

# Waimakariri District Council

# Agenda

Tuesday 2 April 2024

1.00pm

Council Chambers

215 High Street

Rangiora

**Members:**

Mayor Dan Gordon

Cr Neville Atkinson

Cr Al Blackie

Cr Robbie Brine

Cr Brent Cairns

Cr Tim Fulton

Cr Jason Goldsworthy

Cr Niki Mealings

Cr Philip Redmond

Cr Joan Ward

Cr Paul Williams

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The Mayor and Councillors  
**WAIMAKARIRI DISTRICT COUNCIL**

An ordinary meeting of the Waimakariri District Council will be held in the Council Chamber, Rangiora Service Centre, 215 High Street, Rangiora, on **Tuesday 2 April 2024** commencing at 1pm.

Sarah Nichols  
 GOVERNANCE MANAGER

**Recommendations in reports are not to be construed as Council policy until adopted by the Council.**

**BUSINESS**

Page No

1. **APOLOGIES**

2. **CONFLICTS OF INTEREST**

*Conflicts of interest (if any) to be reported for minuting.*

3. **ACKNOWLEDGEMENTS**

4. **CONFIRMATION OF MINUTES**

4.1 **Minutes of a meeting of the Waimakariri District Council held on 30 and 31 January 2024**

*RECOMMENDATION*

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on Tuesday 30 and Wednesday 31 January 2024.

*THESE 30/31 JANUARY 2024 MINUTES TO BE CIRCULATED SEPARATELY.*

4.2 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 27 February 2024**

12 - 15

*RECOMMENDATION*

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of a meeting of the Waimakariri District Council meeting held on Tuesday 27 February 2024.

4.3 **Minutes of a meeting of the Waimakariri District Council held on Tuesday 5 March 2024**

16 - 29

*RECOMMENDATION*

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of a meeting of the Waimakariri District Council meeting held on Tuesday 5 March 2024.

**MATTERS ARISING (from Minutes)**

## 5. DEPUTATIONS AND PRESENTATIONS

### 5.1 Flamingo Scooters

Jacksen Love, Co-Founder and Chief Executive will provide an update on Flamingo Scooters.

## 6. ADJOURNED BUSINESS

Nil.

## 7. REPORTS

### 7.1 E-Scooter Permit Renewal due 1 May 2024 – V Thompson (Senior Advisor Business and Centres) and S Binder (Senior Transportation Engineer)

#### *RECOMMENDATION*

**THAT** the Council:

*This report will be circulated separately.*

### 7.2 Kaiapoi Night Market Proposal – V Thompson (Senior Advisor Business and Centres)

30 - 57

#### *RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** Report No. 240111002941.
- (b) **Approves** the presence of a weekly night market operating on a Saturday or Sunday night at the Kaiapoi Central park-and-ride site (66 Charles Street) under a one-year Licence to Occupy agreement providing Council with the appropriate legal mechanism to protect its land asset.
- (c) **Notes** that the Kaiapoi-Tuahiwi Community Board at their meeting on 20 November 2023 endorsed the presence of a weekly night market in the Kaiapoi town centre and signalled approval for a one-year Licence to Occupy agreement to be issued to Market and Investments Ltd.
- (d) **Notes** the commencement of the night market is dependent on a resource consent being secured by Market and Investment Limited. There may be written approvals required as part of the resource consent process, but this determination is made at the time of processing the resource consent.
- (e) **Notes** the following minimum licence fees will be charged as part of the one-year Licence to Occupy agreement:
  - Summer (Oct-Mar) \$161.25 per market day
  - Winter (Apr-Sep) \$88.75 per market day
- (f) **Notes** that the market will likely be open between the hours of 5pm/6pm to 9pm/10pm, depending on any Resource Consent conditions.



- (g) **Notes** that the market will provide vendor opportunities to local suppliers in the first year who might wish to register their interest in being a stallholder. However, the Kaiapoi night market is based on pre-existing model with existing supplier relationships and a reasonable proportion of stallholders may be sourced from outside of the district.
- (h) **Notes** the positive feedback from complex management about the impact of the night market at The Hornby Hub complex, and the intention to complete a review of the Kaiapoi Night Market and its activity after six months to assess its impact on local hospitality businesses.
- (i) **Notes** the period of select engagement that was undertaken from 4-17 March with affected retail and hospitality businesses in the Kaiapoi town centre and Silverstream, to test their perceptions of the market and its potential impact on existing business trade.
- (j) **Notes** the Kaiapoi Night Market Business Plan (attachment i), providing further information about the night market business model and proposed activity.
- (k) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board for their interest.

