



Hastings District Council

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NAPIER
CITY COUNCIL
Te Kaunihera o Ahuriri

OPEN

A G E N D A

JOINT WASTE FUTURES PROJECT STEERING COMMITTEE MEETING

Meeting Date: **Friday, 19 June 2020**

Time: **11.00am**

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

Group Members	To be elected (Chair) To be elected (Deputy Chair) Councillors Harvey, Redstone and Siers (HDC) Councillors Brosnan, McGrath and Tapine (NCC) <i>Quorum = 4 at least 2 Councillors from each Council</i>
Officer Responsible	Waste Planning Manager (Mrs A Atkins)
Democracy & Governance Advisor	Mrs L Cox (Extn 5632)

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 (WMMP) 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.

In 2014 the Joint Council Waste Futures Project Steering Committee was established 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. Council adopted the WMMP in 2019.

Purpose

To be responsible for overseeing, supporting, monitoring and reporting progress toward achieving the intent of WMMP.

To represent the interests of Council in the WMMP.

To review the Joint Waste Management and Minimisation Plan at least every six years to meet the requirements of the Waste Management Act 2008.

Members (6 Councillors)

Chair – Councillor from one Council elected by Group.

Deputy Chair – Councillor from the other Council elected by Group.

2 other HDC Councillors.

2 other NCC Councillors.

Name

The Joint Waste Futures Project Steering Committee

Status

By agreement of the local authority member, 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 Council 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 WASTE FUTURES PROJECT STEERING
COMMITTEE MEETING

FRIDAY, 19 JUNE 2020

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

TIME: 11.00am

A G E N D A

1. Apologies

At the close of the agenda no apologies had been received.

At the close of the agenda no requests for leave of absence had been received.

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

There are no Minutes to confirm

- | | |
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REPORT TO: JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: FRIDAY 19 JUNE 2020

**FROM: MANAGER: DEMOCRACY AND GOVERNANCE
JACKIE EVANS**

SUBJECT: VOTING SYSTEMS FOR CERTAIN APPOINTMENTS

Item 5

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to inform the Committee of the requirements of the Local Government Act 2002 in respect of voting systems to use where an election is required to appoint a Chairperson or Deputy Chairperson.
- 1.2 The Local Government Act 2002 provides that one of two systems may be used, either system A or system B.
- 1.3 **System A** provides that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority present and voting where:
- (i) there is a first round of voting for all candidates; and
 - (ii) if no candidate is successful in getting a majority in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
 - (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
 - (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.
- 1.4 **System B** provides that a person is elected or appointed if he or she receives more votes than any other candidate where:
- (i) there is only 1 round of voting; and
 - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Joint Waste Futures Projects Steering Committee receives the report titled "Voting Systems for Certain Appointments".**

Attachments:

There are no attachments for this report.

REPORT TO: JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: FRIDAY 19 JUNE 2020

FROM: MANAGER: DEMOCRACY AND GOVERNANCE
JACKIE EVANS

SUBJECT: ELECTION OF CHAIR AND DEPUTY CHAIR

Item 6

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 The purpose of this report is to draw members' attention to the need to elect a Chair and Deputy Chair for the Joint Waste Futures Projects Steering Committee.
- 1.2 The Waste and Data Services Manager will assume the Chair at the commencement of the meeting and call for nominations for the position of Chair of the Joint Waste Futures Projects Steering Committee.
- 1.3 The newly appointed Chair will then assume the Chair of the meeting and call for nominations for the position of Deputy Chair.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Joint Waste Futures Projects Steering Committee receives the report titled "Election of Chair and Deputy Chair".
- B) That _____ be appointed as Joint Waste Futures Projects Steering Committee for the current triennium 2019-2021.
- C) That _____ be appointed as Deputy Chair of the Joint Waste Futures Projects Steering Committee for the current triennium 2019-2021.

Attachments:

There are no attachments for this report.

