Grant Action Plan Arising from the Best Value Audit

	Strategy and Delivery			
	Recommendation	**Action**	**Assigned to**	**Timeframe**
	Ensure service continuation pending agreement of new Mainstream Grants Programme	• Obtain Commissioners approval for a process and timescale for extending the 2012-15 Mainstream Grants (MSG) programme • Review all existing MSG grants in accordance with the agreed project delivery and risk process and undertake appropriate Equalities assessments • Commissioners consider evaluations and determine project extensions • Service agreements with additional outputs and outcomes for length of extension • Monitoring processes agreed and implemented • Review of 2012/15 reported to Corporate Management Team, Cabinet and Overview and Scrutiny Committee (O&S) • Develop communications plan to keep voluntary and community sector informed throughout process	Dave Clark	April 2015
	Deliver 2015-18 Mainstream Grants Programme	• Review the MSG programme to take account of emerging community and Strategic Plan plan priorities and rationalise "themes" accordingly • Criteria, desired outcomes, process and timescales agreed • Report on outcomes of appraisals • Commissioners decision on grant assessments • Completion of service agreements with providers	Chris Holme/ Dave Clark	Sept 2015
	Bi-Annual Update of Community and Voluntary Service	• Review all existing grant regimes (and other forms of aid) and their alignment to emerging Community Plan and Strategic Plan priorities, MTFP, voluntary sector compact and other key		

	Strategy	strategies • Consultation and engagement on priorities for 3rd sector • Market assessment for alternative service providers • Report to Commissioners/ Cabinet (post Directions)	Louise Russell/ Dave Clark	March 2016

Governance Arrangements

	Recommendation	**Action**	**Assigned to**	**Timeframe**
	Identify all key grant streams, timelines and existing governance and award arrangements	• Report to Commissioners with proposed approach to ongoing decisions for all streams	Dave Clark	July 2015
	Improve grant approval processes	• Ensure clear specifications, outputs and outcomes in advance, which differentiate between capacity building, innovative pilots and mainstream service delivery • Codify all grant appraisal and approval processes in one compact compliant framework	Dave Clark/ Everett Haughton	July 2015
	Ensure and embed open and transparent of decision-making	• Publish arrangements for Commissioner executive decision-making relating to grants • Publish forward plan for decision-making and timetable review programme for O&S Committee • Develop Mayor and cross-party consultation and review forum • Ensure all grant "contracts" over £5,000 are included in the Council's contracts register • Publish all grant awards on the Council's website	Chris Holme/ John Williams	May 2015
	Develop robust evaluation of impact of grant programmes	• Annual review of approvals, outcomes and developments to CMT, Cabinet and Overview and Scrutiny Committee for all grant supported activities • Programme evaluations commissioned for all grant regimes	Dave Clark	March 2016
	Review arrangements	• Establish cross party working group to develop proposals for	Chris Holme	December 2015

	post Commissioners for future executive decision-making •	future arrangements • Discuss proposals with Commissioners • Agree proposals through Cabinet • Briefing and training of members in relation to new proposals		July 2016 November 2016 Nov/Dec 2016

Management Arrangements

	Recommendation	Action	Assigned to	Timeframe
	Ensure cost-effective management structures in place for new grant arrangements	• Consolidate all 3rd Sector grant giving, monitoring and evaluation into one service	Chris Holme	April 2015
	Improve Monitoring Arrangements	• Update grants manual monitoring arrangements in line with internal audit recommendations • Training and development of staff on standard procedures and sign-off of monitoring visits • Management review process of all monitoring activity to ensure consistency • Undertake ongoing risk-based audit in conjunction with monitoring	Dave Clark/ Everett Haughton	Sept 2015