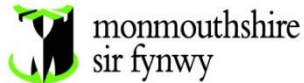


Public Document Pack



Neuadd y Sir
Y Rhadyr
Brynbuga
NP15 1GA

County Hall
Rhadyr
Usk
NP15 1GA

Tuesday, 22 September 2026

Dear Councillor

CABINET

You are requested to attend a **Cabinet** meeting to be held at **Steve Greenslade Room, County Hall, Usk** on **Wednesday, 30th September, 2026**, at **5.00 pm**.

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Consideration of reports from Scrutiny Committees
 - i. Performance and Overview Scrutiny Committee - Feedback to Cabinet of Meeting held on 8th September 2026 1 - 4
4. GrowthSpace Grant Programme Update 5 - 14

Division/Wards Affected: All

Purpose: To provide Cabinet with an update on the development and administration of the GrowthSpace grant programme, delivered as part of the Council's Local Growth Fund activity through the wider Place and Growth Investment Fund.

To seek delegated authority for the Strategic Director for Children, Learning, Skills & Economy, in consultation with the Cabinet Member for Planning and Economic Development, to determine individual GrowthSpace grant awards during the early autumn period.

Authors: Hannah Jones – Head of Economy, Employment and Skills
Michael Jordan – Projects Funding Lead for Economy, Employment and Skills

Contact Details: hannahjones@monmouthshire.gov.uk
michaeljordan@monmouthshire.gov.uk

Yours sincerely,

Paul Matthews
Chief Executive

CABINET PORTFOLIOS

County Councillor	Area of Responsibility	Ward
Mary Ann Brocklesby	Leader Lead Officers – Paul Matthews, Matthew Gatehouse, Peter Davies, Will Mclean Whole Authority Strategy and Direction Whole authority performance review and evaluation, including DDAT Relationships with Welsh Government, UK Government and local government associations Regional Relationships including CJsCs. PSBs and cross boarder Emergency Planning	Llanelly
Paul Griffiths	Cabinet Member for Planning and Economic Development Deputy Leader Lead Officers – Will McLean, Craig O'Connor Economic Strategy Skills and Employment Replacement Local Development Plan Placemaking and the development of market and affordable housing Placemaking and Transforming Towns Car parking and civil parking enforcement Development Management Building Control	Chepstow Castle & Larkfield
Ben Callard	Cabinet Member for Resources Lead Officers – Peter Davies, Matt Gatehouse Finance including MTFP and annual budget cycle Revenue and Benefits Human resources, payroll, health and safety Land and buildings Property maintenance and management Strategic procurement	Llanfoist & Govilon
Laura Wright	Cabinet Member for Education Lead Officers – Will McLean, Deb Hill-Howells Early Years Education All age statutory education Additional learning needs/inclusion Post 16 and adult education School standards and improvement	Grofield

	Community learning Sustainable communities for learning Programme Youth service School transport	
Ian Chandler	Cabinet Member for Social Care, Safeguarding and Accessible Health Services Lead Officer – Jane Rodgers Children’s services Fostering & adoption Youth Offending service Adult services Whole authority safeguarding (children and adults) Disabilities Mental health Wellbeing Relationships with health providers and access to health provision	Llantilio Crossenny
Catrin Maby	Cabinet Member for Climate Change and the Environment Lead Officers – Debra Hill-Howells, Craig O’Connor, Decarbonisation Transport Planning Highways and MCC Fleet Waste management, street care, litter, public spaces and parks Pavements and Back lanes Flood Alleviation Green Infrastructure, Biodiversity and River health	Drybridge
Angela Sandles	Cabinet Member for Equalities and Engagement Lead Officers – Matthew Gatehouse, Paul Matthews, Jane Rodgers, James Williams Community development, inequality and poverty (health, income, nutrition, disadvantage, discrimination, isolation and cost of living crisis) Citizen engagement and democracy promotion including working with voluntary organisations Citizen experience - community hubs, contact centre, and customer service and registrars, communications, public relations and marketing Leisure centres, play and sport Public conveniences Electoral Services and constitution review Ethics and standards Welsh Language Trading Standards, Environmental Health, Public Protection, and Licencing	Magor East with Undy

