**Appendix B**

**SO Initiative – Project Staff - Key Tasks Summary**

1. **Project Director – Alan Head**
* Advise on strategy and implement project plan
* Consult with and report to all TRDC Directors, Boards & Committees
* Primary point of contact with Development Partners
* Represent and promote the SO Initiative in public and other forums
* Direct project team and external consultants
* Lead on project viability and the CPO process
1. **Project Manager – Catherine Cummings**
* Lead Housing group
* Manage dialogue with Thrive Homes and other residential interests
* Lead on scheme design, planning and innovation
* Ensure overall project performance and quality
* Lead on communication and PR activity
1. **Project Manager – Dave Saunders**
* Lead Commercial group
* Manage dialogue with Commercial interests
* Manage and monitor budgetary requirements
* Ensure compliance with Development Agreement
* Manage and update Project Plan
1. **Valuer (P/T) – Nick Lee**
* Lead on L&T property actions
* Lead on property vacant possession and acquisition
1. **Project Technical Officer - ANO**
* Prepare project costing and finance requirements
* Report on site related progress and performance
* Oversee project programme and decant sequencing
* Monitor project performance and quality indicators
1. **Project Support Officer (P/T) - ANO**
* Lead on project administration and public enquiries
* Co-ordinate communication and PR activity
* Oversee project information database and land referencing

**Revised 25/01/16**