

Chipperfield Advisory Committee

Monday, 8th June, 2015
at 5.00 pm

PLEASE NOTE TIME OF MEETING

Conference Room 3 - Civic Centre

This meeting is open to the public

Members

Malcolm Le Bas

Amy O'Sullivan;

Huw Morgan;

Liz Goodall;

Julie Greer;

Louise Hallett;

Stella Joel

Contacts

Judy Cordell

Senior Democratic Support Officer

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PUBLIC INFORMATION

ROLE OF THE ADVISORY COMMITTEE TERMS OF REFERENCE

1. The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting;
2. To identify, manage and resolve any conflicts of interest (or perceived conflicts of interest) occurring as a result of the Council's dual role as a corporate body and Trustee to the Chipperfield Bequest, with recommendations to Council as to an appropriate course of action in the circumstances;
3. Conflicts of interest are matters including but not limited to:
 - a. determining which of those items acquired since the gallery was established belong to the Charity or to the Council corporately;
 - b. determining whether any particular potential acquisition should be acquired by the Council or the Charity assuming that the Council is sometimes interested in making acquisitions of its own, rather than merely as trustee;
 - c. the apportionment of expenses of running, insuring and repairing the Art Gallery between the Council and the Charity (if not entirely funded by the Council);
 - d. the use of any admission fees charged for access to special exhibitions;
 - e. the ownership and exploitation of any intellectual property rights arising out of any publications associated with the Art Gallery or its collection;
 - f. questions as to whether the Charity should (for example) seek a scheme removing its existing obligations.
4. To conduct any investigation or enquiry necessary in furtherance of its functions under these Terms of Reference, and make recommendations to Council as to an appropriate course of action in the circumstances
5. To take advice from council officers as necessary and have recourse to any Council facilities or resources necessary for the performance of its duties, other than in cases where a conflict of interest or other reason exists that renders use of such resources inappropriate whereupon the Committee will be entitled to seek its own independent advice.
6. To recommend the expenditure of Trust funds in relation to the acquisition of works of art, in consultation with the National Advisor.
7. To make recommendations to Council (as Trustees), as appropriate, in relation to the insurance of the collection, charging, re-investment should any assets be disposed of, fundraising and sponsorship.
8. To provide reports to Council (as Trustees) as necessary and at least annually in relation to the use of the Trust's collection, patronage, use of works loaned to other organisations, details of purchases made, and work of the academy.
9. To have sight of the Trust's accounts at least annually and make any recommendations deemed appropriate to Council.
10. To consider and recommend to Council an Arts and Heritage Collections Policy in relation to acquisitions on its renewal every 3 years.
11. To contribute where necessary to the accreditation of venues process

Southampton City Council's Priorities:

- Jobs for local people
- Prevention and early intervention
- Protecting vulnerable people
- Affordable housing
- Services for all
- City pride
- A sustainable Council

Public Representations

At the discretion of the Chair, members of the public may address the meeting on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

Access – access is available for the disabled. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

Smoking policy – the Council operates a no-smoking policy in all civic buildings.

Mobile Telephones – Please switch your mobile telephones to silent whilst in the meeting

Use of Social Media -The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting

Fire Procedure – in the event of a fire or other emergency a continuous alarm will sound and you will be advised by Council officers what action to take.

CONDUCT OF MEETING

Rules of Procedure

The meeting is governed by the Council Procedure Rules as set out in Part 4 of the Constitution.

Quorum

The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

Business to be discussed

Only those items listed on the attached agenda may be considered at this meeting.

Disclosure of Interests

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "personal" or "prejudicial" interests they may have in relation to matters for consideration on this Agenda.

DISCLOSURE OF INTERESTS

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Personal Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

DISCLOSABLE PERSONAL INTERESTS

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

(i) Any employment, office, trade, profession or vocation carried on for profit or gain.

(ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

- a) the total nominal value for the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
- b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

Other Interests

A Member must regard himself or herself as having a, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

Principles of Decision Making

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the "rationality" or "taking leave of your senses" principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, 'live now, pay later' and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

AGENDA

Agendas and papers are now available via the City Council's website

1 ELECTION OF CHAIR

To elect a Chair to the Chipperfield Advisory Committee for the 2015-2016 municipal year.

