

## The Highland Council

Skye Committee – 29<sup>th</sup> February, 2016

Agenda Item	7
Report No	SA-4-16

**Carbon CLEVER Community Grant Fund 2015-16****Report by Head of Policy and Reform****Summary**

The Report sets out proposed amendments to Sleat Community Trust's Community Split Log Project. The Trust were awarded £7,257 of Carbon CLEVER Community Grant funding and £837 of Ward 11 Discretionary funding in August 2015. The Trust have contacted the Council seeking permission to alter details of their project from that outlined in their original application. This report provides Members with details of the revised proposals and seeks agreement that funding can be used for these purposes.

**1. Background**

- 1.1 At a meeting of the Skye, Ross & Cromarty Area Committee, 5<sup>th</sup> August, 2015, Members awarded £7,257 of Carbon CLEVER Community grant funding (CCCGF) to Sleat Community Trust. In addition, local Members later agreed to provide £837 of Ward 11 Discretionary funding to the project, due to the Skye, Ross & Cromarty CCCGF allocation being oversubscribed.
- 1.2 The funding applied for was to further develop the group's Community Split Log Project, which is a new service aiming to produce wood-fuel from timber grown at the community-owned Tormore forest. More specifically, the original application sought to purchase the following items:
1. A semi-electric pallet stacker;
  2. Bulk bag holding frames; and
  3. A trailer to deliver split logs to customers.

A copy of the assessment criteria and original application assessment can be found at Appendices 1 and 2.

- 1.3 Since then, the Trust has revised the project's aims and objectives, and would like to use the grant to purchase alternative items which were not outlined in their original application. No additional funding is sought.

**2. Revised Project**

- 2.1 In January, 2016, Sleat Community Trust wrote to the Council's Climate Change team, explaining that they now believed they could achieve better value for money with the grant funding awarded through the purchase of different assets.
- 2.2 This report seeks Members' agreement that grant funding previously agreed can be spent on procuring:
1. A second-hand forklift
  2. Bulk bag holding frames
  3. Heavy duty tarpaulin
  4. Fuel cans
  5. Shovels & a rake.
- 2.3 In developing the project, it has become clear to the Trust that a semi-electric pallet

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stacker will not be fit for purpose, due to the variable terrain outside the woodshed. Instead, a forklift would be more robust and able to carry larger loads over the terrain, enabling the Trust to manage wood stacks more effectively.

- 2.4 While a second hand forklift will be more expensive than a semi-electric pallet stacker the difference in cost will be offset as the trailer originally detailed in their application (priced at £4,122) is no longer required – the Trust has an arrangement with a local haulage company to deliver bags of split logs to customers, helping it in strengthening ties with local business.
- 2.5 In addition, the Trust is now looking to purchase heavy duty tarpaulin, fuel cans, shovels and a rake, using the grant monies. Whilst these items were not specified in their original application, they will help the group in delivering properly dried, seasoned wood to customers, ensure continuity of production, whilst allowing them to manage the sawdust bi-product resulting from the firewood processing.
- 2.6 In summary, the revisions to the Trust's original plans have been well researched, and will help them deliver a better project and product for the local community. Had the original application sought funding for the items detailed above, the recommendation made to Members to support the application would have been the same.

### **3. Implications**

- 3.1 Resource Implications: CCCGF funding of £7,257 has been agreed by Members in support of Sleat Community Trust's application. No further resource implications arise from this report, as no additional funding is sought.
- 3.2 Climate Change/ Carbon CLEVER Implications: Through the Climate Change (Scotland) Act 2009 and as a signatory to Scotland's Climate Change Declaration, The Highland Council has a duty to encourage and work with others in the local community to take action to adapt to the impact of climate change, to reduce greenhouse gas emissions and to make public its commitment to action. Through the CCCGF, the Council supports local communities in taking practical steps to mitigate against climate change.
- 3.3 Rural Implications: The CCCGF is open to community groups and organisations throughout the Highlands. As applications will be approved by Members at Area Committees, the fund benefits the whole Highland region.
- 3.4 Gaelic Implications: The CCCGF follows the Council's policy on signage and branding. The application form seeks to assess project contributions to the promotion of the Gaelic language.
- 3.5 Risk Implications: The recommendation is based on a thorough assessment of the organisations' proposals and its capacity to deliver efficiently and effectively. The organisation is established and meets current monitoring requirements. The grant funding is managed and monitored using the Council's standard terms and conditions of grant.
- 3.6 Legal Implications: Accounting rules relating to spending of capital grants to third parties will be implemented
- 3.7 Equalities Implications: To ensure that the grant is accessible to all groups of people, support was made available throughout the process. Applications were screened on a

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case-by-case basis for equalities implications. Projects which have been granted funding have been required to have necessary equalities policies in place.

