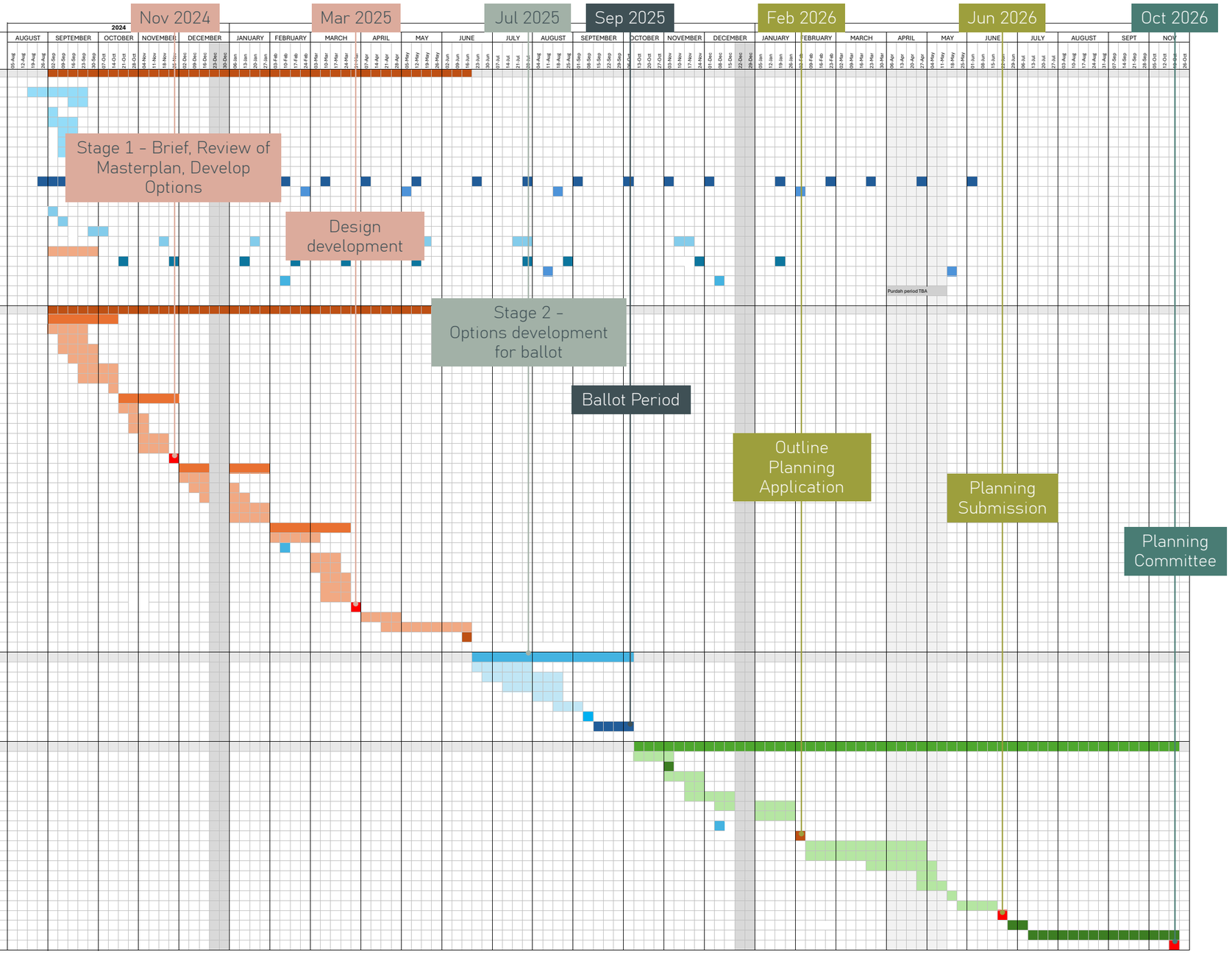
Programme

Activity	Owner
Contract and Engagement	
Commencement	
Finalise Appointments	WBC
Consultant Appointment	WBC
Baseline Information & Sharepoint.	WBC
Titles, Boundary Reviews & Existing Site Surveys	WBC
Programme Review	WBC
Project Directory	WBC
Invoicing Schedule	WBC
Engagement	
Project Team Meeting PTM/ Design Team Meeting DTM	HTA/ALL
Place Shaping Workshops & Coordination	WBC/HTA
WBC Resident Engagement Activity	WBC/HTA
Early Councilor Engagement Cllr Dikerdem	WBC/HTA
Ward Councillor Engagement	WBC/HTA
Informal Resident Engagement - coffee morning listening session	WBC/HTA
Engagement events to be defined	
Develop Planning and LPA Engagement Strategy	WBC/HTA
WBC LPA Pre App Meeting	OTHER
GLA Pre APP	OTHER
Design Review Panel (DRP) 2 no.	OTHER
Local Elections - likely purdah period	OTHER
Stage 1	
Stage 1A Confirmation of Brief	
Review of project requirements	HTA/WBC
Review of red line boundary and application site	HTA/WBC
Baseline report	HTA/WBC
Commence masterplan review	**HTA**
Confirm uses and areas	**HTA**
Confirm additional sites if applicable (not inlcuded within scope)	**HTA**
Reconfirm scope of work and programme	**HTA**
Stage 1B Review of Masterplan Layout and Parameters	
Review of pros and cons of extent masterplan	**HTA**
Identify areas for retention/imporvement	**HTA**
Identify areas for fundamental change and review - impact of retained structures	**HTA**
Site analysis/feasibility of a number of additional opportunity areas	**HTA**
Reconfirm site boundaries, development plots and retained buildings	**HTA**
Issue summary document for stage 1A and 1B	**HTA**
Stage 1C Review of Masterplan Capacity	
Assess impact of revised layouts/retained buildings as proposed in Option 3B(i)	**HTA**
Assess Impact of revised layouts to address BSE second staircase requirement.	**HTA**
Development of preferred masterplan layout	**HTA**
