

5 March 2021

PLEASE NOTE START TIME OF MEETING

New regulations came into effect on 4 April 2020 to allow Councils to hold meetings remotely via electronic means. As such, Council and Committee meetings will occur with appropriate Councillors participating via a remote video link, and public access via a live stream video through the [Mid Sussex District Council's YouTube channel](#).

Dear Councillor,

A meeting of **CABINET GRANTS PANEL** will be held **VIA REMOTE VIDEO LINK** on **MONDAY, 15TH MARCH, 2021 at 4.00 pm** when your attendance is requested.

Yours sincerely,
KATHRYN HALL
Chief Executive

A G E N D A

Pages

1. Roll Call and Virtual Meeting Explanation.
2. To note Substitutes in Accordance with Council Procedure Rule 4 - Substitutes at Meetings of Committees etc.
3. To receive apologies for absence.
4. To receive Declarations of Interests from Members in respect of any matter on the Agenda.
5. To confirm the Minutes of the Meeting of the Panel held on 26 January 2021. **3 - 12**
6. To consider any items that the Chairman agrees to take as urgent business.
7. To receive representations from Members of the Council on the applications.

8.	Covid-19 Recovery Grant Scheme - Business Grants.	13 - 26
9.	Covid-19 Recovery Grant Scheme - Community and Voluntary Sector Applications.	27 - 38
10.	Corporate Grant Schemes - Release of S106 Contributions.	39 - 48
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To: **Members of Cabinet Grants Panel:** Councillors N Webster (Chair), S Hillier (Vice-Chair) and J Belsey

**Minutes of a meeting of Cabinet Grants Panel
held on Tuesday, 26th January, 2021
from 4.00 pm - 4.39 pm**

Present: N Webster (Chair)
S Hillier (Vice-Chair)

J Belsey

1. ROLL CALL AND VIRTUAL MEETING EXPLANATION.

The Chairman welcomed everyone to the meeting and took a roll call of Members present. Franca Currall, Solicitor, provided a virtual meeting explanation.

**2. TO NOTE SUBSTITUTES IN ACCORDANCE WITH COUNCIL PROCEDURE
RULE 4 - SUBSTITUTES AT MEETINGS OF COMMITTEES ETC.**

None as all Members were present.

3. TO RECEIVE APOLOGIES FOR ABSENCE.

No apologies were received as all Members were present.

**4. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS IN RESPECT
OF ANY MATTER ON THE AGENDA.**

The Vice-Chairman declared a prejudicial interest in the applications from The Koorana Centre, Coaching with Nisanka and Kell & Collins as he knows the owners of businesses socially.

The Chairman confirmed that the Vice-Chairman would be removed from the discussion and voting on the applications.

**5. TO CONFIRM THE MINUTES OF THE MEETING OF THE PANEL HELD ON 14
DECEMBER 2020.**

The Vice-Chairman noted that there were discussions at the previous meeting relating to Zona Football Ltd and the condition of the grant that the apprentice they were hiring was to be a Mid Sussex resident. He enquired the outcome of the investigation.

The Chairman confirmed that the checks were made, and the grant proceeded as originally agreed. He noted the large amount of grants that were brought before the last Panel and felt pleased that, through government support alongside the Council's own scheme, the Council was able to provide grants to local business and assisted them through difficult times.

The minutes of the meeting of the Cabinet Grants Panel, held on 14 December 2020 were approved as a correct record and electronically signed by the Chairman.

6. TO CONSIDER ANY ITEMS THAT THE CHAIRMAN AGREES TO TAKE AS URGENT BUSINESS.

None.

7. TO RECEIVE REPRESENTATIONS FROM MEMBERS OF THE COUNCIL ON THE APPLICATIONS.

No representations were received.

8. MICRO BUSINESS GRANTS

William Hawkins, Economic Development Officer, introduced the report which presented 41 micro business grant applications for consideration by the Cabinet Grants Panel. He noted that if all grants were approved then all of the Micro Business funding would be committed for this round of the scheme. He also noted that two grants were part-funded due to part of the applications relating to direct staffing costs and a further application, The Elegant Feast, was part-funded as insurance costs are considered business-as-usual costs.

The applications which were recommended for consideration by the Panel is set out below:

Organisation	Purpose for which award is sought	Award Requested	Award Suggested
Couture & Tiaras Bridal / Duduzile Sibanda	New product range	£2,000.00	£1,000.00
BetterBio Health Limited / Piero Barba	Digital advertising	£2,000.00	£2,000.00
T&B Events Ltd / Thomas Hands	Upgrading IT Equipment	£2,000.00	£2,000.00
RLS Recruitment Solutions Ltd / Ross Stretton	Targeted marketing plan and strategy	£2,000.00	£2,000.00
Aprimatic Automation Ltd / Kevin Mitchell	Marketing and advertising	£2,000.00	£2,000.00
The Perrymount Clinic / Christian Bates	Development and marketing of new online course	£2,000.00	£2,000.00
Domum Project Management Ltd / Adrian James	Purchase equipment, software and training	£1,162.00	£1,162.00
The Remake Store / Katy Burlace	Website setup and marketing	£500.00	£500.00
Burgess Hill Business Park Association Ltd / Martyn Carr	Website Development	£2,000.00	£2,000.00
Lesley Burdett Photography / Lesley Burdett	Website / marketing / equipment	£1,000.00	£1,000.00
Nuevo Staffing / Alex Birley	Website re-brand / marketing / equipment	£2,000.00	£2,000.00
Jon Hair Fashions Ltd / Alexandra Birt	Premises improvements / new equipment	£2,000.00	£2,000.00
Its Sew Vintage / Shannaz Noormohamed	Premises improvements	£2,000.00	£2,000.00
Whitebox products / Charlie	Design and build new equipment	£2,000.00	£2,000.00

Baker			
Apple Barn Creative / Robert Willard Watts	Equipment, premises improvements, website development and marketing	£1,480.00	£1,480.00
Custom Gifts Limited / Francoise Gray	New specialist equipment	£2,000.00	£2,000.00 ¹
Coaching with Nisanka / Nisanka Wickramarachchi	Website and new product development (new online course)	£2,000.00	£2,000.00
JV Horticulture Ltd / Jasper Van Vliet	Purchase equipment	£2,000.00	£2,000.00
HM Veterinary Physiotherapy / Harley Saunders	Purchase equipment	£1,845.00	£1,845.00
i-tech Links Ltd / Atif Amin	Purchase equipment	£1,600.00	£1,600.00
Aquaonic Life CIC / Neil Whichelow	IT build and development (new online platform)	£900	£900
Better Catering Ltd / Emiliano Mancino	Refurbishment / website development / equipment and training	£2,000.00	£2,000.00
Conquest Hard Landscaping Ltd / Ross Conquest	Website development, logo development and new branding	£2,000.00	£2,000.00
Armchair Tasting Tours LLP / Hilary Knight	Advertising and licences / website design and build / new equipment	£1,215.00	£1,215.00
RMK Portable Appliance Testing LTD / John Mullins	New equipment and training	£1,052.00	£1,052.00
Kell & Collins / Mary Collins	Premises expansion and fit out	£2,000.00	£2,000.00
Search Engine Expert Near Me / Nathan Davidson	Design and delivery of direct marketing campaign	£450.00	£450.00
Fresh Display Ltd / Steven Powell	Brand strategy and website development	£1,900.00	£1,900.00
Ellie Ford Music / Ellie Ford	Website development / new equipment / venue hire	£1,150.00	£1,150.00
No.1 Broad Street Ltd / Philip Bunn	Refurbishment of premises	£2,000.00	£2,000.00
Charlotte's Gifts / Charlotte Kempson	Set up a website and new equipment	£750.00	£750.00
Active Staffing Solutions Ltd / Graeme Styles	CRM system, website upgrade / new equipment / marketing	£900.00	£900.00
The Koorana Centre / Gabrielle Rafello	Specialist marketing, SEO package and campaign	£890.00	£890.00
My Sherpa Programmes Ltd / Alex Kent	Marketing and development of a new service	£2,000.00	£2,000.00
Newman Electrical Services Ltd / David Newman	Specialist training and equipment	£1,050.00	£1,050.00
Red Pigeon Media / Jayac Heal	Digital marketing campaign / advertising	£155.00	£155.00
ScreenStories / Dan Ford	Purchase equipment	£2,000.00	£2,000.00
Paper Plus / Lucy Henry	New online platform and marketing data	£2,000.00	£2,000.00
Soror / Kerry Harrison	Renovate store front	£1,250.00	£1,250.00
The People Magic Company Ltd / Peter Martin	Digital strategy and equipment	£1,500.00	£1,500.00
The Elegant Feast / Zoe Nicholas	Purchase equipment and insurance	£895.00	£895.00

TEFLPA Ltd / James Prior	Website development and SEO / marketing	£2,000.00	£2,000.00
CM Group Ltd t/a Fatma's Kitchen / Fatma Yilmaz	Social Media campaign and management	£1,575.00	£1,575.00
Innervalues Limited / Lee Barnett	Premises improvements	£2,000.00	£2,000.00
Scrapless CIC / Megan King	Market Stalls / Pop up shops	£1,100.00	£550.00
Reab Physical Health / Christine Burdon	Premises improvements	£2,000.00	£2,000.00
Total		£72,319	£70,769

The Chairman drew attention to the graph on P.20 which he found helpful and interesting to see the how applications were distributed across the District. He expressed concern alongside the Vice-Chairman about the lack of grants issued to businesses in East Grinstead and asked what could be done to highlight the grants to that community.

The Vice-Chairman endorsed the Chairman's comments and confirmed that he raised his concerns with the East Grinstead Business Association. He added that the Business Association engages extremely well with the Council and has held grants events to promote the funding, with both doing their best as much as possible.

The Chairman highlighted the need to promote the grants as much as possible.

The Vice-Chairman sought clarification on why several applications were approved whilst scoring less than 50%. He noted that some grants relate to premises improvements and hoped that the premises are commercial rather than domestic. He also sought clarification as to whether other Council departments are consulted during the application stage such as planning, building control or environmental health.

The Chairman confirmed that the discussions are held between departments as issues have been raised in his own portfolio briefings with Business Unit Leaders.

Sally Blomfield, Divisional Leader for Planning and Economy, confirmed that there are regular meetings with colleagues in other departments and the applications awarded have the full benefit of the permissions they require. She added that there are two parts to the assessment criteria – the first is whether they meet the qualifying criteria, being micro businesses located in Mid Sussex, and the second is whether they meet any of the criteria for the requested award which those part-funded did.

