



Establishing a Local Authority Trading Company (LATCo) - Indicative Timeline

Date	Action
01 July 2019	Formation of a working group to develop the business case for the establishment of a Local Authority Trading Company (LATCo) – working through the checklist in place. Monthly meetings of the project group to take place (or more frequently if required)
04 September 2019	DEADLINE – reports for Commercial Cabinet Committee
12 September 2019	Commercial Cabinet Committee - progress update report to be provided to the Committee
11 October 2019	DEADLINE – reports for Management Team
15 October 2019	Management Team
24 October 2019	DEADLINE – reports for Chief Executive’s Briefing
	DEADLINE – reports for Commercial Cabinet Committee
28 October 2019	Chief Executive’s Briefing
31 October 2019	DEADLINE – reports for Cabinet
04 November 2019	Commercial Cabinet Committee Meeting - proposal for establishment of the LATCo to go through Committee
11 November 2019	Cabinet - proposal for establishment of the LATCo to go through Cabinet
21 November 2019	Overview Scrutiny Committee - potential of call-in of decision or potential to take report for discussion
22 November 2019	DEADLINE – reports for Full Council
03 December 2019	Full Council - Report seeking approval for the establishment of the LATCo (with accompanying business case)
04 December 2019	Formal registration of the LATCo with Companies House.
December 2019 – March 2020	Training to be provided to those officers/Members identified as being part of the company Board
17 February 2020	DEADLINE – reports for Commercial Cabinet Committee

Date	Action
26 February 2020	Commercial Cabinet Committee - progress update report to be provided to the Committee
23 March 2020	DEADLINE – reports for Commercial Cabinet Committee
01 April 2020	Company Trading to Commence
	Commercial Cabinet Committee - progress update report to be provided to the Committee

NB: Formal Management Team and/or Committee dates are highlighted in grey