

**Chairperson and Subcommittee Members**  
GRANTS ALLOCATION COMMITTEE

24 NOVEMBER 2015

Meeting Status: **Public**

Purpose of Report: For Decision

## **RECOMMENDATIONS ON WASTE LEVY GRANT APPLICATIONS**

### **PURPOSE OF REPORT**

- 1 This report seeks approval for the allocation of funding for the current round of the Community Education and Projects Contestable Fund.

### **DELEGATION**

- 2 The Grants Allocation Subcommittee may make a decision under Clause 7 of Section B.7 of the Governance Structure and Delegations:

*“The Committee will have the authority to assess all applications and allocate funds for the [...] Waste Levy Fund grants.”*

### **BACKGROUND**

- 3 The Waste Minimisation Act 2008 requires operators of waste disposal facilities to pay a levy of \$10 per tonne of residual waste disposed of to landfill. Approximately half of this levy money is allocated by the Ministry for the Environment to local authorities to spend on implementing their waste management and minimisation plans. The remaining money is allocated through the national Waste Minimisation Fund. Further information on solid waste and legislation is available in the report SP-10-871.
- 4 The Waste Levy Allocation Policy, approved by the Environment and Community Development Committee on 22 July 2010 and updated on 1 September 2011 (Appendix A **attached** to this report), sets out how the Council would spend part of this funding.
- 5 The overall objective of the Policy is:  
  
*To ensure optimal and transparent allocation of the national waste levy funding to waste minimisation projects.*  
  
*To increase the range, scale and number of waste minimisation activities on the Kāpiti Coast through effective use of the waste levy fund.*
- 6 This financial year \$23,000 (incl. GST) is available for funding under Category 3 of the Waste Levy Allocation Policy: Community Education and Projects Contestable Fund. For Category 4 of the Waste Levy Allocation Policy: Innovation: New Technologies and Seed Funding Contestable Fund, no funding was advertised this year as two projects totalling \$80,000 were approved in this category in March 2015. One project was funded in the 2014/15 financial year, the second project is funded this financial year.

## ISSUES AND OPTIONS

- 7 Applications for Category 3 were called for in August 2015 and 14 were received, requesting a total amount of \$35,452.45 (incl. GST). This means the fund is oversubscribed by \$12,452.45.
- 8 The applications were assessed against the criteria in the Waste Levy Allocation Policy. Some applicants were contacted by a Council staff member for clarification or to request further information. Following that process, eight applications are recommended for full funding (Table 1) and two for part funding (Table 2). Four applications are recommended to be declined (Table 3). A brief description of each application is provided attached to this report (Appendix B). Full applications with follow-up correspondence are available as hard copies.

**Table 1: Applications recommended for full funding**

No	Applicant	Project	Amount incl. GST*
1	Steam Incorporated (Paekākāriki)	Recycling unit, compost bins, worm farm	\$575.00
2	Paekākāriki School Garden Club	Construction of compost sorting bays and bins	\$604.00
3	Tarawa/Tilley Precinct & Kākāriki Greener Streets groups (Paekākāriki)	Repairing existing community mulcher, training sessions, safety equipment for mulcher use	\$780.00
4	Paekākāriki Households (Tilley & Tarawa Roads)	Building 3-bay composting systems for 7 households	\$1,068.00
5	Te Newhanga Kāpiti Community Centre (Paraparaumu)	Wheelie bin worm farm, compost bin	\$607.25
6	Paraparaumu College	Plastic and paper recycling bins	\$2,300.00
7	Little Farm Preschool and Nursery (Paraparaumu)	Worm farm and worms	\$372.00
8	Tū Roa Kohanga Reo (Ōtaki)	Chicken coop, materials for waste audit	\$784.30
	<b>TOTAL</b>		<b>\$7,090.55</b>

\* Where applicants submitted amounts excluding GST, GST has been added

- 9 All applications listed in Table 1 are well-aligned with the primary and secondary criteria of the fund and are therefore recommended for approval.

**Table 2: Applications recommended for part funding**

No	Applicant	Project	Requested incl. GST*	Recommended incl. GST*
9	Paekākāriki Bike Library and Community Bike Workshop	Consumables and labour to fix children's bikes for the bike library; Run bike maintenance workshops	\$3,800.00 to \$6,850.00	\$4,450.00
10	Organic Wealth (Ōtaki)	Produce a video and ebook about food waste with students at Ōtaki College	\$4,600.00	\$3622.50
	<b>TOTAL</b>		\$8,400.00 to \$11,450.00	<b>\$8,072.50</b>

\* Where applicants submitted amounts excluding GST, GST has been added.

10 The applications listed in Table 2 are recommended for part funding for the reasons set out in sections 11 and 12 below.

