

Wednesday, 3 November 2021

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: **Wednesday, 3 November 2021**

Te Wā:
Time: **9.30am**

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.

Wednesday, 3 November 2021

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council

Joint Waste Futures Project Steering Committee Meeting

Kaupapataka

No Attachments Agenda

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

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

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

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

Te Rārangi Take

Order of Business

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

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*

Minutes of the Joint Waste Futures Project Steering Committee held Friday 18 June 2021.

(Previously circulated)

4.0 Napier City Council Joint Waste Management and Minimisation Plan Implementation Update 9

5.0 Hastings District Council - Waste Management and Minimisation Plan Implementation Update 15

6.0 Hastings District Council Waste Minimisation Education and Engagement Strategy 21

7.0 Hastings District Council Annual Waste Minimisation Funding Grant Recommendations for Large Fund

Attachment 1 to this report is confidential in accordance with the Local Government Official Information and Meetings Act 1987 Section 7 (2) (a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person, and also Section 7 (2) (i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

25

8.0 Government Consultations 29

Wednesday, 3 November 2021

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: Cameron Burton, Manager Environmental Solutions, Napier City Council
From:

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

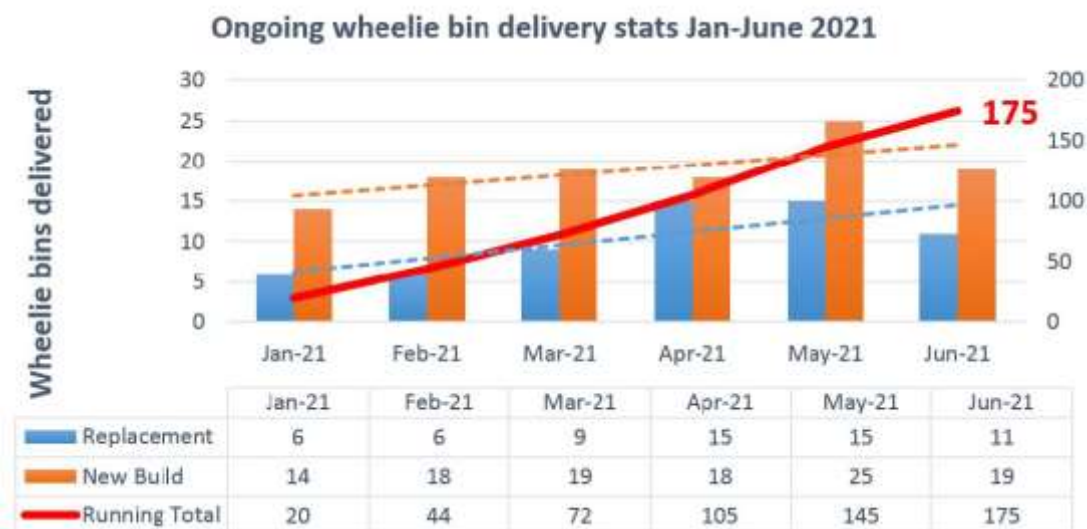
1.0 Purpose and summary - *Te Kaupapa Me Te Whakarāpopototanga*

- 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. A copy of the WMMP can be viewed on the [NCC](#) website.

2.0 Kerbside Refuse/General Waste Services

- 2.1 Background:
- 2.2 In October 2020, Council replaced the two 60L bags with a 120L wheelie bin as the receptacle for the City's kerbside refuse collection. After reviewing service options, it was decided to extend this service to Napier's shopping zones. Initially there were some concerns around storage of the bins on premises, but the business community has adapted well and the streetscape has improved with the changes implemented. Bags were very susceptible to being ripped open by seagulls and other animals, especially around restaurants, cafes and motels and the provision of wheelie bins has prevented this.
- 2.3 Participation rates:
- 2.4 The average participation in the service is 76% meaning across Napier the bins are presented 76% of the time. An average of around 84,500 wheelie bins are lifted per month. More detail can be found in the attached document 2020-21 waste data.
- 2.5 Additional bins issued:

- 2.6 Since the initial roll-out around 29 bins have been issued per month. About 19 issued for new subscribers and 10 issued as replacements. See the graph below.



