

## Scrutiny Committee & Review Panel Scoping of Scrutiny Exercises

<b>Preliminary Information</b>	
<b>Title of Exercise</b>	Alcohol and Substance Misuse Review
<b>Lead Committee</b>	Community Services Scrutiny Committee
<b>Chair of Review Panel</b>	
<b>Client Officer Support</b>	Alison Braithwaite Kathryn Hebbert
<b>Aims and Objectives</b>	
<b>Terms of Reference</b> Purpose of group/strategic objectives.	<ol style="list-style-type: none"> <li>1. To investigate the need for Alcohol Restriction Zones (ARZs) in the district.</li> <li>2. To consult with all relevant partners on substance abuse problems.</li> <li>3. To investigate fully the problems of under age drinking within the district.</li> </ol>
<b>Rational</b> Key issues and/or reasons for doing the review.	<p>At Council on 16<sup>th</sup> July 2008 an amended motion was proposed to investigate the need for ARZs in the district where appropriate.</p> <p>To consult with all relevant partners on substance misuse problems and to investigate fully the problems of under age drinking within the district.</p>
<b>Review Objectives</b> Specify exactly what the review should achieve.	<ol style="list-style-type: none"> <li>1. To determine the need for ARZs in the district.</li> <li>2. To identify any issues coming forward from partners regarding substance misuse.</li> <li>3. To identify any issues coming forward regarding the problems of under age drinking.</li> </ol>
<b>Barriers, Dangers and Risks</b> Identify any weaknesses and potential pitfalls.	<p>As the scope of the review is wide ranging it is important to be clear from the outset what is to be achieved in order that the review objectives are met within the agreed timeframe.</p> <p>The review will be reliant on partners for information.</p> <p>In part the review will focus on collecting information and views from partner agencies, care will need to be taken in the interpretation of data provided by these organisations.</p>

<p><b>Financial Implications</b> How much money is needed and where will the money likely to come from?</p>	<p>The main resource implication will be Officer time. Further financial implications will be determined once the review is completed.</p>
<p><b>Methodology</b></p>	
<p><b>Approach</b> What methods will be used to gather evidence and why?</p>	<p>Interview partners Data collection and analysis Media polls Questionnaire to a range of stakeholders</p>
<p><b>Co-opted Members and Expert Witnesses</b> Who will be able to inform the process and when?</p>	<p>Chief Inspector Jim Baker – West Mercia Constabulary. Witnesses to comprise the Police, Wyre Forest Community Housing, local PACT Chairs, District and County Councillors, SMAT, PCT, Wyre Forest Community Safety Partnership, Young People the Retail and Alcohol Standards Group, Licensees and Trading Standards.</p>
<p><b>Evidence Sources for Documents</b> Could CfPS Review Library help?</p>	<p>CfPS Review Library Home Office website Past surveys Review documents of existing ARZs Licensing &amp; Environmental Committee</p>
<p><b>Specify if any sites visits are required?</b> Where and when?</p>	<p>To be determined</p>
<p><b>Specify evidence sources for views of stakeholders</b> Could the Councils Youth On-line facility be used? Could the County Council's Consultation Facility "Ask Me" be used?</p>	<p>Anonymous survey to young people.</p>
<p><b>Publicity Requirements</b> What is needed – fliers, leaflets, radio broadcast, press-release etc.</p>	<p>To be determined</p>
<p><b>Deadlines</b></p>	
<p><b>Anticipated Start Date:</b></p>	<p>September 2008</p>
<p><b>Number of Meetings:</b></p>	<p>To be determined</p>
<p><b>Feedback to Scrutiny:</b></p>	<p>February 2009</p>
<p><b>Projected Completion Date:</b></p>	<p>February 2009</p>