

**Action update from 7 December 2023 Enterprise M3 Board Meeting – Item 2**

<b>Action to be taken</b>	<b>Lead</b>	<b>When</b>	<b>Update</b>
Agree a date for the final Board meeting at the end of March 2024	Michael Queen	31 December 2023	Date proposed for 25 March 2024
Communicate any key activities that take place before the February Board meeting to Board Members by correspondence	Michael Queen	Before 8 February 2023	There were no key activities that required separate correspondence
Provide feedback to Michael Queen on decisions whether to fund the six projects included in the report	All Board Members	11 December 2023	Feedback provided by all Board Members
Summarise the feedback received by Board members and circulate with confirmation of those to be approved	Stephen Martin	15 December 2023	Summary report on feedback and subsequent decisions was circulated to all Board Members on 13 December
Include details on how much had already been spent on the Gigabit project to date in the February Board update.	Martine Baker	8 February 2024	Report on agenda under item 9
Send comments on the wording to be sent to the potential suppliers to Daniel Ruiz	All Board Members	11 December 2024	Completed