

## Appendix 2 The Phased Countywide Consultation Process.

The process consisted of 3 phases: **Phase One** – This phase of the process began in October 2009 and was concerned primarily with establishing the national context and setting up a countywide licensed taxi trade working group; **Phase Two** – the identification and investigation and appraisal of available options together with the production of an informative briefing paper (see appendix 5); and finally, **Phase Three** – the formal consultation and survey phase of the process which, ended at midnight on Sunday 12<sup>th</sup> September 2010. Phase three utilised a traditional postal survey, a web-based survey and the use of survey proformas used to record information from members of the trade (see appendix 6).

| Consultation Process | Activities and Milestones  | Key Dates                      |
|----------------------|--|--------------------------------|
| <b>Phase I</b>       | Process design   | September 2009                 |
|                      | 1 <sup>st</sup> Member workshop  | 23 <sup>rd</sup> October 2009  |
|                      | 1 <sup>st</sup> Press Release  | 23 <sup>rd</sup> October 2009  |
|                      | Postal Survey  | November 2009                  |
|                      | Dept Transport Enquiry   | November 2009                  |
|                      | Briefing paper started   | December 2009                  |
|                      | Stakeholder analysis   | December 2009                  |
|                      | 1 <sup>st</sup> Trade Presentations  | December 2009                  |
|                      | Development of Working Group Model Options   | January 2010                   |
|                      | Report to committee (ongoing review of policy, technical revision and request for extension to phase consultation process) | January 2010                   |
|                      | 2 <sup>nd</sup> Press Release  | 24 <sup>th</sup> February 2010 |
|                      | Model for countywide working group chosen by trade by ballot   |                                |
|                      | 2 <sup>nd</sup> Trade presentations and trade nominations  | March 2010                     |
|                      | Meeting with Police  | 16 <sup>th</sup> March 2010    |
|                      | Ballot Durham City Trade   | March 2010                     |
| <b>Phase II</b>      | Full AWG membership established  | April 2010                     |
|                      | First meeting AWG  | April/May 2010                 |
|                      | Nominations for CWG  | April/May 2010                 |
|                      | 3 <sup>rd</sup> Trade AWG and CWG meetings   | May/June/July/August 2010      |
|                      | Citizen Panel, AAP and Interested Party Presentations and workshops  | July/August 2010               |
|                      | Completion of Briefing Paper and Options Appraisal   | July 2010                      |
| <b>Phase III</b>     | 3 <sup>rd</sup> Press Release  | July 2010                      |
|                      | Postal and Web Based Survey  | July/August 2010               |
|                      | Survey Results and Committee Report/Policy Revision  | October/November 2010          |
|                      | 4 <sup>th</sup> Press Release  | October/November 2010          |