

**To:** Cllr Giancarlo Guglielmi, Deputy Leader of the Council  
**From:** Barbara Pole, Economic Growth and Enterprise Manager  
**Cc:** Councillor Mary Newton, Portfolio Holder for Business and Economic Growth  
**Cc:** Lee Heley, Interim Corporate Director – Projects Delivery  
**Cc:** Mike Carran, Assistant Director, Economic Growth & Leisure  
**Cc:** Richard Barrett, Assistant Director, Finance & IT  
**Date:** 11<sup>th</sup> January 2022

Dear Councillor Guglielmi

### **Additional Funding for the Business Adaptations Grant**

This letter is to seek approval to accept £100,000 from Essex County Council to add to the Business Adaptation Grant allocation.

On the 8<sup>th</sup> October 2021 we launched phase 3 of the Business Adaptations Grant (BAG) with a closing date of 15<sup>th</sup> December 2021 and accepted funding from Essex County Council (ECC). An allocation of £344,951 (which was added to the £161,000 remaining from phase 1) was provided to help support businesses to recover from the effects of the pandemic.

Early phases of the grant restricted support to the Hospitality and Leisure Industries only and we were unable to allocate all of the phase 1 funding. Therefore, on the 10<sup>th</sup> September 2021 we sought agreement to remove the type of business restriction and opened the grant up to all small and medium enterprises (SME's).

This change to the criteria had an extremely positive effect and applications came in quickly from a number of business sectors around the district. By early November we considered closing the grant early as we were quickly running out of money.

In response, ECC providing us with further funding bringing the allocation up to £700,000. ECC also agreed to allow £150,000 to be transferred from the Additional Business Support (ABS) grant giving a total fund of £1,011,000.

However, applications continued to come in and it became apparent that we were still going to have to shut the grant early due to funds. With this in mind the Council sought agreement to transfer the remaining of the Additional Restrictions Grant (ARG) into the BAG giving a final fund of £1,522,000

During the last week of the grant we had an influx of applications with 65 being submitted in the last 2 days. These applications took us over the £1,522,000 available and we had to reject 55 viable submissions due to a lack of funds. To honour these applications would have required an extra £240,000 of funding.

The grant has now closed throughout the county and ECC have received reports from all districts with some showing an underspend and in accordance with the grant agreement all unspent money would be returned to ECC. Due to this they are able to offer us a further £100,000 so that we can cover some of those viable applications previously rejected due to a lack of funds.

If we wish to continue to support more businesses in the Tendring district it is important that we accept the additional funding. I therefore request your approval for us to accept additional £100,000 of funding for the Business Adaptations Grant from ECC.

Kind regards,



Barbara Pole  
Economic Growth and Enterprise Manager  
Tendring District Council

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**Date:** \_\_\_\_\_

Dear Barbara,

**Additional Funding for the Business Adaptations Grant**

Thank you for your memorandum dated 11<sup>th</sup> January 2022 requesting approval to accept an additional £100,000 in funding from Essex County Council for the Business Adaptations Grant.

I agree/ do not agree that the changes to the criteria can be made.

Kind regards,

Cllr Giancarlo Guglielmi  
Deputy Leader of the Council