

# WINCHESTER CITY COUNCIL DECISION RECORD VERSION 6. MAY 2024

**Reference Number** (taken from Sharepoint entry) [Click or tap here to enter text.](#)

**Officer Completing the Form:** Camilla Sharp

**Lead Director:** Dawn Adey

**Subject:** UK Shared Prosperity and Rural England Prosperity Funds

**Details of Decision:** *Please provide a brief explanation as to what decision was made, including any financial implications. This should be done in easy to understand, non-technical language - as this wording will appear on the website for the public to read. Also please remember all staff will be able to see this document.*

This decision record approves total expenditure of £898,386 for UK Shared Prosperity Fund (UKSPF) and Rural England Prosperity Fund (REPF). We are now seeking a combined approval for expenditure of £898,386 (£232,600 Revenue and £665,786 Capital). The approvals relate to several projects detailed in the tables below, the highest individual approvals being for two projects of £50,000.

## **UKSPF**

Winchester City Council was allocated £1m in UK Shared Prosperity Funding to disburse in rising tranches over the three financial years to March 2025. This decision record approves total expenditure approval of £381,952 (£149,352 capital and £232,600 revenue) for the projects detailed in the table below which have been considered and endorsed by the UKSPF/REPF Partnership Board (which includes the Cabinet Members for Business and Community). Two projects (marked \*\*) with a total value of £73,999 were approved for funding under the REPF [decision record dated 11.6.24] and we now propose to fund these under the UKSPF. In order to do so, we further propose to reduce the UKSPF revenue allocation by £22,000 and increase the capital budget by the same amount.

<b>Project</b>	<b>Capital</b>	<b>Revenue</b>	<b>Total</b>
<b>External grants</b>			
Play to the Crowd Hat Fair outreach	£15,000	£20,600	£35,600
Community Solar (WeCan)		£20,000	£20,000
South Downs National Park – Winchester Landscape Review		£50,000	£50,000
Hampshire Cultural Trust - final stage of volunteer project		£2,000	£2,000
Play to the Crowd City of Festivals		£31,000	£31,000
Marwell Wildlife - crayfish and sandlizard houses*	£10,000		£10,000
INCA Design - digital equipment*	£1,798		£1,798
SuperReel - digital equipment*	£8,202		£8,202
Northbrook Arms - EV chargers*	£1,672		£1,672
Morton Pattison - tractor and attachment*	£30,000		£30,000
Micheldever Village Store - ventilation and solar infrastructure*	£5,986		£5,986
Durley Car Park*	£2,695		£2,695
HCC County-wide (retrofit) skills		£50,000	£50,000
The Cycle Company**	£24,999		£24,999
Bishops Waltham Parish Council - car park extension**	£49,000		£49,000
<b>Internal WCC projects</b>			
Stanmore Community Project		£15,000	£15,000
Sustainable Tourism		£4,000	£4,000
Digital and Business Growth Factory - business training for digital firms		£40,000	£40,000
<b>TOTAL</b>	<b>£149,352</b>	<b>£232,600</b>	<b>£381,952</b>

\*Four projects are part-funded by REPF

*\*\* Two projects previously approved for REPF funding are now proposed for funding under the UKSPF*

## **REPF**

In 2024/25, £42,075 was brought forward from 2023/24 and an additional funding of £558,822 has been secured of which £391,175 has been received in June with the balance to be received following the closure of the fund subject to evidence of expenditure. In an earlier round of funding, £157,000 was allocated to six projects and we now propose to fund two of these projects, whose allocation totals £73,999, under the UKSPF, in order to free-up this sum for the funding of additional applicants under REPF. This decision record approves the following external capital grants which have been reviewed and endorsed by the Partnership Board.

