



RĀRANGI TAKE AGENDA

Te Komiti Whāiti Āhuarangi me te Taiao | Climate and Environment Subcommittee Meeting

I hereby give notice that a Meeting of the Te Komiti Whāiti Āhuarangi me te Taiao | Climate and Environment Subcommittee will be held on:

Te Rā | Date: Tuesday, 8 August 2023

Te Wā | Time: 9.30am

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

**James Jefferson
Group Manager Regulatory Services**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Te Komiti Whāiti Āhuarangi me te Taiao | Climate and Environment Subcommittee will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Tuesday 8 August 2023, 9.30am.

Te Komiti Whāiti Āhuarangi me te Taiao | Climate and Environment Subcommittee Members

Cr Jocelyn Prvanov	Chair
Cr Sophie Handford	Deputy
Mayor Janet Holborow	Member
Cr Glen Cooper	Member
Cr Liz Koh	Member
Cr Shelly Warwick	Member
Ms Kim Tahiwī	Member
Mr Huriwai Paki	Member
Ātiawa ki Whakarongotai (André Baker or Janine Huxford)	Member
Mr Christian Judge	Member
Mr Michael Moore	Member
Mr Glen Olsen	Member
Mr Tim Sutton	Member
Mr Simon Black	Member

Te Raupapa Take | Order Of Business

1	Nau Mai Welcome	5
2	Karakia a te Kaunihera Council Blessing	5
3	Whakapāha Apologies	5
4	Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take Declarations of Interest Relating to Items on the Agenda	5
5	He Wā Kōrero ki te Marea mō ngā Mea e Hāngai ana ki te Rārangi Take Public Speaking Time for Items Relating to the Agenda	5
6	Ngā Take a Ngā Mema Members' Business	5
7	He Kōrero Hou Updates	6
	7.1 Climate and resilience strategy – standing up a think-tank.....	6
	7.2 Corporate Emissions - Recommendations from Climate and Environment Subcommittee (15 June) and Feedback for Discussion.....	7
8	Pūrongo Reports	10
	8.1 Climate Action Grants Summary of Applications and Recommendations	10
9	Te Whakaū i ngā Āmiki Confirmation of Minutes	20
	9.1 Confirmation of Minutes	20
10	Te Whakaūnga o Ngā Āmiki Kāore e Wātea ki te Marea Confirmation of Public Excluded Minutes	26
	Nil	
11	Closing Karakia	26

1 NAU MAI | WELCOME**2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING**

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.

“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.”

3 WHAKAPĀHA | APOLOGIES**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | 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 HE WĀ KŌRERO KI TE MAREA MŌ NGĀ MEA E HĀNGAI ANA KI TE RĀRANGI TAKE | PUBLIC SPEAKING TIME FOR ITEMS RELATING TO THE AGENDA**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

(b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

7 HE KŌRERO HOU | UPDATES

7.1 CLIMATE AND RESILIENCE STRATEGY – STANDING UP A THINK-TANK

Author: Doug Simpson, Principal Advisor, Strategy

Authoriser: Kris Pervan, Group Manager Strategy & Growth

TE PŪTAKE | PURPOSE

The 8 August 2023 update to the Climate and Environment Subcommittee will cover options for standing up a think tank to focus on climate change response, and how it could inform the Climate and Environment Subcommittee on climate related work such as developing the climate change strategy, and district and operational emissions reduction goals.

7.2 CORPORATE EMISSIONS - RECOMMENDATIONS FROM CLIMATE AND ENVIRONMENT SUBCOMMITTEE (15 JUNE) AND FEEDBACK FOR DISCUSSION**Author:** Nienke Itjeshorst, Sustainability & Resilience Manager**Authoriser:** Sean Mallon, Group Manager Infrastructure Services**TE PŪTAKE | PURPOSE**

On 15 June the CES provided feedback on the draft Council report proposing Corporate Emissions Reductions Targets. During this meeting, new recommendations to Council were proposed by a CES member to be included in the report to Council. These were captured as recommendations G and H (i, ii, iii and iv in the 29 June report.

