

## Deciding when to scrutinise - prioritisation checklist

- Does the issue have a potential impact for the population of Cherwell?
- Is it an issue of community concern?
- Does the issue match the strategic aims of the council?
- Will the scrutiny activity improve the overall performance and value for money provided by the council?
- Is it likely to get results?
- Is it an issue of concern to partners and stakeholders?
- Are there adequate resources to do the scrutiny?
- Is the activity timely?

Yes

No

If the answers to the above questions are mainly YES prepare a review scoping document and add to the work programme.

If the answers to the above questions are mainly NO refer the issue back. No further action required.

**Deciding when to scrutinise  
 - scoping the review**

<p><b>Topic</b>          Name of Scrutiny Review</p>	<p>Youth Engagement in democratic processes.</p>
<p><b>Rationale</b>          Key issues &amp;/ or reason for scrutiny of topic – explain how scrutiny will add value to the decision-making or policy development process</p>	<p>Informing young people of the role of local government in society, encourage involvement in decision making processes, widening knowledge of public services, and encouraging involvement in democratic process (possibly considering becoming Councillors in the future).</p>
<p><b>Purpose of Review</b>          Specify clearly what the Scrutiny Review should achieve and refer where possible to VFM issues of service cost, service performance and/or customer satisfaction.</p>	<p>Review would seek to identify ways to better inform young people of the activities of, and encourage involvement in local government in general and Cherwell District Council in particular.</p>
<p><b>Approach</b></p> <ul style="list-style-type: none"> <li>(a) One-off item at Select Committee meeting</li> <li>(b) Task &amp; Finish Panel</li> <li>If (b)             <ul style="list-style-type: none"> <li>(c) which members and</li> <li>(d) how long will it take?</li> </ul> </li> </ul>	<p>Task and Finish Panel          Cllrs Sames and Williams          Seek to complete by December, 2014.</p>
<p><b>Key dates</b>          Identify key meeting dates and any deadlines for reports or decisions</p>	<p>September, 2014, when Schools return after the summer break.</p>
<p><b>Resources to support Scrutiny Review</b>          Identify lead officers and an initial estimate of time and any other resource requirements</p>	<p>To be identified.</p>
<p><b>Witnesses/ Experts</b>          Who would need to be interviewed or consulted? Would site visits or external meetings be needed?</p>	<p>Year Heads, School Governors, School Councils, youth groups, and third sector organisations.</p> <p>Review would probably require site visits and possibly external meetings.</p>

<b>Completed by:</b>	Cllrs Bryn Williams and Dan Sames
<b>Date:</b>	August, 2014