



REPORT FOR ACTION

Waste Reduction Community Investment Program: Pilot Phase

Date: August 31, 2017

To: Public Works and Infrastructure Committee

From: General Manager, Solid Waste Management Services

Wards: All

SUMMARY

The proposed pilot of the Waste Reduction Community Investment Program was developed in response to direction from City Council included in item EX10.24 entitled "2016 Rate Supported Budgets – Solid Waste Management Services and Recommended 2016 Solid Waste Rates" and item PW14.2 "Final Long Term Waste Management Strategy". The Waste Reduction Community Investment Program pilot is modelled on the former Live Green Community Investment Program whose objective was to initiate actions and build capacity with local communities and neighbourhoods. The purpose of the Waste Reduction Community Investment Program is to identify, develop and initiate community-led actions that reduce residential waste and increase participation in the City of Toronto's waste diversion programs. A priority will be placed on investing in actions that address multi-residential buildings, multi-lingual communities, and Neighbourhood Improvement Areas. Examples of projects could include community composting, waste education and engagement, and projects that support products / goods repair, sharing, exchanges or swaps to reduce waste. The Waste Reduction Community Investment Program designates multi-residential buildings, multi-lingual communities, equity-seeking groups, and Neighbourhoods Improvement Areas as areas of special focus. The Waste Reduction Community Investment Program will operate as a pilot project from 2018 to 2021 and will fund community-led projects in 2018, 2019 and 2020, totalling \$745,798, which includes a maximum of \$150,000 of grant funding per year.

This report outlines the proposed objectives, criteria, and selection processes for the Waste Reduction Community Investment Program. This program supports the commitment to community partnership set out in the City of Toronto's Long Term Waste Management Strategy and will help the City of Toronto achieve its residential waste reduction and diversion goals.

RECOMMENDATIONS

The General Manager, Solid Waste Management Services recommends that:

1. City Council adopt the Waste Reduction Community Investment Program framework as presented in Attachment 1 of this report;
2. City Council direct the Deputy City Manager of Cluster B to appoint a three member Community Investment Application Review Committee made up of senior staff representatives from City of Toronto Divisions, Agencies and Corporations;
3. City Council delegate full authority to the General Manager, Solid Waste Management Services, or his or her designate to enter legally binding Funding Agreements with successful applicants under the Waste Reduction Community Investment Program, in a form satisfactory to the City Solicitor; and,
4. City Council request the General Manager, Solid Waste Management Services, report back to Public Works and Infrastructure Committee about outcomes and recommendations on continuing any aspect of the Waste Reduction Community Investment Program in 2021, as part of the Long Term Waste Management Strategy 5-year review

FINANCIAL IMPACT

Approved 2017 capital funding in the amount of \$6.223 million is available for the Waste Reduction Community Investment Program under the project Long Term Waste Management Strategy (Account CSW013-01-03).

The financial impact associated with the Waste Reduction Community Investment Program for the full implementation and pilot period (2018-2021) is \$745,798. Program cost by year for the duration of the pilot is detailed in Table 1.

Table 1: Projected Cost of the Waste Reduction Community Investment Program

	2018	2019	2020	2021	Total
Waste Reduction Community Investment Program Project Funding	\$150,000	\$150,000	\$150,000		\$450,000
Program Administration (Operating)	\$71,500	\$73,108	\$74,754	\$76,436	\$295,798

	2018	2019	2020	2021	Total
Total Waste Reduction Community Investment Program Cost	\$221,500	\$223,108	\$224,754	\$76,436	\$745,798

The Deputy City Manager and Chief Financial Officer has reviewed this report and agrees with the financial impact information.

Equity Impact

The Waste Reduction Community Investment Program aims to invest in projects that will benefit people experiencing economic disadvantage, discrimination and/or barriers to equal opportunity, including those from equity-seeking communities protected by human rights legislation. These communities include, but are not limited to, women, Indigenous people, racial minorities, persons with disabilities, and newcomers to Canada. The Program aims to achieve this goal by focusing investment in community-led waste reduction and diversion projects that benefit equity-seeking communities and include a focus on multi-residential buildings, multi-lingual communities, and Neighbourhood Improvement Areas. Furthermore, the Program seeks to mitigate barriers to participation by:

- 1) Allowing unincorporated applicants to apply via a trustee.
- 2) Providing dedicated staff support to applicants throughout the application process.
- 3) Promoting the program in multiple languages and providing translation services upon request.

