



Babergh Overview and Scrutiny Committees –Review Scoping Document

Review Topic (name of review)	A review of the Legal Services Partnership	
Lead members		
Officer Support	Emily Yule – Assistant Director – Law and Governance	
Rationale Key issues and reason for the review. Include how it relates to the Joint Strategic Plan.	Financially sustainable Councils Strengthened and clear governance to enable delivery	
Purpose of the review/Objective (quantify the outcomes the review will seek to achieve)	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	
Success measures	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?	
Background information		
Methodology/ Approach (what types of enquiry will be used to gather evidence and why)		
Resource requirements		

Project parameters			
Specify Witnesses/ Experts/ Stakeholders (who to see and when)- subject to review as evidence becomes available.			
Specify Evidence Sources for documents			
Specify Site Visits (where and when)			
Barriers/dangers/risks 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.		
Projected start date	20 November 2017	Draft report deadline	(29 November 2017) – Pre-Committee Meeting
Meeting frequency		Projected completion date	18 December 2017