Team meeting grid

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| **Area of work** | **Have we got the right people involved in order to progress this work?** | **Where are we now against where we want to be in this work? What are our data telling us?** | * **What are our next actions?**
* **What tasks and tests can we complete by next Tuesday?**
* **What is our plan for next 30 days, next 90 days?**
 | **What challenges do we anticipate? What are the potential solutions?** |
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