- 2.7 Tonnage of waste disposed:
- 2.8 Waste disposal tonnages across our services have increased. The high uptake of the wheelie bin service and possibly changes in customers' disposal practices have resulted in higher collected tonnages for this service. There has been commentary about the change in the type of receptacle provided creating additional waste, but if a customer has 8kg of waste for their previous bag collection, a wheelie bin does not make this heavier, and we have not seen customers creating more waste just because they now have a bin.
- 2.9 Increased waste tonnages are most likely to be due to issues such as:
- reduced subscriptions to commercial services
 - changes in purchasing habits due to the ongoing global pandemic
 - economic factors
 - non-recyclable packaging of replacement products post-flood.
- 2.10 The average weight of wheelie bin contents 9.13kg, which compares to the 8.85kg during the bag collection contract. While the subscribers using the service has increased by almost 20%, the tonnage disposed of has only increased by just over 3%.
- 2.11 More detail can be found in the attached document 2020-21 waste data.

3.0 Less Waste Incentive (LWI)

- 3.1 This is a system that the Waste Minimisation Team introduce for the people of Napier to recognise good practice and to incentivise or reward customers who put out less waste was introduced as part of the roll-out. Participation in this scheme continues to grow. Around 3,000 customers have correctly signed up and put their wheelie bin out fortnightly (or at an equivalent frequency) per annum. In return, they have received a 30% discount on the waste collection cost on their rates bill for this financial year. This incentive discount reduced the 2021-2022 kerbside refuse rate from \$133.00 to \$93.10 per property.

4.0 Assisted and Alternative Services

- 4.1 Assisted and Alternative Services have been introduced to assist our customers who have genuine difficulties presenting their receptacles at the kerbside.
- 4.2 The Alternative Service is for use by residents of properties where Council agrees that a wheelie bin service is unsuitable. Reasons for this are geographical, such as very steep access, only step access, or to reduce health & safety risk to our customers or contractors. The Alternative Service is

operated by the customer using two 60L bags with official stickers identifying them as part of the service to distinguish their bags from illegal dumping. Around 30 properties have been approved for this of collection.

- 4.3 The Assisted Service caters to our customers' needs due to disability or health reasons. A site visit is undertaken with contractors and an agreed position on the property is identified. The wheelie bin is left in that position on collection day, emptied by the contractor and returned to that position after being serviced. At present there are 8 customers who use this service.

5.0 Kerbside Recycling

5.1 Background

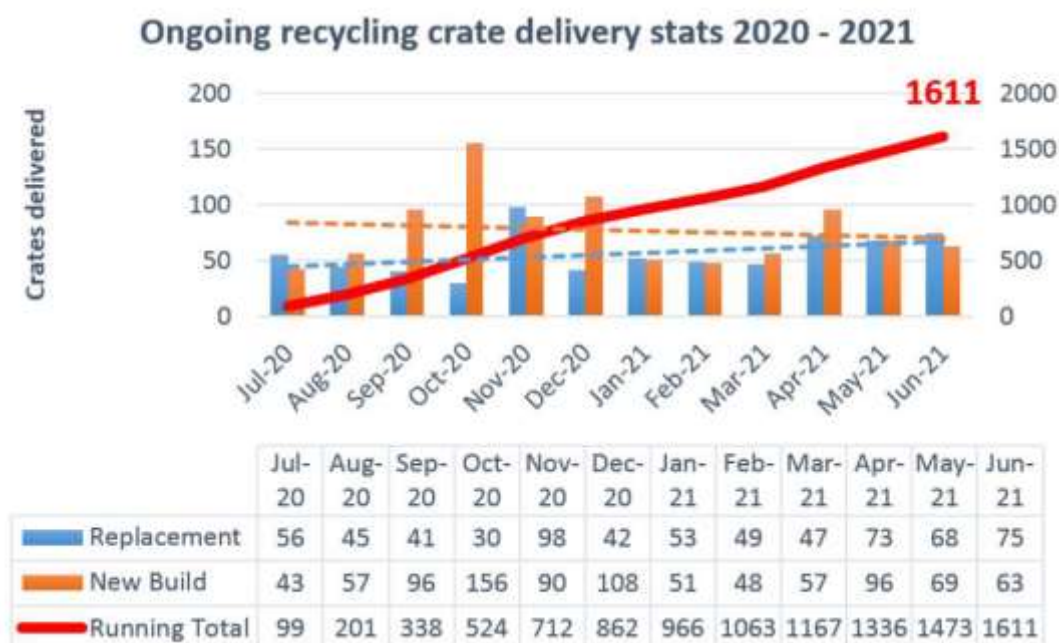
- 5.2 This service was introduced in November 2019 has bedded in very well. The three 45L crates are collected weekly and participation levels are high for a service of this kind. The collected tonnages have steadily increased for Glass, Plastics & Cans, but Cardboard & Paper have not. The reason for this is likely to be the limited capacity of the crates.

