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A G E N D A

JOINT COUNCIL WASTE FUTURES PROJECT STEERING COMMITTEE MEETING

Meeting Date: **Wednesday, 2 August 2017**

Time: **9.00am**

Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Group Members	Chair: Councillor Kerr Councillors Heaps, and Lyons (HDC) Councillors Brosnan (Deputy Chair), Dallimore and Tapine (NCC) <i>(Quorum= 4 at least one Councillor from each Council)</i>
Officer Responsible	Waste and Data Services Manager (Mr M Jarvis)
Secretary	Carolyn Hunt (Extn 5634)

Joint Waste Futures Project Steering Committee – Terms of Reference

Background

Section 43 of the Waste Minimisation Act 2008 states that a territorial authority must adopt a waste management and minimisation plan which provides:

- objectives, policies and methods for effective and efficient waste management and minimisation,
- collection, recovery, recycling, treatment and disposal services
- facilities for waste management
- waste minimisation activities including education and public awareness; and
- a framework for funding implementation, grants and advances of money

The Solid Waste Management Committee which had been set up with Napier City Council, jointly prepared a Waste Minimisation Plan (WMMP) which was formally adopted in 2012. This committee was disestablished upon adoption of the WMMP. In early 2014 the Joint Council Waste Futures Project Steering Committee was established to meet to oversee and manage a range of programmes and interventions to achieve effective and efficient waste management and minimisation within the Omarunui landfill catchment.

The WMMP must be reviewed every 5 years. A Waste Assessment, which is the first step of the review has been undertaken and options are being developed for the WMMP. It is proposed that all submissions on the draft WMMP are heard by a joint committee of Napier City and Hastings District Council:

Purpose

- To approve the content of the Draft Waste Management and Minimisation Plan for public consultation.
- To hear submissions and make recommendations to the constituent Councils on the draft regional Waste Management and Minimisation Plan 2011-2017.
- To be responsible for overseeing, supporting, monitoring and reporting progress toward achieving the intent of WMMP. As well as representing the interests of participatory Councils in the WMMP.
- To review the Joint Waste Management and Minimisation Plan at least every six years to meet the requirements of the WMA 2008

Members

Three elected members appointed from Hastings District Council

Three elected members appointed from Napier City Council

Name

The Joint Waste Futures Project Steering Committee

Status

By agreement of the local authority members, the Joint Waste Futures Joint Project Steering Committee has been established as a Joint Committee under clause 30A of Schedule 7 of the Local Government Act 2002.

Delegated Authority

The Joint Committee will have responsibility and authority to:

1. Accept and hear submissions on the joint Waste Management and Minimisation Plan 2017-2023, and report back to the individual Councils on an as required basis.
2. To make recommendations to each participant Council on the Waste Management and Minimisation Plan.
3. To monitor performance and progress to give effect to the purpose of the WMMP and to make recommendations to the constituent Councils accordingly.

Administering Authority and Servicing

Hastings District Council shall administer the Joint Committee meetings.

Meetings

The Hastings District Council's Standing Orders will be used to conduct the Joint Committee meetings.

The Joint Committee shall meet as and when required as agreed for the achievement of the purpose of the joint committee.

Quorum

The quorum at any meeting shall be not less than four (4) including not less than two representatives of each of the member bodies.

Voting

The members shall strive at all times to reach a consensus.

Each representative shall be entitled to one vote at any meeting.

There shall be no casting vote.

Chairperson and Deputy Chairperson

The Joint Committee shall also appoint by simple majority vote, a Chairperson from one Council and a Deputy Chair from the other Council.

Variations

Any Member may propose an amendment (including additions or deletions) to the Terms of Reference which may be agreed to by the Joint Committee.

Variations to the Terms of Reference must be referred to the constituent Councils for ratification.

Term of Office

The primary purpose of this Joint Committee is the approval and adoption, by both Councils, of the Waste Management and Minimisation Plan 2018. However the Joint Committee will continue to meet as and when required to oversee performance of the WMMP in operation.

HASTINGS DISTRICT COUNCIL
JOINT COUNCIL WASTE FUTURES PROJECT STEERING
COMMITTEE MEETING

WEDNESDAY, 2 AUGUST 2017

VENUE: Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings

TIME: 9.00am

A G E N D A

1. Apologies

An apology from Councillor Tapine has been received.

Leave of Absence had previously been granted to Mayor Yule from **23 June to 28 August 2017.**

2. Conflict of Interest

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have.

3. Consideration of General Business Items

4. Confirmation of Minutes

Minutes of the Joint Council Waste Futures Project Steering Committee held Wednesday 5 July 2017.
(Previously circulated)

5. Waste Management and Minimisation Plan Progress Report

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REPORT TO: JOINT COUNCIL WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: WEDNESDAY 2 AUGUST 2017

FROM: WASTE MINIMISATION OFFICER
ANGELA ATKINS

SUBJECT: WASTE MANAGEMENT AND MINIMISATION PLAN
PROGRESS REPORT

1.0 SUMMARY

- 1.1 The purpose of this report is to update the Committee about progress relating to the development of the Joint Waste Management and Minimisation Plan (WMMP).
- 1.2 This report concludes by recommending the report be received and to continue to use the targets identified by the Waste Futures project. A workshop to discuss kerbside collection service options will be held following this meeting between staff and committee members.