REPORT TO: JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: FRIDAY 19 JUNE 2020

FROM: WASTE PLANNING MANAGER ANGELA ATKINS

SUBJECT: WASTE MANAGEMENT AND MINIMISATION PLAN - IMPLEMENTATION UPDATE

Item 7

1.0 PURPOSE AND SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA

- 1.1 This report is to update the committee regarding the implementation of the Joint Waste Management and Minimisation Plan (WMMP) about activities undertaken in the Hastings District by Hastings District Council staff.
- 1.2 New kerbside collection and recycling drop off contracts have been awarded and are due to commence on 1 July 2020. The majority of officer time over the past 9 months has been working on the roll out of the new collection contracts.
- 1.3 At the last meeting it was reported that work is due to commence next month on establishing an organic waste sector group to look into ways to achieve the organic waste diversion target. This is currently on hold, resourcing needs were significantly higher than expected to get roll out completed for new kerbside collection contracts and then Covid-19 restrictions have had further impacts.
- 1.4 Improvements continue to be made at the Henderson Road Refuse Transfer Station to increase resource recovery. Late last year Council's waste disposal levy funds were used to purchase four 4m³ skip bins to collect and divert materials from the pit area. They have been used to collect untreated timber, excess cardboard and other items.
- 1.5 Tyres, fridges and freezers can now be dropped off for a small fee that covers the additional processing costs for them to be recycled.
- 1.6 A trial was undertaken over summer to establish the viability of providing a polystyrene recycling collection. Approximately half of the 80m³ of polystyrene collected was clean enough to be transported to Auckland for recycling. Whilst it would be great to provide this as an ongoing service, the logistics, resources and cost do not make it viable. Ultimately this product needs to be subject to extended producer responsibility and the use phased out.
- 1.7 An online A-Z waste database has been developed and launched to provide information on how to reduce, reuse, recycle and dispose items. The IT development was done by the NCC web development team and it has been designed so that the other Hawke's Bay Councils can access and customise the information for their region.

- 1.8 Submissions have been made to the Ministry of the Environment regarding;
- Product stewardship and priority products
 - Waste Disposal Levy
 - Basel Amendment
- 1.9 A waste minimisation contestable fund policy was included in the HDC Contestable Grants and Funding Framework that was adopted by the Civic and Administration Subcommittee in March 2020.
- 1.10 The HazMobile collection was scheduled for 30 March 2020 but has been postponed due to Covid-19 restrictions. Will be rescheduled for later in 2020.
- 1.11 Staff have worked with the organisers and onsite at the large events (A&P show and Horse of the Year), to help them reduce waste and increase diversion of recoverable materials, with the long term aspiration of working towards becoming zero waste events.
- 1.12 Staff have been supporting independent sector groups like apple growers, sustainable building/construction, and rural catchment groups to introduce changes and reduce waste.
- 1.13 A regional waste officers meetings were held in November and February to share ideas and challenges and collaborate where possible.

2.0 RECOMMENDATIONS - *NGĀ TŪTOHUNGA*

- A) That the Joint Waste Futures Projects Steering Committee receives the report titled Waste Management and Minimisation Plan - Implementation Update.**

Attachments:

There are no attachments for this report.

REPORT TO: JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: FRIDAY 19 JUNE 2020

FROM: WASTE PLANNING MANAGER
ANGELA ATKINS

SUBJECT: BASEL AMENDMENT SUBMISSION

1.0 PURPOSE AND SUMMARY - *TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA*

- 1.1 The purpose of the report is to obtain endorsement from the Committee for the submission to the Ministry for the Environment by Hastings District Council officers regarding the “managing the trade in plastic waste – New Zealand’s approach to implementing the Basel Convention”.
- 1.2 This proposal contributes to the purpose of local government by primarily promoting the environmental wellbeing and more specifically through the Council’s strategic objective of a community which wastes less.
- 1.3 The Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal, usually known as the Basel Convention, is an international treaty that was designed to reduce the movements of hazardous waste between nations, and specifically to prevent transfer of hazardous waste from developed to less developed countries (LDCs). The Convention is also intended to minimize the amount and toxicity of wastes generated, to ensure their environmentally sound management as closely as possible to the source of generation, and to assist LDCs in environmentally sound management of the hazardous and other wastes they generate.
- 1.4 The Convention was opened for signature on 22 March 1989, and entered into force on 5 May 1992. As of October 2018, 186 states and the European Union are parties to the Convention.
- 1.5 The Ministry for the Environment was seeking feedback on proposals to amend the Imports and Exports (Restrictions) Prohibitions Order (No 2) 2004 (Imports and Exports Order).
- 1.6 New international requirements (under the Basel Convention) for the trade in plastic waste come into effect on 1 January 2021. The Government is proposing amendments to the Imports and Exports Order to meet this international requirement.
- 1.7 Under these amendments, imports and exports of most mixed plastic waste will require a permit. Imports and exports of separated plastic waste suitable for recycling, and mixtures of PET, PE and PP will not require a permit.

