

WYRE FOREST DISTRICT COUNCIL

CABINET
26TH MARCH 2009

Recommendations from the Community Services Scrutiny Committee 4th February 2009

External Funding Review Panel

The Community Services Scrutiny Committee established the External Funding Review Panel on 5th November 2008 to:

- i) Investigate the process for selecting and applying for external funding by Council divisions.
- ii) Review the process for collecting, monitoring and the reporting of funding data across divisions of the Council.
- iii) Define the role and responsibilities of the External Funding Strategy and the External Funding Working Group (EFWG).

In conducting the review, the panel consulted with all Heads of Service to determine the process in place within each division for applying for funding and the processes adopted for the managing and monitoring of funding.

This information, together with information supplied by the Economic Development and Tourism Manager and the Regeneration Officer enabled the Panel to have a comprehensive understanding of the current systems in place for the management, monitoring and co-ordination of external funding activities.

Recommended to Cabinet:

- 1. The revised Funding Intent Forms be adopted (Appendix 1)**
- 2. All Officers, who complete bids for external funding, send a full copy of the bid to the Regeneration & Economic Prosperity Section.**
- 3. Financial data regarding the Council's external funding activities be included quarterly in the Members Information Bulletin, together with contact details for the External Funding Working Group.**
- 4. External Funding be a topic for the next Member Briefing Session on 1st April 2009, in order that all Members can be apprised of the Council's external funding activities.**
- 5. The External Funding Working Group hold an event to share the processes in place for external funding within the Council and to highlight best practice.**