



# **AGENDA**

## **Grants Allocation Subcommittee (Waste Levy) Meeting**

**I hereby give notice that a Meeting of the Grants Allocation Subcommittee (Waste Levy) will be held on:**

**Date: Thursday, 18 February 2021**

**Time: 1.30pm**

**Location: Council Chamber  
Ground Floor, 175 Rimu Road  
Paraparaumu**

**Sean Mallon  
Group Manager Infrastructure Services**

**Kapiti Coast District Council**

**Notice is hereby given that a meeting of the Grants Allocation Subcommittee (Waste Levy) will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Thursday 18 February 2021, 1.30pm.**

**Grants Allocation Subcommittee (Waste Levy) Members**

Cr Jackie Elliott	Chair
Mayor K Gurunathan	Member
Deputy Mayor Janet Holborow	Member
Cr Robert McCann	Member
Cr Martin Halliday	Member
Ms Margaret Stevenson- Wright	Member
Ms Grace Lindsay	Member

## Order Of Business

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**1 WELCOME**

**2 COUNCIL BLESSING**

“As we deliberate on the issues before us, we trust that we will reflect positively on the communities we serve. Let us all seek to be effective and just, so that with courage, vision and energy, we provide positive leadership in a spirit of harmony and compassion.”

I a mātou e whiriwhiri ana i ngā take kei mua i ō mātou aroaro, e pono ana mātou ka kaha tonu ki te whakapau mahara huapai mō ngā hapori e mahi nei mātou. Me kaha hoki mātou katoa kia whaihua, kia tōtika tā mātou mahi, ā, mā te māia, te tiro whakamua me te hihiri ka taea te arahi i roto i te kotahitanga me te aroha.

**3 APOLOGIES**

**4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

4.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

4.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

**6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

## 7 REPORTS

### 7.1 RECOMMENDATIONS ON WASTE LEVY GRANT APPLICATIONS 2020/21

**Author:** Eilish Andrews, Waste Minimisation Advisor

**Authoriser:** Sean Mallon, Group Manager Infrastructure Services

#### PURPOSE OF REPORT

- 1 This report seeks approval for the allocation of funding from the Waste Levy Grants contestable fund for 2020/21.

#### DELEGATION

- 2 The Grants Allocation Committee may make a decision under Section C.4 of the Governance Structure and Delegations:

*“The Committee will consider and allocate grant moneys in accordance with the meeting cycles and criteria of five granting programmes.”*

#### 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 this levy money is allocated by the Ministry for the Environment (MfE) to local authorities and must be spent on implementing their waste management and minimisation plans. The other half is allocated by MfE through the national Waste Minimisation Fund.
- 4 The updated Waste Levy Grants Allocation Policy 2020 (Appendix A), approved by the Council on 27 August 2020<sup>1</sup>, sets out how the Kāpiti Coast District Council (Council) will allocate part of the waste levy funding received from MfE for waste minimisation projects in the Kāpiti district via a contestable grants scheme.
- 5 The overall objective of the updated Policy is:  
*To increase the range, scale and number of waste minimisation activities on the Kāpiti Coast through effective use of the waste levy fund.*  
*To ensure optimal and transparent allocation of waste levy funding to waste minimisation projects.*  
*To support the implementation of the Wellington Region Waste Management and Minimisation Plan.*
- 6 Category 1 of the Waste Levy Grants Allocation Policy: *Community Projects* seeks to support practical waste minimisation projects that encourage community participation and education and/or are of benefit to the community of Kāpiti and lead to long term waste minimisation action and behaviour change. A total of \$30,000 is available for allocation in this round.
- 7 Category 2 of the Waste Levy Grants Allocation Policy 2020 has two sub-categories.
  - Category 2A: *Seed Funding* seeks to encourage the establishment of waste minimisation businesses or initiatives on the Kāpiti Coast and create opportunities for waste minimisation and economic development.
  - Category 2B: *Business Waste Reduction* seeks to support existing businesses to implement measures that will lead to long term and measurable minimisation of the waste resulting from the businesses' operations.

A total of \$20,000 is available for allocation between Category 2A and 2B in this round.

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<sup>1</sup> [The Review and Update of the Waste Levy Allocation Policy 2011 Report](#), approved by resolution 2020/34.

- 8 Any unspent monies will be kept within the waste minimisation fund and used to fund future grants, resource recovery infrastructure or other projects that strongly align with our strategic goals as set out in the Long Term Plan 2021.

## ISSUES AND OPTIONS

### Applications for Category 1 – Community Projects

- 9 Applications for Category 1 were called for in September 2020. Six (6) applications were received, requesting a total amount of \$30,015. This means that the fund is oversubscribed by \$15. All full applications are attached to this report (Appendix B).
- 10 The applications were assessed against the criteria in the Waste Levy Grants Allocation Policy 2020. Some applicants were contacted by a Council staff member to clarify or request further information. All additional information received in these communications are attached to each application, where applicable. All applications were discussed by a panel of Council officers from the Sustainability & Resilience and Connected Communities teams. Following that process, two (2) applications are recommended for full funding, three (3) for part funding and one (1) to be declined. Refer to **Table 1** and **Sections 11 to 16** for further detail.

**Table 1: Funding Recommendations for Category 1 Applications**

APPLICATIONS RECOMMENDED FOR FULL FUNDING			
No	Applicant	Requested	Recommended
1	Kāpiti Waldorf Trust	\$4,800	\$4,800
2	Paekākāriki School and Garden Group	\$4,000	\$4,000
APPLICATIONS RECOMMENDED FOR PART FUNDING			
No	Applicant	Requested	Recommended
3	Paraparaumu College SEAR Group	\$2,335	\$1,700
4	Māoriland Charitable Trust	\$3,000	\$1,240
5	Ōtaki College	\$8,600	\$3,100
APPLICATIONS RECOMMENDED TO BE DECLINED			
No	Applicant	Requested	Recommended
6	Birthright Kāpiti Trust	\$7,280	\$0
Total		\$30,015	\$14,840

### Applications recommended for full funding

- 11 **Kāpiti Waldorf Trust** has applied for \$4,800 to upgrade Te Ra Waldorf School's current onsite composting system with two CarbonCycle bins. These bins will be used to compost food scrapes from the school and kindergarten onsite, and the two hundred school/kindy families will also be invited to bring their food scraps from home. The new bins will be used to educate the students and form life-long habits. Composting workshops will also be organised for the wider community. This project meets all the Category 1 criteria and it is strongly aligned with the WMMP goal and Waste Minimisation Taskforce 2019 recommendation to increase diversion of Organic Waste. It is recommended to fund this project in full.
- 12 **Paekākāriki School and Garden Group** has applied for \$4,100 to cover material and labour costs to upgrade their aging compost pallet bins and to develop a compost educational programme for students, staff and the community. This project meets all the Category 1 criteria and it is strongly aligned with the WMMP goal and Waste Minimisation Taskforce

2019 recommendation to increase diversion of Organic Waste. It is recommended to fund this project in full.

### Applications recommended for part funding

- 13 **The Paraparaumu College Societal, Environmental & Animal Rights (SEAR) Group** has applied for \$2,335 to establish aluminium can recycling throughout Paraparaumu College. Due to high contamination found in a recycling trial, the college is unable to provide plastic recycling for students but wants to pursue can recycling as it is a major waste stream for the college and has simpler recycling criteria. The funding request is for a 1-year trial made up of \$1,600 for student wages to empty and sort the bins two hours a week, \$635 for bin hire and collection costs, and \$100 for promotional material to increase student awareness. If the trial is successful, the project can become self-funding as the SEAR Group can apply to the Paraparaumu College Board of Trustees to fund it going forward.

It is recommended to allocate \$1,700 of funding towards this project to cover the student wages and promotional material. It is not recommended to fund the bin hire and collection costs as 'waste disposal, treatment or recycling costs' are listed as ineligible purposes in the [Community Projects Fund Criteria & Application Guidelines](#). Disposal and collection costs are considered to be part of the usual operational costs of any school or business.

- 14 **Māoriland Charitable Trust** has applied for \$3,000 for community and business education and engagement surrounding the Māoriland Film Festival 2021. The funding is to cover three screenings / speaker events, one Waste Minimisation Workshop, the facilitation of the Parakore (zero waste) space throughout the festival, the publication of a post-event waste minimisation report, and to lobby local businesses to use compostable packaging.

The Trust will contribute \$5,500 to this initiative, which is estimated to cost \$8,500. The event received \$3,000 of waste levy funding in 2019/20 to purchase recycling bins, employ a zero waste coordinator and to set up a compost bin.

It is recommended to allocate \$1,240 of funding towards this project to support the lobbying activity (\$800) and to cover part of the Waste Minimisation Workshop costs (\$440). Lobbying local businesses to use compostable packaging is a new activity within the festival and has the potential to make a significant impact on the amount of waste produced during and long after the event. The Waste Minimisation Workshop is a good opportunity for the community to engage in activities and learn new waste minimising skills. It is not recommended to fund the estimated 'light catering' portion of the Waste Minimisation Workshop costs as 'catering costs' are listed as ineligible purposes in the guidelines, as linked above.

While it is recognised that the screenings / speaker events and the waste report document are elements which add a sustainable focus to the festival, these elements of the project were assessed as less likely to contribute further to actual waste diversion. Therefore, it is recommended to not fund these elements of the application. Furthermore, as per the recommendations of the 2019/20 funding round report, this report also recommends that facilitation of the Parakore space are factored into the general event running costs by the Trust.

- 15 **Ōtaki College** has applied for \$8,600 to set up a 'recycling station' in their technology class. The amount applied for will provide a shredder, extruder, a sheet press, fittings for moulding, and furniture. The goal is to teach students about the plastic recycling process as they create projects from plastic waste generated within the school and maybe some from the student's homes. Ōtaki College has a 3D printer and intends to explore using recycled plastic as filament in addition to producing recycled feedstock for technology projects. While this project will lead to some virgin material being replaced by recycled material, its primary outcome will be an educational opportunity for students to learn about the realities of recycling plastic and the fundamentals behind it.

The original amount applied for as been reduced by \$1,000 as a second-hand shredder has been locally sourced.

Although this project will likely become self-sustaining and the scale of community involvement is clear, it has been assessed that this project has a small impact on waste reduction, in comparison to its cost. While funds are available, officers have also considered 'value for money' in relation to the goals of the Waste Levy Grants Allocation Policy 2020. It is therefore recommended to part fund this project with \$3,100 to cover the modification costs needed to upgrade the second-hand shredder (\$200) and the cost to purchase of an extruder (\$2900). With a shredder and an extruder, the project can get up and running. In future, if the college wishes to, the range of fabrication machinery available can be extended at their cost.

#### Applications recommended to be declined

- 16 **Birthright Kāpiti Trust** is a charity that supports one-parent families. To support families and the services that Birthright are able to offer, they also run a second-hand Opportunities Shop. They have applied for \$7,280 for seven hours' salary per week for one year in the Opportunity Shop to focus on finding alternative uses / homes for donated items they cannot sell. While this report recognises the work that Birthright does for the wider community, it is recommended to not fund this project as it does not satisfy a number of key criteria in the policy. The project is unlikely of becoming self-sustaining after the funding period ends, the scale of community involvement is small, and it will not lead to behaviour change from goods donors.
- 17 Of the \$30,000 available under Category 1 it is recommended that \$14,840 is allocated as outlined above.

#### Applications for Category 2 – Seed Funding and Business Waste Reduction

- 18 Applications for Category 2 were called for in September 2020.
- 19 No applications for Category 2A: Seed Funding were received this year. Two (2) applications for Category 2B: Business Waste Reduction were received, requesting a total amount of \$7,596. Full applications are attached to this report (Appendix C).
- 20 The applications were assessed against the criteria in the Waste Levy Grant Allocation Policy. Some applicants were contacted by a Council staff member to clarify or request further information. All additional information received in these communications are attached to each application, where applicable. Both applications were discussed by a panel of Council officers from the Sustainability & Resilience and Economic Development teams. Following that process, both applications to Category 2B are recommended for full funding. Refer to **Table 2** and **Sections 21 to 22** for further detail.

**Table 2 – Funding Recommendations for Category 2 Applications**

APPLICATIONS RECOMMENDED FOR FULL FUNDING			
No	Applicant	Requested	Recommended
1	Koakoa	\$4,596	\$4,596
2	Māoriland Charitable Trust	\$3,000	<b>\$3,000</b>
Total		<b>\$7,596</b>	<b>\$7,596</b>

#### Applications recommended for full funding

- 21 **Koakoa** are a local handcrafted liquor distillery based in Paraparaumu. They have applied for \$4,596 towards sourcing 400 reusable crates to extend their bottle return scheme. By collecting and refilling their used spirit bottles from their hospitality customers, they reuse their bottles 10 times before recycling, and, by delivering orders to bottle stores in reusable crates, they eliminate the need for cardboard boxes. This project addresses the top of the waste hierarchy: Reduce & Reuse, and will lead to long-term and measurable waste

prevention through the application of circular economy principles in resource use. It is recommended to fund this project in full.

- 22 **Māoriland Charitable Trust** has applied for \$3,000 towards adding 2 additional NZBox composters to the Māoriland Hub maara (garden) to increase capacity to process organic waste from local businesses and the local community as an extension of the current and ongoing project. This project meets the Waste Levy Grants Allocation Policy 2020 priority funding area and Waste Minimisation Taskforce 2019 recommendation of Organic Waste diversion, and the project fills a gap within current waste services. It will also lead to long-term measurable waste minimisation and community engagement. It is recommended to fund this project in full.
- 23 Of the \$20,000 available under Category 2 it is recommended that \$7,596 is allocated as outlined above.

## **CONSIDERATIONS**

### **Policy considerations**

The applications have been assessed against the criteria in the Waste Levy Grants Allocation Policy 2020 and the relevant [Fund Criteria & Application Guidelines](#). Please refer to **Appendix A** for the objectives and requirements of projects under the policy.

### **Legal considerations**

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

### **Financial considerations**

- 25 The funding will be allocated as outlined above totalling \$14,840 in Category 1 – Community Projects and \$7,596 in Category 2B – Business Waste Reduction. There is no impact on rates funding as these grants are funded from Waste Levy income.
- 26 Successful applicants will be required to provide a bank account number before funds are released. This enables them to purchase goods directly. All successful applicants will be required to make their purchases within twelve months of receiving the grant and submit proof of purchase. Unspent funds would be returned to the Council.

### **Tāngata whenua considerations**

- 27 Tāngata whenua were consulted as part of the consultation process for the current WMMP, under which, contestable grants are an action. The Waste Minimisation Taskforce (taskforce) also included three iwi representatives appointed through Te Whakaminenga o Kāpiti. The Waste Levy Grants Allocation Policy 2020 is considered to be well aligned with the actions under the WMMP as well as the recommendations of the taskforce.

### **Strategic considerations**

- 28 The allocation of waste reduction grants to community and business projects is in line with the objectives and actions set out in the current Wellington Region Waste Management and Minimisation Plan 2017-2023.
- 29 The relationship between waste and climate change is tightly linked. By rethinking the way we use things, minimising what we dispose of, and changing how we dispose of things, we make a positive impact on the environment and climate change. Therefore, the allocation of waste reduction grants to community and business projects contributes to the effective response to climate change in Kāpiti (reducing emissions of waste to landfill), as per Council's ten-year outcomes plan.

## SIGNIFICANCE AND ENGAGEMENT

### Significance policy

- 30 This matter has a low level of significance under Council's Significance and Engagement Policy.

### Engagement planning

- 31 An engagement plan is not needed to implement this decision.

### Publicity

- 32 Selected projects will be publicised by the Council through media releases, social media posts on the Council's Facebook Page, the Everything Kāpiti newsletter, and other communication avenues.

## Other Considerations

### Updates from the 2019/20 funding round

- 33 In the 2019/20 financial year, a total of \$20,778.71 of funding was allocated to fourteen (14) projects through the Community Projects Category. Eight (8) of the funded groups have reported the successful completion of their projects. Three (3) groups experienced significant delays due to COVID-19 disruptions but will run / complete their projects in the 2021 calendar year. One (1) group was unable to complete their project and have refunded the grant monies in full. The two (2) remaining groups have not yet submitted their reports. The project reports submitted by funding recipients are summarised in Appendix D.
- 34 In the 2019/20 financial year, a total of \$49,880 of funding was allocated to three (3) projects through the New Technologies and Seed Funding Category.
- Organic Wealth and Earth Starch Waste Solutions: \$22,880 to set up a trial-sized Earth Starch Waste Solutions Rapid Treatment Facility at the Composting New Zealand site at Otaihanga. The joint venture was to trial a food waste collection system for local cafes and some residential households to process any organic waste using specific enzymes with a much short time period than traditional composting. The project experienced significant delays shipping the machinery from Asia due to COVID-19. With the help of Council staff, site and power connection issues were resolved at the end of 2020. The trial has established a lease on the closed Otaihanga landfill, a generator will supply power to the site and the machinery arrived on site on 16 December 2020. The site installation commenced 25 January 2021 and the estimated trial commencement date is in early February 2021.
  - POG – Paekākāriki Community Orchard and Garden: \$12,000 to set up a food waste collection and composting system in Paekākāriki as a social enterprise, modelled on Wellington-based Kaicycle. POG completed the set-up of the PaeCycle project in October 2020. The enterprise is up and running with staff cycling around Paekākāriki collecting and composting approximately 100kg of food waste every week from 16 subscribers, including 3 businesses.
  - Recycling for Charity Ltd: \$15,000 to set up shipping containers at both Otaihanga and Ōtaki transfer stations to collect E-waste from resident free of charge. Recycling for Charity Ltd experienced significant project delays due to COVID-19 disruptions. The customised shipping containers are still with the manufacturers being finalised for security and functional purposes. Exact site locations and logistics of container operation have been finalised between Recycle for Charity, Midwest Disposal, Waste Management, Envirowaste, and Council officers. Signage is

underway internally with Council officers. The current estimated commencement timeframe for the collection points is early March 2021.