In the Council report for 29 June, initial feedback was provided on the new recommendations in paragraphs 25 to 31 of that report. Council 'noted' the recommendations put forward by CES. After the Council meeting, staff was requested to bring back the Council report to CES for further discussion of those paragraphs 25 to 31.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Paragraphs 25 to 31 of 29 June Council Agenda Report - Council's Corporate Emissions Reduction Targets [↓](#)

25. **Recommendations G and H from Climate and Environment Subcommittee (CES)**

On 15 June this paper presented to CES where the report was discussed and the recommendations debated. After debate, additional recommendations were proposed to be included in the report to Council. These new recommendations were debated and passed and have been added to this report as recommendations G and H. The recommendations reflect CES's intention of increasing Council's efforts with regard to emission from contracts and to identify further possible initiatives that could be considered by Council.

The following information can be provided for further discussions in relation to these recommendations;

26. Recommendation G - *that the Climate & Environment Subcommittee recommends to Council that the Kāpiti Coast District Council consider increasing the weighting for emissions reductions in the procurement of goods and services.*

Staff refers to paragraph 12 of this report where it's clarified that a work programme will get underway establish data requirements through contracts and procurement to start measuring and reporting on value chain emissions of the goods and services Council procures. In order to set value chain reduction targets and implement this further as part of procurement, more extensive data gathering is the first step when developing a target to be set for these emissions by 2025.

27. Some data gathering is already done via contracts, as Council's current Procurement Policy and manual include 'broader outcomes' requirements that Councils wants to deliver on through contracts; social, economic and environmental outcomes. Contractors are asked to set out how their company and the proposed contract can contribute to delivering on these outcomes. A spreadsheet is provided to staff to assess the tender proposals. The three outcomes are weighted once together as part of this process (usually at 10%), emission don't have a separate weighting. Separate weighting and/or increased weighting could be considered once there is more data available to understand the financial and in turn budget implications of embedding emissions reductions choices/actions in Council contracts.

Recommendation H i. to iv.;

28. With regard to H. i 'that only full EVs be added to the Council's light vehicle fleet from January 2025' it's important to note that the fleet decarbonisation programme is underway since 2021 and that it is the intention to exchange the majority of light vehicles to EV and continue to fund this decarbonisation programme (paragraph 22 of this report).

The only exception that may have to be made is for vehicles that are used for Council's emergency response. If in case of an emergency there is no power and the response relies on a limited number of generators, charging EVs is not something that can be prioritised.

25. With reference to recommendation H.ii: 'that the use of fossil gas be eliminated across all Council activities by 1 January 2026' it needs to noted that this report proposes to take fossil gas out of the Ōtaki and Waikanae pools by changing to heat pump systems within the next 6 years (LTP 2024 and LTP 2027). The Aquatic Centre has indirect heating through the roof membrane and a heat pump as main heating sources, with a fossil gas heating option only as a back-up option available. When that comes up for renewal phasing fossil gas out will also be considered for this pool.

Next to the three pools council has about 8 to 9 gas connections mostly in changing rooms in sports grounds (showers) and a couple of community halls. The team is

already working with the Property Team to plan for and fund change to other heat sources through Council's Long Term Plan and Annual Plan processes. The cost of alternative heat sources in light of usage and frequency are considered on an ongoing basis, as well as staff resourcing to develop and deliver these projects.

26. With regard to recommendation H iii, *'to build on its emissions reporting requirement for contractors with a support programme to help local SME contractors to reduce their emissions'*, staff refers to the considerations about recommendation G. above. In addition it is noted that contractors will receive guidance about tendering and procurement requirements through the contractor portal that is available on the website, and that is continuously under development to add more 'tools' and 'guidance' for contractors to.

27. Regarding recommendation H iv. *'That government funding be sought to deliver on Council's Emissions Reduction goals'* it can be confirmed that staff is seeking funding where available for emissions reduction projects, but that this ability to submit applications is impacted sometimes by lack of staff resources. Staff has been successful recently in obtaining central government funding; in 2022 staff collaborated with Porirua City Council and Hutt City Council and provided a joint application for funding for the establishment of resource recovery sites to the Ministry for the Environment. Kāpiti was granted \$200,000 which will become available in October and will be used at the Kāpiti Zero Waste Hub site in Otaihanga. Staff will continue to monitor funding options.