2 APOLOGIES

To receive any apologies.

3 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

NOTE: Members are reminded that, where applicable, they must complete the appropriate form recording details of any such interests and hand it to the Democratic Support Officer.

4 MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING) (Pages 1 - 2)

To approve and sign as a correct record the minutes of the meeting held on 31st October, 2013 and to deal with any matters arising, attached.

5 ANNUAL REPORT 2014/15 (Pages 3 - 22)

To consider the report of the Head of Leisure and Culture detailing the Annual Report 2014/15, attached.

6 ACQUISITION PROCESS - FINE ART COLLECTION (Pages 23 - 28)

To consider the report of the Head of Leisure and Culture detailing the acquisitions process for the art collection, attached.

Friday, 29 May 2015

Head of Legal and Democratic Services

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CHIPPERFIELD ADVISORY COMMITTEE
MINUTES OF THE MEETING HELD ON 31 OCTOBER 2013

Present: Liz Goodall (Chair), Daniel Crow, Malcolm Le Bas, Amy O'Sullivan and Huw Morgan

Councillor Tucker, Cabinet Member for Economic Development and Leisure

Apologies: Louise Hallett

3. **APPOINTMENT OF CHAIR**

RESOLVED:

That Liz Goodall be appointed Chair for this meeting following the resignation of Stephen Foster from the Committee.

4. **MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

RESOLVED that the minutes for the Committee meeting on 20th May 213 be approved and signed as a correct record.

5. **GALLERY ANNUAL REPORT**

The Committee considered the report of the Head of Leisure and Culture detailing the activities of the Art Gallery over the last 12 months.

Following discussion it was agreed that the Annual Report be presented to the Chipperfield Trust on 19th March, 2014. A further meeting of the Committee would be held towards the end of February to finalise the report.

RESOLVED:

- (i) To note the content of the report;
- (ii) To approve the use of delegated power for the Head of Leisure and Culture to accept the works identified in this report.

6. **ART GALLERY ROOF**

The Committee considered the report of the Head of Leisure and Culture regarding the cost of delivering a complete repair and refurbishment of the Art Gallery roof.

The Committee discussed the need to raise funds required for the repair and refurbishment the roof, how this could be implemented and who should lead on the programme. It was agreed in order to facilitate the raising of funds the Committee supported the proposal to establish an independent charitable trust.

RESOLVED:

The Committee proposes to the Council that the Council accepts the principle of this Committee creating a charitable trust, wholly independent of the Council, to take over the Art Gallery and the collection on the basis that, on acceptance by the Council of such principle, formal subject to contract terms for such takeover will be put to the Council as soon as practically possible.

7. **CORRESPONDENCE BETWEEN LEADER OF THE COUNCIL AND THE CULTURE MINISTER**

The Committee considered the letter from the Leader of Southampton City Council to the Minister for Culture and submitted the following response:

“We read the letter sent by Councillor Letts to the Minister with some concern. We regret that it was sent as it does not reflect the actual position relating to the Collection. The letter makes no reference to the terms of the Chipperfield bequest, which appear to have been ignored.

Whilst the Committee do not expect to be referred to at every occasion, we do feel we should have been consulted about a letter of this significance.

The Art collection is international and held in trust for the benefit of the people of Southampton.

Whilst we recognise that the Council have an extremely difficult task in preserving services under severe financial pressure, we wish to understand the reasoning behind this letter. This Committee has written with its views to the Leader as to securing the future of the Collection and we have no doubt that our proposals represent the best way forward for the Gallery and the Collection.

This Committee wish very much to work with the Council to resolve this serious problem but we are not sure that the letter helps at all. The Advisory Committee in advising the Trustees of the Chipperfield bequest will be unable to approve any sale, having regard to the legal, trust and charitable implications.”

The Cabinet Member noted the concerns of the Committee, and reflected that the letter considered all of the Council’s collections, not only the Art Collection, that it was a political letter, not written on behalf of the Trustees and that it sought to have the current guidelines concerning Accreditation reviewed, and was not indicating any intent to work outside of any existing rules or requirements.

