

SHEFFIELD CITY COUNCIL

OFFICER EXECUTIVE DECISION RECORD (Non Key)

The following decision was taken on 17 May 2017 by the Executive Director, Place.

Date notified to all members: Wednesday 31 May 2017

Officer Non-Key decisions are not subject to call-in.

1. **TITLE**

Grant Approval Scheme for Grant Offers that are not more than £100,000

2. **DECISION TAKEN**

- That the Grant Approval Scheme for grant offers that are not more than £100,000, detailed in the report, be approved; and
- that the Heads of Service within the Place Portfolio be designated to have delegated authority to approve the acceptance of grant offers, under the Grant Approval Scheme

3. **Reasons For Decision**

To enable a more efficient approval process to be implemented for lower value/ lower risk grants which will reduce the work pressures on Service Managers, Executive Directors and Directors enabling more focus on frontline services without diminishing the necessary checks and controls exercised by both the Finance Service and Legal and Governance.

4. **Alternatives Considered And Rejected**

To continue with existing Council approval processes for all grant offers not more than £100,000 in value where every grant, no matter how small, will require approval under the Council's normal decision-making process including approval at Executive Director or Director level. This will mean Service Managers having to spend more time writing reports and less time on service delivery. Executive Directors and Directors will also spend more time on reviewing and approving reports with less time spent on managing higher Portfolio priorities.

5. **Documents used in making decision:**

Non-Key Executive report

6.1 **Any conflict of interest declared by any Executive Member who is consulted by the Officer when making the decision**

None

6.2 **Any dispensation granted by the Head of Paid Service**

N/A

7. **Respective Director Responsible for Implementation**
Executive Director, Place