

Friday, 2 December 2022

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

Agenda

Te Rā Hui:
Meeting date: **Friday, 2 December 2022**

Te Wā:
Time: **10.30am**

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

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

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

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.

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Joint Waste Futures Project Steering Committee Meeting

Kaupapataka

Agenda

Group Members:	<i>Heamana</i>
	Chair: Councillor
	Deputy Chair: Councillor
	Councillors Marcus Buddo, Simon Nixon and Ann Redstone (HDC) Councillors Hayley Browne, Richard McGrath and Chad Tareha (NCC)

<i>Tokamatua:</i>	
Quorum:	4 members - at least 2 Councillors from each Council

<i>Apiha Matua</i>	
Officer	Waste Planning Manager – Angela Atkins
Responsible:	

<i>Te Rōpū Manapori me te Kāwanatanga</i>	
Democracy & Governance Services	Lynne Cox (Extn 5632)

Te Rārangi Take

Order of Business

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.
-

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.

3.0 *Confirmation of Minutes - Te Whakamana i Ngā Minitī*

There are no minutes to confirm.

4.0	Hastings District Council Annual Waste Minimisation Funding Grant Recommendations for Large Fund	9
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5.0	Hastings District Council - Joint Waste Management and Minimisation Plan Implementation Update	13
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6.0	Napier City Council - Joint Waste Management and Minimisation Plan Implementation Update	19
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7.0	2022 Solid Waste Analysis Protocol (SWAP) Survey Report	23
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8.0	Overview of Review Processes for Waste Assessment and Waste Management & Minimisation Plan	31
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Friday, 2 December 2022

Item 4

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

Nā:
From: **Sam Gibbons, Senior Waste Minimisation Officer**

Te Take: **Hastings District Council Annual Waste Minimisation Funding**
Subject: **Grant Recommendations for Large Fund**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to inform the Joint Waste Futures Project Steering Committee of the applications received to the annual large waste minimisation fund and the Officer's recommendation.
- 1.2 These applications have been assessed by the Waste Minimisation Team using the assessment criteria set out in the HDC funding framework.
- 1.3 This report relates to Action 6C; *Establish (and manage) a joint contestable fund to provide seeding grants for new local waste minimisation initiatives*, of the Joint Waste Management and Minimisation Plan (WMMP) who now request a decision from the Joint Waste Futures Committee.
- 1.4 The officers' assessment recommends one application is approved and the remaining five to be declined.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Hastings District Council Annual Waste Minimisation Funding Grant Recommendations for Large Fund dated 2 December 2022.
- B) That the Committee support the Officer's recommendations for the application to be approved for the annual waste minimisation large funding grants.

3.0 Background – *Te Horopaki*

- 3.1 Two Waste Minimisation contestable funds were created in 2020 to support projects that result in a new waste minimisation activity. Those funds are:
- A large annual waste minimisation contestable fund, with a pool of \$20,000 available each year for one round, generally in September. This year applications were open from 26 September to 4 November.
 - A small monthly waste minimisation contestable fund, of \$2,000 available each month from February to November. The month fund applications are approved by the Waste Minimisation Team.
- 3.2 The purpose of the funds is to contribute to building a community that values our resources, re-uses, re-purposes and recycles as much as possible. This can be achieved through education, engagement and the development of new technology and ways of working.
- 3.3 The 2022 large fund was promoted widely to the community through posters in our facilities, the waste minimisation e-newsletter, HDC social media and website, press release and newspaper advertisements. This year six applications were received for the large fund and one application was received for the September small funding round. Sustaining Hawke's Bay Trust later withdrew their application.

4.0 Discussion – *Te Matapakitanga*

- 4.1 The applications that were received, and the officer's assessment and supporting letters are attached (**Appendix 1**).
- 4.2 In summary:
- Re-new is recommended to be approved the full \$20,000 requested.
 - Sustaining Hawke's Bay Trust withdrew their application.
 - The Hawkes Bay Farmers Market is recommended to be declined however packaging sessions can be facilitated through our Waste Minimisation Team and if there is interest in pursuing alternative composting options this could be funded separately through the small fund.
 - It is recommend that Taikura School is declined. But it worth noting that there seems to be a lack of funding to support schools in meeting basic levels of waste and recycling services. Because of where recycling sits in the Waste Hierarchy and how our funds are weighted to those that tackle areas higher up the hierarchy, recycling projects will always rank further down. It may be beneficial to create a fund just for schools to access to help address this need without the competition against other great initiatives.
 - The remaining applications; are recommended to be declined.

5.0 Options – *Ngā Kōwhiringa*

Option One - Recommended Option - Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga

- 5.1 Support the approval of funding as recommended by the officer's report in **Appendix 1**.

Advantages

- Goals of the Joint WMMP are met.
- Support an innovative community venture to help build skills within our community to reduce waste.

Disadvantages

- The remaining applicants miss out on funding from this round.

Option Two – Alternative funding arrangement

5.2 Approve funding with a different make up to the recommendations in **Appendix 1**.

Advantages

- Funding can be allocated as Councillors see appropriate.
- Applicants selected will have their projects supported.

Disadvantages

- Applications selected may not fit as well with the waste minimisation team's work plan and the Joint WMMP as the suggested funding recommendations do.

6.0 Next steps – *Te Anga Whakamua*

- 6.1 Applicants will be contacted and advised of the outcome of their application and undertake the payment process.
- 6.2 Approved projects will be shared with the community through social media, waste e-newsletter, community groups, etc.
- 6.3 As part of any funding agreement, applicants will be required to report back on their project, including the number of people reached, items handed out, material diverted, etc.

Attachments:

1⇒	2022 Large Waste Minimisation Fund Applications and Officer Assessments	SW-29-3-22-65	Under Separate Cover
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Summary of Considerations - *He Whakarāpopoto Whakaarohanga*

Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-Rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Link to the Council's Community Outcomes – *Ngā Hononga ki Ngā Putanga ā-Hapori*

This proposal promotes the social wellbeing of communities in the present and for the future and helps to foster a community that wastes less.

Māori Impact Statement - *Te Tauākī Kaupapa Māori*

There is no impact on the Māori community and the fund is open to all to apply.

Sustainability - *Te Toitūtanga*

The project contributes to a more sustainable Hastings by helping create a community which wastes less.

Financial considerations - *Ngā Whakaarohanga Ahumoni*

The funds are sourced from waste levy funds allocated to HDC by the Ministry for the Environment, which come from a levy charged to waste disposed of in landfills and must be used for waste minimisation initiatives. The grants fund is allocated as part of Council's Joint WMMP and Long Term Plan.

Significance and Engagement - *Te Hiranga me te Tūhonotanga*

This decision/report has been assessed under the Council's Significance and Engagement Policy as being not of significance.

Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto / ā-waho*

The contestable funds are an action of the WMMP which the community was engaged and consulted with in 2018, with over 6,000 submissions received.

The funds were created in 2020 and have been promoted to the community widely to encourage schools, community groups, iwi, marae groups, individuals, or businesses to apply.

Risks

Rural Community Board – *Te Poari Tuawhenua-ā-Hapori*

The rural community was advised of the fund through the rural community newsletter. There are no other rural considerations.

Friday, 2 December 2022

Item 5

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

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

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

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

- 1.1 This report is to update the committee on the activities undertaken over the past three months and/or underway in the Hastings district by Hastings District Council (HDC) staff regarding the implementation of the Joint Waste Management and Minimisation Plan (WMMP).
- 1.2 A copy of the Joint WMMP can be viewed on the HDC website.

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 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 ⁵	28,580 tonnes	≤ 19,150 tonnes per annum

- 2.3 More detailed analysis of progress against these targets will be completed in early 2023 during the Waste Assessment process.

3.0 Current Initiatives underway

3.1 Education Building Plans

- 3.2 A building consent for the education building was issued in February 2022. No construction work has commenced on the site yet.
- 3.3 Revised costs were presented to the Ōmarunui Refuse Joint Landfill Committee meeting in September and approval to proceed with construction granted. Officers are working with the preferred supplier to finalise costings. It is expected that work will begin on the site in the New Year.

3.4 Community Communication Activities

- 3.5 A user-pays Electronic Waste (e-waste) recycling service has been set up at Henderson Road Refuse Transfer Station. This is an interim service after the Environment Centre stopped their service in August and it is likely that a national product stewardship will be in place within the next 2-3 years. Associated communications activities are underway to promote this new service to the community.
- 3.6 Recycling “How-to/ tips” flyers are being created, to help residents get the “most out” of their recycling crates. This is based on common queries and advice given to residents by staff.
- 3.7 Updating the Recycling and Rubbish short guides which were translated into the top five languages spoken in HB to improve understanding and simplify the guidance residents receive.
- 3.8 Regular activities have continued such as the monthly waste awareness newsletter and Facebook posts about waste and kerbside-related information or events.

3.9 School Education

- 3.10 The HDC and NCC waste teams have engaged a contractor to develop the content for an Ōmarunui Landfill region waste minimisation education programme for schools in line with the national curriculum.
- 3.11 The education programme is currently in the research phase. The contractor has carried interviews with educational partners used in the past as well as potential partners for future collaboration.
- 3.12 Some informal surveys with teachers have been carried out. However, it is proving difficult to connect with teachers at this time of year. An online survey has been developed and will be sent out to all schools in the New Year.
- 3.13 Officers have also been trying to arrange a get together for teachers running green teams, again at the moment it seems schools are too busy to engage.

3.14 **Events Waste Minimisation**

- 3.15 The Event Waste Minimisation Trailer has been built and used for the first time on 18 November at Haumoana School fundraiser event “Hauchella.” Some operational aspects of trailer will be further refined.
- 3.16 The team has supported event organisers who have reached out for advice. In 2023, aiming to be more proactive and grow the number of events we give waste-related support to. Event guidance is still being developed but in the meantime, officers provide direct advice.

3.17 **Kerbside Update**

- 3.18 An Infographic is attached (**Attachment 1**) detailing the kerbside recycling and rubbish collection statistics from the past quarter, July - September 2022.

3.19 **Sustainable is Attainable**

- 3.20 Is a business-focused initiative, modelled on and connected to the initiative by the same name in South Canterbury, where it was initiated by Venture Timaru.
- 3.21 Sustainable is Attainable is coordinated and managed via the Hawke’s Bay Business Hub, under the umbrella of the regional food programme. This programme is managed on behalf of the region’s five councils by Nicky Solomon, and Sustainable is Attainable is the core initiative of the programme.
- 3.22 The programme aims to develop viable alternatives for the waste and by-products generated during food processing and manufacturing, through collaboration across businesses, universities and research and development organisations, with a specific focus on organic and plastic wastes.
- 3.23 Over the summer period four students will be gathering more quantitative data to enable to the analysis of options for the waste streams, understanding seasonal peaks and limitations.

3.24 **Internal Waste Management**

- 3.25 The next stage of revitalising the internal waste and recycling bins has been completed, with revamped bins being rolled out into Warren Street, Hastings Street and Camberley Community Centre buildings.
- 3.26 New recycling stations have been set up in Splash Planet. Although some level of contamination is to be expected, we will be monitoring the bins throughout the season and implementing some interventions to try and help reduce this.



3.27 **Pan Pac treated timber disposal option**

3.28 The team has worked with Pan Pac, Hawke's Bay Regional Council, and Napier City Council and submitted an expression of interest to the National Waste Minimisation Fund in 2021. Pan Pac have been successful in their application for funds to support a trial to test whether burning treated timber is feasible in the boilers at Pan Pac. If successful this 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%. The trial is expected to be undertaken in 2023.

3.29 **Recruitment**

3.30 Recruitment has been completed for a replacement Waste Minimisation Specialist after Zoe Yandell resigned in October. Jordanne Wiggins is joining the HDC in early December.


3.31 Geoff Gibson has been appointed as the Regional Construction and Demolition Waste Minimisation Advisor. Geoff started in November and will be working across both Council regions.