8 PŪRONGO | REPORTS

8.1 CLIMATE ACTION GRANTS SUMMARY OF APPLICATIONS AND RECOMMENDATIONS

Kaituhi | Author: **Rob Dunn, Sustainability Advisor Communities**

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

TE PŪTAKE | PURPOSE

- 1 This report provides an overview of applications received for the 2023/ 2024 Climate Action grants, along with recommendations for allocation of grants across these applications.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 This report provides an overview of applications received for the 2023/ 2024 Climate Action Grants, along with recommendations for funding allocation.
- 3 Details of individual applications are not attached to this report, as this will be provided to Climate and Environment Subcommittee members through a separate Smartygrants link, which includes full information on applications, along with an assessor scoring form for each application.

TE TUKU HAEPAPA | DELEGATION

- 4 The Climate and Environment Subcommittee (the Committee) has the authority to consider Climate Action Grant applications and accompanying recommendations, and make recommendations to the Strategy, Operations and Finance Committee for consideration and approval.

TAUNAKITANGA | RECOMMENDATIONS

- A That the Climate and Environment Subcommittee considers the Climate Action Grants funding recommendations as outlined in this report, and make grants funding recommendations to the Strategy, Operations and Finance Committee.

TŪĀPAPA | BACKGROUND

- 5 The Climate Action Grants are funded through Central Government's Better off Funding programme. Funding of \$200,000 was confirmed by DIA in February 2023, which was allocated over two financial years, \$100,000 in 2023-2024 and \$100,000 in 2024-2025.
- 6 The Climate Action Grant policy was approved by the Strategy, Operations and Finance Committee in April 2023. Because the Climate action grants were a new fund in 2023, and to ensure all of the \$100,000 for the 2023-2024 funding round could be allocated, the agreed fund objectives and criteria were kept reasonably broad. Applications needed to meet one or more of the following objectives:
 - enabling GHG emissions reduction;
 - helping create a culture of climate change action;
 - improving resilience in local communities;

- supporting an equitable transition to low-carbon living;
- supporting mana whenua vision and priorities in relation to these objectives.

With the criteria that projects must:

- align with one or more of the grant's objectives
- continue to offer benefits to the Kāpiti Coast District once grant funding has ended
- demonstrate equity, with project benefits being accessible and relevant across multiple community demographics
- show how success will be measured in relation to project aims and goals; success must be quantifiable and able to be reported back to Council.

Application guidelines included that “relevant projects might be in education, transport, business, technology, agriculture/horticulture, nature conservation or restoration”.

For further information, the Climate Action Grants Allocation Policy is attached as Appendix 1.

- 7 Advertising started late April 2023, with applications opening on May 22nd, and closing on 9 July. There was a 2 stage process for applications for more than \$30,000, with applicants submitting a standard application form within 3 weeks, before being advised whether to proceed with a full business case.

HE KŌRERORERO | DISCUSSION

- 8 The 2023-2024 funding round was over-subscribed, with 16 applications received totalling \$240,352.15 from an available fund pool of \$100,000. Applicants were informed that the fund was over-subscribed and advised to include summary information for a “funding plan B, and /or minimum viable funding amount” alongside their preferred application amount. Subsequently, 2 applicants that had initially applied for more than \$30,000 decided not to proceed with a full business case, and instead chose to apply for less than \$30,000. A total of 16 applications for \$30,000 or less were received.
- 9 Applications were reviewed by a panel of council officers, with staff from the Iwi Partnerships team, Connected Communities, Environment and Ecological Services, and Sustainability and Resilience teams involved. A summary of applications received, along with funding recommendations from the panel of Council officers, is in the table and paragraphs below.

