



**Todmorden Town Council**  
**Town Deals Fund – Sponsor Centre Vale Park Project**  
**Quotation to provide services**

To Seek External Grants

To Identify Grant Sources- by 30<sup>th</sup> April 2022

To make applications for Grant funding by 30th June 2022

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## 1. Brief requirements

1.1 There are two elements to the brief with each element to be separately priced.

- ❖ Stage 1 - identifying a range of potential grant providers
  - Fixed price quotation
- ❖ Stage 2 - Making applications
  - Fixed or
  - Results based or
  - Combination of both quotation

1.2 The successful provider of these services for Todmorden Town Council will, free of charge, be expected to seek a grant towards the costs of Stage 2 and in doing so, if successful, such award to be deducted from any fee proposed.

1.3 To identify potential providers of grants for all elements of the Centre Vale Project.

Total project cost estimates	£1,380,000
Total reserved Town Deal Funds	£830,000
Shortfall to be funded by Grants	£ 550,000

1.4 To provide a matrix of potential providers to include for each project including any single pot providers for all projects :-

- Funders contact details
- Funders outputs required
- Minimum contributions required
- Recommended level of contribution
- Percentage view of success
- Availability of fund
- Timescales for decision on application

1.5 To make applications to each identified body.

## 2. Submission of quotation – other requirements

2.1 When submitting your quotation you should submit with this details evidence of your experience and success in obtaining grants including the provision of two referees that we will wish to contact.

2.2 You will be expected to present via a zoom call, maximum 15 minutes to a panel consisting of the Project Manager for the Sponsor and a representative from each individual project.

2.3 Should you wish to visit the site to familiarise yourself please contact the Project Manager.

### 3. Background

3.1 Todmorden Town Council has been appointed Sponsor of the Centre Vale Park (CVP) element of the recently announced Todmorden Town Fund.

3.2 Funding of £1.2m has been secured for this element, requiring matched funding of £xx to be sourced to enable six projects to be delivered.

3.3 There are six projects to be delivered:-

- Bandstand Refurbishment
- Tennis courts (3 refurbished 1 new)
- Multi Use Games Area (MUGA)
- Bowling Pavilion Extension
- Fielden House – Energy Efficiency retrofit – listed building
- Conservatory – Refurbishment

3.4 For background to these projects please see Appendix 1

### 4 Business Case – Treasury Green Book

4.1 Before funding can be released in full it is necessary to complete a business case, including identifying where external grant funding opportunity exists and can be realistically relied upon to be achieved.

4.2 The projects themselves are of varying difficulty in terms of complexity, some requiring specialist construction others more traditional build.

4.3 Whilst the Business Case has to be submitted by the end of July 2022, the identification of likely grant sources need to be completed by the end of April 2022 and potential grant applications made by the end of June 2022.

### 5 Outline costs and matched funding needs

5.1 Whilst the table below provides a framework of matched - funding needed this was formulated without detailed research as to grant availability in order to provide an overview as to the likely requirement when submitting the Town Improvement Plan, which secured overall £17.5m for Todmorden of which the CVP is one discrete project.

Project	Estimated Cost	Town Deal Funding	Grant funding needed
Bandstand – Restoration/Upgrade- G2 listed	£500,000	£250,000	£250,000
Tennis Courts (3 refurbished 1 new)	£150,000	£75,000	£75,000
Bowls Pavilion (extension)	£295,000	£195,000	£100,000
Multi Use Games Area	£160,000	£80,000	£80,000

Fielden House	£150,000	£150,000	Nil *
Conservatory - Refurbishment	£125,000	£80,000	£45,000
<b>TOTALS</b>	<b>£1,380,000</b>	<b>£830,000</b>	<b>£550,000</b>

\*Fielden Hall is owned by the Calder Valley Community Land Trust who have already provided matched funding of £430,00 in respect of two affordable housing projects. In view of this no grant funding is required but the opportunity should be taken to still seek grant funding for environmental improvements and if successful releasing whether capacity for further spend for Fielden House and or enabling funds to other projects.