### **RECOMMENDATIONS**

- 35 That the Grants Allocation Committee allocates levy funding under Category 1 – Community Projects of the Waste Levy Grants Allocation Policy 2020 as set out in **Table 1** of this report (Funding Recommendations for Category 1 Applications) totalling **\$14,840**.
- 36 That the Grants Allocation Committee allocates levy funding under Category 2B – Business Waste Reduction of the Waste Levy Grants Allocation Policy 2020 as set out in **Table 2** of this report (Funding Recommendations for Category 2 Applications) totalling **\$7,596**.

### **APPENDICES**

1. Appendix A: Waste Levy Grants Allocation Policy 2020 [↓](#)
2. Appendix B.1 Kāpiti Waldorf Trust application [↓](#)
3. Appendix B.2 Paekākāriki School and Garden Group application [↓](#)
4. Appendix B.3 Paraparaumu College SEAR Group application [↓](#)
5. Appendix B.4 Māoriland Charitable Trust - Community Projects application [↓](#)
6. Appendix B.5 Ōtaki College application [↓](#)
7. Appendix B.6 Birthright Kāpiti Trust application [↓](#)
8. Appendix C.1 Koakoa application [↓](#)
9. Appendix C.2 Māoriland Charitable Trust - Business Waste Reduction application [↓](#)
10. Appendix D: Summary of Reports from Successful Community Projects 2019/20 [↓](#)



## Waste Levy Grants Allocation Policy

27 August 2020

### Objectives of the Policy

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

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

*To support the implementation of the Wellington Region Waste Management and Minimisation Plan.*

This Policy complements the Wellington Region Waste Management and Minimisation Plan (WMMP). One of the actions of the Kāpiti Coast District Council action plan within the WMMP is the provision of contestable waste reduction grants. This Policy specifies the process, categories and key criteria for the allocation of waste levy funded grants.

### Waste Levy Grants Allocation Process

- The grants budget available per grant category each financial year is set by the Waste Levy budget holder in consideration of other activities and projects to be funded, as guided by the WMMP. When the available budget is limited, the Community Projects category will be prioritised. Each year, \$20,000 - \$30,000 will be made available under the Community Projects category, and \$0 - \$40,000 will be made available under the Seed Funding and Business Waste Reduction category. This means that funding under the Seed Funding and Business Waste Reduction category may not be made available every year.
- Allocation of funding for the waste levy grants will be via an annual contestable process which calls for expressions of interest/applications to identify potential recipients for the fund.
- For Category 2A (Seed Funding Grants), grants allocation will be undertaken in a two-step process whereby applicants are required to submit a brief Expression of Interest (EOI) first. From the EOIs received, a panel of Council officers from the Sustainability and Resilience and Economic Development teams will select projects to proceed to the next application stage. Selected applicants will then be invited to submit a full application.
- Final approval of funding under all grant categories will be undertaken by the Grants Allocation Committee (Waste Levy).
- Grant categories, criteria and priority funding areas will be reviewed following each statutory review of the WMMP. The relevant Council Committee will approve any changes resulting from these reviews.

## Grant Categories for Allocation of Waste Levy Grants

The categories for allocation of the waste levy grants are:

### 1. Community Projects

To support practical waste minimisation projects which encourage community participation and education and/or are of benefit to the community of Kāpiti and lead to long term waste minimisation action and behaviour change.

### 2. Seed Funding and Business Waste Reduction

The Seed Funding and Business Waste Reduction category has two sub-categories:

**Category 2A: Seed Funding** seeks to encourage the establishment of waste minimisation businesses or initiatives on the Kāpiti Coast and create opportunities for waste minimisation and economic development.

**Category 2B: Business Waste Reduction** seeks to support existing businesses to implement measures that will lead to long term and measurable minimisation of the waste resulting from the businesses' operations.

### Key Criteria for Waste Levy Grants Projects

The key criteria to be met by projects under each funding category are outlined below.

Further application requirements, assessment considerations, and eligible and ineligible purposes are detailed in the Fund Criteria & Application Guidelines for each category.

Funding is only available for projects or portions of projects taking place within the boundaries of the Kāpiti Coast District.

### Category 1: Community Projects

The Fund is open to community groups, businesses, Iwi/Māori organisations, educational institutions, neighbourhood groups of at least five households, and other community-based organisations.

The key criteria for assessment of applications to the Community Projects fund are:

- The project will lead to long term waste minimisation actions and behaviour change by participants;
- The project proposal shows how success will be measured in terms of waste reduction and skills learnt. Success must be quantifiable and reported back to Council;
- The breadth and scale of community involvement in the project;
- The likelihood of the project becoming self-sustaining.

**Category 2: Seed Funding and Business Waste Reduction**

The Fund is available to commercial entities and other organisations, including community-based or social enterprises.

**Priority funding areas**

All projects must aim to achieve measurable waste minimisation. This covers the reduction of waste at the source, and the reuse, recycling and recovery of materials for further use or processing. Furthermore, Council particularly encourages waste minimisation projects targeting the following waste streams and areas:

- Organic Waste
- Construction and Demolition Waste
- Projects that fill a gap within current waste services in Kāpiti

Key criteria for the assessment of (full) applications under this category are:

**Category 2A – Seed Funding**

Provision of a business case which includes:

- Evidence that access to necessary waste streams is secured;
- Assumptions around waste stream costs, projected revenue, current and projected operating costs and end-use markets;
- Provision for contingencies and structured response to rising waste resource costs and/or end-use market failure;
- Estimates of performance post Council or other subsidy (will the project become self-sustaining);
- Estimates of the scale of performance in terms of waste minimisation, and proposed methodology to measure this;
- Clear indication of benefit to the local and/or regional economy, to the wider Kāpiti community, and the environment;
- For pilot programmes and trials an outline of:
  - a programme and process for testing;
  - a programme for business development of the end product/results of the project/trial.

**Category 2B – Business Waste Reduction**

- The project will lead to long term and measurable waste minimisation;
- Applications can be made for up to 50% of total project costs;
- The project proposal shows how success will be measured in terms of waste reduction. Success must be quantifiable and reported back to the Council;
- The project proposal provides an estimate of cost savings resulting from the project, if any. Priority will be given to projects where expected savings are not sufficient to cover project costs.

This policy was approved by Council on 27 August 2020  
Refer to Report CO20200827\_1934\_2249\_1

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## Waste Levy Fund for Community Projects

### Application form

*Please read the Fund Criteria & Application Guidelines before completing this form.*

#### 1. Group/business/organisation:

Kapiti Waldorf Trust

#### 2. Contact

Full name:

Doris Zuur

Role within group/business/organisation:

Trustee

Address:

89 Poplar Ave, Raumati South 5032

Phone numbers

Mobile: 027-2811570

Secondary number: 04-299-0812

Email:

Doris.z@tera.school.nz

How did you hear about the Waste Reduction Grants?

Being part of the successful application with POG (Paekakariki Orchards & Garden)

#### 4. Project plan

Briefly describe proposed project:

We wish to transform the current unsatisfactory compost system which attracts mice/rats at school into a predator free system with the help of the CarbonCycle Bins. We then can invite all kindergarten/school community members to contribute their food scraps to our compost, additional to the food scraps from the kindergarten and school on site (from kindergarten cooking, school cooking, children's lunches).

Start date: 1/02/2021

End date: 16/12/2021

Is this a new or ongoing project?

☒ New

☐ Existing

## 5. Project details

I am applying as a:

☐ Business

☒ Organisation

☐ Neighbourhood group with the direct involvement of at least 5 households

*If you are applying as a project with householder involvement, please attach a copy of minutes of the meeting at which it was resolved that this application be made and listing the names, addresses and contact details of at least 5 participating households. If there are more than 5 households participating, please indicate the total number directly involved.*

How will this lead to participants' long-term waste minimisation and/or behaviour change?

A big part of this project is to educate the children and form habits that will stay with them into their adults life. We also hope to convince many of our 200 kindergarten/school families to bring their household food scraps to our bin, and organise community wide workshops on composting.

Project geographical boundaries:

Raumati South and beyond, demographics of our kindergarten/school community, from Pukerua Bay to Otaki

How will success be measured and reported to Council?

With estimates of weekly amounts contributed, and estimate of yearly compost production

Provide details of community support/involvement (where available):

Our kindergarten/school community is actively engaged and has a great track record of enthusiastic responses to initiatives (eg school lunch initiative, workshops, yearly Fair, all entirely dependent on parents participation/contribution)

Previous experience your business/organisation/project group has had managing community projects:

I have been the project leader of the project 'PaeCycle' by the Paekakariki Orchards and Gardens. This is now a small sustainable business, 'powered' by monthly subscriptions and by weekly rounds with our e-bike and trailer, picking up foodscraps from our three businesses in the village and around the village (about 100kg per week). It is much easier to initiate something like this in a school community, with existing communication channels. We wouldn't need to pick up food scraps, but families would drop them off at daily drop off and pick up times.

How do you intend to develop, market or promote your project (as applicable)?

School Newsletter/website ~~www.tera.nz~~ www.tera.school.nz

## 6. Funding Details

\$30,000 is available for Community Projects in 2020/21. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting

quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (*upon request if application is successful*)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

**Estimated total cost of project: (\$)**

The only infrastructure that is needed are two bins. I have only included one quote from CarbonCycle New Zealand as in my experience this is a truly proven predator-free system. And the 'predator-free part' is the most important criterion for the future set up.

**Total amount requested from the Waste Levy Fund: (\$)**

*Indicate incl. or excl. GST*

\$4800 (ex. GST)

**Breakdown of application by task and item:**

The only task involved in this project is setting up the bins and then promote it within the school newsletter, including some background information. It is so important to avoid food scraps going into the landfill as it will break down anaerobically and contribute to methane emissions. So instead of creating harm it will contribute to making nutrient dense rich compost that will go into our vegetables gardens, closing the cycle. It is shocking to read the statistics of the current situation in Kapiti Coast: 28% of current collected landfill waste is kitchen waste. What a waste!!

This is a tangible contribution to waste minimisation, that can be explained to the children in a practical and tangible manner, even as part of a Maths lesson!

Have you applied to any other organisation for funding/sponsorship for the same project?

No

Is this project likely to recur or extend beyond the 12 months of this funding round?

☒ Yes

☐ No

If yes, what is the potential for the project becoming self-funding?

It doesn't require any more funding. The Management of the compost bin will be done within the school's resources. There are no other costs.

Do you have any other information to support your application?

I have included some images from PaeCycle Paekakariki.

List any relevant supporting information (e.g. meeting minutes resolving to undertake this



project/apply for the Fund; project plans) and attach copies:

Information from Paekakariki Gardens

## 7. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Doris Zuur

Date: 18/09/2020

## 8. Checklist

*Have you...*

- ☒ Completed all sections of this form?
- ☒ Attached all relevant supporting documentation including copies of quotes (if possible)?
- ☒ Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

deliver to: Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road



Level 15,  
20 Waterloo Quadrant  
Auckland 1010

## Quote

Date: October 14, 2020  
Quote #: TCC201001  
GST No.: 131-879-326

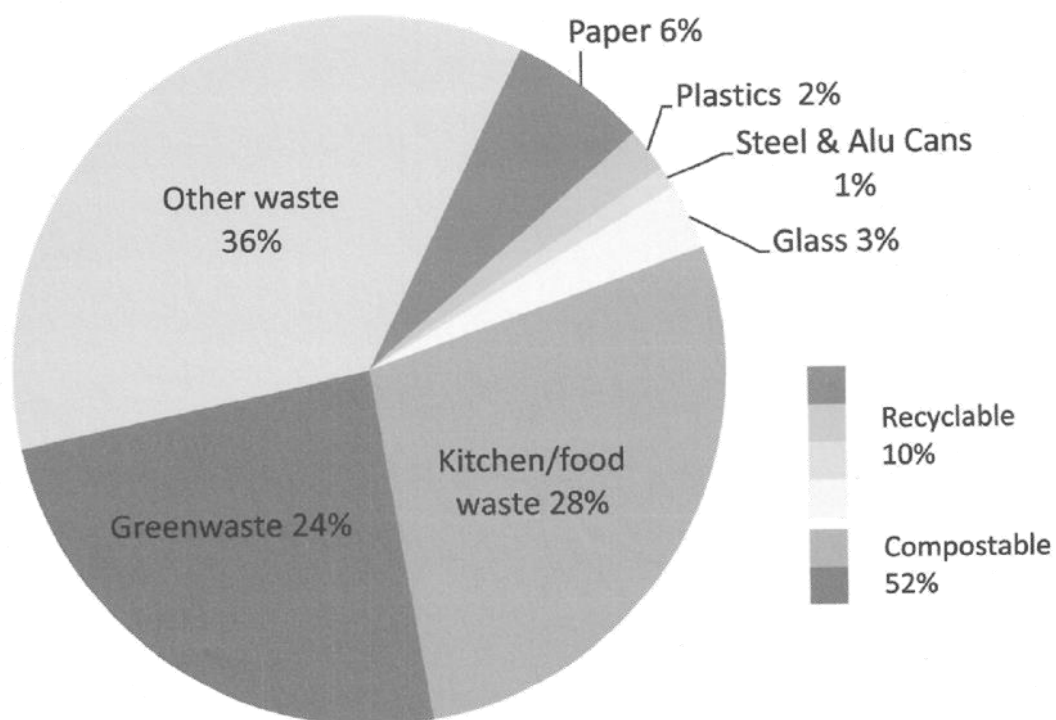
TO Te Ra Waldorf School  
89 Poplar Avenue  
RAUMATI SOUTH,  
PARAPARAUMU 5032

			Payment terms	
Email : <a href="mailto:teresa@carboncyclecompost.com">teresa@carboncyclecompost.com</a>				
Quantity	SKU	Description	Unit price (ex GST)	Line Total
2	3-NZ001-023	<b>CarbonCycle Composter</b> - includes aluminium frames, 28 wooden slats, fitted lid, ratproofing	\$ 2,400.00	\$ 4,800.00

Thank you for your business!  
[www.carboncyclecompost.com](http://www.carboncyclecompost.com)



### Diversion potential of Kāpiti's kerbside waste



### Pae Cycle Composting - Join us!

Paekakariki Community Orchard and Gardens (POG)

Sign up at: [paecyclecompost@gmail.com](mailto:paecyclecompost@gmail.com), 027-2811570



## Pae Cycle Composting

October 2020



Thank you for registering with the Pae Cycle food scraps collection service.

### Who we are

Pae Cycle is an operation we've set up to collect local household food scraps that we can turn into compost and grow more food.

We are part of Paekākāriki Orchard and Gardens, Paekākāriki's community garden group:  
<https://paekakariki.nz/listings/pog-paekakariki-orchards-gardens/>

### What we want to achieve

Our aim is to grow and provide nutritious organic fruit and veges for our community.

### What you're supporting

As with any garden, compost is an essential ingredient for success, and we see food scraps as a precious resource that we can use productively.

There are other benefits in diverting food scraps from rubbish bins. For example, currently, 28 per cent of Kāpiti's kerbside rubbish collection is kitchen scraps. Another 24 per cent is green waste. When added to landfill, these resources generate leachate and methane that contribute to environmental pollution and climate change.

Recycling your food scraps may also mean you can rent a smaller, less expensive rubbish bin each month!

### Kindred spirits

We've been inspired by other initiatives happening around the country. Some examples:

- [www.kaicycle.org.nz](http://www.kaicycle.org.nz)
- <https://compostcollective.org.nz/>
- <https://lovefoodhatewaste.co.nz/food-waste/the-global-issue/>

### How it works

Once you've shared your address with us, we'll deliver a food scraps bucket that you can use during the trial. We ask that you collect your scraps over the week and put them out for collection on Tuesday mornings along with your other recycling. On Monday evenings you will get a text reminder from us to put your bucket out.

Each Tuesday one of our volunteers will cycle to your street, empty your bucket and transport the scraps to the community garden, leaving your empty bin on the berm. If you have feedback for us, we'll use that to improve the service and our processes.

**Tips and suggestions**

We take all food scraps except meat. Please no wrappers, plastic wraps, tissues, other paper or pet waste. When we get the scraps to the garden, we will carefully add carbon sources (shredded paper, mulch etc) to achieve the right ratio of nitrogen to carbon for good fermentation.

Waste collected over a week may begin to ferment somewhat. We suggest you have a smaller collection bin in your kitchen that you regularly empty into our 20l bucket stored somewhere outside. Keep the lid on the bucket (maybe with a weight) to avoid any animals getting into the bucket.

When you put the bin out for collection, put your weight on the lid so it doesn't get blown about (we'll put the weight back on the bin when emptied).

**What will the cost be?**

We ask for a one-off fee of \$25 to cover administration and the cost of bucket, and after that you are invited to pledge your own monthly subscription, paid by way of an automatic payment into our community garden account at the start of each month. We suggest the following options of automatic payments on the first of each month, to our account:

"Paekakariki Orchards and Gardens" 38-9014-0247291-00

\$30 Sustainable and contributing for POG's further development

\$20 Sustainable

\$10 Covering our base cost

other Whatever amount of koha works for you

**Questions?**

Don't hesitate to contact us with any questions. Please email your feedback/questions to [paecyclecompost@gmail.com](mailto:paecyclecompost@gmail.com), or call Doris on 027-2811570

THANK YOU!!

