

### Ward Funding Scrutiny Review Implementation Update

Recommendations Approved by Executive in March 2017	Update on implementation as of September 2017
i) Members be actively encouraged to engage in any training opportunities available and that Political Groups facilitate this.	We continue to provide Members with written material and to arrange member training sessions when appropriate in varying styles and formats.
ii) A set of standards be agreed to formalise the working arrangements between the Communities and Equalities Team (CET) and other CYC teams e.g. Highways, in order to better manage the flow of information and manage councillor expectations, and speed up the progression of ward funded schemes.	New system introduced for Highways and HEIP schemes which requires the Highways Team to respond to schemes against a defined time frame – Members receive a briefing and pack outlining the process. Highways are currently working towards putting the necessary infrastructure in place to manage this process. As this was only recently introduced, it is too early to report on its success.
iii) Appropriate changes be made to the internal processes to address the Veritau findings and scrutiny review findings, including:-	
<ul style="list-style-type: none"> <li>• Improving communication and publicity of ward committee meetings;</li> </ul>	The Your Ward publication was last produced in January 2017 and included stories in relation to ward spending, dates of Ward Committee meetings and details of how to apply for ward funding. The publication has undergone a review through the Communications Team. There is to be a new schedule of dates to align with key council projects e.g. local plan and budget. Next issue will be produced in September 2017.
<ul style="list-style-type: none"> <li>• Replacing the downloadable application form with an online application form, and providing guidance on the frequency that individual wards make their funding decisions, and how long it will take to receive the funding once an application has been approved etc;</li> </ul>	To be progressed. A new role within the Communities & Equalities Team will implement this.

<ul style="list-style-type: none"> <li>• Introducing a form to monitor the implementation and effectiveness of ward funded projects;</li> </ul>	<p>A monitoring form has been designed and distributed to groups that received grants between April and December 2016. These are held on the teams system and have been used to inform Your Ward articles and case studies.</p>
<ul style="list-style-type: none"> <li>• A 'live' system be introduced with the capability to detail successful applications, pending applications, and the balance of available funding</li> </ul>	<p>The 2015/16 and 2016/17 ward approved schemes are now uploaded to York Open Data in 2 formats pdf and csv which are fully searchable. They can be accessed by logging on to the York open data platform directly, or via a link on each ward webpage.</p> <p>We are also using York Open Data for the 2017-18 approved schemes which bypass the 'register of ward funding decisions' page. A single csv list is uploaded monthly which is searchable by ward/group/cost etc rather than 21 separate ward lists. Again this can be accessed via the each ward webpage directly. This was made live during the first week of May 2017.</p> <p>This improved system goes some way to meeting this recommendation however a live system to track applications is still to be progressed, following the appointment of the Scheme Coordinator.</p>
<p>iv) All case studies, fact sheets and other training materials to be stored in a central depository made accessible to all councillors.</p>	<p>We currently email all Cllrs this information, but in the future it will also be stored in the M:Drive for access by all members.</p>
<p>v) The principle of additional staff resource being provided in CET was endorsed. The nature and level of the resource to be identified and agreed on a Ward by Ward basis. Ward Councillors to liaise with community officers to identify the resources required.</p>	<p>Wards have been using additional resources for specific ward projects e.g. to produce newsletter or ward ballots papers, deliver leaflets etc, using Work for York. To date there has been no requests from Members for additional Community Involvement Officer support.</p>

vi) CET to continue to provide a range of support in a range of ways to suit individual councillors' preferences and identify future improvements where feasible.	2 member briefings were held in April 2017 with a follow up 1-2-1 session held with Head of Service for those members who couldn't make the main briefings. 25 of the 47 opted to attend. All members received a copy of the briefing papers. All requests for support from Members are responded to as requested.
vii) Political Groups to provide peer support to their ward members to enable them to progress schemes in their wards.	Political group leads have continued to meet with the Communities & Equalities Head of service to promote and share good practice.
viii) The Scrutiny Committee to receive a future update on implementation progress of the model in order to assess any outstanding issues.	This is the first implementation update on the scrutiny review recommendations received by the Scrutiny Committee, six months after they were approved. Outside of this, the Committee is asked to consider when would be an appropriate time to receive an update on implementation of the Neighbourhood Model.