Appendix 9 Timeline for Implementation: Closure of Home Lea House and Richmond House

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	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	
Governance	23 rd June Executive Board meeting	14 th July Latest date decision could be implemented (should the decision be called in for Scrutiny)	Monitor ar	Monitor and track progress of Assessment & Transitions for Service Users and Workforce. Track progress of Asset Management works.							
Stakeholder Engagement		Inform all stakeholder of decision outcome and next steps	Start Staff Preference Meetings and Job Matching process Start of assessment and transitions process	On-going engagement with service users / families and carers as part of Assessment and Transitions							
			Cease admissions at Home Lea House	Ongoing update o	_	to monitor staffin	_	noves linked to	Home Lea House Closed By Feb 2022		
nsitions			admissions	Ongoing update of to monitor staffin moves linked to A Transit	g numbers and ssessment and	Richmond House Closed By Nov 2021	Assessment		mescales will vary ual needs.	depending on	
Tra			Recruit and Train Assessment & Transitions Team Social Workers			n Assessments & D xt steps / visit alte Agree Transfer P Complete Transi	rnative service an	Plans		iews following iitions	
			Progress with future use of buildings in discussion with Elected Members and Asset Management								