From the Pae Cycle Compost team  
Paekākāriki Community Orchard and Gardens (POG)

Doris Zuur, Jason Dykes, Hanna Zwartz, Cory Hope



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## Waste Levy Fund for Community Projects

### Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

#### 1. Group/business/organisation:

Paekakariki School Garden Group

#### 2. Contact

Full name:

Hannah Zwartz

Role within group/business/organisation:

Member

Address:

23 Te Miti St, Paekakariki

Phone numbers

Mobile: 021 045 2421

Secondary number: [Click here to enter text.](#)

Email:

[hannahzwarz@gmail.com](mailto:hannahzwarz@gmail.com)

How did you hear about the Waste Reduction Grants?

Word of mouth

#### 4. Project plan

Briefly describe proposed project:

Paekakariki School Garden is a community hub of garden and compost learning. We have a large composting area managed by school staff and tamariki, which recycles garden 'waste' into the compost needed for growing food on our sandy soil. There are three worm farms made from bathtubs, and eight large compost bins made from pallets. The pallet bins are coming to the end of their lives and need replacement.

We are applying for new bins, along with an educational programme for tamariki, teachers, parents and the wider community.

Having this education at the school leads to long term change because it reaches into many of Paekakariki's households, making food waste recycling through composting a natural and accepted part of the school and community culture. This education is part of our wider school project, Nga Hononga ki a Papatuanuku, a bicultural environmental education programme.

Start date: ongoing

End date: ongoing

Is this a new or ongoing project?

New

x Existing

## 5. Project details

I am applying as a:

☐ Business

x Organisation

☐ Neighbourhood group with the direct involvement of at least 5 households

*If you are applying as a project with householder involvement, please attach a copy of minutes of the meeting at which it was resolved that this application be made and listing the names, addresses and contact details of at least 5 participating households. If there are more than 5 households participating, please indicate the total number directly involved.*

How will this lead to participants' long-term waste minimisation and/or behaviour change?

By making composting fun and interesting to tamariki.

Project geographical boundaries:

The school community is mostly drawn from within the boundaries of Paekakariki, with a few teachers and students coming from the wider Kapiti area. But a successful education programme could be replicated by other schools across the district.

How will success be measured and reported to Council?

Success will be

1. New, more functional bins

2. A programme run across the school, including events open to the community.

Provide details of community support/involvement (*where available*):

The garden is a community hub supported by a large group of local volunteers (Potty Potters) who meet every week to produce plants for the highly successful annual Plant Sale. There is also a crossover with the Paekakariki Orchard and Garden group who are now

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running PaeCycle composting.

Previous experience your business/organisation/project group has had managing community projects:

The plant sale has grown from strength to strength; the project group includes community organiser/ teacher aide Raima Kingi (who leads the Papatuanuku project) and former Kapiti Coast Green Gardener Hannah Zwartz.

How do you intend to develop, market or promote your project (*as applicable*)?

1. Canvass teachers, students, parents and interested community members about what they think would make compost exciting
2. Form a project group to develop a series of events for students and the wider community (making funding available to assist this)
3. Promotion would be through Paekakariki facebook, radio and newsletters.

## 6. Funding Details

\$30,000 is available for Community Projects in 2020/21. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (*upon request if application is successful*)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

**Estimated total cost of project: (\$)**

\$4,100

**Total amount requested from the Waste Levy Fund: (\$)**

*Indicate incl. or excl. GST*

\$4,000 (incl GST)

### Breakdown of application by task and item:

Compost bins: We want to steer a middle line between something easy that everyone can replicate at home (a heap on the ground, or a pallet bin) and the super-duper expensive bins. This means something with a bit more structure than at present that will last a bit longer and look attractive in the school environment. We propose a back wall of recycled corrugated iron, housing/hiding 6-8 bins with removable sides, recycling the slats we already have but replacing the decaying pallets. Estimated cost: materials \$600, labour \$1200 = \$1800

Compost training for school staff: \$300 ( to cover staff time)

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Publicity/educational material: \$400 (eg. posters, signage, cards for compost games like find-a critter etc)- this material could be used over and over at school, and shared with other schools

Wages for time spent to develop materials: 3 kids' activities @ \$400 = \$1200

Wages for community workshops: 2 @ \$200 = \$400

Have you applied to any other organisation for funding/sponsorship for the same project?

The garden group fundraise for the garden curriculum through our plant sale, but we expect COVID may reduce our earnings this year. We have not applied for any other grants.

Is this project likely to recur or extend beyond the 12 months of this funding round?

x Yes

No

If yes, what is the potential for the project becoming self-funding?

The project could be replicated/adapted by other schools, at their own expense

Do you have any other information to support your application?

[Click here to enter text.](#)

List any relevant supporting information (e.g. meeting minutes resolving to undertake this project/apply for the Fund; project plans) and attach copies:

[Click here to enter text.](#)

## 7. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Hannah Zwartz

Date: 20/10/2020

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## 8. Checklist

*Have you...*

- x Completed all sections of this form?
- x Attached all relevant supporting documentation including copies of quotes (if possible)?
- x Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

deliver to: Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu

## Waste Levy Fund for Community Projects

### Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

#### 1. Group/business/organisation:

Paraparaumu College SEAR group

#### 2. Contact

Full name:

Annalisa Turner

Role within group/business/organisation:

Teacher in charge of group

Address:

151 Mazengarb Road, Paraparaumu 5032

Phone numbers

Mobile: 0210525644

Secondary number: 04-902 5170

Email:

tra@paraparaumucollege.school.nz

How did you hear about the Waste Reduction Grants?

Common community knowledge

#### 4. Project plan

Briefly describe proposed project:

Can recycling:

We propose 5 orange 120L wheelie bins to be placed in strategic areas around the school:

The Wheelie bins would be emptied into a 660L bin which is located by the other large waste bins

One-two student(s) could be paid \$18.70-30 per week to collect the can recycling bins, sort any rubbish and place it in the mixed 660L bin. They should be emptied twice a week. - This will include a short, formal employment process.

The recycling 660L bin will then be picked up regularly by a waste company

Start date: 1/02/2021

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End date: Ongoing

Is this a new or ongoing project?

☒ New

☐ Existing

## 5. Project details

I am applying as a:

☐ Business

☒ Organisation

☐ Neighbourhood group with the direct involvement of at least 5 households

*If you are applying as a project with householder involvement, please attach a copy of minutes of the meeting at which it was resolved that this application be made and listing the names, addresses and contact details of at least 5 participating households. If there are more than 5 households participating, please indicate the total number directly involved.*

How will this lead to participants' long-term waste minimisation and/or behaviour change?

The trend of students/teachers drinking energy cans at school is increasing every year. This is becoming progressively more of our waste and at the moment gets put into landfill. We would like to be able to send the cans to be recycled rather than to the landfill.

Project geographical boundaries:

Paraparaumu College

How will success be measured and reported to Council?

We have done a waste audit (see attached appendix) this year to see how much of a problem the cans were. We will be able to see how many cans are being recycled by how many (and how often) the 660L bin is filled/removed. We can also monitor via doing waste audits how many cans are not being recycled.

Provide details of community support/involvement (*where available*):

Paraparaumu College student involved in particular the SEAR environmental group.

Previous experience your business/organisation/project group has had managing community projects:

We have a successful paper recycling scheme and composting scheme at Paraparaumu College. We trialled a combined plastic/can recycling scheme which did not work due to students not washing the plastic and contamination of the recycling bins. We have learnt from this and feel that aluminum can recycling is feasible as students do not need to rinse the cans and we can modify the bins to make them visually look they are just for cans (hole in the top!)

How do you intend to develop, market or promote your project (*as applicable*)?

3

Student talks by SEAR at assemblies, posters and making it a normal part of school life (like the paper recycling).

## 6. Funding Details

\$30,000 is available for Community Projects in 2020/21. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (*upon request if application is successful*)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

### Estimated total cost of project: (\$)

\$2335

### Total amount requested from the Waste Levy Fund: (\$)

*Indicate incl. or excl. GST*

\$2918 including GST

### Breakdown of application by task and item:

\$1600 student wages (\$20, 2 hours a week- 40 weeks)

\$135 annual 660L mixed recycling bin hire

\$500 annual amount for collection of the 660L bin (pick up being approx. twice a month)

\$100 promotional expenses (posters, decoration of bins etc)

Have you applied to any other organisation for funding/sponsorship for the same project?

Kapiti Coast District Council- Think Big; SEAR students were successful in applying for funding to buy the 5 mini wheelie bins for the different collection points around school. Also for funding the pick up of the 660L bin for the term 4 trial.

Is this project likely to recur or extend beyond the 12 months of this funding round?

☒ Yes

☐ No

If yes, what is the potential for the project becoming self-funding?

We can apply to our Board of Trustees to fund it, if 2021 is successful

Do you have any other information to support your application?

Click here to enter text.

List any relevant supporting information (e.g. meeting minutes resolving to undertake this project/apply for the Fund; project plans) and attach copies:

PC Waste Audit

## 7. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

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I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Annalisa Turner

Date: 19/10/2020

## 8. Checklist

*Have you...*

- ☒ Completed all sections of this form?
- ☒ Attached all relevant supporting documentation including copies of quotes (if possible)?
- ☒ Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

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deliver to:

Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu





**From:** [Annalisa Turner](#)  
**To:** [Katharina Kennedy](#)  
**Subject:** Re: Your application to the Waste Levy Fund for Community Projects  
**Date:** Friday, November 6, 2020 1:21:39 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

---

Kia ora Katharina,  
Sorry about the mistake in the application! The actual amount applied for was \$2335 (inc GST). In regard to the mixed recycling, I couldn't find a local supplier that would only pick up cans. The mixed recycling bin will also enable the staffroom, home ec room and individual staff offices to be able to put clean recycling plastic in there too. We are not going to open the mixed plastic to the students as they don't wash it and it will end up contaminating the waste so it will end up as landfill. The trickiest thing for the school will be able to get a routine/behavior established and indoctrinated into the school with the can recycling. We hope that by hiring students to collect the cans (rather than relying on volunteers) this will aid in this. The SEAR students were successful in getting a think big grant so they may be able to use of the that money for the publicity and decorating of bins therefore we can reduce our application by \$100 (that was down for promotional expenses) if that helps?  
Thanks  
Annalisa

On Fri, Nov 6, 2020 at 11:47 AM Katharina Kennedy  
<[Katharina.Kennedy@kapiticoast.govt.nz](mailto:Katharina.Kennedy@kapiticoast.govt.nz)> wrote:

Kia ora Annalisa,

I am currently processing the applications and have a couple of questions regarding yours:

Under 6. Funding details you have given the total cost of the project as \$2,335, but the amount requested from the fund as \$2,918. Is this a typo, or if not could you please explain the difference?

Also, regarding the quoted collection costs, I wonder if you can get a better deal considering you will have a hand-sorted and clean stream of aluminium cans rather than actually mixed recycling. Aluminium does still have some market value as far as I'm aware. Have you checked with any local metal recyclers if they would be interested in this?

Kind regards,

**Katharina Kennedy**

Waste Minimisation Services Officer  
Te Āpiha Ratonga Whakaiti Para

Tel 04 296 4765  
Mobile 027 5554 765

Love-Local-Email-Signature600x300\_02



Covid-19 Logo



[www.kapiti.coast.govt.nz](http://www.kapiti.coast.govt.nz)





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### Waste Levy Fund for Community Projects

#### Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

#### 1. Group/business/organisation:

Māoriland Charitable Trust

#### 2. Contact

Full name:

Madeleine de Young

Role within group/business/organisation:

Kaiwhakahau Hōtaka

Address:

Māoriland Hub 68 Main Street Ōtaki

Phone numbers

Mobile: 021 120 7615

Secondary number:

Email:

maddy@maorilandfilm.co.nz

How did you hear about the Waste Reduction Grants?

Newsletter

#### 4. Project plan

##### Briefly describe proposed project:

The Māoriland Charitable Trust is actively committed to highlighting environmental issues and sustainability of the natural world about us. We understand the impact the festival has on our town, and believe this is a shared responsibility.

In 2020 we implemented a new waste minimisation strategy that will transform how our community in Ōtaki both creates and minimises waste centred on the Māoriland Film Festival as a marquee event and conversation starter.

Our aim is for the Māoriland Film Festival to be a Zero Waste Event. Our key challenge is that we are not a closed event - taking place throughout the community of Ōtaki we can not control what materials are entering festival spaces. This challenge is also an

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opportunity to make lasting long term impact in Ōtaki through education and positive role modelling. We plan on doing this through;

- Community workshops
- Educational events
- Diversion of organic waste through our NZ Box
- Creation of community art from collected non organic waste to communicate the existing problem to our community
- Community reporting and engagement

In 2020, KCDC funding supported Māoriland to purchase an NZBox (commercial composting unit) and 20 portable bins that can be placed around the community during the film festival to divert waste from landfill. While the festival was disrupted in March, we were able to connect with Elishka Graham, a local who is passionate about the environment and our waste minimisation goals. Elishka has been employed by the MCT to lead this project long term. Since our reopening Elishka has put our waste minimisation strategy into practice, connecting with the community, collecting organic waste from local businesses and putting our alternative bins on Main Street during the festival remount.

In this application we seek \$3,000 to support community engagement and communications as we head into MFF2021. MFF2021 specific activities delivered under this funding will include;

- 3 x Taiao Tuesday events; At Taiao Tuesday Māoriland will present free community screenings and/or speakers on issues related to waste minimisation and the environment.
- 1 x Waste Minimisation Workshop
- Facilitation of Parakore space at Māoriland Film Festival - in our Parakore space the community will be invited to participate in waste minimisation activities including bin collections, washing and sorting of rubbish, measurement of waste collected and plantings using compost from our NZBox.
- Publication of community reporting on the success of our waste minimisation efforts in 2020
- Lobbying of local businesses to switch from single use plastics to compostable packaging.

Start date: January 2021

End date: April 2021 and beyond

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Is this a new or ongoing project?

☐ New

X Existing - ongoing

#### 5. Project details

I am applying as a:

☐ Business

X Organisation

☐ Neighbourhood group with the direct involvement of at least 5 households

If you are applying as a project with householder involvement, please attach a copy of minutes of the meeting at which it was resolved that this application be made and listing the names, addresses and contact details of at least 5 participating households. If there are more than 5 households participating, please indicate the total number directly involved.

How will this lead to participants' long-term waste minimisation and/or behaviour change?

This project is centred around long term waste minimisation and behavioural change in our Ōtaki community.

Māoriland Film Festival is a time when all of Ōtaki comes together to share in a love of film, kai and kōrero. It is the busiest week of the year for our local businesses and an opportunity to attract the attention of the community and to spotlight our gains in the area of waste minimisation.

In the lead up to the Māoriland Film Festival, our kaitiaki parakore will directly lobby local businesses to change their packaging and to participate in our waste minimisation kaupapa. All participating businesses receive a Māoriland Parakore poster and will have Māoriland parakore bins outside where the community can recycle their organic and plastic waste.

By creating a spotlight around our parakore initiative, we hope to trigger long term behavioural change in our community. The ongoing parakore project at the Māoriland Hub supports this effort as it means that the community can continue to learn and participate in waste minimisation strategies through the Māoriland Maara and Kai Collective year-round.

Project geographical boundaries:

Ōtaki

How will success be measured and reported to Council?

Measurement of waste diverted

Community feedback through hui

Audience participation survey

Provide details of community support/involvement (where available):

3

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Elishka is engaged with a number of community organisations, businesses and individuals. She is currently collecting food waste from The Foodhouse Cafe and is working with Ōtaki Food Bank through the MSD Food Secure Communities fund. Each Monday, a number of volunteers participate in Maara Mondays - a gardening project at the Māoriland Hub. Through relationships such as these, Elishka is creating a community of supportive groups committed to our Parakore project long term.

Previous experience your business/organisation/project group has had managing community projects:

Māoriland Film Festival is heading into its 8th year with waste minimisation a core pillar of the festivals programming. Our organisation is embedded in our community and host weekly "Maara Monday" events to engage with the community.

How do you intend to develop, market or promote your project (as applicable)?

PR - Māoriland has engaged a PR agency to support communications throughout MFF2021. Our waste minimisation project will be spotlighted to media.

Further to this, we will communicate the project in local media, through the Māoriland newsletter, website and social channels. We will publish a waste minimisation paper to share the success of our efforts in 2020.

#### 6. Funding Details

\$30,000 is available for Community Projects in 2020/21. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (upon request if application is successful)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

**Estimated total cost of project: (\$)**

\$8,500

**Total amount requested from the Waste Levy Fund: (\$)**

Indicate incl. or excl. GST

\$3,000

**Breakdown of application by task and item:**

Item	Cost
3 x Taiao Tuesday events; At Taiao Tuesday Māoriland will present free community screenings and/or speakers on issues related to waste minimisation and the environment.	\$1200

5

1 x Waste Minimisation Workshop	\$500
Facilitation of Parakore space at Māoriland Film Festival - in our Parakore space the community will be invited to participate in waste minimisation activities including bin collections, washing and sorting of rubbish, measurement of waste collected and plantings using compost from our NZBox.	\$1000
Publication of community reporting on the success of our waste minimisation efforts in 2020	\$500
Lobbying of local businesses to switch from single use plastics to compostable packaging and ongoing community engagement with community groups and businesses	\$800
Total	\$3000

Have you applied to any other organisation for funding/sponsorship for the same project?

Additional funding will be sourced from Māoriland Charitable Trust.

Is this project likely to recur or extend beyond the 12 months of this funding round?

☒ Yes

☐ No

If yes, what is the potential for the project becoming self-funding?

