

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>Arthur Stokhuyzen, Climate Change Officer</b>
Organisation	<b>Spelthorne Borough Council</b>
Charity CIO number (if applicable)	
Address of organisation	
Location services will be provided or project will take place	<b>The Greeno Centre</b>
Contact phone	
Contact email	<b>a.stokhuyzen @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>Aim:</p> <p>This pilot project will test the effectiveness of Hydromx, a nano-fluid heat transfer technology, in reducing energy consumption and carbon emissions at the Greeno Day Care Centre.</p> <p>Objectives:</p> <ul style="list-style-type: none"> <li>• To reduce gas consumption and carbon emissions at the Greeno Day Care Centre by improving the efficiency of its heating system through the installation of Hydromx.</li> <li>• Achieve between a 20% - 50% reduction in energy use for heating, lowering energy bills, and supporting the Council's Net Zero targets.</li> </ul>

	<ul style="list-style-type: none"> <li>• Test the functional benefits of the technology, such as faster warm-up times and improved thermal comfort, with minimal disruption to building operations.</li> </ul> <p>This project is in direct alignment with the corporate priorities of the environment, resilience and community.</p>
<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>The project supports financial efficiency goals, aligns with our climate change strategy Action 3: “Carry out energy audits on main Council operations buildings and assets to identify and reduce energy use” and is in line with the Climate Emergency Declaration to be Net Zero at Scope 1 &amp; 2 by 2030.</p> <p><b>Benefits</b></p> <ul style="list-style-type: none"> <li>• Low-cost intervention which includes installation</li> <li>• Minimal disruption</li> <li>• Measurable energy savings</li> <li>• Quick return on investment (estimated 1.8 years)</li> <li>• Supports the Council’s decarbonisation and financial efficiency goals.</li> </ul> <p><b>Deliverables</b></p> <ul style="list-style-type: none"> <li>• Lower energy bills</li> <li>• Provides a scalable model for future energy efficiency upgrades across other Council buildings if successful.</li> <li>• Energy performance report showing the reduction of heating energy use.</li> </ul> <p><b>Financials</b></p> <ul style="list-style-type: none"> <li>• £6,900 for the Hydromx product &amp; £2,240 for installation</li> <li>• Total Quoted Cost: £9,140. With a 10% contingency that brings the total project cost to £10,100</li> <li>• Estimated annual savings of £5,027, producing an ROI of 1.8 years. Saving an estimated 62833.20kWh and 11.43tCO2 per year.</li> </ul> <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>• Reduce gas consumption and carbon emissions by improving the efficiency of the current heating system.</li> </ul>

## Appendix 1

	<ul style="list-style-type: none"> <li>• Achieve a 20%-50% reduction in energy use for heating.</li> <li>• Support the Councils net zero targets.</li> </ul>
How will you measure success?	<ul style="list-style-type: none"> <li>• Develop KPIs for energy and cost savings</li> <li>• Monitor the carbon emissions reduction, in relation to Scope 1 CO2 emissions</li> <li>• Track ROI</li> <li>• User satisfaction and system performance before and after installation (staff surveys)</li> </ul>
Indicative Timeframes	If funding is approved, and following a successful procurement exercise, it is estimated that Product installation – would be August 2025.
Risks	<p>Risks to the project are:</p> <ul style="list-style-type: none"> <li>• The existing heating system may not be fully compatible or require minor adjustments. Conduct pre-installation technical survey; engage experienced installer.</li> <li>• Existing heating systems may contain sludge or debris that could reduce the effectiveness of the Hydromx fluid if not properly flushed beforehand. Run a technical assessment to see if this is required</li> <li>• If heating is manually controlled by users, inconsistent usage patterns could affect performance data and energy savings. Ensure heating systems are improved for consistency and to maximise efficiency.</li> <li>• Installation may require system downtime, affecting comfort or service delivery. Schedule installation during off-peak hours or mild weather; ensure communication with site managers.</li> </ul>
Stakeholder Identification	Assets, Facilities, Independent Living, Projects Team, Sustainability Officer, Supplier, Legal, Procurement
Roles & Responsibilities	<p><b>Assets</b> –Installation of Hydromyx will be on Council-owned land.</p> <p><b>Facilities</b> – Responsible for the day-to-day maintenance of Council-owned land.</p> <p><b>Independent living</b> – IL run various activities on the site for local residents.</p> <p><b>Projects Team</b> – Project support</p> <p><b>Supplier</b> – responsible for installing Hydromyx</p> <p><b>Climate Change Officer</b> – Project Manager</p> <p><b>Project Sponsor</b> – Sandy Muirhead</p> <p><b>Legal</b>– responsible for any commercial contracts</p>

## Appendix 1

	<b>Procurement</b> – responsible for procuring the services of an external supplier for the installation of Hydromx
Communication Plan	Reporting to MAT, Climate Change Working Group and E&S Committee.
Amount of funding applied for from Spelthorne	£10,100
Funding agreed from elsewhere	No other funding agreed.
Please identify where services will be delivered	The Greeno Day Care Centre
How have you identified the need for carbon reduction or environmental improvements?	Through the direction given in task 3 of the climate change strategy, adopted 2022.

### 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

## Appendix 1

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.

Contact details S.Muirhead [s.muirhead@spelthorne.gov.uk](mailto:s.muirhead@spelthorne.gov.uk)

## 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?	