

REVIEW COMMITTEE – POSITION SCHEDULE FOR BUS SERVICE PROJECT

Review Title: Bus services	Date: July 2006
Project Leader: Cllr T Livings	
Actions Completed this month:	
<ol style="list-style-type: none">1. Meeting with Overview & Scrutiny Officer regarding Scoping document and Project Plan.2. Scoping document and Project Plan produced and agreed in principle.3. Copy of Rochford District Council Transport in the Community survey obtained. (Copy attached.)	
Actions still in progress:	
<ol style="list-style-type: none">1. Preparation of introductory letters to the various Bus Companies in the area.2. Preparation of introductory letter to Essex County Council Transport Department	
Planned actions for next month:	
<ol style="list-style-type: none">1. Prepare introductory letters for the Parish Councils2. Commence drafting of the questionnaire for local schools3. Further meeting with the Overview & Scrutiny Officer.	
Information/observations from Project to be shared at the current time:	
None	