

EIT Fair Access to Care Scrutiny Review

Project Plan

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KEY TASK/MILESTONES	DETAILS/ACTIVITIES	DATE	RESPONSIBILITY
Scoping of Review Draft Project Plan	Research Informal Discussions	Ahead of tri-partite	Scrutiny Officer/ Link Officers/ Chairs and Vice Chairs
Tri-Partite Meeting	Formal meeting to discuss ideas for draft scope for consideration by Select Committee	8 May 2009	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	18 May 2009	Select Committee
Communications / Publicity of Review			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 Evidence from: Ruth Hill, Initial Baseline IDEa research Additional Baseline Data Experiences of other authorities	18 May 22 June 3 August / 14 September	Select Committee Select Committee Select Committee

Stage 3			
Identify opportunities for EIT	Submission of evidence in response to key questions Select Committee consider and challenge options for EIT	26 October	Select Committee
Stage 4			
Review Options/ Agree way forward	Members decide findings and recommendations	14 December	Select Committee
Circulate Draft Report to Contributors		Following Stage 4 Meeting	Scrutiny Officer
Tri-Partite Meeting	Discuss draft findings and recommendations	TBC	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	25 January 2010	Select Committee Cabinet Member Corporate Director Link Officer Independent Officer
Consideration of Report by Executive Scrutiny Committee	Presentation of report by Chair	[16 February 2010]	Chair Executive Scrutiny Committee
Stage 5			
Report to Cabinet	Presentation of report by Chair	11 February 2010	Chair Cabinet

