

## MEETING OF THE FORUM – AGENDA AND GUIDANCE NOTES

TIME & DATE: 0830-1000, FRIDAY 22 JULY 2016

LOCATION: [GREEN PARK CONFERENCE CENTRE, 100 LONGWATER AVENUE, GREEN PARK, READING RG2 6GP](#)

PARKING: There is plenty of parking available, however please park on the top floor of the car park in a non-reserved space.

Agenda Item No.	Time	Item and action	Owner
1.	08.30 - 08.40	<p><b><u>Standing Items of Business</u></b></p> <p><u>Record</u> any:</p> <ol style="list-style-type: none"> <li>1. Apologies.</li> <li>2. Changes to the minutes of the <i>May</i> meeting.</li> <li>3. Interests or changes to the company's statutory books.</li> </ol>	Peter Read Abby Lacey
2.	08.40 – 09.25	<p><b><u>Implementing the Strategic Economic Plan (SEP): Programme and Activity Outputs</u></b></p> <p><u>Note</u> the activity report provided and raise any questions with Programme or Project Leads.</p>	Tim Smith
3.	09.25 – 09.55	<p><b><u>Implementing the SEP: Growth Deal 3</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Note</u> the progress with a Growth Deal 3 proposal and outcome of the Ministerial Challenge Session on 13 July.</li> <li>2. <u>Note</u> the requirement to appoint a new lead for the Infrastructure Programme from 29 July.</li> </ol>	Tim Smith