

## Board of Trustees – Action Tracker

Meeting(s)	Minute	Action	Responsible	Timeline
<b>Matters Arising</b>				
1 <sup>st</sup> Feb 2018	5.2	<b>Annual work plan</b> Forward planners to be available to board for all Committees	Chair of Board	
1 <sup>st</sup> Feb 2018	5.4	<b>Wellbeing strategy</b> Invite Hannah Bannister to attend the April residential and update board about the wellbeing strategy	Managing Director	4-5 <sup>th</sup> April
1 <sup>st</sup> Feb 2018	9.1	<b>EPOS</b> EPOS dashboard update	Managing Director	23 <sup>rd</sup> May 2018
1 <sup>st</sup> Feb 2018	9.5	<b>Management accounts</b> Monthly management accounts to be circulated to board	Managing Director	Monthly
1 <sup>st</sup> Feb 2018	9.6	CSP finance group report review	Deputy president (finance and services)	24 <sup>th</sup> April 2018 – to F&R
1 <sup>st</sup> Feb 2018	10.4	<b>Update on data analysis of Union membership</b>	Managing Director	End June 2018
1 <sup>st</sup> Feb 2018	10.5	<b>Felix review</b> Update on the current progress of the review	Managing Director	Update to Communications Committee – To come to Board 28 June 2018
1 <sup>st</sup> Feb 2018	12.4	<b>Balanced scorecard</b> Update on the discussion of measuring KPIs on score card at Board away day	Managing Director	23 <sup>rd</sup> May 2018
1 <sup>st</sup> Feb 2018	13.2	<b>Business plan</b> Remove the operational objectives from the Business Plan	Managing Director	23 <sup>rd</sup> May 2018
1 <sup>st</sup> Feb 2018	14.6	<b>Barriers to inclusivity</b> All members to send suggestions as to what they believe are the barriers to the organisation being inclusive.	Managing Director	Summary Paper End of May 2018

