



Matamata-Piako District Council

Sustainability Policy 2012

Adopted by Council 22 February 2012



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1. Introduction

- 1.1 Matamata-Piako District Council (Council) Long Term Council Community Plan 2009–19 (LTCCP) identified that it wished to develop a sustainability policy to “balance all four wellbeing’s”. The LTCCP noted that it can be difficult to get all four of the wellbeing’s to meet as there is often tension between them.
- 1.2 The Sustainability Policy (Policy) is the result of submissions received on the draft LTCCP and the project being included within the adopted LTCCP. Sustainability was also identified as a key theme in the development of the original set of community outcomes.
- 1.3 This Policy formalises Council’s mandate from the Local Government Act 2002 to act in a sustainable manner. It also looks to encourage the community to become more sustainable in environmental, cultural, social and economic ways. This Policy ‘sets the scene’ for Council sustainability practices which aims to flow into wider community initiatives in the future.
- 1.4 Additional information on sustainability, well-being and Council’s role with regards to it can be found in pages 30-50 of the LTCCP. It is recommended that this Policy be read in conjunction with these pages.

2. Objectives

- 2.1 One of the purposes of local government is to promote the social, economic, environmental and cultural well-being of communities, in the present and for the future. Council has a clear responsibility to act, operate and develop in a sustainable way. The objectives of this Policy are to:
 - identify major sustainability issues for Council and developing actions for responding to these
 - promote sustainable management and development within Council
 - position Council as a leader and supporter of sustainability within the community
 - contribute to the social, environmental, economic and cultural well-being of the community

3. Definitions

- 3.1 Sustainability – Sustainability means meeting the needs of today while considering the needs of future generations in a social, environmental, cultural and economic context. Sustainability is also about the need to maintain and enhance the quality of the environment.
- 3.2 Sustainable Development – is a balanced, inclusive approach that seeks to meet the needs of today’s generation, without reducing the ability of future generations to meet their own needs¹. In other words Council needs to understand the effects of our decisions and actions for the future. This is in order to make sure we create a district that is suitable for the current generation, and can provide for our future generations. A sustainable development approach is defined in the Local Government Act 2002 to include:

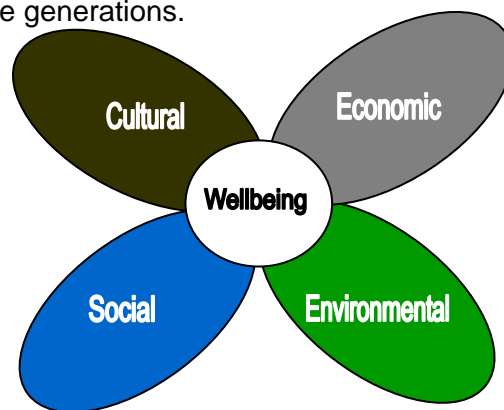
¹ World Commission on Environment and Development 1987



- taking account of the economic, social, and cultural well-being of people and communities;
- the need to protect and enhance the quality of the environment; and
- the reasonably foreseeable needs of future generations.

3.3 Work-Life Balance - is about the interaction between paid work and other activities, including unpaid work in families and the community, leisure, and personal development².

3.4 Well-being – One of the purposes of Local Government is to promote the social, economic, environmental and cultural wellbeing of communities, both now and for the future. Every Council has a slightly different definition for well-being. As the diagram below shows, when there is a balance of social, economic, environmental and cultural wellbeing, there is community wellbeing. Achieving this would mean that we have a sustainable community that will provide for current and future generations.



3.5 Council defines well-being on page 32 of the LTCCP as:

Cultural Well-Being	Economic Well-Being
Cultural wellbeing is about living in communities where cultural heritage is protected and respected. To achieve cultural wellbeing people should have easy access to knowledge of the national history and culture of the district, and the district's character should be retained.	Economic wellbeing is about supporting economic growth. To achieve economic wellbeing there should be sufficient employment and affordable housing for residents, and local migration and investment should be encouraged.
Environmental Well-Being	Social Well-Being
Environmental wellbeing is about protecting our natural and physical resources and significant environmental sites. To achieve environmental wellbeing amenity values (the things that make an area pleasant) should be improved and native flora and fauna should be preserved. It also involves educating communities about environmental concerns and encouraging people to change negative behaviour.	Social wellbeing is about living in safe, active and healthy communities where everyone has access to employment, education and life-long learning opportunities. To achieve social wellbeing people should have financial and personal security, rights, freedom and be treated fairly. Social wellbeing includes having strong partnerships in place that help to achieve these goals.

