

**DEVELOPMENT YEAR TIMELINE**  
**- HAVING 2025 -**

---

# DEVELOPMENT YEAR TIMELINE - HAVERING 2025

## MARCH 2024

- Havering Together Event 11 March to share next steps with community.
- Final ratification of Havering London company by LBH cabinet.
- Submit Havering London company registration.
- Final Application Board Meeting.
- Issue contracts for Artistic and Executive Directors.
- Attend and report to core partners: Havering Changing, Creative Health Havering, Local Cultural Education Partnership, Communicating Havering.
- Confirm Havering London Insurance.

## APRIL 2024

- Artistic and Executive Directors start on fractional contracts 0.5.
- Recruit to Oversight Board and Creative Steering Group.
- Brand brief and develop Phase 2 of website (community information)
- Formal pre application with major funders, trusts and foundations.
- Complete tender exercise and appointment for National Press and PR
- Tender evaluation process.
- Develop artist commissioning Phase 1.
- Meetings for continued learning from previous title holders.

## MAY 2024

Applications to major funders, trusts and foundations.

## PHASE ONE:

Establishing  
Contracting  
Fundraising

---

## DEVELOPMENT YEAR TIMELINE - HAVERING 2025

### JUNE 2024

- Applications to other public subsidy funders and trusts and foundations.
- Launch phase 2 website (How to be involved). With brand refresh.
- Cultural Capital call out begins.
- Evaluation meeting with Centre for Cultural Value and Evaluation Partner. Confirm impact aims and measures.
- Continuation of bi-monthly Havering Together meetings.
- Recruit Phase 1: Transformation and Legacy Manager, Heritage Producer, General Manager and Marketing Manager.
- Brand activation at existing Havering events.

### JULY 2024

- Commence contributed income fundraising, e.g sponsorship.
- Commission Liberty artists for development work.  
Finalise local authority budget allocations against project proposals.
- Brand activation at existing Havering events.
- Develop artist commission Phase 2.

### AUGUST 2024

- Brand activation at existing Havering events.
- Assess and make Cultural Capital Awards.

### PHASE TWO:

Commissioning  
Recruiting  
Activating

---

## DEVELOPMENT YEAR TIMELINE - HAVERING 2025

### SEPTEMBER 2024

- Launch of pre training and development events (green manifesto, access and inclusion)
- Develop artist commission Phase 3.
- Young Pioneers recruitment begins.
- Tender exercise for Local Press and PR.
- Havering Together regular meetings.

### OCTOBER 2024

- Legacy and Transformation Manager starts.
- Heritage Producer and General Manager start.
- Marketing Manager starts.

### NOVEMBER/DECEMBER 2024

- Recruitment Phase two: Community Producer, Public Arts Producer, Environmental Producer, Evaluation Assistant.
- Havering Together bi-monthly meeting.

### JANUARY 2025

- Finalise prelaunch programme.

### FEBRUARY 2025

- Public programme launch.
- Media event and refreshed website with fully completed Phase 3 event listings.

### MARCH 2025

- Prepare to activate all London Borough of Culture activity.

### PHASE THREE:

Commissioning  
Launching  
Delivering