- 1.8 The Ministry was seeking feedback on two proposed approaches to amend the Imports and Exports Order. Both proposals would amend the Imports and Exports Order to include mixed plastic waste in the permitting system.
- 1.9 The consultation period was limited to a three week period and closed on Friday 22 May. This did not allow for prior endorsement by the committee before the deadline.
- 1.10 The submission was drafted and submitted by officers based on feedback from the Joint Waste Management and Minimisation Plan consultation and national discussion with other Councils and members of the waste industry.

2.0 RECOMMENDATIONS - *NGĀ TŪTOHUNGA*

- A) That the Joint Waste Futures Projects Steering Committee receives the report titled Basel Amendment Submission.
- B) That the Committee endorse the managing the trade in plastic waste – New Zealand’s approach to implementing the Basel Convention submission officers made on behalf of Council.

Attachments:

- 1 [↓](#) Hastings District Council Officers Submission on Managing the trade in plastic waste – New Zealand’s approach to implementing amendments to the Basel Convention - May 2020 SW-25-20-4635

If calling ask for Angela Atkins

File Ref: SW-25-20-4635

22 May 2020

Basel Amendment
Ministry for the Environment
PO Box 10362,
Wellington 6143

basel@mfe.govt.nz

Hastings District Council Officer’s Submission on managing the trade in plastic waste – New Zealand’s approach to implementing the Basel Convention

Company name: Hastings District Council
Contact person: Angela Atkins, Waste Planning Manager
Address: Private Bay 9001, Hastings 4156
Region: Hawke's Bay/Te Matau-a-Māui
Country: New Zealand
Phone: 06 871 5000
Email: angelama@hdc.govt.nz
Submitter type: Local Government Officer

This is a submission made as an individual and has not been presented to, nor endorsed, by Hastings District Council due to the restricted consultation period. I do not object to the release of any information contained in my submission.

Current practices for domestic plastic waste management and trade

1. *If you are part of the plastic waste management sector:*

- a. *Which plastic types do you collect/process?* Plastics household packaging, grades 1 and 2, hopefully grade 5 in the future.
- b. *How do you collect and sort plastic waste for recycling?* Kerbside crate sort collection for urban residents and rural/transfer station drop off stations for rural residents and commercial businesses.
- c. *Which types of plastic do you separate into single stream and which are mixed together?* At the point of collection, all plastics are mixed with cans for sorting at a MRF.

2. *If you export plastic waste:*

- a. *What types of plastic waste do you export?* Hastings District Council doesn't directly export plastic (or any recyclables).
- b. *How many tonnes of each type do you export per year?* N/A
- c. *How many times a year do you export shipments?* N/A
- d. *Which countries do you export to?* N/A
- e. *Do you export waste directly or use a broker or a commodities trader?* N/A

3. *Have you been impacted by the changes to importing countries’ specifications? If so, how? Implementing the Basel decision* – No, the introduction of China’s National Sword Policy restricted the export ability of our contractor for a period of time. As a result Council made the decision to reduce the type of plastics collected to grade 1 and 2 bottles in March 2019. This is being extended to all grades 1 and 2 from 1 July 2020.

4. *Do you have any concerns about New Zealand implementing the Basel Amendments? Please explain.*

I support the concerns expressed in the Waste MINZ Territorial Authority Officers forum submission, detailed below in italics.

There are a number of work programs underway by the Ministry for the Environment which could significantly impact how recycling is collected and sold and have yet to be completed.

