

Project Plan	<u>Surbiton</u>												
	May	June	July	August	September	October	November	December	January	February	March	April	
Meetings													
health Sub Com	14th	13th	9th	N/A	11th	18th	9th	11th	TBA	TBA	TBA	TBA	
YHC?													
Commissioning Board?													
Communication Plan													
Plan in place	→	→	30th										
Quarterly Email		→	→	1st	→	→	1st	→	→	1st			
Agree name	→	→	→	30th									
Launch event										→	→	1st	
Procurement				1st	→	→	→	→	→	→	1st		
Procurement specialist hired	→	→	→	21st									
PQQ (40 days)				1st	→	→	9th						
Responses Evaluated						24th	→	→	1st				
ITT documentation							2nd	→	→	28th			
Returns analysed								28th	→	→	5th		
Interviews									→	→	17th- 21st		
Final Decision									→	→	7th		
Alcatel Period									→	→	8th- 22nd		
Contract Awarded											23rd		
UCC ?													
Diagnostics ?													
Minor Surgery ?													
Commissioning													
Areas identified	→	→	→	1st									
Specs		→	→	30th									
Business case		→	→	15th									
Sign off			→	→	30th								
Procurement				1st	→	→	→	→	→	→	1st		
Operational										→	→	1st	
Evaluation (lesson learnt)											→	→	30th
Existing services													
Agree Existing	→	→	→	30th									
Operational on site										→	→	1st	
YHC													
Confirm services to be transferred	→	→	→	1st									
Confirm services ready to be transferred								→	→	→	1st		
Services operational on site										→	→	1st	
Building													
Official opening ?								→	→	→	Completed	→	1st?