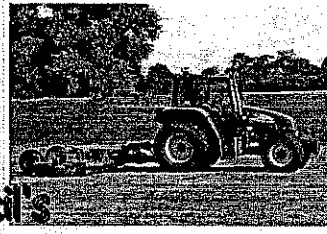




DERBY CITY COUNCIL



Derby City Council's

Scrutiny Simulator



We serve the West

WESTERN PENINSULA BOROUGH COUNCIL

CENTRAL SERVICES
DIRECTORATE
Council Offices
Market Square
Maintown MT1 2TT
Switchboard
01871 76767



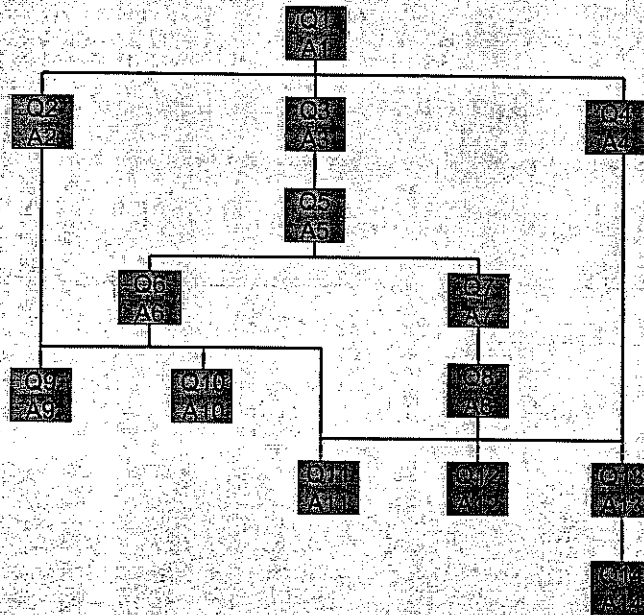
Planning the Project

- 1) Me - Expand the SoS role play exercise by adding more witnesses and developing the scenario
- 2) Ian - Write the software needed to make it work
- 30 Both of Us -put 1) and 2) together
- Job done? – I think not!

The Witnesses



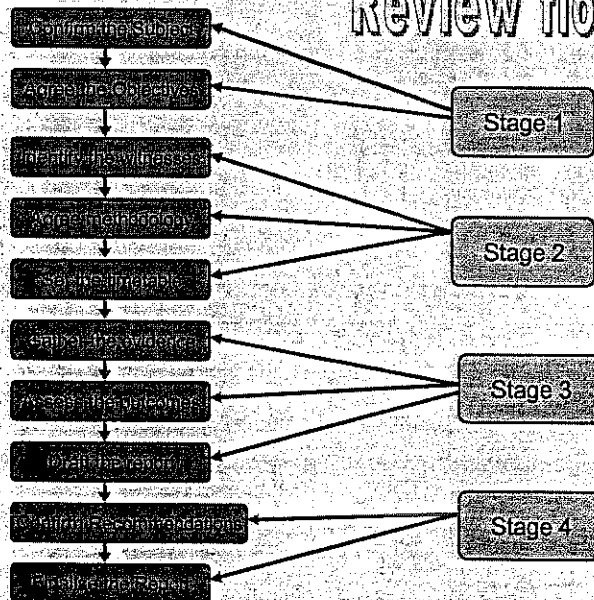
A typical 'Question Tree'



Handbook Contents

- Introduction
- Reviews
- Selecting subjects to review
- Determining the scope and content of a review
 - Deciding the objectives
 - Evidence Sources
 - Selecting the Witnesses
 - The need for research
 - Setting a Timetable for the Review
 - The Methodology of the Review
- The Evidence-gathering Interviews
 - Arrangements for the Interviews
 - Asking questions of the witnesses
 - Keeping a record of the interview
- Assessing the Evidence
- Preparing the draft Report of the Review
- Confirming the Recommendations
- Finalising the Report

Review flowchart



Evidence Gathering

You can:

- Look in 'Further Information' – this contains a lot of background information about grass cutting in WPBC
- Go on 'Site Visits' to look at the mowing machines WPBC use and the sort of grassed areas they maintain
- Interview a whole range of witnesses – 12 if you want to talk to them all – to get their views on the grass cutting service

The Draft Report

The Draft Report includes:

- Your Objectives
- Details of:
 - the Witnesses you have interviewed
- Details of:
 - the information you have gathered and the places you have visited
- Any Key Points that you want to note in the course of the review
- The Recommendations that you make and your reasons for making them

How you can use it

- Together with the Handbook as a useful refresher for Scrutiny
- By an individual to learn about doing a review and to look at the effect of issues such as witness selection and questioning
- For training individuals or groups in scrutiny techniques
- In a simulated 'Committee' environment to develop a team approach and to practice chairing and directing skills
- To compare the outcome of different approaches to scrutiny

Tailored to your requirements

Finally – don't forget that the Scrutiny Simulator was designed to be adaptable – it can be easily reconfigured to provide training for the full range of Overview and Scrutiny functions and for a wide range of other applications question/answer based activities.

Buying your Copy

Copies of the Scrutiny Simulator can be purchased from Derby City Council for £250.00. This price includes a licence to make ten copies of the disc that you purchase.

Paper copies of Derby City Council's Scrutiny Handbook may be purchased from the Council for £15.00.

Derby City Council and Showme Multimedia are able to use the Simulator software to produce bespoke training aids tailored to the requirements of individual local authorities. For more information about this option please contact David Romaine.

Contact Details

For more information about the Scrutiny Simulator or to order copies of it or the Handbook, please contact:

David Romaine
Scrutiny & Complaints Manager
Derby City Council
01332 255598
david.romaine@derby.gov.uk