

By: Benjamin Watts, General Counsel
 To: Scrutiny Committee – 10 May 2018
 Subject: Social Isolation Select Committee Topic Review - Timetable
 Classification: Unrestricted

Summary: To consider and approve the proposed Timetable for the Social Isolation Select Committee Review

1 Introduction

At its meeting on 17 April the Scrutiny Committee agreed that work begin to establish the Select Committee on Social Isolation and that a timetable for the review be presented to the Scrutiny Committee at its next meeting.

2 Proposed Timetable (summary)

Report to 21 March 2019 County Council

21 May 2018	Meeting to finalise Pupil Premium Select Committee report
	<i>May Half Term</i>
May 2018 Early June 2018	Initial research, identification of Select Committee membership, information gathering meetings, identification of possible witnesses Informal cross-party discussion to develop the Terms of Reference of the review
Late June 2018	Despatch papers for first formal meeting of the Select
Early July 2018	First meeting of Select Committee, to appoint the Chairman and to discuss and agree the Terms of Reference of the review
July 2018	Arrangements for hearing sessions, site visits, written evidence and other evidence gathering methods
	<i>Summer Break</i>
Early September – Mid October 2018	Hearings and possible visits (5 weeks)
Mid October 2018	Literature sent to Select Committee ahead of key issues meeting
Mid October 2018	Committee meets to identify key issues and to make recommendations
	<i>October half term</i>
November – Mid December 2018	Report writing, production of first draft
	<i>Christmas Break</i>

10 January 2019	Committee discusses the first draft of the report and suggests amendments. Amendments carried out accordingly
21 January 2019	Despatch draft report to Corporate Director(s) and Cabinet Members(s) ahead of informal meeting
28 January 2019	Informal meeting for Select Committee to share the draft report with Cabinet Member(s) and Corporate Director(s)
1 February 2019	Despatch papers for Select Committee meeting
11 February 2019	Select Committee to agree the final report
15 February 2019 <i>(half term begins on 18th Feb)</i>	Report shared with relevant boards (by email)
25 February 2019	Despatch for Cabinet Members' Meeting
4 March 2019	Report presented to Cabinet Members' Meeting
13 March 2019	Despatch for County Council
21 March 2019	Report presented to County Council

Recommendation:

To approve the timetable for the Social Isolation Select Committee which will report to County Council in March 2019.

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Background documents:

Report to Scrutiny Committee:

17 April 2018 Select Committee Work Programme Update

6 September 2017 Select Committee Work Programme