

Outstanding Actions List Barbican Centre Board and Finance Committee

Action	Notes	Officer/body 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: INVAC training was offered to Common Councilmen in October 2016; TC to chase date for external Members.	Town Clerk	Jan 2016 (Board)	The City Surveyor has advised that a date is being sought in the new year to which all Members and external Members will be welcome.
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.
Risk Register	Risk Committee to review weightings for Risk H&S 002 (failure to deal with emergency/major incident/risk of terrorism)	Risk Committee	September 2016 (Board)	Considered by Risk Committee at 8 November meeting (see Risk minutes).
Cultural Hub	Report on cultural hub to be produced including updates on under 18 offer and cultural education partnership.	Director of Learning & Engagement	September 2016 (Board)	Director of Learning & Engagement to provide oral update at November Board meeting and written report for January Board meeting.
Cyber Security	Report to be produced for Risk Committee outlining cyber security arrangements and learning from recent Bishopsgate Institute incident.	Head of IT	September 2016 (Board)	Complete – considered by Risk Committee at 8 November meeting.
Salary Reconciliation / Headcount Totals	Report providing salary reconciliation and headcount totals against original projections to be produced.	Chief Operating & Financial Officer	November 2016 (Finance Committee)	On agenda for January Barbican Finance Committee.
Diversity and Inclusion	a) Action plan to be revisited in six months to monitor progress	Head of HR	November 2016 (Board)	a) Work Plan updated accordingly

**Outstanding Actions List
Barbican Centre Board and Finance Committee**

	b) Informal meeting to discuss action plan to be arranged for interested Members	Town Clerk		b) Expressions of interest sought and obtained December 2016, suitable date being sought.
Proposed new Board Member	CV of proposed new Board Member to be circulated to full Board, with request for any comments/queries to be sent to the Chairman.	Town Clerk	November 2016 (Board)	Circulated 25/11/16.