Māoriland is supporting our wider parakore project through a range of activities, this application is directly around community engagement which is unlikely to become self-funding.

Do you have any other information to support your application?

Yes - please see pages 8 - 10 of attached plan

List any relevant supporting information (e.g. meeting minutes resolving to undertake this project/apply for the Fund; project plans) and attach copies:

As above

## 7. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.



6

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Madeleine de Young

Date: 19 October 2020

#### 8. Checklist

Have you...

- ☐ Completed all sections of this form?
- ☐ Attached all relevant supporting documentation including copies of quotes (if possible)?
- ☐ Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

deliver to: Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu

## Eilish Andrews

**From:** Elishka Graham <elishka@maorilandfilm.co.nz>  
**Sent:** Wednesday, February 3, 2021 10:48 AM  
**To:** Eilish Andrews  
**Cc:** Madeleine de Young  
**Subject:** Re: Maoriland Workshops

Kia ora Eilish, thanks for your msg

I have asked Maddy to get back to you on the kai costings query.

As far as workshop delivery goes the retailer one would be a one-off/annual event, but the rangatahi ones could be run with some frequency and with different age groups depending on funding. When I spoke to Katharina I was a bit reluctant around workshops as I have attended other organisations workshops and found the only audience was a small number of people like me being supportive, but not the actual intended audience. However Maoriland has pretty good reach and I am sure if tackled creatively we could run more community education events, when I said I had three in mind that was variations on the content, not the total number of workshops delivered.

Regarding the compost inputs, I am aiming for a kaicycle style bike, but currently pick these up in various parts of town using my car. I have to say I would be super grateful if you could let me know of any current or future KCDC grants or financial help for the cost of bike as this would by far be my preference.

On Tue, Feb 2, 2021 at 2:35 PM Eilish Andrews <[Eilish.Andrews@kapiticoast.govt.nz](mailto:Eilish.Andrews@kapiticoast.govt.nz)> wrote:

Kia ora Elishka,

Thank you for getting back to me.

The info below has been really helpful answering the main question in the email I sent on Friday.

The small costing question I had was in regards to the light catering Maddy had indicated was included in the workshop cost below.

### **1x Waste Minimisation Workshop \$500**

This cost includes;

- Staff time
- Guest speaker koha
- Light catering
- Venue costs
- Promotion including printing and digital marketing
- Workshop materials

Unfortunately catering is listed as an ineligible purpose under the policy. Are you able indicate what rough portion of the \$500 for the workshop was intended for catering? If the funding for the workshop is successful it would have to be less the catering. Would this look like \$440 or something similar? An estimation is fine as I know you won't have an exact figure at this stage.

I am also curious about your current method of food waste collection for the Maara, Kai Kai Collective from local business. Is this on foot, on a bike (similar to PaeCycle and Kaicycle) or something different?

Ngā mihi nui,

**Eilish Andrews**  
Waste Minimisation Advisor

Kāpiti Coast District Council  
Tel 04 296 4658  
Mobile 027 5556 658

[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)

**From:** Elishka Graham [mailto:[elishka@maorilandfilm.co.nz](mailto:elishka@maorilandfilm.co.nz)]  
**Sent:** Tuesday, February 2, 2021 2:01 PM  
**To:** Eilish Andrews <[Eilish.Andrews@kapiticoast.govt.nz](mailto:Eilish.Andrews@kapiticoast.govt.nz)>  
**Subject:** Maoriland Workshops

Kia ora Eilish, Katharina said you wanted detail on workshops being delivered.

I have three workshops in mind, one I have already developed and delivered to some extent to the Rangatahi we have in house for our MATCH animation programme. I delivered this workshop about four weeks into the first groups course. It was exciting to see the amount of waste they were producing dropped very dramatically, I am confident in estimating a 75% drop after the workshop. Formative change in rangatahi I hope as they live immersed in the para kore kaupapa over this time.

I am interested in diversifying the audience for this workshop and running more sessions here, with a focus on good advertising and collaboration with local kura/schools/parenting groups/social workers etc, tailoring the content to the group (eg parents para kore strategies such as reusable nappies, contents of school lunches...women's options for menstruation...). Obviously further delivery of workshops and prep require funding as my few hours are always stretched to the max.

#### Rangatahi Para Kore Workshops

Thus far content has looked something like this, but can be broadened or focused in varied directions

Waste minimisation general intro



Visualisation exercise personalizes content

Waste minimisation over a lifetime with examples and discussion, group may generate ideas

Intro basic economic theory: supply & demand loop...CONSUMER AGENCY...YOU (workshop attendee) can change demand and shift supplier behaviour (examples cited)

#### PRE-CYCLE

Practical sorting and recycling and composting experience in Maoriland para kore area

#### Food Retailer Workshop

Maoriland has opened conversations with Te wānanga o Raukawa with the aim of generating a para kore culture in Ōtaki.

I have contact with food retailers as we prepare for our film festivals. I would like to aim to develop a food retailer workshop with food retailers informed of the facts around food waste and given real information on the economic and environmental benefits of taking proactive steps in a para kore direction, with Maoriland providing practical composting support and a Maoriland & Wānanga social-media campaign communicating clearly who is doing what in terms of para kore practices and encouraging our networks to support businesses making para kore efforts.

The content of this workshop will require research. I have seen a shifting awareness in some retailers and think that meaningful information and support to activate change could make a real difference.

Please let me know if you require more information, I suspect you may have wanted costings? Not my strong set! Let me know and I will discuss with Maddy if this is the case and get back to you.

Many thanks

Nga mihi

Elishka

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**Eilish Andrews**

---

**From:** Madeleine de Young <maddy@maorilandfilm.co.nz>  
**Sent:** Tuesday, November 10, 2020 11:23 AM  
**To:** Katharina Kennedy  
**Cc:** Eilish Andrews  
**Subject:** Re: Your Waste Levy Grants applications  
  
**Categories:** Follow up soon

Kia ora Katharina,

Sorry for the delay in getting back to you - I had to clarify a couple of points with the team

Answers below

Regarding the Business Waste Reduction application – is there a commercial element to this initiative? I.e. are you planning to charge households or businesses to drop off their foodscraps or have them collected? Or will you be selling compost? I'm just wondering whether this would perhaps be better placed in the Community Projects category.

At this stage the purpose of this side of the strategy is to create collective change within the business community within Ōtaki township as they are significant contributors to our current waste load.

We are directly lobbying our local businesses and hope that in providing a free service, we can reduce barriers to them making change for their own organisations.

Regarding the Community Projects application – could you provide some more detail on what the costs listed under 6. Funding Details are made up from please? I.e. is this essentially staff time / facilitator time, or are there also other costs (materials, comms, screening licences, speakers fees etc.)?

Here is a breakdown of the costs:

3 x Taiao Tuesday events; At Taiao Tuesday Māoriland will present free community screenings and/or speakers on issues related to waste minimisation and the environment. \$1200

This cost includes;  
Staff time  
Screening Licenses  
Light catering  
Venue costs including projection and sound  
Promotion including printing and digital marketing  
Ongoing community engagement

1 x Waste Minimisation Workshop \$500

This cost includes;  
Staff time  
Guest speaker koha  
Light catering  
Venue costs  
Promotion including printing and digital marketing  
Workshop materials

Facilitation of Parakore space at Māoriland Film Festival - in our Parakore space the community will be invited to participate in waste minimisation activities including bin collections, washing and sorting of rubbish, measurement of waste collected and plantings using compost from our NZBox. \$1000

This cost includes;  
Some hard materials for the space  
Koha for volunteers

Publication of community reporting on the success of our waste minimisation efforts in 2020 \$500

This cost includes;  
Staff time - to measure and collate the data and write the report  
Graphic Design  
Printing/ Digital marketing

Lobbying of local businesses to switch from single use plastics to compostable packaging and ongoing community engagement with community groups and businesses \$800

This includes;

Staff time - liaising with community groups

Total \$3000

Also with regard to staff / facilitator time, I note that Elishka is employed by MCT to lead this work – so will there be additional staff be needed or would this go towards extra hours for Elishka? Just a rough overview of what is included in the costs would be great, we don't need detailed quotes for each item if you haven't got them.

This is a small contribution to the wider project that is largely subsidised by Māoriland. We estimate the activities detailed to entail at least 300 hours of staff time plus additional hard costs including fees, venue costs, marketing and printing.

Elishka is supported in delivery of this project by Tania Hakaraia and the wider Māoriland team. During the lead up to the festival, the Parakore team swells to around 20 individuals - a mixture of volunteers and paid contractors.

Ngā mihi,

Maddy

Madeleine de Young

Kaiwhakahau Hōtaka - Rangatahi; Ahurei; Kawenga Kōrero  
Māoriland Programme Manager - Rangatahi, Festival, Story

+64211207615  
[maddy@maorilandfilm.co.nz](mailto:maddy@maorilandfilm.co.nz)  
[www.maorilandfilm.co.nz](http://www.maorilandfilm.co.nz)



On 5 November 2020 at 1:36:27 PM, Katharina Kennedy ([katharina.kennedy@kapiticoast.govt.nz](mailto:katharina.kennedy@kapiticoast.govt.nz)) wrote:

Kia ora Maddy,

Thank you for submitting applications to our waste levy grants fund. Your Parakore Strategy is inspiring, what a great initiative! I have a couple of questions:

Regarding the Business Waste Reduction application – is there a commercial element to this initiative? I.e. are you planning to charge households or businesses to drop off their foodscraps or have them collected? Or will you be selling compost? I'm just wondering whether this would perhaps be better placed in the Community Projects category.

Regarding the Community Projects application – could you provide some more detail on what the costs listed under 6. Funding Details are made up from please? I.e. is this essentially staff time / facilitator time, or are there also other costs (materials, comms, screening licences, speakers fees etc.)? Also with regard to staff / facilitator time, I note that Elishka is employed by MCT to lead this work – so will there be additional staff be needed or would this go towards extra hours for Elishka? Just a rough overview of what is included in the costs would be great, we don't need detailed quotes for each item if you haven't got them.

Please let me know if you have any questions.

Ngā mihi,

**Katharina Kennedy**

Waste Minimisation Services Officer  
Te Āpiha Ratonga Whakaiti Para

Tel 04 296 4765  
Mobile 027 5554 765



[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)







## Introduction



## Māoriland Parakore Strategy

The Māoriland Parakore Strategy aims to:

- Transform how Ōtaki creates and disposes of waste
- Provide access to quality produce through the cultivation of kai
- Increase food literacy
- Develop a community led action plan for Ōtaki to create a circular economy of waste minimisation, food cultivation and hospitality.



## Māoriland Charitable Trust

We are an independent Māori-led trust based in Ōtaki.

We are mandated by Ngā Hapu o Ōtaki, delivering skills and leadership training to more than 600 rangatahi Māori and their whānau per year.

We do this at the Māoriland Hub, a community arts, cinema and creative tech training facility and the highly successful Māoriland Film Festival.



Since opening in March 2017, the Māoriland Hub has quickly become a place of opportunity and celebration for our community. A place where creativity is shared and fostered and our community including our rangatahi are able to express their views through film, art, performance, workshops or through projects such as the **Māoriland Parakore, Maara and Kai Collective initiatives.**



The Māoriland Charitable Trust is actively committed to highlighting environmental issues and sustainability of the natural world about us. We understand the impact the festival has on our town, and believe this is a shared responsibility.

The Māoriland Maara Kai is a living teaching space. Our aim is for a thriving ecosystem to grow wairua nourishing kai for our whānau and community. This tikanga led garden exists to empower the community of Ōtaki to reclaim sovereignty over their relationship with and access to good, locally grown food, through the maara, workshops and kōrero.

We are committed to the reduction of waste at Māoriland. We will compost organic matter, recycle and reuse where possible. We encourage all those who participate in the festival to join us and reduce your impact on our taiao - environment during your time at Māoriland.





## Our goals

Māoriland is a Parakore (Zero Waste) organisation. Located in the centre of Ōtaki township, Māoriland is open and interconnected with the wider community. We cannot control what waste is created or brought into our organisation but we can influence how our community thinks about the creation and disposal of waste and provide education and alternative waste channels.

Through our Māoriland Parakore Strategy we aim to;

- Implement circular economy thinking encouraging practical reuse so that no item is ever “thrown out”
- To influence long-term behavioural change in the community
- To address food insecurity by creating greater access to fresh produce
- To educate our community to eat better kai, to make an income for themselves through the sale of good kai and to live parakore lifestyles.

## NZBox - Māoriland Parakore Space

In March 2020 we purchased our first NZ Box - a commercial composting unit that has the capacity to compost the waste of up to 250 households. This was supported by KCDC's waste minimisation fund in 2019. Over the past six months we have tested the NZ Box with local businesses. Our findings include;

- The NZ Box swiftly processes all organic inputs including; meat, bones, shells and commercially compostable food packaging.
- It does this while creating minimal odour and has not attracted any pests.
- While we were the sole users we noted that the contents of the box dropped rapidly in short time. As the number of contributors has increased to include commercial waste from local businesses the box has remained close to full resulting in the need for additional boxes.

We plan to add an additional two boxes to the NZBox to bring our total to three. This is recommended to enable cyclical composting with one box resting once full. The compost produced through the Māoriland Composting Centre will be returned to the Māoriland Maara to produce food for the community.

**The Māoriland Parakore Space fills a gap within our current waste systems in Ōtaki and provides a free service to businesses in the community to dispose of their organic waste.**





## Community Engagement

This waste minimisation strategy was developed in support of the Māoriland Film Festival, our marquee event. The Māoriland Film Festival annually attracts visitors from across the world to Ōtaki. Over the past seven years we have been aware of the impact the festival has on our town and made efforts to reduce the impact through a range of activities.

In March 2020 we engaged Elishka Graham to be our Kaitiaki Parekore. Elishka is a passionate member of our community. Over the past six months Elishka has grown a community around the Māoriland Maara and Parakore connecting with businesses, individuals and other community organisations such as the Ōtaki Food Bank.

The Māoriland Film Festival provides an opportunity for Māoriland to hero Elishka's efforts in this area, communicating the importance of waste minimisation, the environment and our collective capacity to create significant measurable change for our community in Ōtaki. In the lead to the MFF Elishka will directly lobby local businesses to change their packaging and to participate in our waste minimisation kaupapa. All participating businesses receive a Māoriland Parakore poster and will have Māoriland parakore bins outside where the community can recycle their organic and plastic waste.

By creating a spotlight around our parakore initiative, we hope to trigger long term behavioural change in our community. The ongoing parakore project at the Māoriland Hub supports this effort as it means that the community can continue to learn and participate in waste minimisation strategies through the Māoriland Maara and Kai Collective year-round.





## Community Engagement Activities

### Communication and Outreach:

- Community engagement including parakore workshop and community survey to educate and gather community insights.
- Create communications materials to show businesses that customers believe that sustainable choices are best.
- All films at MFF2021 will be opened with a parakore message including a shout out to businesses practicing parakore principals. In this way, Māoriland will act as a leader encouraging our festival goers to agitate for change.
- Release of community White Paper to share our findings from 2020
- Bilingual pamphlet to communicate how composting works.
- Display of waste collected at MFF2021 including key metrics so the community can see the project progress in real time.





## Community Engagement Activities Cont.

### Taiao Tuesdays

Inspirational and informative movie nights to inspire community action and illuminate environmental issues with hopeful actions to lead action locally.

### Maara Mondays

A weekly event for the community to share and swap seeds/excess plants and volunteer in the Māoriland Maara.

# How we will measure our success

## Measurement

- To accurately measure and report on waste collected at the Māoriland Film Festival to serve as an ongoing baseline assessment going forward. This snapshot of time is achievable in the first instance as the space will be highly monitored. Throughout the year we are taking a community led approach with individuals dropping off waste in their own time, this hinders accurate measurement.
- Community Survey of personal attitudes and behaviours towards waste minimisation principles to communicate to the wider community.
- Collation of qualitative data from individuals and businesses connected to the project.

## Presentation

- A community artwork will be created from waste collected at the Māoriland Film Festival to demonstrate the impact of our work in tangible terms. This will be revealed at the Matariki Light Arts Festival.

# Circular Economy Thinking

**We enact circular economy thinking by growing nourishing kai from compost produced from organic waste in the Māoriland Maara Kai.**

Established in 2017, the Māoriland Maara exists to support the community to expand their knowledge of how to grow and share healthy, affordable kai.

It is a place where our community can come together around food and be nurtured and supported.

It is an opportunity for those with a passion/talent for food to grow as entrepreneurs and establish their own businesses.

**As our community adapts to a post COVID-19 future, the Māoriland Kai Collective aims to reinvigorate our community's connected spirit and ownership of access to quality nourishing food from within our own community.**





## From garden to table to income

**The Māoriland Kai Collective & Market will provide an alternative source of fresh fruit and vegetables for the community alleviating food insecurity, a significant driver of poverty in our region. As well as selling produce grown in the Māoriland Maara it will be open to members of the community to sell their own home-grown produce.**

In this way, and through the Kai Collective kitchen, this project will benefit the community by demonstrating how members of the community can create their own work and income streams. It will create new jobs.

The hospitality industry in Aotearoa has many barriers to entry and demands a challenging lifestyle with long hours, physical work and great financial risk. The Māoriland Kai Collective will offer a more sustainable approach to the delivery of food where cooks can have greater life and whānau balance while still earning money producing delicious food.

**The Māoriland Kai Collective & Market will be located at the Māoriland Hub alongside the existing Maara and Parakore space . A commercial kitchen and servery will be installed in the 40 ft container located on-site.**

The Māoriland Kai Collective & Market will be a shared space where cooks within the community can develop their own businesses using food sourced from the Māoriland Maara and other local gardens.

