



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 12th January 2021

Minute	Report Title	Officer	Action	Comments	Status
202.	LEP Partnering Strategy	J T Hill	Organise a workshop session for members to identify what could be gained from the LEP collaboration and how they could contribute.	Postponed, pending potential Government announcement of a further review of LEPs and their future access to funding and role in bidding for funds.	Action Ongoing (Completion target: January 2022)

Business Board Meeting Held on 16th March 2021

212.	Business Growth Service (Growth Works)	A Downton	Consider reviewing the £150k maximum grant limit following a presentation from Gateley's at the Business Board update meeting on 14th April 2021.	At present, the applicant is in a pilot phase with several major US and UK businesses. Should they move from pilot to contract, a further review of the maximum grant limit will be undertaken.	Action Ongoing (Completion target: March 2022)
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		A Downton	Form a working group and sign the relevant NDAs in order to work with officers and Gateley's to assess the investment decision related to the request to increase the maximum grant limit in greater detail.	Should they move from pilot to contract, then an NDA will be circulated to the four Business Board members who put themselves forward to be part of a wider group to scrutinise the detail before it returns to the Business Board for a final decision.	Action Ongoing (Completion target: March 2022)
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Business Board Meeting Held on 19th May 2021

3.	Future Funding Strategy	Domenico Cirillo / Steve Clarke	Consider how public health could be further integrated into the Business Board's agenda.	Public health impacts can be further integrated and assessed as part of the bid evaluation process around future funding streams – details of which are expected by the Spring Budget. How public health and environmental impacts are reported to Boards will also feature as part of the corporate governance review of the Board/Committee process.	Action ongoing (Completion target: March 2022)
5.	Cambridgeshire and Peterborough Priority Sector Strategies	Steve Clarke	Conduct a complete review of the digital strategy, in light of the impacts of Covid-19 and present to the Business Board later in 2021.	The Strategy will incorporate the work underway with the High Performance Computing (HPC) Roadmap (it is anticipated that this will be presented to the Business Board at its meeting in March 2022). A Digital Infrastructure Strategy is being presented to the Combined Authority's Housing Committee in January 2022, plus the new Economic Growth & Skills Strategy for Business & Skills due for completion in March 2022. It is proposed that this strategy refresh be pushed back to May	Action ongoing (Completion target: May 2022)

				2022 or even reviewed if still necessary to be completed for current strategy work at this stage.	
10.	Business Advisory Panel Update	Domenico Cirillo	Consider whether the Trade Unions Congress could either itself become involved with the BAP or recommend a representative of trade unions to participate.	A formal proposal of extended membership and updated Terms of Reference was presented to the Economic Recovery Sub-Group on 30 th November 2021. The BAP will resume in January 2022 and includes Trade Union representatives in its membership (including TUC).	Action Complete
13.	Business and Market Engagement Update	Ed Colman / Alan Downton	Provide members with presentations that would be made at upcoming Growth Works meetings.	Growth Works performance statistics and development of a portal utilising HubSpot CRM have been developed with user testing currently taking place.	Action complete
Extraordinary Business Board Meeting Held on 9 th June 2021					
18.	University of Peterborough Phase 3 Funding	Steve Clarke	To consider a review of the Local Assurance Framework so that it could accommodate recent bid opportunities with a short timeline without compromising the robust process currently implemented	A review of the Local Assurance Framework is currently being undertaken across the Combined Authority with legal colleagues.	Action ongoing (Completion target: March 2022)

Business Board Meeting Held on 19th July 2021

21.	Budget and Performance Report	Vanessa Ainsworth	Identify a timeline for the potential exit plans of each equity investment project and present the findings to the Business Board for discussion.	Work has begun with Steve Clarke and Rob Emery, but information is required from individual projects on the timelines for exit.	Action ongoing (Completion target: March 2022)
27.	Business Board Nomination to the Greater Cambridge Partnership Joint Assembly	Domenico Cirillo	Review current arrangements of representation on the Greater Cambridge Partnership in 6 months.	To be reviewed in January 2022.	Action ongoing (Completion target: January 2022)
30.	Business and Market Engagement Update	Emily Martin	Provide a link to the digital dashboard.	A license is now in place with the supplier of the digital dashboard.	Action ongoing (Completion target: January 2022)

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 (Item 2.2, Appendix 2). A further project lessons learned piece will	Action Ongoing (Completion target:
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				be shared with the Business Board and Overview & Scrutiny Committee.	February 2022)
Business Board Meeting Held on 8 th November 2021					
49.	Strategic Funds Management Review – November 2021	Steve Clarke	Circulate the CRF bids to Business Board members.	The bids were circulated to Business Board members on 25 th November 2021.	Action Complete
51.	Business Board Annual Report 2020-2021	Domenico Cirillo	Arrange a meeting between some Business Board members and the Business & Marketing Engagement Officer to further discuss development of the microsite.	A meeting took place on 25 th November and actions were agreed to take the microsite / dashboard forward.	Action Complete