

Scrutiny review proposal

- 1 **What is the review?**
- 2 **What outcomes could realistically be achieved? Which agency does the review seek to influence?**
- 3 **When should the review be carried out/completed?** i.e. does the review need to take place before/after a certain time?
- 4 **What format would suit this review?** (e.g. full investigation, Q&A with cabinet member/partners, public meeting, one-off session)
- 5 **What are some of the key issues that you would like the review to look at?**
- 6 **Who would you like to receive evidence and advice from during the review?**
- 7 **Any suggestions for background information? Are you aware of any best practice on this topic?**
- 8 **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