

## APPENDIX D

### Community Right to Challenge Indicative Timetables

Set out below is the indicative timescale outlining the process for managing expressions of interest in Newcastle-under-Lyme:

Indicative timescale	Activity
March to April:	Window for submission of expressions of interest
May to July:	Assessment and analysis of expressions of interest by project group and EMT
September:	Cabinet report on expressions and recommended Decisions
	Approval by full Council

Assuming acceptance of the expression of interest:  
Indicative timescale

Indicative timescale	Activity
October to March:	Preparation of tender documents. NB: The time taken will depend on the nature of the tender.
*Between January and April to September	Procurement process NB: this will begin after the preparation of tender documents has been completed, which could be before March.
October to February	Decision to award contract, TUPE, contract completion etc.
April	Go live

\*The table above allows 3-6 months between determination of an expression of interest and the start of procurement, based on noncomplex procurement processes. It is intended that the minimum time between the acceptance of an expression of interest and the start of the procurement process would be 3 months (October to January). The maximum time would be 6 months (October to April).

More complex procurement (for example, in-house service takeover or competitive dialogue procedures) will be subject to a different timetable. Procurement in these circumstances would commence within 9 months of acceptance of an expression of interest and determination.