Board Action Tracker as at September 2026

Action #	Meeting(s)	Minute	Action	Responsible	Due	Open or closed?	Status	Update
TB23003	24-Jul-24 23-Jul-25 29-Jul-26	13.i 3.i 3.i	In the annual balanced scorecard, analyse a breakdown of the total number of engaged students by different demographics	TN	7-Sep-26 (Paper deadline)	Open	Info being sought	Awaiting information from a colleague. Update to be tabled/provided at meeting.
			01 August 2024 = New Academic Year					
TB24011	27-Nov-24 23-Jul-25	14 3.ii	Nov-24: Regarding the **corporate structure review**: Speak with College Legal; touch base with Union Council; touch base with the Charity Commission. July-25: Decided to defer consideration to a later Board meeting in AY 2025-2026	TN, CJ	7-Sep-26 (Paper deadline)	Open	On hold - update in Action Plan paper	Recommendation relating to incorporation being scoped as part of Board Effectiveness Review Action Plan (see Exhib. Bk. paper)
TB24012	27-Nov-24 23-Jul-25	14.xii 3.ii	Present options appraisal regarding corporate structure options against project goals	TN, CJ	28-May-25	Open	On hold - as above	As above.
TB24030	23-Jul-25	12.i	Ask the university (Louise Lindsay, the Director of Safeguarding) to audit ICU safeguarding processes.	TN	16-Sep-26	Open	Superseded (closing)	Update provided July BoT that LL has left IC. TB25024 supersedes.
			01 August 2025 = New Academic Year					
TB25008	25-Feb-26	10.ii	Keep seeking funding for "Category C" activities (free events etc.) on the agenda	TN	27-May-26	Open	Suggested to close action from tracker, allowing RP to bring back any free event type proposals as circumstances allow	Separate discussions with University stakeholders identified that belonging events and engagement were low priority from their point of view financially. Our assessment is therefore that no funding would be available as part of the current (two-year) funding cycle. The Union will instead explore options for free events through its current financing (including potential strategic investment) and developing commercial strategy instead, before potentially re-visiting as part of the next block grant funding round (from FY28/29).
TB25010	25-Feb-26	10.iv	By July/August 2026, apply for the LLW accreditiation that is available for organisations who are *working torwards* LLW	RP	27-May-26	Open	Ongoing	We have begun the process for Accreditation as of the 7th of september 2026
TB25011	25-Feb-26	11.v	Colleagues, with appropriate student representation, to progress plans regarding the future of the Union's EPOS system and app, and report back to Board within a timescale not beyond the next Board meeting; RP and AML to agree group	RP, AML	27-May-26	Open	Ongoing	EPOS compliance sign-off being sought (ref MD update/Digital Strategy Papers. To be discussed under those agenda items.
TB25012	25-Feb-26	12.ii	Definition of sustainability from the ICU sustainability strategy to be added future reports	TN	24-Feb-26	Open	Too early to start	Next report not due until at least February 2027

TB25015	27-May-26	7.iii	Ensure effective training and training follow up is in place for next influx of committee leaders	ALW	16-Sep-26	Open	Ongoing	Initial tranche of training has been delivered, but the bulk for volutneers happens in person either just before or during the start of term. Verbal update at mtg.
TB25018	27-May-26	11	Discuss contract processes with procurement team at university	TN	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25020	27-May-26	15	RP and SMT to consider comms plan and forward plan regarding building access changes.	RP	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25022	27-May-26	17	RP to prepare business case regarding potentially emerging catering opportunity.	RP	29-Jul-26	Open	On hold	July BoTwas advised this action on hold until Jan 2027.
TB25023	29-Jul-26	2	Correct typographical errors in May 2026 BoT meeting minutes	CJ	24-Feb-26	Open	Complete	Complete.
TB25024	29-Jul-26	3.iii	TN to bring a safeguarding audit approach to Finance, Audit & Risk in August.	TN	26-Aug-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25025	29-Jul-26	3.x	TN to lead on procurement policy development	TN	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25026	29-Jul-26	7.iv	TG discuss concerns with proposed complaints/allegations capture form with AW/CJ.	TG, CJ	31-Jul-26	Open	Complete	Complete.
TB25027	29-Jul-26	8	Finalise revised wording to Bye-Laws, and ensure that the Union's Bye-Laws are updated accordingly on the Union webs	AML, JE, CJ	16-Sep-26	Open	Ongoing	AOB paper to be provided updating on this.
TB25028	29-Jul-26	10.ii	TN to work with Imperial colleagues to incorporate appropriate legislative references in safeguarding policy.	TN	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25029	29-Jul-26	10.iii	CJ to correct typo in Safeguarding Policy and update on website.	CJ	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25030	29-Jul-26	11	RP to bring a paper on Summer Series to future Board meeting.	RP	16-Sep-26	Open	Complete	Included in paper's for this meeting.
TB25031	29-Jul-26	13.ii	Present the Budget Risks and Opportunities section of the annual Union budget paper with likelihood and financial impact (i.e., a range of how much this could cost) explicitly outlined for each of the risk associated with the budget, for the 2027-2028 Union Budget paper onwards	PG	28-Jul-26	Open	Too early to start	To be conidered for July 2027 budget paper.
TB25032	29-Jul-26	17.ii	CJ/TN to work with Officers to communicate the outcome of the board effectiveness review with students	CJ	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.
TB25033	29-Jul-26	17.ii	CJ/TNB to prepare a proposal for the September Board meeting on how the Board Effectiveness recommendations will be measured and met	CJ	16-Sep-26	Open	Ongoing	Verbal update to be provided at meeting.