

London Borough of Barnet  
SCRUTINY TASK AND FINISH GROUP

**TITLE OF REVIEW TO BE ADDED**

**1. Purpose/Objectives of the Review**

- To (add in purpose)

**Key lines of Inquiry:**

Add in key lines of inquiry.

**2. Outcomes Required**

- To be added

**3. Information Required**

Background data, including:

- to be added

Relevant data:

➤ To be added

- Best practice and successful initiatives
- Case studies
- Witness evidence: including key stakeholder:

**Internal**

To be added

**External**

➤ To be added

**4. Format of Information**

- Background data
- Background reports and presentation

- Best practice data
- Desktop research
- Evidence from expert external witnesses
- Evidence from expert internal witnesses

## 5. Methods Used to Gather Information

- Minutes of meetings
- Desktop research
- Officer reports
- Statistical data
- Presentations
- Examples of best practice
- Witness Evidence: -

## 6. Co-Options to the Review

To be confirmed

## 7 Considerations for Community Impact, such as health, equalities and human rights

This Scrutiny Review will gather evidence with the aim of providing Scrutiny input into **xxxx**. It will seek to put forward informed recommendations to all relevant parties in relation to XXX in Barnet.

The Scrutiny Panel, in having regard to the general equality duty, will be mindful of the protected characteristics when undertaking this scrutiny activity; so that any recommendations that it made could identify disproportionate and unintended potential positive and negative impacts on any particular sector of the community, including any potential mitigation required. This will be borne in mind as the Scrutiny progresses with the review and evidence is gathered.

In order that the Scrutiny obtains a wide range of views, a number of key witnesses will provide evidence as detailed in section 3 of this report.

Any recommendations regarding the **xxxx** will consider impact and potential mitigation as appropriate and relevant across all protected characteristics. Impact assessments will be integral to any reports including actions plans.

## **8 Evidence gathering Timetable**

Meetings to commence at xx

Dates from and to

Dates

Scoping meeting  
Evidence gathering  
Evidence gathering  
Evidence gathering  
Approve final report.

Various site visits will be programmed during this period, if required.

## **9. Responsible Officers**

To be confirmed

## **10. Resources and Budgets**

To be confirmed

## **11. Final report presented by:**

Completed by XXX. Presented by the Chair of the Children & Education Overview and Scrutiny Sub-Committee to the Overview and Scrutiny Committee and then to Cabinet.

## **12. Monitoring procedure:**

Review the impact of the report after approximately six months