Development Phase												
		Month										
Deliverable	**Actions**	**Apr-23**	**May-23**	**Jun-23**	**Jul-23**	**Aug-23**	**Sep-23**	**Oct-23**	**Nov-23**	**Dec-23**	**Jan-24**	**Feb-24**
Appoint Project Staff	Recruit Project Staff with appropriate experience to oversee the development phase and co-ordinate the submission of Stage 2 application and initial engagement activities											
	Convene Area Partnership											
Appoint & manage Key Consultants	Procure consultant- Materials & Skills Audit											
	Production of Materials & Skills Audit											
	Procure consultant- Evaluation Survey											
	Production of baseline assessment and Evaluation Framework											
	Procure consultant- Detailed condition surveys											
	Prodcuction of detailed condition surveys											
	Procure consultant- Valuation surveys											
	Production of valuation surveys											
Capital Work Plan	Produce a scheduled programme of capital works /project plan											
	Develope detailed specification for capital work where appropriate											
Consultation & Engagement	Producement of specialist support for community & business engagement, as required											
	Initial stakeholder and community engagement plan delivered											
	Liaise with City Centre Master Plan team to develop complementary projects											
	Engage with property owners of Repair & Resilience Projects											
Community Heritage Activities Plan	Procure consultant- Community Heritage Activity Plan											
	Review Outline Activity Plan and Community Heritage Activities Plan											
	Engage with partners and stakeholders on co-design of activities											
	Produce full Community Heritage Activities Plan											
	Pilot activities evaluation											
Pilot activities	Develop & deliver school workshops (initial contact/liaison pre-holidays)			liaise pre holidays								
	Close encounters- social history of the pends, courts and closes around the Castlegate.											
	Close encounters- online photography exhibition											
	Close encounters- guided walks											
Management and Maintenance plan	Procure managmenet & maintenance plan											
	Produce management and maintenance plan											
Scheme Area Plan	Complete Scheme Area Plan											
Publicity and Promotion												
All Proposals Costs Received & intervention rates agreed												
Stage 2 Application Draft												
Informal Submission of Application to NLHF & HES												
Feedback on Application from NLHF & HES												
Stage 2 Application Revisions												
Finalised Phase 2 Application												
	Procurement process											
	Delivery											
	Activities development & planning (inc. with community & other stakeholders)											
	Activities public events, exhibition etc											