

ANNEX ONE – TIMELINE AND MILESTONES

Stage	Time Frame	Milestones	Status
Market Engagement	Sept 2020	<ul style="list-style-type: none"> Workshop with Woking & Runnymede LAs WBC Internal Workshops Meeting with Ian Williams (interim contractor) Market Engagement Outcome / Procurement Strategy Review 	All Complete
Document Preparation	Sept – December 2020	<ul style="list-style-type: none"> Initial Review of Procurement Information Document KPI Review and Price Model Workshop as requested by WBC Project Working Group Review WBC Tenant Workshop Final Document Page turning / review meeting by Project Team WBC Legal Team sign off contract 	Complete Complete Complete Complete Ongoing Ongoing
First Stage - Leaseholder Consultation	October – January 2021	<ul style="list-style-type: none"> Sign off FFT Notice of Intention Conclusion of Observation Period 	Complete Until January 2021
PAS - Return - Evaluation	January 2021 – February 2021	<ul style="list-style-type: none"> Publish Contract Notice Technical Submission Scoring by WBC panel PAS Recommendation/report approval Review of Initial tender Documents 	January 2021 Feb 2021 (TBC) Feb 2021 (TBC) TBC
Initial Tender Return - Tender Return Period - Evaluation	March - June 2021	<ul style="list-style-type: none"> Issue Initial Tender Technical Submission Scoring by WBC panel 	March 2021 (TBC) 2April – May 2021

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		<ul style="list-style-type: none"> • Initial Tender • Recommendation/report approval 	(TBC) May 21 (TBC) TBC
Negotiation	June 2021	<ul style="list-style-type: none"> • Negotiation Sessions – FFT and WBC panel • Review of Final Tender Documents • WBC Legal Team sign off contract amendments from negotiation (as required) 	June 2021 (TBC) June 2021 (TBC) TBC
First Tender & Board Approval - Tender Return Period - Evaluation	June – October 2021	Issue Final Tender Technical Submission Scoring by WBC panel Outcome and report discussion / sign off internally by WBC Housing Overview and Scrutiny Meeting to review and endorse outcome/report Executive Meeting to approve outcome	June 2021(TBC) August 2021 (TBC) TBC September 2021 (TBC) October 2021 (TBC)
Second Stage Leaseholder Consultation	October – November 2021	Sign off FFT Notice of Proposal	TBC
Contract Preparation	November 2021	WBC Legal Team final sign off for prepared contract documentation (FFT)	TBC
Mobilisation	December 2021 – February 2022		TBC

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Contract Commencement	February 2022		TBC
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