

## **4 The Work Plan**

### **4.1 Gantt Chart**

The project Gantt Chart is shown below. Note that everything is timetabled to be completed by late 2007, to allow three months for writing up.

In addition to showing the timing of each of the tasks, the GANTT chart identifies the principal linkages between them. The majority of these take place at fixed times in the programme, and will be resolved in team meetings involving the relevant projects. In chronological order, they are:

- June 2004: inputs from all projects to Project A questionnaire
- October 2004: outputs from questionnaire to all projects
- December 2004: final review of questionnaire results; confirmation of detailed plans for other projects; to be discussed in first programme workshop
- June 2005: proposals for indicators (Task C3); interactions between Tasks B2, B3 and Task F3; inputs from all projects to C3; inputs from all projects to Task A2; all to be discussed at second programme workshop
- December 2005: interactions between Tasks E3, F4, G3, G4 and G5
- March 2006: results of second Project A questionnaire; interactions between Tasks B3, B4 and F5; interactions between Tasks E3, D3, D4 and F4; all to be discussed at third programme workshop
- December 2006: review of results from Tasks B4, D2, D3, D4, E3, F3, G4 for testing in case studies
- March 2007: initial results of testing from all projects; input from all projects to Task A3; discussion in fourth programme workshop
- December 2007: results from all final tasks; presentation in final workshop.

### **4.2 Workshops**

The GANTT chart shows the programme's five planned workshops, which are described more fully in Section 6.2.

### **4.3 Deliverables**

The principal deliverables from the projects will be:

- A1 Report on the organisational structures, processes and barriers in the case study cities
- A2 Review of barriers in the case study cities:2006
- A3 Review of barriers in the case study cities:2008
- B1 Good practice guidelines on the kinds of option generation tools and stakeholder engagement procedures

- C1 Core list of indicators of value to local authorities
- C2 Report on the measurement and prediction of indicators
- D1 Consultation document on overcoming barriers
- D2 Good practice guidelines on communication, management and good governance to facilitate better cross-sectoral working
- E1 A toolkit for local authorities addressing effective delivery of transport and land-use projects
- F1 Enhanced representation of policy instruments
- F2 Improved sketch planning model
- F3 Option generation facility
- G1 Report on the role of appraisal in decision making in local authorities
- G2 Proposals and recommendations for simple appraisal techniques for small schemes and behavioural and attitudinal measures
- G3 Report on the appraisal of the distributional effects of transport measures

