

Date	Meeting	To Consider	Suggested Officers in attendance
19th Feb	Formal meeting	Scoping Report	Damon Copperthwaite
2 Weeks to gather information on one of the objectives			
w/c 5 th Mar	Informal meeting	(i) Road Safety	?
3 Weeks to gather information on two of the objectives			
w/c 26 th Mar	Informal meeting	(ii) Accessibility to services, employment, education, health (iii) Journey times and reliability of public transport	?
3 Weeks to gather information on two of the objectives			
w/c 16 th Apr	Informal meeting	(iv) Economic performance (v) Quality of life	?
2 Weeks to produce interim report covering objectives investigated to date			
w/c 30 th Apr	Formal Interim Meeting (prior to Election)	Interim Report	Damon Copperthwaite
4 Weeks (inc election and annual council) to gather information on one of the objectives			
w/c 28 th May	Informal meeting	(vi) CO ² Emissions (vii) Alternative environmentally viable and financially practical methods of transport	?
3 Weeks to gather information on one of the objectives			
w/c 18 th June	Informal meeting	(viii) Air Quality (inc. 5 hotspots)	?
3 Weeks to produce final draft report covering all objectives			
w/c 9 th July	Formal meeting	final draft report	Damon Copperthwaite
End of July (new diary)	Final draft report to SMC		