



22 January 2021



Dear 

Freedom of Information Request – reference CA106

With reference to your request for information dated 2 December and your clarified request received on 7 December reference CA106 please find the response provided below.

Please accept our apologies for the delay in responding.

Question

All information held on me.

Answer

Please see attached.

Question

All information pertaining to;

a) the visitor economy and restart and recovery grants showing:

b) How much each individual grant amount was allocated to each business.

Answer

Visitor Economy Grant - 86 applications received, 51 of which were successful with a value of £127,303.27.

The Restart and Recovery Grant – 267 were applications received, 90 were successful with a value of £217,902.47.

The amount given to each applicant is attached.

Question

c) Which criteria was used to decide the businesses eligible and records of those decisions and eligibility criteria including applications.

Answer

Attached is the ERDF guidance that was available to all applicants via the HubSpot.

Question

d) Where my application came in specifically which number in order

Answer

Your application for the Restart & Recovery Grant was 137 out of 267.

Question

e) which amount of grants specifically were issued to individual businesses

Answer

The total amount allocated to 90 SMEs was £217,902.47.

Question

What made those businesses eligible and mine not.

Answer

If this refers to the Cambridgeshire and Peterborough Combined Authority then there was no application of the criteria to your application because the grant total available had already been allocated before your application was processed. However, if this refers to Huntingdon District Council grants, the Cambridgeshire and Peterborough Combined Authority does not hold this information.

Question

Given the new discretionary grant why [REDACTED] is still excluded from discretionary grants and the dedication making process notes of meetings etc

Answer

The Discretionary grant is administered by constituent Councils, not by the Cambridgeshire and Peterborough Combined Authority, therefore we do not have this information.

Question

f) *Information about why my grant for [REDACTED] was declined when my business is registered at [REDACTED]*

Answer

If this refers to the Cambridgeshire and Peterborough Combined Authority grant, eligibility reference in question C. However, if Huntingdon District Council, then you will need to direct your question to them, as we have no information on their criteria.

Question

g) *Information about all other counsellors, grants and assistance for businesses like mine that were eligible since March 2020*

Answer

The Cambridgeshire and Peterborough Combined Authority launched a COVID-19 Capital and Micro Grant Scheme earlier this year in addition to the Visitor Economy and Restart and Recovery Grant Schemes – link to website [CPCA Home Page | EU Transition 2021 - CPCA Growth Hub](#). Our Growth Hub continues to provide support to business leaders and sole traders through our in-house Business Advisers. In addition to our support, the six district councils have been running a Local Restrictions Support Grant and an Additional Restrictions Support Grant, the criteria for these is set by Central Government and the schemes are operated by District Councils at a local level.

Question

h) *The decision process why my application was declined below:*

Answer

If this refers to the Cambridgeshire and Peterborough Combined Authority grant, eligibility reference in question C. However, if Huntingdonshire District Council, then you will need to direct your question to them, as we have no information on their criteria.

Question

i) *Details of all correspondence from the Huntingdon, CPCA Peterborough councils and government in relation to the grants, and all assistance being provided to local businesses from them.*

Answer

We cannot provide details of correspondence from other organisations on their grant schemes. The Cambridgeshire and Peterborough Combined Authority have promoted our schemes extensively as outlined in response to M.

Question

J) All your agreements with government to fulfil the criteria they set and how you applied those criteria to my applications.

Answer

If this refers to the Cambridgeshire and Peterborough Combined Authority then there was no application of the criteria to your application because the grant total available had already been allocated before your application was processed. However, if this refers to Huntingdon District Council grants, the Cambridgeshire and Peterborough Combined Authority does not hold this information.

Question

K) Information regarding of the take over of your department on the 2 December and how my application was treated differently

Answer

There has been no takeover of the grant delivery team.

Question

L) Who was responsible for deciding whether I did or didn't get a grant.

Answer

If this refers to the Cambridgeshire and Peterborough Combined Authority then there was no application of the criteria to your application because the grant total available had already been allocated before your application was processed. However, if this refers to Huntingdon District Council grants, the Cambridgeshire and Peterborough Combined Authority does not hold this information.