This project aims to address affordability, accessibility and food literacy (understanding healthy kai).

It will empower individuals and groups within our community through the ability to make a living from the production of good food in a more sustainable way for both themselves and their whānau.

**The Māoriland Kai Collective and Market will be based in the centre of Ōtaki Village.  
We believe a healthy village will grow inspirational people.**

**Our Solution**

# Food Sovereignty

**Food sovereignty is the right of peoples to healthy and culturally appropriate food produced through ecologically sound and sustainable methods, and their right to define their own food and agriculture systems.**

**The Māoriland Parakore Space, Maara Kai and Kai Collective and Market is a closed loop that transforms waste into kai.**

The Māoriland Kai Collective & Market will empower our Māori community to have better understanding and access to locally grown, seasonal food.

The Māoriland Maara Kai is already demonstrating to the community how food can be grown in sustainable methods.

The Māoriland Kai Collective & Market will demonstrate how food, grown within your community can be enjoyed as meals.



## Benefits

- Parakore Space - creation of an alternative waste stream for the Ōtaki Community.
- Education & Community change - Ōtaki is empowered to collectively change our habits around the creation and disposal of waste and production of food.
- Food sovereignty - enabling the community to have access to healthy, culturally appropriate and sustainably produced food on their own terms.
- Alleviation of food insecurity
- New income streams for the community and inspiration for the community to create their own work
- More sustainable models
- Waste minimisation awareness and reduced impact on local environment.

The Māoriland Kai Collective and Market is led by the MCT with significant input from the community.





## Funding Request

Māoriland is seeking the following support from KCDC:

**Waste Levy Fund for Community Projects:** \$3,000 to support community engagement and education activities around the Māoriland Film Festival

**Waste Levy Fund for Business Waste Reduction:** \$3000 for the purchase of an NZBox to increase the capacity of the Māoriland Parakore space to enable Māoriland to increase the capacity of organic waste accepted from businesses in Ōtaki township creating a new waste stream for the Ōtaki community.

The wider Māoriland Parakore Strategy including the Māoriland Kai Collective and Maara Kai are funded by the Māoriland Charitable Trust, Transpower Community Care Fund and Ministry of Social Development's Food Secure Communities Fund.

## Media and Promotions

Māoriland will document the project on social media and progress will be shared via the organisations weekly newsletter.

Māoriland is working towards a long format story in national media on the wider project.



# Māoriland Charitable Trust

[kiaora@maorilandfilm.co.nz](mailto:kiaora@maorilandfilm.co.nz)  
+64 21 120 7615  
[maorilandfilm.co.nz](http://maorilandfilm.co.nz)



1

## Waste Levy Fund for Community Projects

### Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

#### 1. Group/business/organisation:

Ōtaki College

#### 2. Contact

Full name:

Chris Georgetti

Role within group/business/organisation:

Curriculum Leader - Technology

Address:

233 Mill Road, Otaki 5512

Phone numbers

Mobile: 021 030 9946

Secondary number: 06 364 8204 (Ōtaki College)

Email:

cgt@otakicollege.school.nz

How did you hear about the Waste Reduction Grants?

An email from Kirsty Barr of Greater Wellington, regarding the grants, was forwarded to myself.

#### 4. Project plan

Briefly describe proposed project:

Create recycled plastic raw materials for technology projects by recycling plastic waste from the school community, via a 'recycling station' in the technology classes that can shred and then extrude or press plastics into materials that can be used to create the student's technology projects. The plastic waste will be predominantly that from within school with some from students homes. Plastic waste will be used circularly in the environment in which it is created and students will learn about recycling processes and how recycled materials can be as effective as new materials. Waste generated in making students projects (off cuts and machining swarf or even projects that do not have the desired outcome) will be reprocessed into stock materials, minimising waste materials leaving the workshop. In addition less new materials will need to be bought for the curriculum projects.



2

Use of plastics, how they are made and the environmental impact of their use and what happens to the plastic items at the end of their lives gives cross-curricula links with science and will maximise students learning of the recycling process and help explain 'why' the need to recycle and how recycling is so important.

Start date: 1 March 2021

End date: 1 September 2021, but benefits ongoing and built into curriculum

Is this a new or ongoing project?

☒ New

☐ Existing

## 5. Project details

I am applying as a teacher of both technology and science classes, the HoD of Technology and a member of the Ōtaki community who is passionate about minimising the negative effect we are having on the planet.

☐ Business

☒ Organisation

☐ Neighbourhood group with the direct involvement of at least 5 households

*If you are applying as a project with householder involvement, please attach a copy of minutes of the meeting at which it was resolved that this application be made and listing the names, addresses and contact details of at least 5 participating households. If there are more than 5 households participating, please indicate the total number directly involved.*

How will this lead to participants' long-term waste minimisation and/or behaviour change?

Students will be involved in the direct recycling of their/their school's single-use plastic waste into raw materials that they can turn into their technology project. Through this process, students can identify how much plastic waste is produced within their school environment, what is involved in a recycling process, how recycled plastics can be used, the benefits of using recycled materials, and how to turn a waste product into a useful product that can be used long-term whilst also completing their necessary technology project for their school curriculum. By seeing the whole cycle from waste product to new product, and being involved in the whole recycling process, students will better understand the importance of recycling and the fundamentals behind the processing of plastic waste. This project will make the often very obscured recycling process into very concrete steps that the students will be involved in at every step of the way.

Project geographical boundaries:





3

Ōtaki township, focussed on Ōtaki College. Students and Ōtaki College are embedded in the wider Ōtaki township and community.

**How will success be measured and reported to Council?**

Success can be measured over the following factors

- kilograms of plastic waste turned into raw material in the Technology Room recycling station
- reduction of new technology project materials bought (due to the use of the recycled plastic material as an alternative)
- student buy-in to recycling
- change in type of materials used for technology projects (i.e. the functional outcome)

**Provide details of community support/involvement (*where available*):**

Whilst primarily a school-based project, the ramifications will be seen in the wider school community as students discuss with classmates, parents, friends and family members. In addition, the process of setting up and using this 'recycling station' could be useful information for other schools or community groups in the area. The 'recycling station' could also be used for demonstrations or workshops for the local community.

**Previous experience your business/organisation/project group has had managing community projects:**

As a school-based project, Ōtaki College has a lot of experience incorporating projects such as this into our curriculum. This project would be completely incorporated into our technology programme, with cross-curricula links to other subject areas, and after the equipment purchasing, station set up, curriculum incorporation (the period quoted for the project dates) this would continue to function long-term as part of our technology and science classes. Ōtaki College has done similar projects with local community group Energise Ōtaki and our alumni trust XŌtaki such as setting up solar panels and then incorporating solar energy into our science curriculum.

**How do you intend to develop, market or promote your project (*as applicable*)?**

As it will be incorporated directly into the technology curriculum and classes this is not applicable for this project.

## 6. Funding Details

\$30,000 is available for Community Projects in 2020/21. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (*upon request if application is successful*)

If you are registered for GST, do not include GST in your costs.

4

If you are not registered for GST, please provide total costs.

**Estimated total cost of project:** (\$9600)

**Total amount requested from the Waste Levy Fund:** (\$9600 excl GST)

**Breakdown of application by task and item:**

- Shredder and extruder combination \$4100 plus import fees and local transport
- Sheet press \$2700 plus import fees and local transport
- Import fees and local transport \$1200
- Steel stock and fittings for mould fabrication \$400
- Electrical fittings and wiring of workshop area \$700
- Furniture (benches, bins, storage shelving) \$500
- Human resource/labour cost for administration and management of the project and ongoing running and maintenance costs will be met by Ōtaki College and staff.

**Have you applied to any other organisation for funding/sponsorship for the same project?**

No

**Is this project likely to recur or extend beyond the 12 months of this funding round?**

☐ Yes

☒ No - not the project as deemed for the set up, the ongoing benefits will extend.

**If yes, what is the potential for the project becoming self-funding?**

The benefits of this 'recycling station' will be extended beyond the 12 months, but after the project is set up using funding, the maintenance of equipment will be part of the technology room's upkeep overseen by Ōtaki College.

**Do you have any other information to support your application?**

Many NZ companies were approached for prices of recycling equipment with little that would be suitable for the small scale in a school workshop. Prices were also prohibitive as the machinery is industrial and designed for continuous use. Overseas vendors were sought with the equipment designed by Precious Plastics, <https://preciousplastic.com/>, being the best fit for the project.

**List any relevant supporting information (e.g. meeting minutes resolving to undertake this project/apply for the Fund; project plans) and attach copies:**



4

5

Informal meetings were held between representatives of Ōtaki College and Energise Ōtaki to discuss the merits of the project and how it might be brought to fruition. Informal meetings were also held within Ōtaki College and Energise Ōtaki.

## 7. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Chris Georgetti.

Date: 20 October 2020.

## 8. Checklist

Have you...

- ☒ Completed all sections of this form?
- ☒ Attached all relevant supporting documentation including copies of quotes (if possible)?
- ☒ Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601

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deliver to: Paraparaumu 5254  
Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu



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**Eilish Andrews**

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**From:** Chris Georgetti <cgt@otakicollege.school.nz>  
**Sent:** Thursday, January 14, 2021 1:06 PM  
**To:** Eilish Andrews  
**Subject:** Re: Otaki College Waste Reduction Application

Hi Eilish,

Happy New Year. The raw materials we are initially planning to use would be HDPE from milk bottles (including the lids). The milk bottles will be those used at school in the staffroom and canteen. Once we have some experience I would hope to be able to recycle other plastics such as PET.

If we found that the school did not have enough suitable plastic waste we were planning on asking the wider school community to bring some in. I realise this would take some plastic from the existing recycling collection, but a minimal amount. I believe the educational benefits for the students would far outway any negative impact the small change in plastic collection would have.

Last year the school purchased its first 3D printer, capable of printing a wide range of plastics, and yes, we would be looking at extruding filament to be used in the printer.

Currently students use wood and metal in the projects they make. We hope that introducing plastic as a stock material will reduce the amount of these materials and open up other possibilities for the students. I can't say what these projects will be as students have a lot of choice and input into what they make.

If there was a surplus of lids in the region (such as milk bottle lids) we would be keen to help process these into usable materials, partly to prevent them going to landfill and also because they have vivid colours that will appeal to students.

If I have missed something or you would like any further information please get in touch.

Regards,  
Chris Georgetti  
021 030 9946

On Tue, Dec 22, 2020 at 5:09 PM Eilish Andrews <[Eilish.Andrews@kapiticoast.govt.nz](mailto:Eilish.Andrews@kapiticoast.govt.nz)> wrote:

Hi Chris,

Thank you for the below project and cost update.

I have a few further questions about your application and how the technology classes will be run.

Are you able to elaborate about which raw materials the students will be using in their technology project? Will this be all plastic material generated from within in the school or will it certain types of plastic?



We are especially curious about lids as they currently have a very limited availability to be recycled through a traditional sorting facility. Is this something that you will focus on or will your raw materials be a range of all plastic bottles, lids, trays and jars?

You mentioned that throughout the project students would use raw material and recycle it into useful products.

Can you please provide some more info on these useful products that the students will make? Will these products replace any items or material that you currently use and/or have to purchase new for your technology classes or even within the college? I have heard really interesting stuff about the use of recycled plastic as 3D printing filament, is this something that you are interested in exploring?

I understand that it is a crazy busy time of year for teachers. If you could get back to me by 20<sup>th</sup> Jan that would be fantastic. This means that I can take your answers into consideration in our recommendation report to the grant allocation committee.

Mere Kirihimete,

**Eilish Andrews**  
Waste Minimisation Advisor

Kāpiti Coast District Council  
Tel 04 296 4658  
Mobile 027 5556 658

[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)

**From:** Chris Georgetti [mailto:[cgt@otakicollege.school.nz](mailto:cgt@otakicollege.school.nz)]  
**Sent:** Thursday, November 12, 2020 3:00 PM  
**To:** Katharina Kennedy <[Katharina.Kennedy@kapiticoast.govt.nz](mailto:Katharina.Kennedy@kapiticoast.govt.nz)>  
**Subject:** Re: Contact for plastic shredding equipment - Ben Wakefield

Hi Katharina,

I have just met Ben and now have the chipper in our workshop. For it to be safely functional it needs a bit of work, but definitely a bonus to get our hands on it. I have revised the financial part of the application and included it below.

**Estimated total cost of project: (\$8600)**  
Total amount requested from the Waste Levy Fund: **(\$8600 excl GST)**

Breakdown of application by task and item:

- Shredder modifications completion (hopper, stand, switch and wiring) \$200
- Extruder \$2900 plus import fees and local transport
- Sheet press \$2700 plus import fees and local transport
- Import fees and local transport \$1200
- Steel stock and fittings for mould fabrication \$400
- Electrical fittings and wiring of workshop area \$700
- Furniture (benches, bins, storage shelving) \$500
- Human resource/labour cost for administration and management of the project and ongoing running and maintenance costs will be met by Ōtaki College and staff.

Many thanks,

Chris

021 030 9946

On Fri, Nov 6, 2020 at 10:57 AM Katharina Kennedy <[Katharina.Kennedy@kapiticoast.govt.nz](mailto:Katharina.Kennedy@kapiticoast.govt.nz)> wrote:

Hi Chris,

As discussed here are the contact details for Ben Wakefield, who received a grant from us for plastic recycling equipment three years ago.

[ben.wakefield@kaibosh.org.nz](mailto:ben.wakefield@kaibosh.org.nz)

027 537 5532

I've spoken to him this morning and he is keen to donate the equipment and share his experience.

Kind regards,

**Katharina Kennedy**

Waste Minimisation Services Officer  
Te Āpiha Ratonga Whakaiti Para

Tel 04 296 4765  
Mobile 027 5554 765



[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)



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Ngā mihi,

Chris Georgetti

Curriculum Leader Technology

Otaki College

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Ngā mihi,

Chris Georgetti

Curriculum Leader Technology

Otaki College

# PLASTIC DRUM CHIPPER SHREDDER

Listing #: 2820984347

Nelson, Nelson Bays, NZ

6 people added this to their Watchlist

New item



Click to enlarge photo

Closes: Wed 21 Oct, 11:27 am  
(1 days, 15 hours, 51 minutes)

+ Add to Watchlist

Buy Now \$7,500

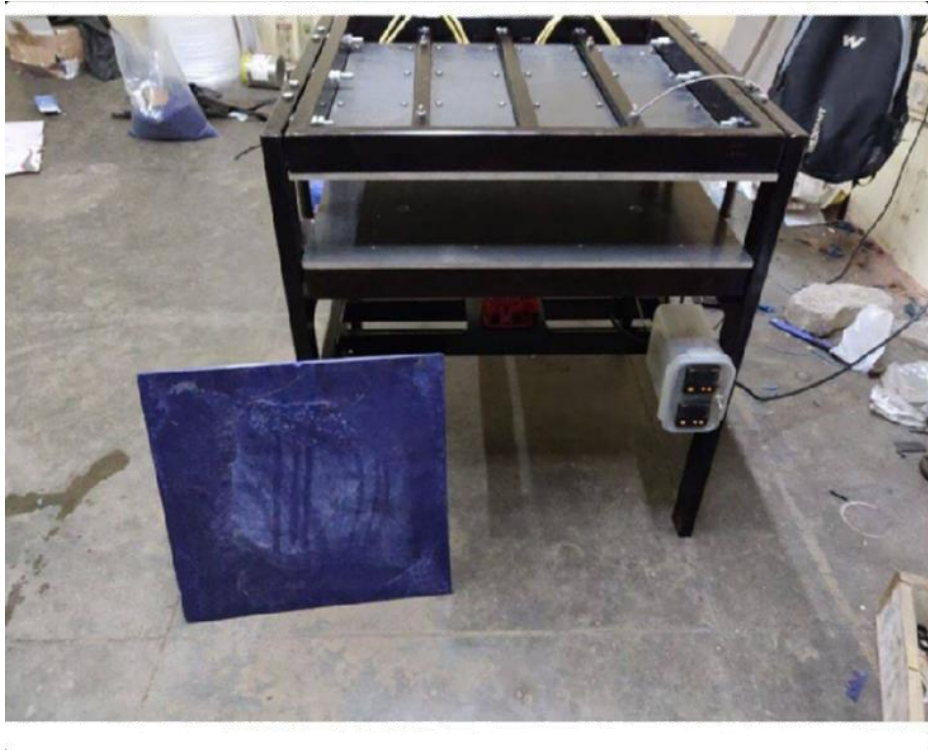
Quantity: 10+ available ? 1

Buy Now

Shipping: To be arranged More...

 drdiesel209  
99.5% positive feedback

Learn how we keep you safe.



## Sheet Press Machine 24 x 24 inch

€1,000.00

[Message Seller](#)

1



Add to cart

**Shipping time and rates:** Otaki ↗

There is no shipping setup for your location yet. Just send a message to the seller and ask them to add it :).





SHEETPRESS (FACTORY MADE)

€3,400.00

Message Seller

1 + -

Add to cart

Shipping time and rates: Otaki ↗

There is no shipping setup for your location yet. Just send a message to the seller and ask them to add it :).

### Schredder Pricing Information

1 x R25 Schred Plastics Granulator 230V NZ\$ 15,400.00 + GST

Here is the datasheet covering the Schredder..

<https://www.techspan.co.nz/wp-content/uploads/Schredder-R25-Brochure.pdf>

GST is additional to quoted prices.

PAYMENT 30% deposit at time of order, balance due prior to despatch from our Auckland warehouse.

DELIVERY TIME approx. 6 – 8 weeks. To be confirmed.

FREIGHT local cartage costs additional to quoted prices.

