

**Appendix 1: Consultation Plan**

	<b>Consultation plan for proposed change to Mill Lodge and development of Nursing Home Team</b>	<b>Date for event/action</b>	<b>Completed on (date)</b>
1	Production of Consultation plan	Aug 3	Aug 3
2	Produce list of those to be consulted	w/e 17/08	Aug 3
3	Production of a full information document to support consultation	w/e 07/09	
4	Circulation of information including mail out and web site	w/e 07/09	
5	Set dates and hold number of public meetings with invited parties from service users /carers /partners /stakeholders etc	September/ October	
6	Hold staff presentation	September/ October	
7	Collate feedback and produce final recommendation	w/e 18/10	
8	Final report goes to LYFPT Board	30 <sup>th</sup> Oct	
9	Implementation plan	1 November	