



## 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 12<sup>th</sup> January 2021

Minute	Report Title	Officer	Action	Comments	Status
197.	Budget and Performance Report	V Ainsworth	Include comprehensive income figures that included contributions from the CPCA in future iterations of the report.	Action complete as of July Report.	Action complete
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: September 2021)

Business Board Meeting Held on 16<sup>th</sup> March 2021

210.	Budget and Performance Report	V Ainsworth	<p>Provide Members with an extract of the Medium-Term Financial Plan.</p> <p>Include figures for the year-end and subsequent year in future Budget and Performance reports.</p>	Actions complete as of July Report.	Action complete
212.	Business Growth Service (Growth Works)	<p>A Downton</p> <p>A Downton</p>	<p>Consider reviewing the £150k maximum grant limit following a presentation from Gateley's at the Business Board update meeting on 14th April 2021.</p> <p>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.</p>	<p>At present, the applicant is not in a contracting position and potential investors are awaiting an update before further review of the maximum grant limit.</p> <p>An NDA has now been agreed and 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.</p>	<p>Action Ongoing</p> <p>Action Ongoing (Completion target: July 2021)</p>
217.	Business and Market Engagement Update	J T Hill	<p>Discuss with the Climate Change Commission whether a role could be established for the Business Board in assessing the business and growth opportunities for energy transition in the region.</p>	<p>A Business Board Workshop was held on 6<sup>th</sup> April. This was an initial discussion on the interim Climate Commission report to inform the Business Board response. Subsequent actions include Business Board representation on the Business &amp; Innovation sub-group of the Cambridgeshire &amp;</p>	Action Complete

				Peterborough Independent Commission on Climate, which is contributing to the final report of the Commission.	
<b>Business Board Meeting Held on 19<sup>th</sup> May 2021</b>					
3.	Future Funding Strategy	Domenico Cirillo	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 Autumn 2021 Government Spending Review.	Action ongoing
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.	It is anticipated that this will be brought back to the Board in Autumn 2021.	Action ongoing
6.	Format of Business Board Meetings	Rochelle Tapping	Work with the Overview and Scrutiny Committee to explore mechanisms to improve transparency.	Following the Combined Authority Board decision on 30 June, officers are now establishing the next steps and will update the Board in due course.	Action ongoing
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.	The NFU and TUC union representatives will be invited to attend future BAP meetings. Officers are currently finalising arrangements to restart BAP and to	Action ongoing

				get meetings underway from July 2021.	
13.	Business and Market Engagement Update	Ed Colman	<p>Provide members with presentations that would be made at upcoming Growth Works meetings.</p> <p>Circulate to members a briefing on how the Combined Authority's intended to respond to the Mayor's focus on compassion, cooperation and community.</p>	<p>To be circulated following the next Growth Works meeting.</p> <p>Sent to all members on 20 May 2021.</p>	<p>Action ongoing</p> <p>Action Complete</p>
Extraordinary Business Board Meeting Held on 9 <sup>th</sup> 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	Meeting with member of CPCA Legal Team on 24th June around the possibilities of amending the Assurance Framework. The CPCA legal team are looking at the available options.	Action ongoing