

## Appendix 2 - 'TOPIC' Scoring Criteria

In preparing this report, the Scrutiny Officer has developed the 'TOPIC' scoring criteria as a guide for prioritising scrutiny issues. This broadly reflects the approach advocated for by the Centre for Public Scrutiny, and other leading scrutiny authorities. The scoring system is nuanced and aspires to be objective, but the Committee should use its best judgement in agreeing which items to take forward. The Scrutiny Officer has carried out an initial assessment to score each of the items, and has reviewed the scoring together with the Chair and Vice-Chair before publication. It is recommended that items scoring 9 or higher should be included in the Work Plan. Items scoring lower than 9 would be placed on a reserve list.

**T for Timely** - Priorities should take account of work in other areas. Is another review happening? Is the service due for inspection? Are legislative changes afoot? Members are advised to wait for the outcome of similar work before conducting their own work. Poorly performing and 'red' rated services should also be prioritised for review.

Score	Measure
0	Work is underway elsewhere
1	No other work identified
2	Priority need to review / poor council performance

**O for Oxford Priority** – The Committee should take account of the Council's overall vision for the area. Where possible, the Committee should ensure that its work relates to the corporate plan and council priorities.

Score	Measure
0	Not in the Corporate Plan
1	Links to the Corporate Plan
2	In the Corporate Plan
3	Corporate priority

**P for Public Interest:** Members' representative roles are an essential feature of Scrutiny. They are the eyes and ears of the public, ensuring that services are meeting local needs. The interests of local people should therefore influence the issues chosen for scrutiny.

Score	Measure
0	Minimal public interest
1	Low public interest
2	Medium public interest
3	High public interest

**I for Influence:** The Committee will have varying levels of influence, depending on the issue it is reviewing. The Committee is better placed to influence council services than external agencies, and should be looking to add value. Consideration should be given to the prospect and likelihood of having influence over a particular issue.

Score	Measure
0	low influence
1	Medium influence
2	High influence

**C for Cost:** Services or decisions which incur a high level of income, expenditure or savings should be considered a priority.

Score	Measure
0	Low financial impact
1	Medium financial impact
2	High financial impact

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