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Friday, 18 June 2021

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*He hui e whakahaeretia nei e Te Kaunihera ā-Rohe o Heretaunga*

**Administered by Hastings District Council**

**Joint Waste Futures Project Steering Committee Meeting**

*Kaupapataka*

# Open Agenda

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*Te Rā Hui:*  
Meeting date: **Friday, 18 June 2021**

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*Te Wā:*  
Time: **10.30am**

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

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*Te Hoapā:*  
Contact: **Democracy and Governance Services  
P: 06 871 5000 | E: [democracy@hdc.govt.nz](mailto:democracy@hdc.govt.nz)**

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*Te Āpiha Matua:*  
Responsible Officer: **Waste Planning Manager - Angela Atkins**

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streamed live on our website  
[www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)**

## 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.



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Friday, 18 June 2021

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council**

**Joint Waste Futures Project Steering Committee Meeting**

*Kaupapataka*

# Open Agenda

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*Heamana*  
**Chair:** Councillor Ann Redstone (HDC)  
**Deputy Chair:** Councillor Api Tapine (NCC)  
**Group Members:** Councillors Damon Harvey and Sophie Siers (HDC)  
Councillors Annette Brosnan and Richard McGrath (NCC)

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*Tokamatua:*  
**Quorum:** 4 members - at least 2 Councillors from each Council

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*Apiha Matua*  
**Officer** Waste Planning Manager – Angela Atkins  
**Responsible:**

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*Te Rōpū Manapori me  
te Kāwanatanga*  
**Democracy &  
Governance  
Services** Lynne Cox (Extn 5632)

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## Te Rārangi Take

# Order of Business

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### Apologies & Leave of Absence – Ngā Whakapāhatanga me te Wehenga ā-Hui

- 1.0** 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.

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### 2.0 Conflict of Interest– Mahi Kai Huanga

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.

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### Confirmation of Minutes - Te Whakamana i Ngā Minitī

- 3.0** Minutes of the Joint Waste Futures Project Steering Committee held Friday 26 March 2021.  
*(Previously circulated)*

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|------------|---|----------|
| <b>4.0</b> | <b>Hastings District Council - Waste Management and Minimisation Plan Implementation Update</b> | <b>9</b> |
|------------|---|----------|

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- |            |  |           |
|------------|--|-----------|
| <b>5.0</b> | <b>Henderson Road Refuse Transfer Station Update</b> | <b>17</b> |
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| <b>6.0</b> | <b>Waste Team Resourcing and Proposed Waste Levy Spend</b> | <b>21</b> |
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| <b>7.0</b> | <b>Regional Construction and Demolition Waste Minimisation Officer Role</b> | <b>31</b> |
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Friday, 18 June 2021

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*  
**Hastings District Council: Joint Waste Futures  
Project Steering Committee**

**Item 4**

*Te Rārangi Take*

# Report to Joint Waste Futures Project Steering Committee

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*Nā:* **Angela Atkins, Waste Planning Manager**

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*Te Take:* **Hastings District Council - Waste Management and Minimisation  
Subject: Plan Implementation Update**

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## **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) and activities undertaken over the past three months and/or underway in the Hastings district by Hastings District Council (HDC) staff.
- 1.2 A copy of the Joint WMMP can be viewed on the [HDC website](#)
- 1.3 This report also informs the committee of new legislation that comes into effect from 1 January 2022 – Waste Minimisation (Information Requirements) Regulations 2021 which requires the reporting of all materials received into, and transported out of, transfer stations including diverted materials.

## **2.0 WMMP Progress Update**

- 2.1 The Joint Waste Management and Minimisation Plan has two key targets;
  - 20% Total tonnage increase in common recyclables diverted from Ōmarunui Landfill.
  - 30% Total tonnage decrease in organics to Ōmarunui Landfill.
- 2.2 Based on the 2016 SWAP Survey as well as the tonnage landfilled and recycled for the 2016/17 year, the proposed targets are:

	16/17 BASELINE	PROPOSED 2024 TARGET
20% increase – recyclables diverted	9,800 tonnes	≥ 11,760 tonnes per annum
30% decrease – organics to landfill <sup>5</sup>	28,580 tonnes	≤ 19,150 tonnes per annum

2.3 The recycling tonnage collected by HDC services had increased in the two years following the adoption of the Joint WMMP by 12.5%, however due to the Covid 19 lockdown (with recycling not being collected during this time) at the end of the 2019/2020 year, tonnages fell below the baseline rate. It is expected that the tonnage will have increased at the end of the 2020/2021 year.



2.4

2.5 The organic waste reduction target is monitored through the Solid Waste Analysis Protocol (SWAP) surveys. These surveys are completed every three years and the next survey will be completed between March and May 2022. There has been an increase in special waste volumes received at Ōmarunui Landfill over the past three years, since the adoption of the WMMP. Some special waste streams are organic materials like food waste and skins/pelts from the commercial sector.

2.6 Progress against the Goals and Objectives of the Joint WMMP are detailed in the table below using a traffic light indication.

2.7

<b>GOAL ONE REDUCE, RECOVER AND RECYCLE MORE WASTE IN ORDER TO CONTRIBUTE TO THE NEW ZEALAND WASTE STRATEGY GOAL: “REDUCING THE HARMFUL EFFECTS OF WASTE”.</b>	
<i>Objective 1:</i> To reduce total amount of waste to landfill per person in Napier and Hastings, particularly with regard to organic waste e.g. green waste and food waste.	This objective will be assessed in 2022 when the next SWAP survey is completed. The trend observed in the monthly tonnages of waste to Ōmarunui Landfill is increasing volumes of Special and Commercial/Industrial waste. Kerbside and Transfer Station waste tonnages have remained steady over the same period.

