

15 September 2014**Agenda Item: 6****REPORT OF THE CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES****COUNCILLORS' DIVISIONAL FUND MONITORING REPORT****Purpose of the Report**

1. To inform committee of grants awarded under the Councillor's Divisional Fund (CDF), and to identify two grants to be audited for compliance with the CDF Policy and Guidance.

Information and Advice

2. Policy Committee on 7 May 2014 approved a revised Policy and Guidance for the CDF, following the decision in the County Council budget to reduce the amount available from £10,000 to £5,000 per member.
3. The main changes approved by Policy Committee were:
 - No carry forwards. All funds must be spent in the financial year in which they are allocated. Any unspent funds will be returned to County Fund balances
 - Awards cannot be made to support any matter which is contrary to Council Policy or to oppose or support any proposals including planning proposals which the County Council has a legal obligation to decide
 - Requests for funding must demonstrate how the application meets the Council's strategic objectives
 - 5-10 applications each year will be the subject of an audit process
 - Quarterly reports on expenditure under the fund will be brought to Finance and Property Committee.
 - Awards must be in excess of £35 to ensure administration costs do not exceed the amount of the award
4. Grants awarded during 2014/15 to 21 August 2014 are listed in the attached appendix.
5. Between five and ten applications annually will be subject of an audit which will include ensuring that the monies provided have been spent in accordance with the application made. The applications to be audited will be selected at random and reported to Finance and Property Committee for comment. The outcome of the audit will also be reported to this Committee. Audits will be undertaken on a rolling programme across the year. The first two grants to be audited will be reported in the first monitoring report, and the outcome of those

audits and the selection for the next audits will appear in the second quarterly report. Subsequent audits will follow this pattern.

6. The first two applications selected for audit are

Misterton: Cllr L Yates

Ranskill Nursery – purchase new literacy resources for children

Worksop North: Cllr S Fielding

Worksop Society of Artists – 70th anniversary summer exhibition

The outcome of these audits will be reported to committee in December.

Reason/s for Recommendation/s

7. This report complies with the revised Policy and Guidance approved by Policy Committee on 7 May 2014.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

1) That the monitoring report on the Councillors' Divisional Fund be noted, and the outcome of the audits be reported in the next quarterly report.

Jayne Francis-Ward

Corporate Director Policy Planning and Corporate Services

For any enquiries about this report please contact:

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Constitutional Comments (SLB 06/08/2014)

9. Finance and Property Committee is the appropriate body to consider the content of this report.

Financial Comments (SEM 28.8.14)

10. There are no specific financial implications arising directly from this report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Report to Policy Committee, 7 May 2014

Electoral Division(s) and Member(s) Affected

- All