

TRANSFORMING TOWNS PLACE MAKING GRANT - MID WALES

***Powys***

*Brecon*

*BUILTH WELLS*

*Llandrindod wells*

*newtown*

*wELSHPOOL*

*ySTRADGYNLAIS*

***Ceredigion***

*aBERYSTWYTH*

*ABERAERON*

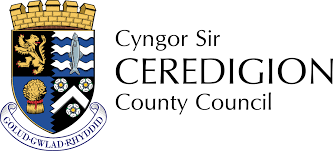
*CARDIGAN*

*lampeter*

*llandysul*

*tregaron*

**GRANT APPLICATION FORM**

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**Introduction**

The Transforming Towns Place Making Grant -Mid-Wales (TTPG-MW) is part of the Welsh Government’s Transforming Towns grant programme and is available to private businesses, third sector organisations and the public sector within the key towns within Powys and Ceredigion. However, the funding will not be restricted to these towns and if appropriate proposals come forward for any town within the region under the Place Making Grant element, they will be considered alongside those from the key towns providing the applicant can demonstrate how the project aligns with the town’s placemaking plan or wider investments in the town.

Its purpose is to improve town centres with a number of capital investment regeneration activities, where a local need can be identified. See “Key Facts” guidance for further information.

Potential applicants must contact Local Support Officers in the first instance to discuss any proposals and whether they are potentially eligible for the grant element.

No application will automatically qualify for funding.

*Regeneration Service, Powys County Council*

[*Regeneration@powys.gov.uk*](mailto:Regeneration@powys.gov.uk) *Tel: 01597 827657*

Ceredigion County Council: Lois Pugh

[Lois.pugh@ceredigion.gov.uk](mailto:Lois.pugh@ceredigion.gov.uk) Tel: 07970 284255

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| --- | --- | --- | --- | --- |
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| Date | 02/03/2021 | 12/10/2021 |  |  |
| Prepared by | Sam Lloyd-Clayton | Sam Lloyd-Clayton |  |  |
| Checked by | Gareth Rowlands | Gareth Rowlands |  |  |
| Authorised by | Gareth Jones | Gareth Jones |  |  |

**TRANSFORMING TOWNS MID WALES**

**Application Form**

This application form must be completed in its entirety in accordance with the Terms and Conditions of Grant and must be accompanied by full information of the tendering process undertaken, including copies of the estimates/quotations received.

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| **Grant application details** | | | | |
| Project Name |  | | | |
| Location and address investment is located |  | | | |
| Organisation/ Business Name & Address |  | | | |
| Main Contact name |  | | | |
| Main Contact Email |  | | | |
| Main Contact Telephone Number |  | | | |
| National Insurance number of principle property owner |  | | |  |
| Is your business / organisation VAT registered | YES | NO | VAT number |  |

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| Please indicate the main nature of your project in table 1 below from the menu of open activities | | | |
| *If your project sits substantially across more than 1 strand of activity, indicate approximately what % of your project lies against each activity, eg, 50% / 50% or 80% / 20%. This is a guide to give us a feel of the nature of your proposal.* | | | |
| *The scheme guidance on pages 5 to 15 explains what works are eligible for grant assistance against your activity and the scoring criteria to show you what sort of projects are likely to be funded. After this you will find generic questions 1 to 5 and 28 to 30 that all projects must complete, plus activity specific questions – as outlined in table 1 below.* | | | |
| TABLE 1 | | | |
| Type of Project | Open/ Closed | Approx. % effort | Complete questions  1-5 & 28-30  Plus the following |
| Empty Residential property development | Open |  | 6 to 8 |
| Empty Commercial property / site development | Open |  | 9 to 12 |
| Green Infrastructure Works | Open |  | 13 to 14 |
| Public Realm Works | Open |  | 15 to 16 |
| Strategic Site Acquisition | Open |  | 17 to 18 |
| Town Centre Market Development | Open |  | 19 |
| Town Centre Meanwhile Uses | Closed |  | 20 |
| Town Centre External Trading Support | Open |  | 21 to 23 |
| Shop Frontage Enveloping Scheme | Closed |  | 24 |
| Digital Towns | Open |  | 25 to 26 |
| Active Travel | Closed |  | 27 |