The Economic Development Officer said that he took comfort in the payment on receipt of invoice so that the Council can see exactly what they are paying for.

The Chairman found the criteria and measuring matrix in the appendices useful.

The Member thanked the officers for their report. He drew attention to the unsuccessful application from Hypertune, Ashurstwood. He described that he met the owner who has been working to reduce the noise produced by the business as well as improve the productivity and business premises. He sought clarification as to how the refusal was arrived at.

The Economic Development Officer explained that, along with the Economic Development team, they did not feel that the application met the criteria. It did not meet the 'business growth' aspect of the scheme as the application specifically mentioned noise complaints.

The Chairman asked if they requested funding for a specific mitigation.

The Economic Development Officer confirmed that they did.

The Chairman enquired if the business were not to receive the grant, would their business be materially affected.

The Member confirmed that the business has spent a significant amount of money to soundproof as much of the premises as possible and that he does not know if the money will make the business able to operate at reasonable hours. He believed that the funding would represent a business improvement and improve their productivity by being able to work longer hours, however he sees both sides of the argument.

Franca Currall, Solicitor, highlighted that the grants are there to help businesses grow and reach out to new audiences, however the request for a grant is to address an ongoing issue which does not fall under the criteria of the scheme.

The Chairman confirmed he was minded to award the grant, however thought not following the Solicitor's information.

The Member believed it would be better if the application had provided more detail to better consider the grant given that it is an important decision. He appreciated it is taxpayer's money and wanted to make the most informed decision.

The Chairman took the Panel to vote to approve the recommendations in the report, excluding the deferred application from Hypertune and the applications from Koorana Centre, Coaching with Nisanka and Kell & Collins.

Members were supportive of the recommendations.

[Cllr Hillier was removed from the discussion and voting at 4:38pm]

The Chairman took the Panel to vote to approve the recommendations in the report for the applications from Koorana Centre, Coaching with Nisanka and Kell & Collins.

Members were supportive of the recommendations.

RESOLVED

The Cabinet Grants Panel agreed:

1. That a Micro Business Grant of £1,000 be awarded to Couture & Tiaras Bridal to fund the launch of a new product range and premises improvements.
2. That a Micro Business Grant of £2,000 be awarded to BetterBio Health Limited to fund digital advertising to promote sales growth and customer education.
3. That a Micro Business Grant of £2,000 be awarded to T&B Events Ltd to fund the upgrading IT Equipment to improve efficiency.

4. That a Micro Business Grant of £2,000 be awarded to RLS Recruitment Solutions Ltd to fund a targeted marketing plan and strategy to generate inbound clients.
5. That a Micro Business Grant of £2,000 be awarded to Aprimatic Automation Ltd to fund marketing and advertising to introduce a better follow up service to customers.
6. That a Micro Business Grant of £2,000 be awarded to The Perrymount Clinic to fund the development and marketing of a new online mother and baby help course.
7. That a Micro Business Grant of £1,162 be awarded to Domum Project Management Ltd to fund the set up costs to purchase equipment, software and training to launch project and contract management services.
8. That a Micro Business Grant of £500 be awarded to The Remake Store to fund the website setup and marketing for a new sustainable fashion shop.
9. That a Micro Business Grant of £2,000 be awarded to Burgess Hill Business Park Association Ltd to fund website development to support business engagement, improve functionality and operational efficiency.
10. That a Micro Business Grant of £1,000 be awarded to Lesley Burdett Photography to fund website, marketing and equipment to reach new customers and improve business premises to offer product shoots.
11. That a Micro Business Grant of £2,000 be awarded to Nuevo Staffing to fund the website re-brand, marketing and equipment to build a new arm to the business and target new groups.
12. That a Micro Business Grant of £2,000 be awarded to Jon Hair Fashions Ltd to fund premises improvements and new equipment to fit and utilise part of the space to offer coffee shop.
13. That a Micro Business Grant of £2,000 be awarded to Its Sew Vintage to fund premises improvements to refurbish interior and new paving outside the front area of the shop.
14. That a Micro Business Grant of £2,000 be awarded to Whitebox Products to fund the design and build of a custom machine to expand its range of eco-friendly products.
15. That a Micro Business Grant of £1,480 be awarded to Apple Barn Creative to fund equipment, premises improvements, website development and marketing to diversify the business to offer a new service.
16. That a Micro Business Grant of £2,000 be awarded to Custom Gifts Limited to fund new equipment (Laser Engraver), staff training, recruitment and safety equipment to improve productivity.
17. That a Micro Business Grant of £2,000 be awarded to Coaching with Nisanka to fund a website and new product development costs for a new 'one to many' coaching course.

18. That a Micro Business Grant of £2,000 be awarded to JV Horticulture Ltd to fund the purchase of a larger trailer and additional tools to take on additional contracts and potentially an employee.
19. That a Micro Business Grant of £1,845 be awarded to HM Veterinary Physiotherapy to fund the purchase of a therapeutic laser to add to the range of treatments currently offered.
20. That a Micro Business Grant of £1,600 be awarded to i-tech Links Ltd to fund the purchase of new equipment (Laser machine for gadget repair and commercial printer) to increase revenue and productivity.
21. That a Micro Business Grant of £2,000 be awarded to Better Catering Ltd to fund website development, equipment and training converting part of the business to retail operations and ecommerce platform.
22. That a Micro Business Grant of £2,000 be awarded to Conquest Hard Landscaping Ltd to fund website development, logo development and new branding (uniforms / vehicles) to extend design services offered.
23. That a Micro Business Grant of £1,215 be awarded to Armchair Tasting Tours LLP to fund advertising, licences, website design and build new equipment to launch new Armchair Tasting Tours business.
24. That a Micro Business Grant of £1,052 be awarded to RMK Portable Appliance Testing LTD to fund new equipment (testers and laptops) and training for two employees.
25. That a Micro Business Grant of £2,000 be awarded to Kell & Collins to fund premises expansion and fit out a larger unit, extending product range and services.
26. That a Micro Business Grant of £450 be awarded to Search Engine Expert Near Me to fund the design and delivery of a direct marketing campaign to launch and promote the new business.
27. That a Micro Business Grant of £1,900 be awarded to Fresh Display Ltd to fund a brand strategy and website development including copywriting to reach new customers and add e-commerce element.
28. That a Micro Business Grant of £1,150 be awarded to Ellie Ford Music to fund website development, new equipment and venue to host online concerts from website.
29. That a Micro Business Grant of £2,000 be awarded to No.1 Broad Street Ltd to fund the refurbishment of premises to set up new restaurant including air conditioning, heating, extraction system, rewire electrics to current regulations.
30. That a Micro Business Grant of £750 be awarded to Charlotte's Gifts to fund the set up of a website to reach wider audience and improve the office working area with a new computer equipment and office equipment.

31. That a Micro Business Grant of £900 be awarded to Active Staffing Solutions Limited to fund the purchase of a CRM system, improved website, new laptops, printers and a marketing campaign to attract new clients and grow the business.
32. That a Micro Business Grant of £890 be awarded to The Koorana Centre to fund specialist marketing, a SEO package and a campaign to promote a new mental health support programme.
33. That a Micro Business Grant of £2,000 be awarded to My Sherpa Programmes Ltd to fund marketing to attract new customers and the development of a new 'Build Back Better' service for new and existing clients.
34. That a Micro Business Grant of £1,050 be awarded to Newman Electrical Services (South East) Ltd to fund further specialist training and equipment for a new employee to enable him to become more qualified.
35. That a Micro Business Grant of £155 be awarded to Red Pigeon Media to fund a digital marketing campaign advertising spend to generate more client enquiries across Google and social media.
36. That a Micro Business Grant of £2,000 be awarded to ScreenStories to fund the purchase of equipment to launch business, specifically towards the cost of an industry standard editing computer.
37. That a Micro Business Grant of £2,000 be awarded to Paper Plus to fund a new online platform to integrate systems and marketing data to increase and improve relevance of database.
38. That a Micro Business Grant of £1,250 be awarded to Soror to fund the renovation of the store front and shop sign for the new salon business.
39. That a Micro Business Grant of £1,500 be awarded to The People Magic Company Ltd to fund the development of a digital strategy and grow the business' digital presence including specialist marketing support, materials and equipment.
40. That a Micro Business Grant of £895 be awarded to The Elegant Feast to fund the purchase of a commercial freezer and professional cool boxes and insurance to develop frozen chef made meal delivery service.
41. That a Micro Business Grant of £2,000 be awarded to TEFLPA Ltd to fund website development and SEO/marketing to increase online presence, reach new customers and onboard more tutors.
42. That a Micro Business Grant of £1,575 be awarded to CM Group (West Sussex) Ltd t/a Fatma's Kitchen to fund a social Media campaign and management to increase exposure of the restaurant and reach new customers.
43. That a Micro Business Grant of £2,000 be awarded to Innervalues Limited to fund premises improvements to fit out unit to refurbish, repair and restore furniture.

44. That a Micro Business Grant of £550 be awarded to Scrapless CIC to fund market stalls and pop up shops.
45. That a Micro Business Grant of £2,000 be awarded to Reab Physical Health to fund premises improvements to diversify and grow the business including offering flexible space to other allied medical practitioners.
46. That **no** Micro Business Grant be awarded to EcoStim as the business is located outside the District.
47. That **no** Micro Business Grant be awarded to Ballueder Partners Ltd as the business is located outside the District.
48. That **no** Micro Business Grant be awarded to Hyper-Tune as the application was deferred to the next meeting of the Panel following a request for further information on the project.
49. That **no** Micro Business Grant be awarded to Sixstarworld Ltd as the business was awarded Covid-19 grant funding in first round of scheme.
50. That **no** Micro Business Grant be awarded to Sportif International Ltd as the business is located outside the District.
51. That **no** Micro Business Grant be awarded to Harmony at Home Limited as the project is not eligible.
52. That **no** Micro Business Grant be awarded to Strategic Marcomms Consultancy as the business was awarded Covid-19 grant funding in first round of scheme.
53. That **no** Micro Business Grant be awarded to Hopeful London as the project is not eligible.
54. That **no** Micro Business Grant be awarded to Business Brains Ltd as the business is located outside the District.
55. That **no** Micro Business Grant be awarded to Bob's Community Cafe Ltd as the project is not eligible.
56. That **no** Micro Business Grant be awarded to Kitchens Bespoke as the business is a returning applicant from 2019/20.
57. That **no** Micro Business Grant be awarded to Sussex Tuition Centre as the business is not a micro business.
58. That **no** Micro Business Grant be awarded to Tea Thyme Ltd as the project does not meet the criteria.
59. That **no** Micro Business Grant be awarded to DM Grounds Maintenance as the business is a returning applicant from 2019/20.
60. That **no** Micro Business Grant be awarded to Newtryx Limited as the business is a returning applicant from 2019/20.

