City wide Sports Strategy	September	October	November	December	January	February	March	April
Strategy document								
Agree draft vision and objectives with Culture, Leisure and Sport portfolio	Briefing meeting 18th Sept	Decision meeting 10th Oct						
Agree draft vision and objectives with internal physical activity group	First meeting 11th Sept							
Stakeholder mapping								
Carry out internal consultation with relevant services on draft strategy and purpose of city wide physical activity and sport forum								
Carry out external consultation with relevant stakeholders on draft strategy and purpose of city wide physical activity and sport forum								
Design document in city wide format								
Carry out internal approval process for final strategy						CLS briefing meeting - 26th Feb	CLS decision meeting 19th Mar	
Agree PCC action plan								
Launch final strategy								
City wide physical activity and sport forum								
Agree agenda and send invites to first meeting								
Hold first meeting to agree final draft strategy document and communications plan. Agree process for developing a detailed action plan for delivery								
Communications								
Produce specific communications plan for city wide sports strategy								
Deliver specific communications plan for city wide sports strategy								