

## **Voluntary & Community Sector Rent Relief Grant**

All applications for Rent Relief Grant will be considered by the Grants Panel.

There are three tiers for determining the amount of rent relief grant to be awarded to Voluntary & Community Sector Groups (VSGs). The process includes a provision for VCS groups to appeal\* for a further reduction via the Executive Committee.

### **First tier - 25% Reduction for all VCS groups – this will be determined by the following criteria:**

1. Registered Charity
2. Community Interest Company
3. Social Enterprise
4. Locally recognised Community Organisation

### **Second Tier – Additional 20% Reduction – Above + following criteria**

1. Is providing a service that is addressing the needs of the local community.
2. Employs Staff or has Volunteers or a mix of both to deliver services

### **Third Tier – Additional 25% Reduction – Above + following criteria**

1. Supports Redditch Borough Councils local priorities
2. In receipt of grant funding to deliver services
3. Is capable of, or does maintain the building to the required standards
4. Has a long term plan (three year) for delivery of their service into the Borough\*\*\*

Where more than one organisation is applying to occupy the same premises the Grants Panel's existing scoring criteria will be used to distinguish between the applicants. Property Services will at the same time assist with identifying suitable alternative premises.

The Grants Panel will recommend to the Head of Finance & Resources the level of Rent Relief Grant to be awarded up to the 70% ceiling.

All organisations will be offered a lease agreement with the approved Rent Relief Grant applied under the terms agreed with Property Services, to include a provision of a periodic\*\* review of the rent relief. Rent Relief Grant will be paid/awarded on the signing of the lease agreement.

**\*Further appeal process:**

If the full 70% relief is applied and the organisation feels that the rental value applied is still too high we propose that the organisations put a business case to the Head of Finance & Resources for consideration by the Executive Committee. The organisation must fulfil all of the above criteria in order to initiate the appeal process

\*\* A review of eligibility will be undertaken at three yearly intervals unless triggered by an earlier change in the VSC's circumstances.

**Conditions:**

1. All applications must be accompanied by an appropriately detailed business case\*\*\*.
2. All external grant funding (i.e. any third party grant funding not awarded by Redditch Borough Council) received in respect of the rental of premises owned by Redditch Borough Council must be declared. The Council reserves the right to claw back all or part of the Rent Relief Grant in such circumstances.
3. All monies accrued from the sub-letting of space/room in any leased premises for which an application for Rent Relief Grant has been submitted should be:
  - a. Identified in the financial budget for any grant application (including for Rent Relief Grant);
  - b. Submitted as evidence to support the sustainability of the VCS organisation within the Borough.

The Council reserves the right to claw back all or part of the Rent Relief Grant where monies accrued from the sub-letting of premises are being used to build up financial reserves.