



Department
for Environment
Food & Rural Affairs

Emma Bourne OBE
Director, Circular Economy
**Department for Environment,
Food and Rural Affairs**

2 Marsham Street,
London, SW1P 4DF

4 March 2025
Ref No 31/7655

Dear Chief Executives,

Capital transitional grant to support the delivery of weekly food waste collections.

On the behalf of the Secretary of State for Department for Environment, Food, and Rural Affairs, I am writing to confirm Defra intends to make a capital grant payment under Section 31 of the Local Government Act 2003. I attach a signed Grant Determination Form.

This follows my previous letters of 12 February and 28 March 2024. This letter details new or additional funding owing to updated information as a result of appeals to the capital allocation for weekly food waste collections.

Following consideration of your updated household numbers, this grant payment provides a 'top up' allocation to you to reflect the appropriate increase. This grant payment will be issued for the purchase of food waste bins (this includes internal kitchen caddies, external kerbside caddies and communal bins) and food waste collection vehicles. As we are providing funding that will cover the purchasing of bins, we do not expect local authorities to charge residents for the provision of bins. This grant will be published, as is standard practice, and will therefore be publicly available.

Top-up funding has been calculated in the same way as the initial round of funding. The funding has been calculated in collaboration with the Waste Resources Action Programme (WRAP) using data provided by local authorities within WRAP's LA Portal.

Further information on how this funding has been calculated was laid out in a previous letter to you, informing you of your indicative funding allocations.

Additional funding has been provided where we have been made aware of discrepancies between the LA Portal and the situation in LAs in the number of properties recorded in a local authority as needing an additional service, or where we have been informed that kitchen caddies have not been provided previously. After receiving new or additional information we are providing a top-up to the original capital transitional costs funding that was announced in February 2024. In some cases, authorities have already been provided top-up funding in March 2024. This additional funding will further support the introduction of weekly food waste collections.

As funding has been calculated in the same way as the initial round of funding, the re-calibration of households may have resulted in anticipated need of funding rising in some areas and lowering in others. This could be a result of the number of kerbside properties without a service reducing and the number of communal properties increasing, for example. To explain how the new total funding has been allocated, a breakdown of the overall funding allocation can be found in annex A.

This funding will be provided on a non-ringfenced basis. However, it is important to note that this funding is allocated specifically for the additional responsibilities and costs arising from the weekly food waste collection service roll-out.

The new funding has been calculated in the same way as previous funding. For this reason, we will not be reconsidering appeals covered by this process, and all decisions are considered final. We will only consider further appeals based on grounds not raised under the previous process.

The conditions of the grant are outlined in Annex B. I ask that authorities with waste collection responsibilities provide financial reporting on the spend of this funding. Reporting should be sent to recycling@defra.gov.uk. So that the reporting is not burdensome, we will not be expecting a template to be completed. Therefore, please provide the reporting that is used internally. The first reporting submission was

expected by 31 October 2024, with subsequent quarterly submissions until 31 March 2026. Government is keen to demonstrate commitment to the food waste policy and is looking to publish a summary of the financial reporting for transparency. If this funding is not exhausted delivering the project, we will request it to be used for delivering waste collection improvements.

Local Authorities must ensure that robust arrangements are in place to manage fraud risk, including ensuring that project deliverers have a robust fraud risk management process and pay particular attention to projects that involve the payment of grants to beneficiaries e.g. businesses.

Local Authorities are expected to ensure that all legal and other statutory obligations and consents will be adhered to, which may include, but not solely, state aid / subsidy control, equalities duties, procurement, health and safety, and fraud prevention. Local Authorities have a prerogative to establish internal governance and assurance arrangements as they see fit to achieve this.

Local Authorities will ensure data can be shared for the prevention and detection of fraud by including the following clause in all agreements with companies or external entities: "Data may be shared with other public bodies and enforcement agencies for the prevention, detection and investigation of fraud."

Defra may request documentation from Local Authorities regarding this grant to ensure compliance with this requirement.

Local Authorities should report/make Defra aware of suspected fraud and error within the grant to Defra.

The vehicles that are purchased for food waste collections should not be used for commercial purposes. In the event that you have procured a private contractor to carry out waste collections on your behalf, we advise that this is stipulated in your contracts.

In the event that the sale or income of additional waste and anaerobic digestion raises additional revenue for the authority, we advise that this money is reinvested in waste collection.

You are required to complete and sign the declaration in Annex B and return it to us at recycling@defra.gov.uk. The purpose of the declaration is to ensure that the funding allocation has been spent in accordance with the grant conditions. We ask for the signature of Chief Executives, however, we will also accept the signatures of authorised S151 officers. No other form of acknowledgement will be accepted.

Please return this declaration by 31 March 2026. Please quote the reference number in any future communications relating to this grant.

If you have any questions regarding this letter, please do not hesitate to contact recycling@defra.gov.uk.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Emma Bourne', with a stylized flourish at the end.