VALIDITY these prices are valid until 16<sup>th</sup> October 2020 and thereafter subject to written confirmation.

We do not supply plastic sheet materials, other than small cut sheets that are suitable for our vacuum forming machinery.

Let me know if you have any questions.


Best regards,


**Tim Fastnedge**

Sales & Marketing Director

**TECHSPAN GROUP**

[sales@techspanonline.com](mailto:sales@techspanonline.com) | [www.techspanonline.com](http://www.techspanonline.com)





### COMBO (SHREDDER AND EXTRUSION COMBINED)

€1,800.00

[Message Seller](#)

1 + -

Add to cart

**Shipping time and rates:** Otaki ↗

There is no shipping setup for your location yet. Just send a message to the seller and ask them to add it :).

1

## Waste Levy Fund for Community Projects

### Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

#### 1. Group/business/organisation:

Birthright Kapiti Trust

#### 2. Contact

Full name:

Amanda Nevin

Role within group/business/organisation:

Shop Manager

Address:

110 Rimu Road, Paraparaumu, 5032.

Phone numbers

Mobile: 021799742

Secondary number: 049025748

Email: shopbirthright@outlook.com

How did you hear about the Waste Reduction Grants?

Council Facebook post.

#### 4. Project plan

Briefly describe proposed project:

Birthright Kapiti Trust has a reduce, reuse and recycle focus - we aim to continue to minimize the waste that heads to landfill, through supporting the community and other local groups. We have been able to cut our landfill skip pick ups by more than half. This has been achieved by sourcing alternative places to send items that we are unable to gift to the families that we support through our social work service, or unable to sell in the opportunity shop. The plan is that through paying a staff member, we would be able to continue this valuable work and focus on further initiatives.

Start date: November 2019.

End date: On-going.

Is this a new or ongoing project?

☐ New

☒ Existing

#### 5. Project details



2

I am applying as a:

- ☐ Business  
☒ Organisation  
☐ Neighbourhood group with the direct involvement of at least 5 households

How will this lead to participants' long-term waste minimisation and/or behaviour change?

Birthingright is fortunate to have already identified so many local like minded organizations with whom to partner to make our vision of less waste a possibility. By paying a member of staff to focus on this for seven hours a week we hope to be able to maximize the opportunities available to us and extend our scope. We are able to minimize waste through finding those for whom these items are not waste. That they are able to use the items for themselves, or for profit in some way. This is helping behavioural change within our organization and for each of those people that donate to us. We are able to explain that items donated are rarely 'wasted', rather donated on, sold or gifted. This has helped people to look at items differently and donations to our store continue to increase and the community appreciate our approach. We see part of the role of the store as educating the public and increasing that waste reduction mindset. To this end we also are able to point to this waste reduction plan in any promotional reporting about the shop and at our anniversary celebrations in November.

Project geographical boundaries:

Our service remit is from Peka Peka to Paekakariki - our recycling initiative assists as far as Porirua.

How will success be measured and reported to Council?

Success will be able to be measured in a number of ways; the number of community organisations/individuals that we work with to reuse items that would otherwise go to landfill; the number of skip empties a week; and the physical cubic meters of items recycled/reused. We are also willing to work alongside council to find a reporting style that would meet requirements.

Provide details of community support/involvement (*where available*):

We currently are linked with:

Te Karati

St. Vincent De Paul

Local Schools and Colleges

Running a free dress hire for proms

Food Bank

Menz Shed

Countdown (bread display personnel)

Kaibosh

A local Mental Health Worker

Kapiti based Craft Groups

A local who removes electronic waste

Missionaries / Aid Workers

Local artists.

We upcycle items in the shop to sell on / suggest how customers might also do this.

We take all cardboard recycling to the waste transfer station.

2



3

We also provide our Social Work clients with household items and clothing.

Previous experience your business/organisation/project group has had managing community projects:

We are a NGO who have been supporting solo parents on the Kapiti Coast for 30 years. As part of our role we have organized many projects for our clients. We have also had a clear focus on waste minimization for the past 12 months, although have done this on a smaller scale over the last 30 years.

How do you intend to develop, market or promote your project (*as applicable*)?

Liaising with the number of groups we do takes a lot of time, and we would love to be able to develop these links, as well as make new community connections to promote our waste reduction agenda. Allowing our worker to be paid for seven hours a week would ensure that this NGO to NGO marketing can continue and increase our footprint in this sector over the coming year. We would also hope to promote a upcycling culture within our store, encouraging the community to join us in our mission to reduce waste. This could include 'how to' posters in store, as well as special offers or free items to upcycle/recycle.

## 6. Funding Details

\$30,000 is available for Community Projects in 2020/21. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (*upon request if application is successful*)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

**Estimated total cost of project: (\$)**

\$7,280.00

**Total amount requested from the Waste Levy Fund: (\$)**

*Indicate incl. or excl. GST*

\$7,280.00

**Breakdown of application by task and item:**

This is a request for 7 hours salary per week, at \$20.00 an hour, for one year.

Have you applied to any other organisation for funding/sponsorship for the same project?

No.

Is this project likely to recur or extend beyond the 12 months of this funding round?

☒ Yes

☐ No

4

If yes, what is the potential for the project becoming self-funding?

This will not be able to become self funding - it will return to a project that is reliant upon volunteer hours, and therefore is vulnerable to ending or being limited in scope.

Do you have any other information to support your application?

Not at this time.

List any relevant supporting information (e.g. meeting minutes resolving to undertake this project/apply for the Fund; project plans) and attach copies:

N/A. The birthright Kapiti Trust board are aware of this application and fully support it.

## 7. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Amanda Nevin

Date: 12/10/2020

## 8. Checklist

Have you...

X Completed all sections of this form?

X Attached all relevant supporting documentation including copies of quotes (if possible)?

X Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

5

deliver to:

Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu



14 October 2020

Good afternoon

My name is Naomi Nepia a volunteer for Te Karati giving and sharing group in Porirua, we are very grateful to have the opportunity to do 3 pick up's a week of used items from birthright kapiti to give away to families for free

Kind regards

The team at Te Karati  
giving and sharing

1

## Waste Levy Fund for Business Waste Reduction

### Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

#### 1. Group/business/organisation:

Koakoa

#### 2. Contact

Full name:

Chris Barber

Role within business/organisation:

Owner

Address:

3c Magrath Avenue, Paraparaumu Beach

Phone numbers:

Mobile: 021 222 1038

Secondary number: [Click here to enter text.](#)

Email:

chris@thebondstore.co.nz

How did you hear about the Waste Reduction Grant(s)?

KCDC

#### 4. Project plan

Briefly describe proposed project:

We have introduced a process where we collect used spirit bottles from our hospitality customers. We then clean them, refill them, and return them to the customer

The core aspect of this project is sourcing new crates that are used to store the empty bottles, and transport them to and from our factory. Using crates will remove the need to use cardboard boxes

By reusing the bottles, not only are we keeping the glass out of the landfill and recycling process, but also the labels that go onto the bottles

Start date: 1/09/2020

End date: 31/08/2021



Is this a new or ongoing project?

☒ New

☒ Existing

### 5. Project details

How will this project lead to the long term reduction of waste from your operations?

We were throwing away cardboard boxes all the time after a single delivery and glass bottles were being discarded as soon as they were emptied (which can happen in just one night at a busy bar).

By recycling the bottles, and delivering them in crates, we quickly realized we could substantially reduce our impact as well as those of the businesses we supply.

On average, our bottles can be re-filled up to ten times, and our crates have a lifespan of 10 years. We estimate a single bar could save \$244 per month in waste disposal costs by swapping their bottles

Project geographical boundaries:

Greater Wellington Region

How will success be measured and reported to Council?

By the number of bottles reused, and the reduction in the use of cardboard boxes

Provide an estimate of cost savings to your business as a result of the proposed project (*if applicable*):

There would be very little cost saving to our business. It will save the bars and restaurants money. Its not about money to us. It's the right thing to do.

How do you intend to develop, market or promote your project (*as applicable*)?

We already have a lot of customers wanting to use this service/process. We just don't have enough creates to bring on more.

### 6. Priority funding areas

Indicate what waste stream(s) or areas your project is targetting?:

☐ Organic Waste

☐ Construction and Demolition Waste

☐ Projects that fill a gap within current waste services in Kāpiti

☒ Other: Glass and Cardboard

### 7. Funding Details

3

A funding pool of \$20,000 is available for Business Waste Reduction projects 2020/21. This fund pool is shared between Seed Funding and Business Waste Reduction categories. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (*upon request if application is successful*)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

**Estimated total cost of project: (\$)**

\$10,000

**Total amount requested from the Waste Levy Fund: (\$)**

*Please note that applications can be made for up to 50% of total project costs.*

*Please indicate incl. or excl. GST*

\$5,000

**Breakdown of application by task and item:**

That would allow us to purchase about 200 creates

Have you applied to any other organisation for funding/sponsorship for the same project?

No

Is this project likely to recur or extend beyond the 12 months of this funding round?

☐ Yes

☒ No

If yes, what is the potential for the project becoming self-funding?

[Click here to enter text.](#)

Do you have any other information to support your application?

Please note that we are applying for funding to get more creates. These creates could be purchased from a local business/community group. So the funding could have wider benefits than the pure direct ones

Please list any relevant supporting information (e.g. meeting minutes resolving to undertake the project/apply for the Fund; project plans) and attach copies:

<https://www.stuff.co.nz/environment/120301160/sustainable-bottle-swap-system-reducing-waste-in-wellington-restaurants>

<https://www.glassforum.org.nz/reuse-is-king-at-kapiti-craft-distillery-the-bond-store-2/>

## 8. Declaration

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Chris Barber

Date: 11/09/2020

## 9. Checklist

*Have you...*

- ☐ Completed all sections of this form?
- ☐ Attached all relevant supporting documentation including copies of quotes (if possible)?
- ☐ Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council

5

Private Bag 60601  
Paraparaumu 5254

deliver to:                      Waste Minimisation Officer/Advisor  
                                         Kāpiti Coast District Council  
                                         175 Rimu Road  
                                         Paraparaumu

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**Eilish Andrews**

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**From:** Chris Barber <chris@thebondstore.co.nz>  
**Sent:** Thursday, November 5, 2020 1:25 PM  
**To:** Katharina Kennedy  
**Subject:** Re: Koakoa

Sounds good, thank you and no problem

Freight from Auckland will be \$180 per 50 crates (50 on each pallet)

Thank you so much  
Chris

On 5/11/2020, at 1:19 PM, Katharina Kennedy <Katharina.Kennedy@kapiticoast.govt.nz> wrote:

Hi Chris,

Thank you for your prompt response.

So if we look at 50% of 400 crates at \$19.38 that gets us to \$3,876. Will there be shipping costs from Auckland to Wellington on top of that? So perhaps we could adjust your application to \$4,000? Sorry to be nitpicky but we do need to explain our recommendations to the Councillors so need to make this stack up.

Kind regards,

**Katharina Kennedy**  
Waste Minimisation Services Officer  
Te Āpiha Ratonga Whakaiti Para

Kāpiti Coast District Council  
Tel 04 296 4765  
Mobile 027 5554 765

[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)

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**From:** Chris Barber [mailto:chris@thebondstore.co.nz]  
**Sent:** Thursday, 5 November 2020 12:45 PM  
**To:** Katharina Kennedy <Katharina.Kennedy@kapiticoast.govt.nz>  
**Subject:** Re: Koakoa

Hi Katharina

Thank you very much for your email

The reason we went at \$50 was that we wanted to get some made here in NZ rather than import them from China.

We have approached many local manufacturers but they have been unwilling to make some as the volume we need is too small. Very disappointing!!!



The latest quote including the import fees from IFP in Auckland is \$19.38 ex gst ex Auckland with a six week lead time.

We would prefer to buy from IFP as they are NZ based.

Given the number of customers we have keen to move to using crates, I think we should look to double the quantity

Hope that helps. Thank you very much for the advice. Don't hesitate to contact me with any questions

Thank you  
Chris

On 5/11/2020, at 12:16 PM, Katharina Kennedy  
<[Katharina.Kennedy@kapiticoast.govt.nz](mailto:Katharina.Kennedy@kapiticoast.govt.nz)> wrote:

Kia ora Chris,

We are in the process of assessing the grants applications and I have a question:

In your application, you are applying for \$5,000 towards the purchase of 200 crates. Total project cost is noted as \$10,000, i.e. \$50 per crate.

The two quotes you have submitted are substantially lower at \$10.50 and \$19.38 per crate.

Would you like to amend the amount you are applying for, or would you look to purchase more crates at those lower prices?

Also, please let me know which one would be your preferred supplier and why.

By the way, I think Eilish had sent you some contacts for potential suppliers – were these guys among them? <https://www.mouldingsunlimited.co.nz/index.html>

Kind regards,

**Katharina Kennedy**  
Waste Minimisation Services Officer  
Te Āpiha Ratonga Whakaiti Para

Kāpiti Coast District Council  
Tel 04 296 4765  
Mobile 027 5554 765

[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)

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**From:** Chris Barber [<mailto:chris@thebondstore.co.nz>]  
**Sent:** Tuesday, 20 October 2020 4:16 PM  
**To:** Katharina Kennedy <[Katharina.Kennedy@kapiticoast.govt.nz](mailto:Katharina.Kennedy@kapiticoast.govt.nz)>  
**Subject:** Koakoa

Hi Katharina

Below is the 2nd quote

Thank you  
Chris Barber

Koakoa

Begin forwarded message:

**From:** Joanna Koefoed <[joanna@ifpgroup.co.nz](mailto:joanna@ifpgroup.co.nz)>  
**Date:** 20 October 2020 at 3:35:07 PM NZDT  
**To:** Chris Barber <[chris@thebondstore.co.nz](mailto:chris@thebondstore.co.nz)>  
**Cc:** Teresa Fuller <[teresa@ifpgroup.co.nz](mailto:teresa@ifpgroup.co.nz)>  
**Subject:** Quote for crates

Hi Chris,

Thanks for your email. Below you will find the pricing which is an estimate only.

12-bottle crate  
Dims: 350x265x320mm (LxWxH)  
78x78mm sections  
Red, Blue & Green available

APPROX landed NZ\$19.38ea (200pcs)

Lead time 5-6 weeks.

Above pricing is valid for 30 days from today's date.

Let me know how this works for you.

Kind Regards,

**Joanna Koefoed**

Customer Service / Sales Support



**IFP GROUP**  
Industry Focused Products



+64 9 636 9193  
+64 9 636 6943  
[joanna@ifpgroup.co.nz](mailto:joanna@ifpgroup.co.nz)  
[ifpgroup.co.nz](http://ifpgroup.co.nz)

327A Neilson Street | Penrose | Auckland | New Zealand | 1061  
PO Box 29140 | Epsom | Auckland | 1344

Please note my normal days of work are Tuesday, Wednesday and Thursday of every week. For assistance outside of these days please email [info@ifpgroup.co.nz](mailto:info@ifpgroup.co.nz) or phone the above number to speak with our customer service team.

 Please consider the environment before printing this email


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## Enlightening Pallet Industry Co., Limited Qingdao Preface Plast Co., Limited

Address : Export and processing zone, Qingdao , China


<https://qdlanting.en.alibaba.com>    <https://www.cnplasticpallet.com>    TEL:86-532-86999950    FAX:86-532-68972520

PROFORMA INVOICE						
Date: Oct 14, 2020				NO.:PIZFB20101401		
CUSTOMER				SUPPLIER		
COMPANY:Koast Limoncello ADD:NZ,Wellington,kapiti Coast,3c Magrath Avenue CONTACT:Chris Barber Tel: Mail: FAX:				COMPANY: Qingdao Preface Plast Co., Limited ADD : Export and processing zone, Qingdao , China CONTACT:Owen Zhu Tel/whatsapp/wechat: +86 175 5416 8231 Mail: owen@cnplasticpallet.com SKYPE:enlighteningowen		
NO.	PRODUCT NAME	IMAGE	DESCRIPTION	CIF Wellington Port Price (USD/PC)	QUANTITY (PCS)	AMOUNT (USD)
1	12 bottle crates		Outer Size: L362*W270*H320mm Inner size:L338*W245*H305mm Weight:1.3kg Material: 100% virgin PP Diameter: 80*80mm 20GP:840pcs 40HQ: 2112pcs	\$10.50	100 pcs	\$1,050.00
3	TOTAL AMOUNT: SAY US DOLLARS ONE THOUSAND AND FIFTY ONLY.					\$1,050.00
REMARK: HS Code 3923100090						
1. Payment term: 100%payment (All bank cost paid by buyer) 2. Lead time: 15-20 days once deposit confirmed 3. Valid period of the offer : Oct 31, 2020 4. Payment Route:  Payment currency: USD BENEFICIARY NAME:Qingdao Preface Plast Co., Ltd. BENEFICIARY ACCOUNT:37150198811000001706 SWIFT:PCBCNBJQDX BANK NAME:CHINA CONSTRUCTION BANK QINGDAO WEST COAST NEW AREA BRANCH BANK ADDRESS:NO.51,XIANGJIANG ROAD,QINGDAO ECONOMIC AND TECHNICAL DEVELOPMENT ZONE,CHINA						


### OUR COMPANY


### OUR WORKSHOP




### OUR STOCK




### APPLICATION



### TEAM AND CUSTOMER



### STAR CUSTOMERS



## Eilish Andrews

**From:** Chris Barber <chris@thebondstore.co.nz>  
**Sent:** Tuesday, October 20, 2020 4:16 PM  
**To:** Katharina Kennedy  
**Subject:** Koakoa

**Categories:** Important Files

Hi Katharina

Below is the 2nd quote  
Thank you  
Chris Barber

Koakoa

Begin forwarded message:

**From:** Joanna Koefoed <joanna@ifpgroup.co.nz>  
**Date:** 20 October 2020 at 3:35:07 PM NZDT  
**To:** Chris Barber <chris@thebondstore.co.nz>  
**Cc:** Teresa Fuller <teresa@ifpgroup.co.nz>  
**Subject:** Quote for crates

Hi Chris,

Thanks for your email. Below you will find the pricing which is an estimate only.

