

Spelthorne Borough Council  
Requests for Funding from the  
Green Initiatives Fund



Prior to making this application, please consider carefully the criteria below to the make sure you meet and evidence meeting the criteria below. If you do not meet the criteria your application will not progress to the Climate Change Working Group and Environment Sustainability Committee for consideration. If you require any further assistance with completing this form or would like to receive the form and guidance in an alternative format, please ask.

Your project must meet at least one of the following criteria:

The project ...

- a) Contributes to meeting the Council's climate change targets of meeting net zero in the Council estate or the wider Spelthorne community.
- b) Provides opportunities to create and support carbon sink initiatives within the Borough, including landscaping and more tree planting.
- c) Contributes towards reducing the carbon footprint of the Council's estate and the Borough as a whole.
- d) Develops opportunities to improve facilities for walking and cycling in the Borough to help reduce car use.
- e) Encourages more sustainable travel.
- f) Improves and encourages waste prevention and recycling.
- g) Meets Spelthorne Borough Council's objectives for the Environment in the Corporate Plan and complies with at least one of our key objectives.
- h) Contributes to developing opportunities for larger projects which address 'green' priorities within the Corporate Plan.

Applicants must ...

- i) Belong to an organisation that can prove financial stability over a period of time and not have any existing large balances not allocated.
- j) Not apply for multiple elements of financial support for the same objective. (Unless you are specifically requesting match funding.)
- k) Have clearly defined outcomes and deliverables for the funding requested.
- l) Address how they will monitor key performance indicators towards their goals and demonstrate how they have been successful in achieving them.

**Contact details**

Name and position	Sandy Muirhead
Organisation	Spelthorne Borough Council Group Head Commissioning and Transformation
Charity CIO number (if applicable)	
Address of organisation	
Location services will be provided, or project will take place	Spelthorne
Contact phone	01784 446318
Contact email	s.muirhead@spelthorne.gov.uk

**Your Project**

Please provide information to clearly demonstrate what you wish to achieve with the funding you are applying for and how you will measure success.

Please provide as much detail as possible here including who are your stakeholders, where and how the funding will be spent. Please detail the importance of this and why you believe this funding will contribute positively to mitigating or adapting to climate change. Please refer to our Corporate Plan and aims and detail which one/s your proposal supports.

You can also submit additional information to support your application by email.

<b>Considerations</b>	<b>Response</b>
Aims and Project Objectives  Corporate Priority Alignment	LWCIP's are blueprints to increase walking and cycling routes. They have benefits in terms of modal shift, health, and well-being of residents especially as we move into COVID-19 recovery and beyond and reducing the impacts of climate change thus aligning with the environment and health and wellbeing corporate priorities
Business justification provided and options considered including. - Benefits, Deliverables & Objectives - High Level Financials & ROI in terms of carbon savings, wellbeing benefits, reduction in	The Council declared a Climate Emergency in October 2020 resulting in an increased focus on environmental and sustainability issues. Environmental issues have been set out as a new corporate priority and the Capital Strategy (2021-2026), as agreed by Council on 25 February 2021, has a "green" focus. There is also the ongoing work of the Climate Change Working Group and Environment and Sustainability

