

# UK Shared Prosperity Fund and Rural England Prosperity Fund Board



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

Friday, 30 May 2025 at 10.00 am  
Council Chamber - South Kesteven House,  
St. Peter's Hill, Grantham. NG31 6PZ

**Board Members:** Councillor Ashley Baxter  
Councillor Bridget Ley  
Councillor Nikki Manterfield

Membership to be confirmed for the following Groups:  
Conservative  
Democratic Independent  
Grantham Independent  
Green Party  
Independent  
Labour  
Liberal Democrat  
SK Independent

## Supplementary Agenda

6. Overview of 2025/26 UKSPF Scheme

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## UKSPF Board

### Overview of 2025/26 UKSPF Scheme

**Authors:** Emma Whitaker (Assistant Director of Planning & Growth)

David Scott (Assistant Director of Finance)

**Date:** 30<sup>th</sup> May 2025

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#### Purpose

1. To update members of the UK Shared Prosperity Fund (UKSPF) board on the scheme and approach for the grant award process and proposed allocations for 2025/26.

#### Background

2. In December 2024 the Government announced an additional or “transition” year of UK Shared Prosperity (UKSPF) funding for 2025-26. The funding has been awarded to all lead authorities which, unlike in previous years, will now be the Greater Lincolnshire Combined County Authority (GLCCA) rather than South Kesteven District Council (SKDC). It has been confirmed by the GLCCA that funding will be distributed to each of the Councils within the Greater Lincolnshire area.
3. It has been confirmed by the GLCCA that the funding would be distributed to each of the Council's within the Greater Lincolnshire area. This means that the allocation to South Kesteven District Council will be **£1,212,660** in UK Shared Prosperity Funds with a further **£162,103** allocated through the Rural top-up funds (REPF) as summarised in the table below.

	Revenue	Capital	Total
<b>UKSPF</b>	£997,660	£215,000	£1,212,660
<b>Rural Fund</b>	£0	£162,103	£162,103
<b>Total</b>	£997,660	£377,103	£1,374,763

4. As with the original UKSPF programme, an investment plan setting out how the funds would be allocated has been submitted to the Ministry of Housing Communities and Local Government (MHCLG). Whilst the GLCCA is responsible for the preparation of this investment plan, each Council within Greater Lincolnshire has been asked to provide its own plan to feed into the overall investment plan. On 27 February 2025, Council agreed the broad principles of the SKDC investment plan, and this has been submitted to the GLCCA. The combined investment plan for Greater Lincolnshire was submitted to MHCLG on 30th April 2025 by the GLCCA.



5. As with the original fund, the fund priorities and themes remain the same. A copy of the investment plan submitted by South Kesteven to the GLCCA is appended to this report (Appendix A).
6. Unlike in previous years, the Greater Lincolnshire Mayoral Combined County Authority (GLCCA) not South Kesteven District Council (SKDC) will be the lead authority and have allocated funding to the Council.
7. Responsibility for the fund remains with the GLCCA. The GLCCA has been clear that where a local authority is not able to fully distribute funds within its district the funds will be lost to Greater Lincolnshire. The GLCCA has clarified that there will be a review of the fund in September 2025 after which any underspend will be pooled across Greater Lincolnshire. It is therefore imperative that all funding allocated to SKDC is committed by end September 2025.
8. It is anticipated that the funds will not be released to the Council until late May/early June although this is entirely dependent on MHCLG making the funds available to the GLCCA. Preparations are ongoing to ensure that appropriate bids for funding can be received and decisions made to ensure compliance with the deadlines imposed.
9. The UK Shared Prosperity Fund and Rural England Prosperity Fund Programme Board will have a key role in supporting the Lead Officer in making decisions and providing both challenge and approval on issues affecting the progress of the programme. The Board has a specific remit to set the direction for the programme, support the Lead Officer in overseeing the overall progress and making recommendations in accordance with the Council's scheme of delegation for executive functions. At the Full Council meeting on the 22<sup>nd</sup> May the following delegation was agreed:

*Delegate authority to the Deputy Chief Executive and s151 Officer, in consultation with the Cabinet Member for Finance, HR and Economic Development, to approve the grant allocations and to undertake any necessary actions including: allocation of any uncommitted funds to specific interventions; and reallocation of funds and movement of revenue funds to capital expenditure*

10. At the same Council meeting the Terms of Reference for the UK Shared Prosperity Fund and Rural England Prosperity Fund Programme Board were also agreed as set out in Appendix B.
11. In line with the previous UKSPF/REPF scheme, the Board will be able to consider applications and other matters relevant to the programme and make recommendations to decision-takers prior to final decisions being made.



