

ANNEX B: Original 2012/13 Local Prevention Commissioning Timetable (Generic)

Activity	Date	Comment
Local Committees (informals) review Local Prevention commissioning processes.	May 2012	
Papers to Local Committee	June 2012	Two weeks before the Local Committee
Local Committee to reconstitute Task Group	June 2012	
Task group meets to the reconsider needs of Borough and initial performance of provider and make a recommendation to re-tender or not to be considered by Local Committee.	July 2012	
If recommendation to re-tender, specification is rewritten by Commissioning and Development Team taking into account the amended Task Group needs and any additional information requested by the Commissioning Team.	August 2012	
Papers to Local Committee	September 2012	Two weeks before the Local Committee
Recommendation to re-tender and specification approved by Local Committee.	September 2012	
Bidding opens	September 2012	

Bidding closes	October 2012	4 weeks allowed to write bid
Bids are scored and shortlisted by the Commissioning and Development Team.	October 2012	
Commissioning and Development Team Papers on Recommendations/Shortlisted bids are sent to the Task Group.	November 2012	One week before Task group
Shortlisted Bids present to Task Group	November 2012	
Papers making recommendations are sent to the Local Committee	November 2012	Two weeks before the Local Committee
Decision made by Local Committee	December 2012	
Contract awarded to successful bidder.	December 2012	
Contract mobilisation by Commissioning and Development Team	Jan/Feb/ Mar 2013	
Contract starts	01/04/13	