

## Sperrins Project Communication Plan

## ANNEX 1

Communication Type	Objective of Communication	Medium	Frequency	Audience	Owner	Deliverable
Management Board Meeting	<ul style="list-style-type: none"> <li>Introduce the new team and the update on the project.</li> <li>Review project objectives and Management approach.</li> </ul>	Video Conference call	Quarterly (first meeting to be arranged prior to possible Launch Event Jan/Feb 2021)	<ul style="list-style-type: none"> <li>Project Team</li> <li><i>Stakeholders*</i></li> <li>Elected Members</li> </ul>	Project Officer	<ul style="list-style-type: none"> <li>Agenda</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
Director Management Meeting	<ul style="list-style-type: none"> <li>Review status of the project</li> </ul>	Video Conference call	Quarterly First meeting 10 <sup>th</sup> December 2020	<ul style="list-style-type: none"> <li>Directors</li> </ul>	Project Officer	<ul style="list-style-type: none"> <li>Agenda</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
Operational Management Meeting	<ul style="list-style-type: none"> <li>Discuss operational matters</li> <li>Create suggestions to drive project forward</li> <li>Set objectives and timescales</li> </ul>	Video Conference call	Twice monthly First meeting 3 <sup>rd</sup> November 2020 (meeting frequency will be kept under review)	<ul style="list-style-type: none"> <li>Council Partner Leads</li> </ul>	Project Officer	<ul style="list-style-type: none"> <li>Agenda</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
Project Status Report	<ul style="list-style-type: none"> <li>Report on the status of the project to Council</li> </ul>	Presentation to council(s) via video call	Report 1 to January 2021 Council Committees	<ul style="list-style-type: none"> <li>Elected Members</li> <li>Project Team</li> <li><i>Stakeholders*</i></li> </ul>	Project Officer	<ul style="list-style-type: none"> <li>Report</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
Environment and Heritage WG (MUDC Lead)	<ul style="list-style-type: none"> <li>Deliver the short term and long term action plan</li> <li>Articulate the needs of Stakeholders</li> </ul>	Video Conference	To be agreed at a later date	<ul style="list-style-type: none"> <li>Elected Members</li> <li><i>Stakeholders*</i></li> <li>Project Team</li> </ul>	<ul style="list-style-type: none"> <li>Project Officer</li> <li>Working Group Chair?</li> </ul>	<ul style="list-style-type: none"> <li>Report</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
Infrastructure WG (FODC Lead)	<ul style="list-style-type: none"> <li>Deliver the short term and long term action plan</li> </ul>	Video Conference call	To be agreed at a later date	<ul style="list-style-type: none"> <li>Elected Members</li> <li><i>Stakeholders*</i></li> </ul>	<ul style="list-style-type: none"> <li>Project Officer</li> </ul>	<ul style="list-style-type: none"> <li>Report</li> <li>Meeting Minutes</li> </ul>

	<ul style="list-style-type: none"> <li>Articulate the needs of Stakeholders</li> </ul>			<ul style="list-style-type: none"> <li>Project Team</li> </ul>	<ul style="list-style-type: none"> <li>Working Group Chair?</li> </ul>	<ul style="list-style-type: none"> <li>Actions</li> </ul>
Branding and Tourism WG (CCGBC Lead)	<ul style="list-style-type: none"> <li>Deliver the short term and long term action plan</li> <li>Articulate the needs of Stakeholders</li> </ul>	Video Conference call	Early New Year 2021?	<ul style="list-style-type: none"> <li>Elected Members</li> <li><i>Stakeholders*</i></li> <li>Project Team</li> </ul>	<ul style="list-style-type: none"> <li>Project Officer</li> <li>Working Group Chair?</li> </ul>	<ul style="list-style-type: none"> <li>Report</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
Community WG (DCSDC Lead)	<ul style="list-style-type: none"> <li>Deliver the short term and long term action plan</li> <li>Articulate the needs of Stakeholders</li> </ul>	Video Conference call	To be agreed at a later date	<ul style="list-style-type: none"> <li>Elected Members</li> <li><i>Stakeholders*</i></li> <li>Project Team</li> </ul>	<ul style="list-style-type: none"> <li>Project Officer</li> <li>Working Group Chair?</li> </ul>	<ul style="list-style-type: none"> <li>Report</li> <li>Meeting Minutes</li> <li>Actions</li> </ul>
<b>Key Events</b>						
Project Launch	<ul style="list-style-type: none"> <li>Officially launch the Sperrins Future Search report and action plans</li> <li>Hybrid event to also launch collaborative projects (IAT and Sculpture Trail)</li> </ul>	Possibility of a socially distanced event in Ally Theatre. (subject to change in regulations)	Jan/Feb 2021	<ul style="list-style-type: none"> <li>Elected Members</li> <li><i>Stakeholders*</i></li> <li>Project Team</li> </ul>	Project Officer	<ul style="list-style-type: none"> <li>Event Programme</li> <li>Press Release</li> <li>Social Media</li> <li>Other marketing activity</li> </ul>
50 year AONB Celebration Event	<ul style="list-style-type: none"> <li>Designated in 2008 under the Nature Conservation and Amenity Lands (NI) Order 1985</li> <li>Celebrate this significant milestone</li> </ul>	TBC	2021	<ul style="list-style-type: none"> <li>Elected Members</li> <li><i>Stakeholders*</i></li> <li>Project Team</li> <li>Local Communities</li> </ul>	Project Officer	<ul style="list-style-type: none"> <li>Event Programme</li> <li>Press Release</li> <li>Social Media</li> <li>Other marketing activity</li> </ul>

*\*Stakeholders to be reviewed and confirmed.*

*\*The Sperrins Project Communication Management Plan will be reviewed periodically.*