

## Schedule of Barbican Centre Live Issues &amp; Associated High Priority Recommendations as at mid-June 2023

Recommendation Area	Priority	Original Target Date	Revised Target Date	Status & Comments
<b>Facilities Management &amp; Maintenance – finalised March 2021</b>				
<p><u>1. Facilities Management &amp; Maintenance (MK 3650)</u> The Head of Engineering Projects should determine appropriate productivity targets and wider performance measures for the Engineering Team and implement a framework for monitoring performance accordingly, in order to drive the necessary improvements in performance.</p>	Amber	30/09/2021	Awaited from Management	<p><u>Internal Audit Comment:</u> A third follow-up exercise in September 2022 confirmed implementation slippage, with 5 issues outstanding.</p> <p>The third-round status of these issues was included in the Live Recommendations Dashboard reported to the Audit &amp; Risk Management Committee in November 2022.</p> <p>Internal Audit will evaluate further evidence of implementation once Barbican Centre management advise that this is available.</p> <p>A <u>Management Comment</u> has been included below, provided by the Director of Operations &amp; Buildings, and the Continual Improvement Manager.</p>
<p><u>2. Facilities Management &amp; Maintenance (MK 3652)</u> The Head of Engineering and Projects should ensure that the accuracy and completeness of Programmed Maintenance tasks within the Micad and Agility systems are periodically verified.</p>	Amber	31/05/2021		
<p><u>3. Facilities Management &amp; Maintenance (MK 3661)</u> The Head of Engineering and Projects should implement an appropriate action plan to ensure that all outstanding all Gas Safety, Electrical Safety and Water Management tasks are completed.</p>	Amber	15/07/2021		
<p><u>4. Facilities Management &amp; Maintenance (MK 3665)</u> The Head of Engineering and Projects should ensure that the skills analysis exercise is completed in an appropriate timeframe.</p>	Amber	30/09/2021		
<p><u>5. Facilities Management &amp; Maintenance (MK 3667)</u> The Head of Engineering and Projects should implement arrangements for verifying the accuracy of reactive maintenance tasks recorded as 'completed' in Micad.</p>	Amber	31/05/2021		

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<p>“During the pandemic, the Barbican took the opportunity to conduct as many audits as possible. The aim was to come out of the pandemic with a “firewall” to the past and a prioritised action plan moving forward into the future. Whilst much work has been carried out over the past years, there remains much to do. As per our strategy and plan, agreed with Board, we have focussed on life critical, business critical and other. Due to finite resource and the challenges associated with the condition of our assets plus the additional workload associated with the pandemic, we have focussed our work on addressing life critical or business critical audit points. This ensures that our buildings remain compliant. It also, however, means that there are some aspects of the audit which are yet to be completed and some of which require the introduction of IFM in 2023. Given our agreed priorities and finite and limited resource, we have had to prioritise. We will require more resource if we are to address non-life critical and non-business critical issues.</p> <p>As agreed with Board our strategy was to create an environment which enables and inspires others to achieve their best. Our plan was to deliver services which are compliant, efficient and appropriate. Given that as part of our plan we reduced costs by circa 20%, we agreed the following priorities with Board, life critical, business critical and other. Our start point was not very advanced. All that has been audited recently has been put in over recent years as part of our plan. It has taken time to build up an auditable database. We are on a journey, and we continue on that journey, based on the Board agreed plan and priorities.</p> <p>We thank our City colleagues for continuing the audits during the pandemic. This has given us a “firewall” to the past and a prioritised list for the future. Given that we have very limited and finite resource and that workloads have increased significantly both during and post pandemic (not least opening and closing venues and the additional safety measures) we have had to prioritise. We have prioritised life critical and business critical, the team often being diverted to deal with situations that arise, distracting them from some elements of business-as-usual including audit points that are not life of business critical. Due to the challenges associated with the age of our infrastructure, the real time demands of our business and the lean structure with very finite resource, we have done what we can do within the time available and as per the Board agreed prioritisation. As a result of this we remain compliant and efficient. Should Board require us to prioritise differently we will need more resource.</p> <p>As per the audit summary there are five outstanding areas, some of which will be addressed through IFM. None of these are life or business critical and we have mitigations in place where appropriate, until such time as the items are closed. We have a fully compliant Gas Safe system a monthly monitored water hygiene system and an improved system for fire safety equipment which is monitored monthly. These systems are agreed with and monitored by our City Health and Safety and Fire Safety Departments, being delivered by the City’s own contractors. Our systems are constantly monitored with any urgent remedial works being addressed immediately by the in-house team or the City’s own contractor Skanska, avoiding risk. Audit data continues to be built up and will be re-audited by April 2023. Given additional resource and subject to eventualities and other distractions in our building and operations we will endeavour to deliver by the deadline. However, please note as part of the City’s new Integrated Facilities Management contract, the incoming contractor will be required to undertake an asset verification exercise, the contractor’s mobilisation period is set to commence towards the end of 2022 making completion of this action dependent on the new contractor’s internal processes and might therefore be delayed.</p> <p>Our buildings remain safe and compliant.”</p>				

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<b><u>P-Card Compliance Check – finalised December 2022</u></b>				
<p data-bbox="125 363 898 459"><b>6. <u>Management Actions to Ensure Compliance (MK 4139)</u></b> Barbican Centre Management should promote compliant P-Card practice by ensuring that:</p> <ul data-bbox="125 491 898 730" style="list-style-type: none"> <li data-bbox="125 491 898 555">• Approval of submitted transactions incorporates robust check and challenge.</li> <li data-bbox="125 560 898 624">• Cardholder transactions are submitted in good time to facilitate effective review and approval.</li> <li data-bbox="125 628 898 692">• Cardholders are consistently held to account in respect of any non-compliance with the Scheme.</li> <li data-bbox="125 697 898 730">• Appropriate use is made of the three strikes rule.</li> </ul>	Amber	31/03/2023	TBC	<p data-bbox="1507 363 2063 667"><b><u>Internal Audit Update:</u></b> A range of evidence has been provided of action taken to drive up compliance performance – for example querying the validity of transactions, requesting more information or receipts related to transactions, reminders to staff re deadlines, VAT status and coding checks, and reiterating of the ‘3 strike’ rule.</p> <p data-bbox="1507 703 2063 970">Audit examination of recent compliance data indicates that further, ongoing action is required to promote consistent compliant practice. Internal Audit noted that a comprehensive email has been drafted by Management to reiterate the key requirements of the P Card Scheme and is expected to be circulated shortly.</p> <p data-bbox="1507 1007 2063 1133">An Internal Audit spot check of compliance is scheduled for Q2 of 2023-24; the focus will be evaluation of the impact of action taken, as set out above.</p>