


Haringey Council
Written Statement/Record of a decision made by an officer under delegated authority

Decision Maker (Post Title)	Director of Regeneration
Subject of the decision	Opportunity Investment Fund – award of contract to DON & SON Ltd t/a LOVEN presents
Date of decision	14 th November 2017
Decision	<p>This report seeks approval under delegated authority for the award of a loan agreement to DON & SON Ltd t/a LOVEN presents for the value of £38,000.</p> <p>The business will use the loan in order to provide an independent café/bakery/events-space, providing a lunch and bread delivery service and a mobile catering service.</p> <p>OIF will be used specifically for the purchase of equipment and appliances, furniture and signage and equipment for the new delivery and mobile catering services.</p>
Reasons for the decision	<p>Officers' recommendations have been approved by the Chair of the Tottenham Programme Delivery Board on 6 September 2017, following evaluation of a funding application by officers, including the OIF Advisory Group made up of officers from LBH and GLA.</p> <p>The agreement for the value of £38,000.</p>
Details of any alternative options considered and rejected by the officer when making the decision	<p>The project has been recommended for approval based on the evaluation of an application and business plan solicited through an open bidding round.</p> <p>The evaluation process is set out in the application pack and assesses applicants' proposals on the contribution to core criteria of the fund, strategic objectives as set out in the Tottenham Strategic Regeneration Framework and the financial and operation competency of the applicant.</p>
<u>Conflicts of interest – Executive decisions</u>	
Details of any conflict of interest declared by a Cabinet Member who is consulted by the officer which relates to the decision and details of dispensation granted by the Council's Head of Paid Service	n/a
<u>Conflicts of interest – Non executive decisions</u>	
Where the decision is taken under an express delegation e.g. by a Committee, the name of any Member who declared a conflict of interest in relation to this matter at the committee meeting,	n/a
Title of any document(s), including reports, considered by the officer and relevant to the above decision or where only part of the report is relevant to the above decision, that part)	Opportunity Investment Fund – award of contract to DON & SON Ltd t/a LOVEN presents
These documents need to be attached to the copy of this record/statement kept by the Authority but must not be published if they contain exempt information	
Reasons for exemption with reference to categories of exemption specified overleaf or	
Reason why decision is confidential (see overleaf)	n/a

Decisions containing exempt or confidential information falling within the categories specified overleaf are not required to be published.	
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Signature of Decision Maker	
Name of Decision Maker	Helen Fisher
Does the decision need to be published	
Yes <input checked="" type="checkbox"/>	
No <input type="checkbox"/>	

Exempt Information

Local Government Act 1972 Schedule 12A

Part 1: Descriptions of Exempt Information

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any person (including the authority holding that information).
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes -
 - (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Note: It is insufficient to simply identify a category of exemption, you must also conduct a public interest test on the basis specified in the Act as follows:
Information falling within categories 1-7 is exempt if and so long as in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Confidential Decisions

1. The decision contains information provided by a Government department on a non disclosure basis

2. There is a Court order against disclosure.



Report for: Decision taken under delegated authority

Item number:

Title: Opportunity Investment Fund: Award of Contract to DON & SON Ltd t/a LOVEN presents

Report authorised by : Helen Fisher, Director of Regeneration

Lead Officer: Keith Trotter, Tottenham Town Centre Growth Manager
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Ward(s) affected: Tottenham Wards

Report for Key /
Non Key Decision: Non Key

1. Describe the issue under consideration

This report seeks approval under delegated authority for the award of a loan agreement to DON & SON Ltd t/a LOVEN presents for the value of £38,000.

An interest rate of 6% will be applied to the loan sum making a total of £40,280. The loan will be paid back over 60 months with the first instalment being due in month 13.

The business will use the loan for the creation of an independent, affordable, community-focussed café / bakery, events space as part of a new community centre in Tottenham Hale called The Engine Room, providing a lunch and bread delivery service and a mobile catering service for local markets and festivals. They will also hold community events and classes including cookery workshops.

