



## Finance Committee of the Barbican Centre Board

**Date:** MONDAY, 2 JULY 2012

**Time:** 1.45pm

**Venue:** COMMITTEE ROOM - 2ND FLOOR WEST WING, GUILDHALL

**Members:** Deputy Catherine McGuinness (Chairman)  
John Tomlinson (Deputy Chairman)  
Jeremy Mayhew  
Cllr Guy Nicholson  
Matthew Richardson  
Keith Salway  
Jeremy Simons

**Enquiries:** Julie Mayer  
tel. no.: 020 7332 1410  
[Julie.Mayer@cityoflondon.gov.uk](mailto:Julie.Mayer@cityoflondon.gov.uk)

Lunch will be served in the Guildhall Club at 1pm

Chris Duffield  
Town Clerk and Chief Executive

# AGENDA

1. **APOLOGIES**

2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

3. **MINUTES**

To agree the public Minutes of the Finance Committee held on 16 May 2012  
To note the draft public Minutes of the Risk Committee held on 21 May 2012

(Pages 1 - 8)

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

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

6. **EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100A 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.

7. **NON-PUBLIC MINUTES**

To agree the non-public Minutes of the Finance Committee held on 16 May 2012  
To note the draft non-public Minutes of the Risk Committee held on 21 May 2012

(Pages 9 - 18)

8. **OUTSTANDING ACTIONS**

Report of the Town Clerk

**For information**

(Pages 19 - 20)

9. **BUSINESS REVIEW**

Report of the Chief Operating and Financial Officer

**For decision**

(Pages 21 - 36)

10. **MUSIC FINANCIALS**

Report of the Head of Music

**For information**

(Pages 37 - 44)

11. **THEATRE FINANCIALS**  
Report of the Head of Theatre  
**For information**  
(Pages 45 - 50)
12. **CAPITAL CAP ANNUAL REPORT**  
Report of the Director of Operations and Buildings  
**For information**  
(Pages 51 - 66)
13. **CAPITAL CAP 3 - TO FOLLOW**
14. **DEVELOPMENT REPORT**  
Report of the Head of Development  
**For decision**  
(Pages 67 - 86)
15. **RISK UPDATE**  
Report of the Town Clerk  
**For information**  
(Pages 87 - 134)
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

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## FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD

16 May 2012

Minutes of the meeting of the FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD held at Guildhall, EC2 on WEDNESDAY, 16 MAY at 10:30 am

### Present

### Members:

Deputy Catherine McGuinness (**Chairman**)  
Jeremy Mayhew (**Deputy Chairman**)  
John Scott  
John Tomlinson

### Officers

Julie Mayer	Town Clerk's Department
Mathew Lawrence	Town Clerk's Department
Andrew Wilde	City Surveyor's Department
Leo Thompson	Barbican Centre
Louise Jeffreys	Barbican Centre
Shaun Kerfoot	Barbican Centre
Sandeep Dwesar	Barbican Centre
Sean Gregory	Barbican Centre
Nick Kenyon	Barbican Centre
Jim Turner	Barbican Centre
Nikki Cornwell	Barbican Centre
Peter Martin	Barbican Centre

### Part 1 – Public Agenda

#### 1. APOLOGIES

Apologies for absence were received from Tom Hoffman and Keith Salway.

#### 2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING

There were none.

#### 3. MINUTES:

The public minutes of the meeting of the Barbican Centre Finance Committee held on 12 March were approved.

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

There were no questions.

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

There was none.

**6. 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.

<b>Item No.</b>	<b>Paragraph(s) in Schedule 12A</b>
7-14	3

**SUMMARY OF MATTERS CONSIDERED WHILST THE PUBLIC WERE EXCLUDED**

**7. NON-PUBLIC MINUTES – BARBICAN FINANCE COMMITTEE**

AGREED, subject to a minor drafting error.

**8. OUTSTANDING ACTIONS**

RECEIVED

**9. BUSINESS REVIEW (DRAFT YEAR-END ACCOUNTS)**

RECEIVED

**10. 3-4 YEAR BUSINESS PLAN**

RECEIVED

**11. UPDATE ON CAPITAL WORKS**

RECEIVED

**12. CAPITAL CAP 3 APPLICATION**

DEFERRED

**13. CREATIVE LEARNING RESTRUCTURE**

RECEIVED

**14. DEVELOPMENT REPORT**

RECEIVED

**15. EXHIBITION HALLS COMPENSATION**

RECEIVED

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

RECEIVED

**17. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no items.

**The meeting closed at 12.30 PM**

**CHAIRMAN**

**Contact Officer: Julie Mayer**

**Tel: 020 7332 1430**

**Email: [Julie.mayer@cityoflondon.gov.uk](mailto:Julie.mayer@cityoflondon.gov.uk)**

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**RISK COMMITTEE OF THE BARBICAN CENTRE BOARD**  
**21 May 2012**

