

Cabinet Report



Report of Head of Corporate Services

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To: Cabinet

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Capital Grants Awards 2019/20

Recommendations

That Cabinet considers the recommendations for capital grants from the Community Grants Panel and agrees:

- 1) To award a total of £319,317 in capital grants to the 11 organisations listed in appendix one of this report and apply any specified non-standard conditions.
- 2) To transfer £319,317 from the provisional 2019/20 capital grant budget to the approved 2019/20 capital grant budget (cost centre A319) to fund these awards.

Purpose of Report

1. To consider the Community Grant Panel's recommendations for the 19 eligible Capital Grant applications in line with the approved policy (August 2019) attached as appendix one and two respectively.

Strategic Objectives

2. The Capital Grants Scheme supports the councils Corporate Plan objective to create and maintain sustainable communities and well-being and in turn strive for communities to help themselves. It also supports the equality objective to support communities to deliver better outcomes for disadvantaged groups and encourage community cohesion.

Background

3. In October 2019 Cabinet approved a new Capital Grants Policy. This is the first round of funding under the new policy, which included a number of improvements like scoring criteria for carbon reduction/energy saving measures to contribute towards the

council's Climate Emergency Declaration. The only noticeable impact of the new policy on the scheme is that the new criteria has made it more difficult for projects to score enough points to be considered high priorities for funding. However, there will be an opportunity to review this approach as part of the planned wider review of the council's grants schemes.

4. The policy also introduced full terms and conditions that organisations had to sign up to on application, which replaced the need for lengthy and time-consuming legal agreements. It still however allows the council to apply any additional conditions that it considers necessary for example by requiring a charge or restriction to protect the council's funds.
5. The Community Grants Panel met on 18 February 2020, to consider the 19 eligible applications requesting a total of £758,499 against a budget of £320,000, minutes attached as appendix three. The committee considered the officers' evaluations attached as appendix four, and information from speakers before making its final scores and recommended awards, including any non-standard conditions.
6. The scores the committee agreed to give each project means there are three high priority projects for funding, and 16 medium priorities.
7. In line with the policy, all high priority projects should receive 100% of the amount requested. This means £213,414 is remaining for the medium priority projects, which under the policy can receive between 50% - 75% of the amount requested within the budget available.
8. Officers presented three options for the committee to consider for allocating the remaining funding amongst the medium priority projects.
9. Option 1: To give them each 32.5 per cent of the amount requested. However, this was not recommended as it could potentially jeopardise many of the projects getting off the ground if the organisations struggle to find the extra money needed to make up the shortfall. The committee agreed.
10. Option 2: Given the pressure on this year's budget officers suggested prioritising the projects that have secured most if not all of their other funding and therefore most likely to have started their projects within 12 months. Unfortunately, this means that three deserving projects were not recommended a grant due to the significant amount of funding still required and the risk of them not being delivered within the required timeframe. The remaining 13 projects could then receive 49 per cent of their award, and committee could award the remaining £1,777 at its discretion.
11. Option 3: The committee could take a proportionate approach along the lines that officers were suggesting where the higher scoring medium priority projects receive a high percentage award. Along with not awarding to the three projects that still had significant funding to secure. Officers also suggested not awarding the projects that scored a six, as they are only one point away from being a low priority which wouldn't receive any funding.
12. The committee chose to take a proportionate approach as they felt this recognised those who had scored higher. They agreed not to award the three projects that still had a significant amount of funding to raise. In addition, committee reviewed all medium projects again in line with the policy, to look at any they had concerns about. This resulted in a further five projects not being recommended for funding. They then reallocated the £213,414 proportionately to the remaining medium priority projects.

Options

13. Cabinet could decide to allocate the funding in a different way to the approach recommended by the grants panel, provided it was in line with the approved policy.