## Next steps

12. Officers have been developing a bidding and award process for allocating the 2025/26 funding to ensure the funding is fully allocated within the agreed MCCA timelines. Referring to the investment plan outlined in Appendix A it is suggested the only two intervention themes which are opened up to a formal bidding process are:
  - Parish and Community Fund - £179k
  - Decarbonisation Projects - £135k
13. This is the basis that given the tight timescales to ensure committed spend by September 2025, alongside a number other community-based projects the council is aware off being support for funding we believe this provides the best balance in support community bids but also ensuring full spend of our allocated monies.
14. An overview of some of the proposed projects under each intervention is outlined in the following agenda item.
15. In terms of the bidding process for the two funds outlined above we are proposing to do this in two stages:
  - **Expression of interest** form to be initially completed to provide a high-level assessment of eligibility and deliverability supported by discussions with officers and applicant.
  - Subject to the above, bidders will then be asked to complete a **Formal application** form providing similar detail to previously outlining project details, outcomes, funding etc
16. The application window will run to the 1 August 2025 after which evaluation will take place based on an evaluation matrix to provide an overall assessment score to help inform the board on which bids will deliver the best outcomes. In the eventuality of the either scheme being oversubscribed then the evaluation scores will be beneficial in helping to agree which schemes will receive funding.

## Appendices

- Appendix A – UKSPF 2025/26 Investment plan for SKDC.
- Appendix B – UKSPF and Rural Prosperity Board Terms of Reference

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## Appendix A – Summary of Investment Plan 2025/26

Theme: Communities and Place	Project			UKSPF Interventions 2025-26:				
				Revenue Grant (£)	Capital Grant (£)	Total Cost (£)	Outputs:	Outcomes:
Safer Streets Programme	Safer Streets programme - to include provision of evening/nighttime patrols mostly on Friday/Saturdays and other measures to reduce crime in the district			£65,000	£0	£65,000	Amount of commercial space completed or improved	
							Amount of public realm created or improved	
Parish/community Fund	Creation of a Parish Fund to facilitate improvements to community facilities/play parks. Grants to be a minimum of £5,000 each			£179,000	£0	£179,000	Number of amenities/facilities created or improved	Increased users of facilities/amenities
High Street Improvements	High Street improvements - pot of money to deliver high street improvements across the district			£100,000	£0	£100,000	Amount of commercial space completed or improved	
							Amount of public realm created or improved	Number of vacant units filled
Sports and Community Facilities	Improvements to sports and associated community facilities			£150,000	£50,000	£200,000	Number of tourism, culture or heritage assets created or improved	Increased visitor numbers
								Increased users of facilities/amenities
Open Space	Improvements to open space/Play area to bring it back into public use			£0	£65,000	£65,000	Number of tourism, culture or heritage assets created or improved	Increased visitor numbers
								Increased users of facilities/amenities
Decarbonisation Projects	Climate Change/Decarbonisation			£35,000	£100,000	£135,000	Number of low or zero carbon energy infrastructure installed	Estimated carbon dioxide equivalent reductions as a result of support

£529,000      £215,000      £744,000

## Appendix A – Summary of Investment Plan 2025/26

Theme: Supporting Local Business		Project				UKSPF Interventions 2025-26:	
	Title and brief description	Revenue Grant (£)	Capital Grant (£)	Total Cost (£)	Outputs:	Outcomes:	
Business Growth	Pot of money to allow local businesses to bid for grants to support business growth and development whether through skills and training, improvements to premises or achieving low carbon solutions	£353,951	£0	£353,951	Number of enterprises receiving non-financial support	Number of enterprises adopting new or improved products or services	
					Number of enterprises receiving grants	Number of new enterprises created as a result of support	
						Jobs created as a result of support	
		£353,951	£0	£353,951			

Theme: People and Skills		Project				UKSPF Interventions 2025-26:	
	Title and brief description	Revenue Grant (£)	Capital Grant (£)	Total Cost (£)	Outputs:	Outcomes:	
Skills summit	Skills summit aimed at supporting school/college leavers understand job and career opportunities including apprenticeships within the District.	£10,000	£0	£10,000	Number of people reached	Number of people in employment, including self-employment, following support	
					Number of people receiving support to gain employment	Number of people in education/training following support	
					Number of people supported to participate in education		
Education support programme	Working with education providers to extend the existing support programmes aimed at tackling barriers to work (crosscuts with employment related skills)	£65,000	£0	£65,000	Number of people reached	Number of people reporting increased employability through development of	

