Appendix 1 - Waste 2021 Project - EK Waste Company Scenario

Appendix 1 - Waste 2021 Project - EK Waste Company Scenario										
Short Ref Task	Sep-17 Oct-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 Apr-18	May-18 Jun-18 Jul-18 Aug-18 Sep-18 Oc	t-18 Nov-18 Dec-18 J	Jan-19 Feb-19	Mar-19 Apr-19	May-19 Jun-	19 Jul-19 Au	g-19 Sep-19	Oct-19 Nov-	19 Dec-19 Jan-20 Feb-20 Mar-20 Apr-20 May-20 Jun-20 Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 、
1 Phase 1 - Options Appraisal to Strategy Approval						•				
Options ITQ issued - Options appraisal consultant										
Options ITQ returned - Evaluation and appointment of options appraisal consultant.										
Decision SDC Cabinet report - project scope, project governance and project budget.										
Options Options appraisal work undertaken (Part 1 and Part 2)										
Options Project Group reviews options report. Sets up subgroups.										
Workstream 1 - EK Waste Strategy 2021-2031 - prepare draft strategy and										
Strategy transition plan.										
Options Workstream 2 - EK Waste Company - prepare business case.										
Project Group review outcomes from W1 and W2.										
Decision Cabinet approve business case to set up EK Waste Company.										
Decision Cabinet approve EK Waste Strategy going to public consultation.										
Strategy EK Waste Strategy Consultation										
Project Group Project Group reviews Strategy feedback, final draft strategy and transition plan.										
Decision Council approval of EK Waste Strategy and Transition Plan.										
Project Group Disbands W1 and W2 - tasks completed.										
2 Phase 2 - Company Formation to Investment Options				1	Т	T	,			
Project Group Sets up Workstream 3 - Waste Company Governance										
W3 - Waste Company Governance • Company governance										
Company legal basis										
Management agreement Management structure										
Company • Management structure • Employee T&Cs • Client monitoring										
• SLAs										
Business plan Inter council cost allocation										
Company Workstream 3 - Obtains TUPE info from Veolia, Serco and TDC										
Project Group Project Group sets up Workstream 4 - Infrastructure										
Project Group Project Group sets up Workstream 5 - Procurement (Vehicles & Equipment)										
Project Group sets up Workstream 6 - Waste Strategy and Transition										
Implementation										
Project Group Project group reviews W3 Waste Company Governance										
Decision Cabinet Approval - Waste Company Management Agreement										
Company W3 - Complete legal process and company registration to form EK Waste Company formed.										
Project Group Disbands W3 Waste Company Governance - tasks completed.										
W4 – Infrastructure • New depots										
Infrastructure • transfer stations										
Integration with HWRCEK MRF options.										
W5 – Procurement										
Current inventory review										
Procurement • Vehicle/equipment requirements • Operational IT requirements										
Prepare new tender specifications										
Soft market testing W4 - Infrastructure Options Report to Project Group - Project Group agrees next										
Project Group - Project Group - Project Group agrees next steps.										
Project Group W5 - Procurement requirements report to Project Group										
Decision Cabinet approves capital spend for vehicles/equipment procurement.										
3 Phase 3 - Procurement to Day 1 Operations		· · · · · · · · · · · · · · · · · · ·								
W6 - Waste Strategy & Transition Implementation - tasks to be determined by										
Strategy Waste Strategy and level of changes from current collection models and policies.										
Procurement Project Group taskes S5 to begin procurement of company equipment.										
Procurement W5 issues Standard Selection Questionnaire (Restricted Procedure)										
Procurement W5 evaluates SQs and notifies bidders.										
Procurement W5 issues Invitation To Tender										
Procurement ITT - Clarification and ITT return.										
Procurement W5 - Evaluation										
Procurement W5 - recommendations to Project Group/Waste Company										
Procurement Vehicles Tender Awarded- Standstill and Purchase Order										
Procurement Vehicles on order										
1 Todal Cition Volidoo Oil Olaci										
			1 1	i [
Procurement Vehicles delivered and training.										
Procurement Vehicles delivered and training. Decision Councils appoint Waste Company Board										
Procurement Vehicles delivered and training. Decision Councils appoint Waste Company Board Company Waste Company - Recruitment and appointment of senior management										
Procurement Vehicles delivered and training. Decision Councils appoint Waste Company Board										

Key

Project Group - reporting deadline and/or decision point.

Cabinet/Council decision.

