

MINUTE OF BOARD DECISION TAKEN BY EMAIL ON MONDAY 18 MARCH 2024

PARTICIPANTS Alistair Dodds, Chair
 Stuart Black, Chief Executive
 Amanda Bryan
 Angus Campbell
 Freda Newton
 Belinda Oldfield
 Calum Ross
 Anna Salgado
 David Wilson

GREEN GRANT FUND – EXTENSION OF CLAIMS TO FINANCIAL YEAR 2024/25

Board members were invited to respond by email to a request from HIE's Client Products and Services team, asking that they approve extending the timescale for claims to be made to the £2 million Green Grant Fund (GGF).

The Board had approved the Green Grant Fund in 2023, including a condition that claims were to be submitted by 20 March 2024 so that HIE spend could be completed by the end of the financial year on 31 March 2024. It was now known however that, through reasons beyond the applicants' control, five projects that had incurred costs and had contractual arrangements in place to complete works would slip into financial year 2024/25.

Having taken legal advice, the HIE Client Products and Services team was therefore requesting Board approval for £115,000 of the GGF budget to be moved into financial year 2024/25. The Director of Enterprise and Community Support and the relevant area manager were content with this proposal and the Board was assured that an audit trail would be kept for each client.

The Board's decision was required urgently and being requested by email with a deadline of 18 March 2024 as any approved amendment to conditions would need to be implemented within the current financial year.

HIE staff also advised that a further six approved GGF projects had been unable to start and had not entered into any contractual arrangement for works. There was no proposal to support these projects through the Green Grant Fund.

The Board approved the request to move around £115,000 from financial year 2023/24 into 2024/25 for the five Green Grant Fund projects that had incurred costs and had contractual arrangements in place to complete works.

Executive Office
18 March 2024