Question

M) What attempts were made to communicate to me about the grant application between 22 September and 4 December 2020 apart from responding to my requests and complaints

Answer

The grant schemes were communicated via the Growth Hub website and circulated to the District Councils to promote when they went live. You received an email to acknowledge your application immediately after submission and then future correspondence to outline why your application was not successful.

Question

N) What other grants are available now for small businesses in Cambridgeshire

Answer

Following the introduction of a national lockdown, the six district councils reopened their Local Restrictions Support Grants (LRSRG) and Additional Restrictions Grant (ARG). Details of these two schemes can be found using the link below, criteria for these schemes is set nationally and applications should be made through your district council. In addition to the two schemes above the Christmas Support Payment (CSP) for wet-led pubs can also be claimed by eligible businesses.

<https://www.gov.uk/government/publications/local-restrictions-support-grants-lrsg-and-additional-restrictions-grant-arg-guidance-for-local-authorities>

Question

1) Notes/minutes of all meetings by CPCA since 1 January 2018 - 4 December 20

Answer:

Agendas, papers and minutes of all Cambridgeshire and Peterborough Combined Authority Board Meetings and Committee meetings can be found on the Cambridgeshire and Peterborough Combined Authority website. Link below:

<https://cambridgeshirepeterboroughcagov.cmis.uk.com/Meetings.aspx>

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write to us via our contact us email address – contactus@cambridgeshirepeterborough-ca.gov.uk or write a letter to Complaints, Cambridgeshire and Peterborough Cambridgeshire and Peterborough Combined Authority, the Mayor's Office, 72 Market Street, Ely, Cambs CB7 4LS within 40 days of the date of this e-mail.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or via their website: <https://ico.org.uk/>

Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



Sue Hall
Governance Assistant



Successful Applicants	Deal owner	Amount
Applicant 1	Restart & Recovery	£ 1,883.32
Applicant 2	Restart & Recovery	£ 1,889.92
Applicant 3	Restart & Recovery	£ 3,000.00
Applicant 4	Restart & Recovery	£ 1,798.88
Applicant 5	Restart & Recovery	£ 2,961.00
Applicant 6	Restart & Recovery	£ 2,278.39
Applicant 7	Restart & Recovery	£ 1,874.00
Applicant 8	Restart & Recovery	£ 1,082.50
Applicant 9	Restart & Recovery	£ 2,279.00
Applicant 10	Restart & Recovery	£ 2,798.98
Applicant 11	Restart & Recovery	£ 1,931.60
Applicant 12	Restart & Recovery	£ 1,891.80
Applicant 13	Restart & Recovery	£ 2,500.00
Applicant 14	Restart & Recovery	£ 3,000.00
Applicant 15	Restart & Recovery	£ 2,400.00
Applicant 16	Restart & Recovery	£ 2,409.00
Applicant 17	Restart & Recovery	£ 2,500.00
Applicant 18	Restart & Recovery	£ 3,000.00
Applicant 19	Restart & Recovery	£ 2,975.00
Applicant 20	Restart & Recovery	£ 3,000.00
Applicant 21	Restart & Recovery	£ 3,000.00
Applicant 22	Restart & Recovery	£ 2,650.00
Applicant 23	Restart & Recovery	£ 2,950.00
Applicant 24	Restart & Recovery	£ 3,000.00
Applicant 25	Restart & Recovery	£ 2,500.00
Applicant 26	Restart & Recovery	£ 2,391.69
Applicant 27	Restart & Recovery	£ 2,409.17
Applicant 28	Restart & Recovery	£ 2,500.00
Applicant 29	Restart & Recovery	£ 1,435.90
Applicant 30	Restart & Recovery	£ 2,940.00
Applicant 31	Restart & Recovery	£ 2,247.50
Applicant 32	Restart & Recovery	£ 2,403.67
Applicant 33	Restart & Recovery	£ 1,264.85
Applicant 34	Restart & Recovery	£ 2,996.67
Applicant 35	Restart & Recovery	£ 2,498.34
Applicant 36	Restart & Recovery	£ 2,971.15
Applicant 37	Restart & Recovery	£ 2,100.00
Applicant 38	Restart & Recovery	£ 3,000.00
Applicant 39	Restart & Recovery	£ 2,781.82
Applicant 40	Restart & Recovery	£ 2,940.00
Applicant 41	Restart & Recovery	£ 2,999.00
Applicant 42	Restart & Recovery	£ 1,217.12
Applicant 43	Restart & Recovery	£ 2,995.00
Applicant 44	Restart & Recovery	£ 2,930.84
Applicant 45	Restart & Recovery	£ 1,495.00
Applicant 46	Restart & Recovery	£ 2,628.99
Applicant 47	Restart & Recovery	£ 2,070.00
Applicant 48	Restart & Recovery	£ 2,997.71
Applicant 49	Restart & Recovery	£ 2,350.00

