
Decision Session – Executive Member for the Environment

6 March 2017

Report of the Assistant Director (Communities & Equalities)

Awarding the York Community Recycling Fund

Summary

1. This report is to confirm the awarding of the York Community Recycling Fund to successful applicants.

Recommendations

2. The Executive Member is asked to approve the awarding of the York Community Recycling Fund to successful applicants

Reason: To improve waste prevention and recycling in York.

Background

3. On 5 September 2016 the Executive Member for the Environment approved the establishment of a York Community Recycling Fund of £30,000 to be awarded in 2016/17
4. The fund provided the opportunity for community groups to apply for up to £5,000 to support community schemes so that they can make a real impact on the city's recycling and waste prevention performance.
5. The purpose of the fund is to support community projects which offer to do one or more of the following:
 - Reduce waste from households
 - Increase the amount of waste recycling
 - Promote waste prevention, by encouraging reuse, repair and recycling of goods or reducing food waste, in line with Love Food Hate Waste campaign
6. All applicants had to be at least one of the following:

- Registered Charity
 - Not for profit organisation (in social enterprises)
 - Community, Neighbourhood or Voluntary group
 - Faith group delivery community work
 - School, College or University
 - Parish Council
7. The fund was opened to applications at the start of December 2016 and applications were invited over a 7 week period, with closing date of 5pm Friday 20 January 2017
 8. Information about the fund was put on a dedicated web page www.york.gov.uk/recyclingfund along with supporting information and the application form, this was available in 2 formats (word document and PDF) to download
 9. Emails promoting the fund were sent directly to various groups which included ward councillors, resident associations, Parish and Town councils, all CYC schools and community groups known to the Communities and Equalities team and supporters of One Planet York.
 10. The fund was promoted using social media, Facebook and Twitter and also internally to CYC staff via Buzz during December 2016 and January 2017.
 11. A total of 21 applications were received by the closing date.
 12. An evaluation panel was set up to assess the applications using the selection criteria agreed at the Executive Member for the Environment Decision Session on 5 September 2016.
 13. There were 4 people on the panel, these were; Cllr Andrew Waller, Executive Member for the Environment, Rachel Stewart, Waste Services Delivery Manager, Elizabeth Parker, Waste Management Officer and Michal Czekajlo, Community Involvement Officer, Communities and Equalities
 14. The panel met on Wednesday 8 February 2017 to assess all applications and make a recommendation about which projects to fund.

15. The panel using the criteria set out in the Executive Member for the Environment Decision Session report in September 2016, gave priority to those projects which:
 - Give good value for money, diverting a significant amount of waste from landfill
 - Engage with residents
 - Generate social benefits
 - Have the potential to become models of good practice
 - Create jobs or volunteering opportunities
 - Are sustainable
 - Help to change people's behaviour
16. As outlined in the same report in September 2016 the fund will not pay for:
 - An organisation's day to day running or on-going staffing costs
 - Activities that start or happen before we confirm funding
 - Anything where responsibility for dealing with waste materials already rests with the Council
 - Activities dealing with Commercial and Industrial waste and any other waste which is not Local Authority Collected Municipal Waste
 - Projects that mainly financially benefit an individual
 - The VAT element of project costs that can be recovered
17. Using the criteria and referring back to the aims of the fund the panel agreed to recommend:
 - 11 projects to be fully funded
 - 7 projects to be part funded
 - 3 projects to not be funded, via this fund

Full list of the project is attached in Annex 1: List of projects with recommendations for funding

18. For the unsuccessful applicants, advice and information about alternative sources of funding for projects will be offered where appropriate.
19. If approved the successful applicants will be contacted to agree the terms of their funding and next steps.
20. The successful applicants will be asked to undertake ongoing evaluation throughout the project to measure the outcome for the project, against the aim of this fund.
21. The Waste Services Team will be available to offer guidance and help throughout the course of each project

Options and Analysis

22. The options open to the Executive Member are to:
 - to confirm that evaluation process and selection criteria was used and adhered to
 - to agree or not agree to the awarding of the York Community Recycling Fund as recommended by the panel and detailed in Annex 1.

Council Plan

23. The proposals in this report are in line with the Council Plan priorities to Place a Focus on Frontline Services and a Prosperous City for All. The proposals are also in line with the Council's commitment to One Planet York.

Implications

24. **Financial:** The £30k York Community Recycling Fund was approved by the Executive on 30 June 2016 from the 2015/16 underspend. The total of grants awarded is within this allocation. Funds will be awarded in line with the existing Council policy on grants and loans. Full records will be kept of grants given and outcomes achieved.
25. **Human Resources (HR):** There are no HR implications
26. **Equalities:** The fund will have mostly positive impacts as it will enable all types of people and communities to access the fund and take part in the projects funded.

- 27. **Legal:** There are no Legal implications
- 28. **Crime and Disorder:** There are no Crime and Disorder implications
- 29. **Information Technology (IT):** There are no IT implications
- 30. **Property:** There are no property implications

Risk Management

- 31. The main risks that have been identified with the proposals contained within this report, are those which could lead to the inability to meet business objectives and deliver services, leading to damage to the Council’s reputation and failure to meet stakeholders expectations. The level of risk is assessed as “Very Low”. This means that periodic monitoring is required of the operation of the proposed funding options.

Contact Details

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Specialist Implications: Jayne Close Principal Accountant				
Wards Affected:			All	✓

Background Papers:

[Decision Session – Executive Member for the Environment, 5 September 2016: York Community Recycling Fund](#)

Annexes

Annex 1: List of projects with recommendations for funding