Sara Burch	Cabinet Member for Rural Affairs, Housing & Tourism Lead Officers – Craig O'Connor, Jane Rodgers Local Food production and consumption, including agroforestry and local horticulture Homelessness, Temporary accommodation, private sector housing, (empty homes leasing schemes, home improvement loans, disabled facilities grants and adaptive technology), Allocation of social housing Broadband connectivity Active Travel Countryside Access and Rights of Way Tourism Development and Cultural Services	Cantref
------------	---	---------

Public Information

Please note that Monmouthshire County Council will film this meeting and it will be made available to view in live and archive form online. It is possible that the public seating areas could be filmed and by entering the Chamber you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting purposes. If you make a representation to the meeting you will be deemed to have consented to being filmed.

Recordings of the meeting will be stored in accordance with the Council's data retention policy. Archived webcasts or parts of webcasts shall only be removed from the Council's website if the Monitoring Officer considers that it is necessary because all or part of the content of the webcast is or is likely to be in breach of any statutory provision or common law doctrine, for example Data Protection and Human Rights legislation or provisions relating to confidential or exempt information.

Aims and Values of Monmouthshire County Council

Our purpose

To become a zero-carbon county, supporting well-being, health and dignity for everyone at every stage of life.

Objectives we are working towards

- Fair place to live where the effects of inequality and poverty have been reduced;
- Green place to live and work with reduced carbon emissions and making a positive contribution to addressing the climate and nature emergency;
- Thriving and ambitious place, where there are vibrant town centres and where businesses can grow and develop
- Safe place to live where people have a home where they feel secure in;
- Connected place where people feel part of a community and are valued;
- Learning place where everybody has the opportunity to reach their potential

Our Values

Openness. We are open and honest. People have the chance to get involved in decisions that affect them, tell us what matters and do things for themselves/their communities. If we cannot do something to help, we'll say so; if it will take a while to get the answer we'll explain why; if we can't answer immediately we'll try to connect you to the people who can help – building trust and engagement is a key foundation.

Fairness. We provide fair chances, to help people and communities thrive. If something does not seem fair, we will listen and help explain why. We will always try to treat everyone fairly and consistently. We cannot always make everyone happy, but will commit to listening and explaining why we did what we did.

Flexibility. We will continue to change and be flexible to enable delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Teamwork. We will work with you and our partners to support and inspire everyone to get involved so we can achieve great things together. We don't see ourselves as the 'fixers' or problem-solvers, but we will make the best of the ideas, assets and resources available to make sure we do the things that most positively impact our people and places.

Kindness: We will show kindness to all those we work with putting the importance of relationships and the connections we have with one another at the heart of all interactions.

Monmouthshire Scrutiny

Performance and Overview Scrutiny Committee ~ Feedback to Cabinet of Meeting held on 8th September 2026

Report Item 3: Enablers Update

Key Issues raised by the Committee:

The members' questions focused on whether the Council can demonstrate that its enabling strategies are making a meaningful difference rather than simply delivering plans and processes. There was significant discussion about the robustness of the Council's performance assessment framework, including how strategies are scored, whether assessments are sufficiently independent, how they compare with approaches used by other local authorities, and whether residents can have confidence in a system that involves the Council assessing its own performance. Members also questioned whether the rationale for overall scores was always clear and whether performance ratings adequately reflected weaknesses in individual measures.

A second major theme concerned workforce performance and organisational effectiveness. Questions focused on sickness absence levels, apparent inconsistencies in reported figures, comparisons with national averages, and whether headline statistics provide sufficient insight into underlying causes. Members wanted reassurance that detailed analysis was being undertaken to identify trends, target interventions and improve wellbeing. There were also questions about staff training, take-up of the Thingi learning platform, completion of mandatory training requirements, and how both employees and councillors are supported to access and complete essential training.

