
ORDINARY MEETING

OF

WELLINGTON REGION WASTE MANAGEMENT AND MINIMISATION PLAN JOINT COMMITTEE

AGENDA

Time: 9:30am
Date: Monday, 8 June 2020
Venue: Virtual Meeting

MEMBERSHIP

Councillor Laurie Foon (Chair)	Wellington City Council
Councillor Sandy Ryan	Masterton District Council
Councillor Jill Greathead	Carterton District Council
Councillor Pam Colenso	South Wairarapa District Council
Councillor Jackie Elliot	Kāpiti Coast District Council
Councillor Steve Taylor	Upper Hutt City Council
Councillor Simon Edwards	Hutt City Council
Councillor Ros Connelly	Greater Wellington Regional Council
Councillor Geoff Hayward	Porirua City Council



Have your say!

You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing public.participation@wcc.govt.nz or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about.

AREA OF FOCUS

Under the Waste Minimisation Act 2008 territorial authorities were required to develop a Waste Management and Minimisation Plan (WMMP) by 2012.

In 2011, 8 Councils in the greater Wellington region adopted the first regional WMMP. The Councils agreed that a Joint Committee should be established to oversee the implementation of the WMMP.

Quorum: 4 members

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1. Meeting Conduct

1.1 Apologies

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

1.2 Conflict of Interest Declarations

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

1.3 Confirmation of Minutes

The minutes of the meeting held on 9 December 2020 will be put to the Wellington Region Waste Management and Minimisation Plan Joint Committee for confirmation.

1.4 Items not on the Agenda

The Chairperson will give notice of items not on the agenda as follows.

Matters Requiring Urgent Attention as Determined by Resolution of the Wellington Region Waste Management and Minimisation Plan Joint Committee.

The Chairperson shall state to the meeting:

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Wellington Region Waste Management and Minimisation Plan Joint Committee.

Minor Matters relating to the General Business of the Wellington Region Waste Management and Minimisation Plan Joint Committee.

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Wellington Region Waste Management and Minimisation Plan Joint Committee for further discussion.

1.5 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 31.2 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12:00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

Requests for public participation can be sent by email to public.participation@wcc.govt.nz, by post to Democracy Services, Wellington City Council, PO Box 2199, Wellington, or by phone at 04 803 8334, giving the requester's name, phone number and the issue to be raised.

2. General Business

ORAL REPORTS ON KEY PROJECTS

Purpose

1. This report asks the Wellington Region Waste Management and Minimisation Plan Joint Committee officers to give an update on key projects in their respective districts.

Recommendation/s

That the Wellington Region Waste Management and Minimisation Plan Joint Committee:

1. Receive the oral reports.

Attachments

Nil

**WELLINGTON REGION WASTE
MANAGEMENT AND MINIMISATION PLAN
JOINT COMMITTEE
8 JUNE 2020**

SUPPORTING INFORMATION

Engagement and Consultation

N/A

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

N/A

Risks / legal

N/A

Climate Change impact and considerations

N/A

Communications Plan

N/A

Health and Safety Impact considered

N/A

ORAL UPDATE ON BYLAW PROCESS AND COORDINATED CONSULTATION

Purpose

1. This report asks officers of the WMMP Steering Group to give an update on the bylaw process and coordinated consultation.

Recommendation/s

That the Wellington Region Waste Management and Minimisation Plan Joint Committee:

1. Receive the information.

Attachments

Nil

SUPPORTING INFORMATION

Engagement and Consultation

N/A

Treaty of Waitangi considerations

N/A

Financial implications

N/A

Policy and legislative implications

N/A

Risks / legal

N/A

Climate Change impact and considerations

N/A

Communications Plan

N/A

Health and Safety Impact considered

N/A

PRIORITISATION OF REGIONAL ACTIONS

Purpose

1. This report asks the Wellington Region Waste Management and Minimisation Plan Joint Committee to decide the order of priority for Regional Actions, working within the bounds of the Wellington Region Waste Management and Minimisation Plan Joint Committee Terms of Reference.

Recommendation/s

That the Wellington Region Waste Management and Minimisation Plan Joint Committee:

1. Receive the information.
2. Agree to an order of priority of Regional Actions, to be decided during the meeting of 8 June 2020.


