

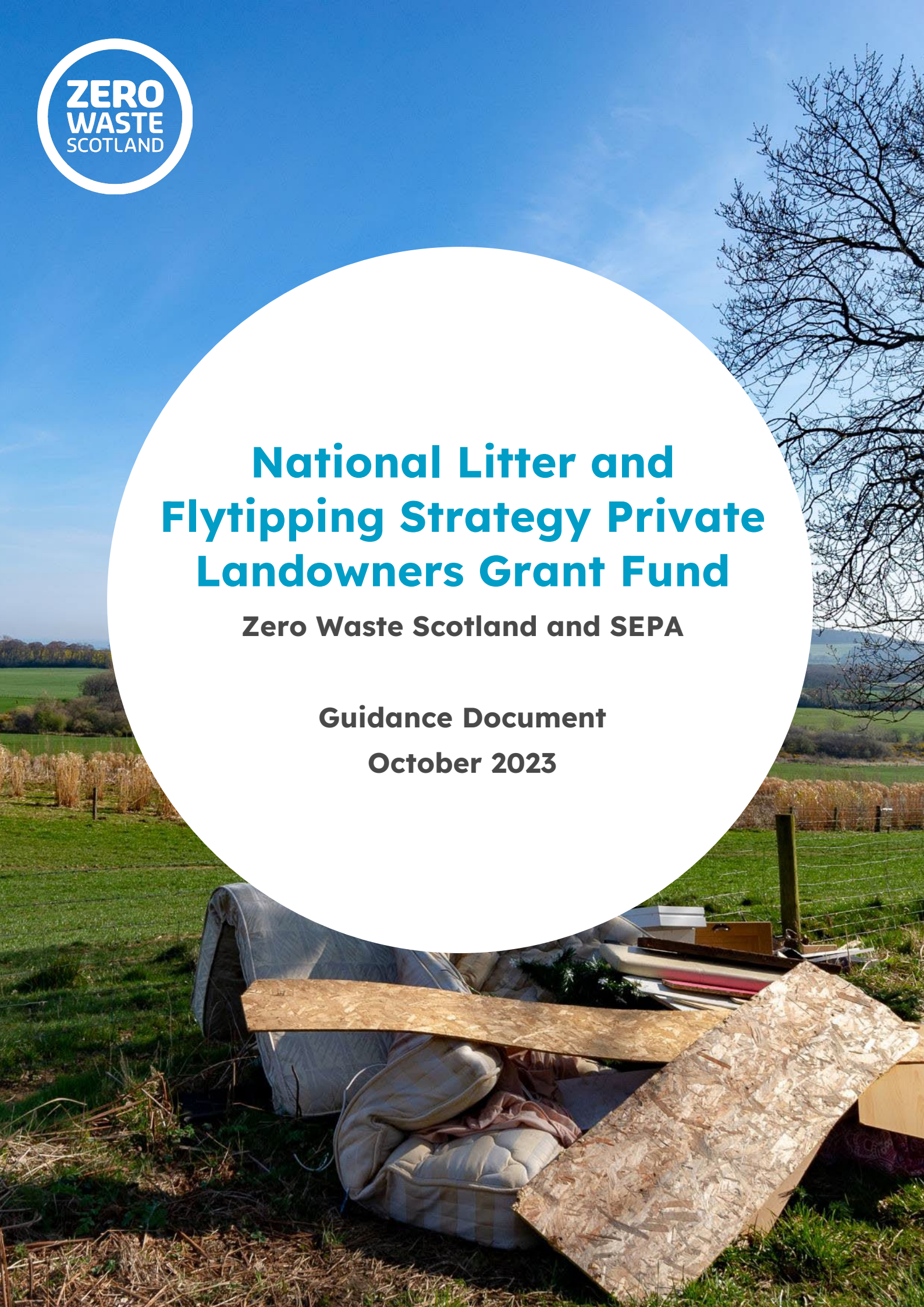


National Litter and Flytipping Strategy Private Landowners Grant Fund

Zero Waste Scotland and SEPA

Guidance Document

October 2023



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1 Background and Aims of the Fund

As part of the 2023 National Litter and Flytipping Strategy, a new grant scheme has been created to aid private landowners to deter flytipping which affects their land. The total value of the fund will be £50,000 and will be managed by Zero Waste Scotland with SEPA. It is intended that the funded projects will be located throughout Scotland at sites that have experienced or are experiencing flytipping issues.

The Flytipping Prevention Grant for Private Landowners has the following objectives:

- To fund a minimum of five projects each with a maximum grant of £10,000, the aim is for these projects to be varied and dispersed throughout Scotland where possible
- To support private landowners to prevent flytipping on their land via projects which achieve wider societal, environmental and /or economic benefits
- To engage communities around flytipping hotspots to support action to reduce flytipping
- To support innovative approaches to preventing flytipping
- To facilitate the reporting of flytipping and enforcement of existing penalties for those responsible

2 Eligibility

Applicants are encouraged to discuss proposals with SEPA ahead of application development to ensure that the objectives of the fund are met.