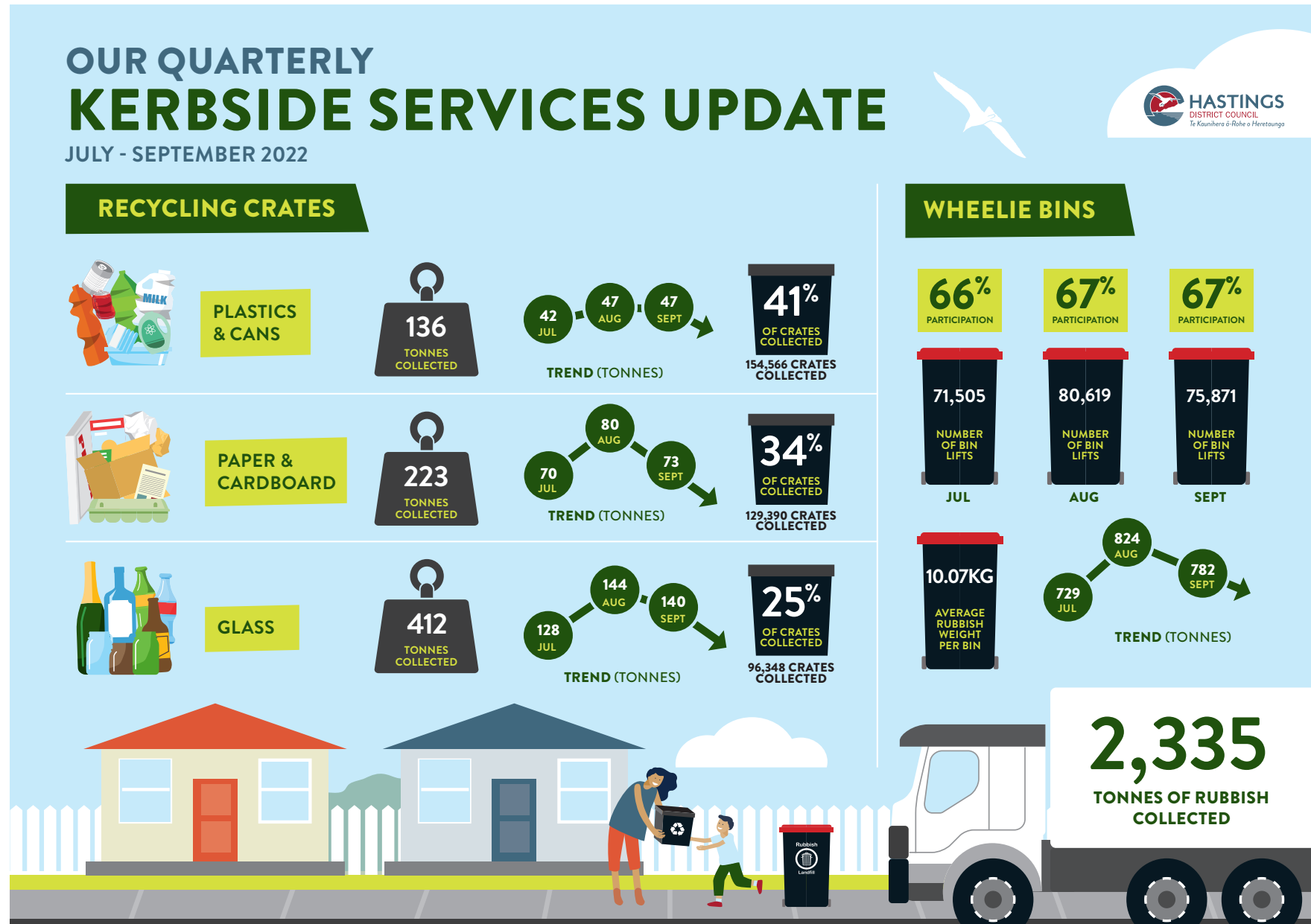
3.32 These two appointments mean that the waste minimisation team is currently fully staffed and not carrying any vacancies.

4.0 Recommendations - *Ngā Tūtohunga*

That the Joint Waste Futures Project Steering Committee receive the report titled Hastings District Council - Joint Waste Management and Minimisation Plan Implementation Update dated 2 December 2022.

Attachments:

- 1  Quarterly Kerbside Services Update Infographic Jul - Sep 2022 SW-29-2-22-76



Friday, 2 December 2022

Item 6

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

Nā:
From: Angela Atkins, Waste Planning Manager

Te Take:
Subject: Napier City Council - Joint Waste Management and Minimisation Plan Implementation Update

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

- 1.1 This report is to provide an update on the implementation of the Joint Waste Management and Minimisation Plan (WMMP) and recent activities undertaken by the NCC Waste Minimisation Team.
- 1.2 A copy of the WMMP can be viewed on the NCC website.

2.0 Current Initiatives underway

2.1 Kerbside Services

2.1.1 Kerbside Refuse/General Waste Collection

2.1.2 Tonnage of waste disposed per month from kerbside service is as follows:

- August: 772.80 tonnes
- September: 610.88 tonnes
- October: 566.10 tonnes

2.1.3 Being an average of 649.92 tonnes per month and a total of 1949.78 tonnes for the reporting quarter.

2.1.4 2,892 customers have now signed up to Less Waste Incentive, participating in fortnightly collections to reduce waste to landfill.

2.1.5 Seven customers have Assisted Services and 31 customers are provided with Alternative Services.

- 2.1.6 Greenwaste in bins is deterred through educational messaging in the bins, and each empty is checked through the on-truck cameras, and a three-strike system is then used to further deter non-compliance.

2.2 Kerbside Recycling Collection

- 2.2.1 Napier currently has 24,730 households utilising the kerbside recycling service, which enables glass (clean glass jars and bottles of all colours), PTA (plastics types 1,2, and 5; tins and aluminium cans), and Fibre(Cardboard and paper products) to be collected and recycled

- 2.2.2 Tonnage of recycling diverted from landfill per month from kerbside services is as follows:

Month 2022	Glass (tonnes)	PTA (tonnes)	Fibre (tonnes)
August	156.96	67.14	71.10
September	153.38	68.76	68.82
October	147.98	75.38	60.36

- 2.2.3 Being an average of 152.77 tonnes of glass per month, 70.42 tonnes of PTA per month and 66.76 tonnes of fibre per month. Total of 869.88 tonnes of recyclable material collected from kerbside for the reporting quarter.

2.3 Redclyffe Transfer Station

- 2.3.1 Since July last year, a step-change in the way the site is facilitated has occurred. This involved contracting the diversion and recycling operations out to specialist waste contractors, and fully managing this site within the Environmental Solutions Team.
- 2.3.2 The benefits of this change have been notable and the focus has changed from a Solid Waste Transfer facility to a service where customers are supported to recycle in a more organised, educational and opportune way and waste minimisation and waste diversion is now the key focus.
- 2.3.3 Where previously there had been limited interaction with customers, now Waste Minimisation Custodians are available on the site and where previously almost all waste was literally transferred, significant quantities of timber products, type 1, 2, and 5 plastics, soft plastics, white ware, ferrous and non-ferrous metals, and cardboard are now being diverted away from landfill. Reusable items are also collected and transferred for sale.
- 2.3.4 In this reporting period, new bins and signage/stickers were introduced into the Redclyffe recycling area. These are working very well and have been welcomed by customers with great.
- 2.3.5 See image below:



- 2.3.6 A signage upgrade is under development to further enhance the customer experience on site.