**Transforming Towns MID Wales Eligible Activity and Guidance**

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| --- | --- | --- | --- | --- |
| **Intervention** | **Scheme Detail** | **Eligible Applicant** | **Max grant** | **Guidance on completing the application form** |
| **Residential Units in Town Centres** | To convert vacant floor-space on upper floors into new residential accommodation. The minimum requirement from each scheme is 1 x 1 bedroom self-contained flat.  Schemes are expected to be a mix of one and two bedroom units with ratio determined by layout of building and planning consent.  Schemes should comply to the minimum floor space as recommended in the most up to date Welsh Housing Quality Standards, currently this is:   1. 46m² per one bedroom flat 2. 59m² per two bedroom flat   Student accommodation, bedsits and studios are not eligible for grant funding.  Where acceptable to Local Planning Authorities potential conversion of ground floor, as well as upper floors may be considered for areas not considered to be core retail, where no alternative commercial use can be found. Proposals that combine with other regeneration activity (as opposed to pure housing schemes) are more likely to be favoured. | Occupiers or property owners of properties within town centres who either:   * Own the freehold, or * Hold a lease with a seven year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. | Up to £250,000 per property | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass / Fail * Does the scheme minimise environmental impact as far as practical Pass/Fail * Does the investment directly contribute to wider regen of the town – 25%      * Is there strong evidence of demand for tenancies – 15% * Is the accommodation classed as affordable housing – 15% * Has the need for market gap grant in addition to loan finance been well established – 15% * Does the scheme make a proportionate contribution to TTMW outputs – 10% * Does the scheme represent good value for money – 20% |
| **Commercial Property Improvement** | The Property Improvement Grant is available to commercial building occupiers and owners within town centres. Its purpose is to enhance building exterior together with the upgrade of **vacant** **and underused** commercial floor space to bring it back into beneficial business use.  New/ upgraded floor space must be for business use, with each scheme determined on its individual merits at the discretion of local officers, and then approved by local and regional project boards. In particular offices, independent leisure, retail, food and drink uses will be considered. Mixed-use schemes will also be considered, but private student lets, will not be considered.  Offices or commercial premises above retail units will also be considered for support.  **WORKS**  **External**  External works to the building can include work deemed necessary for the structural integrity of the property. Items might include:   * + Shopfronts;   + Signage;   + Windows & doors;   + External lighting;   + Roofs and chimneys;   + Rainwater goods (guttering and down pipes);   + Rendering, stone cleaning and repairs, re-pointing; and   + Structural works.   **Internal**  Internal works to the building can include all work, visible or structural, necessary to complete the project to Building Regulations. This might include:   * Windows & doors; * Improved accessibility; * Walls, ceilings, lighting; * Energy Efficiency measures when included as part of the overall scheme; * Utilities and services, including heating; * Welfare facilities (e.g. essential washroom and cleansing facilities only); and * Structural work   **New Build**  New build commercial floor-space could be eligible, where a local need for this has been identified. | Occupiers or property owners of commercial properties within the designated area who either:   * Own the freehold, or * Hold a lease with a seven-year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. | Up to £250,000 per property | * Is the scheme eligible: Pass / Fail * Is the scheme deliverable within timescale: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Is the property / site vacant or underutilised and has been for some time: Pass / Fail * Does the scheme make a proportionate contribution to TTMW outputs? – 10% * Has the need for market gap grant in addition to loan finance been well established? – 15% * Is there a business plan in place showing a viable use for the building for the foreseeable future – 25% * Are there wider community, and or environmental benefits – 15% * Is there a wider positive effect on town regen – 15% * Does the scheme represent good value for money: 20% |
| **Green Infrastructure** | The provision of Green Infrastructure and Biodiversity projects in town centres. Specifically but not exclusively:-   * Green Walls * Green Roofs * Rain Gardens * Greening. * Pocket Parks   Other GI or general greening measures are eligible subject to approval of Welsh Government. Any intervention needs to be strategic and underpinned by a Town Centre Green Infrastructure Audit.  This support will not contribute to ongoing maintenance costs in future financial years. | * Local Authorities * Business Improvement Districts BIDs * Town and Community Councils * Occupiers or property owners of commercial properties within the designated area who either:   + Own the freehold, or   + Hold a lease with a seven-year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. | Up to £250,000 per project | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Does the scheme make a proportionate contribution to TTMW outputs? – 15% * Is there a viable means of ongoing maintenance committed to for foreseeable future? – 15% * Does the scheme directly contribute to regeneration of the town? – 20% * To what extent does the scheme contribute to tackling climate change? Is there evidence of innovative design solutions? 15% * Is there a clear need for the investment? Masterplan / Green Audit? 15% * Does the scheme represent good value for money? 20% |
| **Public Realm** | The provision of small-scale public realm enhancements where they are aligned with a natural clustering of regeneration activity in town centres. Where there is demonstrable social and economic impact. Specifically: -   * The removal or dropping of curbs for access and egress. * The widening of pavement areas so as to provide outdoor seating and amenity areas. * Permanent planters and screening provision.   Other measures may be eligible for support subject to approval of Welsh Government. | * Local Authorities. * Business Improvement Districts BIDs * Town and Community Councils | Up to £250,000 per scheme. | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Does the scheme make a proportionate contribution to TTMW outputs? – 10% * Does the scheme directly contribute to regeneration of the town? – 15% * Does the scheme directly benefit a number of businesses? – 15% * Is there a viable means of ongoing maintenance committed to for foreseeable future? – 15% * Is the scheme clearly additional to normal public street works? – 10% * Is there a clear need for investment in this location? – 15% * Does the scheme represent good value for money? – 20% |
| **Strategic Acquisition** | Small Scale acquisitions within town centres that are essential to facilitate wider regeneration objectives. This support should not be used to acquire properties that are subject to, or could benefit from planning enforcement measures. Specifically, this support could be utilised to: -   * Acquire properties in order to complete land assembly for larger strategic proposals. * Acquire properties for demolition in order to deliver improved connectivity and permeability in town centres. * The acquisition of properties in order to provide greenspace, play facilities or enhanced public realm. * Demolition costs are eligible. | * Local Authorities * Business Improvement Districts BIDs * Town and Community Councils * Social Businesses and B – Corps | Up to £250,000 per acquisition. | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Will the acquisition make a significant difference to the regeneration of the town? – 30% * Has the property been empty / underutilised for some time? – 20% * Are there alternative ways of bringing about regeneration of the site without acquisition? – 20% * Does the scheme make a proportionate contribution to TTMW outputs? – 10% * Does the scheme represent good value for money? – 20% |
| **Town Centre Markets** | The delivery of the ‘Every Town a Market Town’ philosophy. The development and enabling of local markets for the provision of produce, craft, food and value added products. This capital only funding will deliver:-   * The provision of permanent electricity supplies to enable market trading. * The acquisition of trading stalls, stands and platforms.   Works must conform and be aligned with the Welsh Government best practice guide for the establishment of local markets. This work should be aligned with any post Covid – 19 Town Centre works and planning. | * Local Authorities * Business Improvement Districts (BIDs) * Town and Community Councils * Social Businesses | Up to £250,000 per location. | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Does the scheme make a proportionate contribution to TTMW outputs? – 10% * Does the investment significantly contribute to the regeneration of the town? - 30% * Is there a viable means of ongoing maintenance committed to for the foreseeable future? – 20% * Is there a proven need and demand for the market enhancement in terms of infrastructure AND end client use? – 20% * Does the scheme represent good value for money? – 20% |
| **Town Centre Meanwhile Uses** | The establishment of temporary meanwhile or pop – up uses in currently vacant premises in town centres. The support should be wholly aligned with the Welsh Government Meanwhile Uses Best Practice Guide. | * Local Authorities * Business Improvement Districts BIDs * Town and Community Councils * Social Businesses and B – Corps | Up to £250,000 per location. | Currently closed to applications |
| **Town Centre External Trading support.** | The provision of outdoor seating, planters, coverings, servery areas and building canopies. This support is in line with the Covid – 19 response grant 2020/21 | * Local Authorities * Business Improvement Districts * Town Centre Businesses * BIDs * Town and Community Councils |  | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Has the applicant agreed to follow Council technical Design Guidance where available: Pass/Fail * Does the scheme make a proportionate contribution to TTMW outputs? – 10% * Does the scheme directly contribute to regeneration of the town? – 20% * Does the scheme directly benefit a number of businesses? – 25% * Is there a viable means of ongoing maintenance committed to for foreseeable future? – 15% * Is the scheme clearly additional to normal public street works? – 10% * Does the scheme represent good value for money? – 20% |
| **Shop Frontage Enveloping Schemes** | External shop frontage enhancements whereby no internal modification or redevelopment is undertaken. Adjacent of closely situated properties need to be targeted in a given town so as to achieve a critical mass and greater impact. It is suggested that a minimum of 6 properties should sign up to this support. | * Occupiers or property owners of commercial properties within the designated area who either:   + Own the freehold, or   + Hold a lease with a seven year minimum period remaining at the planned grant payment date and who have secured their landlord's written consent to the proposed works. For projects that request less than £50k in grant a legal charge is not required so a lease with five years remaining at the final grant payment date is acceptable. | Up to £250,000 per location. | Currently closed to applications |
| **Digital Towns** | The furthering of the ‘digital towns’ agenda through the provision of capital items to support Wi-Fi analytics, Lora Wan networks and other smart town initiatives that support the viability of town centres | * Local Authorities * Business Improvement Districts BIDs * Town and Community Councils. | Up to £250,000 per town centre. | * Is the scheme deliverable within timescale: Pass/Fail * Is the scheme eligible: Pass/Fail * Does the scheme minimise environmental impact as far as practical: Pass/Fail * Is the scheme well thought out in terms of tech viability and technical redundancy? – 25% * Does the scheme contribute to the regeneration of the town by thorough analysis & use of data? – 25% * Is there a viable plan in place for maintenance and upgrades? – 20% * Does the scheme make a proportionate contribution to TTMW outputs? – 10% * Does the scheme represent good value for money? – 20% |
| **Active Travel** | Provisions supporting or facilitating active travel routes in town centres where this cannot be funded through other means. Specifically the provision of bicycle storage, lockers and retrofit of show and hygiene facilities in commercial premises | * Local Authorities * Business Improvement Districts BIDs * Town and Community Councils * Social Businesses and B – Corps * Private sector partners | Up to £250,000 per application. | Currently closed to applications |

