

# Kaunihera | Council

## Kaupapataka Wātea | Open Agenda



Notice is hereby given that an ordinary meeting of Matamata-Piako District Council will be held on:

**Ko te rā | Date:** Wednesday 2 December 2020  
**Wā | Time:** 9am  
**Wāhi | Venue:** Te Aroha Council Chambers,  
35 Kenrick Street, Te Aroha  
TE AROHA

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### Ngā Mema | Membership

#### **Koromatua | Mayor**

Ash Tanner, JP (Chair)

#### **Koromatua Tautoko | Deputy Mayor**

Neil Goodger

#### **District Councillors**

Donna Arnold

Caitlin Casey

Teena Cornes

Bruce Dewhurst

James Sainsbury

Russell Smith

Kevin Tappin

James Thomas

Sue Whiting

Adrienne Wilcock

Waea | Phone: 07-884-0060  
Wāhitau | Address: PO Box 266, Te Aroha 3342  
Īmēra | Email: [secretary@mpdc.govt.nz](mailto:secretary@mpdc.govt.nz)  
Kāinga Ipuranga | Website: [www.mpdc.govt.nz](http://www.mpdc.govt.nz)

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**1 Whakatūwheratanga o te hui | Meeting Opening**

**2 Apologies/Leave of Absence**

At the close of the agenda no apologies had been received.

**3 Notification of Urgent/Additional Business**

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
  - (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

**4 Whākī pānga | Declaration of Interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

**5 Whakaaetanga mēneti | Confirmation of Minutes**

Minutes, as circulated, of the Ordinary Meeting of Matamata-Piako District Council, held on 11 November 2020

**6 Public Forum**

# Audit and Risk Report

RM No.: 2374833

## Rāpopotonga Matua | Executive Summary

Chair of the Audit and Risk Committee, John Luxton, is in attendance to present the minutes and recommendations from the Audit and Risk meeting of 1 December 2020.

### Tūtohunga | Recommendation

That:

1. The information be received.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Committee Secretary and Corporate Administration Officer</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

## Schedule of Meetings 2021

CM No.: 2363753

### Rāpopotonga Matua | Executive Summary

Council is asked to give consideration to the meeting cycle which best suits their needs.

### Tūtohunga | Recommendation

That:

1. The information be received.
2. Council confirm or amend its meeting schedule for Council and Corporate and Operations Committee for 2021.
3. Meeting dates to be provided to and approved by respective Committees.

### Horopaki | Background

Attached to the report is a planner showing the proposed meeting dates for 2021 for Council's consideration.

Councillors should consider the need for a workshop in January or the first week of February, in consultation with the CE. Council is also asked to consider whether two meetings are required in December. We have proposed the same format as 2020, with Council on the first Wednesday and COC on the second Wednesday of December.

Included are dates for Audit and Risk, Te Manawhenua Forum and Waharoa (Matamata) Aerodrome Committee though each committee will confirm their meeting dates. Also included are known Local Government NZ commitments to ensure no clash.

Due to agenda closing dates this report has been prepared assuming Council continues with its current governance structure. If changes are contemplated then further discussion on the meeting schedule may be required. The schedule outlined in the below table follows a similar schedule to that used this year, with the overall pattern of meetings set as:

- Council meet monthly every 2<sup>nd</sup> Wednesday, with extra meetings for hearings and adoption of documents as required.
- Corporate and Operations Committee (COC) meet monthly every 4<sup>th</sup> Wednesday.
- Audit and Risk Committee meet quarterly on a Tuesday, based on Council meeting dates.
- Te Manawhenua Forum meet quarterly on 1<sup>st</sup> Tuesday.
- Waharoa (Matamata) Aerodrome Committee meet three times a year on the third or fourth Thursday of a month.

MONTH	COUNCIL	CORPORATE & OPERATIONS
February	10 <sup>th</sup>	24 <sup>th</sup>
March	10 <sup>th</sup>	24 <sup>th</sup>
April	14 <sup>th</sup>	28 <sup>th</sup>

May	5 <sup>th</sup> and 12 <sup>th</sup> and 13 <sup>th</sup> (LTP hearing only)	26 <sup>th</sup>
June	9 <sup>th</sup> and 30 <sup>th</sup> (Long Term Plan adoption only)	23 <sup>rd</sup>
July	14 <sup>th</sup>	28 <sup>th</sup>
August	11 <sup>th</sup>	25 <sup>th</sup>
September	8 <sup>th</sup>	22 <sup>nd</sup>
October	13 <sup>th</sup>	27 <sup>th</sup>
November	10 <sup>th</sup>	24 <sup>th</sup>
December	1 <sup>st</sup>	8 <sup>th</sup>

Regional Transport Committee meeting dates have not yet been confirmed so are not included in the schedule.

Hauraki Rail Trail Governance Committee meetings dates are also unavailable and have not been included.

### Ngā Tāpiritanga | Attachments

[A](#). Meeting Planner 2021 including LGNZ dates

### Ngā waitohu | Signatories

Author(s)	Stephanie Glasgow <b>Committee Secretary and Corporate Administration Officer</b>	
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Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	



Item 7.2

Attachment A

MPDC Meeting Planner 2021 – inclusive Committee dates  
and LGNZ commitments

	January	February	March	April	May	June	July	August	September	October	November	December	
SUN													SUN
MON			1 CDEM Joint Committee								1		MON
TUES			2 TMF			1 TMF					2		TUES
WED			3 National Council			2			1		3	1 COUNCIL	WED
THURS			4 R&P Stakeholder Function	1		3	1		2		4	2	THURS
FRI	1 New Year's Day		5 R&P	2 Good Friday		4	2 Equip		3	1 Te Maruata	5	3 National Council	FRI
SAT	2		6	3	1	5	3		4	2	6	4	SAT
SUN	3	Mon 1 Nelson/Buller	7	4	2	6	4	1	5	3	7	5	SUN
MON	4 Day after New Year's	1 Auckland/Northland	8 HGF	5 Easter Monday	3	7 Queen's Birthday	5	2 PAG GSAG CDEM Joint Com	6		8 PAG GSAG	6	MON
TUES	5	2	9 ARC	6	4	8	6	3	7	5	9	7	TUES
WED	6	3 WORKSHOP TBC	10 COUNCIL Te Maruata	7	5 COUNCIL	9 COUNCIL	7	4	8 COUNCIL	6	10 COUNCIL	8 COC	WED
THURS	7	4	11 Te Maruata Hui	8	6	10 Rural and Provincial	8	5	9	7	11	9	THURS
FRI	8	5	12	9	7 Regional	11 R&P	9	6	10	8	12	10 Te Maruata	FRI
SAT	9	6 Waitangi Day	13	10	8	12	10	7	11	9	13	11	SAT
SUN	10	7	14	11	9	13	11	8	12	10	14	12	SUN
MON	11	8 Waitangi Day (observed)	15	12	10	14	12	9	13	11	15	13	MON
TUES	12	9 Te Maruata	16	13	11	15	13	10	14	12	16	14	TUES
WED	13	10 COUNCIL	17 WORKSHOP TBC	14	12 COUNCIL	16 COUNCIL Hearing	14	11 COUNCIL Te Maruata Hui NC	15	13	17	15	WED
THURS	14	11	18	15	13	17	15	12	16	14	18	16	THURS
FRI	15	12	19	16	14	18	16	13	17	15	19	17	FRI
SAT	16	13	20	17	15	19	17	14	18	16	20	18	SAT
SUN	17	14	21	18	16	20	18	15	19	17	21	19	SUN
MON	18	15 CE Forum	22	19	17	21	19	16	20	18	22	20	MON
TUES	19	16	23	20	18	22	20	17	21	19	23	21	TUES
WED	20	17	24	21	19	23	21	18	22	20	24	22	WED
THURS	21	18	25	22	20	24	22	19	23	21	25	23	THURS
FRI	22	19	26	23	21	25	23	20	24	22	26	24	FRI
SAT	23	20	27	24	22	26	24	21	25	23	27	25	SAT
SUN	24	21	28	25	23	27	25	22	26	24	28	26	SUN
MON	25	22	29	26	24	28	26	23	27	25	29	27	MON
TUES	26	23	30	27	25	29	27	24	28	26	30	28	TUES
WED	27	24	31	28	26	30	28	25	29	27		29	WED
THURS	28	25	29	29	27		29	26	30	28		30	THURS
FRI	29	26	30	30	28		30	27	28	29		31	FRI
SAT	30	27		29			31	28		30			SAT
SUN	31	28		30				29		31			SUN
MON				31				30					MON
TUES								31					TUES
key	Conference	National Council	Zones	Sector R & P – Rural & Provincial	Weekends/Public Holidays	Symposium	CE Forum	Advisory Groups PAG – Police GSAG – Governance and Strategy	Equip Board	Waharoa (Matamata) Aerodrome Committee	Te Manawhenua Forum	Audit and Risk Committee	Te Maruata

Agenda Close Dates:  
Council / COC, Committees



## Council Matters Over The Christmas Period

Trim No.: 2365873

### Rāpopotonga Matua | Executive Summary

Council discuss the process required regarding urgent decisions that may need to be made during the holiday period.

### Tūtohunga | Recommendation

That:

1. **Any urgent issues arising during the holiday period be emailed to all councillors with delegation to the Mayor to act on receipt of support from a majority of councillors.**

### Horopaki | Background

It is suggested that the Mayor email all Councillors and acts accordingly based on responses received, provided more than six members are in agreement with the decision. Councillors will then give formal approval to the decision at the following meeting.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Stephanie Glasgow <b>Committee Secretary and Corporate Administration Officer</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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# Review of Delegation Policy and Delegation Register 2020

RM No.: 2371040

## Rāpopotonga Matua | Executive Summary

Under the Local Government Act 2002, Council may delegate its statutory powers and its functions to Council Officers.

This report seeks feedback from the Committee on the Delegation Policy and Delegation Register 2020, circulated to committee members separately from the agenda.

## Tūtohunga | Recommendation

That:

1. The information be received.
2. Council adopt the delegations as amended in this report.

## Horopaki | Background

### The Local Government Act 2002

Section 48 of the Local Government Act 2002 (LGA) provides that delegations must be carried out in accordance with Part 1 of Schedule 7 of the LGA. Clause 32(1) of Part 1 to Schedule 7 of the LGA provides that, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, or member or officer of the local authority any of its responsibilities, duties, or powers excepting the powers specified under paragraphs (a)-(f) of that sub-clause.

These delegated powers fall broadly in to three categories:

- Financial
- Warranted powers
- Statutory

## Ngā Take | Issues

### Delegations Policy

The Policy focuses on two policy issues:

- Efficient and effective decision making - good management practice is to encourage delegation of decision making to the lowest competent level.
- Managing risk - Council has identified the 'top five risks' which are to be considered by Council and staff when making a delegation.

The Policy contains information on:

- Powers retained by Council
- Mayoral Powers under the LGA
- Powers delegated to Council committee's under its governance structure
- Powers delegated to Council's hearing commission under its governance structure
- Financial delegations
- Warranted Power appointments
- Statutory delegations (delegations where the highest risk has been initially assessed have been highlighted throughout the delegations document)

Amendments made to Delegations Policy and Register 2020 include:

- Delegation Policy - wording/legislation updates.
- Committee delegations - updated to reflect new Council members from the 2019 elections. Removal of the Thames Valley Civil Defence Emergency Management Group and addition of the Provincial Growth Fund Governance Group and Pare Hauraki Collective Working Group
- Financial delegations - updated to reflect staffing changes. This includes positions that were new to Council, and changes in job title since the last document review. There have been some positions that have had their delegated amount amended to reflect changes in their duties. Position titles of the former Human Resources department have been updated to reflect the new titles.
- Warrant and Statutory - Keys amended to reflect staff tier levels and position titles updated/added including power for additional staff to issue building consents under s51 of the Building Act 2004.
- Statutory delegations – reviewed alongside the legislative compliance checklist. The Transport (Vehicular Traffic Road Closure) Regulations 1965 was included. Staff title changes were updated to reflect organisational changes. There have been changes to who is responding to LGOIMAs to now being partly shared between Communications for media enquiries and Legal Officer for all others.

## Analysis

### Options considered

The Committee has the option of recommending to Council further amendments to the delegations.

### Legal and statutory requirements

Details of the legislative framework have been set out above in this report.

### Impact on Significance and Engagement Policy

This matter is not considered significant.

### Timeframes

There are no timeframes, the delegations are expected to be updated as and when legislation is introduced or amended by central government.

### Financial Impact

There are no funding costs/impacts of this process.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Ellie Mackintosh <b>Graduate Policy Planner</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod	

Item 7.4

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	<b>Chief Executive Officer</b>	
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## Solid Waste Working Party - Minutes of meetings held on 28 October 2020 and 18 November 2020

CM No.: 2374733

### Rāpopotonga Matua | Executive Summary

Council has setup a Solid Waste Working Party made-up of Councillors Adrienne Wilcock, Caitlin Casey, Bruce Dewhurst and James Sainsbury. Councillor Wilcock is the Chairperson. The Working Party operates under a Terms of Reference approved by Council.

The purpose of this report is to report on the minutes of the Solid Waste Working Party meetings held on 28 October 2020 and 18 November 2020.

### Tūtohunga | Recommendation

That:

1. The information be received.

### Horopaki | Background

To ensure that the Matamata-Piako District Community has the best opportunity to set a new direction for solid waste, Council and the Chief Executive have agreed to establish a Solid Waste Working Party comprising of the Mayor and three Elected members, supported by staff, to work to assess and respond to a range of initiatives and opportunities to improve our solid waste services and reduce waste to landfill. The purpose of the working party is to:

- Identify, promote and assess opportunities to support the National, Regional and local Waste strategies to improve the Social, Cultural, Economic and Environmental wellbeing of the Matamata-Piako District community, through local solid waste activities
- Work with Council staff on issues concerning solid waste including development of new plans, policies etc.
- Make recommendations to Council and/or its committees
- Work collaboratively with external partners and stakeholders

The Working Party membership is Councillors Adrienne Wilcock, Caitlin Casey, Bruce Dewhurst and James Sainsbury with Councillor Wilcock acting as the Chairperson. The Working Party operates under a Terms of Reference approved by Council.

The intention is that the minutes of the working party meetings will be reported to the Council or Corporate & Operations Committee with the Chairperson or their delegate providing a verbal update. Council can then make decisions on issues considered and recommended by the working party.

### Ngā Take | Issues / Kōrerorero | Discussion

The current focus of the working party is on:

- LTP Budgets, fees and charges
- Engagement with waste industry representatives

- Reviewing / updating the Waste Assessment and Waste Management and Minimisation Plan (WMMP);

Arrangements that will lead to new arrangements at the conclusion of the current collection/transfer station contract in 2023.

### Mōrearea | Risk

There are no risks at this stage.

### Ngā Whiringa | Options

There are relevant options.

### Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

The receipt of the working party minutes is not a significant issue in terms of the Significance and Engagement Policy.

There are no legal or policy considerations.

### Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

It is proposed to consult on a new WMMP and this will be reported back to Council at a later date.

### Ngā take ā-lhinga | Consent issues

There are no consent issues.

### Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

There is no financial costs associated with the operations of the Working Party.

Funding of specific initiatives will be from existing budgets, and within Council's Policy on Delegated Authority.

### Ngā Tāpiritanga | Attachments

[A](#). Minutes - Solid Waste Working Party - 28 October (seventh meeting) with commercial details removed

[B](#). Minutes - Solid Waste Working Party - 18 November (eighth meeting)

### Ngā waitohu | Signatories

Author(s)	Niall Baker <b>Senior Policy Planner</b>	
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Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
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	Don McLeod <b>Chief Executive Officer</b>	
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Minutes

<b>Meeting</b>	<b>Solid Waste Working Party</b>
<b>Date</b>	28 October 2020
<b>Time</b>	2.52pm
<b>Venue</b>	Council Chambers, Te Aroha
<b>Members / staff in attendance</b>	Chairperson - Councillor Adrienne Wilcock Members – Councillors Caitlin Casey, Bruce Dewhurst, James Sainsbury Support staff - Solid Waste Officer – Louisa Palmer, Michelle-Staines Hawthorne – Corporate Strategy Manager, Senior Policy Planner – Niall Baker, Committee Secretary – Stephanie Glasgow, Communications Officer – Rexine Hawes
<b>Apologies</b>	Ronnie Tuiavii – Solid Waste Contract Manager Fiona Vessey – Group Manager, Service delivery
<b>CM folder</b>	20/2772
<b>Purpose</b>	Seventh meeting of Solid Waste Working Party

Issue	Description	Next Action	Assignee
<b>Minutes from previous meeting</b>	Discuss any outstanding matters from meeting on 14 October. Minutes to be approved.		Chair Wilcock
<b>External industry presentation</b>	Kevin & Nick Andersen from Wheelie Bin Services, were in attendance to talk with the Working Party  <b>Summary from Presentation</b> <ul style="list-style-type: none"> <li>• They Recycle materials from their skip bins</li> <li>• Service ■■■ green waste bins a fortnight in Matamata and about ■■■ in Te</li> </ul>	No further actions	

Issue	Description	Next Action	Assignee
	<p>Aroha and Morrinsville</p> <ul style="list-style-type: none"> <li>• Collect a lot of Silage wrap – sent straight to Tihiroa landfill.</li> <li>• Service area for general waste is Patetonga across to the Kamias and out to Ohapuo.</li> <li>• A lot of farms get skip bins</li> <li>• Want to recycle whatever they can. Keen to recycle timber</li> <li>• Currently they pull out e-waste, Brass, copper and aluminium</li> <li>• Skip bins get tipped out onto a concrete pad then loaded into a truck which is sorted</li> <li>• Food waste – question was asked, will council tender out this contract? Would have to cover Hauraki District as well to make it feasible.</li> <li>• Company has purchased █ new Trucks (not out on the road yet) █ on road currently, with █ transporter.</li> <li>• Purchase wheelie bins █ (due to change to Stells)</li> <li>• All collection trucks have the driver manually get out and load bin onto the arm to empty then clean the bins with water blaster.</li> <li>• Farmers – more and more are converting to skip bins.</li> </ul> <p>█</p> <ul style="list-style-type: none"> <li>• Have tried to get builders to separate their waste by providing small bins but didn't happen.</li> <li>• Sponsorship provided: Hinuera rugby club, netball, cricket, 5-10 special needs kids a year, A &amp; P Show, Waharoa speedway, tennis club. Business has been operating for 26 years.</li> <li>• Have 10 staff – Providing local employment in Waharoa.</li> </ul> <p>█</p> <p>█</p>		

Issue	Description	Next Action	Assignee
	<p>[REDACTED]</p> <ul style="list-style-type: none"> <li>• Council is planning upgrades to transfer stations – Palmerston north has a good setup, allows for collection of more materials before you get to the pit area.</li> <li>• In long term if council does expand its services– small companies may cease? [REDACTED]</li> </ul> <p>[REDACTED] Small companies are facing closure in places like Tauranga as they are moving to a Council contract for collections whereas it is mostly private operators at the moment.</p> <p>[REDACTED]</p> <ul style="list-style-type: none"> <li>• All Green Waste is taken to Wilson Sands in Matamata – as preferred client of theirs.</li> <li>• The SWAP audit recently undertaken by the Council did not look at the level of recycling by Wheelie Bin Services because it focuses on the types of waste collected.</li> </ul> <p>Working party members thanked Michael and Kevin for coming in and sharing helpful insights.</p>		
<p><b>WMMP (Waste Management &amp; Minimisation Plan)</b></p>	<p>The Working Party discussed the draft WMMP previously circulated.</p> <p>Morrison Low are doing the waste assessment and asset management plan. Waste assessment must be done when reviewing WMMP.</p> <p><b>Feedback given by working party</b></p> <ul style="list-style-type: none"> <li>• Minor changes sought – the goal of 2038 – we haven’t explained what this is? Zero waste by 2038? It is linked to the closure of the Tirohia landfill and is explained on Page 11, needs to be at start/introduction so this is clear.</li> </ul>		

Issue	Description	Next Action	Assignee
	<ul style="list-style-type: none"> <li>• Needs to make it clear that we want to tackle all waste – not just kerbside (give full picture of all waste we deal with and then smaller picture with kerbside, as being what Council can directly control i.e. we only have influence over part of the waste).</li> <li>• Instead of saying Council will continue to provide a kerbside service in the action plan say ‘Match kerbside expectations from community’ or something similar?</li> </ul> <p>Discussion points</p> <ul style="list-style-type: none"> <li>• Need to include appropriate targets that we can measure. Consider whether targets should be per population or by household?</li> <li>• Don’t want too many targets/actions, Louisa to include existing kerbside measures. Figures and info used from waste assessment will be used in WMMP, and Asset Management Plan so documents/stats are the same. No measure is perfect but will use the same as other Councils and what we currently have will suffice. There is measurement we have used for a long time about recycling (reported by smart environmental) but we can’t tell how much was contaminated, so it’s challenging.</li> <li>• Louisa will add information about littering and product stewardship and the targets into the WMMP.</li> <li>• Population data to reflect the Infometrics projections Council has adopted for the Long-Term Plan.</li> </ul> <p>The WMMP needs to be graphically designed and staff will work on this.</p> <p>Working Party members to send Louisa email any thoughts/comments on WMMP.</p>		
<b>Incoming correspondence</b>	No correspondence received.		
<b>Stakeholders management and</b>	N/A		



Issue	Description	Next Action	Assignee
correspondence			
Mattes arising	There were no matters arising.	-	
General business	<p>The working party discussed the next steps and area of focus now that the WMMP has been prepared:</p> <ul style="list-style-type: none"> <li>• November 18<sup>th</sup> – next working party meeting with Morrison Low in attendance to discuss the Waste Assessment</li> <li>• November 25<sup>th</sup> - Workshop the WMMP with full Council</li> <li>• 9 December – Council approve draft WMMP for consultation &amp; Draft Long-Term Plan (LTP) and Consultation Document for auditing</li> <li>• December – report completed by Gary Kelk on Business Plan for developing Resource Recovery Centre</li> <li>• January 2021 – LTP Audit</li> <li>• February 2021 – LTP adopted by Council for consultation</li> <li>• March/April 2021 – Consultation on LTP and WMMP</li> <li>• May 2021 – hearings on LTP and WMMP (see comment below re referring submissions to the working party to consider)</li> <li>• May/June 2021 – Audit of LTP following consultation</li> <li>• June 2021 – LTP and WMMP adopted</li> </ul> <p>Business Plan for developing Resource Recovery Centre is due in December 2020. Need to consider the costings that come out of this for the LTP (after the Audit in January).</p> <p>Discussion was had around a new Greenfields site in Matamata for the Resource Recovery Centre. There is a danger that a Resource Recovery Centre can become too small to soon, so need to have a master plan in place it so we can work towards the overall vision, and lay everything out with that in mind, even if we can't do it all at once.</p>	Workshops and meetings to be booked in	

Issue	Description	Next Action	Assignee
	<p>Council has land available in Matamata. Need to consider how we sell it to the community.</p> <p>The WMMP and AMP is part of the supporting documentation for the Long-Term Plan. If there are changes to the WMMP after the audit process this can be done if it makes no material change to the LTP.</p> <p>Consultation on WMMP at the same time as the LTP. Hearings to be held on LTP and WMMP at the same time by full Council. Council may delegate the working party to consider submissions and make recommendations back. WMMP doesn't have a critical deadline next year unlike the LTP which must be adopted by 1 July 2021.</p> <p>The Working Party discussed looking at the contract procurement next year, starting with a project plan. Louisa will talk with the E-team about advancing the procurement work. External assistance will be needed to ensure all requirements are met.</p> <p>Meeting closed 4.10pm.</p>		
<b>Next meeting</b>	November 18 <sup>th</sup> following the Council workshop. Morrison Low to be in attendance.		



Minutes

<b>Meeting</b>	<b>Solid Waste Working Party</b>
<b>Date</b>	18 November 2020
<b>Time</b>	2.52pm
<b>Venue</b>	Council Chambers, Te Aroha
<b>Members / staff in attendance</b>	Chairperson - Councillor Adrienne Wilcock Members – Councillors Caitlin Casey, Bruce Dewhurst, James Sainsbury Support staff - Solid Waste Officer – Louisa Palmer, Senior Policy Planner – Niall Baker, Committee Secretary – Stephanie Glasgow, Communications Officer – Rexine Hawes
<b>Apologies</b>	Ronnie Tuiavii – Solid Waste Contract Manager Fiona Vessey – Group Manager, Service delivery
<b>CM folder</b>	20/2772
<b>Purpose</b>	Eighth meeting of Solid Waste Working Party

Issue	Description	Next Action	Assignee
<b>Minutes from previous meeting</b>	Discuss any outstanding matters from meeting on . Minutes to be approved.		Chair Wilcock
<b>External industry presentation</b>	Morrison Low  Alice Grace Helen Ramsey  Planning Steps – MPDC reviewing ours early. Contract ends in 2023. If you don't		

Issue	Description	Next Action	Assignee
	<p>have a WMMP then you don't get levy funding. LTP and WWMP need to line up. Went over Waste Assessment findings -&gt; sending more waste to landfill – target doesn't look good. More people choosing to do private service instead of council service. 5% decrease in kerbside household waste to landfill – this may not be totally correct if more households leave council waste services.</p> <p>Total volume of diverted materials has been decreasing.</p> <p>Composition of waste going to landfill – majority organic material, timber and recyclables. Private bins have a higher proportion of glass.</p> <p>Nationally there is a move to recycle more due to the changing oversea markets.</p> <p>Key Issues High volume of divertable material at RTS. Increasing waste to landfill Decline in diverted material High volume of organic waste</p> <p>Mpdc will continue to support waste minimization programmes.</p> <ul style="list-style-type: none"> <li>- Advocate to government for change: being heard, making sure government agencies understand the issues that affect mpdc locally.</li> <li>- Support and provide educational programmes</li> <li>- Support existing waste minimisation and resource efficiency initiatives</li> <li>- Maintain the existing transfer facilities</li> <li>- Collaborate with other councils to promote waste management and minimisation.</li> </ul>		

Issue	Description	Next Action	Assignee
	<p>Waste projections modelling Kerbisde options Enhanced status quo (target 49% diverted) -rates funded refuse bin Advanced status quo (Target 60% diverted)</p> <p>RTS options Enhanced status quo (target 49% diverted) Advanced status quo (target 60% diverted)</p> <p>Issues – increasing waste to landfill Influence: 1.1 – Yes 1.2 yes 1.3 Yes</p> <p>Regulate 1.4 yes 1.5 – No 1.6 – No 1.7 - Yes Service 1.8 – Yes 1.9 – No</p> <p>Decline in diverted material Influence 2.1 – Yes</p>		



Issue	Description	Next Action	Assignee
	<p>2.2 - Yes</p> <p>2.3 – yes (how we can achieve that?) The way we contract with them to make sure material in our district goes to where we want.</p> <p>High volume of divertable material disposed through RTS Influence 3.1 3.2 – Yes 3.3 – Yes Service 3.4 – Yes 3.5 – Yes</p> <p>High volume of organic waste going to landfill Influence 4.1 – Yes Service 4.2 – TBC subject to consultation 4.3 – No</p> <p>Cost and volume uncertainty due to legislation change Influence 5.1 – yes 5.2 – yes Regulate 5.3 – yes (Review bylaws)</p>		

Issue	Description	Next Action	Assignee
	<p>Service 5.4 – Yes (review services)</p> <p>Working Party comfortable with what was proposed.</p> <p><b><u>Next steps</u></b></p> <p><b>Waste Assessment</b> Adopt the Waste assessment Obtain feedback from Medical officer of Health (Niall has contacted Waikato DHB for feedback)</p> <p><b>Waste management and minimization plan</b> Reflect 2020 waste assessment Agree Key actions Actions prioritized</p> <p><b>Consultation</b> WMA requires consultation if significant changes made to WMMP LTP and AP process to pick investment proposals.</p> <p>Work closely with regional council.</p> <p>Review influencing and behavior programmes to align Good idea for programmes targeting businesses.</p>		
<b>Committee</b>	Gary to put in different options (at Lousias request).		

Issue	Description	Next Action	Assignee
<b>Discussion</b>  <b>(Waste Management &amp; Minimisation Plan)</b>	Work with existing local companies – will open up opportunities to local business, separate out mobile phones, batteries, computers to those who collect etc.  About community coming together. Gary report may come mid-December or later.  Procurement, guide for community groups for funding, plastic.		
<b>Incoming correspondence</b>	No correspondence received.		
<b>Stakeholders management and correspondence</b>	N/A		
<b>Matters arising</b>	There were no matters arising.	-	
<b>General business</b>	The working party discussed the next steps and area of focus now that the WMMP has been prepared: <ul style="list-style-type: none"> <li>• November 25<sup>th</sup> - Workshop the WMMP with full Council</li> <li>• 9 December – Council approve draft WMMP for consultation &amp; Draft Long-Term Plan (LTP) and Consultation Document for auditing.</li> </ul>	Workshops and meetings to be booked in	
<b>Next meeting</b>			

## Draft Revenue and Financing Policy

Trim No.: 2365877

### Rāpopotonga Matua | Executive Summary

Local government funding sits at the heart of the relationship between local councils and their communities. Local government funding decisions involve balancing levels of service, affordability and financial need, backed with economic and legal requirements. Under the Local Government Act 2002 (LGA) Council must adopt a Revenue and Financing Policy setting our Councils policies in respect of the funding of operating expenses and capital expenditure. Under the Local Government (Rating) Act 2002 (LGRA) Council can set rates, a taxation tool to help fund the services it provides.

This report seeks confirmation from Council on its rates structure and the Revenue and Financing Policy, so this can be incorporated into the Long-Term Plan 2018-28.

### Tūtohunga | Recommendation

That:

1. **The information is received.**
2. **Subject to Audit, Council adopts the draft Revenue and Financing Policy and Statement of Proposal:**
  - (a) **for public consultation purposes and proceed through the special consultative process in accordance with the Local Government Act 2002:**
  - (b) **in accordance with section 93G of the of the Local Government Act 2002, as information:**
    - (i) **relied on by the content of the Consultation Document;**
    - (ii) **that provides the basis for preparing the Long Term Plan;**
    - (iii) **is necessary to enable the auditor to give the opinion on the Consultation Document.**
3. **Council resolves that using this process will give effect 82 to the 'Principles of consultation' set out in section 82 of the Local Government Act 2002.**
4. **The Statements of Proposal for the above policies be approved for consultation alongside the Consultation Document for the Long-Term Plan 2018-28.**

### Horopaki | Background

Council's financial framework falls in to four key areas:

- the Financial Strategy - what Council's debt and rates levels will be, along with some other important issues such as what investments Council holds and its reasons for holding them;
- the Revenue and Financing Policy (s102 LGA) - what activities Council fund from rates and other sources such as fees and subsidies;
- the Rates structure - the main funding tool setting out how Council will charge the ratepayer for some of the service Council provides. This is Council's main source of income;

- the Development Contributions Policy (s102 LGA) - if and how Council will charge developers for growth related costs. A previous report has been sent to Council on this policy and further work is being done on this.

In addition section 102 of the LGA also requires that local authorities adopt the following set of funding and financial policies:

- an investment policy
- a liability management policy
- a policy on remission and postponement of rates on Maori freehold land.

There are also two optional policies under section 102 of the LGA – policies on the remission and postponement of rates on categories of land other than Maori freehold land – this is currently used by Council as the framework for the remission on commercial properties subject to the Wastewater “pan Charge”. These policies will be reviewed by Council as part of the Long Term Plan project.

## Ngā Take | Issues

### Economic Concepts

In considering the Revenue and Financing Policy and how Council structures its rates, some useful economic concepts to keep in mind are:

- *incidence* – the distribution of the burden of rates. Two key things to distinguish are the legal incidence of the tax (who gets the bill) and the economic incidence (from whose pocket the money eventually comes)
- *the difference between income and wealth* – income is a flow concept. It measures the amount of money an individual receives from work or investment over a set period of time. Wealth, on the other hand is a stock concept and measures the level of financial and non-financial assets an individual has. Rates are a tax on one element of wealth
- *affordability, ability to pay, and willingness to pay* – this is the difference between ‘can’t pay’ and ‘don’t want to pay’. Affordability is a measure an individual’s true capacity to meet their contribution to community services. Willingness to pay relates more to the value an individual thinks they receive from council services
- *efficiency* – the degree to which local authority funding requirements affect production and consumption decisions
- *equity* – very much a subjective concept, equity relates to the ‘fairness’ of certain decisions
- *public/private goods* – a *public* good is an activity or service that is both non-rival (my consumption does not interfere with yours) and non-excludable (I cannot be prevented from consuming the service). Common examples in local government are civil defence and various planning functions. A private good is both rival and excludable.