2.3.7 Over this period, contractors on site managed to divert 757.5 tonnes of the waste being dumped in the pit (which would otherwise be sent to landfill), as shown below:

New Redclyffe Transfer Station Diversion Initiatives	Aug-22	Sep-22	Oct-22	Total for quarter
Treated timber	66.24	91.46	93.74	251.44
Untreated timber	60.70	307.97	84.14	452.81
Cardboard	20.98	6.10	6.20	33.28
Soft Plastics	1.20	0.00	0.00	1.20
Plastics 1 & 2	0.00	0.00	0.00	
Plastics 5	0.00	0.00	0.00	
Irrigation pipe	0.00	0.00	0.00	
Whiteware	0.00	0.00	0.00	
Copper cable	0.00	0.00	0.00	
Car batteries (at avg 18kg each)	0.32	0.75	7.92	8.99
Motorbike batteries (at avg 5kg each)	0.03	0.03	0.30	0.36
Truck batteries (at avg 23.1kg each)	0.02	0.09	0.00	0.11
Re-purposed goods	0.03	0.05	9.24	9.32
TOTAL (tonnes)	149.52	406.45	201.54	757.51

2.3.8 Tonnages sent to landfill from Redclyffe Transfer Station were reasonably low due to this level of diversion:

Month 2022	Tonnes to landfill
August	607.58
September	500.38
October	579.26

2.3.9 In addition to the above recycling tonnages from the recycling drop off area are as follows:

	August	September	October	Total for quarter
Glass Brown	9.76	16.12	9.40	35.28
Glass Green	18.32	27.32	27.32	72.96
Glass Clear	11.44	23.64	23.64	58.72
Paper / Cardboard	19.25	11.47	0.00	30.72
Scrap Metals	35.16	30.94	34.50	100.6
Total	93.93	109.49	94.86	298.28

3.1 Other Waste Minimisation Activities

3.1.1 The Napier City Council Composting Workshops continue to be popular and have shown great engagement through our social media platforms, website and the Humantrix register. In partnership with the Environment Centre, we were able to provide an 'in person' composting working at the Taradale Community Garden in October. This was a great success and we look to continue hosting in person once composting workshops re-start in March 2023.

- 3.1.2 Napier City Council will be recruiting for the Waste Minimisation Lead role which has been vacant for 12 months. In addition to this, a recent resignation means that there will also be a recruitment drive for the Waste Minimisation Officer role.

3.0 Recommendations - *Ngā Tūtohunga*

That the Joint Waste Futures Project Steering Committee receive the report titled Napier City Council - Joint Waste Management and Minimisation Plan Implementation Update dated 2 December 2022.

Attachments:

There are no attachments for this report.

Friday, 2 December 2022

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

Nā:
From: Angela Atkins, Waste Planning Manager

Te Take:
Subject: 2022 Solid Waste Analysis Protocol (SWAP) Survey Report

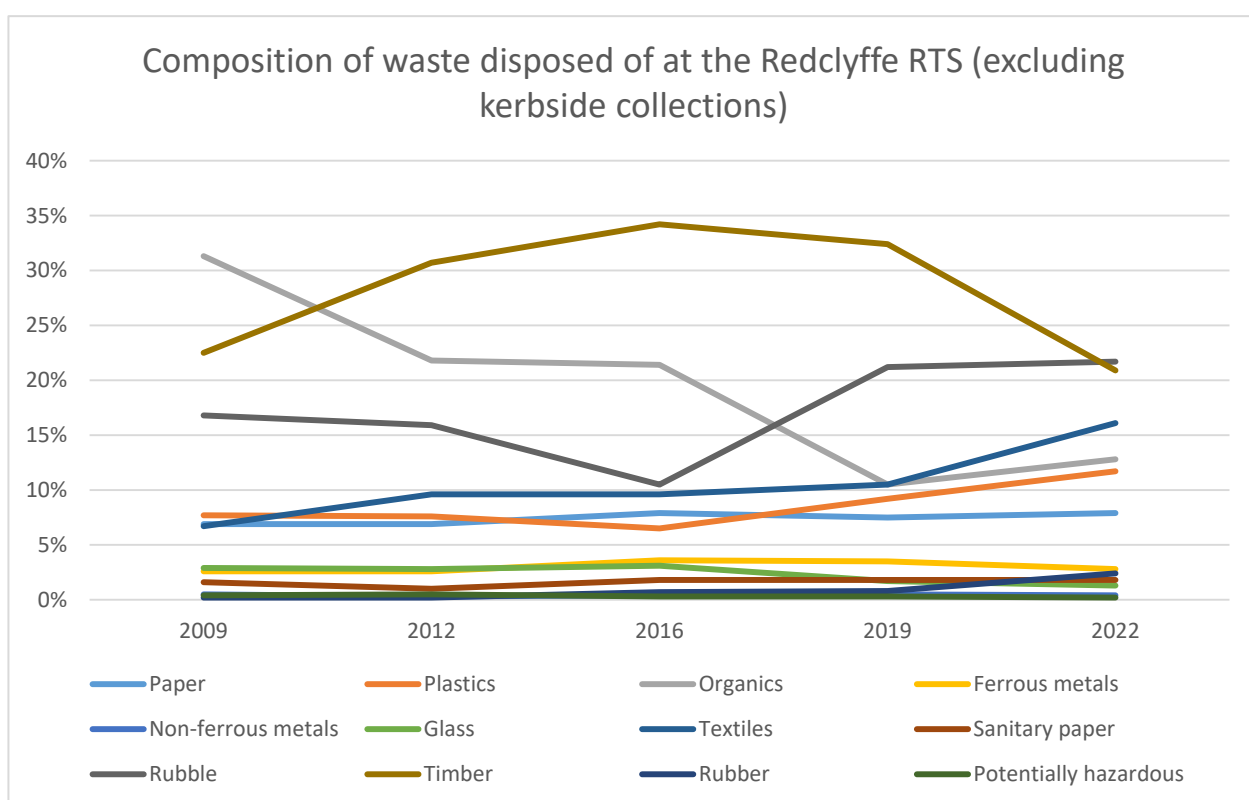
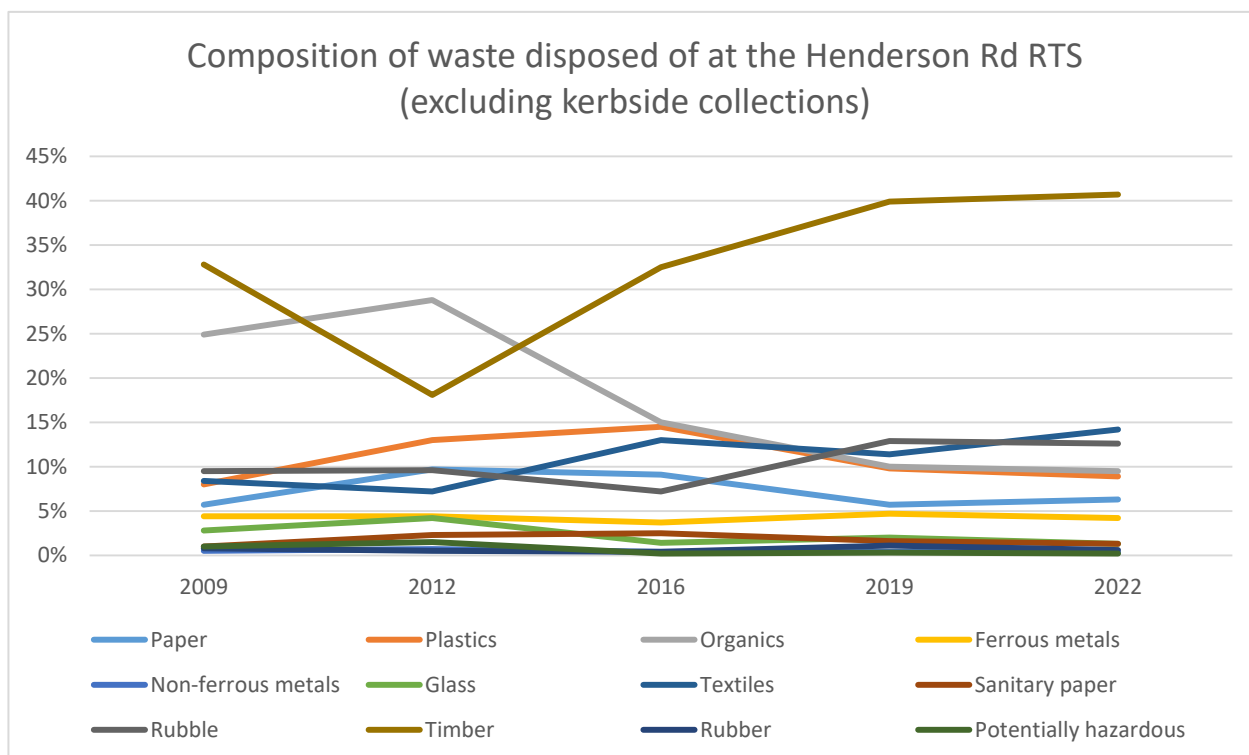
1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 This report is to update the committee on the results of the 2022 Solid Waste Analysis Protocol (SWAP) survey. Hastings District Council (HDC) and Napier City Council (NCC) jointly complete a SWAP survey every three years.
- 1.2 SWAP surveys assist with the completion of the Waste Assessment, required under section 51 of the Waste Minimisation Act 2008 for Waste Management and Minimisation Plan (WMMP) reviews.
- 1.3 The Joint WMMP also requires the completion of SWAPs, Action 10.E; *Continue to undertake a solid waste survey of waste in Hastings District and Napier City at least every three years.*
- 1.4 A SWAP is a classification and sampling technique to measure the quantity and composition of waste. The SWAP was completed on waste collected from kerbside collections, transfer stations and Ōmarunui Landfill.
- 1.5 For the 2022 solid waste survey, nine days of visual surveying were conducted at disposal facilities, with three days of surveying each at Redclyffe Refuse Transfer Station (RTS), Henderson Road RTS, and Ōmarunui Landfill. These visual surveys were augmented with a five-day sort-and-weigh audit that analysed the composition of the Councils' kerbside 120-litre rubbish wheelie bins from Hastings and Napier. The surveys were undertaken over May, June and July.
- 1.6 The findings from this survey are similar to those of the 2016 and 2019 surveys which means that the actions and initiatives of the Joint Waste Management and Minimisation Plan are still relevant. The high level results are detailed below.
- 1.7 A full copy of the SWAP report will be made available on the HDC website.

