Exmouth Town Council

Sports Club Improvement Fund Policy

1. Introduction & Policy Statement

Exmouth Town Council recognises the significant value of Exmouth's sports clubs and their contribution to residents' health and well-being.

In Exmouth, the adoption of the Neighbourhood Plan enables Exmouth Town Council to receive 25% of Community Infrastructure Levy (CIL) receipts generated by new development within the town. This provides a locally controlled source of funding that can be directly aligned with neighbourhood-identified infrastructure priorities.

The Exmouth Neighbourhood Plan specifically highlights the provision of additional and improved sports facilities as a key priority to support the town's growing population. However, many national sports funding programmes require projects to be fully "shovel-ready", with confirmed planning permission, secured match funding and clear delivery timescales. These requirements can present a significant barrier for local sports clubs seeking capital investment.

Exmouth Town Council's meaningful proportion of CIL receipts has enabled the establishment of this new Sports Club Improvement Fund (SCIF) to provide targeted grants for essential pre-development work to help local clubs progress projects and strengthen future external funding bids.

The fund is administered within the framework of the Community Infrastructure Levy Regulations, representing an appropriate and proportionate use of developer contributions to mitigate the cumulative impacts of development and support the delivery of necessary local infrastructure.

2. Objectives

The SCIF aims to:

- Enable clubs to access professional and technical expertise
- Support planning, design and environmental documentation
- Strengthen bids to national and regional funding bodies
- Promote sustainable, high-quality community sports facilities

3. Eligible Organisations

SCIF funding is open to:

- Constituted, non-profit sports clubs

Applicants must demonstrate secure tenure, long-term lease, ownership, or written landowner consent.

4. Eligible Costs

Eligible SCIF costs include:

- Architects' and professional consultant fees
- Planning application fees
- Habitat, ecological and environmental reports
- Surveys and technical assessments
- External funding application support

SCIF funding will not support:

Routine maintenance
Equipment purchases
Operational or running costs
Staff wages
Retrospective expenditure

5. Funding Levels

Maximum SCIF grant per organisation: £10,000

Payments may be released in staged instalments, subject to evidence of contracted or completed work.

6. Application Process

Application forms are available via the Town Council's website.

Applications may be submitted at any time and will be considered at the next S106 / CIL working party meeting. Additional information, clarification or site visits may be requested.

7. Supporting Documentation Required

Applicants must submit:

Proof of relevant insurance (minimum £2 million Public Liability)
Latest audited accounts
Bank statements for the last three months
Constitution / governing documents
Safeguarding policies (where applicable)

Applications must clearly state:

Organisation aims and objectives

Project description
Amount requested and intended use

8. Assessment Criteria

All applications will be assessed against:

Demonstrated community benefit to Exmouth
Strategic alignment with Council priorities
Deliverability and project readiness
Sustainability and long-term impact
Value for money
Past performance where previous funding has been received

9. Monitoring and Reporting

All grant recipients are required to:

Maintain clear financial records
Provide monitoring information and receipts upon request
Return any unspent or misallocated funds to the Council.

10. Governance and Decision Making

All funding is awarded at the discretion of Exmouth Town Council.
SCIF applications are administered by the S106 and CIL Working Party
A schedule of awarded grants will be published annually on the Council website.

11. Policy Review

This Policy was adopted by Exmouth Town Council on 20th April 2026.

Review date: April 2027.