



Department for Levelling Up,  
Housing & Communities

Project Activity Plan: Please provide a project plan listing all key activities / milestones you intend to complete to deliver your project. You must include adequate time to monitor and evaluate the impact of your project. Grant recipients will be required to complete and return project monitoring reports if successful.

<b>Name of Applicant:</b>	North Northamptonshire Council
<b>Title of Project:</b>	stopping place at land adjacent to Junction 3 of the A14 at Ro

Line ref	Activity description	Name of Lead	Target Date	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	
1	Pre-planning - Establish planning requirements and obtain quotes		2 weeks																					
2	Prepare planning submission - Appoint team & specialist reports, c		8 weeks																					
3	Planning process - Full application and expected to go to committe		20 weeks																					
4	Milestone - Planning approval		26 weeks milestone																					
5	Discharge planning conditions		12 weeks																					
6	S.278 Technical and legal process - Required for moving gate, mou		26 weeks																					
7	Procure utility supplies (off site work) - Water and Electricity allow		26 weeks																					
8	Tender process - Prepare detailed tender package (8 wks) Tender p		26 weeks																					
9	Milestone - Appoint main contractor		52 weeks milestone																					
10	Contractor lead time - This includes any a proportion of lead time		8 weeks																					
11	Site works - On site works 8 – 12 weeks (earthworks are weather d		12 weeks																					
12	Commissioning/ handover and contingency		6 weeks																					
13	Milestone - Completion		78 weeks milestone																					

Traveller Site Fund: xxxx 2022