

Carterton District Council

Waste Minimisation Fund Guidelines



Te Kaunihera-ā-Rohe o Taratahi

CARTERTON
DISTRICT COUNCIL

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EXECUTIVE SUMMARY

The Waste Minimisation Fund is available to support projects, initiatives and events that have a focus on delivering waste minimisation activities within the Carterton District.

Our Waste Minimisation Fund is here to provide practical support for innovative solutions that reduce waste in our community.

BACKGROUND AND CONTEXT

WHAT IS IT?

The Waste Minimisation Fund is designed to enable the community to deliver on local actions from the Wider Wellington Waste Management & Minimisation Plan and supports Te Rautaki Para – National Waste Strategy.

The fund will support projects, initiatives and events that have a focus on delivering waste minimisation activities in the district.

In a nutshell, our Waste Minimisation Fund is here to provide practical support for innovative solutions that reduce waste.

WHERE DOES THE MONEY COME FROM TO SUPPORT THE FUND?

The waste minimisation fund will be funded from the Waste Levy provided to Councils by Central Government.

WHAT IS THE WASTE LEVY?

The waste levy was introduced under the Waste Minimisation Act 2008.

The purpose of the levy is to:

- raise revenue for the promotion and achievement of waste minimisation
- recognise that disposal imposes costs on the environment, society and the economy.

The levy encourages organisations to:

- take responsibility for the waste they produce
- find more effective and efficient ways to reduce, reuse, recycle or reprocess waste.

IS THE PROPOSED FUND IN LINE WITH WASTE LEVY SPENDING GUIDELINES FOR TERRITORIAL AUTHORITIES

Yes, it is. The proposed model is based on the Waste Levy spending guidelines for Territorial Authorities. This document provides good practice guidance to territorial authorities (TAs) on how to use Waste Disposal Levy money received under section 31 of the Waste Minimisation Act 2008 (WMA).

WHY THE FUND?

Good practice for spending levy money is guided by section 25(a) of the Waste Minimisation Act (WMA), which states that one of the key purposes of the levy is to “raise revenue for promoting and achieving waste minimisation”. Under the WMA Council’s are required to spend the levy money they receive in accordance with section 32, which states: A territorial authority may spend the levy money it receives under section 31 only—

(a) on matters to promote or achieve waste minimisation; and

(b) in accordance with its waste management and minimisation plan

TERMINOLOGY

The application of waste minimisation processes and practices will aim to reduce the amount of waste produced. By reducing or eliminating the generation of harmful and persistent wastes, waste minimisation supports efforts to promote a more sustainable society.

We have used the term Waste minimisation for the name of the fund as this is more in line with the purpose and intention of the use of waste levy and actions set out in the Waste Management and Minimisation Plan (WMMP).



WHO CAN APPLY

- Community Organisations/not-for-profit organisations
- Schools
- Early childhood education facilities
- Social enterprises
- Iwi/Māori organisations
- Educational institutions
- Neighbourhood groups of at least five households
- Businesses

The applicant must be a legal entity or fall under an umbrella legal entity.

Applicants must be based in and running their proposed activity within the Carterton District Boundary.

WHAT WE CAN AND CANNOT FUND

The kind of projects we can fund:

- are located within Carterton District Boundaries
- meet one or more of the priority outcomes
- support and achieve specific actions outlined within the WMMP
- have waste minimisation at the core of the project. In other words, activity that indirectly reduces waste to landfill or supports initiatives by educating the wider community.
- will use New Zealand standards for recycling symbols, colours, and wording on any project-related signage
- trials and pilot programmes

- includes waste systems at individual events
- must demonstrate how outcomes will be measured and evaluated for success (e.g. how you will measure the amount of waste diverted from landfill; how many people changed their behaviour by engaging with your project).
- workshops, neighbourhood meetings
- neighbourhood mentoring and social learning

What we can't fund:

- litter clean ups
- BAU waste services, including pick up or disposal of materials. This includes recycling and composting
- operational costs of existing activities
- projects already funded or part funded by council in the same financial year
- projects that undermine existing services or initiatives
- retrospective projects where the funding sought is for work already completed

OTHER CONSIDERATIONS

- Grants will not be subject to GST. Costs must be listed exclusive of GST. If a group or organisation is not GST registered, the council will make the necessary adjustments to the funding application.
- Generally, to receive funds applicants are expected to be actively involved in the project and contribute to resourcing the project. It is advisable that applicants note their contribution on the application form.
- Successful applicants must complete and sign the Terms and Conditions of the contract before the release of funds.
- Unless otherwise agreed, projects must have started within three months of approval of funding and progress must be completed within 12 months of receipt of funding.

FUNDING CATEGORIES

RAPID FUND

CONTESTABLE FUNDING FOR SMALL AND SIMPLE PROJECTS UP TO \$2000

This fund is designed to support project and initiatives that require to support waste minimisation activities through the year; these could include but are not limited to;

Event waste minimisation, waste audits for business and community groups, seed funding, promotion and public awareness, training and professional development, or setting up systems to minimise waste e.g. small composting onsite.

- Assessed by Carterton District Council community development staff.
- Available for applications up to \$2,000.
- For the remainder of the 2023 – 2024 financial year, applications will be considered monthly as they are received.

From 1 July, 2024, applications are considered every second month. From November to June each year, with a pool of \$2000 available each round.

- Must apply at least six weeks prior to project's start date. This ensures application is processed in time.

Schedule / Timeline

- Applications are open from November 2023.
- Rapid – assessment and decision within four weeks of application being submitted.

ANNUAL CONTESTABLE FUND

FOR MEDIUM AND LARGE PROJECTS UP OVER \$2000

This fund is designed to support specific project and initiatives that have waste minimisation at the core of the project. In other words, activity that indirectly reduces waste to landfill or supports initiatives by engaging & educating the wider community.

e.g. Seed funding for projects and start-ups, resource recovery, redesigning systems, community networks, infrastructure and assets, technology and development.

- Applications are considered annually.
- This fund has a total pool of \$60,000 available each year

Schedule / Timeline

- Applications are open from November 2023 and close on 31 February 2024. Assessment and decision by end March 2024.
- Rapid – assessment and decision within four weeks of application being submitted.

HOW TO APPLY

Carterton District Council manages a range of grants and funding opportunities which are available for community groups to apply to.

Our grants are contestable so will be measured against the priorities of the grant being applied to. All applications are now submitted and managed via our online [Grants Portal](#)

REPORTING

Successful recipients of council grants or funding will receive a letter of agreement which will include the funding agreement. Each grant distributed will also have a reporting element for accountability purposes. This report will be completed at the conclusion of the project and will be submitted by logging into your account on our [Grants Portal](#).

CONTACT

For more information or assistance with developing your grant application on this please contact:

Sandra Burles (admin for Grants) sandrab@cdc.govt.nz

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