

BUSINESS BOARD FORWARD PLAN

AS AT 13TH MARCH 2020

**Business Board – 23rd March 2020
(Incubator 2 – Alconbury Weald)**

	REPORT TITLE	DECISION MAKER	DATE DECISION EXPECTED	DECISION	PURPOSE	REPORT AUTHOR	LEAD MEMBER
1.	Minutes of the Meeting on 27th January 2020	Business Board	23rd March 2020	Decision	To approve the minutes of the last meeting as a correct report	<i>Monitoring Officer for Combined Authority</i>	Chair
2.	Combined Authority Update	Business Board			To provide BB members with an update on overall issues concerning the Combined Authority.	<i>Brian Hyland, Deputy Chief Officer - Business & Skills</i>	Mayor
3.	Business Advisory Panel Update	Business Board	23rd March 2020	Decision	To provide BB members with an update on the Business Advisory Panel	<i>Brian Hyland, Deputy Chief Officer - Business & Skills</i>	Chair
4.	University of Peterborough – Outline Business Case	Combined Authority Board	25th March 2020	Decision	To provide BB members with an update on the Outline Business Plan for the University of Peterborough.	<i>Kim Cooke, Project Lead for University of Peterborough</i>	Chair
5.	Local Growth Fund Programme Management and Recycled Funds	Combined Authority Board	25th March 2020	Decision	To monitor and review programme performance and risks, and to provide an update on any remaining recycled LGF funds	<i>Steve Clarke, Strategic Funds Manager</i>	Chair

6.	Budget Update – Business Board Funds	Business Board	23 rd March 2020		To provide an update on the revenue budgets for the year	<i>Robert Emery, Chief Accountant</i>	Chair
7.	2020-2024 Business and Skills Directorate Medium Term Financial Plan Review	Business Board	23 rd March 2020		To provide an overview of the Business and Skills Directorate's Medium Term Financial Plan	<i>Robert Emery, Chief Accountant</i>	Chair
8.	Advanced Material and Manufacturing Sector Strategy Update	Combined Authority Board	25 th March 2020		To provide a further updated sector strategy following feedback from Business Board.	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
9.	Business Board Governance Review:	Business Board	23 rd March 2020	Decision	To recommend to the CA Board that the changes to the Governance of the Business Board be adopted by amending the assurance framework and constitution.	<i>Rochelle White, Deputy Monitoring Officer</i>	Chair
10.	Enterprise Zone Funding Utilisation	Combined Authority Board	25 th March 2020		To provide an updated position on Enterprise Zone income and to seek approval of funding utilisation.	<i>Domenico Cirillo, Business Programme Manager</i>	Chair
11.	Business Board Headlines for Combined Authority Board	Business Board					
12.	Coronavirus Update	Business Board	23 rd March 2020		To update and take feedback from members on how to better support the local business community/ contingency planning	<i>John T Hill, Director Business & Skills</i>	Chair

13.	Governance Update	Business Board	23 rd March 2020		To feedback on the Annual Performance Review 2019/20 review	<i>Domenico Cirillo, Business Programme Manager</i>	Chair
14.	Forward Plan	Business Board	23 rd March 2020	Decision	To note the forward plan	<i>Monitoring Officer for Combined Authority</i>	Chair
Business Board Annual Meeting – 26th May 2020 (Incubator 2 – Alconbury Weald)							
	REPORT TITLE	DECISION MAKER	DECISION EXPECTED	DECISION	PURPOSE	REPORT AUTHOR	LEAD MEMBER
1.	Minutes of the Meeting on 23rd March 2020	Business Board	26 th May 2020	Decision	To approve the minutes of the last meeting as a correct report	<i>Monitoring Officer for Combined Authority</i>	Chair
2.	Combined Authority Update	Business Board	26 th May 2020		To provide BB members with an update on overall issues concerning the Combined Authority.	<i>Brian Hyland, Deputy Chief Officer - Business & Skills</i>	Mayor
3.	Business Advisory Panel Update	Business Board	26 th May 2020	Decision	To provide BB members with an update on the Business Advisory Panel	<i>Brian Hyland, Deputy Chief Officer - Business & Skills</i>	Chair
4.	OxCam Arc Update	Business Board	26 th May 2020		To provide BB members with an update on the OxCam Arc.	<i>John T Hill, Director Business & Skills</i>	Chair

