

Business Board

10 July 2023

Agenda Item

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Title:	Minutes Action Log
Report of:	Alison Marston, Head of Democratic Services
Public Report:	Yes

Minute	Report Title	Lead Officer	Action	Response	Status
Business Board Meeting held 19 July 2021					
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: March 2023
Business Board Meeting held 10 January 2022					
60	Covid-19 Economic and Skills Insight Report	Domenico Cirillo / Rebecca Quigg	Disseminate the data on Covid-19 provided by Metro Dynamics to the wider community in the Cambridgeshire and Peterborough region.	The dissemination of economic data from the region is being further developed with external consultants to drive this forwards. This is also being supported by the CPCA Communications and Skills teams to ensure the platform is harmonised with the online skills portal, CPCA website and LGF dashboard. A proposed plan will be shared with Business Board members for review, with the aim of getting the portal launched by September 2023.	Action Ongoing Target: by September 2023
62	Business Board Appointments	Domenico Cirillo	Arrange an informal meeting to discuss the pending appointment of a new Director of Business and Skills.	Meetings were scheduled with Business Board members to meet with the new Director of Economy and Growth, who also attended the Business Board AGM in May 2023.	Action Closed

Minute	Report Title	Lead Officer	Action	Response	Status
Business Board Meeting held 9 January 2023					
124	University of Peterborough Phase 3 Living Lab - Full Business Case	Rachael Holliday	Investigate whether the Business Board could hold a meeting at the University of Peterborough and tour the facilities.	The Business Board team has explored options to hold an upcoming Business Board meeting at Peterborough ARU, also encompassing a tour of the facility. This is being actioned and members will be updated once arrangements have been confirmed.	Action Closed
Business Board Meeting held 13 March 2023					
131	Strategic Funds Management Review (March 2023)	Steve Clarke	Organise a meeting between Business Board members and the communications team	Luke Page from the Communication team was scheduled for the Business Board activity update meeting on the 26 June but that meeting was cancelled due to Members availability. Luke and Communication Team colleagues will be invited along to the next Business Board activity update meeting in August 2023.	Action Ongoing
Business Board Meeting held 15 May 2023					
4	Strategic Funds Management Review	Steve Clarke	Asked for the table in 3.2 (showing spend on Business Board projects with Recycled Local Growth Funds) to be reworked to show the difference between projects that are on track and those that are behind schedule.	Column added to the Recycled Growth Funds spend table in the Strategic Funds paper for the July Business Board.	Action Closed
5	Recruitment of new Chair of the Business Board	Domenico Cirillo	Board asked for the advert to be recirculated for comment and for Penna to make contact with Board members so they can feed into the process.	The updated recruitment pack was shared with members and Penna consulted directly for member input into the recruitment process. Final interviews and scheduled for July 27th, and the appointment of the new Chair will be confirmed in August 2023.	Action Ongoing – Target August 2023
9	Tour of Britain Cycling Event – Cambridgeshire Stage	Domenico Cirillo	Officers were asked to look into other options for funding this initiative.	It was concluded that the CPCA will now be considering sponsoring the event for 2024 (and will not be involved in this years event, 2023).	Action Closed