Applicant 50	Restart & Recovery	£ 2,833.00
Applicant 51	Restart & Recovery	£ 3,000.00
Applicant 52	Restart & Recovery	£ 2,354.14
Applicant 53	Restart & Recovery	£ 2,975.00
Applicant 54	Restart & Recovery	£ 1,630.00
Applicant 55	Restart & Recovery	£ 1,516.00
Applicant 56	Restart & Recovery	£ 2,533.32
Applicant 57	Restart & Recovery	£ 2,989.17
Applicant 58	Restart & Recovery	£ 1,915.83
Applicant 59	Restart & Recovery	£ 2,823.35
Applicant 60	Restart & Recovery	£ 1,082.48
Applicant 61	Restart & Recovery	£ 2,548.33
Applicant 62	Restart & Recovery	£ 3,000.00
Applicant 63	Restart & Recovery	£ 1,082.50
Applicant 64	Restart & Recovery	£ 2,776.24
Applicant 65	Restart & Recovery	£ 2,480.37
Applicant 66	Restart & Recovery	£ 1,898.00
Applicant 67	Restart & Recovery	£ 1,498.99
Applicant 68	Restart & Recovery	£ 2,719.14
Applicant 69	Restart & Recovery	£ 2,748.99
Applicant 70	Restart & Recovery	£ 2,601.44
Applicant 71	Restart & Recovery	£ 2,190.00
Applicant 72	Restart & Recovery	£ 3,000.00
Applicant 73	Restart & Recovery	£ 2,675.00
Applicant 74	Restart & Recovery	£ 2,952.71
Applicant 75	Restart & Recovery	£ 2,934.00
Applicant 76	Restart & Recovery	£ 2,048.82
Applicant 77	Restart & Recovery	£ 2,003.64
Applicant 78	Restart & Recovery	£ 2,498.31
Applicant 79	Restart & Recovery	£ 2,500.00
Applicant 80	Restart & Recovery	£ 1,977.00
Applicant 81	Restart & Recovery	£ 2,456.64
Applicant 82	Restart & Recovery	£ 1,099.97
Applicant 83	Restart & Recovery	£ 2,469.90
Applicant 84	Restart & Recovery	£ 1,351.99
Applicant 85	Restart & Recovery	£ 2,979.00
Applicant 86	Restart & Recovery	£ 2,727.40
Applicant 87	Restart & Recovery	£ 2,984.17
Applicant 88	Restart & Recovery	£ 2,999.00
Applicant 89	Restart & Recovery	£ 1,931.65
Applicant 90	Restart & Recovery	£ 2,999.17