While the actual equity impacts of the Program will vary according to the nature of the projects selected for investment, the Program aims to achieve positive environmental and social outcomes for people who are disproportionately affected by poverty and discrimination. These outcomes could include improved waste management spaces in multi-residential buildings, increased social cohesion, or reduced garbage collection costs for residents of Neighbourhood Improvement Areas due to improved diversion performance.

DECISION HISTORY

At its meeting on December 13 and 14, 2016, City Council adopted "EX20.23 - 2017 Rate Supported Budgets - Solid Waste Management Services and Recommended 2017 Solid Waste Rates". City Council on Item #7, approved the 2017 Recommended Capital Budget for Solid Waste Management Services with a total project cost of \$27.719 million, and 2017 cash flow of \$105.451 million and future year commitments of \$185.188 million.

The City Council Decision document can be viewed at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2016.EX20.23>

At its meeting on July 12, 13, 14 and 15, 2016, City Council adopted "PW14.2 - Final Long Term Waste Management Strategy". City Council on Item #6, directed the General Manager, Solid Waste Management Services to work with the Director, Environment and Energy on the feasibility of developing a new Waste Diversion Community Investment Program for outreach and educational programming, funded as part of the Waste Strategy.

The City Council Decision document can be viewed at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2016.PW14.2>

At its meeting on December 9 and 10, 2015, City Council adopted "EX10.24 - 2016 Rate Supported Budgets - Solid Waste Management Services and Recommended 2016 Solid Waste Rates". City Council on Item #16, directed the General Manager, Solid Waste Management Services to report on the feasibility of a Community Grant model to leverage accelerated waste reduction and diversion education, in time for the 2017 Budget process.

The City Council Decision document can be viewed at:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2015.EX10.24>

COMMENTS

Issue Background

In 2016, City Council approved the Long Term Waste Management Strategy, which aims to reduce waste, promote diversion, minimize the need for new capital infrastructure investments and conserve the City of Toronto's landfill capacity. The Long Term Waste Management Strategy recommends a suite of initiatives that support these goals, including a food waste reduction strategy, a textile collection and reuse strategy, reuse events, and various initiatives to improve diversion in multi-residential buildings. Implementation planning for these and other initiatives has begun and will guide waste management in the City of Toronto for decades to come.

In developing the Long Term Waste Management Strategy, Solid Waste Management Services staff understood that its success would depend on the degree to which it reflected the interests of the community. To this end, the Long Term Waste Management Strategy's guiding principles included working together with community partners to enhance access to diversion programs, collaborating in services delivery and increasing citizen engagement to support sustainable solid waste management practices. The proposed Waste Reduction Community Investment Program responds directly to this guiding principle. Specifically, it is a promotional and educational tool that will support the implementation of other Long Term Waste Management Strategy recommendations.

Overview of the proposed Waste Reduction Community Investment Program

The Waste Reduction Community Investment Program pilot will build off of the former Live Green Community Investment Program. The Live Green Community Investment Program sought to build capacity within local communities and neighbourhoods by identifying, developing and initiating actions that would reduce greenhouse gas and smog-causing emissions through funding community-led projects. Between 2008 and 2015, the Live Green Community Investment Program provided partial funding support to 168 community-led projects with an overall investment of over \$6,000,000.

In response to direction from City Council, Solid Waste Management Services staff met with Environment and Energy Division to discuss the feasibility of establishing a Waste Reduction Community Investment Program. The proposed Waste Reduction Community Investment Program framework is modelled on the Live Green Community Investment Program framework and reflects feedback from Environment and Energy Division staff. Attachment 1 outlines the proposed Waste Reduction Community Investment Program framework in greater detail, including the eligibility requirements; the application, selection and evaluation processes; and administration of the program.

The Waste Reduction Community Investment Program aims to accelerate waste reduction and diversion education through funding community-led projects. The investments will serve as funding to help community-based organizations and groups develop their ideas for taking action on waste reduction.

The Waste Reduction Community Investment Program will operate as a pilot project from 2018 to 2021 and will fund community projects in 2018, 2019 and 2020. The program will be evaluated and initial outcomes reported in 2021.

Investment Size and Eligible Groups/Projects

A maximum of \$150,000 per year will be distributed to successful applicants in 2018, 2019 and 2020, for a total distribution of \$450,000, during the pilot phase of the Waste Reduction Community Investment Program. Individual investments made through the Waste Reduction Community Investment Program will not exceed \$25,000.

