


RECORD OF EXECUTIVE DECISION

Date	Decision Maker	Decision	Reason(s) for Decision	Alternative Options Considered	Conflicts of Interest Declared <small>(and Dispensations granted by the Monitoring Officer)</small>	Consultation with relevant Ward Member(s)	Subject to Call-in?
03.12.2018	Portfolio Holder for Investment and Growth: Cllr Zoe Fairley In association with SME Growth Fund Grant Panel (4/5 votes returned): <ul style="list-style-type: none"> Cllr Zoe Fairley Ewan Green (Corporate Director for Planning & Regeneration) Richard Barrett (Head of Finance, Revenues and Benefits) Anita Thornberry (Haven Gateway Partnership) Katie Skingle (private sector) 	To award a grant of £20,000 to Woodfashions Ltd., a start up company in Lawford, from the Council's SME Growth Fund.	Woodfashions Ltd. applied to the SME Growth Fund, followed the application process and the application was put before Panel. 4 votes to approve secured grant funding in full.	Woodfashions Ltd. met all eligibility criteria in order to submit a Full Application to the Fund. Alternative options would be to refuse the grant or to reduce the amount offered. The grant was approved in full, with all 4 returned votes to approve.	None. Cllr Fairley offered specific insight into the industrial estate and the sector in which Woodfashions Ltd. operates, due to her experience working at Row & Sons on the same estate.	Yes/No No	Yes/No Yes

URGENT DECISIONS ONLY (If non-urgent go to "Agreement to Decision" below):-

GENERAL EXCEPTION APPLIES? (Rule 14 Access to Information Procedure Rules)	YES/NO	If yes, has at least 5 clear days notice been given to the Chairman of the relevant overview and scrutiny committee?	YES/NO
SPECIAL URGENCY APPLIES? (Rule 15 Access to Information Procedure Rules)	YES/NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
EXEMPTION FROM CALL-IN APPLIES? (Rule 18i Overview and Scrutiny Procedure Rules)	YES/NO	If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO
URGENT & OUTSIDE BUDGET OR POLICY FRAMEWORK? (Rule 6 Budget and Policy Framework Procedure Rules)	YES/NO	If yes, why is it not practical to convene a quorate meeting of full Council?	
		If yes, has the Chairman of the relevant overview and scrutiny committee's consent been obtained?	YES/NO

AGREEMENT TO DECISION:-

Signed:-  Decision Maker	Date:- 3/12/2018	Delegated Power Reference (in Part 3 of the Constitution):- Part 3.36 - Number 3 - The approval of grants to organisations.
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Original signed copy to be retained by Service.
Electronic copy to be sent to Ian Ford and Katie Sullivan (Committee Services) for publication.