

Policy:	Waste Levy Contestable Fund
Department:	Assets
Approved by:	Policy and Services Committee
Effective date:	15 March 2023
Next review date:	October 2024
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## 1. Purpose

- 1.1 The purpose of this policy is to define the eligibility and exclusions for Waste Levy Contestable Fund applications.
- 1.2 The Waste Levy Fund is intended to support the district's activities and initiatives for waste minimisation and resource recovery.
- 1.3 Eligible projects must benefit the Stratford district and lead to measurable reductions in waste to landfill and/or support resource recovery improvement activities.

## 2. Scope

- 2.1 This Waste Levy Contestable Fund Policy ('this policy') applies to the funds received from the waste levy imposed by central government on our solid waste disposed at the landfill.
- 2.2 This policy will allocate a maximum of \$50,000 over the next 2 years, at \$25,000 per year.
- 2.3 The waste disposal levy raises revenue for initiatives to reduce waste and encourage resource recovery (e.g., composting and recycling). It recognises that disposal imposes costs on our environment, society and economy.
- 2.4 This policy is to be read in conjunction with the Council's Solid Waste Management and Minimisation Bylaw 2020 and the Waste Management and Minimisation Plan (WMMP) 2018 and subsequent amendments.
- 2.5 For the purpose of this policy, the Waste Levy Contestable Fund means:

*A fund that is contestable by the community and allocated on application, to support waste minimisation and resource recovery initiatives and activities in the district.*

## 3. Eligibility

- 3.1 The applicant must be:
  - Either a natural person, or an organisation, or a not-for-profit entity; and
  - Normally resident or located in the Stratford district; and
  - Applying for funding for a waste minimisation and/or resource recovery project.

## 4. Funding Application Assessment Criteria

- 4.1 Projects must promote or achieve waste reduction initiatives and/or resource recovery activities that avoid, reuse, recycle or recover waste, or make use of resources diverted from landfill.

#### 4.2 Projects may include, but are not limited to:

- Education or behavioural change, to promote waste minimisation initiatives and/or resource recovery activities for a particular target audience.
- Infrastructure that helps divert resources from landfill.
- Research to investigate existing waste quantities and composition, behavioural or economic incentive, towards effective reduction of waste and/or resource recovery improvement activities.
- Design of product stewardship schemes or other solutions that promote and achieve waste minimisation and resource recovery.
- Other initiatives and activities that contribute to the Council's actions and strategic priorities in the WMMP.

#### 4.3 Applications will be considered against the assessment criteria based on the Council's Waste Management and Minimisation Plan - Section 5.3, being:

*All waste levy funding received by the Council will be spent on waste minimisation activities in accordance with the Action Plan presented in Part B. Waste levy may be used:*

- *to provide grants;*
- *to support contract costs; or*
- *as infrastructure capital.*

*The Council has flexibility in the timing and manner in which waste levy funds are utilised. Funds can be pooled with other councils, or pooled for several years to use for infrastructure development, as long as this use is provided for and explained in the plan.*

### 5. Conditions for Approval

- 5.1 There will be no cap on the maximum amount available, up to \$25,000 per annum, for approval for any single applicant.
- 5.2 The successful applicant will be required to submit a report on the funds expended at the end of the financial year.
- 5.3 For funds approved greater than \$3,000, the successful applicant will be required to provide a six-monthly report, in addition to a final report as per (5.2) above.
- 5.4 If previously allocated funds by Council, applicants must provide evidence of successfully expending those funds and the reporting provided to support the expenditure.
- 5.5 Projects must be new or improvement activities that are achievable within one financial year.
- 5.6 Applicants must provide any other information required during the waste levy funding application process.

### 6. Exclusions

- 6.1 Funding will not be awarded for existing activities or towards the running costs of existing activities.

### 7. Audit

- 7.1 Given that annual audits will be carried out by the Ministry for the Environment (MfE) to ensure compliance with the Waste Levy Contestable Fund Policy, the successful applicants will be required to provide the appropriate report (s) as per clauses 5.2 and 5.3 above.
- 7.2 Any successful applicant who does not provide the report will be disqualified from accessing future funding.

## 8. Dispute Resolution

- 8.1 In the event of a dispute over any aspect of this policy, immediate action will be taken by the Services Assets Manager through effective and constructive consultation between the parties concerned and in accordance with any Council complaints or dispute resolution policies.
- 8.2 If a resolution cannot be reached, the **Waste Levy Advisory Group** will have final say on the matter.

## 9. Review

This policy is to be reviewed:

- a. In September 2024; or
- b. As and when required