

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Environment and Transport
Date:	24 April 2018
Title:	Waste Prevention Community Grant Fund
Report From:	Director of Economy, Transport and Environment

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1. Recommendation

- 1.1 That the projects identified in paragraph 6.4 of this report be awarded funding in accordance with appendix 1 from Hampshire's first waste prevention community grant scheme.

2. Executive Summary

- 2.1. Further to the approval to set up a grant fund to support local organisations in establishing waste prevention initiatives, as set out in the Waste Strategy paper presented to the Executive Member for Environment and Transport on the 14th November 2017¹, the purpose of this paper is to seek approval to award funding to recommended projects for which an application was made to Hampshire's waste prevention community grant fund.
- 2.2. This paper seeks to
 - set out the background to the grant fund;
 - outline the assessment process for evaluating grant applications;
 - summarise all the projects that applied;
 - make recommendations on which projects to award funding to, based on the outcomes of the assessment process; and
 - identify the next steps following a decision on the award of funding.

3. Contextual information

- 3.1. Hampshire County Council as a Waste Disposal Authority has a statutory duty for managing the disposal of municipal waste arisings in Hampshire. The costs associated with this are directly linked to the quantity (by weight) and hazardous content of materials thrown away by Hampshire residents.
- 3.2. The County Council has had a waste prevention programme in place since 2014/15, with the overarching objective of reducing the amount of household

¹ <http://democracy.hants.gov.uk/ielssueDetails.aspx?Ild=6778&PlanId=0&Opt=3#AI4127>

waste generated, which in turn will result in direct savings to the Council through reduced disposal costs. The programme is a key contributor towards achieving the Waste and Resource Management Transformation to 2019 savings target of £3.675 million.

- 3.3. Continuous review of Hampshire's waste generation and diversion performance shows Hampshire is improving against national trends, but still has some headway to make against other national comparators.
- 3.4. A review carried out in 2016 of activities carried out by top performing local councils demonstrated that their success is attributed to significant investment in a range of targeted activities that raise awareness and change behaviour regarding waste prevention. As a result, Hampshire's waste prevention programme was granted significant investment in 2017 to upscale current targeted activities and trial new initiatives (in line with what other local authorities deliver) with the aim of achieving significant reductions in waste disposal requirements.
- 3.5. A growing amount of waste prevention activity in Hampshire happens at the grassroots level. Lack of upfront funding is the main barrier noted for preventing these organisations from turning concepts into reality and from reaching a wider Hampshire audience.
- 3.6. Approval was granted on the 14th November 2017 to trial a waste prevention community grant scheme that will pump-prime new, or expand existing, waste prevention practices with the intention of ensuring activities are sustained beyond the funding period.
- 3.7. This is Hampshire County Council's first waste prevention grant scheme, which aims to establish the impact on household waste arisings and other benefits of innovative localised activities.

4. Grant application process

- 4.1. The waste prevention community grant fund has been set up in accordance to guidance provided by the Corporate Grants team and Legal services, as well as good practice advised by Hampshire's Countryside services, Merseyside Waste Authority, York Councils and Cumbria County Council.
- 4.2. Proposals that focus on setting up or expanding existing products, and projects or services that (directly or indirectly) reduce how much residents throw away from within their homes were encouraged to apply. The expanse of activities that qualified included:
 - Educational activities on home management, for example cooking and sewing
 - Sharing, hiring and rental services
 - Community engagement activities
 - Digital projects that make preventing waste easier and more convenient
 - Repair and upcycling of household items
 - Redistribution of surplus food from households