2.0 Refuse Transfer Station Surveys

2.1 The graphs below display the composition of waste disposed of at the two main Refuse Transfer Stations (RTS); Henderson Road and Redclyffe over the past five SWAP surveys.

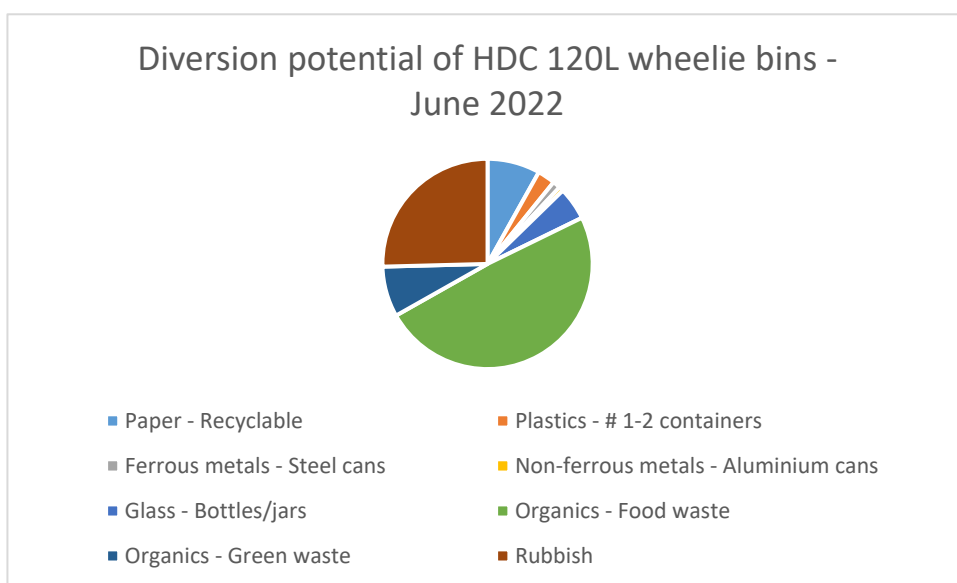
2.2



- 2.3 There has been a promising decline in the percentage of organic waste disposed of at the Refuse Transfer Stations. With the top six material types consistent across both RTSs. The Redclyffe RTS has seen a bigger decline in the proportion of timber (compared to Henderson Road) as NCC introduced a timber diversion programme in 2020. A timber diversion pilot was introduced at the Henderson Road RTS in 2021 and a review of the charge rate has recently been completed. This has resulted in a reduction of the rate from \$351 to \$195 (exl. GST) per tonne, effective 3 November 2022. The change to the timber rate is likely to increase the diversion of timber with users encouraged to bring in timber only loads to qualify the cheaper rate.

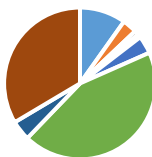
3.0 Council Kerbside Rubbish Wheelie Bin Surveys

- 3.1 This is the first SWAP survey since both Councils introduced the 120L wheelie bins. These results were not surprising and were in line with what officers were expecting.
- 3.2 HDC has also been undertaking annual visual audits for a week each June and these results are also similar.
- 3.3 There is still a high level of diversion potential in the council collected wheelie bins. For HDC that is 63% and for NCC 56%.



- 3.4 Of the materials in Hastings kerbside 120-litre rubbish wheelie bins, 15.0% could have been recycled through the Council kerbside recycling collection or at a recycling drop-off station. Paper (6.9%, by weight) comprised nearly half of the recyclable materials.
- 3.5 A further 48.3% could have been composted. In total, 63.4% of Hastings 120-litre rubbish wheelie bins could have been diverted from landfill disposal by either recycling or composting. This equates to 7.62 kg of waste in the average wheelie bin.

