PiP Meeting Action Log, Paper A – 03 07 2026

Item	Action	Lead
Admin support currently provided by Stephen Adamson (FC) and Marcus Flucker (Office of Graeme Downie MP). Unsustainable due to fulfilling their duties to the Board alongside existing roles and responsibilities.	Proposal for the Board to create a Project Manager role. Agree next steps for developing job descriptions and recruitment approach.	The Board
As above.	Proposal for the Board to create a Support role for the Project Manager. Agree next steps for developing job descriptions and recruitment approach.	The Board