1. *Implementation of the Container Return Scheme – this would significantly impact how plastics 1 and 2 are collected and the organisations who would be finding end markets for the products collected.*
2. *Designation of packaging as a priority product – if packaging is designated a priority product this could impact the types of packaging produced and how it is collected. If a manufacturers levy is set this could also potentially fund any validation program required to ensure that bales met a minimum contamination rate.*
3. *Standardisation of kerbside collections – recommendations could streamline the types of plastic collected for recycling at kerbside.*
4. *Expansion and increase of the waste levy- if the waste levy is expanded this would generate additional funding which may enable onshore processing of recyclables to begin sooner or provide funding for MRFs to be reconfigured to reduce contamination rates and separate more recyclables. However, if the levy is increased there would be additional costs for landfilling recyclables and rubbish, and levels of contamination in bales could increase.*

The overarching objective of the Basel Convention is to protect human health and the environment against the adverse effects of hazardous wastes. Implementing the annexes to the Basel Convention will improve the environmental and social impacts of international plastic waste trade. However, the most effective step we can take toward human and environmental health is to prevent waste.

The Technical Guidelines of the Basel Convention notes that the two main technological routes for plastic waste recovery are mechanical recycling and incineration with energy recovery, followed by landfilling. While the Basel Convention Amendments aim to encourage trade in high value plastics for recycling, plastics still may be processed overseas via a method that many believe is unfavourable for New Zealand, such as waste to energy. While a firm stance on waste to energy has not been forthcoming from Central Government, many communities and councils are dubious about the environmental and social impacts of waste incineration.

The Basel Convention improves the impact of recycling, but the fact remains that recycling causes residual waste, air pollution and carbon emissions from transportation.

We ask the Ministry for the Environment to expedite the conversation around banning certain low-quality plastic types that the Basel Convention Amendments address. Shifting away from hard to recycle plastic was one of the key recommendations given in the Rethinking Plastics

report, which will be most effective if supported by; regulated product stewardship, a more effective waste levy and a national approach to recycling.

5. What are the main costs and benefits for you of the proposal to implement the Basel decision in New Zealand?

As the Waste Planning Manager at Hastings District Council, I support the introduction of the Basel Amendment. It enables councils and recyclers to track where the plastic exports are being sent, and develop relationships with the end processors providing transparency to our communities.

Currently many recyclers sell their recyclables via a broker, and therefore aren’t able to ascertain the country to which is it sent or the final end user. This means it is difficult to ensure that the materials sent in a bale meet the needs of the end processor.

I believe it is important for New Zealand to act as a good global citizen, ensuring that any plastics sent offshore for processing can be processed and reused appropriately, rather than transferring the disposal responsibly for dirty recycling onto other nations.

The Hastings District Council is committed to supporting the increased onshore processing of recycling in New Zealand. This was demonstrated in the Kerbside Recycling Collection and Drop Off Facilities Management Operations Contract, which was publicly tendered in 2019.

The objectives of our Contract relating the Basel Amendment are:

- Globally responsible: having credibility through a thorough understanding and transparency of the chosen end to end recycling process and ensuring material collected for recycling is recycled at its end processing destination.
- Support local: support local people through employment opportunities, the local environment through responsible corporate behaviour, and the local economy through utilising local businesses, where possible.
- Quality: use a recycling collection methodology that provides a high-quality recycling yield in line with the expectations of the respective markets.
- Sustainability and innovation: work for the best sustainable outcomes seeking a balance between environmental impact, social effect and economic outcomes, while providing innovation in the delivery of services.

Onshore processing helps us as a nation work towards a circular economy, reduces New Zealand’s carbon footprint through the minimisation of transport; creates more jobs in New Zealand; and it may provide more consistent markets for New Zealand recyclables. Currently recycling is traded as a commodity on global markets and prices and demand fluctuates depending on the price of virgin oil.

In the short to medium term, some plastics cannot be recycled onshore in NZ but even in the longer term onshore recycling of some types of plastic may not be financially viable. It is therefore important that changes made ensure that contamination is minimised and therefore onshore processing is viable.

6. If you export mixed plastic waste, will your practices be likely to change if you need an EPA permit before shipping? If so, please explain how. N/A

7. Do you think a verification process is needed for exports of separated plastic waste? Could this be included as part of your industry practices (e.g., quality checks of bales before export)?

