

EIT Scrutiny Review of Built and Natural Environment

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KEY TASK/MILESTONES	DETAILS/ACTIVITIES	DATE	RESPONSIBILITY
Scoping of Review Draft Project Plan	Research Informal Discussions		Scrutiny Officer/ Link Officers/ Chairs and Vice Chairs
Tri-Partite Meeting	Formal meeting to discuss ideas for draft scope for consideration by Select Committee	17 June 2010	Chair and Vice Chair Scrutiny Officer Lead Officer Independent Officer Cabinet Member Corporate Director
Select Committee Agree Scope and Project Plan	Formal meeting to agree scope and project plan	28 June 2010	Select Committee
Communications / Publicity of Review		To be determined	Scrutiny Officer Press and PR
Stages 1 and 2: Obtaining Evidence Baseline/Challenge	Submission of evidence in response to key questions Select Committee conduct challenge and identify further information requirements	28 June – 20 September 2010	Select Committee
Stage 3: Identify opportunities for EIT	Submission of evidence in response to key questions Select Committee consider and challenge options for EIT	1 November 2010	Select Committee

Stage 4: Review Options/ Agree way forward	Members decide findings and recommendations	13 December 2010	Select Committee
Circulate Draft Report to Contributors		w/c 13 December 2010	Scrutiny Officer
Tri-Partite Meeting	Discuss draft findings and recommendations	To be arranged	Chair and Vice Chair Scrutiny Officer Link Officer Independent Officer Cabinet Member Corporate Director
Final Agreement of Report	Discussion of any issues raised at tri partite meeting and final agreement of report	24 January 2011	Select Committee Cabinet Member Corporate Director Link Officer Independent Officer
Consideration of Report by Executive Scrutiny Committee	Presentation of report by Chair	8 March 2011	Executive Scrutiny Committee
Report to Cabinet	Presentation of report by Chair	17 March 2011	Cabinet