

Scrutiny Review Scoping Template

Review Topic (name of Review)	Neighbourhood Management Informal Task Group
Councillor Involvement (names of Cllrs involved)	Cllrs Hanna, Penney, Cooper
Officer Support (names of Officers required)	Chief Officer – Environment and Place
Rationale (key issues and/or reason for doing the Review)	How we provide Public Realm and related services in the District. Are we achieving the best with what we have got. Public Realm - Street scene, street lighting, graffiti - County Council/City Council responsibilities. Review of current Public Realm Agreement.
Purpose of Review/Objective (specify exactly what the Review should achieve)	Ensure we are achieving the best with what we have. Make a neighbourhood self supporting.
Indicators of Success (what factors would indicate that a Review has been successful)	Resident's satisfaction – feeling of belonging Neighbourhoods taking ownership.
Methodology/Approach (what types of enquiry will be used to gather evidence and why)	Need broad spectrum of views not just residents surveys Engage with Town and Parish Councils Expert Officers – Planning, Public Realm
Specify Witnesses/Experts (who to see and when)	Friends groups/Community Groups in the District . Parish and Town Councils.
Specify Evidence Sources for Documents (which to look at)	Neighbourhood plans Memo of Understanding – look at others – other examples JSNA/Health data Annual data and benchmarking – Waste/Public realm etc – link to KPIs
Specify Site Visits (where and when)	To be agreed at first meeting.
Specify Evidence Sources for Views of Stakeholders (consultation/workshops/focus groups/public meetings)	Parish and Town Councils County Friends/Community groups

Publicity Requirements (what is needed – press release, fliers, leaflets, radio broadcasts, etc.)		Press release to gather evidence.	
Resource Requirements (people, expenditure)		Officer time	
Barriers/dangers/risks/etc (identify any weaknesses and potential pitfalls)		Time	
Projected start date		Draft Report Deadline	
Meeting Frequency		Projected completion date	

Informal Task Group

Membership

	Chairman

Name of Task Group

Neighbourhood (Public Realm) Informal Task Group
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Terms of Reference

<ul style="list-style-type: none"> • Consider how we provide Public Realm and related services in the District and if we are achieving the best with what we have got. • Investigate the current Public Realm offer - Street scene, street lighting, graffiti – and the County Council/City Council responsibilities. • Consider the current Public Realm Agreement.