### Revenue and Financing Policy

At their most basic level, funding and financial policies show who pays, for what, when. They are part of the package of material that supports the right debate and need to be transparent.

The Revenue and Financing Policy is a device for recording and explaining the policy decisions Council has made regarding the funding of its activities. Transparency in this document is

especially important to demonstrate the link between dollars and value to the ratepayer. Much of the Revenue and Financing Policy will refer to the considerations in section 101(3) of the LGA, and Council's application of those considerations. The analytical process is a sequential two-step process. The first step includes consideration at an activity level the rationale for service delivery, the beneficiary pays principle, the exacerbator pays principle, inter-generational equity, and the costs and benefits of separate funding. The second step of the analysis involves consideration of the results of the first step and their impact on community interests.

A clear rationale for service delivery is a vital piece of information to have when working through the section 101(3)(a) analysis. Knowing why Council is delivering the service can help sort out who benefits, when they benefit, and who any of the exacerbators are, as well as obtaining some idea of what impacts on community interests might arise from the way Council funds a service.

### **Council's current Revenue and Funding Policy**

Council's funding and options for change are set out in the Statement of Proposal and draft Revenue and Finance Policy.

Council should note changes (tracked in to the attached policy) to:

- Solid waste funding ratios – this is as a result of significant challenges dealing with increasing costs
- Libraries – this reflects the current and realistic income for this activity
- Pools and Spas – this reflects the current and realistic income for this activity (Council should note that the spa portion of this activity is largely self-funding, however Pools operate with the benefit of significant funding from the general rate)

### **Rating Structure**

Although not a funding and financial policy as such, the funding impact statement (FIS) is a device for implementing the revenue and financing policy. Effectively the FIS acts as a link between this policy and the annual setting of rates and charges. The FIS should contain all of the information relating to the factors and matters that will be used to set rates. The LGRA gives Council four broad rating tools that can be used to set rates. The options are set out below in this report, followed by an overview of how Council's current rating system is structured.

### **The General Rate**

The general rate is a tool for funding those activities where Council has decided that all or part of the cost of a particular activity should be funded by the community as a whole. Councils have the choice of one of three bases for setting a value-based general rate. These are land (unimproved value), capital value (land and improvements) or annual value (either rentable values or 5 percent of the capital value).

Capital and annual value tend to be better proxies for ability to pay and use of council services than unimproved values. Capital and annual value are also thought to be less prone to sudden swings than unimproved values as location-based factors play a lesser role. On the other hand, to the extent that rates are a part of business cost structures, rating based on unimproved values can be more of an incentive for development. Annual value needs a large and active rental market to work effectively, and is not one of the well-used methods of apportioning the general rate.

Councils can use differential powers on their value-based rates i.e. charge one category of property a higher rate in the dollar than another. Differentials are a tool for altering the incidence of rates; they do not release new revenue in and of themselves. Use of differentials can create 'winners and losers' – it is therefore important that these policies are based on robust criteria.

Council has in the past considered that general rates are the 'public good' component which is available to be enjoyed equally by the whole community. General rates also used to pick up short-falls in cost recovery. For example, using the libraries example:

- The individual benefit is considered high,
- the community benefit considered medium
- General rate funds +80% as a significant increase in user fees will likely result in a drop-off in use

#### The Uniform Annual General Charge (UAGC)

The UAGC is a flat dollar charge per property, or separately used/inhabited part of a property. The UAGC is a device for mitigating the impact of high property values, it can also be used as a tool to shift the incidence of rates between groups of rate payers (for example rural vs. urban). It is a regressive tax (you pay the same amount regardless of income or wealth) – this is one reason why the LGRA caps the use of this tool at 30%. Council policy is that the Uniform Annual General Charge can be set at a range between 75-100% of the maximum.

#### Targeted Rates

Targeted rates are devices for funding those activities where Council has decided that:

- all or part of the cost of a particular activity should be met by particular groups or ratepayers; and/or
- there is some other advantage in funding the activity outside of the general rate.

Councils have access to a wide range of targeted rating powers including: property values (land value, capital value, annual value and the value of improvements). Local authorities can also set a targeted rate based on one or more of the following:

- a flat dollar charge
- the number of separately used or inhabited parts of a rating unit
- the number of water closets and urinals within the rating unit (pan charges)
- the number of connections the rating unit has to local authority reticulation
- the extent of provision of any service to the rating unit by the local authority (where this is capable of objective measure and independent verification)
- the total land area of the rating unit
- the total land area within the rating unit that is sealed, paved or built upon
- the total area of land within the rating unit that is protected by any facility provided by a local authority
- the total area of floor space within the rating unit.

In addition to these powers, a local authority can set a targeted rate for water consumption based on the volume of water consumption (water metering).

Council can set:

- more than one targeted rate to fund a particular activity (for example, many rural local authorities with more than one water or sewage scheme set a rate for each scheme, some city councils charge a base water supply rate and an additional fire protection rate to fund water supply) or
- a targeted rate to fund more than one activity (targeted works and services rates are a common example of this)
- a targeted rate over only some defined categories of property (such as CBD rate for security patrols, street-cleaning or development or a tourism rate over commercial property). The bases for constructing the categories are defined in Schedule Two of the Rating Act.



- a differential targeted rate – provided that the basis for constructing the categories is one of the matters listed in schedule two
- targeted rates using combinations of factors (a not uncommon use is to set a flat dollar charge and a value based rate)
- including a rate that uses different factors for different categories of property (so for example a targeted rate that is set on the basis of a flat dollar charge for residential property, a value based rate for commercial property and an area based rate for rural property)

#### Non-Rate Funding Tools

Councils also have the following non-rate funding tools available to them:

- User charges – a variety of powers exist, some set maxima on the levels of fees, others prescribe charging methods (for example dog registration fees);
- Development contributions – a tool for recovering the capital costs that are imposed by growth from development;
- Revenue from investments;
- Asset sales – for example the sale of surplus land;
- Funding from third parties (including but not limited to central government – for example subsidies for roading).

#### Council's rates funding structure

Rate	Description
General Rate	Set under Section 13 of the LGRA on all rateable land based on cents in the dollar of capital value
Uniform Annual General Charge	Set under Section 15 of the LGRA on all rateable land as a fixed charge per rating unit.
Water Supply Targeted Rates (not metered)	A differential targeted rate for Water Supply set under Section 16 of the LGRA based on. <ul style="list-style-type: none"> <li>• A uniform charge for serviced and connected portions of rating units</li> <li>• A uniform charge (1/2 the rate of a connected property) per portion of a rating unit to which the service is available.</li> </ul>
Water Supply Targeted Rates (metered)	Targeted rates for metered Water Supply under Section 19 of the LGRA with different charges for: <ul style="list-style-type: none"> <li>• Metered water supplies</li> <li>• Te Aroha West</li> <li>• Braeside Aquaria</li> <li>• Matamata farm properties connected to the Tills Road trunk main</li> <li>• Inghams Factory, Waitoa</li> </ul>
Wastewater Targeted Rates	Differential targeted rates for Waste Water disposal under Section 16 of the LGRA: <ul style="list-style-type: none"> <li>• A uniform charge per connected rating unit in respect of each single residential house connected to the service.</li> <li>• A uniform charge (1/2 the rate of a connected property) per rating unit to which the service is available (but not connected).</li> <li>• A scale of charges for non-residential properties (1 pan, 2-4 pans, 5-10 pans, 11-15 pans and over 20 pans)</li> <li>• A uniform charge for Fonterra (Morrinsville)</li> <li>• A uniform charge for Greenlea (Morrinsville)</li> <li>• A uniform charge Tahuna (lump sum contributions for connected and non connected properties)</li> <li>• A uniform charge for Waharoa/Raungaiti (lump sum contributions for connected and non connected properties)</li> </ul>
Stormwater Targeted Rates	A targeted rate for Storm Water drainage disposal under Section 16 of the LGRA based on a uniform charge per rating unit within the townships of Matamata, Morrinsville, Te Aroha and Waharoa.



Waste Management Targeted Rates	A targeted rate for Waste Management under Section 16 of the LGRA based on a uniform charge per portion of a rating unit to which the service is available for a portion of the revenue for kerbside collection.
Rural Halls	Targeted rates for Rural Halls under Section 16 of the LGRA based on: <ul style="list-style-type: none"> <li>• Cents in the dollar of land value for Tauhei Hall, Hoe-O-Tainui Hall, Springdale Hall, Kiwitahi Hall, Patetonga Hall, Wardville hall,</li> <li>• a uniform charge per rating unit on all rating units for Mangateparu Hall, Kereone Hall, Tatuanui Hall, Walton Hall</li> <li>• cents per dollar on the capital value of all rating units for Okauia Hall, Hinuera Hall, Piarere Hall, Peria Hills Hall</li> <li>• a uniform charge on every separately inhabited part of all residential and/or farming rating units for Mangaiti Hall, Waharoa Hall, Waitoa Hall, Waihou Hall, Elstow Hall, Manawaru Hall, Te Poi Hall</li> </ul>

The general rate and UAGC provide either partial or total funding for the following activities, there are reflected in the funding sources identified in Council's Funding and Revenue Policy.

Activity	Approx % of general rate and UAGC used to fund this activity
Roading	31.79%
Aquatic facilities	12.08%
Community Development	10.38%
Parks & Reserves	8.49%
Council	6.93%
Libraries	6.85%
Planning Consent & Advisory Services	4.52%
Street furniture	3.32%
Corporate & Other Property	3.31%
Building Advisory	3.31%
Carparks	2.23%
Waste Management	2.21%
Cemeteries	1.08%
Emergency Management	1.06%
Health Inspection	1.00%
Land Drainage & Stormwater	0.81%
Animal Control	0.71%
Aerodrome	0.10%

## Analysis

### Options considered

#### Revenue and Finance Policy

Council can review the funding structure for its activities, any change in the way it funds activities should follow the process set out in the legislative section of this report. Some areas are not within

Council's control, such as the final decision on the level of subsidies provided by NZTA for roading. Others are constrained, such as the use of development and financial contributions. Staff are seeking Council direction on whether the draft Revenue and Finance Policy is consistent with Council's direction for the next Long term Plan.

#### Rates Structure

Staff are seeking Council direction on whether the rates structure is consistent with Council's direction for the Long Term Plan 2021-31.

#### **Analysis of preferred option**

There is no preferred option. Council should give consideration to the legislative requirements and ensure any funding decisions are sustainable, prudent and meet community outcomes.

#### **Legal and statutory requirements**

When making funding policy Council will need to work through the process and matters set out in section 101(3) of the LGA, while having regard to the section 101(1) obligation to act prudently and in the interests of the community. These requirements provide local authorities with a list of matters to consider as part of the development of a transparent revenue system.

The legislative requirements for the Revenue and Financing Policy are firstly to set out any policies Council has on the funding of operating and capital expenditure from the following sources:

- general rates (including the choice of valuation basis, differential rates and the use or otherwise of uniform annual general charges)
- targeted rates (but noting that the LGA 2002 does not specify any further disclosures – in other words, the revenue and financing policy need not disclose the basis on which the rates are set, and the basis for any differentiation)
- fees and charges
- interest and dividends from investments
- borrowing
- proceeds from asset sales
- development contributions
- financial contributions
- grants and subsidies
- any other source.

The second part of the requirement is that the policy must also show how the selection of funding sources in the policy complies with the funding policy process in section 101(3). The section 101(3) requirements recognise that funding policy is more than just a device for raising revenue, but subject to the prudence test, is also one of the instruments that Council may wish to use to promote community interests. While the results of section 101(3) analysis are presented in the revenue and financing policy they apply equally to other policies.

Specifically section 101(3) requires that the funding needs of Council must be met from those sources that it determines to be appropriate, following consideration of:

- in relation to each activity to be funded
  - the community outcomes to which the activity primarily contributes; and
  - the distribution of benefits between the community as a whole, any identifiable part of the community, and individuals; and
  - the period in or over which those benefits are expected to occur; and

- the extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity; and
- the costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities; and
- the overall impact of any allocation of liability for revenue needs on the community.

When considering its rates structure Council should consider the following questions:

- What is Council's philosophy in setting rates?
- What rating tool(s) will help Council achieve its philosophy?
- Has Council considered:
  - the exacerbator pays principle?
  - issues regarding intergenerational equity?
  - integration with its financial strategy and other funding policies e.g. DCs Policy?
  - achievement of community outcomes?
  - private vs public good considerations?
- Does the proposed approach meet there requirements of the LGRA?
- Has Council met its decision making requirements under the LGA?
- Is the proposed approach financially prudent (including demonstrating certainty of income)?
- Is the proposed approach sustainable, reasonable and fair (equitable)?
- Is the proposed approach a transparent approach to funding Council activities?
- Is the proposal affordable? (Youth, elderly, community groups or other sectors of our community?)
- Is Council satisfied with the incidence of rates across the community?
- Are there any market forces or unintended consequences at work?
- Is the proposal practical and can it be implemented efficiently?
- Are there any outlying results? Can these be managed through a remission policy?

### **Impact on policy and bylaws**

Decisions made by Council will affect the Revenue and Financing Policy. Decisions regarding funding will also have a potential impact on the fees and charges set by Council and other policies, such as rates remissions policies.

### **Consistency with the Long Term Plan / Annual Plan**

The Revenue and Financing Policy and Rates structure review are key part of the development of the Long Term Plan 2018-28.

### **Impact on significance policy**

The Revenue and Financing Policy and Rates Structure are significant, and form a key part of the Long-Term Plan. Consultation will occur in conjunction with that that plan in 2018.

### **Communication, consultation and decision making processes**

Council must use the special consultative procedure in adopting or amending its:

- revenue and financing policy;
- policy on development contributions or financial contributions;
- policy on the remission and postponement of rates on Maori freehold land.
- rates remission policy;

- rates postponement policy.

### Ngā take ā-Ihinga | Consent issues

There are no consent issues.

### Timeframes

Staff are aiming to have the essential parts of the Long-Term Plan signed off in draft on 9 December 2020.

### Financial Impact

#### i. Cost

The cost of developing the Revenue and Finance Policy and Rates Structure is funded as part of the Long Term Plan.

#### ii. Funding Source

Council has provided a budget for the preparation of the Long Term Plan in its Annual Plan.

### Ngā Tāpiritanga | Attachments

[A↓](#). Draft Revenue and Finance Policy

### Ngā waitohu | Signatories

Author(s)	Niall Baker <b>Senior Policy Planner</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

### Revenue and financing policy – draft for 2021/31 Long Term Plan

The revenue and financing policy describes how we will fund operating expenses and capital expenditure from the funding sources specified in section 103 of the Local Government Act 2002.

#### Policy considerations

We will select funding sources for each activity after having regard to the following:

- The community outcomes to which the activity primarily contributes, and
- The distribution of benefits between the whole community, separate communities, and individuals, and
- The period over which benefits are expected to occur, and
- The extent to which the actions or inactions of particular individuals or groups contribute to the need to undertake the activity (referred to the exacerbator issues), and
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities and
- The impact that selected funding mechanisms have on the current and future community wellbeing.

The following is a summary of how we have approached these considerations.

#### The community outcomes to which the activity primarily contributes

The primary outcomes for each activity are included in the [following](#) activity tables [further on in this policy](#).

#### The distribution of benefits between the whole community, separate communities, and individuals

We have taken the following general approaches to relate benefits to funding sources:

- Activities that are available to every person in the district are funded across the whole community (e.g. roading or parks and reserves)
- Services that we make available to specific areas are funded across those areas, on a district wide basis. This applies to services for water, wastewater, stormwater and rubbish and recycling. The targeted rates are uniform across the district, irrespective of location.
- Rural halls are funded from the local hall communities
- Fees and charges are used as the funding source for individual or group benefits where either:
  - A direct relationship can be efficiently established between the provisions of a service and the charge (e.g. admission to a swimming pool), or
  - The benefits derived are beyond the level generally available to the general community (e.g. the exclusive use of sports facilities), or
  - The individual or group causes us to incur additional costs beyond the level that would be required for the general community.

We have expressed the allocation of benefits in the first part of the consideration process in the following terms:

- High – generally above 75%
- Medium – 40 – 75%
- Low – below 40%

See also the 'other policy considerations' section.

#### **The period over which benefits are expected to occur**

During the development of this plan we received feedback from the community on the types and levels of services expected from us. The overall conclusion is that the community expects the current services to continue to be available now and in the future.

This is reflected in this plan, as are the following principles:

- Current and future generations will benefit from each activity.
- We will implement appropriate accounting and funding policies to ensure intergenerational equity (so one generation does not benefit at the expense of another).
- We may encounter extraordinary situations that involve addressing legacy issues (e.g. environmental issues from old landfill sites). In cases like this we may not be able to impose the cost of addressing the issues on the people who caused the problem. We will consider funding options to minimise the impact of these issues on current and future generations. This might involve the use of retained earnings or proceeds from the sale of assets.

#### **The extent to which the actions or inaction of particular individuals or groups contribute to the need to undertake the activity (exacerbator issues)**

We encounter situations where the actions or inactions of individuals or groups cause us to utilise additional resources.

**These can be generally categorised as follows:**

- Non complying behaviour, for example, graffiti, illegal waste disposal, wandering dogs, non-compliance with consent conditions.
- High cost activities - e.g. sports field maintenance (as opposed to open space maintenance).

We will consider:

- The impact that these situations have on the overall activity.
- The level of additional cost incurred.
- The potential to realistically recover the additional costs.
- The effect on the activity outcomes.

We may then apply funding mechanisms that recover all or part of the additional costs incurred (e.g. fines).



### **The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities**

We have a desire for a simple rating structure that can be easily understood by the community.

We believe that transparency and accountability can be enhanced where the community can make a direct link between the services received and the charges we impose. User charges and targeted rates are examples where we believe this connection can be made.

Targeted rates are preferred where:

- Services are made available to some properties or communities and not others (e.g. water supply is provided to urban properties and only some rural properties).
- Local communities have a strong sense of identity and accountability for an activity (e.g. rural halls, where the local communities fund and operate the halls).
- Activities that are intended to benefit a specific area (e.g. rural halls).

We can create numerous targeted rates to separately represent the full range of our activities however this would compromise our desire for a simple rating system. After allowing for the various targeted rates and user charges, the remaining Council activities are mainly funded from general rates.

Our view is that rates are a form of tax and the quantum an individual pays does not necessarily reflect the level of benefit received. The use of additional targeted rates may inflate individual expectations about the level of benefit that should be received. This does not promote accountability. We promote transparency by disclosing the amount funded from general rates for all activities with rates assessments. This has a low administration cost and is considered to achieve the same outcome as the use of numerous targeted rates.

### **The impact that selected funding mechanisms have on the current and future community wellbeing**

[We have considered the overall revenue allocation needs on the current and future social, economic, environmental, and cultural well-being of the community.](#) We have selected funding mechanisms after having regard to the outcomes sought for each activity and the following considerations:

- The primary outcomes sought for each activity and the potential impact the funding sources have on the activity outcome. This allows us to reflect on the current and future wellbeing of the community.
- Sustainability - will the selected funding mechanisms affect the sustainability of the activity? For example setting a high level for user charges may reduce patronage, at the expense of community wellbeing?
- Achievable funding levels - are the targeted levels achievable? We have identified targeted levels for user charges that may not be achievable in the short to medium term. In these cases a target range will be set.

### **Other policy considerations**

#### **Funding 'public good'**

The selection of funding sources is influenced by the categorisation of the benefits arising from activities, into public and private good.

Activities that have significant public good are considered to have the following two characteristics:

- Non rivalry - an individual utilising an activity does not affect the opportunity of other individuals to utilise the same activity. Street lighting is an example of an activity that is non rival. The fact that one person may benefit from street lighting, does not affect other people from enjoying the same benefit. As opposed to water, where consumption by an individual reduces the amount of water available for other individuals.
- Non excludable - the extent to which it is possible to exclude people from enjoying an activity. An activity with public good characteristics is one where it is difficult to exclude people from enjoying or utilising. For example, a public footpath would be non-excludable. It is not practical to exclude people from making use of a footpath. People can be excluded from utilising a public swimming pool, by imposing entry fees.

Activities that have significant public good characteristics are typically funded from general rates.

**There are two types of general rates:**

- General rates based on rateable property values; and,
- The Uniform Annual General Charge.

The Uniform Annual General Charge is levied on each rateable property as a fixed sum. The General rate is based on the capital value of rateable properties.

The Uniform Annual General Charge is subject to a statutory maximum. Our policy is that the Uniform Annual General Charge can be set at a range between 75-100% of the maximum. This percentage will be reviewed annually.

A change in the level of the Uniform Annual General Charge will change the level of the capital value based general rate.

#### **Funding 'private good'**

Activities with strong private good characteristics are typically neither non rival or non-excludable. We hold the view that a rating system is primarily a taxation system and not a system inherently based on a principle of user pays. We will utilise targeted rates to represent user charges and recover private benefits. Targeted rates may also be utilised to recognise 'community specific' benefits.

#### **Differential general rates**

We consider that public goods are available to be enjoyed equally by the whole community. General rates should therefore be levied on the same basis across the district. For this reason, we do not consider that there are any compelling arguments to utilise differential rating for general rates. The use of targeted rates and user charges provides an appropriate way to differentiate for our services.

#### **Valuation system**

The capital value rating system has been in place in this district since 1990. We acknowledge that this system is not an accurate representation of 'ability to pay', however,



we do not consider that the alternatives (land or annual value) offer any advantages over capital value. Our community is familiar with the current system and there are no compelling reasons to change at this time.

#### Capital expenditure

Capital expenditure will be funded in a manner that as far as is practicable and prudent takes account:

- Of the expected lives of assets, and/or
- The impacts on operating costs of our activities.

#### The available funding sources for capital expenditure are:

- Borrowing (either internal or external)
- Development and financial contributions as per the Developments/Financial Contributions Policies (including interest costs as per the policy) private contributions as may be agreed from time to time with individuals/ organisations. This will apply where we have entered into a partnership or arrangement to undertake capital development.
- Lump sum contributions in accordance with the Local Government (Rating) Act 2002.
- Targeted rates in accordance with the Local Government (Rating) Act 2002.
- Subsidies (where applicable).
- Specific revenue streams we determine.
- The proceeds of the sale of assets.
- Retained earnings (special funds and depreciation reserves).

#### Considerations

##### The following considerations will apply in selecting the appropriate funding source:

We wish to allocate the cost of capital expenditure over the period that benefits are generated from the expenditure. Loan or accumulated depreciation reserves will be the normal source of funding for capital expenditure.

The annual loan costs will be met from the underlying funding sources for each significant activity. The considerations that apply for operating expenditure will by default, apply to capital funding, (for example a targeted rate for an activity will meet the annual loan repayments).

The primary factors giving rise to the need for capital expenditure will influence our choice of funding mechanism. For example:

- Development contributions must be used for the specified capital project.
- The needs of a specific community may result in funding being raised from that community.
- Special funds created for specific activities will be used for those activities.

The costs and benefits of different funding sources will be assessed within the context of our Long Term Plan.

We can then assess the potential impact of the selected funding source against the community outcomes. We may resolve to utilise a funding source that is not included in this policy.

**Capital funding sources**

Group of activities	Borrowing	Financial contributions	Development contributions	General and special reserves	Lump sum contributions	Grants and subsidies	Targeted rates*
Community Facilities and Property	✓	✓		✓		✓	
Consents and Licensing							
Roading	✓		✓	✓		✓	
Rubbish and Recycling	✓			✓		✓	✓
Stormwater	✓		✓	✓			✓
Wastewater	✓		✓	✓	✓	✓	✓
Water	✓		✓	✓			
Strategy and Engagement				✓			

\* Targeted rates are charged to industries considered to have a high impact on Council's wastewater and water systems, in order to recover a share of the cost of capital upgrades to our systems.

**Operating costs**

Operating costs are the annual operating costs as contained within our Long Term Plan and/or Annual Plan. The following tables summarise our considerations for each activity.

**Community Facilities and Property funding considerations**

Funding considerations	Carparks and Street Furniture	Cemeteries	Housing and property management		
			Housing	Rural Halls	Corporate/General
<b>Primary Outcomes</b>	We encourage the use and development of our facilities.	We promote and protect our arts, culture, historic, and natural resources.	Quality infrastructure is provided to support community wellbeing.	Quality infrastructure is provided to support community wellbeing.	We encourage the use and development of our facilities.
<b>Distribution of benefits</b>	Community at large - high	Total community benefit medium (access and availability) Individuals medium (burials and plot utilisation)	Individuals - high (private occupancy)	Community within rural hall areas – high Individuals and area groups private hire - high	Community at large 90% - (access and availability) Private individuals 10% - individual or group utilisation
<b>Period which benefits occur</b>	Current and future	Current and future	Current and future	Current and future	Current and future
<b>Exacerbator issues</b>	None	None	None	None	Minor issues relating to extraordinary demands from specific users
<b>Transparency and accountability</b>	Not affected by selected funding sources	Fees and charges for burials. Use of general rate does not affect accountability	Direct user charges reinforce accountability and transparency in the management of the activity	Separate funding sources link to community management of assets	Not affected by selected funding source
<b>Overall impact on social, economic, environmental and cultural wellbeing of the district</b>	100% public funding to ensure achievement of desired outcomes is sustainable	Selected funding sources assist with the achievement of the desired outcomes	User charges to be set to recover costs. Economies of scale achieved to ensure costs are competitive and therefore charges below market levels are achieved	Selected funding sources assist with the achievement of the desired outcomes. The local communities within the major rating areas are the major users of the halls. The percentage recovery from fees and charges is a realistic amount. The local hall rates account for the difference.	Selected funding sources assist with the achievements of the desired outcomes
<b>Funding sources</b>	General rates 100%	General rates 40-60% Fees and charges 40-60%	User charges 100%	Targeted hall rates on varying bases for each of the rating areas 80%. Fees and charges on varying bases for each of the rating areas	General rates 80-90% Fees and charges 10-20%

**Community Facilities and Property funding considerations**

Funding considerations	Libraries	Parks and Tracks	Pool and Spas	Public Toilets	Recreation Facilities and Heritage
<b>Primary Outcomes</b>	We promote and protect our arts, culture, historic, and natural resources.	We encourage the use and development of our facilities.	We encourage the use and development of our facilities.	We encourage the use and development of our facilities.	We encourage the use and development of our facilities.
<b>Distribution of benefits</b>	Community at large - medium (access and availability) Private individuals - high (personal use of library resources)	Community at large - high (access and availability)	Community at large - medium Private individuals - high	Community at large - high	Community at large - medium Private individuals - high
<b>Period which benefits occur</b>	Current and future	Current and future	Current and future	Current and future	Current and future
<b>Exacerbator issues</b>	None	Some users result in the need for higher costs (e.g. sports fields) than would otherwise be necessary	Some users result in lost opportunities for revenue and impose higher administration costs	None	Some users result in lost opportunities for revenue and impose higher administration cost
<b>Transparency and accountability</b>	Fees and charges reinforce accountability to individual customers for library resources. The charges also promote the need for Council to demonstrate 'value' to Library customers	Fees and charges reinforce accountability to individuals and groups	Not affected by selected funding source	Not affected by selected funding sources	Not affected by selected funding source
<b>Overall impact on social, economic, environmental and cultural wellbeing of the district</b>	Setting the level of individual recovery too high will result in the decline in the utilisation of the libraries. Council has assessed a realistic and achievable target for user fees. A higher level would be preferred and this is reflected in the range below	Setting the level of individual or group recovery too high will be counter-productive to the outcomes Council is seeking to achieve. Council has assessed a realistic and achievable target for user fees. Council will recover additional costs where possible	Setting the level of individual or group recovery too high will be counter-productive to the outcomes Council is seeking to achieve. Council has assessed a realistic and achievable target for user fees. A higher level would be preferred and in individual facilities, this may be achievable without compromising utilisation	100% public funding to ensure achievement of desired outcomes is sustainable	Setting the level of individual or group recovery too high will be counter-productive to the outcomes Council is seeking to achieve. Council has assessed a realistic and achievable target for user fees. A higher level would be preferred and in individual facilities, this may be achievable without compromising utilisation
<b>Funding sources</b>	General rate <del>80</del> <u>90</u> - <del>93</del> <u>99</u> % Fees and charges <del>7-1</del> - <del>20</del> <u>10</u> %	General rates 90-100% Fees and charges 0-10%	General rates <del>60</del> <u>50</u> - <del>70</del> % Fees and charges <del>30</del> - <del>40</del> <u>50</u> %	General rates 100%	General rates 85-90% Fees and charges 10-15%

Consents and Licensing funding considerations

Funding considerations	Animal Control	Building Consents and Monitoring	Licencing and enforcement			Resource Consents and Monitoring
			Health	Alcohol	Noise Control	
Primary outcomes	Our community is safe, healthy and connected.	Our community is safe, healthy and connected.	Our community is safe, healthy and connected.	Our community is safe, healthy and connected.	Our community is safe, healthy and connected.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.
Distribution of benefits	Community at large – medium (public safety) Individuals - medium	Community at large - medium (managed/appropriate development) Individuals - medium	Community at large - high Private individuals - medium	Community at large - high	Community at large - high	Community at large – medium (managed/appropriate development) Individuals - medium (resource consents)
Period which benefits occur	Current and future	Current and future	Current and future	Current and future	Current and future	Current and future
Exacerbator issues	The need for this activity arises from the expectation that animal ownership will not negatively impact on public safety Irresponsible owners create the majority of problems on this activity	Non-compliance with conditions by some individuals result in the need for extraordinary monitoring and enforcement	Non-compliance with conditions by some individuals result in the need for extraordinary monitoring and enforcement	Non-compliance with conditions by some individuals result in the need for extraordinary monitoring and enforcement	Non-compliance with conditions by some individuals result in the need for extraordinary monitoring and enforcement	The district plan captures the community's collective view on the types of development it desires as of right. People who propose development outside these parameters impose additional costs on Council Non-compliance with some individuals result in the need for extraordinary monitoring and enforcement
Transparency and accountability	Fees and charges promote owner accountability and transparency on Council's part	Building fees promote transparency and accountability on Council to individual customers	Not affected by selected funding sources	Not affected by selected funding sources	Not affected by selected funding sources	Planning fees promote transparency and accountability on Council to individual customers
Overall impact on social, economic, environmental and cultural wellbeing of the district	Council is satisfied that imposing the majority of the costs of the activity on animal owners promotes public safety. It is in the interests of the owners to reduce their ownership costs by being responsible. People who are irresponsible will pay a higher level again. The general rates funding is set at a level that Council believes that the community is willing to pay to have a safe environment	Council can demonstrate a strong linkage between the level of fees charged and the services received. Council is satisfied that the level of funding is consistent with the desired outcome to achieve managed and appropriate development for the community	Fees and charges for the activity are set largely by statute. The general rates funding must fund the balance	Selected funding source assists with the achievement of desired outcomes	Selected funding source assists with the achievement of desired outcomes	Council can demonstrate a strong linkage between the level of fees charged and the services received. Council is satisfied that the level of funding is consistent with the desired outcome to achieve managed and appropriate development for the community
Funding sources	General rates 20% Fees and charges (including fines) 80%	General rates 40-60% Fees and charges 40-60%	Licence processing – 100% user pays Enquires / complaints / enforcement – 100% funded by rates	Licence processing – fees set by legislation Enquiries / complaints / enforcement – 100 % funded by rates	100% general rates	Planning Resource Consent Processing and monitoring – 100% user pays Enquires/complaints / enforcement – 100 % funded by rates