Members also scrutinised the effectiveness of the Council's internal strategies and whether reported achievements were translating into measurable outcomes for residents. Questions were raised about whether reports placed too much emphasis on activities, processes and planned actions rather than demonstrable results. In particular, members sought evidence that investments in areas such as procurement, digital transformation, data systems and financial management were delivering tangible benefits for communities rather than simply improving governance arrangements or organisational compliance.

Further questions focused on the impact of specific enabling strategies. Members examined the effectiveness of asset management arrangements, asking why the strategy received a high overall rating despite some underperforming measures and missed income targets. There was also interest in how digital and data initiatives were being used to support service improvement, including lessons learned from the Monmouth flooding response through the use of Geographic Information Systems (GIS), the value being derived from artificial intelligence and digital tools, and whether opportunities linked to the Cardiff Capital Region were being fully exploited to support economic development and investment.

Finally, members sought examples of where enabling strategies had already delivered tangible benefits for residents, businesses or taxpayers. Questions explored whether measurable productivity gains had been achieved through digital innovation and artificial intelligence, how success was being demonstrated beyond internal processes, and whether research into areas such as the gender pay gap was leading to practical actions. Overall, members' scrutiny focused on demonstrating real-world outcomes, evidencing value for money and ensuring that enabling strategies lead to visible improvements in services, organisational performance and resident experience.

Monmouthshire Scrutiny

Chair's Conclusion:

The Chair recognised the significant work that had gone into producing the report and thanked those involved in presenting and responding to members' questions. The Chair emphasised that members were highly supportive of the work being carried out across the Council. The purpose of scrutiny was to explore whether the work could be made more effective and whether the Council could be improved further.

Points requiring a further response by the Cabinet Member:

None required.

Report Item 4: For Purpose On Purpose (F-Pop)

Key Issues raised by the Committee:

The members' questions focused on the purpose, practicality and potential impact of the programme. Members explored whether the vision was sufficiently focused on residents rather than the Council itself and whether the framework was a set of high-level aspirations or a programme capable of driving real organisational change. There were questions about what the programme would contain in practical terms, how it would influence decision-making, and whether it would help the Council focus on its most important priorities rather than trying to do everything. Members also sought clarification on how the programme would be implemented and whether it was intended to improve services, generate savings, or achieve both.

A second area of discussion concerned resources, costs and measuring success. Members asked how much the programme would cost to deliver, whether it would require additional staffing, and how taxpayers would know whether the investment had delivered value for money. Questions explored how success would be assessed over time, what indicators would be used to demonstrate progress, and whether the programme could help the Council respond to its continuing financial challenges. Members were particularly interested in how the framework would support prioritisation, improve organisational discipline and ensure that limited resources were directed towards the outcomes that matter most.

Members also focused on the relationship between the programme and local communities. Questions examined how residents would know the programme exists, how they would be able to influence priorities, and whether it would lead to stronger relationships between the Council and the public. A recurring theme was the extent to which the programme could build trust, encourage greater participation from residents and create a more collaborative relationship between communities and the Council. There was also discussion about how success might be demonstrated through increased resident engagement and confidence in local government.

Significant attention was given to project management and organisational capacity. Members questioned how the programme would improve project delivery, ensure that projects are properly prioritised and prevent the Council from overcommitting itself. Concerns were raised about stakeholder involvement, resident engagement and whether communities are consulted early enough in the development of projects. Questions also focused on the need for stronger project management disciplines, better use of lessons learned, and more meaningful involvement of ward members throughout the development of proposals rather than after key decisions have already been made.

