

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 12th 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 |
|----------------------|--|--------------------------------|
| Phase I | Process design | September 2009 |
| | 1 st Member workshop | 23 rd October 2009 |
| | 1 st Press Release | 23 rd October 2009 |
| | Postal Survey | November 2009 |
| | Dept Transport Enquiry | November 2009 |
| | Briefing paper started | December 2009 |
| | Stakeholder analysis | December 2009 |
| | 1 st 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 nd Press Release | 24 th February 2010 |
| | Model for countywide working group chosen by trade by ballot | |
| | 2 nd Trade presentations and trade nominations | March 2010 |
| | Meeting with Police | 16 th March 2010 |
| | Ballot Durham City Trade | March 2010 |
| Phase II | Full AWG membership established | April 2010 |
| | First meeting AWG | April/May 2010 |
| | Nominations for CWG | April/May 2010 |
| | 3 rd 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 |
| Phase III | 3 rd Press Release | July 2010 |
| | Postal and Web Based Survey | July/August 2010 |
| | Survey Results and Committee Report/Policy Revision | October/November 2010 |
| | 4 th Press Release | October/November 2010 |