- Introduction of local services, for example community composting and tool libraries
- 4.3. Applications for a share of the waste prevention community grant fund opened mid November 2017 in accordance with the County Council's activities supporting European Week for Waste Reduction. The closing date for applications was 31st January 2018, therefore giving applicants just over two months to apply.
- 4.4. Charities, community/voluntary groups, education establishments, not-for-profit organisations, small-to-medium enterprises, faith groups and parish councils were eligible to apply for funding. Attempts were made to reach out to local organisations about the opportunity for grant funding through methods such as direct mailing, the County Council's school portal, press releases, the Hampshire Association for Local Councils newsletter, and targeted social media.
- 4.5. Keen applicants were encouraged to contact the waste prevention team prior to submitting an application to discuss their idea and requirements of the grant. A total of 32 queries were received, 12 of which turned into full applications. A further 10 applications were submitted without prior engagement with the team.
- 4.6. The total budget allocated for the grant fund is £65,000. Each application could request funding up to the value of £5,000.
- 4.7. There were two stages to the assessment process of fund applications: surpassing the prerequisites that were set out prior to submitting an application, followed by a scoring exercise on how well the application meets the essential criteria. Applications were then ranked according to their score, with those applicants scoring highest and/or scoring above the minimum score requirement being recommended for awarding funding.
- 4.8. The prerequisites included in the grant guidance notes stated that applications would not be considered if funding was sought for the following:
- Projects which predominantly affect residents outside of the Hampshire County Council administrative area;
 - Recycling and/or waste disposal projects;
 - Projects requesting over £5,000;
 - Current day-to-day running or existing staff costs;
 - Projects which are already financially covered by other financial bodies or schemes;
 - Activities that start or happen before the funding is confirmed;
 - Activities that are the responsibility of, or replicate existing activities by a Hampshire-based Waste Collection or Waste Disposal Authority;
 - Activities preventing waste generated from other sources other than households, i.e. commercial and industrial waste; and
 - Research and development only activities.
- 4.9. Those applications which passed the prerequisites of the grant were scored against the following key criteria using the content of their application form:
- How much household waste the project will prevent;

- Sustainability/legacy – will the project and outcomes be sustained beyond the funding period;
- Innovation – what new services/products/projects are being introduced to local area and/or beyond; and
- Community benefits – other than preventing waste, how else will the scheme benefit local residents.

4.10. Where gaps existed in relevant information for the scoring process, requests for further information were sent to applicants. Responses were taken into account and scores were revised accordingly. Where gaps existed in the provision of waste prevention data, the waste prevention team helped fill the gaps using existing evidence and data.

5. Summary of grant applications

- 5.1. A total of 22 applications were received from across the County, representing a range of organisations; 9 applications came from charities, 4 from schools, 4 from not-for-profit organisations, 3 from community groups, and 2 from independent traders.
- 5.2. The types of projects seeking funding include community-based awareness campaigns, education activities aimed at both children and families, and repair services, as well as some innovative ideas such as launching alternative products to single-use plastics, community fridges, and a gaming app that rewards players via their school and local community.
- 5.3. A table summarising the different applications, their final score, and estimated potential impact on household waste arisings after one year of delivery is provided in appendix 1.

6. Outputs and financial implications

- 6.1. The amount of funding requested from applications totalled £69,049.05 which is greater than the total budget allocated. Therefore not all applications can be supported.
- 6.2. The threshold for awarding funding was set at a score of 9 points, which reflects the total minimum score that could be achieved by scoring a satisfactory level on all the key criteria.
- 6.3. If the total amount of funding sought from all applications which scored above 9 exceeded the total budget, applications would be ranked according to their total score and funding would be awarded from the top-down until the budget limit was reached.
- 6.4. Appendix 1 ranks applications according to their total score. Projects 1 to 17 achieved a total score above 9 and are within the scope of the grant fund. They are therefore proposed as successful applicants for awarding funding.
- 6.5. Projects 18 to 22 did not achieve a total score above 9 and are therefore proposed as unsuccessful applicants to the grant fund. These applicants are rejected due to the fact that their application did not pass the prerequisites of the fund, or score high enough against the key criteria, and not due to limited funding.

