

Chairperson and Committee Members  
**WASTE LEVY GRANT ALLOCATION SUBCOMMITTEE**

**1 DECEMBER 2011**

Meeting Status: Public

Purpose of Report: For Decision

**RECOMMENDATIONS ON WASTE LEVY COMMUNITY GRANT ALLOCATIONS**

**PURPOSE OF REPORT**

- 1 The purpose of this report is to present the officer recommendations on the allocation of funding for the current round of waste levy community grants for approval by councillors.

**SIGNIFICANCE OF DECISION**

- 2 The Council's significance policy is not triggered.

**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 to this report), sets out how the Council would spend 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 \$25,000 is available for funding community based waste reduction projects (through a competitive grants process). The maximum allocation per project was set at \$5,000.
- 7 Applications were invited in September 2011 and nine were received. The applications are:

Group	For	Amount applied for
Grange Park Avenue 'Greenest Street' Group	Two 3-bin composting systems	\$212.00
	Mulcher and safety equipment	\$3,000.00
Transition Towns Ōtaki	Mulcher	\$1,900.00
Alexander Road 'Greenest Street' Group	Composting, bokashi, bio-digesting and worm farming equipment	\$1,574.96
	Mulcher and related hand tools and safety equipment	\$3,375.89
Little Earth Montessori Preschool	Worm farm	\$345.00
Raumati South School	Six worm farms with bedding and 1kg of composting worms	\$2,670.00
Paraparaumu Playcentre	Worm farm	\$462.50
Wellington Road North	Composting, bokashi, bio-digesting and worm farming equipment	\$5000.00
Paekākāriki School	Two worm farms	\$705.00
Paekākāriki Holiday Park	Recycling bins and signage	\$1,638.06
<b>TOTAL</b>		<b>\$20,883.41</b>

- 8 These applications have been assessed against the criteria in the waste levy allocation policy. All are recommended for approval either in part or whole, some with recommended additions. A description of each proposed project follows in the next section.
- 9 Businesses have the opportunity to bid for a separate stream of waste levy funding of \$55,000 in 2011/12 for developing new technologies and seed funding for business set-ups. Three expressions of in interest have been received. The applicants who pass this first stage will be asked to develop their business cases before the end of February 2012. Decisions on allocations of funding for their category will be required later in the year.

## CONSIDERATIONS

### Criteria

- 10 The objective for community projects in the Policy is:

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.

- 11 The specific requirements for community projects under the Policy are:

- 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
- that 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.

## Mulchers

- 12 Three applications (Grange Park Avenue, Transition Towns Ōtaki, Alexander Road) included funding requests for the purchase of mulchers to process garden waste.
- 13 Previously, in 2010-11 ‘Kakariki Street’, a Greenest Street competitor, purchased a mulcher and associated safety equipment for use by the Paekākāriki community using Waste Levy Funding awarded by Council. The application was approved because providing a mulcher presented a better long term solution than Kakariki Street householders travelling to hire the equipment in Paraparaumu or taking their green waste to the council green waste drop off point in Otaihanga. The benefits of householders keeping their greenwaste on site were also recognised.
- 14 It is recommended that applications for a mulcher from areas between Raumati and Ōtaki be accepted under the proviso that applicants for mulchers must agree that all users:
  - a) will undertake safety training with an appropriate professional;
  - b) will take responsibility for maintenance and managing of the equipment and that;
  - c) other community groups and residents are able to use the mulcher for community projects while complying with conditions a) and b);
  - d) annual report back to Council on actual usage of mulcher and relevant community project.
- 15 If the applicants for the mulchers do not wish to proceed under these conditions, it is proposed that the equivalent amount of money is made available to them for other composting methods. The Sustainable Communities Coordinator and the Chair of the Waste Levy Allocation Sub Committee would approve the final allocation of these funds, after review of the composting methods proposed.

- 16 In addition, it is proposed that there can be one mulcher per community, based on urban areas – eg. Raumati, Raumati Beach, Paraparaumu, Paraparaumu Beach. When making the mulcher available to the community as indicated in paragraph 14 the group/person responsible for the mulcher must make the hand tools and safety equipment available and must inform the ‘other’ users that they have to undertake safety training before they can use the mulcher. Towards condition b), a donation for use may be charged to cover maintenance costs and future replacement.
- 17 Based on Alexander Road’s application, it is estimated that the safety equipment and hand tools would cost about \$380. Training was provided to ‘Kakariki Street’ last year at \$85 p/hr for approximately two hours.

