

Decision type: **Decision Specifically Delegated to Officers / Single Member Decision**

Decision date: **10 July 2025**

Decision maker: Tom Hook, Deputy Chief Executive, City and Citizen Services

Decision title: Community Grant Funding Approval

Summary	
Decision being taken:	<p>The Deputy Chief Executive, City and Citizen Services, authorises the grant amounts as follows:</p> <ul style="list-style-type: none"> i. Oxford Community Impact Fund Big Ideas 2025-28 funding as set out in appendix 1 ii. small grant funding for unsuccessful Big Ideas applicants 2025-6 as set out in appendix 2 iii. round 1 small grants applications 2025-6 as set out in appendix 3 <p>following assessment against the agreed criteria and consultation with the Cabinet Member for Housing and Communities, and subject to entering into written grant agreements with the approved recipients.</p>
Key decision:	No
Source of delegation:	<p>The authority was delegated by Cabinet, pursuant to s 4.5 of the Constitution, to the Deputy Chief Executive – Citizen and City Services in consultation with the Cabinet Member for Housing and Communities, to take decisions as to the grants to be made by the Council against the approved criteria and in line with the assessment process.</p> <p>This delegation was made at the Cabinet meeting on Wednesday 5 February 2025 at 6pm, minute 120 - the minutes are here.</p>
Cabinet Member:	Councillor Linda Smith, Cabinet Member for Housing and Communities
Corporate Priority:	Thriving Communities
Policy Framework:	Thriving Communities

The Deputy Chief Executive, City and Citizen Services decides as follows:

1. The levels of funding for Big Ideas grants 2025-8 as detailed in appendix 1;

2. The levels of small grant funding for unsuccessful Big Ideas applicants 2025-6 as detailed in appendix 2; 3. The levels of small grant funding for small grant applicants 2025-6 as detailed in appendix 3.		
Appendix No.	Appendix Title	Exempt from Publication
Appendix 1	The levels of funding for Big Ideas grants 2025-8	No
Appendix 2	The levels of small grant funding for unsuccessful Big Ideas applicants 2025-6	No
Appendix 3	The levels of small grant funding for small grant applicants 2025-6	No
Appendix 4	Equality Impact Assessment	No
Appendix 5	Risk Assessment	No

Introduction and background

- At the Cabinet meeting on 5 February 2025, the Deputy Chief Executive – Citizen and City Services was delegated authority, in consultation with the Cabinet Member for Housing and Communities, to make grant awards from Oxford Community Impact Fund in line with the agreed assessment process and criteria. Following an application and assessment process in line with the agreed criteria, this decision confirms which organisations will be awarded grants and the grant amounts.

Reasons for the decision

- The decision will enable grant funding to be paid to successful applicant organisations which, in turn, will assist them in seeking additional funding and deliver activities which help to reduce inequalities in the city.
- If the decision is not taken, grant payments will not be made which may hamper the ability for applicants to seek additional funding and deliver activities which help to reduce inequalities in the city.

Alternative Options Considered

- The alternative option considered was to provide higher grant levels to a smaller number of organisations. However, local authority financial support for organisations significantly strengthens their bids for external funding. Limiting funding to a smaller number of organisations would therefore increase the number of unfunded organisations and reduce their ability to access additional resources. This would therefore impact their ability to deliver activity which helps to reduce inequalities in the city.

Equalities Impact

Please send the completed form to acforwardplan@oxford.gov.uk

5. See appendix 4

Risks

6. See appendix 5

Carbon and Environmental Considerations

7. Some of the grant applications include activity which will help to reduce the carbon footprint of the applicant organisation.

Implications of making the decision

Financial implications	The grants expenditure budget is £915k, and an income budget of £200k of CIL funding. The grants proposed in appendix 1,2 and 3 totals £388k.	Completed by: Emma Burson, Finance Business Partner Date: 09/07/2025
Legal implications	<p>The power to take this decision has been delegated by Cabinet under s 4.5 of the Constitution, on the 5th February 2024 (minute 120), to the Deputy Chief Executive – Citizen and City Services in consultation with the Cabinet Member for Housing and Communities.</p> <p>As none of the individual grants (even over the period of 3 years) exceeds the threshold of £750,000, this decision does not constitute as a key decision and is not being treated as such.</p> <p>This decision is subject to written grant agreements being entered into with each of the approved recipients.</p>	Completed by: Amber Khatoon, Trainee Solicitor Date: 09/07/2025
Other implications	NA	NA
Member declared interests	Cllr. Linda Smith has no interest to declare.	Completed by: Cllr. Linda Smith, Cabinet Member for Housing and Communities Date: 9 July 2025

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Background Documents
Report to Cabinet 5 February 2025: Grant Allocations to Community & Voluntary Organisations 2025/26 See pages 361-246 at this link .