5.3 Participation rates

- 5.4 The average participation in the service is 47% meaning across Napier the 3 types of crates are presented 47% of the time. This is a very high community uptake for this type of service and an average of 150,000 crates are lifted per month. More detail can be found in the attached document.

5.5 Additional creates issued

- 5.6 Since the commencement of the service, approximately 134 crates are issued per month. About 78 of those are for new subscribers and 56 are replacements. See the graph below:



5.7 Recycling tonnages

- 5.8 Kerbside recycling tonnages are increasing and are the highest they have been in a decade. Since the start of the WMMP in 2018 they have increased by 26%. In the past the amount of paper and cardboard was higher due to the fact that it could be presented loose. Much of that material now is received at the transfer station.
- 5.9 The average weight of the contents for the glass crate is 4.3kg, paper and cardboard crate 1.65kg and plastics and cans crate 1.04kg.

6.0 Redclyffe Transfer Station

- 6.1 Increased building activity in the Napier area has resulted in large amounts of building waste, both from contractors and skip bin operators being tipped off at Redclyffe Refuse Transfer Station. Over 10,000 tonnes of waste was received in the 2020-2021 financial year. This represents a 20% increase from the year before.
- 6.2 COVID-19 alert levels increased to 2 a few times, but this did not result in loss of service. Signage, QR-scanning posters, electronic and paper visitors' books were used to comply with the regulations in this regard.
- 6.3 The Napier flood in November 2020 put the kerbside and transfer station services under an unprecedented amount of pressure. A storm flooded multiple areas in Napier, resulting in a very challenging situation. The kerbside collection services continued as best as they could and managed well. The amount of waste due to water damage in the aftermath of this event was enormous. Over 1,000 tonnes in addition to a normal November month at the transfer station was quickly realised, and a dynamic response was required. Affected residents were given an opportunity to dispose of their flood waste free of charge and multiple special kerbside collections of flood-damaged waste were organised in the affected suburbs. This was a mammoth task for all involved.
- 6.4 Since the closure of the Council-supported and privately run Austin Street Recycling Drop-off centre during Covid-19 lockdown, the Redclyffe Refuse Transfer Station has become the only 'free' drop-off facility for recycling in the Napier area and demand for this service has grown. Closure of the drop-off centre, the fixed volumes for kerbside recycling and the lack of a Council cardboard collection in the shopping zones are likely drivers for this.
- 6.5 Tonnages have increased across all material streams. In comparison to the previous year the annual recycling tonnages increased by 91% for paper to 569 tonnes, 37% for glass to 588 tonnes and 181% for plastics and cans to 73 tonnes. The scrap metal tonnage increased by 16% to 543 tonnes.
- 6.6 Greenwaste, which is also diverted to either BioRich for composting or PanPac as boiler fuel stayed stable at 1,153 tonnes.
- 6.7 More detailed tonnage data for the transfer station can be found in the Attachment 2, 2020-21 Waste Data.
- 6.8 Recycling markets have changed and there is a focus on keeping material in New Zealand. Limited capacity however means it is still challenging and costly to collect and market recyclables, and inevitably off-shore markets still remain a destination of some marketed and well-controlled recyclables.
- 6.9 A major review of the Waste Levy by the Government and ongoing developments related to the Emissions Trading Scheme will mean the cost of waste disposal is going to steeply increase. This translates into higher fees to dispose of each tonne of waste at the Ōmarunui Landfill and Transfer Stations in the region. It does also mean that alternative ways of treating certain waste streams will become more feasible. The cost of dealing with waste will rise regardless of the final destination and is something Council will have to plan and budget for carefully.
- 6.10 An unwanted side effect that is a result of cost increases is illegal dumping. Better cost-allocation and reporting of illegal dumping incidents will help scope and tackle this issue.
- 6.11 Now that the two major milestones related to the kerbside services in the Joint Waste Management and Minimisation plan have been completed a re-focus is needed to keep working on the action points specified in this document. A summarised progress update on these action points is provided in a table in Attachment 1, WMMP Action Updates.

