

Committee: Barbican Centre Board	Date: 30 May 2012	Item No. 7
Subject: Barbican Centre Board - Appointment of the Finance, Reference, Nominations and Risk Sub Committees for 2012/2013		
Report of: Town Clerk	Public	
	For Decision	
<p style="text-align: center;"><u>Summary</u></p> <p>The purpose of this report is to consider the appointments of your Finance and Reference Sub Committees, Nominations, Development and Risk Committee, for 2012/2013. The Town Clerk has sought expressions of interest from Board Members as the Board, in line with City of London Corporation practice, has, in the past, chosen not to re-appoint Members automatically.</p> <p>Board Members are also asked to decide whether to reinstate the Development Committee.</p> <p><u>Recommendations:</u> That the Committee decide the membership for 2012/13 of the following:-</p> <ol style="list-style-type: none"> (1) Finance Sub Committee (2) Reference Sub Committee (3) Nominations Sub Committee (4) Risk Sub Committee Development Sub Committee; and whether you wish to reinstate it 		

Barbican Finance Committee

1. The Finance Committee was established in 2008 with the following remit:-
 - To review all financial matters with delegated power to act
 - To consider the business plan and budget prior to submission to the Board
 - To review all capital cap and premises matters with delegated power to act
 - To review risk management and an assessment of the adequacy of internal controls
 - To review any matters that may affect the finances of the Barbican Centre, reporting to the Board.

2. The membership of the Finance Committee in 2011/12 was:

Chairman of the Board
Deputy Chairman of the Board
City of London Finance Committee nominee to the Board - John Tomlinson
Deputy John Barker
Tom Hoffman
Alderman Dr Andrew Parmley
Matthew Richardson
John Robins*
Keith Salway
John Scott
John Tomlinson

*(*a past external Member no longer on the Board. The Nominations Committee recommended to the Board that Mr Robins be re-appointed to the Barbican Finance Committee for a further term of one year, expiring on 31 March 2012, which was agreed by the Board in March 2011)*

3. The membership should comprise a total of seven Board members including the Chairman, Deputy Chairman and a City of London Finance Committee nominee, with City of London Members being in the majority. There should be at least four City of London Members (including the Chairman, Deputy Chairman and City of London Finance Committee representative).
4. Quorum of any three Committee Members, with all Members entitled to vote.
5. Board Members are invited to express their interest in serving on the Barbican Finance Committee, which has four vacancies.
6. **Recommendation:** That you decide the membership of the Board's Finance Committee for the ensuing year.

Reference Sub Committee

7. The remit of the Reference Sub Committee is as follows:
- To consider matters referred to it by the Board, with power to act as prescribed by the Board
 - To be consulted, if necessary, if urgent business occurs between less frequent Board meetings
8. The membership of the Committee in 2011/12 was:
- Chairman of the Board
Deputy Chairman of the Board
Deputy John Barker
Deputy Joyce Nash
Tom Hoffman
Vacancy – external member

9. The membership is up to six main Board members and should include the Chairman, Deputy Chairman and at least one external Member, with City of London Corporation Members being in the majority.
10. Quorum of three Sub Committee Members, with all members entitled to vote
11. Board Members are invited to express their interest in serving on the Reference Sub Committee, which has four vacancies (one of these being an external member)
12. **Recommendation:** That you decide the membership of the Board's Reference Sub Committee for the ensuing year.

Nominations Committee

13. The remit of the Nominations Committee is as follows:
 - To make recommendations to the Board on the appointment of all external Members to the Board.
 - Undertake a skills audit of the Board, during the Summer of 2012, to inform the appointment of external Members to the Board
 - To consider the most appropriate way to recruit external Members to the Board, including the placing of advertisements or the use of personal contacts.
14. The Committee has advisory powers only and will make recommendations to the Board.
15. The membership of the Committee in 2011/12 was:

Chairman of the Board
Deputy Chairman of the Board
Tom Hoffman
Cllr Guy Nicholson (*an external Member*)
Managing Director of the Barbican Centre (*in attendance*)
16. Membership is up to five main Board members, including the Chairman, Deputy Chairman and at least one external Member, with the City of London Corporation members being in the majority. The Managing Director would also be a Member.
17. Board Members are invited to express their interest in serving on the Nominations Working Party, which has two vacancies (one of these being an external member).
18. **Recommendation:** That you decide the membership of the Board's Nominations Committee for the ensuing year.

Risk Committee

19. The Barbican Centre Board of 25 May 2011 established a Risk Committee and agreed to review this after a year. Given the profile of risk within the City of London Corporation, Members might want to consider continuing this Committee.
20. Membership for 2011/12 was as follows:

Chairman
Deputy Chairman
Brian McMaster
Keith Salway
John Tomlinson
22. Membership is up to five members, including the Chairman and Deputy Chairman of the Barbican Board and three Members of the Barbican Board (at least one to be a Court of Common Council Member)

Quorum

The quorum consists of any three Members

Frequency of Meeting

The Chairman has suggested quarterly meetings, should the Committee continue.

Terms of Reference

- To make recommendations to the Barbican Board in respect of improving risk management at the Barbican Centre
 - To review the Barbican Centre's Risk Register every six months, and make recommendations to the Barbican Board
23. If the Board are minded to continue the Risk Committee, it is proposed that Board Members be invited to express their interest in serving on the Risk Committee. There are three vacancies.
 24. **Recommendation:** That consideration be given to appointing three Members, one of whom must be a City of London Corporation Member, to the Risk Committee.

Development Committee

25. Members may recall that since development was considered also by the Barbican Centre Trust and the Barbican Centre Finance Committee, meetings of the Development Committee have been suspended and the need for continuing the Development Committee is due to be considered at this meeting.
25. **Recommendation:** the Board are asked to consider whether they would want to reinstate this Committee.

26. The remit of the Barbican Centre Development Committee is as follows:

The Committee will scrutinise and monitor the Centre's Development activity and the results thereof. In so doing, it will consider:

- the process of fund-raising for the Centre across the Barbican Centre Trust, Barbican Centre and its Development Department
- the business plan and budget for the Development department
- the total consolidated development income and expenditure (fully costed including cost of events)
- measurement against agreed budgets
- supervision of fund-raising management processes including staffing
- The Committee will report back as necessary to the Barbican Centre Board.

27. The membership of the Development Committee in 2010/11 was:

Chairman – Chairman of the Barbican Centre Trust – Christopher Purvis
Chairman of Barbican Centre Board
Deputy Chairman of the Barbican Centre Board
Keith Salway

28. Quorum is any three members

29. The membership comprises four members: the Chairman and Deputy Chairman of the Board, the Chairman of the Barbican Centre Trust (who will act as the Chairman of the Development Committee) and one other Member of the Board; all of whom are entitled to vote.

30. Board Members are invited to express their interest in the one vacancy on the Barbican Centre Development Committee.

31. **Recommendation:** Subject to the re-instatement of the Development Committee, Members decide the membership of the Barbican Centre Development Committee for the ensuing year

Background Papers used in preparing this report:

Governance Review Working Party 16 December 2010 – '*Sub Committees and Working Parties*'

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