

Part I

Electoral Division affected:
None;

Protocol for the Administration of Grants to the Community, Voluntary and Faith Sector
(Appendix 'A' refers)

Contact for further information:

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Executive Summary

This report sets out a new protocol for the administration of grants to the voluntary, community and faith sector and proposes consequential changes to the Cabinet Members' Scheme of Delegation.

Recommendation

The Leader of the County Council is asked to approve:

- (i) the protocol for the administration of grants to the voluntary, community and faith sector, as set out at Appendix 'A'.
- (ii) subject to (i) above, the consequential amendments to the Cabinet Members' Scheme of Delegation, as set out in the report.

Background and Advice

At its meeting on 29 October 2018, the Audit, Risk and Governance Committee considered the report of the external auditor on the Neighbourhood Wellbeing Grants awarded in 2016 and 2017, and resolved (in part):

"that the Chief Executive and Director of Resources be requested to:

- i) Report to a future meeting of this Committee setting out the responsibilities of Lancashire County Council's officers in relation to council expenditure and outlining a protocol to be followed when grants are awarded to community groups and other voluntary bodies with a view to reporting to Full Council in due course."

The Audit, Risk and Governance Committee considered a further report at its meeting on 19 January 2019 and agreed a protocol to cover the management and award of

grants by the county council to the voluntary, community and faith sector. A copy of the protocol is attached at Appendix 'A'.

The protocol covers all aspects of developing grants scheme from determining criteria, through the application process, to approval and subsequent monitoring. It is acknowledged that the arrangements for the governance of grants should always be proportional to the amounts under consideration, whilst maintaining robustness and transparency.

The implementation of the protocol requires consequential amendments to be made to the Cabinet Members Scheme of Delegation to ensure that all grant schemes operated by the county council follow the protocol. Such amendments can only be approved by the Leader of the county council. With this in mind, and as the award of grants is an executive function under the council's Constitution, the Leader of the county council is asked to approve the attached 'Grants Scheme Protocol' and an amendment to function No.25 of the Scheme of Delegation to Cabinet Members which shall now read as follows:

25. approve grants to outside bodies (unless specifically delegated to a senior officer). Grants shall only be awarded in accordance with the council's Grants Scheme Protocol.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

The adoption of the Grants Scheme Protocol would help mitigate the risks to the council of future grants programmes by ensuring that members and officers follow established criteria and good practice.

List of Background Papers

Paper	Date	Contact/Tet
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N/A

Reason for inclusion in Part II, if appropriate

N/A

Leader of the County Council

**Protocol for the Administration of Grants to the Community,
Voluntary and Faith Sector**

Original recommendation, as set out in the report, approved without amendment. Yes/No *

Original recommendation amended and decision as follows: Yes/No *

I have a pecuniary/non-pecuniary interest in this matter. Yes/No *

If an interest is declared please give details below:

.....
Leader of the Council

25 February 2019

Chief Officer

I certify that this is an appropriate and accurate record within the terms of Standing Order C30(2) and (3) of the decision taken by the Cabinet Member.

.....
Democratic Services Manager

25 February 2019

*Delete as appropriate