OIF will be used specifically for equipment and appliances, furniture and signage and equipment for the new delivery and mobile catering services. The business has a five year lease on the property.

The landlord has already provided fitted equipment to the value of £25,000. The business is match funding the remainder of the costs (a further £3,200).

The project will deliver:

- A minimum of 9 FTE new jobs
- 8 Apprenticeships
- a commitment to pay all staff London Living Wage
- Approximately 1,000 sq.ft. of new commercial space

2. Cabinet Member Introduction

N/A

3. Recommendations

Officers recommendations were approved by the Chair of the Tottenham Programme Delivery Board on 6 September 2017, following the evaluation of a funding application by officers and the OIF Advisory Group made up of LBH and GLA officers and assessment by an independent business support organisation specialising in loan finance.

DON & SON Ltd t/a LOVEN presents already operate a successful pizzeria in Tottenham Hale having grown out of local artists' studios and operating pop up space. Both business owners are also local Tottenham residents.

The recommendation is to award DON & SON Ltd t/a LOVEN presents a loan agreement for the value of £38,000. It is proposed that a charge of 6% interest is applied to the loan and repayments are made over 60 months with a payment holiday of 12 months (i.e. repayments begin at month 13).

4. Reasons for decision

Decision under delegated authority is required.

5. Alternative options considered

The project has been recommended for approval based on the evaluation of an application and business plan solicited through an open bidding round.

The evaluation process is set out in the application pack and assesses applicants' proposals on the contribution to core criteria of the fund, strategic objectives as set out in the Tottenham Strategic Regeneration Framework and Haringey's Economic Development and Growth Strategy and the financial and operational competency of the applicant.

6. Background information

The Opportunity Investment Fund is a £3.67M programme to enable investment in workspace and employment projects in Tottenham. The fund is jointly provided by Haringey Council and the GLA. Through this programme we are seeking projects that help existing SMEs grow and bring new operators into the local economy that can drive and increase entrepreneurship, business growth and diversify the local economy.

To secure economic outcomes for local residents and businesses, public sector investment can help kick start economic growth; whether that is with time and expertise, assets or capital. The Opportunity Investment Fund seeks to respond to this need.

7. Contribution to strategic outcomes

Projects delivered under the Opportunity Investment Fund contribute towards and have been assessed against the objectives of the Tottenham Strategic Regeneration Framework and the borough's Economic Development and Growth Strategy.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance and Procurement

The budget for the Opportunity Investment Fund was approved by Cabinet on 7 February 2012. The funding for the programme is secured from the GLA and an allocation of LBH Capital.

The proposal has been reviewed, and it is considered that the loan term and value are appropriate given the business plan and assumptions, the financial standing of the company, an acceptable level of risk and the desired regeneration outcomes.

Under the terms of the grant agreement with the GLA, the income and expenditure is ring fenced. Therefore when the loans are repaid to the Council, the funds are to be used for further loans or grants to businesses.

Legal

Legal comments have not been pursued as risk to the council is manifested through financial risk, which has been addressed by the Head of Finance for Regeneration, Planning and Development above.

Templates used for loan agreements have been reviewed by legal services and no changes have been made to the terms and conditions.

Equality

The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

This application was judged on the merit of its strategic contribution to OIF programme objectives and financial robustness of the business case. There are no anticipated equalities issues, as set out under the Public Sector Equality Duty in Equality Act 2010, with regards to that process. Job creation is a key outcome and the Tottenham Regeneration and Economic Development Teams

will work with the applicant to ensure that local residents can overcome barriers to work caused by, for example, race, age, sex, and disability.

By receiving this loan the applicant has committed to:

- Support the creation of new job and training opportunities in Tottenham;
- Working with local food and drink producers, community groups and artists in the local area
- Providing an accessible café and community space for all residents who wish to use it;
- Paying the London Living Wage as a minimum;
- Working with the council and partners to source local residents for interview to access the job and apprenticeship opportunities.

9. Use of Appendices
Loan agreement.

10. Local Government (Access to Information) Act 1985
N/A