7.0 Again Again Reusable Coffee Cups

- 7.1 This is a new [initiative](#) to Hawke's Bay. New Zealanders use around 295M single use cups every year. While these might look like they are recyclable most have a PLA lining which makes it impossible for them to be readily recycled. Inevitably, these end up in landfill.
- 7.2 Again Again cups are reusable cups, which are available by deposit and return at participating cafés for a deposit of \$3.
- 7.3 The NCC Waste Minimisation Team is developing a grant scheme to support interested cafés to become part of the initiative.

8.0 Recommendations - *Ngā Tūtohunga*

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Napier City Council Joint Waste Management and Minimisation Plan Implementation Update dated 3 November 2021.

Attachments:

1⇒	2020/21 WMMP NCC Action Updates	SW-29-2-21-36	Under Separate Cover
2⇒	2020/21 NCC Kerbside Waste Data	SW-29-2-21-37	Under Separate Cover

Wednesday, 3 November 2021

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

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

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

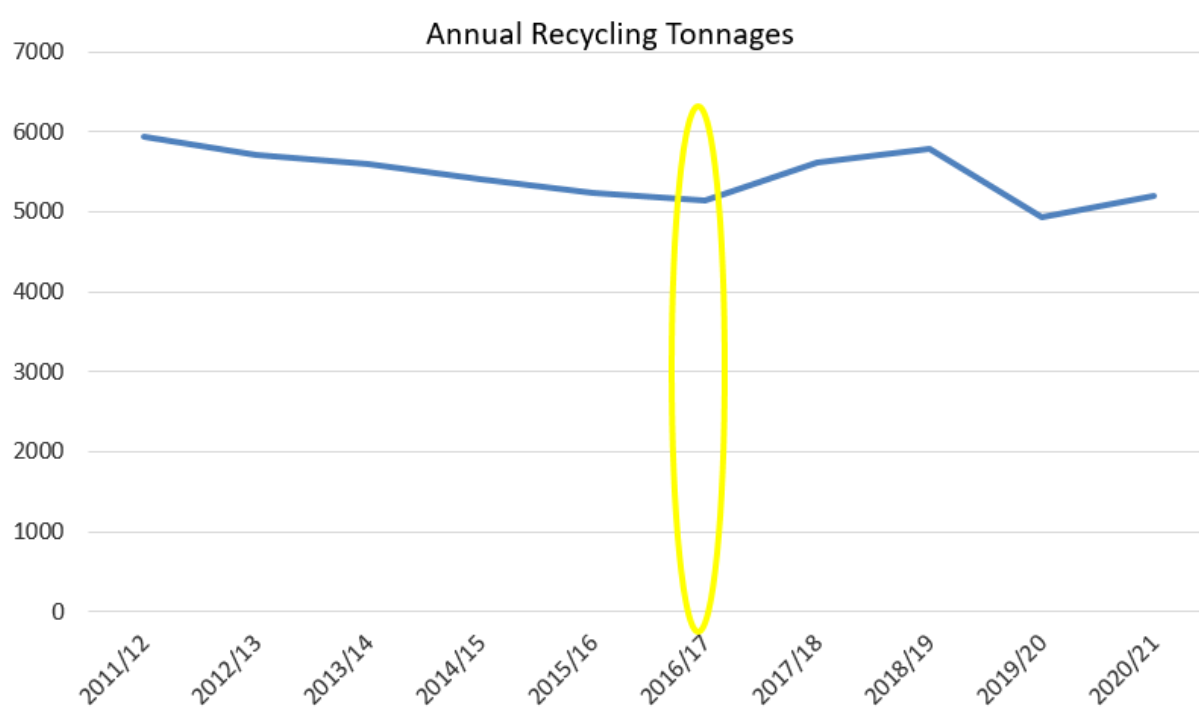
- 1.1 This report is to update the committee regarding the implementation of the Joint Waste Management and Minimisation Plan (WMMP) and activities undertaken over the past four months and/or underway in the Hastings district by Hastings District Council (HDC) staff.
- 1.2 A copy of the Joint WMMP can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

