

Cambridge City & Surrounding Areas – Action tracker

Actions following Meeting #3 – meeting date 01/03/23

Action number	Action	Owner	Status
1	EWR Co to consider a separate (from EWR Co) means of direct communication between the Group and the independent facilitator before the next meeting.	EWR Co	Complete
2	EWR Co to share the map of Local Representative Groups with the Group.	EWR Co	Complete
3	EWR Co to investigate email issues and look into the legibility of communication channels (including the Community Hub site) used to organise and share information to Group members.	EWR Co	Complete
4	EWR Co to send emails from the Local Representatives Groups account with subject lines beginning with 'EWR Co'.	EWR Co	Complete
5	EWR Co to ask the Group for suggestions for future topics for discussion and send out a poll for the Group to vote on.	EWR Co	Ongoing - To be completed at the next meeting