

Scrutiny review scoping

1. **What is the review?**
2. **What outcomes could realistically be achieved? Who does the committee want to influence?**
3. **What does the committee aim to produce?**
4. **What are some of the key issues that you'd like to look at during the review?**
5. **Who would you like to receive evidence and advice from during the review?**
6. **Any suggestions for background information? Are you aware of any best practice on this topic?**
7. **What approaches could be useful for gathering evidence? What can be done outside committee meetings?**
e.g. verbal or written submissions, site visits, mystery-shopping, service observation, meeting with stakeholders, survey, consultation event or additional public meetings
8. **When should the review be carried out/completed?**
i.e. does the review need to take place before/after a certain time?
9. **How much formal committee meeting time do you want to commit to this topic?**