

PROJECT PLAN FOR PLANNING ENFORCEMENT REVIEW

Plan Date	Action	Date Commenced	Date Completed
WB 19 th Jun 06	Scoping of the review	19/06/06	
WB 19 th Jun 06	Project Plan Review	19/06/06	
WE 30 th Jun 06	Agree Scoping and project plan		
WB 19 th Jun 06	Commence initial evidence gathering	19/06/06	
WB 19 th Jun 06	Initial examination of evidence gathered	19/06/06	
WB 19 th Jun 06 onwards	Preparation and submission of follow up questions		
WB 3 rd Jul 06	Contact neighbouring councils for comparative stats		
WB 17 th Jul 06	Receive neighbouring councils stats		
WB 24 th Jul 06	Compare neighbouring stats received		
31 st Aug 06	Completion of initial evidence gathering		
WB 4 th Sep 06	Formulation of questions for meeting with Enforcement Team Leader		
WB 11 th Sep 06	Submission of Questions for meeting		
WB 18 th Sep 06	Meeting with Team Leader		
22 nd Sep 06	Completion of Investigation phase		
29 th Sep 06	Preparation of draft of final report		
20 th Oct 06	Circulation of draft report		
3 rd Nov 06	Last day for amendments		
7 th Nov 06	Circulation of Final report to Committee		
21 st Nov 06	Acceptance of report by Review Committee		
22 nd Nov 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.