

# TONBRIDGE & MALLING BOROUGH COUNCIL

## CABINET

04 April 2023

### Report of the Chief Executive

#### Part 1- Public

#### Executive Non Key Decisions

#### 1 COMMUNITY DEVELOPMENT GRANT SCHEME

This report sets out the scheme in detail and seeks approval to launch in April 2023.

#### 1.1 Background

1.1.1 On 5 July 2022, Cabinet endorsed the Tonbridge and Malling UK Shared Prosperity Fund (UKSPF) Investment Plan, which included a total allocation of £165,269 for a community grant scheme. Government approved the Investment Plan in December 2022. The plan set out projects to create a better borough for residents and businesses and this included the Community Development Grant Scheme.

1.1.2 The Scheme will run for the 2023/24 financial year, with a second round in 2024/25. Each year the scheme will operate in the same way, however the allocation of funds for the first year is lower than year two, therefore the amount applicants can apply for will be increased in the second year.

#### 1.2 Funding Priorities for 2023/24

1.2.1 For this financial year, the funding priorities have been set as follows:

- A specific project deliverable in the year the grant is awarded
- Projects which are funded from a variety of sources where the Council can provide additional financial support
- Projects which help the Council meet one or more of the priorities set out in the Corporate Strategy
- Projects which address one or more of the following priorities:
  - **Helping vulnerable communities through the cost-of-living crisis**
  - **Supporting healthy lifestyles**
  - **Improving community safety**
  - **Helping people gain skills to access the workplace**
  - **Supporting environmental and carbon reduction initiatives**

### **1.3 Grant Application Process**

- 1.3.1 It is anticipated that interest in the Grant Scheme from the voluntary and community sector as well as town and parish councils will be high. It is therefore likely that not all applicants will be successful and /or may not be awarded the full amount that they have asked for. To help manage this process guidelines and scoring for applications will be in place (attached at **Annex 1**). The application form will be available for online submission, but a copy is attached (**Annex 2**) for information.
- 1.3.2 Subject to Member approval the Grant Scheme will launch on 18 April 2023 and close on 13 June 2023 (allowing applicants 8 weeks to outline their project and assemble the required information). After the deadline, the grants will be scored and assessed against the Council's priorities. Grant awards will be reported to Cabinet for final approval and then distributed to successful applicants.
- 1.3.3 The scheme will be promoted through the Council website and social media. Information about the scheme will also be shared with all councillors and town and parish councils as well as local voluntary sector contacts.

### **1.4 Legal Implications**

- 1.4.1 Applications will be assessed against set priorities and scored against set criteria.

### **1.5 Financial and Value for Money Considerations**

- 1.5.1 The total amount allocated from the UKSPF to the Community Development Grant Scheme is £165,269, split over the two years as follows:
- Round 1 - 2023/24 - £33,962
  - Round 2 - 2024/25 - £131,307
- 1.5.2 In Round 1, applicants will be able to apply for grants to a maximum of £2,000. This will be increased to grants of up to a maximum of £5,000 in Round 2.

### **1.6 Risk Assessment**

- 1.6.1 The application process has been designed to minimise risk, with assessments based on set criteria. Payments will only be made following this process and upon receipt of audited or signed accounts, along with a copy of the organisation's constitution.

### **1.7 Equality Impact Assessment**

- 1.7.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

## **1.8 Policy Considerations**

1.8.1 Biodiversity & Sustainability

1.8.2 Climate Change

1.8.3 Community

1.8.4 Crime & Disorder Reduction

1.8.5 Healthy Lifestyles

## **1.9 Recommendations**

1.9.1 That the Community Development Grant Scheme as set out in the report **BE ENDORSED.**

Background papers:

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Nil

Julie Beilby  
Chief Executive