



Barbican Centre Board

Date: WEDNESDAY, 29 MAY 2013
Time: 10.30 am
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

6. a) **Appointment of the Finance, Reference, Nominations and Risk Sub Committees for 2013/2014 (Pages 1 - 4)**
Report of the Town Clerk.
7. a) **Minutes of the Finance Committee (Pages 5 - 8)**
To receive the public minutes and summary of the Finance Committee of the Barbican Centre Board meeting held on 15 May 2013.
7. b) **Minutes of the Nominations Committee (Pages 9 - 12)**
To receive the public minutes and summary of the Nominations Committee of the Barbican Centre Board that took place on 15 May 2013.
12. a) **Non Public Minutes of the Finance Committee (Pages 13 - 16)**
To receive the non-public minutes of the Finance Committee of the Barbican Centre Board held on 15 May 2013.
12. **Non Public Minutes of the Nominations Committee (Pages 17 - 18)**
To receive the non-public minutes of the Nominations Committee of the Barbican Centre Board meeting held on 15 May 2013.
20. **BUSINESS REVIEW (UPDATED VERSION)**
Report of the Chief Operating and Financial Officer. (Pages 19 – 30)
25. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**
 - a) Variation of Contract with Searcy's in relation to Milton Court (Pages 31 - 34)
Report of the Chief Operating and Financial Officer.

John Barradell
Town Clerk and Chief Executive

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Agenda Item 6a

Committee	Date:
Barbican Centre Board	29 May 2013
Subject: Appointment of the Finance, Reference, Nominations and Risk Sub Committees for 2013/2014	Public
Report of: Town Clerk	For Decision
<u>Summary</u>	
<p>The purpose of this report is to consider the appointment of the Barbican Centre Board's sub-committees and to approve their composition.</p> <p>The Board is responsible for appointing representatives on to the following Sub-Committees:-</p> <ul style="list-style-type: none">• Finance Committee of the Barbican Centre Board• Nominations Committee of the Barbican Centre Board• Reference Sub Committee of the Barbican Centre Board• Risk Committee of the Barbican Centre Board <p>Recommendations: That the Committee:</p> <p>i) appoint Members to the Finance Committee, Nominations Committee, Reference Sub Committee and Risk Committee for the year ensuing.</p>	

Barbican Finance Committee

1. The Finance Committee was established in 2008 with the following terms of reference:-
 - 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 2012/13 was:

Deputy Catherine McGuinness	Chairman of the Barbican Centre Board
Deputy Chairman of the Board	Deputy Chairman of the Barbican Centre Board
Matthew Richardson*	City of London Finance Committee nominee to the Board
Kevin Everett**	City of London Finance Committee nominee to the Board
Jeremy Simons	
Keith Salway	
Guy Nicholson	

**ceased to be the Finance Committee representative upon his election as Alderman for the Ward of Billingsgate in November 2012.*

***appointed a Finance Committee representative January 2013*

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. The quorum is any three Committee Members.
5. Board Members are invited to express their interest in serving on the Barbican Finance Committee, which has **four** vacancies.

Reference Sub Committee

6. The terms of reference of the Reference Sub Committee are 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
7. The membership of the Committee in 2012/13 was:
- | | |
|-----------------------------|------------------------------|
| Deputy Catherine McGuinness | Chairman of the Board |
| John Tomlinson | Deputy Chairman of the Board |
| Tom Hoffman | |
| Guy Nicholson | |
| Giles Shilson | |
| Jeremy Simons | |
8. The membership is up to **six** main Board members including the Chairman, Deputy Chairman and at least one external Member, with City of London Corporation Members being in the majority.
9. The quorum is any three Committee Members.

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)

Nominations Committee

13. The terms of reference of the Nominations Committee are 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 2013, 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 2012/13 was:

Deputy Catherine McGuinness	Chairman of the Board
John Tomlinson	Deputy Chairman of the Board
Sir Nicholas Kenyon	Managing Director, Barbican Centre
Tom Hoffman	
Roly Keating	
Jeremy Mayhew	
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 will also be a Member.
17. Board Members are invited to express their interest in serving on the Nominations Committee, which has **three** vacancies (one of these being an external member).

Risk Committee

19. In May 2011 the Barbican Centre Board established a Risk Committee to give regular, on-going and detailed consideration to the management of risks specific to the Barbican Centre.
20. The terms of reference of the Risk Committee are as follows:
 - 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.

21. Membership for 2012/13 was as follows:

Deputy Catherine McGuinness

John Tomlinson

Vivienne Littlechild*

Brian McMaster

Keith Salway

*Elected November 2012.

Chairman of the Board

Deputy Chairman of the Board

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 Committee meets quarterly.

23. It is proposed that Board Members be invited to express their interest in serving on the Risk Committee. There are **three** vacancies.

