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| *Expression of Interest* |

## Background

The Victorian Government has announced a funding program to support the 33 councils directly affected by the current closure of SKM. A total of $6.6 million has been made available for this purpose.

The eligible councils directly affected by the closure of SKM on 26 July 2019 will have access to a one-off grant to cover a portion of their net additional costs associated with the management of kerbside recyclables. The grant funding will:

* alleviate some of the additional net costs to councils resulting from the closure of SKM; and
* minimise the amount of recyclable waste going to landfill as a result of the closure of SKM.

## RRC Application Guidelines

The Application Guidelines for the Recycling Rebate for Councils (RRC) affected by SKM Closure Program, which set out the full program details, including conditions of funding, are available at: <https://www.environment.vic.gov.au/sustainability/recycling-rebate-for-councils-affected-by-skm-closure>

Payments will offset Materials Recycling Facility (MRF) costs and landfill gate fees incurred in landfilling recyclable materials for the period 26 July 2019 to 14 November 2019 (inclusive) (“the Funded Period”).

## Expression of Interest

Councils wishing to access the RRC funding must complete and submit this Expression of Interest (EoI) and the accompanying EoI Costing Worksheet. Instructions for completing the EoI Costing Worksheet are provided on page 3 of this document.

Forecasts must be based on the diversion arrangements in place as at 13 August 2019, unless otherwise agreed with the Department of Environment, Land, Water and Planning (DELWP) in writing. Councils must demonstrate their forecast total costs relating to the collection, handling, storage, transport and disposal/processing of kerbside recyclables for the funded period.

**Note that collection, handling, storage and transport costs will not be covered by the rebate.** However, these costs can be used to demonstrate that council will incur net additional costs for the Funded Period. DELWP will recognise these additional costs when apportioning the rebate across eligible councils.

Councils will only be eligible for the funding if their total forecast costs for the funded period are greater than the total Business as Usual (BAU) Comparator for the same period. The requested information below is to be submitted to [local.government@delwp.vic.gov.au](mailto:local.government@delwp.vic.gov.au) by **13 September 2019**.

## Expression of Interest Checklist

1. Complete the ‘Contact Details’, ‘Diversion Plans’ and ‘Comments’ sections in this form
2. Complete the “RRC – EoI costing worksheet”
3. Arrange for the Council CEO (or authorised representative) to sign and date this form
4. Submit the completed EoI Costing Worksheet and the signed EoI form, along with the required contractual information, to DELWP via email: [local.government@delwp.vic.gov.au](mailto:local.government@delwp.vic.gov.au).

## Further Information

For further information please contact the RRC Program Manager on (03) 9948 8582 or email [local.government@delwp.vic.gov.au](mailto:local.government@delwp.vic.gov.au)

## Council Details

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| Council Name | Council Name xx |
| Primary Contact | Name xx – Position xx |
| Contact details | Phone xx – Email xx |
| Secondary Contact | Name xx – Position xx |
| Contact details | Phone xx – Email xx |

**Please complete the RRC EoI Costing Worksheet and submit with this EoI form.**

**Diversion plans**

Please provide location details of diversions (or planned diversions) for processing or disposal (including secondary locations where material is being aggregated at a staging facility or transfer station) for the period 26 July 2019 to 14 November 2019.

**[Insert comments]**

**Conditions of Funding**

You must provide with your EoI submission a full copy (including all variations and amendments) of your council’s contract with SKM, or your recycling collection contractor (where there is no direct contract with the processor) and your contract with your current recycling processing contractor (where applicable).

As part of the funding acquittal (by 28 February 2020) applicant councils must provide evidence to meet the conditions detailed in the RRC Application Guidelines.

## Comments

**I agree to adhere to the conditions specified in the RRC Application Guidelines and can confirm that the information provided in the attached EOI Costing Worksheet is correct as at the date of submission.**

**[Name – Position of authorised representative]**

Sign here: [Signature] Date: **[ / /2019]**

**Instructions for completing EoI Costing Worksheet**

1. Only enter data in the yellow cells.
2. All figures should be GST exclusive.
3. Enter your Council name in the yellow box provided
4. Enter your Council’s kerbside recycling collection tonnes per annum. This may be an actual figure for 2017-18 or 2018-19, or it may be a forecast based on previous actuals. This figure will be validated by DELWP by comparing it with Sustainability Victoria data from previous years.
5. At **A** (cell F8) enter the SKM gate fee as per Council’s contract with SKM as at 26 July 2019.
6. At **B** (cell F9) enter the per tonne rate for transport of recyclable material to SKM that Council was incurring as at 26 July 2019.
7. At **D** (cell F11) enter any other weekly costs Council was incurring with SKM up to 26 July 2019, such as contamination rates. Any per tonne costs should be based on the average weekly tonnage shown at **C**.
8. Specify details of any costs entered at **D** (cell F11), in the text box provided (cells K8:P13).
9. The cell at I13 will show the Business as Usual Comparator for the 16 week ‘Funded Period’ (26 July 2019 to 14 November 2019), i.e. the costs Council would likely have incurred during the Funded Period if SKM had continued to operate.
10. For the following section, please only enter costs that your council has incurred or will incur during the Funded Period. **Do not enter the details of diversions where the cost is not being passed on to Council.**
11. At Row 17 enter the details of your Council’s diversions, eg Landfill Site (cell B17) and rate (cell C17), Alternative MRF site (cell F17) and rate (cell G17), and the transport rate for the transport of materials to the alternative site (if fixed) (cell K17).
12. If your council has multiple rates for landfill or Alternative MRF please contact the RRC Program Manager on (03) 9948 8582 or email [local.government@delwp.vic.gov.au](mailto:local.government@delwp.vic.gov.au) to discuss how your costs can be accurately captured.
13. At Columns D and E (rows 23 to 38) enter the actual (where known) or forecast tonnes being diverted to landfill or Alternative MRF. This will determine the eligible costs (column F).
14. Column G (rows 23 to 38) will show the transport costs for diversion arrangements. Where a Council has more than one rate for transport, or if transport is not calculated on a per tonne basis, you can override the formula in this column and enter your actual (where known) or forecast weekly transport costs. Details should then be included in the text box to the far right.
15. At Column H enter any other weekly costs that Council has incurred or is likely to incur during the Funded Period. Details should then be included in the text box to the far right.
16. Column I will show the total costs Council is forecast to incur during the Funded Period.
17. When all data has been entered the figure at D45 will show the total additional cost to Council for the funded period, compared with BAU costs. If this figure is greater than zero then Council is eligible for the funding.
18. If eligible, Council will be granted an allocation of a percentage of its Additional Costs (D45), capped (where necessary) at the Total Eligible Costs (F40).
19. The percentage allocated will be determined based on the following formula:

**Council allocation** = X% of $6.6 million, where

X = (Total Additional Cost)council

(Total Additional Cost)all eligible councils

and Council Allocation < (Total Eligible Costs)council