

TRUSTEE BOARD – Matters Arising - Actions Tracker

Meeting(s)	Minute	Action	Responsible	Progress	Completed
01 February 2017	12.3	Annual Board Agenda Add in other key committee dates and timelines	Managing Director	TBC	Yes
01 February 2017	19.5	Democracy Review To circulate for Board comments once completed	Union President	Now sitting with Governance Committee	No
24 May 2017	4.16	Well-being Provision Jarlath O'Hara to work with College on agreeing the correct pathway forward in a joint venture with College	Managing Director	Early stage discussions with Hannah Bannister	No
24 May 2017	4.19	College Executive Report at May Board Meeting Key members of College Executive to be invited to report to Board annually at May Meeting	Admin Support Manager	To be added to May 2018 Agenda	May 2018
24 May 2017	7.16	Health & Safety Role Jarlath O'Hara to investigate provision for additional H&S role within the Union structure	Managing Director	MD Report – Appendix A	No
24 May 2017	7.28	CSR Policy Jarlath O'Hara to review College CSR Policy and draft Union version	Managing Director	CSR Policy work not begun yet	No
24 May 2017	15.5	Sustainability Committee	Deputy President,	Distributed via email	Yes

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		RB to draft terms of reference and membership for proposed new committee, to include College representation.	Finance & Services		
29 June 2017	4.2	Alumni Report To circulate for Board for comments	Head of Student Experience & Enterprise	JOH verbal update on Alumni / Life memberships	No
29 June 2017	4.3	Institutional Culture To ensure that students get an adequate opportunity to engage in the review	Managing Director	Verbal update in 26 October Board	No
29 June 2017	5.6	CSP reserves investment Thomas Bacarese-Hamilton to investigate possible utilisation of CSP cash reserves in liaison with College Treasury.	Deputy President (Clubs & Societies) /	Verbal update in 26 October Board	Designated Fund in place
29 June 2017	8.5	Motor Club Drainage Jarlath O'Hara to investigate where the drain leads to ensure gas and oil doesn't pollute the ground	Managing Director	Verbal update in 26 October Board	No
29 June 2017	10.3 & 10.4	Crisis Communications Plan Jarlath O'Hara to ensure that all contacts are up to date and clarify the ownership of the Plan, along with defining Student Leaders	Managing Director	MD Report – Appendix F	Yes
29 June 2017	14.8	Union Reserves Investment Committee Jarlath O'Hara to set up a subcommittee to steer reserves investment.	Managing Director	Verbal update in 26 October Board	No