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| Agenda Item 3 | Appendix |
| Minutes from Previous Meeting | A |

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| Title: Minutes Action Log | |
| Report of: | Edwina Adefehinti, Interim Director Legal and Governance & Monitoring Officer |
| Lead Member: | Councillor Edna Murphy, Lead Member for Governance |
| Public Report: | Yes |

| Minute | Report Title | Lead Officer | Action | Response | Status |
|---------------|---|---------------------|--|---|---------------|
| 235. | OneCAM Ltd Audit report | Edwina Adefehinti | To take learning from the OneCAM Ltd audit report and raise the concerns expressed in the meeting, including around potential Officer conflicts of interest, with the Audit and Governance Committee. | <p>The Deputy Monitoring Officer is taking a report to the March meeting of the Audit and Governance Committee along with a new conflict guidance which has already been drafted and discussed with the Executive team. The guidance will be taken to a Leaders' strategy meeting, Audit and Governance Committee and Audits in June 2023.</p> <p>Also, our internal auditors have been commissioned to audit the companies of the CPCA.</p> <p>Deep dive audit completed in draft form. Audit will be reported to A& G and then CA Board in June and July.</p> | On-going |
| 336. | Climate and Strategy Business Case January 2023 | Steve Cox | Cllr Bailey asked for an agreed definition of net zero as there were variances in definition. She would also like to understand what monitoring would be put in place and where was the performance element. | <p>An explanation of net zero was discussed at the June Environment and Sustainable Communities Committee (ESC), the alignment of targets will be a theme for the Climate Summit on 9th November. ESC noted that the project on Locally Determined Contributions has started in February following confirmation of Innovate UK funding and this will firm up the setting of targets and monitoring of progress. ESC have asked for an update on this work at their next meeting to feed into the Strategy refresh.</p> | Open |

| Minute | Report Title | Lead Officer | Action | Response | Status |
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| Meeting 31 January 2024 | | | | | |
| 7 | Chief Executive Highlights Report | Judith Barker | Board members queried the timeframe and cost of the interventions required to overcome the blockages identified by the infrastructure framework. Officers confirmed that work is progressing based on data provided by the constituent authorities. A report is planned to be brought to the Environment and Sustainable Communities in June which will set out the blockages and cumulative impacts. | The Investment Development Framework is due to be presented to ESC in June after being received by officers in late April. A steering group of local authorities continues to oversee the work reporting to Place Directors monthly. | |