



Finance Committee of the Barbican Centre Board

Date: WEDNESDAY, 5 SEPTEMBER 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 4 July 2018.

For Decision
(Pages 1 - 4)
4. **OUTSTANDING ACTIONS**
Report of the Town Clerk.

For Information
(Pages 5 - 8)
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 4 July 2018.

For Decision
(Pages 9 - 12)
9. **CAPITAL CAP PROGRAMME UPDATE PLUS PROJECTS UPDATE**
Report of the Director of Operations & Buildings.

For Information
(Pages 13 - 16)
10. **STRATEGIC PLAN UPDATE**
Report of the Managing Director.

For Information
(Pages 17 - 24)

11. **BARBICAN BUSINESS REVIEW - JULY ACCOUNTS (PERIOD 4)**
Report of the Chief Operating & Financial Officer.

For Information
(Pages 25 - 48)

12. **DEVELOPMENT UPDATE**
Oral update – the Chief Operating & Financial Officer to be heard.

For Information

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

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

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FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 4 July 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, 4 July 2018 at 1.45 pm

Present

Members:

Deputy Dr Giles Shilson (Chairman)
Russ Carr
Alderman David Graves
Deputy Wendy Hyde
Emma Kane

Officers:

Sir Nicholas Kenyon	- Managing Director, Barbican Centre
Sandeep Dwesar	- Chief Operating & Financial Officer, Barbican Centre
Louise Jeffreys	- Artistic Director, Barbican Centre
Jonathon Poyner	- Director of Operations & Buildings, Barbican Centre
Sarah Wall	- Interim Head of Finance, Barbican Centre
Darrell Lunt	- Head of Projects, Barbican Centre
Richard O'Callaghan	- Project Manager, Barbican Centre
Harry Gravitt	- Projects Administration Apprentice, Barbican Centre
Renu Randhawa	- Group Accountant, Barbican Centre
Jackie Boughton	- Head of Business Events, Barbican Centre
Adrian Morgan	- Head of Catering, Barbican Centre
Greg Moore	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy Tom Sleight and Deputy John Tomlinson.

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 7 March 2018 were approved.

4. OUTSTANDING ACTIONS

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

It was noted that actions (2) and (3) were now complete and could be removed from the list and Action (4) would be captured through the forthcoming

Equalities & Inclusion report to the July Board meeting. It was agreed that the report referred to in Action (5) should be circulated by email.

RECEIVED.

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

There were no questions.

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

There were no urgent items.

7. **EXCLUSION OF THE PUBLIC
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.

8-16

Exemption Paragraph(s)

3

8. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 7 March 2018 were approved.

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

The Committee considered and approved a report of the Managing Director setting out the Barbican Centre Capital Cap Programme Annual Report (2018) including an update on the Centre's building and refurbishment projects.

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

The Committee considered and approved a report of the Managing Director concerning the Barbican's Fire Door Rectification Project (fire safety project 2).

11. **FIRE SAFETY PROJECT (3) FIRE STOPPING & COMPARTMENTATION**

The Committee considered and approved a report of the Managing Director concerning the Barbican's Fire Stopping & Compartmentation Project (fire safety project 3).

12. **BUSINESS REVIEW**

(a) **Barbican Business Review - 2017/18 Draft Accounts**

The Committee received a report of the Chief Operating & Financial Officer presenting the 2017/18 draft accounts.

(b) **Barbican Business Review - May Accounts (Period 2)**

The Committee received a report of the Chief Operating & Financial Officer setting out the Business Review for the 2018 Period 2 accounts.

13. **STRATEGIC PLAN UPDATE**

The Committee received a report of the Artistic Director providing an update in respect of the Barbican's five-year Strategic Plan.

14. **LOCAL STRATEGY AND BEYOND BARBICAN - BARBICAN CENTRE**

The Committee received a report of the Artistic Director providing an update in respect of the Barbican Centre's Local Strategy and strategies for work beyond Barbican.

15. **CATERING UPDATE**

The Committee received a report of the Chief Operating & Financial Officer providing an update in respect of on Catering, Bars and Banqueting for the period 2014/15 - 2017/18

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

There were no questions.

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

There were no urgent items.

The meeting ended at 2.30 pm

Chairman

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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	Corporate Asset Sub Committee report	To simplify the CWP report process, it was noted that the Board could use the CASC version. Circulate the proposed new style report 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	May 2018	To be circulated by email
2	CoL Cultural Strategy	Circulate new CoL Cultural Strategy document to the Board for their info	Town Clerk	July 2018	Done
3	Equality & Inclusion Strategy	Deputy Chairman to liaise with Officers regarding KPIs for an update to the Board.	Deputy Chairman / Head of HR	July 2018	On agenda for November Board
4	Barbican Centre Equality & Inclusion Strategy	Officers to look at the language within the Barbican Centre Equality & Inclusion Strategy with Trevor Phillips following concerns that the report suggests there are no diversity issues.	Head of HR	July 2018	Done
5	Market sensitive information	Discussion regarding what information should be provided in the public agenda.	Chairman/ Deputy Chairman / Managing Director	July 2018	Done
6	Creative Learning table	Circulate the table of percentages (appendix d) with explanation as to why they were wrong to the Board.	Director of Learning & Engagement	July 2018	Done
7	Board appointment	Circulate CV and prepare report for consideration at September Board meeting.	Chairman / Town Clerk	July 2018	On agenda for September Board

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Barbican Centre Board
Work Programme 2018/19
(changes since the last meeting in italics)

Standing Items

- Outstanding Actions
- Directors' Management Report
- Service Based Review & Strategic Plan Update
- Business Review (Period Accounts)
- Risk Update
- Projects Update

18 July	<ul style="list-style-type: none"> • Visual Arts Presentation • Creative Learning Presentation • Equality, Diversity & Inclusion Update • Restaurant Proposals • <i>Discretionary Expenditure</i> • <i>Beech Street Transformation</i>
19 September	<ul style="list-style-type: none"> • Performance Review • Digital Presentation
21 November	<ul style="list-style-type: none"> • Commercial Strategy • Music and LSO Presentations • Budget • Long Term Financial Plan • Catering report • Development review update
23 January 2019	<ul style="list-style-type: none"> • Theatre Presentation • Health & Safety report • Safeguarding • Bad Debts/Write-offs Annual Update
20 March 2019	<ul style="list-style-type: none"> • Cinema Presentation • Strategic Plan full update • Development Presentation • High Level Business Plan

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