8. **POTENTIAL GOVERNANCE CHANGES**

The Committee discussed the vacancy following Stephen Fosters’ resignation.

It was agreed that the Council’s Leadership Group be requested to reconsider the list of people who previously applied for a suitable appointment.

DECISION-MAKER:	CHIPPERFIELD ADVISORY COMMITTEE		
SUBJECT:	ANNUAL REPORT 2014/15		
DATE OF DECISION:	8 JUNE 2015		
REPORT OF:	HEAD OF LEISURE & CULTURE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	Mike.d.harris@southampton.gov.uk	
Director	Name:	Mark Heath	Tel: 023 8083 2731
	E-mail:	Mark.heath@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
N/A

BRIEF SUMMARY

This report highlights the key activities of the Art Gallery over the last 12 months; particularly in terms of acquisitions, loans to other institutions, our own exhibitions drawing from the collection and events over the last 12 months, with a look forward to the next 12 months. The report also summarises the accounts for year ending March 2015.

RECOMMENDATIONS:

- (i) To note and approve the contents for reporting to Trustees

REASONS FOR REPORT RECOMMENDATIONS

- 1 To provide members of the Committee with a summary of planned activity and a resume of activity over the last 12 months.
- 2 To sign off the accounts for year ending March 2015.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3 Not to provide an annual statement – rejected as this is part of the Committee’s terms of reference.

DETAIL (Including consultation carried out)

Activity in 2015

- 4 The Committee supported the purchase of 6 contemporary works of art, which were wholly financed through successful applications for £24,550 to the David and Liza Brown Bequest Fund (administered through the Art Fund) and £11,200 to the Victoria and Albert Museum Purchase Fund (see Appendix 2) The Committee has also supported the purchase of a further work (also listed in appendix 2) for which funding applications are pending
- 5 During the year 52 works were loaned to temporary touring exhibitions at 38

UK museums and galleries and 16 abroad, including France, Italy, Belgium, Spain, Germany, Japan and USA.

- 6 Some 300 works from the permanent collection (approximately 6%) have been displayed in the Art Gallery in various themed displays including a major, east wing gallery show, Camden Town to Euston Road
- 7 Works from our own collections and loans have informed the Art Gallery exhibition programme and includes Artists Rifles, Dan Perfect & Fiona Rae, Kurt Jackson, Phoebe Cummings and the Camden Town Group.
- 8 Using Orris bequest funds, the Gallery has become a founder partner of the new Public Catalogue Foundation's new venture *Your Art* alongside other major regional and national galleries. This on-line project will soon supersede and advance the current BBC *Your paintings* website that has published over 200,000 paintings in public ownership in the UK.
- 9 In 2014/15, Southampton City Art Gallery welcomed 34,000 customers into the venue, 30% of which were learning visitors. The customers enjoyed a wide range of both collection based and touring exhibitions. The Kurt Jackson exhibition received particularly good feedback, while the Artists Rifles exhibition started a range of summer exhibitions (across Hampshire) wherein the arts and heritage service of SCC worked in partnership with Hampshire Museums Service (now Hampshire Cultural Trust), to deliver a range of exhibitions and activities that commemorated WW1.
- 10 During autumn 2014, the arts and heritage service worked with students from University of Southampton to carry out a customer research project for the art gallery. The research was completed in January 2015 and will be used to inform a potential Heritage Lottery Fund bid.
- 11 In September 2014, a bid was submitted for £250,000 to Arts Council England for revenue funding to support a development project for the Art Gallery, which included further customer research and an activity programme that included service and staff development. The project was awarded £21,000 to conduct a detailed customer research programme that will inform a re-submission of the bid to the same funding programme in Autumn 2015.

