



# Framework for reviewing high risk project applications

## Introduction

One of the functions of our Registrations Team is to review and assess project applications from Environmental Bodies (EBs) to ensure that they comply with the Landfill Tax Regulations 1996 (Regulations).

EBs submit each project application through Entrust Online (EOL). These applications are then assessed by a framework, which includes a checklist to assess whether they comply with the Regulations. At this stage of the review process if there are concerns regarding the eligibility of the project or its compliance with the Regulations an application is pended prior to the issue being resolved.

For more information on the project approval process see our Guidance Manual.

## High risk project registration framework

The following table sets out our checks for projects considered high risk and may require additional information. These checks either require further assurance about the EB registering the project or regarding the project applicant itself if the LCF recipient is not the EB.

## Further help

Please contact the Helpline if you have any questions on the Framework on 01926 488 300 or [helpline@entrust.org.uk](mailto:helpline@entrust.org.uk)

Project Type	Information that may be required
Restricted use facility	<ul style="list-style-type: none"> <li>• Access statement signed by the applicant confirming the public access the times, days, fees, booking method and how users obtain physical access.</li> <li>• It should be reasonable that the project can be used at these times, for example floodlighting required or if the school intend to run after school/holiday clubs.</li> <li>• Confirmation via the access statement that the school will only use the facility in hours stated for community use on an ad-hoc basis and that community groups will have priority access at these times.</li> <li>• Evidence of community engagement and public need via a survey or similar.</li> <li>• All projects on school grounds regardless of information submitted will be pended to seek confirmation on public access.</li> </ul>
Facility with specific user focus	<ul style="list-style-type: none"> <li>• Access statement signed by the applicant confirming the public access the times, days, fees, booking method and how users obtain physical access.</li> <li>• Public information should support the project application</li> </ul>
High value project	<ul style="list-style-type: none"> <li>• Funding agreement draft/copy</li> </ul>
Multi-site on Object DA	<ul style="list-style-type: none"> <li>• EB to provide details of the physical or ecological connection between the sites, postcodes or grid references for each location and a map which shows the boundary of the larger connected area and the individual locations within it and the relevant landfill site.</li> </ul>
Site not owned by an appropriate body	<ul style="list-style-type: none"> <li>• Funding agreement draft/copy</li> <li>• EB to provide the lease agreement in cases where securities are not evident and further assurance is deemed necessary</li> </ul>