		Mid Wales Commercial Property Investment Fund Project Delivery Plan - template
Task Name	Duration Start Finish	Half 2, 2025   A   M   J   J   A   S   O
Open Call Stage	30 days Thu 01/05/25 Wed 11/06/2	M   J   J   A   S   O
Review Business Plan and Indentify Growth Requirements	1 wk Thu 15/05/25 Wed 21/05/2	
Engage with Professional Advisers for initial opinion on proposals	2 wks Thu 22/05/25 Wed 04/06/2	
Prepare a draft Project Brief	1 wk Thu 05/06/25 Wed 11/06/2	
Confirm intent to continue with Company Board	0 mons Wed 11/06/25 Wed 11/06/2	11/06
Viability Stage (RIBA Stage 0)	45 days Thu 12/06/25 Wed 13/08/2	
Engage with Professional Advisers for Stage 0 work	1 wk Thu 19/06/25 Wed 25/06/2	
Draft Client Requirements	2 wks Thu 26/06/25 Wed 09/07/2	
1 Ensure Strategic Alignment with Business Needs	1 wk Thu 10/07/25 Wed 16/07/2	
Consider project costs and routes to funding	2 wks Thu 17/07/25 Wed 30/07/2	
Plan how the Project will be delivered over time  Draft the Viability Stage Form	1 wk Thu 31/07/25 Wed 06/08/2 1 wk Thu 07/08/25 Wed 13/08/2	
Obtain Business Approval to Submit the Form to MWGD	0 days Wed 13/08/25 Wed 13/08/2	13/08
Viability Stage Assessment	31 days Thu 14/08/25 Thu 25/09/2	
Fund Management Team analysis and draft scoring	20 days Fri 15/08/25 Thu 11/09/25	
Evalaution Panel Appraisal meeting and recommendation	0 days Thu 11/09/25 Thu 11/09/25	¥ 11/09
MWGD Portfolio Delivery Board decision	10 days Fri 12/09/25 Thu 25/09/25	
Instruction to proceed to Development Stage	0 days Thu 25/09/25 Thu 25/09/2	25/09
Development Stage (RIBA Stages 1 to 3)	120 days Fri 26/09/25 Thu 12/03/2	
RIBA Stage 1	20 days Fri 26/09/25 Thu 23/10/2	
Agree Working Project Budget	0 days Thu 23/10/25 Thu 23/10/25	23/10
RIBA Stage 2	60 days Fri 24/10/25 Thu 15/01/2	
MDA Stage 2	110,20,20	
Planning Pre-Application	1 mon Fri 21/11/25 Thu 18/12/25	
Community Outreach and Communications	6 wks Fri 21/11/25 Thu 01/01/26	
Update Proposals and Form Cost Plan	1 mon Fri 19/12/25 Thu 15/01/26	
Agree Contractor Procurement & Route to Market	2 wks Fri 19/12/25 Thu 01/01/26	
Finalise RIBA Stage 2 Report	2 wks Fri 02/01/26 Thu 15/01/26	
RIBA Stage 3	40 days Fri 16/01/26 Thu 12/03/2	
4 Update Cost Plan	2 wks Fri 13/02/26 Thu 26/02/26	
6 Finalise RIBA Stage 3 Report	2 wks Fri 27/02/26 Thu 12/03/26	
Developed Proposal Work	120 days Fri 26/09/25 Thu 12/03/2	
3		
Assemble Business Accounts	1 mon Fri 24/10/25 Thu 20/11/25	
Define Detailed Management Arrangements for the Project	1 mon Fri 21/11/25 Thu 18/12/25	
Consolidate the Project Delivery Plan	1 mon Fri 19/12/25 Thu 15/01/26	
Hold a Risk Sessions and maintain the Project Risk Register	1 mon Fri 16/01/26 Thu 12/02/26	<b>▼ 12/02</b>
Assemble the RIBA Stage 3 Description and Drawings  Prepare the Project Financial Appraisal and Cashflow information	0 mons Thu 12/02/26 Thu 12/02/26 0 days Thu 26/02/26 Thu 26/02/26	26/02
Consolidate Proposals into Project Business Case	6 wks Fri 16/01/26 Thu 26/02/26	
Draft the Development Stage Form	2 wks Fri 27/02/26 Thu 12/03/26	
Obtain Business Approval to Submit the Form to MWGD	0 days Thu 12/03/26 Thu 12/03/26	12/03
Secure Planning Approval	60 days Fri 13/03/26 Thu 04/06/2	
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Planning Approval	0 days Thu 04/06/26 Thu 04/06/26	
Development Stage Assessment	31 days Fri 13/03/26 Fri 24/04/26	
Fund Management Team analysis and draft scoring	20 days Mon 16/03/26 Fri 10/04/26	
Evaluation Panel Appraisal meeting and recommendation	0 days Fri 10/04/26 Fri 10/04/26	10/04
MWGD Portfolio Delivery Board decision	10 days Mon 13/04/26 Fri 24/04/26	
Instruction to proceed to Delivery Stage - Provisional Grant Award	0 days Fri 24/04/26 Fri 24/04/26	→ The state of th
Delivery Stage (RIBA Stages 4 to 6)	480 days Mon 27/04/26 Fri 25/02/28	
RIBA Stage 4	80 days Mon 27/04/26 Fri 14/08/26	
Confirm Pre-Tender Estimate		
	1 wk Mon 25/05/26 Fri 29/05/26	
Tender Action (Final Market Pricing)  Tender Report Drafting and Sign-Off	1 mon Mon 01/06/26 Fri 26/06/26	
Tender Report Drafting and Sign-Off  Refer to MWGD and confirm Project to Proceed	2 wks Mon 29/06/26 Fri 10/07/26 1 wk Mon 13/07/26 Fri 17/07/26	
Refer to MWGD and confirm Project to Proceed Final Grant Award	0 days Fri 17/07/26 Fri 17/07/26	<b>→</b>
Final Grant Award  Appoint Contractor	0 days Fri 17/07/26 Fri 17/07/26	→ ·
Construction Lead-In	1 mon Mon 20/07/26 Fri 14/08/26	<b>★</b>
Construction Start	0 days Fri 14/08/26 Fri 14/08/26	*
RIBA Stage 5 Construct the Asset	400 days Mon 17/08/26 Fri 25/02/28	
RIBA Stage 6  Post Completion: Defects Period and Benefits Realisation (RIBA Stage 7)	60 days Mon 06/12/27 Fri 25/02/28	