

RISK COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 20 January 2016

Minutes of the meeting of the Risk Committee of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 20 January 2016 at 9.30 am

Present

Members:

Deputy Dr Giles Shilson (Chairman)
Lucy Frew
Deputy Catherine McGuinness
Sir Brian McMaster
Keith Salway

In Attendance

Officers:

Sir Nicholas Kenyon	-	Managing Director, Barbican Centre
Sandeep Dwesar	-	Chief Operating & Financial Officer, Barbican Centre
Michael Dick	-	Director of Operations & Buildings, Barbican Centre
Louise Jeffreys	-	Director of Arts, Barbican Centre
Steve Eddy	-	Head of HR, Barbican Centre
Jim Turner	-	Head of Projects, Barbican Centre
Nigel Walker	-	Head of Security, Barbican Centre
Niki Cornwell	-	Head of Finance (Barbican), Chamberlain's Department
Anna Simmonds	-	Senior Audit Manager, Chamberlain's Department
Gregory Moore	-	Town Clerk's Department

1. APOLOGIES

Apologies were received from Judith Pleasance 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 13 October 2015 were approved.

4. OUTSTANDING ACTIONS

The Committee noted the outstanding actions list and received updates on the items thereon.

Bribery Act: Whilst it had not been possible to produce a more comprehensive report examining the prospective amendments to contracts and considering

potential guidance to officers requested, the Town Clerk and Head of HR circulated a summary paper providing a brief outline of the policies and training currently in place for Barbican staff. Members were encouraged to raise any questions with the Town Clerk outside of the meeting once they had had time to review the policies. A separate report concerning guidance to Barbican International Enterprise staff and potential amendments to contracts with third parties and sub-contractors would be presented to the next meeting.

Security - Contractual Items: The Director of Operations & Buildings confirmed that the suggested amendments to contracts to enable the recovery of additional security costs were indeed possible and would be implemented.

Equality and Diversity Action Plan: The Head of HR advised that thought was being given to potential risks and mitigation as the plan developed; crucial to this would be the data currently being produced to inform future actions. An update report on the Action Plan was being produced for the October Board meeting; the report would also be presented to the Risk Committee that month to facilitate appropriate consideration of any associated risks and planning.

RECEIVED.

5. **INTERNAL AUDIT UPDATE**

The Committee received a report of the Head of Internal Audit and Risk Management providing an update on Internal Audit activity undertaken at the Barbican Centre since November 2015, analysing the delivery of planned reviews in 2015-16, and presenting the draft audit plan for 2016-19.

A Member commented on the number of planned audits in future years, noting that it appeared that a decreasing proportion of time was being allocated to reviews of the Barbican's operations. The Senior Audit Manager advised that was due to a shift in approach which would see a number of larger scale Corporation-wide audits undertaken, rather than stand-alone specific audits of individual department's activities; these reviews would incorporate particular Barbican functions.

Queries were also raised about the planned audit of the "Widening Audiences" strategy in 2017-18, with it suggested that it might not represent the best use of Audit officers' particular skills or expertise. It was advised that the planned schedule of audits would be revisited in due course and that this would be taken into consideration.

RESOLVED: That the delivery position for the 2015-16 Internal Audit Plan and the outcome of reviews completed to date be noted, along with the proposed areas of coverage for forthcoming reviews and the draft Internal Audit Plan for 2016-19.

6. **WHISTLEBLOWING**

The Committee received a report of the Head of HR providing an outline of the arrangements in place at the Barbican and Guildhall for promulgating the Whistleblowing Policy to staff.

In response to a Member's query, the Head of HR advised that arrangements were being strengthened such that Barbican staff would now specifically be asked to sign a document confirming they understood the policy. This document would form part of the probation review process, which would also provide staff with more time to acquaint themselves with the policy in its entirety.

RESOLVED: That the report be received and its content noted.

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

There were no questions.

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

There were no urgent items.

9. **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 paragraph 3 of Part I of the Schedule 12A of the Local Government Act.

10a. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 13 October 2015 were approved.

10b. **SPECIAL MEETING: NON-PUBLIC MINUTES**

The non-public notes of the special meeting held on 2 December 2015 were approved.

11. **RISK REGISTER**

The Committee received a report of the Chief Operating & Financial Officer advising Members of the risk management system in place at the Barbican, updating on the significant risks that had been identified and outlining measures for mitigation of these risks.

RESOLVED: That the report be received and its content noted.

12. **UPDATE ON IT SECURITY**

The Committee received a report of the Chief Operating & Financial Officer providing a regular update on the results of various penetration tests undertaken in respect of the security of the Centre's website and IT systems.

RESOLVED: That the report be received and its content noted.

13. **SECURITY UPDATE**

The Committee received an oral update from the Director of Operations & Buildings in respect of security at the Centre.

RECEIVED.

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

There were no questions.

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

There was one urgent item.

The meeting ended at 10.27 am

Chairman

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