Yes and I am supportive of the Auckland Council suggestion of implementing a National Recycling Standard which would set contamination levels for bales - both those sent off shore and those kept onshore for processing.

Contamination levels could be managed through the relationship between the council and the contractor at a contract management level rather than establishing a validation process and relying on customs officials to check bales for contamination.

8. Would option 1 affect your business? If yes, please explain (costs and benefits). No

9. Do you currently refer to international recycling standards for examples of best practice when collecting/processing/recycling plastic waste? If yes, which standards? N/A

10. Would option 2 affect your business? If yes, please explain (costs and benefits). No

11. If you are part of the plastic waste management sector, what contamination rate are you currently achieving for different types of baled plastic (e.g., PET, HDPE):

a. Gross contamination (contamination by dirt, mud, stones, paper, food or liquid residue, nappies, medical waste, e-waste, garden waste etc.)? N/A

b. Other contamination (contamination by other types of plastics that should not be in the bale, e.g. in a bale of clear PET what percent of plastic is not clear PET)? N/A

Managing the trade in plastic waste – New Zealand’s approach to implementing the Basel Convention 25

12. How would the following maximum rate for contamination by other types of plastic affect your business? For example, where bales contaminated above the specified rate would require an EPA permit. Please give an answer for each percentage. N/A

13. Should there be a different contamination rate for different types of plastic waste? Please explain.

From the consultation document it does not appear that the Ministry for the Environment is intending to set contamination levels on mixed plastics bales. Bales of comingled plastics 1, 2, and 5 can be shipped under the Basel proposal without a permit.

This creates an opportunity where an unethical exporter can claim that a bale is plastics grades 1, 2 and 5 and also contains 3,4,6,7 plastics hidden in the bale. I request that contamination limits be considered for mixed plastic bales or ban the exports of plastics 3,4, 6, and 7.

The suggested National Recycling Standard could be used to manage contamination levels.

Banning the exports of plastics 3, 4, 6 and 7 would mean that any bales sent off shore wouldn't require a permit as they would consist solely of plastics 1,2, and 5, giving recyclers

flexibility. This would also give certainty to industry, councils and recyclers on the way forward. It would potentially require less reconfiguration to MRFs and efforts could focus on reducing unwanted contamination rather than reconfiguring bales.

By banning the export of plastics 3, 4, 6 and 7, that leaves the only option for them to be landfilled in New Zealand. This could put additional pressure on industry to make better packaging choices. This also means as New Zealanders we are taking responsibility and disposing of these plastics ourselves, instead of making them “someone else’s problem”.

14. *Do you have a preference between option 1 or option 2 to implement the Basel Amendment?* Option 2, with specifications.

Yours sincerely



Angela Atkins
Waste Minimisation Officer
angelama@hdc.govt.nz

REPORT TO: JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: FRIDAY 19 JUNE 2020

FROM: WASTE PLANNING MANAGER
ANGELA ATKINS
WASTE MINIMISATION OFFICER
CLOE VINING

SUBJECT: LOCAL WASTE MINIMISATION CONTESTABLE FUND UPDATE

1.0 PURPOSE AND SUMMARY - *TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA*

- 1.1 The purpose of this report is to provide the committee with an update on the recently developed Local Waste Minimisation Contestable Fund (fund) as it pertains to the Hastings District Council.
- 1.2 The Hastings District Council fund has been created to support the creation of new, or the expansion of existing activities that result in waste minimisation or diversion of waste from landfill. The establishment of the fund is related to Actions 6 C & D of the Joint Waste Management and Minimisation Plan (WMMP).
- 1.3 The fund is managed under the Hastings District Council Contestable Grants and Funding Framework adopted by the Civic and Administration Sub Committee in March 2020.
- 1.4 The fund can support an individual, school, business, charity, or group, carrying out a waste minimisation project. The fund has been established to allocate a portion of the Waste Disposal Levy funds paid to the Hastings District Council under the Waste Minimisation Act 2008 (WMA).
- 1.5 Funding is generated from the national waste disposal levy which is administered by the Ministry for the Environment (MfE). The current rate for this levy is \$10 per tonne of waste that enters landfill nationally, half of this levy is then designated to territorial authorities (based on population size) to be used to support waste minimisation activities in the community. The remaining 50% is managed by MfE as a national contestable fund.
- 1.6 The fund is open in monthly rounds, with applicants able to apply for funds from a pool of up to \$2000 each month. There are to be 10 round per year, from February to November, accumulating to a total possible \$20,000 per year dedicated for small projects.
- 1.7 The fund was launched for the first round of applications in February 2020.
- 1.8 Since the launch, two applications have been received, however one of the two has since been withdrawn. The remaining application and the officer's assessment is attached for the committee's reference. This application was

