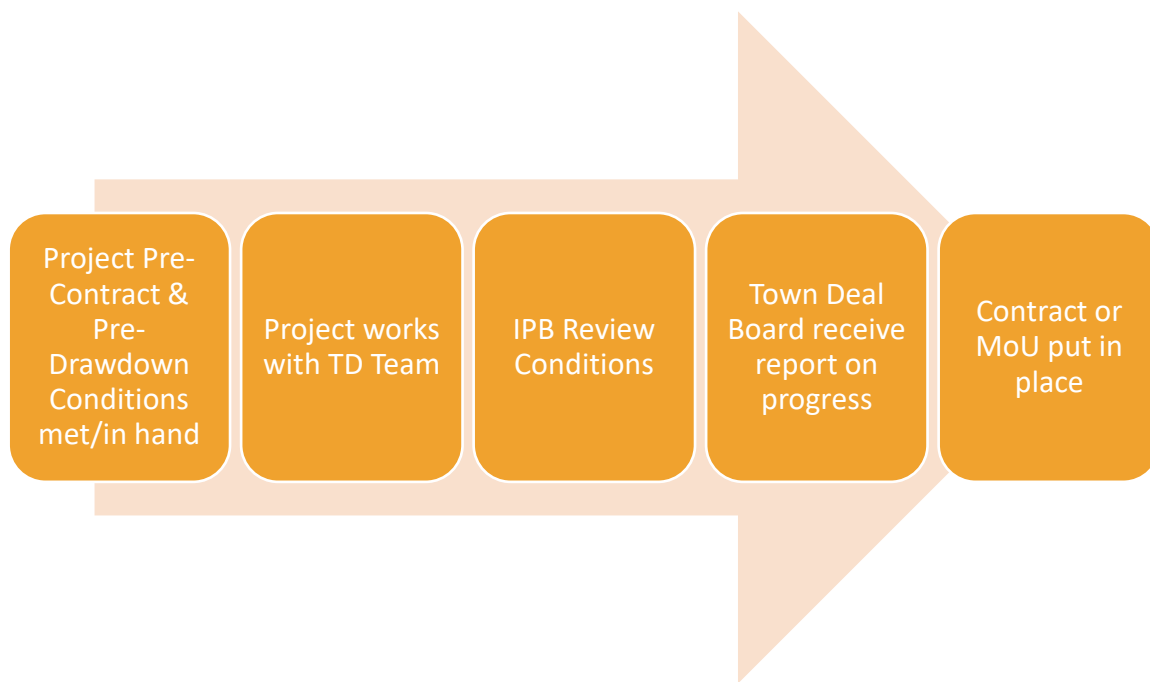




A place to start,
to stay, to grow!

Item 6b

Flow Chart for Staveley Town Deal Contracting, Monitoring and Claim and Reporting Process



**Contracting & Conditions
Review Process**



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Project Claim
Form
Submitted

- Monthly or
- Quarterly

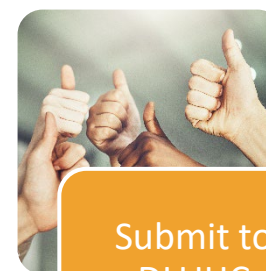


Internal
Programme
Board
Reviews



Town Deal
Board Review

- To Note and
any queries
raised



Submit to
DLUHC
(6 monthly
monitoring)



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Staveley Town Deal Performance Monitoring Cycle

Claim Form includes invoice evidence, summary of progress, update on spend, outputs, outcomes and covers all elements required by DLUHC Monitoring Form.

Smaller project sponsors are to follow a monthly monitoring process. This enables ease of cashflow and safeguards Town Deal Funding and avoids financial risk for smaller organisations.

Larger organisations (DCC, CBC) as project sponsors will follow a quarterly monitoring process, which will be reviewed and subject to satisfactory delivery. Monthly monitoring can be implemented should IPB or Town Deal Board agree this to be necessary.