Appendix A – Summary of Investment Plan 2025/26

						interpersonal skills funded by UKSPF
					Number of people receiving support to gain employment	Number of people in employment, including self-employment, following support
					Number of people supported to participate in education	People gaining a qualification or completing a course following support

£75,000      £0      £75,000

	Project	UKSPF Interventions 2025-26:				
		Revenue Grant (£)	Capital Grant (£)	Total Cost (£)	Outputs:	Outcomes:
6	REPF - Business and Community Assets	Fund for improvements to community facilities/amenities	£0	£162,103	£162,103	Number of amenities/facilities created or improved Increased users of facilities/amenities

£0      £162,103      £162,103

	Revenue	Capital	Total
<b>Theme: Communities and Place</b>	£529,000	£215,000	<b>£744,000</b>
<b>Theme: Supporting Local Business</b>	£353,951	£0	<b>£353,951</b>
<b>Theme: People and Skills</b>	£75,000	£0	<b>£75,000</b>
<b>Administration</b>			<b>£39,709</b>
<b>Total Main Fund</b>			<b>£1,212,660</b>

<b>Rural Fund</b>	£0	£162,103	<b>£162,103</b>
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SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

## South Kesteven District Council

### UK Shared Prosperity Fund and Rural England Prosperity Fund Programme Board

# Terms of Reference



UK Government

LEVELLING  
— UP —

#### 1. Purpose

- 1.1. The Programme board has a key role in supporting the Lead Officer in making decisions and providing both challenge and approval on issues affecting the progress of the programme.
- 1.2. The Lead Officer is responsible for managing and coordinating progress against the delivery plan and delivery of the programme. To fulfil these responsibilities, the Lead Officer may require the support of a programme board ('The Board').
- 1.3. The Board has a specific remit to set the direction for the programme, support the Lead Officer in overseeing the overall progress of the programme and make recommendations to decision-takers in accordance with the District Council's scheme of delegation for executive functions.
- 1.4. The board has the following responsibilities:

- Consider and agree the remit and responsibilities of the Programme Manager
- Consider and agree programme identification and definition
- Consider and agree all major plans
- Consider, agree and communicate the programme vision
- Consider and agree the programme blueprint (how the programme vision is to be achieved) and the means of achieving it
- Consider and agree the completion of each stage plan, including the deliverables, and make recommendations to start the next stage
- Communicate information about the programme or projects to organisations and stakeholder groups
- Consider and agree whether required resources are available
- Resolve any conflicts escalated by the programme team, end users, suppliers or delivery agents
- Consider and agree programme or project tolerances for time, quality and cost
- Provide overall strategic direction for the programme
- Oversight of the approach to risk management, including approving and keeping under review the risk management plan
  - Oversee resourcing and financial reporting against the programme budget
- Consider and agree progress reporting and make recommendations on proposals for change that impact on the expected outcomes and benefits
- Quality assurance for the programme and its associated projects
- Consider, agree and keep under review the governance structure, programme objectives and controls within which the programme can be effectively managed
- Ensure compliance and consistency with various duties and obligations in respect of equality, diversity and inclusion under legislation in the UK and any emerging new guidance throughout the lifetime of the programme
- Ensure climate risks and opportunities are understood and managed, and take appropriate action according to the materiality of the risks
- Consider and agree end-project reports including lessons learned reports
- Consider and agree plans for post project reviews and oversee these reviews within the programme
- Ensure a post-programme review is scheduled and takes place
- Consider and agree any deviations from plans and escalate as necessary
- Consider and agree conflicts between programme teams, end users, suppliers and delivery agents and escalate as necessary

1.5. The Lead Officer has the following responsibilities:

- Accountable for appointing the programme manager
- Secures the required funding for the programme and approves project funding, in line with corporate governance requirements
- Assuring ongoing viability, and if necessary, taking the decision to stop the project
- Provides overall leadership and direction to the programme
- Accountable for programme governance arrangements, inc. ensuring compliance to the Council's constitution

- Accountable for programme risk management
- Accountable for benefits realisation
- Owns the programme business case

## **2. Key Duties**

2.1. Board members should be able to:

2.2.