<i>Objective 2:</i> To increase recovery (identification and removal of items) destined for landfill that can be reused, recovered or recycled.	This objective will be assessed in 2022 when the next SWAP survey is completed.  A-Z waste guide – <i>Know Before You Throw</i> set up on the HDC website.
<b>GOAL TWO IMPROVE INFORMATION ON WASTE GENERATION AND MOVEMENTS IN NAPIER AND HASTINGS.</b>	
<i>Objective 1:</i> To improve the quality of information being collected on waste and recovered materials in Napier and Hastings from both council-contracted and private sector activities	Limited progress has been made, the bylaw review needs to be completed. Will seek independent advice on the upcoming legislative changes.
<i>Objective 2:</i> To work towards ensuring the collection and recording of information is consistent in Hastings and Napier, and in line with national information gathering and reporting.	HDC is establishing a data warehouse to store data and enable efficient reporting of waste information including diverted material.
<i>Objective 3:</i> To work towards the collection of business specific waste and recovery information, in order to collaborate with industry to improve waste minimisation	Apple Growers group established and actively supporting waste minimisation across the sector.  Commercial A-Z waste guide – <i>Know Before You Throw</i> under development and should be released onto the HDC website in the next couple of months.
<i>Objective 4:</i> To share that information with the public in a format that allows residents to measure the success of the waste minimisation and management actions within this plan	A initial kerbside services infographic has been developed for governance reporting with the intention that this format will be developed as a webpage dashboard for the public along with other information.
<b>GOAL THREE IMPROVE COMMUNITY AWARENESS ON WASTE AND RECOVERY TRENDS AND KNOWLEDGE AROUND RESOURCE RECOVERY AND DIVERSION POTENTIAL.</b>	
<i>Objective 1:</i> To develop a programme which sets out types of waste, the impact of those different types of waste in landfill, and educate people on the reuse and recycling of waste.	Underway - an education and engagement strategy is being developed
<i>Objective 2:</i> To educate and improve community awareness on all products that can be reused or recycled, the ways that can be done, including trends and all opportunities to minimise waste.	A detailed information booklet was delivered to all urban households with the rollout of the new kerbside collection services. This booklet provided information about what is recyclable or diverted and how to manage these items.
<i>Objective 3:</i> To work with businesses – manufacturing/ industrial/retail – on options for recovering, reusing and recycling commercial waste	Limited action – work to commence in coming year.

<b>GOAL FOUR UTILISE INNOVATIVE AND COST EFFECTIVE WASTE MANAGEMENT AND MINIMISATION APPROACHES.</b>	
<i>Objective 1:</i> To continue investigating new alternative waste disposal technologies using cost-benefit analyses, and apply these outcomes where appropriate.	Staff continue to consider options shared or presented to them from time to time, e.g. Pan Pac treated timber possibility
<i>Objective 2:</i> To use the Councils influence to advocate nationally, as described in the WMA, for examples on the responsibilities of importers, manufacturers and retailers for their packaging (Product Stewardship and Priority Products) for waste prevention.	Multiple submissions have been made to central government over the term of the Joint WMMP
<i>Objective 3:</i> To manage domestic household rubbish collection using technology in a way that encourages waste minimisation and takes into account that there needs to be a fair cost for the user.	RFID chips included in the wheelie bins prior to roll out which has enabled the collection of data from the start of the contract. This information is being used to reward low waste producing households who participate 26 times or less per year with a 25% remission on the refuse targeted rate.
<i>Objective 4:</i> To remove barriers to recycling and consider subsidies and/or incentives, recognising that such moves encourage behavioural change.	Limited action – recycling crates provided to all households within the collection area.
<i>Objective 5:</i> To engage with iwi on Maori-based initiatives, recognising that this approach may broaden options for encouraging changes in community behaviour.	Limited action – re-establishing the team’s relationship with Para Kore. An initial meeting was held with Para Kore in May and the quarterly meetings for the region are to be re-established along with collaboration on education programmes, projects and initiatives.
<i>Objective 6:</i> To investigate forming partnerships with community and industry groups involved in waste recovery, to assist with information gathering and education programmes.	One meeting held at the end of 2020 with waste minimisation minded individuals, the intention is to hold these meetings more frequently.

- 2.8 **Attachment 2** details progress made against the Joint WMMP Action Plan. Progress is steady to date with some actions completed, many underway and some yet to be commenced. The Joint WMMP covers the period August 2018 to July 2024.
- 2.9 An Infographic is attached (**Attachment 2**) detailing the kerbside recycling and rubbish collection statistics from the past quarter – January to March 2021.

### 3.0 Current Initiatives underway

#### 3.1 Plastic Free July

3.2 Plastic Free July is a global campaign promoting reducing plastic. It encourages people to take the pledge to try and cut down on plastic for the month of July. There are three pledge options for people to choose from depending on where someone is on their waste reduction journey:

- Avoid single-use plastic packaging
- Target takeaway items (the Top 4: bags, bottles, straws and coffee cups)
- Go completely plastic-free

3.3 WasteMinz is running a campaign for Plastic Free July Aotearoa, HDC will link in with the campaign through our social media, sharing posts and directing residents to take a pledge. The focus will be on encouraging residents to try and cut out one piece of plastic each week, helping them build habits and not become overwhelmed. There are a number of resources that we can share to empower residents to make simple switches and cut down on plastic.

3.4 Alongside this, the Waste Minimisation team is also planning to host a number of plastic reducing workshops, including beeswax wrap making sessions and making your own household cleaners talks by Hannah and Liam the waste-free nomads behind the website The Rubbish Trip.

3.5 During July, HDC will also undertake a launch promoting the coffee shops signed up to the Again Again reusable coffee cup scheme. This will tell the story of the approximately 4,000,000 single use cups going to landfill each year from Hastings and how slightly altering a daily habit could really make a huge difference.

#### 3.6 Again Again Reusable Coffee Cup Scheme

3.7 The Packaging Forum has estimated that in New Zealand we throw out around 295 million single use cups each year, which equates to about 4 million in Hastings alone!

3.8 Encouraging customers to bring their own re-usable coffee cup to a café is one way to combat this, but unfortunately it doesn't seem to be working. In practise there can be a number of barriers: people forget their cup, or don't plan to have a coffee then want one whilst they're out and have to opt for the single-use cup.