Background

2. The Wellington Region Waste Minimisation and Management Plan sets out the actions that the councils in the region collectively undertake or support to deliver the vision, goals and objectives of the Waste Minimisation and Management Plan.
3. The WRWMMP Joint Committee has a defined Terms of Reference which guides the responsibility and authority of the Joint Committee in overseeing the implementation of the WRWMMP.
4. The WRWMMP Joint Committee's preferred regional actions need to be prioritised as the work is undertaken in the new triennium.


Discussion

5. Officers will support discussion on the role of the WRWMMP Joint Committee and the bounds of the Terms of Reference (**Attachment 1**), during the meeting of 8 June 2020.
6. The WRWMMP Joint Committee will determine the focus of the committee for the next triennium and discuss their priority of regional actions
7. The Regional Actions are referred to in **Attachment 2**.

Attachments

- | | | |
|---------------|---|---------|
| Attachment 1. | Wellington Region Waste Management and Minimisation Plan Joint Committee Terms of Reference ↓  | Page 14 |
| Attachment 2. | Regional Actions as per Wellington Region Waste Minimisation | Page 16 |

**WELLINGTON REGION WASTE
MANAGEMENT AND MINIMISATION PLAN
JOINT COMMITTEE
8 JUNE 2020**

and Management Plan [↓](#) 

Authors	Hedi Mueller, Democracy Advisor Emily Taylor-Hall, Manager, Waste Operations
Authoriser	Moana Mackey, Acting Chief City Planner

SUPPORTING INFORMATION

Engagement and Consultation

No consultation or community engagement has occurred as part of the preparation of this report.

Treaty of Waitangi considerations

This report has no Treaty of Waitangi implications.

Financial implications

This report has no financial implications.

Policy and legislative implications

This report is consistent with the suite of Wellington Region WMMP actions.

Risks / legal

There are no risks or legal implications associated with this report.

Climate Change impact and considerations

A regional approach to actions reflected in the WRWMMP provides significant opportunity to consider and incorporate a more strategic approach to climate change mitigation, adaptation and implications.

Communications Plan

No communications plan has been developed as part of the preparation of this report.

Health and Safety Impact considered

The recommendations contained in this report will not result in any adverse health or safety impacts.

Terms of Reference for Joint Committee on the Wellington Region Waste Management and Minimisation Plan

Membership:

Each Territorial Authority in the Wellington Region will be entitled to appoint one member to the Joint Committee.

In addition, each Territorial Authority can appoint an alternate member to attend and vote Joint Committee meetings in the appointed member's absence.

The host Council must be notified of the appointments.

The Joint Committee is not deemed to be discharged following each triennial election.

Quorum:

4

Chair:

The Chair and Deputy Chair will be elected by the Joint Committee.

A new chair and deputy chair must be elected at least once every triennium following local body elections.

Frequency of meetings:

The Joint Committee will meet on an as required basis.

Hosting of meetings:

The Joint Committee will agree at the beginning of each triennium where meetings are to be held.

At any time during the Triennium a member of the Joint Committee or a Council officer can make a recommendation that the meeting location should change. The request will need to receive support from the majority of the Joint Committee to change the meeting location.

General purpose:

To oversee the implementation of the Wellington Region Waste Management and Minimisation Plan and its statutory review which is required not more than 6 years after the last review.

Administrative support:

Officers responsible for the implementation of the Plan will provide reports and advice to the Joint Committee as required.

Secretariat support for meetings will be provided by the host Council.

Terms of Reference:

The Joint Committee will have responsibility and authority to:

1. Accept and consider advice and reports on the implementation of the Wellington Region Waste Management and Minimisation Plan (the Plan) and future Wellington Region Waste Management and Minimisation Plans (the Plan).

2. Make decisions on the implementation of aspects of the Plan where the matter for decision is not an operational matter that falls under officers' delegated responsibilities and where the matter is provided for in the Plan and/or budget has been made available by territorial authorities for that matter.
3. Monitor and review the management and implementation of the Plan.
4. Report back to territorial authorities of the Wellington region on any aspect of the implementation of the Plan, including: recommendations for funding projects of the Plan, recommendations for the management of the Plan; and reports on the effectiveness of the Plan.
5. Report back to the territorial authorities with any recommended amendments to the Plan and/or recommended variations to the Terms of Reference of the Committee.

Delegated Authority

The Joint Committee on the Wellington Region Waste Management and Minimisation Plan will have delegated authority to carry out activities within its terms of reference.

Part B: Action Plans

8.0 Introduction

The following Action Plans set out how the Wellington councils intend to work towards the vision, goals, and objectives outlined in Part A of the WMMP.