Contact:

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FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 15 May 2013

Minutes of the meeting of the Finance Committee of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 15 May 2013 at 10.30am

Present

Members:

Deputy Catherine McGuinness (Chairman)
Deputy John Tomlinson (Deputy Chairman)
Jeremy Mayhew
Cllr Guy Nicholson
Jeremy Simons

Officers:

Matthew Pitt	- Town Clerk's Department
Mathew Lawrence	- Town Clerk's Department
Andrew Wild	- City Surveyors
Sir Nicholas Kenyon	- Managing Director, The Barbican Centre
Niki Cornwell	- Barbican Centre
Michael Dick	- Barbican Centre
Sandeep Dwesar	- Barbican Centre
Sean Gregory	- Barbican Centre
Louise Jeffreys	- Barbican Centre
Toni Racklin	- Barbican Centre
Robert Rider	- Barbican Centre
Leonora Thomson	- Barbican Centre
Jim Turner	- Barbican Centre

1. APOLOGIES

Apologies were received from Stuart Fraser and Keith Salway

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

3. MINUTES

The public minutes and summary of the meeting held on 8 January 2013 were approved.

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

A Member enquired whether free programmes could be made available at Barbican events. In response, the Director of Programming responded that officers could examine merits of free programming.

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

There were no urgent items.

6. **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.

7. **NON PUBLIC MINUTES**

The non-public minutes of the meeting held on 8 January 2013 were approved.

8. **OUTSTANDING ACTIONS**

The Committee received a report of the Town Clerk.

RECEIVED.

9. **CINEMA FINANCIALS**

The Committee received a report of the Head of Cinema.

RECEIVED.

10. **THEATRE FINANCIALS**

The Committee received a report of the Head of Theatre.

RECEIVED.

11. **CAPITAL CAP UPDATE**

The Committee approved a report of the Operations and Buildings Director.

12. **BUSINESS REVIEW**

The Committee received a report of the Chief Operating and Financial Officer updating Members on the 2012/13 Period 12 Accounts as at 31 March 2013.

RECEIVED.

13. **BUSINESS PLAN**

The Committee approved a report of the Chief Operating and Financial Officer.

14. **DEVELOPMENT REPORT**

The Committee received a report of the Head of Development.

RECEIVED.

15. **COMMERCIAL STRATEGY - FINANCIALS**

The Committee received a report of the Chief Operating and Financial Officer.

RECEIVED.

16. **THE LONDON LIVING WAGE -STUDENT AND STAFF CATERING CONTRACT**

The Committee received a report of the Chamberlain.

RECEIVED.

17. **RISK UPDATE**

The item was withdrawn.

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

There were no questions.

19. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

There were no urgent items.

The meeting ended at 12.30pm

Chairman

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NOMINATIONS COMMITTEE OF THE BARBICAN CENTRE BOARD **Wednesday, 15 May 2013**

Minutes of the meeting of the Nominations Committee of the Barbican Centre Board
held at Committee Rooms, West Wing, Guildhall on Wednesday, 15 May 2013 at
12.30 pm

Present

Members:

Deputy Catherine McGuinness (Chairman)
Deputy John Tomlinson (Deputy Chairman)
Nick Kenyon
Jeremy Mayhew
Cllr Guy Nicholson (External Member)

Officers:

Matthew Pitt - Town Clerk's Department
Mathew Lawrence - Town Clerk's Department

1. APOLOGIES

Apologies were received from Keith Salway.

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 12 October 2012 were approved.

4. PROGRAMME OF MEETINGS

The Committee considered a programme of meetings for the year ahead and it was decided that dates should be sought in September and January.

RESOLVED – That the Town Clerk, in consultation with the Chairman, Deputy Chairman and Managing Director identify and confirm dates of future Nominations Committee meetings through to March 2014.

5. YOUTH VOICE

The Chairman asked the Committee to give consideration to how the 16-24 age groups views and interests could be represented to the Board.

Discussion ensued and Members felt that there could be some value in the setting up of a 16-24 Forum which could feed back to Board Members and the Centre's management.

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

There were no questions.

7. **ANY OTHER BUSINESS**

There were no urgent items.

8. **EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100A(4) 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. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 12 October 2012 were approved.

10. **CURRENT BOARD MEMBERSHIP AND DETAILS OF THEIR TERMS**

The Committee received a report of the Town Clerk.

RECEIVED.

11. **MEMBER SKILLS AUDIT**

The Committee received a report of the Town Clerk.

12. **NOMINATION OF AN INDIVIDUAL TO SERVE ON THE BARBICAN CENTRE BOARD**

The Committee recommended an individual to become a Member of the Barbican Centre Board.

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

There were no questions.

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

There were no urgent items.

The meeting ended at 12.54pm.

Chairman

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Officer:

Matthew

Pitt

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Agenda Item 12a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 12b

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 20

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 25a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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