



## CO2 Sense Yorkshire

# INNOVATIVE RESOURCE EFFICIENCY PROJECTS

Call for Projects for 2009 – 2012



Project Part-Financed  
by the European Union  
European Regional  
Development Fund



## Innovative Resource Efficiency Project Fund

### 1. Introduction

#### CO2Sense Yorkshire

Yorkshire emits more CO2 than any other UK region and the region has already set itself a challenging target to reduce carbon emissions by 25% by 2016. CO2Sense Yorkshire intends to play a key role in helping the region meet this target.

CO2Sense Yorkshire is a not-for-profit company, owned and funded by the regional development agency, Yorkshire Forward, with objectives to reduce CO2 emissions in the region, while enabling economic growth.

The company achieves this through four programmes, each aimed at cutting the region's carbon emissions. These programmes have already helped hundreds of businesses and saved thousands of tonnes of CO2 from being released into the atmosphere.

The CO2Sense programmes include Resource Efficiency, Future Energy, Carbon Action, and a new programme that brings together a range of industry partners to develop carbon capture and storage capability in the region.

Our staff have outstanding track records in industry and sound business insight. We're committed to seeing Yorkshire companies thrive: we help them to identify new products and income streams, expand their markets and increase their profitability. And we show companies how to achieve this while working in a sustainable way that reduces their carbon emissions.

CO2Sense Yorkshire: Carbon sense to Commercial sense

#### Overview of project

CO2Sense Yorkshire has published this call for projects to enable support to be directed to innovative projects which fit within priority learning areas of delivery for Resource Efficiency improvements over the next 3 years.

We are seeking to ensure businesses and stakeholders from the environmental, waste management, recycling, energy efficiency, water efficiency and associated sectors across the UK are aware of the potential opportunities available through working in partnership with CO2Sense in Yorkshire and Humber and submit project proposals for potential support and funding.

**The key aim of the fund is to increase the competitiveness of businesses in the Yorkshire & Humber region through the wide spread adoption of resource efficiency measures,**

Specifically to:

- Increase the uptake of environmental advice;



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- Provide support to businesses to increase the efficiency with which resources, energy and water are used by regional businesses.
- Apply innovative solutions and learning to priority materials and sectors.

The fund is aimed at Small to Medium Sized Enterprises in the region, the definition of which is:

‘A small or medium-sized enterprise (SMEs) employing fewer than 250 persons and with an annual turnover not exceeding €50 million (approx. £39,000,000), and/or an annual balance sheet total not exceeding €43 million (approx. £33,000,000).’

This is illustrated in the table below showing ceilings between micro, small and medium-sized businesses below:

Enterprise category	Headcount	Turnover	Or	Balance sheet total
Medium-sized	<250	≤€ 50 million		≤€ 43 million
Small	<50	≤€ 10 million		≤€ 10 million
Micro	<10	≤€ 2 million		≤€ 2 million

Source: [http://ec.europa.eu/enterprise/enterprise\\_policy/sme\\_definition/index\\_en.htm](http://ec.europa.eu/enterprise/enterprise_policy/sme_definition/index_en.htm) (April 2009).



## 2. Priority Areas

The Innovative Project Fund will support a significant number of projects within the Yorkshire and Humber region during the three year period which identify or develop innovative solutions and learning within priority material or business sectors.

CO2Sense Yorkshire is keen to receive project proposals from interested organisations, businesses, partners and consultants who can work with CO2Sense Yorkshire to contribute to the regions knowledge and experience. We are interested in projects that are innovative in nature and deliver carbon savings under the below cross cutting themes.

### 2A Sector specific resource efficiency projects

Engaging and encouraging key regional sectors and associated partners to uptake resource efficiency advice and support and adopt resource efficiency best practice.

### 2B Supply Chain Initiatives

Such as supporting and monitoring the benefits of Environmental Management Systems or carbon foot-printing to SMEs across the supply chain or projects which “green” the supply chain

### 2C SME Resource Efficiency Programmes

Project that increase the amount of material diverted from landfill via collection rounds, increasing material reuse and/or waste, energy, water and fuel and driver efficiency programmes

### 2D Application of new environmental technologies

Trialling new and existing technologies in businesses and organisations across the region to increase their uptake and fulfil market potential

### 2E Barriers to Change

Projects that address behaviour change to resource efficiency barriers across the workplace and amongst senior managers.



