

# **The London Recycling Fund**

## **Notes on the Approach to Evaluation of Project Applications**

### **Achieving Strategic Impact.**

One of the strengths and indeed purposes of the London Recycling Fund is its ability to promote a strategic approach to recycling across the city. By the end of 2005/6 the Fund aims to make a significant and lasting impact which will be recognised as such by the Government, the Mayor, the Boroughs and partner organisations in the private and not for profit sectors as well as residents, and to have enabled all waste authorities to raise London's recycling rates.

As well as supporting and enabling waste authorities to reach or better still exceed their recycling and composting targets, the Fund aims to do much more. It encourages individual and groups of waste authorities (boroughs and statutory joint groupings) to develop high profile, high impact projects which demonstrate the requirements for establishing the systems necessary to handle the amounts of separated recyclables needed to meet 2010 targets.

The Fund's delivery strategy is to stimulate the introduction of collection, materials processing and reprocessing infrastructure which enables high performance recycling and composting and also enables waste authorities to build on their existing recycling programmes and partnerships

### **Underlying Principles**

The Fund's approach is underpinned by a number of important principles

- The Fund seeks to make an impact by supporting projects that provide benefits which will be felt by all of London's waste authorities and their constituent communities;
- Funds will be allocated in order to secure significant increases in London's household recycling performance and to enable waste authorities to meet their statutory targets;
- The Fund seeks to promote the creation of a recycling infrastructure for London that will give long term support to higher long term levels of recycling.
- Allocation of funds will be undertaken by means of an evaluation process which requires provision of information necessary for a fair evaluation of project proposals without placing an undue burden on those making applications, or being so onerous as to restrict authorities' willingness and capacity to bid. The level of detail required will be proportionate to the funding and complexity of the project being proposed.
- The process will be straightforward, flexible, and transparent and open to scrutiny.
- The implementation team will support applicants develop their projects both pre and post application and by so doing maximise the potential of bids and the overall effectiveness of the fund.
- The Fund will aim to strike a balance between (a) achieving maximum value for money and increased tonnage and (b) supporting innovation and development

### **Evaluation Criteria**

Evaluation of applications must take place within a framework of criteria, which includes a number of key features as follows. The criteria which will be used for Years Three and Four of the Fund will be slightly different from those used for the first two years of the fund in

order to reflect changes in strategic objectives and operational priorities which have been agreed by the LRF's stakeholders through its Project Board. They are as follows:

- Compliance with Strategic Aims
- Compliance with Fund and Business Plan Priorities
- Compliance with Fund and Business Plan Themes
- Additionality, Leverage and Match Funding
- Value for Money
- Sustainable Development
- Project Planning, Management and Risk Analysis
- Outputs & Deliverables

### **Compliance with LRF Strategic Aims**

The strategic aims of LRF are as follows:

- Significantly raise authorities recycling rates in order to reach 2005/6 BVPI recycling targets
- Significantly assist authorities to divert waste from landfill and help them to meet its EU Landfill Directive targets

Applicants must therefore ensure that they provide sufficient evidence in the application to demonstrate compliance with the strategic aims. This includes the supporting spreadsheet and any strategy documents.

### **Compliance with LRF Business Plan Priorities**

Applicants must ensure that they can demonstrate that the proposed project meets one or more of the Funds priorities, consistent with realisation of the LRF strategic aims. They should also indicate under which single Priority Action the proposed project is principally being presented.

### **Compliance with LRF Business Plan Themes**

The LRF Project Board is particularly concerned to ensure that applicants demonstrate an awareness of the importance of addressing the following themes which should be evidenced in the application.

- Partnership
- Consistency and best practice
- Contribution to increasing and sustaining levels of asset utilisation
- Increasing and sustaining Participation Rates

The first two should be self evident. Asset utilisation concerns the importance of ensuring that maximum potential output is being extracted from relevant existing investment and that new investment will result in additional "added value". This is linked to increasing participation rates

### **Additionality, Leverage and Match Funding**

Applicants should indicate the commitments which have been made for provision of additional funds, their value, sources, and duration.

## **Value for Money**

Applicants should provide sufficient information to enable LRF to determine value for money in terms of the unit cost of outputs and/or installed capacity relative to valid comparators or benchmarks for the duration of LRF support. This will apply to all projects but will not preclude support for projects which are experimental and innovative and which may therefore be outwith existing vfm and performance benchmarks.

## **Informing, Engaging and Supporting Residents and Communities to Increase Participation in Recycling**

LRF Board is concerned to ensure that more emphasis is now given to increasing participation rates in order to maximise asset utilisation and the effectiveness of the investments being made in recycling capacity. Applicants should therefore ensure that they evidence this in their applications. This includes efforts to increase participation by minority ethnic groups

## **Sustainable Development**

Applicants should describe how the project will contribute to sustainable development. This might include support for sustainable employment, training, and economic development, sustainability appraisal and "green procurement".

## **Project Planning, Management and Risk Analysis**

Applicants should describe their approach to project planning and management and to analysis and management of risk and provide evidence of their track record in implementing similar projects, including any previously funded by LRF. They should clearly demonstrate identification, understanding, quantification and analysis of all major risks associated with the project.

## **Outputs & Deliverables**

Applicants should ensure that the evidence provided in the Outputs & Deliverables Spreadsheet is comprehensive and is of a quality and consistency such as to demonstrate that the project meets the LRF strategic objectives and requirements.

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