Monmouthshire Scrutiny

Finally, members explored the programme's relationship with local democracy and partnership working. Questions were asked about the future role of Town and Community Councils, how they could be involved in shaping and delivering outcomes, and whether more localised decision-making might emerge as the programme develops. Members also examined how the Council could make better use of the knowledge, networks and influence of elected members, public service partners and community organisations to achieve long-term improvements for Monmouthshire. Overall, the discussion centred on whether the programme could create a more focused, outward-looking and community-centred organisation that delivers better outcomes with increasingly limited resources.

Chair's Conclusion:

The Chair thanked the Chief Executive for the report and his responses. He noted that the questions demonstrated the members' interest in the framework and their positive view of it. Members look forward to supporting the work of the whole organisation as the programme proceeds.

Points requiring a further response by the Cabinet Member:

None required.

This page is intentionally left blank

SUBJECT:	GrowthSpace Grant Programme Update
MEETING:	Cabinet
DATE:	30th September 2026
DIVISION/WARDS	All
AFFECTED:	

1. PURPOSE

1.1 To provide Cabinet with an update on the development and administration of the GrowthSpace grant programme, delivered as part of the Council's Local Growth Fund activity through the wider Place and Growth Investment Fund.

1.2 To seek delegated authority for the Strategic Director for Children, Learning, Skills & Economy, in consultation with the Cabinet Member for Planning and Economic Development, to determine individual GrowthSpace grant awards during the early autumn period.

2. RECOMMENDATIONS

That Cabinet:

2.1 Delegates authority to the Strategic Director for Children, Learning, Skills & Economy, in consultation with the Cabinet Member for Planning and Economic Development, to determine individual GrowthSpace grant awards within the approved programme allocation.

2.2 Agrees that the delegated authority at recommendation 2.3 includes authority to:

- approve, conditionally approve or decline individual applications;
- determine the final value and conditions of individual awards;
- complete all required due diligence, subsidy control assessment and financial assurance;
- confirm that all necessary statutory consents and permissions are in place;
- agree any eligible co-investment between GrowthSpace and other elements of the Place and Growth Investment Fund; and
- enter into the necessary grant agreements, subject to the Council's established financial and legal requirements.

3. KEY ISSUES

Local Growth Fund

3.1 In [March 2026](#), Cabinet approved the Council's draft Local Growth Fund Investment Plan for 2026/27. The plan was developed within a significantly compressed timetable following receipt of the Council's indicative allocation on 9 January 2026 and the planning template on 13 January 2026, with submission to the regional Lead Authority required by 28 January 2026.

3.2 The Local Growth Fund represents a shift towards capital investment, with activity focused on productive and competitive businesses, skills and employment, green infrastructure and local infrastructure supporting regional economies. The approved local plan retained capital funding within an umbrella sites and premises project to allow detailed investment opportunities to be developed.

3.3 GrowthSpace has subsequently been developed as the principal grant mechanism within this area of the local programme. It is intended to unlock the economic potential of vacant,

disused, under-utilised or stalled commercial sites and premises, particularly where investment barriers or viability challenges are preventing development from progressing.

Place and Growth Investment Fund

3.4 GrowthSpace has been delivered through the Council's wider Place and Growth Investment Fund. This provides a single and more streamlined route through which businesses, property owners and other eligible organisations can seek support for sites, premises and property-related investment.

3.5 The Place and Growth Investment Fund currently brings together:

- GrowthSpace, funded through the Local Growth Fund and focused on sites and premises that can support business growth, employment and wider economic development; and
- Town Centre Property Improvement Grants, funded through Pride in Place and Transforming Towns, supporting improvements to properties located within designated town centres, helping to bring vacant buildings back into use, improve the condition and appearance of commercial premises, and strengthen the vitality and attractiveness of town centres.

3.6 This approach provides applicants with a common initial route into the available funding. It also enables the Council to determine which funding stream, or combination of streams, is most appropriate based on the location, purpose and eligibility of each proposal. The process was designed around a unified route of expression of interest, eligibility assessment, and full application, ahead of appraisal and decision.

