



THE BUSINESS BOARD

Business Board Minutes Action Log

This Action Log captures the actions arising from the recent Business Board meetings and updates members of the Board on compliance in delivering the agreed actions. It does not include approved recommendations requiring immediate action (which are recorded on the Decision Log) or delegated decisions (which are recorded separately and held by the Monitoring Officer).

Business Board Meeting Held on 19th July 2021

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21.	Budget and Performance Report	Robert Emery	Identify a timeline for the potential exit plans of each equity investment project and present the findings to the Business Board for discussion.	The SRO for LGF and Market Insight & Evaluation, along with the Business Board's Section 73 Officer, has commenced work, but information is required from individual projects on the timelines for exit. This is a significant piece of work that will require input from across the directorate and was not completed in last financial year but is anticipated during the 2022/23 financial year. It will also need to consider those investments as part of the Growth Works contract. A change to the Business and Skills Finance Manager has created a delay to January 2023.	Action Ongoing Target: January 2023

Business Board Meeting Held on 14th September 2021

36.	Strategic Funding Management Review – September 2021	Steve Clarke	Provide the Business Board with a summary of the lessons learned from failed and aborted projects.	Lessons learned from the Wisbech Access project were reported to the Business Board at its meeting on 8 th November 2021 (Item 2.2, Appendix 2). A further project lessons learned report across all the funding portfolios will be presented to the Business Board during this financial year, as part of the next tranche of project evaluation work to be undertaken in the second half of the year. Evaluation work has been started on another tranche of projects, and a broader lessons learned will form part of the report.	Action Ongoing Target: January 2023
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Business Board Meeting Held on 10th January 2022

60.	Covid-19 Economic and Skills Insight Report	Emily Butler	Disseminate the data on Covid-19 provided by Metro Dynamics to the wider community in the Cambridgeshire and Peterborough region.	With the appointment of a new Chair and the end of the updates being delivered by Metro Dynamics, the subject of producing and disseminating economic data from the region will be part of the agenda for next Business Board activity update meeting to establish the next steps. A draft plan will be shared with Business Board members for review and comment.	Action Ongoing Target: November 2022
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62.	Business Board Appointments	Domenico Cirillo	Arrange an informal meeting to discuss the pending appointment of a new Director of Business and Skills.	A meeting will be scheduled with Business Board members at the earliest opportunity once formal arrangements are confirmed by the Combined Authority. This is not expected until late December 2022, following the organisational transformation review.	Action Ongoing Target: December 2022
Business Board Meeting Held on 11 th July 2022					
89.	Budget and Performance Report	Domenico Cirillo	Invite the Chief Executive to future Business Board meetings.	Arrangements are being explored to extend an invite to the Chief Executive from November onwards.	Action Ongoing Target: November 2022
		Steve Clarke / Domenico Cirillo	Provide members with a briefing update on how problems with Growth Works' coaching service line are being addressed, prior to the next report that is scheduled to be presented to the Business Board in November 2022.	A briefing update session at the activity update meeting on 24 October is scheduled with all members ahead of the planned Business Board meeting in November.	Action Ongoing Target: November 2022

93.	Economic and Skills Insight Report - June 2022	Domenico Cirillo	Provide members with an update on how the Metro Dynamics reports will be made accessible to a wider public.	With the appointment of a new Chair and the end of the updates being delivered by Metro Dynamics, the subject of producing and disseminating economic data from the region will be part of the agenda for next Business Board activity update meeting to establish the next steps. A draft plan will be shared with Business Board members for review and comment.	Action Ongoing Target: November 2022
98.	Business Board Headlines for Combined Authority Board	Gordon Mitchell	Provide members with a briefing on the Combined Authority's Improvement Plan.	Members will be briefed accordingly with regular updates as available. The Chief Executive will be invited to the Business Board meeting in November 2022. Future engagement protocol will be further discussed between members at the planned Business Board / CA Board workshop scheduled for December 2022.	Action Ongoing Target: November 2022
Business Board Meeting Held on 12 th September 2022					
105.	Sector Strategies Review	Steve Clarke	Provide members with details of the stakeholders that were involved in the Sector Strategies Review by Metro Dynamics.	Details of the stakeholders involved in the Sector Strategies review have been circulated to members in November 2022.	Action Complete
			Develop a communication to the new Government to identify and	Joint letters from the Mayor and Chair of the Business Board were sent in September 2022. Following the	Action Complete

			express the region's priorities and opportunities.	Government reshuffle of ministerial posts, the Communications team is in the process of refreshing the letters and readdressing them to new ministers.	
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