

CLIENT GROUPS

Elected members
Senior Officers
Portfolio Holders
Project Board

PRINCIPAL USER GROUPS

Leisure (RBC)
Culture (HCT)
Library (HCT)

LOCAL COMMUNITY GROUPS

TBC

SPORT, LEISURE & CULTURE USER GROUPS

Cultural Compact
Sports clubs (TBC)
Others (TBC)

PLANNING GROUPS *

Town Planning
Masterplan
Highways

DATE	OCTOBER				NOVEMBER				
	02	09	16	23	30	06	13	20	27
REGULAR MEETINGS		DTM		DTM		DTM		DTM	
	PTM				PTM				PTM
	CABINET 03/10								
KEY DESIGN TEAM ACTIVITIES	Developing building plans, landscaping layout and strategies for structures and MEP.				Developed landscape plan. Elevation development and interiors strategy. Develop MEP and structural layouts.				
SESSION	STAGE 2 SIGN-OFF		ADJACENCIES	STRATEGIES	EXTERNAL LOOK & FEEL	OPERATIONAL BRIEFS	INTERIORS LOOK & FEEL	LOOK & FEEL	SUSTAINABILITY
Attendees	Elected Members Senior Officers		Library & Culture Sport, Leisure and Culture Groups	Contractor	Elected Members Senior Officers Planning	Library & Culture Sport, Leisure and Culture Groups	Elected Members Senior Officers	Local Community Groups	Elected Members Senior Officers
Agenda/ Topic	<ul style="list-style-type: none"> Schedule of accommodation Whether or not to proceed with inclusion of Council Offices Agreement of design concept Whether to proceed with passivhaus design 		<ul style="list-style-type: none"> Review layout principles and detailed adjacencies Test opportunities for sharing / flexibility 	<ul style="list-style-type: none"> Review key construction strategies Review key sustainability strategies. 	<ul style="list-style-type: none"> Discuss key themes Review material & colour scheme principles 	<ul style="list-style-type: none"> Review requirements space by space, including: <ul style="list-style-type: none"> Equipment & furniture Power & data Security 	<ul style="list-style-type: none"> Discuss key themes Review material & colour scheme principles 	<ul style="list-style-type: none"> “Pride in Place” Placemaking discussion, look & feel of the proposal within the wider town Arts strategy? 	<ul style="list-style-type: none"> Update on progress and principles

* Note: Formal planning consultation programme in development with DPP



CLIENT GROUPS

Elected members
Senior Officers
Portfolio Holders
Project Board

PRINCIPAL USER GROUPS

Leisure (RBC)
Culture (HCT)
Library (HCT)

LOCAL COMMUNITY GROUPS

TBC

SPORT, LEISURE & CULTURE USER GROUPS

Cultural Compact
Sports clubs (TBC)
Others (TBC)

PLANNING GROUPS

Town Planning
Masterplan
Highways

DATE	DECEMBER				JANUARY				
	04	11	18	25	01	08	15	22	29
REGULAR MEETINGS	DTM		DTM	CHRISTMAS BREAK	DTM		DTM		DTM
			PTM					PTM	
KEY DESIGN TEAM ACTIVITIES	Finalise elevations and developed interiors strategy Developed landscaping/planting strategies. Develop Energy Statement.					Develop outline specifications			Stage 3 drawings and documentation preparation
SESSION		MASTERPLAN COORDINATION				OPERATIONAL BRIEFS		OPERATIONAL BRIEFS REVIEW	
Attendees		Masterplan Team				Operator Group		Library & Culture	
Agenda/ Topic		<ul style="list-style-type: none"> Review integrated design and how this fits into developing masterplan ahead of planning submission 				<ul style="list-style-type: none"> Review requirements space by space, including equipment, furniture, power & data and security. Test pool, soft play, tag active and spin studio arrangement and management requirements. 		<ul style="list-style-type: none"> Review outline specifications against specific requirements. 	

CLIENT GROUPS

Elected members
Senior Officers
Portfolio Holders
Project Board

PRINCIPAL USER GROUPS

Leisure (RBC)
Culture (HCT)
Library (HCT)

LOCAL COMMUNITY GROUPS

TBC

SPORT, LEISURE & CULTURE USER GROUPS

Cultural Compact
Sports clubs (TBC)
Others (TBC)

PLANNING GROUPS

Town Planning
Masterplan
Highways

DATE	FEBURARY			
	05	12	19	26
REGULAR MEETINGS		DTM		
			PTM	
			CABINET 24/02	
KEY DESIGN TEAM ACTIVITIES	Stage 3 drawings and documentation preparation			
SESSION	ARTS STRATEGY			
Attendees	Cultural Compact			
Agenda/ Topic	<ul style="list-style-type: none"> Proposals for meanwhile Arts Stratgey during development ahead of Planning submission eg: Hoarding Temp. use Club/class development Forging wider links 			

DRAFT