

OUR FUTURE CIRENCESTER: PROJECT TIMETABLE				
Week beginning:	07-Jan	14-Jan	21-Jan	28-Jan
MEETINGS				
Steering Group				
Management Group				31 Jan, 10.00
Town Council				
Vision Project Board				
Theme Group 1				
Theme Group 2				
Theme Group 3				
Theme Group 4				
COMMUNICATIONS				
Press releases				
Press campaign				
Town Council newsletter				
Cotswold News				
PLAN STAGES				
Themes	draft themes	preview by MG		discuss first draft of themes
Literature Review	literature review	literature review	literature review	literature review
Community Event				
Consultation Draft				
Final Draft				
Brief for consultants				
Project Review				
Public Launch				
STRATEGIC PROPERTY REVIEW				

04-Feb	11-Feb	half term 18-Feb	25-Feb	03-Mar	10-Mar	17-Mar	24-Mar
	11 Feb, 7.00: agree themes, work programme, Theme Group admin				review output from first meetings of Theme Groups		
			x				x
	12 Feb, 6.30				11-Mar		
	x						
				meeting 1		meeting 2	
				meeting 1		meeting 2	
				meeting 1		meeting 2	
				meeting 1		meeting 2	
			x				
			x	x	x	x	x
			x				
	agree themes to present to Theme Groups	send out invitations to Theme Groups		meeting 1		meeting 2	
literature review	literature review						
			prepare facilitation exercise		consolidate themes, prepare for next facilitation exercise		prepare draft chapter
	review paperwork		site visits	site visits			preparation of draft chapter

