

EIT Scrutiny Review

Devolved ICT - Project Plan

Chair / Member Sponsor Cllr Bob Gibson	Contact Details 01642 614482 Email: robert.gibson@stockton.gov.uk
Scrutiny Officer Anthony Duffy	Contact Details 01642 528159 Email: anthony.duffy@stockton.gov.uk
Lead Officer Ian Miles, Head of ICT and Design and Print, Xentrall Shared Services	Contact Details 01642 527012 Email: ian.miles@xentrall.org.uk
Independent Officer Gavin Murrigan, HR Organistaional Development Manager	Contact Details 01642 526459 Email: gavin.murrigan@stockton.gov.uk
Finance Officer Tony Montague, Senior Finance Manager	Contact Details 01642 527433 Email: tony.montague@stockton.gov.uk

KEY TASK / MILESTONES	DETAILS / ACTIVITIES	DATE	RESPONSIBILITY
Scoping of Review Draft Project Plan	Research Informal Discussions	15 July 2010	Scrutiny Officer/ Link Officers/ Chairs and Vice Chairs
Select Committee Agree Scope and Project Plan	Formal meeting to agree scope and project plan	27 July 2010	Executive Scrutiny Committee
Communications / Publicity of Review	Briefing papers using existing schemes where applicable (staff & customers). Staff and union briefings.	Throughout the review process	Officer Project Team
Stages 1 and 2: Obtaining Evidence Baseline/Challenge	Collation of evidence in-line with key questions relating to service content, performance, satisfaction, future requirements/challenges and financial data. Submission of evidence in response to key questions. Select Committee conduct challenge and identify further information requirements.	19 October 2010	Executive Scrutiny Committee
Stage 3: Identify opportunities for EIT	Analysis of baseline information and the identification of options for service delivery, efficiencies and improvements. Submission of evidence in response to key	4 January 2011	Executive Scrutiny Committee

<p>Stage 4: Review Options/ Agree way forward</p> <p>Consideration of Report by Executive Scrutiny Committee</p>	<p>questions.</p> <p>Options selected and presented to Select Committee to consider and comment.</p> <p>Presentation of report by Chair</p>		
<p>Report to Cabinet</p>	<p>Presentation of report by Chair</p>	<p>17 March 2011</p>	<p>Cabinet</p>