**GENERIC QUESTIONS FOR ALL PROJECT APPLICANTS**

**Question 1a: Project Description. (max 500 words).**

*Succinctly outline a summary of your project. Include a precise location of the property or area to be covered and add a map as an attachment if helpful. Add photos of location / property as attachments.*

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Question 1a contd.

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**Question 1b: Environmental Impact**

*Please detail how your investment will minimise its impact on the natural and historic built environment. How will the investment minimise its carbon footprint? How will your choice of materials or methods of development contribute to this?* ***Note: Green Infrastructure*** *projects need not answer this question but should address the issues in question 13*

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**Question 2: Deliverability, Timescales and Constraints**

*Outline the* ***timeline*** *for delivering your project. Who will do what and when? What* ***constraints or permissions*** *are required to be overcome / gained and where you are up to in progressing these? Note that initially we can only consider projects that can spend the funding in the year 2021/22. What skills, experience and* ***capacity*** *do you have available to deliver the project? Outline your main project* ***risks*** *and mitigating actions.*

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| TIMELINE:  CONSTRAINTS / PERMISSIONS:  CAPACITY:  RISKS: |

**Question 3: Contribution To Town Regeneration. (400 words max.)**

*Tell us about how you think your project will benefit the regeneration of the town in which your project is based, in the short term and longer term. What are the key regeneration or other* ***benefits*** *of your project?*

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**Question 4: Sustainability & Exit Strategy**

*Tell us how your development will be maintained and enhanced for the foreseeable future. How will this be resourced?*

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**Question 5: Outputs**

*Please indicate below the quantity of scheme outputs that your project can deliver within 12 months of you completing expenditure. If there are other regeneration type outputs you think might be relevant, add these at the end. For definition of outputs and required evidence please see Annex 1 at the end of this document*.

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| **Ref.** | **Welsh Government Outputs Expected** | **Quantity** |
| TT |  |  |
| TT |  |  |
| TT |  |  |
| TT |  |  |
| TT |  |  |
| TT |  |  |
| TT |  |  |

|  |  |
| --- | --- |
| **Additional Output / Result** | **Quantity** |
| Floor area of empty commercial properties brought back into use m2 |  |
| Floor area of empty residential properties brought back into use m2 |  |
| Area of redundant site bought into commercial or residential use m2 |  |
| Amount of match funding investment £ |  |
| No. of businesses directly benefiting from development |  |
| No. of businesses indirectly benefiting by being included in a wi-fi zone |  |
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**ACTIVITY SPECIFIC QUESTIONS**

**Residential Town Centre Unit Questions**

**Question 6: Occupancy Demand**

*What evidence do you have for the need of the type of units you are proposing in this location, either as tenancies or outright purchase?*

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**Question 7: Housing Type**

*Please confirm the number and type of housing units and their size to be developed. How many of these will be classified as ‘affordable housing’ and how will this status be ensured for the foreseeable future. Where grant funding is used to support the build of social housing units, schemes are required to comply with “Development Quality Requirements”. In terms of value for money, schemes must have regard to Welsh Government “Acceptable Cost Guidelines”. Any scheme that does not meet either DQR or has a Scheme Cost Index above 120% should be discussed with Welsh Government officials.* *Please note that holiday lets count as commercial premises and should be dealt with in that section. Please note that student accommodation, bedsits and studios are not eligible for grant support. Please ensure that plans & drawings of your development are attached to this application. How will parking provision be provided for the units?*

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**Question 8. Funding Need & Market Gap**

*Please make the case for the need for public money support. Attach a recent independent valuation of the property as it currently stands PLUS an independent valuation of what the property will be worth post works to show the gap between the costs of development verses subsequent value. Explain what borrowing you are able to undertake against the value of the property and what arrangements you have in place with associated evidence attached. If rental income is part of your funding solution - show brief assumptions and payback calculations. Grant Aid is available to help close the market gap and is also dependant on the financial position of the applicant – so please provide a recent bank statement and statement of accounts if available. Give a full breakdown of your intended funding package.*

