Board of Trustees – Action Tracker

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| 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 CollegeDiscuss the Halls prices changes at council  | Managing DirectorCouncil 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 |