

Update on Actions agreed at last meeting, 1 April 2019 (and those carried forward from previous meetings), if not appearing on 17 May agenda.

Meeting Date and agenda item	Action	Update
1 April – Governance review	The Governance review should also include reconsideration of the expression of ARB's Purpose; in respect of both its content and how it should be expressed.	This will be included as part of the governance review.
	The concept of inclusiveness in terms of Board papers should be considered by the governance review group.	This will be included as part of the governance review.
1 April – Operational Activities Report	A full Board briefing session to be arranged on the Hackitt Review.	A future briefing session will be scheduled.
	Criteria & Procedures review: a summary of the history of the project should be circulated to the Board.	This has now been circulated and is available within the 'Resources' section of the Diligent Board portal.
1 April – Remuneration Committee Annual Report	Data on staff turnover, to include data for 2018 and previous years, should be circulated to Board members for comparative purposes.	This has yet to be compiled but will be circulated to Board members by mid-June.
1 April – Health & Safety Annual Report	The Board's responsibilities under Health & Safety should be included as one of the forthcoming induction sessions.	This will be scheduled into the induction programme.
1 April – Minutes	All actions resulting from the former Board or Committees should be recorded and if an action is to be deferred; it should be brought back to the current Board.	Once collated, the Registrar will be discussing the actions with the Chair.