

PST – PROPOSED KEY DATES

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| 1) | Informal briefing of Council Cabinet and the four party leaders | - | 28-09-2006 |
| 2) | Detailed briefing of PCT Chair | - | w/c 2-10-2006 |
| 3) | Informal briefings of the following:- <ul style="list-style-type: none">▪ Health Scrutiny Committee Chair and other relevant Scrutiny Committee Chairs▪ PCT Board Members including Herefordshire Council representatives | - | w/c 9-10-2006 |
| 4) | Copy of Scoping Report and the Governance and Leadership Framework report issued to the following:- <ul style="list-style-type: none">▪ PCT Board Members▪ Cabinet Members▪ GOWM and SHA | - | w/c 9-10-2006 |
| 5) | Meeting of both CEOs and Senior Management with Alan Curless. Feedback session | - | 10-10-2006
at 2:00pm |
| 6) | PCT Board Meeting
Seek agreement to proposal subject to approval of Partnership Agreement in February 2007 | - | 17-10-2006 |
| 7) | Prepare communications brief for managers, staff, press and general public | - | 18-10-2006 |
| 8) | Meeting with GOWM and SHA
Seek support for the proposal | - | 19-10-2006 |
| 9) | Herefordshire Council Cabinet Meeting
Seek agreement of proposal subject to approval of Partnership Agreement in February 2007.
Agree how full Council will be informed and involved in the process. | - | 26-10-2006 |
| 10) | Information meetings with Managers and staff
PCT and Council staff and newsletter | - | 27-10-2006 |
| 11) | Press release regarding PST proposals | - | 27-10-2006 |
| 12) | First meeting of the Programme Steering Group
Discuss terms of reference and action plan | - | w/c 30-10-2006 |

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| 13) | Probably give presentation to full Herefordshire Council | - | w/c 6-11-2006 |
| 14) | PCT Strategic Board away day | - | 9-11-2006 |
| 15) | Consultation with Key Stakeholder Groups e.g.:- | - | w/c 13-11-2006 |
| | <ul style="list-style-type: none"> ▪ GPs ▪ The Alliance ▪ Herefordshire Partnership Members | | |

Full list to be agreed at Senior Management Meeting 10-10-2006

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| 16) | First meeting of the various work groups to agree action programme and project plan and provide answers to questions identified in section 3 of The Scoping Report. Work groups as follows:- | - | w/c 20-11-2006 |
| | <ul style="list-style-type: none"> ▪ Governance ▪ Human Resources ▪ Clinical Governance ▪ Estates and Facilities Management ▪ Business Planning and Performance Management ▪ Communication, Marketing and PR ▪ Information Technology and Management Information Systems ▪ Organisational Development ▪ Finance | | |

Finance to provide a baseline of current costs, estimated costs of transition, potential cost savings, as a key part of the Partnership Agreement.

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| 17) | Begin the three month public consultation | - | w/c 20-11-2006 |
| 18) | First meeting of the Shadow Joint Board. Approve Terms of Reference and future meetings. Check progress. Agree forward action plan. Agree transition costs and contribution from each party. Agree Job Description and salary for Chief Operating Officer. | | |
| 19) | Begin recruitment process for the appointment of the Chief Operating Officer | - | w/c 4-12-2006 |
| 20) | Feedback from the working groups on the questions listed in section 3 of the Scoping Report for inclusion in the Partnership Agreement | - | w/c 22-01-2007 |

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| 21) | Partnership Agreement prepared as outlined in Section 7 of Scoping Report together with Financial Plan | - | w/c 19-02-2007 |
| 22) | Chief Operating Officer appointed at the latest | - | w/c 26-02-2007 |
| 23) | Herefordshire Cabinet, Herefordshire Council, Herefordshire PCT and PST Shadow Joint Board approve the Partnership Agreement, Financial Plan and costs of integration | - | w/c 05-03-2007 |
| 24) | Final approval by GOWM/SHA and Ministers as appropriate | - | w/c 12-03-2007 |
| 25) | Public Service Trust begins | - | w/c 2-04-2007 |