

# EIT Scrutiny Review

# Project Plan

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<b>KEY TASK/MILESTONES</b>	<b>DETAILS/ACTIVITIES</b>	<b>DATE</b>	<b>RESPONSIBILITY</b>
<b>Scoping of Review Draft Project Plan</b>	Research Informal Discussions	31 May 2010	Lead Officer Project Team
<b>Select Committee agree Scope and Project Plan</b>	Formal meeting to agree scope and project plan	<b>1 June 2010</b>	Lead Officer
<b>Communications / Publicity of Review</b>		<b>June 2010</b>	Lead Officer Press and PR HR
<b>Stages 1 and 2:  Obtaining Evidence Baseline/Challenge</b>	Submission of evidence in response to key questions Select Committee conduct challenge and identify further information requirements	<b>19 October 2010</b>	Lead Officer
<b>Stage 3: Identify opportunities for EIT  Stage 4: Review Options/ Agree way forward</b>	Submission of evidence in response to key questions  Select Committee consider and challenge options for EIT	<b>14 December 2010</b>	Lead Officer
<b>Circulate Draft Report to Contributors</b>		January 2011	Lead Officer
<b>Report to Cabinet</b>	Presentation of report by Lead Officer/Chair of Select Committee/ Executive Scrutiny Committee	<b>March 2011</b>	Cabinet