**Emma Bourne OBE
Director - Circular Economy**

CAPITAL grant determination (non-ringfenced) (Weekly Food Waste Collection Grant) GRANT DETERMINATION (2025): No 31/7655.

The Secretary of State for Department for Environment, Food, and Rural Affairs (“the Secretary of State”), in exercise of the powers conferred by section 31 of the Local Government Act 2003, makes the following determination:

Citation

1) This determination may be cited as the Food Waste Collection Grant Determination 2025 [No31/7655].

Purpose of the grant

2) The purpose of the grant is to provide support to local authorities in England towards expenditure lawfully incurred or to be incurred by them.

Determination

3) The Secretary of State determines the authorities to which grant is to be paid and the amount of grant to be paid, the authorities and the amounts set out in Annex C.

Grant conditions

4) Pursuant to section [31(3) and] 31(4) of the Local Government Act 2003, the Secretary of State determines that the grant will be paid subject to the conditions in Annex B.

Treasury consent

5) Before making this determination in relation to local authorities in England, the Secretary of State obtained the consent of the Treasury.

UK Government Branding

6) The Grant Recipient shall at all times during and following the end of the Funding Period:

6.1 comply with requirements of the Branding Manual in relation to the Funded Activities; and

6.2 cease use of the Funded by UK Government logo on demand if directed to do so by the Authority.

7) **Branding Manual** means the HM Government of the United Kingdom of Great Britain and Northern Ireland ‘Funded by UK Government branding manual’ first published by the Cabinet Office in November 2022 and is available at

<https://gcs.civilservice.gov.uk/guidance/marketing/branding-guidelines/> including any subsequent updates from time to time.

A handwritten signature in black ink, appearing to read 'Emma Bourne', with a stylized flourish at the end.

Signed by authority of the Secretary of State for Department for Environment, Food, and Rural Affairs.

Emma Bourne OBE
Director - Circular Economy

4 March 2025

ANNEX A: New Overall Allocation

Local Authority	Kitchen caddies (plus spares)	Kerbside caddies (plus spares)	Communal wheeled bins (plus spares)	Vehicles (Plus spares)	Total funding	New funding for 2024/25
Babergh District Council	£93,141.30	£212,365.44	£2,252.25	£716,100.00	£1,023,858.99	£116,178.48
Birmingham City Council	£982,800.00	£1,801,590.00	£555,750.00	£3,785,100.00	£7,125,240.00	£320,580.00
Boston Borough Council	£66,649.80	£153,053.04	£292.50	£511,500.00	£731,495.34	£2,850.06
Breckland Council	£137,974.20	£308,371.35	£10,863.45	£920,700.00	£1,377,909.00	£236,930.70
Bromsgrove District Council	£90,241.20	£207,554.76	£0.00	£716,100.00	£1,013,895.96	£111,385.23
Cambridge City and South Cambs Councils	£276,612.00	£476,725.83	£193,161.15	£2,250,600.00	£3,197,098.98	£584,721.18
Colchester Borough Council	£24,420.90	£0.00	£68,029.65	£102,300.00	£194,750.55	£4,611.00
Crawley Borough Council	£99,187.20	£175,275.87	£64,016.55	£511,500.00	£849,979.62	£1,571.79
East Staffordshire Borough Council	£121,371.60	£244,861.68	£41,535.00	£613,800.00	£1,021,568.28	£30,098.70
Elmbridge Borough Council	£3,315.90	£1,535.94	£7,376.85	£0.00	£12,228.69	£12,228.69
Gravesham Borough Council	£13,160.70	£15,943.83	£17,351.10	£204,600.00	£251,055.63	£116,707.50
Guildford Borough Council	£4,244.10	£6,172.74	£4,346.55	£0.00	£14,763.39	£1,693.59
Haringey Council	£58,212.00	£38,427.48	£115,619.40	£204,600.00	£416,858.88	£369,158.88
High Peak Borough Council	£11,680.20	£189,799.68	£33,362.55	£716,100.00	£950,942.43	£30,109.23
Horsham District Council	£139,759.20	£280,260.75	£49,882.95	£1,023,000.00	£1,492,902.90	£6,632.01
Ipswich Borough Council	£129,906.00	£249,353.58	£59,868.90	£511,500.00	£950,628.48	£1,547.10
Lichfield District Council	£101,532.90	£226,865.10	£8,067.15	£818,400.00	£1,154,865.15	£23,222.43
Melton Borough Council	£51,534.00	£109,834.20	£10,530.00	£409,200.00	£581,098.20	£17,214.36
Mid Devon District Council	£75,280.00	£0.00	£0.00	£0.00	£75,280.00	£75,280.00
Mole Valley District Council	£5,982.90	£2,014.11	£14,227.20	£0.00	£22,224.21	£9,667.20
Newark and Sherwood District Council	£111,993.00	£222,672.66	£42,283.80	£716,100.00	£1,093,049.46	£109,672.56
North Warwickshire Borough Council	£62,055.00	£135,520.14	£8,728.20	£511,500.00	£717,803.34	£137,018.64
North West Leicestershire District Council	£105,321.30	£242,238.99	£0.00	£716,100.00	£1,063,660.29	£1,593.90
Norwich City Council	£6,741.00	£15,504.30	£0.00	£0.00	£22,245.30	£22,245.30

