

**Wheeler Street, Witley
Conservation Area Appraisal (project plan)**

Project	Lead	PDF	Service Plan Priority	Item	Date	Completion Date
Wheeler Street, Witley Conservation Area Appraisal	Colin Bannon	*	PS/09	Research: - requirements of CAA - EH guidance - NPPF/PPS5 - Template/main headings - Other LPA CAA examples (best practice)	Prior to 26/9/11	17-Apr-12
				- Initial site visit - Photographic survey - General field work -History of CAA (when designated, why, original committee report if available)	From 26/9/11	
				- Make contact with Parish Council, The Godalming Trust (if they cover the area), Local Members - bring together work and produce first draft	After 4/10/11	
				Final draft required	23/11/11	
				CMT deadline (for consultation)	28/11/2011	
				CMT (for consultation)	30/11/2011	
				Community O&S deadline (to consult members formally)	19/12/2011	

Project	Lead	PDF	Service Plan Priority	Item	Date	Completion Date
				Executive (for consultation)	10/01/2012	17-Apr-12
				Consultation Starts	13/01/2012	
				Start consultation statement		
				Community O&S (to consult members)	16/01/2012	
				Consultation closes	24/02/2012	
				Update document, complete consultation statement, complete adoption report	05/03/2012	
				Report sign off	5/3 - 8/3/2012	
				Executive deadline (for adoption)	08/03/2012	
				Executive (for adoption)	27/03/2012	
				Full Council (for adoption)	17/04/2012	