Financial Implications

14. The provisional budget for Capital Grants in 2019/20 is £320,000 and we will need to move £319,317 to the approved budget for 2019/20 (cost centre A319) before we can pay any grants awarded.
15. Any budget remaining after all the awards have been made will be returned to the council's general reserves as there is no further round of funding this financial year.
16. The terms and conditions for accepting a grant contain a clause that allows the council to reclaim any funding at its discretion if organisations fail to comply with any of the agreed conditions, for example selling the property without prior approval, obtaining duplicate funding from a third party for the project or acting illegally or negligently at any time. We would consider this on a case by case basis.
17. Please note any decision that has financial implications must be made with the knowledge of the council's overarching financial position. This is as reflected in the council's medium term financial plan (MTFP) as reported to Full Council each February as part of the budget setting report. The February 2019 MTFP and the budget report showed that the council was due to receive £3.3 million less in revenue funding than it planned to spend in 2019/20 (with the balance coming from reserves and accumulated New Homes Bonus). This funding gap is predicted to increase to over £6 million per annum by 2023/24. Every decision should be made in cognisance of the need to substantially reduce this funding gap over the medium term and to eliminate it after five years.

Legal Implications

18. The council is using its general powers under Chapter 1 of the Localism Act 2011 to offer funding to community projects.
19. In order to minimise legal risk to the council in funding these projects, organisations were required to sign up to the council's full terms and conditions on application and will be asked to reaffirm this commitment before any funds are released. The organisation's application, award letter and signed terms and conditions will form the contract for the grant.
20. The terms and conditions include reference to the relevant legislation that organisations need to comply with during the period of their grant. Organisations are also required to have all relevant permissions in place such as planning approval, landlord consent etc before applying, which is part of the eligibility criteria.
21. State aid considerations arise whenever public funds will provide organisations with an 'advantage' over their competitors¹. For example, if a grant given to one organisation to expand their business gave them a commercial advantage over another. Applicants have confirmed they have not received any State Aid De minimis in the last three fiscal years.

¹ The definition of state aid is very broad because 'an advantage' can take many forms. It is anything which an undertaking (an organisation engaged in economic activity) could not get on the open market.

Risks

22. We have reviewed each application against the policy's risk matrix and do not consider any of the projects to present a significant risk to the council that would require either a charge or restriction to be put in place. Any risks to individual projects are highlighted in the officers' evaluation reports.
23. There is a reputational risk to the council if it gives funds to a project that ultimately fails. This risk is relatively low and unlikely given the eligibility criteria and monitoring processes in place.
24. There is a financial risk to the council in releasing funds that are not then spent on the project the grant was awarded for. This risk is mitigated by releasing grants in stages, with the final payment released after receipt of hard copy evidence of expenditure e.g. receipts/invoices. The terms and conditions also contain a clause allowing us to reclaim grant funding at our discretion if organisations fail to comply with any of the agreed conditions.
25. There is also a financial risk of releasing more funding than the organisation needs for the project. This is mitigated by awarding a percentage of the total project cost, capped to a maximum amount. The council then benefits from any underspends but doesn't fund any more than the maximum amount agreed.

Conclusion

26. The Community Grants Panel was appointed to review capital grant applications and make recommendations to Cabinet.
27. The panel's recommendations are in line with the approved policy and within the £320,000 budget available.
28. Cabinet is asked to consider and agree the panel's recommendations for capital grants awards for 2019/20.

Background papers

- Minutes from Grants Panel Meeting 18 February 2020
- Officer evaluation report from the Community Grant Panel Meeting 18 February 2020

