

CISC Member evaluation of topics

Evaluating Proposals: Key principles

- a. Acknowledge that evaluation is largely subjective
- b. Addresses 2 key questions:
 - a. Is the proposal a good scrutiny topic in principle
 - b. Where does it fit amongst items already on the forward plan or do we add to discussion re 2024-25 FP in May/June
- c. Attempt to convert subjective views (about validity, evidence, impact, urgency and fit) into collective grading to allow workable/acceptable means to compare topics
- d. Also need to avoid parallel/duplicate investigations and allow for partner orgs to be engaged if implicated
- e. Incorporation into the forward plan is on basis of 1 in 1 out & 2 key items per meeting

Process

1. Proposers to summarise briefly with Q&A from colleagues
2. Each member to score each proposal for Validity, Evidence, Impact, Urgency and Fit, based upon your personal assessment of the information in each document
3. Combine and collate individual scoring to come to final average score and ranking for each proposal.
4. Discussion on outcome of ranking and recommendations for changes to Forward plan Feb-April to CISC on 4 Jan if appropriate
5. After this review, will need to advise relevant directors of changes

.NB: this is similar to that undertaken in June/July and is based on CfGS guidelines

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Appropriateness for CISC

Proposal	Validity of issue for scrutiny (thinking about borough-wide impact or inequality of service)	Score	The degree to which there is sufficient Evidence to proceed at this stage	Score	Potential Impact of Scrutiny	Score	TOTAL SCORE A/300
	Your notes	x/100	Your notes	x/100	Your notes	x/100	x/300
A							
B							
C							
D							

Partners and alternative investigations

	Are other organisations also implicated?	If Yes: Which organisations	Could / Is this issue be/ing investigated elsewhere?	If Y: Where?	Conclusion Proceed Refer Defer
	Y?N		Y/N		
A					
B					
C					
D					

Priority

	Urgency Degree of urgency to address the issue	Fit: Relevance to improvement and recovery and or corporate priorities	Total B	Which item might this replace on Feb/March/April draft agendas	Total score/ A+B	Recommendation Replace Defer Other
	Score /100	Score /100	Score /200	Date and item	Score /500	
A						
B						
C						
D						