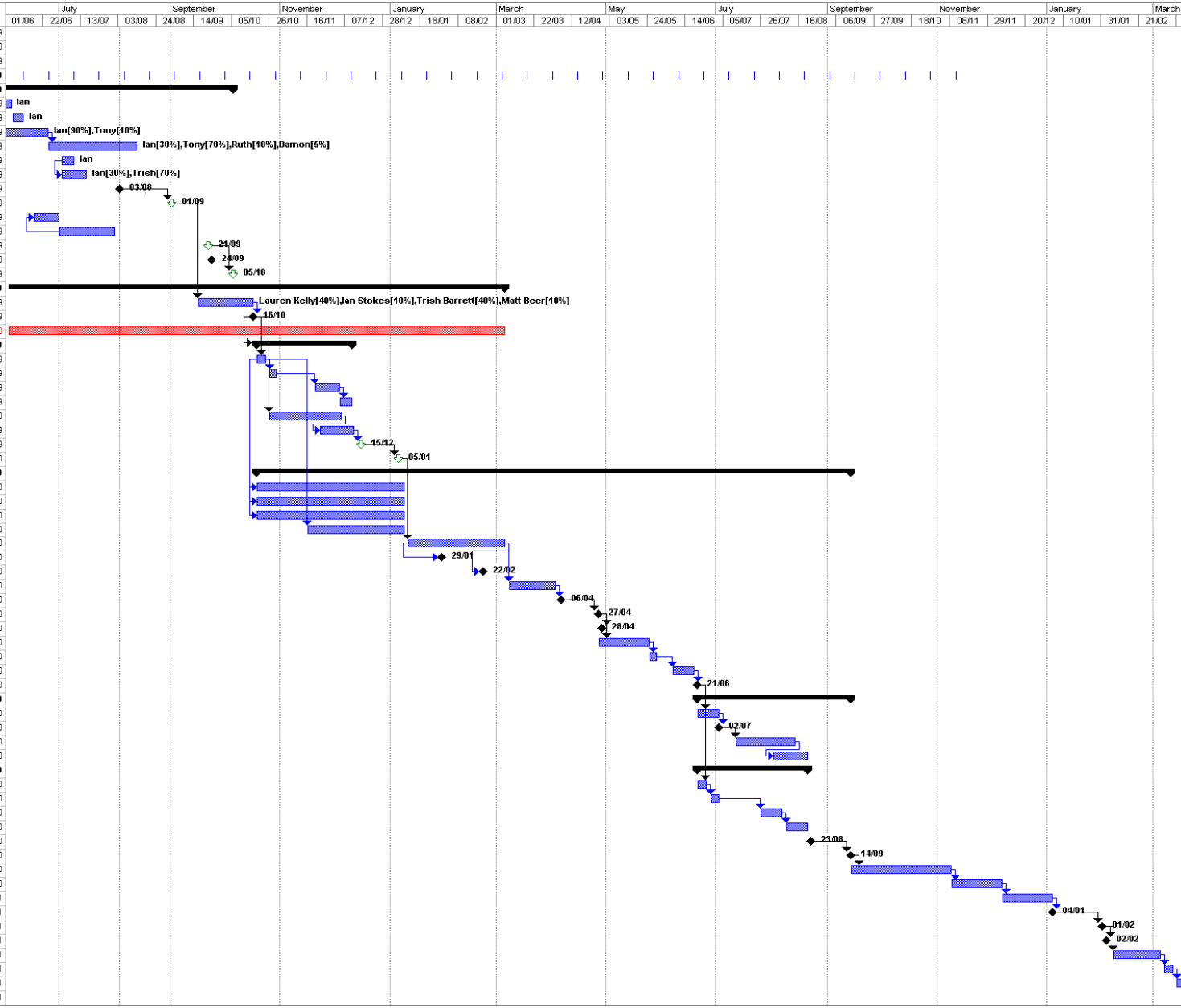
LTP3 Project Plan

Annex B

ID	Task Name	Duration	Start	Finish
1	concept meeting	1 day?	Wed 22/04/09	Wed 22/04/09
2	devise governance structure	2 wks	Thu 23/04/09	Wed 06/05/09
3	establish guiding Principles	2 wks	Thu 23/04/09	Wed 06/05/09
4	**Philosophical Approach Group Meeting**	**390.13 days**	**Thu 14/05/09**	**Thu 11/11/10**
45	**Concept, strategy and process**	**97 days**	**Fri 22/05/09**	**Mon 05/10/09**
46	In depth analysis of key drivers and issues	10 days	Fri 22/05/09	Thu 04/06/09
47	Visioning	4 days	Fri 05/06/09	Thu 11/06/09
48	Set objectives and broad strategy	4.04 wks	Wed 27/05/09	Thu 25/06/09
49	Prepare broad strategy and objectives	7 wks	Thu 25/06/09	Thu 13/08/09
50	Determine more detailed work programme	1 wk	Thu 02/07/09	Thu 09/07/09
51	Devise consultation strategy	2 wks	Thu 02/07/09	Thu 16/07/09
52	Submit process report	0 days	Mon 03/08/09	Mon 03/08/09
53	Present process report to Executive	0 days	Tue 01/09/09	Tue 01/09/09
54	Preparations for LDF consultations	2 wks	Wed 17/06/09	Tue 30/06/09
55	coordinated workshops with LDF Core Strategy	4.6 wks	Wed 01/07/09	Fri 31/07/09
56	Submit Broad Strategy to LDF Working Group	0 days	Mon 21/09/09	Mon 21/09/09
57	Attend WoW Annual Conference	0 days	Thu 24/09/09	Thu 24/09/09
58	Present Broad Strategy to LDF Working Group	0 days	Mon 05/10/09	Mon 05/10/09
59	**Consultation for preparing draft LTP3**	**198 days?**	**Wed 03/06/09**	**Fri 05/03/10**
60	Prepare consultation (Based broad strategy)	4.6 wks	Wed 16/09/09	Fri 16/10/09
61	Issue consultation	0 days	Fri 16/10/09	Fri 16/10/09
62	Liaison with Neighbouring Authorities	198 days?	Wed 03/06/09	Fri 05/03/10
63	**Stakeholder workshops**	**39 days**	**Mon 19/10/09**	**Thu 10/12/09**
64	Arrange venues	1 wk	Mon 19/10/09	Fri 23/10/09
65	Invite attendees	4 days	Mon 26/10/09	Thu 29/10/09
66	Hold workshops	2 wks	Fri 20/11/09	Thu 03/12/09
67	Write-up workshops	1 wk	Fri 04/12/09	Thu 10/12/09
68	Receive consultations	6 wks	Mon 26/10/09	Fri 04/12/09
69	Analyse consultations	3 wks	Mon 23/11/09	Fri 11/12/09
70	Submit consultation report to executive	0 days	Tue 15/12/09	Tue 15/12/09
71	Present consultation report to Executive	0 days	Tue 05/01/10	Tue 05/01/10
72	**Prepare Draft LTP3**	**236 days?**	**Mon 19/10/09**	**Tue 14/09/10**