Planned Activity in 2015 and 2016

- 12 The Committee has recently agreed to the acquisition of a further 6 gifted historic and contemporary works (listed at Appendix 3)
- 13 Scheduled exhibitions in 2015 and 2016 include Dan Holdsworth 'Spatial Objects', George Dannatt 'Air, Water Stone', Ben Johnson 'Spirit of Place' and currently Greg Gilbert 'Through Sand'
- 14 Thirty one works were loaned in April 2015 to the Ben Uri Art Gallery London and there are a number of planned loans to other galleries throughout the year.
- 15 2015/16 in the Art Gallery begins with two very high profile exhibitions. Dan Holdsworth: Spatial Objects opened at the beginning of May, British photographer Dan Holdsworth explores the relationship between landscape photography, science and technology.

- 16 During the summer of 2015, Southampton City Art Gallery is hosting Cunard 175 exhibition, part of the celebrations marking 175 years of Cunard, and the important relationship Southampton has with the company. This exhibition is supported financially by Cunard and marks the beginning of what is hoped to be a developing relationship of mutual benefit.
- 17 Later in the year, the gallery will exhibit a collections show that will display recent acquisitions to the collection. In addition, in the east wing, there will be an exhibition of works by Ben Johnson paintings, from 1969 to present. The exhibition is titled Spirit of Place.
- 18 It is intended that SCC arts and heritage service will submit a bid to Heritage Lottery Fund in June 2015 for a capital project that includes improvements to the building, infrastructure and customer service facilities in the art gallery. The bid is for £1.8m, for a project costed at circa £2.25m.

RESOURCE IMPLICATIONS

Capital/Revenue

- 19 The accounts for the Charity have the following registration details
- | | |
|-------------------------------|---|
| Charity name - | Chipperfield Bequest (Art Gallery) |
| Names Charity also known by – | Chipperfield Bequest Fund |
| Registered Charity Number - | 307096 |
| Principal Address - | Southampton Art Gallery
Southampton City Council , Civic Centre,
Southampton, SO14 7LY |
| Trustee | Southampton City Council, Councillors |
- 20 During the year, income from investments and cash balances was £3,800. These investments were in the form of government gilt's and had a fixed annual interest rate giving the above return. The Trust has restricted it's expenditure to essential spend only. The Financial Statement for Chipperfield Trust Fund is listed in Appendix 1.
- 21 These investments were repaid by HM Treasury in March 2015 and the investment and profits on redemption were returned to the Operating Fund. At the beginning of the year 2014/15 the balance available for the Operating Fund was £77,800 which had increased to £170,300 by end of the year which includes repayment of the above investments.
- 22 The Advisory Committee may want to consider recommendations on future investment of funds which may depend on future aims and spending plans.
- 23 These funds do not form part of the assets of the council. In accordance with the Accounting and Reporting of Charities: Statement of Recommended Practice (SORP 2005) a separate statement of financial affairs and balance sheet relating to the Councils trust funds are included within the Council's annual statement of accounts.
- 24 The statement of accounts can be viewed by visiting the council's [website](#) and viewing the statement of accounts.
- 25 The original objective of the trust was to provide and fit out an art gallery in the city. The income from the investments of a further bequest would fund

the running costs of the Gallery. As time has passed it has proved not to be practical or sustainable to fund these expenses in this way and the Council has met all or most of these expenses itself under its statutory powers to do so.

- 26 In recent years the income generated by this bequest has been used to contribute to the purchase of new works of art for the Trust's collection, often in conjunction with donations from Friends of Southampton Museums and Art Gallery FOSMAG.
- 27 The Charities Commission require an Annual Return Declaration to be submitted that is agreed by Trustees. The Draft return is listed in Appendix 4. It is a requirement that agreement of the declaration by Trustees is recorded in the minutes, SCC will submit the declaration on their behalf.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

- 28 The Chipperfield Advisory Committee is an advisory committee to Council pursuant to section 102(4) of the Local Government Act 1972, with terms of reference which include the provision of reports to Council (as Trustees) as necessary and at least annually in relation to the use of the Trust's collection, patronage, use of works loaned to other organisations, details of purchases made, and work of the academy.

