

**Timetable**

| Tasks and events  | When                       | Output and notes  |
|---|----------------------------|---|
| Produce draft Corporate Plan for consultation and discussion, particularly the priorities with: | Sept-Oct 2009              | Draft Corporate Plan based on evidence and intelligence about community needs and aspirations |
| - Corporate Leadership Team and Extended Leadership Team  | Oct-Dec                    | Discussion and engagement in reviewing Corporate Plan. Feedback                               |
| - Cabinet: draft Corporate Plan and MTFS  | 20 Oct                     | Review of working draft Corporate Plan and the priorities. Agree way forward.                 |
| - Scrutiny - Budget and Performance Task Group  | Oct- Dec                   | Review of working draft Corporate Plan and the priorities. Feedback                           |
| - Area Boards - 18 meetings   | Mid Oct – Jan              | Review of priorities for future spending. Feedback  |
| Further consultation and research:  |                            |   |
| - Place survey 2009   | Mid Oct                    | Feedback on service satisfaction and issues   |
| - Wiltshire Assembly 'State of Wiltshire' debate  | 30 Oct                     | Issues relating to sustainability   |
| - Peoples Voice questionnaire   | Early Nov                  | Feedback on priorities and services   |
| - Budget consultation events - 3 public meetings and 1 meeting with Chamber of Commerce         | Nov                        | Information on budget priorities and issues   |
| Linkage to MTFS   |                            |   |
| - Ensure strong links are developed between Corporate Plan and MTFS                             | Oct on (Iterative process) | The MTFS should reflect what is required in the Corporate Plan                                |
| Produce a communications plan for internal and external communication of Corporate Plan         | Oct-Nov                    | Agreed approach to communicating the Corporate Plan   |
| Produce revised final version of Corporate Plan   | Jan 2010                   | Corporate Plan that takes account of comments and feedback from events and surveys            |
| Final sign-off of Corporate Plan:   |                            |   |
| Cabinet<br>Full Council   | 11 Feb<br>23 Feb           | Approved plan. Implementation from 1 April 2010   |
| Production of Corporate Plan:   |                            |   |
| - Printed full and summary versions   | Mar                        | Corporate Plan  |
| - Website version   |                            |   |
| - Other options   |                            |   |
| Communicating the Corporate Plan:   |                            |   |
| - Implement communications plan   | From Mar                   | Achieve high level awareness and 'buy in' to Corporate Plan internally and externally         |
| Implement Corporate Plan  |                            |   |
| Set in place monitoring and review process  | From 1 Apr                 | Integrate into services plans and other delivery mechanisms                                   |

