**DETAILED SCHEDULE - NCIL ROUND 3 (October 2024 til July 2025)**

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

* Kingston and North Kingston - June 2025 (Date TBC)
* New and Old Malden - June 2025 (Date TBC)
* Surbiton - June 2025 (Date TBC)
* South of the Borough - June 2025 (Date TBC)

| **BID PHASE** | **DESCRIPTION** | **SCHEDULE/TIMEFRAME FOR CYCLE 2** |
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| 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://www.kingstonletstalk.co.uk/communities-and-neighbourhoods/ncil/>  Interested bidders submit expressions of interest forms (up until the set deadline). | 01/06/2024 until 15/10/2024 (4.5 months) |
| PHASE ONE (Part 2) - EOI CHECKS | Deadline for Expressions of interest (EoIs) passes. EoIs collated and checked by NHMs.  ***Internal Consultation occurs on any third party EOIs (NEW FOR R3)***  If ok to continue, full project bid report templates and guidance sent to bidders (NB: template also available on NCIL page) | 16/10/2024 until 31/12/2024 (2.5 months - but 2 really due to Xmas) |
| PHASE TWO –  PROJECT BID REPORT SUBMISSION | Time period allocated for Project Managers (PMs) to compile and submit their full Project Bid Reports | 01/01/2025 until 30/02/2025 (2 months) |
| PHASE THREE (Part 1) –  (DRAFT) COMMITTEE REPORT CIRCULATION TO MEMBERS | 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**) | 01/03/2025 until 30/03/2025 (1 months) |
| 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 | 01/04/2025 until 30/04/2025 (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. | 01/05/2025 until 30/05/2025 (1 month) |
| PHASE THREE (Part 4)  PROJECT BID DECISIONS | Committee Meetings held. Councillors ask final questions of bidders and make allocation/funding decisions. | 01/06/2025 until 15/07/2025 (1.5 months) |
| 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. | 16/07/2025 until 15/08/2025 (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 August 2025 |

Key:

NH = Neighbourhoood

NHMs = Neighbourhood Managers.

PMs = Project Managers.