

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	<b>Jilly Mowbray Climate Change Officer</b>
Organisation	<b>Spelthorne Borough Council</b>
Charity CIO number (if applicable)	
Address of organisation	<b>Council Offices, Knowle Green</b>
Location services will be provided or project will take place	<b>Spelthorne</b>
Contact phone	<b>01784 446257</b>
Contact email	<b>j.mowbray@spelthorne.gov.uk</b>

**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>
<p>Aims and Project Objectives</p> <p>Corporate Priority Alignment</p>	<p>To engage an external contractor to create a specific Climate Change Supplementary Planning Guidance Document</p> <p>This aligns to the Environment priority by developing a Climate Change Supplementary Planning Document (SPD) to support and strengthen climate change policies within the current Local Plan and future Local Plan. The Local Plan and SPD are central to addressing climate change in Spelthorne and it is vital that opportunities exist within the local planning framework to ensure developers contribute to Spelthorne Borough Council's environmental priorities.</p>

Appendix 1

<p>Business justification provided and options considered including.</p> <ul style="list-style-type: none"> <li>- Benefits, Deliverables &amp; Objectives</li> <li>- High Level Financials &amp; ROI in terms of carbon savings, wellbeing benefits, reduction in pollution, seed corn funding</li> </ul>	<p>To produce a robust SPD that would follow the current and future Local Plan and encourage more sustainable design and developments. The Local Plan in development will run until 2037, and the UK government has announced that by 2035 UK carbon emissions will need to be reduced by 78% compared to 1990s levels. Therefore the Local Plan and supporting SPD need to have strong climate change policies in place to reduce the carbon emissions of developments and provide sustainable future homes and buildings that can adapt to the changing climate including hotter summers and wetter winters.</p>
<p>How will you measure success?</p>	<p>Creation of an SPD that will encourage sustainable development within Spelthorne.</p>
<p>Indicative Timeframes</p>	<p>6 months</p>
<p>Risks</p>	<p>Ensuring the guidance goes far enough to include sustainable development in Spelthorne</p>
<p>Stakeholder Identification</p>	<p>Strategic Planning, Group Head Commissioning and Transformation, Climate Change Officer, Sustainability Officer, Development Management Planning, Building Control, Biodiversity Officer and Environmental Health, residents current and future, external contractors and developers in Spelthorne.</p>
<p>Roles &amp; Responsibilities</p>	<p>A working group has been formed with the Climate Change officer, Strategic Planning officers, Development Management Planning officers, Sustainability officer, Building Control manager, Biodiversity officer, Principal Pollution Control officer, Group Head Commissioning and Transformation to develop a specification of what needs to be covered in the SPD.</p> <p>The working group has researched other related SPDs, discussed what is needed to provide sustainable development in Spelthorne and what is viable from a planning and building control perspective. This has informed a working brief that will form the specification that is given to an external contractor in order to produce the SPD. The SPD will provide more detail and guidance for sustainable development in Spelthorne such as building design and layout, energy use and generation, materials and district heating.</p> <p>An external contractor would use the specification developed by the working group to produce the Climate Change SPD in a short timeframe as the</p>

## Appendix 1

	working group does not have the capacity to produce an SPD which is needed now to adapt and mitigate climate change in the Borough.
Communication Plan	In line with standard planning practice the developed SPD would be subject to a public consultation period of 4 weeks.
Amount of funding applied for from Spelthorne	£30,000
Funding agreed from elsewhere	None
Please identify where services will be delivered	Across Spelthorne to maximise the benefits within all wards where possible
How have you identified the need for carbon reduction or environmental improvements?	Ensuring that the new SPD has strong climate change policies, including mitigation and adaptation policies will encourage sustainable development within Spelthorne, with an aim of reducing the climate impact and carbon emissions of development.

### 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

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

- 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

## Appendix 1

### **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?	