5.	Annual Performance Review - Feedback	Business Board	26 th May 2020		To provide Business Board members with an update on the outcome of the Annual Performance Review with BEIS and agreed Improvement Plan for the Business Board.	<i>Brian Hyland, Deputy Chief Officer - Business & Skills</i>	Chair
6.	Budget Update	Business Board	26 th May 2020		[TBC – Rob Emery]	<i>Robert Emery, Chief Accountant</i>	Chair
7.	Strategic Partnership Agreements	Combined Authority Board	3 rd June 2020	Decision	To recommend Memorandums of Understanding with the remaining seven neighbouring Local Enterprise Partnerships	<i>John T Hill, Director of Business & Skills</i>	Chair
8.	Local Enterprise Partnership Partnering Strategy – 2020 Update	Combined Authority Board	3 rd June 2020	Decision	To recommend the Local Enterprise Partnership Partnering Strategy	<i>John T Hill, Director Business & Skills</i>	Chair
9.	Local Growth Fund Programme Management – May 2020	Combined Authority Board	3 rd June 2020	Decision	To monitor and review programme performance and risks Recommend projects for approval to CA Board (if required)	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
10.	Sector Strategy Update – Life Sciences	Business Board	26 th May 2020		To provide the Business Board with an update on Life Science sector strategy	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
11.	Sector Strategy Update – Agritech	Business Board	26 th May 2020		To provide the Business Board with an update on Agritech sector strategy	<i>Steve Clarke, Strategic Funds Manager</i>	Chair

12.	Growth Service – Full Business Case	Combined Authority Board	3rd June 2020	Decision	To approve the Full Business Case for mobilisation of the Growth Service.	<i>John T Hill, Director Business & Skills</i>	Chair
13.	Constitution Review	Business Board	26th May 2020	Decision	To review the Business Board section of the CPCA Constitution (Appendix 5)	<i>Monitoring Officer for Combined Authority</i>	Chair
14.	Coronavirus Update	Business Board	26 th May 2020		To update and take feedback from members on how to better support the local business community/ contingency planning	<i>John T Hill, Director Business & Skills</i>	Chair
15.	Business Board Headlines for Combined Authority Board	Business Board					
15.	Governance Update	Business Board	26 th May 2020		To report on the Annual Report and Delivery Plan, and report back on the outcomes of the current LEP Peer Review.	<i>Domenico Cirillo, Business Programme Manager</i>	Chair
16.	Forward Plan	Business Board	26th May 2020	Decision	To note the forward plan	<i>Monitoring Officer for Combined Authority</i>	Chair

Business Board Annual Meeting – July 2020
(date and venue to be confirmed)

	REPORT TITLE	DECISION MAKER	DECISION EXPECTED	DECISION	PURPOSE	REPORT AUTHOR	LEAD MEMBER
	Local Growth Fund – Monitoring & Evaluation Update	Business Board	July 2020 (Business Board)			<i>Steve Clarke, Strategic Funds Manager</i>	Chair
	Market Towns Programme Update	Business Board	July 2020 (Business Board)		To provide BB members with an update on progress made with the Market Town Masterplans Programme	<i>Domenico Cirillo, Business Programme Manager</i>	Chair
	Coronavirus Update	Business Board	July 2020 (Business Board)		To update and take feedback from members on how to better support the local business community/ contingency planning	<i>John T Hill, Director Business & Skills</i>	Chair

SUBMIT YOUR COMMENTS OR QUERIES TO BUSINESS BOARD

Your comment or query:

How can we contact you with a response?
(please include a telephone number, postal and/or e-mail address)

Name

Address

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Tel:

Email:

Who would you like to respond?