Roading and **waste-Rubbish and Recycling** funding considerations

Funding considerations	Roading	Rubbish and Recycling	
		Waste Management Facilities ( <a href="#">Transfer Stations/Resource Recovery Centres</a> )	Kerbside Collection Services
<b>Primary outcomes</b>	<p>Infrastructure and services are fit for purpose and affordable, now and in the future.</p> <p>Quality infrastructure is provided to support community wellbeing.</p> <p>We have positive partnerships with external providers of infrastructure to our communities.</p>	<p>We support environmentally friendly practices and technologies.</p> <p>Quality infrastructure is provided to support community wellbeing.</p> <p>We engage with our regional and national partners to ensure positive environmental outcomes for our community.</p>	
<b>Distribution of benefits</b>	<p>Community at large – medium</p> <p>Private individuals - high</p>	<p>Community at large - medium (access, availability, healthy environment)</p> <p>Individuals - high</p>	<p>Individuals - high</p>
<b>Period which benefits occur</b>	Current and future	Current and future	Current and future
<b>Exacerbator issues</b>	Heavy traffic and some commercial activities can negatively impact on network maintenance	Individuals generate waste and through their actions or inaction can significantly impact the waste volume. Some activities generate hazardous wastes or large volumes of waste	Individuals generate waste and through their actions or inaction can significantly impact the waste volume
<b>Transparency and accountability</b>	Council has limited ability to directly recover the private benefits other than through rates. Government subsidy contributes a significant portion of the total funding	User charges for the use of waste management facilities is transparent and promotes accountability on waste generators	Targeted rate for properties to which Council is prepared to provide collection, promotes transparency and accountability linking a service provided to a specific Council rate
<b>Overall impact on social, <a href="#">economic</a> environmental and cultural wellbeing of the district</b>	Selected funding sources assist with the achievement of the desired outcomes	Selected funding sources assist with the achievement of the desired outcomes. Council's ability to use general rate funding acknowledges the wider community benefits generated from the activity	Selected funding sources assist with the achievement of the desired outcomes.
<b>Funding sources</b>	<p>Subsidy - as determined by Government agency.</p> <p>Council has resolved to allocate interest earned from external investments to fund the Roading activity to reduce the rates requirement. Council will determine the budgeted interest allocation on an annual basis.</p> <p>General rates - balance of funding</p>	<p><a href="#">2021-23</a></p> <p><a href="#">General rate 35%-55%</a></p> <p><a href="#">Fees and charges 45%-65% - transfer station fees.</a></p>	<p><a href="#">2021-23</a></p> <p><a href="#">Kerbside Collection - targeted rate 50%-70% on a uniform basis for serviced properties</a></p> <p><a href="#">Fees and charges 30%-50% - rubbish bag sales.</a></p>
		<p><a href="#">2023-31</a></p> <p><a href="#">Upon implementation of new kerbside collection contract part way through 2023/24:</a></p> <p><a href="#">General rate 55%-75%</a></p> <p><a href="#">Fees and charges 25%-45% - transfer station fees.</a></p>	<p><a href="#">2023-31</a></p> <p><a href="#">Upon implementation of new kerbside collection contract part way through 2023/24:</a></p> <p><a href="#">Targeted rate 90-100% on a uniform basis for serviced properties</a></p> <p><a href="#">Fees and charges 0%-10%</a></p>

Three Waters funding consideration

Funding considerations	Stormwater	Wastewater	Water
<b>Primary outcomes</b>	Infrastructure and services are fit for purpose and affordable, now and in the future.  Quality infrastructure is provided to support community wellbeing.	Infrastructure and services are fit for purpose and affordable, now and in the future.  Quality infrastructure is provided to support community wellbeing.	Infrastructure and services are fit for purpose and affordable, now and in the future.  Quality infrastructure is provided to support community wellbeing.
<b>Distribution of benefits</b>	Community at large - low (approximately 14% of the networks service public areas - roads, parks etc.) Township and property owners - high	Community at large – medium  Individuals - high	Community at large - low-medium  Private individuals - high
<b>Period which benefits occur</b>	Current and future	Current and future	Current and future
<b>Exacerbator issues</b>	Some issues where particular activities result in pollutants entering stormwater reticulation	Properties connected to the sewer generate the waste. Rating legislation prevents residential properties being charged for more than one pan. Properties with more than one pan and with a higher intake of water are assumed to have a higher impact on the network. Some industries and businesses create high loading on the network	Activities that generate extraordinary levels of water utilisation  Properties that are serviced by the reticulation, but not connected
<b>Transparency and accountability</b>	Targeted rate for properties within urban areas serviced by stormwater promote transparency and accountability, linking a service provided to a specific Council rate	Targeted rates for properties within urban areas serviced by waste water reticulation promote transparency and accountability, linking a service provided to a specific Council rate. Charging on a pan basis and modifying this by way of remission, further promotes accountability. Trade waste agreements address high impact activities	Targeted rate for properties within urban areas serviced by public water reticulation and water meter charging promote transparency and accountability, linking a service provided to a specific Council rate
<b>Overall impact on social, <a href="#">economic</a> environmental and cultural wellbeing of the district</b>	Selected funding sources assist with the achievement of the desired outcomes	Selected funding sources assist with the achievement of the desired outcomes. Council's ability to use general rate funding acknowledges the wider community benefits the activity generates	Selected funding sources assist with the achievement of the desired outcomes. Council's ability to use general rate funding acknowledges the wider community benefits the activity generates
<b>Funding sources</b>	General rates 14% Targeted rate on a uniform basis for serviced urban areas 86%	Fees and charges through trade waste agreements The balance of funding after fees and charges will come from either: General rates 0-6%, or Targeted rate on a per pan basis (using a scale of charges) for serviced urban areas 94-100% Factors - properties connected Properties able to connect but not connected Council will determine the actual percentages within the allowable range on an annual basis	Targeted rates from metered water (including residential and from industry). The balance of funding after metered water will come from either: General rates 0-6%, or Targeted rates on a uniform basis for serviced urban areas 94-100% Factors - properties connected Properties able to be connected but not connected Council will determine the actual percentages within the allowable range on an annual basis

Strategy and engagement funding considerations

Funding considerations	Civil Defence	Communications and Events	Community Leadership	Strategies and Plans
<b>Primary outcomes</b>	Our community is safe, healthy and connected.	We encourage community engagement and provide sound and visionary decision making.	<p>We provide leadership and advocacy to enable our communities to grow.</p> <p>We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.</p> <p>Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.</p>	<p>We are a business friendly Council.</p> <p>Our future planning enables sustainable growth in our district</p>
<b>Distribution of benefits</b>	Community at large – high	Total community benefit-high	Total community benefit - high	Total community benefit - high
<b>Period which benefits occur</b>	Current and future	Current and future	Current and future	Current and future
<b>Exacerbator issues</b>	Actions of some individuals can give rise to emergency response (e.g. rural fires). Council will attempt to recover these costs from the individual land owner	None	None	None
<b>Transparency and accountability</b>	Not affected by selected funding sources	Not affected by selected funding sources Other accountability processes in place	Not affected by selected funding sources Other accountability processes in place	Not affected by selected funding sources
<b>Overall impact on social, economic environmental and cultural wellbeing of the district</b>	Selected funding source assist with the achievement of the desired outcomes	100% public funding to ensure achievement of desired outcomes is sustainable	Selected funding sources assist with the achievement of the desired outcomes	100% public funding to ensure achievement of desired outcomes is sustainable
<b>Funding sources</b>	General rates 100% Exacerbator charges where possible	General rates 100%	General rates 100%	General rates 100%



## Staff Long Service Presentation

CM No.: 2374793

### Rāpopotonga Matua | Executive Summary

Dennis Bellamy will be presented with a Long Service Award in recognition of 50 years' service to Matamata-Piako District Council.

### Tūtohunga | Recommendation

That:

1. The information be received.

### Ngā Tāpiritanga | Attachments

There are no attachments for this report.

### Ngā waitohu | Signatories

Author(s)	Tamara Kingi <b>Committee Secretary and Corporate Administration Officer</b>	
Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	

## Draft Waste Management and Minimisation Plan (WMMP)

CM No.: 2369066

### Rāpopotonga Matua | Executive Summary

This report seeks the approval of the draft Waste Management and Minimisation Plan for the purposes of public consultation.

The draft Waste Management and Minimisation Plan sets out what Council intends to do over the next six years to make sure we manage our waste as best we can for the benefit of our community, our local economy, and our environment.

It is a legislative requirement that Council use the special consultative procedure to consult with the community on the contents of the reviewed WMMP. Having Statement of Proposal (SOP) is part of this procedure. If adopted by Council, the draft SoP and draft WMMP will form part of the 2021-2031 Long Term Plan consultation package that will be open for public submissions in March/April 2021.

This has been recommended by the Solid Waste Working Party at their meeting held on 18 November 2020. The draft Waste Management and Minimisation Plan, Waste Assessment and statement of proposal have been circulated separately to this report.

### Tūtohunga | Recommendation

That:

1. **The information be received.**
2. **Council has had regard to the Waste Assessment when considering the draft Waste Management and Minimisation Plan.**
3. **Council adopts the Draft Waste Management and Minimisation Plan and Statement of Proposal for public consultation as recommended by the Solid Waste Working Party.**

### Horopaki | Background

The Waste Minimisation Act 2008 (Act) requires all territorial authorities to adopt a Waste Management and Minimisation Plan (WMMP). The WMMP must set out:

- Objectives, policies and methods for achieving effective and efficient waste management and minimisation.
- How implementation of the plan will be funded.
- A framework for making any grants to organisations or individuals for waste management and minimisation purposes, should the Council wish to make grants available.

In 2011 Matamata-Piako, Hauraki and Thames-Coromandel District Councils formed a Joint Committee to oversee the shared solid waste services project. The Joint Committee consisted of two Councillors from each Council and was given delegation of authority to enable it to undertake its roles and responsibilities. This included the authority to recommend the draft WMMP for consultation, hear submissions and make a recommendation to each Council on the adoption of the WMMP. This led to the first WMMP that was completed in 2012.

The current WMMP is a joint plan with both Hauraki and Thames-Coromandel District Council, as provided for under the Act. This WMMP is known as the Eastern Waikato Waste Management and Minimisation Plan. The joint plan also supports a joint solid waste collection contract across the three districts.

In December 2016 Council decided to re-establish the Joint Committee to oversee a review of the WMMP with elected representation from the three constituent councils (Hauraki District Council, Matamata-Piako District Council and Thames-Coromandel District Council). The Joint Committee were tasked with reviewing the plan and recommending it to the three Councils.

The three Councils decided to undertake a review of the plan in 2017 to:

- Make improvements to the plan as identified by the Thames-Coromandel District Council Solid Waste Manager in the capacity of lead officer;
- Ensure each council has the most up-to-date waste management and minimisation information to inform development of their 2018-2028 Long Term Plans;
- Undertake a review of the joint WMMP ahead of the 2018-2028 Long Term Plans to spread the workload of staff across a longer time period; and
- Bring forward the following WMMP review (which would not have been required until 2024) to 2022 to align with tendering of the solid waste services (the current contract expires in August 2023).

The process for reviewing the WMMP in 2017 was similar to that employed in 2012. This involved a single consultation process, hearings and deliberations by the joint committee and adoption of the joint plan by each of the councils individually. A total of 28 submissions were received. Council adopted the WMMP on 27 June 2017.

While the existing WMMP covers the period 2017 to 2023 significant changes in Central Government policies, and in the waste industry sector have resulted in reviewing our Plan in 2020 to ensure it is 'fit for purpose'. In addition, Tirohia Landfill, where we currently dispose of our waste, is due to close no later than 2038 and that means our waste will need to be transported a greater distance increasing our costs.

Discussions with staff from other two Councils have indicated a desire to move away from the Joint WMMP with each Council developing their own plans that reflects their local communities. This new plan will allow us to incorporate new waste minimisation services that are 'fit for the future'. It will also allow us to continue to collaborate with other Councils and organisations on waste minimisation initiatives.

Various pieces of work have been completed over the past few months which have informed the direction of the draft plan:

- Section 17A review (review of service delivery arrangements)
- Long-Term Plan Pre-consultation ('Trash Talk')
- Asset Management Plan review
- Solid Waste Survey (waste analysis)

- Waste Assessment (see below)
- Discussion with waste industry representatives

These reports have been discussed with the Working Party and Council workshops. Records of discussion with the waste industry has been reported to Council in the minutes of the Working Party meetings.

The Solid Waste Working Party has considered the new WMMP and recommended it Council. A workshop was held on 25 November to present the draft WMMP to Council.

The WMMP will be part of the underlying information to support the LTP Consultation Document. The WMMP is not audited.

## **Ngā Take | Issues / Kōrerorero | Discussion**

### Waste Assessment

A waste assessment has been completed in accordance with section 51 of the Act. This contains:

- A description of the services provided by the Council;
- A forecast of future demands for the services;
- Options available to meet those demands;
- The Council's intended role in meeting the demands;
- Proposals for meeting the demands;
- The extent to which the proposals will ensure public health is protected and promote efficient waste management and minimisation

In making the assessment Council must consult the Medical Officer of Health.

The Waste Assessment identifies the following Council specific issues that need to be addressed in the WMMP:

- Increasing waste to landfill;
- Decline in diverted material;
- High volume of divertible material disposed through Refuse Transfer Stations (RTS)
- High volume of organic waste going to landfill
- Cost and volume uncertainty due to legislation change

The WMMP has taken account of these issues and they are addressed in the action plan.

The current waste service contract expires in 2023 and this presents the best timing for any change in kerbside collection services or significant change to RTS operations. The Waste Assessment sets out the following options for kerbside and the RTS sites:

### Kerbside options

- Provide a Council kerbside rates funded refuse bin service to restrict disposal volume (size and/or frequency).
- Extend Council kerbside collection service to more rural households and to businesses.
- Provide a separate organic collection service, for green waste, kitchen waste or both to urban households.

### RTS options

- Upgrade existing RTS to resource recovery centres with more diversion options offered, adjust layout and charging to promote diversion over disposal.

The Waste Assessment is appended to the back of the draft WMMP.

## **WMMP**

WMMPs must be reviewed at intervals of not more than 6 years after the last review (section 50 of the Act). In the Council's case the last review was undertaken and a new Waste Management and Minimisation Plan adopted on 27 June 2017.

The Act requires Council when preparing a WMMP to -

- a) consider the waste hierarchy (see below)
- b) ensure that the collection, transport, and disposal of waste does not, or is not likely to, cause a nuisance; and
- c) have regard to the New Zealand Waste Strategy, or any government policy on waste management and minimisation that replaces the strategy; and
- d) have regard to the most recent waste assessment undertaken

The Act does not prescribe specific waste management and minimisation targets, or the structure or content of WMMPs, allowing significant local flexibility in the approach taken.

The Act does however include a 'waste reduction hierarchy' that Councils must consider when preparing/reviewing a WMMP. The hierarchy is listed in descending order of importance:

- reduction
- reuse
- recycling
- recovery
- treatment
- disposal

The waste reduction hierarchy has been considered and the draft WMMP has included details of this.

The Draft WMMP includes a vision of '*ZERO WASTE 2038; working towards a low-waste future and a circular economy*'. This date aligns with the planned closure of the Tirohia Landfill.

The Action Plan in the WMMP aims to set out clear, practical initiatives for Council to implement, either on our own or jointly. They are summarised into the key action areas below:

1. Leadership and Management – engagement and advocacy
2. Collections - Maintain kerbside rubbish and recycling, investigate a kerbside food waste collection, encourage garden waste diversion
3. Infrastructure - Retro-fit our Refuse Transfer Stations to become resource recovery parks
4. Education, Engagement and communication - Increase community engagement and involvement.
5. Data, regulation and reporting – Bylaws, operator licensing, waste surveys and improvements in internal data.

The WMMP must include information about how the implementation of this Plan will be funded, as well as information about any grants made and expenditure of waste levy funds. We intend to use our waste levy funds for the range of waste minimisation activities and services as set out in the Action Plan.

Council has adopted a grants policy from 1 July 2021 for businesses, community groups, and other organisations to apply for funding from council for projects which align with, and further, the objectives of the WMMP on an annual basis. The funding for this would come from the Waste Levy.

### Mōrearea | Risk

There is no major risks for the WMMP itself. There is significant risk around cost and volume uncertainty due to legislation change.

The WMMP has been drafted within a wider context where there are number of changes occurring in the waste sector and proposals from central government. Examples of this include the amendments to the national Emission Trading Scheme, change in the market for recyclables, the increasing move towards kerbside food waste collections, container deposit schemes being mooted and standardisation of kerbside collections.

These all present risks to Council around alignment with the draft WMMP, costs to Council and central government funding from the levy or other sources available to deliver on the WMMP.

### Ngā Whiringa | Options

Council has the following options:

1. Approve the draft WMMP for consultation as recommended by the Working Party.
2. Do not approve or recommend amendments to the draft WMMP for consultation.

If Council opts not to approve or to amend the WMMP it is suggested it would need to be referred back to the Joint Committee for further discussion. This would have an impact upon the timeline set out further in this report.

### Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

Subject to Councils agreement, the outcome of this process will result in a new WMMP.

#### New Zealand Waste Strategy

The Act outlines that councils must have regard to the New Zealand Waste Strategy when preparing/amending a WMMP. The New Zealand Waste Strategy sets out the Government's long-term priorities for waste management and minimisation.

The Strategy was developed in 2002 and revised in 2010. It has two goals provide direction to local government, businesses (including the waste industry), and communities on where to focus their efforts in order to deliver environmental, social and economic benefits. The goals are:

- reducing the harmful effects of waste
- improving the efficiency of resource use.

The Ministry for the Environment has published guidance on reviewing WMMPs, which notes that a WMMP should demonstrate how Councils intend to meet the (2010) New Zealand Waste Strategy's goals of reducing environmental harm and improving efficiency.<sup>1</sup>

### Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

A WMMP requires public consultation which must be in accordance with the special consultative procedure set out in section 83 of the Local Government Act 2002.

Making the draft WMMP available for community consultation not only meets legislative requirements, but also is an important opportunity to test if we have got it right.

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<sup>1</sup> Ministry for the Environment, *Waste Management and Minimisation Planning: Guidance for Territorial Authorities*, 2015, [www.mfe.govt.nz/publications/waste/waste-assessments-and-waste-management-and-minimisation-planning-guide](http://www.mfe.govt.nz/publications/waste/waste-assessments-and-waste-management-and-minimisation-planning-guide)

The draft SoP gives a summary of the major contents of the WMMP and describes how people interested in the WMMP can let Council know their views on it.

A communications plan and materials will be developed to consult with stakeholders and the wider community.

A proposed timeline has been developed as follows:

Task	Timeframes
<b>Discussion with Te Mana Whenua Forum</b>	1 December 2020
<b>Council adopt draft WMMP for public consultation</b>	9 December 2020
<b>Public consultation</b>	March/April 2021 (dates to be confirmed)
<b>Hearings</b>	12/13 May 2021 (To be confirmed)
<b>Council approve the WMMP (alongside the LTP)</b>	30 June 2021

It is proposed to consult on the WMMP alongside the LTP.

The WMMP doesn't carry the statutory timeframes/deadlines that that LTP has. The WMMP could be adopted at a later date than set out above, however this could have an impact on the Government Waste levy funding and the proposed waste minimisation grants. Care would also need to be taken to ensure alignment between the LTP and WMMP.

### Ngā take ā-Ihinga | Consent issues

There are no consent issues.

### Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision:

Council vision: *Matamata-Piako – The Place of Choice - Lifestyle. Opportunities. Home.*

Community outcomes:

#### Environmental Sustainability

- We support environmentally friendly practices and technologies.
- We engage with our regional and national partners to ensure positive environmental outcomes for our community.

#### Connected Infrastructure

- Infrastructure and services are fit for purpose and affordable, now and in the future.
- Quality infrastructure is provided to support community wellbeing.
- We have positive partnerships with external providers of infrastructure to our communities.

#### Healthy Communities

- Our community is safe, healthy and connected.
- We encourage the use and development of our facilities.

The WMMP contributes to the above outcomes. The WMMP is about incorporating new waste minimisation services that are 'fit for the future'. It will also allow us to continue to collaborate with TCDC/HDC and other like-minded organisations on waste minimisation initiatives.



The intent is to develop infrastructure (Refuse Transfer Stations) into Community Resource Recovery Centres (CRRC) to provide for greater separation of wastes and provide for collaborative enterprises that allow for community and business input. The overall intent is to minimise waste to landfill and that valuable resources are reused or recycled.

### **Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source**

This work is covered within the Solid Waste Asset Management Budget.

Council must adopt a WMMP before 1 July 2021 in order to receive Government Waste Levy funding.

Funding is also proposed from the Waste Minimisation Fund for community grants to foster innovation in the community in waste reduction.

### **Ngā Tāpiritanga | Attachments**

A. Draft WMMP Statement of Proposal

B. Draft WMMP

C. Waste Assessment

### **Ngā waitohu | Signatories**

Author(s)	Niall Baker <b>Senior Policy Planner</b>	
	Sandra Harris <b>Senior Policy Planner</b>	

Approved by	Michelle Staines-Hawthorne <b>Corporate Strategy Manager</b>	
	Don McLeod <b>Chief Executive Officer</b>	





**Statement of Proposal**

Draft Waste Management and Minimisation Plan (WMMP)

Consultation March – April 2021 (TBC)

Version: Consultation March - April 2021 (TBC)



### Background

Council is required to develop and adopt a Waste Management and Minimisation Plan (WMMP) under s44 of the Waste Minimisation Act 2008 (WMA). Our last Waste Management and Minimisation Plan (the Plan) was adopted in 2017 in partnership with our neighbours Thames-Coromandel District Council (TCDC) and Hauraki District Council (HDC). While our Plan covered the period 2017 to 2023 significant changes in Central Government policies, and in the waste industry sector have resulted in reviewing our Plan in 2020 to ensure it is 'fit for purpose'.

In addition, Tirohia Landfill, where we currently dispose of our waste, is due to close no later than 2038 and that means our waste will need to be transported a greater distance increasing our costs. This new plan has been developed for Matamata-Piako District, to initiate activities within our district to meet our own communities' needs. It will allow us to incorporate new waste minimisation services that are 'fit for the future'. It will also allow us to continue to collaborate with TCDC/HDC and other like-minded organisations on waste minimisation initiatives.

We adopted our first WMMP in 2012, and last revised it in 2017. We have now reviewed our existing WMMP once more and wish to consult with the communities on any changes we have proposed.

This statement of proposal includes a summary of the proposed changes, the draft WMMP, the reasons for it, reasonably practicable policy options and information about how you can have your say. Consultation is being undertaken with the public so we can assess public support for the WMMP and can consider alterations to the WMMP as a result of the public submissions we receive.

Consultation on the WMMP is being undertaken in conjunction with the consultation on the Long Term Plan 2021-31 (LTP).

We invite feedback from anyone who has an interest in these issues before final decisions are made on what will and will not be included in the WMMP.

### Reasons for the proposal

The Waste Minimisation Act 2008 states that all territorial authorities must promote effective and efficient forms of waste management and minimisation. As part of this, Council must adopt a WMMP that includes objectives and policies for achieving effective and efficient forms of waste minimisation.

This draft Waste Management and Minimisation Plan sets out what we intend to do over the next six years to make sure we manage our waste as best we can for the benefit of our community, our local economy, and our environment. Council now invite you to provide input on this plan.

The Waste Assessment (WA) is a technical document. The key purpose of the WA is to present a clear picture of what happens with waste in the Matamata-Piako District area, what forces are driving current behaviours and outcomes, and to highlight the key issues and the basic options for addressing those issues. The WA is appended to the draft WMMP.

### Issues

In preparing the draft plan we have considered a range of data and information and taken account of our obligations under various pieces of legislation.

The key information that has shaped our draft plan includes the following:

- We have a statutory duty to not only ensure waste is managed effectively and efficiently, but also to minimise it.
- The amount of waste we are sending to landfill is increasing.
- Our kerbside waste and recycling performance needs to improve.

- Food and waste represents the largest fractions of material being collected from Council rubbish bags. This is potentially the biggest opportunity to throw less away.

Council intends to focus on the avoidance, reduction and minimisation of waste. We will make the most of our waste resources, foster innovation and maximise the opportunities that can be created from resource recovery.

The draft WMMP sets out goals, objectives and targets to guide us towards waste avoidance, reduction and recovery. Various activities are detailed and will be aligned with Council's Long Term and Annual Plans to help ensure the resourcing is available to deliver on our Plan.

The WA identifies the following Council specific issues that need to be addressed in the next WMMP:

- Increasing waste to landfill
- Decline in diverted material
- High volume of divertible material disposed through Refuse Transfer Stations
- High volume of organic waste going to landfill
- Cost and volume uncertainty due to legislation change

#### How the goals of the WMMP will be delivered

Councils have a range of factors to consider when deciding how they will achieve effective and efficient forms of waste management and minimisation within their district. As this draft WMMP spans a six year time frame a number of external and internal factors will continue to shape and inform council's waste management and minimisation actions.

Proposed activities included in the draft WMMP for consideration include:

- Consider alternative rubbish and recycling collection options (e.g. food waste collection).
- Reviewing and implementing the solid waste bylaw – this will help council set standards and gather data so we can plan and manage waste better.
- Working to deliver consistent and effective forms of waste communication and education around waste services and waste minimisation, so households and communities are inspired and supported to play their part.
- Developing a resource recovery network – this could include facilities for rural waste, e-waste, food and/or other organic waste which create employment opportunities.
- Collaborating 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, and plastics.

In some cases, the proposed actions involve the continuation of educational and community support programmes already under way. In other instances, however, implementation will involve the scoping and investigation of potential projects in order to determine the best local way forward. If, as a result of such investigation, council decides to consider a significant change in waste or recycling service delivery, then further public consultation and the consideration of costs would be likely be required. Similarly, if council proposes a new or revised waste bylaw, that bylaw would need to be publicly consulted on.

You now have the opportunity to make a submission on the plan, and, if you wish, to present your views to Council.

We want to know what you think, and are particularly interested to know:

- Whether you agree with the proposed waste minimisation targets of:





1. Decrease the volume of kerbside household waste to landfill	Reduction of 1% per person per year (from previous year)*
2. Increase the recovery of organic materials (food and green waste) by assessing the most appropriate and cost effective services to recover these resources and introduce services to achieve this	A 30% decrease in organic waste going to landfill by 2025
3. Work collaboratively within our community developing relationships to increase the range of, and options for, an increased range of products and materials, particularly in the rural sector	A minimum of five new waste minimisation services are implemented before 2025 (i.e. e-waste, batteries etc.)

- Whether you think the WMMP vision of: *ZERO WASTE 2038; working towards a low-waste future and a circular economy.*

We have selected 2038 as the Tirohia Landfill, where we currently dispose of our waste, is due to close no later than 2038 and that means our waste will need to be transported a greater distance increasing our costs.

**Main changes to the Plan**

Council are proposing to revoke the current WMMP 2017, and adopt the proposed Waste Management and Minimisation Plan (2021-27).

**Analysis of reasonably practicable options**

MPDC has considered options for addressing the district specific issues and assessed these in terms of diversion potential, cost and ease of implementation. The options in the WA are grouped into the following categories:

- Influence - change behaviour through waste minimisation programmes and advocate for national change;
- Regulate - enforce diversion and behaviour change; and
- Service – provide facilities and services to increase diversion.

The preferred option over the short term due to affordability concerns and national legislative changes is to focus on influencing behaviour. Matamata-Piako will look to extend waste minimisation programmes to businesses and support local circular economy initiatives.

Any change in service delivery or additional investment would be focused on reducing the impact of expected increased disposal cost. The current waste service contract expires in 2023 and this presents the best timing for any change in kerbside collection services or significant change to Refuse Transfer Station (RTS) operations.

The draft WMMP action plan includes reviewing the existing bylaw to identify any areas where it could be better enforced, strengthened or amended to align with legislative change and practical considerations for least cost.



Option 1 – Adopt the WMMP as proposed

Advantages	Disadvantages
Will allow us to make progress towards our vision, sustainability goals and focus on our overall role in promoting social and environmental wellbeing	This could mean added costs for additional waste minimisation initiatives in the short term to hopefully be offset by long term savings due to waste reduction overall. It could also mean greater enforcement

Option 2 – Do less/status quo

Advantages	Disadvantages
This is familiar to the community and no substantial changes to habits would be required	This will mean we would be less likely to make progress towards our vision and our overall role in promoting social and environmental wellbeing

Option 3 – Do more, e.g. increase targets or more education/enforcement

Advantages	Disadvantages
Will allow us to make more and faster progress towards our vision, sustainability goals and focus on our overall role in promoting social and environmental wellbeing	Would require a large change in habits by our community and potentially have increased costs of education/enforcement

**WMA Statutory Considerations**

44 Requirements when preparing, amending, or revoking plans

*In preparing, amending, or revoking a waste management and minimisation plan, a territorial authority must—*

*(a) consider the following methods of waste management and minimisation (which are listed in descending order of importance):*

- (i) reduction;*
- (ii) reuse;*
- (iii) recycling;*
- (iv) recovery;*
- (v) treatment;*
- (vi) disposal; and*

*(b) ensure that the collection, transport, and disposal of waste does not, or is not likely to, cause a nuisance; and*

*(c) have regard to the New Zealand Waste Strategy, or any government policy on waste management and minimisation that replaces the strategy; and*

*(d) have regard to the most recent assessment undertaken by the territorial authority under section 51; and*

*(e) use the special consultative procedure set out in section 83 of the Local Government Act 2002 and, in doing so, the most recent assessment undertaken by the territorial authority under section 51 must be notified with the statement of proposal.*

45 Joint plans

*Two or more territorial authorities may jointly prepare and adopt a waste management and minimisation plan for the whole or parts of their districts, and sections 43 and 44 apply accordingly, with all necessary modifications.*

46 Funding of plans



(1) A territorial authority is not limited to applying strict cost recovery or user pays principles for any particular service, facility, or activity provided by the territorial authority in accordance with its waste management and minimisation plan.

(2) Without limiting subsection (1), a territorial authority may charge fees for a particular service or facility provided by the territorial authority that is higher or lower than required to recover the costs of the service or facility, or provide a service or facility free of charge, if—

- (a) it is satisfied that the charge or lack of charge will provide an incentive or disincentive that will promote the objectives of its waste management and minimisation plan; and
- (b) the plan provides for charges to be set in this manner.

#### 47 Grants

(1) If authorised to do so by its waste management and minimisation plan, a territorial authority may make grants or advances of money to any person, organisation, group, or body of persons for the purpose of promoting or achieving waste management and minimisation.

(2) A grant or advance of money may be made on any terms or conditions that the territorial authority thinks fit, including that an advance of money is free of interest.

#### 50 Review of waste management and minimisation plan

(1) A territorial authority must review its waste management and minimisation plan—

- (a) not later than 1 July 2012; and
- (b) then at intervals of not more than 6 years after the last review.

(2) Before conducting a review, the territorial authority must make an assessment under section 51.

(3) If, after the review, the territorial authority considers that the plan—

- (a) should be amended or revoked and a new plan substituted, it must act under section 44:
- (b) should continue without amendment, it must use the special consultative procedure set out in section 83 of the Local Government Act 2002 and, in doing so, notify the assessment with the statement of proposal.

#### 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.

#### WMMP – from draft to adoption

The views of the community are vital to our success. Therefore, we would like to invite the community to provide submissions on the draft Development Contributions Policy to assist us in the decision making process.

#### The submission process

Process	Date
Council approve statement of proposal and WMMP for public consultation	9 December 2020
Consult the community (alongside the Long Term Plan 2021-31 and various policies)	March – April 2021 (TBC)
Council hearing (volume of submitters will determine if the meeting is required to run for both days)	12/13 May 2021
Adopt WMMP	June 2021
New WMMP applies	1 July 2021

#### Where can I find more information?

You can download the draft WMMP, Long Term Plan 2021-31 or any of the other documents at [www.mpd.govt.nz](http://www.mpd.govt.nz) and you can view a copy of these documents at our offices or libraries.

#### How can I have my say?

We actively encourage the community to contribute to the formation of these important documents and it is easy to have your say. Simply make a submission on any/all draft documents (draft WMMP, Long Term Plan 2021-31 or any of the other documents) and return it to us by XX April 2021.

You can make a submission:

Online - through our website at [www.mpd.govt.nz](http://www.mpd.govt.nz)

Email - [submissions@mpdc.govt.nz](mailto:submissions@mpdc.govt.nz)

Written- you can simply write your submission as a letter and either drop it off at one of our offices or post it to:

Long Term Plan Submissions

PO Box 266

Te Aroha 3342

Note: Please be aware that submissions made to Council are public information. Your submission will be used and reproduced for purposes such as reports to Councillors, which are made available to the public and media.

If you advise in your submission that you wish to speak to your submission at the hearing on 12 May 2021, Council staff will contact you (please ensure to provide a day time contact) to arrange a time for you to speak at the meeting on 12 May 2021 (volume of submitters determines if the meeting will run 13 May also). If you advise on your submission assistance is required Council is able to offer assistance with special requirements such as New Zealand sign language and audio visual mechanisms.

**Office and library locations**

- Te Aroha Council Office: Kenrick Street Te Aroha
- Te Aroha Library: Rewi Street, Te Aroha
- Morrinsville Area Office or Library: Canada Street, Morrinsville
- Matamata Area Office or Library: Tainui Street, Matamata

**Any questions?**

We are here to help - so if you have any questions about the draft WMMP or the submission process please let us know. Just call us on 07 884 0060 and let our friendly Customer Services staff know you have a question about the draft WMMP.