11 **Paekākāriki Bike Library and Community Bike Workshop** has applied for funding of \$3,800 up to \$6,850 to further develop the Bike Library and run bike maintenance workshops. The minimum amount applied for consists of:

- \$1,000 (full cost \$1,250) for consumables/parts to fix up to 60 bikes;
- \$1,800 (full cost \$3,600) for a qualified bike mechanic to fix difficult-to-fix bikes; and
- \$1,000 (full cost \$2,000) to run basic, intermediate and advanced bike maintenance and fixing workshops (eight workshops in total).

It is recommended that the full cost of consumables and workshops is funded, as well as a third of the mechanic's time (which should enable him to fix approx. 20 "hard-to-fix" bikes), equating to a total of \$4,450. This recommendation aims to encourage more fixing of bikes by participants of the workshop, while still allowing for 20 "hard-to-fix" bikes to be fixed by a mechanic and made available to users of the bike library in the short-term.

12 **Organic Wealth** is a consultancy and education provider focussed on waste minimisation. They have applied for \$4,000 (excl. GST) to produce a video and Ebook about food waste with students at Ōtaki College. The project includes:

- a presentation to the assembly at the College (\$600);
- the production of the video (\$1,750) and Ebook (\$1,850);
- before and after waste audits (\$800);
- support / monitoring / education of the school's Green Team incl. design of bin labels and posters (\$1,000) and
- surveying and reporting costs (\$500).

Organic Wealth will contribute \$1,500 in-kind and \$1,000 from sponsorship to the project. It is recommended that \$3,150 (excl. GST) is approved to cover the costs of the presentation, the production of the video, and the waste audits. Support to the school's Green Team can be provided by the Council's Waste Minimisation Officer – the school has expressed it wants to work more closely with Council. Involvement of the Waste Minimisation Officer will also ensure that support continues beyond the duration of the video project. It is recommended

that the Ebook is not funded, as similar resources are already available. Surveying and reporting costs can be met by the applicant through in-kind or sponsorship contributions.

**Table 3: Applications recommended to be declined**

No	Applicant	Project	Requested incl. GST*	Recommended
11	Kāpiti Coast Bio Diesel Cooperative (Raumati)	Equipment to set up small biodiesel plant	\$7,483.90	\$0
12	Goldsborough-Gabriel-Nugget Community Group (Raumati)	Worm bins and worms for every household, + workshops, organisation and promotion	\$6,000.00	\$0
13	He Iti Na Motai Whare Kohungahunga (Ōtaki)	Garden shed to store tools and other garden resources and equipment	\$668.00	\$0
14	Explore and Score (district-wide)	Revive a network of second hand shops in Kāpiti, Porirua and Wellington	\$2,760.00	\$0
	<b>TOTAL</b>		\$16,911.90	<b>\$0</b>

\* Where applicants submitted amounts excluding GST, GST has been added.

- 13 Applications listed in Table 3 are recommended to be declined. The reasons for these recommendations are set out in sections 14-17 below.
- 14 **Kāpiti Coast Bio Diesel Cooperative** has applied for \$7,483.90 to part fund the capital costs of setting up a small biodiesel production plant. The total capital cost of the initiative is \$27,483.90; the applicants plan to apply to the Ministry for the Environment Waste Minimisation Fund for the remaining \$20,000, as well as raising money through crowd funding. It is recommended that the application is not approved under Category 3 of the Waste Levy Allocation Policy due to uncertainties around siting, permits, contingencies, and how the remaining \$20,000 will be acquired. Instead, the applicant should be encouraged to reapply next year under Category 4 of the Waste Levy Allocation Policy: Innovation: New Technologies and Seed Funding Contestable Fund, as this fund will allow them to apply for funding to cover the full capital cost, as well as offering a more stringent process to ensure that regulatory requirements are met and a viable business plan is presented.
- 15 **Goldsborough-Gabriel-Nugget Community Group** has applied for \$6,000 to purchase 55 worm farms, one for every household in the area, and run a workshop introducing worm farming. The applicant has not provided any quotes, and no proof of group support for this application, such as meeting minutes, emails, or letters of support (proof of involvement of at least five households is required for applications from neighbourhood groups). The application is only signed by one person. Both the Waste Minimisation Officer and Sustainable Communities Coordinator have liaised with the applicant and other members of the group asking them to complete these formalities, however no further information was supplied by the applicant. It is unclear whether there is group

support for this application and whether every household in the area will actually want a worm farm.

