

Indicative Timetable of the Joint Venture's Initial Activities

Date	Activity
30 th July 2019	<ul style="list-style-type: none"> • Council approval given to award the contract; • Name of JV chosen.
August - October 2019	<ul style="list-style-type: none"> • Contract signed following standstill period; • First JV Board meeting; • Recruitment of Non-Executive Directors (NEDs) commences; • Set up Brentwood Office; • Set up systems; • Create JV branding and website; • Ensure appropriate staff are in place; • Work up site design stakeholder engagement process in consultation with Councillors; • Commence stakeholder engagement on site designs (inc Councillors and community groups); • Identify further surveys/studies that are required (e.g car parking & traffic); • NEDs selected; • Second JV Board meeting and appointment of NEDs.
October – December 2019	<ul style="list-style-type: none"> • Plan local 'meet the supplier' events; • Develop and approve the Social Value Method Statement; • Identify further suitable sites for the JV; • Continue stakeholder engagement and begin preparation of site development plans for the existing sites.