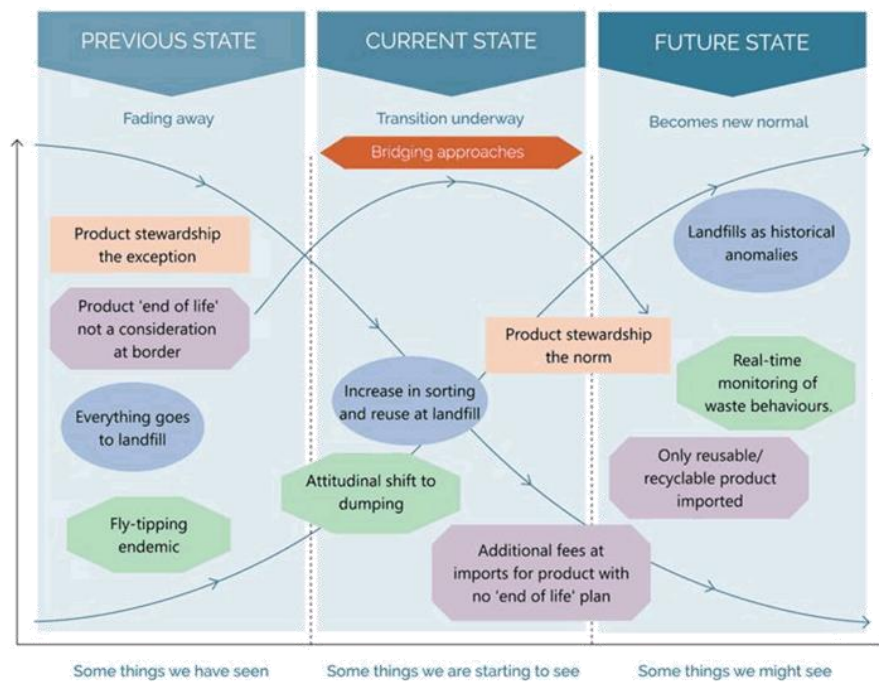
**You must have your submission back to Council by 5pm ~~XX~~ April 2020**





MATAMATA-PIAKO DISTRICT COUNCIL

DRAFT WASTE MANAGEMENT & MINIMISATION PLAN  
2021-2027



**PARA KORE; ZERO WASTE 2038**  
**A LOW WASTE- LOW CARBON FUTURE**

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## Introduction

Council is required to develop and adopt a Waste Management and Minimisation Plan (WMMP) under s44 of the Waste Minimisation Act 2008. Our last Waste Management and Minimisation Plan (the Plan) was adopted in 2017 in partnership with our neighbours Thames-Coromandel District Council (TCDC) and Hauraki District Council (HDC). While our Plan covered the period 2017 to 2023 significant changes in Central Government policies, and in the waste industry sector have resulted in reviewing our Plan in 2020 to ensure it is ‘fit for purpose’.

In addition, Tirohia Landfill, where we currently dispose of our waste, is due to close no later than 2038 and that means our waste will need to be transported a greater distance increasing our costs. This new plan has been developed for the Matamata-Piako District, to initiate activities within our district to meet our own communities’ needs. It will allow us to incorporate new waste minimisation services that are ‘fit for the future’. It will also allow us to continue to collaborate with TCDC/HDC and other like-minded organisations on waste minimisation initiatives.

It is based on a collaborative model where, Council, business, Iwi, community groups and householders can all work together to build new waste minimisation services and grow local economic development, ultimately building community resilience at the same time.

We will ensure everyone has access to recycling, resource recovery and waste management services, that businesses and individuals understand that reducing and minimising waste is their responsibility, and that valuable resources are reused or recycled and don’t go to landfill.

### How much waste do we have?

Unlike the majority of New Zealand, Council’s volume of waste to landfill has not increased dramatically over the previous 10-year period. While the volume of waste to landfill remains steady, our recycling rates are declining which follows a nationwide, and global, trend.

<b>Recycling rate 2015/2016 133kg per capita</b>	THESE WILL BE GRAPHICS	<b>2015/16 11,167 tonnes to landfill</b>
<b>Recycling rate 2019/20 91kg per capita</b>		<b>2019/20 12,557 tonnes to landfill</b>

We do not have data on waste that is burned or buried so the actual volume of waste being disposed of within our District is unknown.

Central government has signalled a range of proposals to move towards a ‘low-waste, low-carbon’ future including regulated product stewardship<sup>1</sup> and a progressive increase in the cost of landfill disposal over the next four years. The rising costs make it important to act now to implement

<sup>1</sup> <https://www.mfe.govt.nz/waste/product-stewardship-responsible-product-management/regulated-product-stewardship>

systems that provide for the minimisation of wastes and for greater recovery of resources currently sent to landfill.

We propose to do this by progressively converting our Refuse Transfer Stations into Community Resource Recovery Centres (CRRC) to provide for greater separation of wastes and provide for collaborative enterprises that allow for community and business input.

We will bring the management of our CRRC's in-house. This means there is a responsibility for Council to at least consider all waste in our district, although the Council may not have direct involvement in the management of all wastes. This will include suggesting areas where other groups, such as businesses or householders, could take action themselves. Where Council, Iwi, business and the community can work together collaboratively to enhance local economic development and build community resilience.

Our new kerbside recycling and collection contract that is due to commence in 2023 may mean reviewing our current services to ensure they support reducing waste, which may mean a change to our current services. We will consider the recent report 'Recommendations for Standardisation of kerbside Collections in Aotearoa'<sup>2</sup> as part of this review.

All of these changes will require a change in behaviour and this has been considered while developing this plan. The actions in this plan will be carried forward into our long term and annual plans to ensure we have the resources to deliver the plan's goals and objectives. Our Plan needs to be reviewed at least every six years and new goals set. This proposed Plan covers the period 2021-2027.

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<sup>2</sup> <https://www.mfe.govt.nz/sites/default/files/media/Waste/recommendations-for-standardisation-of-kerbside-collections-in-Aotearoa.pdf>

Add footnotes in when this is being designed as follows:<sup>34</sup>

**VISION: ZERO WASTE 2038; working towards a low-waste future and a circular economy**

**GOALS & OBJECTIVES:  
What we want to achieve**

**G1:** A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling wastes minimising waste sent to landfill

- Provide sustainable waste minimisation services that are cost-effective to the community
- View waste as a resource, improving and modifying collections and facilities so that more materials and products can be diverted from landfill.
- Prioritise waste reduction, reuse and recovery initiatives that align with other council objectives.
- Remove or reduce barriers that are preventing the community of make best use of existing services and any potential new services.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Process and manage waste locally, or within the district wherever feasible and cost-effective.

**G2:** Minimise environmental harm and protect public health

- Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.
- Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.

<sup>3</sup> Zero Waste is a call to action that aims to end the current take, make, and dispose mentality of human society. Zero Waste is a policy, a path, a target. It is a process, a new way of thinking. Most of all it is a vision. It's a new planning approach which closes the loop, so that all waste is a resource for another process.

<sup>4</sup> In a circular economy the lifecycles of materials are maximised. Their use is optimised. At the end of life all materials are reutilised. A circular economy is restorative by design. It is underpinned by the use of renewable energy. It is a sustainable, viable and low carbon alternative to the dominant 'take-make-waste' linear model.



### Why do we need a plan?

Council has a statutory requirement under the Waste Minimisation Act 2008 (the Act) to promote effective and efficient waste management and minimisation within our district. We do this by adopting a Waste Management and Minimisation Plan (Plan). We also have obligations under the Health Act 1956 to ensure that our waste management systems protect public health.

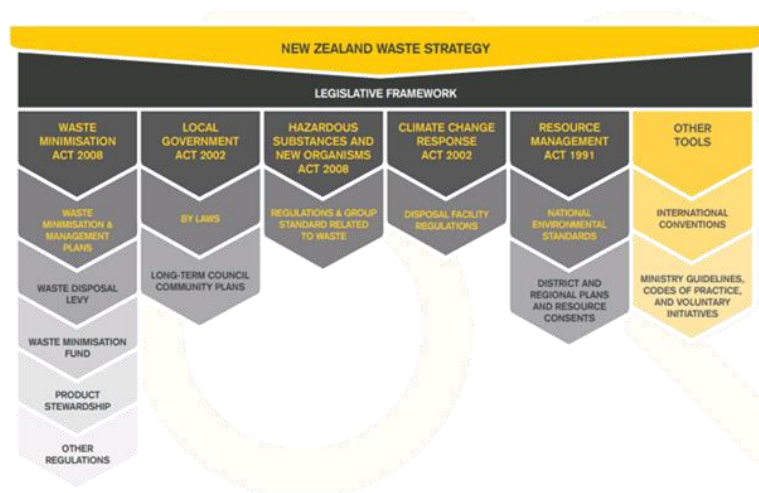
Our Plan sets the priorities and strategic framework for managing waste in the district. As well as aligning to the New Zealand Waste Strategy, the waste hierarchy, Council’s LTP and Annual Plans; the Plan should also support or align with other strategies and plans such as:

- Central government direction in waste management (reflecting the much greater interest in waste management issues)

### What informs the plan?

The plan must meet requirements set out in the Waste Minimisation Act, including to:

- Consider the ‘Waste Hierarchy’, which sets priorities for how we should manage waste
- Ensure waste does not create a ‘nuisance’
- ‘Have regard to’ the New Zealand Waste Strategy and other key government policies, including the recently released guidelines by central government that signal changes to the way we will need to manage waste.
- Consider the outcomes of the ‘Waste Assessment’
- Follow the Special Consultative Procedure set out in the Local Government Act (2002).



The waste hierarchy

The ‘waste hierarchy’ is a common approach to ways we can think about waste. Essentially it says that reducing, reusing and recycling is preferable to disposal.



Zero Waste – Para Kore<sup>5</sup>

Our vision aligns with tangata whenua principles such as kaitiakitanga, taking an integrated view of the environment and aiming to protect land, air and water from the possible negative impacts resulting from the inappropriate management of waste.

<sup>5</sup>

Para Kore means Zero Waste. Humans are the only species on the planet that do not live by zero waste principles. The natural world does not create waste. Everything at the end of its life, whether it is a plant or animal, becomes part of another system. A dead insect becomes kai for another insect, a tree that falls in the bush rots and provides nutrients to the earth for new growth. Everything in nature is part of a closed, continuous, endless cycle. This is called the 'Circular Economy' Ōhanga āmiomio<sup>6</sup>.

Traditionally, tangata whenua societies produced only organic wastes, which could be managed by returning these to the land. In modern times, this is no longer possible due to the increase in volumes and a shift to nonorganic and potentially hazardous waste types. Kaitiakitanga, mauri, and the waste hierarchy are seen as an aligned set of principles that support our vision of zero waste Para Kore and the circular economy; Ōhanga āmiomio<sup>7</sup>



### What is waste and why is it a problem?

We need to move from our current high waste society to a low waste society. This requires us to rethink every aspect of our approach. We need to not only recover resources at the end of their use rather than disposing of them, but also to only use resources in the first place in ways that will ensure they do not generate waste.

Most of the things we do, buy, and consume generates some form of waste. This not only costs money when we throw things away but, if we do not manage the waste properly, it can cause problems with the environment and with people's health. Our Plan covers all solid waste and diverted material in the district whether council manages it or not.

<sup>6</sup> The circular economy is a global concept that represents a big change in thinking. The idea is that products are designed from the start to last a long time and be easily repaired, or to be 'unmade' after use and the materials either made into something new or returned to nature – all without creating pollution or greenhouse gas emissions.

<sup>7</sup> <https://www.waikato.ac.nz/research-enterprise/research-with-waikato/amiomio-aotearoa>



This does not necessarily mean that the Council is going to have direct involvement in the management of all waste, but there is a responsibility for the Council to at least consider all waste in our district, and to suggest areas where other groups, such as businesses or householders, could take action themselves.

### The NZ situation

Central government has a renewed focus on waste minimisation and management and has released a large number of cabinet papers and consultation documents over the past year. Previously, most of our recyclables went to China, who now have restricted what they will accept, which means we need to find new markets and uses for these products, particularly onshore. Awareness amongst the public about a number of waste issues, notably plastic bags and single-use plastics, has increased dramatically and led to petitions calling on government to ban single-use packaging and other similar items.

There has been an increased investment into onshore facilities so we can process (recycle) more materials onshore. However, we need to clean up the recycling we put out for collection by presenting only acceptable and clean recyclables so this investment in infrastructure does not go to waste. We need to consider adopting a procurement policy that provides for the use of recycled products. Buying recycled is not just about reducing the amount of waste that goes into landfill, but also reducing the amount of 'virgin' materials that are extracted from the earth for manufacturing. It makes sense to reuse the materials we already have available through recycling, rather than throwing items away after a short time and extracting more raw materials.

### Our District

#### How much waste is there and where does it come from?

In 2019/20, Matamata Piako District sent 12,710 tonnes of waste to landfill. This waste comes from household kerbside waste collections (bags and bins), industrial or commercial activities, and includes commercial, residential and rural residents taking loads to our three transfer stations and, waste taken directly to landfill by private operators. It also includes the tonnage taken out of the district for disposal.

Currently those living and working in the Matamata Piako District have access to a range of options to manage their waste including:

THIS WILL BE TURNED INTO GRAPHICS

Council weekly user pays rubbish bags and private company wheelie bin services

Green waste drop-off at Refuse Transfer stations

Council fortnightly kerbside collection of recyclables

Refuse Transfer Stations accept:

- general refuse
- household recyclables, paper and cardboard, plastics 1&2, steel cans, aluminium cans
- green waste
- scrap steel
- tyres
- household hazardous waste

Due to perceived convenience, the household wheelie bin market is highly competitive nationally. This has led to a number of councils losing significant market share and even reviewing their role in providing waste collections. Currently many households already use wheeled-bin services provided by private companies, with approximately only 9% of the waste collected in our district using Council rubbish bags. The remaining waste going to landfill includes waste from wheelie bin collections, and industrial and commercial sources and waste taken directly to the Tirohia Landfill, or to one of our three Refuse Transfer Stations.

#### What happens with our waste?

Council kerbside collection of bags accounts for 29% of the district's waste. Waste and recycling is also taken to councils three Refuse Transfer Stations in Te Aroha, Morrinsville and Matamata by residents and business. Commercial operators (waste companies) provide household and business collections that account for the rest.

Recycling collected at the kerbside and at our Refuse Transfer Stations is managed by our contractor who sort and bale materials that are then on-sold.

An audit of our bags and wheelie bins estimates 66 tonnes of organic waste (kitchen and green waste) are put out for collection each week or over 3,400 tonnes per annum. It also showed residents who use wheelie bins send far more material to landfill that could have been repurposed, or recycled, than those who use bags and/or smaller bins.

All waste to landfill from Refuse Transfer Stations, kerbside and commercial collections

Food waste= 2,121 tonnes Green waste = 1,794 tonnes = 3,915 per annum

Could be a graphic if this works

While Council provides a user-pays rubbish bag collection, many households use a private wheelie bin company. A key issue is the different way households use the council rubbish collection to manage their waste, compared with households that use wheelie bins provided by private collection companies. The bigger the bin, the more food and green waste they are throwing out.

The top three items in official council bags and private wheelie bins that could be diverted are:

**MPDC Bags**



1. Kitchen waste 15.5 tonnes per week
2. Compostable green waste 1.9 tonnes per week
3. Recyclable paper 1.9 tonnes per week

**Private Wheelie bins**



1. Compostable green waste 29.1 tonnes per week
2. Kitchen waste 19.5 tonnes per week
3. Glass bottles and jars 5.2 tonnes per week

Including commercial collection if organics were recycled, and not disposed of in kerbside collections, we could divert over 50% of our waste from landfill every year and compost this instead. This is important, particularly as Tirohia Landfill will have close by 2038. The closest landfill will then be 75kms away and any waste created will need to be transported out of the district for disposal.

**How well are we doing?**

While Council has completed a number of the actions from the last Plan, it is difficult to measure what impact this has had on our performance due to changes in the way we collect and store information.

To determine how well we are doing in terms of waste minimisation it is useful to compare ourselves with other parts of New Zealand.

- When we look at how much waste from households we send to landfill from kerbside collections, we generate about 183kg per person, per year. This is mid-range when compared to other councils but has increased from 164kg when we last surveyed this in 2010.
- When we consider all waste sent to landfill the per capita waste per population is .369kg, which is down from .419kg when surveyed in 2010.

- When it comes to household recycling, we recycle about .372kg per capita at the kerbside, which is on the low side. Those using Council’s rubbish bags recycle more than those that have large wheelie bins.

Some councils have opted to impose licensing conditions on waste operators as a way to influence increased diversion. At present there is nothing to prevent an established waste operator expanding a wheelie bin collection to compete directly with council’s rubbish bag methodology. This issue raises the question of whether the current council rubbish bag service is meeting the needs of the majority of the community and whether it will continue to do so.

**How much better could we do?**

Surveys of the rubbish picked up at the kerbside, and the rubbish sent to landfill, show that there is a large percentage that does not need to go to landfill and could instead be recycled, composted or be recovered in some other way such as reuse.

**What could be diverted**

Will be turned into graphics

Recoverable materials in all waste to Class 1 landfills - August 2019 - July 2020	Overall waste (includes kerbside rubbish)	
	% of total	Tonnes per week
Paper - Recyclable	3.6%	8.7 T/week
Paper - Cardboard	2.8%	6.7 T/week
Plastic - Recyclable	1.3%	3.2 T/week
Ferrous metals	3.0%	7.2 T/week
Non-ferrous metals	0.8%	2.0 T/week
Glass - Recyclable	2.9%	7.1 T/week
Textiles - Clothing	1.8%	4.5 T/week
Rubble - Cleanfill	2.0%	4.8 T/week
Timber - Reusable	0.6%	1.6 T/week
<b>Subtotal</b>	<b>18.8%</b>	<b>45.8 T/week</b>
<b>Compostable materials</b>		
Kitchen waste	16.7%	40.8 T/week
Compostable greenwaste	14.2%	34.5 T/week
New plasterboard	1.4%	3.3 T/week
Untreated/unpainted timber	2.1%	5.1 T/week
<b>Subtotal</b>	<b>34.3%</b>	<b>83.7 T/week</b>
<b>TOTAL - Potentially divertable</b>	<b>53.1%</b>	<b>129.5 T/week</b>

### KEY ISSUES

The 2020 Waste Assessment looked across all aspects of waste management in the Matamata Piako District and identified the main areas where we could improve our effectiveness and efficiencies.

- A significant proportion of waste going to landfill is organic waste, with food waste present across all kerbside rubbish collection systems.
- There is a significantly higher proportion of material that should not be going to landfill in rubbish from households with private wheelie bin collections (particularly those with large bins), including organic waste and glass bottles and jars.
- Many households use a wheelie bin service for rubbish rather than use the Council-provided bagged service and send far more material to landfill that could have been recycled, recovered and repurposed.
- There is a lack of facilities to recycle or otherwise divert a range of materials other than household recyclables, green waste, scrap metal and waste for disposal.
- Licensing provisions in the Council waste bylaw are not yet implemented, so there is little data available on private operator activities and non-Council waste streams in general.
- While there are services to manage household hazardous waste, there are no other services.
- Community engagement, understanding and awareness of waste issues could be improved.
- More recyclables could be diverted from both domestic and commercial properties.
- There are no permanent services to recover materials including bulky items, E-waste, rural waste (silage wrap and containers) and there is room for improvement, including collaboration.
- Industrial and commercial waste generally presents scope for increased diversion, with paper/card the main material type currently diverted.

### FUTURE DEMAND

The factors that will impact future demand for waste services is difficult to predict, particularly given the change in the waste sector and the shift towards Product Stewardship where producers take responsibility for their own waste. Factors include:

- Economic growth or decline.
- Construction and demolition activity.
- Changes in consumption. e.g. an increased use of electronics.
- An aging population. e.g., more home based medical assistance and wastes that require specialised recovery.
- Changes in collection services and/ or change in recovery of waste streams including rural wastes.

Population growth in the district has been steady over the past 15 years. 2018, it was 34,404 and is expected to continue growing to peak at 39,500 in 2039, before gently easing to 38,700 in 2051.





The population aged 0-14 and 15-64 is expected to ease slightly while the population aged 65 years and over will grow strongly. The number of households is projected to grow steadily from 14,300 in 2019 to 16,400 in 2051. This suggests no dramatic shifts are expected over this period of time.

## The structure of our plan

This plan is in three parts

**Part A: The Strategy:** contains core elements vision, goals, objectives, and targets. It sets out what we are aiming to achieve and the broad framework for working towards the vision.

**Part B: Action Plan:** sets out the proposed actions to be taken to achieve the goals, objectives, and targets set out in Part A. Part B also shows how we will monitor and report on our actions and how they will be funded.

**Part C: Supporting Information:** contains the background information that has informed the development of our WMMP. Most of this information is contained in the Waste Assessment.

## PART A: THE STRATEGY

### Our Vision for the Future

#### Zero Waste 2038; Towards a low-waste, low carbon future

Our vision reflects the intended direction for the district in putting maximum effort into diversion and using landfill disposal as a last resort. This aligns with the waste hierarchy and reflects the New Zealand Waste Strategy acknowledging our responsibility to manage waste responsibly and minimise the impact on our environment.

It embraces Zero Waste (Para Kore) and the Circular Economy (Ōhanga āmiomio) as an alternative to the traditional linear economy in which we keep resources in use for as long as possible, extracts the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life where possible.

When a product is designed for the longest use possible, and can be easily repaired, remanufactured or recycled (or used, composted and nutrients returned) we consider it to have a circular life cycle.<sup>8</sup>

- **G1:** A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling wastes minimising waste sent to landfill
  - Provide sustainable services that are cost-effective to the community as a whole.
  - View waste as a resource, improving and modifying collections and facilities so that more materials and products are diverted from landfill.
  - Prioritise waste reduction, reuse, recovery and recycling initiatives that align with other council objectives.

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<sup>8</sup> <https://www.mfe.govt.nz/waste/circular-economy>

- Promote, encourage, and emphasise reduction, reuse and recycling.
- Remove or reduce barriers that are preventing the community of make best use of existing services and any potential new services.
- Process and manage waste locally, or within the district wherever feasible and cost-effective.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Consider the Circular Economy in making any decisions.
- **G2: Minimise environmental harm and protect public health**
  - Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.
  - Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.

## PART B: ACTION PLAN:

What Are We Going To Do?

### TARGETS

<b>1. Decrease the volume of kerbside household waste to landfill</b>	Reduction of 1% per person per year (from previous year)*
<b>2. Increase the recovery of organic materials (food and green waste) by assessing the most appropriate and cost effective services to recover these resources and introduce services to achieve this</b>	A 30% decrease in organic waste going to landfill by 2025
<b>3. Work collaboratively within our community developing relationships to increase the range of, and options for, an increased range of products and materials, particularly in the rural sector</b>	A minimum of five new waste minimisation services are implemented before 2025 (i.e. e-waste, batteries etc.)

### ACTION PLAN OVERVIEW

The Action Plan aims to set out clear, practical initiatives for Matamata Piako District Council to implement, either on our own or jointly. While the action plan forms part of the Plan, it is intended to be a 'living' document that can be regularly updated to reflect current plans and progress.

Our proposed key action areas

Our action plan includes activities we believe will enable us to achieve our vision for a low-waste future for Matamata Piako. They can be summarised into key action areas shown in the table below:

1. *Leadership and Management*
2. *Collections*
3. *Infrastructure*
4. *Education, Engagement and communication*
5. *Data, regulation and reporting*

Action Area	Key Actions	Issues addressed and what it will do
Leadership and Management	Engage with central government, and work more closely with the community	Various issues such as extended producer responsibility cannot be addressed at a council level; Council can engage with central government. Working more closely with our community will ensure understanding and support for Council's plans.
Collections	Maintain kerbside rubbish and recycling, investigate a kerbside food waste collection, encourage garden waste diversion	Diverting household food waste and green waste from landfill is the single biggest opportunity to increase diversion rates.



Infrastructure	Retro-fit our Refuse Transfer Stations to become resource recovery parks, and investigate other waste minimisation services that could operate from these sites	Maintains existing diversion, and potentially provide services for sectors that are currently not well served. i.e. the rural sector
Community Engagement, Communication and Education	Increase community engagement and involvement. Carry out one-off campaigns where necessary such as for a new service, or significant service changes	Ensure community is engaged and understands service decisions; and are able to make the most of existing and any new or altered services
Data, Regulation and Reporting	Implement the Waste Management and Minimisation Bylaw 2016, and consider introducing maximum limits for certain materials in household kerbside rubbish collection.  Collect data externally through licensing (enabled by the bylaw) and regular surveys. Improve recording and analysis of internal data to enable performance monitoring over time.	This will help council set standards and gather data so we can plan and manage waste better.  Consistent, high quality data will help us track and report on progress and will support effective decision making

#### Considerations

The action plan outlines high-level intentions for actions to meet our obligations under the WMA 2008. In some cases, further research might be required to work out the costs and feasibility of some projects. This might change how, when, or if they are implemented.

Completing some other actions might depend on changing contractual arrangements with providers, or setting up new contracts. These type of contracts can be unpredictable, and this might impact the nature, timing, or costs of these projects.

#### Council's intended role

The Council intends to oversee, facilitate and manage a range of programmes and interventions to achieve effective and efficient waste management and minimisation within the district. The Council will do this through our internal structures responsible for waste management. We are responsible for a range of contracts, facilities and programmes to provide waste management and minimisation services to the residents and ratepayers of Matamata Piako District.

## ACTION PLAN

### Leadership and Management

Reference	Description	New or existing	Timeframe and funding options	Objective
1	Advocate to central government for more extended producer responsibility; addressing problem waste streams at the source for difficult waste streams such as e-waste, packaging and rural waste.	Existing	Ongoing Staff time	More government action centrally will support many initiatives at regional and local levels and help Council provide management options for waste streams.
2	Work closely with mana whenua, community groups, and the private sector to progress opportunities for increased waste diversion	Existing	Ongoing Waste Levy Staff time	Seek opportunities for collaboration by working with business and the community to develop local initiatives; i.e. AgRecovery, Transition Matamata, Para Kore

### Collections

Reference	Description	New or existing	Timeframe and funding options and funding	Objective
3	Continue to deliver and optimise household recycling services to urban ratepayers	Existing	2021-2023 Targeted rate	Reduce the quantity of waste sent to landfill and increase recycling
4	Continue to deliver and optimise household waste collection services to urban rate payers	Existing	2021-2023 User pays Targeted rate (new services)	Provide a safe and efficient service to ratepayers
5	Review waste collection services to rural communities, private roads and the business sector	New	2021-2022 Staff time	What services should be provided by council assessing the cost, suitability and liability
6	Implement new rubbish and recycling services when new contract commences and support this with a comprehensive education and information campaign before and after implementation	New and expanded services	2023 onwards General rates Targeted rate User pays	Ensure all ratepayers and residents are fully informed of new services and know how to participate
7	Investigate the introduction of food waste collections services, kerbside collections vs services at Refuse Transfer Stations including the cost	New	2022-2023 General rates	Explore options to manage food waste to reduce greenhouse gas emissions including managing locally using new technology

8	Undertake a review of the existing waste team resources and capability to ensure there are adequate resources to both implement the new services and implement this plan	New	2022 -2023  General rates Waste levy	Ensure waste team have enough staff to deliver the new Plan and new services; 3:officer, contract manager and 'out reach' officer
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#### Infrastructure

Reference	Description	New or existing	Timeframe and funding options	Objective
9	Prepare a plan for a new 'fit for purpose' Community Resource Recovery Centre that provides for an expanded range of waste recovery services	New	2021-2023  CAPEX General rates User pays	Develop a new site that provides for an increased range of waste minimisation services; e-waste, beverage containers, rural waste
10	Continue to enhance our Refuse Transfer Stations by upgrading each site	Existing	Ongoing  General rates User pays	Improve site safety, equipment and signage to provide for a better and safer environment for site visitors
11	Develop a Business Plan to develop a 'green field' community resource recovery park to act as a hub for the District that provides indicative CAPEX and OPEX costs	New	2020-2021  Waste Levy	Understand the development and ongoing costs for a community based resource recovery centre to act as a 'hub'.
12	Investigate and where feasible, develop region-wide relationships to increase resource recovery including with social enterprise to extract value from waste and to provide employment	New	Ongoing  Staff time Waste levy	Continue to work with colleagues throughout the region including the Waikato Region Waste Liaison group and other NGO's

#### Community Engagement, Communication and Education

Reference	Description	New or existing	Timeframe and funding options	Objective
13	Develop and deliver a comprehensive waste minimisation programme promoting the waste hierarchy and the circular economy	Existing	Ongoing  General rates Staff time Waste levy	Ensure residents are actively informed regarding existing services and any new services that may be introduced.
14	Work collaboratively with central government, local government organisations and other key stakeholders to undertake research and actions to advance solutions to waste issues such as packaging, rural waste, e-waste	Existing	Ongoing  Staff time	Continue to monitor changes signalled by central government and implement any new initiatives that may be required

	and advocate for increased or mandatory producer responsibility for problematic waste			
15	Support Iwi and marae to promote and undertake waste minimisation by the provision of (but not limited to) support for the Para Kore programme	Existing	Ongoing Waste levy	Actively consult with local Iwi and support programmes that assist in the recovery and management of wastes
16	Support education programmes that raise awareness and promote waste minimisation including targeted programmes	Existing	ongoing	To actively engage the community by providing information and resources to support our community that include but are not limited to: EnviroSchools, Zero Waste Education, Para Kore, Paper4trees
17	Introduce a contestable community grant	New	2021 Ongoing Waste levy	Implement an annual contestable fund utilising waste levy funds for community and business to apply for waste minimisation grants to encourage local innovation

#### Data, Regulation and Reporting

Reference	Description	New or existing	Timeframe and funding options	Objective
18	Collect and manage data in accordance with the National Waste Data Framework	Existing	Ongoing General rates	To improve the collection of waste data locally, district wide and nationally and to meet reporting requirements of central government and improve the decision making process
19	Implement MPDC Solid Waste By Law that includes Waste Operator Licensing	Existing	Ongoing User pays Staff time	Implement our existing Solid Waste By Law in collaboration with other councils throughout the district to provide uniformity, clarity and certainty.
20	Actively enforce control and reduce Littering and illegal dumping	Existing	Ongoing Staff time General rates	Ensure systems and resource are in place to actively enforce, control and reduce littering and illegal dumping
21	New Developments and Multi-Development Units (MUD's)	Existing	Ongoing Staff time	Work with key internal and external stakeholders to ensure new multi-unit residential and commercial buildings allocate space for appropriate waste facilities and servicing



## FUNDING THE PLAN

The Waste Minimisation Act 2008 (s43) (WMA) requires that Councils include information about how the implementation of this Plan will be funded, as well as information about any grants made and expenditure of waste levy funds.

### Funding local actions

There is a range of options available to local councils to fund the activities set out in this plan. These include:

- Uniform Annual General Charge (UAGC) - a charge that is paid by all ratepayers
- User Charges - includes charges for user-pays collections as well as transfer station gate fees
- Targeted rates - a charge applied to those properties receiving a particular council service
- Waste levy funding - The Government redistributes funds from the \$10 per tonne waste levy to local authorities on a per capita basis. By law, 50% of the money collected through the levy must be returned to councils. This money must be applied to waste minimisation activities
- Waste Minimisation Fund - Most of the remaining 50% of the levy money collected is redistributed to specific projects approved by the Ministry for the Environment. Anyone can apply to the WMF for funding for projects

Private sector funding - The private sector may undertake to fund/supply certain waste minimisation activities, for example in order to look to generate income from the sale of recovered materials etc. Council may work with private sector service providers where this will assist in achieving the WMMP goals.

Funding considerations take into account a number of factors including:

- Prioritising harmful wastes;
- Waste minimisation and reduction of residual waste to landfill;
- Full-cost pricing - 'polluter pays';
- Public good vs. private good component of a particular service;
- That the environmental effects of production, distribution, consumption and disposal of goods and services should be consistently costed, and charged as closely as possible to the point they occur to ensure that price incentives cover all costs;
- Protection of public health;
- Affordability; and
- Cost effectiveness.

