

MINUTES	MEETING HELD ON	TIME
GRANTS ALLOCATION SUBCOMMITTEE	20 NOVEMBER 2014	2:00PM

MINUTES of a meeting of the Grants Allocation Subcommittee (Waste Levy) held in Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on Thursday 20 November 2014 commencing at 2:00pm

PRESENT:           Cr     J     Holborow     (Chair)  
                       Cr     M     Bell  
                       Ms    F     Vining        (Paraparaumu-Raumati Community Board Chair)

IN ATTENDANCE:  Mrs    N     Itjeshorst    (Solid Waste Services Manager)  
                       Mr     S     Calcinai     (Waste Minimisation and Services Officer)  
                       Mr     S     Mallon       (Group Manager Infrastructure Services)  
                       Ms    M     Harris       (Executive Secretary Infrastructure Services)  
                       Ms    S     Gasson       (Sustainable Neighbourhoods Coordinator)

The Chair welcomed Elected Members and Council officers to the Grants Allocation Subcommittee (Waste Levy) meeting. The Chair acknowledged the recent passing of Cr Tony Lloyd and his contribution to the community.

GAS14/11/1  
 APOLOGIES

The Grants Allocation Subcommittee received the apology from Mrs Jocelyn Prvanov.

**MOVED (Bell/Vining)**

**That the apologies from Mrs Prvanov be accepted.**

**CARRIED**

In response to a statement by Cr Bell, the Chair said there were five members of the Waste Levy Subcommittee, and today, there were three members present which represented a quorum. A new committee member needed to be appointed as a replacement for Cr Lloyd.

GAS14/11/2  
 MEMBERS BUSINESS

- a) Leave of Absence – there was none.
- b) Matters of an Urgent Nature – there was none.
- c) Declarations of Interest to items on the agenda.

Ms Vining said she wished to make a Declaration of Interest regarding the application from Raumati School because her son attended the school.

The Chair asked Ms Vining if she was able to be objective about that particular application and Ms Vining said her son's class was not involved in the project and she could approach the matter with an open mind.

Therefore, the Chair believed a conflict of interest did not exist. Ms Vining's connection was noted and the Subcommittee accepted her participation and debate on the subject.

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GAS14/11/3

## RECOMMENDATIONS ON WASTE LEVY GRANT APPLICATIONS (IS-14-1362)

Waste Minimisation and Services Officer, Simon Calcinaï, spoke to the report IS-14-1362. Category 3 was over-subscribed for the first time. Mr Calcinaï read through each of the applications as follows:

### Category 3 applications:

- 1 **He Iti Nā Mōtai (HINM)** has applied for \$823.87 to purchase a worm farm and worms, and to subsidise the purchase of 100 reusable lunchboxes.

*There were no questions.*

- 2 **Ocean Square Greener Neighbourhood Group** has applied for \$3,396 to purchase a bicycle trailer and to run a public place recycling trial in Paekākāriki.

The project could potentially have waste minimisation applications but it was unclear how the bicycle would directly contribute to significant waste minimisation by itself – recommended not to fund this part of the application.

The public place recycling trial presented a few operational issues. It was proposed to take the public place recycling trial out of the fund and use existing waste minimisation/education budgets to fund the trial in conjunction with the group and also other stakeholders.

- i. Ms Vining said she was keen to see how this case study progressed, and asked where the recycling would be deposited.

*It is likely that a private collector – such as Envirowaste or Waste Management – would be contracted to collect the recyclables. Handling/operational issues would be discussed with the Group and Council operations staff in the New Year.*

- ii. Cr Holborow questioned the use of a bicycle and trailer with signage on the back, and how that would impact/contribute to recycling.

*The visual impact would promote an awareness/education perspective, and the trailer was intended to transport recycling material.*

- 3 **Organic Wealth in partnership with the Aseri Tatou Development Trust (Te Rito Gardens, Porirua)** has applied for \$3,966 to deliver 'Zam! Healthy kids, Healthy Soil' performances, provide organic waste recycling consultation, and install composting units at ten ECEs (Early Childhood Education Centres) in Kāpiti.