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 ⁵	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. The recycling tonnage increased slightly over the 2020/2021 year to a similar volume as the baseline rate.



- 2.4 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.
- 2.5 Progress against the Goals and Objectives of the Joint WMMP are detailed in the table below using a traffic light indication.
- 2.6 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.
- 2.7 An Infographic is attached (Attachment 2, 3 & 4) detailing the kerbside recycling and rubbish collection statistics from the past quarter – April to June 2021, 2020/2021 Year and July to September 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 This year the Waste Minimisation Team held six events as part of Plastic Free July, which included practical tips and advice on how to start reducing plastic use at home:

Date	Event Type	Attendees	Internal/External
13/07/21	Rubbish Trip Talk - Living without a Rubbish Bin: the world of zero waste	52	External
15/07/21	Beeswax Wrap making session	7	Internal
20/07/21	DIY cleaning products – Customer Service	15	Internal
20/07/21	DIY cleaning products – Customer Service	1	Internal
21/07/21	Reducing Plastic Workshop - Hastings	17	External
28/07/21	Reducing Plastic Workshop - Havelock	23	External

Overall the workshops proved to be very popular with the team engaging with 115 people over the course of the month.

3.4 Alongside this, regular posts went out on social media to support the national campaign lead by WasteMinz.

3.5 Again Again Reusable Coffee Cup Scheme

3.6 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!

3.7 During July the Waste Minimisation Team launched the Again Again reusable cup scheme into 15 cafes across Hastings with the help of our Subsidy. As part of the launch we ran several competitions with local radio stations, took part in interviews and promoted the scheme online through various channels. The launch was really successful and received lots of positive media attention.

3.8 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.