### Description of applications

- 18 Grange Park Avenue consists of fifteen households from Raumati South who are participating in the ‘Kāpiti Coast’s Greenest Street Competition’ being run by the Council. They have applied for a waste levy grant of \$3,212 to purchase a mulcher (\$3000) and two three-bin composting systems (\$106 each). The mulcher would be used by the participating households and wider community associated with members of the street (e.g. kindergarten) and all items requested would be used to recycle green waste on-site. The application’s focus is on reducing the amount of green waste presently going into wheelie bins.
- 19 It is recommended that the mulcher component of this application be accepted, provided the conditions set out in paragraph 14 are met. In addition, an extra \$550 is recommended to be spent towards safety equipment, hand tools and training. If the applicants do not wish to meet these conditions, the process will be as set out in paragraph 15.
- 20 It is also recommended that the three bin composting system be approved and that in addition a \$50 workshop on managing the new equipment with the Green Gardener is approved. This is to prevent further problems with rats that have been highlighted in the application.
- 21 Transition Towns Ōtaki (“TTO”) has applied for \$1,900 for the purchase of a mulcher/chipper to be available to the membership of Transition Towns and the wider Ōtaki community. The application is unclear as to whether the ‘wider community’ would need to be members of TTO to access the mulcher. No safety equipment was requested.
- 22 It is recommended that this application be accepted, provided the conditions set out in paragraph 14 are met. In addition, an extra \$550 is recommended to be spent towards safety equipment, hand tools and training.
- 23 It is recommended that \$1,000 is reserved on behalf of Ōtaki Transition Towns for this upgrade should they want to proceed with the purchase of the mulcher under the set out conditions.
- 24 Alexander Road is a group of twelve households in Raumati Beach who are also participating in the ‘Greenest Street’ competition. They have applied for a waste levy grant of \$4,950.85 to purchase a mulcher and related hand tools and safety equipment (\$3,375.89), and a range of nutrient recycling systems to equip each

household in the group (\$1,574.96). Systems requested are a ‘bokashi’ system (yeast-based fast composting), bokashi mix for all households, macrocarpa to construct compost bins for three households, materials to construct a bio-digester for two households and a worm farm for one household.

- 25 It is recommended that the mulcher component of this application be funded to the value of \$3,425.00 provided the terms of paragraph 14 are met and that the nutrient recycling systems be approved. If the group does not wish to meet the terms of its purchase, it is recommended that Alexander Road be granted the total amount of \$5,000 to equip all their households with nutrient recycling systems.
- 26 The \$5000 recommended grant will not fully cover the required training workshop but this is the maximum allowable. It is recommended that they be asked to fund the \$121.00 shortfall through a donation from training attendees.
- 27 Little Earth Montessori Preschool has requested \$345.00 to purchase a worm farm. The model chosen is large enough to take the volume of food waste generated by the preschool and has a window fitted. The quote includes \$55 for the supplier to alter the worm farm so the children can operate it independently.

It is recommended that the application be approved.

- 28 Raumati South School has applied for \$2,670.00 to purchase six ‘Wheelie Worms’ bins with bedding and 1kg of composting worms. They would allocate a bin per three classrooms and use it to compost paper waste as well. They are currently operating a worm farm but it is not rat-proof. It is hoped that multiple bins closer to classrooms will encourage children to make better use of them.

It is recommended that the application be approved.

- 29 Paraparaumu Playcentre has applied for \$462.50 for a worm farm with a viewing window and easy vermicast removal to supplement their existing bath worm farm.

It is recommended that the application be approved.

- 30 Wellington Road North is a group of sixteen households in Paekākāriki who are competing in the ‘Greenest Street’ competition. They have requested \$5,000 to be divided between the households to purchase a composting system, worm farm or bokashi system of their choice to the value of no more than \$310. The project is expected to cost \$6,228 in total, with the difference funded by the households. This group are undertaking a Waste Minimisation Project, alongside their Pest Reduction Project and have undertaken a waste audit showing kitchen and garden wastes comprise 53% of the waste examined in the audit.

It is recommended that the application be approved.

- 31 Paekākāriki School have applied for \$705.00 for the purchase of two ‘Wheelie Worms’ worm farms, a community workshop on worm farming with the Council’s Green Gardener and materials to set up a bath worm farm. They have been composting all green waste in open bins, but have a problem with rats. The worm farms would be used to separate and secure food waste.

It is recommended that the application be approved.

- 32 Paekākāriki Holiday Park have applied for \$1,638.06 (incl. GST) to provide a variety of waste receptacles and signage closer to the points of waste production to encourage guests to separate waste types at source. The initiative is particularly aimed at children and aims to encourage them to regard waste recycling as a normal part of life, even on holiday. The Park aims to compare the previous year's waste volume by type with that after implementation to assess the efficacy. Paekākāriki Holiday Park is part of the Wellington Road 'Greenest Street' group and has the support of the group.
- 33 It is recommended that the Holiday Park's application be approved and it is further proposed that \$1,500 (incl. GST) additional funds for a permanent sign for the reception/entrance area of the Park is approved.