7.3 **Washington Place Drainage Improvements** – J Recker (Stormwater and Waterways Manager)

58 - 75

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** report No. 240304033159
- (b) **Approves** the bringing forward of \$80,000 of Washington Place Drainage Improvements budget from 2024/25 to 2023/24 for channel and culvert upgrade works and confirming the remaining \$80,000 for the 24/25 financial year. This will provide a total budget of \$210,000.
- (c) **Approves** staff tendering and awarding a contract that commits the \$80,000 budget in 24/25 as well as the \$130,000 budget in the 23/24 year.
- (d) **Notes** that after a comprehensive assessment it was established that significant drainage improvement in the area hinges upon upgrading the Earlys Road culvert. This work exceeds the allocated \$50,000 immediate works budget for the 23/24 financial year and requires bring budget forward from 24/25.
- (e) **Notes** that the proposed improvements include the upgrade of the Earlys Road culvert and bunding and channel modifications to the ephemeral stream adjacent to Washington Place.
- (f) **Notes** that the estimate for this work including professional fees is \$189,840. This budget includes a 20% overall project contingency.
- (g) **Notes** that there is no rating impact as the works will still be completed and capitalised in the 2024/25 financial year.

7.4 **Waimakariri Public Arts Trust Trustee Appointments** – M McGregor (Senior Advisor  
Community and Recreation)

76 - 80

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** report No. EXT-03-10 /240318042766.
- (b) **Approves** the appointment of Councillor Al Blackie to the Waimakariri Public Arts Trust for a term of three years backdated to the 4th of September 2022 as the Council Representative.

- (c) **Approves** the appointment of Areta Wilkinson to the Waimakariri Public Arts Trust as a trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (d) **Approves** the re-appointment of Dael Foley to the Waimakariri Public Arts Trust as a trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (e) **Approves** the appointment of Laura Good to the Waimakariri Public Arts Trust as a Trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (f) **Approves** the appointment of Sandra James to the Waimakariri Public Arts Trust as a Trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (g) **Notes** there were no additional expressions of interest beyond those that have been recommended for appointment in this report.
- (h) **Notes** the trust deed determines that the trustee term is three years.
- (i) **Notes** that Areta Wilkinson has served as an Advisor to the board since February 2022.
- (j) **Notes** that the existing trustees support the appointments recommended in this report.

7.5 **Adoption of Waste Assessment 2023** – K Waghorn (Solid Waste Asset Manager)

81 - 260

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** Report No. 240122008206.
- (b) **Adopts** the 2023 Waste Assessment dated January 2024 (240207016720).
- (c) **Notes** the Medical Officer of Health feedback obtained on 9 November 2023 (TRIM ref 240122008252) has been incorporated into the 2023 Waste Assessment.
- (d) **Endorses** the review of the 2018 Waste Management & Minimisation Plan (TRIM ref 180710076344) in accordance with section 50(3) of the Waste Minimisation Act 2008, as included in the Waste Assessment 2023 (TRIM ref 240207016720)
- (e) **Instructs** staff to prepare a draft 2024 Waste Management & Minimisation Plan in conjunction with the Solid & Hazardous Waste Working Party to reflect recent changes in legislation and policies and to address the issues identified in the Waste Assessment.
- (f) **Notes** that staff propose to submit a future report to request approval from the Council to take the draft 2024 Waste Management & Minimisation Plan out for consultation via a Special Consultative Procedure in accordance with section 44(e) of the Waste Minimisation Act 2008.
- (g) **Circulates** Report No. 240122008206 to all Community Boards for their information.

7.6 **ANZAC Day Services 2024** – T Kunkel (Governance Team Leader)

261 - 264

*RECOMMENDATION*

**THAT** the Council:

- (a) **Receives** report No 240223027841.
- (b) **Appoints** Mayor Gordon and Councillors ..... to attend the Ohoka Anzac Day service to be held at 11am on Wednesday, 24 April 2024, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.

