

Item 7: Dewsbury Town Board

Key Events to Submission

Date		LEAD	Board Involvement
10 th December	Towns Fund - Dewsbury Direction of Travel - HUB	AY/KMC	
14 th December	Issue First Draft TIP to Board	AY	Board Members opportunity to read through first draft – in readiness for 22 nd December drop in session.
15 th December	Social drop in Session for Board Members - Engagement Results	Social/KMC	Board Members to receive a full feedback on the outcome of engagement exercise. Members encouraged to attend.
17 th December	Town Board Meeting and Cabinet Report KDN published	KMC	Members will receive update from Hub Meetings also a chance to ask further questions in readiness for drop in session on 22 nd December.
21 st December	Briefing of KMC Regeneration Portfolio holder	KMC	
22 nd December	TIP drop-in session for Board Members to further discuss content	AY/KMC	Board Members encouraged to attend and share thoughts
22 nd December	Dewsbury Ward Member briefing	KMC	
4 th January	Issue 2 nd Draft TIP to Board	AY	Board Members to read through draft –highlight any key concerns
4 th January	Cabinet item heard at KMC Leadership Management Team	KMC	
8 th January (TBC)	Town Board Meeting – agree content of TIP ahead of submission	KMC/AY	
11 th January	Press Release/Comms	KMC	Need quote from Chair of Board
11 th January	Cabinet Report published	KMC	
13 th January	TIP drop-in Session for Members of Board – agree visuals and presentation material	AY/KMC	Drop in session – Board Members encouraged to attend and share thoughts on final document in terms of presentation style.
15 th January	Dewsbury Check and Challenge - HUB	AY/KMC	
20 th January	Cabinet	KMC	
21 st to 27 th January	Minor modifications and proof reading	KMC/AY	
28 th January	Final sign off by Chair of Board	KMC	
29 th January	SUBMISSION	AY/KMC	

