

## PROJECT PLAN FOR ANTI SOCIAL BEHAVIOUR REVIEW

Plan Date	Action	Date Commenced	Date Completed
WB 19 <sup>th</sup> Jun 06	Scoping of the review	19/06/06	
WB 19 <sup>th</sup> Jun 06	Project Plan Review	19/06/06	
WB 26 <sup>th</sup> Jun 06	Prepare introductory letters for initial meeting	26/06/06	27/06/06
WE 30 <sup>th</sup> Jun 06	Agree Scoping and project plan		
WB 17 <sup>th</sup> Jul 06	<b>Commence initial evidence gathering</b>		
18 <sup>th</sup> Jul 06	Initial meeting with attendees		
WB 24 <sup>th</sup> Jul 06	Prepare introductory letter for Rochford 100 meeting		
WB 24 <sup>th</sup> Jul 06	Prepare introductory letter for Dan Carlin		
WB 24 <sup>th</sup> Jul 06	Prepare introductory letter for Mark Hughes		
WB 24 <sup>th</sup> Jul 06	Prepare introductory letter for schools representative		
WB 24 <sup>th</sup> Jul 06	Prepare introductory letter for Youth Offending Team representative		
WB 24 <sup>th</sup> Jul 06	Prepare introductory letter for Young persons representative		
26 <sup>th</sup> Sep 06	Scheduled meeting of Review Panel		
24 <sup>th</sup> Oct 06	Scheduled meeting of Review Panel		
24 <sup>th</sup> Oct 06	<b>Completion of Investigation phase</b>		
25 <sup>th</sup> Oct 06	Preparation of draft of final report		
8 <sup>th</sup> Nov 06	Circulation of draft report		
22 <sup>nd</sup> Nov 06	Last day for amendments		
27 <sup>th</sup> Nov 06	Circulation of Final report to Panel		
5 <sup>th</sup> Dec 06	<b>Acceptance of report by Review Panel</b>		
7 <sup>th</sup> Dec 06 onwards	Recommendations passed to policy committee /full Council for ratification if appropriate		

All dates are indicative and can be moved although those in bold can be considered to be the milestones for the project. The dates can be brought forward should the initial evidence gathering phase be completed earlier than envisaged although it is expected that the main holiday period will delay some of the investigative work. The follow up activities resulting from the initial letters to the organisations have not been added, as these will be decided following the initial response.