- 16 **He Iti Na Motai Whare Kohungahunga** has applied for \$569 for a garden shed. This shed will be used to store the centre's gardening equipment, some of which is used to tend to their compost, worm farm and chickens dealing with food and garden waste. It will also be used to teach children to responsibly care for their resources. It is recommended that this application is not approved, as it is not well aligned with the primary criteria of the fund. A garden shed does not lead directly to waste minimisation.
- 17 **Explore and Score** is a free marketing tool to support and promote second hand shops in the region *via* a Facebook page. The founder has applied for \$2,400 (excl. GST) to revive the Explore and Score network of second hand shops in the Kāpiti District, Porirua City and Wellington City. The sum applied for is to cover costs of reviving the network by calling and visiting shops to update the online op shop directory, and to print cards to inform shoppers of the network. It also includes an event for staff and managers of second hand shops in the region. The applicant will contribute \$1,000 in-kind to this project. It is recommended that the application is not approved, as it is not well aligned with the primary criteria of the fund. In particular, it is doubtful whether additional and quantifiable waste reduction will result from the project. Furthermore, by including Porirua and Wellington City, parts of this project take place outside the Kāpiti Coast district.

## CONSIDERATIONS

### Policy considerations

- 18 The applications have been assessed against the criteria in the Waste Levy Allocation Policy 2011. Please refer to Appendix A for the objectives and requirements of Category 3 projects under the Policy.

### Legal considerations

- 19 There are no legal considerations for the Council. The applicants themselves are responsible for ensuring their activities comply with all relevant laws and regulations. The allocation and use of the funding will be subject to audit by the Ministry for the Environment.

### Financial considerations

- 20 Applicants are required to provide a bank account number before funds are released. This enables them to purchase goods directly. All applicants would be required to have made their purchases within six months of receiving the grant and submit proof of purchase. Unspent funds would be returned to the Council.
- 21 The recommendations for Category 3 result in a grand total of **\$15,163.05** incl. GST. This is less than the advertised amount of \$23,000 incl. GST. The underspend will remain in the levy budget to be spent on waste minimisation projects. There is no impact on rates funding.

### Publicity

- 22 Selected projects will be publicised by the Council through media releases, the Council's sustainability newsletter 'On To It,' and other communication avenues.

Several applicants have proposed to carry out their own publicity activities, e.g. through Facebook, organisation websites and newsletters, community and school newsletters, local radio, newspapers, public noticeboards etc.

## Other considerations

### Updates

- 23 In the 2014/15 financial year, a total of \$13,026.66 of funding was allocated to eight projects through the Category 3 Fund. All funded groups have reported the successful implementation of their projects. These reports are summarised in Appendix C.

## RECOMMENDATIONS

- 24 That the Grants Allocation Subcommittee allocates levy funding under Category 3 of the Waste Levy Policy 2011 as set out in **Tables 1 and 2** of report IS-15-1722, totalling **\$15,163.05** incl. GST.

<b>Report prepared by</b>	<b>Approved for submission</b>	<b>Approved for submission</b>
Katharina Kennedy	Sean Mallon	Kevin Currie
<b>Waste Minimisation &amp; Services Officer</b>	<b>Group Manager Infrastructure Services</b>	<b>Group Manager Regulatory Services</b>

## ATTACHMENTS

Appendix A – Waste Levy Allocation Policy 2011

Appendix B – Detailed summary of applications

Appendix C – Summary of reports from successful applicants 2014/15

## APPENDIX A

### Waste Levy Allocation Policy<sup>1</sup>

2 September 2011

#### Objectives of the Policy

*To ensure optimal and transparent allocation of the national waste levy funding to waste minimisation projects.*

*To increase the range, scale and number of waste minimisation activities on the Kāpiti Coast through effective use of the waste levy fund.*

This Policy supports the Council's zero-waste strategy for waste management. It gives effect to the requirements of the Waste Minimisation Act 2008 to allocate waste levy funding received from the Ministry for the Environment for waste minimisation projects.

#### *Waste Levy Allocation Process*

- the Environment and Community Development Committee will review and approve the broad framework or categories for allocation of the funds. This will be reviewed on a three-yearly basis as part of the LTP process.
- the Environment and Community Development Committee will approve the indicative allocation of funds with a three year timeframe and review this allocation annually as part of the formal considerations under the Annual Plan/LTP process.
- the Environment and Community Development Committee will approve the criteria for any contestable process used in the allocation of funding.
- Approval of funding under any contestable process will be undertaken by the Waste Levy Grant Allocation Sub Committee. The sub-committee consists of the Chair of the Committee, the Chair of the Corporate Business Committee, the Mayor, and two Community Board members.

#### *Framework for Allocation of the Waste Levy*

- The categories for high level allocation of the waste levy fund are:
  1. Waste Flows: Data Collection
 

To improve the quality and usefulness of data about total waste volumes and waste streams, and movement of waste within, into and out of the District, as a key input into waste minimisation decisions.
  2. Minimisation Incentives: Contracts
 

To achieve continual improvement to contract documentation to maximise incentives for waste minimisation by waste operators and service providers.

