

	Responsible	Start date	Deadline	Status	11/07/16	18/07/16
Preparation of Specification, ITT and Contract Terms and Conditions	FS/NP/GB		29/08/16	complete		
Draft and agree Gate 1 report	FS/NP/GB	22/08/16	29/08/16	complete		
Circulate the Gate 1 report to finance and legal	FS		30/08/16	complete		
Submit extension paper to Gate	FS	31/08/16	31/08/16	complete		
Gate meeting for approval of contract extension	FS/NP	06/09/16	06/09/16	complete		
Submit Gate 1 to Gate	FS		07/09/16	complete		
Gate 1 meeting for approval of report.	FS/NP/GB		13/09/16			
Issue ITT	FS		13/09/16			
Receive and Open tenders	FS		03/10/16			
Technical Evaluation	NP/GB	03/10/16	07/10/16			
Moderation of Scores	FS/NP/GB	07/10/16	07/10/16			
Commercial Evaluation	FS	06/10/16	07/10/16			
Run Supplier Presentations	FS/NP/GB	12/10/16	14/10/16			
Draft Gate 2	FS/NP/GB	17/10/16	21/10/16			
Agree Gate 2 report	FS/NP/GB	21/10/16	26/10/16			
Circulate the Gate 2 report to finance and legal	FS	26/10/16	02/11/16			
Submit Gate 2 to Gate	FS		02/11/16			
Gate 2 meeting	FS/NP/GB		08/11/16			
Submission of report to Pensions Committee	NP/GB		08/11/16			
Approval - Pensions Committee	NP/GB		15/11/16			

Key:

FS	Felicity Steen - Assistant Category Manager
NP	Nikki Parsons - Pension Fund Officer
GB	George Bruce - Tri-Borough Director of Treasury and Per

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01/08/16																	
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	Responsible	Start date	Deadline	Status
Preparation of Specification, ITT and Contract Terms and Conditions	FS/NP/GB		29/08/16	In progress
Draft and agree Gate 1 report	FS/NP/GB	22/08/16	29/08/16	In progress
Circulate the Gate 1 report to finance and legal	FS		30/08/16	
Nikki: Leave	NP	30/08/16	02/09/16	
Submit Gate 1 to Gate	FS		14/09/16	
George: Leave	GB	02/09/16	12/09/16	
Gate 1 meeting for approval of report.	FS/NP/GB		20/09/16	
Issue ITT	FS		20/09/16	
Nikki: Leave	NP	16/09/2016`	19/09/16	
Nikki: Leave	NP	23/09/16	28/09/16	
Receive and Open tenders	FS		10/10/16	
Technical Evaluation	NP/GB	10/10/16	14/10/16	
Moderation of Scores	FS/NP/GB	14/10/16	14/10/16	
Commercial Evaluation	FS	10/10/16	14/10/16	
Run Supplier Presentations	FS/NP/GB	14/10/16	14/10/16	
Draft Gate 2	FS/NP/GB	14/10/16	21/10/16	
Agree Gate 2 report	FS/NP/GB	21/10/16	26/10/16	
George: Leave	GB	17/10/16	28/10/16	
Circulate the Gate 2 report to finance and legal	FS	26/10/16	02/11/16	
Submit Gate 2 to Gate	FS		02/11/16	
Gate 2 meeting	FS/NP/GB		08/11/16	
Submission of report to Pensions Committee	NP/GB		14/11/16	
Approval - Pensions Committee	NP/GB		21/11/16	