Table 1: Summary of applications and funding recommendations

APPLICANTS RECOMMENDED FOR FULL FUNDING			
No	Applicant	Requested	Recommended
1	Organic Wealth	\$3,773.15	\$3,773.15
2	Morepork Reserve Care Group	\$850	\$850
3	Kakariki Earth Ltd	\$8,555	\$8,555
APPLICANTS RECOMMENDED FOR PARTIAL FUNDING			
No	Applicant	Requested	Recommended
4	The Shed Project Kapiti	\$28,728	\$15,700
5	MenzShed Kāpiti	\$17,771	\$12,430
6	Kāpiti Coast Biodiversity Project	\$28,000	\$14,000
7	Raumati Technology Centre	\$15,000	\$10,500
8	Paekākāriki Orchard and Gardens	\$24,845	\$9,698.85
9	Natural Build Otaki	\$7,300	\$4,818
APPLICANTS RECOMMENDED TO BE DECLINED			
No	Applicant	Requested	Recommended
10	Te Ra Waldorf School	\$7,186	\$0
11	Kenakena School	\$30,000	\$0
12	Waikanae Estuary Care Group	\$5,869	\$0
13	Energise Otaki	\$6,000	\$0
14	Te Toko Miriona Mira – Budge House	\$10,000	\$0
15	Kāpiti Island Nature Tours	\$30,000	\$0
16	Kāpiti Cycle Action	\$16,475	\$0
TOTAL		\$240,352.15	\$ 80,342.85

Applicants recommended for full funding

1. Organic Wealth applied for \$3,773.15 to increase their capacity to collect food waste from local businesses and households across Kāpiti, and to improve composting infrastructure at existing sites. Their goal is to compost 200 tonnes of food scraps annually. Organic Wealth work with community gardens with established composting facilities and have compost facilities in Te Horo. Organic Wealth currently works with other local organisations engaged within the waste minimisation space and is open to further collaboration.

2. Morepork Reserve Care Group applied for \$850 to establish trap lines within Council reserves and ecological sites K133, just east of Nga Manu Nature Reserve in Waikanae, and accessible from Morepork Drive. Native forest which is not protected from predators has significantly less biodiversity and carbon sequestration potential than protected forest. The project also aims to recruit residents to help with trapping and restoration efforts.

3. Kakariki Earth Limited applied for \$8,555 to conduct research into the feasibility of using biochar products to both improve energy efficiency of building design, and reduce emissions associated with building construction. Kakariki Earth would also like to conduct a district-wide assessment of quantities of feedstock (forestry slash, farm and lifestyle burn piles etc) potentially available to turn into biochar, with a broader goal to turn this feedstock into

biochar available for farmers, orchardists, and gardeners. The benefits of biochar include carbon sequestration, improving soil nutrient and water retention, and the conversion of waste wood into a useful resource. While Kakariki Earth presented options for funding at \$7055 and \$5,555, funding the full \$8,555 would allow both the biochar product testing and district wide feasibility study to go ahead.

Applicants recommended for partial funding

4. The Shed Project Kāpiti “aims to eliminate all barriers in order to achieve successful integration into the community for those who may be potentially marginalized due to disability, gender, emotional or behavioural problems”. The Shed Project would like to establish a food scraps collection service in Paraparaumu, with the goal of reducing food waste going to landfill by 10,400L within the first year of operation. A key aspect of this funding application is purchasing an electric bike and trailer suitable for employees with a range of disabilities to operate. The Shed Project have composting sites established within Paraparaumu and Otaki. Funding this application for the full \$28,728 applied for would enable food collection services to start up in both Paraparaumu and Otaki. Funding this application for the lesser amount of \$15,700 would allow the food collection service to start up in Paraparaumu, which could be expanded to other areas in the future. The Shed Project is involved in discussions with other local organisations working within the waste minimisation space and is open to further collaboration.

