

LIBERTY ADVISORY GROUP (LAG) TERMS OF REFERENCE

Overview

Liberty is the Mayor of London's flagship festival for D/deaf, disabled and neurodivergent artists. Liberty is managed by the Culture team at the Greater London Authority (GLA), the body that delivers the aims of the Mayor of London.

The Liberty Advisory Group (LAG) provides collective oversight of Liberty, including its strategic direction, accessibility and artistic programme. Members help guide the vision for the festival which is:

We spotlight and celebrate the very best of D/deaf, disabled and neurodivergent artists in London as part of a joyful, radically inclusive festival where everyone is welcome.

The Mayor of London is committed to ensuring that London is an accessible and inclusive city, in line with the social model of disability. We believe that Liberty can model best practice, nurture disability arts and artists, improve accessibility, and reach new audiences – contributing to the Mayor's aim of a fairer London for everyone.

Membership of group

The membership of the group consists of expert representatives from the D/deaf, disabled and neurodivergent creative sector, with representatives from the current and future London Borough of Culture.

Members of the LAG can choose to be considered as individual members or as part of an organisation (or both).

Length of service

Members are invited to join the board for four years until June 2028, with an option to step down after two years, in August 2026.

Time commitment

The GLA will schedule between four and six meetings per year. Each meeting will be up to two hours in duration. We anticipate that preparation for each meeting will take up to two hours. This is a voluntary commitment of up to 24 hours per year. There will be six meetings in the year the festival takes place.

Frequency and format of meetings (incl. meeting dates)

The aim will be to have a mix of online and in-person meetings – although there will be an option to attend online for all meetings. We will try and schedule some meetings as part of activity happening in the boroughs.

In-person meetings will either be held at City Hall in Newham, or within cultural/community venues in Wandsworth and Haringey, the boroughs where Liberty 2025 and Liberty 2027 will take place as part of London Borough of Culture.

See dates below:

- 1. Spring 2025** – Tuesday 11 March, 1pm-3pm, online
- 2. Summer 2025** – Wednesday 11 June, 10:30am – 12:30pm, online
- 3. Autumn 2025** - Friday 26 September, 11am-1pm, in-person in Wandsworth
- 4. Winter 2025** – Wednesday 10 December, 11am – 1pm, online

5. Spring 2026 – Tuesday 28 April, 1pm – 3pm, online

6. Summer 2026 – TBC (in person)

7. Autumn 2026 – Wednesday 7 October, 11am – 1pm, online

8. Winter 2026 - TBC

Responsibilities

Members can decide if they would like to nominate a Chair or the meetings can be run collectively. The GLA will take notes and share actions following each meeting.

Key responsibilities of LAG Members will include:

- Providing creative input and challenge to the Wandsworth and Haringey teams delivering Liberty, including their plans for research and development, the festival programme, and artist selection
- Contributing guidance and expertise on best practice access provision for the festival, for artists, staff, volunteers and audiences
- Supporting Liberty marketing and communications by sharing through your networks
- Contributing to evaluation of the festivals by sharing reflections
- Providing feedback on the new Liberty Digital Guide, an online exhibition of its 21-year history
- Acting in a collaborative and mutually respectful way, as part of a team who have robust discussions together, reach consensus and make recommendations

- Sharing ideas and feedback in a clear, friendly and constructive way.

Leaving the Liberty Advisory Group

Members can choose to leave the Liberty Advisory Group by contacting liberty@london.gov.uk. We can also ask Members to leave should they not attend meetings continuously for six months or longer without prior agreement, or if Members contravene the Code of Conduct (see Appendix 1 below).

Feedback

Members of the LAG can express their feedback at any point. Any feedback will be accepted in both written and spoken form. The feedback process allows members to be supported and to resolve difficulties and problems easily.

Feedback should be submitted by email in the first instance to the GLA Culture team via liberty@london.gov.uk. Further escalation will be through GLA's formal management structures.

GLA responsibilities

The GLA will endeavour to organise LAG meetings four to six times a year and will share the schedule of meetings at least one year in advance. Agendas will be shared at least two weeks in advance.

The GLA also commits to perform best communication practices by regularly updating members of the LAG through a mailout every quarter.

Appendix 1

Code of Conduct

There are a number of general principles we would expect Members to adopt in their conduct, which are as follows:

- i) they should act solely in the public interest. They should never use their position as members of the Group to gain for themselves, their family or their friends any financial benefits, preferential treatment or other advantage, or to confer such benefits, treatment or advantage improperly on others;
- ii) they should not put themselves in a position where their integrity is called into question by any financial or other obligation. As well as avoiding actual impropriety, they should avoid any appearance of it;
- iii) being accountable to the Mayor, the London Assembly and wider community of London for their actions and their part in reaching decisions, they must submit themselves to whatever scrutiny is appropriate for their office.
- iv) whilst they may be properly influenced by the views of others; including any political Board or interest Board to which they belong or which they represent and must have regard to advice, it is their responsibility to decide for themselves what view to take on any question which they have to decide;
- v) they must uphold the law, and act on all occasions in accordance with the public trust placed in them;
- vi) they should respect the role of the Mayor, members of the London Assembly, other Members and officers and employees of the GLA, and treat them in a way that engenders mutual respect at all times; and
- vii) they should promote and support these principles by leadership and example, always acting in such a way that preserves public confidence in the Group.