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<sup>1</sup> This policy is included in the (draft) Wellington Regional Waste Management and Minimisation Plan 2011, in the Kāpiti Coast District Council action plan.

### 3. Community Education and Projects

To achieve a high level of community involvement in practical on-the-ground waste minimisation projects which encourage a network of community participation and long term action.

### 4. Innovation: New Technologies and Seed Funding

To encourage the establishment of waste minimisation businesses on the Kāpiti Coast and maximise opportunities for minimisation and economic development through innovative processes and technologies.

- allocation of funding for Categories 3 and 4 will be via an annual contestable process which calls for expressions of interest to identify potential recipients from the fund.

#### **Category 3: Community Education and Projects Contestable Fund**

- the criteria for assessment of applications to the Community Projects fund (Category 3) are:

Minimum requirement:

- the project will lead to long term waste minimisation actions by participants;
- the project has a minimum involvement of either 5 households linked to the project or involves businesses or organisations active around waste minimisation; and
- details are provided on the costs of the project and how the contribution sought from the levy fund will be used.

Other criteria:

- there is a level of involvement of young people in the project ;
- the project involves skills and knowledge within the community about waste minimisation and/or reducing the need for waste;
- the project proposal shows how success will be measured in terms of waste reduction and skills learnt.

This policy was approved by the Environment and Community Development Committee on 2 September 2011. Refer Report IS-11-312.

## APPENDIX B

### Summary of Applications

Please note these summaries state amounts originally applied for, some of which are inclusive and some exclusive of GST. This is noted in the descriptions.

#### Recommended for full approval (as listed in Table 1):

- 1 **Steam Incorporated** has applied for \$500 (excl. GST) to purchase materials for a custom-built recycling unit to be installed in the train's buffet car, as well as two compost bins and a worm farm to process organic waste at the train depot. Currently the waste generated during excursion train trips (12-15 large rubbish bags per trip) is not sorted; the group estimates that 50% of this waste could be recycled or composted. Grass clippings and food waste generated at the depot site will also be fed into the compost bins and worm farm. The success of the initiative will be quantified by figures gauged each trip over a twelve month period as to the reduction of general waste rubbish bags, amount of recycling going out after each trip into the kerbside recycling collection, and the amount of composting and worm food being produced. The application also includes funds for posters and information sheets to inform passengers of the initiative, as well as for two additional recycling crates.
- 2 **Paekākāriki School Garden Club** has applied for \$604 (incl. GST) to construct a composting area for green waste, consisting of two sorting bays and a series of composting bins. The school already uses worm farms to process their food waste. The composting system will enable them to process the green waste generated on site, and the compost will be used in the school gardens. Children, parents and volunteers at the school will be involved in the project, and there are also plans to engage the wider community via working bees, composting workshops and by taking some green waste from the community. The garden club will monitor the volume of green waste processed through their composting system for two terms, which will be tied in with environmental studies lessons.
- 3 **Tarawa/Tilley Precinct & Kākāriki Greener Streets groups** have applied for \$780 (incl. GST) to repair their existing community mulcher, which was purchased from funding received through the 2010/11 Category 3 funding round. The sum applied for includes replacement of the blades, re-sharpening after 104hrs of use, servicing the mulcher, as well as training sessions for users of the mulcher and safety equipment. The mulcher will be used to reduce the amount of garden waste going to landfill. It will also be used in educational activities on water conservation in the garden. The use of the mulcher will be restricted to members of the two Greener Streets groups to ensure the machine is used responsibly. Users will be charged \$15.50 per hour to cover running costs as well as future costs of servicing and replacing the mulcher (in three years). Education activities will be open to the public.
- 4 **Paekākāriki Households** have applied for \$1,068 (incl. GST) to purchase materials and tools to construct a three-bay composting system each for seven households. Three of these households took part in a compost bin building workshop in 2014 run by the Tilley/Tarawa Precinct Greener Neighbourhood Group, which received funding from the 2014/15 Waste Levy Grants round. Members of these three households will assist the other households in building three-bay composting systems, as well as completing their own composting sets

in a joint workshop. Using these composting systems, households will reduce waste by processing their garden and kitchen waste on their own properties. The application is for macrocarpa timber, screws, and drill bits and rasp tools. If funded, the tools will become a community resource managed by Paekākāriki Orchard and Gardens. Each of the seven participating households will contribute \$50 towards the materials for their bins.