3.9 With Again Again the customer pays a \$3 deposit to borrow the cup and then this is refunded when the cup is returned. This means you eliminate the barrier of people having to remember their cup, and they can bring multiple cups back at a time.

3.10 The Waste Minimisation Team are eager to see cafés in the Hastings District reduce waste from single use coffee cups and want to support cafes with a subsidy to trial Again Again. This will be funded through the existing waste minimisation budget up to a value of \$10,000. If more cafés wanted to sign up after reaching this limit, the team will review how Council could support them.

3.11 Council will help subsidise approximately half of the cost of the first six months of joining a scheme. The support will cover the costs of the StartNow Package and the Initial Fleet for each café. The exact value of this will depend on the size of the coffee shop and the most suitable package determined by the café and Again Again.

3.12 There will be a commitment for cafés to complete a short questionnaire at the 3 month and 6 month points after implementing the scheme. This will be used to help assess how the scheme is going and how many cups are being diverted.

### 3.13 **Education Strategy**

3.14 Officers have been making progress on developing an Education and Engagement Strategy. The vision for the strategy and guiding principles have been decided.

3.15 **Vision** - A community that values resources and understands the impact of their choices. A community that feels empowered to make changes and actively works to reduce waste following the principles of the waste hierarchy.

### 3.16 **Principles**

- Communication not information.
- Empowering our community.
- Respecting our heritage and embracing kaitiakitanga.

3.17 The team is now working on the development of the aims in line with the Joint WMMP. This section will also detail the different methods of engaging with the community depending on what sort of project, workshop, campaign or waste stream it might be. Considering how best to incorporate the behaviour change tools available to maximise effectiveness.

### 3.18 **Henderson Road Refuse Transfer Station Mural**

3.19 Hastings did not only take first place as New Zealand's Most Beautiful Large Town - it was also crowned the Keep New Zealand Beautiful Awards Supreme Winner of 2020, winning a community mural valued up to \$10,000.

3.20 As a result the bland cream coloured walls of the main transfer station building will be painted with artwork that builds on the waste hierarchy – refuse, reduce, reuse recycle, dispose. The area in the photo below is approx. 3x9m and is seen by all people unloading their waste. Eventually the team would like to paint the whole building as there are approximately 200 vehicles a day that drive around the building.



3.21

### 3.22 **Events waste minimisation strategy**

3.23 An event waste minimisation guide to support event planners has been drafted and is now being designed by HDC's communications team. Along with a packaging guide to help stallholders with purchasing the right types of food packaging that can be compostable locally. The waste minimisation team have been in contact with the Palmerston North City Council to obtain information about their rentable event trailers that contain bins and all other equipment needed to set up waste stations at an event.

3.24 The waste minimisation team are also working with the Hawkes Bay Netball Association, the Mitre 10 Regional Sports Park and the Environment Centre Hawkes Bay to run a trial at Saturday netball in Hastings to divert waste by running waste stations with recycling and compost bins instead of just rubbish bins. Once up and running the trial will see the on duty clubs staffing the stations and be

able to run without external costs of hiring the Environment Centre Waste Warriors. This is a great opportunity to reach the sporting community with waste minimisation education. Each Saturday sees up to 6,000 people at the courts. If the trial is successful, the Sports Park will look to expand waste minimisation initiatives across all of their sporting events.

- 3.25 The waste minimisation team have also been in contact with the Hawkes Bay Farmers Market to consider expanding their waste minimisation initiatives and introduce reusable options instead of single use practices at the market – especially for coffee cups of which around 2,000 single use cups are used at every market day.

3.26 **Pan Pac treated timber disposal option**

- 3.27 The team has been working with Pan Pac, the Hawkes Bay Regional Council, and Napier City Council to submit an expression of interest to the National Waste Minimisation Fund which closed on May 21. The submission is for funds to support a trial to test whether burning treated timber is feasible in the boilers at Pan Pac. HDC assisted with coordination of the expression of interest and providing written supporting information. Successful applicants will be notified of the outcome of the expressions of interest phase by early July, after which it will be known whether there is a need to submit a full application to the next stage of the process.

- 3.28 Supporting this application (if successful) could provide an alternative solution for ~ 14,000 tonnes of timber per annum, significantly helping to progress the Joint WMMP goal of reducing organic waste by 30%.

3.29 **Community Engagement events**

- 3.30 Community engagement sessions have reached 270 people in the past quarter via the following events:

- Puketapu School; How recycling works and the waste hierarchy.
- EIT Environmental Class; Landfill Tour.
- Youth Climate Change Camp; Waste hierarchy and reducing your footprint.
- Heretaunga Women's Centre Events; Reducing waste and where to start, Beeswax wrap making session, Love Food Hate Waste, Composting and Bokashi 101 & Making your own cleaning products.
- Hastings Brownie group; Waste hierarchy and reducing your footprint.
- Hastings Girls' High School; Waste hierarchy and reducing your footprint & Landfill tour.
- Paki Paki School; General recycling and waste.

3.31 **Other Updates**

- 3.32 Last year the Manawatū District Council submitted a proposal for a \$24 million plastic recycling plant in Feilding to the Provincial Growth Fund and Crown Infrastructure Partners Ltd.

- 3.33 It was hoped the plant would clean, sort and melt recyclable material that would be sold to recycling factories throughout the country, and stop the need to export recyclable materials.

- 3.34 In a recent media article, a council media spokesperson said the application had been turned down.

## **4.0 Recommendations – Ngā Tūtohunga**

- A) That the Joint Waste Futures Steering Committee receive the report titled Hastings District Council - Waste Management and Minimisation Plan Implementation Update dated 18 June 2021.

