

# Action Log

## Branch Committee – November 2011

ID	Action	Lead	Due Date	Status
A1	Circulate up to date information on HR package when available	Admin	Ongoing	
A2	Anyone interested in equality training to contact Branch Office	All members	7 Oct 11	Training well attended
A3	Circulate Pensions PowerPoint	Admin	Oct 11	Complete
A4	Arrange Pensions meeting at Partnership House	Paul Gilroy	Oct 11	Complete
A5	Circulate information on Hardest Hit public meeting, march and rally	Angela Hamilton	Oct 11	Complete
A6	Anyone interested in attending Hardest Hit campaign to contact Branch	All members	Oct 11	Complete
A7	Circulate date of Employee Support event	Admin	Oct 11	Complete
A8	Suggested motions for Women's Conference to branch	L Hannon	10 Oct 11	Complete
A9	Expressions of interest to attend women's conference to branch	L Hannon	9 Nov 11	6 received to date
A10	Expressions of interest to attend black member's conference to branch	R Sheikh	24 Oct 11	
A11	Suggested motions for community service group conference to branch	D Muse	28 Oct 11	
A12	Expression of interest for community service group conference to branch	D Muse	25 Nov 11	
A13	Suggested emergency motions for disabled members conference	A Hamilton	14 Oct 11	Complete
A14	Circulate motions for LGBT & Black Members conference	R Sheikh	Oct 11	Complete
A15	Thanks to be sent to Louise Reeve for work on festivals	Admin	Oct 11	Minutes sent to L Reeve
A16	Festival money festivals to be sent to Lifespan in memory of Kenny Bell	Admin	Nov 11	
A17	More information to be provided on credit card spend	I Mackintosh	Nov 11	Update at branch committee
A18	Report on Columbia visit	C McArdle	Nov 11	Update at branch committee

## Ongoing actions from previous meetings

Month	Action	Lead	Due Date	Status
May 11	Review new format of minutes after trial period taking account of any comments received.	Angela Hamilton	December 2011	Ongoing
July 11	Arrange Worklife Balance event in Autumn	Nicky Ramanandi	October 11	Overdue
Oct 11	Check if Children's Services staff at risk figures include schools staff	Paul Gilroy	Oct 11	Overdue
Oct 11	Circulate information on Women's Conference	Admin	Sept 11	Complete
Oct 11	Circulate information on Regional Women's Network meeting	Admin	Sept 11	Complete