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**ORDINARY MEETING**

**OF**

**WELLINGTON REGION WASTE MANAGEMENT AND  
MINIMISATION PLAN JOINT COMMITTEE**

**MINUTES**

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

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**PRESENT**

Councillor Colenso (via audiovisual link)  
Councillor Connelly (via audiovisual link)  
Councillor Edwards (Deputy Chair) (via audiovisual link)  
Councillor Elliott (via audiovisual link)  
Councillor Foon (Chair) (via audiovisual link)  
Councillor Greathead (via audiovisual link)  
Councillor Hayward (via audiovisual link)  
Councillor Lee (via audiovisual link)  
Councillor Taylor (via audiovisual link)



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## **1. Meeting Conduct**

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The Chairperson declared the meeting open at 9:34am and read the following Karakia:

**Whakataka te hau ki te uru,  
Whakataka te hau ki te tonga.  
Kia mākinakina ki uta,  
Kia mātaratara ki tai.  
E hī ake ana te atākura.  
He tio, he huka, he hauhū.  
Tihei Mauri Ora!**

Cease oh winds of the west  
and of the south  
Let the bracing breezes flow,  
over the land and the sea.  
Let the red-tipped dawn come  
with a sharpened edge, a touch of frost,  
a promise of a glorious day

### **1.1 Apologies**

No apologies were received.

### **1.2 Conflict of Interest Declarations**

No conflicts of interest were declared.

### **1.3 Confirmation of Minutes**

**Moved Councillor Foon, seconded Councillor Taylor**

#### **Resolved**

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

1. Approve the minutes of the Wellington Region Waste Management and Minimisation Plan Joint Committee Meeting held on 9 December 2019, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

**Carried**

### **1.4 Items not on the Agenda**

#### **Membership of the Joint Committee**

**Moved Councillor Foon, seconded Councillor Hayward**

#### **Resolved**

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

1. Acknowledge that Councillor Lee has replaced Councillor Connelly as the Greater Wellington Regional Council Representative.

**Carried**

### **Additional Agenda Item: Kāpiti Mayoral Forum Report**

The Chairperson gave notice of a matter requiring urgent attention as follows:

#### **Kāpiti Mayoral Forum Report**

- The item is not on the agenda because it had not been anticipated as an item.
- The decision cannot be delayed because it had been tabled at the 9 December 2019 Joint Committee meeting and had until now not been discussed.

#### **Moved Councillor Foon, seconded Councillor Hayward**

#### **Resolved**

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

1. Consider the item regarding Kāpiti Mayoral Forum Report as a major item not on the agenda of the 8 June 2020 Wellington Region Waste Management and Minimisation Plan Joint Committee meeting.

**Carried**

#### **Attachments**

1 Kāpiti Mayoral Forum Report

### **1.5 Public Participation**

There was no public participation.

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## **2. General Business**

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### **2.1 Oral Reports on Key Projects**

#### **Moved Councillor Foon, seconded Councillor Taylor**

##### **Resolved**

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

1. Receive the oral reports.

**Carried**

### **2.2 Oral Update on Bylaw Process and Coordinated Consultation**

#### **Moved Councillor Foon, seconded Councillor Taylor**

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

1. Receive the information.

#### **Moved Councillor Elliott, seconded Councillor Colenso the following amendment**

##### **Resolved**

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

2. Agree to write an advocacy letter to the advertising material industry in support of the industry only printing the required amount that can be practically delivered to letterboxes that allow for delivery of advertising material, and only on recycled materials. This to be completed once the bylaw consultation has closed and with the support of the Mayors of each Council, endorsed by the Wellington Region Waste Minimisation Plan Joint Committee.

**Carried**

#### **Moved Councillor Foon, seconded Councillor Taylor the following substantive motion**

##### **Resolved**

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

1. Receive the information.
2. Write an advocacy letter to the advertising material industry in support of the industry only printing the required amount that can be practically delivered to

letterboxes that allow for delivery of advertising material, and only on recycled materials. This to be completed once the bylaw consultation has closed and with the support of the Mayors of each Council, endorsed by the Wellington Region Waste Management and Minimisation Plan Joint Committee.

**Carried**

The meeting adjourned at 10:47am and reconvened at 11:01am, with the following members present: Councillor Foon, Councillor Lee, Councillor Hayward, Councillor Elliott, Councillor Greathead, Councillor Colenso, Councillor Edwards and Councillor Taylor.

