



CHESTERFIELD
BOROUGH COUNCIL

(Name of OSC Committee)

Scrutiny Project Group

report on

(Title of review)

Date agreed by *(OSC Committee)*:

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Project group members:

Councillors:

Lead	<i>(insert name)</i>
Group Members	<i>(insert names)</i>
Project group officer support was provided by <i>(insert name)</i>	

1.0 Introduction and reasons for the review

1.1 *Include background to the review and remit of the review.
Refer to project start report.*

2.0 Link to priorities and review aims

2.1 *Which Council Plan deliverables does this review link to and how?
What were the aims of the review?*

3.0 Review approach and findings

3.1 *How was the review carried out?
Who was evidence provided by?
Were there any site visits?
How were the public involved?
What were the findings of the review?
Use this to demonstrate how the recommendations have been agreed.*

4.0 Recommendations

4.1 *Provide introduction to the recommendations.
Who has been consulted on them?
What implications have been taken into account?*

The Project Group recommends:

4.2 *List the recommendations.*

5.0 Review conclusions

5.1 *Include short concluding statement.*

6.0 Considerations

- 6.1 *Findings of the equalities impact assessment.
Any groups specifically benefitting/affected by the recommendations?*

Appendices

List appendices.

Contacts:

Project Group Lead – *insert names*

Officer supporting the group