Other Legal Implications:

- 29 Items owned by the Chipperfield Trust must be kept and maintained in accordance with the terms of the Trust's Scheme. Any other items held by the art gallery must be held in accordance with any conditions or agreements that may apply to those individual items. A failure to do so may result in legal or regulatory action being initiated by interested parties.
- The Governing Document was a Will proved on 26th July 1916, and was amended by scheme changes sealed 12th September 2012.

The Charity is a Trust, with Southampton City Council as the sole corporate trustee

POLICY FRAMEWORK IMPLICATIONS

- 30 The proposals are in line with the Policy framework

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	Potentially all
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SUPPORTING DOCUMENTATION

Appendices

1.	Chipperfield Accounts April 14 – March 15
2.	Acquisitions of works by purchase in 2014-2015
3.	Acquisition of works by gift agreed to date 2015-2016
4.	Annual Return (2015) to Charity Commission

Documents In Members’ Rooms

1.	n/a
2.	

Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.		
2.		

APPENDIX 1

Financial Statement - Chipperfield Trust Fund			Previous Year
April 2014 to March 2015			(For Comparison)
	£	£	£
Balance Carried Forward from 13/14			
Operating Fund		77,800	77,600
General Investment Fund		47,000	47,000
Maintenance Fund Investments		25,200	25,200
Unrealised Gains/ (Losses) Account		(600)	5,000
		149,400	154,800
Expenditure			
Annuity Paid to Royal South Hants Hospital as per Will	200		200
Purchases for Collection	0		8,000
Conservation and Repair work	0		0
		200	8,200
Income			
Investment Income	(3,800)		(3,100)
Donations/ Grants towards Purchase	0		(5,300)
Redemption of 3.5% Conversion Stock	(47,000)		
Gain on redemption of 3.5% Conversion Stock	(11,200)		
Redemption of 3.5% Conversion Stock	(25,000)		
Gain on redemption of 3.5% Conversion Stock	(5,700)		
		(92,700)	(8,400)
In-Year Surplus/Deficit		(92,500)	(200)
Increase in Valuation of Investments		0	0
Available Balance as at 31st March 2015			
Operating Fund - Internal Investment		117,100	77,800
Operating Fund - Available for Investment		53,200	
General Investment Fund		0	47,000
Maintenance Fund Investments		0	25,200
Unrealised Gains/ (Losses) Account		(600)	(600)
		170,300	149,400

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Appendix 2 - Acquisition by purchase

Artist	Work	Medium	Size	Total Cost	V&A provided	Art Fund (David and Liza Brown bequest fund) provided
Caroline Achaintre	Bat Nite 2014	Ink on paper	28 x 38.4 cms	£1120		£1120
Caroline Achaintre	Triad 2011	Hand tufted wool	195 x 165 cms	£7200	£2500	£4700
John Riddy	Rome (Coliseum)	Silver gelatine print	38 x 38 cms	£6630	£2200	£4430
Phyllida Barlow	Untitled Cardboard Tower	Acrylic on watercolour paper	30 x 70 cms	£9600	£3500	£6100
Guy Moreton	LW205 Skjolden	C print on aluminium	132 x 105 cms	£4800		£4800
Dan Holdsworth	Blackout 13	C print	130 c 100 cms	£6400	£3000	£3400
Totals				£35,750	£11,200	£24,550
Agreed acquisition but not yet acquired						
Kurt Jackson	Jay Screech, Oak, Hawthorn near Hollands Wood	Mixed media on paper	517 x 61 cms	£7500		

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Appendix 3 -Gift through application

Artist	Title	Size	medium	Committee agreement secured
John Hoyland	Sky Base	25 x.20.5 cms	Acrylic on canvas	yes
Jack Smith	Dialogue Fndango	91 x 91 cms	Oil on canvas	yes
Paula Rego	The Wild Duck	29.5 x 24 cms	Etching with aquatint	yes
Bruce Mclean	Spaghetti alle vongole	59.7 x 79 cms	Screenprint	Yes after referral back to curator
Steve Claydon	(Uncle Tony) Trespases and Dust	191 x 139.5 cms	Print on Ettore Sottsass designed linoleum, mounted on powder coated aluminium and steel frame	yes

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Annual Return 2015 (Online)



CHIPPERFIELD BEQUEST (ART GALLERY)

Charity number: 307096

Submission deadline 31 January 2016

Some of the information you give in this form will become publicly available on the Register of Charities. These fields are marked - **P**

This form shows the information you have entered through the Annual Return 2015 Online.

