

WASTEWATER TREATMENT PLANT AND LANDFILL JOINT COMMITTEE

Minutes of Joint Committee meeting held in the Council Chambers, Administration Building, Hagley Street, Porirua on Monday 25 July 2011 at 3.30pm.

PRESENT

Porirua City Council: Cr T M Sheppard (Chairperson)
Cr S M Dow
Cr B E Kropp
Wellington City Council: Cr N Best

IN ATTENDANCE Mayor N O Leggett

OFFICERS

Porirua City Council: G Simpson Chief Executive
J Gibbs Acting General Manager Asset Management and Operations
P Keller Solid Waste Manager
S Mika Committee Advisor
Wellington City Council: S Michael Director Infrastructure
M Mendonca Business Unit Manager, CitiOperations

14/11 CONFIRMATION OF MINUTES

Meeting held 21 March 2011.

RESOLVED (Sheppard / Best)

That the minutes be adopted as a true and correct record.

CARRIED

15/11 JOINT MANAGEMENT OF WASTE SERVICES BY WELLINGTON CITY COUNCIL AND PORIRUA CITY COUNCIL

Joint Report #687514 of the General Manager Asset Management and Operations, Porirua City Council and the Director, Infrastructure Wellington City Council dated 24 June 2011

RECOMMENDED (Sheppard / Dow)

That the Wastewater Treatment Plant and Landfill Joint Committee:

- 1. Receive the information.**
- 2. Note that the joint management and harmonisation of Wellington City and Porirua City Councils' waste-related services, policies and regulations could optimise environmental outcomes, and drive financial and operational efficiencies.**

- 3. Agree to recommend to Wellington City Council and Porirua City Council (the Councils) that a Joint Waste Management Project, structured as in appendix one of this report, be initiated to investigate the potential benefits, costs and risks of Porirua City Council (PCC) and Wellington City Council (WCC) jointly managing waste services under a Council Controlled Trading Organisation (CCTO).**

- 4. Agree that the first stage of the investigation be focused on a high-level comparison of the status quo with a jointly owned CCTO by weighing the benefits and costs, and evaluating the risks associated with a CCTO, and, dependent upon the outcome of the first stage and subject to the agreement of the project governance group, proceed to the second stage of the investigation, which would:**
 - propose an operating structure for the entity that will provide ongoing joint waste management services;**
 - make recommendations on the areas of activity that should or should not be managed and/or provided by the entity;**
 - propose a statement of intent for the entity;**
 - propose the assets to be held by the entity and the Councils' shareholding in the entity, as appropriate;**
 - propose a constitution, trust order, memorandum of understanding or other such document as may be relevant, for the entity, that includes such matters as governance arrangements, financial contributions, and distribution of surpluses, if any;**
 - make recommendations on the transition path to establish the entity, including timeframes, resource requirements, and operational implications; and**
 - make any other recommendations considered necessary to implement joint waste management.**

- 5. Agree that the following waste-related activities be considered for joint management (noting that some of these services may be contracted to third parties for delivery):**
 - landfill operations, including emissions management**
 - transfer stations**
 - waste recovery operations (for example retailing, scrap metal recovery, energy recovery, composting, electronics recycling, etc)**
 - management of hazardous materials**
 - after care of closed waste facilities**
 - collection of refuse**
 - collection and processing of recycling**
 - street cleaning**
 - litter bin collection**
 - graffiti removal**
 - environmental monitoring and resource consenting**
 - waste minimisation education and related information services**
 - waste related regulation development and enforcement**
 - advice, in consultation with related council business units, on operational policy and financial matters, including proposed fees for services and opportunities for cost savings and efficiency gains.**

- **strategic policy advice and advocacy**
6. **Note that strategic policy advice and advocacy could remain the responsibility of each Council, in cooperation with any joint waste management entity, and that the recommendations on this and other activities to be jointly managed will be part of the work of the project.**
 7. **Note that proposals and recommendations made by the Joint Waste Management Project would be referred to both Councils for decision and/or to initiate any public consultation on such proposals.**
 8. **Note that any proposal to form a CCTO would need to be the subject of consultation using the special consultative procedure, and that, if so, the most appropriate process would be to include any such proposal in the 2012-2022 long-term plan process.**
 9. **Agree that recommendations from the Joint Waste Management Project must be made to the Councils in time for any proposals to be included in the 2012-2022 long-term plan.**
 10. **Agree to recommend to the Councils that that the draft Terms of Reference for the Joint Waste Management Project (attached as appendix two), which reflect the recommendations made above, will govern the work of the Project.**

CARRIED

16/11 PUBLIC EXCLUDED BUSINESS

RESOLVED (Sheppard / Kropp)

That the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) **Confirmation of Minutes**

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
a) Confirmation of Minutes: 21 March 2011 re: Contract 1467 Tangare Drive Wastewater Pump Station Upgrade – Tender Report	Section 7(2)(h)—Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities;	The public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

CARRIED

For item 17/11 refer to public excluded minutes.

The meeting closed at 4.14pm.

Approved and adopted as a true and correct record:

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CHAIRPERSON

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DATE