

SCRUTINY WORK PLANNING - ELIGIBILITY CRITERIA

All incoming registered scrutiny topics to be assessed against the following criteria. As a guide, a topic should meet 3 of the criteria before being eligible to proceed to review, with an exception that any topic registered under and sufficiently evidenced against criterion 3 below could proceed to review in any event (subject to SMC agreement)

No.	Proposed Criteria	Evidence	Scrutiny Role		
			Policy Development	Service Improvement & Delivery	Accountability of Executive Decisions
1	In keeping with corporate priorities	Relevant Priorities Delivery & Innovation Plans under Corporate Strategy	✓	✓	✓
2	National/local/regional significance eg. A central government priority area, concerns joint working arrangements at a local 'York' or wider regional context	White Papers Legislation Local Agreements/strategies (inc. CYC ones) Regional Strategies Council Plan CPA assessment	✓	✓	✓
3	Public Interest (ie. in terms of both proposals being in the public interest and resident perceptions)	Media reports Surveys Pressure Groups Public Participation/consultation	✓	✓	✓
4	* Under performance/service dissatisfaction * review could be rejected if issue being resolved elsewhere	Inspection reports Surveys Complaints Ombudsman findings Judicial Reviews CPA Year end performance reports	✓	✓	
5	Level of Risk	Risk register' Budgetary risk, ie. Overspending Inspection/Audit reports CPA assessment	✓	✓	
6	Service Efficiency	Inspection reports Executive Performance Monitoring reports		✓	✓

Applying the Criteria

Step 1:

SO to establish

- (i) whether the topic being addressed elsewhere by Council Officers or externally, through published reports, action plans, responses to inspection reports and general fact finding. Such analysis to include an assessment of whether the issue(s) raised in the topic could usefully be addressed as part of any ongoing or planned work;
- (ii) whether topic has been registered previously within the last 6 months and rejected. If so, whether the new registration incorporates any changes which would warrant reconsideration by Members.

Step 2:

SO to assess each topic against criteria based on information provided in topic registration and on available evidence gathered, including consultation responses.

Step 3:

SO to give an estimate of resources required to review topic, including their time, the time of other officers and external support, as well as any other potential financial cost to be incurred as part of review. Such estimate to include an indication of impact on other work commitments should review

Step 4:

SO to make a recommendation to SMC on whether to proceed to review based on Steps 1-3 above and provide an estimated timescale for review.

Step 5:

Information gathered and analysis undertaken to be incorporated into feasibility study, together with any recommendation and timescale for review (if applicable). SO to request a priority rating from SMC as part of the feasibility process.