² State Services Commission 2009



4. Long Term Plan 2012-22

Internal Actions

- 4.1 Being a new Policy for Council the action plan below aims to focus on small scale achievable actions which are focused on Council as an organisation. This will allow us to trial the Policy and run some pilot projects before any budget or project commitment is made in the next Long Term Plan 2015-25.
- 4.2 Council will consider the impacts of key decisions on the four elements of sustainability and find a reasonable balance between conflicting demands. Council will 'walk the talk' by working towards achieving the projects set out in the action plan (refer to page 8).
- 4.3 Council will establish a staff working party to promote sustainability within the organisation. This working party will act as the 'sustainability champions' within the organisation.

External Actions

- 4.4 Council has set out some projects which have an external focus (refer to page 8). These external projects involve the public and demonstrate our commitment to promoting sustainability within the wider community. These actions are relatively 'small scale' and do not have a specific budget allocation; rather they can be achieved within Councils existing resources.

5. Long Term Plan 2015-22

Internal Actions

- 5.1 By 2015 it is expected that the Policy will be 'bedded into' the organisation and will have become a part of our day-to-day business. From 2015 we will continue our internal actions with a view to increasing the targets and projects achieved with funding allocated in the Long Term Plan.

External Actions

- 5.1 It is expected that the Policy will be further developed over time to include community projects and plans beyond the organisation to 'step up' our efforts. Council has set out some projects which have an external focus (refer to page 8). The external projects we have proposed involve the public and demonstrate our commitment to promoting sustainability within the wider community. Funding towards these will be considered as part of the Long Term Plan 2015-25.

6. Relevant Legislation

- 6.1 The Local Government Act 2002 requires Council to adopt a "sustainable development approach". This is expressed when the Local Government Act 2002 Act defines the purpose of local government (Part 2, Section 10), the principles that relate to local authorities (Part 2, Section 14), and in the requirements for decision-making (Part 6, Sections 77-80).



- 6.2 The Local Government Act 2002 identifies four areas (well-beings) that the Council must take into account being the social, cultural, economic and environmental well-being of present and future generations.
- 6.3 The Resource Management Act, 1991 also provides for the 'sustainable management' of natural and physical resources (Part 2, Section 5) which means managing the use, development, and protection of our natural and physical resources in a sustainable way.
- 6.4 The Waste Minimisation Act 2008 sets out a purpose to encourage waste minimisation and a decrease in waste disposal in order to protect the environment from harm; and provide environmental, social, economic, and cultural benefits.
- 6.5 The purpose of the Energy Efficiency and Conservation Act 2000 is to promote, in New Zealand, energy efficiency, energy conservation, and the use of renewable sources of energy. The Energy Efficiency and Conservation Act 2000 Act requires that a national energy strategy is put in place. The New Zealand Energy Efficiency and Conservation Strategy 2011-2016 is specifically focused on the promotion of energy efficiency, energy conservation and renewable energy. Actions within this Policy aim to align with the government priority for efficient use of energy, such as undertaking energy audits.

7. Related Policies/Strategies or Guidelines

- 7.1 Council has a number of procedures which are used to enable it to consider sustainable approaches when decision-making. Both the legislated policies and internal procedures are listed below:

Significance Policy	Council report templates
Community Outcomes	Consultation Policy
Asset Management Plans	Long Term Plan
Active and leisure strategy	Arts culture and heritage strategy
Waste Minimisation Strategy and Joint Waste Management and Minimisation Plan	Procurement Policy
Annual Report	Reserve Management Plans
State of Environment Reporting	District Plan
Growth Strategy	District Tree Strategy
Track Strategy	

8. Audience

- 8.1 This Policy forms an important part of the Council commitment to sustainability, and reflects its desire to see this commitment reflected in the community. Therefore this Policy is for the Councillors, Council staff, and for the Matamata-Piako community.

9. Implementation Procedure

- 9.1 Council plans to implement the Policy through the actions points referred to in section ten. The amount Council can achieve alongside the community will be highly dependent on developing partnerships and finding organisations willing to provide resources themselves.



- 9.2 Due to the nature of the actions there is not a set budget for the Policy in its first year, however Council staff will be available as a resource to implement actions. This will be reviewed in the second year of the Policy with an amendment made if required.
- 9.3 Resources will weigh heavily on the number of actions that can be achieved at this early stage of the Policy development.
- 9.4 Council plans to complete the projects identified in the action plan within the specified timeframes. A review of the Policy will then establish the effectiveness of the implementation and identify new actions where necessary.
- 9.5 Due to its nature not one person will have responsibility for the actions; however the Corporate Strategy will be responsible for co-ordination and reporting back to Council and the community on a three yearly basis. Progress towards the action plan will be reported in the six-monthly report, and Annual Report to Council.
- 9.6 The Chief Executive will report on the sustainably actions achieved in the monthly report to Council.