- 5 **Te Newhanga Kāpiti Community Centre** has applied for \$607.25 (incl. GST) for a worm farm and compost bin. This set-up will enable the centre to process food waste generated by users of the community centre as well as green waste from their community gardens on site, and prevent this organic waste going to landfill. With support from the Council's green Gardener Hannah Zwartz they will set up the project as part of a community workshop, and will also use the compost and worm farm during subsequent community gardening workshops to educate participants about these systems.
- 6 **Paraparaumu College** has applied for \$2,000 (excl. GST) to improve the school's plastic and paper recycling systems. This is a student-led initiative backed up the caretaker, who has confirmed that the school supports this initiative and will cover ongoing costs for collection of the recyclables. They are planning to set up 6-10 wheelie bins (final number to be decided after an initial trial phase) with specialised lids around the college to collect recyclable plastics, as well as small bins for the classrooms and teachers' offices to collect additional paper. The members of the student initiative will educate fellow students and teachers at assembly, as well as through signage, posters and events. Success will be measured by recording volumes of collected recyclables.
- 7 **Little Farm Preschool and Nursery** has applied for \$372 (incl. GST) for a worm farm and worms. They will use the worm farm to divert their food waste, support the development of gardens, and as a learning resource for the children. The Council's Waste Minimisation Officer and Green Gardener will assist Little Farm staff in selecting a suitable worm farm system and in conducting waste audits before setting up the worm farm and again after six months to measure the success in terms of waste reduction
- 8 **Tū Roa Kohanga Reo** has applied for \$682 (excl. GST) to construct a mobile chicken coop, purchase materials for waste audits, and cover miscellaneous project costs (trailer hire, petrol etc.). They are planning to house four chickens, which will eat the centre's food scraps, thus avoiding food scraps being disposed of off-site. The children at the kohanga will be involved in caring for the chickens. Eggs and manure produced will also be used within the kohanga. Success will be measured by conducting a waste audit at the beginning of the project and again after six months. Waste audits are already carried out once per term.

**Recommended for part approval (as listed in Table 2):**

- 9 **Paekākāriki Bike Library and Community Bike Workshop** has applied for funding of \$3,800 (incl. GST), up to \$6,850 (incl. GST), to further develop the Bike Library and run bike maintenance workshops. The goal of the project is to keep bikes out of the waste stream by refurbishing them or stripping them for parts, to provide a children's bike loan service, and to develop bike maintenance skills in the community. The project is run by volunteers, and participants of the workshops will be required to contribute a minimum of 4hrs during the year volunteering at the bike library. Users of the library pay \$20 a year to take a bike

out for the children and have it serviced regularly. Currently 35 bikes are out on loan. The minimum amount applied for consists of:

- \$1,000 (full cost \$1,250) for consumables/parts to fix up to 60 bikes;
- \$1,800 (full cost \$3,600) for a qualified bike mechanic to fix difficult-to-fix bikes; and
- \$1,000 (full cost \$2,000) to run basic, intermediate and advanced bike maintenance and fixing workshops (eight workshops in total).

It is recommended that the full cost of consumables and workshops is funded, as well as a third of the mechanic's time (which should enable him to fix 20 hard-to-fix bikes), equating to a total of \$4,450. This recommendation aims to encourage more fixing of bikes by participants of the workshop, while still allowing for 20 hard-to-fix bikes to be fixed by a mechanic and made available to users of the bike library in the short-term.

**10 Organic Wealth** is a consultancy and education provider focussed on waste minimisation. They have applied for \$4,000 (excl. GST) to produce a video and Ebook about food waste with students at Ōtaki College. The video will focus on the effect of food waste going to landfill, and the Ebook will be a step-by-step guide to successful composting and gardening. Both resources will be available for other schools to use. The applicant James Micael had already engaged with the college last year and gave a presentation on recycling, as well as conducting a waste audit. As a result the school introduced additional paper recycling bins, and students took part in the Recycle and Win! video competition. This proposed project aims to further educate and create educational resources on waste minimisation, as well as improving the school's recycling system and trialling food waste collection in the cafeteria area (personal communication James Micael). The project includes:

- a presentation to the assembly at the College (\$600);
- the production of the video (\$1,750) and Ebook (\$1,850);
- before and after waste-audits (\$800);
- support / monitoring / education of the school's Green Team incl. design of bin labels and posters (\$1,000) and
- surveying and reporting costs (\$500).

Organic Wealth will contribute \$1,500 in-kind and \$1,000 from sponsorship to the project. It is recommended that \$3,150 (excl. GST) is approved to cover the costs of the presentation, the production of the video, and the waste audits. Support to the school's Green Team can be provided by the Council's Waste Minimisation Officer – the school has expressed wanting to work more closely with Council. Involvement of the Waste Minimisation Officer will also ensure that support continues beyond the duration of the video project. It is recommended that the Ebook is not funded, as similar resources are already available. Surveying and reporting costs can be met by the applicant through in-kind or sponsorship contributions.