**Minutes of the meeting of the RISK COMMITTEE OF THE BARBICAN CENTRE BOARD held in The Managing Director's Office at the Barbican Centre on MONDAY, 21 MAY 2012 at 9.30 am.**

**Present**

**Members:**

Jeremy Mayhew (**Chairman**)  
Deputy Catherine McGuinness (**Deputy Chairman**)  
Keith Salway  
John Tomlinson

**Officers**

Julie Mayer	- Town Clerk's Department
Paul Nagle	- Chamberlain's
Aden Lisman	- Chamberlain's
Caroline Al-Beyerty	- Chamberlain's
Peter Martin	- Barbican Centre
Sandeep Dwesar	- Barbican Centre
Nick Kenyon	- Barbican Centre

**1. APOLOGIES**

Mr Brian McMaster submitted apologies

**2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

There were no declarations.

**3. MINUTES**

The public minutes and summary of the meeting held on 6 February 2012 were approved as a correct record.

**4. INTERNAL AUDIT UPDATE**

This report provided the Committee with an update on the progress of Internal Audit reviews undertaken within the Barbican Centre since the last report in February 2012. Members noted that all items listed on the '*Outstanding Actions*' list, at item 9 on the Non-Public Agenda, in respect of Internal Audit, had been discharged in this report.

In the course of questions from Members, the following issues were raised:

1. Delayed redundancies – the Chamberlain's representative would confirm, as soon as possible, with both the Chairman of the Board and the Risk Committee, that this had been completed.

2. Virtual Private Networks connections – Members noted that the audit of the new Firewall systems had highlighted some new, relatively minor issues, in respect of one or two connections to rarely used organisations. The Internal Auditor explained that there had been no problems at the point of the review. Implementation of the green recommendation was due for completion by June 2012. Officers assured Members of stronger lines of communication between the Centre and Corporate IT.
3. Annual IS Strategy – Members noted that the IS Strategy had been informed by the findings from IT audits and updates from the industry press. The City IS Security Strategy would be presented to the Information Systems Sub Committee on an annual basis. The Chief Operating and Financial Officer assured Members that the Barbican Centre IT team meets regularly with the Corporate IT team.
4. Green Assurance Audit Reports - Members would like to receive copies of previous audit report summaries, circulated prior to the current practice of circulating the summaries to all Members and not just the Chairman and Deputy Chairman. The Head of Audit agreed to circulate the Trade Waste Audit Summary to Members.
5. Appendix 1 (Securities and Facilities Management) – the Head of Internal Audit confirmed that the audit follow-up is going ahead as planned. The Chairman asked to be informed if the follow-up indicated that the two recommendations had or had not been implemented.
6. Appendix 2 (Old Contracts) – the Chamberlains’ representative advised that proportionality was being taken into account in the review of when to ‘draw a line’ in particular cases and this exercise would be concluded shortly.

The Managing Director commended the joint working between Chamberlains and the Barbican Centre, which had produced a very positive review.

## RECEIVED

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

There were no questions

### 7. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There were no items.

### 8. EXCLUSION OF THE PUBLIC

RESOLVED – That under Section 100A 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.

**SUMMARY OF THE MATTERS CONSIDERED WHILST  
THE PUBLIC WERE EXCLUDED**

**9. MINUTES**

The non-public minutes and summary of the meeting held on 19 October 2011 were approved as a correct record.

**10. OUTSTANDING ACTIONS**

Received

**11. CAPITAL CAP 3**

Withdrawn

**12. RISK REGISTER UPDATE**

Received

**13. FIRE SAFETY BRIEFING**

Received

*At 11.25 am Members agreed to suspend standing orders, to conclude the business on the Agenda*

**14. INSURANCE ARRANGEMENTS**

Received

**15. QUESTIONS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions

**16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT  
AND WHICH THE COMMITTEE AGREED SHOULD BE CONSIDERED  
WHILST THE PUBLIC WERE EXCLUDED**

There were no urgent items.

**The meeting finished at 11.50 am**

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**CHAIRMAN**

**Contact Officer: Julie Mayer  
tel. no. 020 7332 1410  
e-mail: Julie.mayer@cityoflondon.gov.uk**

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