

Appendix A – Commissioning and Procurement Timeline (6 stages of the Commissioning Cycle).

1. What is the question:

- The development of the Project Initiation Document (PID) and Initial Business Case – August 2018
- Cabinet Paper – October 2018
- Service Review – May to December 2018
- Initiate EIA – September 2018

2. Know your customers:

- Comprehensive Engagement and Co-production Plan – January - September 2018
- Needs Assessment – October to December 2018
- Review Business Case – September 2018

3. Outcomes and Priorities:

- Engagement and Coproduction – May to September 2018
- Outcomes Framework – September 2018
- Strategic Commissioning Plan – September 2018
- Review Business Case – December 2018

4. What will it look like:

- Draft Service Specification, Contract and Performance Management Framework – September 2018
- Procurement Strategy – September 2018

5. How will we get there:

- Finalise Service Specification, Contract and Performance Management Framework – October 2018
- Procurement – November 2018
- Award Contract – April 2019

6. Measure the impact:

- Service Mobilisation – January– March 2019
- New service goes live – 1st April 2019
- Contract Management and Quality Assurance