The meeting finished at 4.39 pm

Chairman

COVID-19 RECOVERY GRANT SCHEME – BUSINESS GRANTS

REPORT OF: Business Development Officer
Contact Officer: Caroline Duffy
Email: caroline.duffy@midsussex.gov.uk
Wards Affected: All

Purpose of the report

1. The purpose of this report is to present 34 Covid-19 Recovery Grant applications for consideration by the Cabinet Grants Panel. This report details those applications made by businesses under the scheme in a second round of applications that closed on 15th January 2021. Community Service and Voluntary Sector applications are being reported separately as requested at a previous Cabinet Grants Panel.

Summary

2. A summary of the 20 applications recommended for funding (strong bids which meet the criteria) along with the recommendations from the Economic Development Team on the level of financial assistance to be awarded to each organisation are detailed below. Further details on these applications and those applications not recommended for funding are set out in Appendix A.

Business / Contact	Purpose for which award is sought	Award Requested	Award Suggested
The Maypole Inn / Mark Pinch	Improvements to the outside area, with an outdoor structure to create more customer space	£4,928.00	£4,928.00
MNH Sustainable Cabin Services Ltd / Emma Rance	Purchase specialist equipment to ensure hygiene of onboard products and upgrade to finance IT system to allow remote working	£5,820.00	£5,000.00
Elizabeth Ockford Ltd / Elizabeth Ockford	Wallpaper pattern books to send to new agents and distributors	£3,817.00	£3,817.00
Mark Parsons T/A Frontline Automation / Jayne Clowes	Move reporting and job sheets online, negating the need for contact paperwork; laptop, licenses and software	£1,199.00	£1,199.00
Artemis Telecoms Ltd / T/A Start Communications / John Davis	4 Laptops to enable team to work remotely more efficiently, when supporting customers during lockdown(s)	£3,100.00	£3,100.00
Albourne Winery Ltd / Nick Cooper	One outdoor mini tepee and 10 picnic tables to make better use of external space to host visitors outdoors	£4,441.00	£4,441.00
SENse Learning / Sophie Amos	Upgrade to website to be more interactive and improve accessibility for families, students and referral streams	£2,335.00	£2,335.00

Business / Contact	Purpose for which award is sought	Award Requested	Award Suggested
Tamarind / Anita Hayman-Lewis	Purchase specialist equipment and updates to the eCommerce website	£2,697.00	£1,805.90*
Mid-Sussex Super Cream / Ashok Kumar	New tills to handle cashless payments. Social distancing and Covid-19 protection measures on all units	£10,290.00	£5,000.00
Not Another Bunch Of Flowers / Anikka Burton	Improvements to warehouse to create a usable, Covid-safe office to increase working space	£5,000.00	£5,000.00
Veterinary Insights Ltd / Alexander Arpino	Purchase a laptop to be used by the team when working from home	£993.00	£993.00
Worth Glamping Ltd / Susie Whittingham	New website to improve promotion and enable online payments. Marketing and advertising to support diversification to broaden reach	£4,784.00	£4,784.00
DT Electrical Supplies (HH) Ltd / David Thomas	Continued purchases relating to Covid-19 measures to ensure safety of staff and trades people when entering the premises	£5,000.00	£5,000.00
Sussex Tuition Centre / Sarah Lawrance	Website rebuild, tech support (1 year), local advertising and leaflet drop (6 months)	£8,925.00	£5,000.00
Ultimate Warrior Training / Nicola Gilson	To open up with more capacity in a safer training environment removing a wall to increase the capacity of the gym	£5,000.00	£5,000.00
Community Inspired Ltd / Richard Manville	Development of existing PTA.co.uk website and development of new website www.fundraisingalliance.co.uk plus marketing to attract local businesses	£5,000.00	£5,000.00
The Talbot / Dean Harding	Handheld tablets for staff for use with EPOS system, further investment in the outdoor area (heating, lights etc.)	£5,000.00	£5,000.00
Lost Pier Brewing Ltd / Daniel Gale	Purchase and fit racking to store the cans now produced (diversification from kegs)	£5,000.00	£5,000.00
Sussex Chamber of Commerce / Ana Christie	New business services / projects; includes careers fairs, business festival or conference	£8,000.00	£5,000.00
Kitchens Bespoke / Sarah Loxton	Diversifying to add new product range, creating a new online shop and associated display equipment in the showroom	£5,000.00	£5,000.00
TOTAL		£96,329.00	£82,402.90

* Recommended award for Tamarind excludes the purchases for equipment as these were retrospective and therefore not eligible

Recommendations

Members of the Panel are requested to

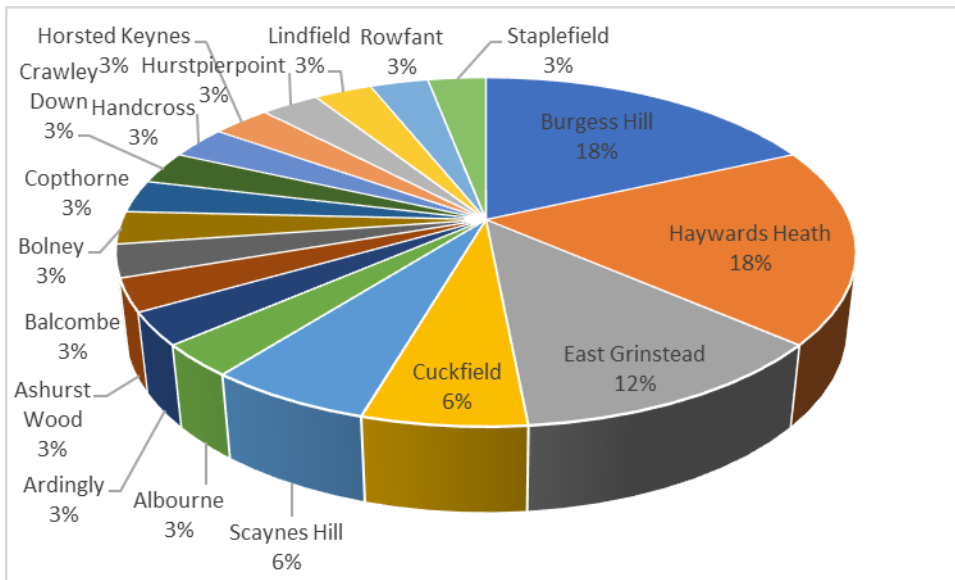
- a) Consider and approve the applications recommended for funding above, summaries of which are attached in Appendix A of this report and the accompanying criteria scoring assessment in Appendix B.*
- b) Consider and approve the grant applications not recommended for funding as set out in Appendix A.*

Background

3. This is the second meeting of the Cabinet Grants Panel to consider the Council's Covid-19 Recovery Grant Scheme through which Mid Sussex has allocated £300k of its revenue to support community organisations and businesses to adapt operations in light of Covid-19.
4. The scheme was launched on the 30th October 2020. The first round of applications received a total of 41 applications, 19 of these applications were not considered for funding as they did not meet the eligibility criteria (primarily because they were out of area or related to running costs) or did not meet the specific Covid-19 Recovery Grant criteria. Following consideration by the Cabinet Grants Panel at its meeting in December, 22 businesses were successfully awarded grant funding totalling £77,786.00. At the same meeting 26 community organisations were awarded grant funding of £70,108.50. A total of £147,894.50 was awarded leaving funds of **£152,105.50 for a second round of applications.**

Assessment and Policy Context

5. The second round of applications has received a total of 34 applications from businesses. Total funding requested has exceeded remaining funds available (which is £81,379.50 for businesses). Four applications were received from businesses recently awarded a 2020/21 Micro Business Grant at the Cabinet Grants Panel in January and therefore they have not been recommended for additional funding from the Covid-19 Recovery Grant Fund.
6. Of the 30 applications considered, 20 applications have been recommended for funding in this second round. Of the remaining 10 applications not recommended for funding:
 - one application was out of area.
 - six applications were not considered eligible for funding under the criteria for this scheme. Of these, two related to retrospective costs; three related to ongoing day to day running costs / business as usual; and one was not considered to meet the Covid-19 recovery grant criteria in terms of the project proposed for funding.
 - three applications scored below 50% when assessed against the criteria and therefore did not meet the minimum criteria for a successful funding bid.
7. The pie chart below illustrates the geographic distribution of all applications received. In summary 18% are from Burgess Hill, 18% from Haywards Heath, 12% from East Grinstead, 6% from Cuckfield and 6% from Scaynes Hill with single applications from a broad area of other locations (as below).



8. The applications received have been considered by officers within the Council's Economic Development Team. A summary of the assessment of each application is included within the tables in Appendix A.
9. Applications have been assessed against five key criteria – how the project meets the grant criteria, evidence of need, benefits, Council priorities and engagement with the Kickstart programme. The maximum possible score for excellent applications which fully meet all the criteria is 15. A summary of the scoring criteria used is included in Appendix B.
10. All of the businesses whose bids are included in the paper have met the basic eligibility criteria for the grant scheme and have been subject to due diligence checks. All have provided any additional information requested by officers to support their applications.
11. Where applications reference physical works to properties, applicants will be required to ensure that the project has all the necessary permissions in place (including planning, building regulations, licensing and from landlords) prior to completion.

Financial Implications

12. The Covid-19 Recovery grants are funded through the Council's own funds with £300,000 to be allocated to support both local businesses and communities with Covid-19 recovery. The Covid-19 Recovery Grants do not require match funding.
13. The current fund remaining following the first round of applications stands at £152,105.50:

Covid-19 Grant Scheme	No. of applications in this paper	Funds requested in this paper
Business Grants	20	£82,402.90
Community Grants	17	£70,726.00
Balance (if all bids in this paper are approved)		£153,128.90

The difference in the funds available and those proposed in this paper of £1,023.40 will be met by underspend on projects submitted in round one. Two projects awarded grants in round one have been completed and invoices submitted with an underspend of £1,278.00

Risk Management Implications

14. The main associated risk to the successful implementation of the decisions arising from this report is the inability of the funded organisations to carry out the services, activities or equipment purchase for which funding had been awarded.
15. To minimise the risk and as a continuance of the due diligence already carried out, successful businesses will be subject to the following levels of monitoring;

Up to £1,000 - Applicants will be asked to complete a short End of Grant Report on completion of the project or spend.