<b>Project</b>	<b>Capital</b>
<b>External grants</b>	
Marwell wildlife - crayfish and sand lizard houses*	£39,954.00
Richard Lewis Communications - solar panelling	£40,000.00
Shedfield House Dairy Business Centre	£46,250.00
GKCE The Cricketers Easton - partial refurbishment	£25,000.00
Will Davies, stonemason - dust extractor	£12,863.00
Hocombe Coffee - tuk tuk purchase	£28,702.00
Melanie Legge, ceramicist - kiln and electricity supply	£14,109.00
Wickham Estate - window insulation, gate and track replacement	£35,281.00
Winchester Golf Academy - solar panelling	£24,999.00
RAC Corbett, Holden Farm - EV chargers and mobile shelters	£24,126.00
Northbrook Arms - EV chargers*	£4,050.00
Victoria Hall, Sutton Scotney - solar panelling	£10,500.00
Morton Pattison - tractor and attachment*	£10,000.00
Woodhams Farm Day Nursery - baby balcony	£40,000.00
Upham New Millenium Hall - solar panelling	£23,300.00
6th Winchester (Abbotts Barton and Hyde) Scout Group - utilities	£32,186.00
Young and Younger, The Plough, Itchen Abbas - refurbishment	£21,060.00
Alexander Graham - solar panelling for airfield	£22,021.00
Wonderseekers - fencing and pathways for new area	£37,610.00
Durley Car Park*	£24,423.00
<b>TOTAL</b>	<b>£516,434.00</b>

*\*Four projects are part-funded by UKSPF*

### **Type of Decision: (please tick. see reverse for definitions)**

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | Key Decision (Executive) & Subject to Call-In (see section 2A on reverse of this form) Note, these decisions are published on <a href="http://winchester.gov.uk">winchester.gov.uk</a> |
| <input checked="" type="checkbox"/> | Significant Operational Decision (see section 2B (1) on reverse of this form). Note, these decisions are published on <a href="http://winchester.gov.uk">winchester.gov.uk</a>         |
| <input type="checkbox"/>            | Other Decisions to be Published (see section 2B (2) on reverse of this form) Note, these decisions are published on <a href="http://winchester.gov.uk">winchester.gov.uk</a>           |

Administrative Decision (see section 3 on reverse of this form)

**Reason for the Decision:** *A brief overview of your reasons for taking this course of action.*

In July 2022 the Council submitted to government a proposed investment plan for how it would allocate its £1.745m allocation of UK Shared & Rural England Prosperity fund to a range of interventions to support the national levelling up agenda through project investment in three priorities Communities & Place; Local Business and People & Skills. These proposals were considered, and allocations agreed by Cabinet in its July 2022 meeting (CAB3356) and (CAB3372). Government confirmed its grant allocation to the council on 6th April 2023 and this decision record approves the expenditure of a proportion of the funding as detailed in the "Details of Decision" section.

Where sums have been allocated to internal projects with either additional funding sources and/or other ongoing implications, these projects have been or will be approved in line with the usual governance process.

**Alternative Options Considered & Rejected:** *All alternative options considered need to be outlined here. Please include detail of any representations received. This will include your response to any alternatives suggested by those making representation and the reasons why these alternatives were rejected.*

The council could decide not to allocate all or some of the funding. However, any unspent allocation would need to be returned to government and the purpose of the grant would not be fully achieved.

**Supporting Information:** *If your decision relates to delegated authority derived from a specific Committee resolution, please confirm the name of the Committee, the date of the meeting and paste the resolution into this box.*

Cabinet considered the council UK Shared Prosperity Fund at its July 2022 meeting (CAB3356) and the Rural England Prosperity Fund at its November 2022 meeting (CAB3372) including the proposed investment plan and expenditure profile across the funds delivery years of 2022/23 to 2024/25.

It agreed the recommendations to:

3. Delegate authority to the Corporate Head of Service: Economy & Communities, in consultation with the Cabinet Member for Business and Culture, to take the necessary decisions and actions required to submit an investment plan and accept the allocation of funds.
4. Delegate authority to Corporate Head of Service: Economy & Communities to implement and administer the scheme and all related plans in accordance with the requirements and priorities of the prospectus and fund.
6. That authority be delegated to the Corporate Head of Service: Economy & Communities, in consultation with the S151 officer, to incur capital expenditure in accordance with the requirements of the Fund.

**Declared Officer and/or Member interests:** *List any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision and, in respect of any declared conflict of interest, any note of dispensation granted by the Monitoring Officer.*

Departmental Review			
Legal review:	<i>Tick this box to confirm legal team have reviewed proposed decision</i>	<input checked="" type="checkbox"/>	Karen Murphy
Finance review:	<i>Tick this box to confirm finance team have reviewed proposed decision</i>	<input checked="" type="checkbox"/>	Neil Aitken
Other review:	<i>Tick this box to confirm any other departmental review of proposed decision (and specify department)</i>	<input checked="" type="checkbox"/>	Susan Robbins Corporate Head of Service: Economy & Community
Public Sector Equality Duty:	<i>Tick this box to confirm you have considered the PSED requirements (see section 4 on reverse of this form)</i>	<input type="checkbox"/>	

