

Annex B – Management Action Plan following the Internal Audit review of the County Council’s Framework for working with the Voluntary, Community and Faith Sector’:

What was recommended:	What has happened:
<p>The VCFS Framework is refreshed and reviewed to bring in line with the County Council’s ‘One County One Team’ approach and awareness around this is raised.</p>	<ul style="list-style-type: none"> • The Framework has been refreshed with support and input from the Funding Review Group and Policy and Public Affairs Group, representing cross Council service areas. • It was announced in draft by the Portfolio Holder at the annual Surrey Compact event on 28 November 2012 and sent to the wider VCFS via infrastructure groups. It is open for comments until February 2013. • The final version will be published in March 2013. • The Framework will remain embedded in the Council’s internal processes and progress regularly promoted and monitored through the Council’s Funding Review Group. • Progress on the draft refreshed Framework is to be reported to the Communities Select Committee on 16 January 2013.
<p>A checklist is produced for commissioners to consider when awarding a grant/contract or when a grant/contract comes to an end to ensure processes are streamlined, driving value for money and reducing duplication.</p>	<ul style="list-style-type: none"> • The checklist has been produced by the Funding Review Group. • Procurement officers are finalising the detail and this will be added to the S-Net guidance pages and awareness raised through various communications channels.
<p>Formal legal guidance is produced to assist commissioners in making decisions about when to award a grant or contract and raise awareness about the difference between these.</p>	<ul style="list-style-type: none"> • Procurement/legal officers are leading on this and have developed a draft guidance and checklist for commissioners to use. • This is being shared with various stakeholders, including the Council Overview Scrutiny Committee and will be in place for the new financial year.
<p>The County Council considers moving to longer term funding arrangements, particularly with providers who regularly demonstrate value for money.</p>	<ul style="list-style-type: none"> • Considerations on this have been reinforced in to the VCFS Framework. The County Council is committed to working in the bounds of the Surrey Compact Funding Code.

	<ul style="list-style-type: none"> • There is a parallel recognition that funding decisions need to be made based on evidence of need and within the context of a constrained financial climate for public funding.
A consistent disputes resolution process is worked in to all grants and contracts.	<ul style="list-style-type: none"> • This already existed in contracts but is being worked in to the revised grant funding agreements by officers from procurement and legal services. • This will be aligned to the Surrey Compact.
It is recommended that the Funding Review Group develop a checklist of documentation to be kept on file for future contract and grants.	<ul style="list-style-type: none"> • Procurement service is leading on this, reviewing all the pages on S-Net, updating the guidance available - by March 2013. • Subject to business case approval, procurement service intend to implement a contract management system as a single point of reference for contract documents.