£ 217,902.47

Successful Applicants	Deal owner	Amount
Applicant 1	Visitor Economy	£ 2,601.64
Applicant 2	Visitor Economy	£ 3,000.00
Applicant 3	Visitor Economy	£ 2,276.71
Applicant 4	Visitor Economy	£ 3,000.00
Applicant 5	Visitor Economy	£ 2,982.97
Applicant 6	Visitor Economy	£ 2,690.00
Applicant 7	Visitor Economy	£ 2,599.95
Applicant 8	Visitor Economy	£ 2,000.00
Applicant 9	Visitor Economy	£ 2,995.00
Applicant 10	Visitor Economy	£ 2,463.08
Applicant 11	Visitor Economy	£ 2,905.98
Applicant 12	Visitor Economy	£ 2,998.00
Applicant 13	Visitor Economy	£ 2,957.50
Applicant 14	Visitor Economy	£ 1,295.00
Applicant 15	Visitor Economy	£ 2,125.00
Applicant 16	Visitor Economy	£ 1,597.00
Applicant 17	Visitor Economy	£ 3,000.00
Applicant 18	Visitor Economy	£ 2,963.29
Applicant 19	Visitor Economy	£ 2,275.93
Applicant 20	Visitor Economy	£ 1,681.65
Applicant 21	Visitor Economy	£ 2,178.00
Applicant 22	Visitor Economy	£ 1,517.32
Applicant 23	Visitor Economy	£ 2,903.16
Applicant 24	Visitor Economy	£ 2,463.00
Applicant 25	Visitor Economy	£ 2,099.25
Applicant 26	Visitor Economy	£ 2,054.45
Applicant 27	Visitor Economy	£ 2,997.98
Applicant 28	Visitor Economy	£ 1,950.00
Applicant 29	Visitor Economy	£ 2,680.00
Applicant 30	Visitor Economy	£ 2,225.00
Applicant 31	Visitor Economy	£ 2,975.00
Applicant 32	Visitor Economy	£ 2,789.67
Applicant 33	Visitor Economy	£ 2,976.00
Applicant 34	Visitor Economy	£ 2,600.00
Applicant 35	Visitor Economy	£ 2,700.00
Applicant 36	Visitor Economy	£ 3,000.00
Applicant 37	Visitor Economy	£ 1,949.87
Applicant 38	Visitor Economy	£ 2,989.89
Applicant 39	Visitor Economy	£ 2,548.28
Applicant 40	Visitor Economy	£ 2,620.93
Applicant 41	Visitor Economy	£ 1,845.00
Applicant 42	Visitor Economy	£ 3,000.00
Applicant 43	Visitor Economy	£ 2,583.33
Applicant 44	Visitor Economy	£ 2,604.98
Applicant 45	Visitor Economy	£ 2,929.00
Applicant 46	Visitor Economy	£ 2,639.99
Applicant 47	Visitor Economy	£ 2,438.98
Applicant 48	Visitor Economy	£ 2,522.50

Applicant 49	Visitor Economy	£ 2,850.00
Applicant 50	Visitor Economy	£ 1,348.99
Applicant 51	Visitor Economy	£ 1,914.00
		£ 127,303.27



HM Government



CAMBRIDGESHIRE
& PETERBOROUGH
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR



European Union
European Regional
Development Fund

COVID-19 Additional European Regional Development Fund (ERDF) to Support SME Restart and Recovery and Kickstarting Tourism Package (ERDF - R&R and KTP):

QUESTION AND ANSWER

What is the 'ERDF - R&R and KTP'?

This is a scheme focused on helping SME's (Small & Medium Enterprises) affected by COVID-19 to restart and recover and preserve regional stability into the future. The grants on offer are designed to strengthen SME's capacity to adapt and survive during this period of enforced downtime; increasing business resilience, supporting preparations for the future, developing new activities in new areas and seizing new opportunities that will restore employment and secure jobs.

The Kickstarting Tourism element is focused on businesses in the Tourism and Visitor Economy (VE) sector and has the same objectives as the Restart & Recovery element of grant. Note that the funding is limited by Government allocation and once the funds have been allocated to successful applications, the schemes will close.

Whilst the government is offering a range of interventions and support, this grant is designed to primarily support revenue cost that will cover services such as business advice and support. Although the grants are intended to be mainly revenue, applications for minor capital equipment may qualify if it can be shown that this is needed to adapt existing technology or adopt new technology in order to continue to deliver business activity or diversify in response to COVID 19. Equipment can only be purchased if needed to maintain operations or adjust the way your business operates.

