

West Bromwich Town Deal Board Action Log

Open Actions			
Date	Description	Responsible Officer(s)	Update
18.07.22	Board Members to consider organisations who may be interested in joining the Town Deal Board where vacancies are identified.	All Board Members	
18.07.22	Programme Management Office to approach organisations with low/ no attendance to see if they wish to continue their involvement	PMO	
18.07.22	Terms of Reference to be updated to include 50% attendance annually is mandatory and would trigger individual board member review.	PMO	
18.07.22	Programme Management Office to circulate Code of Conduct and Declaration of Interest forms to board members.	PMO	
18.07.22	Board Members to complete, sign and return Code of Conduct and Declaration of Interest forms by 26 August 2022. Board Members to contact PMO if clarification is required.	All Board members	
18.07.22	Programme Management Office to circulate short survey to capture board member preference on board meeting day/ time.	PMO	