approved by officers for the full funding amount, as per the funding framework.

- 1.9 A larger funding round will be available once per year to support medium to large waste minimisation projects. Applications for medium to large projects are for between \$2000-\$25000. This round opens for applications in September 2020.
- 1.10 Decisions for applications to the medium to large projects fund will be presented to the Joint Waste Futures Project Steering Committee to make decisions using the framework adopted by the Civic and Assurance Subcommittee on which projects to approve.
- 1.11 Due to Covid-19 pandemic the fund has not yet been advertised to the wider community. Knowledge of the fund has so far been limited to anyone looking on the funding page of the Hastings District Council website and people who have signed up to the waste minimisation e-news which is issued on an ad-hoc basis.
- 1.12 Advertising for the fund will begin in the coming few months through Council channels such as the monthly waste minimisation e-newsletter, social media, and the HDC website.

2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Joint Waste Futures Projects Steering Committee receives the report titled Local Waste Minimisation Contestable Fund Update.**

Attachments:

There are no attachments for this report.

REPORT TO: JOINT WASTE FUTURES PROJECT STEERING COMMITTEE

MEETING DATE: FRIDAY 19 JUNE 2020

FROM: WASTE PLANNING MANAGER
ANGELA ATKINS
SENIOR WASTE MINIMISATION OFFICER
SAM GIBBONS

SUBJECT: KERBSIDE COLLECTION COMMENCEMENT UPDATE

1.0 PURPOSE AND SUMMARY - *TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA*

1.1 The purpose of this report is to update the Joint Waste Futures Project Steering Committee on the roll-out of the Hastings District Council's new kerbside rubbish and recycling collection services.

2.0 BACKGROUND

2.1 All households on the current collection route will be provided with three 45 litre recycling crates and one 120 litre wheelie bin for rubbish.

2.2 The recycling contract was awarded to SMART Environmental for start 1 May 2020.

2.3 The rubbish contract was awarded to JJ's Waste & Recycling for start 1 July 2020.

2.4 Due to Covid-19 the start date for the recycling service has been delayed from 1 May to 1 July 2020. It has been brought in line with the rubbish collection service which will also start July 1.

3.0 RECYCLING CRATE MESSAGING

3.1 The recycling crate design is simple and does not dedicate a crate for a particular material. A key message to 'Stop at the top' has been introduced as the current service allows for an unlimited amount of recycling to be collected. It is important that residents understand that this will not be the case going forward. By ensuring every crate has this message we hope to reduce people's frustration if their recycling is not collected for this reason.



4.0 RUBBISH WHEELIE BIN MESSAGING

- 4.1 For the rubbish wheelie bin design we are really challenging residents to think about what goes in their bin. With 60% of what is currently going into bins that could be recycled or composted it is something we all need to stop and think about.



- 4.2 It is very exciting to have such a strong message encouraging behaviour change and we will be the first Council in the country to do so.

5.0 CRATE AND WHEELIE BIN DELIVERY

- 5.1 Recycling crate delivery was suspended due to Covid-19 restrictions, it recommenced on moving to level 3 and the initial distribution has been completed. Now we are in the mop-up stage, delivering crates to houses that may have not been previously rated or have had their bins go missing. A delivery schedule was made available online, where residents could type in their address and get an estimated timeframe.
- 5.2 Rubbish wheelie bin delivery is scheduled for June 1- June 19. A delivery schedule has been made available online for residents to check their estimated delivery dates.