- Understand programme and project plans and monitor progress
- Own and communicate the programme vision
- Understand and act on those factors that affect the successful delivery of the programme and its projects
- Broker relationships with stakeholders within and outside the programme
- Exercise any delegated authority they have in accordance with the District Council's Constitution to ensure the programme meets its objectives
- Be aware of the broader perspective and how it affects the programme
- Stay informed on current best practice in climate governance and quality, diversity and inclusion issues by maintaining dialogue with peers, policymakers and others
- Consider recommendations of the Local Economic Forum in respect of UK Shared Prosperity Fund and Rural England Prosperity Fund allocations
- Make recommendations to executive decision-takers in accordance with delegations and financial thresholds set out in the Council's Constitution

## **3. Membership**

3.1. The membership structure of the Board will comprise of the following:

- Cabinet Member responsible for Economic Development
- Representative from each Political Group (to be appointed by each Political Group Leader)
- Chairman of the Finance and Economic Overview and Scrutiny Committee
- Chairman of the Rural and Communities Overview and Scrutiny Committee

## **4. Attendance**

4.1. The Board will meet at least quarterly. The Board may meet at other times as deemed necessary by the Chairman, or Vice-Chairman in their absence.

4.2. The use of substitute representatives will not be permitted at meetings of the Board.

4.3. Councillors who are not Members of the Board have the right to attending meetings of the Board. They will be permitted to speak at the discretion of the Chairman, or person presiding at the meeting. The same provision must be made available to all Councillors in attendance for any item where such discretion has been used.

4.4. Any Councillor will have the right to make written submissions to any meeting of the Board on any agenda item no later than 24 hours before the start of the meeting. Such submissions will be tabled at the meeting or circulated beforehand. A record of

any submissions made and any responses to them will be recorded in the minutes of the meeting.

- 4.5. Meetings of the Board will be open to the public

## **5. Notice of Meetings**

- 5.1. Meetings of the Board will be called by the Council's Democratic Services Team as secretariat to the Board at the request of the Chairman, or Vice-Chairman in their absence.
- 5.2. The notice of the meeting will comprise an agenda which will include the venue, time and date of the meeting, together with the matters of business to be considered.
- 5.3. At least five clear working days prior to a meeting, copies of the agenda and any reports made available to the public will be published for inspection on the Council's website.
- 5.4. Where the meeting is convened at less than five clear working days' notice, a copy of the agenda and associated reports will be published at the time the meeting was convened.
- 5.5. If an item is added to the agenda after the agenda has been published, the revised agenda and any report relating to the item for consideration will be published as soon as is practicable.
- 5.6. Where a report or additional information is prepared after the notice of the meeting has been published, each such report will be published as soon as is practicable.

## **6. Appointment of Chairman and Vice-Chairman**

- 6.1. The Chairman and Vice-Chairman of the Board will be appointed at the Board's inaugural meeting and its first meeting of the municipal year thereafter.
- 6.2. Should a vacancy for the Chairman or Vice-Chairman arise during a municipal year the appointment will be made at the next available meeting.
- 6.3. Nominations for the appointment of Chairman and Vice-Chairman will be taken from the membership of the Board and will require a proposer and seconder.
- 6.4. If there are more than two people nominated for any position to be filled and there is not a clear majority of votes in favour of one person, then the name of the person with the lowest number of votes will be taken off the list and a new vote taken. The process will continue until there is a majority of votes for one person. In the event of a tie, the Chairman or person presiding the meeting, will draw the name of a person nominated at random who will then be duly appointed.

## **7. Quorum**

- 7.1. The quorum will be five members present, including the Chairman or Vice-Chairman.
- 7.2. If the position of Chairman and Vice-Chairman are vacant, the quorum will be five. The first item on the agenda for the meeting will be appointment of Chairman and Vice-Chairman.

**8. Declarations of Interest**

- 8.1. The rules relating to the registration and disclosure of Disclosable Pecuniary Interests, Other Registerable Interests and Non-Registerable Interests, and participation at meetings, as set out in the Councillor Code of Conduct, will apply to meetings of the Board.

**9. Reporting**

- 9.1. The proceedings and resolutions of meetings of the Board, including the names of those present and in attendance, will be minuted by the Democratic Services Team.
- 9.2. Minutes of the Board will be considered as a correct record at its next meeting.

**10. Decision-making**

- 10.1. The Board is not a decision-making body and will make recommendations to decision-takers in accordance with the Scheme of Delegation set out in Part 3(b) (Executive Functions) of the Council's Constitution.

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