

Scrutiny Inquiry Project Outline Template

OVERVIEW AND SCRUTINY REVIEW - PROJECT OUTLINE

Review Topic: **RENTED HOUSING INSPECTION**

Objectives:

Desired Outcomes:

Terms of Reference:

Equality and diversity implications:

Risks:

Venue(s):

Timescale:
Start: 2 February 2012
Finish:

Information Requirements and Sources:

Documents/evidence:

Witnesses: (who, why?)

Consultation/Research: (what, why, who?)

Site Visits: (where, why, when?)

Officer Support:

Lead Officer: Simon Clark

Democratic & Member Services Officer: Carol Russell

Likely Budget Requirements:

<u>Purpose</u>	£
Total	_____

Target Body ¹ for Findings/Recommendations **Executive Cabinet**

¹ All project outcomes require the approval of Overview and Scrutiny Committee before progressing
