



**REPORT of
CHIEF EXECUTIVE**

to
COUNCIL
10 JULY 2025

ADDENDUM

AGENDA ITEM NO. 12 COMMUNITY GRANT FUND

Following feedback from Members, the following amendments are proposed to the Community Grant Scheme report, previously circulated.

- 3.3 This scheme aims to streamline and enhance the Council's ability to provide financial assistance to a broad range of local organisations, including community groups, charitable bodies, educational institutions, Town and Parish Councils, and private businesses. By investing directly into impactful projects, the Council seeks to deliver tangible benefits that improve the quality of life for residents and strengthen the local economy. **The scheme will accept applications in two phases, the first operating from 1 September – 30 November 2025 for Town and Parish Councils, registered voluntary, community or charitable organisations and registered Social Enterprise only. Subject to residual funds being available, phase two will accept applications from primary, secondary, or higher and further education institutions and private sector companies (sole traders and micro businesses 0 - 9 employees only) from January 2026.**
- 3.8 The proposed **grant scoring** panel composition is set out in **APPENDIX 2** and adheres to the Council's Scheme of Financial Delegation for the Lead Specialist Prosperity and Health Integration and Community Manager. **This panel will score the submissions utilising their expertise in the relevant Council Priority, grant management and a broad understanding of the community needs across the district. Members will be provided a synopsis of each grant application in their Ward and requested to provide a letter of support. Once completed, the applications and scoring will be presented to an assurance panel, made up of the Leader of the Council, Chairperson of the Strategy and Resources Committee and Chief Executive for ratification. Small applications, up to £1,000, will be approved by the scoring panel only due to their low-risk nature, however, these will be made known to the assurance panel.**

Members will be provided with a weekly update on the number of applications received, approved or declined, and the overall scoring achieved by each application. This information will be broken down to Ward level.

- 3.9 If approved, this scheme will be integrated into the Council's new process for 'one front door' for grant application administered by the Strategy, Partnership and Communications team. Providing a streamlined, single point of access and support for applicants from the Community Grants Officer. **The appointment of a dedicated Community Grants Officer (15 months) represents a significant cost saving for the Council based on previous commissioning of such work to third party organisations.**

APPENDICES 1 and 2 have been updated to reflect the above amendments.