tower Bridge was heard in respect of the Monument Visitor Centre, which had been approved by the Culture, Heritage and Libraries Committee earlier this year. Whilst confident about income generation, the Head of Service advised Members that a more comprehensive cost appraisal, than that specified in the original feasibility study, would be undertaken by the City Surveyor; after the project had been submitted for entering the Gateway process at the 18th July meeting of the Projects Sub Committee. Following this, a detailed design and full options appraisal would also be carried out and submitted to the Projects Sub and Culture, Heritage and Libraries Committees by the end of this calendar year. Members noted that the Feasibility Study had included income projections and the local appetite for the centre.

Members welcomed this update and noted the potential enhancements to income, security, accessibility, educational facilities, outreach work and the visitor experience generally. The Head of Tower Bridge offered to speak to new Members of the Committee about the project.

10. REVIEW OF THE CITY OF LONDON CORPORATION POCKET BOOK

The Committee considered a report of the Town Clerk in respect of future production of the City of London Corporation Member's pocket book. Members discussed the pros and cons, as set out in the appendix to the report, and during the discussion, the following points were raised.

- It was difficult to justify the need for a printed pocket book as all the information was now available on line. Often, the printed pocket book is out of date as soon as it is produced.
- A lot of the information on the web site is difficult to locate so, the electronic pocket book should be retained.
- The cultural posterity of the printed pocket book. The Director of London Metropolitan Archives agreed to find out when the first City of London Pocket Book had been printed.
- The impact on those Members who do not use the City of London Corporation's Outlook calendar and the usefulness of the pocket book as back up in the event of systems failures. The Chairman of the IT Sub

Committee was present and commented that the IT Transformation programme would seek to address these concerns.

- Whilst the pocket book can be easily accessed on an iPhone or iPad some Members prefer the convenience and compactness of the pocket book.

It was Proposed by Jeremy Mayhew, Seconded by Deputy David Bradshaw and RESOLVED, that:

1. Whilst the proposal to move towards a more modern and efficient alternative to a printed pocket be supported in principle, Members sought assurance as to the robustness of the City of London Corporation's IT systems and, in particular, its support of the most commonly used non-City applications. (In particular, the ability to be able to export Outlook calendar meeting data into other commonly used calendars such as Apple and Gmail is key). Once this had been achieved, via the IT Transformation Programme, then Members would consider the proposal again.

RESOLVED, that:

2. The printed City of London Corporation Pocket Book be retained, for the time being (pending improvements arising from the IT Transformation Programme) alongside an electronic version.

11. UPDATE ON RECENT EXHIBITIONS:

Members received 2 presentations in respect of recent exhibitions at the Guildhall Art Gallery and the London Metropolitan Archives.

Guildhall Art Gallery

Members particularly noted the success of the recent 'Echoes' exhibition and were shown visitors' messages about their relatives' experience during the Great War and positive comments about the exhibits. The Deputy Chairman appealed for more Committee Members to join 'Friends of Guildhall Art Gallery'.

London Metropolitan Archives

Members particularly noted '950 Years of London Archives' and 'Life on a London Stage' and the Director advised that he would provide the Committee with an update on digital transformation in the autumn. The Chairman highly recommended a visit to the LMA for the new Members on the Committee.

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

A Member commented on the success of the City's Annual Beer Fest, which had been running for 5 Years, and had been held last week in the Guildhall Yard. The event had brought 1,000 people into Guildhall Yard, many of whom were young City workers and tourists who might not otherwise visit Guildhall.

The Member offered to speak to the Head of Visitor Services about future initiatives.

13. ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT

There were no public items of urgent business.

14. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

Item No.

15 – 20

21

Paragraph No.

3

1, 2

15. NON-PUBLIC MINUTES OF THE BENEFICES SUB COMMITTEE

Members received the non-public minutes of the Benefices Sub Committee held on 1 June 2017.

16. TOWER BRIDGE - REPLACEMENT OF HEATING SYSTEM SERVING THE HIGH LEVEL WALKWAYS AND TOWERS - GATEWAY 3/4 - OPTIONS APPRAISAL

Members received a report of the Director of Open Spaces in respect of the replacement of the heating system serving the high level walkways and towers at Tower Bridge.

RESOLVED, that - the report be noted.

17. TOWER BRIDGE AND MONUMENT PERFORMANCE REPORT APRIL 2016 TO MARCH 2017

Members received a report of the Director of Open Spaces in respect of performance and Tower Bridge and the Monument from April 2016 to March 2017.

RESOLVED, that - the report be noted.

18. PERMITTING FILMING & PHOTOGRAPHY FOR ADVERTISING PURPOSES ON TOWER BRIDGE

Members received a report of the Director of Open Spaces in respect of permitted filming and photography for advertising purposes on Tower Bridge, which had been approved by the Public Relations and Economic Development Sub (of the Policy and Resources Committee).

RESOLVED, that - the report be noted.

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

There were no questions.

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

Two items of urgent business were considered while the public was excluded.

21. **CONFIDENTIAL MINUTES**

Members approved the confidential minutes of the meeting held on 30 May 2017.

The meeting ended at 12:50 pm

Chairman

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