5.2 The funding attached to the CVP is fixed but the split of grant funds attributed to each project is an approximation.

5.3 Where more grant funding can be obtained than indicated, this will either benefit the individual element of the CVP by releasing more capital spend into each project so that more is “seen in the ground”.

5.4 We seek to maximise whatever funding opportunity is available but also to be realistic in that to secure grant funds there may be a need to contribute more than the minimum contribution requirement – experience and informal discussion will determine likely success or not depending upon level being contributed.

## **6. Asset Ownership**

6.1 Whilst individual asset ownership has not yet been determined it can be assumed that whatever grant funders requirements are, these will be satisfied.

6.2 Apart from Fielden House which is already owned by the Community Land Trust, all other assets are owned by Calderdale MBC (CMBC).

6.3 CMBC are the accountable body for delivery of the overall £17.5m Fund and have indicated their willingness to create leasehold titles out of their demise – with likely 25 year terms being granted.

## **7 Structure of Organisations**

7.1 At this stage no formal structures have been agreed but likely that Community Interest Companies may be created.

7.2 There is also the possibility that an overarching CIC may be created for all projects together in respect of land ownership but with individual operational CIC's .

7.3 That in turn presents an opportunity to potentially bid for one substantive pot of funds to cover off all projects in one multi-faceted approach covering varying levels of outputs.

7.4 We are open to advice as to which structure achieve greatest success in securing grant funds.

## **8. Project outputs**

8.1 The extent of outputs to be achieved across all of the projects is substantial and therefore may present a unique opportunity to submit a “holistic bid” to secure single pot funds or provide separate opportunities for smaller individual themed based outputs.

8.2 A summary of outputs is included in Appendix 2 together with for each project commentary as to why such outputs apply to their individual project

## 9. Applicants

9.1 Whilst prepared to act as Sponsor of the CVP, Todmorden Town Council is not intending to take on any operational responsibility post construction of facilities.

9.2 It may however be prepared to be party to any grant applications made noting that it has in the recent past acted as Accountable Body for receipt of and dispersal of Town Deal Accelerator funds.

9.3 As the intended recipient of Town Deal Funds for the CVP there is synergy in being the Accountable Body for external grant funds in order to ensure correct and accountable spend for each element of the projects involved.

Appendix 1 - Background to Centre Vale Park Projects

***To be completed as background information***

## Appendix 2 - Summary of project outputs and narrative

Centre Vale Park – Strategic Case Overview						
Objective	Fielden	Bowls	Tennis	MUGA	Bandstand	Conservatory
Visitor Economy						
Destination						
Culture						
Arts						
Horticulture						
Food sustainability						
Affordable housing/homelessness						
Independent Living						
Healthy Lifestyle						
Mental Health						
Rest and Respite						
Green Space						
Sports Development						
Youth Engagement						
Elderly Activity						
Promoting Employment						
Employability						
Building Skills						
Events						
Festivals						
Town Centre Vitality						
Community Sport						
Physical Wellbeing						
Individual development						
Social Contact						
Reducing social isolation						
Volunteering						
Diversity/Equality						
Accessibility						
Climate Impact/Net Zero						
Veterans						
Civic Pride						
Community Involvement						

**Commentary**

**Project Description**  
**FIELDEN**

**Objective**

Visitor Economy

Destination

Culture & Arts

Arts

Horticulture

Food sustainability

Affordable housing/homelessness

Independent Living

Healthy Lifestyle

Mental Health

Rest and Respite

Green Space

Sports Development

Youth Engagement

Elderly Activity

Promoting Employment

Employability

Building Skills

Events

Festivals

Town Centre Vitality

Community Sport

Physical Wellbeing

Individual development

Social Contact

Reducing social isolation

Volunteering

Diversity/Equality

Accessibility

Climate Impact/Net Zero

Veterans

Civic Pride

Community Involvement