### **2.3 Prioritisation of Regional Actions**

#### **Moved Councillor Foon, seconded Councillor Edwards**

#### **Resolved**

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

1. Receive the information.
2. Agree to the following order of priority of Regional Actions for the 2019-2022 Triennium:
  - a) Develop and implement a regional bylaw, or a suite of regionally consistent bylaws
  - b) Implement Waste Data Framework
  - c) Collaborate and lobby
  - d) Regional Engagement
  - e) Optimise collection systems
  - f) Resource recovery network
  - g) Beneficial use of biosolids
  - h) Shared governance and service delivery
  - i) Resourcing for regional actions
3. Request that officers report back to the Joint Committee at the next meeting on the regional learnings stemming from the COVID-19 pandemic related to waste management and minimisation. Where possible, this should include, but is not limited to:
  - a) Territorial authority emergency waste planning
  - b) Impacts and implications for business continuity planning
4. Request that officers include timeframes of projects within their reports.



5. Request that officers provide an annual report from 1 July to 30 June the following year on waste and recycling quantity data and, where possible, waste type information and carbon emissions, for Spicer Landfill, Southern Landfill and Silverstream Landfill. Note that the initial waste data report should provide related carbon emission information where available, and provide a five year context for considering waste data information.

**Carried**

**Secretarial note:** With the leave of the meeting, clause 2 was amended as indicated in red font; and clauses 3, 4 and 5 were added to the original motion.

### **Adjournment of item 2.4 Kapiti Mayoral Taskforce Report**

**Moved Councillor Elliott, seconded Councillor Foon**

#### **Resolved**

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

1. Adjourn the Kāpiti Mayoral Taskforce Report to be discussed at the next meeting of the Wellington Region Waste Management and Minimisation Plan Joint Committee (7 September 2020) in accordance with standing order 25.2.

**Carried**

The meeting concluded at 12:30pm and Councillor Hayward said the following Karakia:

**Kia tau ki a tātou katoa**

**Te atawhai o tō tātou Ariki, a Ihu Karaiti**

**Me te aroha o te Atua**

**Me te whiwhingatahitanga**

**Ki te wairua tapu**

**Ake, ake, ake**

**Amine**

May the grace of the Lord Jesus Christ,  
and the love of God,

and the fellowship of the Holy Spirit be  
with you all

Forever and ever

Amen

Authenticated: \_\_\_\_\_

Chair

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**ORDINARY MEETING**

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MINIMISATION PLAN JOINT COMMITTEE**

**MINUTE ITEM ATTACHMENTS**

**Time: 9:30am**  
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**Business**

**Page No.**

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**2.4 Kāpiti Mayoral Taskforce Report**

1. Kāpiti Mayoral Forum Report

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

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## Attachment 1

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Observations written by David Ledson, independent chairperson of the Kāpiti Coast District Council Mayoral Waste Minimisation Forum (May–November 2019).

### Background

1. The Wellington Region Waste Management and Minimisation Plan(2017-2023)(RWMMP23) has a relatively well known primary target, which is *'by 2026 to reduce the total quantity of waste sent to Class 1 landfills from 600kg/person/year to 400kg/person'*.
2. Perhaps less well known is that there are a number of 'secondary and tertiary' targets; also set down for achievement by 2026, which are intended to support achieving the primary target, and they are:
  - a. A decrease in kerbside household waste to landfill from approximately 200 kilograms per person per annum to 143 kilograms per person per annum by 2026. Progress towards this target will be delivered by achieving the following:
    - o Recycling an extra 13.5 kilograms per person per annum of household waste by 2026
    - o Diversion of 34.5 kilograms per person of food waste from landfill per annum by 2026
    - o A reduction of household waste generated of 9 kilograms per person per annum
  - b. A decrease in the total quantity of general waste (excluding kerbside and biosolids) from approximately 335 kilograms per person to 250 kilograms per person per annum by 2026.
  - c. A reduction in the quantity of sewage sludge (biosolids) sent to landfill from approximately 64 kilograms per person per annum to 4 kilograms per person per annum by 2026.
3. These targets are incorporated into the District WMMP's for 2017-23; including the Kapiti plan(KWMMP).

### Discussion

4. If an organisation is to set a target and to be serious about pursuing the achievement of it, then it is vital that intermediate targets and the timelines for assessing whether these have been achieved are set, that an individual(or specific position) is made accountable for achieving the targets, that a process is in place to measure progress to the target, that the relevant decision-makers monitor progress at regular intervals and take steps to change approaches(including adjusting targets and allocating more resources) to ensure the organisation is set up for success.
5. Many of these factors do not appear to be incorporated into either the RWMMP23 or the KWMMP; it is not clear whether, for example:
  - a. intermediate targets have been established so that progress towards to 2026 targets can be measured at relevant intervals; or
  - b. if they have been set, the process and/or accountability for taking the measure and taking action locally and regionally to share information so that coordinated local and regional actions in response to the measurements can be taken.

### **Recommendations**

6. It is recommended that:
  - a. Regional and District WMMPs and supporting processes be reviewed to determine whether improvements are required to ensure the 2026 targets will be achieved; or if not, why that may be the case.
  - b. The measurement of targets, and identification of any changes to current courses of actions/strategies be a central element of the regional waste assessment work for the next WMMP.