This Annual Return is DRAFT and has not been submitted

PART A - Charity information

A1 - Financial period

This Annual Return should be completed for financial periods ending on or after 1st January 2015.

Financial period start - P :	01 April 2014
Financial period end - P :	31 March 2015
Next financial period end:	31 March 2016

A2 - Income and expenditure

This shows your charity's income and expenditure for the financial period shown at A1. Please note these figures are rounded to the nearest pound.

Income - P :	£20,585
Spending - P :	£200

A3 - Charity contact

The contact details for your charity are printed below.

Your current contact is an: Individual

Title:

Personal names:

TIM

Family name:

CRAVEN

Suffix:

Display name - **P**:

TIM CRAVEN

Date of birth:

20 May 1953

Telephone - **P**:

02380 836563

Mobile:

Your contact details as shown on
the Register of Charities are - **P**:

TIM CRAVEN
ARTS AND HERITAGE
CIVIC CENTRE
SOUTHAMPTON
HANTS
SO14 7LP

A4 - Email for Charity Commission use

This is an address that will only be used by the Commission for contacting the charity, for example when issuing a password for our online services or for mailing reminders.

Your current private email address:

Tim.Craven@southampton.gov.uk

A5 - Email for public display

This is a public address that will be displayed on the Register of Charities.

Your current public email address - **P**:

art.gallery@southampton.gov.uk

A6 - Charity website

If the charity has its own website and we hold the address, a hyperlink will be available for the public to access the site from the charity's entry on the Register of Charities.

Your current charity website - **P**:

www.southampton.gov.uk/art

A7 - Corporate trustee

If your charity has a corporate trustee, the details we hold are shown below.

Corporate trustee name - **P**: SOUTHAMPTON CITY COUNCIL ELECTED MEMBERS
 Address: CIVIC CENTRE
 SOUTHAMPTON
 Post code: SO14 7LP
 Telephone: 023 8083 4516
 Email: art.gallery@southampton.gov.uk
 Date of Appointment 12 March 2011

A8/A9 - Current and new individual trustees

Your charity has no individual trustees.

A10 - Linked charities

Our records indicate that your report includes the finances and activities of 1 linked (subsidiary or constituent) charities. You can check their details on the Register of Charities at www.charitycommission.gov.uk.

A11 - Area of operation in England and Wales

Shown below are the areas in England and Wales that we currently hold for your charity - **P**.

- 1 HAMPSHIRE 2 SOUTHAMPTON CITY

A12 - Area of operation outside England and Wales

Your charity has not specified any countries of operation outside England and Wales.

A13 - Charity classification

Printed below are the details we currently hold for your charity.

WHAT your charity sets out to do - **P**:

<input type="checkbox"/>	GENERAL CHARITABLE PURPOSES
<input checked="" type="checkbox"/>	EDUCATION/TRAINING
<input type="checkbox"/>	THE ADVANCEMENT OF HEALTH OR SAVING OF LIVES
<input type="checkbox"/>	DISABILITY

	THE PREVENTION OR RELIEF OF POVERTY
	OVERSEAS AID/FAMINE RELIEF
	ACCOMMODATION/HOUSING
	RELIGIOUS ACTIVITIES
✓	ARTS/CULTURE/HERITAGE/SCIENCE
	AMATEUR SPORT
	ANIMALS
	ENVIRONMENT/CONSERVATION/HERITAGE
	ECONOMIC/COMMUNITY DEVELOPMENT/EMPLOYMENT
	ARMED FORCES/EMERGENCY SERVICE EFFICIENCY
	HUMAN RIGHTS/RELIGIOUS OR RACIAL HARMONY/EQUALITY OR DIVERSITY
	RECREATION
	OTHER CHARITABLE PURPOSES

WHO your charity helps - **P**:

	CHILDREN/YOUNG PEOPLE
	ELDERLY/OLD PEOPLE
	PEOPLE WITH DISABILITIES
	PEOPLE OF A PARTICULAR ETHNIC OR RACIAL ORIGIN
	OTHER CHARITIES OR VOLUNTARY BODIES
✓	OTHER DEFINED GROUPS
✓	THE GENERAL PUBLIC/MANKIND

HOW your charity operates - **P**:

	MAKES GRANTS TO INDIVIDUALS
	MAKES GRANTS TO ORGANISATIONS
✓	PROVIDES OTHER FINANCE
	PROVIDES HUMAN RESOURCES
	PROVIDES BUILDINGS/FACILITIES/OPEN SPACE
	PROVIDES SERVICES
	PROVIDES ADVOCACY/ADVICE/INFORMATION
	SPONSORS OR UNDERTAKES RESEARCH
	ACTS AS AN UMBRELLA OR RESOURCE BODY
	OTHER CHARITABLE ACTIVITIES

A14 - Charity activities

Your charity has given us the following brief description of its current activities - **P**.

PURCHASE WORKS OF ART FOR SOUTHAMPTON CITY ART GALLERY

A15 - UK volunteers

Your charity has told us that it had 6 UK volunteers during the financial period.

A16 - Company number

No company number is held for your charity.

A17 - Charity's main bank/building society account

Below are the current details we hold about your main bank or building society account. Account details are not available to the public. For security purposes we have not printed the full account number.

Bank name:	LLOYDS BANK PLC
Sort code:	30-00-00
Account number:	****2526
Account name:	SOUTHAMPTON CITY COUNCIL

A18 - Gift Aid

Your charity was not recognised by HMRC for Gift Aid for the financial period of this Annual Return

A19 - Land and buildings

Your charity does not own or use land or buildings.

A20 - Fund Raising

Your charity does not raise funds from the public

A21 - Trading

The charity does not have a trading subsidiary

A22 - Trustee payments

The charity does not pay one or more of its trustees for acting as a trustee of the charity

A23 - Policies

The charity has the following written policies :-

Complaints Handling - No

Conflict of Interest - No

Investment - No

Risk Management - No

Volunteer Management - No

Vulnerable Beneficiaries- No

Paying Staff - No

A24 - Grant Making

Grant making is not the main way your charity carries out its purposes

A25 - Other Regulators

The charity has no other regulators

A26 - Financial Controls

Financial Controls have not been reviewed during the reporting year

A27 - Government funding

Contracts from central or local government to deliver services: £0

Grants from central or local government: £0

Data protection

Any information you give us will be held securely and in accordance with the rules on data protection. We will treat personal details as private and confidential and safeguard them. We will not disclose them to anyone unconnected with the Charity Commission unless you have consented to its release, or in the circumstances that are set out in the Guidance Notes

Declaration

This Annual Return has not been submitted and no Declaration has been made.

Submission

Those that give answers that they know or suspect are untrue or misleading may be committing an offence.

Data Protection

Click below to view our policy on protection of data you provide.

Annual Return 2015 - Submission

Your Annual Return document

You can check the information you have provided, and save or print a copy of the draft document using the 'View/print' option above.

If you have provided an email address for Commission use we will email you an electronic PDF version of your Annual Return once you have submitted it. You may also enter a different email address below and a copy will be sent to that address as well.

Once submitted, a copy of your Annual Return will be available from your Online Service homepage when you are logged in.

Declaration

By clicking on "submit" you are certifying that you have understood all of the requirements associated with the submission of the Annual Return and all of the statements contained within it. You are also certifying that the information you have provided in the relevant parts of the Annual Return is correct and complete to the best of your knowledge and belief and has been brought to the attention of the charity trustees who have each individually verified this and given their informed express consent to this submission with full knowledge, understanding and acceptance of the contents of our privacy notice. You are further confirming that there are no serious incidents or other matters that should have been brought to the attention of the Commission that you have not already reported.