Appendix 2 - Waste 2021 Project - Joint Tender via Competitive Dialogue Procedure

Appendix 2 - W	aste 2021 Project - Joint Tender via Competitive Dialogue Procedure																	
Short Ref	Task	Jul-17 Aug-17	7 Sep-17 Oct-17	Nov-17 Dec-17 Jan-18	Feb-18 Mar-18 Apr-18	May-18 Jun-18 Jul-1	18 Aug-18 Sep-1	Oct-18 Nov-18 Dec-	18 Jan-19 Feb-19	Mar-19 Apr-19	May-19 Jun-19	Jul-19 Aug-19 Sep-19 Oc	t-19 Nov-19 Dec-19 Jan	20 Feb-20 Mar-2	0 Apr-20 May-20	Jun-20 Jul-20 Aug-20 S	ep-20 Oct-20 Nov-20	Dec-20 Jan-2
1	Phase 1 - Options Appraisal to Strategy Approval								II	<u> </u>					1			
	ITQ issued - Options appraisal consultant																	
	ITQ returned - Evaluation and appointment of options appraisal consultant.																	
Decision	Cabinet report - project scope, project governance and project budget.																	
Options	Options appraisal work undertaken (Part 1 and Part 2)																	
Project Group	Project Group reviews options report. Sets up subgroups.																	
	Workstream 1 - EK Waste Strategy 2021-2031 - prepare draft strategy and transition plan.																	
	Workstream 2 - EK Waste Contract - prepare business case.																	
	Project Group review outcomes from W1 and W2.																	
	Cabinet approve business case for EK Waste Contract																	
Decision	Cabinet approve EK Waste Strategy going to public consultation.																	
Strategy	EK Waste Strategy Consultation																	
Project Group	Project Group reviews Strategy feedback, final draft strategy and transition plan.																	
Decision	Council approval of EK Waste Strategy and Transition Plan.																	
	Disbands W1 and W2 - tasks completed.																	
	Phase 2 - Partnership Agreement to Tender Specification									<u> </u>					<u> </u>			
	Project Group sets up Workstream 3 - Waste Partnership Governance																	
	Project Group sets up Workstream 4 - Infrastructure																	
	Project Group sets up Workstream 5 - Contract Specification & Procurement																	
	W3 - Waste Partnership Governance																	
	Partnership governanceLegal basis for the partnership agreement																	
Partnership	Partnership client arrangements Client monitoring arrangements Service Level Agreements																	
	Service Level Agreements Business plan																	
	Inter council cost allocation																	
	W4 – Infrastructure • New depots																	
Infrastructure	• transfer stations																	
	Integration with HWRCEK MRF options.																	
	W5 – Procurement • Prepares tender specification																	
	Evaluation criteria Draft contract																	
	Draft contract Obtain TUPE information from Veolia, Serco and TDC																	
	Project Group sets up Workstroom 6 - Wasto Stratogy and Transition																	
	Project Group sets up Workstream 6 - Waste Strategy and Transition Implementation																	
Project Group	Project group reviews outcomes from W3 Waste Parnership Governance, W4 Infrastructure and W5 Specification.																	
Decision	Cabinet approves procurement scope, service specification, draft contract,																	
	partnership agreement and infrastructure investment options.																	
-	Disbands W4 Infrastructure - task completed.																	
	W3 - Completion of new 5-way partnership agreement. Disbands W3 Waste Partnership Governance - tasks completed.																	
	Phase 3 - Procurement to Day 1 Operations																	
	W6 - Waste Strategy & Transition Implementation - tasks to be determined by Waste Strategy and level of changes from current collection models and policies.																	
Procurement	W5 - Prepares the final draft of specification.																	
Procurement	W5 - Standard Selection Questionnaire issued.																	
	Project Team evaluates SQs. Bidders selected and notified.																	
	Project Team/W5 - Invitation to participate in dialogue (Stage 1) - Invitation Submit Outline Solutions (ISOS)																	
Procurement	Dialogue process Return & evaluation of Outline Solutions																	
	ISDS stage Notification to bidders																	
	Project Team/W5 - Invitation to participate in dialogue (Stage 2 recommended) -																	
	Invitation Submit Detailed Solutions (ISDS)																	
Procurement	Dialogue processReturn & evaluation of Detailed Solutions																	
	Close of dialogue (if Stage 3 is not applicable for the process)ISRS (stage 3 of dialogue process) or ITT stage Notification to bidders																	
	(cauge of an analysis process) of the cauge recombination of a second																	
	Project Team/W5 - Invitation to participate in dialogue (Stage 3 if required) -																	
	Invitation Submit Refine Solutions (ISRS)																	
Frocurement	Return & evaluation of Refined Solutions																	
	Close of dialogue ITT stage Notification to bidders																	
	Project Group/W5 - Invitation to Tender • Clarification Period																	
	Tender Return Tender Evaluation																	
	Procurement Outcome Report																	
Decision	Cabinet - Approve bid. Tender awarded. 10-Day Standstill Period.																	
	W5 - TUPE transfer arrangements, preparation of legal documentation, and exit plan for incumbant suppliers.																	
	plan for incumbant suppliers.																	

Key

Project Group - reporting deadline and/or decision point.

Cabinet/Council decision.