The Action Plans aim to set out clear practical initiatives that the councils will implement, either jointly or on their own. According to Ministry for the Environment guidance, a WMMP can be updated without triggering the need for a formal review, as long as the changes are not significant² and do not alter the direction and intent of the WMMP.

8.1 Considerations

It should be noted that before the actions outlined in the plans can be carried out, their feasibility will need to be established and they will need to be achievable within the councils' budgets. It is a requirement to state how the actions in the WMMP are to be funded, but the guidance recognises that it is beyond the scope of the WMMP to cost each of the initiatives in detail.

It is also worth stating that in carrying out our role, one of the key (but not exclusive) avenues for action will be through the contracting out of waste services. This means that the delivery of the actions set out here will depend in large part on their inclusion in a contracting arrangement.

It is anticipated that joint working and joint procurement of waste services may lead to some efficiencies and that this will allow us to do more within our budgets. However, exactly what services are delivered will ultimately depend on the outcomes of the procurement process. It will be up to each of the councils to determine whether they want to enter into shared service/joint procurement arrangements with any of the other councils.

There are two sets of Action Plans set out in this section:

1. **Regional Actions** - This covers joint actions the councils will take. These actions support the shared service and independent actions.
2. **Local Actions** - This covers services that each council will manage on their own.

² A council's Significance and Engagement Policy is also relevant to consideration here.

9.0 Regional Action Plan

This section sets out the actions that the councils in the region will collectively undertake or support to deliver on the vision, goals and objectives of this WMMP. The following actions will contribute to the primary target, being a reduction in the total quantity of waste sent to Class 1 landfills from 600 kilograms per person per annum to 400 kilograms per person by 2026.

9.1 Summary of regional actions

Action	What it will do
Develop and implement a regional bylaw, or a suite of regionally consistent bylaws	This will help councils set standards and gather data so they can plan and manage waste better.
Implement Waste Data Framework	Consistent, high-quality data will help us track our progress.
Regional engagement	More consistent regional communications and education around waste services and waste minimisation will help households and communities to be inspired and supported so they can play their part.
Optimise collection systems	We will work to improve collections so that they maximise diversion and are cost effective to communities.
Resource recovery network	This will make sure we have the facilities to divert more material like construction and demolition waste, food and/or biosolids, and other organic waste.
Beneficial use of biosolids	This is a large waste stream that, if we divert it, will make a big contribution to our regional targets.
Shared governance and service delivery	There is potential to join together to deliver higher levels of service more efficiently.
Resourcing for regional actions	This will make sure we have the means to deliver on what we set out in the plan.
Collaborate and lobby	We can work with other local government organisations, NGOs and other key stakeholders on undertaking research, lobbying and actions on various waste management issues such as (but not limited to) product stewardship, electronic waste, tyres, plastic bags, etc.

9.2 Regional regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional targets
R.R.1: Develop and implement a regional bylaw	Investigate and if feasible develop, implement and oversee monitoring and enforcement of a regional bylaw (including but not limited to regulating hazardous waste, polystyrene, e-waste, medical waste and other priority wastes), or a suite of regionally consistent bylaws ³ .	Pending development of a Regional Solid Waste Bylaw	Licensing fees and General Rate	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm. Objective: To take actions that will improve information on waste and recovered material activities, including both council-contracted and private sector activities Hierarchy level: All levels	Supports initiatives that make direct contribution to targets

Rationale: Each of the territorial authorities within the region currently has its own bylaw and these do not align in many instances. A single regional bylaw will lessen the burden of compliance on waste operators and potentially provide the councils with much-improved waste data. A regional solid waste bylaw is planned but this will require resourcing and application at the local level. Action under this heading will give effect to the regional bylaw in our district.

9.3 Regional data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional targets
R.D.1: Implement Waste Data Framework	Implement National Waste Data Framework and utilise the framework to increase strategic information	2017	General Rate, Waste Levy Funding	Objective: To align data collection and reporting systems where possible across the districts, region and nationally. Hierarchy level: All levels	Supports initiatives that make direct contribution to targets

³ For clarity, a range of waste management and minimisation issues will be considered as part of the bylaw review process. However in accordance with statutory requirements, the development of a bylaw will only be deemed necessary if a bylaw is determined to be the most appropriate way of addressing the perceived problem.

Rationale: Each of the territorial authorities within the region has agreed to collect and manage data in line with the National Waste Data Framework. Action under this heading will give effect to the National Waste Data Framework in our district.

