

ECONOMY & ENTERPRISE BOARD REVIEW – KEY ACTIVITIES TIMELINE

Month	SP Delivery Board	Economy & Enterprise Board	Southampton City Brand Group	Single Marketing Entity (SME)	Business Southampton Contract
Dec '09	10 th) Meeting – <ul style="list-style-type: none"> • EEB Review update to include Single Marketing Entity; SSDZ; links to the City Brand Group and Digital Footprint; Regional Financial Inclusion Champions programme, etc. 		7 th) Digital Footprint workshop. 15 th) Meeting – SME and Digital Footprint updates.	11 th) Business Southampton workshop. By 24 th) - <ul style="list-style-type: none"> • Draft Terms of Reference to be agreed. • Operating model to be formalised and partner commitment gained. 	By 31 st) Draft 2010/11 outputs. Needs to include SME role.
Jan '10	7 th) Meeting	22 nd) Meeting (Proposed last one of the current EEB composition)	26 th) Meeting – approval of Digital Footprint Delivery Plan for 4 th Feb DB consideration.	By 30 th) Key SME projects for 2010/11 to be identified and agreed.	
Feb '10	4 th) Meeting – <ul style="list-style-type: none"> • EEB Review update? • Consideration of the Digital Footprint Delivery Plan presented by the SCB. • Approval of the SME ToRs and operating model 				Sign-off (approve) 2010/11 contract between Business Southampton & SCC.
Mar '10	4 th) Meeting		16 th) Meeting	By 31 st) Partner commitments (cash, in-kind, other) and commitment to the key SME 2010/11 projects to be agreed and secured.	Early March - Submit contract to SEEDA.
Apr '10	8 th) Meeting	23 rd) Meeting (Proposed inaugural meeting of new EEB)	27 th) Meeting	1 st) Business Southampton to formally commence the SME role for the City of Southampton.	
May '10	6 th) Meeting – <ul style="list-style-type: none"> • Feedback from refreshed EEB inaugural meeting. 				
June '10	3 rd) Meeting		8 th) Meeting		
July '10	1 st) Meeting	13 th) Meeting (First meeting following national/local elections)			