



Overview and Scrutiny Topic Assessment Criteria

Topic:	
Suggested by:	Date:

Selection Criteria (must meet one of these):

- A review is likely to result in improvements for local people.
- The topic aligns with the Council's priorities in the corporate plan, Our Plan for Barnet 2023-26, particularly the delivery of being an 'engaged and effective council'.
- The topic has been identified as a key issue for the public (through surveys, complaints, member surgeries, or other communications with residents).
- An issue identified by audit or inspection findings or reports.
- A public interest issue covered in the local media.
- Poor performance of a service, based on evidence from performance indicators and/ or benchmarking and/ or dissatisfaction levels.

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Rejection Criteria (must not meet any of these):

- The topic is already being addressed and a review would duplicate work being done elsewhere.
- The issue is subject to active legal proceedings or prejudicial to Council's interests.
- A case falling within the complaints procedure or an issue that has a specific and separate resolution process.
- An individual disciplinary or grievance matter.
- The review would be unlikely to result in improvements for local people.
- Insufficient capacity and/ or available resources to consider the issue.

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Rationale for Selection:

- Why should the review be undertaken?
- How would the topic link to the Council's key aims and priorities?
- What benefits could result from the review?

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Prioritisation

Importance Score

No evidence that topic is related to the Council's key aims and priorities.	0
Some evidence that topic linked to the Council's key aims and priorities but only indirectly.	1
Good evidence linking topic to Council's key aims but not to Council's current priorities.	2
Good evidence linking topic to Council's key aims and priorities.	3
Strong evidence linking topic to Council's key aims and priorities.	4

Impact Score

No potential benefits likely to result.	0
Minor potential benefits or benefits affecting only one ward/ resident/ group.	1
Moderate potential benefits affecting one ward/ resident/ group or minor potential benefits affecting two or more wards/ residents/ groups.	2
Moderate potential benefits affecting more than one ward/ resident/ group or substantial potential benefits affecting one or more wards/ residents/ groups.	3
Substantial potential benefits for a significant proportion or section of the community.	4

Score	Likely course of action
1 - 2	Reject topic
3 - 4	Topic added as a reserve item
5 - 6	Topic added for consideration (if not possible, added as a priority reserve item)
7 - 8	Priority topic for consideration

Outcome

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