

West Bromwich Town Deal Board Action Log

Open Actions

| Date | Description | Responsible Officer(s) | Update |
|----------|--|------------------------|--|
| 21.02.23 | PMO to explore further regarding displayed exhibitions for project update/progress in West Bromwich and how to promote that further. | PMO | Working with Comms to take place in June |
| 21.02.23 | Agenda item for the next board meeting for Town Hall Quarter project lead to provide a more detailed update. | Rina / Maaria | Project Lead attending Board Meeting |
| 21.02.23 | PMO to extend future meetings to 2 hours. | PMO | completed |
| 21.02.23 | PMO to circulate forward plans to members. | PMO | Completed – uploaded on Mod.gov |

Closed Actions

| Date Opened | Date Closed | Description | Responsible Officer(s) | Update |
|-------------|-------------|--|------------------------|----------|
| 22.11.22 | 21.02.23 | PMO to invite Town Hall Quarter and Retail Diversification Programme project leads to the next board meeting in February 2022. | Rina/ Emma | Complete |
| 22.11.22 | 21.02.23 | Programme Management Office and West Bromwich BID to organise a site visit to West Bromwich Town Centre to see the Urban Greening Phase 1 works. | Rina/ Emma/ Lisa Hill | Complete |
| 18.07.22 | 22.11.22 | Board Members to consider organisations who may be interested in joining the Town Deal Board where vacancies are identified. | All Board Members | Complete |
| 18.07.22 | 22.11.22 | Programme Management Office to approach organisations with low/ no attendance to see if they wish to continue their involvement | PMO | Complete |
| 18.07.22 | 22.11.22 | Terms of Reference to be updated to include 50% attendance annually is mandatory and would trigger individual board member review. | PMO | Complete |

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| 18.07.22 | 22.11.22 | Programme Management Office to circulate Code of Conduct and Declaration of Interest forms to board members. | PMO | Complete |
| 18.07.22 | 22.11.22 | 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 | Complete |
| 18.07.22 | 22.11.22 | Programme Management Office to circulate short survey to capture board member preference on board meeting day/ time. | PMO | Complete |