<u>**Scrutiny Review Topic Selection**</u>

Set out below is a copy of the online form set up for Councillors to submit a Scrutiny Review Topic Selection for consideration at a meeting of the Overview and Scrutiny Committee.

This form must be completed in full with as much detail as possible.

Your name:	

Your email:	

Selection criteria	
Criteria for Scrutiny Review:	
Scrutiny Review likely to result in improvements for local people.	
Topic falls within a Community or Corporate priority.	
Topic represents a key issue for the public.	
A service is performing poorly.	
High level of dissatisfaction with a service.	
Criteria for rejecting a Scrutiny Review Topic:	
Topic already being addressed.	
Matter is subjudice or prejudicial to the Council's interests.	
Specific case falls within the Council's complaints procedure.	
Topic involves individual disciplinary or grievance matter.	
Proposed topic is unlikely to result in improvements for local people.	

If your proposed Scrutiny Review Topic falls under any of these rejection criteria, it may not be a suitable topic to progress.

Outcomes of the Review	
Why should the Scrutiny Review be undertaken?	
What benefits could result from the Scrutiny Review?	
What level of impact will the Scrutiny Review have?	
Substantial benefits community wide or for a significant proportion or section of the Community.	
Moderate benefits for two or more client groups or substantial benefits for only one client group.	
Minor benefits for two or more client groups or substantial benefits for only one client group.	
Minor benefits for only one client groups.	
No benefits likely to result.	

Topic Review Process	
Resources to be included in the Scrutiny Review:	
WBC Officer Time Committee.	
Report and/or presentation.	
Councillor time.	
Portfolio Holder Involvement.	
Expert or External Representatives participation.	
Establishment of a Task Group.	
Site visits.	
Research and Evidence.	
Consultation Exercise.	

Other
Please add explanatory note for any resource selected above.
Please add any further information that you think would be useful in the consideration of this Scrutiny Review Topic.

Once submitted, if your Scrutiny Review Topic meets the selection criteria and enough information has been provided, it will be considered by the Overview and Scrutiny Committee at their next meeting, where they will decide whether to add the topic to their Work Programme.