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**Empty Commercial Property / Site Project Questions**

**Question 9: Funding Need and Market Gap**

*Please make the case for the need for public money support. Attach a recent independent valuation of the property as it currently stands PLUS an independent valuation of what the property will be worth post works to show the gap between the costs of development verses subsequent value. Explain what borrowing you are able to undertake against the value of the property and what arrangements you have in place with associated evidence attached. If rental income is part of your funding solution - show brief assumptions and payback calculations. The Grant Aid is available to help close the market gap and is also dependant on the financial position of the applicant – so please provide a recent bank statement and statement of accounts if available. Give a full breakdown of your intended funding package.*

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**Question 10: Site Occupancy**

*Please give a brief outline of the history of the site or property:*

* *How long as it been empty / underutilised?*
* *What has it been used for in the past?*
* *Is it in a conservation area and/or a listed building?*
* *Why do you think your proposed use going forward will work?*

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**Question 11. Business Plan**

*Please confirm that you have attached a business plan\*\* of a size commensurate with the size of your proposal. We want to see included:*

* *How you have arrived at your development costs*
* *How you have arrived at your future operating costs*
* *What your assumptions and projections are for trading income or your expected receipt on sale*
* *Profit and loss forecast for 3 years*
* *Expected pay-back period on investment*
* *Key risks and mitigations*
* *An understanding of any competition and your advantage*
* *Details of experience / expertise of you or your staff to undertake the development*

*\*\* Note that Business Wales can help you compile your Business Plan if required.*

I confirm that I have attached a business plan containing the required information:

\_\_\_Y/N\_\_\_

**Question 12. Wider Community, Economic & Environmental Benefits**

*Please outline any wider community, economic and environmental benefits of your investment. Your county contact officer may be able to advise you on this.*

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**GREEN INFRASTRUCTURE PORJECT QUESTIONS**

**Question 13: Climate Change**

*Please outline how the investment contributes to tackling climate change, improving the quality of the environment in this location and help to engender a sense of well-being to residents / visitors. Describe any innovative design solutions. Does the scheme tackle any known flooding / surface water issues at this location?*

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| The five core GI principles we will be considering in relation to your application are:  • Multifunctional  • Biodiverse  • Adapted for Climate Change  • Healthy  • Smart & Sustainable |

**Question 14: Need For Investment**

*Please explain why the investment is needed in this particular location (as opposed to any other location in the county). Is there evidence to support this, such as a Master Plan for the town or a green audit?*

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**PUBLIC REALM WORKS QUESTIONS**

**Question 15: Additionality**

*Please explain how this work is clearly additional to the normal public realm works undertaken by Local Authorities and why this regeneration funding should contribute to the works. How will the works benefit businesses?*

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**Question 16: Need**

*Please explain why the works are needed in this location as opposed to any other location. Is the proposal part of a wider scheme of investment in the town such as a Master plan?*

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**SITE ACQUISITIONS**

**Question 17: Site Occupancy**

*Please give a brief outline of the history of the site or property:*

* *How long as it been empty / underutilised?*
* *What has it been used for in the past?*
* *Is it in a conservation area?*
* *Why do you think your proposed use going forward will work?*

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**Question 18: Need**

*Show you have considered alternative ways for bringing about regeneration at this location without having to resort to site acquisition. Have planning enforcement measures been explored as a way of driving improvement?*

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**TOWN CENTRE MARKET DEVELOPMENT QUESTIONS**

**Question 19: Need**

*Please explain how you know there is a proven need and demand for the market enhancement in terms of infrastructure AND end client use. Why have you chosen this town and location above others?*

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**TOWN CENTRE MEANWHILE USES**

**Question 20:**

Activity not currently open for funding, please contact your county officer for further information.

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**TOWN CENTRE EXTERNAL TRADING SUPPORT ACTIVITY**

**Question 21: Design Guidance**

*Please confirm that your scheme follows any technical design guidance available for your area, stating what that guidance is. Briefly explain how you have arrived at your choice of equipment or street furniture. Explain how the scheme does not adversely affect pedestrian access at the location.*

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**Question 22: Business Benefit**

*Please describe how many businesses will benefit from your investment and how they will benefit directly or indirectly. How have these businesses been chosen to receive assistance? Have all businesses in town been given an opportunity to benefit? If not – why not?*

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**Question 23: Additionality**

*Please explain how your investment is clearly additional to the sort of investments and works that your organisation would normally undertake with other public money. We need to be convinced that this is a good use of regeneration funding.*

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**SHOP FRONT ENVELOPING ACTIVITY**

**Question 24:** Activity currently closed, please consult with your county contact officer

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**DIGITAL TOWNS ACTIVITY**

**Question 25: Technical Viability**

*Please give detail of the technical equipment to be used to achieve your scheme. Explain why you have chosen this specification. How have you minimised the likelihood of technical redundancy in the near future? What sort of Contractual arrangements to you plan to have in place for siting the equipment. How will you use the data gained from the equipment?*

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**Question 26: Maintenance**

*Please describe what arrangements you will have in place to run, maintain, and upgrade the equipment. How will this be financed?*

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**ACTIVE TRAVEL INVESTMENTS**

**Question 27: Activity currently closed for funding, please contact your county officer for further information.**

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**Question 28: Finance**

*Please complete the following table with all of your project costs. These need to be capital only and for investments that are eligible as described in**the ‘Eligible Activity & Scoring Criteria’ guidance on page 5 onwards.**Costs associated with developing your project incurred after the 1/4/21 but before your application is approved can be eligible, but please check with your county officer. All other costs must not be incurred prior to an award being made.*

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| --- | --- | --- | --- |
|  | **Item** | **Amount excl. VAT (£)** | **Any comments / explanations** |
|  | **Pre Award Development costs** |  |  |
| ***1*** |  |  |  |
| ***2*** |  |  |  |
| ***3*** |  |  |  |
| ***4*** |  |  |  |
|  | **Capital Project Costs** |  |  |
| ***5*** |  |  |  |
| ***6*** |  |  |  |
| ***7*** |  |  |  |
| ***8*** |  |  |  |
| ***9*** |  |  |  |
| ***10*** |  |  |  |
| ***11*** |  |  |  |
| ***12*** |  |  |  |
| ***13*** |  |  |  |
| ***14*** |  |  |  |
| ***15*** | **Vat Element If You Are unable To Reclaim VAT** |  |  |
|  |  |  |  |
|  | **TOTAL PROJECT COST:** |  |  |

*Please explain how you have arrived at these costs and attach evidence of QS valuation or quotes. Please describe how you will procure this activity so as to ensure a transparent and fair process that drives value for money*.

