

## CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE

### SCRUTINY TOPIC ASSESSMENT - SELECTION CRITERIA

#### 1.0 Topic Selection Criteria

The topic should meet at least one of the following:

- Improvements for local people likely.
- Corporate priority area.
- Key issue for the public.
- Poor performing service.
- High level of dissatisfaction.

#### 2.0 Topic Rejection Criteria

The topic should not meet any of the following:

- Already being addressed.
- Matter subjudice or prejudicial to Council's interests.
- Unlikely to result in improvements for local people.

#### 3.0 Scoring

Each topic is scored for Importance and Impact on a scale of 1-4 using a scoring guide. (Scoring Topic Assessment Template attached for information).

**Importance** – how well a topic fits with the Council's key aims and priorities.

**Impact** – likely potential impact of outcomes from a scrutiny investigation of the topic in terms of community benefit.

#### 4.0 Scoring Guide

##### **Importance**

- 1 Some evidence that the topic is linked to the Council's key aims and priorities but only indirectly.
- 2 Good evidence linking topic to Council's aims but not to Council's current priorities.
- 3 Good evidence linking topic to Council's key aims and priorities.
- 4 Strong evidence linking topic to Council's key aims and priorities.

## **Impact**

- 1 Minor potential benefits or benefits affecting only one ward/customer/client group
- 2 Minor potential benefits affecting two or more wards/customer/client groups or, moderate potential benefits affecting only one ward/customer/client group.
- 3 Moderate potential benefits affecting more than one ward/customer/client group, or Substantial potential benefits affecting one or more ward/customer/client group.
- 4 Substantial potential benefits community wide or for a significant proportion or section of the community.

## **Appendix**

- 1 Scrutiny Topic Assessment Template



# SCRUTINY TOPIC ASSESSMENT TEMPLATE

## SCRUTINY TOPIC SELECTION ASSESSMENT

|                      |              |
|----------------------|--------------|
| <b>TOPIC:</b>        |              |
| <b>SUGGESTED BY:</b> | <b>DATE:</b> |

| <b>STEP 1: REJECTION CRITERIA<br/>MUST NOT MEET ANY OF THESE:</b>               |        | <b>STEP 2: SELECTION CRITERIA<br/>MUST MEET ONE OF THESE:</b> |        |
|---|--------|---|--------|
| <input type="checkbox"/> Already being addressed                                |        | <input type="checkbox"/> Improvements for local people likely |        |
| <input type="checkbox"/> Matter subjudice or prejudicial to Council's interests |        | <input type="checkbox"/> Corporate priority area              |        |
| <input type="checkbox"/> Specific case falling within complaints procedure      |        | <input type="checkbox"/> Key issue for public                 |        |
| <input type="checkbox"/> Individual disciplinary or grievance matter            |        | <input type="checkbox"/> Poor performing service              |        |
| <input type="checkbox"/> Unlikely to result in improvements for local people    |        | <input type="checkbox"/> High level of dissatisfaction        |        |
| Select  | Reject | Select  | Reject |

**STEP 3: PRIORITISE**

**SCORING GUIDE**

| <b>IMPORTANCE SCORE INDICATOR</b>                  |   | <b>IMPACT SCORE INDICATOR</b> |  |
|--|---|-------------------------------|--|
| Score 0  | No evidence that topic is related to the Council's key aims and priorities.<br>Reject         | Score 0                       | No potential benefits likely to result. Reject   |
| 1  | Some evidence that topic linked to the Council's key aims and priorities but only indirectly. | 1                             | Minor potential benefits or benefits affecting only one ward/customer/client group   |
| 2  | Good evidence linking topic to Council's key aims but not to Council's current priorities     | 2                             | Minor potential benefits affecting two or more wards/customer/client groups or,<br>Moderate potential benefits affecting one ward/customer/client group.               |
| 3  | Good evidence linking topic to Council's key aims and priorities                              | 3                             | Moderate potential benefits affecting more than one ward/customer/client group or,<br>Substantial potential benefits affecting one or more ward/customer/client groups |
| 4  | Strong evidence linking topic to Council's key aims and priorities                            | 4                             | Substantial potential benefits community wide or for a significant proportion or section of the community.   |
| See attached for Council's key aims and priorities |   |                               |  |

|          |
|----------|
| Outcome: |
| Date:    |

| <b>Topic priority guide</b> |                                 |                                       |                                 |
|-----------------------------|---------------------------------|---------------------------------------|---------------------------------|
| Score 1-4                   | Reject topic                    |                                       |                                 |
| Score 5-6                   | Possible topic for scrutiny     |                                       |                                 |
| Score 7-8                   | Priority topic for scrutiny     |                                       |                                 |
| Outcome:                    | <input type="checkbox"/> Select | <input type="checkbox"/> Reserve List | <input type="checkbox"/> Reject |



## PRIORITIES

### Our Vision

To be a council which is ambitious for West Lancashire - our Economy, Environment and for Health and Wellbeing

We are ambitious for our economy, and for inclusive growth in West Lancashire, retaining and growing good quality jobs, increasing skills levels and encouraging business and wealth generation. This is matched by our ambitions for a good quality, clean, built and physical environment, and for ensuring the conditions are in place for people in West Lancashire to live healthy and fulfilling lives. These ambitions are reflected in the priorities and key projects that have been identified.

### Our Values

Collaborative - working in partnership to benefit West Lancashire, being open and involving in the way decisions are made, and adopting a co-ordinated 'one Council' approach

- Empowering - valuing and developing communities and employees to take responsibility for solutions, and to make the most of our local assets
- Enterprising - being innovative and creative, delivering lasting improvements and ongoing efficiencies to bring the Council to a sustainable position
- Equality - promoting equality and seeking to reduce inequality
- Focussed - being strategic and prioritising the things that make the biggest difference to our communities
- Proud - of West Lancashire as a place to live, work, visit, and invest

### Our Priorities

#### **Deliver tangible and visible improvements in the borough, by:**

- Completing the current review of the Local Plan
- Developing new and improving leisure facilities as health and leisure hubs
- Delivering retail, housing and public realm improvements with a focus on Skelmersdale Town Centre
- Establishing a Development Company
- Creating the Moor Street Gateway
- Implementing the Route Optimisation Round Review and associated projects
- Implementing the Clean and Green Service structure and deliver the new service standards

#### **Engage and empower our local communities, by:**

- Delivering the Master Plan for Tawd Valley park, subject to resources
- Seeking the asset transfer of existing leisure facilities in North Meols

- Delivering digital inclusion initiatives
- Implementing the Health and Wellbeing Strategy including involvement with the Integrated Community Partnership

**Actively promote the borough as a great place to live, work, visit and invest, by:**

- Promoting the Council's role and West Lancashire's achievements including through digital communications
- Engaging businesses and communities to enhance and promote Ormskirk and the wider West Lancashire visitor economy
- Engaging with Liverpool City Region, Lancashire authorities and key decision makers
- Enhancing and promoting Skelmersdale and the wider West Lancashire business economy

## **Delivering our priorities**

West Lancashire Borough Council is ambitious for West Lancashire. We are committed to important projects that will benefit the borough and everyone who lives and works here. For information about the key projects that will deliver our priorities please view the [Council Plan \(PDF 864kb\)](#). Details about how we manage performance can be found on our [Performance Management](#) pages