**Recommendations**

Members are asked to:

1. Agree that Sleat Community Trust can use funding previously agreed to purchase the items detailed within this report.

Designation: Head of Policy and Reform

Date: 03/02/2016

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## Appendix 1

**CARBON CLEVER COMMUNITY GRANT FUND – ASSESSMENT CRITERIA****Carbon CLEVER Community Grant Fund – Assessment Criteria Scoring Matrix  
2015/16**

The Carbon CLEVER Community Grant Fund will be assessed on the six criterion below. A technical assessment comprising organisational governance, experience, track record and capacity to deliver the project, and other sources of funding will also be undertaken.

**1. Assessment of Application**

<b>CRITERION</b>	<b>WEIGHTING</b>	<b>MAX SCORE</b>
<b>Criterion 1:</b> Carbon Reduction – applications must lead to a reduction in carbon dioxide emissions in the community.	<b>X 2</b>	<b>10 (2 x 5)</b>
<b>Assessment:</b> The application must identify how the project will reduce CO <sub>2</sub> in the community and measure this data. Level of specific targeting identified including how the project is going to target CO <sub>2</sub> reduction in the community. A practical approach should be taken to ensure project proposals maximize carbon emission reduction.		
<b>Criterion 2:</b> Leadership – applications must demonstrate leadership in maximising carbon emission reduction & encourage behaviour change in the community	<b>X 1</b>	<b>5 (1 x 5)</b>
<b>Assessment:</b> The application must demonstrate that the project will take a lead role in the community in respect of demonstrating excellent practice in carbon reduction.		
<b>Criterion 3:</b> Engagement – applications must demonstrate community consultation in respect of the project, as well as efforts to engage with stakeholders	<b>X 2</b>	<b>10 (2 x 5)</b>
<b>Assessment:</b> Application should highlight how project will engage with local communities and assist in building community capacity – i.e. use of volunteers, developing project management skills etc.		
<b>Criterion 4:</b> Value for Money – applications must demonstrate that the project offers good value for money	<b>X 1</b>	<b>5 (1 x 5)</b>
<b>Assessment:</b> Application should highlight how project will offer value for money whilst complementing (not reinventing) other local services and programmes which tackle climate change.		
<b>Criterion 5:</b> Economic Benefit – applications must describe how the project will benefit the community, from an economic perspective	<b>X 1</b>	<b>5 (1 x 5)</b>
<b>Assessment:</b> Application should specify ways in which the project will result in economic benefits for the local		

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economy including how this will be delivered. This might include income generation, increasing employment, drawing in private investment etc.		
<b>Criterion 6:</b> Raise Awareness & Promote Behaviour Change – applications must provide details about the project’s expected sustainable legacy and how it will promote behaviour change in the community.	<b>X 1</b>	<b>5 (1 x 5)</b>
<b>Assessment:</b> Application should demonstrate how the project will raise awareness of climate change and what measures will be put in place to promote low carbon behaviours in the community.		

**Scoring of Application**

0 – Unacceptable	No information provided or justification provided indicates that applicant does not meet key criteria
1 – Poor justification	Limited attempt to provide key information
2 – Lack of full justification	Modest attempt at providing key information with little justification on how key criteria will be met
3 – Satisfactory justification	Reasonable effort at providing key information on all points and meeting criteria
4 – Strong justification	Good response which covers all points requested and comprehensively provides information on how key criteria will be met
5 – Very strong justification	Excellent response which provides all key information requested and gives substantial additional information which clearly meets criteria

Maximum score is 40 points.

**2. Technical Assessment (pass or fail)**

The purpose is to make a judgement on the applicant organisation’s governance, experience, track record and capacity to deliver the project. This will be assessed by Council Officers and will include the following:

- History of Organisation;
- Record of previous funding being spent appropriately;
- Track record of delivering similar projects within or outwith the Highland Council area;
- Capacity of Organisation to deliver the project;
- Application costs offer good value for money – i.e. are judged as reasonable costs;
- Alternative sources of funding, for example through Climate Challenge Fund or other grants; and
- Appropriate governance arrangements are in place, including sound financial management.