- (c) **Appoints** Mayor Gordon and Councillors ..... to attend the Woodend Anzac service to be held at 6pm on Wednesday, 24 April 2024, at the Woodend Rugby Football Club and lay a wreath at the Woodend War Memorial.
- (d) **Appoints** Councillors ..... to attend the Sefton Anzac service to be held at 6pm on Wednesday, 24 April 2024, at the Sefton Domain, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Councillors ..... to attend the Pegasus Dawn Service to be held at 6am on Thursday, 25 April 2024, at Pegasus Lake.
- (f) **Appoints** Mayor Gordon and Councillors ..... to attend the Kaiapoi Dawn Service to be held at 6.30am on Thursday, 25 April 2024, at the War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.
- (g) **Appoints** Councillors ..... to attend the Oxford Anzac Day service to be held at 9am on Thursday, 25 April 2024, at the Oxford Cenotaph, and to lay a wreath.
- (h) **Appoints** Councillors ..... to attend the RSA service at Rangiora High School to be held at 9.30am on Thursday, 25 April 2024, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (i) **Appoints** Mayor Gordon and Councillors ..... to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (j) **Appoints** Deputy Mayor Atkinson and Councillors..... to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, at the Raven Quay Cenotaph.
- (k) **Appoints** Councillors ..... to attend the Cust Anzac Day service to be held at the Cust Community Centre and the Cust Cenotaph at 10am on Thursday, 25 April 2024, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (l) **Appoints** Councillors ..... to attend the Fernside Anzac Day Service, to be held at 10am on Thursday, 25 April 2024, Fernside Hall. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (m) **Appoints** Mayor Gordon and Councillors ..... to attend the Rangiora Anzac Day Service to be held at 11.30am on Thursday, 25 April 2024, at the Rangiora Cenotaph, and to lay a wreath.
- (n) **Appoints** Deputy Mayor Atkinson and Councillors ..... to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Rangiora Anzac Day Service to be held at 11.30am on Thursday, 25 April 2024, at the Rangiora Cenotaph.
- (o) **Appoints** Councillors ..... to attend the West Eyreton Anzac Day Wreath-Laying service to be held at 12pm on Thursday, 25 April 2024, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (p) **Appoints** Mayor Gordon and Councillors ..... to attend the Tuahiwi Anzac Day services to be held at 2pm on Thursday, 25 April 2024, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.

- (q) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (r) **Circulates** a copy of this report to all Community Boards for information.

## 8. **MATTERS REFERRED FROM COMMITTEES OR COMMUNITY BOARDS**

Nil

## 9. **HEALTH, SAFETY AND WELLBEING**

- 9.1 **Health, Safety and Wellbeing Report March 2024** - J Millward (Chief Executive) 265 - 300

*RECOMMENDATION*

**THAT** the Council

- (a) **Receives** Report No 240221025693
- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

## 10. **COMMITTEE MINUTES FOR INFORMATION**

- 10.1 Minutes of a meeting of the Utilities and Roading Committee of 20 February 2024 301 - 307
- 10.2 Minutes of a meeting of the District Planning and Regulation Committee of 20 February 2024 308 - 314
- 10.3 Minutes of a meeting of the Community and Recreation Committee of 20 February 2024 315 - 319

*RECOMMENDATION*

**THAT** Items 10.1 – 10.3 be received for information.

## 11. **COMMUNITY BOARD MINUTES FOR INFORMATION**

- 11.1 Minutes of the Kaiapoi-Tuahiwi Community Board meeting of 19 February 2024 320 - 329
- 11.2 Minutes of the Oxford-Ohoka Community Board meeting of 6 March 2024 330 - 338
- 11.3 Minutes of the Rangiora-Ashley Community Board meeting of 13 March 2024 339 - 351

*RECOMMENDATION*

**THAT** Items 11.1 to 11.3 be received for information.

## 12. **COUNCIL PORTFOLIO UPDATES**

- 13.1 **Iwi Relationships** – Mayor Dan Gordon
- 13.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon
- 13.3 **Government Reforms** – Mayor Dan Gordon

- 13.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton  
 13.5 **Climate Change and Sustainability** – Councillor Niki Mealings  
 13.6 **International Relationships** – Deputy Mayor Neville Atkinson  
 13.7 **Property and Housing** – Deputy Mayor Neville Atkinson