2.0 BACKGROUND

- 2.1 Under the Waste Minimisation Act 2008, the current Joint Waste Management and Minimisation Plan (WMMP) for Hastings District and Napier City Council must be reviewed by 30 June 2018.
- 2.2 The first requirement is to complete a Waste Assessment, which is nearing completion and staff are now working to review and draft a new WMMP.
- 2.3 A workshop was held on 5 July 2017 with the Joint Council Waste Futures Project Steering Committee. At this workshop the development of appropriate targets was discussed. It was identified that an appropriate approach would be to continue to use the existing Waste Futures targets of;
- food and garden organics collection with 30% capture across full domestic waste stream.
 - kerbside recycling collection optimised - 20% increase in capture of paper, card, plastics and glass.
 - refuse transfer stations and recycling drop off facilities optimised - 20% increase in capture of paper, card, plastics, glass, metals and organics.
- 2.4 The workshop also considered the development the draft Vision, Goals and Objectives for the WMMP. At the workshop discussions were also held around options of initiatives and services to be included in the new WMMP. These options were developed by Morrison Low who completed the Peer Review of the Waste Assessment and are assisting Council with the LGA Section 17a review of services. Valuable feedback has been received to date from the committee and this has provided a clear direction for the review and development of the WMMP.

- 2.5 Key ideas included; stronger focus on regional consistency to service provision, price and the use of education and regulation to encourage behaviour change.

3.0 CURRENT SITUATION

- 3.1 Morrison Low have developed an evaluation tool for the committee to use to discuss kerbside collection service options in the workshop following this meeting. The feedback received from this workshop will be incorporated in the draft WMMP.
- 3.2 A Committee meeting has been scheduled for Thursday 14 September and the purpose of this meeting is to review and recommend to each participant Council to adopt the draft WMMP for consultation in October.
- 3.3 A Committee meeting has been scheduled for Wednesday 22 November 2017 to hear and consider submissions received during the consultation.

4.0 OPTIONS

- 4.1 It has been identified that an appropriate approach would be to continue to use the existing Waste Futures targets of;
- food and garden organics collection with 30% capture across full domestic waste stream.
 - kerbside recycling collection optimised - 20% increase in capture of paper, card, plastics and glass.
 - refuse transfer stations and recycling drop off facilities optimised - 20% increase in capture of paper, card, plastics, glass, metals and organics.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 All WMMPs are subject to the requirements of the Local Government Act's (LGA) special consultative procedure, a requirement also set out in the WMA Part 4, sections 44 and 50(3) (which looks at consultation requirements for amending plans, preparing new plans, and continuing a plan without amendment).

6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 The existing Waste Futures targets below could be included in the new draft WMMP;
- food and garden organics collection with 30% capture across full domestic waste stream.
 - kerbside recycling collection optimised - 20% increase in capture of paper, card, plastics and glass.
 - refuse transfer stations and recycling drop off facilities optimised - 20% increase in capture of paper, card, plastics, glass, metals and organics.
- 6.2 The Waste Futures project took an integrated assessment approach looking at all aspects of the waste management system that are relevant to Omarunui Landfill.

- 6.3 Improved capture of targeted materials was assumed for all options considered. This is recommended to be delivered through an improved education and waste minimisation programme. An improvement of 20% for recycled materials was assumed and a reduction by 30% of kerbside collected landfill material for the inclusion of an organics kerbside collection;
- 6.4 Three household organic kerbside collection options were considered (garden, food, and combined food and garden). For the Waste Futures evaluation it was assumed that the collection systems would be optimised i.e. maximising capture of materials at kerbside and refuse transfer stations. From a modelling/assessment perspective the assumptions included:
- food and garden organics collection with 30% capture across full domestic waste stream.
 - kerbside recycling collection optimised - 20% increase in capture of paper, card, plastics and glass.
 - refuse transfer stations and recycling drop off facilities optimised - 20% increase in capture of paper, card, plastics, glass, metals and organics.
- 6.5 All three options above could be achieved over the duration of the WMMP via increased education and service provision. There are current collection services available to our communities for these materials via council and businesses.
- 6.6 Achieving these targets would increase waste minimisation rates and reduce the volume of recyclable materials going to Omarunui Landfill. Meeting these targets would have little effect on the Omarunui Landfill operation.
- 6.7 The introduction of a specific Council provided organics collection would be a new service and will introduce a whole new waste stream for the Councils to manage should this option be adopted.

7.0 PREFERRED OPTION/S AND REASONS

- 7.1 The preferred option is to continue to use the existing Waste Futures targets as targets for the new draft Waste Management and Minimisation Plan. These target would be;
- food and garden organics collection with 30% capture across full domestic waste stream.
 - kerbside recycling collection optimised - 20% increase in capture of paper, card, plastics and glass.
 - refuse transfer stations and recycling drop off facilities optimised - 20% increase in capture of paper, card, plastics, glass, metals and organics.

8.0 RECOMMENDATIONS AND REASONS

- A) That the report of the Waste Minimisation Officer titled “Waste Management and Minimisation Plan Progress Report” dated 2/08/2017 be received.**

B) That the existing Waste Futures targets below be included in the new draft Waste Management and Minimisation Plan:

- **food and garden organics collection with 30% capture across full domestic waste stream.**
- **kerbside recycling collection optimised - 20% increase in capture of paper, card, plastics and glass.**
- **refuse transfer stations and recycling drop off facilities optimised - 20% increase in capture of paper, card, plastics, glass, metals and organics.**

Attachments:

There are no attachments for this report.