

DETAILED SCHEDULE - NCIL CYCLE 2 (June 2023 til Feb 2024)

Schedule below is aiming for NCIL funding decisions at the following committees:

- Kingston and North Kingston - 27/02/2024
- New and Old Malden - 01/02/2024
- Surbiton - 22/02/2024 (Provisional)
- South of the Borough - 07/02/2024

BID PHASE	DESCRIPTION	SCHEDULE/TIMEFRAME FOR CYCLE 2
PHASE ONE (Part 1) - CALL FOR BIDS AND EXPRESSION OF INTERESTS (EOIs)	RBK Comms and NHMs engage internal and external stakeholders and point bidders to Neighbourhood Portal (NP) NCIL webpage for further details. https://kingstonletstalk.co.uk/ncil Interested bidders submit expressions of interest forms (up until the set deadline).	01/06/2023 until 15/08/2023 (2.5 months)
PHASE ONE (Part 2) - EOI CHECKS	Deadline for Expressions of interest (Eols) passes. Eols collated and checked by NHMs. If ok to continue, full project bid report templates and guidance sent to bidders (NB: template also available on NCIL page)	16/08/2023 until 30/08/2023 (0.5 months)
PHASE TWO – PROJECT BID REPORT SUBMISSION	Time period allocated for Project Managers (PMs) to compile and submit their full Project Bid Reports	01/09/2023 until 15/10/2023 (1.5 months)
PHASE THREE (Part 1) – (DRAFT) COMMITTEE REPORT	Project bid reports collated and checked by NHMS. Financial report provided by Infrastructure Planning and Delivery Manager. Management and Monitoring Report added along with 'cover sheet' to create the Draft Committee Report (NCIL ONLY). Report finalised and circulated to Councillors(as CONFIDENTIAL DOCs)	16/10/2023 until 15/11/2023 (1 month)

CIRCULATION TO MEMBERS		
PHASE THREE (Part 2) NEIGHBOURHOOD WORKSHOPS	Neighbourhood Bid Workshops held with Members for each NH area. Feedback/Queries from workshops fed back to PMs where appropriate	16/11/2023 until 16/12/2023 (1 month)
PHASE THREE (Part 3) NEIGHBOURHOOD WORKSHOP FEEDBACK	Time allocated for NH workshop feedback to be processed, reports to be adjusted etc, Finalised Committee Reports sent to Democratic Services for publication.	01/01/2024 until 31/01/2024
PHASE THREE (Part 4) PROJECT BID DECISIONS	.Committee Meetings held. Councillors ask final questions of bidders and make allocation/funding decisions.	01/02/2024 until 29/02/2024
PHASE FOUR - POST DECISION	Successful external bidders sign "Neighbourhood Grant Agreement" and funds released. Internal (Council) bidders drawdown funds at the end of the Financial Year.	01/03/2024 until 01/04/2024 (1 month)
PHASE FIVE - MANAGEMENT AND MONITORING	Successful bidders report back as per the terms of the "neighbourhood grant agreement." Progress reported back to Councillors as part of the next bid cycle.	Post April 2024

Key:

NH = Neighbourhood

NHMs = Neighbourhood Managers.

PMs = Project Managers.