5. MenzShed Kāpiti repair, refurbish, and build new items for a wide range of organisations across Kāpiti communities. Through doing so they divert a significant amount of waste from landfill, reduce overall consumption, and help to promote circular economy principles. Through their work the MenzShed supports community connection, collaboration, and mens' health. The MenzShed have applied for funding to replace their old air compressor. While a new compressor does not represent significant emissions reductions in itself, consideration was given to the broader work of the MenzShed which replacing an air compressor would enable. Funding this application for the full \$17,771 applied for would enable replacement of the air compressor and complete replacement/ extension of electrical fittings and air distribution piping. Funding this application for \$12,430 would enable replacement of the air compressor and replacement of electrical fittings and air distribution piping and was considered best “value for money” by the panel.

6. Kāpiti Coast Biodiversity Project have applied for funding to help re-establish lowland podocarp forest across suitable areas in Kāpiti. Funding will allow for the continuation and expansion of an existing project, and will include seed collection, growing of trees within nurseries, planting and maintenance work. The Kāpiti Coast Biodiversity project have collaborated with mana whenua, local conservation groups, education providers, and local businesses over planting and maintenance work in the past and intend to continue this collaborative approach with this project. They have applied for \$28,000, but note that the project is scalable, and that any funds received would enable their project to continue to some extent. Recommended funding, \$14,000.

7. Raumati Technology Centre applied for \$15,000 towards a diverse project which includes the establishment of a food forest and plant nursery, and stream, forest and dune restoration work. RTC work with year 7/8 students from all schools between Paekākāriki and Waikanae each year. RTC intend to collaborate with local iwi and a wide range of community and regional partners as the project develops. Application includes costs for staff, plants, and building materials. The application notes flexibility with timing and extent of various aspects of the project, so the recommended \$10,500 would still enable this project to make significant progress.

8. Paekākāriki Orchard and Gardens applied for \$24,845 to establish a portable biochar operation. The benefits of biochar include carbon sequestration, improving soil nutrient and water retention, and the conversion of waste wood into a useful resource. Biochar is able to be produced on various scales, from domestic (garden waste) through to industrial (eg forestry slash). The application included costs for a kiln, specialised trailer, project

coordinator, and supplementary materials. The recommended \$9,698.85 would enable the purchase of the kiln, supplementary materials, and some coordinator time; with opportunity for the project to be scaled up in the future as funding was secured.

9. Natural Build Otaki applied for \$7300 to help educate and empower local communities around both the amount of CO² emissions associated with traditional building design, along with developing understanding and skills around alternative sustainable building practises. To achieve this, Natural Build Otaki plan to run a 3-day workshop, with grant funding making workshop attendance more affordable/ accessible to participants. Funding this project with \$4818 would still support this project to go ahead but would just mean fewer subsidised workshop places available.

Applicants not recommended for funding

10. Te Ra Waldorf School applied for \$7186 to replace old heaters with heat pumps in classrooms. While this would improve energy efficiency within the school, and does provide some education opportunities for students, this project does not meet the grant objectives and criteria as clearly as other applications. Moreover, the panel were concerned that funding energy projects in public or private schools might set a precedent, which could lead to the climate action grant becoming inundated by similar applications in the future.

11. Kenakena School applied for \$30,000 to install a 10kw solar system at their school, and also included a proposal for \$20,000 to install a smaller 6.64kw system. While this would undoubtedly improve energy efficiency within the school and would provide some education opportunities for students and the wider school community, this project does not meet the grant objectives and criteria as clearly as other applications. Moreover, the panel were concerned that funding energy projects in public or private schools might set a precedent, which could lead to the climate action grant becoming inundated by similar applications in the future.

12. Waikanae Estuary Care Group carries out a range of important restoration work within the Waikanae estuary, and collaborates with the local community, including primary and secondary schools, to help carry out this work. They applied for \$5,869 to replace tables and benches in their shade house with aluminium ones, due to wooden ones deteriorating quickly in the estuarine environment. While this project aligned reasonably well with grant objectives and criteria, the panel had some questions over “value for money” with this project, had concerns about the carbon footprint of aluminium/ steel tables, and wondered what other options might exist to replace these tables with more durable wooden ones.