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| Has an application for this project been submitted to any other funding source YES/NO  If Yes, which organisation(s): |
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**Question 28 contd.:**

*Please detail in the table below your sources of finance for this investment, remembering to include evidence of your borrowing arrangements. Your Total Finance should equal your Total Costs. Finance can come from reserves / savings, loans, or other grants that are not of Welsh Government origin.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Source** | **Amount (£)** | **Confirmed / pending determination** | |
| ***1*** |  |  |  | |
| ***2*** |  |  |  | |
| ***3*** |  |  |  | |
| ***4*** |  |  |  | |
| ***5*** |  |  |  | |
|  | **Amount of TTMW Grant Requested\*:** |  | **Grant %** |  |
|  |  |  |  | |
|  | **TOTAL PROJECT FINANCE:** |  |  | |

*\*Note: Amount of grant awarded will be the minimum amount necessary to enable the investment to proceed. For schemes involving a commercial or residential element, the normal maximum intervention will be 45%. For Public realm schemes that qualify for a no State Aid position, grant intervention rate is a maximum of 70%, but the more match you contribute the better your value for money assessment will be.*

**Question 29: State Aid**

*Please discuss this issue with your county officer and explain below how your project and receipt of grant will be State Aid Compliant.*

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**Question 30: Value For Money**

*Looking back over your application, taking into consideration the costs, benefits, and location of your project, please describe why you think this investment represents good value for money.*

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**List Of Attachments Required:**

*The following checklist is for you to indicate what evidence you are providing in support of your application, as prompted by individual questions. Not all of these will be relevant to your application, but where they are please indicate you have attached with a yes / no.*

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| List of Attachments | | |
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| 1 | Location Map |  |
| 2 | Photos of site or property |  |
| 3 | Valuation pre & post works |  |
| 4 | Plans and drawings |  |
| 5 | Evidence of loan arrangements |  |
| 6 | Recent bank statement |  |
| 7 | Recent accounts unless an LA |  |
| 8 | QS cost estimates or quotes |  |
| 9 | Business plan for the development |  |
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**ANNEX 1 – OUTPUTS**

All schemes would expect to report on the achievement of the following outputs.

The Welsh Government definitions for these output measures are:.

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| Output | Gross Jobs Created |
| Reference | **TT01** |
| Definition  Further Detail | The gross number of jobs created.  **Job:**  A new permanent post, i.e. not of a fixed duration and there is a reasonable belief that it will last indefinitely; The post itself should be counted, not an estimate of the number of people that may occupy the post over time. A seasonal job may also be counted, so long as the job is expected to recur indefinitely. In this case the project should report, in addition to the number of hours per week, the proportion of the year worked. Project management/administration jobs within a project cannot be included.  **NB:**  Jobs should be reported as full Time Equivalents (FTEs), based on a 30 hour week. For example, If a post involves working 30 hours or more per week then it is 1 FTE. If a job is not full-time, then the hours worked each week will need to be divided by 30 to give the proportion of FTE represented e.g. 18 hours per week would be 0.6 FTE. **Gross:** The total number achieved through this activity (irrespective of the proportion of the project funded) and has not been adjusted for deadweight, displacement, leakage and multiplier effects. **Created:** Achieved through assistance or financial support and did not exist prior to the activity. This does not include jobs that have been relocated. |
| Evidence  requirements | * Written confirmation that the jobs are to be created. * Personnel records showing the increase in headcount * Any other documents showing that these directly relate to the project. |

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| Output | Jobs accommodated |
| Reference | **TT02** |
| Definition  Further Detail | Number of Jobs accommodated (enabled through regeneration investment)    Number of jobs accommodated within the sites and premises referred to in output/outcome TT 09 Non residential Premises created or refurbished’)  **Accommodated:**  The maximum number potentially located at any one time. This is not the number accommodated over the life of the premises.  **NB:**  • If the project involves the refurbishment of a premises then this should be the number of additional jobs accommodated The Homes and Communities Agency Employment Densities Guide (3rd Edition, 2015) may be used when calculating jobs accommodated.  Buildings should be complete and ready for occupation before reporting jobs accommodated. |
| Evidence  requirements | Floor plans, building specifications to support the number of new desks/positions provided. |

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| Output | Number of jobs in the constructions sector |
| Reference | **TT03** |
| Definition      Further Detail | Number of jobs in the construction sector as a result of Welsh Government regeneration investment    A construction job includes unskilled, skilled, technical and managerial roles that would be utilised in the delivery of construction projects.  The number of new jobs should be provided as full time equivalent (FTE) jobs.  The FTE equivalent is calculated as follows - calculate the total person months for the duration of the project. This is then divided by 12 to provide equivalent person years. |
| Evidence requirements | Written confirmation from the Tier 1 contractor of the number of jobs created during the life of the project (temporary jobs) and/or number of jobs retained for two years beyond our funding. If these jobs are created by sub-contractors then this written confirmation should come from the sub-contractor. |

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| Output | Total number of traineeships on the project |
| Reference | **TT04** |
| Definition    Further Detail | Total number of traineeships on the project  Traineeships are designed to give individuals the skills needed to get a job or progress to further learning (at a higher level), such as an apprenticeship or further education. |
| Evidence requirements | Copy of appointment letter for each trainee (post code for the individual to be visible - the remaining personal details can be redacted). The age of the trainee. |

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| Output | Number of traineeship leavers progressing to further learning |
| Reference | **TT05** |
| Definition      Further Detail | Number of traineeship leavers progressing to further learning (at a higher level) or employment (incl. employment with the contractor)    This output/outcome measures the number of traineeship leavers progressing to further learning (at a higher level) or to employment. |
| Evidence requirements | Copy of the registration of the individual onto a course or a letter from the college to confirm the individual is now in further education. Copy of the appointment letter from the employer or a letter from an employer confirming it has taken the individual on as an apprentice. Copy of the appointment letter from the employer or a letter from the employer confirming it has taken the individual on. Post code for the individual to be visible (the remaining personal details can be redacted). |