What does the scheme offer businesses?

This is a scheme offering grants of £1k to £3k, but please do note that our funding is very limited, so the money will be granted on a first come first serve basis.

For grants of £1,000 - £3,000, 100% of costs excluding VAT will be funded. i.e.

- Health & Safety Advice = £3,000 (total cost excluding VAT)
- Grant Funding = £3,000 (100% of total cost)

Grants requested must be for 100% of project costs, otherwise they will be automatically rejected as items cannot be part funded. You can, however, include multiple items in your application, but they must total the full grant applied for.

Although this scheme is designed primarily to support revenue costs, you can for example apply for £2000 for a new computer to be able to handle your online bookings more efficiently (capital cost) and then hire someone for £1000 to develop

and refresh the website (revenue cost). Capital items within this scheme are classed as 'the purchase of minor equipment to adapt existing technology or adopt new technology, in order to continue to deliver business activity or diversify in response to COVID.' Equipment can only be purchased if needed to maintain operations or adjust the way your business operates. Further details regarding revenue costs are listed as bullet points below.

Items cannot be bought before you apply for the grant; you must be awarded the grant first and then you can purchase the items. Any applications made for items already bought will be rejected.

No agency of third-party applications can be made on behalf of SME's applying as these will be automatically rejected. The SME must submit the application themselves with no exceptions.

SME's are not entitled to apply for both grants. You must make sure that you apply for the appropriate grant in the first instance as applications made to the incorrect grant will be automatically rejected i.e. you applied for the Visitor Economy grant but are not within this sector, so you are now unable to apply for the Restart & Recovery grant. All information has been provided to you to read prior to making the application, so there should be no room for error.

EU rules and regulations apply to all grants; the EU state aid rule, De Minimis, applies. Some examples of support that could be funded are:

Restart & Recovery:

- 1-2-1 specialist advice which SMEs could call on to address their immediate needs in response to the impact of COVID 19
- Human Resources/Personnel advice and support
- Accountancy and support for financial planning
- Legal advice where this is needed to support COVID recovery plans
- Financial advice and support for COVID recovery planning and actions
- Health and safety advice
- IT / digital support to help the business move forward and recover from the economic impact of COVID
- Support from sector specialists necessary to move forward and recover from the economic impact of COVID
- Purchase of minor equipment to adapt existing technology or adopt new technology, in order to continue to deliver business activity or diversify in response to COVID

Please note that other relevant proposals will be considered.

Kickstarting Tourism/Visitor Economy:

- All the above plus:
- Support for SMEs with productivity improvements such as enhanced use of digital tools such as yield management software, mentoring, networking or other measures

- Support to develop innovative delivery in a socially distanced economy – for example, new ways of delivering cultural events and festivals that are so critical to the visitor experience.

*Unsure whether your business is classed as being within the **Tourism & Visitor Economy** sector? Please see table below for guidance:*

SIC	Description	Tourism Sector
49.1	Passenger rail transport, interurban	Railway passenger transport services
49.32	Taxi operation	Road passenger transport services
49.39	Other passenger land transport n.e.c.	Road passenger transport services
50.1	Sea and costal passenger water transport	Water passenger transport services
50.3	Inland passenger water transport	Water passenger transport services
51.1	Passenger air transport	Air passenger transport services
55.1	Accommodation	Accommodation services for visitors
55.2	Accommodation	Accommodation services for visitors
55.3	Accommodation	Accommodation services for visitors
55.9	Accommodation	Accommodation services for visitors
56.1	Food and beverage service activities	Food and beverage serving activities
56.21	Food and beverage service activities	Food and beverage serving activities
56.29	Food and beverage service activities	Food and beverage serving activities
56.3	Food and beverage service activities	Food and beverage serving activities
68.2	Renting and operating of own or leased real estate	Exhibitions & Conferences etc
77.11	Renting and leasing of cars and light motor vehicles	Transport equipment rental services
77.21	Renting and leasing of recreational and sports goods	Sport and recreation activities
77.34	Renting and leasing of water transport equipment	Transport equipment rental services
77.35	Renting and leasing of air transport equipment	Transport equipment rental services
79.11	Travel agency and tour operator activities	Travel agencies & other reservation services
79.12	Travel agency and tour operator activities	Travel agencies & other reservation services
79.9	Other reservation service and related activities	Travel agencies & other reservation services
82.3	Organisation of conventions and trade shows	Exhibitions & Conferences etc
90.01	Performing arts	Cultural activities
90.02	Support activities to performing arts	Cultural activities
90.03	Artistic creation	Cultural activities
90.04	Operation of arts facilities	Cultural activities
91.02	Museum activities	Cultural activities
91.03	Operation of historical sites and buildings and similar visitor attractions	Cultural activities
91.04	Botanical and zoological gardens and nature reserve activities	Cultural activities
93.11	Operation of sports facilities	Sport and recreation activities
93.19	Other sports activities	Sport and recreation activities
93.21	Activities of amusement parks and theme parks	Sport and recreation activities
93.29	Other amusement and recreation activities	Sport and recreation activities

