

Executive Task and Finish Group (Cabinet Member for Support Services and Economic Development)

UK Community Renewal Fund – West Sussex Applications

JUNE 2021

Terms of Reference

1. Background

The Government is introducing new investment programmes to support communities across the country, including the UK Community Renewal Fund. The Fund is intended to help local areas prepare for the UK Shared Prosperity Fund in 2022.

In 2021-22 £220 million will be distributed through the UK Community Renewal Fund to support people and communities most in need across the UK. The Fund's priorities are to address local challenges through investment in skills, community and places, local businesses, and supporting people into employment. 90% of the funding is revenue funding, with a small amount of capital funding.

The Government has identified 100 local places as being most in need, with successful applications from those places being prioritised for funding. There are no West Sussex places in the list of 100 priority places. Any applications from West Sussex would need to score a minimum of 80% to be considered for any remaining funding once priority place allocations are agreed.

West Sussex County Council has been named in the Government guidance as the lead authority for the UK Community Renewal Fund for the county. The lead authority must submit an applications shortlist to Government by Friday 18 June 2021.

2. Objectives

The County Council is carrying out the responsibilities of lead authority for the UK Community Renewal Fund in West Sussex in line with Government guidance (see Appendix A attached below). The Council has established a four-stage process to appraise applications and agree a shortlist of applications to submit to Government for assessment:

1. Appraisal of applications by an independent technical assessor
2. Appraisal of applications by a County Council officer panel
3. Advice on the applications to the Cabinet Member by an Executive Task and Finish Group
4. Confirmation by the Cabinet Member on the applications to be submitted to Government for assessment.

This Executive Task and Finish Group will address stage 3 of the appraisal process. The TFG members will receive a briefing paper prior to the meeting on the following:

- The purpose and priorities of the UK Community Renewal Fund and the County Council's responsibilities as a lead authority

- The extent to which applications received by the County Council meet the Fund criteria and are deliverable by March 2022
- The extent to which applications received by the County Council align with local strategic priorities.

The Council is not required to take any formal decisions to perform the lead authority role.

3. Methodology

The TFG will meet once in June 2021 and:

- Form an overview of the UK Community Renewal Fund and the County Council's role as lead authority
- Review and advise on the appraisal of applications carried out by an independent technical advisor and a county council offer panel
- Advise the Cabinet Member on applications to shortlist for submission to Government for assessment.

The meeting will not be held in public and the papers and notes of these meetings will remain confidential.

A confidential report will be prepared for all members following the meeting.

4. Timetable

The following sets out the timetable and objectives for each milestone:

May/June 2021

Agree terms of reference for the Task & Finish Group

Agree Members of the Task & Finish Group

TFG announced in the Bulletin and ToR, timescales (incl. anticipated number of meetings)

Chairmanship and members set out

June 9 2021

Report and summary of the appraisals of the UK Community Renewal Fund Applications dispatched to Task & Finish Group Members

June 14 2021

Task & Finish Group meets to carry out responsibilities

Cabinet Member confirms UK Community Renewal Fund Applications to be submitted to Government for assessment

By 18 June 2021

Officers submit UK Community Renewal Fund Applications to Government.

5. Membership and officer support

The TFG will be comprised of five elected members ensuring proportional representation of political groups.

- Steve Waight, Chairman, Conservative Cllr.

- Alison Cooper, Conservative Cllr
- Kirsty Lord, Liberal Democrat Cllr
- Chris Oxlade, Labour Cllr

Officer support for the TFG will be led by Carolyn Carr, the Council's Senior Responsible Officer for the UK Community Renewal Fund, who will be supported by other officers as required.

Reporting arrangements

The Task and Finish Group will provide advice to the Cabinet Member for Support Services and Economic Development at a meeting on 14 June 2021.

Appendix A

Key requirements of the lead authority for the UK Community Renewal Fund

1. Invite bids from a range of Project Applicants, including but not limited to universities, voluntary and community sector organisations, and umbrella business groups.
2. Undertake constructive engagement with local partners, including but not limited to lower tier local authorities and elected representatives, and other public, private and third sector organisations.
3. Collaborate with other Lead Authorities or partners across the UK where relevant – for example to promote cross-border project opportunities that address needs in common or achieve efficient delivery scale.
4. Appraise and prioritise a shortlist of projects up to a maximum of £3m per place (defined as individual District and Borough Council areas)
5. Submit a shortlist to UK Government who will assess the proposals and select projects based on the criteria set out in the UK Community Fund Prospectus.
6. Enter into a funding agreement with UK Government to deliver successful bids.
7. Issue agreements to successful bidders once funding has been agreed by the UK Government, and then undertake monitoring and assurance activity.