Expression of Interest Process

3.7 The programme commenced with an open Expression of Interest process. This was intended to provide a short and proportionate first stage through which the Council could:

- establish basic eligibility;
- understand the proposed intervention;
- consider initial alignment with the objectives of the available funding;
- identify the appropriate grant route; and
- avoid applicants incurring the time and cost of preparing a full application where a proposal was not eligible or sufficiently aligned.

3.8 Expressions of Interest were reviewed to determine whether proposals were potentially eligible for GrowthSpace, Town Centre Property Improvement Grant support, or a combination of both. Applicants progressing from this stage were invited to submit a full application and were provided with guidance on the information and supporting evidence required.

3.9 The initial timetable invited Expressions of Interest by 31 May 2026, with eligible applicants subsequently invited to submit full applications. All funded activity is required to complete by 31 March 2027.

Full Application and Appraisal Process

3.10 Full applications were required to provide more detailed information concerning:

- the site or premises;
- the proposed works and eligible costs;
- the need for public-sector intervention;
- match funding and private-sector leverage;

- anticipated economic outputs and outcomes;
- project delivery arrangements and timetable;
- planning and other statutory consents;
- financial standing and deliverability;
- risks and dependencies; and
- subsidy control considerations.

3.11 The GrowthSpace appraisal framework considers deliverability and risk alongside four principal scored areas:

1. Growth opportunity and strategic fit.
2. Additionality and the need for intervention.
3. Economic outputs and outcomes.
4. Leverage and value for money.

The appraisal route is designed to progress from an initial eligibility review through full application development, detailed appraisal and review, and finally to formal decision and funding allocation.

3.12 Applications are also subject to proportionate clarification and due diligence activity. Depending on the nature of the proposal, this may include confirmation of project costs, match funding, planning requirements, ownership or lease arrangements, financial standing and the appropriate subsidy control route.

Programme Timescales

3.13 The design and launch of GrowthSpace took place while the detailed Local Growth Fund arrangements were continuing to develop. Delays in the publication and confirmation of Welsh Government programme requirements reduced the time available to establish the local grant process and provide applicants with certainty.

3.14 The regional transition plan was not formally confirmed through a variation to the Grant Award Letter until July 2026. This subsequently allowed the Lead Authority to issue draft agreements to local authorities on 6 August 2026.

3.15 These circumstances have created challenges for both applicants and the Council. Applicants have needed to develop detailed and deliverable capital proposals within a relatively short period, often alongside securing match funding, quotations, planning permission or other statutory consents.

3.16 The Council has, in parallel, been required to establish the grant architecture, develop guidance and application materials, undertake eligibility checks, support applicants, complete appraisals, address subsidy control and planning issues, ahead of formulating award recommendations.

3.17 Feedback received during the process indicates that match-funding requirements, cash flow, application timescales and planning or consent requirements have affected the ability of some prospective applicants to progress to full application.

3.18 The Council will maintain contact with appropriate applicants whose proposals were not sufficiently progressed within the current programme timetable. This will help preserve a pipeline of potential future opportunities, should further short-term funding become available,

and ensure that eligible schemes can be supported to develop where they continue to align with GrowthSpace objectives.

Decision-Making Requirements

3.19 All GrowthSpace expenditure must be eligible and completed within the relevant programme period. Delaying individual award decisions until later in the autumn would materially reduce the time available for applicants to enter into grant agreements, mobilise and complete works before 31 March 2027.

3.20 The proposed delegation would allow individual awards to be determined as soon as each application has completed the necessary appraisal, due-diligence and assurance requirements. It would not remove those requirements or alter the approved GrowthSpace budget.

3.21 Decisions made under the delegation would be recorded through an appropriate audit trail, including the appraisal outcome, award rationale, and consultation with the Cabinet Member for Economic Development, and reported back as appropriate.

