

Scrutiny Committee & Review Panel Scoping of Scrutiny Exercises

Preliminary Information	
Title of Exercise	External Funding Review Panel
Lead Committee	Community Services Scrutiny Committee
Chair of Review Panel	
Client Officer Support	Matthew Barker
Aims and Objectives	
Terms of Reference Purpose of group/strategic objectives.	<p>To investigate the process for selecting and applying for external funding by Council divisions.</p> <p>To review the process for collecting, monitoring and the reporting of funding data across divisions of the Council.</p> <p>To define the role and responsibilities of the External Funding Strategy and the External Funding Working Group (EFWG).</p>
Rational Key issues and/or reasons for doing the review.	<p>In April 2005 the District Council adopted its External Funding Strategy to establish protocol and aid development to all stakeholders and partner organisations that WFDC work with (on externally funded projects) to be aware of their roles and responsibilities. The Strategy aimed to ensure effective coordination and prioritisation of external funding bids across the Council.</p> <p>As the Strategy is now over three years old and in the light of the Divisional changes that have taken place since then, a review is required to ensure that it is meeting its aims and objectives effectively, and that the protocol is relevant and up to date.</p>
Review Objectives Specify exactly what the review should achieve.	<p>To identify the mechanisms for managing and monitoring external funding across the council and investigate the effectiveness of such systems.</p> <p>To establish the level of funds secured by the Council, the source/s of these funds and the outcomes for the Council.</p>

Agenda Item No. 8

<p>Barriers, Dangers and Risks Identify any weaknesses and potential pitfalls.</p>	<p>The role of the External Funding Strategy could become confused with an instigation role in identifying funding opportunities and submitting funding bids.</p> <p>There is a danger that there could be a tendency to 'chase' any available funding rather than identifying a need and then seeking the appropriate funds.</p>
<p>Financial Implications How much money is needed and where will the money likely to come from?</p>	<p>Not applicable.</p>
<p>Methodology</p>	
<p>Approach What methods will be used to gather evidence and why?</p>	<p>Members to meet with representatives of EFWG to discuss the issues and challenges of the current Strategy and the processes involved in collecting and reporting data.</p>
<p>Co-opted Members and Expert Witnesses Who will be able to inform the process and when?</p>	<p>External Funding Working Group Divisional Representatives Other Local Authorities</p>
<p>Evidence Sources for Documents Could CfPS Review Library help?</p>	<p>CfPS</p>
<p>Specify if any sites visits are required? Where and when?</p>	<p>Not applicable.</p>
<p>Specify evidence sources for views of stakeholders Could the Councils Youth On-line facility be used? Could the County Council's Consultation Facility "Ask Me" be used?</p>	<p>Not applicable.</p>

<p>Publicity Requirements What is needed – fliers, leaflets, radio broadcast, press-release etc.</p>	<p>Not applicable.</p>
<p>Deadlines</p>	
<p>Anticipated Start Date:</p>	<p>05/11/08</p>
<p>Number of Meetings:</p>	<p>Three</p>
<p>Feedback to Scrutiny:</p>	<p>4th February 2009</p>
<p>Projected Completion Date:</p>	<p>4th February 2009</p>

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