

BOROUGH OF KETTERING

Committee	EXECUTIVE	Item 12	Page 1
Report Originator	Mark Dickenson Acting Head of Finance	<i>Fwd Plan Ref No:</i> A14/001	
Wards Affected	All	11 th June 2014	
Title	The Community Fund		

Portfolio Holder: Cllr Ian Jelley

1. PURPOSE OF REPORT

To consider how the new Community Fund will operate.

2. BACKGROUND

- 2.1 As part of the budget process earlier in the year, the Council approved the creation of a new annual capital budget of £40,000 (effective from 2014/15).
- 2.2 This new budget was called the 'Community Fund' and members gave a commitment that terms of reference would be worked up and considered at a future Executive Committee.
- 2.3 This report seeks to discharge that commitment and facilitate the fund becoming operational.

3. INFORMATION

- 3.1 When approving the creation of the capital budget for the Community Fund, members of the Executive Committee requested that the fund should follow the following simple characteristics;
 - It should be simple to administer;
 - It should be simple to apply for (and understand);
 - Provide 'seed' funding for community based projects;
 - Be available to community groups and town & parish councils;
 - Any award of grant should be generally in line with the Council's stated aims, objectives and policies;
 - Grants to be capital based and not available for revenue or running costs
- 3.2 Appendix 1 (attached) attempts to develop the above characteristics into a workable suggested 'terms of reference' for the fund.
- 3.3 It is recommended that the Community Fund is administered in the same way that the existing Village Hall Grant scheme is currently administered within

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Community Services – by doing this it will be kept as light touch as possible and can be done within existing resources. A more detailed application form will be worked-up to give potential applicants more information about likely eligibility for the fund.

4. POLICY IMPLICATIONS

4.1 In line with existing policy.

5. FINANCIAL RESOURCE IMPLICATIONS

5.1 The fund will operate in accordance with its approved capital budget.

6. HUMAN RESOURCE IMPLICATIONS

6.1 None

7. LEGAL IMPLICATIONS

7.1 None

8. RECOMMENDATIONS

That the Executive approve the Terms of Reference (as detailed at Appendix 1).

Background Papers: None

Previous Minutes/Reports: None

COMMUNITY FUND – HIGH LEVEL TERMS OF REFERENCE

The suggested Terms of Reference for the Community Fund are as follows;

1. Who May Apply (within the Borough)

- Community Groups
- Town & Parish Councils

2. Project Criteria

- Community based projects
- Environmental Improvements
- Health & Safety Improvements
- The project should generally be in line with the Council's stated aims, objectives and policies
- Capital based projects

Please Note – the Community Fund is not available for revenue projects or for meeting an organisation's running costs.

3. Application Review Period

- Annually / On-going (subject to funding availability)

4. Funding Criteria

- Grants will normally not exceed £2,500.
- Preference will normally be given to projects where (1) some form of match-funding exists, (2) are not subject to other KBC funding
- Organisations that have financial balances in excess of three months running costs will be required to match fund any KBC contribution.
- Organisations must have a bank / building society account in the name of the organisation (as per the current terms and conditions of the Village Hall Grant Scheme)

5. Administered By

- Community Services (as per the Village Hall Grant Scheme)
- More detailed terms and conditions will be required (eg, grant timescales etc...) and a detailed application form will be worked-up.