Appendix One – Community Grants Panel recommendations

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
Cholsey Parish Council - Purpose built Happy Hub accommodation	£167,032	29.93%	£50,000	None	None
Berinsfield Parish Council - Provision of outdoor gymnastics equipment	£20,400	49.02%	£10,000	None	None
Tetsworth Memorial Hall - Alterations and refurbishment including kitchen, heating, car park, insulation, storage, audio	£93,172	50.00%	£46,586	None	Officers revised their 'Carbon Reduction' score following additional information provided by the applicant. The panel agreed with officers' revised score.
Culham Parish Council - Culham Playground	£75,500	0.00%	£0	New benches need to be a suitable height to be accessible for members of the community with mobility issues. One picnic bench should also be accessible for wheelchair users.	There were no revisions to the officers' suggested scores at the meeting, however the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Brightwell cum Sotwell Parish Council - Resurfacing of tennis courts and installation of new tennis practice wall	£25,981	27.87%	£7,242	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	None
St Mary's Church Cholsey, PCC – Laurence Hall Cholsey Replacement Building	£568,638	0.00%	£0	None	The panel agreed with officers' recommendation not to award in line with the policy as there were serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Digby Baptist Church - Digby Baptist Church Community Hub	£510,342	10.58%	£54,000	None	None

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
Oxford City Athletics Club - Upgrade of Horspath Athletics Track to become a Multi Sports Facility	£496,873	0.00%	£0	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	The panel agreed with officers' recommendation not to award in line with the policy as there were serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Wheatley Parish Council - Improvements to Farm Close Road Recreation Ground	£34,309	20.99%	£7,200	New benches need to be a suitable height to be accessible for members of the community with mobility issues. One picnic bench should also be accessible for wheelchair users.	None
Fish Volunteer Centre - Purchase of premises (ex police station)	£140,000	37.50%	£52,500	Payment could be released in two stages, with 50% upon exchange of contracts and 50% once FISH have purchased the property.	The panel revised the applicant's 'Finance' score following additional information provided by the organisation. Officers agreed this in line with the policy
Warborough Parish Council - Warborough Sports Pavilion Refurbishment Project	£131,945	0.00%	£0	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	Officers revised their 'Community Benefit' score following additional information provided by the applicant. The panel agreed with officers' revised score. However, the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Sonning Common Parish Council - Churchill Crescent Play Area Resurfacing	£14,189	0.00%	£0	None	The panel chose not to award in line with the policy as they believed the applicant had sufficient unrestricted reserves to fund the project themselves.
Wallingford Methodist Church - Replacement of	£12,664	9.79%	£1,240	None	None

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
boilers and upgrade of heating system					
Bix PCC - St James's Community Hub and extension for toilet and kitchen	£247,900	20.27%	£50,250	All accessibility changes set out in their application must be completed, including fully accessible toilet, emergency rear exit and entrances (which must be well lit), with a path suitable for wheelchairs and permanent ramp at the main entrance.	Officers revised their 'Carbon Reduction' score following additional information provided by the applicant. The panel agreed with officers' revised score.
Goring Heath Parish Charity - Improving Access to Goring Heath Village Hall	£8,201	0.00%	£0	None	There were no revisions to the officers' suggested scores at the meeting, however the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Berrick Salome Parish Council - Village Hall and car park improvements	£19,880	0.00%	£0	None	There were no revisions to the officers' suggested scores at the meeting, however the panel chose not to award in line with the policy as they had serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Whitchurch-on-Thames Parish Council - Village Green Pavilion Replacement	£300,000	0.00%	£0	Confirmation that the replacement facilities meet the national governing body standards and a competent person signs off the project.	The panel agreed with officers' recommendation not to award in line with the policy as there were serious concerns about the financial viability of the project, with a significant amount of funding still to secure and the risk of it not being delivered within the required timeframe.
Sacred Heart Preschool - Restore charity preschool to facilitate cultural integration activities in our	£10,078	30.75%	£3,099	None	None

Organisation & project	Total project cost	% total project cost	Max grant £	Non-standard conditions (if applicable)	Amendments to officers' recommendations
community					
Henley Rugby Football Club - Dry Leas Sports Ground - Community Training Facility Upgrade	£120,000	31.00%	£37,200	None	None
		Total	£319,317		

Appendix 2

Capital Grants (CG) Policy

(REVISED AUGUST 2019)



Introduction

The council provide grants to voluntary and community organisations to help build thriving communities and improve the quality of life for the residents of South Oxfordshire, through projects that; improve health, wellbeing, delivering better outcomes for disadvantaged groups, encourage community cohesion and contribute towards the council's Climate Emergency Declaration.

