

BUSINESS BOARD FORWARD PLAN

AS AT 17TH JANUARY 2020

**Business Board – 27th January 2020
(iMET – Alconbury Weald)**

	REPORT TITLE	DECISION MAKER	DATE DECISION EXPECTED	DECISION	PURPOSE	REPORT AUTHOR	LEAD MEMBER
1.	Minutes of the Meeting on 25th November 2019	Business Board	27th January 2020	Decision	To approve the minutes of the last meeting as a correct report	<i>Monitoring Officer for Combined Authority</i>	Chair
2.	Business Board Membership Update	Business Board	27th January 2020	Decision	To update on Business Board membership, including member composition and representation, and to confirm the appointment of permanent Chair.	<i>Domenico Cirillo, Business Programmes Manager</i>	Chair
3.	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
4.	Business Advisory Panel Update	Business Board	27th January 2020	Decision	To provide BB members with an update on the Business Advisory Panel	<i>Brian Hyland, Deputy Chief Officer - Business & Skills</i>	Chair
5.	Local Growth Fund Programme Management Review – January 2020	Combined Authority Board	29th January 2020	Decision	To monitor and review programme performance and risks	<i>Steve Clarke, Strategic Funds Manager</i>	Chair

6.	Local Growth Fund Programme Project Proposals – January 2020	Combined Authority Board	29th January 2020	Decision	Recommend projects for approval to CA Board (if required)	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
7.	Local Growth Fund Programme Monitoring and Evaluation plan	Combined Authority Board	29th January 2020	Decision	To outline to BB Members the Monitoring and Evaluation plan for programme final year and beyond to final report post March 2021.	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
8.	High Growth SME Observatory- Request for Funding	Combined Authority Board	29 th January 2020	Decision	To approve plans to launch a High Growth SME Observatory to identify target clients for the new Business Growth Service.	<i>Brian Hyland, Deputy Chief Officer Business & Skills</i>	Chair
9.	Ox-Cam Arc-Wide Business Support, Strategic Outline Business Case – Request for Funding	Business Board	27th January 2020	Decision	To approve a contribution to costs of the production of SOBC's being submitted to the Comprehensive Spending Review by the Ox-Cam Arc LEP & CA partners.	<i>John T Hill, Director Business & Skills</i>	Chair
10.	Business Board Strategic Funds Update	Business Board	27th January 2020	Decision	To provide the Business Board with an update of their strategic funds.	<i>Robert Emery, Chief Accountant</i>	Chair
11.	The Strategic Role of the Adult Education Budget in delivering the Local Industrial Strategy	Business Board	27th January 2020		To inform on the strategic role of the adult education budget in the delivery of skills within Cambridgeshire and Peterborough, and how it delivers to the priorities of the Local Industrial Strategy	<i>Neil Cuttall, Programme Manager</i>	Chair

12.	Business Support Services Promotional Campaign	Business Board	27 th January 2020	Decision	To approve the planned activities within our 2020/2021 Business Support Services Promotional Campaign	<i>Brian Hyland, Deputy Chief Officer Business & Skills</i>	Chair
13.	Business Board Headlines for Combined Authority Board	Business Board					
14.	Forward Plan	Business Board	27th January 2020	Decision	To note the forward plan	<i>Monitoring Officer for Combined Authority</i>	Chair

**Business Board – 23rd March 2020
(iMET – 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.	OxCam Arc Update	Business Board			To provide BB members with an update on the OxCam Arc.	<i>John T Hill, Director Business & Skills</i>	Chair
5.	Local Growth Fund Project Proposals – March 2020	Combined Authority Board	25th March 2020	Key Decision 2020/006	<i>Identified on CA Forward Plan as Key Decision for 25th March 2020</i>	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
6.	Local Growth Fund Programme Management – March 2020	Combined Authority Board	25th March 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

7.	Local Growth Fund Update – Recycled Funds	Combined Authority Board	25 th March 2020		To provide an update on any remaining recycled LGF funds (TBC)	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
8.	Budget Update	Business Board	23 rd March 2020		TBC	<i>Robert Emery, Chief Accountant</i>	Chair
9.	MTFP Review	Business Board	23 rd March 2020		TBC	<i>Robert Emery, Chief Accountant</i>	Chair
10.	Market Towns Programme Update	Business Board	23 rd March 2020		To provide BB members with an update on progress made with the Market Town Masterplans Programme	<i>John T Hill, Director of Business & Skills</i>	Chair
11.	Strategic Partnership Agreements – March 2020	Combined Authority Board	25th March 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
12.	Local Enterprise Partnership Partnering Strategy – 2020 Update	Combined Authority Board	25th March 2020	Decision	To recommend the Local Enterprise Partnership Partnering Strategy	<i>John T Hill, Director Business & Skills</i>	Chair
13.	Business Board Governance Review	Business Board	23 rd March 2020	Decision	To provide the Business Board with an update on the progress of the governance review (TBC)	<i>Rochelle White, Deputy Monitoring Officer</i>	Chair
14.	Business Board Headlines for Combined Authority Board	Business Board					
15.	Forward Plan	Business Board	23rd March 2020	Decision	To note the forward plan	<i>Monitoring Officer for Combined Authority</i>	Chair

**Business Board Annual Meeting – 26th May 2020
(iMET – 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	26th 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			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	26th 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			To provide BB members with an update on the OxCam Arc.	<i>John T Hill, Director Business & Skills</i>	Chair
5.	Annual Performance Review – Improvement Plan	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	<i>Robert Emery, Chief Accountant</i>	Chair

7.	Local Growth Fund Project Proposals – May 2020	Combined Authority Board	28th May 2020	Decision	<i>Identified on CA Forward Plan as Key Decision for 25th March 2020</i>	<i>Steve Clarke, Strategic Funds Manager</i>	Chair
8.	Local Growth Fund Programme Management – May 2020	Combined Authority Board	28th May 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
9.	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
10.	Business Board Headlines for Combined Authority Board	Business Board					
11.	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
	Market Town Masterplans Programme Update	Business Board			To note progress of the Market Towns Programme following CPCA approval of all Masterplans		

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

.....

Tel:

Email:

Who would you like to respond?