



ENTRUST
Regulating the Landfill Communities Fund

Benefiting people and the environment

ENTRUST is the regulator of the Landfill Communities Fund (LCF), an innovative tax credit scheme enabling Landfill Operators to contribute money to enrolled Environmental Bodies (EBs) to carry out environmental projects in local communities.

The aim of the LCF is to offset some of the impacts that landfill sites have on local communities. All projects must satisfy the environmental objects contained in the Landfill Tax Regulations 1996 (Regulations).

We regulate both the EBs' activities and the work they undertake through the delivery of approved projects. We assess each project before any LCF money is spent to ensure it is clearly going to deliver an approved object.

We do not allocate or have influence over the distribution of landfill tax monies.

We are funded through:

- an application fee of £100 which is payable by organisations when they apply for approval to become an EB and enter the scheme; and
- a levy paid by all approved EBs on all qualifying contributions received from Landfill Operators in England and Northern Ireland. For 2019/2020, HMRC have set the levy at 2.83 per cent which applies to all contributions received on or after 1 April 2019.

Front cover images (clockwise): 2MK Sea Scouts, WREN image courtesy of 2MK Sea Scouts; All Saints Church East Pennard, image courtesy of Viridor Credits Environmental Company; Connecting Trails, Bore Place, image courtesy of Viridor Credits Environmental Company
Back cover image: Elton Vale Sports Club, image courtesy of Enviro Trust

	2018/2019 Approved Budget £'000	2019/2020 Approved Budget £'000	Variation £'000
Resource Requirement	1,050	945	(105)

2019 – 2022 Corporate Plan



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Summary from the Chair and Chief Executive

ENTRUST's 2019-2022 Corporate Plan sets out the activities which we consider are key to our delivery of regulatory services across this Corporate Plan period. The following is a summary of the themes and issues included within the Plan. Further detail can be found in the full [Corporate Plan](#).

In particular we will focus on supporting EBs to:

- Reduce EB administration costs to below the recommended guideline of 7.5 per cent of project expenditure; and
- Reduce the level of unspent funds held by EBs.

A further key priority will be the smooth closure of the LCF in Wales during the final year of the transitional period.

Service improvement and efficiency

In 2019/2020 we will continue to prioritise our 'coaching to compliance' ethos which will remain supported by our focus on strong levels of customer service and efficient processes for both ourselves and EBs, which we believe will help to further minimise the administrative burden on EBs. We will also continue to operate a streamlined approach and ensure our operations remain transparent, building upon the work of previous years.

In 2019/2020 we will:

- Under the agreed framework, provide updated information to HMRC on EBs administration cost expenditure and the level of unspent funds that they hold;
- Implement updated evidence standards for case referral to HMRC;
- Communicate with Directors, Trustees and main contacts of frozen EBs following six months of no communication from the main contact; and
- Continue all feedback surveys – helpline, compliance, and satisfaction.

Delivering Value for Money (VfM)

We believe it remains important to demonstrate the value that the LCF delivers to local communities and the wider environment. In 2019/2020 we will further review our economic impact assessment framework to ensure that the published indices for evaluating economic impact remain up to date and relevant to the scheme.

In 2019/2020 we will:

- Continue to publish benchmarks for EBs whilst further developing our benchmarking activity to ensure that the data being made available meets the needs of all EBs;
- Undertake a consultation regarding the VfM questions in the Project Completion form (Form 9); and
- Publish an annual VfM report, agreed with HMRC.

Scheme closure in Wales

Landfill tax devolved to Wales on 1 April 2018 which meant the LCF also closed in Wales from 1 April 2018, commencing a two-year transitional closure period which concludes on 31 March 2020. We will continue to work closely with HMRC and EBs operating in Wales to ensure the smooth closure of the final year of the transitional period.

Organisation

Following a reduction in the size of our organisation and resource requirement across the previous three Corporate Plans we consider our structure is appropriate for the reduced size of the LCF, however we will continue to seek cost savings and organisational efficiencies across the life-time of the plan.

We will continue to ensure the company remains fully compliant with data protection law and undertake an annual self-assessment of cyber security arrangements.

Dr Ann G Limb CBE DL
Chair, ENTRUST

Christopher Welford
Chief Executive, ENTRUST



Friends of Gorsehill Park

Photo courtesy of Viridor Credits Environmental Company



Boughton under Blean Bowling Club

Photo courtesy of Viridor Credits Environmental Company



Key performance indicators for 2019/2020

Target 1

Achieve standards of service delivery and effectiveness acceptable to stakeholders of a modern regulator

- Approve 98% of eligible applications to enrol as an EB within five working days.
- Approve 98% of eligible project applications within five working days.
- Undertake a customer satisfaction survey by 31 August 2019 and use the findings to improve EBs' level of satisfaction with our services with identified improvements included in an action plan developed by 31 December 2019.



Target 2

Enhance the accountability and transparency of the LCF by reporting and publishing information about its operation

- Provide reports to HMRC against the agreed reporting schedule.



Target 3

Secure/increase the level of compliance with the Regulations



- During the 2019/2020 year inspect at least one third of active EBs to monitor compliant spend, focusing on the areas of highest risk based on previous non compliance, risks identified through the risk model and issues identified during the year.

- Ensure that 99 per cent of LCF funds are reported through the Statutory Annual Return (Form 4) by the due date of 28 April 2019.

Target 4

Deliver value for money



- Following the implementation of our e-delivery policy, maintain the online submission of Forms 2, 3 and 7 at 100 per cent in 2019/2020.

- Ensure the proportion of 2018/2019 Statutory Annual Returns (Form 4) received online is 90 per cent or above.

Target 5

Report to HMRC by 31 July 2019 priority regulatory improvements to the Landfill Tax Regulations 1996. Implement agreed changes to guidance or regulation in accordance with agreed timescales



- Conduct targeted compliance interventions and if necessary consultation exercises to identify issues and make recommendations supported with robust analysis and evidence.

