



Programme Board and Town Board Meetings

Forward Plan: 2024 – 2025

Date of Meeting	Programme Board / TDB / Project Lead mtgs	Papers to be issued	Proposed Meeting Content / Plan	Board decision to be made? Y/N
Wednesday 16 October 2024	PB	09.10.2024	<ul style="list-style-type: none"> • LTPT – Revised priorities • Riverfront Regeneration update (Board request at Sept mtg) • Monitoring & Evaluation Autumn return – overview wording for input / agreement • Report on frequencies of meetings (KB/OJ item) • Standing items: Action log, Highlight reports, Risk register, Financial update, Chairs Update items (17/10) 	
Friday 25 October 2024	TB	18.10.2024	<ul style="list-style-type: none"> • LTPT – revised Town Board vision and priorities • Monitoring & Evaluation Autumn return – overview wording for input / agreement • Riverfront Regeneration update (Board request at Sept mtg) • Report on frequencies of meetings • Risk Register qtlly update • September Project Highlight reports • Programme Financial update • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 7 November 2024	PL	31.10.2024	<ul style="list-style-type: none"> • Procurement Register – bi-monthly check that it's up to date • M&E return - final check on info • Committed spend 	
Wednesday 13 November 2024	PB	08.11.2023	<ul style="list-style-type: none"> • Riverfront RIBA stage 4 update • Monitoring & Evaluation Autumn return – agreement to final version 	



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			<ul style="list-style-type: none"> Report on overall movement of funds within the programme (requested at previous Chairs update) Standing items: Action log, Highlight reports, Risk register, Financial update, Chairs Update items (14/11) 	
Friday 22 November 2024	TB	15.11.2024	<ul style="list-style-type: none"> Riverfront RIBA stage 4 update Formal approval of new members October Project Highlight reports Report on overall movement of funds within the programme Programme Financial update Items to note (Action Log, Comms update, Forward work programme, M&E return) 	
Thursday 5 December 2024	PL	28.11.2024	<ul style="list-style-type: none"> 	
Wednesday 18 December 2024	PB	11.12.2024	<ul style="list-style-type: none"> Guildhall – End of RIBA Stage 4 Standing items: Action log, Highlight reports, Risk register, Financial update, Chairs Update items (19/12) 	
Friday 27 December 2024 [CANCEL??]	TB	20.12.2024	<ul style="list-style-type: none"> Guildhall – End of RIBA Stage 4 November Project Highlight reports Programme Financial update Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 2 January 2025	PL	19.12.2024	<ul style="list-style-type: none"> Procurement Register – bi-monthly check that it's up to date 	
Wednesday 15 January 2025	PB	08.01.2025	<ul style="list-style-type: none"> Standing items: Action log, Highlight reports, Risk register, Financial update, Chairs Update items (16/01 – last meeting in calendars) 	
Friday 24 January 2025 (Last meeting in calendars)	TB	17.01.2025	<ul style="list-style-type: none"> ACC Project Adjustment Request and Updated Business Case Risk Register qtlly update December Project Highlight reports Programme Financial update 	



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			<ul style="list-style-type: none"> Items to note (Action Log, Comms update, Forward work programme) 	

2025

March ACC – LCWIP workstream – End of design of scheme designs

May Vice-Chair term finishes in July 2025

June MUCH End of RIBA Stage 5/6

Dec Riverfront End of RIBA Stage 5/6

2026

March Guildhall End of RIBA Stage 5/6

ACC – LCWIP workstream – End of construction/implementation