



Finance Committee of the Barbican Centre Board

Date: WEDNESDAY, 4 JULY 2018
Time: 1.45 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Deputy Dr Giles Shilson (Chairman)
Deputy Tom Sleigh (Deputy Chairman)
Russ Carr
Alderman David Graves
Deputy Wendy Hyde
Emma Kane
Judith Pleasance
Deputy John Tomlinson

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Lunch will be served in the Guildhall Club at 1pm
N.B. Part of this meeting could be the subject of audio or visual recording

John Barradell
Town Clerk and Chief Executive

AGENDA

1. **APOLOGIES**

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

3. **MINUTES**

To approve the public minutes and summary of the meeting held on 7 March 2018.

For Decision
(Pages 1 - 4)

4. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 5 - 6)

5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

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

7. **EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100(A) 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 I of the Schedule 12A of the Local Government Act.

For Decision

8. **NON-PUBLIC MINUTES**

To approve the non-public minutes of the meeting held on 7 March 2018.

For Decision
(Pages 7 - 10)

9. **BARBICAN CENTRE CAPITAL CAP PROGRAMME ANNUAL REPORT (2018) PLUS PROJECTS UPDATE**

Report of the Managing Director.

For Decision
(Pages 11 - 28)

10. **FIRE SAFETY PROJECT (2) - FIRE DOOR RECTIFICATION PROJECT**

Report of the Managing Director.

For Decision
(Pages 29 - 44)

11. **FIRE SAFETY PROJECT (3) FIRE STOPPING & COMPARTMENTATION**
Report of the Managing Director.
- For Decision**
(Pages 45 - 60)
12. **BUSINESS REVIEW**
- For Information**
- a) **Barbican Business Review - 2017/18 Draft Accounts** (Pages 61 - 72)
Report of the Chief Operating & Financial Officer.
- b) **Barbican Business Review - May Accounts (Period 2)** (Pages 73 - 82)
Report of the Chief Operating & Financial Officer –
Additional Appendices to Follow
13. **STRATEGIC PLAN UPDATE**
Report of the Artistic Director.
- For Discussion**
(Pages 83 - 102)
14. **LOCAL STRATEGY AND BEYOND BARBICAN - BARBICAN CENTRE**
Report of the Artistic Director.
- For Discussion**
(Pages 103 - 124)
15. **CATERING UPDATE**
Report of the Chief Operating & Financial Officer – To Follow
- For Information**
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
17. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

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FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 7 March 2018

Minutes of the meeting of the Finance Committee of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 7 March 2018 at 1.45 pm

Present

Members:

Deputy Dr Giles Shilson (Chairman)
Deputy John Tomlinson (Deputy Chairman)
Russ Carr
Deputy Wendy Hyde
Emma Kane
Deputy Tom Sleigh

Officers:

Sandeep Dwesar	- Chief Operating & Financial Officer, Barbican Centre
Louise Jeffreys	- Director of Arts, Barbican Centre
Jonathon Poyner	- Director of Operations & Buildings, Barbican Centre
Jim Turner	- Head of Projects, Barbican Centre
Sarah Wall	- Group Accountant, Barbican Centre
Greg Moore	- Town Clerk's Department
Leanne Murphy	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Vivienne Littlechild and Judith Pleasance.

The Chairman welcomed Leanne Murphy to the meeting, advising that she would be taking on some clerking responsibilities associated with the Board and its sub-committees moving forwards.

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

There were none.

3. MINUTES

The public minutes of the meeting held on the 8 November 2017 were approved.

4. OUTSTANDING ACTIONS

The Committee noted the various outstanding actions and the updates provided thereon.

A Member noted the Board visits to the Barbican and asked when the next visits were likely to be scheduled, observing the importance of Members being acquainted with front and back of house operations. The Town Clerk advised

that the next scheduled date was a Theatre & Music Tour scheduled for 19 March and added that suitable dates were also now being arranged for an Operations & Buildings Tour.

RECEIVED.

5. **RETROSPECTIVE WAIVER REPORT**

The Committee noted the retrospective waiver concerning the appointment of *Artisan People*, a specialist agency focusing on gallery invigilation, to supplement the casual gallery staffing team during the final weeks of the Basquiat exhibition.

Background was provided to Members on the Barbican's decision to appoint Artisan People and the Chairman clarified the difference between waivers and retrospective waivers and the implications of the latter.

Members agreed that the late notice from Hays, the City Corporation's contracted agency for temporary staff, that they would be unable to provide sufficient personnel for the Gallery to open on a busy Saturday had meant that the Barbican did not have a choice on this occasion but to seek an alternative contractor, as to close the Gallery would have had major implications in terms of the Barbican's reputation and a loss of earnings.

Members discussed the specialist nature of support required by the Barbican Centre and how the Barbican and City Procurement should work together in respect of the corporate contract to ensure this situation was not repeated. Members were advised that there had been confusion about the rules regarding retrospective waivers and how this was reported to the procurement team.

A Member highlighted concerns over only using one contracted supplier, referencing the recent problems incurred by Kentucky Fried Chicken as an example. She queried whether two suppliers should be written into the corporate contract to ensure there would always be one on hand to deliver staff on any occasion.

An officer advised that it had been erroneously believed that the Barbican could utilise an artistic waiver on this occasion against the Corporation's contract and that learning had been drawn from the incident.

Whilst sympathetic to the issues in this particular instance, the Chairman emphasised that waivers should always be sought when possible over retrospective waivers.

RESOLVED: That the use of a retrospective waiver concerning the award of a contract for Agency Staffing to *Artisan People* be noted.

6. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

There were no urgent items.

8. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100(A) 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 I of the Schedule 12A of the Local Government Act.

Item No.

9-13

Exemption Paragraph(s)

3

9. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 8 November 2017 were approved.

10. **BUSINESS REVIEW**

The Committee received a report of the Chief Operating & Financial Officer setting out the Business Review for the Period 10 Accounts 2017/18.

11. **SBR / STRATEGIC PLAN UPDATE**

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

12. **PROJECTS UPDATE**

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

13. **WOODBLOCK FLOORING - ISSUES REPORT**

The Committee received a report of the Director of Operations & Buildings providing an update on sand and seal woodblock flooring.

14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

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

There were no urgent items.

The meeting ended at 2.25 pm

Chairman

Contact Officer: Gregory Moore
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Outstanding Actions List Barbican Centre Board and Finance Committee

	Action	Notes	Officer/body responsible	Date added	To be completed/ progressed to next stage
1	Beyond Barbican	Report capturing the costs and outcomes involved in discretionary expenditure at events, e.g. the Walthamstow Garden Party	Director of Arts / Head of Finance	March 2018	Completed
2	Departmental Business Plan 2018/19	Ensure anything regarded as unearned income in the budget table, e.g. donations, is shown separately from earned income	Managing Director	March 2018	Ongoing
3	Exhibition Halls	Report providing an undertaking in respect of income protection re: exhibition halls to come to the Committee	The Chief Operating & Financial Officer / Town Clerk	March 2018	To update at a future Board meeting
4	Gender pay gap reporting	Ongoing report capturing separate information relating to the Barbican Centre's figures re: the issue of gender pay gap reporting to ensure the Board retains an overview of the Barbican's individual performance and assess the position.	Managing Director	March 2018	To update at a future Board meeting
5	Corporate Asset Sub Committee report	The proposed new style report from the Corporate Asset Sub Committee be circulated to Members alongside the current format by email, so that Members might compare the two and come to an informed decision re: the level of information provided to it.	Head of Projects	March 2018	To be tabled at Finance Committee

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