The Waste Reduction Community Investment Program designates eligibility requirements for applicants and places conditions on the use of funds distributed through the program. These requirements and conditions aim to ensure that Waste Reduction Community Investment Program funds are used to implement discrete projects and are not re-directed to fund operational expenses or support other uses.

Waste Reduction Community Investment Program Administration, including Review Committee

The Waste Reduction Community Investment Program pilot will be administered by Solid Waste Management Services and the Environment and Energy Division, under the Live Green Toronto banner, due to their proven ability to:

- 1) Operate a successful community investment program.
- 2) Establish extensive networks with community groups.
- 3) Develop widespread brand recognition for Live Green Toronto.

Waste Reduction Community Investment Program applicants will participate in a two-stage selection process. All applicants will be required to first submit an Expression of Interest, which will include basic information about the applicant and the proposed project. City staff will assess the Expression of Interest, for completeness and adherence to eligibility requirements. Eligible applicants will be invited to submit a full application.

To determine allocation of these Waste Reduction Community Investment Program funds in 2018, 2019 and 2020, it is proposed that a three member Review Panel, composed of senior representatives from Divisions, Agencies or Corporations, be authorized to review full applications and make funding recommendations. While Solid Waste Management Services and Environment and Energy Division staff will conduct a technical evaluation of all proposals, final funding recommendations are the sole responsibility of the Review Panel.

To facilitate timely allocation of Waste Reduction Community Investment Program funds, it is proposed that the General Manager, Solid Waste Management Services be delegated full authority to award funds on the advice and recommendation of the Review Panel. The General Manager, Solid Waste Management Services will report back on the outcomes of the Waste Reduction Community Investment Program in 2021, as part of the Long Term Waste Management Strategy 5-year review.

Waste Reduction Community Investment Program Monitoring and Evaluation

All organizations that receive funds from the Waste Reduction Community Investment Program will be required to provide a midterm report and a summative evaluation upon completion of the project. The midterm report will address project adherence to the work plan and project budget submitted as part of the application process and include preliminary data or findings. The summative evaluation will include an overview of all project activities including a final budget summary; measures of participants' attitudes and behaviours towards waste reduction and diversion; and changes in waste generation, where applicable.

This data will allow City staff to assess:

- 1) Organizations' adherence to the project plans included in their applications.
- 2) The performance of the Waste Reduction Community Investment Program.

Pilot Phase and Potential for Expansion

In the final year of the pilot phase (2021), City staff will review evaluation data and assess the success of the program in achieving the objectives set forth. If the program is deemed successful, City staff may consider modifications to the Waste Reduction Community Investment Program, which may include: increasing the total annual

investment; adjusting the maximum investment for an individual project; and/or moving to a twice yearly application cycle.

Next Steps

The Waste Reduction Community Investment Program pilot aims to enhance community-led action in support of the residential waste reduction and diversion goals established in the Long Term Waste Management Strategy. In support of this goal, Solid Waste Management Services will work with the Environment and Energy Division to administer the program in a similar fashion to the former Live Green Community Investment Program.

Staff propose that the pilot phase of the Waste Reduction Community Investment Program run from 2018 to 2021. The program will invest up to \$150,000 each year in community-led projects in 2018, 2019, and 2020 for an overall investment of \$450,000, to be funded pending City Council approval of capital budgets. To facilitate the timely allocation of investments made through the program, recommendations are made to delegate the necessary approval authority to the General Manager, Solid Waste Management Services. Pending City Council approval of this report, program promotion will take place for approximately three months to the end of 2017, to raise program awareness and inform interested parties of the application process. The call for expression of interest submissions will open in January 2018 and accepted applicants will be notified in May 2018. Funding agreements are expected to be executed by June 1, 2018.

The pilot phase of the Waste Reduction Community Investment Program will be evaluated in 2021 and its outcomes reported to City Council. At that time, the General Manager, Solid Waste Management Services will make recommendations regarding the continuation of the Waste Reduction Community Investment Program.

CONTACT

Vincent Sferrazza, Director, Policy, Planning and Support. Solid Waste Management Services, Telephone: 416-392-9095, Fax: 416-392-4754, Email: Vincent.Sferrazza@toronto.ca

Charlotte Ueta, Acting Manager, Waste Management Planning, Policy, Planning and Support, Solid Waste Management Services, Telephone: 416-392-8506, Fax: 416-392-4754, Email: Charlotte.Ueta@toronto.ca

SIGNATURE

Jim McKay
General Manager
Solid Waste Management Services

ATTACHMENTS

Attachment 1 – Framework for the Waste Reduction Community Investment Program
Pilot Phase