

Stapleford Towns Fund - Town Deal Board

Please observe remote conferencing good practice:

***Get on the call in time for the start, testing any new systems if required**

***Please mute microphones unless you are speaking**

***Please raise your hand to speak, let the chair invite your comments**

***One person to speak at a time**

***For in call conversations please use the chat function**

Date: Friday 2nd July 2021

Time: 2pm-4pm

Venue: MS Teams Meeting

1. Welcome and Introductions (Chair)
2. Apologies of absence (RO)
3. Agreement of minutes of previous meeting (All)
4. Declarations of interest (Chair)
5. Executive Board Terms of Reference Update (RO/JE)
6. Project confirmation discussion (Chair/RO)
7. Local Assurance Framework (RO)
8. Membership of working groups (Chair)
9. Project Spend update (RO)
10. Work programme (RO)
11. Date of next meeting (Chair)
 - i. 13th August
 - Project spend profiles
 - Monitoring and Evaluation framework

- Project FBC progress