

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

Action	Notes	Officer/body responsible	Date added	To be completed/ progressed to next stage
Retail Unit	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)	To come to Board as part of Commercial Strategy paper in September 2017.
Meeting times / locations	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 meeting starts moved to 11am; impact of location shift to be discussed.
Fire Strategy	Summary report on new Fire Strategy to be presented when complete.	Director of Operations & Buildings	June 2017 (Finance)	Scheduled for November Finance / Board meetings.
Review of Skills and Effectiveness	Updated survey to be circulated to Board over summer period.	Town Clerk	July 2017 (Board)	Survey circulated 10/8/17.