

BOARD AGENDA AND BOARD PAPERS

DATE AND TIME: 10th December 2013, 15:00-17:30

VENUE: Alconbury Enterprise Zone, Building 56, Alconbury Airfield, Huntingdon, PE28 4WX

Item	Brief description	Time allocated	Access/circulation prior to board meeting
1. Minutes and actions from previous board meetings	Minutes from board meeting 12 th November	15:00 10 mins	Board Corporate Members
2. Update on progress by business area	Team and sub-group updates	15:10 30 mins	Board Corporate Members
3. Governance & Finance	Update on Board recruitment and a written financial update (Mark Reeve/ Grahame Nix)	15:40 20 mins	Board
4. Service Level Agreement with the East of England Brussels Office	Draft Service Level Agreement with the East of England Brussels Office to review	16:00 15 mins	Board Corporate Members
5. Local Growth Strategy and European Funding Strategy	An update will be provided at the meeting. The Board will be have an opportunity to debate funding priorities (Adrian Cannard)	16:15 60 mins	Board Corporate Members
6. AOB		17:15	

DATE OF NEXT BOARD MEETING: 12th February 2014