**13. QUESTIONS**

*(under Standing Orders)*

**14. URGENT GENERAL BUSINESS**

*(under Standing Orders)*

**16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987.*

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

1. That the public is excluded from the following parts 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 are as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Confirmation of Public Excluded Minutes of Council meeting of 27 February 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section7(2)(i).
16.2	Confirmation of Public Excluded Minutes of Council meeting of 5 March 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
<b>REPORTS</b>			
16.3	Mandeville Domain Contaminated Stockpile, Legal Update	Good reason to withhold exists under section 7	The report, attachments, discussion and decision remain public excluded for reasons to protect information, which is subject to an obligation of confidence, avoid prejudice to measures protecting public health and maintaining legal professional privilege under Section 7(2)(c, d and g) of the Local Government Official Information and Meetings Act 1987
16.4	Proposed Purchase Part of Woodend property	Good reason to withhold exists under section 7	The report, attachments, discussion and minutes remain public excluded for reasons of enabling any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or prevent the disclosure or use of official information for improper gain or improper advantage, as per LGOIMA Section 7(2)(h, i & j). Once the various negotiations and transactions are concluded, the recommendations included in the report may be released.

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.5	Approval to commence negotiation with owners of Loburn property	Good reason to withhold exists under section 7	The report, attachments, discussion, and minutes remain public excluded for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2 (a, g, i). The resolution is to remain public excluded until the various negotiations and transactions are concluded, after which the recommendations included in the report may be released.
16.6	Development Options for Kingsbury Avenue, Rangiora property	Good reason to withhold exists under section 7	The report, attachments, discussion and minutes remain public excluded for reasons of enabling any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or prevent the disclosure or use of official information for improper gain or improper advantage, as per LGOIMA Section 7 (2) ( h, i & j ). Once the various negotiations and transactions are concluded, the recommendations included in the report may be released.
16.7	Proposed sale Ohoka Road, Kaiapoi properties	Good reason to withhold exists under section 7	That the report, attachments, discussion, and minutes remain public excluded until the various negotiations and transactions are concluded, for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i). Once the various negotiations and transactions are concluded, the recommendations included in the report may be released.
16.8	Contract 23/32 Three Waters Electrical Maintenance Tender Evaluation and Contract Award Report	Good reason to withhold exists under section 7	The recommendations in this report be made publicly available but that the contents remain public excluded as there is good reason to withhold in accordance with Section 7(h) of the Local Government Official Information and Meetings Act; "enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities
16.9	Contract 21/74 Lineside Road Drainage Upgrade Separable Portion B – Request for Additional Budget	Good reason to withhold exists under section 7	The recommendations in this report is to be made publicly available once Separable Portion B of Contract 21/74 has been awarded, however the contents, minutes and discussion remain public excluded as there is good reason to withhold in accordance with Section 7 (h) of the Local Government Official Information and Meetings Act; "enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities".

**CLOSED MEETING**

*Refer to Public Excluded Agenda (separate document)*

**OPEN MEETING****17. NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday 7 May 2024, commencing at 1pm, to be held in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, Kaiapoi.

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 27 FEBRUARY 2024 WHICH COMMENCED AT 1PM.**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie, R Brine, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond (remotely via Teams), J Ward, and P Williams.

**IN ATTENDANCE**

J Millward (Chief Executive), S Hart (General Manager Strategy, Engagement and Economic Development), N Robinson (General Manager Finance and Business Support), K LaValley (General Manager Planning, Regulation and Environment), C Brown (General Manager Community and Recreation), M Bacon (Development Planning Manager), A Keiller (Chief Information Officer and Programme Executive), A Gray (Communications and Engagement Manager), H Street (Corporate Planner) and C Fowler-Jenkins (Governance Support Officer).

**1. APOLOGIES**

There were no apologies.

**2. CONFLICTS OF INTEREST**

Councillor Mealings and Deputy Mayor Atkinson declared a conflict of interest with Agenda Item 6.2 *Endorsement of Request for Adjournment to Environment Court for PC31*, due to their roles as Commissioners in the District Plan Hearings.

**3. REPORTS**

**3.1 Draft Long Term Plan 2024 – 2034, draft Consultation Document, draft 30-Year Infrastructure Strategy, and draft Financial Strategy – J Millward (Chief Executive)**

J Millward advised that the Council was requested to adopt the Draft 2024/34 Long Term Plan (LTP) for public consultation from 15 March to 15 April 2024. Much work has been done over the last six months to reduce the proposed annual rate increase from 19% to 8.94% and then 2.8% in year ten. Staff took note of the Community Boards' comments and increased the proposed number of public drop-in sessions to include additional areas. J Millward noted that the Council's LTP Consultation Documents was one of the first LTPs to be audited by Audit New Zealand, and the Audit Report was included in the Consultation Document. Regarding roading, J Millward commented that many of the subsidies for the Eastern Link Road had yet to be confirmed, however, this was clearly outlined in the Consultation Document.