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| Output | Enterprises accommodated |
| Reference | **TT06** |
| Definition | Number of enterprises accommodated within the sites and premises referred to in output/outcome TT09 ‘Non-Residential Premises created or refurbished’ Accommodated**:** The maximum number of Enterprises potentially located at any one time. This is not the number accommodated over the life of the premises. **Enterprise:** Any entity engaged in an economic activity, irrespective of its legal form. This includes: Self-employed persons or Partnerships or associations regularly engaged in an economic activity. |
| Evidence requirements | • Floor plans  • Building specifications to support the number of new desks/positions provided. |

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| Output | Hectares of Land Developed |
| Reference | **TT07** |
| Definition | The number of hectares (equivalent to 10,000 m2) of brownfield or greenfield land developed. Land developed may include Employment land where the development will contribute to business or Other land that may subsequently be used for residential, community and public realm use. **Developed:** Making land fit for use by removing physical constraints to open it up for development or including provision of services to open it up for development. **Derelict** land: Land damaged by extractive or other industrial processes and then abandoned (European Environment Agency, 2007). **Contaminated** land: Land where as a result of human activity an unacceptable hazard to human health and ecosystems exists (adapted from European Environment Agency definition of ‘contaminated site, 2007). **Greenfield** land: Land on which no urban development has previously taken place; usually understood to be on the periphery of an existing built-up area (European Environment Agency, 2007). Excluded from this output/outcome are: land and buildings currently used for agricultural or forestry purposes; land in built-up areas not previously developed, e.g. parks, recreation grounds, allotments, and cemeteries; and land previously developed, but where the remains of any structure or activity has blended into the landscape over time, e.g. amenity use, contribution to nature conservation. Reclamation activities may include: dealing with contamination, existing surfaces, and buried structures; stabilisation; levelling; provision of flood defences; provision of utilities and other services; or environmental improvements of enhancements. Brownfield land categories may include: previously developed vacant land; vacant buildings unoccupied for a year or more; derelict land and buildings; land or buildings, currently in use, allocated for development in the adopted plan or having planning permission; land or buildings currently in use where it is known there is potential for redevelopment, but sites do not have any plan allocation or planning permission; defence buildings; or land used for mineral extraction and waste disposal. |
| Evidence requirements | This output should be recorded upon completion of works. Site area-full postal address including postcode, land registry records/deeds, Local Authority register details (for previous use to ensure not excluded category).  **Contaminated** land – completed land condition record and remediation complete certificate.  **Works** – certificate of practical completion of the works. QS Certification of works carried out, e.g. site services/utilities and infrastructure, foundations laid, walls and roof built. |

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| Output | Non-residential Premises created or refurbished (SQM) |
| Reference | **TT08** |
| Definition | • The number of square metres of building space created or refurbished for non-domestic use.  • Extensions to existing buildings also count as new floor space.  • All floor areas are to be measured in Square Metres on gross external area, except offices which are to be measured net internal, both as defined by the RICS Code of Measuring Practice.  NB This does not include area used for car parking or external landscaping.  Created: A new building.  Refurbished: Refurbishing an existing building. |
| Evidence requirements | Works – certificate of practical completion of the works. QS certification of works carried out, e.g. site services/utilities and infrastructure, foundations laid, walls and roof built |

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| Output | Non-Residential Premises created or refurbished (number) |
| Reference | **TT09** |
| Definition | The number of buildings created or refurbished for non-domestic use.  Created: A new building.  Refurbished: Refurbishing an existing building. |
| Evidence requirements | Works – certificate of practical completion of the works. QS certification of works carried out, e.g. site services/utilities and infrastructure, foundations laid, walls and roof built. |

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| Output | Additional market housing units |
| Reference | **TT10** |
| Definition | Number of additional market housing units (Built or ready for Occupation - as a direct result of TT support)  The number of market housing units developed as a result of support and are ready for occupation. **Market housings** units: All housing units, excluding affordable (social/Intermediate) housing units. |
| Evidence requirements | The number of residential units recorded at the time a site is sold. The planning permission will define the total number of units and either the sale contract or S106  Agreement will specify how many of these units will be ‘affordable’ homes.  Sales to Registered Social Landlords (RSLs) will almost certainly result in the total number of units consented falling into the affordable category.  The WG may instigate an audit process to review a sample of the residential units |

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| Output | Social Housing units delivered |
| Reference | **TT11** |
| Definition | Number of additional social housing units delivered (Built or ready for Occupation - as a direct result of TT support)  This output/outcome measures the number of social houses that are built in Wales and are ready for occupation. Social Housing is that provided by local authorities or social landlords where rent levels have regard to the Welsh Government’s policy on Social housing rents (as amended or replaced) |
| Evidence requirements | This output/outcome measures the number of social houses that are built in Wales and are ready for occupation. Social Housing is that provided by local authorities or social landlords where rent levels have regard to the Welsh Government’s policy on Social housing rents (as amended or replaced) |

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| Output | Additional intermediate housing units delivered |
| Reference | **TT12** |
| Definition | Number of additional intermediate housing units delivered (Built or ready for Occupation - as a direct result of TT support)  This output/outcome measures the number of additional affordable housing units delivered and available for occupation in Wales each year.  Intermediate housing is that where prices or rents are above those of social rent but below market housing prices or rents.  The measure is the number of self contained housing units reserved as “intermediate” developed as a result of support, e.g. Units for letting by Councils and other Registered Social Landlords (RSLs).  Units for sale at less than market value.  Co-ownership units. |
| Evidence requirements | Works – certificate of practical completion of the works. QS certification of works carried out, e.g. site services/utilities and infrastructure, foundations laid, walls and roof built. |

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| Output | Improvements in energy performance |
| Reference | **TT13** |
| Definition | Number of households helped towards securing improvement in the energy performance of their homes  This output/outcome measures the number of households helped towards securing improvements in the energy performance of their homes This does not include WHQS improved properties or renewal area projects unless they are delivered using TT funding |
| Evidence requirements | Addresses of the properties improved |