Report author	Paula Redway
Job title	Culture and Community Development Manager
Service area or department	Community and Citizen Services
Email contact	predway@oxford.gov.uk


Consultee checklist

Consultees	Name and job title	Date
Senior officer e.g. the relevant service manager / Director where the decision maker is the Chief Executive or a Deputy Chief Executive.	NA	
Group Finance Director Where required by the Constitution or conditions of the delegation	NA	
Director of Law, Governance and Strategy Where required by the Constitution or conditions of the delegation	NA	
Cabinet Member(s) Where required by the conditions of the delegation	I confirm I have been consulted and agree with the grant decisions.	9 July 2025
Ward Members	NA	

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Where required by the Constitution or conditions of the delegation		
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Decision Maker Approval

 Tom Hook, Deputy Chief Executive, City and Citizen Services	10.07.2025
The officer with authority to take the decision, either from a Cabinet delegation or in the Constitution.	

This form must be completed and sent to Committee and Member Services **on the date that the decision maker signs it. This must be only done once all consultees have given their approval. The decision shall be effective from the date of publication; therefore, it is important that you send to Committee and Member Services as soon as it is completed and dated by the decision maker. Please note that it is not effective until it is published and the call in period has passed.**

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NOTES

The law¹ requires the Council to record executive and non-executive decisions taken by officers under delegated powers and to publish them on the Council's website.

These requirements apply to decisions that would have been taken by Council or the Cabinet if delegated powers had not been given to an officer:

- under an express delegation granted at a meeting of Cabinet, Council or a Committee.
- in accordance with Part 4.4 of the Constitution as follows:
 - Awarding a contract where authority has been specifically delegated to officers by Cabinet or a Cabinet Member (regardless of value)
 - Acquiring or disposing of freeholds or leaseholds granting new leaseholds (excluding assignments and rent reviews) where authority has been specifically delegated to officers by Cabinet or a Cabinet Member (regardless of value)
 - Making a regulatory order which affects a number of people, for example a Public Space Protection Order or a Parking Place Order
 - Where the effect of a decision is to grant a licence or permission or it affects the rights of citizens
 - Discharging any other express delegation from Cabinet or a Cabinet Member a committee or Council.

These requirements **do not** apply to:

- planning and licencing matters where there are established arrangements for recording decisions: or
- decisions which are purely administrative or operational in nature

All other officer decisions should be recorded on an officer decision form but do not need to be published. They must though be stored so as to ensure that they are not lost should an officer leave the authority.

Exempt or Confidential information

Information relating to a delegated officer or single member decision does not have to be made public if it is exempt or confidential. Summary information from this decision sheet (excluding all exempt or confidential information) will be published on the Council's website.

¹ the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012/2089 (Regulation 13(4)) and The Openness of Local Government Bodies Regulations 2014/2095 (Regulation 7)

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Key or Non Key Decision

A key decision is an executive decision which is likely to:

- Have a significant effect on people living or working in a least two wards or
- Involve spending, income, or saving a significant amount – whether an amount is significant depends on the Council's total budget for the service involved. For this Council 'significant' in budgetary terms is:
 - Expenditure, income, or savings of £750,000 or greater in the context of the medium term financial strategy,
 - Acquiring or disposing of freeholds with a consideration over £500,000 in the context of the medium term financial strategy except for disposals pursuant to right to buy legislation
 - Acquiring or disposing of leaseholds where either the rental value is in excess of £250,000 per annum and/or the premium is £750,000 except for statutory lease renewals under Part 2 of the Landlord and Tenant Act 1954 and disposals pursuant to right to buy legislation and disposals pursuant to right to buy legislation.
 - Acquiring or disposing of easements with a value over £750,000 and/or rental value over £250,000 each year

A key decision can only be taken and recorded here if notice of it has been published on the Forward Plan for at least 28 clear days. Key decisions taken by officers may be “called in” by any four councillors or the Chair of the Scrutiny Committee within two days of the notice of decision being published.

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