10. Policy Review and Reporting

- 10.1 This policy will be reported on in the six-monthly report, and Annual Report.
- 10.2 The Policy will be fully reviewed three-yearly alongside the development of the Long Term Plan. The review shall look at the cost of the Policy, cost savings, actions achieved and the effectiveness of them.
- 10.3 The Corporate Strategy unit will have responsibility for this reporting on the Policy and initiating the review.



11. Actions 2011-2013

Project	How	Who	Cost	When
Projects currently undertaken – Internal				
Health and Safety	Ensure Health and Safety procedures are up to date and operational	Health and Safety Officer	N/A	This is already undertaken
Maori Consultation	Ensure that local Maori/Iwi are targeted stakeholders for policy work	Corporate Strategy, Local iwi	Within existing budgets.	This is already undertaken
Work-Life balance	Continue to provide social club activities, to encourage staff morale. Promote the ethics of work-life balance through human resource policies, and social club antics.	COSACS Social Club	N/A	This is already undertaken
Office consumables	Investigate to reduce office consumables and printing costs (such as reduction in the amount of photocopying and printing volumes) Lower energy-use products and responsible disposal	N/A	This is already undertaken	N/A
Water Management Plan	Promote the efficient use of water and curtail wasteful use by drawing on proven demand management practices so that our water supply can meet our local needs.	Asset Strategy staff	Unknown until business case is developed	This is already undertaken but the plan will need periodic review.
Projects currently undertaken – External				
Public Transport	Advocate and budget for public transport. Council currently funds public transport linking Te Aroha, Morrinsville and Hamilton.	Elected Members, Mayor	N/A	This is already undertaken
District Plan	The District Plan will safeguard our environment through protective measures.	Planning Department	\$200,000 per year Long Term Plan 2012-22	This is already undertaken
Significant Natural	Support significant natural features through	Council, land owners,	\$25,000	This is already



Project	How	Who	Cost	When
Features	rates remissions and funding support for protection of these areas	QE 2 Trust		undertaken
Arbour day			N/A	This is already undertaken
Social benefit grants	Existing community grants budget		\$123,500 per year identified in the draft budgets for the Long Term Plan 2012-22	This is already undertaken
Economic development grants	Existing community grants budget		\$200,000 per year identified in the draft budgets for the Long Term Plan 2012-22	This is already undertaken
Environmental Organisations	Support environmental organisations with due consideration in order to develop and enhance the biodiversity of the District now and into the future. This may include campaign awareness, monetary support or grants and staff resources. Acknowledge and assist in the promotion the services that healthy biodiversity/ecosystems provide for the community	Council, Biodiversity Forum, EnviroSchools	N/A	This is already undertaken
Alternative transport	Supporting national walk/cycling days	N/A	This is already undertaken	N/A
Waste minimisation	Develop and implement of a Waste Management and Minimisation Plan divert waste and promote recycling	N/A	This is being paid through the waste levy.	N/A



Project	How	Who	Cost	When
2012-2013 Actions – Internal				
Develop a 'Sustainability Team' who will create initiatives for Council staff	It is anticipated that a team would develop sustainable practices within Council at an informal level, encourage recycling, implement car pooling schemes and/or active modes of getting to work (walking/cycling), and generally provide some energy to interest the rest of the staff members. Inter-departmental sustainability challenges; Encourage information sharing on sustainable principles amongst staff. Use pin boards, intranet and incentives.	Council staff – one e-team representative, Asset Strategy, KC, FABS, KVS, Corporate Strategy	Staff time – meeting attendance	2012
Vehicle fleet policy	Review to ensure that reduction in fuel and emissions while still fit for purpose and within budgets	KVS	Within existing budget	2012
Car pooling	Investigate website for staff car pooling - Create a carpool calendar on the intranet; - Investigate regional collaboration for car pooling	Corporate Strategy, Communications Officer	Within existing budget	2012
Recycling	Remove rubbish bins from staff offices, replace with a smaller number of bins in a shared space; Compost of green waste/food scraps Recycle all plastics, paper	Property Officer	Within existing budgets	2012
Energy use policy development & Energy Monitoring programme	Undertake an energy audit of Council buildings and facilities to identify where efficiencies can be made.	Asset Manager – Strategy and Policy	\$25,000 estimated cost with the potential to include funding	2012