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| Output | Empty homes brought back into use |
| Reference | **TT14** |
| Definition | This output/outcome measures the number of private sector dwellings that had been vacant for more than six months at the beginning of the financial year (1 April) which have been returned to occupation during the year through direct action by the local authority such as housing renewal or group repair. |
| Evidence requirements | Addresses of the properties improved and available for occupation. |

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| Output | Non-residential units brought back into use |
| Reference | **TT15** |
| Definition | This output/outcome measures the number of non-residential units which have been vacant for more than six months at the beginning of the financial year (1 April) which have been returned to occupation during the year through direct action by the local authority. |
| Evidence requirements | Addresses of the properties improved and available for occupation. |

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| Output | Reduction in CO2 Emissions |
| Reference | **TT16** |
| Definition | This is a measure of the reduction in greenhouse gas (GHG) emissions following completion of the funded activity. Unit -Tons CO2 equivalent |
| Evidence requirements | The reductions would be based on what would be expected to happen if the project did not go ahead.  **Calculation:** Tonnes of carbon saved should be measured using Department for Environment, Food and Rural Affairs (DEFRA) and Department for Business, Energy & Industrial Strategy GHG Conversion Factors for Company Reporting (Greenhouse gas reporting - Conversion factors 2016 link - <https://www.gov.uk/government/publications/greenhouse-gas-reporting-conversion-factors-2016> |

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| Output | Employment related courses or employment related qualifications |
| Reference | **TT17** |
| Definition | Number completing employment related courses or gaining employment related qualification  A measure of the number of unemployed or economically inactive people that are employed or engaged in the project and who complete employment related training courses whilst engaged on the project.  The definition of Economically inactive is individuals not seeking work or immediately able to start work because of being a carer or retired, studying or unable to work through disability or sickness. Definition of unemployed is individuals who are seeking work or able to start work within two weeks.  "work- related training" is defined as any training course or other activity which is designed to impart, instil, improve or reinforce any knowledge, skills, or personal qualities which will qualify or better qualify the individual to gain employment.  Excludes opportunities taken up through Lift brokers as these are recorded through the Lift programme. |
| Evidence requirements | Letter from the training provider or organisation confirming numbers completing courses with details of the house number and post code for each individual. Letter from the training provider or the organisation confirming numbers attaining qualifications with details of the house number and post code for each individual. Copy of appointment letter evidencing the appointment is for at least six months for each trainee/apprentice. Age of the individuals. |

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| Output | Welsh SME’s securing contracts |
| Reference | **TT18** |
| Definition | Number of SMEs based in Wales successful in securing contracts/sub contracts  Where whole or part contracts are awarded to SME businesses based in Wales in respect of individual projects the number of those SMEs should be recorded.  SME - a category of micro, small and medium-sized autonomous enterprises employing fewer than 250 persons and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet total not exceeding EUR 43 million.  You are autonomous if:  - you are totally independent, i.e. you have no participation in other enterprises and no enterprise has a participation in yours  – you have a holding of less than 25% of the capital or voting rights (whichever is the higher) in one or more other enterprises and/or outsiders do not have a stake of 25% or more of the capital or voting rights (whichever is the higher) in your enterprise. If you are  autonomous, it means that you are not a partner or linked to another enterprise. |
| Evidence requirements | Copies of the post tender contract documents. |

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| Output | Value of Contracts |
| Reference | **TT19** |
| Definition | Value of contracts/sub contracts awarded to SMEs based in Wales (£)  Where whole or part contracts are awarded to SME businesses based in Wales in respect of individual projects the value of those contracts should be recorded.  SME - a category of micro, small and medium-sized autonomous enterprises employing fewer than 250 persons and which have an annual turnover not exceeding EUR 50 million, and/or an annual balance sheet total not exceeding EUR 43 million.  You are autonomous if:  – you are totally independent, i.e. you have no participation in other enterprises and no enterprise has a participation in yours.  – you have a holding of less than 25% of the capital or voting rights (whichever is the higher) in one or more other enterprises and/or outsiders do not have a stake of 25% or more of the capital or voting rights (whichever is the higher) in your enterprise. If you are autonomous, it means that you are not a partner or linked to another enterprise |
| Evidence requirements | Copies of the post tender contract documents and ‘form of tender’. |

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| Output | Creation of Habitat |
| Reference | **TT20** |
| Definition | Creation of habitat (square metres)  This is the area of new habitat created in town centres that provide homes and food for a variety of wildlife species.  This can for example include the provision of urban parks and gardens, roof gardens, bat boxes, bee hives, trees and hedges, appropriate planting to provide food for birds, bees and insects etc. |
| Evidence requirements | • As built drawings  • Detailed works specification  • Photographs of the completed scheme |

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| Output | Accessible Green Public Space Created (Square Metres) |
| Reference | **TRI 21** |
| Definition | This the area of new high quality accessible green space in town centres, which provides a place for people to relax and unwind in an attractive environment, a place of calm to improve people’s wellbeing. |
| Evidence requirements | * As built drawings * Detailed works specification * Photographs of the completed scheme |

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| Output | Improved accessible green public space |
| Reference | **TRI 22** |
| Definition | Improved accessible green public space (square metres)  The measure of the area of existing poor quality publicly accessible green space in town centres that is upgraded to provide quality green space, which offers an attractive environment and an area in which people can relax, unwind, and experience a sense of calm and wellbeing. |
| Evidence requirements | * Scheme drawings * Detailed works specification * Photographs of the completed scheme |

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| Output | New recreational space |
| Reference | **TRI 23** |
| Definition | New recreational space (square metres)  Creation of new good quality green recreational space in town centres where people and communities can interact, play and take exercise.  Examples of projects would be:  • new urban parks or pocket parks  • play areas  • green gyms |
| Evidence requirements | * Scheme drawings * Detailed works specification * Photographs of the completed scheme |

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| Output | Improved recreational space |
| Reference | **TRI 24** |
| Definition | Improved recreational space (square metres)  Improvement of existing poor quality recreational space in the town centre. |
| Evidence requirements | * Scheme drawings * Detailed works specification * Photographs of the completed scheme |