The potential sources of funding for each of the actions are noted in the tables in Part B of the Plan. Budgets to deliver the activities set out in this plan will be carefully developed through our Annual Plan and Long Term Plan processes. The approach taken will be to implement as many of the activities as possible while controlling costs and, where possible, taking advantage of cost savings and efficiencies. It is anticipated that by setting appropriate user charges, reducing costs through

avoided disposal, more efficient service delivery from joint working, and targeted application of waste levy money, the increased levels of waste minimisation as set out in this Plan will be able to be achieved without overall additional increases to the average household cost.

#### Territorial Authorities Waste levy funding

Council receives, based on population, a share of national waste levy funds from the Ministry for the Environment. It is estimated that at the current rate of \$10 per tonne our council’s total share of waste levy funding will be approximately \$120k per annum.

The WMA requires that all waste levy funding received by Councils must be “spent on matters to promote waste minimisation and in accordance with their WMMP”.

Waste levy funds can be spent on ongoing waste minimisation services, new services, or an expansion of existing services. The funding can be used for education and communication, policy research and reporting, to provide grants, or as infrastructure capital, and other activities in our Plan.

We intend to use our waste levy funds for a range of waste minimisation activities and services as set out in the Action Plan.

In addition, we may make an application for contestable waste levy funds from the Waste Minimisation Fund, either separately, with other Councils, or with another party. The Waste Minimisation Fund provides additional waste levy funds for waste minimisation activities.

#### Funding business and community actions

Councils have the ability under the WMA (s47) to provide grants and advances of money to any person, organisation or group for the purposes of promoting or achieving waste management and minimisation, as long as this is authorised by the WMMP.

Council will investigate the development of a grants programme where Matamata Piako District businesses, community groups, and other organisations can apply for funding from council for projects which align with, and further, the objectives of this Plan on an annual basis.

### MONITORING EVALUATING AND REPORTING PROGRESS

This Plan contains a number of actions with timeframes (refer to Part B), as well as a set of waste minimisation targets. Progress on each of these actions and targets will be reported annually to Council

### GLOSSARY

Bulky items	large and small household appliances, <b>furniture</b> , carpets, mattresses, bric-a-brac etc
Circular Economy	A <b>circular economy</b> is based on the principles of designing out waste and pollution, keeping products and materials in use, and regenerating natural systems.
CRRC	<b>Community Resource Recovery Centre</b>
e-waste	<b>E-waste (electronic waste)</b> refers to any item with a plug, battery or cord that is no longer working or wanted.

Food waste	Any food scraps – from preparing meals, leftovers, scraps, tea bags, coffee grounds.
Green waste	Waste largely from the garden – including hedge and/or tree clippings, and/or lawn clippings.
HDC	Hauraki District Council
Household hazardous waste	Waste that can cause harm or damage to people or the environment like strong chemicals.
Kaitiakitanga	<i>Kaitiakitanga</i> means guardianship and protection. It is a way of managing the environment, based on the Māori world view
Mana whenua	territorial rights, power from the land, authority over land or territory, jurisdiction over land or territory - power associated with possession and occupation of tribal land.
Mātauranga Maori	Mātauranga Māori is about a Māori way of being and engaging in the world – in its simplest form, it uses kawa (cultural practices) and tikanga (cultural principles) to critique, examine, analyse and understand the world.
Organic waste	Plant-based material and other bio-degradable material that can be recovered through composting, digestion or other similar processes.
Para Kore	a call to action that aims to end the current take, make, and dispose mentality of human society.
Polluter pays	the commonly accepted practice that those who produce pollution should bear the costs of managing it to prevent damage to human health or the environment
Product stewardship	Product stewardship is the responsible management of the environmental impact of a product including the cost. It aims to reduce the impact of manufactured products at all stages of the product life cycle.
RTS	Refuse Transfer Station
Rural waste	In <b>rural</b> areas, examples of solid <b>waste</b> include <b>wastes</b> from kitchens, gardens, cattle sheds, agriculture, and materials such as metal, paper, plastic, cloth, and so on. They are organic and inorganic materials with no remaining economic value to the owner produced by homes, commercial and industrial establishments.
TCDC	Thames Coromandel District Council
Waste Minimisation Act 2008	The <i>Waste Minimisation Act 2008 Act</i> (the <i>Act</i> ) encourages a <b>reduction</b> in the amount of <b>waste</b> we generate and dispose of in New Zealand. The aim is to reduce the environmental harm of <b>waste</b> and provide economic, social and cultural benefits for New Zealand.
WMMP	A Waste Management and Minimisation Plan as defined by s43 of the Waste Minimisation Act 2008.
Zero Waste	A philosophy for waste management, focusing on council/ community partnerships, local economic development, and viewing waste as a resource. Zero waste may also be a target.

## PART 3 –SUPPORTING INFORMATION

### Waste Assessment





# Matamata-Piako District Council

Waste Assessment

November 2020

Document status

Job #	Version	Approving Director	Date
2574	Draft	Alice Grace	6/11/2020
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## Executive Summary

Territorial authorities are legally required to conduct a Waste Assessment and have regard to it in the review and preparation of their waste Management and Minimisation Plans (WMMP). Previously the Eastern Waikato Councils – Matamata-Piako District Council (MPDC), Thames Coromandel District Council (TCDC) and Hauraki District Council (HDC) prepared a joint waste assessment and WMMP (2017) as prescribed in s51 of the Waste Minimisation Act 2008.

A Section 17A review was completed in May 2020 which recommended that each Council take responsibility for strategy and policy development for solid waste services. A shared services contract and procurement approach was recommended. As a result, each of the Eastern Waikato Councils will prepare an individual Waste Assessment and WMMP.

This Waste Assessment will inform the drafting of the MPDC WMMP. It compiles and analyses information on diverted and waste materials produced in the Matamata-Piako district. It forecasts future growth and demand for services to provide a forward planning framework that considers public health projection issues, alongside Council's legal requirements to promote effective and efficient waste minimisation. This assessment also provides a summary review of the reasonably practicable options available in terms of how to meet future demand for services and achieve waste management and minimisation objectives.

This document was prepared in November 2020 using information gathered from a variety of sources including data managed by Council, and the report "Matamata-Piako District Solid Waste Surveys, Waste Not Consulting, August 2020". Although every effort has been made to provide a complete and accurate assessment, in some cases data has been estimated or there are data gaps. (which are noted where applicable).

This Waste Assessment has been reviewed by the Waikato Medical Officer of Health to ensure that public health is adequately protected into the future. Their feedback is included in Appendix A.

For the purposes of forecasting future waste tonnes, this Waste Assessment has adopted a medium growth to reflect MPDC's adopted population and GDP projections. However, it is noted that a short-term decline in volumes as a result of the Covid-19 economic downturn is anticipated.

As well as predicting the future waste infrastructure requirements, this assessment has taken into consideration diverted materials' infrastructure requirements. Central Government has signalled change over the next 3 – 5 years with an increase in both the Waste Disposal Levy and Emissions Trading Scheme costs, and possible introduction of standardised kerbside collections nationally. The increase in the Waste Disposal Levy presents an opportunity for regional investment in infrastructure to support the diversion of waste from landfill.

The demand for infrastructure to divert waste from landfill is anticipated to increase over the next 10 years. Short-term the existing diverted materials infrastructure is expected to meet the forecast demand, however in the medium to long term MPDC needs to ensure infrastructure is in place either in the district or in neighbouring districts to meet increasing demand.

### District Specific Issues

Having reviewed progress against the previous WMMP actions (combined WMMP with neighbouring Councils) and considering the change in waste quantities since the last WMMP, MPDC have identified the following MPDC specific issues that need to be addressed in the next WMMP:

- Increasing waste to landfill
- Decline in diverted material
- High volume of divertible material disposed through RTS
- High volume of organic waste going to landfill
- Cost and volume uncertainty due to legislation change

### Options Assessment

MPDC has considered options for addressing the district-specific issues and assessed these in terms of diversion potential, cost and ease of implementation. The options are grouped into the following categories:

- Influence - change behaviour through waste minimisation programmes and advocate for national change;
- Regulate - enforce diversion and behaviour change; and
- Service – provide facilities and services to increase diversion.

The preferred option over the short term due to affordability concerns and national legislative changes is to focus on influencing behaviour. Matamata-Piako will look to extend waste minimisation programmes to businesses and support local circular economy initiatives. Any change in service delivery or additional investment would be focused on reducing the impact of expected increased disposal cost. The current waste service contract expires in 2023 and this presents the best timing for any change in kerbside collection services or significant change to Refuse Transfer Station (RTS) operations. Work is currently underway to review the existing bylaw and to identify any areas where it could be better enforced, strengthened or amended to align with legislative change and practical considerations for least cost.

### Kerbside options

- Provide a MPDC kerbside rates funded refuse bin service to restrict disposal volume (size and/or frequency).
- Extend MPDC's kerbside collection service to more rural households and to businesses.
- Provide a separate organic collection service, for green waste, kitchen waste or both to urban households.

### RTS options

- Provide additional education and staff at RTS.
- Upgrade existing RTS to resource recovery centres with more diversion options offered, adjust layout and charging to promote diversion over disposal.

## 1 Introduction

Territorial authorities are legally required to conduct a Waste Assessment and have regard to it in the review and preparation of their Waste Management and Minimisation Plans (WMMP). The Waste Management Act (WMA) (s44) also requires that a Waste Assessment be notified with the draft WMMP for public consultation. This process is required at intervals of no less than every six years.

In December 2013 the Eastern Waikato Councils, being Matamata-Piako District Council (MPDC), Thames-Coromandel District Council (TCDC) and Hauraki District Council (HDC), agreed to cooperate on waste management and minimisation matters as they had a shared services waste contract. In June 2017 they adopted a joint WMMP – *Eastern Waikato Waste Management and Minimisation Plan*. In 2017 MPDC also adopted a Solid Waste Bylaw to support this activity.

In July 2020, a joint Section 17A review of waste services was completed for the Eastern Waikato Councils. Subsequently, each council decided to complete individual WMMPs in 2020. Accordingly, Matamata-Piako District Council is currently preparing a new WMMP to concentrate on its own districts' needs.

Matamata-Piako District Council has prepared this Waste Assessment as prescribed in the WMA s51. The Waste Assessment provides details of the following:

- existing waste services provided in the district (MPDC and non-council)
- waste quantities, composition and flows
- identification of issues
- future demand for services
- vision, goals, objectives and targets for waste management and minimisation
- guiding principles to direct how to get to where MPDC want to be
- an options assessment/statement of proposals for waste services and identified district issues

### 1.1 Documentation and accuracy

This document was prepared in November 2020 using information gathered from a variety of sources including data managed by MPDC and non-commercially sensitive data from the Solid Waste Surveys report prepared for MPDC in August 2020 by Waste Not Consulting.

Although every effort has been made to provide a complete and accurate assessment, in some cases data has been estimated or there are data gaps. Details regarding any limiting factors in preparing the Waste Assessment that are deemed to have materially impacted on the completeness or accuracy of the data, forecasts, estimates or options assessment have been noted where appropriate.

The information contained in this Waste Assessment was considered appropriate when giving regard to:

- the significance of the information
- the costs of, and difficulty in, obtaining the information
- the extent of MPDC's resources
- the possibility MPDC may be directed under the Health Act 1956 to provide the services referred to in that Act



## 1.2 Key terms and acronyms

Key Term/Acronym	Definition
Cleanfill	A cleanfill is any facility that accepts only cleanfill material which is described as material that when buried will have no adverse effect on people or the environment
C&D Waste	Construction and demolition waste
Diverted Material	Discarded materials such as materials collected for recycling, composting or other recovered or treated materials that are diverted from landfill
Domestic waste	Solid waste from households
ETS	Emissions Trading Scheme
Landfill	A disposal facility as defined in s7 of the Waste Minimisation Act 2008, excluding incineration.
LGA	Local Government Act
LTP	Long Term Plan
MfE	The Ministry for the Environment
MRF	Material Recovery Facility
NES	National Environmental Standards
NZWS	New Zealand Waste Strategy
Organics	Organic wastes that include kitchen, food and green wastes
RMA	Resource Management Act
RRC	Resource Recovery Centre
RTS	Refuse Transfer Station
SWAP	Solid Waste Analysis Protocol (SWAP) Ministry for the Environment-led baseline programme to provide solid waste composition information
TA	Territorial Authorities. The second tier of local government in New Zealand, below regional councils.
Tirohia	Tirohia Landfill in Hauraki District
Waste	Waste means waste disposed of to landfill and includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste); and to avoid doubt, includes any component or element of diverted material, if the component or element is disposed of to landfill
Waste Assessment	As defined by s51 of the Waste Minimisation Act 2008.
Eastern Waikato Councils	The Matamata-Piako District Council (MPDC), Thames-Coromandel District Council (TCDC) and Hauraki District Council (HDC) are the Eastern Waikato Councils.
WMA	Waste Minimisation Act 2008
WMMP	A Waste Management and Minimisation Plan as defined in s43 of the Waste Minimisation Act 2008

## 2 Legislative and Strategic Context

This chapter contains a brief summary of the national policy context and key legislation that councils must consider in the development of their Waste Assessment and WMMP. These include:

- Waste Minimisation Act 2008
- Local Government Act 2002
- Hazardous Substances and New Organisms Act 1996
- Climate Change Response Act 2002
- Resource Management Act 1991 (as well as District and Regional Plans and consents)
- Health Act 1956
- Litter Act 1979
- Health and Safety at Work Act 2015
- New Zealand Waste Strategy 2010
- New Zealand Emissions Trading Scheme (under the Climate Change Response (Zero Carbon) Amendment Act 2019)

### 2.1 Key legislation

Waste management and minimisation in New Zealand is underpinned by the Government's core policy "The New Zealand Waste Strategy (NZWS) – reducing the harmful effects of waste, improving the efficiency of resource use".

A number of Acts of Parliament provide the legal framework for waste management and minimisation in New Zealand, with the primary legislation driving waste management and minimisation planning being the Waste Minimisation Act 2008 (WMA), the Climate Change Response Act 2002 and subsequent amendments, such as the Climate Change Response (Zero Carbon) Amendment Act 2019, the Local Government Act 2002 (LGA), and the Resource Management Act 1991 (RMA).

Taken together these Acts provide the legislative imperative and tools to support progress toward the high-level direction outlined in the NZWS. Because the NZWS and legislation are cornerstones to waste management and minimisation, careful attention is given to these in developing the Waste Assessment.

Appendix B provides further information on the key legislation.

### 2.2 National factors

There have been several national and global changes over recent years that have impacted MPDC's waste services:

- Early in 2018, China's National Sword Policy imposed tighter restrictions on the import of certain recyclables, primarily mixed paper and mixed plastic. China was the largest importer of recyclables. This has impacted the commodity price for recyclables globally.
- Nationally, the consequences of China's National Sword Policy have impacted recycling collection and processing contracts with significant cost escalations. Alternative markets are hard to find and are getting overwhelmed.
- Covid-19 has tested the resilience of the recycling systems nationally. All but two Material Recovery Facilities (MRF) have closed, and collections have changed to prevent contact with infectious diseases.

- WasteMINZ (national industry organisation) and Ministry for the Environment (MfE) are leading the national response to China's National Sword Policy.
- The Government's response to date includes banning single use plastic bags, contributed funding towards local processing plants with new technology, and review of container deposit legislation.
- There is a drive to standardise collection methodologies and types of materials collected from kerbside across the country. MfE commissioned WasteMINZ to prepare a report on standardisation in May 2020.<sup>1</sup>
- These global and national impacts may potentially result in an increase in the Government's waste disposal levy. This will impact landfill disposal costs, generating revenue for investment in the sector. The increased levy provides an opportunity for regional investment in waste diversion infrastructure with additional funds available from the levy.
- The Climate Change Response (Zero Carbon) Amendment Bill includes a target of reducing methane emissions by 24-74% below 2017 levels by 2050, and an interim target of 10% by 2030. It also has a target of reducing net emissions of all other greenhouse gases to zero by 2050. This will impact our asset portfolios including solid waste, particularly with increasing Emissions Trading Scheme costs (carbon tax) and transport used to collect and cart to landfills.
- There is a move towards councils providing organic collections as part of their waste minimisation programmes, particularly for the metropolitan councils. Due to high collect costs in rural areas, this is generally not appropriate in the rural sector. However, Government is investigating standardising kerbside collection services nationally which would impact local collection services.

### 2.3 MPDC Strategic Plans

The findings of this Waste Assessment will support the solid waste content in the new WMMP and Long Term Plan that will be consulted on in 2021. It will also feed into the Asset Management Plan. It considers the findings of the recent Section 17A review of the Eastern Waikato councils.

<sup>1</sup> <https://www.mfe.govt.nz/publications/waste/recommendations-standardisation-of-kerbside-collections-aotearoa>

### 3 Waste Data

This chapter contains a summary of the available information for waste collected, recycled, recovered, treated, or disposed of in the Matamata-Piako district. The information includes data about quantities, composition, source and final destination of materials, generated for the period July 2015 to June 2020 and during the Waste Not Consulting Solid Waste Survey 1 August 2019 to 31 July 2020.

The information in this chapter forms the basis for forecasting future demand (as set out in Chapter 5).

#### 3.1 Matamata-Piako catchment

The Matamata-Piako district is in the Waikato region of New Zealand in the centre of the 'golden triangle' of Auckland, Hamilton and Tauranga. With its quality soils the district is a cornerstone of the dairy industry and other farming as well as horticulture and meat processing. Its land area is 1,755 square kilometres<sup>2</sup> and it consists of three main population centres, Matamata, Te Aroha, and Morrinsville, along with the three small rural settlements of Waitoa, Waihou and Waharoa. There is one Territorial Authority (TA) being MPDC and one Regional council - Waikato Regional Council.

The Matamata-Piako district resident population at the time of the 2018 census was 34,404, of which 7,806 reside in Matamata, 4,554 in Te Aroha and 7,761 in Morrinsville. Agriculture (dairy farming) and manufacturing (dairy products) have traditionally formed the district's economic base and are still contributing to the majority of GDP growth in the district. However, Matamata-Piako is also experiencing growth in professional services, construction, and retail trade. Tourism industry growth was particularly strong in the period from 2011 -2016 but has slowed in the last three years and due to Covid-19 in 2020 is likely to be significantly impacted in the short term.<sup>3</sup>

#### 3.2 Data limitations, assumptions and accuracy

The data presented in this chapter does not represent all the waste and diverted materials generated in the district. We can only determine the amount of waste and diverted material from the data managed by MPDC and the voluntary information provided from the private and commercial sector. Information about all wastes is not readily available from private enterprise for reasons of commercial sensitivity.

MPDC holds historical data on diverted materials and solid waste to landfill for their district. For the purposes of this Waste Assessment, data from 2015/16 onwards has been supplied by MPDC (and is based on weighbridge records and contractor information).

To obtain a better understanding of waste data within the district, a per capita figure has been used as a guide. This is the total amount of waste produced divided by the total number of people in a defined area. It is an indicator of average 'waste' production on a per person basis but is not directly equivalent to the amount of waste an individual throws away each year, as much of the waste is produced from commercial sources. For consistency purposes with MPDC's other strategic planning documents, the Infometrics projections adopted by MPDC have been used for population figures as well as GDP growth.

It is acknowledged a Waste Assessment is only a snapshot in time of the data collected for the purposes of future waste planning and preparation of the WMMP. It is the conclusion of this report that the data within, when combined with the "Solid Waste Surveys report" prepared for MPDC in August 2020 by Waste Not Consulting, is sufficient to inform future waste planning within the Matamata-Piako district and no further data is required at this time.

<sup>2</sup> Accessed 22 September 2020 <http://www.stats.govt.nz/tools/2018-census-place-summaries/matamata-piako-district>

<sup>3</sup> Accessed 23 September 2020 <https://ecoprofile.infometrics.co.nz/matamata-piako%2bdistrict/Gdp/GrowthIndustries>



The information obtained for completing this waste assessment was considered appropriate when giving regards to:

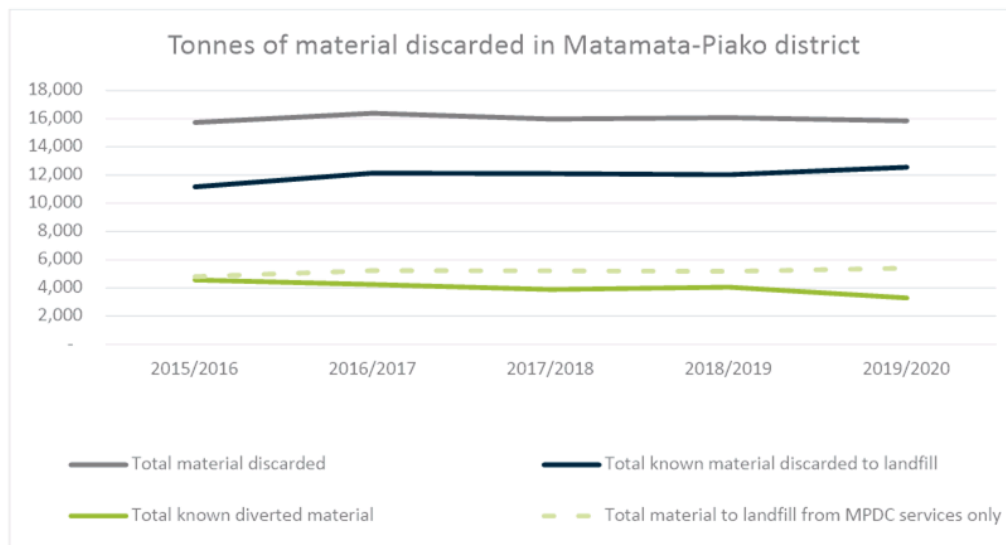
- the significance of the information
- the costs and difficulty in obtaining the information
- the extent of MPDC's resources
- the possibility that MPDC may be directed under the Health Act 1956 to provide the services referred to in that Act
- the impact on the completeness of the assessment, particularly the forecast of future demands and options assessed

### 3.3 Materials discarded

By measuring the total materials discarded both through diversion and disposal activities, focus can be directed at the impact of reduction, re-use, recycling and recovery. This is not easy to measure, as accurate and measurable data about farm landfills, home composting, private landfills and private diversion services (including recycling) is not available. For the purposes of this report, amounts of diverted materials and solid waste disposed of to landfill have been combined to provide a baseline of the total amount of material discarded in Matamata-Piako. To calculate the total waste, data provided by MPDC on their council services has been combined with data provided from the Solid Waste Surveys report on non-council services.

Figure 1 illustrates the historic tonnage of materials discarded (both for disposal and diversion) since July 2015. The volume of total material discarded has grown 0.7% over the 5 years shown. This is lower than the population growth of 5.1%. Total known material discarded to landfill shows a similar trend but with sharper growth in the last two years for a total growth of 12% from 11,167 tonnes in 2015/16 to 12,557 tonnes in 2019/20. The dashed line indicates the total material discarded to landfill from MPDC services only. This refers to data recorded from MPDC kerbside collections and from MPDC refuse transfer stations (RTS). The gap between the two landfill lines indicates that more than half the waste from the district is discarded to landfill using non-council services. While material to landfill from MPDC services also increased by 12% in five years, in contrast, the quantity of total known diverted material has fallen 19% from 4,566 tonnes to 3,290 tonnes. As described later in this report, the decline in total known diverted material in 2019/20 could be related to COVID-19 disruption to services.

Figure 1. Total tonnage of materials discarded in Matamata-Piako district (July 2015 to June 2020)



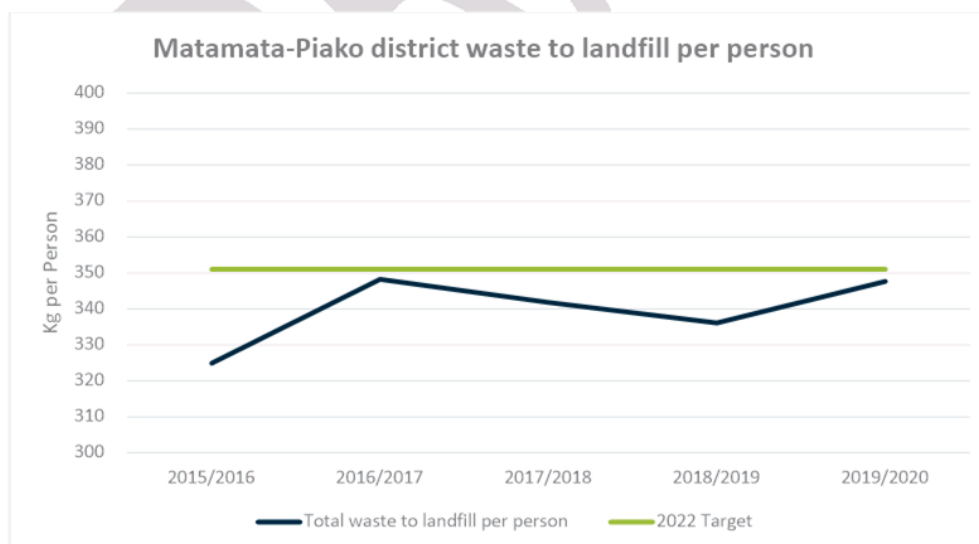
3.3.1 Progress against 2017 WMMP Materials discarded per capita targets

There were two targets set in the 2017 WMMP for the Matamata-Piako district. The first target refers to the total waste sent to landfills, so it includes waste from both MDPC services and non-council services:

*A 13% reduction in the total quantity of waste sent to landfills from 404kg per person per annum to 351kg per person by 2022*

Figure 2 below shows that this target has been achieved every year since 2015. Although the trend is going towards the target in the last year, it is still 56kg per person below the 404kg original starting point.

Figure 2 Matamata- Piako district waste to landfill per person





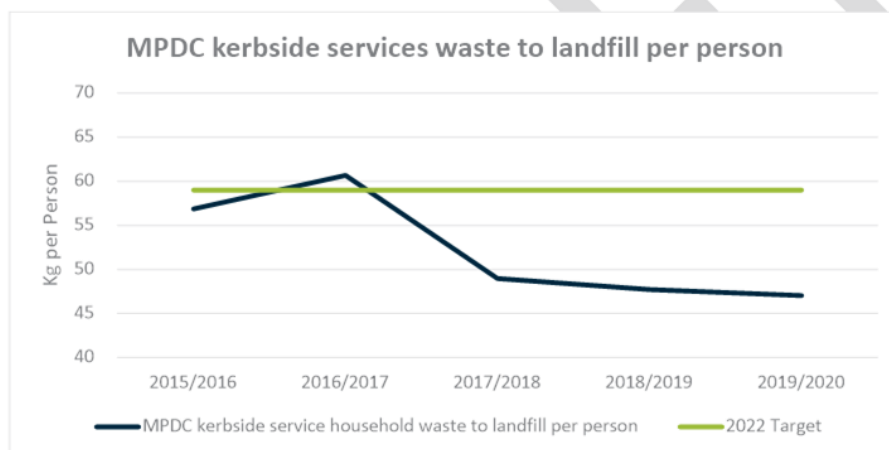
Although increasing, waste per capita for MPDC is still average to low compare to other Councils in New Zealand. An explanation for this could be the rural nature of the district. There is anecdotal evidence from a number of rural councils that many rural property owners choose to make their “own arrangements” for waste disposal as the kerbside service is not necessarily available to them. So, while the waste per capita is low, this could be evidence that alternatives are being used to deal with on-farm waste such as use of private kerbside waste collections, farm landfills, offal pits or burning waste.

The second target refers to kerbside household waste to landfill, which can be measured against kerbside waste from MPDC kerbside services only in the absence of data on private kerbside collection services. The kerbside target is:

*A 5% decrease in kerbside household waste to landfill from approximately 62kg per person per annum to 59kg per person per annum by 2022.*

Figure 3 shows that this target has been achieved every year since 2015/16 except the 2016/17 year. After trending down for three years it has reduced significantly to 47kg per person in 2019/2020. This recent downward trend could reflect an increase in households using non-council services or alternatively it could reflect more awareness in the community of the effects of their waste generation and a reduction in household item packaging over this period.

**Figure 3 MPDC kerbside services household waste to landfill per person**



### 3.3.2 Comparison to other Local Authorities

Table 1 provides a summary of information from the Waste Not Consulting report comparing MPDC per capita waste to landfill with other similar districts. The per capita disposal rate for MPDC is one of the lowest of the areas measured. The MPDC disposal rate of 0.369 tonnes per capita of waste to Class 1 landfills in 2020 is a 12% decrease from the MPDC 0.419 calculated in 2010.

**Table 1 Disposal rates compared to other local authorities**

Overall waste to landfill – including special wastes	Tonnes per capita per annum
Gisborne District 2017	0.296
Waimakariri District 2017	0.325
Ashburton District 2015	0.366
Matamata-Piako District 2020	0.369
Tauranga and WBOP District 2019	0.503
Taupo District 2013	0.528
Kapiti Coast District 2017	0.546
Whangarei District 2017	0.640

### 3.4 Waste to Landfill

#### 3.4.1 Sources of waste to landfill

The Tirohia Landfill in the Hauraki district is a regional facility that receives waste from outside Hauraki including the Matamata-Piako district. Based on data from the Solid Waste Survey for MPDC by Waste Not Consulting in August 2020, of the total waste discarded to landfill from the Matamata-Piako district, 93% is taken to Tirohia Landfill. The remaining 7% is disposed of at other waste disposal facilities outside the district. MPDC services produce approximately 43% of the waste taken to Tirohia Landfill from the Matamata-Piako district. MPDC kerbside collections contribute 15% made up of 9% direct to Tirohia Landfill and 6% from kerbside collections delivered initially to one of the three council run RTS. General waste dropped at MPDC RTS facilities contribute 28%. Note that there are no private RTS in the Matamata-Piako district. Non-council services taken directly to Tirohia Landfill account for approximately 50% of waste to landfill.

Most non-council service waste is taken direct to landfill rather than via a MPDC RTS. Most MPDC collected kerbside waste is also taken direct to landfill. The main users of the MPDC RTS are residents that don't receive the MPDC kerbside collection service or residential and commercial customers with bulky waste not suitable for kerbside collection.

Based on the July 2020 solid waste survey, Figure 4 shows approximately 34% of waste disposed came from the three MPDC RTS and 9% from Council kerbside collections direct to landfill. MPDC controlled services account for 43% of waste disposed. This is a significant decrease from the 63% share of the waste disposed of in the 2010 year.

Figure 5 shows the waste sources for waste received at the three MPDC RTS in the week surveyed. Industrial/Commercial/Institutional (ICI) waste is only 11%, likely due to more commercial waste going direct to landfill via private collection companies. The 44% of residential waste indicates that many of the households in the district that are not offered the council kerbside collection (~33% of all households) may be utilising the RTS service instead of or in addition to a private collection service. The 20% of Construction and Demolition (C&D) waste is likely coming from home renovations and other housing development in the district.

