

Board of Governors of the City of London Freeman's School

Actions

Date	Action	Officer responsible	Progress Update
25 September 2017	Charity Reserves Policy to be reviewed, circulated to Governors for informal consultation, and submitted to Board for approval	Chamberlain/Bursar	On February 2019 Agenda
8 February 2018	Masterplan Programme Manager to issue regular briefings to Masterplan Focus Group	City Surveyor	Verbal update at February 2019 meeting.
26 September 2018	Reports requiring decisions at inquorate Board meeting to be approved by Town Clerk under urgency procedure.	Town Clerk	Completed
29 November 2018	Lady Yarrow to be appointed to Finance, General Purposes and Estates Sub-Committee and Academic and Personnel Committee, and their terms of reference/composition updated accordingly.	Town Clerk	Completed
29 November 2018	Andrew McMillan and Chris Townsend to be appointed to Masterplan Focus Group.	Town Clerk	Completed
29 November 2018	Naming Ceremony for Walbrook House to be convened.	Headmaster	Verbal update at February 2019 meeting.

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29 November 2018	School Policies to be assigned named-authors.	Deputy Head	Verbal update at February 2019 meeting.
29 November 2018	Consideration to be given to implementing Governor column on gatehouse sign-in sheets.	Headmaster	Verbal update at February 2019 meeting.
29 November 2018	Update to be provided on tracking of School data including format for storing data – e.g. spreadsheets vs database software.	Headmaster	Verbal update at February 2019 meeting.