

Update on Actions agreed at the open session of the last meeting, 19 June 2020 (and those carried forward from previous meetings), if not appearing on the 10 July 2020 agenda.

Meeting Date and agenda item	Action	Update
9 December 2019 – item 9 Operational Activities Report	The Board to be provided with an update concerning changes to the QAA role and any contact made with the Office for Students about its new role.	We are in the process of seeking further information in relation to the revised roles of the QAA and the Office for Students and will provide an update to the Board by the end of August 2020 via a briefing note on Diligent.
9 December 2019 – item 12 - Professional Conduct Committee Annual Report	Dates for forthcoming Professional Conduct Committee hearings to be circulated to Board members, with a view to Board members observing a hearing.	This is on hold owing to the situation with COVID-19. While some physical hearings will be held where appropriate, social distancing will be more complicated with additional observers.
5 March 2020 – item 8 - Governance	Update Annex G of the Board Member Handbook to reflect the revised Board approved Annual Review Scheme for Board members	This will form a wider review and update of the Board Member Handbook, due to be undertaken over the next quarter.
	Draft a policy for Board Effectiveness Review, ready for implementation in 2021 and onward.	Board Members have just completed the Board Effectiveness survey covering 2019/2020; the outcomes of the review will be presented to the Board at one of its upcoming meetings, i.e., either on 7 September or on 2 October); at that meeting the policy for the 2021 Board Effectiveness Review will also be provided to the Board for consideration and approval.
19 June – Item 6 – Scheme of Delegation	The Remuneration and Appointments Committee to re-consider its Terms of Reference, particularly around the recruitment of the Senior Leadership Group.	The Terms of Reference will be considered by the Committee at its meeting scheduled for 30 July 2020.
19 June 2020 – Item 8 – Audit and Risk Assurance Committee Annual Report	The Board should review Committee memberships, particularly those Committee's which currently hold vacancies.	This will be considered by the Board, either at its meeting on 7 September or on 2 October 2020.
19 June 2020 – Item 9 – Audit and Risk Assurance Committee minutes	The ARB data protection policy should be further highlighted to Board members and advisors in light of the current COVID-19 situation, with all work being undertaken remotely.	Head of Professional Standards to circulate information to Board members in advance of 10 July 2020 meeting.

Update on Actions agreed at the open session of the last meeting, 19 June 2020 (and those carried forward from previous meetings), if not appearing on the 10 July 2020 agenda.

Meeting Date and agenda item	Action	Update
19 June 2020 – Item 9 – Draft Policy Committee minutes	A meeting to be arranged between the Board Chair and the reviewer engaged to carry out a review of Professional Standards.	Head of Professional Standards to arrange following Policy Committee meeting on 1 July 2020.
	The Policy Committee to consider its Terms of Reference and the running of meetings future at its forthcoming meeting.	This was considered by the Policy Committee at its meeting held on 30 June 2020. Proposals for revisions to the Policy Committee’s Terms of Reference are included within the Board’s agenda for 10 July 2020.