Nuneaton and Bedworth Borough Council	£74,035.50	£268,499.70	£29,647.80	£613,800.00	£985,983.00	£5,263.44
Oxford City Council	£6,092.10	£0.00	£16,970.85	£0.00	£23,062.95	£23,062.95
Preston City Council	£145,391.40	£307,472.97	£32,613.75	£920,700.00	£1,406,178.12	£340,819.32
Redcar and Cleveland Borough Council	£138,663.00	£318,924.90	£0.00	£613,800.00	£1,071,387.90	£31,053.33
Reigate and Banstead Borough Council	£12,390.00	£0.00	£34,515.00	£102,300.00	£149,205.00	£4,080.00
Southampton City Council	£261,807.00	£337,602.51	£320,422.05	£1,125,300.00	£2,045,131.56	£226,419.18
Staffordshire Moorlands District Council	£6,885.90	£211,138.62	£14,157.00	£818,400.00	£1,050,581.52	£117,619.32
Stockton-on-Tees Borough Council	£187,005.00	£403,150.44	£32,654.70	£818,400.00	£1,441,210.14	£8,119.14
Swale Borough Council	£18,328.80	£22,928.01	£23,288.85	£0.00	£64,545.66	£35,374.56
Tamworth Borough Council	£72,578.10	£160,365.66	£7,950.15	£409,200.00	£650,093.91	£15,197.49
Test Valley Borough Council	£123,127.20	£256,357.08	£32,502.60	£920,700.00	£1,332,686.88	£2,021.88
West Lancashire Borough Council	£122,776.50	£255,990.00	£31,970.25	£818,400.00	£1,229,136.75	£145,746.75

ANNEX B: Grant Conditions

1. Grant paid to a local authority under this determination may be used only for the purposes that a capital receipt may be used for in accordance with regulations made under section 11 of the Local Government Act 2003.

2. The Chief Executive and Chief Internal Auditor of each of the recipient authorities are required to sign and return to the team leader of the [insert name of Division] Division of the [insert Department's name] a declaration, to be received no later than [insert date], in the following terms:

“To the best of our knowledge and belief, and having carried out appropriate investigations and checks, in our opinion, in all significant respects, the conditions attached to Capital transitional grant to support the delivery of weekly food waste collections No 31/7655 have been complied with”.

3. If an authority fails to comply with any of the conditions and requirements of paragraphs 1 and 2, the Secretary of State may-

- a. reduce, suspend or withhold grant; or
- b. by notification in writing to the authority, require the repayment of the whole or any part of the grant.

4. Any sum notified by the Secretary of State under paragraph 3(b) shall immediately become repayable to the Secretary.

ANNEX C: Capital Grant allocations to local authorities 2024 to 2025

Local Authority	Capital Funding 2024/25
Babergh District Council	£116,178.48
Birmingham City Council	£320,580.00
Boston Borough Council	£2,850.06
Breckland Council	£236,930.70
Bromsgrove District Council	£111,385.23
Cambridge City and South Cambs Councils	£584,721.18
Colchester Borough Council	£4,611.00
Crawley Borough Council	£1,571.79
East Staffordshire Borough Council	£30,098.70
Elmbridge Borough Council	£12,228.69
Gravesham Borough Council	£116,707.50
Guildford Borough Council	£1,693.59
Haringey LB	£369,158.88
High Peak Borough Council	£30,109.23
Horsham District Council	£6,632.01
Ipswich Borough Council	£1,547.10
Lichfield District Council	£23,222.43
Melton Borough Council	£17,214.36
Mid Devon District Council	£75,280.00
Mole Valley District Council	£9,667.20
Newark and Sherwood District Council	£109,672.56
North Warwickshire Borough Council	£137,018.64
North West Leicestershire District Council	£1,593.90
Norwich City Council	£22,245.30
Nuneaton and Bedworth Borough Council	£5,263.44
Oxford City Council	£23,062.95
Preston City Council	£340,819.32
Redcar and Cleveland Borough Council	£31,053.33
Reigate and Banstead Borough Council	£4,080.00
Southampton City Council	£226,419.18
Staffordshire Moorlands District Council	£117,619.32
Stockton-on-Tees Borough Council	£8,119.14
Swale Borough Council	£35,374.56
Tamworth Borough Council	£15,197.49
Test Valley Borough Council	£2,021.88
West Lancashire Borough Council	£145,746.75