Figure 4. Source of waste disposed to Tirohia Landfill (August 2019 to July 2020)

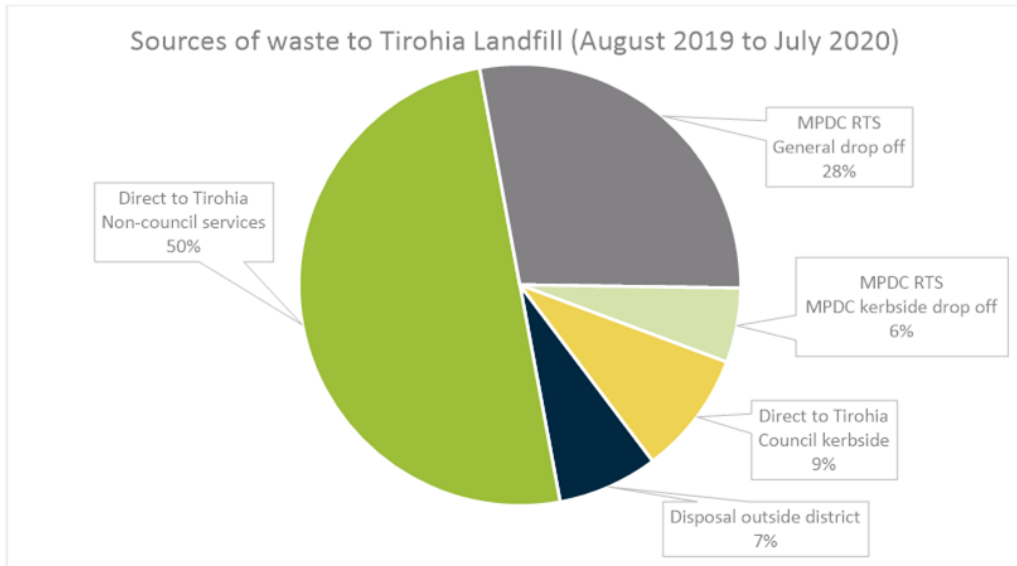


Figure 5 Sources of waste to Tirohia Landfill from MPDC operated RTS July 2020

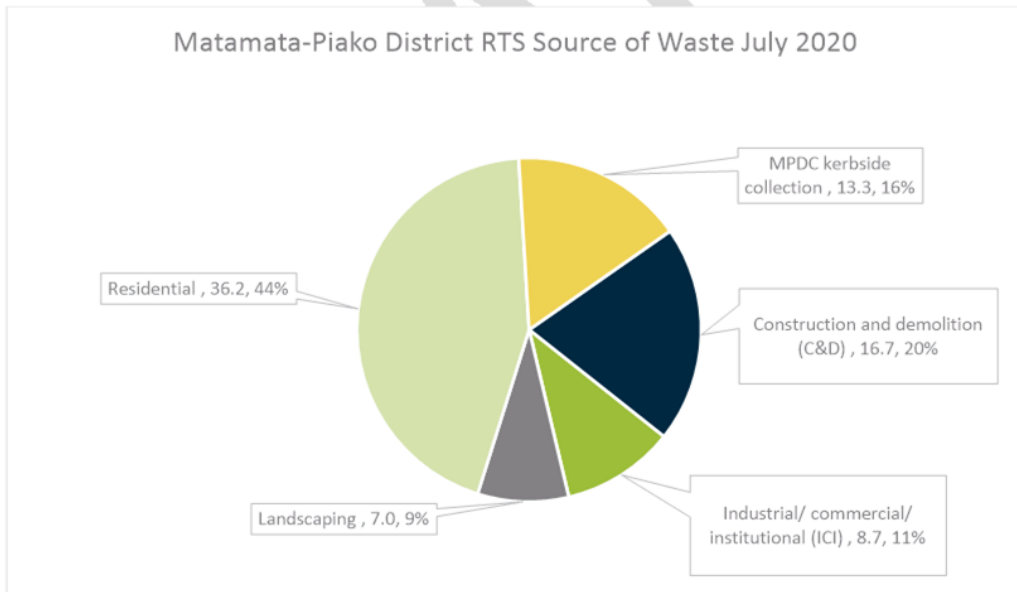
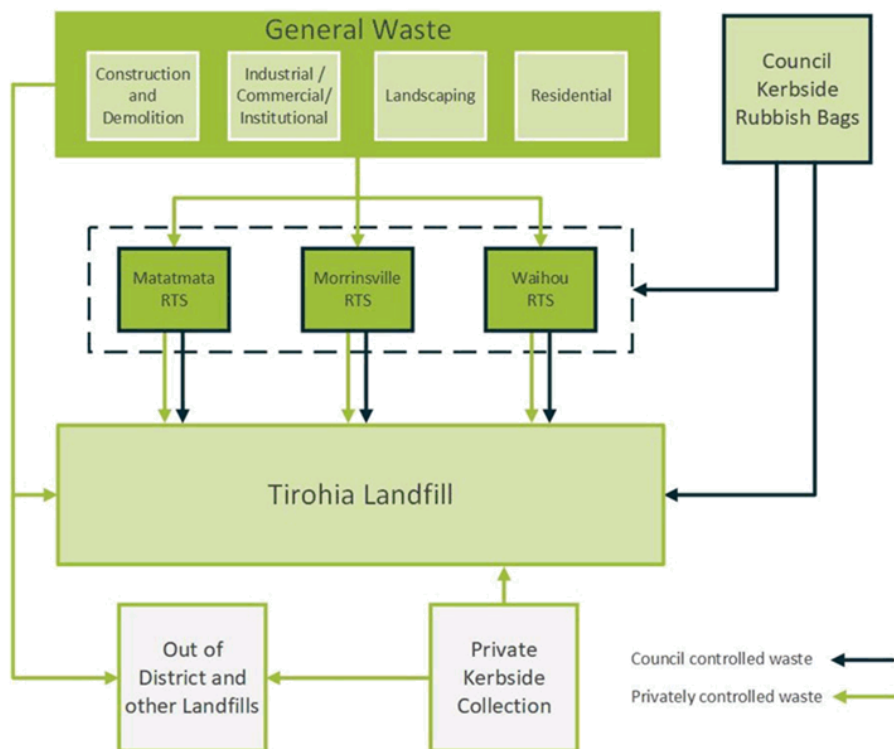


Figure 6 below depicts the source and flow of waste in the Matamata Piako district.

**Figure 6 MPDC flow of waste to landfill (August 2019 to July 2020)**



Source: Based on Solid Waste Surveys report prepared for Matamata-Piako District Council in August 2020 by Waste Not Consulting.

### 3.4.2 Cleanfill

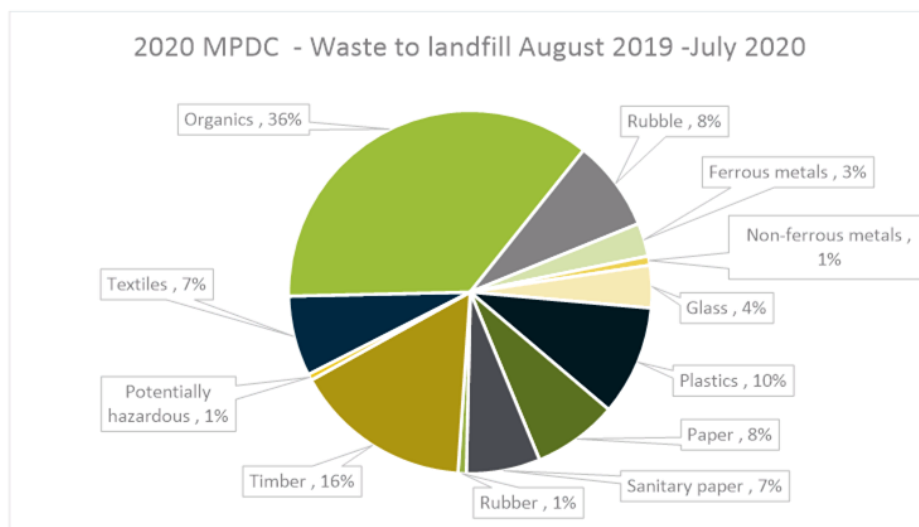
Cleanfill tonnage information is currently not captured by MPDC. There are several cleanfill disposal locations in the Waikato region that are monitored by the Waikato Regional Council.

### 3.4.3 Composition of waste to landfill

An analysis of the composition of waste to landfill in the Matamata-Piako district was completed by Waste Not Consulting in August 2020. Visual surveys were used for waste being disposed of at the three Refuse Transfer Stations, located in Matamata, Morrinsville and Waihou. The data from the surveys was combined with the weighbridge records and other information from Council to calculate the composition and quantity of waste being disposed to the Tirohia Landfill in the Hauraki district and other landfills outside the district.

Figure 7 illustrates the district composition of waste disposed to landfill (extrapolating survey data to an annual figure) for the year August 2019 to July 2020. Organics was the largest component of the district waste stream during the survey period, comprising 36% of the total which includes kitchen waste and green waste. The survey took place at the end of July, which is associated with low vegetative growth and low levels of gardening activity by residents. It is likely the quantity of green waste would have been greater at other times of the year. Generally, waste disposal is lowest in the winter months, rising towards an annual peak in spring, early summer. Timber at 16%, was the second largest component of the waste stream.

Figure 7 Composition of solid waste to landfill (August 2019 to July 2020)



Source: Solid Waste Surveys report prepared for Matamata-Piako District Council in August 2020 by Waste Not Consulting.

### 3.5 Diverted materials

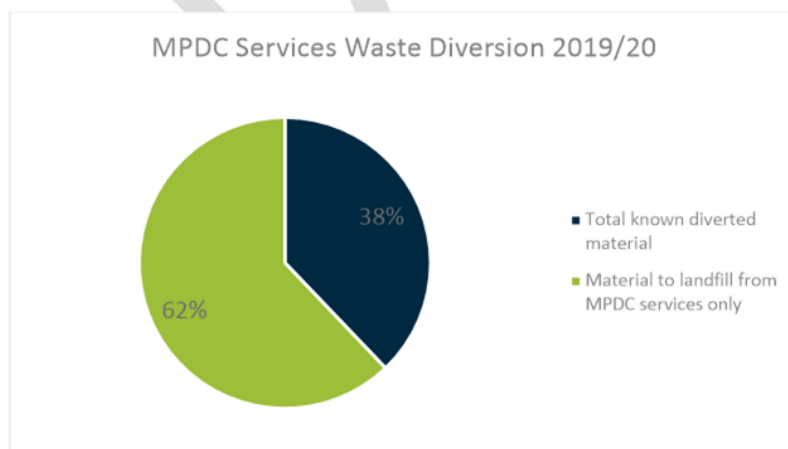
The diverted materials data in this Waste Assessment includes recycled materials, scrap metal, and organic waste from MPDC kerbside recycling services and RTS services. This information is based on MPDC’s records sourced from weighbridge or contractor records and data from the 2020 Solid Waste Survey.

#### 3.5.1 Progress against diverted material target

The district has a diverted materials target of 45% or more of total waste from MPDC kerbside collection and RTS services.

In 2019/20, 3,290 tonnes of material were diverted from landfill in Matamata-Piako, a 19% increase on the prior year. Figure 8 shows only 38% of waste from MPDC services was diverted in 2019/20, still 7% short of the 45% target.

Figure 8 Waste diversion achieved for 2019/20 from MPDC services only



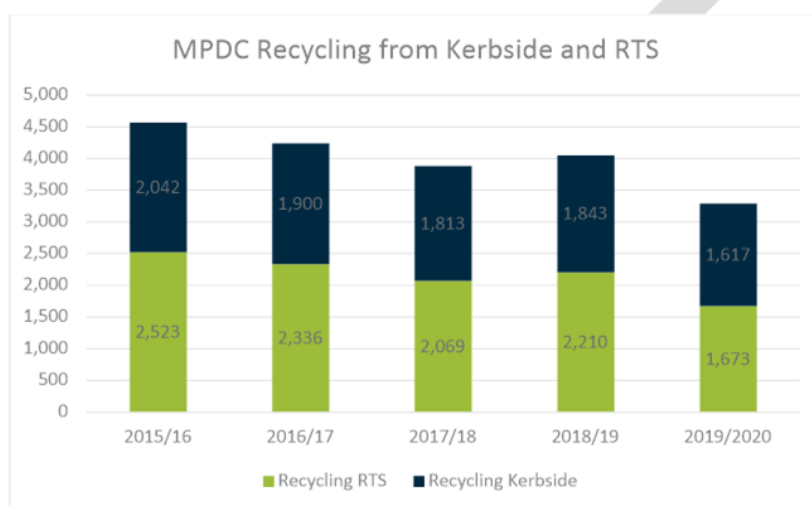


### 3.5.2 Sources of diverted materials

Data on diverted materials is limited to services managed by MPDC and therefore reflects the residential market. Figure 9 shows the quantity of diverted materials for the 5 years from July 2015 to June 2020 from either MPDC Kerbside collections or MPDC RTS. On average over the past 5 years 46% of these materials come from kerbside recycling, with the remaining 54% sourced from RTS (paper, cardboard, plastics, metal cans and glass bottles and jars, green waste and scrap metal). The quantity of diverted material from kerbside recycling was lower as a proportion of overall diverted material in 2015/16. No data is available on non-council services diverted materials.

The relatively high use of the RTS facilities may reflect both the rural nature of the district and the geographic limits of the current kerbside collection service offered by MPDC.

**Figure 9 Quantity of recyclables collected at Kerbside and RTS**



#### 3.5.2.1 Re-use

MPDCs do not currently operate “second-hand” facilities as part of their RTS. MPDC relies on community groups and private sector to support re-use. No information is available on the volume of material that is re-used.

#### 3.5.2.2 Kerbside recycling and drop-off centres

Approximately 3,290 tonnes of recyclables were sorted and processed for the district in 2019/20, a decrease from the peak of 4,566 tonnes in 2015/16. The recyclables were collected from kerbside collections, and recycling facilities within the three RTS. These recyclables consist of paper, cardboard, glass bottles and jars, all plastics (recently restricted to 1 & 2 only) and aluminium/steel cans.

The level of contamination within the kerbside collection service is not currently measured and can impact actual recyclable tonnage.

The volume of hazardous material disposed of safely doubled in 2019 to 1149 kg and doubled again in 2020 to 2172kg. This is likely to be due to increased awareness in the community of safe disposal options.

MPDC offers drop-off facilities at three RTS and have provided a kerbside recycling service for more than 10 years. In 2013 separate collections of mixed recycling and glass were introduced, using 240-litre wheelie bins for mixed recycling and crates for glass recycling. The recyclables are collected fortnightly.



Figure 10 shows the source of recyclables collected through either a council kerbside collection process or public drop-off at RTS from July 2019 to June 2020.

**Figure 10 Sources of diverted materials RTS and kerbside**

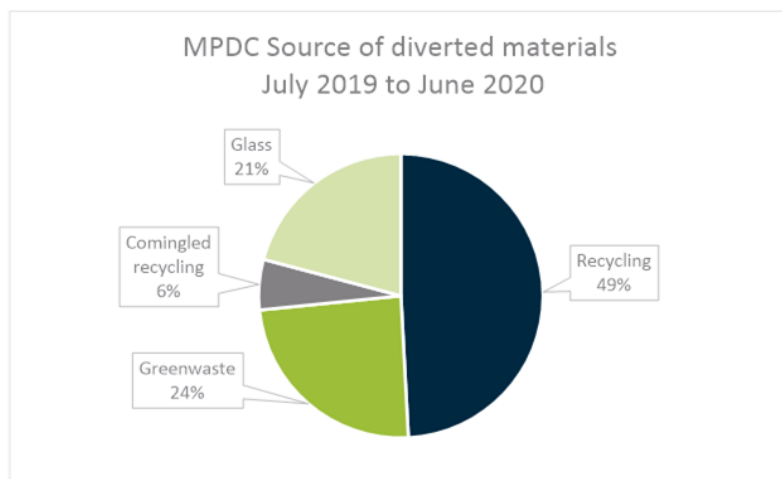
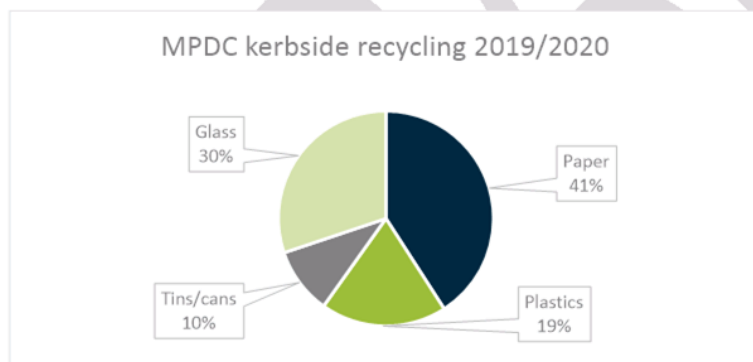


Figure 11 shows the composition of recyclables collected through the council kerbside collection process only from July 2019 to June 2020. The largest components of the kerbside recyclables collected are glass and fibre (paper and cardboard). As this data is based on weight (tonnage) as opposed to volume, heavier products such as glass and fibre (paper and cardboard) generally outweigh lighter plastics and metals.

**Figure 11 Composition of recyclables collected by MPDC kerbside service 2019/2020**

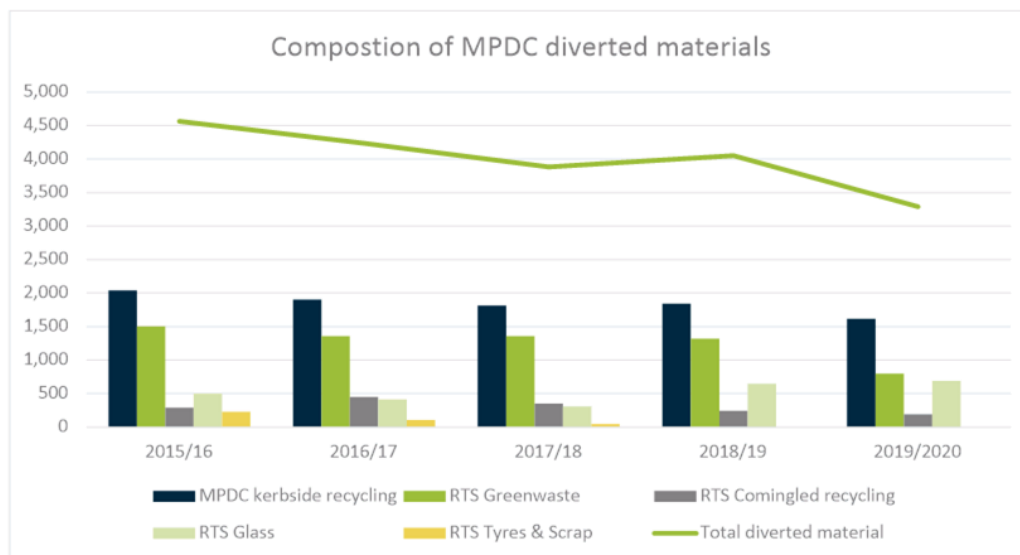


### 3.5.3 Composition of diverted materials

A summary of the composition of all diverted materials by year is presented in Figure 12. Overall, the total volume of diverted materials has been decreasing. MPDC kerbside recycling makes up the largest proportion in each year followed by RTS green waste and RTS glass. The volume of green waste decreased slightly between 2015/16 and 2018/19 but dropped sharply in 2019/20. As mentioned earlier, this sharp decrease is likely to be greenwaste being held at RTS for longer due to delayed collection during the COVID-19 period from February to May 2020. During this time the green waste will have decomposed reducing its weight at collection. The volume of glass has increased in the last two years.

There are different diversion options available at the different transfer stations across the district with no reuse shops or resource recovery centres. More diversion could be achieved with more comprehensive diversion facilities available at all transfer stations.

**Figure 12 Composition of diverted materials in MPDC (July 2015 to June 2020)**



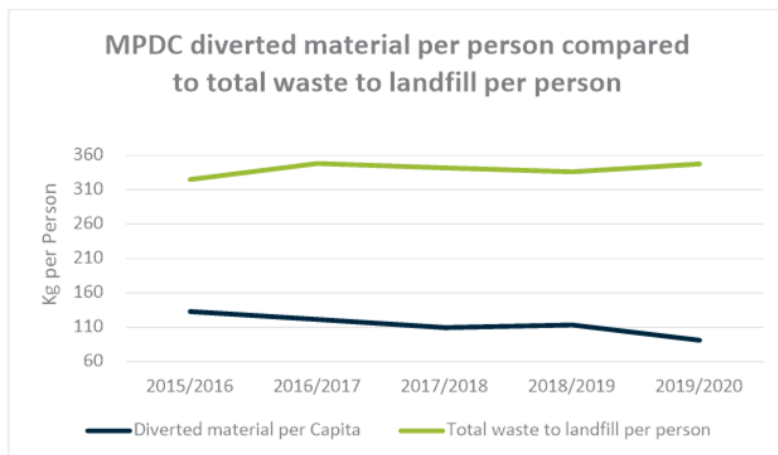
### 3.5.4 Diverted materials per capita

To obtain a better understanding of diverted materials within the district a per capita figure can be used to compare both changes over time at MPDC as well as how MPDC is performing alongside other councils.

Figure 13 illustrates the historic diverted materials per capita for the district and compares it to the total waste to landfill per person. Diverted material decreased from 133 kg/capita in 2015/16 to 113 kg/capita in 2018/19 before decreasing again to 91 kg/capita in 2019/20. The 5-year average is 114 kg per capita of diverted material. The trend lines show the strong correlation between diverted material decreasing and waste to landfill increasing.

During 2013 kerbside recycling services changed to a fortnightly 240l recycling bin with separate glass crate collection which initially increased material diversion. However, since its initial introduction, kerbside recycling volumes have been reducing over time from 2,042 tonnes in 2015/16 to 1,617 tonnes in 2019/20.

Figure 13 MPDC diverted material per person compared to total waste to landfill per person (July 2015 to June 2020)



### 3.6 Diversion Potential

Potentially divertible materials are components of the waste stream that have been identified as targets for possible diversion from landfill, mainly through recycling and recovery activities. The Waste Not Consulting composition report calculated the diversion potential from RTS (excluding kerbside collections).

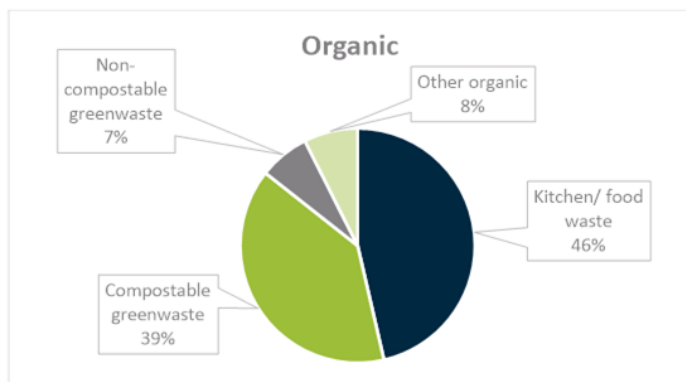
The 2020 analysis had a district total of potential divertible material from RTS of 26.5 tonnes per week. This highlights that while recycling programmes have been successful at diverting some material from landfill, more can be achieved. Approximately 55% of potentially divertible material are recoverable materials of which 26% is cleanfill rubble and reusable timber, 18% is paper, 13% is metals and 6% is textiles. The remaining 45% are compostable materials made up of organics at just over 30% and C&D waste (new plasterboard and untreated timber) at nearly 15%.

#### 3.6.1 Organic materials

Organic materials are a major contributor of waste to landfill in Matamata-Piako. The 2020 Solid Waste Survey analysis indicates 36.1% (4,533 tonnes per year) of all waste to landfill is organic.

Figure 14 illustrates the composition of organic materials disposed to landfill (extrapolating survey data to an annual figure) for the year August 2019 to July 2020. Both Kitchen/food waste (46% of total organics) and compostable green waste (39%) are potentially divertible. Non-compostable greenwaste (7%) and multi-material or 'other' such as meat processing waste (8%) are less likely to be divertible in the short term.

Figure 14 Composition of organic materials disposed to Tirohia Landfill (August 2019 to July 2020)

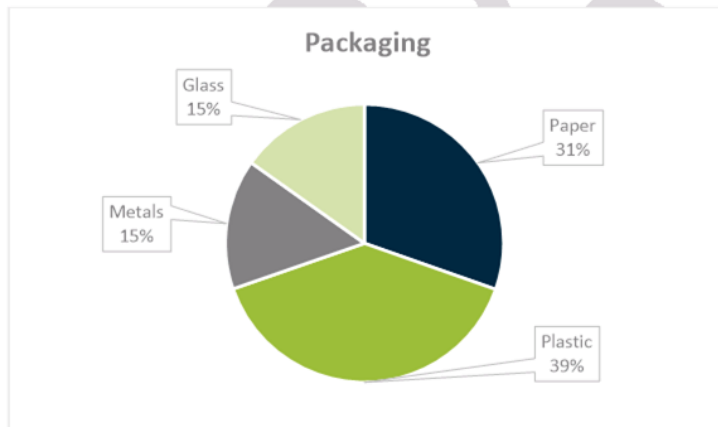


Currently there is no district infrastructure to recover kitchen and food waste. Therefore, industry and households must manage the process themselves, through utilisation of pig farms, home composting/worm farming, Bokashi systems or other alternatives.

### 3.6.2 Packaging Materials

Plastics, paper, metals and glass (packaging materials) also account for a high proportion of waste to landfill, at 24.9% (3,127 tonnes per year). Figure 15 illustrates the composition of packaging materials disposed to landfill (extrapolating survey data to an annual figure) for the year August 2019 to July 2020.

Figure 15 Composition of packaging materials disposed to Tirohia Landfill (August 2019 to July 2020)



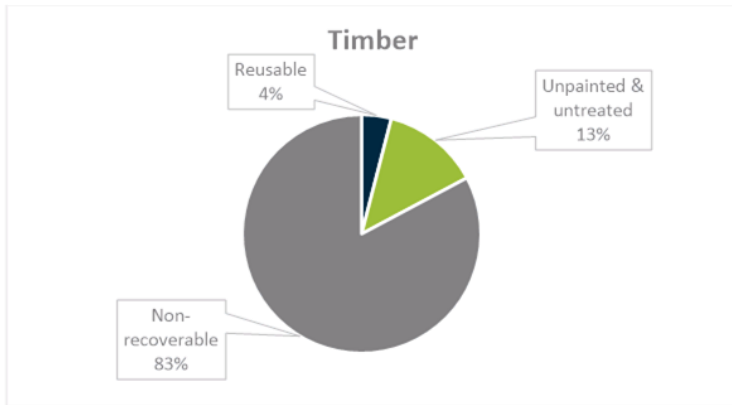
There are several key sources of recyclable material that can be targeted to reduce packaging materials to landfill. MPDC has put in place best practice kerbside recycling collection services to capture good quality material. This service could be offered to more households (e.g. on rural/urban fringe) and businesses.

### 3.6.3 Construction and Demolition materials

Timber accounts for 15.9% (1,997 tonnes per year) of all waste to landfill. Figure 16 illustrates the composition of timber disposed to landfill (extrapolating survey data to an annual figure) for the year August 2019 to July 2020. The majority (83%) is non-recoverable, however 17% is potentially divertible or reusable.

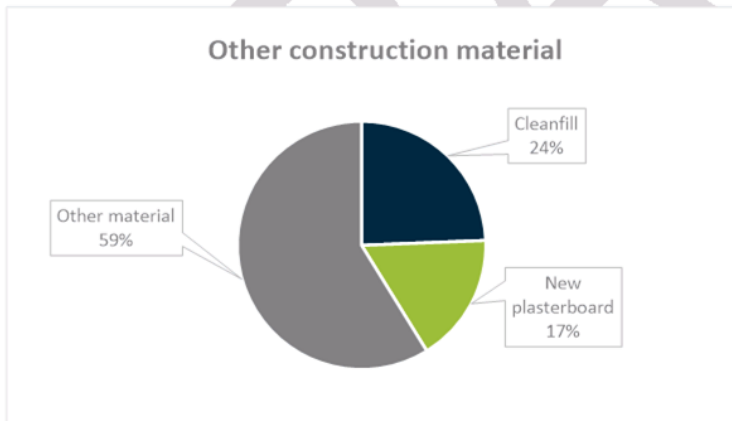
Major sources of timber waste are the industrial, commercial, and C&D sectors. Commercial operators are generally the largest producers of timber material to landfill and this group can potentially be the focus of waste minimisation efforts, although there are some challenges in the recovery of post-consumer waste wood due to the presence of treated timber and other contaminants.

**Figure 16 Composition of timber disposed to Tirohia Landfill (August 2019 to July 2020)**



Other construction material accounts for 8.1% (1,017 tonnes per year) of all waste to landfill. Figure 17 illustrates the composition of this construction material disposed to landfill (extrapolating survey data to an annual figure) for the year August 2019 to July 2020. The majority (59%) is a mixture of material, however the remaining 41% is cleanfill and new plasterboard. Further investigation will be required to analyse how much of this material is potentially divertible for reuse.

**Figure 17 Composition of timber disposed to Tirohia Landfill (August 2019 to July 2020)**



## 4 Existing Recycling and Waste Facilities and Services

This Chapter includes a summary of information regarding waste management and minimisation services provided within the district for reduction, re-use, recycling, recovery, treatment, and disposal. This includes MPDC services as well as private and commercial services, where available and applicable.

These services include:

- waste minimisation education and behaviour change programmes
- initiatives for re-use of waste and diverted materials
- residential kerbside collection of recyclables and residual waste
- organic waste recovery
- RTS operation for both domestic and commercial types of waste and diverted materials
- hazardous waste
- landfill disposal
- litter bin servicing and removal of illegal dumping

MPDC Transfer Station operating hours are 10:00am to 4:00pm on the following days:

- Matamata: Tuesday, Wednesday, Thursday, Saturday and Sunday
- Morrinsville: Monday, Tuesday, Thursday, Saturday and Sunday
- Waihou: Wednesday, Friday and Saturday

Each transfer station has dedicated public drop-off facilities for refuse, recycling, scrap metal, hazardous waste and green waste with Matamata also accepting clean fill and bagged silage wrap. The recyclables accepted include those collected as part of the kerbside recycling collection service.

### 4.1 Reduction

There are several programmes and initiatives that are in place in the Matamata-Piako district that encourage waste reduction. It should be noted that while programmes are listed under “reduction” initiatives, the programmes generally relate to all levels of appropriate waste management and minimisation behaviour, i.e. re-use, recycling, recovery, treatment, and disposal.

Council currently runs or supports several waste education and behaviour change programmes aimed at all levels of the community. It financially supports the:

- EnviroSchools programme facilitated by Waikato Regional Council. EnviroSchools aims to take a holistic approach to environmental education through planning, designing and creating a sustainable school. There are 10 active schools in the district.
- Zero Waste Education (ZWE) programme that teaches children about sustainable resources. They arrange school visits which aim to engage and educate children about waste management.
- Paper4trees Programme operated by the Environmental Education for Resource Sustainability Trust (EERST). This national school programme rewards schools with trees for recycling paper. It is acknowledged that this programme is focused on recycling rather than reduction.
- Love Food Hate Waste New Zealand programme run by WasteMINZ and funded by Territorial Authorities. This programme is focused on giving practical actions and information to New Zealanders wanting to reduce their food waste.



- Para Kore programme that delivers education and training on marae to increase the reuse, recycling and composting of materials.
- Transition Matamata local community group
- WasteMinz TA Forum
- A-Mark Direct – Rural schools

Council also makes use of social media, radio and print advertising to support key waste services messages.

#### 4.2 Re-use

The MPDC approach to re-use is to support existing local and regional community based or private sector organisations that take second-hand goods for repair and resale. MPDC RTS do not have re-use shops.

Private organisations also offer the re-use of waste or diverted materials. For example, recovery of scrap metal and wood by skip bin operators.

Table 2 shows the opportunity shops in the district. There are also multiple options in neighbouring districts. In addition to physical stores there are also online options such as TradeMe.

**Table 2 Matamata-Piako district opportunity shops**

Matamata	Morrinsville	Te Aroha
Hospice	Hospice	Salvation Army
The Op Shop	Red Cross	Good as New
Salvation Army	WORN	Fur-Get-Me-Not
Red Cross	Everybodys Op Shop	Opportunity Shop
Community Chest		Mountain Railway Op Shop

#### 4.3 Recycling

This section outlines the available recycling services. It should be noted that over recent years the end to end recycling system has been significantly impacted by commodity price fluctuation due to China National Sword restrictions since 2018. This impacted the Eastern Waikato Shared Services Solid Waste Contract and the cost of recycling services. Nationally this has led to restrictions on the range of mixed plastics and mixed paper that is recycled, and in some cases, increased volumes of waste disposed to landfill. Covid-19 lockdown also impacted the processing of recyclables. Due to national messaging many local authorities are now dealing with higher levels of contamination in the recycling bins, which can impact the recycling service.

##### 4.3.1 Recycling Services

There are several council services that cater for the diverted materials market within the district. These include the kerbside recyclables collections provided by contractors on behalf of MPDC, and recycling facilities at MPDC RTS.

In addition, some private waste companies offer commercial businesses recycling collection services. There is no data on the volumes captured or utilisation of private services.

#### 4.3.2 Processing Facilities

There are no diverted material processing facilities in the Matamata-Piako district. MPDC uses facilities in neighbouring districts for the processing of material it collects. A summary list of known recycling/recovery facilities in neighbouring districts used by both the private sector and other councils are outlined in Table 3.

**Table 3 Diverted material processing facilities outside Matamata-Piako district (excluding organics)**

Name/Operator/Owner	Type	Key service / waste stream	Location
Smart Environmental Ltd	MRF and bulking station	Sorting and bulking of recyclables	Kopu
EnviroWaste Services Ltd	MRF	Sorting and bulking of recyclables	Hamilton
Visy	Materials Recycling Facility and glass furnace (previously OI)	Glass and other materials sorting	Onehunga, Auckland
Envirofert	Cleanfill	Clean plasterboard	Tuakau
South Waikato Achievement Trust	Dismantling site	Electronic waste	Tokoroa
SIMS Pacific	Scrap yard	Metals	Auckland
Oji Fibre Solutions	Materials Recycling Facility	Paper and card	Auckland

#### 4.3.3 Product Stewardship/Take Back Schemes

A summary list of known product stewardship schemes operating in New Zealand is outlined in Table 4.

