

Perth & Kinross Council

Rural Business Expansion Feasibility Fund: Guidance

1.0 Background

Perth & Kinross Council is keen to maximise the potential of rural property (land and buildings) to deliver potential economic activity and strengthen the economies of rural places. The objective of the fund is “to provide funding for local business expansion, by allowing communities to create or expand work spaces to assist small businesses to take the next step”. (“communities” is meant in the widest sense of the word to include individuals and landowners.)

In order to support this aim the Council is grant funding the cost of feasibility and professional fees to assist qualifying parties to determine the viability of developing property assets for business and employment use, and also to assist with the creation of business plans at a specific property.

Up to 50% of the total fund may be directed towards tourism projects.

Assistance with costs for initiating the development of rural property projects is available on the following basis:

2.0 Eligible Property

2.1 The property must:

2.1.1 Be located within Perth and Kinross Council geographical boundary, out with the designated Perth City Centre boundary.

2.1.2 Have the potential to be used for business & employment/economic uses, preferably by more than one business.

2.1.3 Have compatibility with the planning structure.

2.1.3 Be within the control of the applicant either by way of outright ownership or long leasehold or development licence.

3.0 Eligible Fees

3.1 The fees can be incurred in relation to any costs which require to be incurred in order to assess the viability of a potential project. Specifically we would expect such costs to include the provision of the following professional services;

3.1.1 Architect’s design drawings and warrant drawings

3.1.2 Quantity surveyor’s cost estimates

3.1.3 Structural engineer’s report

3.1.4 Chartered surveyor's advice or development/option appraisal

3.1.5 Business plan for projected property costs and revenue.

3.2 VAT can be included in the claim provided that the applicant provides confirmation/evidence that they are unable to recover VAT.

4.0 Amount of Grant

4.1 The maximum contribution towards fees will normally be £10,000 for individual projects (including any VAT claimed) up to a maximum contribution of 50% of the relevant costs.

4.2 The amount of grant will be based on a fee proposal received from the applicant which will be submitted along with the application form for assessment.

5.0 Offer and payment of grant

5.1 Any offer will be made subject to these general conditions and any other specific conditions included within the letter of offer.

5.2 The feasibility study must be completed and grant claim invoices received by 31st March 2019. Perth & Kinross Council reserves the right to withdraw the offer of grant if the feasibility study is not completed within this timescale.

5.3 Payment of the grant will not be made prior to the completion of the feasibility study.

5.4 A claim invoice must be submitted to Perth & Kinross Council along with copies of receipted invoices of the fees which have been incurred in connection with the feasibility study. The invoice must contain the grant reference number and refer to the sum in fees. The invoice should be addressed to Rural Property Feasibility Fund, Estates & Commercial Investment Team, Planning & Regeneration, Perth & Kinross Council, Pullar House, 35 Kinnoull Street, Perth, PH1 5GD.

5.5 The grant is given on the basis that Perth & Kinross Council shall only be responsible for paying fees incurred up to a maximum of £10,000 and on the understanding that they will under no circumstances be responsible for any additional fees incurred by the applicant.

6.0 Start and completion dates

6.1 Instruction to consultants to proceed should not be given until Perth & Kinross Council has confirmed the details of grant offered in writing.

6.2 The award of the grant is entirely at the discretion of Perth & Kinross Council. Each case is considered on its own merits and there should be no presumption that a grant will or will not be made until a written decision has been issued.

6.3 Retrospective applications will not be considered.

7.0 Publicity

7.1 The applicant must be prepared to participate in publicity initiatives with Perth & Kinross Council to promote this grant scheme.

8.0 Additional Information

Additional information and an application form can be obtained from the Estates & Commercial Investment Team, The Environment Service, Perth & Kinross Council. E mail: Estates@pkc.gov.uk

Privacy Statement

'By completing this form, you consent to this information being shared with partners/special advisors for the purpose of assessing the suitability of your project proposal in meeting the objectives of the scheme. Partners/special advisors will not retain, share or use personally identifiable information for any secondary purpose. If you need further information please contact us. Please also refer to the Scottish Government Privacy Policy on how personal information is used and looked after when administering rural grant and subsidy schemes. This can be found at <https://www.ruralpayments.org/publicsite/futures/privacy-policy/>. You have the right to request a copy of the information that we hold about you.'