

<b>PROPOSAL FORM FOR AGENDA ITEMS FOR SCRUTINY COMMITTEES</b>		
<b>NAME OF SCRUTINY COMMITTEE</b>	Performance Scrutiny	
<b>DATE OF MEETING / TIMESCALE FOR CONSIDERATION</b>	April 2013	
<b>TITLE OF REPORT</b>	WAO Annual Improvement Report	
<b>P U R P O S E</b>	<b>1. Why is the report being proposed? (see also the checklist overleaf)</b>	It is the main annual report from the WAO about the performance of the council.
	<b>2. What issues are to be scrutinised?</b>	The report may contain proposals for improvement, or more formal recommendations, for the council to consider.
	<b>3. Is it necessary/desirable for witnesses to attend e.g. lead members, officers/external experts?</b>	Lead Member for Performance WAO representative.
	<b>4. What will the committee achieve by considering the report?</b>	It will enable the committee to identify areas of performance that require further scrutiny
	<b>5. Score the topic from 0 – 4 on aims &amp; priorities and impact (see overleaf)*</b>	<b>Aims &amp; Priorities</b>
	4	4
<b>ADDITIONAL COMMENTS</b>	This is a statutory report from the WAO about the performance of the council.	
<b>REPORTING PATH – what is the next step? Are Scrutiny's recommendations to be reported elsewhere?</b>	The report will also be presented to the Corporate Governance Committee, who will be informed that issues of performance are being looked at by Performance Scrutiny.	
<b>AUTHOR</b>	Tony Ward, Corporate Improvement Team Manager	

Please complete the following checklist:

	Yes	No
Is the topic already being addressed satisfactorily?		x
Is Scrutiny likely to result in service improvements or other measurable benefits?	x	
Does the topic concern a poor performing service or a high budgetary commitment?	x	
Are there adequate resources / realistic possibility of adequate resources to achieve the objective(s)?	x	
Is the Scrutiny activity timely, i.e. will scrutiny be able to recommend changes to the service delivery, policy, strategy, etc?	x	
Is the topic linked to corporate or scrutiny aims and priorities?	x	
Has the topic been identified as a risk in the Corporate Risk Register or is it the subject of an adverse internal audit or external regulator report?	x	

\*The following table is to be used to guide the scores given:

Score	Aims & Priorities	Impact
0	No links to corporate/scrutiny aims and priorities	No potential benefits
1	No links to corporate/scrutiny aims and priorities but a subject of high public concern	Minor potential benefits affecting only one ward/customer/client group
2	Some evidence of links, but indirect	Minor benefits to two groups/moderate benefits to one
3	Good evidence linking the topic to both aims and priorities	Moderate benefits to more than one group/substantial benefits to one
4	Strong evidence linking both aims and priorities, and has a high level of public concern	Substantial community-wide benefits

## SCORING

### Aims & Priorities

4	Possible topic for Scrutiny – to be timetabled appropriately	Priority topic for Scrutiny – for urgent consideration
3		
2	Reject topic for Scrutiny – topic to be circulated to members for information purposes	Possible topic for Scrutiny – to be timetabled appropriately
1		

0

1

2

3

4