Preparation of plot schedules	**HTA**
1:500 plot plans and 3D massing options	**HTA**
Stage 1D Preferred Opiton	
Review of masterplan layout and summary of proposed changes	**HTA**
Design Review Panel 1	**HTA/WBC**
Development of preferred masterplan layout - Plan and 3D massing	
summary of changes to parameter plans required	**HTA**
Prepararation of plot drawings and schedules	**HTA**
Summary of masterplan design principles retained and amended	**HTA**
Update to Parameter Plans	**HTA**
Issue Stage 1 Report	**HTA**
Analysis & Report on Stage 1 Process & Feedback	WBC
Development of Business Case and Committee Report	WBC
Comittee Decision on Preferred option	
Stage 2 - Development of Preferred Masterplan Options for Ballot	
Review of Feedback	ALL
Development of Masterplan	**HTA**
Development of Plot plans and schedules	**HTA**
development of plans and illustrative material for Ballot	**HTA**
Draft Issue of Ballot Scheme and Review	HTA/OTHERS
Final issue of Ballot Scheme	OTHER
Ballot Period	
Stage 3 - Outline Planning Application - Spatial Coordination	
Review of Ballot Outcome	All
Commence Planning Application Preparation	All
Review of consultant and finalise EIA appointments	WBC
Development of Preferred Ballot scheme	**HTA**
Development of scheme - consultant input	HTA/OTHERS
Development of architectural language/design code principles	**HTA**
Updates to Parameter Plans	**HTA**
Design Review Panel 2	**HTA/WBC**
Design Freeze	**HTA**
Preparation of ES Chapters	OTHERS
Development of Illustrative Masterplan	HTA/OTHERS
Preparation of Design Code, DAS & Parameter Plans	**HTA**
Draft Issue of ES Chapters	OTHERS
Final Amendments to Planning Application Pack	HTA
Draft Issue of Planning Application	HTA/OTHERS
Client / Legal Review	WBC/OTHERS
Planning Submission	PL
Validation	LPA
Determination Period Commences	LPA
Planning Committee	LPA



ALTON ESTATE