

Rowley Regis Town Deal Board Action Log

Open Actions

Date	Description	Responsible Officer(s)	Update
25.05.23	PMO to set up introduction meeting between Chair and newly elected members	PMO	
25.05.23	PMO to invite new board members to future meetings.	PMO	
25.05.23	PMO to share car park information with Board Members in the next 2 weeks.	PMO	
23.02.23	PMO to circulate material/reports from Public Health in relation to benefits of cycling when available.	PMO	Looking into it and will circulate to members
23.02.23	PMO to progress fixed exhibitions further.	PMO	Working with comms team – will be AOB in agenda

Closed Actions

Date Opened	Date Closed	Description	Responsible Officer(s)	Update
23.02.23	25.05.23	PMO to circulate feedback from consultations.	PMO	Complete
23.02.23	25.05.23	Keep Youngs Persons representative as an Agenda item for the next board meeting	PMO	Complete Shape conference in June and PMO will be attending. Will update at next meeting
24.11.22	23.02.23	Kelly Thomas to liaise with Chair of Young Leavers Programme and explore interests from Sandwell Council apprentices to see if they wish to join the Town Deal Board for Rowley Regis, West Bromwich and Smethwick.	Kelly Thomas	Complete
24.11.22	23.02.23	Board members to contact the Programme Management Office with details of incentives on offer to help create a package for young people to encourage their commitment to the Town Deal Board. (town_deal@sandwell.gov.uk)	All Board Members	Complete
08.07.22	24.11.22	PMO to contact board members to confirm their interest to continue as a board member.	R Rahim/ E Parkes	Complete
08.07.22	24.11.22	Terms of Reference to be updated to include 50% attendance annually is mandatory and would trigger individual board member review.	R Rahim/ E Parkes	Complete

08.07.22	24.11.22	Jude Thompson to contact relevant individuals at BCC to explore potential membership suggestions.	J Thompson	Complete
08.07.22	24.11.22	Debbie Downs to also review from a WMP perspective to understand whether they have any local contacts.	D Downs	Complete
08.07.22	24.11.22	PMO to circulate short survey to capture board member preference on board meeting day/ time.	R Rahim/ E Parkes	Complete