

To: Councillor Ivan Henderson, Portfolio Holder for Economic Growth, Regeneration and Tourism

Councillor Gary Scott, Portfolio Holder for Culture and Heritage

From: Jessica Bryan, Culture and Visitor Services Manager

Cc: Lee Heley, Deputy Chief Executive & Corporate Director, Place and Wellbeing

Cc: Michael Carran, Assistant Director Sport, Culture and Health

Cc: Olivia Hearn, Economic Growth Officer Culture and Creativity

Date: 18th June 2026

Dear Councillor Henderson, Councillor Scott,

UK Shared Prosperity Funding and Scoring Matrix

The purpose of this information is to provide background and context relating to the Executive Decision that allocated £26,500.00 of UK Shared Prosperity Fund (UKSPF) funding to continue the Local Cultural Education Partnership (LCEP) Officer role, and to support the use of any underspend from this allocation, including costs associated with relocation.

Background

Further to the report dated 21st February 2025 [Decision - Cabinet Members' Items - Report of the Economic Growth, Regeneration & Tourism Portfolio Holder - A.3 - UK Shared Prosperity Fund Transition Year 2025/26](#), open calls were made available for suggested projects across the 3 themes for Shared Prosperity Fund (SPF) in spring 2025:

- People & Skills
- Supporting Local Business
- Communities & Place

Proposal for Reallocation

The UK Shared Prosperity Fund (UKSPF) underspend from the Local Cultural Education Partnership (LCEP) Officer role (2025-2026), amounting to £24,464.55, has been spent, leaving a remaining balance of £2,035.45. It is proposed that this balance be repurposed to establish a Creative Micro-Grants pilot programme.

This programme will support the delivery of high quality creative and cultural activities for children and young people across Tendring, with a particular focus on enabling summer provision.

The programme is being repurposed to establish a Creative Micro-Grants pilot, designed to support the delivery of high quality creative and cultural activities for children and young people across Tendring, with a particular focus on enhancing summer provision.

The programme aims to:

- Increase access to arts, culture, and creative opportunities.
- Reduce inequalities in cultural participation.
- Strengthen partnerships between schools, cultural organisations, youth groups, and creative practitioners.
- Support the development of the Creative People and Places programme, Creative Tendring

This funding will enable schools and cultural organisations to deliver meaningful creative experiences for children and young people aged 0-25. The approach ensures that any underspend is reinvested within the same priority area to which it was originally allocated, maintaining alignment with delivery in previous years.

As with previous micro-grant programmes, the LCEP Steering Board will assess applications to ensure compliance with UKSPF requirements, including adherence to funding deadlines and timescales, while supporting the effective use of funding across the district. All UKSPF funding must be spent and projects completed by 24th September 2026.

The programme will be promoted through the new Creative and Cultural newsletter 'Connect Tendring' as well as via the Creative Teachers Network and Wellbeing Hubs. Information will also be shared with schools and community based creative and cultural organisations, and promoted through Essex Sunshine Coast and Tendring District Council social media channels. Projects that have already happened will not be able to apply for retrospective funding.

Creative Micro Grants Pilot Programme

Total reallocation:

- £2,035.45

The grant programme will offer.

- Awards of between £250 - £500 per application.

This approach is designed to maximise the number of projects supported and to extend the positive impact on children and young people, both within and beyond formal education settings. It is anticipated that a maximum of four projects will be funded through this scheme. Awards may be made for the full amount requested, however depending on available funding, grants may be awarded at a reduced level.

Successful grant recipients will be expected to evidence the impact of the funding received. They will be required to monitor, evaluate and effectively communicate the positive outcomes generated through this local investment.

Eligibility

1. The grant programme is open to:
 - a. Schools (primary, secondary and college)
 - b. Youth organisations
 - c. Cultural and creative organisations
 - d. Community and voluntary organisations/groups
 - e. Individual artists/creative practitioners (in partnership with a school or youth organisation)
2. All projects must be delivered within the Tendring district.
3. An open call for proposals will take place in June 2026, applicants will be supported to develop project ideas that align with the agreed UKSPF outputs and outcomes.
4. All submissions will be subject to review by a panel from the LCEP Steering Group.
5. Successful applicants will be required to adhere to all relevant guidelines and meet the set deadlines for delivery and reporting.
6. This approach will strengthen existing partnerships and enhance the support available to children and young people across Tendring.

Timeframe

Activity	Date
Creative Micro-Grants Advertised	w/c 30 th June 2026
Application Close	10 th July 2026
Scoring and Assessment	13 th July 2026
Notification	15 th July 2026
Delivery and Monitoring Reports Submitted	24 th September 2026

This could be subject to change.

Scoring Criteria

The scoring criteria is outlined within Appendix A_LCEP Micro-Grants Scoring Criteria and clearly evidences how projects will be assessed and funding awarded.

Approval

We would be grateful if you could confirm your consent to proceed with the proposed projects, either by completing the form below or by responding via return email. Please do not hesitate to contact us should you wish to discuss any aspect of the proposals in further detail prior to providing your consent.

Kind regard

J Bryan

Original signed version available on file.

Date: _____

Dear Jessica ,

Reallocation of the underspend of LCEP Role

Thank you for your memorandum dated 22/06/2026 regarding the proposal of reallocation of the underspend in the LCEP Officer Role of UKSPF to establish Creative Micro-Grants.

I agree/ do not agree with the outlined process.

Kind regards,

Cllr Ivan Henderson

Deputy Leader of the Council, Portfolio Holder for Economic Growth, Regeneration & Tourism

Date: _____

Original received by email.

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