Applicants apply online through the council's website, where the full guidance is available to help the applicant submit the best possible application.

What type of project will the scheme fund?

We are keen to fund projects that support community initiatives and facilities; that improve the health, wellbeing and the quality of life of our residents and contribute towards the council's Climate Emergency Declaration. They must take place in the district or within a three-mile radius of the district boundary and be able to demonstrate significant numbers of South Oxfordshire residents will benefit, or that the project that will improve outcomes for disadvantaged groups and/or include energy saving measures.

We will only fund capital expenditure (excluding vehicles) from this scheme like buying, building, replacing or making improvements to long term assets (buildings, play areas and equipment). To us a long-term asset must have a life of at least five years for a grant of up to £25,000 and ten years for grants over £25,000. It must remain the property of the organisation we are funding for the requisite 5 or 10 year term.

We won't give grants towards loans, mortgages and revenue costs like maintenance, rent, clothing or salaries. We can award grants for certain repairs, but it depends on the scale and nature of them, so we recommend applicants contact the community enablement team on 01235 422405 before applying.

We only accept applications for projects that haven't already started, however in exceptional circumstances (like a major funder pulling out or unforeseen additional works) then we may make an exception at our discretion.

Organisations cannot apply to this scheme for projects we have awarded grants to before.

Who can apply to the scheme?

- Town & Parish Councils
- Non-profit businesses & Community Interest Companies

- Community based organisations

Organisations will need to be able to provide a copy of their constitution or equivalent governing documents.

We are committed to promoting equality and diversity, and welcome applications from organisations who represent minority or vulnerable groups.

Who is not eligible?

- Other local authorities/public sector bodies (for example Oxfordshire County Council, NHS trusts)
- Organisations that are funded by public sector/statutory bodies (for example Schools, GP practices)
- Groups who raise funds on behalf of or will improve/create facilities that will predominately benefit an ineligible organisation (for example PTA's delivering projects to benefit their school)
- Projects that usually fall to other public sector/statutory bodies to provide, or will primarily benefit organisations under their remit
- Individuals (this includes making any payments to individuals on behalf of community groups)
- Profit-based businesses
- Projects for residential buildings

What are the minimum and maximum amounts for the scheme?

Organisations can request a minimum of £1,000 and up to 50 per cent of their total project costs. In exceptional cases, like a major funder pulling out of a project that offers significant benefit to our residents we may consider a request for more than 50 per cent.

To request an exceptional amount, applicants must get approval from us (via the community enablement team) before submitting an application.

We will not award more than the amount requested.

The maximum an applicant can request is the budget available for each round of applications up to a maximum amount of £75k per application, which will be published on the council's website before and after each round of awards. However, we are very unlikely to commit all of the available funding to a single project.

We award our grants as a percentage of the total project costs. If a project ends up costing less than expected we will pay the awarded percentage of the final cost, however if it costs more, we limit our award to the maximum amount agreed.

Opening and closing dates

We will usually open for applications twice each financial year (if there is enough budget available). Except in the financial year during which a district council election is held, when we may only open once. We publish the opening and closing dates on our website.

We will open each round of funding for a minimum of six weeks and subject to committee deadlines will usually make decisions within 12-14 weeks of the closing date.

Scheme eligibility criteria

In addition to meeting the requirements above, applicants must provide:

- a copy of the latest statements for any bank/building society accounts in the name of the organisation
- two quotes for the project or a professional estimate for any building work for projects under £10,000 and three quotes for over £10,000
- a breakdown of the budget for the project including all the sources of funding
- a constitution (except parish or town councils, churches or similar organisations that are governed by a central body and therefore don't have their own constitution).

And must confirm:

- they sign up to our standard terms and conditions before proceeding with the application. These are available to download from the website and grants system
- organisations have the correct authority in place for their representatives to apply and enter into the Grant Agreement and legally bind the organisation. Parochial Church Councils and parish councils have own governing arrangements for this, which should be followed
- the project won't start before a decision has been made, which is usually 12 -14 weeks from the closing date
- they have all the necessary consents such as planning permission, listed building consent, Diocese faculty, landlord or Head lease consent, compliance with any restrictions on the property title etc. and could provide these on request
- they will provide additional information to help us evaluate their application on request.