**Table 4 Known existing product stewardship schemes in New Zealand**

Product Stewardship Scheme	Service/Key waste stream
AgRecovery	Provides NZ farmers and growers with programmes for container recycling, drum recovery and collection of unwanted and/or expired chemicals.
Dell New Zealand	Take-back of Dell branded computer equipment.
Envirocon	Waste concrete (including potentially harmful liquids) is diverted from landfill and upcycled into value-added precast concrete products for the Interbloc Modular Wall System.
Exide Technologies	Take-back vehicle batteries.
Fuji Xerox Zero Landfill Scheme	Fuji Xerox remanufacture, reuse and/or recycle used equipment such as printers, photocopiers and printing consumables. Parts that cannot be reused are recycled.
Fonterra Milk in Schools recycling programme	Milk cartons (including straw and straw wrapper) are collected from schools participating in the programme. They are broken down into components (paper, aluminium foil and plastic) and recycled into roof tiles, books and paper.
Glass Packaging Forum	The forum connects businesses that sell glass-packaged consumer goods with those that collect and recycle glass. This helps to improve the quality and quantity of glass recycled. The aim is zero container glass to landfill.
HP New Zealand	Take-back of HP/Compaq branded computer equipment.
Interface ReEntry Programme	The scheme recycles used Interface carpet tiles into new carpet tiles and other products. PVC backed carpet tiles beyond their usable life are sent back to the original manufacturer in the US where they are stripped and remanufactured.
Plasback	Plasback collects and recycles agricultural plastics such as bale and silage wrap, and crop bags. The silage plastic is recycled into Tuffboard, a plywood replacement sheet that has many uses on farms.

Product Stewardship Scheme	Service/Key waste stream
Refrigerant recovery scheme	The Trust for the Destruction of Synthetic Refrigerants, also known as RECOVERY collects and responsibly disposes of refrigerants used in the refrigeration and air conditioning industries.
Resene Paintwise	Take-back of Resene branded paint and paint receptacles. User pays for non-Resene branded paint and paint receptacles.
RE:Mobile	The programme offers e-waste recycling for mobile phones and accessories. Unwanted mobile phones still in working order are sold for refurbishment and resale overseas while others are recycled. Proceeds from the scheme are donated to Sustainable Coastlines, an organisation which plants trees along waterways to restore habitats for native animals, reduce sediment and improve water quality.
Recovery Oil Saves the Environment (ROSE)	The used-oil recovery programme enables users, oil producers and regulators to responsibly collect, transport, use and dispose of used oil.
Soft Plastic Recycling Scheme	Soft plastic packaging is collected from participating stores and delivered to two NZ processors – Future Post in Waiuku and Second Life Plastics in Levin. The soft plastics are made into new products such as plastic fence posts, cable covers & garden edging.
Sharp Comprehensive Recycling and Waste Reduction Scheme	Sharp New Zealand aims to reuse and recycle 100% of its packaging materials, electronic products, equipment and obsolete and used parts.

There are several other commercial organisations that will accept waste materials for recycling, though recycling is not their main function. For example, Hearing Aid batteries can be recycled through Pharmacies; EIS freely accepts residential eco-bulbs for recycling.

The Rubbish and Recycling pages on the MPDC Website detail how to reduce, re-use, recycle, recover, and dispose of waste in the district.

#### 4.4 Recovery

The WMA defines recovery generally as the extraction of materials or energy from waste or diverted material for further use or processing, and this includes making waste or diverted material into compost.

MPDC currently runs or support services for the effective and efficient recovery of organic materials including:

- Encouraging home composting, bokashi or worm farming.
- All MPDC RTS have separate green waste facilities. The green waste is managed by the Waste Services contractor and is generally processed at Envirofert in Tuakau.

A summary of known organic waste operators is provided below in Table 5.

**Table 5 Organic waste operators**

Name/Operator	Type	Key service / waste stream	Location
Waste Management NZ Ltd	Green waste private collection	Green waste collection from 240 litre mobile bins (monthly pick up), medium skip bin (as required) and FlexiBins (weekly).	Hamilton
Redlid	Green waste private collection	Green waste collection from 240 litre mobile bins, 600L garden bags or 3,6 or 9 cubic metre skips (as required pick up)	Hamilton
Wheelie Bin Services Ltd	Green waste private collection	Green waste collection from 240 litre mobile bins (monthly pick up) and 4,7 or 9 cubic metre skip bin for compost collection (as required).	Waharoa
Enviro Waste Services Ltd	Composting Facility	Green waste, food Wastes	Hampton Downs
Envirofert	Composting Facility	Green waste, food wastes	Tuakau
Waste Management NZ Ltd/Living Earth	Composting Facility	Green waste and food wastes	Tirohia
TCDC	Trial facility - composting	Green waste, biosolids	Whitianga
Wilson Sand	Composting Facility	Green waste	Matamata

## 4.5 Treatment and Disposal

### 4.5.1 Hazardous Waste

Hazardous Waste facilities are located at each MPDC RTS for the collection of domestic quantities for a fee. When required, the collected chemicals are neutralised and treated by a professional chemical contractor. It is noted that these facilities are not well used, and further investigation is recommended to learn where the hazardous waste in the Matamata-Piako district is going.

### 4.5.2 Landfills

Waikato Regional Council regulates landfills and closed landfills. There are three closed landfills located in Matamata, Waihou, and Morrinsville, there are no active Class 1 Landfills in the district. All municipal solid waste from the three MPDC RTS is disposed to the Class 1 Tirohia Landfill in the Hauraki district. Tirohia is privately owned and operated by Waste Management NZ Ltd and has a landfill gas capture system. Captured gas is used to generate power. Tirohia is expected to meet the Matamata-Piako district's residual waste needs until the end of its consent in 2035.

In addition to Tirohia landfill, the Hampton Downs landfill in Waikato district is also a Class 1 landfill that could take MPDC's tonnage.

### 4.5.3 Litter Bins

MPDC operates a network of litter bins for the disposal of waste while people are "out and about". Most of the litter bins are located in shopping centres, significant reserves and recreation areas. Kaimai Valley Services (KVS), the works division of MPDC, regularly collect the rubbish from these bins and deliver them to the RTS.



#### 4.5.4 Fly tipping/Illegal dumping

Low amounts of illegal dumping or fly tipping of rubbish occurs in remote areas, recreational areas, abandoned properties and on roadsides. Rubbish can also be found dumped outside the RTS and piled up beside urban litter bins. Roadside rubbish is typically cleaned up by MPDC’s roading contractors. Other illegal dumping sites are uplifted by KVS, and where applicable litter enforcement notices are issued.

As RTS fees increase (through ETS and Waste Levy Costs), it is possible that the incidence of illegal dumping will also increase, as people perceive that they cannot afford to appropriately dispose of waste.

The Department of Conservation and Waikato Regional Council also have responsibilities for illegal dumping. The extent of the problem of illegal dumping is not known, as each organisation records it differently. The issue of Freedom Campers was raised at a national level following tourism industry concerns of the anticipated increase in tourism numbers during the Rugby World Cup. Individual local authorities have implemented a range of bylaws, restrictions, and measures depending on the extent of the concern locally.

#### 4.6 Regulation

In addition to waste facility assets and the provision of services, Council also has responsibilities and powers as a regulator and statutory obligations placed upon them by the WMA.

Council operates in the role of regulator with respect to:

- management of litter and illegal dumping under the Litter Act 1979
- trade waste requirements
- nuisance-related bylaws

The WMA requires that Council review their waste bylaws every five to ten years. Waste-related bylaws must not be inconsistent with a council’s WMMP which is reviewed every six years. Table 6 summarises the current scope of the solid waste bylaw in the district.

**Table 6 Solid waste bylaw – Matamata-Piako district**

Bylaw	Bylaw came into force	Purpose
<b>Solid Waste Bylaw</b>	2017	Purpose is to support: <ul style="list-style-type: none"> <li>• The promotion and delivery of effective and efficient waste management and minimisation in MPDC as required under the WMA 2008</li> <li>• The implementation of Council’s WMMPs</li> <li>• The purpose of the WMA and the goals of the NZ Waste Strategy</li> <li>• The regulation of the collection, transport, and processing of waste</li> <li>• The protection of the health and safety of waste collectors, waste operators and the public</li> <li>• The management of litter and nuisance in public places.</li> </ul>

There is scope to review the existing Solid Waste Bylaw to ensure it covers wider waste issues such as:

- Consent to collect household waste
- Ban on identified waste streams to landfill
- Collection requirements
- Facility requirements

The Waikato Regional Council also has responsibilities and powers as regulator and statutory obligations.

## 5 Future Growth and Demand for Waste Services

The future demand for waste services will be influenced by a number of key drivers including:

- demographic change, e.g. population, household changes
- change in commercial and industrial activity/economic conditions
- land use changes
- impact of waste flows from other districts
- consumption patterns and product quality
- the occurrence of natural disaster events
- national policy and legislation, e.g. product stewardship schemes, waste levy changes, ETS changes
- impact of waste minimisation behaviour change programmes
- community expectation

In taking the above demand drivers into account it is noted that there will be continued pressure on existing waste management and minimisation infrastructure and services. While there is adequate landfill disposal capacity in the medium to long term future, it is the MPDC's desire to improve its capacity to divert waste.

Although there is low projected population growth there will be some increasing demand over time on MPDC's kerbside collection services. These demands can be met through expansion of fleet and collection routes and the existing transfer stations.

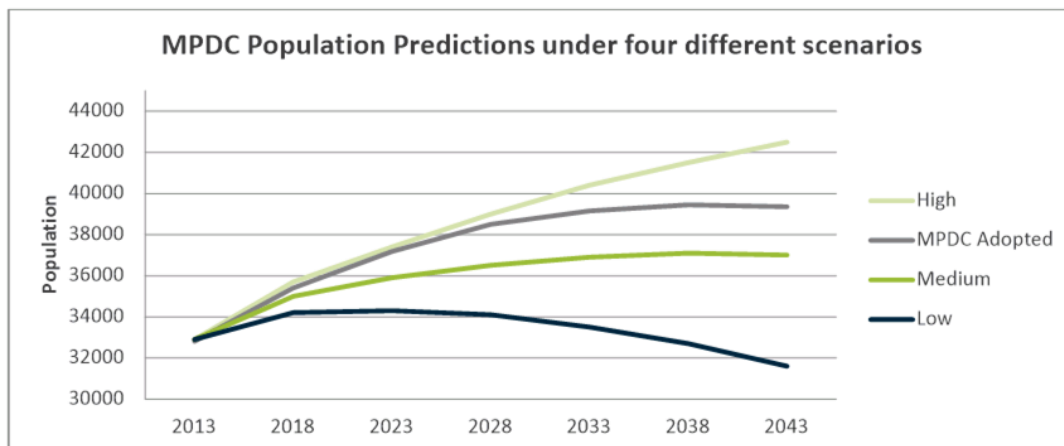
### 5.1 Demographics/population change

A key factor affecting future demand is population growth. The following data has been sourced via Statistics New Zealand data and Infometrics projections adopted by MPDC. Figure 18 graphically displays different growth scenarios and the adopted population projection. The Matamata-Piako population has grown by an average of 1.5% over recent years. This steady growth is expected to continue in the short term but slow further over a 20-year period. The local population trends are:

- Some growth is expected to be driven, at least in part, by intensification and the increased development of multi-unit dwellings (MUDs) which are likely to require special waste services.
- Population growth in urban areas of MPDC is expected to be more likely single dwellings with standard kerbside collection services.
- Our population aged 65+ years is growing. This is likely to result in more specialised retirement villages, perhaps similar in intensity levels to MUDs. Resource consent applications received by MPDC show that these types of developments are on the rise in Matamata, for example the Long Islands retirement complex.



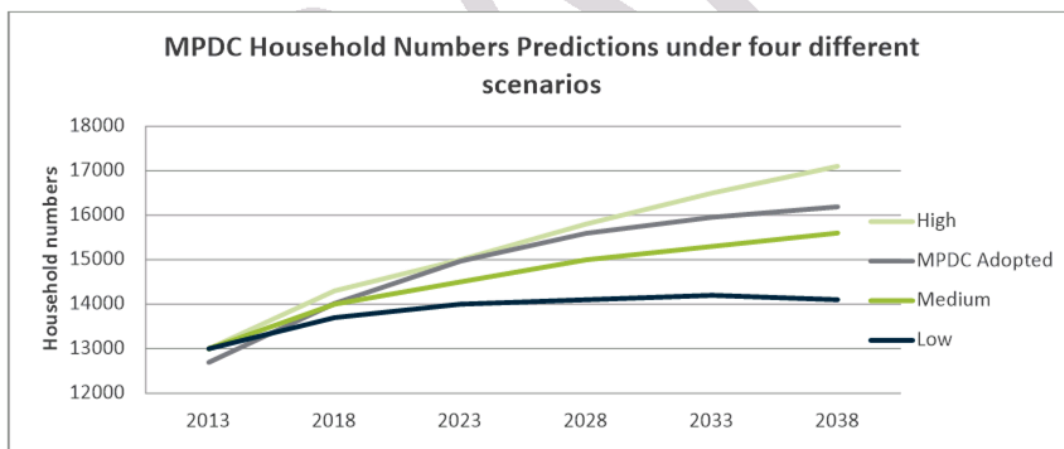
Figure 18 Matamata-Piako Predicted Population Growth



Perhaps more important from MPDC’s perspective for waste planning is the projection of the number of occupied dwellings. Kerbside collection services are currently provided to 9250 premises across the district.<sup>4</sup> For waste management planning purposes councils generally tend to plan services using the number of households. Household numbers generally mirror the expected changes in population growth.

Figure 19 graphically displays Statistics New Zealand different household growth projections under three scenarios as well as the adopted MPDC projection.

Figure 19 Matamata-Piako Predicted Household Growth



## 5.2 Commercial and industrial economic activity

The other factor that has a large determinative effect on the volume of waste produced is industrial activity and economic conditions as measured by the Gross Domestic Product (GDP). In 2019, the Matamata-Piako district GDP represented 0.7% of New Zealand’s GDP, valued at \$2.1 billion. Key points include:

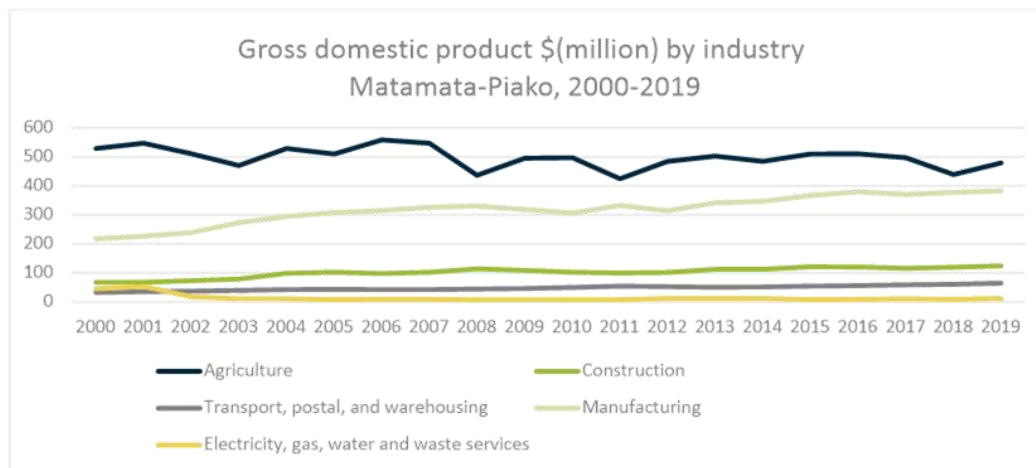
- From 2009–19, Matamata-Piako’s economy increased 17.6% (national increase was 28.5%)
- The 2009–19 increase was primarily driven by dairy product manufacturing and agriculture

<sup>4</sup> Accessed 23 Sept 2020 <https://www.mpd.govt.nz/rubbish-a-recycling>

- In 2018, Matamata-Piako’s GDP decreased 0.8%, driven by decreases in agriculture (primarily dairy cattle farming)
- In 2019, Matamata-Piako’s GDP increased 4.1%, driven by increases in agriculture (primarily dairy cattle farming).

Figure 20 shows the growth by industry of key sectors in the Matamata-Piako district since 2000. Manufacturing shows steady growth while Agriculture is more variable.

Figure 20 MPDC historical economic growth by industry 2000-2019



### 5.3 Land use changes

In general, there has not been any significant changes in land use or industry that affect the demand for waste services. The district continues to have a strong agriculture industry. Tourism activity has been strong within the district, however this was impacted by Covid-19 in 2020, but the impact is expected to be short term. There is an ongoing trend of more lifestyle developments across the district, however this is not significant with population projections not increasing significantly.

### 5.4 Waste from other areas

The policy, services, and facilities of one district or region can dramatically impact on demand for services in neighbouring districts. This is well demonstrated in other parts of New Zealand, where policy and/or pricing changes have a direct relationship on waste movements between districts. The location and pricing of landfills and transfer stations will have an effect on the amount of waste received by them. Pricing and location are the key causes of waste flight between districts.

MPDC collaborate with neighbouring councils in setting fees and charges and all landfill disposal and processing is outside of the Matamata-Piako district.

### 5.5 Community Expectation and Consumer behaviour

If waste minimisation objectives continue to be important to the community, demand will continue for kerbside collection of recyclables and there will be increased demand for the collection of other recoverable materials as well as the associated processing infrastructure. There may be increasing pressure on existing resource recovery centres to expand their capacity and, if these objectives are to be met, there is likely to be a need for RTS not currently providing recovery services to develop their operations.

A key strategy to achieve diversion targets is the development of resource recovery facilities at RTS where a great proportion of reusable and potential divertible material is captured. There is the opportunity for local circular economy businesses to co-locate at the RTS sites to support this diversion.

Consumer behaviour is a key driver for household waste generation in particular. OECD research indicates that there are a number of factors that influence household waste generation including:

- family composition, e.g. household numbers and children
- household income and size
- attitude toward the environment and recycling
- presence of volume-based charging systems for waste
- frequency of waste collection
- technological shifts and product supply changes
- increased product packaging
- presence of infrastructure and services to enable resource recovery.

These issues are the target of a range of council and government policies and programmes, both at a local and national level. Although contributing factors such as family size and household income are difficult to influence, there are positive correlations between attitude toward the environment and waste generation that can be influenced.

Other important factors are the presence of volume-based charging systems, such as user-pays schemes and other economic disincentives such as waste levies.

Another example of how these factors can be influenced is through the establishment of product stewardship schemes for priority products. There are a number of local 'community-based social marketing' programmes that have arisen over the last decade, including several of them implemented as part of MPDC's waste minimisation education programmes. These policies and programmes have the common aim of reducing waste generation at a household level by targeting influencing factors.

MPDC ran a community consultation programme in 2020 which has helped to understand community views relating to solid waste services (<https://www.mpd.govt.nz/have-your-say/solid-waste>). In summary the community supports:

- a vision to become a zero-waste community by 2038
- a move to rates funded 80L refuse bin collected weekly
- continued provision of recycling collections
- the development of resource recovery centres in Matamata and/ or Morrinsville and maintaining the Waihou (Te Aroha) transfer station

There was not strong support for a food scrap bin collected weekly.

## 5.6 Natural and man-made disasters

Natural and man-made disasters apply a different pressure upon waste services and other inter-related services. The earthquakes in Christchurch, the Covid-19 pandemic, and China's National Sword Policy re-emphasise the need for planning. Lessons can be learnt from these events to assist in preparing for future events in the Matamata-Piako district.

## 5.7 National policy and legislation

Central Government has an important role to play in driving waste minimisation across the country, including in the Matamata-Piako district. National policy will always influence the demand for waste services. Councils can advocate for changes at a national level, that then support local waste minimisation efforts, through active participation in consultation processes. By participating in consultation, MPDC can ensure that Matamata-Piako-specific considerations are factored into national legislation. There are several policy and legislation changes being considered in the short term including:

- priority products, product stewardship schemes and a container return scheme
- waste levy increases and the Emissions Trading Scheme (ETS)
- response to China National Sword
- response to Covid-19's effect on the national economy

Legislation such as the WMA contains a range of mechanisms aimed at reducing waste to landfill, such as the waste levy and product stewardship provisions. While some of these were discussed in Chapter 2, they are assessed further here with respect to their implications on future demand and as demand management strategies.

### 5.7.1 Priority products, product stewardship schemes and a container return scheme

Product stewardship relates to a process through which those involved in the lifecycle of a product or service are involved in identifying and managing its health, safety and environmental impacts from the development and manufacture of a product through to its use and final disposal.

For example, there are many products that are difficult or hazardous to dispose of, yet the industry takes no responsibility for ensuring final disposal of the product. Schemes are often required to allow for disposal costs to be added to a product, such as in 'take back' or 'deposit refund' schemes, which work well in some countries for products such as tyres or containers.

Other issues stem from the rapid nature of technological change and thus obsolescence of some products, even before the end of their usable life.

While product stewardship schemes in New Zealand accredited under the WMA are likely to focus on minimising waste, they may also reduce other environmental impacts during the product's lifecycle. Some schemes may work to ensure a product is disposed of properly or recycled, while other schemes may work to make changes in the design of a product to reduce the use of toxic material. This would likely reduce both the environmental impact of manufacturing and make recycling easier.

The WMA provides for regulations to be developed in relation to the priority products that are identified by the Government. The Government recently identified the following proposed priority products:

- tyres
- electrical and electronic products (e-waste)
- refrigerants and other synthetic greenhouse gases
- agrichemicals and their containers
- farm plastics
- packaging (beverage packaging, single-use plastic packaging)



MPDC will continue to support national and local product stewardship schemes and advocate to see schemes developed that support local waste diversion initiatives. MPDC will continue to collaborate with neighbouring Councils to develop and support waste diversion initiatives.

The Container return scheme will potentially impact the kerbside recycling service.

#### 5.7.2 Waste Disposal Levy Increase and Emissions Trading Scheme (ETS)

Aside from the product stewardship provisions of the WMA, it also contains Waste Disposal Levy provisions which, as discussed in Chapter 2, will provide funding to promote waste minimisation initiatives and if increased over time will provide a disincentive to landfill waste. It is likely that the waste levy will be increased significantly over this WMMP planning cycle with final ratification of the Government's proposed increases expected in late 2020. Once ratified, the Waste Disposal Levy will increase from \$10 per tonne to \$60 per tonne and extend its application to other types of landfill (but at a lower cost per tonne).

The large increases in levy rates and ETS costs are expected to reduce demand for landfill services and increase demand for recycling and waste diversion. They may also increase the need for enforcement to address illegal dumping.

Proposed increases in the waste levy are occurring at the same time as measures are being implemented to increase ETS costs. Increased ETS price and reduction in availability of NZ Units in the ETS is anticipated in this WMMP planning cycle. The cap on the price of NZ Units is expected to increase from \$25 per tonne to \$50 per tonne. The subsequent increase in waste disposal cost will be specific to a particular landfill. Indicatively ETS costs may increase from \$5-15 per tonne to \$10-30 per tonne. These changes are also expected to increase demand for recycling and waste diversion.

#### 5.8 China National Sword

The imposed restriction on the quality of recyclable material accepted by China has had a global impact on the market and revenue for recyclables, particularly mixed plastic and mixed paper. The significant reduction in commodity prices and difficulty in finding stable markets has led to changes to recycling collection and processing services. This includes limiting the types of some materials collected, removing glass from mixed collection services, and a focus on reducing contamination through the end-to-end process. Over recent years, including during the pandemic, some recyclables previously diverted from landfill have been cleanfilled or landfilled with no cost-effective available alternative.

For this situation to change Government needs to take leadership on the issue and remove non-recyclable plastics from the market. Due to affordability and logistical reasons it is currently difficult to implement effective measures at a district level.

#### 5.9 Projected waste volumes

Over recent years there has been an increase in waste to landfill in the Matamata-Piako district (see Chapter 3 for more analysis). The key factors that influence this are the high proportion of residents and businesses that choose to use a private collection service, disruption to recycling markets and the range of products that can be diverted, and the prevailing economic conditions. While there has been a focus to divert material from landfill from domestic sources, this has not translated into industry and commercial sources. Chapter 3 also discussed the fact that significant diversion potential still exists. Covid-19 has had an impact on the economy and tourism however the agriculture sector remains stable. Overall waste volumes are expected to remain stable unless investment in infrastructure and services impacts volumes. The biggest impact will be if MPDC changes how the service is provided and funded, and the proportion of waste collected by MPDC versus the private sector.

Figure 21 provides actual and projected waste volumes to landfill and diversion volumes, based on different levels of MPDC intervention in MPDC provided services.

For the purposes of the projection the total diverted material figure for 2019/20 was increased by using the average greenwaste tonnage for the last four years (1,386 tonnes) instead of the actual tonnes collected (685 tonnes) which gives a status quo diversion percentage of 42% instead of the actual of 38%. This recognises that the greenwaste figure for 2019/20 was likely low due to extra decomposition occurring while collection was delayed during the COVID-19 period from February to May 2020.

The scenarios modelled are:

- Status quo – no change to services or programmes (42% of total MPDC Kerbside and RTS services material diverted 2019/20)
- Enhanced status quo – minor changes to services, increased education to increase the diversion of recyclables, minor improvements at RTS (increasing to 49% of total MPDC Kerbside and RTS services material diverted from 2023/24)
- Advanced status quo – significant investment into new services and facilities to support greater diversion (increasing to 60% of total MPDC Kerbside and RTS services material diverted from 2022/23)

Further description of options to support waste diversion are provided in Chapter 7.

**Figure 21 Projected waste volumes**



The projected waste volumes shown above illustrate the expected change in kg/capita/year based upon three different options that could be introduced from 1st July 2023.

The status quo will not result in any improvement in MPDC achieving its vision and targets. However, the enhanced or advanced options show a significant opportunity to reduce the amount of waste sent to landfill (and a corresponding amount of waste diverted per capita).



Under the enhanced option landfilled waste is expected to reduce over the period of the plan from the expected 2020/21 level of 150kg per capita to 131kg per capita. Diverted material is expected to increase from the expected 2020/21 level of 107kg per capita to 126kg per capita.

Under the advanced option landfilled waste is expected to reduce over the period of the plan from the expected 2020/21 level of 150kg per capita to 103kg per capita. Diverted material is expected to increase from the expected 2020/21 level of 107kg per capita to 154kg per capita.

The projections above are based on MPDC's current RTS and kerbside collection services tonnage and an average greenwaste figure as mentioned above (noting that not all households use the MPDC service). If there is a future increase in use of MDPC kerbside services, then the potential divertible tonnage will likely increase.

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## 6 Council's Future Planning Framework

### 6.1 Where do we want to be?

This section considers MPDC's direction with regard to vision and targets for achieving waste reduction and for meeting the forecast demand for services.

The reason for discussing MPDC's vision and targets is to provide a sense of direction when scoping the options. It is difficult to scope what options might be needed if there is no consideration for the outcomes desired. The vision and targets discussed in this Waste Assessment have been derived from looking at the MPDC's proposed WMMP and LTP and Asset Management Plan.

#### 6.1.1 Vision

MPDC has an aspirational vision of 'Zero waste 2038; working towards a low-waste future and a circular economy'.

#### 6.1.2 Goals and Objectives

G1: A community committed to minimising waste sent to landfill

- Provide sustainable services that are cost-effective to the community as a whole.
- View waste as a resource, improving and modifying collections and facilities so that more materials and products can be diverted from landfill.
- Prioritise waste reduction, reuse, recovery and recycling initiatives that align with other council objectives.
- Promote, encourage, and emphasise reduction, reuse and recycling.
- Remove or reduce barriers that are preventing the community make best use of existing services and any potential new services.

G2: A community that considers, and where appropriate implements, new initiatives and innovative ways to assist in reducing, reusing and recycling wastes

- Process and manage waste locally, or within the district, wherever feasible and cost-effective.
- Investigate and implement new services, facilities, or other initiatives that will increase the amount of waste reduced, reused, or recycled.
- Investigate the feasibility of developing community resource recovery centres for bulky goods, e-waste, rural waste and other waste streams to 'future-proof' our Refuse Transfer Stations.
- Consider the Circular Economy in making any decisions.

G3: Minimise environmental harm and protect public health

- Ensure the reduction of environmental harm is understood from a holistic perspective that incorporates tikanga and mātauranga Māori (indigenous knowledge) as an important component of sustainable practices.
- Consider the environmental impact and public health implications of all waste management options and choose those that are cost-effective to the community, while also protecting environmental and public health.

### 6.1.3 Targets

Proposed targets are:

- Proportion of waste diverted (recycling or composted) from transfer station and kerbside recycling collection service
  - 45% or more of the total waste diverted from landfill.
- A 30% decrease in organic waste going to landfill by 2025
- Total quantity of kerbside household waste sent to landfill
  - Reduction of 1% per person per year (from previous year).
- A minimum of 5 new waste minimisation services are implemented before 2025 (i.e. e-waste, batteries, etc).

### 6.2 Matamata-Piako Specific Issues

Having reviewed progress against the previous WMMP Action Plan and considering the change in waste quantities since the last WMMP, Council have identified the following issues that need to be addressed in the next WMMP:

#### 1. Increasing waste to landfill

The volume of waste disposed to landfill in the Matamata-Piako district has been increasing. MPDC has limited influence over the quantity of waste disposed as the majority of residents and businesses use private sector refuse services (bins) rather than the MPDC refuse bag service. Private sector bins contain a higher proportion of potentially divertible material (such as glass) than MPDC refuse bags.

#### 2. Decline in diverted material

Recent disruption to recycling markets has impacted the range of materials collected for diversion from landfill. This has impacted the cost of the service and the achievement of diversion targets.

#### 3. High volume of divertible material disposed through RTS

Readily recoverable dry recyclables, construction and demolition waste, organic and re-usable items are disposed at RTS by mostly residential customers, when they could be reduced, re-used, or recycled with more options to separate waste streams at RTS.

#### 4. High volume of organic waste going to landfill

While green waste is separated at the RTS, there is currently no separate organic collection and processing service offered by MPDC and low resident preference for an organic kerbside collection service. There are nearby organic processing facilities available that MPDC could utilise if a collection service were introduced.

#### 5. Cost and volume uncertainty due to legislation change

Significant national regulation changes are likely to occur in this WMMP planning cycle. These include an increase in the Waste Disposal Levy, and an increase in price and reduction in availability of NZ Units in the Emissions Trading Scheme. The possible introduction of a container return scheme and other product stewardship schemes may impact recycling bin composition and RTS waste composition. These changes may impact the range and type of services offered by MPDC.

These issues are relevant to the options discussed in Chapter 7.

## 7 Options Assessment

This chapter reviews the practicable options available to meet the forecast demand for waste management and minimisation services in the Matamata-Piako district and addresses district specific issues.

Table 7 below expands on the district-specific issues listed in Chapter 6 and presents options that MPDC could introduce to address those issues. The options cover education, regulation and service provision. The options are then assessed for alignment with waste minimisation targets, costs and ease of implementation. Several options are recommended to be included in the WMMP for consultation with the community.

### 7.1 Kerbside options

Enhanced Status Quo

- Provide a MPDC kerbside rates funded refuse bin service to restrict disposal volume (size and/or frequency).
- Extend MPDC's kerbside collection service to more rural households and to businesses. (not recommended but extent of current urban collections will be reviewed)

Advanced Status Quo

- Provide a separate organic collection service, for green waste, kitchen waste or both to urban households. (not community preference but options will be reviewed)

### 7.2 RTS options

Enhanced Status Quo

- Provide additional education and staff at RTS.

Advanced Status Quo

- Upgrade existing RTS to resource recovery centres with more diversion options offered, adjust layout and charging to promote diversion over disposal.



