

## APPENDIX B - Grounds Maintenance Contract review - Timeline

### Contract dates

- Idverde Contract commencement date 01/04/2016
- *Last date for extension notice* 01/04/2022
- Idverde end date 31/10/2023
- *End date with 3-year extension* 31/10/2026

### Notes

1. If the Council does not seek an extension, contract automatically expires on 31/10/2023.
2. TUPE; Idverde shall no less than 28 days prior to the expiry of the Contract Period (or immediately upon earlier termination by the Council) provide details of all employees including the terms and conditions and remuneration and all employee records held by the Contractor.

### Policy Panel

Policy Panel	13/01/2021
Policy Panel workshop/review meetings	w/c 18/01/2021
	w/c 01/02/2021
<i>Policy Panel spare meeting if required</i>	<i>w/c 08/02/2021</i>
Policy Panel [conclusions]	03/03/2021

### Review dates

APSE engaged	23/10/2020
Review commenced with request for information on	27/10/2020
Project initiation meeting	10/11/2020
Initial Objectives paper to Leadership panel	08/12/2020
Benchmarking finalised and sent to APSE	xx/xx/2020 (planned for 15/12/2020)
Initial benchmarking received back from APSE	xx/xx/2020
Briefing on current state assessment and benchmarking results	w/c 18/01/2021
Councillors workshop with presentation outlining options for discussion on "what" service Councillors want to see.	

Stakeholder workshops with presentation outlining options for discussion service stakeholders want to see	w/c TBC
Briefing on the analysis of workshops.  Initial options paper based on progress of review	w/c 01/02/2021
Workshop on options appraisal for key officers and Councillors	
Present findings from workshop and initial action planning for next stage (this is likely to involve service redesign given the “greening” policies being implemented) to cabinet. Timeline and actions will be different dependent on chosen options.	11/03/2021 (draft report by 18/02/2021, final report by 01/03/2021)

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