

Dog Control Orders – Timetable.

Action	Who	Date	Comments
Stage 1 – Informal approaches			
1. Liaise with District Enforcement	AB	July 2012	Administration and enforcement issues.
2. Staff Consultation	AB	July 2012	Ensure all staff are kept up to date and have the opportunity to influence the impact on their roles.
3. Contact SBDC in writing	AB	Aug 2012	Forewarn of introduction of DCO's and impending letter of formal consultation in 2013. Ask if they have any suitable enforcement officers whose time we could buy.
4. Contact Parish Councils (FPC and Burnham)	AB	Aug 2012	Forewarn of impending formal consultation process.
5. Thames Valley Police	AB	Aug 2012	Forewarn of impending formal consultation process and ask if we can buy PCSO time and admin procedures
6. City Solicitor	AB	Aug 2012	PC guidance approved + other DEFRA docs provided. No impact re CROW – proceed as independent open space 16/6/12
7. EFCC report	AB	Sept 2012	Setting out the intention and basis by which we want to apply DCO's at BB and building on SI's May '12 report – see file for guidance.
8. Staff Consultation	AB	Nov 2012	Ensure all staff are kept up to date and have the opportunity to influence the impact on their roles
9. City Solicitor/Director of OS	SI/CS	Jan 2013	Determine how best to administer of enforcement i.e. local or central, internal or external (informed by 1-4 above).
10. Devise administration with D-E and enforcement procedures etc,	AB	Jan - Feb 13	Based on outcomes of 1 - 6 above.
Stage 2 – Formal Consultation			
11. Produce a first draft enforcement strategy, justification and associated maps.	AB/MH	April 13	Use as the basis for all formal consultation
12. Seek Kennel Club comments and approval for enforcement strategy	AB	April – Oct 13	Stress proportionality etc. Disagreement continues despite proposed survey approach.
13. Seek BBCG general approval for first draft	AB	April - May 2013	
14. Design informal public consultation exercise	AB et al	June - July 2013	Design to measure opinion re various Schedules and proposals for zoning
15. Public consultation. Collate results and produce stats + final report	AB/CM HR	July – Dec 2013	Measure opinion on the various individual Schedules and proposals for zoning
16. Informal update for Bucks Local Access Forum	AB	Oct-Nov 13	Based on early survey results. Jonathon Clark from BCC to arrange – 01296 387695
17. Use survey data to review/update Dog Management Strategy (DMS) and consult staff	AB	Nov-Dec 13	Use old version for main text and update DCO implementation details section. Ensure staff meeting timing fits.
18. Seek BBCG comment/approval	AB	11 Dec 13	
19. Meet KC to discuss survey outcome and proposed DMS	AB/SI/BW	16 Dec 13	Last chance to agree the final approach.
20. Seek EFCC approval of DMS	AB	13 Jan 14	
21. Agree final admin processes with D-E and sort/sign contract	AB/MH	Sept 13 - Jan 2014	+ Include discussion on use of video badges etc
22. Agree wording of all DC Orders applying to the site	AB + CS'citr	Dec - Jan 2014	
23. Deliver staff training	MH	Dec –Jan 14	
24. Formal written consultation with SBDC	AB	Jan - Feb 2014	Usually just a letter asking for opinion but AB may present to panels if required
25. Formal written consultation – PC's	AB	Jan–Feb 14	Usually just a letter but meeting(s) if required
26. Arrange public notice of intention to enforce	AB	Feb 2013	Best done through local papers and on site notices.
Stage 3 - Implementation			
27. Publicise enforcement date and deliver marketing campaign	CM	Feb - April 2013	Local Newspapers and site posters etc
28. Enforcement commences		April 2014	

AB – 7 August 2013