**Attachments:**

1	Quarterly Kerbside Services Update Infographic - Jan to Mar 2021	SW-29-2-21-23	Under Separate Cover
2	WMMP Implementation Progress Report - June 2021	SW-29-2-21-27	Under Separate Cover

**Item 4**



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Friday, 18 June 2021

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Item 5

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Joint Waste Futures Project**

*Te Rārangi Take*

# Report to Joint Waste Futures Project Steering Committee

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*Nā:*  
**From: Cloe Vining, Waste Minimisation Officer**

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*Te Take:*  
**Subject: Henderson Road Refuse Transfer Station Update**

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## **1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga***

1.1 The purpose of this report is to inform the committee on an opportunity to develop the Henderson Road Refuse Transfer Station into a Resource Recovery Centre to enable the diversion of materials from going to landfill.

## **2.0 Background**

2.2 The Henderson Road Refuse Transfer Station (RTS) has been operating since 1988 as a facility for the Hastings community to drop off their rubbish and green waste. The recycling depot was added and opened in 1996.

2.3 Waste from the Henderson Road RTS to Ōmarunui Landfill makes up approximately 12.4% of all waste to landfill. In 2020 Henderson Road sent almost 11,000 tonnes of waste to landfill.

2.4 In 2019, a Solid Waste Analysis Protocol (SWAP) survey was carried out that measured the composition of waste entering the Henderson Road RTS. This survey estimated that of all the material being disposed of and sent to landfill from the RTS, approximately 36.7% could be diverted to composting, recycling, scrap metal, clothing, cleanfill, and hog fuel materials. The SWAP survey didn't consider reusable second hand goods as divertible materials however based on staff observations on site, if this was to be included then the overall divertible materials would be much higher.

2.5 From July 2021, the cost of sending waste to Ōmarunui landfill will be increasing due to landfill levy and other pricing increases. These pricing changes will also see Henderson Road RTS charges increase. There would be a direct benefit to the community in being able to more easily divert

reusable, repairable or recyclable materials for a lower cost than waste to landfill, which this project would allow to happen.

- 2.6 Action 4B of the Joint Waste Management and Minimisation Plan 2018-2024 (JWMMP) states to “Continue to provide access to Henderson Road refuse transfer station resource recovery shop and investigate opportunities to enhance and develop resource recovery site,” supporting the vision “to deliver waste minimisation and resource recovery across Hastings district and Napier city working towards zero waste.”
- 2.7 Action 4C of the JWMMP states to “Investigate the location and operation of the refuse transfer stations. Optimise and enhance diversion and expand recycling/compost facilities.”
- 2.8 Currently, the shop generates approximately \$40,000 in revenue per year. Staff on site generally accept a limited number of second hand items and price them below resale value based on an outdated guide sheet and negotiations with customers. Marlborough District Council as a comparable region in terms of industry have an efficient reuse shop and resource recovery centre and with a population of roughly 40,000 residents, turn over \$400,000 per annum.

### 3.0 The Opportunity

- 3.2 There is an opportunity to transform the Henderson Road Refuse Transfer Station in to a Resource Recovery Centre. In doing so, the following could be achieved:
- Increase the diversion of reusable, repairable, compostable and recyclable goods and materials from waste going to landfill.
  - The site becomes self-funding and any additional revenue over and above operational costs could be reinvested into further improvements associated with the running of the site. This could eliminate the need for rate funding input to keep the site operating at an optimal level.
  - Create a hub for the community that provides services around waste and sustainability, including repair, upcycling, training and educational facilities.
  - Collecting data of waste diversion including all materials entering and leaving site. This is a requirement from 1 January 2022 as legislated in the Waste Minimisation (Information Requirements) Regulations 2021 with Royal assent given 12 April 2021.
  - Strive to deliver goals of the Joint WMMP, in particular; Goal One to: Reduce, recover and recycle more waste in order to contribute to the New Zealand waste strategy goal: “reducing the harmful effects of waste;” and Action 4B from the WMMP to: *Continue to provide access to Henderson Road refuse transfer station resource recovery shop and investigate opportunities to enhance and develop resource recovery site.*
- 3.3 The waste minimisation team will compile a project initiation document to expand on the scope and potential delivery methods as well as the planning for the first stage.
- 3.4 It is anticipated that the first phase of the project will involve undertaking consultation with the community to research ideas and opportunities that they may have. This consultation will communicate with domestic and commercial users of the site, contractors, and as much of the rest of the community that can be reached. This consultation will help determine the second and further stages of the project.
- 3.5 Through the project initiation phase a diversion target can be set. This could be a staged approach that aims to increase diversion rates annually until a peak is reached which is then maintained. These rates would be determined later in the process.
- 3.6 It is not yet clear what the proceeding stages to the community consultation will look like exactly, however the team can envision some of the following options for the site:
- A system for vehicles that once over the weighbridge, proceed along a series of diversion stations to stop and drop off various types of recyclable or reusable materials from their load,

so that once they reach the final drop off station where waste goes in to the pit then to landfill, only true waste remains in their load. Examples of stations for various materials would include cardboard and other recyclables, reusable timber, scrap metal, reusable household goods, reusable building materials, tyres, etc.

- If users are in a hurry and would prefer not to use the diversion stations, they can pay a higher drop off price to instead drop their entire load in one location which is then sorted by staff on site, separating any recyclable or reusable materials to ensure that only true waste ends up in the pit.
  - Redesigning and upgrading the reuse shop to:
    1. Facilitate a designated drop off area with staff stationed here to accept goods and sort these before putting them in the for sale area. This would allow for better data recording and pricing, allow for quality control checks, and limit interference by customers.
    2. Build an additional space for housing and selling second hand goods to allow for increased goods turnover.
    3. Upgrading shelving and beautifying the shop area in general to make it more appealing for customers.
  - An analysis of the traffic flows on site to determine whether this could be changed to improve functionality and user experience.
  - Working with commercial users of the site to come up with ways to separate and divert recyclable and reusable materials from their loads, particularly skip bins from construction and demolition sites.
  - Allowing for space and infrastructure for later development of the likes of a repair café, tool library, and education space.
  - Structure the site to accommodate extra storage space for waste team equipment such as the HazMobile container, event trailers and other event equipment, and other potential items.
- 3.7 Using HDC's agreed project management principles, the waste team will work across Council with team managers, project management experts, risk and assurance, health and safety, marketing, the communities team, Maori liaison officers, and finance to ensure needs from across the community are met, thorough consultation is undertaken, and the community are kept informed along the journey.