73	Officer Advice	12 wks	Mon 19/10/09	Fri 08/01/10
74	Research national & regional policy	12 wks	Mon 19/10/09	Fri 08/01/10
75	Prepare Strategic Environmental Assessment	12 wks?	Mon 19/10/09	Fri 08/01/10
76	Prepare Equalities Assessment	8 wks	Mon 16/11/09	Fri 08/01/10
77	Write Draft LTP3	8 wks	Mon 11/01/10	Fri 05/03/10
78	Rough draft/framework to GOYH	0 days	Fri 29/01/10	Fri 29/01/10
79	GOYH review	0 days	Mon 22/02/10	Mon 22/02/10
80	Plain english review	4 wks	Mon 08/03/10	Fri 02/04/10
81	Submit report on final draft to executive	0 days	Tue 06/04/10	Tue 06/04/10
82	Present to Executive	0 days	Tue 27/04/10	Tue 27/04/10
83	Reserve Printing slot	0 days	Wed 28/04/10	Wed 28/04/10
84	Review and update after Executive comments	4 wks	Tue 27/04/10	Mon 24/05/10
85	Proof Read	4 days	Tue 25/05/10	Fri 28/05/10
86	Printing and Binding	2 wks	Mon 07/06/10	Fri 18/06/10
87	Publish Draft LTP3	0 days	Mon 21/06/10	Mon 21/06/10
88	**Consultation on draft LTP3**	**61 days?**	**Mon 21/06/10**	**Tue 14/09/10**
89	Prepare consultation leaflets	2 wks	Mon 21/06/10	Fri 02/07/10
90	Issue consultation	0 days	Fri 02/07/10	Fri 02/07/10
91	Receive consultations	5 wks	Mon 12/07/10	Fri 13/08/10
92	Analyse consultations	3 wks	Mon 02/08/10	Fri 20/08/10
93	**Workshops**	**45 days?**	**Mon 21/06/10**	**Fri 20/08/10**
94	Book venues	1 wk	Mon 21/06/10	Fri 25/06/10
95	Invite attendees	1 wk?	Mon 28/06/10	Fri 02/07/10
96	Hold Workshops	2 wks?	Mon 26/07/10	Fri 06/08/10
97	Wtrite-up workshops	2 wks	Mon 09/08/10	Fri 20/08/10
98	Submit consultation report to executive	0 days	Mon 23/08/10	Mon 23/08/10
99	Present consultation report to Executive	0 days	Tue 14/09/10	Tue 14/09/10
100	Prepare draft final report	2 mons	Tue 14/09/10	Mon 08/11/10
101	Update following GOYH review	4 wks	Tue 09/11/10	Mon 06/12/10
102	Plain english review	4 wks	Tue 07/12/10	Mon 03/01/11
103	Submit report on final draft to executive	0 days	Tue 04/01/11	Tue 04/01/11
104	Present to Executive	0 days	Tue 01/02/11	Tue 01/02/11
105	Reserve Printing slot	0 days	Wed 02/02/11	Wed 02/02/11
106	Review and update after Executive comments	4 wks	Mon 07/02/11	Fri 04/03/11
107	Proof Read	5 days	Mon 07/03/11	Fri 11/03/11
108	Printing and Binding	2 wks	Mon 14/03/11	Fri 25/03/11
109	Publish LTP3	0 days	Thu 31/03/11	Thu 31/03/11