



Scrutiny Work Programme Selection

Brief outline of topic to be scored:

.....

Submitted by:.....

Initial filter questions:

| | Yes | No | Filter Process |
|---|-----|----|---|
| Is this item/topic scheduled to be or actively being considered by any other body (e.g. District Executive, Area Committee) | | | If yes the item is not suitable for inclusion in the Scrutiny Work Programme as there is a high likelihood that work will be duplicated. |
| Is this item/topic about which something can be done and to which the Scrutiny Committee can add value? | | | If no then the item should not be included in the Scrutiny Work Programme |

Scoring Process

If a proposed item makes it through the filter questions, the Scrutiny Committee will then consider each of the following questions – giving a collective score upon which they all agree. To reflect the 4 principles of effective scrutiny, some elements have been **weighted**. This means that the score for that particular question will be **multiplied by either 4,3 or 2**. Once all the questions have been considered and scores awarded, members will use the following table to allocate items to the Scrutiny Work Programme:

| | |
|-------------------------------|---|
| Band A (81-132 points) | The item should be included in the Scrutiny work programme and should be prioritised according to the score received and current workloads. |
| Band B (41-80) | This item will not necessarily be included in the work programme but should be held in abeyance for future re-consideration |
| Band C (0- 40) | This item should not be included in the work programme. |

Scoring questions

Question 1: Does this item/topic contribute to the delivery of the Council's Corporate Plan and priorities?

| Not applicable | Slight priority | Medium priority | Significant priority | High priority | Overall Score (x4) |
|----------------|-----------------|-----------------|----------------------|---------------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 2: Is this item/topic relating to service performance concerns?

| Not applicable | Slight concern | Moderate concern | Significant concern | Major concern | Overall Score (x4) |
|----------------|----------------|------------------|---------------------|---------------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 3: Is this item/topic of significant public interest?

| Not applicable | Slight interest | Medium interest | Significant interest | High interest | Overall Score (x4) |
|----------------|-----------------|-----------------|----------------------|---------------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 4: Has the item/topic got budgetary implications?

| Not applicable | Slight | Medium | Significant | High | Overall Score (x4) |
|----------------|--------|--------|-------------|------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 5: Is this a item/topic where Scrutiny involvement will make a significant difference and achieve tangible outcomes?

| Not applicable | Slight | Noticeable | Significant | Large | Overall Score (x4) |
|----------------|--------|------------|-------------|-------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 6: Is this item/topic regarding the impact of changes to or the introduction of new Government legislation? This includes working practice, policy, customer experience.

| Not applicable | Slight | Medium | Significant | High | Overall Score (x2) |
|----------------|--------|--------|-------------|------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 7: Does this item/topic have the potential to impact on more than one area of the Council's work or customer base?

| Not applicable | Slight impact | Medium impact | Impact on 3 areas | Impact on all areas | Overall Score (x1) |
|----------------|---------------|---------------|-------------------|---------------------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |

Question 9: Can effective Scrutiny of this issue be delivered from within available resources?

| Not applicable | Not within next 12 months | Not within next 6 months | Yes- within 6 months | Yes immediately | Overall Score (x3) |
|----------------|---------------------------|--------------------------|----------------------|-----------------|--------------------|
| 0 | 1 | 2 | 3 | 4 | |