Councillor Redmond noted that the Central Government had given Councils' the option to collate an Annual Plan followed by a nine-year LTP. He questioned if staff had considered recommending to the Council to defer the LTP. J Millward explained that the Central Government made the option available late in the LTP process; by then, staff had done substantial work reviewing policies and other documents, hence the decision to proceed with the LTP.

Moved: Deputy Mayor Atkinson

Seconded: Mayor Gordon

**THAT** the Council:

- (a) **Receives** report No. 240111003062.
- (b) **Receives** the Audit opinion from Audit New Zealand on the Consultation Document.



- (c) **Adopts** the draft Financial Strategy, noting it is one of the principal documents relied on for the content of the Consultation Document and is included within the Draft 2024/34 Long Term Plan for adoption.
- (d) **Adopts** the draft Revenue and Financing Policy that is included within the Draft 2024/34 Long Term Plan for adoption.
- (e) **Adopts** the draft 30-Year Infrastructure Strategy (Trim no. 240111003192), noting it is one of the principal documents relied on for the content of the Consultation Document and is included alongside the Draft 2024/34 Long Term Plan for adoption.
- (f) **Adopts** the Draft 2024/34 Long Term Plan (Trim 231114183205) as the principal document relied on for the content of the Consultation Document.
- (g) **Adopts** the draft Consultation Document (Trim 240115004304) as the statement of proposal for public participation in decisions on the content of the Draft 2024/34 Long Term Plan.
- (h) **Notes** the Draft 2024/34 Long Term Plan Engagement Schedule with the special consultative procedure to open on 15 March 2024 and close on 15 April 2024.
- (i) **Notes** the Draft 2024/34 Long Term Plan and the draft Consultation Document refer to further information and reports, and this information will be provided on the Council website during the special consultative procedure from 15 March 2024 to 15 April 2024.
- (j) **Delegates** to the Mayor and Chief Executive authority to make changes to the Consultation Document following Audit opinion and Council comments.

#### CARRIED

Deputy Mayor Atkinson acknowledged the work that had gone into creating the LTP document and thanked staff for their efforts. He commented that the next three years would be an uncertain time. People were angry; some were losing their jobs and financially struggling, while others were thriving. The Council had to try to balance the needs of all sections of the community in the LTP. He was proud of the LTP Consultation document produced by the Council and was confident that the Council would receive many submissions from the community. Deputy Mayor Atkinson commended staff for reducing costs so that the proposed average annual rate increase would only be 8.94%. He looked forward to the results of the public consultation process.

Mayor Gordon supported the motion and endorsed the comments made by Deputy Mayor Atkinson. He noted that it had been one of the more challenging LTP processes the Council had to consider. He commended staff for taking the lead in identifying savings to reduce the proposed annual rate increase from 19% to only 8.94%. He understood the difficulties that people were facing in the community. However, the Council did not want to see the level of service that people had come to expect to be affected. The Council, therefore, had gone through the LTP Budget to determine which larger capital projects could be postponed without jeopardising the Council's level of service. The Council had added projects such as the Eastern Link Road and upgrading the Skew Bridge to the LTP in the hope that it would secure matched funding from the Central Government. Mayor Gordon acknowledged the spirit that elected members displayed going through the process to date and the leadership that the Chief Executive and management had shown. He looked forward to learning what the public had to say.

Councillor Ward congratulated J Millward and staff on the difficult task of balancing costs and supporting the district's growth while future-proofing the district's infrastructure. The Council had a responsibility to the community to keep the rates as low as possible, and she therefore thanked staff for the efforts to ensure this.

Councillor Williams supported the LTP going out for consultation, as he was keen to know what the public thought about the proposed LTP Budget.

Councillor Redmond also supported the motion, believing that the draft Consultation Document was one of the best he had seen. He hoped the document would result in a significant public response, as the Council wanted to know what the community thought. Councillor Redmond commented that staff and the Council had done well to produce such an LTP under challenging times.

Councillor Fulton commented that the community were facing challenges, and a 10% increase in their consumable items could hit households hard. The cost increases that the Council and ratepayers faced had consequences on people's daily lives. Councillor Fulton, therefore, supported the motion.

