

**Board Meeting – 14 July 2016**  
**Matters Arising Schedule**

<b>Meeting Ref.</b>	<b>Action</b>	<b>By</b>	<b>Status</b>
Board meeting 20.11.14 Minute item 12 Risk Register	To ensure risk included as bi-annual agenda item	DS / SM	Agenda item for November meeting
Board meeting 16.03.15 Minute item 7.6 KPIs And Board meeting 19.11.15 Minute item 7 Chief Executive's Report	To report, every six months, on critical KPIs  To include public sector jobs KPI and the NVQ level 4+ KPI	JS	Agenda item for November meeting
Board meeting 24.09.15 Minute item 14.1 Enterprise Advisory Committee	To advise SA or MB of events which offer opportunities for business engagement	ALL	To be incorporated into Events log (which is managed by Sam Philpott as part of Communications programme)
Board meeting 22.02.16 Minute item 18 Growing Places Fund	To produce report detailing loans repaid to Coast to Capital	PGPC	The report which was produced for the July Board meeting is being reviewed in light of changing market conditions after the EU Referendum
Board meeting 12.05.16 Minute item 15 Communications update	To draw up programme of business engagement for Board members	All/SP	Briefing packs produced, initial meetings being arranged. There will be a progress review at November Board meeting
Board meeting 14.07.16 Minute item 9 Skills Update	To develop wider remit and TOR for the Skills Committee	SL	Agenda item at this meeting
Board meeting 14.07.16 Minute item 11 Infrastructure	To implement reshaping / refocusing of the Infrastructure Committee  To develop a proposal with regard to digital infrastructure and Newhaven related infrastructure	MH  MH	Progress report included in Agenda item at this meeting  Agenda item for November meeting

<b>Meeting Ref.</b>	<b>Action</b>	<b>By</b>	<b>Status</b>
Board meeting 14.07.16 Minute item 17 ESIF	To circulate clarification statement from HMT when available	PC/SM	As at 11.08.16 this is still awaited
Board meeting 14.07.16 Minute item 18 International Advisory Committee	To circulate Ernst & Young report re FDI  To develop revised Committee structure	MB  JS	Circulated 13.09.16  To be presented to February Board meeting
Board meeting 14.07.16 Minute item 19 Growth Deal 3	To "stress test" private sector's commitment to projects when considering full business cases  To support partners in their development of CSC bid and to facilitate assessment process	JS  JS	In progress  In progress