06/12/17		 		 	 	 			
Action	Responsibility			 	 	 	 		
1 SG Main Timings					 				
1.1 Tender Submission Deadline	JD, HG								
1.2 Contract Awarded	SG								
1.3 Inception Meeting	SG, JD, HG					 			
1.4 Field Work completed	JD, HG					 			
1.5 Interim Report completed	JD,HG		 					-	
1.6 Final Report completed 1.7 Presentations to SG and Tenant Farming Sector	JD, HG				 				
Main Stakeholder Groups	00,110								
2 Interpretation and preparation									
2.1 Contact with SG to arrange protocol for	SG, JD, HG								
contacting all farm tenant, arranging information									
hand-over (all contacts details for tenants & IACS									
plan)									
	SG, JD, HG								
creation of a location efficient plan of									
implementation									
3 Review of Productive Capacity and Legal									
Context									
3.1 Analysis of the 2016 Act	JD, HG, WB, HL								1
3.2 Inception Meeting	JD, HG, SG								
4 Field Work						 			
4.1 Inspection 1	JD, HG								
Write up report & budget	JD, HG, GM		 						
4.2 Inspection 2 Write up report & budget	JD, HG JD, HG, GM				 		 		
4.3 Inspection 3	JD, HG, GM								
SG update email	JD, HG, SG								
Write up report & budget	JD, HG, GM								1
4.4 Inspection 4	JD, HG								
Write up report & budget	JD, HG, GM								
4.5 Inspection 5	JD, HG								
Write up report & budget	JD, HG, GM								
SG update email	JD, HG, SG		 		 		 		
4.6 Inspection 6	JD, HG JD, HG, GM		 		 				
Write up report & budget 4.7 Inspection 7	JD, HG, GM JD, HG		 						
Write up report & budget	JD, HG, GM								
SG update email	JD, HG, SG								
4.8 Inspection 8	JD, HG								
Write up report & budget	JD, HG, GM								
4.9 Inspection 9	JD, HG								
Write up report & budget	JD, HG, GM		 						
4.10 Inspection 10	JD, HG		 						
Write up report & budget SG update email	JD, HG, GM JD, HG, SG		 						
4.11 Field Work completed	JD, HG, SG JD, HG								
Cross check with Watson Bell	JD, HG, WB								
5 Interim Report									
5.1 Finalise Rent Review Proposals	JD, HG, GM								
5.2 Analyse initial findings, outcomes and emerging conclusions. Include problems experienced and	JD, HG								
draft solutions.									
5.3 SG update email	JD, HG, SG		 						
5.4 Discuss with Watson Bell	JD, HG, WB								
5.5 Discuss with Hamish Lean	JD, HG, HL						 		
5.6 Write up Report	JD, HG								
5.7 Submit Interim Report	JD, HG, SG				 		 		
6 Final Report 6.1 Bring together Rent Review Evidence	JD, HG		 						
6.2 Consider alternative approaches and justify	JD, HG JD, HG		 						
6.3 SG update email	JD, HG, SG		 						
6.4 Discuss with Watson Bell and Hamish Lean to	JD, HG, WB, HL								
consider whether the new system is fit for	· · · · · ·								
purpose									
6.5 Write up report	JD, HG								
6.6 SG update email	JD, HG, SG					 			
	JD, HG, WB		 						
	JD, HG JD, HG		 		 				
6.9 Submit Final Report 6.10 Await Presentation Dates from SG	JD, HG JD, HG, SG								
6.11 Presentation to SG	JD, HG, SG JD, HG		 						
6.12 Presentation to tenant farming stakeholders	JD, HG								
7 Follow up Actions	JD, HG								
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