MRP Engagement & Option Re-evaluation Programme and Proposed Timetable

Appendix 4

Version 1.6 23 12 2019

Phase No	Category	Task	Week 1	Week 2	Week 3	week 4	week 5	week 6	week 7	week 8	week 9	week 10	week 11	week 12	week 13	week 14	week 15	week 16	week 17	week 18	week 19	week 20	week 21	week 22	week 23	week 24	week 25	week 26	week 27	week 28
		Week commencing	23-Sep	30-Sep	07-Oct	14-Oct	21-Oct	28-Oct	04-Nov	11-Nov	18-Nov	25-Nov	02-Dec	09-Dec	16-Dec	23-Dec	30-Dec	06-Jan	13-Jan	20-Jan	27-Jan	03-Feb	10-Feb	17-Feb	24-Feb	02-Mar	09-Mar	16-Mar	23-Mar	30-Mar
1	Site identification process	Validate new sites identified in NLC assessment														Festive period														
		Site selection review process - Stakeholder Engagement Group (SEG)																												
		Invite public to nominate additional sites which meet criteria																												
		Assess additional sites nominated by public																												
		Additional sites - review process - Stakeholder Engagement Group																												
		MROB to confirm short listed sites																												
		NHS Board to confirm short listed sites																												
		Develop detailed site information pack for all short listed sites in conjunction with Transport Scotland																												
		Channel for open discussion and public discussion groups																												
2	Public Engagement Process	Issue detailed update on NHS Lanarkshire re-evaluation process, steps, timescales and site selection criteria																												
		Issue confirmation of short listed sites including detailed analysis																												
		Issue detailed site information:																												
		Site location, history and context																												
		Drive time analysis - 5 minute isochrones																												
		Drive time analysis - Connectivity to Regional centres																												
		Public transport information - Bus																												
		Public transport information - Train																												
		Road infrastructure improvements required																												
		Coal Board reports																												
		Fairer Scotland Duty assessment																												
		Equality & Diversity Impact Assessment																												
		Site investigation reports including ground conditions and proposed decontamination/remediation																												
		Detailed cost analysis for each short listed site																												
		Seek public input to determine re-evaluation criteria used to evaluate short listed sites																												
		Publish final option re-evaluation criteria																												
		Deadline for requests to attend Peoples Hearing																												
		Hold Peoples Hearings (process to formally consider concerns raised by individuals/groups)																												
		Channel for open discussion and public discussion groups																												
3	Participant selection & Benefit Criteria process	Procure independent engagement partner																												
		Develop participant selection criteria and process with independent engagement partner																												
		MROB approval of proposed participant selection criteria and process																												
		Undertake participant selection process - nominations and invites																												
		Undertake participant selection process - review nominations & applications																												
		Confirm proposed nominees																												
		MROB approval of proposed nominees																												
		Undertake Benefits Criteria & Weightings nominations																												
		Assess Benefits Criteria & Weightings nominations																												
		Issue final Benefits Criteria & Weightings																												
4		Confirm event date																												
		Issue 'hold the date' notification to internal stakeholders																												
		Issue interanl invites to option re-evaluation event																												
		Issue information in advance to participants																												
		Information sessions for all participants - provision of detailed information on process and role																												
		Undertake option re-evaluation scoring																												
		Identify highest scoring option																												
		Prepare option re-evaluation report and financial analysis																												
		Issue re-evaluation report and highest scoring location																												
		Engage with public on outcome of option re-evaluation																												
		Assess public comments on final report																												
		MROB to consider and approve re-evaluation report																												
		NHS Lanarkshire Board to consider and approve preferred location																												
	Community & Staff scoring event	Channel for open discussion and public discussion groups																												