

Appendix 1

Summary of Relocation Timeline

TASK	START	END
Milestones		
All ICT infrastructure design, order and supply (lines and Data Centre)	15/3/23	20/11/23
All ICT infrastructure works -	9/10/23	15/1/24
S1 lease starts	1/1/23	14/8/23
S1 enabling and fit out works including ICT infrastructure works	14/8/23	6/11/23
S1 ready/staff moved in - including ICT works	8/1/24	22/1/24
Pump Rooms (Customer Service Hub) refurbishment works and ICT infrastructure complete - revised for Call In	28/2/23	8/1/24
Pump Rooms ready/staff moved in - includes all remaining works	8/1/24	29/1/24
Town Hall (CST and office/meeting rooms) enabling works and ICT infrastructure complete	1/3/23	18/12/23
Town Hall ready/staff moved in - including ICT works	8/1/24	15/1/24
Kennedy Square (print room) enabling works and ICT infrastructure complete	20/2/23	6/11/23
Kennedy Square (print room) ready/staff moved in - including ICT works (Needs to align with CST in TH)	8/1/24	15/1/24
Clear and vacate RSH - includes period for final clear after ICT infrastructure work is completed	1/1/23	12/2/24