Diversion potential of NCC 120L wheelie bins - June 2022



- Paper - Recyclable
- Ferrous metals - Steel cans
- Glass - Bottles/jars
- Organics - Green waste
- Plastics - # 1-2 containers
- Non-ferrous metals - Aluminium cans
- Organics - Food waste
- Rubbish

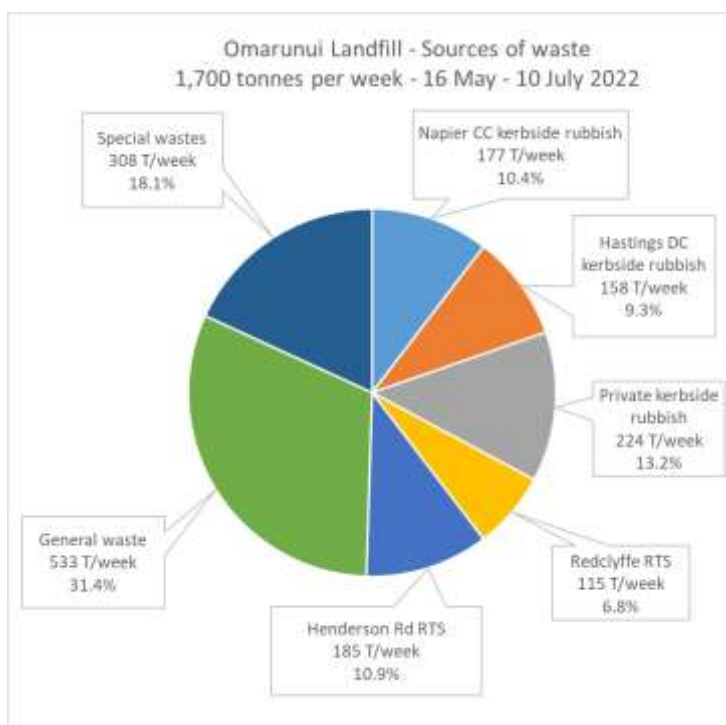
- 3.6 Of the materials in Napier kerbside 120-litre rubbish wheelie bins, 15.5% could have been recycled through the Council kerbside recycling collection or dropped off at a recycling facility. Paper (8.3%, by weight) comprised more than half of the recyclable materials.
- 3.7 A further 40.7% of materials, by weight, could have been composted. In total, 56.2% of Napier 120-litre rubbish wheelie bins could have been diverted from landfill disposal by either recycling or composting. This equates to 5.21 kg of waste in the average wheelie bin.
- 3.8 Other materials, such as clothing and other metals, are also recyclable but have not been included in these calculations.
- 3.9 Below is a comparison of domestic kerbside rubbish bag audits, top three materials over the past five surveys. There has not been an increase in the overall percentage of divertible material in the waste composition of the newly introduced Council provided wheelie bins.

Comparison of domestic kerbside rubbish bag audits	Hastings					Napier				
	2007	2009	2012	2016	2019	2007	2009	2012	2016	2019
Paper	10.6%	10.8%	10.5%	7.5%	9.1%	14.4%	13.2%	13.3%	12.8%	10.4%
Plastics	12.5%	11.6%	13.5%	12.8%	14.9%	14.4%	12.3%	14.4%	13.2%	14.5%
Organics	51.7%	51.2%	51.3%	52.6%	50.9%	47.7%	44.9%	47.6%	49.3%	48.1%

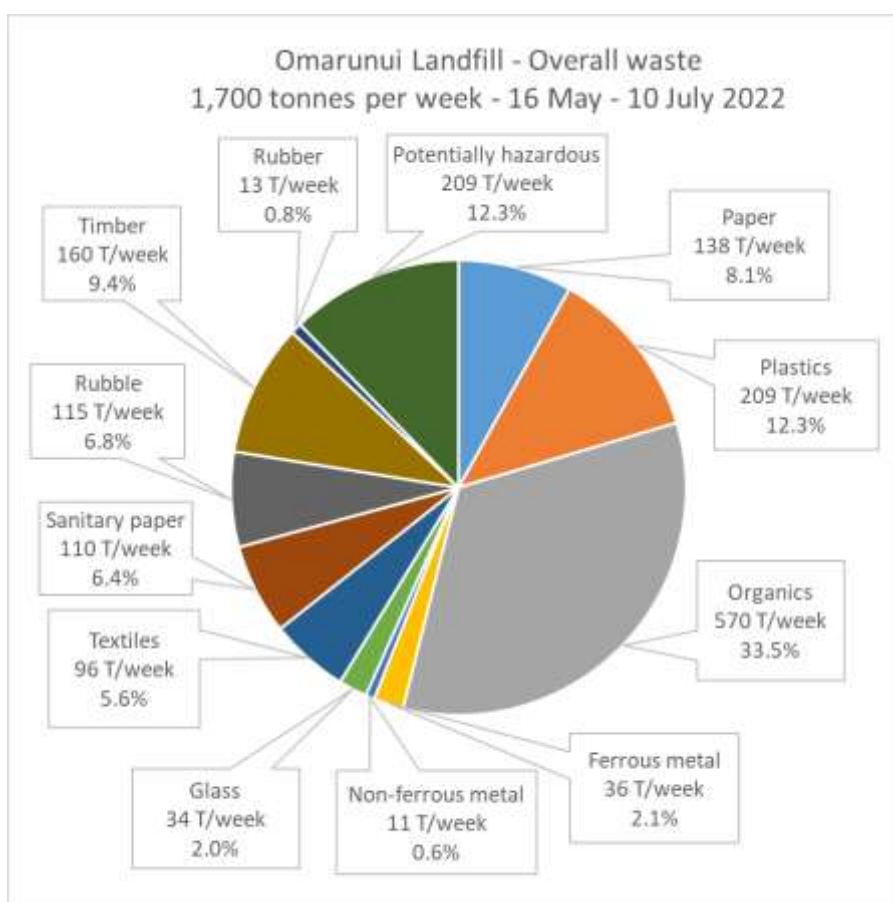
- 3.10 The report estimates that 197 kg per person per annum of waste is disposed of via kerbside services, both residential and commercial. When calculated against the increase in population (9% between 2019 and 2021), this resulted in an 11% reduction in the per capita disposal of kerbside rubbish from 221 kg/capita/annum to 197 kg/capita/annum.

4.0 Ōmarunui Landfill

- 4.1 During the eight-week period for which the weighbridge records were analysed, an average of 1,700 tonnes per week of residual waste was disposed of at Ōmarunui Landfill. General waste disposed of directly to landfill was the single largest source of levied waste (533 T/week), comprising 31% of the total. Special wastes were the second largest source of waste, representing 18% of the total weight.

