

FINANCE COMMITTEE OF THE BARBICAN CENTRE BOARD

Wednesday, 7 March 2018

Minutes of the meeting of the Finance Committee of the Barbican Centre Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 7 March 2018 at 1.45 pm

Present

Members:

Deputy Dr Giles Shilson (Chairman)	Deputy Wendy Hyde
Deputy John Tomlinson (Deputy Chairman)	Emma Kane
Russ Carr	Deputy Tom Sleigh

In Attendance

Officers:

Sandeep Dwesar	-	Barbican Centre
Sean Gregory	-	Barbican Centre
Louise Jeffreys	-	Barbican Centre
Jim Turner	-	Barbican Centre
Sarah Wall	-	Chamberlain's Department
Leanne Murphy	-	City of London Corporation

1. APOLOGIES

Apologies were received from Vivienne Littlechild and Judith Pleasance.

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 the 8 November 2017 were approved.

4. OUTSTANDING ACTIONS

The Committee noted the various outstanding actions and the updates provided thereon.

A Member noted the Board visits to the Barbican and the importance of Members being acquainted with front and back of house operations. The Town Clerk advised that a new suitable date could be arranged for the Committee.

RECEIVED.

5. **RETROSPECTIVE WAIVER REPORT**

The Committee noted the retrospective waiver concerning the appointment of *Artisan People*, a specialist agency focusing on gallery invigilation, to supplement the casual gallery staffing team during the final weeks of the Basquiat exhibition.

Background was provided to Members on the Barbican's decision to appoint Artisan People and the Chairman clarified the difference between waivers and retrospective waivers and the implications of the latter.

Members agreed the late notice from Hays, the City Corporation's contracted agency for temporary staff, to provide sufficient personnel for the Gallery to open on a busy Saturday had meant that the Barbican did not have a choice on this occasion to seek an alternative contractor as this would have had major implications in terms of the Barbican's reputation and a loss of earnings.

Members discussed the specialist nature of support required by the Barbican Centre and how the Barbican and the Corporate Contract and City Procurement should work together to ensure this situation is not repeated. Members were advised that there had been confusion about the rules regarding retrospective waivers and how this was reported to the procurement team.

A Member highlighted concerns over only using one contracted supplier and used the recent problems incurred by KFC when their supplier was unable to provide chicken. She queried whether two suppliers should be written into the corporate contract to ensure there would always be two on hand to deliver staff on any occasion.

An Officer advised that most departments would normally aim to obtain three quotes and if this was not possible then a waiver would be made which must be completed by City Procurement. She also noted that the Barbican thought an artistic waiver could be used on this occasion against the Corporation's contract. It was agreed that the Barbican was unique in its requirements and that this had been a learning curve for both the Barbican and City Procurement when handling big contracts in future.

The Chairman noted that waivers should always be sought when possible over retrospective waivers.

RESOLVED - That the Committee noted the award of the contract for Agency Staffing to Artisan People for a value of £120,000 from 01/10/2017 to 01/02/2018.

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

There were no questions.

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

There were no urgent items.

8. **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.

9. **NON PUBLIC MINUTES**

Item No.
9-13

Exemption Paragraph(s)
3

The non-public minutes of the meeting held on 8 November 2017 were approved.

A Member queried a point under item 10 regarding exhibition halls and the request for clarity as to whether income from the space would be replaced should the decision be made to use the halls for another purpose. The Chief Operating & Financial Officer advised that this was in progress and would work with the Town Clerk on the new charity principle.

In response to a query regarding item 13, Members were advised that learning engagement had now happened.

A Member queried whether any progress had been made with regards to a project to refurbish the Curve Gallery (item 16). Members were advised that the project had now been approved by the Projects Sub Committee. It was expected that this would be sent to the Town Clerk under delegated authority.

10. **BUSINESS REVIEW**

The Committee received a report of the Chief Operating & Financial Officer setting out the Business Review for the Period 10 Accounts 2017/18. The following points were made.

- Members were advised that the target for unrestricted income was achieved at £97K. It was noted that the Barbican Ball in February 2018 was very successful and Officers were commended for the hard work that went into this event.
- An Officer noted that the grey shading in report graphs was very difficult to decipher. It was recommended that more distinguishable shading be used or that graphs be provided in colour.
- In response to a query regarding the process for dealing with currency risk, Members were advised that an arrangement was in place with the Chamberlain to hedge funding. This is protected as a department with an agreed fixed cap.
- The Deputy Chairman queried the rationale for

11. **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.

12. **PROJECTS UPDATE**

The Committee received a report of the Director of Operations & Buildings providing an update on the Centre's building and refurbishment projects that fall under the Capital Cap programme, the CWP programme, the Fire Safety projects and other projects such as Investment, etc.

RESOLVED - That Members noted the contents of this report and approved the revised budgetary estimates along with the revised phasing of expenditure.

13. **WOODBLOCK FLOORING - ISSUES REPORT**

The Committee received a report of the Director of Operations & Buildings providing an update on sand and seal woodblock flooring.

Members were advised that the works have been completed but they are not to a satisfactory standard. In order to bring the flooring finish to an acceptable standard the whole area needs to be sanded and sealed again. It was proposed that The Flooring Group Ltd.'s offer to carry out the works again be accepted at a cost of £41,666.

RESOLVED – The Committee noted the additional costs.

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

There were no questions.

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

There were no urgent items.

The meeting ended at 2.25 pm

Chairman

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