

Appendix C – Lichfield City centre master planning proposed work programme and timetable.

Stage 1 (commencing 29 July 2019)

Key Tasks:	Analysis and review of baseline materials Mapping of Constraints and opportunities Urban design analysis and review Benchmarking city centre Initial market review Transport and movement review Initial options generation
Key deliverables:	Analysis, Issues and Options Report
Engagement	Stakeholder 'surgery' sessions with priority stakeholders (wc 16.09)
Key meetings	Inception meeting (wc 29.07) Officer & Member meetings (wc 30.09)

Stage 2 (Commencing 07 October)

Key tasks:	Draft masterplan report comprising: Draft key sites layouts and uses Draft Transport and Movement Strategy Draft Public Realm Strategy Draft Viability and delivery Strategy Draft consultation and engagement materials Attend Economic Development, Environment and Development Scrutiny Committee – EGED
Key deliverables	Draft Masterplan for publication to special meeting of EGED Draft consultation and engagement materials for publication to special meeting of EGED
Engagement	Four week exhibition – online and agreed locations (wc 06.01.20) Advertise in advance, facilitate online submission of comments Target key groups inviting them to submit comments.
Key meetings	Economic Growth, Environment and development Scrutiny committee – EGED (17.12.19)

Stage 3 (commencing 03 February)

Key tasks	Analysis of consultation and engagement results Recommendations on amendments to the draft masterplan report Update and finalise masterplan report
Key deliverables	Consultation report Finalised masterplan Attend Economic Development, Environment and Development Scrutiny Committee – EGED
Key meetings	Economic Development, Environment and Development Scrutiny meeting – EGED (11.3.20) Cabinet (10.4.2020)