

Local Community Support Grant - Workshop

August 2024

Online



City of
BRADFORD
METROPOLITAN DISTRICT COUNCIL

Agenda

- ▶ Council Expectations
- ▶ Useful Contacts
- ▶ Monitoring/Reporting for October 2024 and April 2025.
- ▶ 2024/25 Visiting

Council Expectations

- ▶ From 1st July the Local Community Support Grants Returned to the Council.
- ▶ All correspondence and monitoring will be shared directly with the People Commissioning Service.
- ▶ Each organisation will have an allocated Contract Officer.
- ▶ Reporting will continue on a six-monthly basis.
- ▶ Visiting activity will continue.
- ▶ Any changes to project delivery, as stated on the grant agreement, must be submitted in writing to the Local Authority ahead of changes being implemented.
- ▶ We would rather help find a solution, then caution for a problem identified.

Useful Contact Information

- ▶ First point of contact:
 - ▶ Allocated Contract Officer – will contact you directly with their details in their signature
- ▶ Second point of contact:
 - ▶ Commissioning Inbox – commissioninginbox@bradford.gov.uk
- ▶ Third point of contact:
 - ▶ Contract and Quality Manager – Ben.Oxlade-Parker@bradford.gov.uk

New Monitoring/Reporting Form

- ▶ Monitoring survey will be submitted through MS Forms:
<https://forms.office.com/e/DefU74aDRS>
- ▶ The remaining monitoring points are:
 - ▶ October 2024
 - ▶ April 2025 (concluding report)
- ▶ Some questions require numerical answers; 1, 15, 27, etc., if you include any words or symbols (%) the survey will not submit.
- ▶ All fields are a required field, therefore must be completed before the survey can be submitted.
- ▶ The survey currently cannot be saved part way, but you can view the survey and a PDF copy will be shared with the reminder email, to help collation of the data before you start to complete.

Visiting Overview

- ▶ The visit report has changed slightly for this financial year, to reflect an updated stance on visiting expectations.
- ▶ We will now visit once per organisation, rather than per project.
- ▶ Should there have been a concern raised previously, that will be the project we aim to visit.
- ▶ A discussion will take place with the lead staff member regarding the other projects and their delivery during the visit.
- ▶ Should further concerns be highlighted, we may request to visit the projects that these concerns relate to.
- ▶ You will only receive one overall visit report, rather than a report per project.

Close

- ▶ Thank you for joining us.