What sort of businesses are eligible for this grant scheme?

Eligible businesses are SMEs located in the Cambridgeshire & Peterborough Local Enterprise Partnership Area:

- Cambridge City
- South Cambridgeshire

- Huntingdonshire
- Fenland
- East Cambridgeshire
- Peterborough City
- Rutland
- West Suffolk
- North Hertfordshire
- Uttlesford
- Lincolnshire – South Kesteven
- South Holland
- Kings Lynn and West Norfolk

Within this scheme an SME is defined as any business with no more than 249 fulltime equivalent (FTE) employees and a turnover not exceeding 46 Million Euros.

All applicants must be able to show evidence of:

- What the grant funding will help to achieve now and how it will assist the business in the future.
- 1 quote (3 if possible) from suppliers to display the cost of the service/equipment; we will accept a copy of costs from the website if no official quotation has been received.
- Income and turnover by accounts

For documents that are not saved electronically, the applicant will need to take a picture of the hard copy and upload it as an image to support the application. All forms to be signed will be either be through DocuSign or we will ask for a wet signature to be provided by printing the document, signing this manually and returning via scanning or a clear image.

As part of the appraisal of your application, a credit check will be carried out which will include overdue creditors, bankruptcy, county court judgements and director disqualification. If your application is successful, you will also receive a phone call from our finance team to verify your bank details before paying out your claim.

What sort of businesses are ineligible for this grant scheme?

In addition to the above criteria, all businesses are eligible to apply except:

- Businesses that are involved in primary agriculture.
- Charities that do not have a trading arm under which they could apply.
- Business intermediary acting on behalf of another business.
- Businesses with a registered address in Cambridge & Peterborough LEP area but no trading address within the area.
- Partnerships that only exist to operate investment funding and other types of finance.
- Businesses in sectors excluded under ERDF [eligibility rules](#) or in the [ERDF Regulation](#)

- Businesses who have exceeded the State Aid limit by having received €200k in De Minimis State Aid over the last 3 years

What happens to businesses that are ineligible for this grant scheme?

Where businesses do not fit the criteria for this grant, they will be signposted to other support resources via our Growth Hub Team who are offering practical assistance to enable businesses to adapt or repurpose, rather than just simply survive the current climate.

How do businesses apply for grant support?

All potential applicants **must** apply via our online portal. Applications will be assessed and, if successful, the applicant will receive a Grant Offer Letter (GOL) setting out the conditions for the grant. Once the GOL has been accepted, signed and returned, the applicant may incur cost and submit a claim for reimbursement. Note that payments cannot be made in advance and payment of claims depends on production of the evidence required which will be set out in the claim form. This will include the invoice from the supplier and evidence of payment (i.e. bank statement). More details are provided on the guidance within the claim form.

Is there any further support available if my application is unsuccessful?

Where businesses are unsuccessful, they will be signposted to other support resources via our Growth Hub Team who are offering practical assistance to enable businesses to adapt or repurpose, rather than just simply survive the current climate.