12-bottle crate  
Dims: 350x265x320mm (LxWxH)  
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APPROX landed NZ\$19.38ea (200pcs)

Lead time 5-6 weeks.

Above pricing is valid for 30 days from today's date.

Let me know how this works for you.

Kind Regards,

**Joanna Koefoed**

Customer Service / Sales Support



327A Neilson Street | Penrose | Auckland | New Zealand | 1061

+64 9 636 9193  
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1

**Waste Levy Fund for Business Waste Reduction**

Application form

Please read the [Fund Criteria & Application Guidelines](#) before completing this form.

**1. Group/business/organisation:**

Māoriland Charitable Trust

**2. Contact**

Full name:

Madeleine de Young

Role within business/organisation:

Kaiwhakahau Hōtaka

Address:

Māoriland Hub, 68 Main Street Ōtaki

Phone numbers:

Mobile: 021 120 7615

Secondary number: Click here to enter text.

Email:

maddy@maorilandfilm.co.nz

How did you hear about the Waste Reduction Grant(s)?

Newsletter

#### 4. Project plan

Briefly describe proposed project:

The Māoriland Maara, Kai Collective and Parakore initiative aim to:

- Transform how Ōtaki creates and disposes of waste
- Provide access to quality produce through the cultivation of kai
- Increase food literacy
- Develop a community led action plan for Ōtaki to create a circular economy of waste minimisation, food cultivation and hospitality.

One facet of this is the development of a composting centre at the Māoriland Hub to divert organic waste from landfill from individuals and businesses throughout Ōtaki township.

NZBox is the worlds most advanced system for non-industrial compost makers. It is a hot composting system that processes all organic matter including meat, fish, bones, shells and commercially compostable food packaging. In 2020 the Māoriland Charitable Trust has trialled an NZBox collecting waste from businesses in Ōtaki's Main Street. Through this trial we have successfully tested the boxes ability to quickly turn waste into compost.

We plan to add an additional two boxes to the NZBox to bring our total to three. This is recommended to enable cyclical composting with one box resting once full.

The compost produced through the Māoriland Composting Centre will be returned to the Māoriland Maara to produce food for the community.

The Māoriland Composting Centre fills a gap within our current waste systems in Ōtaki and provides a free service to businesses in the community to dispose of their organic waste.

Start date: Ongoing

End date: Ongoing

Is this a new or ongoing project?

☐ New

☒ Existing

#### 5. Project details

How will this project lead to the long term reduction of waste from your operations?

Each NZBox can collect up to 250 households organic waste. Over the past 6 months we have managed to fill our existing NZBox by collecting waste from local businesses including the food house. Through this experience we have confirmed that the system is effective composting all organic materials including meat, bones, shellfish and compostable packaging.

The addition of two new NZBoxes will enable Māoriland to operate a cyclical system where one box can be resting while the two additional boxes fill in a cyclical manner. This will enable us to increase the capacity of organic waste we can collect to more businesses and the local community.

We intend to continue upscaling this project so that we can effectively offer an alternative waste stream for the Ōtaki community.

Project geographical boundaries:

Ōtaki

How will success be measured and reported to Council?

Measurement of key metrics including;

Number of businesses and individuals contributing organic waste

Volume of compost produced

Qualitative data on how businesses and individuals have changed their behaviour

Provide an estimate of cost savings to your business as a result of the proposed project (if applicable):

This project aims to change how Ōtaki produces and manages its waste through the provision of large scale composting in association with the Māoriland Maara Kai and Kai Collective.

The following data has been gathered from The Carbon Cycle Compost Company (makers of the NZ Box)

"In 2018 I did a Fulbright artist residency in San Francisco, I wanted the residency to be low carbon. I felt comfortable about that because my composting activities (using 3 NZBoxes), coupled with growing nutrient dense food in our community and sequestering carbon into our soil, well offset the 4.2 tonnes of CO<sub>2</sub> emissions of the return flights." - Dignan Street Community Garden

How do you intend to develop, market or promote your project (as applicable)?

Māoriland's Kaitiaki Parakore regularly engages with community to grow understanding of our Parakore project. Efforts are communicated through local media, the Māoriland newsletter and social media.

Long term we are working towards long format media coverage detailing our Parakore journey and the release of a White Paper on community led waste minimisation efforts.

## 6. Priority funding areas

Indicate what waste stream(s) or areas your project is targeting?:

☒ Organic Waste

☐ Construction and Demolition Waste

☒ Projects that fill a gap within current waste services in Kāpiti

☐ Other: Click here to enter text.

## 7. Funding Details

A funding pool of \$20,000 is available for Business Waste Reduction projects 2020/21. This fund pool is shared between Seed Funding and Business Waste Reduction categories. There is no minimum amount per application. Check the [guidelines](#) for a list of eligible and ineligible costs. Two supporting quotes are required (if possible) for any proposed equipment purchases.

GST will be included in addition to the grant where the:

- applicant is GST registered
- project is part of the applicant's taxable activity
- GST number is supplied (upon request if application is successful)

If you are registered for GST, do not include GST in your costs.

If you are not registered for GST, please provide total costs.

4

**Estimated total cost of project: (\$)**

\$6000

**Total amount requested from the Waste Levy Fund: (\$)**

Please note that applications can be made for up to 50% of total project costs.

Please indicate incl. or excl. GST

\$3000

**Breakdown of application by task and item:**

Item	Cost
Community Composter x 2	\$5520
Printing of Communications Materials	\$300
Installation of Community Composter	\$198
<b>Total</b>	<b>\$6000</b>

Have you applied to any other organisation for funding/sponsorship for the same project?

No - additional costs are being carried by the MCT

Is this project likely to recur or extend beyond the 12 months of this funding round?

☒ Yes☐ No

If yes, what is the potential for the project becoming self-funding?

The costs of this project are limited - once we have purchased the NZBoxes, the ongoing management of this project is funded separately.

Do you have any other information to support your application?

Yes see attached.

Please list any relevant supporting information (e.g. meeting minutes resolving to undertake the project/apply for the Fund; project plans) and attach copies:

We have attached the full Māoriland Parakore Strategy. Details pertaining specifically to this application can be found on page seven.

**8. Declaration**

By typing my name in the box below, I certify that the information on this form is correct.

I understand that if the information is not correct, then the Council may refuse to consider the application, require immediate repayment of any grant, cancel any other entitlement granted and/or enforce its rights.

Every applicant must use grant monies only for the purpose for which they are granted and account for them. If that is not done, any grant monies paid must be repaid to the Council on demand. If the actual cost of purchased equipment is lower than the initial quote, the difference

5

will be repaid to the Council at the same time that the purchase price is paid. Proof-of-purchase will be forwarded to the Council.

I understand that any personal information collected in relation to this application will be treated in accordance with the Council's Privacy Statement and the Privacy Act 1993.

If this application includes personal information, I have obtained the consent of all persons concerned to provide it.

Please ensure you have read and understood this statement prior to submitting your application.

Full name: Madeleine de Young

Date: 19 October 2020

#### 9. Checklist

Have you...

X Completed all sections of this form?

X Attached all relevant supporting documentation including copies of quotes (if possible)?

X Accepted the declaration and dated the application form?

Send your application, to be received by 5pm, 20 October 2020;

electronically to: [waste@kapiticoast.govt.nz](mailto:waste@kapiticoast.govt.nz)

by post to: Waste Levy Fund  
C/- Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

deliver to: Waste Minimisation Officer/Advisor  
Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu



**Eilish Andrews**

---

**From:** Elishka Graham <elishka@maorilandfilm.co.nz>  
**Sent:** Wednesday, February 3, 2021 10:48 AM  
**To:** Eilish Andrews  
**Cc:** Madeleine de Young  
**Subject:** Re: Maoriland Workshops

Kia ora Eilish, thanks for your msg

I have asked Maddy to get back to you on the kai costings query.

As far as workshop delivery goes the retailer one would be a one-off/annual event, but the rangatahi ones could be run with some frequency and with different age groups depending on funding. When I spoke to Katharina I was a bit reluctant around workshops as I have attended other organisations workshops and found the only audience was a small number of people like me being supportive, but not the actual intended audience. However Maoriland has pretty good reach and I am sure if tackled creatively we could run more community education events, when I said I had three in mind that was variations on the content, not the total number of workshops delivered.

Regarding the compost inputs, I am aiming for a kaicycle style bike, but currently pick these up in various parts of town using my car. I have to say I would be super grateful if you could let me know of any current or future KCDC grants or financial help for the cost of bike as this would by far be my preference.

On Tue, Feb 2, 2021 at 2:35 PM Eilish Andrews <[Eilish.Andrews@kapiticoast.govt.nz](mailto:Eilish.Andrews@kapiticoast.govt.nz)> wrote:

Kia ora Elishka,

Thank you for getting back to me.

The info below has been really helpful answering the main question in the email I sent on Friday.

The small costing question I had was in regards to the light catering Maddy had indicated was included in the workshop cost below.

**1x Waste Minimisation Workshop \$500**

This cost includes;

- Staff time
- Guest speaker koha
- Light catering
- Venue costs
- Promotion including printing and digital marketing
- Workshop materials

Unfortunately catering is listed as an ineligible purpose under the policy. Are you able indicate what rough portion of the \$500 for the workshop was intended for catering? If the funding for the workshop is successful it would have to be less the catering. Would this look like \$440 or something similar? An estimation is fine as I know you won't have an exact figure at this stage.

I am also curious about your current method of food waste collection for the Maara, Kai Kai Collective from local business. Is this on foot, on a bike (similar to PaeCycle and Kaicycle) or something different?

Ngā mihi nui,

**Eilish Andrews**  
Waste Minimisation Advisor

Kāpiti Coast District Council  
Tel 04 296 4658  
Mobile 027 5556 658

[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)

**From:** Elishka Graham [mailto:[elishka@maorilandfilm.co.nz](mailto:elishka@maorilandfilm.co.nz)]  
**Sent:** Tuesday, February 2, 2021 2:01 PM  
**To:** Eilish Andrews <[Eilish.Andrews@kapiticoast.govt.nz](mailto:Eilish.Andrews@kapiticoast.govt.nz)>  
**Subject:** Maoriland Workshops

Kia ora Eilish, Katharina said you wanted detail on workshops being delivered.

I have three workshops in mind, one I have already developed and delivered to some extent to the Rangatahi we have in house for our MATCH animation programme. I delivered this workshop about four weeks into the first groups course. It was exciting to see the amount of waste they were producing dropped very dramatically, I am confident in estimating a 75% drop after the workshop. Formative change in rangatahi I hope as they live immersed in the para kore kaupapa over this time.

I am interested in diversifying the audience for this workshop and running more sessions here, with a focus on good advertising and collaboration with local kura/schools/parenting groups/social workers etc, tailoring the content to the group (eg parents para kore strategies such as reusable nappies, contents of school lunches...women's options for menstruation...). Obviously further delivery of workshops and prep require funding as my few hours are always stretched to the max.

#### Rangatahi Para Kore Workshops

Thus far content has looked something like this, but can be broadened or focused in varied directions

Waste minimisation general intro

Visualisation exercise personalizes content

Waste minimisation over a lifetime with examples and discussion, group may generate ideas

Intro basic economic theory: supply & demand loop...CONSUMER AGENCY...YOU (workshop attendee) can change demand and shift supplier behaviour (examples cited)

#### PRE-CYCLE

Practical sorting and recycling and composting experience in Maoriland para kore area

#### Food Retailer Workshop

Maoriland has opened conversations with Te wānanga o Raukawa with the aim of generating a para kore culture in Ōtaki.

I have contact with food retailers as we prepare for our film festivals. I would like to aim to develop a food retailer workshop with food retailers informed of the facts around food waste and given real information on the economic and environmental benefits of taking proactive steps in a para kore direction, with Maoriland providing practical composting support and a Maoriland & Wānanga social-media campaign communicating clearly who is doing what in terms of para kore practices and encouraging our networks to support businesses making para kore efforts.

The content of this workshop will require research. I have seen a shifting awareness in some retailers and think that meaningful information and support to activate change could make a real difference.

Please let me know if you require more information, I suspect you may have wanted costings? Not my strong set! Let me know and I will discuss with Maddy if this is the case and get back to you.

Many thanks

Nga mihi

Elishka

---

**Eilish Andrews**

---

**From:** Madeleine de Young <maddy@maorilandfilm.co.nz>  
**Sent:** Tuesday, November 10, 2020 11:23 AM  
**To:** Katharina Kennedy  
**Cc:** Eilish Andrews  
**Subject:** Re: Your Waste Levy Grants applications  
  
**Categories:** Follow up soon

Kia ora Katharina,

Sorry for the delay in getting back to you - I had to clarify a couple of points with the team

Answers below

Regarding the Business Waste Reduction application – is there a commercial element to this initiative? I.e. are you planning to charge households or businesses to drop off their foodscraps or have them collected? Or will you be selling compost? I'm just wondering whether this would perhaps be better placed in the Community Projects category.

At this stage the purpose of this side of the strategy is to create collective change within the business community within Ōtaki township as they are significant contributors to our current waste load.

We are directly lobbying our local businesses and hope that in providing a free service, we can reduce barriers to them making change for their own organisations.

Regarding the Community Projects application – could you provide some more detail on what the costs listed under 6. Funding Details are made up from please? I.e. is this essentially staff time / facilitator time, or are there also other costs (materials, comms, screening licences, speakers fees etc.)?

Here is a breakdown of the costs:

3 x Taiao Tuesday events; At Taiao Tuesday Māoriland will present free community screenings and/or speakers on issues related to waste minimisation and the environment. \$1200

This cost includes;  
Staff time  
Screening Licenses  
Light catering  
Venue costs including projection and sound  
Promotion including printing and digital marketing  
Ongoing community engagement

1 x Waste Minimisation Workshop \$500

This cost includes;  
Staff time  
Guest speaker koha  
Light catering  
Venue costs  
Promotion including printing and digital marketing  
Workshop materials

Facilitation of Parakore space at Māoriland Film Festival - in our Parakore space the community will be invited to participate in waste minimisation activities including bin collections, washing and sorting of rubbish, measurement of waste collected and plantings using compost from our NZBox. \$1000

This cost includes;  
Some hard materials for the space  
Koha for volunteers

Publication of community reporting on the success of our waste minimisation efforts in 2020 \$500

This cost includes;  
Staff time - to measure and collate the data and write the report  
Graphic Design  
Printing/ Digital marketing

Lobbying of local businesses to switch from single use plastics to compostable packaging and ongoing community engagement with community groups and businesses \$800

This includes;

Staff time - liaising with community groups

Total \$3000

Also with regard to staff / facilitator time, I note that Elishka is employed by MCT to lead this work – so will there be additional staff be needed or would this go towards extra hours for Elishka? Just a rough overview of what is included in the costs would be great, we don't need detailed quotes for each item if you haven't got them.

This is a small contribution to the wider project that is largely subsidised by Māoriland. We estimate the activities detailed to entail at least 300 hours of staff time plus additional hard costs including fees, venue costs, marketing and printing.

Elishka is supported in delivery of this project by Tania Hakaraia and the wider Māoriland team. During the lead up to the festival, the Parakore team swells to around 20 individuals - a mixture of volunteers and paid contractors.

Ngā mihi,

Maddy

Madeleine de Young

Kaiwhakahau Hōtaka - Rangatahi; Ahurei; Kawenga Kōrero  
Māoriland Programme Manager - Rangatahi, Festival, Story

+64211207615  
[maddy@maorilandfilm.co.nz](mailto:maddy@maorilandfilm.co.nz)  
[www.maorilandfilm.co.nz](http://www.maorilandfilm.co.nz)



On 5 November 2020 at 1:36:27 PM, Katharina Kennedy ([katharina.kennedy@kapiticoast.govt.nz](mailto:katharina.kennedy@kapiticoast.govt.nz)) wrote:

Kia ora Maddy,



Thank you for submitting applications to our waste levy grants fund. Your Parakore Strategy is inspiring, what a great initiative! I have a couple of questions:

Regarding the Business Waste Reduction application – is there a commercial element to this initiative? I.e. are you planning to charge households or businesses to drop off their foodscraps or have them collected? Or will you be selling compost? I'm just wondering whether this would perhaps be better placed in the Community Projects category.

Regarding the Community Projects application – could you provide some more detail on what the costs listed under 6. Funding Details are made up from please? I.e. is this essentially staff time / facilitator time, or are there also other costs (materials, comms, screening licences, speakers fees etc.)? Also with regard to staff / facilitator time, I note that Elishka is employed by MCT to lead this work – so will there be additional staff be needed or would this go towards extra hours for Elishka? Just a rough overview of what is included in the costs would be great, we don't need detailed quotes for each item if you haven't got them.

Please let me know if you have any questions.