Over £1,000 - Applicants will need to provide invoices / receipts as evidence of expenditure before the grant is released. They will also be asked to complete an End of Grant Report and should expect a discussion or visit from the officer administering the grant.

Evaluation of all grants will be reported to the Cabinet Grants Panel in the 2021-22 Financial Year.

Legal Implications

16. The Council is not obliged to provide grant funding, but by virtue of section 1 of the Localism Act 2011, it is able to do anything which it considers is likely to achieve the promotion of the economic, social or environmental wellbeing of its area. This includes the incurring of expenditure, giving financial assistance to any person (or organisation) and entering into arrangements or agreements with any person.

Background Papers

17. Grant applications and associated documentation for the **Covid-19 Recovery - Business Grants** are held in the Economic Development Team.

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Business Name / Contact Name	Sector	Location	Project	Total Project Cost	Amount Requested	Amount Recommended	Criteria Score	Previous Grant Funding
The Maypole Inn / Mark Pinch	Hospitality / Pub	Ashurst Wood, East Grinstead	Improvements to the outside area, with an outdoor structure to create more customer space	£4,928	£4,928	£4,928	8 / 15	Govt
MNH Sustainable Cabin Services Ltd / Emma Rance	Service provider (airline industry)	Rowfant	Purchase specialist units to measure levels of particles present on onboard products and upgrade to finance IT system to allow remote working	£5,820	£5,820	£5,000	10 / 15	Govt and C2C
Elizabeth Ockford Ltd / Elizabeth Ockford	Luxury Wallpapers	Horsted Keynes	Wallpaper pattern books to send to new agents and distributors	£3,817	£3,817	£3,817	7 / 15	Govt
Mark Parsons T/A Frontline Automation / Jayne Clowes	Security systems installers - Automated gates, barriers etc	Bolney	Move reporting and job sheets online, negating the need for contact paperwork; Laptop for Accounts, Licenses for paperless operations and Software	£1,199	£1,199	£1,199	7 / 15	Govt
Artemis Telecoms Ltd / Start Communications / John Davis	Business communications security and data	Hurstpierpoint	4 Laptops to enable team to work remotely more efficiently, when supporting customers during lockdown(s)	£3,100	£3,100	£3,100	7 / 15	N/A
Albourne Winery Ltd / Nick Cooper	Winery	Albourne	One outdoor mini tepee and 10 picnic tables to make better use of external space to host visitors outdoors	£4,441	£4,441	£4,441	10 / 15	Govt
SENse Learning / Sophie Amos	Education provider	Staplefield	Upgrade website be more interactive and improve accessibility for families, students and referral streams	£2,335	£2,335	£2,335	11 / 15	Govt

Business Name / Contact Name	Sector	Location	Project	Total Project Cost	Amount Requested	Amount Recommended	Criteria Score	Previous Grant Funding
Tamarind / Anita Hayman-Lewis	Health and Beauty	Burgess Hill	Purchase specialist equipment and updates to the eCommerce website	£2,697	£2,697	£1,805.90*	9 / 15	N/A
Mid-Sussex Super Cream / Ashok Kumar	Ice Cream Company	Burgess Hill	New tills to handle cashless payments (including software and signal boosters). Social distancing and Covid-19 protection measures on all units.	£10,290	£10,290	£5,000	9 / 15	Govt
Not Another Bunch Of Flowers / Anikka Burton	Online gifts	Scaynes Hill	Improvements to warehouse to create a usable, Covid-safe office (including furnishing and equipment) to increase working space	£13,000	£5,000	£5,000	12/15	Govt
Veterinary Insights Ltd / Alexander Arpino	Business information services and digital marketing	Handcross	Purchase a laptop to be used by the team when working from home	£993	£993	£993	9 / 15	Govt
Worth Glamping Ltd / Susie Whittingham	Luxury glamping	Balcombe	New website to improve promotion and enable online payments. Marketing and advertising to support diversification to broaden reach	£4,784	£4,784	£4,784	11 / 15	Govt
DT Electrical Supplies (HH) Ltd / David Thomas	Electrical Wholesale	Haywards Heath	Continued purchases relating to Covid-19 measures to ensure safety of staff and trades people when entering the premises	£5,000	£5,000.00	£5,000.00	7 / 15	Govt
Sussex Tuition Centre / Sarah Lawrance	Tuition	Haywards Heath	Website rebuild, tech support for 1-year, local advertising and leaflet drop (6 months)	£8,925	£8,925	£5,000	11 / 15	Govt

* Recommended award for Tamarind excludes the purchases for equipment as these were retrospective and therefore not eligible

Business Name / Contact Name	Sector	Location	Project	Total Project Cost	Amount Requested	Amount Recommended	Criteria Score	Previous Grant Funding
Ultimate Warrior Training / Nicola Gilson	Gym	Burgess Hill	To open up with more capacity in a safer training environment removing a wall to increase the capacity of the gym	£10,000	£5,000	£5,000	8 / 15	Govt
Community Inspired Ltd / Richard Manville	Fundraising support and advice	East Grinstead	Development of existing PTA.co.uk website and development of new website www.fundraisingalliance.co.uk plus marketing to attract local businesses	£5,000	£5,000	£5,000	7 / 15	Govt
The Talbot / Dean Harding	Hospitality (Pub)	Cuckfield	Handheld tablets for all staff for use with EPOS system further investment in the outdoor area (heating, lights etc.)	£8,600	£5,000	£5,000	9 / 15	Govt
Lost Pier Brewing Ltd / Daniel Gale	Brewer	Burgess Hill	Purchase and fit racking to store the cans now produced (diversification from kegs)	£6,489	£5,000	£5,000	9 / 15	N/A
Sussex Chamber of Commerce / Ana Christie	Business Organisation	Burgess Hill	New business services / projects; Young Chamber to support young people with soft skills and interactions with business, Sussex Police to reduce business crime and Net Zero sustainability project, includes careers fairs, business festival or conference	£50,000	£8,000	£5,000	11 / 15	Govt. and HMRC to recruit new team
Kitchens Bespoke / Sarah Loxton	Retail	East Grinstead	Diversifying to add new product range, creating a new online shop and associated display equipment in the showroom	£8,000	£5,000	£5,000	8 / 15	Previous MB Grant

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Applications considered but NO GRANT recommendation as scored below 50%

Business Name / Contact Name	Sector	Location	Project	Total Project Cost	Amount Requested	Score
Solea Beauty / Dominika Trussler	Beauty	East Grinstead	Launch new product Facial in a Box	£5,000	£5,000	4 / 15
RBX GOLF LTD / Russell Buxton	Golf lessons and retail	Copthorne	Indoor facility for children and school coaching	£20,000	£11,161	4 / 15
SPA3 Limited / Ian King	Real estate and property consultancy	Haywards Heath	Purchase up-graded technology to aid continued promotion of services; new laptops/iPad pros with headset. Advertising and funding of up front services	£5,000	£5,000	4 / 15

Applications considered but NO GRANT recommendation as did not meet the grant criteria

Business Name / Contact Name	Sector	Location	Project	Total Project Cost	Amount Requested	Reason
Couture & Tiaras bridal / Duduzile Sibanda	Bridal retail	Burgess Hill	Purchase a garment covid steamer to disinfect the dresses and an air conditioner, cleaning supplies	£5,009	£5,000	Recent 2020-21 Micro Business Grant
Atty & Smart Ltd / Lucy Smart	Retail and design	Henfield	Digital marketing, PR and e-commerce support and costs	£2,000	£2,000	Out of area - Horsham
Cooke & Charman Ltd / Caroline Gibson	Building renovation and electrics	Crawley Down	Funding the salary and continuing training of the recently recruited Apprentice Electrician. Contribution towards apprentice wages	£18,954	£5,000	Not eligible - staff costs
Marching On Media Ltd / Tim Southwell	Magazine and subscription club	Lindfield	To convert garage to an office	£5,000	£5,000	Not meet Covid-19 grant criteria

Business Name / Contact Name	Sector	Location	Project	Total Project Cost	Amount Requested	Reason
David Physio & Sports Clinic Limited / David Gitonga	Physiotherapy	Scaynes Hill	To help in marketing and to pay rent to the property as we as subsidise PPE acquisition / equipment costs of Medical Cycle, Press & Treadmill	£20,000	£5,000	BAU not meeting grant criteria
The Koorana Centre / Gabrielle Rafello	Well-being	Ardingly	To launch a Live Well programme and continue to offer online support sessions; hire costs, practitioner's fees and marketing costs	£4,732	£4,732	Recent 2020-21 Micro Business Grant
My Sherpa Ltd / Alex Kent	Business Advice and Consultancy Services	Haywards Heath	Expanding existing client intranet with additional digital resources and Webcam for Zoom Meetings	£3,000	£3,000	Recent 2020-21 Micro Business Grant
Sussex Uniforms / Georgina Bradley	Uniform Supplier	Haywards Heath	Counter Screens and 3 x Laptops	£2,466	£2,466	Not eligible - retrospective purchases
Nuevo Staffing / Alex Birley	Recruitment	Haywards Heath	Update computer, re-brand business / website and marketing	£4,999	£4,999	Recent 2020-21 Micro Business Grant
My Enhance t/as Enhance Aesthetics and Beauty / Katie Phipps	Beauty	East Grinstead	Lease costs for new machine (3D lipo) and staff costs while training	£20,000	£5,000	BAU not meeting grant criteria
Beacon House Psychological Services Ltd / Oliver Bowles	Mental Health	Cuckfield	Costs associated with making the building COVID safe in line with Risk Assessment	£8,696	£8,696	Not eligible - retrospective purchases

Assessment Matrix (max score = 15)