4. SUSTAINABLE DEVELOPMENT AND EQUALITY IMPLICATIONS

4.1 An integrated impact assessment was completed for the Monmouthshire Local Investment Plan 2026. As there have been no significant changes since that assessment, an update has not been required.

5. OPTIONS APPRAISAL

5.1 The recommended option is to delegate authority to the Strategic Director for Children, Learning, Skills & Economy, in consultation with the Cabinet Member for Economic Development, to determine individual awards within the approved programme allocation. This provides a proportionate governance route, enables decisions to be made when applications are ready, and preserves the necessary appraisal, due-diligence, financial, legal and subsidy control requirements.

5.2 A structured appraisal process is in place for individual grant applications. This includes consideration of the project options available to the applicant, the case for public-sector intervention, alignment with the objectives of the relevant funding stream, deliverability, value for money, outputs, risks, and due diligence.

6. EVALUATION CRITERIA

6.1 All approved GrowthSpace projects will be required to comply with the monitoring, evaluation and reporting requirements of the Local Growth Fund, Welsh Government and the regional Lead Authority.

6.2 Individual grant agreements will specify the approved activity, expenditure profile, outputs, evidence requirements, monitoring arrangements, payment conditions and project completion date.

6.3 Programme monitoring will be undertaken by the Council's Economy, Employment and Skills service, with progress reported through the relevant Local Growth Fund and corporate governance arrangements.

7. REASONS

7.1 GrowthSpace has been established to support eligible investment in sites and premises that can contribute to business growth, employment and the productive capacity of the local economy.

7.2 The fund supports the Council's Community and Corporate Plan and Economy, Employment and Skills Strategy by enabling investment in local sites and premises that can support business growth, employment and wider economic resilience.

7.3 A structured process has been undertaken, incorporating an open Expression of Interest stage, eligibility assessment, full application, detailed appraisal, clarification and due diligence.

7.4 The Local Growth Fund timetable has been significantly compressed. Timely decisions are therefore required if successful applicants are to mobilise and complete eligible capital works before 31 March 2027.

7.5 The proposed delegation will allow decisions to be made when individual applications are ready, without removing the required appraisal, assurance, or due diligence arrangements.

8. RESOURCE IMPLICATIONS

8.1 Grant awards will be made within the Council's approved Local Growth Fund allocation and the amount allocated to GrowthSpace (£664,534). This report does not seek any additional Council budget.

8.2 Each award will be subject to confirmation of available programme funding, eligible expenditure, financial due diligence, subsidy control compliance and completion of a formal grant agreement.

8.3 Failure to make timely award decisions could reduce the deliverability of projects within the funding period and increase the risk of underspend against the GrowthSpace allocation.

8.4 Management and administration of the programme will be undertaken by the Economy, Employment and Skills service within the approved Local Growth Fund management and administration arrangements.

9. CONSULTEES

- Strategic Leadership Team
- Deputy Leader and Cabinet Member for Economic Development and Planning
- Strategic Director for Children, Learning, Skills & Economy
- Chief Officer for Place and Community Wellbeing
- Regeneration Manager
- Directorate Management Team - CLSE

10. BACKGROUND PAPERS

- GrowthSpace appraisal criteria and process documentation

11. AUTHORS

Hannah Jones – Head of Economy, Employment and Skills

Michael Jordan – Projects Funding Lead for Economy, Employment and Skills

12. CONTACT DETAILS

hannahjones@monmouthshire.gov.uk

michaeljordan@monmouthshire.gov.uk

Appendix 1: GrowthSpace Application Process and Appraisal Framework

Expression of Interest Stage

A total of 62 Expressions of Interest (EOIs) were received through the Place & Growth Investment Fund process. Following an initial eligibility and routing assessment:

Outcome	Number
GrowthSpace eligible	8
Potentially eligible for GrowthSpace and other funding routes	5
Eligible and routed to Town Centre Property Improvement Grants	18
Not eligible / not progressed	31
Total EOIs received	62

The EOI process identified **13 proposals** with potential eligibility for GrowthSpace support.