**Recommended to be declined (as listed in Table 3):**

**11 Kāpiti Coast Bio Diesel Cooperative** has applied for \$7,483.90 to part fund the capital costs of setting up a small biodiesel production plant. Five households are planning to set up the cooperative, which will use waste cooking oil from local restaurants and pubs to brew biodiesel. The biodiesel will then be used to power vehicles. The total capital cost of the initiative is \$27,483.90; the

applicants plan to apply to the Ministry for the Environment Waste Minimisation Fund for the remaining \$20,000, as well as raising money through crowd funding. It is recommended that the application is not approved under Category 3 of the Waste Levy Allocation Policy due to uncertainties around siting, permits, contingencies, and how the remaining \$20,000 will be acquired. Instead, the applicant should be encouraged to reapply next year under Category 4 of the Waste Levy Allocation Policy: Innovation: New Technologies and Seed Funding Contestable Fund, as this fund will allow them to apply for funding to cover the full capital cost, as well as offering a more stringent process to ensure that regulatory requirements are met and a viable business plan is presented.

- 12 **Goldsborough-Gabriel-Nugget Community Group** has applied for \$6,000 to purchase 55 worm farms, one for every household in the area, and run a workshop introducing worm farming. The applicant has not provided any quotes, and no proof of group support for this application, such as meeting minutes, emails, or letters of support (proof of involvement of at least five households is required for applications from neighbourhood groups). The application is only signed by one person. Both the Waste Minimisation Officer and Sustainable Communities Coordinator have liaised with the applicant and other members of the group asking them to complete these formalities, however no further information was supplied by the applicant. It is unclear whether there is group support for this application and whether every household in the area will actually want a worm farm.
- 13 **He Iti Na Motai Whare Kohungahunga** has applied for \$668 for a garden shed. This shed will be used to store the centre's gardening equipment, some of which is used to tend to their compost, worm farm and chickens dealing with food and garden waste. It will also be used to teach children to responsibly care for their resources. It is recommended that this application is not approved, as it is not well aligned with the primary criteria of the fund. A garden shed does not lead directly to waste minimisation.
- 14 **Explore and Score** has applied for \$2,400 (excl. GST) to revive the Explore and Score network of second hand shops in the Kāpiti District, Porirua City and Wellington City. This network is a free marketing tool to support and promote second hand shops in the region *via* Facebook. The goal of the project is to support the second hand shops, to create a behavioural shift towards purchasing second hand goods to prevent these goods going to landfill, and to relieve the drain on resources caused by consumption. The sum applied for is to cover costs of reviving the network by calling and visiting shops to update the online op shop directory, and to print cards to inform shoppers of the network. It also includes an event for staff and managers of second hand shops in the region. The applicant Leanne Myers will contribute \$1,000 in-kind to this project. It is recommended that the application is not approved, as it is not well aligned with the primary criteria of the fund. In particular, it is doubtful whether additional and quantifiable waste reduction will result from the project. Furthermore, by including Porirua and Wellington City, parts of this project take place outside the Kāpiti Coast district.

## APPENDIX C

### Summary of reports from successful applicants 2014/15

Full reports including photos are available on request.

**1 Paekākāriki School Gardening Club** - \$765.22 for three worm farms/baths and housing

History: We originally had big, shallow wooden bins but they became rat farms. Then we got big wheelie-bin type plastic worm bins but they were nowhere near large enough for the amount of food waste created every day. When the bins got too full the food started to rot, which the worms did not like, it was also very smelly which the children did not like.

Plan: I have found old recycled baths to be great receptacles for worm farms. They have a large surface area (more important than overall volume) and with a good lid, are rodent-proof. We wanted to build a wooden frame and lids to surround the bath tubs. The lids needed to be light enough for 5-yr olds to lift but also to be rat proof and water tight.

Result: Local builder John Wraight came up with a design made from redwood timber, which will dry out to be light and weatherproof. The lid design is still being tested by the students through trialling a pulley counterweight opening system so even the smallest children can raise the lid, and it won't slam down on their fingers. We aim to publicise the design through school gardening networks once it is finished. Many thanks for these fantastic new additions to our school garden!

**2 Ōtaki College** - \$348.48 for a three-bay composting set-up

It has been quite a process but with the support from the Kapiti Council, providing us with the funds to buy the materials, we now have a three bay compost system at Ōtaki College. It has been a community exercise, with the Menzshed making them for us. Hannah Zwartz from the Kapiti Council is sharing her expertise by giving a compost workshop next week. The students are learning about environmental issues, with a focus on Science this term and learning about waste and where it ends up is fundamental to promoting recycling. Our plan is to have compost to put back into our school garden beds for this summer.