### Financial Considerations

- 34 All applications have either provided a bank account number or are willing to open a bank account. This would enable them to purchase goods directly. All applicants would be required to have made their purchases within six months of receiving the grant. In cases where funds would be allocated proportionately between households, unspent funds would be returned.
- 35 The recommendations result in a grand total of **\$23,584**. Waste levy funds can be carried over between financial years. There is no impact on rates funding.

### Legal Considerations

- 36 There are no legal considerations for Council. The groups 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 MfE.

### Delegation

- 37 The Waste Levy Grant Allocation Subcommittee may make a decision under the following delegation:

Part B.1, 7.1

*'authority to develop ... policies and work programmes that support the social, economic, environmental and cultural wellbeing of the community. This authority encompasses the power to... undertake all matters ... relating to solid waste management policy issues'.*

### Consultation

- 38 No public consultation was carried out. The recommendations were reached jointly by a panel of council officers.

### Publicity Considerations

- 39 The funded projects will be publicised by the Council. This will stimulate interest in future funding rounds.

Other Considerations

40 There are no other considerations.

**RECOMMENDATIONS**

41 That the Waste Levy Grant Allocation Subcommittee approves the following list of funding under the following provisos:

- A. applicants for mulchers must agree that all users:
  - a) will undertake safety training with an appropriate professional;
  - b) will take responsibility for maintenance and managing of the equipment and that;
  - c) other community groups and residents are able to use the mulcher for community projects while complying with conditions a) and b);
  - d) annual report back to Council on actual usage of mulcher and relevant community project.

and

- B. if the applicants for the mulchers do not wish to proceed under these conditions, the equivalent amount of money is made available to them for other composting methods

and

- C. that the Sustainable Communities Coordinator and the Chair of the Waste Levy Allocation Sub Committee approve the final allocation of these funds after review of the composting methods proposed.

<b>Table 1 to SP-11-420 Recommendations for Waste Levy Community Grant allocations</b>					
	<b>Group</b>	<b>For</b>	<b>Amount applied for</b>	<b>Recommended for approval?</b>	<b>Amount from fund recommended</b>
R43.1	Grange Park Avenue 'Greenest Street' Group	Two 3-bin composting systems, nutrient recycling workshop, mulcher and safety equipment, hand tools and training	\$3,212.00	Yes	\$3,812
R43.2	Transition Towns Ōtaki	Mulcher and safety equipment, hand tools and training	\$1,900.00	Yes	\$2,450
R43.3	Alexander Road 'Greenest	Composting, bokashi, bio-digesting and	\$5,000.00	Yes	\$5,000

<b>Table 1 to SP-11-420 Recommendations for Waste Levy Community Grant allocations</b>					
	<b>Group</b>	<b>For</b>	<b>Amount applied for</b>	<b>Recommended for approval?</b>	<b>Amount from fund recommended</b>
	Street' Group	worm farming equipment. Mulcher, hand tools, safety equipment and training		Yes	
R43.4	Little Earth Montessori Preschool	Worm farm	\$345.00	Yes	\$345
R43.5	Raumati South School	Six worm farms with bedding and 1kg of composting worms	\$2,670.00	Yes	\$2,670
R43.6	Paraparaumu Playcentre	Worm farm	\$462.50	Yes	\$463
R43.7	Wellington Road North 'Greenest Street' Group	Composting, bokashi, bio-digesting and worm farming equipment	\$5000.00	Yes	\$5000
R43.8	Paekākāriki School	Two worm farms	\$705.00	Yes	\$705
R43.9	Paekākāriki Holiday Park	Recycling bins and signage Additional permanent signage	\$1,638.06	Yes	\$3,139 (incl. GST)
	<b>TOTAL</b>		\$20,883.41		<b>\$23,584</b>

- 42 That the Waste Levy Grant Allocation Sub Committee approves to reserve \$1,000 funding on behalf of Ōtaki Transition Towns for upgrading of the requested mulcher/chipper should they proceed as set out in paragraphs 22-23 of Report SP-11-420.

**Report prepared by:**

**Approved for submission by:**

**Nienke Itjeshorst-Engel**

**Sean Mallon**

**SOLID WASTE  
MANAGER**

**SERVICES**

**GROUP**

**MANAGER**

**INFRASTRUCTURE SERVICES**

**ATTACHMENTS:**

Appendix 1 – Waste Levy Allocation Policy 2011