Applicants requesting more than £10,000 must also provide:

- copies of any necessary planning, listed building, Diocese faculty, landlord or Head lease consent, compliance with any restrictions on the property title and other relevant permissions
- their most recent financial accounts or their working budget and financial plan for the year if they're a new organisation. Parish Councils are required to submit their full accounts.
- a project plan including ongoing maintenance arrangements.

Applicants requesting over £25,000 must also provide:

- evidence of ownership of the property, interest in the property, or a lease with at least ten years remaining, including a copy of the Land Registry title register and plan of no more than 3 months old. If the property is leased, or the Land Registry documents show another organisation has a claim on the title, please provide valid permission for the works from the third party (freeholder) / landlord.

The head of corporate services can decide to accept applications that don't meet all the above criteria and will do this on a case by case basis. Applicants must give clear reasons why they can't meet a particular criteria for us to consider an exception.

Organisations must formally accept the grant offer within four weeks of the date of offer letter otherwise the offer will be withdrawn.

Projects awarded up to £25,000 must complete within 12 months from accepting the offer. Projects awarded over £25,000 must start work within 12 months of accepting the offer and must complete within 24 months.

If there's any unexpected delays to the project, applicants can request one extension of up to 12 months, giving the reasons for the delay. We must receive these requests at least one month before the end of the original grant term.

We will send reminders for unclaimed grants three months before they expire for projects that have not started within the specified timescale. We will return any unclaimed awards after the expiry date to the council's general reserves or make the funds available for the next round.

Decision making

COMMUNITY ENABLEMENT TEAM

The community enablement team will review the eligibility of every application before using the scoring matrix in appendix one to suggest scores to the Community Grants Panel. They will also flag any concerns or issues for additional consideration, in order to support the panel's decision making.

HEAD OF SERVICE

In accordance with the council's constitution. The council's relevant head of service and when relevant, in consultation with the services cabinet member (using delegated powers) will decide:

- if we will accept requests for over 50 per cent of the total project cost
- if we will accept applications that don't meet all the eligibility criteria
- whether to give extensions to the term of any grant
- whether to amend award percentages beyond what was originally agreed, as requested by applicants. Increases will stay within the 50 per cent maximum limit for the scheme.

COMMUNITY GRANTS PANEL (KNOWN AS THE CG PANEL)

The CG panel considers officers suggested scores for each application and makes recommendations to Cabinet for awards base on the scoring matrix at appendix one.

Even if an application scores enough points, the panel can recommend not funding it if they:

- have serious concerns around the management of the project now or in the future
- believe the applicant has sufficient unrestricted reserves to fund the project themselves

- have serious concerns about the financial viability or appropriateness of the project
- believe the project doesn't meet the criteria or help deliver the council's strategic objectives.

The CG panel's recommendations are then presented to Cabinet to consider and decide which grants to award.

Standard terms and conditions for all grant awards

All organisations are required to sign up to our standard terms and conditions before proceeding with the application.

We may add extra conditions to any grant if we consider it necessary. This may include the use of a charge or restriction to protect the council's funds. These conditions will be determined using a risk matrix in consultation with the Cabinet member and presented to the Community Grants Panel and Cabinet.

The relevant head of service has delegated authority to remove any agreed grant conditions.

We will confirm applicants have met all the conditions before making any payment. Failure to meet all the agreed conditions may delay payment or, in extreme cases, result in us withdrawing our grant offer.

Payment of grants

We will only pay towards costs incurred after the date of the council's decision to award a grant.

We pay the grants in two stages, half when we receive a valid signed acceptance form and terms and conditions. We pay the balance when the project completes, upon receipt of evidence (receipts/invoices) of expenditure.

