

3.	Quality of the Board of Directors	4	3	<p>The Board Members are not sufficiently committed/do not have the right skills to set up and steer the Arts Company.</p> <p>Board Members leave</p>	<p>Early conversations to identify key suitable people within the region.</p> <p>Pool of suitable people to be continually identified</p>	3	3	<p>Action: Avoid Action Owner: Cultural Development Manager.</p> <p>Mitigating Control: Reduce Early conversations Control Owner: Cultural Development manager.</p>	<p>Outcome required: Chair and 3 other directors identified</p> <p>Milestone Date: April 2010</p>						
4.	Quality of the Arts Manager	4	3	<p>A key role that will drive the success of the Arts Company. An unsuccessful recruitment would put the delivery of the business at risk.</p>	<p>Robust recruitment process with a carefully selected panel.</p> <p>A robust board that will monitor progress</p>	3	3	<p>Action: Avoid Action Owner: Cultural Development manager.</p> <p>Mitigating Control: Reduce Early conversations Control Owner: Cultural Development manager.</p>	<p>Outcome required: Successful recruitment of right person for role</p> <p>Milestone Date: Sept 2010</p>						
5.	Arts Company Model will have no infrastructure back-up	4	3	<p>This could a lack of support in terms of personnel, financial back up</p>	<p>A range of Directors with the broad range of skills will need to be recruited.</p> <p>Partnerships and links with other key arts organisations in the City where certain functions e.g. box office can be shared</p>	3	3	<p>Action: Avoid Action Owner: Cultural Development Manager.</p> <p>Mitigating Control: Reduce Control Owner: Cultural Development Manager.</p>	<p>Outcome required: Robust infrastructure identified</p> <p>Milestone Date: Sept - June 2010/11</p>						

6.	Rent Neutral Position not agreed	4	3	A rent neutral position is essential to make the business financially viable	The best way to agree a rent neutral position to be agreed with the Property Department	3	3	Action: Avoid Action Owner: Head of Corporate Asset Mitigating Control: Control Owner: Head of Corporate Asset	Outcome required: Process for rent neutral position agreed Milestone Date: June 2010						
7.	Lease arrangements to be agreed with Oxford City Council and Crisis	4	3	Details of the Head of Terms must be favourable to both parties	Crisis to meet with OCC Property to agree	3	2	Action: Avoid Action Owner: Head of Corporate Asset Mitigating Control: Reduce Early conversations Control Owner: Head of Corporate Asset	Outcome required: Head of Terms agreed with Crisis Milestone Date: June 2010						
8.	Occupancy/Demand levels to not come to fruition	4	3	Insufficient use of the space will not generate enough income to cover expenditure	Initial feedback indicated that there is demand. This will need to be constantly refreshed by the Arts Team	3	3	Action: Avoid Action Owner: OFS Project Team Mitigating Control: Control Owner: Arts Team	Outcome required: Sufficient demand to generate income to cover costs Milestone Date: June 2011 and ongoing						
10.	Maintenance/Sink fund not identified	4	3	With no sink fund, no capital available for on-going maintenance and future work	Sink fund to be identified Future bid for capital	3	3	Action: Avoid Action Owner: Board Mitigating Control: Control Owner: Project Team	Outcome required: Process for sink fund needs to be identified Milestone Date: April 2010						

