

<b>Agenda Item</b>	<b>Action</b>	<b>By</b>
A2.2	Details of meeting dates and venues for the public meetings to be published on the Partnership Board's website.	Diana Pogson
A2.3	Members who had not already done so to respond to the invitation to the 9 July workshop.	Members as applicable
A2.4	The forward programme of work to be published on the Partnership Board's website.	Diana Pogson
A4.2	The draft ToR for all the Boards to be put to the Partnership Board meeting on 24 July for approval/adoption.	Diana Pogson/ Working Group
A4.3	The draft ToR for the new Planning Panel to be put to the Strategy Board meeting on 17 September for approval/adoption.	Diana Pogson/ Working Group
B1.2	An updated structure chart clearly showing the relationship between the different boards and groups to be circulated for the forthcoming AGM.	Diana Pogson
B3.1	A further letter re membership of SEEC, attaching the original invitation and enclosures, to be sent by the end of the week.	Jenny Whittle/ Paul Watkins
B4.2	The opportunity to work more closely with the LGA, thus further empowering regions in several areas - influencing Government policy under the new regional arrangements/the devolution agenda - could be an item for debate at the forthcoming AGM. The wish to be involved in broader issues should be made clear at the AGM, and the issues around the LGA should be addressed outside this meeting.	Paul Watkins/ Jenny Whittle
B4.3	Launch of the SEEC website to be as soon as possible after the AGM.	Jenny Whittle
B4.4	Brief notes of other relevant meetings, like the ERN meeting, would be helpful.	Paul Carter/ Jenny Whittle
B4.8	Paul Carter to discuss with Paul Bettison the possibility of SEEC and Regional Improvement and Efficiency Partnerships working together.	Paul Carter
B6.4	Moira Gibson to liaise with Catriona Riddell to take the proposal forward; a detailed report, including a proposed name and costs, to be brought to a future meeting of the SEEC Executive.	Catriona Riddell
B8.3	Paul Watkins is to be advised of the party nominations to the CoR for endorsement at the AGM.	Group Leads
C1.1 and C1.2	The SEELB/SEEC Executive meetings to continue to be scheduled for either mid-morning or early afternoon. The timing of the meeting on 16 October 2009 to be confirmed and a date/time in late January 2010 for the subsequent meeting to be identified.	Irene Cripps
C1.3	Timings for the SEEC AGM on 15 July 2009 to be confirmed.	Jenny Whittle
C2.2	A collective response to the Regional Select Committee in respect of the economic strategy and SEEDA to be drafted.	Paul Watkins