

# RISK COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 29 June 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, 29 June 2016 at 3.15 pm

## Present

### Members:

Deputy Dr Giles Shilson (Chairman)  
Deputy John Tomlinson (Deputy Chairman)  
Lucy Frew  
Brian McMaster  
Keith Salway

### Officers:

Sir Nicholas Kenyon	- Managing Director, Barbican Centre
Sandeep Dwesar	- Chief Operating & Financial Officer, Barbican Centre
Michael Dick	- Director of Operations & Buildings, Barbican Centre
David Duncan	- Head of Customer Experience, Barbican Centre
Nigel Walker	- Head of Security, Barbican Centre
Niki Cornwell	- Head of Finance (Barbican), Chamberlain's Department
Debbie Hackney	- Group Accountant, Chamberlain's Department
Pat Stothard	- Head of Internal Audit, Chamberlain's Department
Gregory Moore	- Town Clerk's Department

## 1. APOLOGIES

There were no apologies.

The Chairman took the opportunity to welcome Pat Stothard, the new Head of Internal Audit, to the meeting.

## 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 20 January 2016 were agreed.

## 4. OUTSTANDING ACTIONS

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

## 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 January 2016 and in summary for 2015-16, and presenting details of the 2016-17 delivery position.

It was noted that there were four audit reports currently in draft status, of which one was specific to the Barbican. This concerned Box Office income and pricing and the Head of Internal Audit was able to advise that there was only one minor recommendation arising from this review. Three other corporate reviews, which were not solely specific to the Barbican but might have some impact, were also in draft status; the Head of Internal Audit undertook to check outside the meeting if there were any outcomes relevant to the Barbican and communicate these to the Committee through the Town Clerk.

The Committee discussed the wider implications of the European Union Referendum result and the likely risks associated; whilst there were potentially a number of significant risks, it was agreed that it was simply too early to accurately assess these with any confidence at this stage. It was also observed that any discussion, once the situation had crystallised sufficiently, would be more appropriate for the full Board to participate in. It was also noted that the Referendum result could offer a number of opportunities for the Centre, for instance through a weaker pound and the likely increase in tourism and international visitors to London that might result, whom the Barbican might be able to attract in large numbers to shows. Responding to queries, it was confirmed that there had been no noticeable negative effect on the box office at the present time, with it added that the box office had also remained buoyant in 2007/08 at the time of the banking crash.

In respect of the Barbican's allocated funding from the City Corporation, the Deputy Chairman confirmed that the position was secure for the immediate period unless there was a significant further reduction in funding from central Government.

The Committee thanked the Head of Internal Audit for his report and also confirmed that it was content with the proposed future work schedule set out in the report.

RESOLVED: That the final delivery position for the 2015-16 Internal Audit Plan, including audit review outcomes since the last Internal Audit Update Report in January 2016 and the details of the 2016-17 delivery position, be noted.

6. **BRIBERY AND CORRUPTION: POLICIES**

The Committee received a report of the Chief Operating & Financial Officer concerning the implications of the Bribery Act on the Centre, particularly in the context of touring exhibitions and the potential situations that Barbican International Enterprise (BIE) staff might find themselves in.

The report set out the clauses included in all BIE contracts in order to safeguard against the risks related to the Bribery Act 2010, and denoted the uptake of required training in order to ensure that the team which oversees the

touring enterprise are adequately informed and equipped to deal with potential threats which may arise during their usual course of Business.

Members discussed the contract clauses set out, expressing concern that they did not provide entirely comprehensive cover and observing that there was scope for tightening up the provisions, particularly in respect of the actions of sub-contractors and the requirements of foreign governments. It was asked that the Town Clerk facilitate discussions between Members on the Committee with expertise in this area and the relevant individuals in the Comptroller & City Solicitor's department to further strengthen the contracts.

Members also expressed disappointment that the full complement of BIE staff had not undertaken their mandatory fraud awareness training. Whilst the Head of Finance advised that this was in part due to recent turnover of staff, Members were clear that they expected all the relevant individuals to have completed this training by the next Board meeting on 13 July. It was also asked that new members of the team be required to complete the training as part of their induction process in future.

RECEIVED.

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

<u>Item No.</u>	<u>Exemption Paragraph(s)</u>
10, 11, 13	3
12	3 & 7
14	2 & 3

**10. NON PUBLIC MINUTES**

The non-public minutes of the meeting held on 20 January 2016 were agreed, subject to the correction of a minor typographical error in the preantepenultimate word.

**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.

12. **BARBICAN CENTRE SECURITY REVIEW PROPOSALS**  
The Committee received a report of the Chief Operating & Financial Officer outlining the various recommendations from recent security reviews of the Barbican and setting out the Centre's implementation plan.
13. **EVACUATION DRILLS - FOYER**  
The Committee received a report of the Managing Director providing a further update in respect of recent evacuation exercises in the foyer spaces, setting out the various lessons learnt, recommendations for future improvements, and conclusions.
14. **CINEMA EVACUATION UPDATE**  
The Committee received a report of the Managing Director providing further detail and lessons learnt in respect of the erroneous evacuation of Cinema One in January 2016.
15. **NON PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There was one question.
16. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There were no urgent items.

**The meeting ended at 4.05 pm**

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Chairman

**Contact Officer: Gregory Moore**  
**tel. no.: 020 7332 1399**  
**gregory.moore@cityoflondon.gov.uk**