

Overview and Scrutiny – Scoping Document 2024/25

<p>Title of proposed review</p>	
<p>What is the purpose of the review?</p> <ul style="list-style-type: none"> • Specify exactly what the review is looking at • Also being clear what the review is not looking at • What is the Scrutiny Review seeking to achieve? • Are there specific VFM issues around service cost, service performance and/or customer satisfaction? 	
<p>What are the Criteria for Selection?</p> <ul style="list-style-type: none"> • Why is this topic considered to be a priority issue for scrutiny? 	
<p>Why now?</p>	
<p>What are the Indicators of Success?</p> <ul style="list-style-type: none"> • What factors / outcomes will demonstrate that this Scrutiny Review has been a success? 	

<p>What Methodology / Approach is to be followed?</p> <ul style="list-style-type: none"> • What types of enquiry will be used to gather evidence? <p>NB, approach is likely to involve the consideration of the regulatory/governance landscape, evidence, direct representation(s), and review of financial, performance and risk data.</p>	
<p>Are there/could there be any resource and/or budget requirements?</p> <p>What support is required for the review exercise?</p> <ul style="list-style-type: none"> • specialist staff • any external support • site visits • consultation • research 	
<p>Are any Corporate Risks associated with this Review?</p> <p>Identify any weaknesses and barriers to success</p>	
<p>Who will receive the review conclusions and any resultant recommendations?</p>	

<p>What is the Review Timescale?</p> <ul style="list-style-type: none"> Identify key meeting dates and any deadlines for reports or decisions. 	
<p>Which Policy Committee(s) does it relate to?</p>	
<p>Who are the key stakeholders / consultees?</p> <p>Identify any key stakeholder groups, such as residents, businesses, tenants, voluntary sector, partners etc</p>	
<p>Who will lead the Review Exercise?</p> <ul style="list-style-type: none"> Identify a nominated: <ul style="list-style-type: none"> - Elected Member - Lead Officer 	
<p>Media Interest / Publicity</p> <ul style="list-style-type: none"> Is there a need for a Communications Plan? Do we need to publicise the review to encourage community involvement? 	
<p>Completed by:</p>	
<p>Date:</p>	
<p>Approved by Scrutiny Committee Date:</p>	