



Programme Board and Town Board Meetings

Forward Plan: 2025 – 2026

Date of Meeting	Programme Board / TDB / Project Lead mtgs	Papers to be issued	Proposed Meeting Content / Plan	Board decision to be made? Y/N
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 Forward Plan / project milestone plotting 	
Wednesday 13 November 2024	PB	08.11.2023	<ul style="list-style-type: none"> TB recruitment update Outcome of Autumn budget – implications and next steps Monitoring & Evaluation Autumn return – final version Plan for December reporting to Town Board (y/n?) Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday 22 November 2024	TB	15.11.2024	<ul style="list-style-type: none"> Formal approval of new members Update on MUCH Long Term Plan for Towns update October Project Highlight reports Items to note (Action Log, Comms update, Programme Financial 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"> Standing items: Action log, Highlight reports, Risk register, Financial update, Chairs Update items (19/12) 	



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Friday 27 December 2024 CANCELED	TB	20.12.2024	<ul style="list-style-type: none"> 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"> Report on overall movement of funds within the programme (requested at previous Chairs update) Guildhall – End of RIBA Stage 4 Riverfront RIBA stage 4 update ACC LCWIP scheme decision Standing items: Action log, Highlight reports, Risk register, Financial update, Chairs Update items (16/01 – last meeting in calendars) 	Y
Friday 24 January 2025	TB	17.01.2025	<ul style="list-style-type: none"> Report on overall movement of funds within the programme Guildhall – End of RIBA Stage 4 Riverfront RIBA stage 4 update ACC LCWIP scheme decision Risk Register qtrly update December Project Highlight reports Programme Financial update Items to note (Action Log, Comms update, Forward work programme) 	Y
Thursday 6 February 2025	PL	30/01/25	<ul style="list-style-type: none"> 	
Wednesday, 19 February 2025	PB	12/02/25	<ul style="list-style-type: none"> ACC ATH Interim Project Update Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	Y
Friday, 28 February 2025	TB	21/02/25	<ul style="list-style-type: none"> ACC ATH Interim Project Update Items to note (Action Log, Comms update, Forward work programme) 	Y



Date of Meeting	Programme Board / TDB / Project Lead mtgs	Papers to be issued	Proposed Meeting Content / Plan	Board decision to be made? Y/N
+ Media Training prior to TB meeting?				
Thursday 6 March 2025	PL	27/02/25	•	
Wednesday, 19 March 2025	PB	12/03/25	<ul style="list-style-type: none"> • Guildhall – End of RIBA Stage 4 • ACC Project Adjustment Request and Updated Business Case • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 28 March 2025	TB	21/03/25	<ul style="list-style-type: none"> • Guildhall – End of RIBA Stage 4 • ACC Project Adjustment Request and Updated Business Case • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 3 April 2025	PL	27/03/25	•	
Wednesday, 16 April 2025	PB	09/04/25	<ul style="list-style-type: none"> • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 25 April 2025	TB	23/04/25	<ul style="list-style-type: none"> • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 1 May 2025	PL	24/04/25	•	
Wednesday, 14 May 2025	PB	07/05/25	<ul style="list-style-type: none"> • Vice-Chair term finishes in July 2025 • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 23 May 2025	TB	16/05/25	<ul style="list-style-type: none"> • Vice-Chair term finishes in July 2025 • Items to note (Action Log, Comms update, Forward work programme) 	



Date of Meeting	Programme Board / TDB / Project Lead mtgs	Papers to be issued	Proposed Meeting Content / Plan	Board decision to be made? Y/N
Thursday 5 June 2025	PL	29/05/25	•	
Wednesday, 18 June 2025	PB	11/06/25	<ul style="list-style-type: none"> • MUCH end of RIBA stage 5/6 • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 27 June 2025	TB	20/06/25	<ul style="list-style-type: none"> • MUCH end of RIBA stage 5/6 • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 3 July 2025	PL	26/06/25	•	
Wednesday, 16 July 2025	PB	09/07/25	<ul style="list-style-type: none"> • • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 25 July 2025	TB	18/07/25	<ul style="list-style-type: none"> • • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 7 August 2025	PL	31/07/25	•	
Wednesday, 13 August 2025	PB	08/08/25	<ul style="list-style-type: none"> • • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 22 August 2025	TB	15/08/25	<ul style="list-style-type: none"> • • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 4 September 2025	PL	28/08/25	•	
Wednesday, 17 September 2025	PB	10/09/25	<ul style="list-style-type: none"> • • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 26 September 2025	TB	19/09/25	<ul style="list-style-type: none"> • • Items to note (Action Log, Comms update, Forward work programme) 	



Date of Meeting	Programme Board / TDB / Project Lead mtgs	Papers to be issued	Proposed Meeting Content / Plan	Board decision to be made? Y/N
Thursday 2 October 2025	PL	25/09/25	•	
Wednesday, 15 October 2025	PB	08/10/25	<ul style="list-style-type: none"> • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 24 October 2025	TB	17/10/25	<ul style="list-style-type: none"> • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 6 November 2025	PL	30/10/25	•	
Wednesday, 19 November 2025	PB	12/11/25	<ul style="list-style-type: none"> • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 28 November 2025	TB	21/11/25	<ul style="list-style-type: none"> • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 4 December 2025	PL	27/11/25	•	
Wednesday, 17 December 2025	PB	10/12/25	<ul style="list-style-type: none"> • Riverfront end of RIBA stage 5/6 • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 26 December 2025 [CANCEL??]	TB	19/12/25	<ul style="list-style-type: none"> • Riverfront end of RIBA stage 5/6 • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 1 January 2026 [RESCHEDULE??]	PL	25/12/25	•	
Wednesday, 21 January 2026	PB	14/01/26	<ul style="list-style-type: none"> • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	



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Friday, 30 January 2026	TB	23/01/26	<ul style="list-style-type: none"> • • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 5 February 2026	PL	29/01/26	<ul style="list-style-type: none"> • 	
Wednesday, 18 February 2026	PB	11/02/26	<ul style="list-style-type: none"> • • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 27 February 2026	TB	20/02/26	<ul style="list-style-type: none"> • • Items to note (Action Log, Comms update, Forward work programme) 	
Thursday 5 March 2025	PL	26/02/26	<ul style="list-style-type: none"> • 	
Wednesday, 18 March 2026	PB	11/03/26	<ul style="list-style-type: none"> • Guildhall end of RIBA stage 5/6 • ACC – LCWIP workstream – end of construction/implementation • Standing items: Action log, Highlight reports, Risk register, Financial update (committed spend), Chairs Update items (14/11) 	
Friday, 27 March 2026	TB	20/03/26	<ul style="list-style-type: none"> • Guildhall end of RIBA stage 5/6 • ACC – LCWIP workstream – end of construction/implementation • Items to note (Action Log, Comms update, Forward work programme) 	