



Finance Committee of the Barbican Centre Board

Date: MONDAY, 12 SEPTEMBER 2016
Time: 3.00 pm
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Deputy John Tomlinson (Chairman)
Deputy Dr Giles Shilson (Deputy Chairman)
Russ Carr
Lucy Frew
Emma Kane
Vivienne Littlechild
Keith Salway
Tom Sleigh

Enquiries: Gregory Moore
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N.B. Part of this meeting could be the subject of audio or visual recording

**John Barradell
Town Clerk and Chief Executive**

AGENDA

1. **APOLOGIES**

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

3. **MINUTES**

To approve the public minutes and summary of the meeting held on 29 June 2016.

For Decision
(Pages 1 - 4)

4. **OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 5 - 6)

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

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

7. **EXCLUSION OF THE PUBLIC**

MOTION – 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.

For Decision

8. **NON PUBLIC MINUTES**

To approve the non-public minutes of the meeting held on 29 June 2016.

For Decision
(Pages 7 - 12)

9. **BUSINESS REVIEW**

Report of the Chief Operating & Financial Officer.

For Information
(Pages 13 - 34)

10. **DEVELOPMENT UPDATE**

Report of the Chief Operating & Financial Officer.

For Information
(Pages 35 - 40)

11. **SBR/STRATEGIC PLAN UPDATE**

Report of the Managing Director.

For Information
(Pages 41 - 46)

12. **SECURITY UPDATE**
Report of the Chief Operating & Financial Officer.
For Information
(Pages 47 - 90)
13. **UPDATE ON CAPITAL WORKS**
Report of the Director of Operations & Buildings.
For Information
(Pages 91 - 100)
14. **ACTIONS TAKEN UNDER DELEGATED AUTHORITY OR URGENCY PROCEDURES**
Report of the Town Clerk.
For Information
(Pages 101 - 104)
15. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
16. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT**

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FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 29 June 2016

Minutes of the meeting of the Finance Committee of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 29 June 2016 at 1.45 pm

Present

Members:

Deputy John Tomlinson (Chairman)
Deputy Dr Giles Shilson (Deputy Chairman)
Lucy Frew
Vivienne Littlechild
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
Louise Jeffreys	- Director of Arts, Barbican Centre
Jacqui Boughton	- Head of Sales, Barbican Centre
Adrian Morgan	- Head of Catering, Barbican Centre
Adam Thow	- Head of Retail, Barbican Centre
Niki Cornwell	- Head of Barbican Finance, Chamberlain's Department
Debbie Hackney	- Group Accountant, Chamberlain's Department
Gregory Moore	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Emma Kane and Tom Sleigh.

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

There were none.

3. MINUTES

The public minutes and summary of the meeting held on 1 March 2016 were agreed.

4. OUTSTANDING ACTIONS

The Committee received a report of the Town Clerk setting out the outstanding actions list and noted the various updates and additions.

It was noted that invacuation training for Members would now be scheduled in late September or early October.

RECEIVED.

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

There were no questions.

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

There were no urgent items.

7. **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.

Item No.

8-14

Exemption Paragraph(s)

3

8. **NON PUBLIC MINUTES**

The non-public minutes of the meeting held on 1 March 2016 were agreed.

9. **BUSINESS REVIEW**

The Committee received a report of the Chamberlain setting out the Business Review for the Period 2 Accounts 2016/17.

10. **SBR / STRATEGIC PLAN UPDATE**

The Committee received a report of the Managing Director providing an update in respect of the Barbican's Strategic Plan and Service Based Review Targets.

11. **DEVELOPMENT UPDATE**

The Committee received a report of the Chief Operating & Financial Officer which set out the latest fundraising results against budget.

12. **COMMERCIAL STRATEGY**

The Committee received a report of the Chief Operating & Financial Officer providing an overview of the Commercial team's activities and progress made in meeting the Commercial Strategy over the past year, along with forecasts and plans for future years. This report had been received by the Board at its May meeting and was now being presented to the Finance Committee to provide an opportunity for further more detailed discussion.

13. **CAPITAL CAP ANNUAL REPORT**

The Committee considered and approved a report of the Managing Director setting out the final outturn position for the third year (2015/16) of the Cap 3 period and presenting a revised project programme and expenditure plans for the final year of Cap 3 (2016/17).

14. **GATEWAY 7 OUTCOME REPORT: CONCERT HALL RIGGING**

The Committee considered and approved a report of the Managing Director providing the outcomes and lessons learnt from a project to replace the Concert Hall rigging system.

15. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were two questions.

16. ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS URGENT

There were no urgent items.

The meeting ended at 3.00 pm

Chairman

Contact Officer: Gregory Moore
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Outstanding Actions List Barbican Centre Board and Finance Committee

Action	Notes	Officer responsible	Date added	To be completed/ progressed to next stage
Staff terms and conditions	To pursue conversations around potential changes to staff terms and conditions associated with SBR targets.	Head of HR	May 2015 (Board)	Updates to be provided as work progresses.
INVAC arrangements for Members	Member Development Steering Group to be asked to consider offering INVAC training to all Members. Update: Steering Group considered request at 17 Feb 2016 meeting, City Surveyors' asked to progress with Town Clerk.	Town Clerk	Jan 2016 (Board)	City Surveyor advises session to be scheduled for late September / early October
Foyer Tour	To arrange tour of revamped foyer spaces once upgraded. Update: The improvements will now not be installed until November due to delays in the construction of the new retail unit.	Managing Director	May 2016 (Board)	Date to be arranged once pieces installed.
Frobisher refurbishment	Frobisher residents to be invited to attend opening of newly refurbished area	Head of Business Events	June 2016 (Finance)	To be invited once launch date determined.
Security	Security enhancement proposals to be expedited.	Town Clerk	July 2016 (Board)	Proposals submitted and approved by the Board at GW2 stage under delegated authority.

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of the Local Government Act 1972.

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