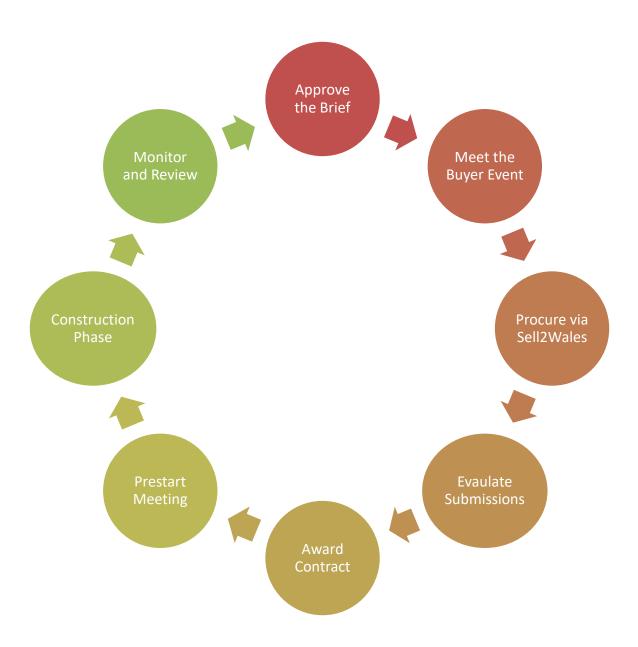
Capital Play Investment Programme Delivery Process



Brief

- Define scope of works
- Approve budget

Meet the Buyer

- Share projects locations, value and procurement dates
- Promote collaboration

Procurement - Advert

- Advertise via Sell2Wales for a four week period
- Support provided by Lisa Evans and Paul Lenihan

Procurement - Evaluation

- Assemble an evaulation panel
- Support provided by Lisa Evans, Jacki Rees Thomas, Ceri Davies, Geoff Williams, Eleanor Eaton and Kristy

Tillman

Contract Award

- Score Sheet and continuous improvement
- Award approval via HoS
- Support provided by Lisa Evans and Eleanor Eaton
- 16 week contract

Pre Start Meeting

- Arrange within the Contract Period by 10th Week
- Capture programme dates and handover
- Client Requirements
- Weekly Progress reports required

Contruction Phase

- Contractor to report progress updates on a weekly basis
- Parks Superviso to understake visits
- Client to be present for handover and acceptance

Monitor and Review

- Governance via Steering Group
- Provide detaile feedback on request
- Performance Meetings
- Issue Termination
 Notices
- Offer 1:1 sessions to promote continious improvement