

Notes from Project Team Meeting 20.07.2016

1. Communications

- Project Team to be copied into all communications with Siobhan Vincent and Alison Eardley and receive copies of WG reports as they come in
- HP to think about how to conduct proof reading as plan comes together
- PS to send SG members an update with all training and public consultation dates
- PS to send Alison's exemplar SEA to HP and SB to start work on
- Alison and Siobhan had confirmed dates and times for training, workshops and public consultation events.

2. Getting About

- Meeting arranged with David Milton to discuss P3 involvement with Getting About scheduled on 23.07.16
- In preparation PS will take all suggestions for new footpaths etc. made in public consultations and put them on a Master Map for P3 to look at.

3. Important advice from CBC

- Siobhan Vincent had stated it is unnecessary to revisit public consultation if we modify our objectives. This can be done at the 6 week statutory public consultation point, providing we have clearly state reasons in the accompanying narrative.

4. Budget revision

- Budget was revised to account for additional consultant days needed to front public consultation events and provide training and also 2 days for consultant proof-reading. These additions were deemed possible within the current finances available. **Action GH to prepare a new budget for SG meeting.**

5. Site assessment consultation events

- Alison's template was used to plan the details of the event. When finally agreed with Alison this will be circulated to SG members for the next SG meeting.
- Land owners will be invited
- Green/amber designated sites should be available for comments divided by settlement
- Red sites available in one file.
- Separate table for G+T site
- PS to send HP G+T RAG sheets for completion should advice recommend assessment or rating.