



**Mid Suffolk Overview and Scrutiny Committees –Review Scoping Document**

<b>Review Topic</b> (name of review)	<b>A review of the Legal Services Partnership</b>	
<b>Lead members</b>		
<b>Officer Support</b>	<b>Emily Yule – Assistant Director – Law and Governance</b>	
<b>Rationale</b> Key issues and reason for the review. Include how it relates to the Joint Strategic Plan.	<b>Financially sustainable Councils</b>  <b>Strengthened and clear governance to enable delivery</b>	
<b>Purpose of the review/Objective</b> (quantify the outcomes the review will seek to achieve)	<b>To Identify what the Committee would want to look at in this review and also what the aims, objectives and desired outcomes of the review would be</b>	
<b>Success measures</b>	What are the expected outcomes?	
	What are the likely benefits to the council and its community?	

	What value is O&S adding to the process?	
	Are there any barriers/dangers/risks?	
	How are you going to know that you have reached the end of the O&S activity?	
<b>Background information</b>		
<b>Methodology/ Approach</b> (what types of enquiry will be used to gather evidence and why)		
<b>Resource requirements</b>		

<b>Project parameters</b>			
<b>Specify Witnesses/ Experts/ Stakeholders</b> (who to see and when)- subject to review as evidence becomes available.			
<b>Specify Evidence Sources for documents</b>			
<b>Specify Site Visits</b> (where and when)			
<b>Barriers/dangers/risks</b> Identify any weaknesses and potential pitfalls	Constant change within the organisation means reasons are given for not achieving targets that could prevent potential new improvements being identified and/or made.		
<b>Projected start date</b>	<b>16 November 2017</b>	<b>Draft report deadline</b>	<b>(28 November 2017) – Pre-Committee Meeting</b>
<b>Meeting frequency</b>		<b>Projected completion date</b>	<b>19 December 2017</b>