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|  | **Collection of information** | **Publicity** | **Engagement** | **Activities of Project Groups** | **Activities of Task Groups** | **Activities of Working Groups** | **Relevent external activities** | **Writing up** | **Proofing / comments** | **Outputs**  (Defra milestones in red) |
| **Jan** | Basic catchment characterisation |  | Core stakeholders  Core stakeholders |  |  |  | All year:  Creek watch  National River Fly surveys (Salmon and Trout association) | *Catchment characterisation* |  | *Catchment characterisation* |
| **Feb** |  |  | Core stakeholders  Core stakeholders |  |  |  |  |  |  |  |
| **March** | Summary of interests and activities of each organisation |  | 1st Meeting | 1st Meeting   * Got to know each other * ‘Collaboration’ * Issues and activities * Started Aims |  |  |  |  |  | Form stakeholder group |
| **April** |  |  |  | 2nd Meeting  2nd Meeting   * Decided Aim * Defined role of group * First draft of desired outcomes for Wissey | Aim |  |  | *Glossary*  *Aims* discussion doc |  |  |
| **May** | Detailed catchment information:   * Flow/abstraction * Growth in demand * Water quality * Habitats |  | 3rd Meeting | 3rd Meeting   * Presentation of catchment information * Discussion on project plan and wider engagement | Flow/abstraction  Future Growth  Water quality  Habitats  Project plan  Engagement plan |  |  | *Engagement* discussion doc  *Catchment info needed* for the Wissey |  |  |
| **June** |  |  | Proposed wider engagement deferred | 4th Meeting  4th Meeting   * Refine desired Outcomes in light of detailed catchment information * Governance (i.e decision-making in the group) * Prioritise outcomes |  |  |  | Tidy up catchment presentations |  | *Catchment Appraisal* (end June) |

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| **July** |  |  |  | 5th Meeting  5th Meeting   * Refine structure and composition of working groups * Debate draft engagement plan | Draw up new engagement proposals to start the discussion at project meeting |  |  | *Technical summary of catchment info*  *Draft Engagement Plan* |  |  |
| **Aug** |  |  |  | 6th Meeting  6th Meeting   * Possibly convert to conference call with coordinators of working groups? |  | Groups start to form? |  | *Draft Catch. Plan* ***V1***after July meeting  *User – friendly catchment information?* | *Draft Catch. Plan V1* |  |
| **Sep** | Council, NE, Highways etc viewpoint and strategies |  | Run specialist surface water management meeting  7th Meeting | 7th Meeting   * Additional conference call with coordinators of working groups? |  | Working groups meet? |  |  | *User – friendly catchment information?* | *User – friendly catchment information?*  *Draft Catchment Plan* |
| **Oct** |  |  |  | 8th Meeting  8th Meeting   * Working groups report to project group? * Discuss surface water meeting and Catch plan V2 |  | Working work up measures? |  | *Draft Catch. Plan* ***V2***after surface water meeting and interim working group feedback | *Draft Catchment Plan V2* |  |
| **Nov** | Local knowledge, activities and priorities? |  | Early to mid Nov wider drop-in / workshop on local priorities? | 9th Meeting  9th Meeting   * Feedback from drop-in * Discuss Catch. Plan V3 * The future |  |  |  | *Draft Catch. Plan* ***V3*** after working group feedback | *Draft Catchment Plan V3* |  |
| **Dec** |  |  |  |  |  |  |  | *Draft Catch. Plan* ***V4***after drop-in and final project group meeting feedback | *Draft Catchment Plan V4* | *Catchment Plan* |