Common Reasons for Non-Progression

The most common reasons for proposals not progressing beyond the EOI stage included:

- sites or premises not being vacant, underused or growth-enabling;
- proposals focused primarily on maintenance or repair works at active sites;
- insufficient alignment with the economic growth objectives of the programme;
- ineligible expenditure; and
- insufficient information to demonstrate eligibility.

GrowthSpace Application Stage

The 13 eligible proposals were invited to submit a full GrowthSpace application.

Status	Number
Full applications received	9
No application submitted	4
Total invited	13

Applications were received across two application windows:

Application Submission	Applications received
Window 1 (July 2026)	6
Window 2 (August 2026)	3
Total	9

The proposals that did not progress to full application cited a range of factors, including match funding constraints, planning and consent requirements, delivery timescales and alternative project progression routes.

GrowthSpace Appraisal Process

Applications received at full application stage are subject to a detailed appraisal process assessing strategic alignment, economic impact, deliverability and value for money.

1. Eligibility and Compliance Review

- applicant eligibility;
- project eligibility;
- eligible expenditure;
- subsidy control declarations and compliance requirements; and
- completeness of supporting information and evidence.

2. Deliverability and Risk Assessment

A proportionate review of key delivery risks, including:

- planning and statutory approvals;
- property ownership and legal considerations;
- procurement arrangements;
- funding and cashflow requirements; and
- programme delivery timescales.

Risk is considered separately from the scored appraisal and informs the overall recommendation and any potential funding conditions.

3. Scored Appraisal

Applications are assessed against four criteria, producing a total score out of 100.

Criterion	Assessment focus
Growth Opportunity and Strategic Fit	The extent to which the proposal aligns with GrowthSpace objectives and supports the creation, expansion or unlocking of commercial economic space.
Additionality and Need for Intervention	Whether grant support is required to unlock the project, address market failure or viability constraints, and deliver outcomes that would not otherwise be achieved in the same form or timescale.
Economic Outputs and Outcomes	The expected economic benefits, including business growth, employment, commercial space, site activation, regeneration or wider local economic impact.
Leverage and Value for Money	The relationship between the grant requested, total project costs, match funding, outputs, outcomes and overall public value.

The appraisal is considered alongside the deliverability and risk assessment and is not used in isolation.

4. Clarification and Due Diligence

Where required, applicants are asked to provide further clarification or supporting information. Depending on the nature and scale of the proposal, this may include:

- confirmation of project costs;
- evidence of match funding;
- planning and consent information;
- ownership or lease documentation;
- financial information; and
- subsidy control assessments.

The extent of due diligence undertaken is proportionate to the scale, complexity and risk profile of each proposal.

Appendix 1: GrowthSpace Application Process and Appraisal Framework

Process Summary

Step	Process stage	Flow
1	62 Expressions of Interest received	↓
2	EOIs reviewed: • 31 not eligible / not progressed • 18 routed to Town Centre Property Improvement Grants • 13 proposals identified as potentially eligible for GrowthSpace	↓
3	9 full GrowthSpace applications received	↓
4	Eligibility and compliance review	↓
5	Deliverability and risk assessment	↓
6	Scored appraisal against four weighted criteria, supported by clarification, where required. <i>Clarifications may refine the evidence base and inform the final appraisal judgement.</i>	↓
7	Due diligence	↓
8	Funding recommendations	↓
9	Individual grant award decisions	End

In the interests of expediency, stages 5, 6 and 7 are being undertaken in parallel, rather than as wholly sequential steps. This reflects the current position: applications are being reviewed for eligibility and compliance, assessed for deliverability and risk, and appraised against the weighted criteria, with clarification and due diligence supporting that assessment where required. This work will inform the funding recommendations at stage 8 and subsequent individual grant award decisions at stage 9.

This page is intentionally left blank