9.4 Regional engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.E.1: Regional engagement	Deliver enhanced regional engagement, communications, and education	Ongoing	Waste levy targeted rate General rate	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	A fully implemented regional communication programme is estimated to reduce waste to landfill in the order of 4,500 tonnes

Rationale: In addition to reviewing the Regional Waste Education Strategy, councils will continue to support local education initiatives that have a positive impact.

9.5 Regional collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.C.1: Optimise collection systems	Facilitate local councils to determine and where feasible, implement optimised kerbside systems that maximise diversion and are cost-effective to communities	2019	Targeted rate General rate User charges	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	If all TAs introduce fully optimised collection systems including targeting household food waste this would divert approximately 24,000 tonnes per annum from landfill

Rationale: Territorial authorities within the region are committed to implementing an optimised kerbside system that maximises diversion and that is cost-effective for our community.

9.6 Regional infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.IN.1 Resource recovery network	Investigate and if feasible, develop a region-wide resource recovery network – including facilities for construction and demolition waste, glass, food and/or biosolids, and other organic waste	2020	General rate Targeted rate User charges Waste levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	A fully implemented resource recovery network would divert an estimated 40,000 tonnes per annum from disposal – primarily garden waste and construction and demolition waste

Rationale: Territorial authorities within the region are committed to investigating, and where feasible, developing facilities that can form part of a region-wide resource recovery network. This initiative looks to develop our local transfer stations in line with regional standards to increase the quantity of materials that can be economically recovered for beneficial use.

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.IN.2 Beneficial use of biosolids	Collaborate on options to use biosolids beneficially	2020	General rate Targeted rate User charges Waste levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recovery	Processing of biosolids for beneficial use would divert approximately 30,000 tonnes from landfill across the region

Rationale: There are currently around 30,000 tonnes of biosolids sent to landfill that could be processed and used in beneficial applications. Biosolids can lead to the generation of odours and leachate at landfills, which must be managed.

9.7 Regional leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.LM.1: Shared governance and service delivery	Promote, investigate and, where appropriate and cost-effective, support the establishment of shared governance and service delivery arrangements, and pricing mechanisms, where such arrangements have the potential to enhance the efficiency of waste management and minimisation initiatives within the region.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that have the potential to make a direct contribution to targets

Rationale: As local authorities consider any significant change to service levels they are required to review the cost-effectiveness of current arrangements for meeting the community needs. Section 17A of the Local Government Act 2002 stipulates that such a review must factor in the potential establishment of shared governance, funding and service delivery arrangements.

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.LM.2: Resourcing for regional actions	Fund regional resources for the implementation of the Waste Management and Minimisation Plan, for example, human resources and research, funding the formulation of the next WMMP, or investing in shared infrastructure or initiatives.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that make direct contribution to targets

Rationale: Implementing the plan at the regional level will require resourcing for coordination, commissioning of research, and joint projects. This action is to help ensure that sufficient resourcing is available throughout the lifetime of the plan to enable the actions to be completed on time and for the goals, and objectives to be met.

Reference and title	Description	Time frame	Funding options	Strategic goals and measures position	Method and contribution to regional actions and targets
R.LM.3: Collaborate	The councils will work collaboratively with local government organisations, non-government organisations and other key stakeholders to undertake research and actions to advance solutions to waste management issues such as, but not limited to e-waste, plastic bags, and the need for a container deposit system.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that make direct contribution to targets
R.LM.4: Lobby	The councils of the region will work together to lobby for product stewardship for possible priority products such as, but not limited to e-waste, tyres and plastic bags.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that make direct contribution to targets
R.LM.5: Resilient waste management systems	In conjunction with the wider work on the resilience of the Wellington region, undertake analysis on the resilience of our waste systems in the Wellington region, and through regional engagement provide advice on how to deal with waste in an emergency.	Ongoing	Rates GWRA Waste Levy	Objective: To consider the public health impacts of all waste management options and seek to choose options that effectively protect human health. Objective: To take actions that will improve information on waste and recovered material activities, including both council-contracted and private sector activities. Hierarchy level: all levels	Supports R.E.1: Regional engagement and R.LM.3: Collaborate

Rationale: Territorial authorities within the region have no direct control over waste produced by businesses and other organisations. We will look to work with local groups and businesses and promote initiatives that assist in enhancing economic development through reducing and recovering waste.