

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
RECORD OF EXECUTIVE / CHIEF OFFICER DECISION**

This form should be used to record key and other decisions made by individual Portfolio Holders and key decisions made by Chief Officers. The contact officer will ensure that the signed and completed form is given to Democratic Services as soon as reasonably practicable after the decision has been taken.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision be treated as a matter of urgency under Rule 12.19 of the Scrutiny and Overview Committee Procedure Rules, this decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless called in under Rule 7 of the Budget and Policy Framework Procedure Rules or Rule 12 of the Scrutiny and Overview Committee Procedure Rules.

Portfolio	Finance and Staffing Portfolio Holder
Subject Matter	Community Energy Grant Scheme
Ward(s) Affected	None
Date Taken	Thursday, 8 February 2018
Contact Officer	Elizabeth Davy, Project Officer 01954 713111 (elizabeth.davy@scams.gov.uk)
Date Published	Thursday, 8 February 2018
Call-In Expiry	Thursday, 15 February 2018
Key Decision?	No
In Forward Plan?	No
Urgent?	No

Purpose / Background
The purpose of this decision is to approve the guidance and application form (attached) for the new Community Energy Grant Scheme. The scheme is available to voluntary and community sector groups, charities and parish councils based in South Cambridgeshire who are seeking to deliver local energy saving and green initiatives. The scheme will open on 1 March 2018 and applications will be considered at Finance & Staffing Portfolio Holders meeting (usually monthly).

Declaration(s) of Interest <i>Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.</i>
None

Dispensation(s) <i>In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Standards Committee.</i>
None

Consultation <i>Record below all parties consulted in relation to the decision.</i>
Gemma Barron, Kevin Ledger, Siobhan Mellon & Elizabeth Davy.

Other Options Considered and Reasons for Rejection
To suggest amendments/revisions to the content of the guidance and information requested in the application form.

Final decision	Reason(s)
To approve the guidance and application form for the new Community Energy Grant Scheme ready for launch on 1 March 2018.	The grant scheme will launch on 1 March 2018 as previously agreed by Cabinet. The guidance and application form are based on those used successfully for the Community Chest. The guidance and application form will be reviewed as required following the launch of the scheme.

Signed	Name (CAPITALS)	Signature	Date
Portfolio Holder Chief Officer	Signed copy available upon request from Democratic Services (democratic.services@scambs.gov.uk)		

Further Information