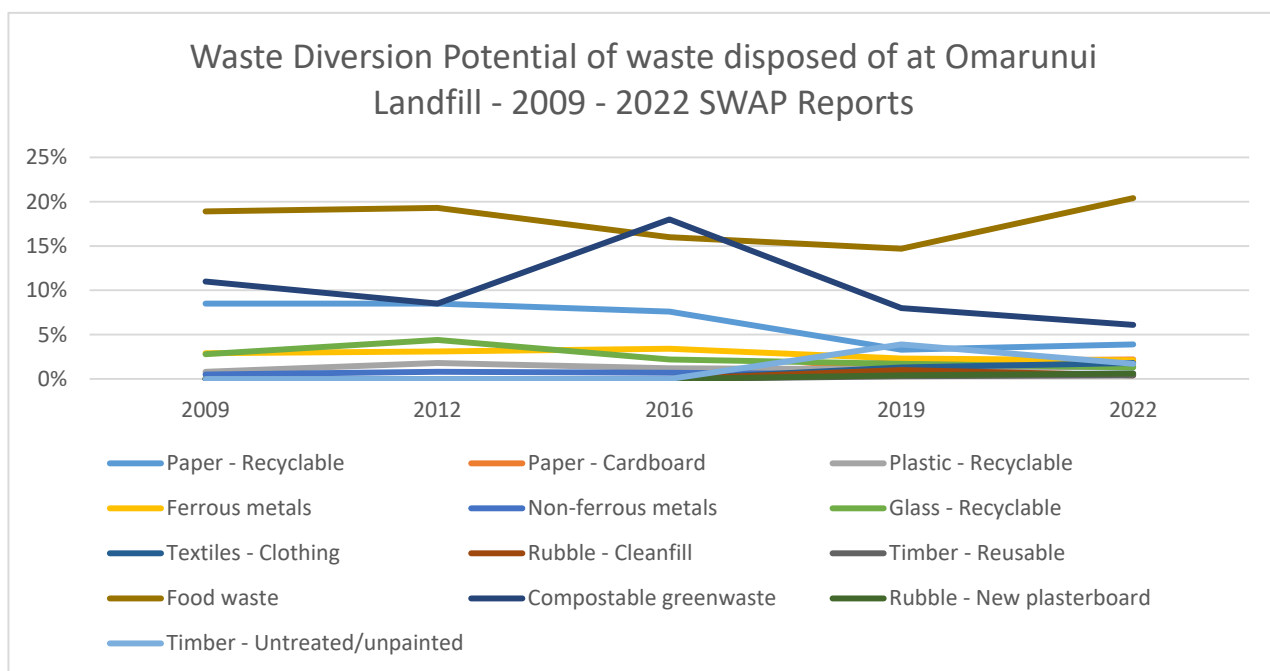


- 4.2 Organic material was the largest single component of the overall waste stream being disposed of at Ōmarunui Landfill, comprising 33.5% of the total weight. Plastics and potentially hazardous materials (primarily special wastes) were the second largest components, both comprising 12.3% of the total weight. The primary composition is shown below.



- 4.3 The largest tonnage of divertible material, 80 tonnes per week, was food waste in Commercial/Industrial waste disposed of directly to landfill. A significant proportion of the food waste was from food processors. Special wastes also included 47 tonnes per week of food waste.

- 4.4 Food waste averaging 66 tonnes per week was disposed of in each of Hastings, Napier, and privately collected kerbside rubbish. Privately collected kerbside rubbish also includes an estimated 59 tonnes per week of compostable greenwaste.



5.0 Achievement against the WMMP Targets

- 5.1 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.
- 5.2 Based on the 2016 SWAP Survey as well as the tonnage landfilled and recycled for the 2016/17 year, the 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 ⁵	28,580 tonnes	≤ 19,150 tonnes per annum

- 5.3 The organic waste reduction target is monitored through the Solid Waste Analysis Protocol (SWAP) surveys.
- 5.4 The 2022 SWAP survey estimates that 30,816 tonnes of organic waste were disposed of at Ōmarunui Landfill in the 2021/22 year. Unfortunately this is an increase, not a decrease. At this point, without significant changes, it is unlikely that the target to reduce organics to landfill will be achieved.
- 5.5 Now that the SWAP report has been completed and officers will review the findings and look into opportunities to divert more organic waste away from landfill for beneficial re-use. The following tables (taken from the SWAP survey) provide some insight to the sources of organic waste disposed of at Ōmarunui Landfill.

5.6 Overall waste to Ōmarunui Landfill - Divertable materials - By source categories - 16 May - 10 July p2022 (Table 6.7)

Divertable materials - By source - Tonnes/week	Construction & Demolition	Commercial / Industrial	Special	HDC kerbside	NCC kerbside	Private kerbside
Paper - Recyclable	0	19	0	10	13	16
Paper - Cardboard	0	24	0	1	1	2
Plastic - Recyclable	0	4	0	4	6	8
Food waste	0	80	47	66	65	66
Compostable greenwaste	0	13	0	9	6	59
Ferrous metals	1	16	0	3	3	3
Non-ferrous metals	0	4	0	1	2	2
Glass - Recyclable	0	5	0	7	6	2
Textiles - Clothing	0	10	0	4	4	3
Rubble - Cleanfill	0	1	0	0	0	0
New plasterboard	7	0	0	0	0	0
Timber - Reusable	1	3	0	0	0	0
Timber - Untreated/unpainted	2	15	0	0	0	0
TOTAL	10	195	47	106	106	160

5.7 This analysis does not include waste from Henderson Road RTS or Redclyffe RTS. Waste from the transfer stations has been analysed in the same way in Table 3.9 and Table 4.9 of the SWAP report.

5.8 Ōmarunui Landfill - General waste direct to landfill - Excludes transfer station waste, special waste, and kerbside rubbish collections - 16 May - 10 July 2022 (Taken from Appendix 6, SWAP Report)

		% of total	Tonnes per week
Paper	Recyclable	3.6%	19 T/week
	Cardboard	4.4%	24 T/week
	Non-recyclable	4.1%	22 T/week
	Subtotal	12.2%	65 T/week
Organics	Food waste	15.1%	80 T/week
	Compostable greenwaste	2.5%	13 T/week
	Non-compostable greenwaste	0.6%	3 T/week
	Organic other	3.6%	19 T/week
	Subtotal	21.8%	116 week

5.9 Ōmarunui Landfill - General and special waste direct to landfill -- By activity source of waste load - 16 May - 10 July 2022 (Take from Appendix 6, SWAP Report)


		Construction & Demolition	Commercial/ Industrial	Special waste
Paper	Recyclable	0.0%	3.9%	0.0%
	Cardboard	0.5%	4.7%	0.0%
	Non-recyclable	0.4%	4.4%	0.0%
	Subtotal	0.9%	13.0%	0.0%
Organics	Food waste	0.0%	16.1%	15.1%
	Compostable greenwaste	0.0%	2.6%	0.0%
	Non-compostable greenwaste	0.0%	0.7%	0.0%
	Organic other	0.0%	3.8%	21.0%
	Subtotal	0.0%	23.2%	36.1%

5.10 More detailed analysis and comparison to previous SWAP surveys will be undertaken through the upcoming Waste Assessment process taking into account economic and population growth.