#### **4.0 Recommendations – Ngā Tūtohunga**

- A) That the Joint Waste Futures Steering Committee receive the report titled Henderson Road Refuse Transfer Station Update dated 18 June 2021.

#### **Attachments:**

There are no attachments for this report.



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Friday, 18 June 2021

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Item 6

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Joint Waste Futures Project**

*Te Rārangi Take*

# Report to Joint Waste Futures Project Steering Committee

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*Nā:*  
From: **Angela Atkins, Waste Planning Manager**

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*Te Take:*  
Subject: **Waste Team Resourcing and Proposed Waste Levy Spend**

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## **1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga***

- 1.1 The purpose of this report is to provide an update to the Joint Waste Futures Project Steering Committee on the initiatives that Hastings District Council (HDC) staff will be undertaking in the next financial year.
- 1.2 These initiatives will be funded from HDC's waste levy funds. The initiatives detailed in this report do not need the committee to ratify, rather the purpose of this report is to keep the committee informed on implementation progress.
- 1.3 HDC's Waste Disposal Levy balance as at 11 June 2021 is \$760,562. The HDC waste levy funds are held in reserve for implementing the Joint Waste Management and Minimisation Plan in the Hastings district, in line with the Council resolution dated 18 March 2010.
- 1.4 Financial year Waste Levy Spend

Opening Balance 1st July 2020		\$ 503,221.34
Revenue	Ministry of Environment	291,139.45
	Tararua (recycling crates sold)	12,600.00
Total Revenue		806,960.79
Expenditure		
101395	Te Pohue recycling setup and Polystyrene recycling	42,219.17
203021	Rural Recycling	2,440.00
220204	Local waste Min funding	1,739.13
Total Expenditure		46,398.30
Reserve Balance 11th June 2021		\$ 760,562.49

## 2.0 Joint Waste Management and Minimisation Plan – Implementation Initiatives Planned

### 2.1 Construction and Demolition Waste Workshops

2.2 *Relates to Action 6E: Provide guidance to business and industry so they may:*

- a) *Prioritise and achieve waste reduction and resource efficiency of waste.*
- b) *Implement planning controls and/or mechanisms that align with the Joint WMMP vision.*

2.3 3R Group have developed the following initial waste minimisation approach for the construction and demolition sector in Hastings.

2.4 Construction and demolition is a high priority sector for local and national waste minimisation this year. 3R can host workshops, which will target the construction and demolition sector stakeholders. The focus will be on larger operators, suppliers and potential waste processors. By focusing on larger contributors, this can have a bigger impact, and smaller operators are more likely to dovetail into programmes if lead by larger operators.

2.5 The intention is to start to build some momentum in the sector whilst undertaking the recruitment of a Construction and Demolition Waste Minimisation Officer.

2.6 The proposal from 3R Group is to:

1. Create some traction around waste minimisation amongst construction and demolition stakeholders in the Hastings region.
2. Promote strategies within the construction and demolition sector that minimise waste, are easy for builders to implement, and a starting point for the sector.

2.7 Key areas of focus are:

- Waste minimisation – limit on site materials and packaging, reuse of items, return of unused materials.
- Improving recovery of materials- strategies to sort and “value add” to materials off site.
- Utilisation of existing Product Stewardship Schemes or development of a new scheme (with potential to scale) – Involve suppliers, such as PaintWise and Expol.
- Lesson from other regions around Social Enterprise – dismantling, material recovery – and the involvement of relevant stakeholders in the region.
- Integration with existing waste minimisation programmes locally.

- Provide a launch pad for the start of a construction and demolition waste minimisation group, which becomes ultimately self-managed.
  - Alignment with the Joint Waste Management and Minimisation Plan goals and objectives.
- 2.8 The proposal is to provide three 60 minute sessions, as builder breakfasts covering the following topics.
- Session 1: Principles of reducing waste - Outline why there is a need for change, including Circular Economy, and Product Stewardship examples already occurring in the sector
  - Session 2: Material recovery strategies - including ways to sort on site, options for waste flows, existing resource recovery operations in the area.
  - Session 3: Material recovery in development and demolition - examples of recovery rate and strategies in Auckland and the involvement of social programmes to achieve this.
- 2.9 The cost to provide these sessions is \$2,000. This includes the three sessions as well as promotion and advertising.
- 2.10 **Establishment of Home Organics Waste Treatment Subsidy**
- 2.11 *Relates to Action 3A: Investigate funding existing organic waste collection/processing models.*
- 2.12 The waste minimisation team are introducing a subsidy to encourage 'on-property' treatment like home-composting, worm farming or using a bokashi system for the community.
- 2.13 The benefits will include;
- Greater diversion of waste from landfill and no collection costs
  - Reduced greenhouse gas production.
  - Provides disposal cost savings for households.
  - Gardens benefit and soils are enriched.
  - End material stays 'onsite' incurring no further environmental impacts (e.g. transport)
- 2.14 The scheme aims to make "on property" treatment of organics accessible to all members of our community, whilst still ensuring residents make some commitment to the scheme.
- 2.15 To receive the subsidy residents will need to participate in a home composting/ worm farm/ bokashi workshop hosted by the Environment Centre. Households will only be eligible to receive one voucher for a subsidised system, although two members of the household are welcome to attend the workshop.
- 2.16 Registration for the workshops would be through a form on the HDC website. At the time of registration, residents will be asked some baseline questions to establish their current habits with food waste. They will also be informed of the requirement for them to provide feedback on how their composting is going 3 and 6 months after purchase which will be collected through a short online/postal questionnaire depending on their preferred method of contact.
- 2.17 Attending the practical and educational workshop is important to help ensure success for the householder. Composting can be tricky to get right first time and instead of new users abandoning it because it is too hard we want them to feel properly equipped going into it and supported whilst getting started. This will be complemented by providing on-going access to support from the Environment Centre.