Criteria	<i>Excellent:</i> the application meets the criteria and shows outstanding qualities (Score 3)	<i>Good:</i> the application meets the criteria and shows strong qualities (Score = 2)	<i>Fair:</i> the application meets the criteria (Score = 1)	<i>Poor:</i> the application does not meet the criteria (Score = 0)
Costs and/or projects which relate to one of the following: 1) <i>Emergency Response</i> 2) <i>Return to Pre-Covid Provision</i> 3) <i>New Service or Business Innovation</i>	The application clearly articulates how the project will meet at least one of the funding criteria	The application states how the project will meet at least one of the funding criteria	The application states that the project will meet at least one of the funding criteria	The project will not meet any of the funding criteria
Council's priorities <i>Council's priorities for Sustainable Economic Growth or Strong and/or Resilient Communities</i>	The application clearly articulates how the project will meet at least one of the Council's priorities	The application states how the project will meet at least one of the Council's priorities	The application states that the project will meet at least one of the Council's priorities	The project will not meet any of the Council's priorities
Benefits	Project clearly describes the beneficiaries (80%+ from Mid Sussex), outcomes and measures of success	Beneficiaries (80%+ from Mid Sussex), outcomes and evaluation methods are listed but not detailed	Limited information has been supplied regarding beneficiaries (80%+ from Mid Sussex), outcomes and project evaluation	Less than 80% of beneficiaries are from Mid Sussex. Outcomes are not evident
Plans to engage with the Kickstart initiative	The application clearly articulates how the project will engage with the initiative	The application states how the project will engage with the initiative	The application states that the project will engage with the initiative	The project will not engage with the initiative
Evidence of need	The application clearly articulates the impact of Covid-19 on the business and implications if this application is not approved	The applicant has outlined the impact of Covid-19 on the business and implications if this application is not approved	The impact of Covid-19 on the business and implications if this application is not approved is identified	The impact of Covid-19 on the business and implications if this application is not approved are not evident

TOTAL SCORE:

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COVID-19 RECOVERY GRANT SCHEME – COMMUNITY AND VOLUNTARY SECTOR APPLICATIONS

REPORT OF: HEAD OF CORPORATE RESOURCES

Contact Officer: Emma Sheridan; Business Unit Leader Community Services, Policy and Performance

Email: emma.sheridan@midsussex.gov.uk

Wards Affected: All

Key Decision: No

Purpose of the report

1. The purpose of this report is to present to the Cabinet Grants Panel twenty applications received from Community and Voluntary Sector organisations, in response to the Mid Sussex Covid19 Recovery Grant Fund (Second Round).
2. A separate report will be presented to the Panel regarding applications to this fund that have been received from local businesses.

Recommendations

3. Members of the Cabinet Grants Panel are recommended to
 - a. **Consider and approve the grant awards proposed in Table 1**
 - b. **Consider and approve the refusal of grant applications as proposed in Table 2**

Summary

4. A summary of the applications to be considered and the recommendations from the Community Grants Assessment Group on the level of financial assistance to be awarded to each organisation are detailed as follows:

Table 1: Grant Applications Recommended for Approval

Organisation	Grant Purpose	Award Requested	Award Suggested
Action in Rural Sussex (AirS)	Establish a Centre Manager Steering Group for community halls and similar buildings to support recovery from Covid19 closures and the impacts of related restrictions. Develop a dedicated 'Basecamp' online forum and message board for Mid Sussex. The grant would fund the website development and training and associated staffing costs.	£5,000	£5,000
Ansty Village Centre Trust	Support additional costs to the fit out of the new village centre to meet a post Covid19 standard. The grant would fund installation of electronic door access control and proximity taps.	£8,000	£5,000
Aspire Sussex Ltd	Purchase digital hardware to enable tutors to put courses online and interact remotely with students.	£3,764	£3,764
Being Neighbourly East Grinstead	Purchase standalone android tablet for the senior administrator responsible for volunteer task allocation and monitoring.	£270	£270
Befriended	Easter basket with an Easter egg and related seasonal items with a hand-written letter to hand delivered to isolated older people. Basket estimated to cost £5.00 x100 residents.	£1,000	£1,000
Burgess Hill Community Radio	Purchase equipment which will improve the service offered to users and allow more presenters to work from home, along with equipment to ensure studios are Covid secure.	£3,500	£3,500

Burgess Hill Guide Hall	Purchase of PPE, enhanced cleaning equipment and consumables, notices, signs.	£1,000	£1,000
Coro Nuovo	COVID-19 Commemoration concert (pending restrictions that may be in place) - free to frontline NHS workers	£2,000	£2,000
Crawley Down Phoenix Netball Club*	To construct a covered hard standing area to enhance the ability to provide refreshment, food and social facilities for parents & players.	£5,000	£5,000
Dicker House Preschool	A year's supply of cleaning products to help ensure Preschool remains as clean and sterile as possible to help combat the risk of COVID-19 within the setting.	£1,000	£1,000
East Grinstead Hockey Club*	To construct a covered hard standing area to enhance the ability to provide refreshment, food and social facilities for parents & players.	£5,000	£5,000
East Grinstead Meads Football Club	Provision of shed / hut so refreshments can be provided outdoors for parents attending whilst their children take part in football training and matches.	£5,000	£5,000
East Grinstead Tennis, Squash and Racketball Club	Fund the provision of an outside shelter and tennis ball feeder allowing individuals to practice on their own.	£4,877	£4,877
Haywards Heath Dementia Friendly Community	Support planned work for 2021 across the three towns - Haywards Heath, East Grinstead and Burgess Hill- including work in schools, local businesses, collaboration with primary care, cafes, pop up events and local groups, minority groups and rural areas.	£15,000	£15,000
Hurstpierpoint Village Centre	Purchase audio-visual equipment for the Village centre to enable residents to attend in person and remotely.	£5,000	£5,000

The Escape Youth Club	Purchase equipment to allow use of outside space – cover and seating.	£5,000	£4,315
The Kings Church	Re-Work Programme - a free course that equips anyone who has lost their job during the pandemic with the skills, mind-set and confidence they need to re-enter the workplace.	£4,000	£4,000
	TOTAL	£74,411	£70,726

* The bids from CD Phoenix Netball Club and EG Hockey Club are joint applications to meet the demands of both clubs in the same setting.

Table 2: Applications Considered but NO GRANT Award Recommended

Organisation	Purpose for which grant is sought	Award requested
Chequer Mead Arts & Community Trust	Retrospective grant for IT system already purchased.	£4,966
East Grinstead Sports Club Ltd	To purchase and install a permanent barrier.	£1,500
The Rawson Hall	Cover lost income and expenses.	£10,000
	TOTAL	£16,466

Background

5. In recognition of the ongoing challenging environment in which the local Community and Voluntary Sector (CVS) are operating as a result of the Covid19 pandemic, and aware that not all organisations were able to benefit from the Government grant schemes, Mid Sussex District Council established a new grant stream in 2020. The new fund focuses on the provision of recovery grants to support businesses and the local CVS to amend/adapt and reconfigure their operations, not only to continue to respond to the COVID19 pandemic, but to build and adapt for the future.
6. On 19th October Cabinet Grants Panel agreed the criteria for the Covid 19 Recovery Grant Fund and it was opened to applications in October 2020. Thirty-one applications were received from the CVS, of which twenty-six groups were awarded funds totalling £70,108.50.
7. Whilst interest in and demand for the COVID19 recovery fund was high, some funds remained unallocated after the initial invitation to bid and the Panel approved a second grant round, inviting applications from 15th December 2020 to 15th January 2021.
8. To ensure that the CVS were able to take full advantage of this second round, targeted engagement was undertaken by the Community Services Team. This included a Zoom meeting, attended by 11 organisations, hosted by Mid Sussex Voluntary Action which outlined the grant offer and application process. This was followed up with detailed advice on the application process and ongoing 1:1 support for applicants as required.

Assessment Process

9. Applications have been assessed against the Covid19 Recovery Grant Criteria as agreed by Cabinet Grants Panel on 19th October 2020.
10. The applications from Community and Voluntary Sector Organisations received in this funding round have been considered by the Community Grants Assessment Group comprising relevant officers from Community Services, Policy and Performance, Economic Development, Revenues and Benefits, Finance and, unless there was a conflict of interest, the local Council for Voluntary Service have been consulted.
11. The Assessment Group reached a consensus as to the merit of each application judged against the agreed criteria and the level of funding that should be recommended to the Panel.

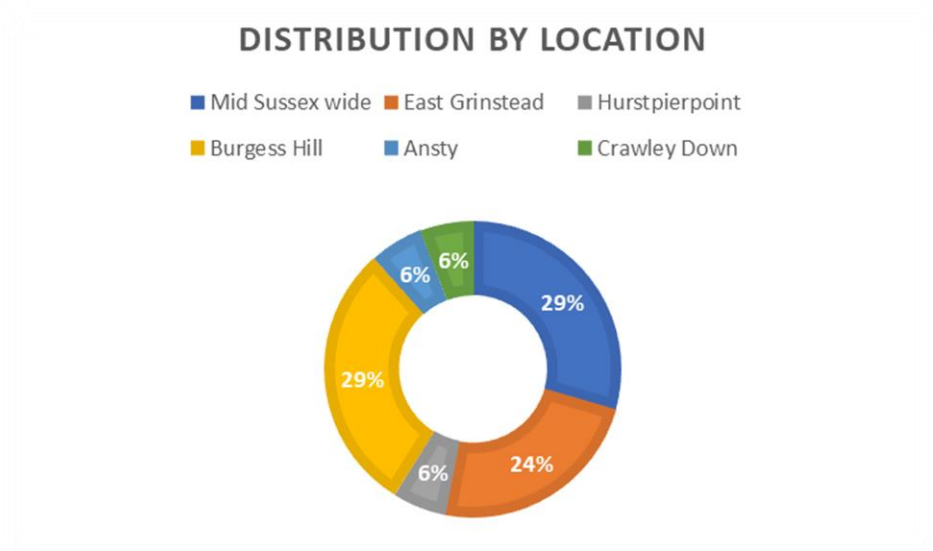
12. A due diligence exercise has been undertaken on each applicant organisation to ensure that they have met the grant criteria, in particular that they are a properly constituted voluntary and not for profit organisation and have provided the relevant legal and financial information to support assessment of their application.

