

EIT Scrutiny Review of Mental Health and Learning Disability

Project Plan

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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	14 February / 7 June (revised)	Chair and Vice Chair Scrutiny Officer Lead Officer Cabinet Member Corporate Director
Select Committee Agree Scope and Project Plan	Formal meeting to agree scope and project plan and initial briefing	8 March	Select Committee
Communications / Publicity of Review			Scrutiny Officer Press and PR
Stages 1 and 2: Obtaining Evidence Baseline/Challenge	Re-cap and agreement of revised Scope and Project Plan Baseline Reports for existing MH and LD Services	13 June 11 July [August Recess]	Select Committee

	Submission of evidence in response to key baseline questions; Select Committee conduct challenge and identify further information requirements.		
Stage 3: Identify opportunities for EIT	Submission of evidence in response to key questions Select Committee consider and challenge options for EIT To include further information gathering. Receive evidence from comparator authorities (TBC) / Site Visits	5 September 17 October 28 November	Select Committee
Stage 4: Review Options/ Agree way forward	Members decide findings and recommendations	9 January 2012	Select Committee
Circulate Draft Report to Contributors			Scrutiny Officer
Tri-Partite Meeting	Discuss draft findings and recommendations	TBC	Chair and Vice Chair Scrutiny Officer Link Officer Cabinet Member Corporate Director

Final Agreement of Report	Discussion of any issues raised at tri partite meeting and final agreement of report	20 February	Select Committee Cabinet Member Corporate Director Link Officer
Consideration of Report by Executive Scrutiny Committee	Presentation of report by Chair	28 February	Chair of Select Committee Executive Scrutiny Committee
Report to Cabinet	Presentation of report by Chair	8 March	Chair of Select Committee Cabinet