It was proposed to use existing waste minimisation/education budgets to fund this project as a trial. Cr Bell said he was happy with the trial but if funding was continued it might be challenged by other organisations. However, Cr Bell supported approval of this application under this fund.

*In response to questions, feedback would be sought from the users.*

- 4 **Otaihanga Greener Neighbourhood Group** applied for \$3,000 to purchase a range of organic waste recycling systems and run a series of workshops. The workshops would inform each household's choice of equipment.

In response to questions, Mr Calcinaï advised that previous successful applicants had run similar exercises, eg. Rainbow Court Greenest Street Group.

- 5 **Ōtaki College** has applied for \$2,600 to purchase a Hansa C7 mulcher.

Ms Vining asked if the College was transporting all green waste to the landfill, and also asked if funding had previously been sought for a mulcher.

Cr Bell asked if the College had a coal-fired boiler.

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In response to questions, Mr Calcinaï said the College advised they were stockpiling green-waste and had not been sending it to the landfill. Community mulchers were available for schools to hire in Kāpiti. The cost of hiring a community mulcher was approximately \$20-\$30 per day.

*Declined: Otaki College could hire the community mulcher.*

- 6 **Ōtaki College** has applied for \$830.43 to purchase three pre-made macrocarpa compost bins (\$235 + P&P per unit) and material to create a drop-off zone for organic waste to be stored (\$43.48).

Also questioned the costings of the bins noted in the paper. Ms Vining asked that future funding requests have a breakdown of all costs.

In response to questions, Mr Calcinaï advised different systems worked for different situations – depending on the user’s requirements and capabilities. A breakdown of costs was given.

- 7 **Paekākāriki School Gardening Club** has applied for \$765.22 to purchase materials and pay a builder to design and construct three worm farm baths with rodent-proof housing.

In response to questions: Ms Itjeshorst advised the application forms were GST exclusive. Mr Calcinaï said they looked at the project costs and different schools had different skill sets. Paekākāriki required a builder as the children were primary aged, whereas Ōtaki were college aged students who could do the work themselves. A builder was needed to build the fitted bath lids because of the difficulty of doing curved edging with a lip to make the baths rodent proof.

- 8 **Paraparaumu Beach School** has applied for \$853.05 to purchase three pre-made macrocarpa compost bins (\$235 + P&P per unit), food waste buckets (\$48.70) and signage (\$17.39).

No questions received.

- 9 **Parkwood Lodge** has applied for \$8,266 to purchase and install four hand driers to be located within Parkwood Retirement Village.

Ms Vining asked what the savings would be for paper towels.

Cr Bell asked how controls around the use of hand driers and paper towels could be implemented.

In response to questions, Mr Calcinaï did not have the cost saving information. This would be a trial which would provide the cost saving information. The hand driers would be located in the four high use locations ie. mainly in food preparation areas.

Ms Vining had a major concern with the hand driers because of the issue around hands becoming very dry with constant use. Ms Vining said she would not support the hand driers without further information.

Cr Holborow suggested installing just one hand drier for a trial.

*Declined. Further information required – reapply next year.*

- 10 **Raumati Beach School** has applied for \$1,880 to purchase four worm farms and worms.

No questions received.

- 11 **Tilly/Tarawera Precinct Greener Neighbourhood Group** has applied for \$2,150 to run a public workshop on constructing ‘combination compost bin/worm farm/recycling pallet palaces’ and purchase materials to construct twelve such units.

Ms Vining queried why the group were not using pallets as part of a recycling programme and would prefer the workshop demonstrate how to make a pallet compost/worm farm, as well as the macrocarpa version.

The Group would be asked to ensure this was done as part of the workshop.

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- 12 **Whakatapuranga Rua Mano (WRM) Charitable Trust** has applied for \$5,472 to purchase materials to expand Te Kura-ā-Iwi o Whakatapuranga Rua Mano's livestock housing capacity (to allow for increased diversion of food waste from surrounding institutions and businesses) etc.

In response to a question from Ms Vining regarding a breakdown of administration costs, Mr Calcinaï said a maximum of \$500 was set down for administration costs.