**3 Tilly/Tarawa Precinct Greener Neighbourhood Group** - \$2,150 for twelve composting units and recycled pallet composting bin workshop

The Tilly/Tarawa Greener Neighbourhood Group ran a day-long workshop at Paekākāriki School, which was open to all Paekākārikians and advertised via local Facebook page, radio station and community noticeboard, as well as through the Greener Neighbourhood group community and school newsletter. Local builder John Wraight ran the workshop and provided all the materials, using the entire budget of \$2150.

Fourteen people took part and learned to build pallet palaces to house recycling and rubbish bins and garden waste and other recycled items ready for future projects, stackable compost bins and lids for recycled tyre worm farms, using both recycled pallets and new macrocarpa. All participants went home with at least one completed kit and/or all the components for a kit. A completed pallet palace building was donated to a local family to house their newly-acquired Paekākāriki Bike Library bicycles.

The workshop was a great success. We all now have one or more of the kits built at home, learned new building skills, how to use free pallets in new and interesting ways, and the added benefit of coming together as a community. The benefit reached another family in an unexpected way in the form of the bike shed. Those in the neighbourhood group continue to meet and help each other in the garden and with other building projects. All families involved now recycle their food and garden waste through the compost bins and/or worm farms, and several new pallet palaces have gone up in the neighbourhood since the workshop. We appreciate the funding that the Council provided. Thank you.

**4 Raumati Beach School - \$1,880 for four worm farms, worms and freight**

Firstly, thank you to Kapiti Coast District Council for the grant we received last year. We have now received our worm farms. We have tried to ensure the worm farms are secure, while remaining accessible for students and staff. Thanks to the help of Simon and Hannah we have begun the process of starting our farms. At present just one class is supplying the farms with food and we hope before too long to have other classes involved. Our Envirogroup are keeping a close eye on the running of the farms and are beginning to educate others in the foods most suitable for the worms. In the future we are hoping to grow the number of farms we have and involve more classes at our school.

**5 Organic Wealth/Asert Tatou Development Trust (Te Rito Gardens) - \$3,966 for 'Zam!' performances, organic waste recycling consultation and installation of compost bins at ten ECEs in Kāpiti**

Zam! and Consultation Service:

So far we have visited nine early childcare centres out of ten. Zam! has performed his wondrous educational playshop for the pre-schoolers, educating them about the food nutrient cycle. We have also provided nine consultancy services to understand their current sustainability practices and to provide them with recommendations for improvements.

Zam! Healthy Soil Healthy Kids Programme:

We have finally found a very grateful kindergarten – ABC Waikanae Kindergarten, to be the recipients of the full programme. ABC Waikanae have also contributed money towards the programme, confirming for us that there is budget available within the ECE's. This makes our programme more sustainable, and less reliant on external funding. The kindergarten have so far experienced Zam!, we have conducted the first waste audit, the vege garden beds and compost bins have been built and today we are running our first educational workshop for the teachers. We have also promoted our full programme to a number of the ECE's we visited.

What's Coming Up Next:

We have one more Zam! and consultation service to deliver and then we will be following up with each of the ECE's to receive feedback and document the positive environmental outcomes from our visits.

ABC Waikanae Kindergarten enter the monitoring and support phase of the programme, where the staff are guided through the behavioural change period and are provided with another workshop about gardening and composting. A second waste audit in approximately three months will show the great waste minimisation results and Zam! and then all team will return to celebrate the success.

We expect the final project report and receipts to be completed by 31st January 2016.

**6 He Iti Nā Mōtai - \$823.87 for worm farm, worms and litterless lunchbox subsidy**

Our aim was to reduce our waste produced from food i.e. packaging, wrapping and food scraps. We wanted to have litterless or nude lunchboxes and divert our food scraps to compost or animal food, to reduce the amount of waste going into our rubbish bins. Our other goal was to promote healthy eating. The grant assisted us to purchase 50 lunchboxes and one worm farm. As part of this new initiative, we have also stipulated any rubbish (i.e. wrappers, yoghurt containers) will be sent back home in the children's lunchboxes.

#### Achievements

1. Reduced waste from food wrappings: Waste audits were taken as a measure of food wrappings used in one week. The first audit was taken in October 2014. The second waste audit was taken at the end of Term 2, 2015. Both audits were documented photographically. We still have some promotion to do, but the rubbish has reduced significantly.

2. Worm Farm: The worm farm has been great addition to our centre, and is user friendly for our tamariki. They love to feed them scraps, but mostly love to see the worms. The worm farm is also placed within the playground so the tamariki have easy access to it. Our other worm farm is in a separate place within our marae, which requires going through a locked gate with an adult.