Appendix 5

<p>pollution, seed corn funding</p>	<p>Committee which continue to look at promoting green measures for the Council and residents.</p> <p>In a report that went to Cabinet in May 2021 (attached) the LWCIP project was supported, and it was proposed that there could be an allocation £20,000 towards Phase 1 of the feasibility study to be funded from the Spelthorne Surrey Infrastructure Feasibility Study Reserve (which was established to help fund feasibility studies of this nature). It was proposed this could be reviewed by the Environment and Sustainability Committee to consider whether they would wish to reinstate the £20k contribution from the Green Initiatives Fund as originally proposed. This was because it was suggested that at this stage of the work the Green Initiatives Fund would be more appropriate. .</p> <p>For the next stage ie a more detailed feasibility study it was proposed and agreed that £175,000 towards the production of an LWCIP for Phase 2 would be funded from Spelthorne’s Surrey Infrastructure Feasibility Study Fund. However, as we transitioned to the Committee system it has been mentioned at Committee that the Phase 1 study could be funded from the Green Initiatives Fund. It was then requested that a bidding process be put in place for such applications and now this has been agreed funding submissions can be put forward.</p> <p>In terms of sustainability this project has highlighted the need to reduce carbon emissions and has looked and identified opportunities to encourage residents to cycle and walk to a greater extent with benefits in both reducing carbon emissions and improving health and wellbeing. Therefore, this bid is brought to the Committee for consideration and agreement to fund the initial feasibility study (£20k) from the Green Initiatives Fund.</p>
<p>How will you measure success?</p>	<p>Eventual delivery of routes for walking and cycling</p>
<p>Indicative Timeframes</p>	<p>LWCIP is a 10-year plan to bring forward routes for cyclists and walking</p>
<p>Risks</p>	<p>Availability of funding for projects</p>
<p>Stakeholder Identification</p>	<p>Spelthorne residents, Councillors, SCC and staff</p>
<p>Roles &amp; Responsibilities</p>	<p>As the projects are on the highways SCC would lead the development of future projects but SBC</p>

	would have to agree to them due to site and finding considerations
Communication Plan	The project has engaged with stakeholders including cycling and walking groups but once completed the study will be published.
Amount of funding applied for from Spelthorne	£20,000
Funding agreed from elsewhere	£40,000 from Surrey County Council
Please identify where services will be delivered	Across Spelthorne
How have you identified the need for carbon reduction or environmental improvements?	Encouraging individuals out of their cars will reduce carbon and improve air quality but to do so need safe routes for people to cycle and walk which eventual implementation of LWCIP routes will result in.

### **Reviewing the application**

Once applications have been received, they will be reviewed to ensure that they meet the criteria.

Where applicants do not meet the criteria, they will be told that their application cannot be taken further and signposted to other potential financial support available for what you are trying to achieve.

If it is obvious that an error has been made and crucial information has mistakenly been omitted, and where we are able, we will endeavour to contact you to give you the opportunity to provide the missing information.

It is important to note that unfortunately meeting the criteria does not guarantee you will receive funding from the Green Initiatives Fund. Applications received and those evidencing that they meet our criteria will be considered by the Climate Change Working Group who will then recommend those to go to the Environment and Sustainability Committee for formal approval.

In exceptional cases we may ask you for further information or clarification during the Climate Change Working Group's consideration of your application. The Environment and Sustainability Committee has the final say. We are required to follow this process as we are using public money and need to follow due process.

### **The final decision and payment**

The Climate Change Working Group may decide to recommend to the Environment and Sustainability Committee:

## Appendix 5

- a) That your organisation gets awarded the full amount applied for.
- b) That your organisations receive an award for a lower amount than applied for.
- c) That your organisation has been unsuccessful for the current year.

**Appendix 1 For Non-Council Organisations the following will also be required**

**Financial status:**

Please provide your last set of audited accounts and preferably, where possible, for the previous year. Please note that these will be treated in the **strictest confidence**, but we need to be reassured that your organisation is financially able to deliver what you are applying for. If you are unable to provide audited accounts, please contact us as a matter of urgency to discuss what you can provide and when. They can be sent securely by email or attached to the electronic application form.

Please provide details of all funding that you have applied for, for the year 2022-2023. Please include any applications you have made for funding that remain pending, along with those refused, agreed, or agreed in part. In addition, if you have been advised that an offer of match funding has been made please include that in the table below.

Other grant or applications for financial assistance for the year 2022-2023

Organisation applied for, for funding	Reason for application to Green Initiatives Fund	Application amount	Current status of application

**The Aims of your organisation:**

It is extremely helpful for the Committee to know about your organisation. How, why and when it was set up and for what purpose. What are your key objectives and how have these changed?

When was your organisation set up?	
If you have charity status when was it awarded?	
Why was your organisation created?	
What are you aiming to achieve?	
How do you measure success generally?	