Grants Recommended for approval under the Covid19 Recovery Fund

13. Five organisations have applied for funding to improve their facilities to accommodate and encourage attendance to their sessions/services. With the upcoming easing of COVID19 lockdown restrictions, the grant will enable a number of sports clubs to open and be fully compliant with Covid19-safe operation. The applications from Crawley Down Phoenix Netball Club and East Grinstead Hockey Club are linked bids to support a proposed improved to their shared facility. The application from the youth club will allow it to expand their offer to include outdoor activities and increase the current numbers attending.
14. Two applications have been received from village halls to improve facilities and update their ability to provide a digital offer. Village halls have struggled to stay open for their users under Covid19 restrictions. This has had a significant impact on communities where village halls provide a central and integral part of community life. The funds proposed will allow the halls to open safely and widen their reach by recognising the increased and likely ongoing importance of digital communication to complement their traditional offer of opening a physical venue.
15. Five organisations have applied to enhance their offer by introducing, improving and adding to their digital offer. This includes a specific service to provide increased networking and infrastructure support to those operating and managing village halls - to connect and be connected, strengthening the reach of a local radio station, broadening access to interactive online education lessons, support to find employment and enabling a small community group to communicate more effectively to respond to user needs.
16. Two groups have requested funding to support the additional costs of PPE equipment that will enable them to operate in a Covid secure environment.
17. Three groups have applied to fund changes in how they deliver their community services; replacing the usual Easter events with Easter baskets and visits for isolated older people, a plan to hold a Covid commemoration concert to remember those who have lost their lives, and a project to connect and re-connect those living with dementia and their carers. The Dementia Action Alliance project was submitted in the last round but was initially referred to alternative funding streams. Following further

investigations, however, it has been concluded that the Covid-19 Recovery Fund is the most suitable funding source for the project as at present no alternative funding streams are available.

18. The pie chart below illustrates the successful applications received by location. In summary, 29% were for Mid Sussex wide projects, 29% for Burgess Hill, 24% for East Grinstead, and 6% for Hurstpierpoint, Ansty and Crawley Down respectively.



Grants not recommended for approval under the Covid19 Recovery Fund

19. Chequer Mead Arts & Community Trust have applied to fund equipment that has already been purchased. The fund criteria does not permit retrospective award.
20. The application from the East Grinstead Sports Club Ltd requests funds to install a permanent structural barrier which does not fall under the criteria for this grant fund. The group has been referred to the Business grants and has made an application.
21. The grant application submitted by the Rawson Hall requests funds for lost income and expenses which does not meet any criteria set for this fund. The group have been referred to the Business and Discretionary grants.

Other Options Considered:

Alternative options considered are:

22. To not fund the applications outlined above from the COVID19 Recovery Fund:
In this unprecedented time for the community and nation during a worldwide pandemic withdrawing support is not considered a viable option when so many local businesses and communities are not only looking to the council for support but can make use of

COVID19 Recovery grant funding to lever in additional support from other grant making bodies and national schemes. In addition, to not adapt that programme to take account of the changed world in which the Council and its communities are now in would be to risk the recovery of our economy and with that the resilience and future prosperity of Mid Sussex as a District.

Financial Implications

23. As agreed by Council on 30 September 2020, the sum of £300,000 was transferred to the Community Development Fund Reserve, from General Reserve, for a Covid-19 Recovery Fund for local businesses and organisations. This report represents the second call on that Fund
24. The first round of grant fund saw the Commitment of £70,108.50 to the Community and Voluntary Sector and £77,786 to local businesses. This left £152,105.50 uncommitted for an agreed Second round.
25. As at 23 February, the amount paid against commitments totalled £42,790.
26. The total amount of the Covid19 Grants for the Community Voluntary Sector proposed in this Cabinet Grants Panel report is £70,726. The total amount of grants proposed by Economic Development in their following report is £82,402.90. If all grants are approved, the total spend will be £153,128.90. This gives a slight overspend of £1,023.40 which is proposed to be covered by the available underspend of £1,278 by the grants claimed to date from awards to business in the first round.
27. Grant applications that have been recommended have had all accounts/financial data assessed and audited by finance with all due diligence undertaken.

Risk Management Implications

28. The main associated risks that may impact upon the successful implementation of the decisions arising from this report would be the inability of the funded organisations to carry out the services, activities or equipment purchase for which funding had been awarded.
29. Where applications reference physical works to properties, applicants will be required to ensure that the project has all the necessary permissions in place (including planning, building regulations, licensing and from landlords) prior to completion.
30. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the grant is given, including the return

of all monies to the Council should the purpose for which the funds are awarded not materialise.

31. All organisations in receipt of grant funds are requested to complete an End of Grant Report at the end of the funding period and required to submit information relating to the grant including purchase invoices, details of the number of residents benefiting from the grant, annual accounts, how the grant was used etc.
32. It is considered that these measures would mitigate the main risks from materialising and indicate a low risk to the successful outcomes arising from this report.

Equality and customer service implications

33. As part of the assessment process all of the organisations applying for funding from the Council have complied with the required conditions of funding and have the requisite policies and procedures in place including any other relevant legislation.

Legal Implications

34. The Council is not obliged to provide grant funding, but by virtue of section 1 of the Localism Act 2011, it is able to do anything which it considers is likely to achieve the promotion of the economic, social or environmental wellbeing of its area. This includes the incurring of expenditure, giving financial assistance to any person (or organisation) and entering into arrangements or agreements with any person.

Background Papers

35. Cabinet Grants Panel report of 19th October 2020 including agreed Covid19 Recovery Grant Criteria
<https://midsussex.moderngov.co.uk/documents/g2391/Public%20reports%20pack%2019th-Oct-2020%2016.00%20Cabinet%20Grants%20Panel.pdf?T=10>
36. Cabinet grants Panel reports of 25th January 2021 for first round awards
<https://midsussex.moderngov.co.uk/ieListDocuments.aspx?CId=162&MId=2395>
37. Copies of the original grant applications are held on file by the Community Service team

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COMMUNITY & VOLUNTARY APPLICATIONS – COVID-19 RECOVERY GRANT FUND ROUND 2

Organisation	Sector	Location	Project	Criteria Score	Total Project Cost	Amount Requested	Amount Recommended
Action in Rural Sussex (AirS)	Infrastructure	Mid Sussex Wide	Establish a centre manager steering group for halls and community. Develop a dedicated 'Basecamp' online forum and message board for Mid Sussex. The grant would fund the website development and training and associated staffing costs.	13/15	£5,160	£5,000	£5,000
Ansty Village Centre Trust	Village Centre	Ansty	Fit out the village centre to a standard that will attract users to the centre. The grant would fund installation of electronic door access control, proximity taps, WCs and fire doors.	12/15	£8,000	£5,000	£5,000
Aspire Sussex Ltd	Education	Mid Sussex wide	Purchase laptops to enable tutors to put courses online and interact remotely with students.	12/15	£3,764	£3,764	£3,764
Being Neighbourly East Grinstead	Community	East Grinstead	Purchase standalone android tablet for the senior administrator responsible for task allocation and monitoring.	10/15	£270	£270	£270
Befriended	Older People	Mid Sussex Wide	Easter basket with an Easter egg, some biscuits, cake, flowers and a hand-written letter to isolated older people. Basket estimated to cost £5.00 x200 residents.	11/15	£1,000	£1,000	£1,000
Burgess Hill Community Radio	Community	Burgess Hill	Purchase equipment which will improve the service offered to users and allow more presenters to work from home, along with equipment to ensure studios are Covid secure.	11/15	£3,500	£3,500	£3,500
Burgess Hill Guide Hall	Community Hall	Burgess Hill	Purchase of PPE, enhanced cleaning equipment and consumables, notices, signs.	11/15	£1,000	£1,000	£1,000
Coro Nuovo	Community	Mid Sussex Wide	COVID-19 Commemoration concert (pending restrictions that may be in place) - free to frontline NHS workers	9/15	£4,000	£2,000	£2,000
Crawley Down Phoenix Netball Club	Sports	Crawley Down	To construct a covered hard standing area to enhance the ability to provide refreshment, food and social facilities for parents & players.	11/15	£5,100	£5,000	£5,000
Dicker House Preschool	Young People	Burgess Hill	A year's supply of cleaning products to help ensure Preschool remains as clean and sterile as possible to help combat the risk of COVID-19 within the setting.	10/15	£1,226	£1,000	£1,000

Organisation	Sector	Location	Project	Criteria Score	Total Project Cost	Amount Requested	Amount Recommended
East Grinstead Hockey Club	Sports	East Grinstead	To construct a covered hard standing area to enhance the ability to provide refreshment, food and social facilities for parents & players.	11/15	£5,900	£5,000	£5,000
East Grinstead Meads FC	Sports	East Grinstead	Provision of shed / hut so refreshments can be provided for parents attending whilst their children take part in football training and matches	11/15	£6,000	£5,000	£5,000
East Grinstead Tennis, Squash & Racketball Club	Sports	East Grinstead	Fund the provision of an outside shelter and tennis ball feeder allowing individuals to practice on their own	11/15	£4,877	£3,672	£3,672
Haywards Heath Dementia Friendly Community	Dementia	Mid Sussex Wide	Support planned work for 2021 for Haywards Heath, East Grinstead and Burgess Hill, including work in schools, local businesses, collaboration with primary care, cafes, pop up events and local groups, minority groups and rural areas.	12/15	£15,000	£15,000	£15,000
Hurstpierpoint Village Centre	Village Hall	Hurstpierpoint	Purchase audio-visual equipment for the Village centre to enable residents to attend in person and remotely.	12/15	£6,888	£5,000	£5,000
The Escape Youth Club	Young People	Burgess Hill	Purchase equipment to allow use of outside space – cover and seating	11/15	£5,110	£5,000	£4,315
The Kings Church	Faith	Burgess Hill	Re-Work Programme - a free course that equips anyone who has lost their job during the pandemic with the skills, mind-set and confidence they need to re-enter the workplace.	12/15	£6,000	£4,000	£4,000
			TOTAL			£74,411	£70,726

CORPORATE GRANT SCHEMES - RELEASE OF S106 CONTRIBUTIONS

REPORT OF: HEAD OF CORPORATE RESOURCES
Contact Officer: Elaine Clarke, Community Leisure Officer
Email elainec@midsussex.gov.uk Tel: 01444 477275
Wards Affected: All
Key Decision No

Purpose of the report

The purpose of this report is to

1. Provide an update regarding the allocation of s106 receipts to community projects and a summary of project progress, attached in Appendix A.
2. No new applications were submitted to the 10 January deadline for consideration in this funding round.

Recommendations

3. ***Members of the Panel are requested to consider and decide upon the following recommendations:***

a) Sheddingdean Baptist Church

- ***extend special condition to secure project funding to Mar 2022, and project completion by March 2023***

b) Burgess Hill Town Council

- ***extend project completion to December 2021***

c) St Francis Social and Sports Club

- ***Stage 1: extend special condition to secure project funding to June 2021, and project completion by October 2022.***
- ***Stage 2: extend special condition to secure match funding to Mar 2022, project completion by Mar 2023***

d) East Grinstead Rugby Club

- ***extend project completion by December 2021***

e) Haywards Heath Rugby Club

- ***extend special condition to secure project funding to June 2022, and project completion by June 2023***

f) Haywards Heath Tennis Club

- ***to present revised proposals and secure match funding by March 2022, project completion by March 2023 (subject to Cabinet Grants Panel approval of revised scheme)***

Background

4. Applications for the Release of S106 contributions are assessed against a set of standard criteria, as detailed in the General Guidelines for Voluntary and Community Groups, to ensure a consistent approach.

