

Agenda No.	Issue	Date Board discussed	Action required	Responsibility	Due date for next Board	
<b>Actions Outstanding from previous Board</b>						
None	All previous actions have been cleared					
<b>The following actions result from discussions on agenda items presented to Part 1 of the Board</b>						
128/11	Formal thanks to Pat Reid for hard work and dedication	29 September	Letter to be drafted	TH	Completed.	
128/11	Delay for AAU staff receiving email access	29 September	Investigation into the cause of the delay and action to improve issue	NE/successor	24 November	
134/11	Some performance data not easy to interpret	29 September	Add comments as appropriate and consider how the report can be made clearer if report is printed in black and white	NE/successor	24 November	
137/11	Board Assurance Framework	29 September	The summary risk profile should be produced in colour or RAG rated for clarity	PD	24 November	
146/11	Sustainable Development Management Plan	29 September	The Board requested twice yearly progress reports.	SW		
148/11	Audit Committee	29 September 2011	Terms of Reference to be further reviewed at Audit Committee and approved at next Board.	PD	24 November	