6.0 Recommendations - Ngā Tūtohunga

That the Joint Waste Futures Project Steering Committee receive the report titled 2022 Solid Waste Analysis Protocol (SWAP) Survey Report dated 2 December 2022.

Attachments:

1  Solid Waste Analysis Protocol (SWAP) survey 2022 SW-29-2-22-83

Under
Separate
Cover

Friday, 2 December 2022

Item 8

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

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

Te Take:
Subject: **Overview of Review Processes for Waste Assessment and Waste Management & Minimisation Plan**

1.0 Executive Summary – Te Kaupapa Me Te Whakarāpopototanga

- 1.1 The purpose of this report is to inform the Committee on the process that will be undertaken to complete the required reviews of the Waste Assessment and Waste Management & Minimisation Plan in accordance with the relevant provisions of the Waste Minimisation Act 2008 and the Local Government Act 2002.
- 1.2 This request arises from The Waste Minimisation Act 2008 (WMA) giving councils the responsibility to promote effective and efficient waste management and minimisation within their territory. The WMA requires councils to complete a Waste Assessment and review their Waste Management & Minimisation Plan (WMMP) every six years.
- 1.3 The review of the Waste Assessment and WMMP will be undertaken using a joint approach with the Solid Waste Bylaw review (as previously reported) to complete this substantial work package in the most efficient way due to the significant inter- community engagement required using the Local Government Act Special Consultative Procedure.
- 1.4 This report concludes by recommending that the report be received.

2.0 Recommendations - Ngā Tūtohunga

That the Joint Waste Futures Project Steering Committee receive the report titled Overview of Review Processes for Waste Assessment and Waste Management & Minimisation Plan dated 2 December 2022.

3.0 Background – Te Horopaki

WASTE ASSESSMENT

- 3.1 Under the Waste Minimisation Act 2008, District and City Councils must have completed a Waste Assessment (WA) before the WMMP can be reviewed. The Waste Assessment is a stocktake of waste issues and movements within the joint territories.
- 3.2 Waste Assessments must be completed within the six year time period along with the six-yearly review of the WMMP. Not keeping to the statutory timeframe will result in the Councils waste levy funding payments being withheld under section 33 of the Waste Minimisation Act 2008 (WMA).
- 3.3 The Waste Assessment was completed by Officers on 5 July 2017 and received by the Waste Futures Committee on 14 September 2017.
- 3.4 Consultation with the Medical Officer of Health is required for the Waste Assessment to be finalised as per section 51 of the WMA. Officers will make contact with the Medical Officer of Health to advise them of this process.
- 3.5 *Section 51 - Requirements for waste assessment*
 - (1) *A waste assessment must contain—*
 - (a) *a description of the collection, recycling, recovery, treatment, and disposal services provided within the territorial authority's district (whether by the territorial authority or otherwise); and*
 - (b) *a forecast of future demands for collection, recycling, recovery, treatment, and disposal services within the district; and*
 - (c) *a statement of options available to meet the forecast demands of the district with an assessment of the suitability of each option; and*
 - (d) *a statement of the territorial authority's intended role in meeting the forecast demands; and*
 - (e) *a statement of the territorial authority's proposals for meeting the forecast demands, including proposals for new or replacement infrastructure; and*
 - (f) *a statement about the extent to which the proposals will—*
 - (i) *ensure that public health is adequately protected:*
 - (ii) *promote effective and efficient waste management and minimisation.*
 - (2) *An assessment is not required to contain any assessment in relation to individual properties.*
 - (3) *Information is required for an assessment to the extent that the territorial authority considers appropriate, having regard to—*
 - (a) *the significance of the information; and*
 - (b) *the costs of, and difficulty in, obtaining the information; and*
 - (c) *the extent of the territorial authority's resources; and*
 - (d) *the possibility that the territorial authority may be directed under the Health Act 1956 to provide the services referred to in that Act.*
 - (4) *However, an assessment must indicate whether and, if so, to what extent, the matters referred to in subsection (3)(b) and (c) have impacted materially on the completeness of the assessment.*
 - (5) *In making an assessment, the territorial authority must—*
 - (a) *use its best endeavours to make a full and balanced assessment; and*
 - (b) *consult the Medical Officer of Health.*

WASTE MANAGEMENT AND MINIMISATION PLAN

- 3.6 A WMMP is the term set in the WMA for a council's waste management and minimisation planning document.
- 3.7 The legislation enables councils to use various tools to influence, promote and implement measures to manage and minimise waste. The WMMP is intended to be the guiding document for councils to promote and achieve effective and efficient waste management and minimisation within their districts.
- 3.8 A WMMP should contain a summary of objectives, policies and targets for waste management and minimisation. The plan should clearly communicate how the Councils will deliver on these objectives.
- 3.9 *Section 43 of the WMA states that a WMMP must provide for:*
- (a) objectives and policies for achieving effective and efficient waste management and minimisation within the territorial authority's district*
- (b) methods for achieving effective and efficient waste management and minimisation within the territorial authority's district, including -*
- (i) collection, recovery, recycling, treatment, and disposal services for the district to meet its current and future waste management and minimisation needs (whether provided by the territorial authority or otherwise); and*
- (ii) any waste management and minimisation facilities provided, or to be provided, by the territorial authority; and*
- (iii) any waste management and minimisation activities, including any educational or public awareness activities, provided, or to be provided, by the territorial authority*
- (c) how implementing the plan is to be funded*
- (d) if the territorial authority wishes to make grants or advances of money in accordance with section 47, the framework for doing so.*
- 3.10 A WMMP must have regard to the waste hierarchy, the New Zealand Waste Strategy, and the joint council's most recent Waste Assessment.
- 3.11 The joint HDC/NCC WMMP must be reviewed by 30 June 2024.
- 3.12 Timeframes for the review process:

Month(s)	Activity
Dec 2022 – Jan 2023	Procure support for the review of the solid waste bylaw, waste assessment and WMMP
Commence Jan-Feb 2023 - ongoing	Engagement with the community, including; iwi, businesses, operators, etc.
By June 2023	Waste Assessment completed
April 2023	Long list options developed for WMMP
September 2023	Refined options list developed for WMMP
October 2023	Officers draft bylaw and WMMP
November 2023	Drafts adopted for consultation
Early 2024 (could be aligned with LTPs)	Consultation using the Special Consultative Procedure

April 2024	Hearing of Submissions
June 2024	Adopt bylaw and WMMP

Attachments:

There are no attachments for this report.