Person making declaration:

Date of declaration:

07 May 2015

Title:

[Title]

Full name:

*

Daytime telephone number:

*

Email Address:

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Agenda Item 6

DECISION-MAKER:	CHIPPERFIELD ADVISORY COMMITTEE		
SUBJECT:	ACQUISITION PROCESS – FINE ART COLLECTION		
DATE OF DECISION:	8 JUNE 2015		
REPORT OF:	HEAD OF LEISURE & CULTURE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	Mike.d.harris @southampton.gov.uk	
Director	Name:	Mark Heath	Tel: 023 8083 2731
	E-mail:	Mark.heath@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
Not applicable.	
BRIEF SUMMARY	
This report summarises the acquisition process for the fine art collection.	
RECOMMENDATIONS:	
	(i) To note the current acquisition process
REASONS FOR REPORT RECOMMENDATIONS	
1.	Information requested by Advisory Committee, the Curator will also report verbally at the meeting
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	n/a
DETAIL (Including consultation carried out)	
3	Gifts and bequests are often offered for addition to fine art collection. All offers are considered by the Curator of Art who advises Collection Manager of receipt. The Curator, who may seek advice from the Tate National Adviser, recommends acquisition or rejection. An acquisition recommendation form is completed (see Appendix 1) together with a photograph and is then sent to the Chipperfield Advisory Committee for their decision, that decision is later ratified by the Trustees, at their meeting following Full Council. .
4	Purchases are made using income from bequest funds usually matched by the two main national art purchase funds (the V&A Purchase Grant Fund and the Art Fund). When funds and occasion permits (usually once every two years), the Curator and Tate National Adviser select a list of potential acquisitions – usually contemporary works by rising star artists. Those which are considered to be suitable for acquisition, depending on the existing collection, work and price, and approved by the Tate National Adviser, are referred to the Committee, with the acquisition recommendation form and a photograph. The value of these works are part of that assessment and the application to the national purchase funds acts as a further check on market

	value. An independent valuation is always obtained. The Committee's decision is later ratified by the Trustees, at their meeting following Full Council
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
5	None.
<u>Property/Other</u>	
6	None.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
7	The Chipperfield Advisory Committee is an advisory committee to Council pursuant to section 102(4) of the Local Government Act 1972, with terms of reference which include the provision of reports to Council (as Trustees) as necessary and at least annually in relation to the use of the Trust's collection, patronage, use of works loaned to other organisations, details of purchases made, and work of the academy.
<u>Other Legal Implications:</u>	
8	Items owned by the Chipperfield Trust must be kept and maintained in accordance with the terms of the Trust's Scheme. Any other items held by the art gallery must be held in accordance with any conditions or agreements that may apply to those individual items. A failure to do so may result in legal or regulatory action being initiated by interested parties. The Governing Document was a Will proved on 26th July 1916, and was amended by scheme changes sealed 12th September 2012. The Charity is a Trust, with Southampton City Council as the sole corporate trustee.
POLICY FRAMEWORK IMPLICATIONS	
9	None.

KEY DECISION?	Yes/No
WARDS/COMMUNITIES AFFECTED:	
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Acquisition recommendation report
2.	
Documents In Members' Rooms	
1.	

2.		
Equality Impact Assessment		
Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.		Yes/No
Other Background Documents Equality Impact Assessment and Other Background documents available for inspection at:		
Title of Background Paper(s)		Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.		
2.		

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Agenda Item 6

Acquisitions considered for the fine art collection

Appendix 1

		comments
Artist		List attached if a number of works by different artists
Title of work offered		List attached if a number of works
Size of work		
Medium		Oil/ watercolour/ ceramic etc
Owner		
Terms of offer		Gift/ purchase/ bequest
Assessment against collecting policy		
Why should this work be acquired		
Identify level of priority		1 – essential 2 – highly desirable 3.- nice to have
Specialist knowledge needed to curate		describe
Storage requirement and is space available		
Condition of work		Note any conservation need
Estimated value of work		Note whose valuation
Display potential of the work		
Curator recommendation and date		
Senior manager notified and agreement to proceed - and date		
Chipperfield advisory committee recommendation and date		
Acquisition approved and date		Trustees or delegated officer

Acquisitions considered for the fine art collection

If acquired, accession number allocated		
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