- 6.6. The total amount of funding sought from projects 1 to 17 in appendix 1 is £53,766.05. This value is within the total budget limit of £65,000. Therefore all the projects which scored above the threshold score can be supported by the grant fund accordingly.
- 6.7. It is estimated by both grant applicants and the waste prevention team that successful applications would prevent over 290 tonnes of household waste within one year of delivery. In addition to this, delivery of wider social and economic benefits have been identified, which include:
- Provision of affordable household items to an additional 570 households in need, who in turn save £86,000 on the purchase of essential household items²;
 - Generate £26,000 income for local charities;
 - Offer an additional 12 employment opportunities;
 - Offer up to 100 volunteer opportunities;
 - An increased level of awareness on waste prevention across Hampshire through education and marketing activities relating to grant applications; and
 - Links to other County Council initiatives, for example healthy eating initiative, local welfare assistance and mental health care.

7. Next steps

- 7.1. The overall level of interest in the waste prevention community grant, in terms of the number and variety of projects that have applied, reflects the aspiration of Hampshire's communities to tackle the issue of waste prevention. As a trial project, the output of the process to-date is on par with other Waste Authorities who have had established waste prevention grant funds for over 15 years.
- 7.2. Following the outcome of this decision report, all grant applicants will be contacted to let them know the results of the process with immediate effect.
- 7.3. Each successful project will be set up with a bespoke grant agreement, including a payment schedule, and allocated a project manager to oversee the delivery and reporting of each project. The grant agreements will include a plan for sustaining the grant activities beyond the funding period.
- 7.4. Discussions with trading standards have already taken place to identify potential issues to consider with projects in relation to meeting health and safety requirements. These will be addressed as part of the set-up of the grant agreements.
- 7.5. It is anticipated that successful projects will complete a monthly highlight report to provide information on progress against key performance indicators.

² Benefits calculated using indicators taken from SE7's unpublished Reuse-outcome/benefit benchmark toolkit based on an estimated further 25 tonnes going for reuse and repair.

7.6. At the end of the funding period, an evaluation will be carried out by the project team to assess the achievements of the grant fund and consider the feasibility of future waste prevention grant funds.

8. Conclusions

8.1. This report recommends that projects 1 to 17, as identified in appendix 1, should be awarded the amount of funding sought from the waste prevention community grant fund based on their overall score achieved against the key criteria.

8.2. The report also recommends that projects 18 to 22, as identified in appendix 1, should not be awarded funding, as their application did not meet a satisfactory level for all the key criteria and/or their application did not meet the prerequisites of the grant fund.

8.3. The wider social and economic benefits gained from funding the awarded applications should be recognised alongside the estimated total amount of household waste prevented.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	yes
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	yes
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Other Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Waste Strategy http://democracy.hants.gov.uk/ielssueDetails.aspx?Ild=6778&PlanId=0&Opt=3#AI4127	14 November 2017

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

The recommended projects have a neutral impact on all groups with protected characteristics as they will help to kick-start community waste prevention projects and will not exclude any members of the community. The exception to this is the Protected Characteristic of Age, where the Fund is anticipated to have a positive impact. This is because a number of recommended projects focus on educating children and families, as well as elderly residents around waste prevention behaviours. These include life skills such as healthy eating, meal planning and budgeting. The projects awarded funding will be subject to monitoring and review to understand any significant impacts which will result from their delivery, together with any requisite mitigation.

2. Impact on Crime and Disorder:

2.1. The provision of funding via Hampshire's first waste prevention community grant fund will have no impact on crime and disorder.

3. Climate Change:

a) How does what is being proposed impact on our carbon footprint / energy consumption?

The sustained implementation of waste prevention activities will, over time, lead to a reduction in household waste generation. This reduction will offset some of the anticipated growth in waste arisings resulting from returning consumer confidence and housing growth in Hampshire. This will help to enable the authority to manage its carbon footprint. These activities will have little or no impact on the Authority's energy consumption.

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

The sustainable management of waste enables the use of valuable resources either as secondary raw materials or as a renewable energy source. Either use will reduce CO₂ emissions by mitigating the need for the processing of virgin raw materials or combustion of fossil fuels for energy, and hence contribute to the lessening of climate change impacts.