13. Energise Otaki has a long term, strategic goal of planting some 32Ha in total of permanently protected native forest in the Ōtaki area, with the goals of offsetting carbon emissions, improving biodiversity, and redirecting any funds gained from the sale of carbon credits towards their other community/ environmental action projects. The process of land acquisition and planting is envisaged in stages, as different areas of land become available. Energise Otaki are currently in negotiations over one area of land and have applied for \$6000 to help with “negotiations with an identified piece of land, local landowner consultations and negotiations for planting, legal arrangements for land acquisition public education and communications”. While the panel liked the vision of this project, funding legal and property negotiations does not meet the criteria of the fund as such. In addition, there was uncertainty around the timeframe for this process, with no guarantee of a successful outcome. The panel would encourage Energise Otaki to re-apply for funding for this project through the climate action grant in the future, once there is more certainty over the outcome of any land negotiation processes.

14. Te Toko Miriona Mira – Budge House. “The purpose of ‘Te Toko Miriona Mira’ project is to reinstate the descendants of Miriona Mira to be living within her whare (‘Budge House’) that although subjected to colonisation and Crown failures as a Te Tiriti partner remains on her whenua consumed within the establishment of the QEII Park. The house has been identified by Greater Wellington Regional Council as being at risk of future climate impacts.”

The Te Toko Miriona Mira project applied for \$10,000. While the panel acknowledged the challenging history and circumstances around this project, it was not considered as well aligned with the overall Climate action grant objectives and criteria as other applications.

15. Kāpiti Island Nature Tours applied for funding to assess options for decarbonisation of their business operations. Over the last 18 months they have worked with Toitū Envirocare to measure their environmental/ carbon footprint, which has demonstrated that 85% of their emissions come from transport. Their aim now is to engage someone to investigate, research and develop a plan setting out option and opportunities to transition to a lower carbon footprint business. The estimated cost of delivering this feasibility study is \$39,100. Kāpiti Island Nature Tours has applied for \$30,000 through the Climate action grants.

Council commends Kāpiti Island Nature Tours for measuring the business' carbon footprint and wanting to take further action to develop emissions reduction options for the business. In the panel's view however, the feasibility study as such does not meet the objectives of the policy. It will be up to Kāpiti Nature Tours to consider the outcomes and recommendations of that feasibility study and only implementation of any reduction actions is likely to meet one or more of the objectives of the Policy. This is the same for the other criteria that have to be considered under this policy. In reference to these criteria in paragraph 6 of this report, for example, a feasibility study for a private business cannot be considered to be benefiting the District in the future as the decision making following the feasibility study is commercial business decision. The panel recommends not funding the development of the feasibility study.

16. Kāpiti Cycle Action have applied for funding for the Raumati Bike Bus initiative. "The project aims to use the quieter roads and cycle-paths to our Raumati primary schools so that groups of our youngest citizens can ride to school in safely marshalled groups". This project would help reduce traffic and carbon emissions, promote active transport and wellbeing to primary school students, and encourage community partnership and collaboration. Kāpiti Cycle Action have applied for \$16,475, with a minimum of \$9,575 required to progress the project. The panel has understood that \$2500 has already awarded by the Raumati community board and that on 29 June 2023 the Council received and supported the Community Board's recommendation to consider funding this project during the development of the Long Term Plan 2024. Council requested in that meeting 'that council officers work with Kāpiti Cycling Action to further develop proposals as a pilot programme to be considered for funding'. Taking note of the Council's recommendation and request, the panel recommends not funding this project as part of this Climate Action Grants funding round.

Unallocated grants money

It is proposed that the unallocated grants money of \$19,675.15 added to next year's Climate Action Grants funding round or that this is made available to this financial year's carbon reduction education programme.

He take | Issues

10 There are no issues to discuss.

Ngā kōwhiringa | Options

11 The 2023-2024 Climate action grant was significantly oversubscribed, with a wide range of quality applications which aligned well with the grant objectives and criteria. The subcommittee may choose to make recommendations to the Strategy, Operations and Finance Committee (SOF) that funds should be allocated differently to the recommendations presented within this report.