#### Conclusion

The waste minimisation fund has allowed our kohungahunga to implement a strategy to minimise waste in our centre. It has been a great success, and some attitudes to waste have been modified. Whānau and staff feed back to the project has been very positive. Our next area we have to target is our bathroom area, and the waste produced from paper products and disposal nappies. This now contributes the majority of rubbish thrown into our wheelie bin. On behalf of our centre we would like to thank KCDC and Simon Calcinai for the funding and support.

### **7 Paraparaumu Beach School - \$371.09 for a three-bay composting set-up**

In September 2014, Diane Hudson applied for a Waste Levy Grant to reduce waste at Paraparaumu Beach School. Diane's teaching contract ended mid December 2014, therefore some of our planned actions have not yet reached fruition. However, we were able to complete many objectives of the project. Our main aim was to set-up a sustainable composting system for the school as lunch scraps were going straight in the bin. We purchased compost buckets for each of our classrooms, which our enviro-club students emptied daily into larger bins. The compost created was used on our school vegetable gardens. The students enjoyed tending the gardens and making meals from this garden, which added to their productivity. We experienced some problems siting our compost bins and are still working on a more appropriate solution for this as it does attract rodents. We also had a number of the smaller buckets stolen, when teachers left them outside their classrooms overnight.

The other venture that sprung up from this project was to look at a better way to recycle paper and cardboard waste from the school. For at least five years we have used a parent roster to transport paper waste each week to the Otaihanga recycling station. However this system wasn't always reliable and so sometimes paper waste would be dumped straight into the school skip bin. Therefore we used some of this grant money to trial a new system. We contacted Waste Management Services to hire one of their large paper recycle wheelie bins. This bin holds 1100l and is emptied once per week. Students are responsible for ensuring classroom paper-waste goes directly in this bin. The flat monthly rate for this service is \$20.

We feel our school can do more and realise we are only at the beginning of our journey. We wish to thank you again for helping us to kick-start our initiatives.

- 8 Whakatapuranga Rua Mano Charitable Trust** - \$2,722 for extension of existing waste management system using livestock, anaerobic digester investigation, educational posters and signage, event to celebrate launch of initiative.

**Chickens:** The chicken coop has been extended considerably to accommodate our ladies, and their needs. A koha received from a local farmer who dropped off 10 hens, means we are now collecting sometimes 14 eggs per day, an obvious testament to their health and conditions. The eggs are consumed by the junior class, used in hoko kai (lunch orders) and next term we anticipate being able to sell them at the weekly transition towns market. Children have learnt how to look after our hens, how to feed them and cater to their daily needs, and they have become an integral part of our children's day, to the point where we have implored crowd control strategies around their dwellings during lunch and morning tea breaks.

**Pigs:** Perhaps the most alarming outcome is the amount of waste product a pig can produce over one days' activity and equally alarming is the amount of post-consumer food waste accumulated from the humans as well. To assist, a truckload of untreated sawdust was purchased to manage the excess; this has been relocated to the garden, where plants are thriving. This is a good example of a closed system and contributes to our ability to manage our waste streams in proactive ways, where waste is turned into want. Two unexpected pregnancies took our pig numbers to 28. Four pens were built and the piglets were raised to five months old, then sold. Unfortunately, and not by choice, we gained a local reputation as a piggery, so often orphan pigs turned up seeking lodgings. Although the current numbers are still high, come November will decrease to a manageable number. Finally, we realised we should separate the males and females, and are satisfied we are now managing the pigs, not the other way around. The children have set up buckets, where waste is collected during lunch times, and the junior school empty these into the pig pens in the afternoon.

The local kohanga, students at Te Wananga o Raukawa, parents, kaumatua and others, have visited these pens, and the chook house, and bring their food scraps and potter around, sharing stories and assisting us with planning. We are indebted to their knowledge and their support and are pleased we have created an atmosphere where people feel free to visit and to ponder.

We have yet to investigate the bio digester fully, as the model we thought would suffice is now too small. We are seeking local advice and will finalise this during the next few weeks. We anticipate having this complete by the graduation day of Te Wananga o Raukawa, where we will have an open day for the community to see our findings. Although we are pleased with our immediate results, we understand that this is a long slow process. We are thankful for the support of Te Atawhai Kumar, Te Aho Tu Roa coordinator, who has been instrumental in providing resources in te reo, to engage with and promote sustainable education. This fund has also enabled us to take our values of kaitiakitanga and put them into action, by embracing sustainability as a community practice, by making the invisible visible, our impacts of human behaviour both on our creation stories and the environment we spend our day in. Your financial support has been invaluable, and we hope we have made good use of the waste minimisation fund.