

**Forward Plan of Goldthorpe Town Board Updates**

Board Date	Suggested Format	Agenda Item	Suggested Papers and when to be circulated	
30 <sup>th</sup> November 2023	Teams	Phoenix Park Deep Dive	Copy of presentation - Summary slide highlighting Key discussion points and actions/decisions required	with agenda, week before meeting
		Monitoring & Evaluation Return Update on - Programme & Project Status - Programme & Project progress - Financial information - Outputs - Outcomes - Risks	M&E report for DLUHC - Executive Summary of Key points	with agenda, week before meeting
		Future meeting schedule	Discussion points to be shared (discuss/review frequency and potential site visit(s))	With agenda, week before meeting
1 <sup>st</sup> February 2024	Teams	Employment Land Deep Dive	Copy of presentation - Summary slide highlighting Key discussion points and actions/decisions required	with agenda, week before meeting
		Business Engagement Review	Discussion points to be shared	with agenda, week before meeting

**Standard Agenda items**

Agenda Item	Associated papers and when to be circulated	
Previous Meeting Minutes	Minutes	with agenda (previously circulated the week after the last meeting)
Town Investment Plan Update : - Highlight Report - Risk Update	- Highlight report ( <i>Programme and Project Progress, High Level Financial Update/Concerns, Risk Update</i> ) - Plan on a Page ( <i>Key Milestones achieved and upcoming</i> )	with agenda, week before meeting
Communication Plan	Summary of key points, discussion points and decisions/action required	
Government Updates		
South Yorkshire Mayoral Combined Authority Updates		
Forward Plan	Forward Plan Overview	with agenda, week before meeting
Horizon Scanning		