

**RISK COMMITTEE OF THE BARBICAN CENTRE BOARD**  
**Tuesday, 15 January 2013**

Minutes of the meeting of the Risk Committee of the Barbican Centre Board held at  
Guildhall on Tuesday, 15 January 2013 at 2.00 pm

**Present**

**Members:**

Deputy Catherine McGuinness (Chairman)  
John Tomlinson (Deputy Chairman)  
Brian McMaster  
Keith Salway

**Officers:**

Mathew Lawrence	- Town Clerk's
Julie Mayer	- Town Clerk's
Paul Nagle	- Chamberlain's
Sabir Ali	- Chamberlain's
Sandeep Dwesar	- Barbican Centre
Nigel Walker	- Barbican Centre
Michael Dick	- Barbican Centre

**1. APOLOGIES**

Apologies were received from Nick Kenyon and Vivienne Littlechild

**2. MEMBER DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THIS AGENDA**

There were no declarations

**3. MINUTES**

The public minutes and summary of the Barbican Risk Committee of 21 May 2012 and the inquorate meeting of 11 October 2012 were approved.

Matters arising

The Chairman asked if the outstanding actions list could appear in both parts of the agenda, when appropriate. The Town Clerk advised that, on this occasion, all items on the list were in the public domain.

Members noted that the recommendations from the Health and Safety, Construction, Design and Management (CDM) Audit had been rescheduled for completion by the end of January 2013. The Central Audit and Risk Management Committee had received an update at its December meeting.

4. **OUTSTANDING ACTIONS**

Members noted that, following the inquorate meeting on 11 October 2012, Vivienne Littlechild had been appointed to the Barbican Risk Committee. The Board had recommended a further appointment, which was likely to be the ex-officio Finance Committee appointment to the Barbican Centre Board. This appointment could not be confirmed at present as the current Member had recently become an Alderman. The Chairman confirmed that all other actions had either been discharged or would be on today's agenda.

5. **INTERNAL AUDIT UPDATE**

This report provided Members with an update on the progress of Internal Audit reviews undertaken at the Barbican Centre since the last report in September 2012.

Members noted that two of the remaining three reviews in the 2012/13 Audit Plan had been delayed, due to the recent departure of the ICT Senior Auditor. Members praised the competence of this officer and noted that the new appointment would be in post in February. A detailed box office/ IT application review had been cancelled because the application would be replaced in 2013/14. Members had a particular interest in this area and asked to be briefed and assured of basic controls, prior to drafting the specification. The Head of Audit and Risk Management advised that Box Office processes are currently being reviewed as part of a separate audit review which is underway. Following this the Committee would receive a full report. Some additional audit work could be undertaken on the current Box Office application, to provide the assurance requested by Members, and this will be added to the audit plan.

In respect of the amber recommendation from the retail outlets audit, Members noted that management reports from stock control were being developed and nearly all the recommendations had now been implemented.

Members asked if the previous audit plan could be circulated. Officers advised that the current plan would have a similar number of work days, was very flexible and Members were invited to comment on it. Finally, Members noted a correction to the plan in that an ICT audit would be undertaken annually.

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

The Chairman of the Barbican Centre Board had received a letter from Buckingham Palace complementing the Centre on the security arrangements in place for the recent Queen's visit. Members asked for the Security Team to be congratulated on this commendation.

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

There were no items of urgent business.

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.

9. **MINUTES**

The non-public minutes of the Barbican Risk Committee of 21 May 2012 and the inquorate meeting of 11 October 2012 were approved.

10. **RISK UPDATE**

This report updated Members of the risk management systems in place at the Barbican, the significant risks and measures for their mitigation.

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11. **CONCERT HALL GOODS LIFT**

Members received a report of the Buildings Director.

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

There were no questions

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

There were no items of urgent business.

**The meeting ended at 3.30 pm**

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Chairman

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