- 3.9 Covid has definitely affected people's confidence in using reusables but Again Again has provided clear guidance on a Covid handling process to ensure that that cups can be collected back safely.
- 3.10 The team is due to catch up with the cafes at the end of the month to see how they have been finding the scheme so far.
- 3.11 **Education Strategy**
- 3.12 The Waste Minimisation Education and Engagement Strategy is the subject of a separate report.
- 3.13 **Henderson Road Refuse Transfer Station**
- 3.14 A project to make improvements to the Henderson Road Refuse Transfer Station to increase resource recovery is in the initial stages, with community engagement and consultation carried out in October. The consultation poster and questions asked are attached as Appendix __. At the time of writing this report over 60 submissions have been received.
- 3.15 The next steps of the project will be to analysis the responses and determine the processes to be undertaken to allow for changes at the site to be made. Updates will be provided to the Joint Waste Futures Committee throughout the project.
- 3.16 As the winner of the Keep New Zealand Beautiful Awards Supreme Winner of 2020, we received sponsorship for a community mural valued up to \$10,000.
- 3.17 This mural will be painted at the main transfer station building with artwork that builds on the waste hierarchy – refuse, reduce, reuse recycle, dispose. The painting has just commenced.
- 3.18 **Events waste minimisation**
- 3.19 An event waste minimisation guide to support event planners has been made and is attached as Attachment 5. A draft packaging guide (attachment 6) will help stallholders with purchasing the right types of food packaging that can be compostable locally.
- 3.20 48 coloured wheelie bins have been purchased to be loaned out for community events to help support their waste minimisation goals. Flags and other signage that will be used with the bins has also been designed to ensure event attendees can find and use the services easily.
- 3.21 A trailer to house and transport the loan equipment has been designed and is going through the Council procurement process.
- 3.22 **Pan Pac treated timber disposal option**
- 3.23 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. 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%.
- 3.24 **Solid Waste Bylaw Review**
- 3.25 A Request for Proposal process will be completed for a suitably qualified professional to support both Councils to complete reviews of the Solid Waste Bylaws. This work will be completed in 2022.

3.26 **Recruitment**

3.27 Recruitment is underway for a replacement Waste Minimisation Officer as Cloe Vining has resigned from her role and finishes at the end of October.

3.28 The team is also recruiting for two new roles; Regional Construction and Demolition Waste Minimisation Advisor and Waste Community Engagement Advisor.

3.29 **HazMobile**

3.30 The 2021 joint HazMobile collection is scheduled to be held Sunday 21 November at the Mitre 10 Sports Park. The event will use the booking system used for the past two events and will only run in Alert level 1 or 2.

3.31 **Kerbside Update**

3.32 Collection of kerbside refuse remain constant, with a slight decrease of residential participation with bin weight increasing to a current average of 10.08kgs per bin in September most likely due to the lock down. Increased weights are attributed to increased food waste. It could be possible that increased weights are due to less frequency in presentation to the kerbside, in order to qualify for the rate remission. CRM's generated for missed services have been minimal, with 50% being resident fault.

3.33 Recent staff/driver changes with the recycling contractors workforce has shown increased inconsistency in collection practices that have been proactively managed with Council assistance. Missed services increased slightly and were resolved within 4 to 24hrs of CRM being raised. Contractor has noted an increase in fibre participation due to the recent Covid-19 lockdown and subsequent online purchasing habits.

3.34 **Education Building Plans**

3.35 The design drawings are with architect who advises all drawings should be complete within the next week, 21st October.

3.36 Structural design is nearly complete. Working drawings will be complete within 2-3 weeks which allows for building consent application in 3-4 weeks' time.

3.37 **SWAP**

3.38 Staff are preparing to undertake the Solid Waste Analysis Protocol (SWAP) survey in the last quarter of this financial year. The SWAP survey is undertaken every three years to monitor the composition of waste in the region. This will be a joint survey with NCC.

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 3 November 2021.

Attachments:

1⇒	WMMP Implementation Progress - October 2021	SW-29-2-21-39	Under Separate Cover
2⇒	Quarterly Kerbside Services Update Infographic - Apr to Jun 2021	SW-29-2-21-29	Under Separate Cover
3⇒	Annual Kerbside Services Update Infographic 2020 - 2021	SW-29-2-21-40	Under Separate Cover
4⇒	Quarterly Kerbside Services Update Infographic July-Sept 2021	SW-29-2-21-41	Under Separate Cover
5⇒	Event Waste Minimisation Guide - draft - October 2021	SW-29-4-21-1	Under Separate Cover
6⇒	Event Waste Minimisation Packagaing Guide - draft - October 2021	SW-29-4-21-2	Under Separate Cover

Wednesday, 3 November 2021

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

Te Take:
Subject: **Hastings District Council Waste Minimisation Education and Engagement Strategy**

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

- 1.1 This report is to update the committee on the development of the Waste Minimisation Education and Engagement Strategy and highlight the key components of the Strategy.
- 1.2 The first draft of the Waste Minimisation Education and Engagement Strategy is attached.

