

## Board of Trustees – Action Tracker

Meeting(s)	Minute	Action	Responsible	Timeline
<b>Matters Arising</b>				
	9.5	<b>Management accounts</b> Monthly management accounts to be circulated to board	Managing Director	Monthly
12 Dec 2018	6.3	<b>H&amp;S Report</b> Include near misses in H&S reporting	Managing Director	20 Feb 2019
12 Dec 2018	11.16	<b>Space strategy</b> Re-draft the strategy according to the comments given by Board	Head of finance and resources	20 Feb 2019
12 Dec 2018	12.12	<b>Barriers to inclusivity</b> Draft a paper to Board including deadlines on Barriers to Inclusivity	DPW	20 Feb 2019
24 <sup>th</sup> Oct 2018		<b>Negative social media</b> Investigate negative social media responses and whether this issue should be owned by a specific committee	Union President	END OF ay 18/19
12 Dec 2018	23.4	<b>Union Policies</b> Define a process regarding policies and where they belong at governance sub-committee	Managing Director/Union President	20 Feb 2019
24 <sup>th</sup> Oct 2018	13.4	<b>Board Policies</b> Review the Members aged under 18 and freedom of speech and event approval policies	Managing Director and Union President	20 Feb 2019

12 Dec 2018	10.14	<b>Union Vision</b> Take consultation discussion to 12 Feb 2019 Council	Managing Director and DPE	20 Feb 2019
12 Dec 2018	15.1	<b>Constitution</b> Submit constitution to charity commission	Managing Director	20 Feb 2019