

Development Manager 12-Month Activity Summary (2024)

- Q1/2 (focus: grant funding, pre-application consultation, Stage 1/2 design)
 - Prepare and submit grant funding applications to improve the viability, deliverability, sustainability and/or Affordable Housing offer for the scheme (where made on behalf of the HSDP)
 - Assist in preparing grant funding applications (where made on behalf of Harrow)
 - Manage the consultant team to produce a Stage 1/2 design that meets the objectives of the PBP
 - Manage the consultant team through the pre-application engagement (incl public consultation) with a scheme that fulfils the objectives of the PBP
- Q3/4 (focus: Stage 2/3 design, planning submission, Business Plan update)
 - Manage the consultant team to produce a Stage 2/3 design that meets the objectives of the PBP
 - Manage the consultant team to prepare a Planning Application that meets the objectives of the PBP
 - Undertake an annual update of the PBP
- General
 - Report to the HSDP Board and secure approval or recommendations for approval as required to progress the scheme
 - Regular reporting, via Monthly Performance Report (MPR)
 - Ensure the programme is kept on-track to meet the objectives of the PBP, and report where delays or opportunities for fast-track are expected (via MPR)
 - Monitor the risk and opportunities register and report via MPR
 - Monitor expenditure and cashflow forecast and report via MPR