Board of Trustees – Action Tracker

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Meeting(s) | Minute | Action | Responsible | Timeline |
|  |  | **Matters Arising** |  |  |
| 1st May 2019 | 5.9 | **Re-negotiation of hall prices**  Provide an update to Board on the recent discussions at College  Discuss the Halls prices changes at council | Managing Director  Council Chair | Ongoing- update on 11th December |
| 30th October 2019 | 10.11 | **Health and Safety Working Group**  Circulate minutes of first meeting to Board | HoFR | To be received by 11th December |
| 30th October 2019 | 11.1 | **Trustees Annual Report**  Final draft of Report to be completed | HoFR / MD | ASAP |
| 30th October 2019 | 15.14 | **Summer Ball**  DPFS to own remit of summer ball delivery | DPFS | Ongoing – update on 11th December |
| 30th October 2019 | 25.2 | **Online Petition System**  Timetable for completion to be circulated to Board | MD | To be received by 11th December |
| 30th October 2019 | 16.5 | **PG Representation**  Updates to be provided to Board regarding Union Council discussion of PG representation at Board | UP / CC | Updates for 11th December |