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| Output | Green roof space |
| Reference | **TRI 25** |
| Definition | Good-quality green roof space delivered to GRO Green Roof Code standards (square metres)  A measure of the area of new green roof space created in the town centre, which is multifunctional and for example supports retention of rainwater, absorbs greenhouse gases, reduces air pollution, reduces energy costs of the buildings, reduces noise and supports wildlife. |
| Evidence requirements | • Drawings showing the Green roof detail  • Specification of works  • photographs of the completed works |

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| Output | Flood water attenuation |
| Reference | **TRI 26** |
| Definition | Capacity for flood or surface water attenuation (cubic metres)  The cubic metre measurement of capacity for flood or surface water attenuation brought about through the delivery of the funded project. |
| Evidence requirements | • Drawings  • Works specification  • Photographs |

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| Output | Green walls |
| Reference | **TRI 27** |
| Definition | Green Walls (square metres)  The area of new green walls created on buildings in the town centre.  The design of green walls should be appropriate to the structure (attached or free standing), be low maintenance and include appropriate irrigation systems and robust plants which are appropriate for the location, and which provide habitat for wildlife. |
| Evidence requirements | • Drawings  • Works specification  • Photographs |

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| Output | Green corridors |
| Reference | **TRI 28** |
| Definition | Connectivity – new green corridors/routes (metres)  Creation of new green corridors to connect green spaces or key locations in town centres and to encourage walking and cycling in a safe and pleasant environment.  Examples of projects :  Multi-functional planting along footways or cycle routes, at bus and railway stations, and the provision of green roofs on all town centre on bus shelters. |
| Evidence requirements | • Drawings  • Works specification  • Photographs |

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| Output | IoT coverage zones |
| Reference | **TRI 29** |
| Definition | Digital - Enable IoT coverage zones that support access for IoT devices in towns  Enable an IoT coverage zone that supports access for IoT devices in a town, eg via “The Things Network” and a LoRaWAN Gateway or other IoT technology / platform |
| Evidence requirements | Possibly number of devices - which could include footfall counters, waste bin monitoring devices, soil moisture levels, air quality sensors, parking monitors |

# **General Terms and Conditions**

1. The grant will be used for exactly the purpose set out in the application form.
2. Applicants must comply with the procurement process of the relevant local authority for works connected with the grant.
3. A successful application for grant will not imply any continuation of funding for the project and will not automatically fund any subsequent projects.
4. The applicant will not make any major changes to the project without first receiving agreement in writing from the Council.
5. The applicant will comply with any legislation relevant to the project delivery.
6. Works must be completed within the agreed grant period unless in exceptional circumstances the Council approves an extension of this period in writing.
7. Original invoices, receipts, payroll, timesheets or other evidence of payment must be made available for all expenditure relating to the project, when the applicant is making a claim for the grant.
8. All recipients of grant must be willing to make their records and activities available for inspection by Officers appointed by the Council.
9. The information that is provided on the application form and supporting papers may be shared, for the prevention of fraud. The information may also be shared with other bodies administering public funds, for this purpose.
10. The Council may use the applicant’s name and the name of the project in its own publicity materials. The applicant will inform the Council in writing, of any situation where confidentiality is a particular issue.
11. Any promotional or publicity material the applicant produces will acknowledge the Council and Welsh Government as a funder of the project.
12. If the applicant’s contact details as identified in the application changes, the applicant must notify the Council immediately and provide the new details.
13. The applicant will complete a monitoring report on the completion of the project as required by the Council and specific targets and outcomes as detailed in the offer letter
14. If interim payments are agreed, the grant would be required to be repaid in full on demand if the applicant is found to have made any misrepresentation; has breached the grant terms and conditions; or, the property is not fully re-instated within 12 months of any occurrence giving rise to loss of or damage to the property.
15. **REPAYMENT OF GRANT**

15.1 Freehold owned property

If you dispose of a property within your ownership that has received any part of the Funding a part of the Purposes then clawback will apply in the following circumstances:

a. Where such funding is less than £50,000 or relates to pedestrianisation /de-pedestrianisation schemes, traffic management, highway improvements, environmental improvements, or any feasibility reports etc. or any works relating to the same then no clawback will be applicable upon a disposal, provided always that there is no potential for future development value.

b. Where the funding is £50,000 or more then the clawback to us will be a proportionate amount based on the level of funding given compared to the level of funding given by you. You will need to provide evidence of the level of funding that you have given to the property, together with a current independent report which provides verification of the open market value (“the OMV”) of the property at the date of disposal. Should another form of valuation be provided then the independent valuation report must validate the form of valuation being used.

c. Where the funding relates to a development site:-

i. if the disposal OMV or the residual value of the development site is less than the funding provided then the clawback to us will be a proportionate amount based on the level of grant funding given by you. You will need to provide evidence of the level of funding that you have contributed to the development site from your own funds, together with a current independent report which provides verification of the OMV of the development site at the date of disposal.

ii. if the disposal value is equal to the level of funding then the clawback is the full amount of the funding.

* + 1. if the disposal value is in excess of the funding then the clawback is the full amount of the funding.

d. If you are of the view that there is a change in circumstances relating to clawback or in relation to the disposal value of a property that we should be made aware of then you should refer the matter to the Project Officer.

e. Grant aided projects of £50,000 or greater will require a legal charge applied to the grant aided premises in line with conditions attached to the Welsh Government award of funding for the Mid Wales Transforming Towns programme.

15.2 Third Party owned property

a. Where grant funding has been provided to a third party for refurbishment or new build of a property and the third party makes a disposal, within the 5 year grant period if the grant funding is £50,000 - £225,000 then clawback is the full level of grant funding that was provided unless otherwise agreed at time of grant approval.

1. Should you be aware of any change in circumstance relating to the clawback due to us by virtue of these provisions, then you should speak to the Project Officer at the appropriate time. Such clawback provisions are in addition to our rights contained with TCPIF scheme terms and conditions.
2. Grant aided projects of £50,000 or greater will require a legal charge applied to the grant aided premises in line with conditions attached to the Welsh Government award of funding for the Mid Wales Transforming Towns programme.

In the case of development sites with after value, specific terms and conditions in relation to Property Development Grants will apply.