

BARBICAN CENTRE BOARD

Wednesday, 17 January 2018

Minutes of the meeting of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 17 January 2018 at 11.00 am

Present

Members:

Deputy Dr Giles Shilson (Chairman)	Vivienne Littlechild
Deputy John Tomlinson (Deputy Chairman)	Deputy Edward Lord
Deputy John Bennett (Ex-Officio Member)	Deputy Catherine McGuinness
Russ Carr (External Member)	Wendy Mead (Chief Commoner)
Gerard Grech (External Member)	Lucy Musgrave (External Member)
Deputy Tom Hoffman	Graham Packham (Ex-Officio Member)
Deputy Wendy Hyde	Deputy Tom Sleigh
Emma Kane (Ex-Officio Member)	

In Attendance

Officers:

Gregory Moore	-	Town Clerk's Department
Andrew Buckingham	-	Public Relations Office
Niki Cornwell	-	Chamberlain's Department
Sir Nicholas Kenyon	-	Managing Director, The Barbican Centre
Sandeep Dwesar	-	Barbican Centre
Sean Gregory	-	Barbican Centre
Louise Jeffreys	-	Barbican Centre
Jo Daly	-	Barbican Centre
Michael Bradley	-	City Surveyor's Department
Steve Eddy	-	Barbican Centre
Lorna Gemmell	-	Barbican Centre

1. APOLOGIES

Apologies for absence were received from Trevor Phillips and Judith Pleasance.

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

There were none.

a. **Board Minutes**

The public minutes and summary of the meeting held on 20 November 2017 were approved.

b. **Minutes of the Nominations Committee**

The draft public minutes and summary of the meeting held on 20 November 2017 were received.

4. **OUTSTANDING ACTIONS AND WORKPLAN**

The Board noted the various outstanding actions and the updates provided thereon. The forthcoming workplan for Board meetings in 2018 was also noted.

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5. **MANAGEMENT REPORT BY THE CENTRE'S DIRECTORS**

Members received a report of the Managing Director providing updates from the Barbican Directors on their respective areas.

Introducing the report, the Managing Director took the opportunity to

RECEIVED.

6. **SKILLS AND EFFECTIVENESS REVIEW: ACTION PLAN**

The Board considered a report of the Town Clerk which set out a series of potential actions to be taken to address those items identified through the recent Skills and Effectiveness Review.

RESOLVED: That the proposed action plan and associated timelines, set out at Appendix A to the report, be agreed.

7. **SAFEGUARDING POLICY**

The Board considered a report of the Head of Human Resources presenting a Safeguarding Policy which had been developed to outline the key processes in place to ensure the Barbican provided a safe and welcoming environment for all children and young people who use the Centre or attend events. The policy set out the key staff responsible for safeguarding and the procedures followed if any concerns were reported.

It was clarified that, whilst relevant policies covering these matters had existed previously, this document had been produced to collate and make clearer the processes in place.

RESOLVED: That the Safeguarding Policy, as set out at Appendix 1 to the report, be approved.

8. **DRAFT DEPARTMENTAL BUSINESS PLAN 2018/19**

The Board received the draft high-level business plan for the Barbican Centre for 2018/19.

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9. **THEATRE & DANCE: ANNUAL PRESENTATION**

The Board received a report of the Director of Arts providing an update on performance over the past year and setting out the opportunities, challenges and plans for the coming period.

10. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was one urgent item:

Terms of Reference: Annual Review

The Board considered a report of the Town Clerk, which had been omitted from the agenda in error and which presented the Board's terms of reference for review. Members were also asked to consider whether the current meeting frequency was appropriate.

RESOLVED: That:

- the terms of reference of the Board be approved without amendment for submission to the Court in April 2018; and,
- no change be required to the frequency of the Board's meetings.

12. **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.

Paragraph No.

a. **Non-Public Board Minutes**

The non-public minutes of the meeting held on 20 November 2017 were agreed.

b. **Non-Public Minutes of the Nominations Committee**

The draft non-public minutes of the meeting held on 20 November 2017 were received.

14. **THEATRE & DANCE: NON-PUBLIC APPENDICES**

The Board received the non-public appendices to be read in conjunction with item 8.

15. **BOARD APPOINTMENT**

Members considered and approved the appointment of Jenny Waldman to the Board, for a three-year term effective March 2018.

16. **BAD DEBT ANNUAL UPDATE**

The Board considered and approved a report of the Managing Director detailing the various debts under £5,000 in value which he intended to write-off under the terms of his delegated

Authority, and seeking approval for the write-off of one debt above £5,000 in value.

17. **BUSINESS REVIEW**

The Board received a report of the Chief Operating & Financial Officer setting out the Business Review for the Period 8 Accounts 2017/18.

18. **SBR / STRATEGIC PLAN UPDATE**

The Board received a report of the Managing Director providing an update in respect of the Barbican's Strategic Plan and Service Based Review targets.

19. ***RISK UPDATE**

The Board received a report of the Director of Operations & Buildings updating Members on the key risks facing the Centre and detailing the steps being taken to mitigate these risks.

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20. **PROJECTS UPDATE**

The Board received a report of the Director of Operations & Buildings providing an update on the Centre's building and refurbishment projects.

21. **REPORT OF URGENT ACTION TAKEN**

The Board received a report of the Town Clerk advising of one action taken under urgency procedures since the last meeting, in relation to security enhancements.

22. **QUESTIONS RELATING TO THE WORK OF THE BOARD**

There were no questions.

23. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

There were no urgent items.

24. **CONFIDENTIAL MINUTES**

The Board approved the confidential minutes of the meeting held on 20 November 2017.

25. **IT RESTRUCTURE**

The Board considered a report of the Chief Operating & Financial Officer concerning a proposed restructure.

The meeting ended at 12.47 pm

Chairman

Contact Officer: Gregory Moore
tel. no.: 020 7332 1399
gregory.moore@cityoflondon.gov.uk