5. Work has continued on the delivery of capital improvements at

community and sports facilities funded through the Release of s106 awards but as a consequence of the Covid19 pandemic, many venues have had to close, contractors schedules have been disrupted and site visits have been difficult to organize. In addition, match funding has been scarce as many external funding bodies have understandably redirected their resources to support Covid-19 emergency relief and recovery and traditional fundraising activities for many organisations have not been permitted under government restrictions.

6. A number of projects have, therefore, been unable to meet the deadlines agreed by the Cabinet Grants Panel, prior to the Covid19 pandemic, as conditions of funding. This paper seeks approval to vary these dates and provide extensions of time to allow more time for fundraising and project delivery.

Financial Implications

7. Release of S106 contributions is funded using financial receipts paid to the Council for the enhancement of capacity for sport, community buildings and other purposes as a result of residential development.

Risk Management Implications

8. The main risks to the successful implementation of the decisions arising from this report would be the inability of the funded organisations to deliver those projects for which the Release of s106 has been agreed.
9. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the Release of S106 Contributions is given. In respect of the Release of S106 Contributions, the Council may also impose additional safeguards prior to payment. Funds are not released before evidence of project expenditure has been submitted.
10. It is considered that these measures mitigate the main risk from materialising and overall the risk of failure to deliver the outcomes arising from this report is considered low and well within tolerance levels.

Equality and customer service implications

11. As part of the assessment process all of the organisations applying for funding from the Council have complied with the required conditions of funding and have the requisite policies and procedures in place including any other relevant legislation.

Legal Implications

12. The Council is not obliged to provide funding, but by virtue of section 1 of the Localism Act 2011, it is able to do anything which it considers is likely to achieve the promotion of the economic, social or environmental wellbeing of its area. This includes the incurring of expenditure, giving financial assistance to any person (or organisation) and entering into arrangements or agreements with any person.
13. In accordance with the Council's Constitution, the Cabinet Grants Panel is authorized to deal with the allocation of Section 106 monies.

- Applications and associated documentation for the Release of S106 Contributions are held in the Community Services, Policy and Performance Section.

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RELEASE OF S106 CONTRIBUTIONS UPDATE – MARCH 2021

APPENDIX A

Cabinet Grants Panel - 15 March 2021

Applicant	Date	Total approved	Comment
Ansty Village Hall Trust (AVHT)	11-Feb-09	£17,440	Facility Grant toward the cost of rebuilding the village hall – working in partnership with Ansty Village Centre Trust, see below. This grant has been paid in full to as a contribution toward the construction costs of the new centre.
Ansty Village Centre Trust (AVCT)	30-May-13	£127,000	Ansty & Staplefield Parish Council, Ansty Village Hall Trust, Ansty Sports & Social Club and Ansty Cricket Club worked together to form a CIO to fund and build a new sports and community facility at Ansty Recreation Ground. Five awards have been made toward the cost of a new building to provide a village hall, sports pavilion, changing rooms, snooker room, kitchens, toilets, storage and car parking. The project has Planning approval (DM/16/4609) and the Council has signed a Development and Lease Agreement to enable work to go ahead. The project is broken down into two stages – Stage 1: Building construction and fit out Stage 2: Demolition of existing village hall and car park works Practical completion of the new building is expected by the end of March 2021. Work will continue to install fixtures and fittings prior to opening to the public later in the year, in accordance with Covid-19 regulations. Demolition of the old hall will go ahead shortly, when the Land Registry paperwork and Charities Commission Order giving consent is received by the AVHT. Funds are being paid in stages and £340,548 has been drawn down to date.
	29-Oct-19	£214,402	
	18-Nov-19 (Cabinet)	£100,000	
	19-Oct-20	£27,073	
	8-Feb-21 (Cabinet)	£128,040	
	TOTAL	£596,515	
Ansty Community Sports Club	8-Feb-21 (Cabinet)	£73,208	Contribution toward the renovation of the groundsman’s store and relocation of the cricket nets which were removed to make way for the new pavilion. Work is due to commence later this year, subject to Planning approval for installation of the nets.
Slaugham Parish Council	21-Mar-16	£472,842	Five awards to enable Slaugham Parish Council to construct a new community hall with sports changing rooms and car park on Council owned land at Finches Field, Pease Pottage. The building was opened to the public in June 2019 and the final instalment was paid in May 2020 toward landscaping works to complete the car park works.
	14-Feb-17	£143,593	
	9-May-17 (Del Auth)	£50,000	
	16-Oct-18	£54,603	
	11-Feb-19	£65,658	

	(Cabinet) TOTAL	£786,696	
Sheddingdean Baptist Church	7-Jun-16	£27,133	<p>The church was awarded a Facility Grant (Release of s106) toward the construction of new church with community facilities on recreation land owned by the District Council, North of Maple Close. The applicant has secured planning approval (DM/18/3627) and is required to sign a lease agreement with the Council. The church had until December 2020 to secure the funds needed to deliver the scheme but unfortunately they have been unable to meet this deadline and require a further extension of time.</p> <p><u>Recommendation: extend special condition to secure project funding to Mar 2022, and project completion by March 2023.</u></p>
Burgess Hill Town Council	12-Oct-16	£75,500	<p>The Town Council was awarded a Facility Grant (Release of s106) toward creating a public art trail on the Green Circle. Five artists were commissioned and the artworks have all been installed. The majority of the funds have been drawn down but a small amount was set aside to relocate a memorial stone for Emily Temple who bequeathed St Johns Park and Park Centre to the town. The work was due to take place in 2020 but due to Covid-19 it was deferred and further extension is needed to arrange a site visit and installation with the contractor.</p> <p><u>Recommendation: extend project completion by December 2021.</u></p>
St Francis Sports & Social Club CIC	14-Feb-17 16-Apr-19 19-Oct-20	£1,120,000	<p>A Facility Grant (Release of s106) was awarded to fund the construction of a new community hall and sports changing facilities and in April 2019 a revised scheme was approved (planning ref: DM/19/3292). To date the club has been unable to raise the match funding needed to deliver the project so in October 2020 it was proposed to deliver the project in two stages.</p> <p>Stage 1 – swimming pool changing rooms. Lewes District Council has pledged £200,000 and further information regarding the club's match funding commitment is due shortly. A new legal agreement will be issued and this stage could be completed within 12 months of finalizing the paperwork.</p> <p>Stage 2 – community hall. The club is in ongoing discussions with St Francis Rangers FC regarding proposals to develop the sports pitches, ancillary facilities and a new community hall.</p>

			<p><u>Recommendations:</u></p> <p><u>Stage 1 - extend special condition to secure project funding to June 2021, and project completion by October 2022.</u></p> <p><u>Stage 2 – extend special condition to secure match funding to Mar 2022, project completion by Mar 2023.</u></p>
East Grinstead Sports Club	14-Mar-18	£97,000	A Facility Grant (Release of s106) was awarded to upgrade the reception area, changing rooms, bar and café, create a space for children and young people, improve the heating, ventilation, air conditioning, plant room doors and install CCTV, LED and securing lighting. This work has been completed and the grant has been paid in full.
Lindfield Cricket Club	19-Jun-18	£55,000	Lindfield Cricket Club was awarded a Facility Grant (Release of s106) toward the cost of enlarging the changing rooms and increasing storage in the pavilion at Lindfield Common. Work on site has now been completed and the facility is available for public use. The final instalment will be paid in March 2021.
The Branch Line	26-Feb-19	£50,868	The Branch Line was offered a Facility Grant (Release of s106) toward the cost of building a new Learning Centre in Beech Hurst Gardens on the condition they could fully fund the project by March 2020. The Branch Line was unable to raise the match funding so the funding was withdrawn and this project will not be delivered.
East Grinstead Rugby Football Club	16-Oct-18 18-Jun-19	£50,000	<p>This Facility Grant (Release of s106) was awarded toward improvements to the junior clubhouse. Work on site was due for completion by June 2021 but it has been delayed and only progressed slowly during the lockdown so more time is needed to finish the work.</p> <p><u>Recommendation: extend project completion by December 2021.</u></p>
Haywards Heath Rugby Club	18-Jun-19	£150,000	<p>The rugby club was awarded a Facility Grant (Release of s106) toward the cost of rebuilding the clubhouse at Whitemans Green. The project has planning approval and the club has raised over £500,000 to date. The offer requires full funding to be in place by June 2021 and although the club has continued fundraising they will be unable to meet this deadline. Many external funding sources have been redirected toward Covid-19 recovery and the last year has been an extremely difficult fundraising environment.</p> <p><u>Recommendation: to present revised proposals and secure match funding by March 2022, project completion by March 2023 (subject to Cabinet Grants Panel approval of revised scheme)</u></p>

Crawley Down Cricket Club	29-Oct-19	£37,260	The club was awarded a Facility Grant (Release of s106) toward the cost of installing ballstop netting but work has been delayed as some electrical cabling needs to be moved underground by the utilities supplier. The club has until November 2021 to complete the project and no monies have been paid to date.
Hayward Heath Tennis Club	29-Oct-19	£65,040	The club was awarded a Facility Grant (Release of s106) toward the cost of constructing a new clubhouse on Council owned recreation land in Victoria Park. The club has secured Planning approval and raised nearly £20,000 but fundraising has proved extremely difficult during the pandemic. The project costs were based on a competitive tender from a club member who has now retired and they are likely to increase significantly. As a result, the club intends to retender for the work and is considering more economical options such as a modular unit or refurbishment of the existing building. Installing power and toilets are the priorities as this will enable them to expand their membership and coaching programme. The club currently has until October 2021 to secure the funds and deliver the project but have requested more time to allow them to consider their options. <u>Recommendation: to secure funding and present revised proposals to the Cabinet Grants Panel by March 2022, project completion by March 2023 (subject to approval).</u>
East Grinstead Town Football Club	25-Feb-20	£28,048	The club was awarded a Facility Grant (Release of s106) toward pitch drainage and an irrigation system at the GAC Stadium. Despite Covid restrictions, it was possible to carry out the work and the project was completed in July 2020. The grant has been paid in full.
Age UK East Grinstead	25-Feb-20	£11,244	Age UK East Grinstead was awarded a Facility Grant (Release of s106) toward an electrical power upgrade and kitchen improvements at Glen Vue. This work was completed in October 2020 and Age UK has been reimbursed for all costs. The project came in slightly under budget so just over £1,000 has been returned to the 'pot' and will be made available for other community building projects.
Chequer Mead Theatre	25-Feb-20	£49,950	The theatre was awarded a Facility Grant (Release of s106) to modernise the toilet facilities. The toilet refurbishment was carried out over the summer and has been much appreciated by the users. The work has been finished and the grant paid in full.
Clarion Futures	25-Feb-20	£80,175	Clarion was awarded a Facility Grant (Release of s106) toward the cost of creating a community park at Spring Copse in East Grinstead. A draft plan for the area has been produced and they are currently undertaking a community consultation to exercise to seek resident feedback on the plans. Planning approval and legal agreement be required before work can commence on site. The applicant has until March 2022 to complete the work.

