

RECORD OF EXECUTIVE DECISION

Date	Decision Maker	Decision	Reason(s) for Decision	Alternative Options Considered	Conflicts of Interest Declared (and Dispensations granted by the Monitoring Officer)	Consultation with relevant Ward Member(s) Yes/No	Subject to Call-in? Yes/No
29 th May 2025	Deputy Leader of the Council and Portfolio Holder for Economic Growth, Regeneration & Tourism	- To allocate £71,771.00 of capital funding and £20,000.00 of revenue funding from the UK Shared Prosperity Funding (UKSPF) for the Shopfront Improvement Grant Scheme. - To enter into a contract with Retail Designs Solutions as a result of a competitive procurement process. - To allocate the remaining UKSPF capacity payment of £6470.00 to the planning	A decision was published on the 28th February 2025 to allocated funding from both the UKSPF and the Community Regeneration Partnership (CRP) to secure a planning consultant to support businesses in submitting planning applications for shopfront improvements as required, (see decision link) A Request for Quotation (RFQ) was completed, resulting in four responses. Each quotation was thoroughly assessed and scored. The evaluation concluded that the quote from Retail Designs Solutions offered the best value for money and provided superior support for the Shopfront Improvement Grant applicants. Retail Designs Solutions would be completing planning applications and related tasks, facilitating applicants of the Shopfront Improvement Grants schemes under both the UKSPF and Community Regeneration Partnership	It was considered not to put a planning consultant in place but this was not done due to it being a blocker in previous years. Both the UKSPF and CRP are allocations of funding from MHCLG and must be spent and delivered in full by 31st March 2026, or else be returned to Central Government; there is no option to carry forward as this financial year is the end of the current programme.	N/A	Yes	Yes

		consultant as a retainer. (CRP) in obtaining the necessary planning permissions for grant approval. All payments for Retail Designs Solutions for CRP Shopfront Improvement Grants will come out of the CRP funding that has already been agreed and allocated to this grant scheme. The capacity payment of £6,470.00 will be for work completing planning applications coming under UKSPF for the Shopfront Improvement Grant Scheme. Any additional payments for Retail Designs Solutions for UKSPF Shopfront Improvement Grants will come out of the allocated Capital funding. The decision to also launch the Shopfront Improvement Grant Scheme under CRP has already been published (see decision link), with eligible premises limited to Clacton on Sea, Holland on Sea and Jaywick Sands under CRP funding criteria. Both these grants will run alongside each other and will be supported by the planning consultant. Decision - UK Shared Prosperity Fund and Community Regeneration Partnerships Shop Front Grants Report Template Part A				
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			<u>Decision - Cabinet Members' Items - Report of the Economic Growth, Regeneration and Tourism Portfolio Holder - A.6 - Community Regeneration Partnership (formerly Levelling Up Partnership) - Programme Delivery</u> <u>Decision - Cabinet Members' Items - Report of the Economic Growth, Regeneration & Tourism Portfolio Holder - A.3 - UK Shared Prosperity Fund Transition Year 2025/26</u>				
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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:- Deputy Leader of the Council, Portfolio Holder for Economic Growth, Regeneration & Tourism	Date:-	Delegated Power Reference (in Part 3 of the Constitution):- Part 3.34 (inward investment)
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Original signed copy to be retained by Service. Electronic copy to be sent to Ian Ford (Committee Services) for publication.