

OVERVIEW AND SCRUTINY INQUIRY PROJECT OUTLINE

Review Topic: ***	Investigation by: ***
	Type: ***

Objectives: 1. *** 2. ***	Desired Outcomes: 1. *** 2. ***
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Terms of Reference: ***

Key Issues: 1. *** 2. *** 3. *** 4. *** 5. ***	Risks: 1. *** 2. ***
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Venue(s): ***	Timescale: ***
	Start: ***
	Finish: ***

Information Requirements and Sources:

Documents/evidence: *(what/why?)*

- ***
- ***
- ***

Witnesses: *(who, why?)*

- ***
- ***
- ***
- ***

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

- ***
- ***

Site Visits: *(where, why, when?)*

- ***
- ***

Officer Support:

Lead Officer: ***

Committee Administrator: ***

Corporate Policy Officer: ***

Likely Budget Requirements:

<u>Purpose</u>	<u>£</u>
Witness' Expenses	***
Total	***

Target Body¹ for Findings/Recommendations

(Eg Executive Cabinet, Council, PCT)
