



## PORTFOLIO HOLDER DECISION NOTICE

### INDIVIDUAL DECISION BY PORTFOLIO HOLDER FOR STRATEGIC PLANNING AND ECONOMIC DEVELOPMENT

#### TOPIC –MICRO BUSINESS DEVELOPMENT GRANT PILOT SCHEME UPDATE

#### PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

#### Contact Officers:

**Case Officer:** Alison Woods, Economy and Arts Development Manager, [awoods@winchester.gov.uk](mailto:awoods@winchester.gov.uk), 01962 848 347

**Committee Administrator:** Nancy Graham, [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk), 01962 848 235

#### SUMMARY

- In response to customer feedback, Winchester City Council launched a pilot micro business development grant scheme in September 2012 (PHD 422 refers).
- The pilot scheme allocated £5,000 of existing Economic Development budget for grant allocations of up to £1,000 each. The scheme has been very successful with all of the original £5,000 allocated to grant applicants.

- The grants allocated to date have included the following:

<b>Business Name</b>	<b>Business Location</b>	<b>Micro Business Development Grant used for</b>
Southwick Brewhouse	Southwick	Improvements to the Southwick Brewhouse website to enable on-line sale of beers and ciders.
Rachel Drewer Millinery	Micheldever	Upgrading the website for Rachel Drewer to include an online shop facility.
Parchment Jewellers	Parchment Street, Winchester	Improvements to the website for Parchment Jewellers including a content management system content to update website easily with special offers and news. The company also used a local supplier (Marmalade on Toast) to carry out the improvements.
Sparsholt Village Shop and Post Office	Sparsholt	For the purchase of CCTV equipment to help increase security at Sparsholt Village Shop and Post Office.
Minerva Commodities Ltd	Station Mill, Alresford	<ul style="list-style-type: none"> <li>• training qualification for staff member</li> <li>• towards new computers</li> <li>• marketing cards to send to key clients</li> </ul>

- Despite relatively low-key publicity for this scheme, the Economy and Arts Team has been inundated with applications. A further seven applications have been submitted, but as the grant criteria specify that applications will be assessed on a first-come, first-served basis, there is no funding remaining to allocate to these applicants. It is anticipated that with renewed publicity, a further ten grants in total could be allocated to businesses across the District.
- This Portfolio Holder Decision Notice requests a further £10,000 be allocated to this grant pot to be funded by virement from the contract inflation budget, which is underspent.
- This work directly supports the economic prosperity theme of the Winchester District Community Strategy 2010 to 2020.
- It should be noted that this decision does not relate to approval of the Scheme itself, but for further funding to continue the existing scheme.

### **DECISION**

- That £10,000 vired from the contract inflation budget be allocated to the Economy and Arts Team for the purpose of distributing micro-business development grants.

### **REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The scheme has proved to be highly popular, resulting in an over subscribed micro business development grant budget. There is no capacity within the existing Economic Development budget to award further grants following the pilot.

### **RESOURCE IMPLICATIONS:**

This is a one-off virement of underspend in 2012/13.

### **CONSULTATION UNDERTAKEN ON THE DECISION**

Verbal consultation has been carried out with applicants and other business professionals across the District.

**FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED  
FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION  
NOTICE**

n/a

**DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR  
OFFICER CONSULTED**

None.

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

n/a

Approved by: (signature)

Date of Decision: 21.12.12

**Councillor Robert Humby – Deputy Leader with Portfolio Holder for Strategic  
Planning and Economic Development**