Waverley Borough Council

Public Space Protection Order ASB - Draft Project Plan

		2017/18	Lead			2021																										
						January					February				March					April				May					June			
Item No		**Item**	**Officer**	**Start**	**Finish**	**4**	**11**	**18**	**25**	**31**	**1**	**8**	**15**	**22**	**1**	**8**	**15**	**22**	**29**	**5**	**12**	**19**	**26**	**3**	**10**	**17**	**24**	**31**	**7**	**14**	**21**	**28**
		Project Team Established																														
												MB	EB									EB		Ex			C					
1.00		**Outline pproposals**																														
1.10		Outline Proposals agreed by services /partner agencies																														
1.20		Outline proposals supported by Enforcement Group																														
1.30		Outline report to Mgt Board										9																				
1.40		Outline report to Exec Briefing											16																			
1.50		Authority to proceed to develop PSPO																														
2.00		**Draft PSPO**																														
2.20		PSPO ASB drafted																														
2.30		Maps and descriptions drafted																														
2.60		Final drafts for consultation signed off by PSPO group											18																			
2.80		Final drafts agreed for consultation											18																			
3.00		**Consultation**																														
3.10		Environment Overview and Scrutiny Committee											15																			
3.20		Community Wellbeing Overview and Scrutiny Committee											16																			
3.30		Consulation Comms Plan developed and agreed by project team																														
3.40		Consultation letter agreed by Project Team																														
3.50		Consultee list developed and agreed																														
3.60		Consultation Period													1				2													
3.70		Consultation closes																	2													
3.80		Consultation feedback analysed																	2													
4.00		**Final Recommendations**																														
4.10		Orders revised in response to public consultation feedback																			17											
4.20		Final PSPO proposals to Exec Briefing																				20										
4.30		Report to Executive																						4								
4.40		Report to Council																									25					
5.00		**Implementation**																														
5.10		Notices published in Media																														
5.20		Signs and maps designed and signed off																														
5.30		Signs produced																														
5.40		Signs installed																														
6.00		**Communications Plan -**																														
6.10		Comms Plan developed and signed off by project team																														
6.50		Comms Plan implemented																		5												
6.60		Media releases issued																														
6.70		Site promotions / leafleting																														
7.00		**Go Live**																											7			