2.0 Vision and Guiding Principles

2.1 Vision

- 2.2 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.

2.3 Guiding Principles

- 2.4 These principles will help shape the actions delivered by the Strategy.
- 2.5 **Communication not information** – we want to move away from traditional information campaigns and move towards a more holistic approach where we have conversations with our community, co-design programmes so our journey to reduce waste becomes a shared goal.
- 2.6 **Empowering our community** – we can't do this alone and having a community that has the knowledge, tools and desire to reduce waste is essential.
- 2.7 **Respecting our heritage and embracing kaitiakitanga** – it is important that we care for Papatūānuku and call upon our community to understand our roles as guardians.

3.0 Goals and Objectives

3.1 Five Goals and supporting Objectives have been identified to help us reach our vision.

3.2

Goal 1 Create a better understanding of the impacts of waste, local waste management practices and the principles of the Waste Hierarchy.	
OBJECTIVES	
1.1	Help our community to better understand what happens to their waste and raise awareness of local waste volumes.
1.2	Promote the principles of the Waste Hierarchy, emphasising the need to move beyond recycling.
1.3	Develop community awareness of Local Governments' role and responsibility within the national waste and resource recovery context.
Goal 2 Provide our community with the knowledge and tools they need to reduce waste.	
OBJECTIVES	
2.1	Work with our community to develop programs, workshops and campaigns to encourage the reduction, reuse, repair and recycling of waste.
2.2	Work with schools to promote waste reduction and recycling.
2.3	Encourage youth led initiatives, programs and campaigns to create change.
2.4	Develop a Business Program to provide guidance to businesses on how to implement changes to reduce waste.
Goal 3 Increase resource recovery of waste through education and collaboration.	
OBJECTIVES	
3.1	Identify problem waste streams and promote preferred disposal options.
3.2	Establish Henderson Road Resource Recovery Centre as a point of resource recovery information for residents.
Goal 4 Lead by example and promote best practice.	
OBJECTIVES	
4.1	Promote steps Council is taking to follow the principles of the Waste Hierarchy.
4.2	Promote community initiatives working to reduce waste.
4.3	Encourage businesses to share best practice.
Goal 5 Help foster a community that cares about reducing waste and living more sustainably.	
OBJECTIVES	
5.1	Strengthen relationships with community groups, partners and local organisations so we can support each other on our journey towards Zero Waste.
5.2	Trial innovative ways of engaging with our community.
5.3	Encourage initiatives that use principles of the sharing economy.

3.3 These Objectives have then been translated into specific and measurable actions as detailed in the draft Waste Minimisation Education and Engagement Strategy.

4.0 Behaviour Change

4.1 For the Waste Minimisation Education and Engagement Strategy to succeed it is key that we understand what factors attribute to helping individuals and communities establish and maintain new behaviours.

4.2 There are many different behaviour change models and strategies that we can utilise to help develop engaging programmes, workshops and campaigns. Given the complex nature of human behaviour no one model fits all. Therefore a mix of models and strategies will be employed to help give us the best chance of creating change relevant to the situation.

5.0 Next Steps

- 5.1 There is still some work to be carried out on the Waste Minimisation Education and Engagement Strategy. Given our change in staff resourcing the new team will need to review the strategy and offer their advice and feedback before finalising.
- 5.2 Then the team will develop a timeline for delivery of the actions.

6.0 Recommendations - *Ngā Tūtohunga*

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Hastings District Council Waste Minimisation Education and Engagement Strategy dated 3 November 2021.