Mana whenua

There were 2 mana whenua- related applications for funding through this year's Climate action Grants:

- Waiorua Lodge Ltd t/a Kapiti Island Nature Tours
- Te Toko Miriona Mira

Details of these are provided in the discussion section above.

- 12 One of the initial suggestions during the development of the Climate Action Grant policy was that application information be offered in both te reo Māori and English versions. This proposal was not adopted by the SOF when the policy was considered in April 2023.
- 13 A member of Councils' Iwi Partnerships team was present for the panel discussion which considered all climate action grant applications and made the recommendations which form the basis of this report.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 14 The Climate Action Grants directly support community led action on climate change. The grant objectives and criteria are broad and provide opportunities to support a wide range of mitigation, adaptation and transition activities.

- 15 Climate Emergency Action Framework (CEAF)

The Climate Action Grants support the CEAF vision of “a thriving, vibrant and strong Kāpiti that has reduced its footprint significantly, transitioned to a low-carbon future, and prepared for challenges and opportunities that come from responding to the climate crisis”.

The Climate Action grants directly enable principle 4.10 of the CEAF, “Council looks for and takes opportunities to lead, facilitate and empower iwi-led and other community-led projects and initiatives that aim to build sustainability, resilience, and green innovation”.

Ahumoni me ngā rawa | Financial and resourcing

- 16 Funding for the 2023-2024, and 2024-2025 Climate Action Grants come from Central Governments Better Off Funding (\$100,000 each year for a total of \$200,000).
- 17 To continue to offer the Climate Action Grants beyond the 2023-2024 financial year, funding will need to be allocated by Council through the 2024 Long Term Plan. A proposal to include this in Council's operational budgets will be put forward.

Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 18 As with other grant processes run by the Council there is a reputational risk when this process is run poorly or doesn't meet community expectations.
- 19 This risk is managed by adopting the Climate Action Grants Allocation Policy and conducting a transparent and contestable process to consider and approve grants.
- 20 The applicants are required to report back on milestones and achievements of the projects that have been awarded funding.

Ngā pānga ki ngā kaupapa here | Policy impact

- 21 The Climate Action Policy funding allocations support the implementation of the Council's Climate Action Framework, as well as Council's Strategic Objectives for 2023/24.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 22 Once funding allocation decisions have been made and applicants have been notified of outcomes, there will be website updates, articles and media releases regarding how much

has been awarded in total and who the recipients are. Details of how much applicants have received will not be included in media releases.

Te mahere tūhono | Engagement planning

23 No further engagement is planned

Whakatairanga | Publicity

24 When funding recipients are announced, information on successful applicants will be added to the [Climate action grants](#) page, in a format similar to that of the [Community grants](#) page. Once website information is updated, there will be a media release and an article in Everything Kāpiti, along with social media posts. As projects progress and are completed, there will be opportunity for case studies, website updates, and further media releases, for example as provided on the [Waste levy grants](#) page.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Climate Action Grants Allocation Policy [↓](#)

Climate Action Grants Allocation Policy

March 2023

Objectives of the policy

In May 2019 Council declared a Climate Change Emergency. In June 2021 the Council adopted the [Climate Emergency Action Framework](#). The central vision of this framework is a thriving, vibrant and strong Kāpiti that has reduced its carbon footprint significantly, has prepared for the challenges and opportunities that come from responding to the climate crisis, and has transitioned to a low carbon future.

The Climate Action Grants are for initiatives that will benefit the Kāpiti Coast in one or more of the following areas:

- *enabling Greenhouse Gas (GHG) emissions reduction*
- *helping to create a culture of climate change action*
- *supporting mana whenua vision and priorities*
- *improving resilience within local communities*
- *supporting an equitable transition to low carbon living*

Mana whenua vision and priorities for the Kāpiti district, as outlined in the Councils' Long Term Plan 2021-2041, are:

- Kaitiakitanga – sustaining the environment and people
- Ūkaipōtānga – identity
- Whanaungatanga – connectedness
- Pūkengatanga – preserving, creating, teaching and knowledge
- Manaakitanga – supporting each other

Climate Action Grants Allocation Process

- Allocation of funding for the climate action grants will be via an annual contestable process which calls for expressions of interest/applications to identify potential recipients for the fund
- For applications seeking \$30,000 or more, 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 team, along with other relevant teams (eg Community Engagement, Economic Development, Parks and Open Spaces, etc) 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 will be undertaken by the Climate Action Grants Allocation Committee, or the Strategy, Operations and Finance Committee.
- Grant application criteria and process will be reviewed annually. The relevant Council Committee will approve any changes resulting from these reviews.

