



**Notes of Decision Panel Meeting & AGM
for SSE Sustainable Development Fund
10 October 2022
@ Church Square House**

Present:	
Cllr Julie Reed (CJR)	North Lincolnshire Council - CHAIR
Cllr John Briggs (CJB)	North Lincolnshire Council
Darren Clarke (DC)	Humber Nature Partnership
Anne Brewster (AB)	Job Centre Plus
Isobel Andrews (IA)	Young Person Representative (via teams)
Lindsay Dougan (LD)	SSE (via teams)
Nikki Garner (NG)	North Lincolnshire Council
Jason Dew (JD)	North Lincolnshire Council
Abigail Burrigde (AB)	North Lincolnshire Council
Item	
1.	Apologies Lucy Stephenson sent her apologies.
2.	Notes of Last Meeting and Matters Arising Notes of meeting dated 4 th July 2022 were agreed as a true record. Community Energy vacancy – Malcolm Bailey. Email regarding Mr Baileys experience previously distributed. Panel agreed to invite Mr Bailey to future meetings. Deferred application - (SDF 074) – Changing Lives through Changing Minds - Creation of level concrete pathway and installation of composite doors. The group have since updated their lease wording so that it is clear the lease is for a term of 20 years commencing 2017, therefore has 15 years remaining. The group have requested their application be reconsidered. Application brought back to panel with updated quotes and the group have now confirmed that the number of sessions made available in addition to commissioned places is 54 which is 38% of their availability. The figures for places available to people outside North Lincolnshire Council is currently 8% with the projected figure 28%. Current free places for people within North Lincolnshire is currently 25% with a projected figure of 24%.
3.	Projects Update SDF 076 – Scunthorpe Bowls Club Email had been sent to panel explaining that due to increased costs in materials the group were £6,000 short to carry out the project. The group had asked the panel to consider a variation to the project of a further £6,000. Panel agreed to this variation. Total amount of grant allocated to Scunthorpe Bowls Club is now £30,000. SDF 078 - Ancholme Rowing Club Email had been sent to panel explaining that due to increased costs the group were £7,317 short to carry out the project. The group had asked the panel to consider a variation for this amount. Panel agreed to fund the variation. Total amount of grant is now £ 28,879. Panel requested Grants Team to include in offer letters an advisory recommendation that costs are secured at the earliest opportunity to mitigate price increases. All groups to seek approval for any variations. SDF 047 - Conservation Volunteers – Twigmoor Woods – Project completed, awaiting claim.

4.	<p>Finance Update There was £168,750 available to spend which includes approved variations from Scunthorpe Bowls Club and Ancholme Rowing Club. Applications to the value of £26,239.</p>								
5.	<p>Declaration of pecuniary or personal interests (CJR) declared an interest in SDF 078</p>								
6.	<p>Project Applications for Decision <i>CJR left the room</i> Hibaldstow Village Hall (SDF 078) – requested £20,000 Upgrade electrical installations throughout the building with energy efficient modern fittings and supply and install solar panels on the roof and a hybrid battery storage system. Awarded - £ 20,000</p> <p><i>CJR returned to the room</i> Changing Lives (SDF 074) - deferred application - requested £6,239 Creation of level concrete pathway and installation of composite doors. Awarded - £ 0</p> <p>Shared Winter Warmth Allocation Appraisal for a proposed Shared Winter Warmth Fund Allocation was presented to the panel. Awarded - £0 The panel were keen to welcome any sustainable energy applications.</p>								
7.	<p>Decisions made Fund available – £ 168,750</p> <table border="1" data-bbox="269 1025 1433 1173"> <tr> <td>Hibaldstow Village Hall (SDF078)</td> <td>£ 20,000</td> </tr> <tr> <td>Changing Lives</td> <td>£ 0</td> </tr> <tr> <td>Shared Winter Warmth Allocation</td> <td>£ 0</td> </tr> <tr> <td>Total</td> <td>£ 20,000</td> </tr> </table> <p>Fund Remaining – £ 148,750</p>	Hibaldstow Village Hall (SDF078)	£ 20,000	Changing Lives	£ 0	Shared Winter Warmth Allocation	£ 0	Total	£ 20,000
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8.	<p>AGM Fund Priorities The fund is to be used to provide support for community focussed or charitable activities for strategic projects in North Lincolnshire in which SSE Renewables are investing. Applications must meet one or more of the following priorities:</p> <ol style="list-style-type: none"> 1. Creating opportunities: Create or enhance opportunities for education and employment through activities that develop skills and improve an individual's chance of entering the workplace. 2. Empowering communities: Empower communities to become more resilient and protect vulnerable residents through measures which demonstrate long-term social, environmental, or economic improvements. 3. Sustainable places: Stimulate meaningful regeneration to improve or enhance local infrastructure, landscape, biodiversity, or heritage and make a lasting difference to the places we live, work and visit. <p>The fund will give priority to those applications which address at least one of the following:</p> <ul style="list-style-type: none"> • Climate Change • Biodiversity • Energy Resource efficiency • Natural heritage <p>Fund priorities agreed.</p>								
9.	<p>Meeting Schedules Agreed 3 panel dates per year - February, June and October. The fund will remain open throughout the year with application cut off dates and panel dates to be advertised on NLC web page.</p>								

10.	<p>Memo of Understanding and Terms of Reference Previously distributed agreed.</p>				
11.	<p>Panel Booklet Panel Booklet previously distributed agreed.</p>				
12.	<p>Declaration of interest form Form was passed round the panel for panel members to declare interests for any organisations within North Lincolnshire that they or a family member have a personal interest in. Panel members to complete and return to grants team prior to next meeting.</p>				
13.	<p>Any other business SSE Audit SSE were very impressed with the fund management. Panel members thanked the Grants Team.</p> <ul style="list-style-type: none"> • Fraud Awareness Fraud Awareness Strategy previously distributed. • Conflict of Interest As per the Memorandum of Understanding and Terms of Reference, any conflict of interests will be declared at each panel meeting. • Refresh Understanding/Funding Workshop The panel were made aware of workshops available for anyone who requires training. • SSE Annual Report AB informed the panel that there had been a printing error on the Funders Report. It should have said £18.29 and not £0.16 for the SDF Fund Leverage, which is an incredibly impressive figure. The leverage is worked out on the total value of projects against the amount put in from SDF. This equates to SDF being 4th out of 34 funds for the additional funding invested in the successful projects within the area. LD confirmed the error had been rectified. <p>Promotion of Funds Grants Team to ensure regular press releases, projects are followed up with plaques and attendance of opening/launch events etc. Increase promotion of energy sustainability and end of project case studies.</p> <p>Project Report Claim form Forms were previously distributed. The old claim forms have been updated to ensure monitoring of projects is received to comply with conditions of grant.</p> <p>Panel Membership Panel agreed Chair to remain as CJR and Vice Chair CJB.</p>				
14.	<p>Date and time of next meeting Next Panel meeting will be held on 16th February 2023 @ 1.00pm. Venue to be confirmed.</p> <p>Meeting Schedule</p> <table border="1"> <thead> <tr> <th>Applications received before</th> <th>Date of Panel Meeting</th> </tr> </thead> <tbody> <tr> <td>9th December 2022</td> <td>16th February 2023</td> </tr> </tbody> </table>	Applications received before	Date of Panel Meeting	9 th December 2022	16 th February 2023
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