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**SOHAM HIGH STREET RENEWAL – CAPITAL GRANT FUND SCHEME**

Committee: Finance & Assets Committee

Date: 7 June 2021

Author: Infrastructure and Strategy Manager

[W17]

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**1.0 ISSUE**

- 1.1 To approve the Soham High Street Renewal – Capital Grant Fund scheme eligibility criteria and application form.

**2.0 RECOMMENDATION(S)**

- 2.1 Members are requested to

- i) Approve the scheme eligibility criteria and application form at Appendix 1, and
- ii) Agree that the fund will be opened on Monday 14 June 2021 and close on Friday 20 August 2021. In the event that the fund is fully utilised before the close date, the Council reserves the right to close the fund to pending or new applications.

**3.0 BACKGROUND**

- 3.1 The Cambridgeshire and Peterborough Combined Authority (CPCA) has ringfenced £1 million of funding for each market town in the Combined Authority area to enable it to deliver interventions identified in their Masterplan documents, which will secure economic growth for the market towns and contribute to the doubling Cambridgeshire and Peterborough's GVA targets.
- 3.2 East Cambridgeshire District Council (ECDC) has allocated £25,000 from its Market Towns Programme funding for Soham towards a scheme to support small projects in Soham Town Centre.

**4.0 ARGUMENTS/CONCLUSIONS**

- 4.1 This scheme is specifically aimed at providing capital funding for improvements to the frontage of buildings or the general appearance of Soham Town Centre. Full details of the scheme eligibility criteria can be found at Appendix 1.
- 4.2 Grant funding under this scheme will only cover the cost of improvements (capital expenditure) and are not intended for work such as surveys, advice or other costs that might be considered non-capital expenditure.

4.3 The minimum value of grant funding will be £250 and the maximum £2,500. The application must demonstrate that a minimum of 25% of the projects total value will be funded by the applicant or a co-sponsor.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT/CARBON IMPACT ASSESSMENT

5.1 There are no additional financial implications arising from this report.

5.2 Equality Impact Assessment (EIA) not required.

5.3 Carbon Impact Assessment (CIA) not required.

6.0 APPENDICES

6.1 Appendix 1: Soham High Street Renewal – Capital Grant Fund Scheme Grant Funding Criteria and Application Form.

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<u>Background Documents</u>	<u>Location</u>	<u>Contact Officer</u>
None	Room 13 The Grange, Ely	Sally Bonnett Infrastructure and Strategy Manager (01353) 616451 <a href="mailto:sally.bonnett@eastcambs.gov.uk">sally.bonnett@eastcambs.gov.uk</a>

## Grant Funding Criteria and Application Form.

East Cambridgeshire District Council (ECDC) has allocated £25,000 from its Market Towns Programme funding towards a grant scheme that supports small projects in Soham Town Centre.

This scheme is specifically designed to enable bids to be made for capital funding to enable improvements to the frontage of buildings or the general appearance of Soham Town Centre. All interested organisations will need to submit a formal application and will need to meet the criteria set out below. Grants may be awarded in whole or in part.

Applications will be considered and prioritised on a 'first come first served' basis until the funding has been fully utilised.

### Criteria

1. Applications are welcomed from interested organisations who maybe landlords, property owners, tenants, businesses, community groups, or other like-minded stakeholders.
2. Applications to this grant fund will only be considered for capital improvements to the frontage of buildings or the general appearance of Soham's town centre area.
3. For the purposes of this grant fund the town centre area will be Soham's High Street, Red Lion Square, Churchgate Street, Market Square, Pratt Street and Fountain Lane.
4. Examples of projects that will be considered are, but not limited to, minor structural or aesthetic repairs to frontages, new or improved signage (not illuminated), street furniture, glazing, painting, planting, improved awnings and improved access into and out of premises.
5. The minimum value of grant funding will be £250 and the maximum £2,500.
6. Grant funding under this scheme will only cover the cost of improvements (capital expenditure) and are not intended for work such as surveys, advice or other costs that might be considered non-capital expenditure.
7. Match funding. The application must demonstrate that a minimum of 25% of the projects total value will be funded by the applicant or a co-sponsor.

8. Applicants will provide ECDC officers with full written details of their proposed project which includes the purpose of the work, anticipated timescales, full costs and specification.
9. The town centre areas fall within the Soham conservation area and contains a number of listed buildings. Our Conservation Officer will be pleased to offer advice/guidance prior to submission of any application to this scheme. To get advice please email [info@ecdcsohamgrants.gov.uk](mailto:info@ecdcsohamgrants.gov.uk)

Proposals should take account of the advice set out in the Council's Shop Front Design Guide. [Shop Front SPD Final Copy 0.pdf \(eastcambs.gov.uk\)](#)

10. Applicants will be expected to pay 100% of the project costs and then submit a claim to recover these costs (equivalent to the grant awarded) when the project is completed.
11. The fund will be opened on Monday 14 June 2021 and close on Friday 20 August 2021. In the event that the fund is fully utilised before the close date, we reserve the right to close the fund to pending or new applications.

We can only accept one application per applicant or location.

**Soham High Street Renewal- Capital Fund Scheme Application Form**

**1. Applicant Name (Business/Organisation)**

**2. Applicant Contact Details**

Name:

Position:

Telephone:

Email:

**3. Confirmation the Applicant has read the grant criteria and is authorised to complete this application form (please tick)**

Read Yes

☐

Authorised Yes

☐

**4. Location of town centre property or site to be considered for this application**

**5. Overview of proposed project- max 200 words. Please attach any additional narrative, drawings, cost estimates or other supporting documents separately**

**6. Project Funding Details**

Total capital cost of project:

Amount of ECDC grant sought:

Match funding by Applicant:

**7. Timescales**

Anticipated Project Start Date:

Anticipated Project Completion Date:

Anticipated Date Grant Funding Release Date:

**8. Has advice been sought from ECDC's Conservation Officer? Please provide details**

**9. Other grants**

During the past four years has the applicant received Government or Council Grants. If yes please provide the details below (if no please enter zero).

2017/18	£
2018/19	£
2019/20	£
2020/21	£
2021/22	£

I/We believe the above information is true and correct. We authorise East Cambridgeshire District Council to check our details and share information with Cambridgeshire and Peterborough Combined Authority in order to consider making a grant offer against the information provided.

**Name:**

**Authorised Signatory:**

**Date:**