

RE Subject Review: Phase One (Preliminary)

June

Agree criteria for selection + proposed panel
Project Manager (PM) & Expert Panel Chair (EPC) agree key documents
(Background info + terms of ref + documentation list + expert witnesses + formats for response)



Steering Group meeting (10th July)

Notify Expert Panel (EP) members (if ratified)
Send out key documents to EP members
Encourage general email communication between EP members



EP meeting 1 (10th August, London)

Hear from expert witnesses
Formulate initial ideas & hunches



10th August – 19th September

EP read key documents & record reactions
Response forms sent out to expert witnesses
Receive submissions + record
General email communication between EP group members (e.g. exploring ideas)



EP meeting 2 (19th September, Birmingham)

Hear from further expert witnesses
Agree format & key ideas of report
Progress report to Steering Group on 26th September
Circulate draft report to Steering Group 24th October



Meeting with Steering Group (31st October)

Presentation of first draft report
Responses & discussion
Small matters addressed in second draft
Second draft circulated to Reference Group



Meeting with Reference Group (7 November)

Presentation of second draft report
Amended approved third draft published on REC website for wider consultation by proforma & blog



Report considered by REC Board (6 December)
(Final approval to be given by Steering Group in late December/ early January)