### 3 Assessment

In order to progress the projects outlined above CO2sense has funding and support available but will also work with projects to lever a variety of support available from other business support organisations on a project-by-project basis. For example support may be suggested from existing project partners: Business Link, Envirowise, WRAP, Carbon Trust, NISP, MAS, Groundwork, ECO3, BEAT, University of Hull and Chambers of Commerce.

CO2Sense Yorkshire may move forward with projects in some or all of the above areas in the forth coming three years.

£240, 000 has been allocated for each project years from 2009 to 2012 to fund existing and new projects. CO2Sense will consider projects which stretch over this timescale.

Previously, projects have been funded ranging from £5,000 to £240, 000. Each application to CO2Sense Yorkshire will be considered on an individual basis. It is essential that interested parties submit their applications in a formal CO2Sense Yorkshire application form.

**It is important to note that project managers within the Resource Efficiency programme are here to help you and guide you through the application form. They can discuss the information required and the format in which it should be presented. The CO2Sense Yorkshire team is keen to discuss business growth plans and project ideas, in the first instance please speak with your usual contact or email [michelle.phillips@co2sense.org.uk](mailto:michelle.phillips@co2sense.org.uk)**

For those sourcing funding from CO2Sense Yorkshire to **invest in their business**, applicants are requested to submit supplementary information. As a guide, the following funding levels require the following supplementary information.

Level	Funding level	Requirements
1	£1,000 - £9,999	Detailed application form plus 3 years of financial accounts or since the company has been existence (if in operation for less than 3 years).
2	£10,000 - £25,000	Level 1 information plus a full business plan and financials (including 3 years of projected profit and loss, cash flow and balance sheet information).
3	£25,000+	Level 2 information plus for companies achieving a healthy level of profitability may be required to enter an arrangement for the investment funds to be repaid over time, subject to specific conditions being fulfilled (to be negotiated following a successful application).

Investment for much larger, exceptional or regionally significant projects will be considered but funding would be sought from other regional and national sources, including private sector finance.



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**Funding for ALL projects is subject to contract and reporting of the agreed project outcomes to an agreed time scale. Samples of the required contract and reporting forms are available for download from [www.co2sense.org.uk](http://www.co2sense.org.uk) or upon request.**

ALL investments made will be reviewed in line with current state aid regulations and must be within the appropriate state aid limits. <http://www.berr.gov.uk/files/file42032.pdf>

In order to meet the requirements of the work, organisations may wish to collaborate to form consortia (a “group”) although this is not considered to be a necessary requirement. In the case of a tender submission from a Group, the name of each member of the Group, a description of the relationship between the Group members and a statement defining the lead organisation in the Group should be provided. In the case of Group submissions all members of the Group must provide a letter (on headed paper) confirming that they have read the content of this Tender Invitation Document and that they accept the conditions contained herein.

All tender submissions will be treated on a confidential basis by CO2Sense Yorkshire and its advisers, subject to the provisions of the Freedom of Information Act 2000. All materials, contact lists, programmes and artwork created as part of this work will become, and will remain the property of CO2Sense Yorkshire and will be made available in their original electronic and / or physical form to CO2Sense Yorkshire at the end of each year. Tenderers should make it clear in their proposal if there are any restrictions or limitations to this requirement.

## 4 Application Procedure

The deadline for this call for projects is Monday 8<sup>th</sup> February. Decisions will be made throughout February with successful projects being announced week commencing 8<sup>th</sup> March 2010.

Feedback and support will be provided to applicants who are felt to be unsuitable for immediate investment but which offer future potential.

The received applications will be reviews and scored against the following criteria:

### Outputs

- Project fits with strategic needs identified by CO2Sense Yorkshire in the call document
- Reduced GHG Emissions (tonnes)
  - Energy savings
  - Water savings
  - Waste minimisation, reuse and recycling
- Businesses Supported
- Increased GVA (£)/sales and cost savings
- Private Sector Investment (£)
- Skills Gained
- Jobs Created

### Quality of proposal

- The overall quality of the proposal
- The degree of innovation and level of duplication



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- Position of the project within the waste hierarchy.
- Clear opportunity for future growth and roll out
- Track record, skills and experience of delivery organisation or company
- Value for money
- Contributions to the project from other partners, including private sector and in-kind contributions.