6.0 TRUCKS

- 6.1 The recycling truck messaging tells the journey of our recycling. Where it goes, what it gets turned into and how it benefits the environment. We hope it will encourage people to see that their recycling is worthwhile and that every little bit adds up to make a big difference.
- 6.2 The rubbish trucks messaging focuses on why we won't be accepting green waste in the new rubbish wheelie bins, it reinforces the message that organic waste doesn't breakdown fully in landfill and releases harmful greenhouse gases.

7.0 RESIDENT ENGAGEMENT – WHERE WE ARE

- 7.1 Prior to Covid-19 the engagement plan included lots of roadshows at supermarkets, the farmers market and in parks with the new trucks. These had to be cancelled and our communications changed to reflect the current situation. Due to this, the engagement plan has been re-evaluated taking into account the heightened awareness that surrounds what is happening to the rubbish and recycling and the extra communications that have gone out during this time.
- 7.2 Each crate was delivered with a 'Guide to Reducing Waste' – which covered how to present the recycling crates, what can and can't go in, the new rubbish wheelie bins, organic waste options. There was also a 'Recycling in 4 Easy Steps' pin up and in three quarters of the delivery a Covid-19 update.
- 7.3 The rubbish wheelie bins are being delivered with a leaflet detailing what will be accepted in the bins and how they should be presented at kerbside.

8.0 PRE-LAUNCH ENGAGEMENT

- 8.1 During June the communications will move through three phases letting people know the new services are coming, it's time to prepare.

It's Coming	<p>Top level message:</p> <ul style="list-style-type: none"> ∞ Heads up, new services are coming ∞ More info later in the month <p>Details:</p> <ul style="list-style-type: none"> ∞ Bins are arriving but don't use them yet – check out the info that arrived with them (include why!). ∞ Online delivery schedule.
Get Ready	<p>Top Level message:</p> <ul style="list-style-type: none"> ∞ Here's what you need to know ∞ Think: What will change in your home when new service starts? <p>Details:</p> <ul style="list-style-type: none"> ∞ New recycling and rubbish rules: 7am start, separate your recycling ∞ All about green waste ∞ Contact your commercial waste provider <p>What's your (start) date?</p>
Let's Go	<p>Top Level message:</p> <ul style="list-style-type: none"> ∞ Make the change to the new normal. ∞ Make landfill your last choice. <p>Details:</p> <ul style="list-style-type: none"> ∞ What's your day? Check the sticker on your wheelie bin and crates. ∞ 7am start ∞ Must use your council provided crates ∞ 60% of what is in your rubbish could be recycled or composted <p>Recycling and rubbish rules reminders (key)</p>

8.2 These messages will be shared with residents through the following channels whilst ensuring our website is kept up to date with the latest information:

Radio	Stations: The Breeze, Edge, Magic, More FM, The Rock
Print	Hawkes Bay Today Hastings Leader
Digital	<p>Mediaworld: Newshub, The Breeze, More FM, Magic Radio, The Edge</p> <p>LED Billboard: Corner St Aubyn Street and Hastings Street (Above HSM Security)</p> <p>Council Digi Screens</p> <p>NZ Herald Sponsored story and adverts.</p>
Social	Facebook

8.3 The Waste Team, new contractors and trucks are planning to hold a roadshow at the Farmers market on the 14th June dependant on Health and Safety sign-off. The team will be encouraging residents to come and ask any questions they may have about the changes.

9.0 ONGOING EDUCATION

9.1 The recycling and rubbish guides are just the start of what will be a larger education program. After the launch it will be about getting the basics right tackling problems with contamination and presentation issues.

9.2 There has been a new contamination sticker developed which will give residents a more accurate idea of what went wrong with their recycling. With the new systems inside the trucks it will be easy to see who the repeat offenders are so we can work with the household to provide them with further information to get them recycling right.

9.3 Simple guides are being made available in multiple languages: Te Reo Māori, Samoan, Basic Chinese, Hindi and Punjabi.

10.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

A) That the Joint Waste Futures Projects Steering Committee receives the report titled Kerbside Collection Commencement Update.

Attachments:

There are no attachments for this report.