

BARBICAN CENTRE BOARD

Wednesday, 20 January 2016

Minutes of the meeting of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 20 January 2016 at 10.30 am

Present

Members:

Deputy Dr Giles Shilson (Deputy Chairman), in the Chair
Deputy John Bennett
Lucy Frew
Tom Hoffman
Emma Kane
Roly Keating
Vivienne Littlechild
Jeremy Mayhew
Deputy Catherine McGuinness
Sir Brian McMaster
Wendy Mead
Cllr Guy Nicholson
Judith Pleasance
Keith Salway
Tom Sleigh
Michael Welbank

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
Sean Gregory	-	Director of Creative Learning, Barbican Centre
Louise Jeffreys	-	Director of Arts, Barbican Centre
Steve Eddy	-	Head of HR, Barbican Centre
Lorna Gemmell	-	Head of Communications, Barbican Centre
Adrian Morgan	-	Interim Head of Catering, Barbican Centre
Robert Rider	-	Head of Cinema, Barbican Centre
Jim Turner	-	Head of Projects, Barbican Centre
Niki Cornwell	-	Head of Barbican Finance, Chamberlain's Department
Paul Nagle	-	Head of Projects, Chamberlain's Department
Gregory Moore	-	Town Clerk's Department

1. APOLOGIES

Apologies for absence were received from Trevor Phillips 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 on 9 December 2015 were agreed.

4. **OUTSTANDING ACTIONS OF THE BOARD**

The Board received a report of the Town Clerk setting out the outstanding actions list and noted the various updates and additions. The forthcoming work plan for Board meetings in 2016 was also noted.

Marketing and Advertising: The Director of Arts advised that discussions had taken place with the Department of the Built Environment which had made clear that there was an accepted differentiation between advertising and information, with planners being receptive of information panels (digital or otherwise) being used to guide and inform visitors to the area towards events or activities. These panels were being considered as part of the Beech Street proposals and both signage and way-finding for the Cultural Hub were also being explored in an effort to establish requirements. The City Corporation was also shortly to start an overall review of signage in the City.

Staff Terms and Conditions: The Head of HR informed Members that the issue of unsocial hours would be picked up as part of the pay and reward review due to take place across all City Corporation departments.

INVAC training: It was advised that, whilst updated signage was to be placed in Committee Rooms and other public areas advising of invacuation exit routes, there was no specific training session planned for Members at this time. Members agreed that training would be beneficial and asked that this request be put to the Member Development Steering Group for consideration and implementation.

RECEIVED.

5. **MANAGEMENT REPORT BY THE CENTRE'S DIRECTORS**

Members received a report of the Managing Director providing updates from the Barbican Directors on their respective areas.

The Managing Director provided a brief update on the position in respect of the Centre for Music, advising that discussions were taking place with Her Majesty's Treasury, the Department for Culture Media and Sport, and Arts Council England about the terms and conditions relating to phase two.

The Director of Creative Learning also took the opportunity to advise that the Barbican's new mobile booking system was now in place and had been very well received by users.

In response to a query around attendance figures at Royal Shakespeare Company productions, the Director of Arts undertook to provide an update on the figures at the next meeting.

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

6. **HEALTH & SAFETY UPDATE**

The Board received a report of the Director of Operations & Buildings providing an update on the Centre's Health and Safety activities and provision.

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

7. **CINEMAS: ANNUAL UPDATE**

The Board received a report and accompanying presentation from the Head of Cinema setting out the work of the department over the past year and plans for future years.

RECEIVED.

8. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

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

There were three urgent items:

Dame Henrietta Moore

The Managing Director advised that Henrietta Moore, one of the Board Members of the Barbican Centre Trust, had been awarded a damehood in the New Year's Honours List. The Board RESOLVED to record its congratulations to Dame Henrietta accordingly.

Nominations Committee

With the terms of two long-serving Members of the Board due to expire in 2017, the suggestion had been made that it would be appropriate to appoint one of the two Members to the Nominations Committee to provide additional input to long-term thinking as to their succession. It was therefore RESOLVED that Keith Salway be appointed to the Nominations Committee.

Alarm: Exhibition Hall 1 Substation

The Deputy Chairman advised the Board of an incident that had occurred over the Christmas period, whereby an alarm had begun to sound intermittently in one of the substations connected to Exhibition Hall 1. Due to a combination of factors, it had taken three days to resolve the issue and prevent the alarm from sounding, causing considerable distress and inconvenience to a number of residents.

A report would be presented to the next meeting once a full investigation in to the incident had concluded. The Deputy Chairman stressed that it would be critical to identify the lessons learnt and how a repeat could be prevented, as well as how rapid responses could be ensured should it be impossible to make

them completely unavoidable. It would also be vital to learn lessons on the handling of such issues, particularly in respect of communication with residents. He instructed officers to ensure that an apology was delivered to affected residents before the date of the next meeting.

10. **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.

Item No.

11 - 22

Paragraph No.

3

11. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 9 December 2015 were approved.

12. **CINEMAS: NON-PUBLIC APPENDICES**

The non-public sections and appendices to the report were received.

RECEIVED.

13. **SERVICE BASED REVIEW UPDATE**

The Board received a report of the Managing Director providing an update on the Centre's progress in meeting the Service Based Review and Strategic Plan targets.

RECEIVED.

14. **BUSINESS REVIEW**

The Board received a report of the Chief Operating & Financial Officer presenting the Business Review for the Period 8 Accounts 2015/16.

RECEIVED.

15. **DEVELOPMENT UPDATE**

The Board received a report of the Chief Operating & Financial Officer which set out the Barbican Centre Trust's latest fundraising results against budget.

RECEIVED.

16. **UPDATE ON CATERING AND BARS**

The Board received a report of the Chief Operating & Financial Officer providing an update on the progress made in respect of the recent changes to catering and bar operations at the Barbican.

RECEIVED.

17. RISK UPDATE

The Board received a report of the Chief Operating & Financial Officer updating Members on the key risks facing the Centre and detailing the steps being taken to mitigate these risks.

RECEIVED.

18. BARBICAN AND GSMD CAPITAL CAP REPLACEMENT - DETAILED ARRANGEMENTS

The Board received a report of the Chamberlain informing Members of the new Cyclical Works Programme (CWP) arrangements being put in place, which would replace the previous capital cap arrangements.

RESOLVED: That the detailed procedures for the operation of the CWP and the new funding mechanisms for the Barbican Centre following the cessation of the Capital Cap be noted.

19. UPDATE ON CAPITAL WORKS

The Board considered and approved a report of the Director of Operations & Buildings providing an update on the Barbican Centre's Capital Cap programme and a number of non-Capital Cap projects.

20. BARBICAN CAMPUS PROGRAMME: AMBER AND RED PROJECTS

The Board received a report of the Director of Operations & Buildings providing an update on those projects on the Barbican Campus with an amber or red rating.

RECEIVED.

21. QUESTIONS RELATING TO THE WORK OF THE BOARD

There were three questions.

22. ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT

There was one urgent item.

The meeting ended at 12.20 pm

Chairman

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