

Board Meeting outline

Month	Focus	Core Outcomes for the Meeting	Typical Outputs	Chair Prompts / Questions
July	Board set-up & shared understanding	- Board has a shared understanding of purpose, roles and programme expectations - Agreement on ways of working - Early discussion on local priorities and strengths	- Agreed ToR, Code of Conduct and Declaration of Interest policy - Signed declaration of interest forms for all board members - Agree Boundary area - Initial list of priorities/issues	- Do members feel clear on their role? - What matters most locally right now? - How will we hear from residents?
August	Understanding the place (evidence & insight)	- Board reviews the data from Phase 1 engagement activity - Board reviews other ongoing/planned developments in area - Reflection on board membership and lived experience - Agreement on key challenges and opportunities - Early themes emerging for the Regeneration Plan	- Local area profiled (data + insight) - Agreed approach to engagement - Agreed priority themes (draft) - Identified gaps in knowledge	- What does the data tell us — and what is missing? - What are we hearing from residents? - What feels most urgent vs long-term?

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September	Vision & priorities	- Agree on 'quick wins; for early action - Agreement on a long-term vision for the area - Clear set of priority themes (refined) - Initial ideas for investment and change	- Draft vision statement - Agreed priority areas - Long-list of project ideas	- What do we want this neighbourhood to be like in 10 years? - What change will make the biggest difference? - Are we focusing enough?
October	Developing the plans	- Shortlisted and prioritised projects/interventions - Alignment between priorities, evidence and proposals - Draft Regeneration Plan and Investment Plan developed	- Draft Regeneration Plan - Draft Investment Plan - Agreed priority projects/programmes	- Are these the right interventions? - Are they deliverable and realistic? - Do they reflect what residents told us?
November	Finalisation & submission	- Final agreement on Regeneration Plan and Investment Plan - Confidence in deliverability and governance - Clear narrative linking vision → priorities → investment	- Final approved plans - Record of Board decision - Submission to MHCLG	- Are we confident in this plan? - Can we clearly explain our decisions? - What needs to happen next for delivery?