Grants Action Plan

	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		

	Recommendation	Action	Assigned to	Timeframe
	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

	Recommendation	Action	Assigned to	Timeframe
	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