Cr Bell did not support the application for this amount but would be prepared to support a smaller grant. Cr Bell said it was a great idea but should not be supported by public funding.

Ms Vining supported the grant as did Cr Holborow. Suggested: reduce labour cost to \$500; \$750 for promotional posters and the launch, and reduce administration costs.

*Agreed to support a grant of \$2,722.*

- 13 That the Grants Allocation Subcommittee invites Biobagga Ltd to develop its Expression of Interest into a full proposal for funding under Category 4B.
- 14 That the Grants Allocation Subcommittee invites Laybys New Zealand Limited to develop its Expression of Interest into a full proposal for funding under Category 4B.

GAS14/11/4

#### RECOMMENDATIONS ON WASTE LEVY GRANT ALLOCATION (IS-14-1362)

The Waste Minimisation and Services Officer, Simon Calcinaï presented report (IS-14-1362).

#### **MOVED (Bell/Vining)**

- 43. That the Grants Allocation Subcommittee approves the list of funding as set out in paragraphs 15 to 26 of report IS-14-1362, and summarised in the following table:**

Applicant	For	Amount excl GST
He Iti Nā Mōtai	Worm farm, worms and litterless lunchbox subsidy. The funding is conditional on a follow up waste-audit being carried out to assess the impact of the initiative	\$823.87
Ocean Square Greener Neighbourhood Group	Bicycle trailer and Paekākāriki public place recycling trial	\$0.00*
Organic Wealth/Asert Tatou Development Trust (Te Rito Gardens)	'Zam!' performances, organic waste recycling consultation and installation of compost bins at ten ECEs in Kāpiti	\$3,966.00
Otaihanga Greener Neighbourhood Group	Household organic waste recycling project	\$3,000.00
Ōtaki College	Hansa C7 mulcher	\$0.00
Ōtaki College	Three-bay composting set-up	\$348.48
Paekākāriki School Gardening Club	Three worm farms/baths and housing	\$765.22
Paraparaumu Beach	Three-bay composting set-up	\$371.09

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Applicant	For	Amount excl GST
School		
Parkwood Lodge	Four hand driers and installation. The funding is conditional on the applicant providing the Council with a case study report including waste audit and cost data before and after installation	\$0.00
Raumati Beach School	Four worm farms, worms and freight	\$1,880.00
Tilly/Tarawa Precinct Greener Neighbourhood Group	Twelve composting units and recycled pallet composting bin workshop	\$2,150.00
Whakatapuranga Rua Mano Charitable Trust	Extension of existing waste management system using livestock, anaerobic digester investigation, educational posters and signage, event to celebrate launch of initiative. The funding is conditional on the applicant complying with all relevant bylaws and regulations.	\$2,722.00
<b>TOTAL</b>		<b>\$16,026.66</b>

\*An asterisk indicates projects to be funded or partly funded through alternative existing budgets

The Grants Allocation Subcommittee discussed the following recommendations and asked both competitors to provide more information, particularly around product marketability. Both companies should be advised they were up against another company in the same field, and funding was unlikely to be given to both.

**MOVED (Bell/Holborow)**

**44. That the Grants Allocation Subcommittee invites Biobagga Ltd to develop its Expression of Interest into a full proposal for funding under Category 4B.**

**45. That the Grants Allocation Subcommittee invites Laybys New Zealand Ltd to develop its Expression of Interest into a full proposal for funding under Category 4B.**

**CARRIED**

GAS14/11/5  
CONFIRMATION OF MINUTES

**MOVED (Holborow/Bell)**

**That the minutes of the 18 September 2014 (Community Grants) be confirmed as a true and accurate record.**

**CARRIED**

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**MOVED (Holborow/Bell)**

**That the minutes of the 25 September 2014 (Creative Communities New Zealand) be confirmed as a true and accurate record.**

**CARRIED**

**MOVED (Holborow/Bell)**

**That the minutes of the 14 October 2014 (Districtwide Hall Hire Remissions) be confirmed as a true and accurate record**

**CARRIED**

The meeting closed 3:48pm

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**Chair:**

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**Date:**