Ngā mihi,

**Katharina Kennedy**

Waste Minimisation Services Officer  
Te Āpiha Ratonga Whakaiti Para

Tel 04 296 4765  
Mobile 027 5554 765



[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)





Level 15,  
20 Waterloo Quadrant  
Auckland 1010

## Quote

Date: October 20, 2020

Quote #: TCC201002

GST No.: 131-879-326

TO Maorilands Charitable Trust  
11 Raukawa Street  
OTAKI 5512  
Attention : Madeleine De Young

			Payment terms	
Email : teresa@carboncyclecompost.com				
Quantity	SKU	Description	Unit price (ex GST)	Line Total
2	3-NZ001-023	CarbonCycle Composter - includes aluminium frames, 28 wooden slats, fitted lid, ratproofing	\$ 2,400.00	\$ 4,800.00
			Freight	\$ -
			Subtotal	\$ 4,800.00
			GST	720.00
			Total	\$ 5,520.00

Thank you for your business!  
[www.carboncyclecompost.com](http://www.carboncyclecompost.com)

## COMPARE OUR PRODUCTS

COMMUNITY COMPOSTER    HOME COMPOSTER



<b>Size</b>	1.2m x 1.2m x 1.2m	0.96m x 0.96m x 1m
<b>Internal Capacity</b>	1.6m <sup>3</sup>	0.8m <sup>3</sup>
<b>Process per cycle</b>	2m <sup>3</sup>	1m <sup>3</sup>
<b>Ideal for:</b>	Urban farms, schools, community gardens, multi-house dwellings, & businesses	Home gardens & small neighbourhood gardens
<b>Price starts from:</b>	\$1,599	\$749

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Contact us via:

[carboncyclecompost.com](https://carboncyclecompost.com)

[contact@carboncyclecompost.com](mailto:contact@carboncyclecompost.com)

021 627 477



@carboncyclecompost

*This brochure is printed on 100% recycled paper. Please compost it when you are finished with it.*



The most important thing you can do for the planet is compost!

The CarbonCycle Company brings you a compost system that will ensure you can make the best compost in the most efficient way.



**PUTTING CARBON WHERE IT BELONGS**



## WHY COMPOST?

"By composting we are participating in what is quite possibly the activity that will most reduce the carbon footprint of humanity. In doing so, we improve our food security and protect ourselves from the consequences of climate change. Composting lets us apply a nature based solution to the greenhouse gas emissions of our current food system and the food waste that we generate.

Nature uses microorganisms and fungi to compost its organic residues, transforming them into CO<sub>2</sub>, water and nutrient bearing soil carbon. This fertile brew generates healthy soil, healthy plants and healthy people.

Every piece of food "waste" is an opportunity to sequester carbon in our soil and restore its humic matter, its fertility, its resilience and food growing capacity."

- Richard Wallis,  
Founder & Chairman



## CARBONCYCLE COMPOSTERS

Our New Zealand made composters have been designed and engineered to be the most effective compost system there is, and can be customised to suit you.

### UNIQUE FEATURES YOU'LL LOVE:

#### Patented premium aluminium frames:

Designed to stay in shape without a barrier bar, and no plastic components or hinges that will wear out.



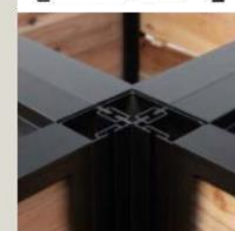
#### Superior heat retention:

All organic matter - including meat, fish, bones, & compostable packaging - can be broken down.



#### Clean, efficient & productive:

Removable slats are easy to clean and give easy access from all sides. Composters can join together for easy scalability & reduced labour time.



#### Pest proof:

Substantially pest proof and can be made 100% pest proof.





**Appendix D: Summary of Reports from Successful Community Grants Applicants 2019/20**

Full reports including photos are available on request.

1. **Island Custom Ltd.** was granted \$1,400 to run eight clothing repair sessions. They ran ten sessions which were attended by 43 people in total, repairing 74 items. They've also had feedback from some participants after the sessions that they have continued repairing items at home.
2. **Kāpiti marae at Kāpiti College** was granted \$130.34 for to worm farms to be installed at the marae. Due to the disruptions caused by Covid19 this year they were not able to carry out their project as planned and have refunded the grant.
3. **Kāpiti Primary School** was granted \$145.86 for two compost bins. They decided to purchase a worm bin instead to allow for faster processing of lunchbox food scraps. Through their larger composting and waste diversion project at the school they now have no food scraps in their bins and more effective use of their paper bins, which has allowed them to reduce the size of the school's general waste bin. The worm farm, existing compost bins and garden are also used to educate the children about the relationship between food scraps, worms and growing new food.



4. **Kenakena Primary School** was granted \$1,984.32 for compost bins, a number of educational activities and a proportion of administrative costs and wages. Due to the disruptions caused by Covid19 this year the applicant has requested to postpone the project until the 2021 school year. The grant will be held for them until then.
5. **Little Earth Montessori Preschool** was granted \$525 to trial reusable nappies at the centre, with support from Kate Meads aka "the Nappy Lady". They have postponed their project due to Covid19 and staff shortages, but are still planning to implement the project this financial year.
6. **Māoriland Charitable Trust** was granted \$3,000 to support the running of the 2020 Māoriland Film Festival as a zero waste event. The funding was used to support employing a dedicated zero waste coordinator and to purchase an NZBox compost bin as well as 32 compost and recycling bins for use on Ōtaki Main Street during the week of the festival. Due to the lockdown in March the film festival was forced to shut down after just two days this year, with no measurement of waste diversion being available for this year. However, the bins were used successfully during those days and will be used again for the 2021 festival. A focus is now on the lobbying of local food businesses to switch to compostable containers. Furthermore, the hub is offering local businesses to drop off their food scraps so that these can be composted in the NZBox. This is a continuing project.

7. **Ōtaki Promotions Group Inc.** was granted \$500.00 to help reduce waste at the 2020 Ōtaki Kite Festival. Funds were used as koha for teams monitoring the waste stations to avoid contamination, which is crucial to achieving waste diversion at events. They achieved 70% diversion by weight, meaning 70% of the waste was either recycled or composted instead of going to landfill. The kite festival team is continuing to work with vendors to ensure recyclable and compostable materials are used where possible and they are also looking at how they can reduce their own waste further (e.g. signs, merchandise packaging, waste from volunteer lunches etc.). They noted that there was a high proportion of picnic-type waste brought onto the site this year, as well as nappies and dog poo, i.e. waste that didn't originate from the event itself and is thus difficult to control for the event team.
8. **Paekākāriki Playcentre** was granted \$275 to purchase reusable cloth hand towels, in order to replace single-use paper towels. The project was successfully implemented and the Playcentre now uses no more paper towels, thus eliminating this waste source.
9. **Pukehuia Chicken Coop & Composting Project** was granted \$1,089.30 for an initiative to use food and green waste from five households for chicken feeding, composting and green waste mulching on their whanau papakainga (shared land). Funding was for materials to construct the chicken coop and compost bins. The project was carried out successfully and has resulted in an estimated diversion of 50l of food scraps per week from the five participating households and one local café, which are now used to feed the chickens and make compost for the garden rather than going to landfill. The households also contribute greenwaste to the compost in variable quantities. The project also provides eggs for the entire family and has fostered knowledge transfer about chicken care and composting across three generations.
10. **Te Horo School** was granted \$970.43 to purchase four compost tumblers. They have not yet submitted their report.
11. **The Gardening Group** was granted \$2,500 towards a tipping trailer and promotion of a community composting initiative at the Moa Orchard in Raumati South. The project is still a work in progress. The group have departed from their original plan of offering a community greenwaste drop off and composting point due to concerns around the spread of noxious weeds, and plan to now offer regular workshops and drop-off events twice a year instead. They have not yet submitted their final report.
12. **Te Kura Kaupapa Māori o Te Rito** was granted \$5,000 for a project enabling school whānau to drop off foodwaste at the kura for composting on the school grounds. Thus far 14 whānau are contributing to the project by dropping off their 10-20l buckets of foodscraps. Year 5 students then take the scraps to the school's compost bins, layer the nitrogen/carbon and wash the buckets. The kura currently receives on average 52kg of foodwaste per week which is diverted from landfill to the kura compost. This translates into a potential diversion of 2,704 kg per year. They plan to involve additional families going forward as well as opening the programme up to the wider Ōtaki community.
13. **Waikanae School** was granted \$434.78 to run community workshops to make beeswax wraps. The beeswax wraps are intended to replace plastic wrap, foil and plastic bags and thus reduce waste at the school and in the wider community. They ran a workshop in November 2020 with 16 families in attendance and have a full waiting list for another workshop early this year. Wraps produced at the workshops are being used in children's lunchboxes instead of plastic wrap or bags.

14. **Zero Waste Ōtaki** were granted \$2,954.02 towards setting up a timber recycling initiative at the back of the Ōtaki transfer station. They have completed their site set-up, held initial wood drop-off events throughout December and January, processed demolition timber from both the Ōtaki Theatre and Paraparaumu Town Hall refurbishments, and had their grand opening on 31 January 2021. Final report has not yet been submitted due to delayed opening.

## 8 CONFIRMATION OF MINUTES

### 8.1 CONFIRMATION OF MINUTES

**Author:** Grayson Rowse, Democracy Services Advisor

**Authoriser:** Leyanne Belcher, Democracy Services Manager

#### RECOMMENDATIONS

1. That the minutes of the Grants Allocation Subcommittee (Heritage Fund) meeting on 20 February 2020 be accepted as a true and accurate record of the meeting.
2. That the minutes of the Grants Allocation Subcommittee (Waste Levy) meeting on 19 March 2020 be accepted as a true and accurate record of the meeting
3. That the minutes of the Grants Allocation Subcommittee (District Wide Facility Hire Remissions) meeting on 17 September 2020 be accepted as a true and accurate record of the meeting

#### APPENDICES

1. Grants Allocation Subcommittee meeting (Heritage Fund) minutes 20 February 2020 [↓](#)
2. Grants Allocation Subcommittee (Waste Levy) minutes 19 March 2020 [↓](#)
3. Grants Allocation Subcommittee meeting (Districtwide Facility Hire Remissions) minutes 17 September 2020 [↓](#)

GRANTS ALLOCATION COMMITTEE (HERITAGE FUND) MEETING  
MINUTES

20 FEBRUARY 2020

MINUTES OF KAPITI COAST DISTRICT COUNCIL  
GRANTS ALLOCATION COMMITTEE (HERITAGE FUND) MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 20 FEBRUARY 2020 AT 1.30PM

**PRESENT:** Cr Jackie Elliott (Chair), Cr Bernie Randall, Cr Robert McCann, Cr Martin Halliday

**IN ATTENDANCE:** Cr Angela Buswell, James Jefferson (Mr), Rob Cross (Mr), Tracey Waye (Ms)

**APOLOGIES:** Cr Janet Holborow

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

**2 COUNCIL BLESSING**

Cr Elliott welcomed everyone to the meeting and read the Council blessing.

**3 APOLOGIES**

**COMMITTEE RESOLUTION 2020/1**

Moved: Cr Robert McCann

Seconder: Cr Martin Halliday

That the apology received from Cr Holborow be accepted.

**CARRIED**

**4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Cr Elliott read out the criteria which required Elected Members to make a declaration of interest, and then called for any declarations. There were none.

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

Nil

**6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses – there were no public speakers so no responses required
- (b) Leave of Absence – nil
- (c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting) – nil



GRANTS ALLOCATION COMMITTEE (HERITAGE FUND) MEETING  
MINUTES

20 FEBRUARY 2020

## 7 REPORTS

## 7.1 HERITAGE FUND GRANT ALLOCATIONS 2019-20

The Chair introduced Mr James Jefferson, Group Manager Place & Space. Mr Jefferson introduced Mr Rob Cross, Programme Manager Biodiversity. The report was taken as read and Mr Cross answered questions from Committee members.

**COMMITTEE RESOLUTION 2020/2**

Moved: Cr Bernie Randall

Seconder: Cr Robert McCann

That the Grants Allocation Committee approves funding to applicants from the Heritage Fund as set out in the following table:

Project	Total Project Cost	Requested Assistance	Recommended Assistance
95 Panorama Drive, Paraparaumu	\$13,045	\$1,445	\$1,445
29 Health Camp Road, Ōtaki	\$2,464	\$1,232	\$1,232
SH 1, Ōtaki	\$8,500	\$3,000	\$3,000
1400 Ōtaki Gorge Road	\$8,000	\$3,671	\$3,671
647 Rahui Road, Ōtaki	\$4,705	\$2,353	\$2,353
701 SH 1 Ōtaki	\$4,716	\$2,358	\$2,358
91 Te Waka Road, Paraparaumu	\$65,197	\$5,000	\$5,000
234 Te Hapua Road, Te Horo	\$4,000	\$2,000	\$2,000
118 Waterfall Road, Paraparaumu	\$10,000	\$4,777	\$4,777
219 SH, Paekākāriki	\$21,000	\$1,833	\$1,833
7 Morrison Road, Te Horo	\$7,641	\$3,641	\$3,641
33 Te Rauparaha Street, Ōtaki	\$9,323	\$4,662	\$4,662
<b>Total</b>	<b>\$158,591</b>	<b>\$35,972</b>	<b>\$35,972</b>

**CARRIED**

## 8 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

The Grants Allocation Subcommittee (Heritage Fund) meeting closed at 1.43pm.

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**CHAIRPERSON**

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GRANTS ALLOCATION COMMITTEE (WASTE LEVY) MEETING  
MINUTES

19 MARCH 2020

MINUTES OF KAPITI COAST DISTRICT COUNCIL  
GRANTS ALLOCATION COMMITTEE (WASTE LEVY) MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 19 MARCH 2020 AT 1.35PM

**PRESENT:** Cr Jackie Elliott, Cr Bernie Randall, Cr Robert McCann, Cr Martin Halliday,  
Ms Grace Lindsay

**IN ATTENDANCE:** Sean Mallon (Mr), Melissa Smith (Ms), Eilish Andrews (Ms),  
Marguerita Harris (Ms)

**APOLOGIES:** Mayor K Gurunathan, Deputy Mayor Janet Holborow

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

**2 COUNCIL BLESSING**

The Chair welcomed everyone to the meeting and read the Council blessing.

**3 APOLOGIES**

**COMMITTEE RESOLUTION 2020/1**

Moved: Cr Bernie Randall

That apologies from Mayor K Gurunathan and Deputy Mayor Janet Holborow be received and accepted.

**CARRIED**

**4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA - nil**

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA - nil**

**6 MEMBERS' BUSINESS**

(a) Public Speaking Time Responses - nil

(b) Leave of Absence - nil

(c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting) – nil

GRANTS ALLOCATION COMMITTEE (WASTE LEVY) MEETING  
MINUTES

19 MARCH 2020

## 7 PUBLIC EXCLUDED REPORTS

## RESOLUTION TO EXCLUDE THE PUBLIC

## COMMITTEE RECOMMENDATION

Moved: Cr Martin Halliday  
Seconder: Cr Robert McCann

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Waste Levy Grants Allocation 2019/20: New Technologies And Seed Funding Grants	Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Section 48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

## CARRIED

The Grants Allocation Subcommittee (Waste Levy) meeting went into public excluded session at 1:40pm.

## COMMITTEE RESOLUTION 2020/2

Moved: Cr Robert McCann  
Seconder: Cr Bernie Randall

That the Grants Allocation Subcommittee (Waste Levy) moves out of a public excluded meeting.

## CARRIED

The Grants Allocation Subcommittee (Waste Levy) came out of public excluded session at 1:48pm.

The Grants Allocation Subcommittee (Waste Levy) meeting closed at 1:48pm.

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CHAIRPERSON

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**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
GRANTS ALLOCATION SUBCOMMITTEE (DISTRICTWIDE FACILITY HIRE REMISSIONS)  
MEETING  
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU  
ON THURSDAY, 17 SEPTEMBER 2020 AT 9.30AM**

**PRESENT:** Cr Jackie Elliott, Deputy Mayor Janet Holborow, Cr Martin Halliday

**IN ATTENDANCE:** Sean Mallon, Darryn Grant, Tanicka Mason

**APOLOGIES:** Mayor

**LEAVE OF  
ABSENCE:** Nil

**1 WELCOME**

Councillor Elliott welcomed everyone to the meeting.

**2 COUNCIL BLESSING**

Councillor Holborow read the Council in Maori blessing.

**3 Apologies**

**APOLOGY**

**COMMITTEE RESOLUTION 2020/1**

Moved: Cr Jackie Elliott

Seconder: Deputy Mayor Janet Holborow

That the apology received from his Worship the Mayor be accepted.

**CARRIED**

**4 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none

**5 PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**

There were none

**6 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

**7 REPORTS**

**7.1 APPLICATIONS FOR DISTRICTWIDE FACILITY HIRE REMISSION**

**COMMITTEE RESOLUTION 2020/2**

Moved: Deputy Mayor Janet Holborow

Seconder: Cr Martin Halliday

That the Grants Allocation Subcommittee grants \$835.20 to the Combined Lions Club of Kapiti, to assist with the cost of hiring the Waikanae Memorial Hall for the Lions Book Fair 2020.

That the Grants Allocation Subcommittee grants \$325.50 to the Lions Club of Waikanae, to assist with the cost of hiring the Waikanae Community Centre for the Lions Club annual senior citizens' Christmas party.

That the Grants Allocation Subcommittee grants \$797.00 to Special Olympics Kapiti, to assist with the cost of hiring the Paraparaumu College Sports Hall, the Coastlands Aquatic Centre and the Waikanae Memorial Hall, to provide a range of sporting opportunities for Kapiti Coast residents with intellectual disabilities.

That the Grants Allocation Subcommittee grants \$510.00 to the Widowed, Separated & Divorced Support Group, to assist with the cost of hiring the Paraparaumu Library Meeting Room to run a 10 week course providing support services to widowed, separated and divorced people on the Kapiti Coast.

**CARRIED**

**8 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

**The Grants Allocation Subcommittee (Districtwide Facility Hire Remissions) meeting closed at 9.40 am.**

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**CHAIRPERSON**



**9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**