**Are the details of the decision open or exempt?**

- Open
- Part Exempt. Please expand
- Exempt. Please expand

**Decision Taker (name):** *This needs to be the specific Officer or Cabinet Member who holds the delegation within the constitution/or referred to by a committee*

Liz Keys, Chief Finance Officer

**Decision Taker** :

**Date:** Click or tap to enter a date.

3 Sept 24

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Call In dates (key decisions only) and Implementation date:	
Commencement of call in: (date)	Click here to enter a date. <i>(Please refer to Dem Services for this)</i>
Last date for call in: (date)	Click here to enter a date. <i>(Please refer to Dem Services for this)</i>
Planned Implementation Date:	Click here to enter a date.

## Notes.

### 1) Why record officer decisions?

The [Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012](#) require local authorities to produce a written statement of an executive decision made by an officer as soon as is reasonably practicable after the decision is taken (see Paragraph 13). This written statement must include the information requested in the questions of the pro forma on the previous page.

### 2) What sort of decisions are there?

- a) **Key decisions.** A key decision is defined by Regulation 8 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 as being an executive decision which is likely:

- i. To result in the local authority incurring expenditure, which is or the making of savings which are significant having regard to the local authority's budget for the service or function to which the decision relates; **(For Winchester City Council, the financial limit above which a decision is regarded as significant is £250,000 per year), or;**
- ii. To be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

A decision taker may only make a key decision in accordance with the requirements of the Cabinet Procedure Rules, Access to Information Procedure Rules (Part 4) and the Officer Scheme of Delegation (Part 3) of this Constitution.

- b) **Non-Key Decisions.** Officers will usually take non-key executive decisions. A non-key decision is an executive decision that does not meet either criterion of a key decision as laid out above. These decisions are divided into significant operational decisions and administrative decisions.

- i. **Significant Operational (Non-Key) Decisions.** This is a decision in relation to a Council or executive function which is not a key decision and results in one of the following:
  - Revenue expenditure or making savings (including the receipt or loss of income) between £100,000 and £250,000 per year;
  - Capital expenditure (i.e. if they involve entering into new commitments and/or making savings) and/or contract awards of between £100,000 and £250,000
  - When, in the opinion of the Chief Executive, the Section 151 Officer or Monitoring Officer, a published record of the decision is required to provide openness and transparency.
  - A significant decision should be recorded in order to comply with Regulation 13 (Recording of executive decisions made by individuals) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (No. 2089).
- ii. **"Other" Decision.** Regulation 7 of the Openness of Local Government Bodies Regulation 2014 requires a written record to be produced as soon as reasonably practicable after an officer has made a decision under delegation which a) grants a permission or licence or b) affects the rights of an individual.
- iii. **Administrative Decision:** *(these do not require recording on this form unless one or more of the following applies)*
  - i. There is a financial implication;
  - ii. It is in conflict with the Budget and Policy Framework or other approved policies approved by full Council; and
  - iii. It raises new issues of policy.
  - iv. [It is a decision to alter the procurement evaluation model and meets certain thresholds – see "help text"](#)

### 3) Which officer decisions need to be recorded on this form?

Officers need to record:

- 1) any key decision, i.e., decisions that have a significant effect on 2 or more divisions, or have a cost/saving of £250,000 or more. (see 2A above)
- 2) any Significant Operational Decisions. (see 2B (1) above)
- 3) "Other" officer decisions regarding the granting of a permission or licence or that affect the rights of an individual (see 2B (2) above)
- 4) Administrative decisions **for which meet the criteria in iii above, there is a financial implication**

### 4) What are the relevant processes to be followed?

For all decisions, the report author needs to complete the Forthcoming Decisions record in Sharepoint.

Establish which type of decision it is (see 2 A and 2B above.)

Most officer decisions require to be recorded on this form (see 3 above) Once completed, please ensure that it is reviewed by legal, finance and the relevant Director prior to signing. Once approved, the form should be forwarded to Democratic Services for adding to the Council's website where it can be viewed by members of the public on the decisions page (unless it is an Administrative decision).

Public Sector Equality Duty. Contact your Corporate Head of Service should you require any clarification regarding the council's Public Sector Equality, including whether you may need to complete an impact assessment as part of this decision record.