The CO2Sense Yorkshire’s application review process and timescales are outlined below:

Task	Dec					Jan				Feb				Mar				April			
	1	2	3	4	5	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Issues call for projects (10th)																					
Application development																					
Application deadline (8th)																					
Application Screening and assessment																					
Contract negotiation																					
Announcement of successful applicants																					
Project commencement (1st)																					

Proposals should be submitted using the application form provided. Please send 1 paper copy, printed double sided on recycled paper and one electronic copy of your submission, addressed to:

Michelle Phillips  
 CO2Sense Yorkshire Victoria House  
 2 Victoria Place  
 Leeds  
 LS11 5AE  
 Telephone: 0113 2378419  
 Email: [michelle.phillips@co2sense.org.uk](mailto:michelle.phillips@co2sense.org.uk)

Project proposals and the packaging that contain proposals should clearly state the following:

Innovative Resource Efficiency Project Fund – CO2Sense Yorkshire”

If you have any feedback about this proposal call please contact [michelle.phillips@co2sense.org.uk](mailto:michelle.phillips@co2sense.org.uk)



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## Appendix 1: Resource Efficiency Programme

### AIM:

To increase the competitiveness of regional businesses through the wide-spread adoption of resource efficiency measures.

### PRINCIPLES:

In line with business support simplification, we will:

1. Ensure our resource efficiency support fits within the new BERR/Defra “Promoting Resource Efficiency and Sustainable Waste Management” business support product and is flexible to any future changes.
2. Make Business Link the primary gateway for support and develop access to specialist support
3. Ensure that business needs are met and the customer journey is simple
4. Ensure that the publicly funded investments are focused and we reduce any duplication and confusion

### OBJECTIVES:

In order to do this there are 4 objectives:

1. Use research to establish clear regional resource efficiency priorities to focus activity and establish an integrated, independent evaluation regime for the programme.
2. Support partnership working and build the capacity of all partners and systems, focusing initially on Business Link (Yorkshire) and the new Regional Knowledge System.
3. Encourage and help businesses to take action to improve their resource efficiency. (Create the “Demand”)
4. Develop the environmental goods and services sector to ensure business take up is in line with provision and our impact is sustainable. (Create the “Supply”)

### TARGET AUDIENCES:

1. The general business community

Increase the awareness and implementation by businesses to reduce their consumption of resources (energy, waste, water, raw materials) and to embed this activity into their practices in the long term. Develop sustainable, ongoing networks which help businesses, particularly SME's to learn from each other.

2. The environmental goods and services sector

This increased demand for advice, support and equipment provides business opportunities for the environmental goods and services sector (e.g. consultants, equipment suppliers and the recycling industry) we need to ensure they recognise and seize the opportunity and can



access the private sector finance, expertise, partner networks and development sites needed.

### 3. Partners and stakeholders

As part of our Strategic Added Value role we need to co-ordinate and integrate with partner activity while keeping the needs of the business customer at the heart of all activity.

#### **MEASUREMENT OF SUCCESS:**

The overall policy aim is to 'decouple' economic growth from resource use and environmental impact. The programme will develop a resource efficiency indicator based upon GVA/Tonne of CO<sub>2</sub> equivalent. This will be monitored over the 3 year programme.

Outputs of the specific activities will be measured through the following targets:

- Jobs and businesses created
- Private Sector Investment
- Businesses Supported
- Skills
- Reduction in GHG emissions, reduction in landfill, and other BREW indicators.

Thanks to continued support from Yorkshire Forward and the European Regional Development Fund the CO2Sense Yorkshire programme is being developed to address the wider resource efficiency issues of waste minimisation and reuse as well as recycling.

Further information on the new Resource Efficiency programme is available from [www.co2sense.org.uk](http://www.co2sense.org.uk)



## Appendix II: REY Liability Statement

This information is offered in good faith for the guidance of interested parties, but no warranty or representation is given as to the accuracy or completeness of any of it. REY and its advisers shall not be under any liability for any error, misstatement or omission. No aspect of this procedure shall constitute a contract or part of a contract. Tenderers participate in the process on the strict understanding that the procedure may be altered or that REY may not proceed for any reason. REY reserves the right not to follow up this Tender Invitation Document in any way and in particular not to enter into any contractual arrangement with any of the tenderers. REY does not bind itself to enter into negotiations or proceed with or accept any tender. Any decision to tender is at the sole discretion of the tenderer and REY excludes all liability in respect of any tendering costs incurred.

Any contract entered into, as a result of this Tender Invitation procedure, shall be subject to proof of insurance, satisfactory to REY and generally in accordance with REY's standard form of contract.

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