2.18

System	RRP	Subsidy	Cost to Resident
220L Composter	\$60	\$35	\$25
Bokashi 10L	\$60	\$35	\$25
Bokashi 15L	\$65	\$35	\$30
Wormfarm	\$110	\$50	\$60

- 2.19 With the changes to the Council's kerbside collection service, the 120 litre wheelie bins for rubbish can prove a challenge for some families that had previously placed all their food scraps and garden clippings in a bin larger than 120 litres. Throughout the roll out of the new service, Council encouraged residents to consider what to do with their green waste as this would no longer be accepted in the Council wheelie bins and to find an alternative way of managing it. Some residents have opted to get a green waste collection from a local provider (which goes to BioRich to be composted), and for others who may be thinking about managing it themselves at home, we want to help make home composting, worm farming and bokashi'ing affordable and accessible to all members of our community.
- 2.20 The HDC Waste Team has allocated \$18,000 for the one year trial of the program, which includes \$3000 for workshops. The scheme will be funded from Hastings Council's Waste Minimisation Levy Funds.
- 2.21 **State funded education facilities waste diversion contract**
- 2.22 *Relates to Action 2C: Consider the desire for enhancing kerbside recycling services in non-residential areas via specific consultation.*
- 2.23 Many schools do not provide basic recycling facilities and services to the students and teachers due to cost. There is an opportunity for HDC to support waste diversion services at state funded education facilities (early childhood centres and primary/secondary schools). This service would complement the existing sustainability programmes that many schools are running, including waste minimisation education, litter education and Enviro-Schools.
- 2.24 Officers will survey the state-funded education facilities to establish the appetite for such a service and estimate the volume and frequency of servicing required. Should the project proceed, Council's procurement process will be followed.
- 2.25 An initial high level estimate (without surveying the education community) is that this contract is likely to cost approximately \$70 - \$80,000 per annum. It should be noted that this service will not cover waste/rubbish disposal costs.
- 2.26 **Event trailers and kit**
- 2.27 *Relates to Action 6L: Advocate, enable and support zero waste events*
- 2.28 As part of the overall event waste minimisation approach, the waste minimisation team are putting together trailer waste station kits for event planners to rent or borrow to help reduce barriers to minimising waste at their events.
- 2.29 The trailers will house all of the basic equipment needed to set up waste stations including wheelie bins, signs, stands, flags and other minor equipment. The current draft proposal is to set up two trailers, one larger trailer which will contain enough equipment for four waste stations (which is better suited for larger events), and a smaller trailer with equipment for two waste stations.



- 2.30 In addition to the purchasing costs of the various equipment, there will also be costs associated with having the trailers constructed and sign written.
- 2.31 An estimate for the total cost of setting up two trailers is estimated to be between \$45,000 and \$50,000 which would be funded through waste levy funds. Staff are obtaining quotes for the different components.
- 2.32 **Bylaw work, engaging additional resources to progress review.**
- 2.33 *Relates to Action 5A: Review and align Hastings District and Napier City Councils' bylaws and planning controls to enact the Joint WMMP.*
- 2.34 Officers will be engaging a suitably qualified provider to progress the review of the HDC Solid Waste Bylaw as the current workload has prevented staff from progressing this project. This will also include advice on the likely upcoming legislative changes, and how to approach the review of the bylaw.
- 2.35 The HDC Solid Waste Bylaw is overdue for the required 5 year review and needs to be completed in a timely manner and in line with upcoming legislative changes.
- 2.36 The cost of this project is unknown at the time of writing the report, however Council's procurement process will be used to engage the additional support.

### **3.0 Potential Additional Staff Resourcing – 2 to 3 year fixed term roles**

- 3.1 The current capacity of the waste minimisation team is exhausted with the delivery of previously identified actions and initiatives (the WMMP Update Report contains more detail). For the implementation of the Joint WMMP to continue and for HDC to have a chance in achieving the targets, additional staff resources are required. Officers are suggesting three roles detailed in this report.
- 3.2 Along with this, there is a significant amount of work expected to come from central government over the next two years.
- 3.3 The following roles are yet to be finalised, the position descriptions need to be created and approved. Once the position descriptions are finalised, the roles can be graded for salary which is expected to be in line with the Waste Minimisation Officers and other HDC roles with similar responsibility, expertise and experience.
- 3.4 The draft proposal is considering the need for up to three additional roles to fill requirements in; construction and demolition waste minimisation activities, waste minimisation event support and education and waste data collection, analysis, reporting and contract support.
- 3.5 HDC officers will work with Napier City Council officers as these roles could work across the broader region.
- 3.6 **Regional Construction and Demolition Waste Minimisation Officer** (subject of a separate report).
- 3.7 *Relates to Action 6E: Provide guidance to business and industry so they may:*
- a) Prioritise and achieve waste reduction and resource efficiency of waste.*
- b) Implement planning controls and/or mechanisms that align with the Joint WMMP vision.*
- 3.8 **Event Waste Minimisation Coordinator**
- 3.9 *Relates to Action 6L: Advocate, enable and support zero waste events*

