

Sample timetable **Reinvigoration**

1-Day event on a weekday Local stakeholders & outsiders Facilitation team



DAY 1 TUESDAYSETTING THE SCENE

| | 16.00 | Setting up | Venue arrangements. Delivery of equipment and supplies. Erection of banners and signs |
|--|-------|----------------------|---|
| | 17.00 | Facilitator briefing | For organizers and facilitators. Run through process. Check venue |
| | 19.00 | Dinner | For organisers and facilitators |

DAY 2 TUESDAY THE EVENT

| 08.30 | Set up | By organisers and facilitators |
|-------|-----------------------------------|---|
| 10.00 | Registration and coffee | At main venue (central location). Handout briefing pack. |
| 10.15 | Welcome | Introduction by organiser. Presentation on relevant generic topic eg, Mixed and Balanced Communities |
| 10.45 | Reconnaissance | Brief guided tours of region (normally by coach) ending at local neighbourhood venues (one or more depending on number of participants) |
| 12.00 | Workshop introduction | Local briefing at each of the venues, explanations of the afternoon task. |
| 12.15 | Key challenges & opportunities | First impressions – from the outsiders (post-its and sort into groups) Local knowledge – reality check from insiders (post-its and sort into groups) Set teams and themes |
| 13.00 | Working Lunch | Work collaboratively around table to generate Reinvigorating ideas. Prepare presentations |
| 15.30 | Return to main venue | |

DAY 2 TUESDAY

CONTINUED

| | | 16.15 | Panel introduction | Panel members – Key stakeholders |
|--|--|-------|-----------------------------|----------------------------------|
| | | 16.30 | Report back | From each neighbourhood |
| | | 17.10 | Panel responses and pledges | |
| | | 17.30 | Reception | Networking |

Interim period - several days

| Eve | ent report Produced | and circulated by national and local organisers |
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Interim period - several weels

| | I | | | | | | | | Review session | | For stakeholders to plan next steps |
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*Outsiders = Professionals and non-professionals From elsewhere who attended a reinvigorate event as a learning experience, in the same way as they might attend a conference