

**City of Wolverhampton – City Investment Board**  
**Action Tracker (from the meeting of 21 April 2023)**

Agenda Item No.	Issue	Action / Resolution	Board Member/Officer Responsible	Timescale	Progress / Update
<b>6</b>	<b>Meeting Action Tracker</b>	<ol style="list-style-type: none"> <li>1. That David Pattison be consulted in his capacity as Monitoring Officer for the Council around City Investment Board governance.</li> <li>2. That a paper providing clarification of City Investments Board’s role and responsibilities in decision making be provided at the next meeting.</li> </ol>	<p>Darowen Jones, Programme Manager, City of Wolverhampton Council</p>		<ol style="list-style-type: none"> <li>1. Ongoing governance reviews are being considered for the Board including frequency of the meetings and the potential for the creation of project specific subgroups to focus on performance.</li> <li>2. This is to be provided to the September 2023 meeting including proposals for further variations.</li> </ol>
		<ol style="list-style-type: none"> <li>4. That nominations or expressions of interest for Vice Chair be submitted via the City Investment Board mailbox.</li> </ol>	<p>All</p>	<p>By 30 June 2023</p>	

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<p>10</p>	<p><b>Arts Park Project Adjustment Proposal</b></p>	<ol style="list-style-type: none"> <li>1. That the City Investment Board approve the Council via its s151 Officer to sign and complete the Project Adjustment Form and that this is submitted to HM Government.</li> <li>2. That the minutes of the meeting of the Arts Park Task and Finish group be shared with the CIB membership.</li> </ol>	<p>Darowen Jones, Programme Manager, City of Wolverhampton Council</p>		<ol style="list-style-type: none"> <li>1. The Council has approved the Project Variation and the Project Adjustment Form has been submitted to HM Government.</li> <li>2. The minutes of the Task and Finish Group of the 24<sup>th</sup> March 2023 have been circulated as part of the agenda pack.</li> </ol>
<p>11a</p>	<p><b>Towns Fund Programme Update Dashboard: Wednesfield Interventions Project</b></p>	<p>That improved communication methods to the public in respect of the progress of the Wednesfield Interventions Project be explored.</p>	<p>Savreena Kaur, Project Manager, City of Wolverhampton Council</p>		<p>The Project Lead has instigated more regular updates with lead trader and Board Member.</p> <p>The Programme Manager has met with the Board Member since the last meeting and contacted the lead trader between meetings.</p>
<p>11c</p>	<p><b>Programme Level Risk Register</b></p>	<p>That the Programme Level Risk Register be circulated to City Investment Board members following each monthly update.</p>	<p>Darowen Jones, Programme Manager, City of</p>		<p>This is circulated as part of the agenda pack for each meeting and as of the end of July will be</p>

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			Wolverhampton Council		added to the monthly circulation of the Project Dashboards
11d	<b>Towns Fund Programme Update Dashboard: Evaluation and Monitoring Return: June 2023</b>	That any City Investment Board members wishing to volunteer to work through the Evaluation and Monitoring Return submission for June 2023 should contact the Programme Manager via the City Investment Board email address of <a href="mailto:Townsfund@wolverhampton.gov.uk">Townsfund@wolverhampton.gov.uk</a>	All		The Evaluation & Monitoring Return has been completed on time. Board members didn't come forwards to discuss.
13	<b>Any other business</b>	That Youth Council representatives present the proposal for a young persons' edition of the Wolverhampton Prospectus to City Investment Board following internal scrutiny processes.	Andrew Scragg, Participation Officer / Darowen Jones, Programme Manager, City of Wolverhampton Council		Ongoing discussions with Council Officers regarding this update and presentation.