Attachments:

- | | | | |
|-----|---|---------------|----------------------------|
| 1 ➡ | Draft Waste Education and Engagement Strategy | SW-29-1-21-12 | Under
Separate
Cover |
|-----|---|---------------|----------------------------|

Wednesday, 3 November 2021

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: **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 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 two applications are approved and the remaining four 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 3 November 2021.
- B) That the Committee support the Officer's recommendations for the applications 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 19 August to 30 September.
 - A small monthly waste minimisation contestable fund, of \$2,000 available each month from February to November.
- 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 2021 large fund was promoted widely to the business community, iwi and marae groups, the rural community, schools, through the waste minimisation e-newsletter, and HDC social media. Drop in sessions were also available for those interested in the fund to come and talk to a waste team member about their idea and what was needed for the funding process. This year six applications were received for the large fund and two applications were received for the September small funding round. This is a significant increase from last year's round where only one application was received that was later withdrawn.

4.0 Discussion – *Te Matapakitanga*

- 4.1 The applications that were received, and the officer's assessment are attached as Appendix A.
- 4.2 In summary:
- Pregnancy Helps is recommended to be approved the full \$5,160 requested.
 - Sustaining Hawke's Bay Trust is recommended to be approved \$14,840 towards their project.
 - The Nappy Lady is recommended to be declined however this initiative could be funded from the waste minimisation education budget.
 - Woodford House is recommended to be declined, however Woodford House also submitted an application to the monthly small contestable fund to purchase reusable lunchboxes for the school to use on field trips because lunches are currently wrapped in single use materials. This application for \$1,307.94 has been approved already by officers.
 - The remaining applications; Waste Management, and Nourished for Nil 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 in Appendix B.

Advantages

- Goals of the Joint WMMP are met.
- Supported applications fit well with the Waste minimisation team's work plan for the Joint WMMP.
- Pregnancy Helps will be funded the full amount for the project allowing it to get off the ground, as opposed to being only partially funded and having to source funds from elsewhere.

- The Environment Centre will receive funding to further their project to create a community wash station trailer, which fits well with the Waste team's events waste minimisation education and support packages.

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 B.

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	2021 Large Contestable Waste Minimisation Fund Applications and Assessments <i>Confidential in accordance with Section 7 (2) (a), Section 7 (2) (i) of the Local Government Official Information and Meetings Act 1987</i>	SW-29-3-21-26	Document 3
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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 at 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.

Wednesday, 3 November 2021

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: **Government Consultations**

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

- 1.1 The purpose of this report is inform the Committee of the current consultations that the Ministry of the Environment is undertaking regarding waste minimisation.
- 1.2 The Emission Reduction Plan, Waste Minimisation Act and New Zealand Waste Strategy discussion documents were released during the week ending 15th October and consultation period closes on 24 November 2021.
- 1.3 Officers will provide a verbal update and presentation to the Committee meeting regarding the detail of each of the consultations.
- 1.4 It is the Officers intent to submit submissions on all the consultation discussion documents.
 - [Te hau mārohi ki anamata](#), Transitioning to a low-emissions and climate-resilient future (Emission Reductions Plan) - *the first emissions reduction plan will set the direction for climate action for the next 15 years. It will also set us on a pathway to meeting our 2050 net-zero greenhouse gas emissions and biogenic methane targets by implementing policies and strategies for specific sectors.*
 - [Te kawe i te haepapa para](#), Taking responsibility for our waste. Proposals for a new waste strategy and issues and options for new waste legislation. (Waste Minimisation Act Review, New Zealand Waste Strategy Review and Litter Act Review)

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Joint Waste Futures Project Steering Committee receive the report titled Government Consultations dated 3 November 2021.
- B) That the Committee support the principles presented by Officers for inclusion in Council submissions on the consultation documents from Ministry for the Environment regarding waste minimisation;
- C) That the Committee delegate authority to the chair and deputy chair to work with Officers on compiling a joint submissions on;
 - i. Te hau mārohi ki anamata, Transitioning to a low-emissions and climate-resilient future (Emission Reductions Plan)
 - ii. Te kawē i te haepapa para, Taking responsibility for our waste

Attachments:

There are no attachments for this report.