

## Environmental Body consultation

### The provision of management information reports to stakeholders

<b>Subject of this consultation:</b>	The provision of management information relating to the Landfill Communities Fund (LCF) provided by ENTRUST and made available to all stakeholders.
<b>Scope of this consultation:</b>	Through this consultation exercise we aim to identify the management information needs our stakeholders have in relation to the LCF and, where required, expand on the current levels of information we provide.
<b>Who should read this:</b>	Environmental Bodies
<b>Duration:</b>	The closing date for responses is 30 September 2014.
<b>Enquiries:</b>	If you have any questions about this consultation please contact Mark Crook, Head of Finance on 01926 488 316 or <a href="mailto:markcrook@entrust.org.uk">markcrook@entrust.org.uk</a> .
<b>How to respond:</b>	You can respond to the consultation in any of the following ways: <b>Email:</b> <a href="mailto:markcrook@entrust.org.uk">markcrook@entrust.org.uk</a> <b>Online:</b> <a href="#">Management Information Survey</a> <b>Post:</b> Mark Crook, Head of Finance and IT, ENTRUST, 60 Holly Walk, Royal Leamington Spa, Warwickshire, CV32 4JE.
<b>After the consultation:</b>	After reviewing the responses to this consultation we will identify management information themes and develop a proposal for a set of standard reports. We will also propose how these will be made available to stakeholders.  The proposal will be available on the <a href="#">open consultations page</a> of our website.

## 1. Introduction

- 1.1 ENTRUST is the regulatory body appointed by HMRC to regulate the Landfill Communities Fund (LCF). Consultation and discussion with stakeholders is key to ensuring that we respond effectively to the needs and requirements of those we regulate.
- 1.2 In our 2014-2017 Corporate Plan, we have set out plans to place a greater emphasis on demonstrating the impact of the LCF through the capture and sharing of key statistical information.

## 2. Reason for the consultation

- 2.1 Environmental Bodies (EBs) are required under the Landfill Tax Regulations 1996 (Regulations) to provide ENTRUST with information on how they use LCF monies.
- 2.2 To ensure that this data is used productively we wish to ensure that EBs are able to use this information to meet their end user needs.
- 2.3 As part of these plans to demonstrate the impact of the scheme we want to ensure that we provide stakeholders with the appropriate data in respect of the operation of the LCF.
- 2.4 We therefore wish to consult stakeholders on their management information needs.

## 3. Current provision

- 3.1 We currently provide the following information to stakeholders:

### Statistical information

Information provided to us by EBs and processed through Entrust online (EOL) is published and updated daily on the [statistics page](#) of our website.

This page provides visitors to our website with information on the value of contributions provided to the Scheme by Landfill Operators (LOs) since the inception of the LCF in 1996, how this funding has been spent on the various Objects set out in the Regulations and the number of projects registered with us.

### Environmental Bodies and funders

We have an [enrolled EB search facility](#) on our website. This provides summary details relating to EBs and more detailed information on those EBs that act as funders within the scheme.

### Projects

We have a [project search facility](#) showing all projects that have been registered with and approved by us. This listing includes both currently active and completed projects.

This information can also be accessed through a link included on the EB search results.

## Case Studies

The website also includes a number of [project case studies](#) which provide more detailed information on projects that have received LCF funding, have been completed and are benefiting the community they serve.

New case studies are added on a regular basis and can be accessed through the home page of the website.

Each case study can also be downloaded in PDF format from the website.

## Projects looking for funding

EBs who have a project that is compliant with the Regulations, but who have yet to find financial support through the LCF, can '[advertise](#)' their projects on our website. This enables funders who are looking for projects to support to find out more about the project and contact the EB directly to discuss their requirements further.

## Other information

We also provide a range of other information, usually posted in PDF format on the relevant page of the website, including:

- a summary on the findings and recommendations arising from compliance inspections;
- a list of all enrolled EBs;
- a register of Accredited EBs;
- a list of revoked EBs in the last quarter;
- a list of all EBs who have failed to submit a Statutory Annual Return; and
- all ENTRUST Corporate Documents including our Corporate Plan, Annual Report and Statutory Accounts.

## Ad hoc requests

We also respond to individual data and information requests where appropriate and these tend to be provided directly to the person requesting the information usually via email. However, as an organisation outside of the public sector we are not covered by the requirements of the Freedom of Information Act 2000.

## 4. Consultation questions

- 4.1 This section sets out the consultation questions that we consider will help us to review and assess what management information we should provide to stakeholders.
- 4.2 When considering your requirements please be aware that any information provision will be initially based on the data currently submitted to us through EOL, but can include more information based on financial periods, the use of LCF funds, locations (Country, County, Parliamentary Constituency, Postcode) or project types.
- 4.3 We are also interest in hearing from you if you think other types of data not currently collected by us, but which stakeholders may wish to be made available by ENTRUST although there would be no statutory requirement for EBs to provide this information.
- 4.4 While we cannot guarantee that we can comply with any requirements in this area, we will consider such requests thoroughly and let you know on what can be achieved within our current resource restrictions and which will not make a disproportionate impact on the administration of the LCF carried out by all EBs.
- 4.5 We also need to be mindful of the requirements of the Data Protection Act 1998, and the requirement to comply with our [Privacy Policy](#), so information that we hold that can identify a living person would not be provided without the express permission of the persons involved.

No.	Question
1.	Do you think that ENTRUST currently provide the right level of information on the management and operation of the LCF, giving your reasons why you think that it is the right amount, too much or too little?
2	How do you use the information currently provided by ENTRUST?
3.	Please detail any additional LCF information we do not currently make available but which your organisation feels would be beneficial. This can include information which we may not currently collect but based on the cost and benefits involved could potentially be gathered by ENTRUST.
4.	How frequently do you require management information to be provided?
5.	What is your preferred method of receiving management information, e.g. emailed to you or accessed through our website?

## 5. Contact details: how to respond

- 5.1 All EBs are invited to participate in this consultation exercise. All responses that we receive will be treated in the strictest confidence and will be considered anonymous unless you state otherwise. You can respond to the consultation in any of the following ways:

**Email:** [markcrook@entrust.org.uk](mailto:markcrook@entrust.org.uk)

**Online:** [Management Information Survey](#)

**Post:** Mark Crook  
Head of Finance  
ENTRUST  
60 Holly Walk  
Royal Leamington Spa  
Warwickshire  
CV32 4JE

- 5.2 The closing date for all responses to this consultation is 30 September 2014.

## 6. Next steps

- 6.1 After reviewing the responses to this consultation, we will publish a proposal for management information reports to be developed and subject to any further comments received from this we will commence development with the intention of making all reports available from 30 November 2014.