Table 7 Options Assessment

Issue	Description	Approach	Options	Increased diversion	Cost	Ease of implementation	Commentary	Recommended option for WMMP
1. Increasing waste to landfill	<p>The volume of waste disposed to landfill in the Matamata-Piako district has been increasing.</p> <p>MPDC has limited influence over the quantity of waste disposed as the majority of residents and businesses use private sector refuse services (bins) rather than the MPDC refuse bag service.</p> <p>Private sector bins contain a higher proportion of potentially divertible material (such as glass) than MPDC refuse bags.</p>	Influence	1.1. Encourage residents to use the MPDC diversion service to reduce waste to landfill.	Low	Low	Simple	Review communication strategy and promotion of MPDC solid waste services.	Yes
			1.2. Establish a business waste minimisation programme to advise business on ways to reduce waste.	Low	Low	Relatively simple	Lead initiatives to promote the establishment of business waste minimisation programmes.	Yes
			1.3. For rural waste, adopt a proactive and collaborative approach working with Waikato Regional Council, Ministry for the Environment and private sector parties, such as AgRecovery and Federated Farmers, on farm waste management to address the potential for harm to the environment and adverse community health effects.	Medium	Low	Simple	Look to adopt NZ Rural Waste Minimisation Project guidelines and work with the industry to improve farm practices. This would include providing information on disposal options from recognised good practice disposal operators.	Yes
		Regulate	1.4. Enforce the current bylaw and advocate for Waikato Regional Council to enforce regulations	Medium	Medium	Relatively simple	<p>The current bylaw encourages the separate of refuse, recycling and organic and the licensing of waste operators but may not be fully enforced. The Waikato Regional Council has regulations to protect the environment and managing the burning and disposal of waste but may not be actively monitored and enforced.</p> <p>The major commercial waste operators offer private recycling and organic services, however, these may not necessarily be offered within the Matamata-Piako district.</p> <p>The enforcement of licenses and requirement to separate materials may have a degree of opposition. However, the current bylaw and Waikato Regional Council regulations should be monitored and enforced.</p>	Yes
			1.5. Review the effectiveness of the current bylaw in supporting waste diversion and protecting the environment from harm and implement changes.	Low	High	Complex	The introduction of new bylaws can be complex and time consuming to implement. This option would have compliance monitoring and enforcement costs that would need to be funded.	No
			1.6. Restrict or ban specific types of waste in kerbside rubbish collection bins.	Medium	High	Complex	Bans on particular materials can be difficult to implement.	No
			1.7. Implement better data reporting aligned to the National Waste Data Flow standard.	Low	Low	Relatively simple	Improved data provides better understanding of total discarded volumes both domestic and commercial which helps to set realistic strategic objectives and policies. MPDC is required to hold and report against accurate and reliable data.	Yes
			1.8. Provide a MPDC kerbside rates funded refuse bin service to restrict disposal volume (size and/or frequency).	Medium	Medium	Relatively simple	<p>Restricting the volume of kerbside refuse bins would encourage residents to use diversion services and alternatives.</p> <p>Recent consultation indicates strong support for a MPDC rates funded kerbside refuse bin service. The timing of a change in refuse collection services will need to align to a change in waste service contract (2023).</p> <p>Although a universal MPDC service is likely to be cheaper than private collection services due to the economies of scale, it would increase the cost of MPDC rates (which should be offset by a reduction in private bin or refuse bag costs) and reduce customer choice in collection service provider.</p>	Yes
		Service	1.9. Extend MPDC's kerbside collection service to more rural households and to businesses.	Medium	High	Complex	<p>It is unlikely to be cost-effective to provide services to all rural residents due to the distances between properties. Some rural roads are not suitable for MPDC collection vehicles. Rural households often have alternative arrangements in place for their waste disposal and do not want a kerbside collection service.</p> <p>Business customers often require additional capacity to that offered by the MPDC service and have access and storage limitations at their premises. Bespoke arrangements are often required, with these better suited to private service providers.</p>	No

Issue	Description	Approach	Options	Increased diversion	Cost	Ease of implementation	Commentary	Recommended option for WMMP
2. Decline in diverted material	Recent disruption to recycling markets has impacted the range of materials collected for diversion from landfill. This has impacted the cost of the service and the achievement of diversion targets.	Influence	2.1. MPDC will promote and support resilient end to end recycling options and local circular economy initiatives.	Low	Low	Relatively simple	Lead initiatives to promote local circular economy initiatives and resilience recycling. This includes any legislative changes such as the Container Deposit Scheme.	Yes
			2.2. Continue to promote waste minimisation consumer behaviour.	Low	Low	Simple	Continue to fund and promote waste education programs that encourage waste minimisation behaviour	Yes
			2.3. Work with recycling processing facility operators to improve sorting capability and increase market availability and price for recycling products	Medium	Medium	Complex	Work with local and regional recycling processing facilities to understand what can be done to improve recycling systems	Yes
3. High volume of divertible material disposed through RTS	Readily recoverable dry recyclables, construction and demolition waste, organic and re-usable items are disposed at RTS by mostly residential customers, when they could be reduced, re-used, or recycled with more options to separate waste streams at RTS.	Influence	3.1. Provide advice to customers at the RTS to encourage diversion.	Medium	Low	Relatively simple	Embed initiatives that support the waste hierarchy (reduce, reuse, recycle) so when economic growth occurs end to end systems are in place to support waste diversion and beneficial use, instead of disposal. This could include the provision of an education service at existing RTS that encourages users to recover rather than dispose of discard material and would therefore be relatively simple to implement.	
			3.2. Provide information to customers about where to take reusable items, such as bulky items, C&D items, Ag Recovery items, and organics rather than dispose at RTS.	Medium	Low	Relatively simple	Promote existing local and regional facilities that divert discarded material including local industry, business, and charitable trusts.	Yes
			3.3. Advocate and support government circular economy initiatives and promote priority product stewardship schemes.	Medium	Low	Relatively simple	Continue to support circular economy and priority product stewardship schemes	Yes
		Service	3.4. Upgrade existing RTS to resource recovery centres with more diversion options offered, adjust layout and charging to promote division over disposal.	Medium	High	Complex	Due to potentially high capital cost further investigation into viable options is required. Could involve minor changes to existing RTS or more comprehensive improvements to facilities. Further analysis of specific waste stream diversion is required, such as organic material, construction and demolition, farm waste product stewardship initiatives.	Yes
		3.5. Upgrade the current weighbridge software and hardware to support the accurate recording of waste and diversion volumes.	Low	Medium	Relatively simple	MPDC needs to record accurate and reliable information in relation to discarded materials. The software and codes should align to the National Waste Data Flow standards for ease in reporting.	Yes	
4. High volume of organic waste going to landfill	While green waste is separated at the RTS, there is currently no separate organic collection and processing service offered by MPDC and low resident preference for an organic kerbside collection service. There are nearby organic processing facilities available that MPDC could utilise if a collection service was introduced.	Influence	4.1. Promotion of the use of organic waste separation and utilisation of existing regional processing facilities and home / farm composting.	Low	Low	Relatively simple	MPDC can support industry groups and key stakeholders to drive initiatives that derive the most beneficial use from a range of organic material. MPDC can continue to support education programs for residents to reduce food waste and home compost. Continue existing education programs such as "Love Food Hate Waste NZ". Lead initiatives to promote waste reduction and separation of food waste from local businesses.	Yes
			Service	4.2. Provide a separate organic collection service, for green waste, kitchen waste or both to urban households.	High	High	Relatively simple	A kerbside collection service would significantly increase opportunities for diversion of organic material particularly food waste. Recent consultation indicates low preference for this option. Full cost benefit analysis required as to whether this is an appropriate response (this option to be consistent with outcome of MfE collection service review).
		4.3. Extend the separate organic collection service to businesses and rural households	High	High	Relatively simple	It is unlikely to be cost-effective to provide services to all rural residents due to the distances between properties. Some rural roads are not suitable for MPDC collection vehicles. Rural households often have alternative arrangements in place for their waste disposal and do not want a kerbside collection service. Business customers often require additional capacity to that offered by the MPDC service and have access and storage limitations at their premises. Bespoke arrangements are often required, with these better suited to private service providers.	No	



Issue	Description	Approach	Options	Increased diversion	Cost	Ease of implementation	Commentary	Recommended option for WMMP
5. Cost and volume uncertainty due to legislation change	Significant national regulation changes are likely to occur in this WMMP planning cycle. These include an increase in the Waste Disposal Levy, and an increase in price and reduction in availability of NZ Units in the Emissions Trading Scheme. The possible introduction of a container return scheme and other product stewardship schemes may impact recycling bin composition and RTS waste composition. These changes may impact the range and type of services offered by MPDC.	Influence	5.1. Advocate for changes, providing a MPDC perspective.	Low	Low	Relatively simple	Continue to contribute to national and district policy development, advocate to ensure MPDC issues are addressed and are reflected in legislation changes.	Yes
			5.2. Continue to work collaboratively on regional initiatives.	Low	Low	Relatively simple	To effectively manage risks associated with change and uncertainty MPDC needs to continue to work collaboratively with neighbouring Councils and the Waikato Regional Council to support any regional initiatives	Yes
		Regulate	5.3. Review bylaws to make sure they are consistent with national legislation.	Low	Medium	Simple	Continue to review district solid waste bylaws and policies to ensure they are consistent with National guidelines and legislation. This would apply following the introduction of a national collection standard or container return scheme.	Yes
		Service	5.4. Review services and facilities to minimise the cost impact.	Low	Low	Relatively simple	Continue to review the services that MPDC provides. As cost of landfill disposal increases, look to introduce additional diversion options to reduce the cost impact. Provide district facilities and consistent services that support the cost-effective diversion of material from landfill, options outlined above.	Yes

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## 8 Statements of Proposal

In looking at options for meeting future demand MPDC will continue with their current waste minimisation actions (i.e. the status quo) including the continued support and provision of educational programmes. MPDC will also continue to support existing waste minimisation and resource efficiency initiatives, advocate to government for change, maintain the existing transfer station facilities and collaborate with other councils to promote waste management and minimisation.

The Tirohia Landfill along with other regional consented landfills is expected to meet the Matamata-Piako district's long term residual waste disposal needs.

MPDC will review and implement the options to address Matamata-Piako district specific issues. In addition, MPDC propose to continue providing the following waste management and minimisation services:

### 8.1 Reduce

- MPDC will continue to provide a variety of communication, education and behaviour change programmes targeted toward schools, businesses, the wider community and Council's own activities.

### 8.2 Re-use

- MPDC will continue to promote re-use opportunities, e.g. through website directory of re-use companies and investigate upgrading MPDC's RTS to resource recovery parks which could include repair and reuse activities.

### 8.3 Recycle

- MPDC will continue to provide, and in some cases extend, kerbside recycling services to selected properties, both residential and business dwellings.
- MPDC will continue to provide access to public recycling centres distributed throughout the district.
- MPDC will continue to promote separation of recycling from waste and facilitate this at transfer stations with the purpose of increasing recycling rates at the facilities.

### 8.4 Recovery

- MPDC will continue to explore options to assess how organic materials can be better managed within the district.

### 8.5 Treatment

- MPDC will continue to promote responsible hazardous waste collection and disposal within the district and enable drop-off of hazardous waste at its RTS sites.
- MPDC will continue to promote product stewardship options for problem wastes such as agricultural chemicals and e-wastes and enable the use of MPDC's RTS for consolidation of material as part of any schemes established.

### 8.6 Dispose

- MPDC will continue to ensure a regular rubbish collection service is available to households and the public including access to the MPDC's RTS or drop-off facilities and ensure appropriate disposal at regional landfills.

### 8.7 Jointly or individually delivered waste services

The Eastern Waikato Councils provide similar services to their ratepayers and residents and currently have a shared waste services contract. A Section 17A review was completed in May 2020, which recommended the councils move away from shared contracts in future. Each individual Council would take greater responsibility for strategy and policy with individual Waste Assessments and WMMP. When the existing shared services contract expires in 2023, the Section 17A review recommended that the councils undertake joint procurement for their new contracts, but that each council award and manage its own separate service contract. The Section 17A review also recommended that RTS operation be excluded from the joint procurement to enable each council to explore its own RTS operations arrangements, which could include greater use of in-house resources and community groups.

Broader regional waste services collaboration occurs in the Waikato region, with officers from the councils of the Waikato region meeting regularly to share knowledge and explore regional opportunities. Some education services are delivered at a regional level.

## 9 Statement of Public Health Protection

The draft Waste Assessment has to be sent for comment to the Medical Officer of Health for the district.

Comments received are included in Appendix A.

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Appendix A Letter from Medical Officer of Health

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## Appendix B Legislation

### The Waste Minimisation Act (WMA) 2008

The enactment of the WMA in 2008 represented a change in the Government's approach to managing and minimising waste. The WMA recognises the need to focus efforts higher on the waste hierarchy in terms of reducing and recovering waste earlier in its lifecycle, shifting focus away from treatment and disposal. The purpose of the WMA (s3) is to *"encourage waste minimisation and a decrease in waste disposal in order to protect the environment from harm; and to provide environmental, social, economic and cultural benefits"*.

The WMA introduced a number of useful tools such as a framework for developing accredited product stewardship schemes and the creation of a national waste disposal levy.

Central Government has a waste programme to drive national waste sector improvements. Consultation is underway regarding priority products, and an increase in the Waste Disposal Levy and Emission Trading Scheme (ETS). Work is also underway to design a national Container Return Scheme and standardising kerbside collections in conjunction with national investment plans. The impact of these changes on future demand for waste services is discussed in Chapter 5.

While the WMA provides many benefits to local councils, it also provides a number of responsibilities. Part 4 is fully dedicated to the responsibilities of Territorial Authorities which *"must promote effective and efficient waste management and minimisation within their districts"* (s42).

### Climate Change Response Act 2002 and the Climate Change Response (Zero Carbon) Amendment 2019

The Climate Change Response Act 2002 and 2019 amendment provides the basis for a New Zealand Greenhouse Gas Emission Trading Scheme (ETS). The Act requires landfill owners to purchase emission trading units to cover methane emissions generated from their landfill. Should any future solid waste incineration plants be constructed, the Act would also require emission trading units to be purchased to cover carbon dioxide, methane, and nitrous oxide emissions from the incineration of household wastes.

The legislative framework in relation to climate change continues to evolve with new legislation introduced in 2019. The impact of increased charges is covered in Chapter 5.

### The Local Government Act 2002 (LGA 2002)

This Act requires Territorial Authorities to assess how well they provide collection and reduction, reuse, recycling, recovery, treatment and disposal of waste in their district, and makes Territorial Authorities responsible for the effective and efficient implementation of their WMMP.

The LGA 2002 contains various provisions that may apply to Territorial Authorities when they are preparing their WMMPs, including consultation (Part 8, sections 145-146) and bylaw provisions (Part 8, section 158). The procedure for making a bylaw and the requirement for completing a special consultative procedure, when making a bylaw, are contained in sections 155 and 156.

The LGA 2002 (Part 6, section 77) refers to legislative requirements for Territorial Authority decision-making, including consideration of the benefits and costs of different options in terms of the present and future social, economic, environmental and cultural wellbeing of the district. Schedule 10 of the Act also includes requirements for information to be included in a Long Term Plan (LTP), including summary information about their WMMP.

### The Resource Management Act 1991 (RMA)

The RMA provides guidelines and regulations for the sustainable management of natural and physical resources. Although it does not specifically define 'waste', the Act addresses waste management and minimisation activity through controls on the environmental effects of waste management and minimisation activities and facilities through national, district and local policy, standards, plans and consent procedures.

In this role, the RMA exercises considerable influence over facilities for waste disposal and recycling, recovery, treatment, and others in terms of the potential impacts of these facilities on the environment.

Under section 30 of the RMA, district councils are responsible for controlling the discharge of contaminants into or onto land, air or water. These responsibilities are addressed through district planning and discharge consent requirements. Other district council responsibilities that may be relevant to waste and recoverable materials facilities include managing the adverse effects of storing, using, disposing of, and transporting hazardous wastes; the dumping of wastes from ships, aircraft and offshore installations into the coastal marine area; and the allocation and use of water.

Under the RMA, Territorial Authority responsibility includes controlling the effects of land-use activities that have the potential to create adverse effects on the natural and physical resources of their district. Facilities involved in the disposal, treatment or use of waste or recoverable materials may carry this potential. Permitted, controlled, discretionary, non-complying and prohibited activities and their controls are specified within district planning documents, thereby defining further land-use-related resource consent requirements for waste-related facilities.

In addition, the RMA provides for the development of national policy statements and for the setting of National Environmental Standards (NES). There is now a National Policy Statement on Renewable Electricity Generation, which is defined as 'generation of electricity from solar, wind, hydro, geothermal, biomass, tidal, wave, or ocean currents resources. This is also relevant to the Waste Assessment as organic and green waste can be defined as forms of biomass, and therefore a source of renewable electricity generation.

There is currently one enacted NES that directly influences the management of waste in New Zealand – the Resource Management (National Environmental Standards Relating to Certain Air Pollutants, Dioxins, and Other Toxics) Regulations 2004 (the NES for Air Quality). This NES requires certain landfills (e.g. those with a capacity of more than 1 million tonnes of waste) to collect landfill gases and either flare them or use them as a source of energy. The result is increased infrastructure and operational costs for qualifying landfills, although with costs potentially offset by the harnessing of captured emissions for energy generation.

Unless exemption criteria are met, the NES for Air Quality also prohibits the lighting of fires and burning of waste at landfills, the burning of tyres, bitumen burning for road maintenance, burning coated wire or oil, and the operation of high-temperature hazardous waste incinerators. These prohibitions limit the range of waste treatment/disposal options available within New Zealand with the aim of protecting air quality.

### Other legislation

The following is a summary of other legislation that is to be considered with respect to waste management and minimisation planning.

#### The Hazardous Substances and New Organisms Act 1996 (HSNO Act)

The HSNO Act addresses the management of substances that pose a significant risk to the environment and/or human health, from manufacture to disposal. The Act relates to waste management primarily through controls on the import or manufacture of new hazardous materials and the handling and disposal of hazardous substances.

Hazardous substances may be explosive, flammable, have the capacity to oxidise, be toxic to humans and/or the environment, corrosive, or have the ability to develop any of these properties when in contact with air or water. Depending on the amount of a hazardous substance on site, the HSNO Act sets out requirements for material storage, staff training and certification. These requirements would need to be addressed within operational and health and safety plans for waste facilities. Hazardous substances commonly managed by councils include used oil, asbestos, agrichemicals, LPG and batteries.

The HSNO Act provides minimum national standards that may apply to the disposal of a hazardous substance. However, under the RMA a district council or Territorial Authority may set more stringent controls relating to the use of land for storing, using, disposing of or transporting hazardous substances.

#### The Health Act 1956

The Health Act 1956 places obligations on Territorial Authorities (if required by the Minister of Health) to provide sanitary works for the collection and disposal of refuse, for the purpose of public health protection (Part 2 – Powers and duties of local authorities, s 25). It specifically identifies certain waste management practices as nuisances (s 29) and offensive trades (Third Schedule). The Health Act enables Territorial Authorities to raise loans for certain sanitary works and/or to receive government grants and subsidies, where available.

The Health Act provisions for the removal of refuse by local authorities have been repealed by local government legislation. The Public Health Bill is currently progressing through Parliament. It is a major legislative reform reviewing and updating the Health Act 1956, but it contains similar provisions for sanitary services to those currently contained in the Health Act 1956.

#### The Litter Act 1979

The Litter Act provides Territorial Authorities with powers to create Litter Enforcement Officers or Litter Control Officers who have powers to issue infringement notices with fines for those who have committed a littering offence.

The Litter Act was amended on 27 June 2006. The principal amendment was to strengthen the powers of Territorial Authority infringement fees, which are now increased from the original \$100 to a maximum of \$400. Territorial Authorities may adopt the amended infringement notice provisions provided they pass a new resolution including the 14 days' public notification.

Councils use the Litter Act as a method for regulating litter and illegal dumping although the enforcement process is difficult and often unsuccessful. There have been very few successful prosecutions in New Zealand under the Litter Act.

It is accepted that prosecuting litter offenders through the courts is not the most efficient way of dealing the litter problem as the fines imposed are not high enough to act as a deterrent and full costs are usually not recovered.

#### **The Health and Safety at Work Act 2015 (HSWA)**

The Health and Safety at Work Act 2015 sets out the principles, duties and rights in relation to workplace health and safety. The HSWA outlines health and safety responsibilities for the management of hazards in relation to employees at work. This could potentially include working with hazardous substances and in the collection and management of waste.

The HSWA requires employers to identify and manage hazards present in the workplace, provide adequate training and supervision, and supply appropriate protective equipment. Employers must take all practicable steps to ensure the safety of employees while at work, and in particular must take all practicable steps to (among other things) ensure employees are not exposed to hazards arising out of the arrangement, disposal, organisation, processing, storage, transport or use of things in their place of work.

The HSWA places duties on any person in control of a place of work, (e.g. a principal), to ensure that people are not harmed by any hazard resulting from work activities. Those who employ contractors therefore *“have the same occupational health and safety obligations to contractors or contracted labour as they do their own employees”*. Employers therefore need to establish systems to manage the health and safety of any contractors or contracted labour.

Principals cannot contract out of their responsibilities for health and safety through contract disclaimer clauses. From discussions with council waste officers, it is believed that council staff are aware that Council is principal to the contract and that they take health and safety responsibilities seriously. At the time services are procured, many councils now require robust data and information (including health and safety) to ensure that they can make a considered choice of future collection methodology.

#### **Biosecurity Act 1993**

The Biosecurity Act is administered by the Ministry of Primary Industries (MPI) and provides a legal basis for excluding, eradicating and effectively managing pests and unwanted organisms. The Act's powers can be used by MPI, other government agencies, regional councils, and pest management agencies, providing a range of functions, powers and options for managing risk organisms.

#### **Civil Defence Emergency Management Act 2002**

The Act encourages the coordination of emergency management, planning, and activities related to civil defence emergency management across the wide range of agencies and organisations preventing or managing emergencies under the Act. The Act is to improve and promote the sustainable management of hazards. Solid waste services need to be considered when planning and responding to an emergency.



## Mayoral Diary for November 2020

RM No.: 2374063

### Rāpopotonga Matua | Executive Summary

The Mayoral Diary for the period ending 31 August 2020, is attached to the agenda.

#### Tūtohunga | Recommendation

That:

1. The information be received.

#### Ngā Tāpiritanga | Attachments

[A↓](#). Mayoral Diary November 2020

#### Ngā waitohu | Signatories

Author(s)	Debbie Burge <b>Executive Assistant to the Mayor</b>	
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Approved by	Don McLeod <b>Chief Executive Officer</b>	
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## Mayoral Diary November 2020

<p><b>Sunday 1 November</b></p>	<p><b>Hauraki Rail Trail</b> A jubilant crowd gathered on Sunday morning to celebrate the new extension to the Hauraki Rail Trail from Te Aroha to Matamata. The event was attended by iwi partners who undertook simultaneous dawn blessings at Te Aroha and Matamata at 5.30am. This was followed by a ribbon and cake cutting at Te Aroha Railway Station, with more than 100 people attending the event. Landscaping and seating installation continues, and once the planting takes hold this new section will set the standard for the Trail.</p> <p>The Ministry of Business, Innovation and Employment, and the Ministry of Social Development matched financial support provided by Matamata-Piako and Hauraki District Councils. The northern section to Kaiaua is due to be opened in December in time for the Christmas Holidays.</p>  <p>Mayor Toby Adams, Sandra Goudie, Ash Tanner and Hauraki Rail Trail CEO Dianne Drummond in Te Aroha</p>  <p>Councillor Kevin Tappin, HRT CEO Dianne Drummond and HRT board member Basil Morrison in Matamata</p>
<p><b>Monday 2 November</b></p>	<p><b>Regional Transport Committee meeting and workshop</b> A summary of items discussed included: Update from NZTA, update on Government Policy Statement (GPS) 2021, development of the Waikato</p>





	<p>Regional Land Transport Plan, Regional Road Safety Report, Transport Choices Report, Transport Planning &amp; Projects Report, Regional Public Transport Projects Update and Regional Transport Issues Forum. All minutes and agendas from this committee can be viewed by the public here:</p> <p><a href="https://www.waikatoregion.govt.nz/community/whats-happening/council-meetings/agendas-and-minutes-for-council-and-standing-committees/transport/">https://www.waikatoregion.govt.nz/community/whats-happening/council-meetings/agendas-and-minutes-for-council-and-standing-committees/transport/</a></p> <p><b>Te Aroha Business Association meeting</b> The main items of discussion at this meeting included: Council's recent Business Night Out, the Te Aroha streetscape project, the upcoming Christmas Parade, upcoming NZ Motor Caravan Assn AGM being held in Te Aroha in March 2021, Coulter Bridge need for a repaint, new services offered from local businesses, and the Domain upgrade project. This is a passionate group of likeminded business people in Te Aroha, and they are steering this committee in the right direction.</p>
<b>Tuesday 3 November</b>	<p><b>Tuia discussion</b> I met with Arleen McLaren to talk about the direction council is looking at for work in the youth space for 2021.</p>
<b>Wednesday 4 November</b>	<p><b>Council workshop</b> A number of workshops were held on: LTP Budgets and Rate Impact, Fees and Charges, Open spaces update and discussion on Tui Park Bike Skills area and 2 x dog areas, 3 Waters Reform update, 2019/2020 Drinking Water Compliance. At the conclusion the Te Aroha Domain Working Party members met.</p> <p><b>Matamata College Gateway evening</b> I attended the annual gateway graduation. Really encouraging to see a lot of these students that have been given a chance, and have gone onto full time positions, or re-enrolled for college next year. It gives them good insight to see if they really like the job they have their heart set on, and time to change their direction if they need to.</p>
<b>Thursday 5 November</b>	<p><b>Meeting with developers</b> I had a meeting with developers from Auckland, in regards to a subdivision they are looking at in Matamata and a larger one on the horizon.</p> <p><b>Waikato Regional Airport Annual General Meeting</b> Held at the Hamilton Regional Airport, even with the effects of Covid the airport still finished up in a positive financial position.</p> <p><b>Staff meetings</b> Regarding our upcoming business breakfast meeting and Armistice Day next week.</p>
<b>Saturday 7 November</b>	<p><b>Morrinsville Fireworks</b> This event is in its 14th year, a fantastic time to take the family and</p>






	<p>enjoy the fun. With food and beverages on site, and entertainment both on and off the stage.</p> <p>The organising committee did an amazing job bringing this event together, securing many sponsors, without them they couldn't put the event on. Congratulations Morrinsville!</p> <p>The fireworks were awesome, and the weather played its part and held off until the end of the display.</p>
<p><b>Monday 9 November</b></p>	<p><b>Meeting with CEO</b> Weekly catch up with Don.</p> <p><b>Waikato Mayoral Forum</b> Items on this agenda included: Community Funding Opportunity, Mayoral Forum Priorities Update, Iwi Governance Discussion, Water Storage – Climate Resilience, and Caring for Communities Committee update.</p> <p><b>Meeting with Tim Van de Molen</b> I wanted to bring him up to speed with regard to earthquake strengthening requirements, especially for a local church in our district.</p> <p><b>Meeting with Morrinsville Bowling Club</b> Deputy Mayor Neil Goodger and I met with members of the club regarding a development they are looking at with one of their top greens. We were able to offer some advice and direct them to some funding streams to look into before coming to council.</p>
<p><b>Tuesday 10 November</b></p>	<p><b>Meeting with resident over issue</b> Listened to the concerns and advised that it was a civil matter that council doesn't have jurisdiction over, and that they need to continue open dialogue with their neighbours, or lawyers if required.</p> <p><b>Meeting with Miniature Railway</b> Had an informal catch up with Mary Massey over matters around town, the rail way station new roof fundraising progress and other issues.</p> <p><b>Morrinsville College Prize Giving</b> I attended the annual senior prize giving, another great inspirational night to see how our young people are performing in our high schools, some very talented students in our district. I wish them all the best for their future.</p>
<p><b>Wednesday 11 November</b></p>	<p><b>Mayors Message videoing</b> About the current consultation we are doing on Plan Change 53, small settlements, and a safe driving message for the upcoming silly season!</p> <p><b>Council meeting</b> Items in this meeting agenda included: Matamata Bypass – New Designation and sale of surplus land, Vesting of Local purpose Reserve (Road Reserve) at Williams Avenue Morrinsville as Road, Sport Waikato Quarterly Report, Plan Change 1 – Recommendation points on section 274 appeal notices, New Morrinsville i-Site Toilets, Mayoral Diary –</p>



	<p>October 2020, Public Notification – Proposed Plan Change 53: Settlements.</p> <p>Workshop topics included: Community Facilities and Bulk Funds 2020/21), Potential new remissions policy – hardship rates, community/sporting groups, LGNZ Excellence Programme and Speed Limit Amendments</p> <p><b>Armistice Day</b> We adjourned the meeting for the Armistice Day commemoration which this year was hosted by the Te Aroha RSA, and it was well attended. Many thanks to the RSA and the attendees from our Morrinsville and Matamata towns as well. Lest we forget.</p> <p><b>Meeting re Waharoa Aerodrome</b> Had a discussion with someone that leases a hangar at the airfield.</p> <p><b>Thurs/Fri</b></p>
<p><b>Thursday 12 November</b></p>	<p><b>Timber trail famil</b> I had the opportunity to ride the Timber Trail over two days in Pureora forest in the Central North Island.</p> <p>One of the reasons I wanted to ride the trail was to get a feel for the trail, and check out their story boards and attractions along the trail, in relation to our domain etc, After all that biking I couldn't sit down for a week!</p> <div data-bbox="534 1169 805 1579">  </div> <div data-bbox="817 1169 1093 1579">  </div>



	 <p>Examples of the story boards on the timber trail.</p>
<p><b>Monday 16 November</b></p>	<p><b>Catch up with CEO</b> My weekly catch up with CEO Don McLeod.</p> <p><b>Waikato Plan Leadership Committee meeting</b> Topics covered at the meeting included: Waikato Plan Strategic Direction and Priorities Forum, Waikato Plan Workstreams – Regional Housing Initiative, - Recap and Update, - Climate Change, - Education and Employment.</p> <p><b>Meeting with NZ Police</b> I met with Sergeant Andrew Hawke who is new to Morrinsville. We talked about issues and one of the things we talked about was the messaging in our local papers, around what the police have been up to with regards to arrests etc. I think this goes a long way towards the perception of not enough police in our district. He has since come back to me advising his managers also agree this is a positive idea and will look into it further.</p> <p><b>Meeting with Te Aroha Resident</b> About dog exercise areas in Te Aroha. I showed him the place we are considering for an exercise area and we had a discussion about it.</p>
<p><b>Tuesday 17 November</b></p>	<p><b>Meeting with Te Aroha Volunteer</b> I met with Wanda Britten who is a volunteer for a number of community groups. We talked about concerns in the community for lack of policing in Te Aroha. It was timely that after meeting Constable Hawke the day before, I was able to relay information back to her about what we discussed. e.g.newspaper reporting. Wanda also informed me of the poor lady's house who had a car plummet into her lounge in the middle of the night due to an out of control driver under the influence.</p> <p><b>Meeting with Ezra Campbell</b> Ezra is part of the Swap Park Community group who is currently planning a project for some pouwhenua to be placed next to the Covid memorial planting in Swap Park. Ezra gave me an update on that, as well as another little project the kohanga is looking at.</p>





	<p><b>Site Meeting</b> With a Morrinsville property owner about trees on a neighbour's property, advised to continue discussion with lawyers.</p> <p><b>Creative Hui</b> Held at Old Forge Kitchen. This was attended by local artists and creative groups.</p>
<b>Wednesday 18 November</b>	<p><b>Meeting with staff</b> About business awards format for 2021.</p> <p><b>Council workshop</b> Items discussed at this workshop included: Te Aroha Spa Project, LTP Consultation Document, Hetana Street Trial Update. At the conclusion of the meeting there were two working party meetings, one for Morrinsville Recreational Ground Masterplan and the Solid Waste Working Party.</p> <p><b>Waharoa Aerodrome meeting</b> On site with iwi representatives and staff regarding the use of the quarantine busses going forward with more permanent arrangements</p>
<b>Thursday 19 &amp; Friday 20 November</b>	<p><b>Rural and Provincial meeting in Wellington</b> Good two-day event catching up on issues that our sector is experiencing. Presentation from the 3 waters steering group didn't go down too well and I got my point across regarding our wish that the central government would just say what it is they are proposing, as I feel they are playing games with us.</p> <p><b>Mayors Taskforce for Jobs</b> The AGM which had been postponed for earlier in the year. Good chance to catch up and good to hear the impact this group is having on our young people getting them to transition into work.</p>
<b>Monday 23 November</b>	<p><b>CEO catch up</b> Weekly catch up with CEO Don McLeod.</p> <p><b>Public Transport meeting</b> Catch up with Mayor Toby Adams, Angela Strange, Hugh Vercoe Andrew Wilson Adrian de Laborde and Susanne Kampshof to workshop around whether there is a better way for us to get public transport working more efficiently in our district.</p> <p><i>Due to the next council meeting being held on 2 December, and the deadline for making the agenda for this meeting, the rest of November's activities will be included and reported on at the next council meeting.</i></p>

## Exclusion of the Public: Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

### C1 Menz Shed Lease

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(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).  We are still in negotiations with the group on lease agreements, terms etc..	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.