## Appendix 2

## Carbon CLEVER Community Grant Fund (CCCGF) 2015-16

<b>Name of Applicant &amp; App. Ref: Sleat Community Trust, 11448</b>	
<b>Application Finance 2015 – 16</b> <b>Year Project Cost: £16,774.03</b> <b>Amount Applied for: £8,094.00</b>	<b>Application Finance 2015 – 18 (if applicable)</b> <b>3 Year Project Cost: £NA</b> <b>Amount Applied for: £NA</b>
<b>Recommended Year 1: £8,094.00</b>	
<p><b>Project Summary: Community Split Log Project: <i>Prioseact Fiodh na Coimhearsnachd</i></b></p> <p>The Community Split Log Project is a new service managed by Sleat Community Trust that aims to produce wood-fuel from timber grown at the community owned Tormore forest. The service is in order to meet a local demand for clean and sustainable domestic energy options, as well as bringing community members closer in touch with their own natural resource. Local demand for this service became apparent in 2011 during a community consultation process that formed part of Tormore forest's acquisition process. The feedback at that time indicated split-log fire-wood production as the No.1 priority for future uses of the forest's timber resource. This demand was met last year when the Trust ran a highly successful pilot scheme between October and December 2014 with around 70 bags of split-log being delivered locally over the three month period. The scheme which ran entirely on word of mouth, was so successful that the Trust were still receiving orders into March 2015.</p> <p>The funding that we are applying for from the Carbon Clever Community Grant Fund will be used to help the Trust enhance the pilot scheme with a full role out of the service. This will be done by acquiring specific items which will enable the service to operate year round, and to reduce its carbon output simultaneously.</p> <p>The first item is a semi-electric pallet stacker. This will allow us to stack bags of split log without the aid of a tractor. With a smaller and more agile electric stacker we can position pallets into place more easily, and without the need for a diesel engine.</p> <p>The second item includes two bulk bag loading frames. These frames are used to hold bags open at height that will ease the filling of split-log from the fire-wood processor, and into the delivery trailer. This ensures that bags are filled evenly apace which contributes to safe stacking.</p> <p>Finally, to help us deliver the wood we require a larger trailer capable of carrying up to six bags of split log at any given time. This will enable us to deliver more bags consecutively, cutting down on the number of journeys we require per bag, which will reduce our emissions.</p> <p>Our primary objective with the Community Split Log Project is to provide a clean, reliable and cheap local alternative to traditional carbon intensive fossil fuels. This will benefit homeowners directly by offering them an environmentally conscious</p>	

option towards their heating arrangements that can help to reduce the cost of their bills. In the best of cases, as reliability of the service is proven year round, it could help pave the way towards encouraging local home-owners to move away from traditional heating methods such as oil and gas altogether.

**Measurable Outcomes:**

1. Reduction in tonnes of carbon. Will be measured by surveying customers to establish what heating system they have. Offset the embedded carbon properties of the wood against customers' heating use per kWh to give a picture of the project's effect.
2. Cost savings to customers. Will be measured by conducting survey on first bag drop and third bag drop. The former asks customer to note their energy consumption each month and the latter to ask of any difference incurred through use of logs.
3. Less reliance on fossil fuels for homeowners. Will be measured by survey, as per 2. First survey will establish what kind of heating system the customer has. Second survey will establish how efficient the logs are by comparison and to discuss heating options with the customer to establish if customer would consider replacing oil/gas/electric over time.

**Criteria 1 Score 6 – (3 x 2)**

Satisfactory justification. Satisfactory effort at providing justification for project and how it will reduce CO<sub>2</sub> in the community. Evidence of current emissions levels and how these will be reduced provided, although application would have benefited from a clearer, more detailed rationale.

**Criteria 2 Score 3 – (3 x 1)**

Satisfactory justification. Satisfactory demonstration by applicant that proposed project will address leadership aims. Satisfactory evidence that the project will potentially begin to move towards the outcome of leading on low carbon behaviour in the community. However, would have benefited from more comprehensive evidence.

**Criteria 3 Score 6 – (3 x 2)**

Satisfactory justification. Satisfactory demonstration by applicant that that the project will actually address the needs identified. Satisfactory evidence provided that the provision will compliment and provide an additional service rather than duplicate existing activity. The application would have benefited from demonstrating stronger links to existing provision by community or public sector providers i.e that they are not working in isolation.

**Criteria 4 Score 4 – (4 x 1)**

Strong justification. Good response which clearly demonstrates how the project will offer value for money while complementing local climate change initiatives such as through the planned use of volunteers and/or existing facilities as an important part of the project delivery. Application also details that some match or additional funding is in place which furthers the scope of the project.

**Criteria 5 Score 3 – (3 X 1)**

Satisfactory justification. Satisfactory demonstration by application of how the project will deliver economic benefits for the local community. However, would have benefitted from more comprehensive evidence/projections.

**Criteria 6 Score 4 – (4 X 1)**

Strong justification. Good response which clearly demonstrates that the project will raise awareness and promote behaviour change in the local community. Good evidence that lasting behaviour change will be a result of the project.

Overall Score Against Criteria : 26/40	Technical Assessment: PASS
Summary: Application focuses clearly on providing an excellent local service and facilitating a shift away from carbon-intensive fossil fuels for heating. Support for the project will significantly increase the scope of the operation and likely result in good levels of carbon reduction while promoting behaviour change in the community.	
Recommendation: Approve	Amount Recommended: £8,094