A pre-assessment eligibility check will also take place to ensure applicants satisfy the following scoping criteria:

- Maximum grant of £10,000 funding from the applicant for the project. Match funding to extend the scope of the project and maximise the use of the fund would be welcome.
- Applications must be from the landowner
- The location of the project must be connected to benefitting an area of private land
- Retrospective funding is out of scope of the fund
- Proposed locations must have been subjected to flytipping in the last 12 months
- The landowner must be based within the UK.

In common with all public funders in Scotland, Zero Waste Scotland is required to encourage grant recipients to adopt and maintain fair work practices in support of the Scottish Government's Fair Work First policy. For the purposes of this grant scheme, Fair Work First only applies to landowners who are also employers. Fair Work First is the Scottish Government's flagship policy for driving high quality and fair work, and workforce diversity across the labour market in Scotland. Through this approach the Scottish Government is supporting employers who adopt fair working practices, specifically:

- payment of at least the real Living Wage;
- providing appropriate channels for effective workers' voice;
- investment in workforce development;
- no inappropriate use of zero hours contracts;
- action to tackle the gender pay gap and create a more diverse and inclusive workplace;
- offering flexible and family friendly working practices for all workers from day one of employment; and
- opposing the use of fire and rehire practice.

Full guidance on Fair Work First may be found here <https://www.gov.scot/publications/fair-work-first-guidance-2/pages/1/>

If you are an employer and are awarded a grant, you will be required to supply evidence that you are paying at least the real Living Wage and providing appropriate channels for effective workers' voice. The exact evidence requirements will be set out in the funding agreement.

3 What can be funded

Under this grant scheme, the applicant can apply for up to £10,000 towards interventions that will prevent flytipping on private land. Fund should be focused on the prevention of flytipping rather than cleanup costs.

To encourage innovative approaches to preventing flytipping, we are not listing specific items as eligible. The items that can be supported by this grant should include:

- Interventions that will prevent flytipping
- Interventions that will support the reporting and enforcement of flytipping;

and the application should detail how the items the applicant wishes to purchase will achieve the above.

Applicants are encouraged to extend the impact of the project by using funds from other sources to fund additional related activity. The applicant will be required to fund any costs that exceed the £10,000 maximum. Applicants are responsible for ensuring that they have the available finances to continue to support the ongoing project costs if necessary.

4 Application and decision making process

Applicants are encouraged to discuss proposals with SEPA ahead of submitting a full application form. This conversation will ensure that the proposed interventions meet the criteria and aims of the fund. Please email nationalwaste@sepa.org.uk to discuss.

A full application form should be completed. It is essential that applicants provide all the information requested, or their application may not be eligible for assessment.

Submitted applications will be assessed by the Panel against the following criteria:

Criteria	Percentage	Descriptor
Impact	50	The application must detail what the impact of the proposed activity will be in terms of preventing flytipping, engaging the community and creating economic benefit. Evidence should be provided to show previous flytipping instances.
Feasibility	25	Evidence must be provided to show that all permissions are in place and that the project will be implemented by 31 March 2024.
Enforcement	10	The application must detail how the project will support the reporting of flytipping and enforcement of existing penalties for those responsible
Legacy	15	Evidence must be provided that demonstrates how the project will continue to prevent flytipping and the application must detail how the impact of the project will be monitored

The Assessment Panel will comprise of representatives from SEPA and Zero Waste Scotland. All Panel members will independently score the application before a moderation meeting is held to reach a consensus. Zero Waste Scotland will aim to provide a response to applicants within a maximum of 10 working days after the assessment panel meeting.

Please complete the application form electronically and send along with supporting documentation by **no later than 5pm on 8th December 2023** to FlytippingSupport@zerowastescotland.org.uk

5 Timeline

The target timetable for this programme is:

- Launch date – 31 October 2023
- Deadline for submission – 5pm on 8 December 2023
- Assessment Panel – w/c 18 December 2023
- Funding agreements signed (at latest) – 19 January 2024
- Project fully implemented – 31 March 2024
- Monitoring case study complete – 28 June 2024

6 Funding agreements

Once the application has been approved, Zero Waste Scotland will liaise with successful applicants to finalise activities and milestone payments. Zero Waste Scotland will then provide a funding agreement to the applicant which will specify the agreed items to be funded over the duration of the project. Once signed, by both the applicant and Zero Waste Scotland, the successful applicant is free to commence delivery of the project.

All agreements must be signed by 19 January 2024.

Projects must be implemented, including all project spend, by 31st March 2024.

7 Requests for payment

Funding will be paid retrospectively upon provision of fully evidenced claims, confirming that the milestones have been completed and that the items have been purchased and delivered. Grant recipients will be required to complete a Request for Payment form and provide evidence of expenditure. This evidence could include, but is not limited to, copies of:

- original supplier invoices;
- supporting bank statements showing payments have left an account (screen shots are acceptable); and,
- evidence of installation (e.g. before and after photographs) and or site visit by Zero Waste Scotland.

Please note that once all required documentation has been received and verified it can take up to 30 working days for Zero Waste Scotland to process requests for payment.

8 Project Monitoring

All grant recipients are required to submit a monitoring report covering activity, impact and legacy by 28 June 2024. Grant recipients are expected to remain available for engagement in any future communication work related to the grant.