- 3.10 This role will continue to further develop and implement event waste minimisation programmes to assist the community to minimise waste at all types of events. The role will also work alongside other Council teams for seamless co-ordination as it is beyond the Communication and Marketing Team's capacity to deliver the outcomes achieve Action 6L. It is likely the role will require weekend work.
- 3.11 Waste produced from an event can range from hundreds of kilograms to tonnes. At the moment most of this waste would go to Ōmarunui Landfill and be buried forever. Council want to change this and the community does too.
- 3.12 Managing waste at events brings many benefits to the organisers and the region; sets a good example, and demonstrates that the environment is valued and respected.
- 3.13 This role will provide the community with leadership and support on how to reduce waste at events and assist with the development of event waste minimisation plans.
- 3.14 The diversion opportunities for events via source separation are:
- Compostable materials sent to BioRich where they are turned into nutrient-rich compost and returned to the soil
  - Grade 1, 2 & 5 plastics can be recycled into new plastic items such as fruit punnets
  - Glass can be sent to Auckland to VISY, to be melted down and made into new glass products
  - Paper and cardboard will be sent to Hawk Packaging
  - Waste cooking oil can be collected and used to create bio-diesel
- 3.15 There are many approaches that this role will guide event planners through, depending on the volume and type of waste created at the events. Many event planners are reluctant to make change and introduce recycling and waste diversion as they are confused and don't know how to approach it. Some of the approaches could include:
- Back of house recycling - A lot of easy-to-recycle items are created during set up and pack down before and after, and from vendors during an event.
  - Waste stations with bins - This is the most common type of diversion method for waste created by attendees. Waste stations are made up of different bins to collect the different waste streams. The different waste types can only be composted or recycled if they are kept separate. Volunteers or staff monitor the waste stations to ensure the waste is correctly separated. The key to success is having vendors on board and using the right packaging.
  - Reusables are an option for some waste streams at events. For example, if an event is expecting to sell a lot of beverages, offering a reusable cup deposit scheme will save you money on waste costs, avoid thousands of single-use cups, and make the event a lot tidier.
  - Water Refills - A simple way to reduce single-use plastic bottles and encourage reuse is to provide a water station.
- 3.16 Examples of event waste minimisation
- Toast Martinborough: An event with around 5,000 attendees. By hiring 10,000 Globelets that were given out for a \$3 deposit and a \$1 refund, the event managed to eliminate 40,000 disposable cups from going to landfill.
  - Black Caps Cricket at Hagley Oval, Christchurch: A one-off event with around 10,000 attendees. By hiring 50,000 Globelets that were given out for a \$2 and a \$1 refund, avoided around 70,000 single-use cups.
  - Wellington's Newtown Festival which attracts around 80,000 attendees secured almost \$5,000 worth of products to use as rewards for their 160-strong volunteer waste army.
- 3.17 The Event Waste Minimisation Co-ordinator role may be seen as one that provides a feel-good factor but Council needs to be seen to be doing something at public facing events and internally as an organisation. This role could also assist HDC facilities like Splash Planet and others which are

more like big long running events with revolving attendees than office buildings with regular staff/attendees to establish correct waste minimisation practices and services.

3.18 It will be the responsibility of the role to obtain data on how much waste events have collected, and how much has been diverted from landfill. This data will help Council measure our diversion success. This information will also help event planners to plan for the future and set new goals for future events.

3.19 Key Position Description responsibilities are likely to include;

- Support waste organisers with waste management and minimisation plans.
- Manage the co-ordination of event waste minimisation trailer kits
- Train volunteers and event staff on correct processes for waste stations.
- Provide input and support to HDC Events Manager for larger council support events to ensure waste minimisation is seen as a priority.
- Develop strong working relationships with other organisations working in the event waste minimisation space.
- Monitor and evaluate services and education programmes for success and adjust accordingly.

### 3.20 **Waste Data Administrator**

3.21 *Relates to Action 10A: Investigate methods to increase relevant data capture in line with the national Waste Data Framework. This could include waste from areas such as commercial waste composition, cleanfill, C&D waste movements etc.*

3.22 There is an increasing requirement for data collection, analysis and reporting as detailed in the new Waste Minimisation Information Requirements Regulation 2021 which requires the reporting of Refuse Transfer data from 1 Jan 2021.

3.23 The Ministry for the Environment are also progressing a project that will require Councils to collect and report monthly on all waste disposal and diversion activities in the region including commercial operators. This requirement will not be able to be met with the current staff allocation.

3.24 Proposed mandatory reporting requirements for territorial authorities relate to Section 86C of the Waste Minimisation Act:

*The Governor General may, by Order in Council made on the recommendation of the Minister, make regulations for 1 or more of the following purposes:*

*(c) requiring a territorial authority to keep, and provide to the Secretary each year, records and information about the territorial authority's*

*(i) spending of levy money; and*

*(ii) performance in achieving waste minimisation with the services, facilities, and activities provided or funded in accordance with its waste management and minimisation plan; and*

*(iii) performance as measured against any performance standards set by the Minister under section 49:*

3.25 Below is the proposed reporting requirements to the Ministry for the Environment.

## Possible performance measures (examples)

To guide feedback session



Services	Performance measure
Council contracted domestic kerbside recycling/refuse/organics/etc collection	Amount of material collected in tonnages
Private contracted domestic kerbside recycling/refuse/organics/etc collection	Amount of material collected in tonnages
Commercial recycling/refuse/organics/etc collection	Amount of material collected in tonnages
[Material] collected at kerbside	Yes/No
Contamination rate in recycling	Amount of material sent to landfill by recycler, in tonnages
Contamination in bale [type]	Percentage of contamination in bale
Event management	Amount of waste minimised
Resource recovery facilities	Tonnage of materials diverted from landfill
Enforcement activities	Amount of waste minimised

### 3.26 Auckland Council Example

3.27 In Auckland, Council controls very little of the waste infrastructure. Around 20 per cent of waste is generated at the kerbside, with the remaining 80 per cent commercial or industrial. The tonnage reporting requirements in the Waste Management and Minimisation Bylaw 2019 are driven by the actions laid out in the WMMP 2018.

3.28 The Bylaw gives Council a way of measuring that 80 per cent that they don't control. In theory, the Bylaw has great potential; it enables them to request any data they think is reasonable in order to be able to report accurately the waste tonnages being landfilled and diverted in Auckland.

3.29 Bylaw allows Council to request waste collectors to obtain a licence to operate. Waste Licence terms and conditions can bridge the gap in bylaw controls for data reporting requirements. There is however hesitancy from industry to provide data where Auckland Council is a competitor.

3.30 Auckland Council Bylaw and Licensing Role has responsibility to oversee the data collection from the private sector.