In exceptional cases like property purchases, we may make a single upfront payment, which officers may recommend as part of their evaluation.

If the project costs less than expected, we will reduce our final payment accordingly and, if necessary, request back some of the first payment (the minimum amount for us to request repayment is £500).

Grants that have not been claimed within six months of the project completing will be closed and the final payment not issued if we do not hear from the applicant.

Scoring and award matrix for CG applications

SCORE	PRIORITY LEVEL	AWARDS (all awards are subject to sufficient budget. Medium priorities will only receive funding if there is budget left after all the high priority projects are awarded).
10 -13 points	High priority	Award full amount requested - budget permitting (capped at 50 per cent of the cost unless we allowed them to request more and they meet the criteria for an exception).
5-9 points	Medium priority	Award between 50 and 75 per cent of the amount requested, depending on their score - budget permitting
0-4 points	Low priority	No funding

Extra facilities/activities

Points	Criteria to score	Examples
0	The project doesn't allow any activities to take place or provide a facility for the community's use.	A decorative village sign doesn't allow any community activities to take place or give the community a facility to use.
1	The project replaces existing facilities or allows existing activities to continue. or The project moderately improves a minor community facility or activity.	It replaces furniture in the village hall with like-for-like replacements. Replacing existing park benches with longer-lasting ones.
2	The project moderately improves or extends a substantial community facility or activity. or The project significantly improves or extends a minor community facility or activity. or The project provides a new minor facility or activity for the community.	Replacing the chairs in the village hall with more comfortable ones or improve a play area to cater for more ages. Buying replacement boats for a small canoeing club. Installing three new noticeboards in the village.

3	The project will provide substantial new facilities or activities to the community. or The project significantly improves a substantial community facility.	Creating a brand-new play area where there wasn't one already. Adding a large extension to a village hall.
Deductions	Deduct one point if the project reduces the activities/facilities on offer. Deduct two points if the project removes a community facility or reduces/stops existing activities taking place.	Like a project to overhaul and landscape a car park that reduces the number of parking spaces. Demolishing an old skatepark without replacing it with anything.

Community Benefit

Points	Criteria to score	Example
0	The project offers little or no direct benefit to the community.	A decorative sign or boundary wall with no other purpose
1	A single sport or special interest group, like an art group, will benefit. However, if a sport club wanted to upgrade their pavilion and other groups frequently use it as well, it can score more.	A project to buy cricket pitch covers, IT equipment for a photography club or landscaping a nursery's garden is only benefiting their members/users.
2	Two or more specific groups will benefit. The project will have a significant impact on the health or wellbeing of one group	A football club is upgrading its changing room, which a hockey club also use Specialist equipment for a centre working with severely disabled people.
3	The project will provide a facility that's open/available to anyone to access, (not just members) Limit the maximum score for projects on sites owned by religious organisations to two points, as they can limit who can access them under special rules in the Equalities Act.	Play areas, community building or recreation ground. (e.g. a church hall or Islamic centre)
Deductions	Deduct at least one point if the project will reduce (two points if it totally removes) an existing benefit to the community	Replacing a recreation ground with tennis courts for a member's club (open community benefit is reduced as only

without replacing it. Remove one point if there are concerns over the ownership/lease of the property.	tennis members will benefit going forward). Like the term of their lease is too short or their ownership evidence is unreliable.
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Finance

Points	Financial overview
0	They don't have a plan of how they'll fund the rest of the project and haven't secured any other funding yet. They haven't given details of how they'll fund the ongoing maintenance and eventual replacements.
1	They've got a funding plan but haven't applied for all of it yet. or They've applied for all the other funding needed but have secured less than 50 per cent so far. They've budgeted for the ongoing maintenance but don't say how they'll fund eventual replacements in the future (if applicable).
2	They've applied for all the funding needed and have already secured over 50 per cent of the balance. They've budgeted for the ongoing costs and have a general idea how they'll fund replacements eventually (if applicable)
3	They've secured all the other funding needed for the project already (including if they're funding the rest themselves). or The organisations have requested 100 per cent of the cost and have provided evidence that they've lost a funder, can't raise money themselves (e.g. via precept) and can't apply for other grants/funding. They've budgeted for the ongoing costs and have a fund/account/pot saving for the replacements in due course.
Deductions	Remove one point if the organisation's finances suggest they could contribute towards the cost but aren't, remove two points if they can afford the whole project without any funding.