Application process.

Full applications will be assessed via staff panel and then presented to the Climate and Environment Subcommittee (CES). The CES will make recommendations to The Climate Action Grants Allocation Committee, or to the Strategy, Operations and Finance Committee.

Key Criteria for Climate Action Grant Applications

Key criteria for project applications are outlined below. Further application requirements, eligibility criteria, and assessment considerations are detailed in the Climate Action Grant Criteria & Application Guidelines. Funding is only available for projects or portions of projects taking place within the boundaries of the Kāpiti Coast District.

The Climate Action Grants are open to iwi and hapū of the Kāpiti Coast, neighbourhood groups of at least 10 households, community groups, organisations, businesses of up to 30 employees, and educational institutions.

The key criteria for assessment of applications for the Climate Action Grants are:

- the project aligns with the Grant objectives
- the project will continue to offer benefits to the Kāpiti Coast District once Grant funding has been depleted
- the project proposal demonstrates equity in terms of project benefits being accessible and relevant across multiple community demographics
- the project proposal shows how success will be measured in relation to project aims and goals. Success must be quantifiable and able to be reported back to council

Other considerations

As part of the Councils' commitment to and partnership with mana whenua, applications which incorporate or refer to te ao Māori concepts in some way are encouraged.

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**9.1 CONFIRMATION OF MINUTES**

Author: Jessica Mackman, Senior Advisor, Democracy Services

Authoriser: Janice McDougall, Group Manager People and Partnerships

Taunakitanga | Recommendations

That the minutes of the Climate and Environment Subcommittee meeting of 15 June 2023 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Minutes of Climate and Environment Subcommittee Meeting 15 June 2023 [↓](#)

CLIMATE AND ENVIRONMENT SUBCOMMITTEE MEETING MINUTES**15 JUNE 2023**

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
CLIMATE AND ENVIRONMENT SUBCOMMITTEE MEETING
HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON THURSDAY, 15 JUNE 2023 AT 9.32AM**

PRESENT: Cr Jocelyn Prvanov (Chair), Cr Sophie Handford, Mayor Janet Holborow, Cr Glen Cooper (via Zoom), Cr Liz Koh, Kim Tahiwī, Simon Black, Christian Judge, Michael Moore, Glen Olsen, Tim Sutton

IN ATTENDANCE: James Jefferson, Darren Edwards, Sean Mallon, Janice McDougall, Mike Mendonça, Kris Pervan, Steffi Haefeli, Kate Coutts, Jessica Mackman, Anna Smith (via Zoom), Gareth Eloff, Monique Engelen, Janice Hill, Nienke Itjeshorst, Yolanda Morgan, Rita O'Brien, Miriam Randall, Bruce Henderson, Vern Walsh

WHAKAPĀHA | APOLOGIES: Cr Shelly Warwick, Tim Sutton

LEAVE OF ABSENCE: There were none.

1 NAU MAI | WELCOME

The Chair, Cr Jocelyn Prvanov, welcomed everyone to the meeting and acknowledged members of the community in attendance.

2 KARAKIA A TE KAUNIHERA | COUNCIL BLESSING

At the invitation of the Chair, Christian Judge read karakia a te Kaunihera and the Council blessing.

3 WHAKAPĀHA | APOLOGIES**APOLOGY****COMMITTEE RESOLUTION CAES2023/9**

Moved: Mr Simon Black
Seconder: Cr Sophie Handford

That the apology received from Cr Shelly Warwick for absence, and the apology received from Tim Sutton for lateness, be accepted.

CARRIED**4 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none.

**10 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA |
CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

11 CLOSING KARAKIA