- All waste licensees report waste tonnage data for the previous month by the 10<sup>th</sup> working day of each month
- Reminders sent to all licensees who failed to report tonnage data by the end of 15<sup>th</sup> working day of each month.
- Analyse and generate reports for waste tonnage data by the 20<sup>th</sup> working day of each month. Data reconciliation is very important to improve data accuracy. This requires the management of:
  - Licensees failing to report waste data on time
  - Duplicate data submission by user error
  - Incorrect data submissions by user error
  - Ongoing follow up and education required to maintain regular data submissions in timely manner.

3.31 From an HDC perspective it is likely that this role would be part-time and may increase to fulltime as the work load increases. The licencing of operators has the potential to create liabilities on officers, ideally government will legislate the requirement and develop a reporting framework nationally. Officers will submit feedback to Ministry for the Environment stating this preference.

3.32 Key Position Description responsibilities are likely to include;

- Administer solid waste data reporting requirement including the collection, collation, analysis and reporting of all required data supporting the broader solid waste team.
- Actively ensure that legislative requirements and Council policies and procedures are fulfilled, particularly in relation to all key relevant legislation

#### **4.0 Recommendations – Ngā Tūtohunga**

- A) That the Joint Waste Futures Steering Committee receive the report titled Waste Team Resourcing and Proposed Waste Levy Spend dated 18 June 2021.

#### **Attachments:**

There are no attachments for this report.



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Friday, 18 June 2021

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Item 7

*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

**Hastings District Council: Joint Waste Futures Project Steering Committee**

*Te Rārangi Take*

# Report to Joint Waste Futures Project Steering Committee

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**Nā:**  
**From:** **Angela Atkins, Waste Planning Manager**

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**Te Take:** **Regional Construction and Demolition Waste Minimisation Officer**  
**Subject:** **Role**

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## **1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga***

- 1.1 The purpose of this report is to inform to the Joint Waste Futures Project Steering Committee on the initiative to employ a Fixed Term Regional Construction and Demolition Waste Minimisation Officer for a period up to three years.
- 1.2 Officers from both Hastings District and Napier City Councils support this role as a co-funded regional role working across the Ōmarunui Landfill catchment area. The role is proposed to be co-funded from each of the Council's waste levy funds as it is not included in either Council's Long Term Plan. It is likely that this role will require additional funding for project specific work. These costs will be identified as the role is established and opportunities are identified. Approval for additional costs will be obtained back through the required processes of each Council.
- 1.3 *This role relates to Action 6E of the Joint Waste Management and Minimisation Plan (WMMP): Provide guidance to business and industry so they may:*
  - a) *Prioritise and achieve waste reduction and resource efficiency of waste.*
  - b) *Implement planning controls and/or mechanisms that align with the Joint WMMP vision.*
- 1.4 The Hawke's Bay is seeing significant growth in the construction and demolition sector and high levels of activity in this space is generating large volumes of waste from the construction and building industry. Building consent applications have increased from 250 in 2017 to 534 last year in the Hastings District.
- 1.5 Based on the 2019 Solid Waste Analysis Protocol (SWAP) Survey, approximately 13% of all waste sent to Ōmarunui Landfill, estimated to be 14,000 tonnes was timber last year. This waste stream is problematic and is reducing the availability of the region's landfill air space.

- 1.6 Timber is a difficult material to manage at an operational level for two main reasons:
- 1.7 The shape and size of timber makes it difficult to handle and compact without creating air pockets/voids. It can damage landfill machinery when it gets caught in the machines, as well as the drilling machinery when installing gas wells in the landfill. Ōmarunui Landfill does not undertake pre-treatment prior to disposal, waste is tipped off at the tip face and pushed directly to the final disposal area for compaction.
- 1.8 As timber is an organic waste, it produces methane gas and leachate as it breaks down in the landfill. Landfill gas, including methane gas, is collected through gas wells and sent to a gas to energy plant and gas flare, then released as CO<sub>2</sub>, contributing to greenhouse emissions. The leachate is managed carefully to ensure it does not end up in waterways and damage native ecosystems.
- 1.9 There are many other waste materials from the construction and demolition sector that could be minimised or replaced with alternatives to improve the sustainability of construction projects, e.g. polystyrene, offcuts of pipes and tubing, wrapping and packaging of materials, or even avoided in the first place through design changes.
- 1.10 This role would require a person who has an expert knowledge of the building sector and experience, or strong interest, in making the building sector more sustainable.
- 1.11 Key Position Description responsibilities are likely to include;
- Lead the development of relationships, partnerships and initiatives with key Construction and Demolition (C&D) stakeholders at local, regional and national levels.
  - Support, and where appropriate coordinate, the establishment of zero waste focused practices by designers, developers, constructors, industry associations and the wider C&D industry.
  - Providing support and advice to projects or initiatives that reduce C&D waste.
  - Take part in, and where appropriate lead the development of, research and reporting on projects related to the Joint WMMP, with emphasis on C&D focused research.
  - Advocate, broker, communicate and promote C&D waste minimisation to the industry at a leadership level, promoting a shift in industry thinking towards waste in line with the objectives of the WMMP.
  - Developing new and innovative methods for integrating waste minimisation in industry processes, projects and operations at a leadership, technical and project design level.
  - Work with the C&D industry, Community Recycling Centres and the C&D Community Waste Brokers to develop, identify and broker material flow destinations and assist with advice on best practice approaches for materials diversion.
  - Support the Waste Minimisation and wider Solid Waste Teams by providing technical input on C&D related projects or programmes.
  - Contribute to the implementation of the WMMP including policy, planning and regulatory processes.
  - Investigate feasibility of a regional construction and demolition waste hub facility.
- 1.12 The role has not been finalised, with position description to be drafted and approved by both Councils. The salary is expected to be in line with the Waste Minimisation Officers and other Council roles with similar responsibility, expertise and experience. At the moment the building industry is going through a period of rapid growth, Officers note that filling this role may not be a quick or easy process.



## 2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Regional Construction and Demolition Waste Minimisation Officer Role dated 18 June 2021.
- B) That the Committee endorse the concept of co-funding a Regional Construction and Demolition Waste Minimisation Officer from each Council's waste levy funds for a maximum of a three year period.

### **Attachments:**

There are no attachments for this report.