Project	How	Who	Cost	When
	Monitoring undertaken and targets for reduction set. We will aim for a 10% energy reduction within ... time		from existing budgets as it will create energy savings. This will fund a level 1 energy audit for all of our main sites including treatment plants, buildings etc.	
Research into a Climate Change Policy	Investigate the development of a Climate Change Policy	Corporate Strategy, Planning Department	Within existing budgets	2012
Treaty Training	Council staff may receive Treaty of Waitangi training as part of employment conditions. Council staff become better informed about the iwi within the district	Human Resources, Policy Analyst, Te Manawhenua Forum	Cost unknown until further investigations are completed, this may be able to be funded from training budgets	2013
2012-2013 Actions – External				
Procurement Policy / tendering – stage 1	We will encourage a sustainable approach to tenders and procurement by having a non-price attribute related to sustainability. We will advise our contractors that we are encouraging sustainable methodologies and practices to be included in tenders. and contract documents	Policy Analyst, Management Team, Asset Strategy and Policy,	Within existing budget	By June 2012
Business Awards	Establish a district sustainably award for businesses who have demonstrated sustainable initiatives	Corporate Strategy, Communications Officer	Within existing budget	2012



Project	How	Who	Cost	When
EPH and staff housing and corporate buildings/facilities	Ensuring use of energy efficient and sustainable materials in upgrades	Property Officer	Within existing budget	2012
Parks and reserves management	Look at drought tolerant planting to reduce water use.	Asset Strategy and Policy	Within existing budget	2012
Key speakers	Invite key speakers to present to the District on sustainable initiatives. These speakers could be invited to present at the business awards, encouraging local business to adopt sustainable practices. Where sponsorship is needed work collaboratively with the stakeholder group to acquire it.	Communications Officer	\$36,000 is allocated for events	2012
Reporting Framework	Set sustainability targets and report on them in the Annual Report;	Corporate Strategy	Within existing budget	Six monthly report (March 2012) and Annual Report (October 2012) Chief Executive's monthly report to Council
Council Decision-making Framework	Ensure that staff reports to Councillors address sustainability and the 'four wellbeings'. By putting a sustainability policy section into Council/Committee report templates.	Corporate Strategy and Democracy	Within existing budget	2012
Web-page	Develop a web-page to act as a portal for innovative sustainable information. This will be locally based information relevant to the District so as not to duplicate information on other websites.	Corporate Strategy, Communications Officer	Unknown until business case is developed	2015



Project	How	Who	Cost	When
	This can inform people about home insulation grants and the like.			
2013- 2014 Actions - Internal				
Procurement Policy / tendering – stage 2	We will put more weight on sustainability attributes in tenders and contracts. We will require our contractors to address sustainability issues.	Policy Analyst, Management Team, Asset Strategy and Policy,	Within existing budget	2013
University projects	Work with universities to determine if possible research initiatives could be conducted in MPDC. This for example could include carbon footprint analysis, agricultural emission monitoring, climate analysis, soil fertility assessment and the like.	Councillors, Management Team, NZ Universities.	Within existing budget	2013
2013- 2014 Actions – External				
Undertake Carbon assessment and investigate policy options	Assess carbon emissions; investigate reduction and off-setting to go carbon neutral. Undertake a business case and investigate the costs and benefits of carbon neutrality.	Asset Strategy and Policy and Corporate Strategy	Unknown until business case is developed	2013
2015- 2016 Actions – Internal				
Review Sustainability Policy	Review actions, costs, progress	Corporate Strategy	Within existing budget	2015
Collaborative approaches	Act as a focal point for sustainability. Identify stakeholders and incorporate them into a list which is contacted to disseminate information Council receives and/or Council works with to develop programmes for the District. Create an email list which	Corporate Strategy	Unknown until business case is developed	2015



Project	How	Who	Cost	When
	<p>can be used to foster improved sustainable practices and disseminate information to the District.</p> <p>Continue working with agencies such as Enviroschools, providing community grants and supporting waste minimisation education.</p>			
2015 - 2016 Actions – External				
Funding Applications	Support local community groups when applying for funding from relevant bodies for sustainable initiatives.	Policy Analyst and/or Councillors	Unknown until business case is developed	2015
Renewable energy incentives	Provide planning incentives to favour the installation of renewable energy over conventional methods when retrofitting homes or constructing new housing.	Planning Department	Unknown until business case is developed	2015 and beyond
Climate Change Policy	Development and implement a Climate Change Policy	Corporate Strategy, Planning Department	Unknown until business case is developed	2014-2015
Develop and implement Carbon neutral policy	Carbon footprints are one measure that could be used to track our environmental performance.	Asset Strategy and Policy and Corporate Strategy	Unknown until business case is developed	2015