Other potential deductions/considerations:

- Their chosen supplier doesn't appear to offer value for money (their other quote was significantly cheaper for the same work).
- They have only provided one quote stating there is no alternative, but officers have found otherwise.

- Their start dates are too soon to work with our decision-making timeline for the scheme, unless we gave them permission to make an exceptional application before submitting their application.
- They are doing lots of small, similar projects instead of doing all the work in one go, which would be more cost effective.
- The community don't support the project or would prefer a different solution.

Carbon reduction/energy saving/renewable energy

Points	Criteria to score	Example
0	<p>The project does not include any energy saving or renewable energy proposals</p> <p>Or</p> <p>The project includes measures which will lead to energy saving improvements, but only through meeting building regulations and no more.</p>	<p>A project to upgrade toilet facilities in a community hub does not include energy saving features such as light sensors or water saving urinals</p> <p>A boiler is replaced with a more efficient one but only meeting building regulations</p> <p>A project to extend a village hall, proposes an extension built with cavity wall insulation that meets building regulations and no more (i.e. does not consider an even higher specification)</p>
1	<p>The project includes implementation of a range of good energy and/or water saving proposals.</p> <p>An energy audit is always recommended to highlight the most cost-effective energy saving improvements</p>	<p>Draught proofing is installed</p> <p>A timer is added to heating controls</p> <p>Lighting sensors are installed, to turn off when no movement is detected.</p> <p>Push taps or sensor taps are installed</p> <p>Energy saving lighting is installed in a kitchen area</p>

<p>2</p>	<p>The project includes implementation of significant energy and/or water saving proposals, based on an energy audit.</p> <p>or</p> <p>A project includes implementation of energy saving proposals and a renewable energy technology</p>	<p>A project to refurbish a village hall includes upgrading all building lighting to high energy saving standards and implementing appropriate controls.</p> <p>A project to renovate a community building includes fully upgraded insulation and a building management system</p> <p>A project to upgrade a pavilion includes installation of solar panels, or ground source or water source heat pumps.</p> <p>A project to expand a sports facility includes installation of EV charging points for electric vehicles.</p> <p>A project installs a new rainwater harvesting system</p> <p>A project ensures energy saving features are a high-profile feature of the facility, with energy monitors in public areas and information about the savings achieved presented in a clearly visible and attractive manner to users.</p>
<p>3</p>	<p>The project delivers the benefits achieved as above (two points criteria) and in addition:</p> <p>The project adopts a long-term, costed plan to make the facility carbon neutral and is taking substantial first steps in the project plan</p> <p>Or</p> <p>The project invests substantially in renewable energy that will provide more energy than the facility itself requires (carbon positive)</p> <p>Or</p> <p>The project demonstrates an innovative technology and has a</p>	<p>A carbon neutral facility is one that minimises its energy use, uses renewable technologies where possible, and then balances any CO₂ emissions released into the atmosphere by a CO₂ reduction elsewhere.</p> <p>Solar panels are installed with a surplus of electricity. This could, for example, provide electric vehicle charging infrastructure for the local community or be used to supply neighbouring buildings via a private wire network.</p>

	communications plan for dissemination of the results across the district	An innovative technology is installed. For example, one new energy technology is 'Vehicle to Grid', which uses the extra power stored in electric vehicles to provide energy to the national grid at the end of the day when electricity demand across the network is at its peak.
Points for projects with no/little on-going carbon footprint		
1	The project has a good impact on health and well-being and has little/no ongoing carbon footprint	Example projects include a playground refurbishment, new boats for a rowing club

Date	Updates made
February 2020	Minor amends to relevant head of service

