

## Outstanding Actions List

### Barbican Centre Board and Finance Committee

Action	Notes	Officer/body responsible	Date added	To be completed/ progressed to next stage
<b>Retail Unit</b>	a) Update on progress of new Retail Unit to be provided. b) New Head of Retail to be asked to attend meeting	Chief Operating & Financial Officer	May 2017 (Board) June 2017 (Finance)	Complete – both to come as part of Commercial Strategy paper on September Board agenda.
<b>Meeting times / locations</b>	To consider possibility of holding one or more Board meetings at Barbican; start times of Committee also to be considered (i.e. move from 10.30am to 11.00am).	Chairman	May 2017 (Board)	Timings changed to 11am start; location update provided at September Finance and to be confirmed September Board.
<b>Fire Strategy</b>	Summary report on new Fire Strategy to be presented when complete.	Director of Operations & Buildings	June 2017 (Finance)	Scheduled for November Finance / Board meetings.
<b>Review of Skills and Effectiveness</b>	Updated survey to be circulated to Board over summer period.	Town Clerk	July 2017 (Board)	Survey circulated 10/8/17.
<b>Gift Aid</b>	Report to be produced concerning limitations and possibilities associated with Gift Aid.	Chief Operating & Financial Officer	September 2017 (Finance)	On agenda for November Finance meeting.