



INDIVIDUAL COAST PROTECTION GRANTS

This note sets out the Council's policy in respect of grants for small-scale coast protection schemes. All works must meet the following criteria to qualify:

- 1 The proposed works are to be considered within the framework of the Council's policy on coast protection. Offers of grant may be made providing that such an offer would be in accordance with the terms of that policy, subject to funds being available.
- 2 Applications for the grant scheme will be accepted/ considered for the first 4 months of the financial year, April, May, June and July for receipt of completed applications. In order to allow efficient budget control, works forming part of an approved grant that have not been completed by 31 October (a period of 3 months from the closing date for applications) will require a new grant application to be submitted which will then be considered in the next round of funding the following financial year.

Provision will be made throughout the year for emergency works.

- 3 A coast protection grant may be available for new works or for the maintenance of existing defences.
- 4 Grants offered under the scheme are to be for 80% of the cost of the works, up to a maximum of £4,800 for an individual project.
- 5 All applications for grant funding should be made using Shetland Islands Council's Application for Funding - Corporate Form, enclosing
 - a) Drawings and specifications detailing the proposals.
 - b) A location plan including a north point and the site outlined in red. (1:5000 for rural locations, and 1:1250 for built up areas).
 - c) Two competitive estimates for the works.
 - d) A statement agreeing to the works signed by all affected landowners and tenants.
- 6 Under S.16 of the Coast Protection Act 1949 new works require formal consent of the Council as Coast Protection Authority.

Works may also require planning permission, a works licence under The Zetland County Council Act 1974 and a licence from the Scottish Government under the Food and Environment Protection Act 1985 (FEPA).
- 7 In cases where consent to carry out coast protection work is required, an application for such consent shall be determined prior to any offer of grant being made; and
- 8 Authority to determine applications for consent under S.16 of the Coast Protection Act 1949 has been delegated to the Head of Planning (for works that are in accordance with the Council's approved coast protection policies).
- 9 The scheme is administered by the Planning Service and the Head of Planning has delegated authority to offer grants, subject to appropriate conditions, in accordance with the scheme and the Council's approved coast protection policy.

- 10 All offers of grant are subject to standard conditions that have been drawn up in consultation with the Head of Finance Services and Legal Services Manager and any other appropriate conditions.
- 11 No specific portion of the coast protection budget is allocated to the grant scheme since this would have the effect of prioritising it above all other requests, regardless of their relative importance in terms of the established coast protection policy as a whole.

The Council has to judge which cases warrant expenditure and the policy defines and prioritises land categories in order to assist in the process of evaluation.

Categories of land

- 1 **Permanently Occupied Private Dwelling Houses** (including access thereto);
- 2 **Commercial Undertakings** (for example, shops, factories and other sources of economic activity or employment generation);
- 3 **Designated Heritage Sites** (sites whose heritage importance has been recognised by a formal designation including, for example, Scheduled Ancient Monuments; Buildings of Special Architectural or Historic Interest; Sites of Special Scientific Interest); and
- 4 **Other Land** (to include all other land which does not have a threatened building on it).

In respect of other land, each case should be assessed on its own merits but, generally, coast protection works would not normally be undertaken to property in this category.

The Council will consider seeking a contribution from persons with an interest in the property to be protected. The Scottish Government expects the Council to seek such contributions from persons likely to benefit from proposed works.

The following guidelines will be used:

- In the case of occupied private dwelling houses the contribution level will be 20% of the estimated cost of the project. The level of contribution is fixed at the time of the original project cost estimate. That contribution will not increase if the project cost subsequently increases but will decrease if the project is less costly than originally estimated. In any case the maximum contribution is £1,200 per house. Where there is more than one property affected the proportions of costs to be attributed to each are calculated in proportion to the benefit accruing to each.
- In the case of designated heritage sites, each case will be assessed on its own merits but, generally, a contribution will be sought from the body that designated the site, in addition to an appropriate contribution from the landowner.

IMPORTANT NOTES FOR GRANT APPLICANTS

These notes will assist with completion of Shetland Islands Council's corporate application form.

1. All the information you submit will be treated in the strictest confidence and used only to process your application for grant.
2. The completed application form must be accompanied by two itemised quotations from contractors. (Where such quotations also include works that are not eligible for Flooding and Coast Protection Grant, e.g. general improvements, these should be clearly marked). Plans should be submitted showing the present state of the land and buildings and its proposed appearance after works. For minor works, photographs and sketches, supported by specifications, may be sufficient. Engineering staff in the Infrastructure Services Department can advise on what is required.
3. Works for which the Flooding and Coast Protection Grant is sought may also require Planning Permission, a Building Warrant, Listed Building Consent or Conservation Area Consent and this should be checked at the earliest opportunity. The Flooding and Coast Protection Grant may be withdrawn if all necessary consents as outlined in criteria 6 of the Individual Coast Protection Grant Scheme have not been obtained.
4. Work should not start until a Flooding and Coast Protection Grant is formally offered and accepted. A premature start may prejudice your grant. (In exceptional cases the Council may agree to work commencing in advance of a formal approval, where this is deemed urgently necessary).
5. The applicant remains responsible for all insurances to cover risks such as fire, storm or flood damage, risks to adjoining buildings, injury to third persons and property and it is in your own interests that you ensure that the property is adequately insured. Shetland Islands Council shall not be liable for any loss or damage incurred as a result of the works. Liability for such loss or damage will remain wholly with the owners as works are being carried out and will continue after the works have been completed.
6. Grant payments will not be made until the Council is satisfied that the works have been satisfactorily completed and that the costs incurred are reasonable.
7. The Flooding and Coast Protection Grant is offered on the basis of submitted estimates. If the actual cost is lower, or the qualifying works are not all carried out, the amount of grant will be proportionally reduced.
8. The applicant must inform the Council as soon as work commences so that periodic inspections may be made of the standard of workmanship.
9. The Council reserves the right to inspect grant aided work at all reasonable hours whilst in progress and on completion.
10. All grant aided work must comply strictly with the plans and specifications approved by the Council. Additions to, or variations from, the approved details require prior agreement.
11. Any work undertaken that the Council has not previously agreed, or which has commenced before an offer of grant is made, will not qualify for Flooding and Coast Protection Grant. Unacceptable work, including poor workmanship, may nullify payment of grant.