Haywards Heath Cricket Club	25-Feb-20	£9,948	The cricket club was awarded a Facility Grant (Release of s106) toward the cost of a new equipment store in Clair Park subject to the renewal of their lease/license with the Council. Heads of Terms have been agreed so the License should be issued shortly. The club has submitted claim for funds which can be paid as soon as the legal paperwork is finalized.
Ashenground Community Centre	19-Oct-20	£2,642	The community centre was awarded a Facility Grant (Release of s106) toward a number of improvements to help make the building more Covid secure. The wider opening conservatory doors have been installed and the first instalment has been paid. Further work is needed to install the doorstops and noticeboard.
Hurstpierpoint Allotment Society	19-Oct-20	£1,375	The allotment society was awarded a Facility Grant (release of s106) toward the cost of installing five additional taps and tanks. This work was carried out in February and the grant has been paid in full. Every allotment now has easy access to water which will help meet increased demand for plots and make the site more inclusive.

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CORPORATE GRANT SCHEMES - COMMUNITY AND ECONOMIC DEVELOPMENT GRANTS

REPORT OF: HEAD OF CORPORATE RESOURCES

Contact Officer: Emma Sheridan; Business Unit Leader Community Services, Policy and Performance

Email emma.sheridan@midsussex.gov.uk

Wards Affected: All

Key Decision: No

Purpose of the report

- The purpose of this report is to present to the Cabinet Grants Panel seven Community & Economic Development grant applications for consideration.

Recommendations

- Members of the Cabinet Grants Panel are requested to consider and decide upon:
 - the recommendation for each of the applications detailed, summaries of which are attached in Appendix A***

Summary

- A summary of the applications to be considered and the recommendations from the Community Grants Assessment Group on the level of financial assistance that should be awarded to each organisation are detailed in Tables 1 and 2 below:

Table 1: Applications recommended for award

Organisation	Grant Purpose	Award Requested	Award Suggested
Disability Access East Grinstead	Continue to provide advice to people and their carers on disability access, advice to providers of goods and services and input into planning applications.	£1,000	£1,000
Hurstpierpoint Allotment Association	Standpipes for allotments	£1,375	£1,375
	TOTAL	£2,375	£2,375

Table 2: Applications Considered but NO GRANT Award Recommended

Organisation	Purpose for which grant is sought	Award requested
Borde Hill Garden for Experience Mid Sussex	Experience Mid Sussex branded summer event 2021 and post pandemic gratitude picnic	£1,300
Albion in the Community	Part fund Premier League Kicks project in Burgess Hill and Oathall	£4,999 <i>(deferred)</i>
Mid Sussex Active	Sports Leader training in schools	£4,260
Hurst Festival	Hurst Festival Music Club	£4,513
Hurst Festival	Contribution towards the free 'Community Day' of Hurst Festival	£5,000
	TOTAL	£20,072

Background

- Applications for all grants and the Release of S106 contributions are assessed against a standard checklist and considered by a "Grants Assessment Group" to ensure a consistent approach to the awarding funds.

Assessment Process

- Applications are assessed against four key criteria – Council priorities, evidence of need, financial impact and benefits. The maximum possible score, for excellent applications which fully meet all the criteria, is 12.
- Applications are assessed by the Grants Assessment Group comprising relevant officers from across the authority together with a representative from West Sussex County Council's Communities and Public Health Teams, and, unless there is a conflict of interest, the local Council for Voluntary Service.
- The Group reaches a consensus as to the merit of each application, judged against the agreed criteria, and the level of funding that should be recommended to the Cabinet Grants Panel.
- All organisations presented have met the basic current criteria and specific grant criteria, i.e. they are fully constituted voluntary and not for profit organisations and have provided the relevant information to support their application.

Grants Recommended for approval under the Community & Economic Development Fund

- Disability Access EG have been funded through this scheme for a number of years. Whilst the Assessment Team recognise the value and the uniqueness of the services provided by this group, the criteria clearly states that groups cannot be funded for annual running costs. It is however recognised that this past year has been exceptional as a result of the Covid 19 pandemic and that many organisations in the Community and Voluntary sector has faced unprecedented challenges and an inability to raise funds through other channels. It is therefore recommended that funding be granted to the group this year but with notice that they may not be funded, through this particular grant programme, for the same activities in future funding rounds. The services provided by this group will, however, be considered in the wider review of Council held Service Level Agreements and officers

from the Community Development team will provide support to the group in identifying a more sustainable long term funding plan.

10. Hurstpierpoint Allotment Association are seeking funds to install standpipes to improve accessibility to the allotments where people struggle to carry watering cans from existing taps. The grant will enable the group to open the allotments to more users. There is currently no available S106 allocations which could fund these works.

Grants not recommended for approval under the Community & Economic Development Fund

11. An application received from Borde Hill has been referred to the Economic Development Team as the group is comprised of commercial businesses and seeks to promote tourism in the District.
12. The application from the Albion in the Community to undertake youth sessions as part of the Premier League Kicks has been deferred to the next round in May. The sessions cannot be held at the current time due to Covid restrictions but should be considered later in the year if Covid19 restrictions permit.
13. The application submitted by Mid Sussex Active for Sports Leader Training in schools cannot be recommended for funding given the criteria specification that projects will not be funded where there is a more appropriate funder; in this case funding for such schemes would be expected to be resourced from the Local Education Authority and/or local Schools Sports Partnership.
14. The two applications from Hurst Festival cannot be recommended for funding under the grant criteria as they are for a previously funded annual event and a Music Club also funded in a previous grant round that does not meet the requirements for longer term sustainability.

Other Options Considered:

15. To not fund the applications outlined in this report:
The awards recognise the key role CVS organisations play in enabling communities to be resilient and the monies provided by this Council are 'pump priming' in the context of enabling the applicants to lever in substantial monies from other organisations, grant-giving charities and national schemes. The impact of COVID19 on the sector has been unprecedented in terms of demand, coupled with loss of income and resources to meet these increased demands. The continued use of this fund to support community initiatives will help to mitigate against some of the challenges faced by the sector in these extraordinary times.

Financial Implications

16. Community Development Grants are funded through a dedicated reserve. The balance held in the Community Development Fund Reserve as at 1 April 2020 was £100,586 which included a £50,000 contribution from General Reserve at Outturn 2019/20. The amount spent in 2020/21 (as at 23 February 2021) was £24,277, which leaves a balance remaining of £76,309.
17. The amounts committed, but not as yet paid, as at 23 February 2021 are £37,401. This leaves a balance of £38,908 if all the committed grants are paid.

18. The total amount of the Community & Economic Development Grant proposed in this Cabinet Grants Panel report is £2,375, which leaves a remaining balance of £36,533 if all the committed grants are paid.

Risk Management Implications

19. The main associated risks that may impact upon the successful implementation of the decisions arising from this report would be the inability of the funded organisations to carry out the services, activities or equipment purchase for which funding had been awarded.
20. Where applications reference physical works to properties, applicants will be required to ensure that the project has all the necessary permissions in place (including planning, building regulations, licensing and from landlords) prior to completion.
21. A Contract is signed at the application stage by organisations seeking funding that details the terms and conditions under which the grant is given, including the return of all monies to the Council should the purpose for which the funds are awarded not materialise.
22. All organisations in receipt of grant funds are requested to complete an End of Grant Report at the end of the funding period and required to submit information relating to the grant including purchase invoices, details of the number of residents benefiting from the grant, annual accounts, how the grant was used etc.
23. It is considered that these measures would mitigate the main risks from materialising and indicate a low risk to the successful outcomes arising from this report.

Equality and customer service implications

24. As part of the assessment process all of the organisations applying for funding from the Council have complied with the required conditions of funding and have the requisite policies and procedures in place including any other relevant legislation.

Legal Implications

25. The Council is not obliged to provide grant funding, but by virtue of section 1 of the Localism Act 2011, it is able to do anything which it considers is likely to achieve the promotion of the economic, social or environmental wellbeing of its area. This includes the incurring of expenditure, giving financial assistance to any person (or organisation) and entering into arrangements or agreements with any person.

Background Papers

26. Grant applications and associated documentation for the Community & Economic Development grants are held in the Community Services, Policy and Performance Business Unit.

COMMUNITY & ECONOMIC DEVELOPMENT GRANTS

Organisation	Area of Benefit	Purpose	Total Project Cost	Amount Requested	Amount Recommended
Applications awarded total amount requested					
Disability Access East Grinstead	Mid Sussex Wide	Continue to provide advice to people and their carers on disability access, advice to providers of goods and services and input into planning applications.	£7,000	£1,000	£1,000
Hurstpierpoint Allotment Association	Hurstpierpoint	Standpipes for allotments	£5,000	£1,375	£1,375
		TOTAL	£12,000	£2,375	£2,375
Applications Considered but NO GRANT Award Recommended					
Organisation	Area of Benefit	Area of Benefit	Total Project Cost	Amount Requested	
Borde Hill Garden for Experience Mid Sussex	Mid Sussex Wide	Experience Mid Sussex branded summer event 2021 and post pandemic gratitude picnic	£4,500	£1,300	
Mid Sussex Active	Burgess Hill	Sports Leader training in schools	£5,160	£4,260	
Hurst Festival	Hurstpierpoint	Hurst Festival Music Club	£4,513	£4,513	
Hurst Festival	Hurstpierpoint	Contribution towards the free 'Community Day' of Hurst Festival	£8,210	£5,000	
		TOTAL	£31,702	£20,072	

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