Councillor Brine noted that he supported the Council's continued investment in infrastructure. He pointed out that councils around New Zealand were struggling with crumbling infrastructure.

Councillor Blackie noted that inflation increased by 7.5%, so an 8.94% rate increase was the minimum the Council could achieve. He supported the LTP going out for public consultation.

In his right of reply, Deputy Mayor Atkinson commented that the Council's earthquake loan needed to be brought to the forefront every time because the money was to good use. He noted that if the Council cut its level of service, it would most likely be in areas such as aquatic facilities and libraries. Usually, the people using those facilities could not afford to spend money on buying books or private swimming lessons.

#### 4. **QUESTIONS**

Nil.

#### 5 **URGENT GENERAL BUSINESS**

Nil.

#### 6. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987.*

Moved: Mayor Gordon

Seconded: Councillor Ward

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

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

- 6.1 CES Programme – Request for Proposal for Quality Assurance Services
- 6.2 Endorsement of Request for Adjournment to Environment Court for PC31

The general subject of each matter to be considered while the public was 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 were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
<b>REPORTS</b>			
6.1	CES Programme – Request for Proposal for Quality Assurance Services	Good reason to withhold exists under section 7	The report, attachments, discussion, and minutes remain public excluded for reasons of enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege as per LGOIMA Section 7 (2)(a), (g) and (i). Once negotiations and transactions are concluded, the name of the preferred/successful supplier will be made publicly available.
6.2	Endorsement of Request for Adjournment to Environment Court for PC31	Good reason to withhold exists under section 7	This report and any record of the discussion remain public excluded under s7(g) of the Local Government and Official Meetings Act 1987 to maintain the legal professional privilege of the Council as a respondent to ENV-2023-CHC-136

**CARRIED****CLOSED MEETING****Resolution to resume in Open Meeting**

Moved: Mayor Gordon

Seconded: Councillor Goldsworthy

**THAT** the Council:

- (a) **Resolved** that the open meeting resumes and that the business discussed with the public excluded remained public excluded unless otherwise resolved in the individual resolutions.

**CARRIED****OPEN MEETING***The public excluded meeting commenced at 1:28pm and concluded at 2:26pm.***7. NEXT MEETING**

The next ordinary Council meeting was scheduled for Tuesday 5 March 2024, commencing at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 1.24PM.

CONFIRMED

\_\_\_\_\_  
Chairperson  
Mayor Dan Gordon

\_\_\_\_\_  
Date

**MINUTES OF A MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA, ON TUESDAY 5 MARCH 2024 WHICH COMMENCED AT 1PM.**

**PRESENT**

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie, R Brine, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, and P Williams.

**IN ATTENDANCE**

C Brown (General Manager Community and Recreation) (Acting Chief Executive), G Cleary (General Manager Utilities and Roothing), K LaValley (General Manager Planning, Regulation and Environment), J McBride (Roothing and Transport Manager), G Kempton (Senior Project Manager), C Fahey (Water and Wastewater Asset Manager), R McClung (Principal Policy Planner), K Waghorn (Solid Waste Asset Manager), V Spittal (Principal Policy Analyst: Climate Change and Sustainability), T Allinson (Senior Policy Analyst), A Smith (Governance Coordinator).

**1. APOLOGIES**

Moved: Mayor Gordon

Seconded: Deputy Mayor Atkinson

**THAT** an apology for absence be received and sustained from Councillor Ward.

**CARRIED**

**2. CONFLICTS OF INTEREST**

As Commissioners for the District Plan Review, Deputy Mayor Atkinson and Councillor Mealings declared conflicts of interest regarding Item 7.1- Adoption of Greater Christchurch Spatial Plan.

As a resident of River Road, Councillor Williams declared a conflict of interest relating to the public excluded Item 16.5—Contract 22/37 River Road Urbanisation -Tender Evaluation and Contract Award Report.

**3. ACKNOWLEDGEMENTS**

Mayor Gordon acknowledged Tania Wati, who was recently elected as Deputy Chair of Te Runanga o Ngai Tahu.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on 30 and 31 January 2024**

It was advised that confirmation of these Minutes would be considered at the ordinary meeting of the Council to be held on 2 April 2024.

**4.2 Minutes of a meeting of the Waimakariri District Council held on Wednesday, 7 February 2024**

Moved: Councillor Mealings

Seconded: Councillor Blackie

**THAT** the Council:

**Confirms**, as a true and correct record, the circulated Minutes of the meeting of the Waimakariri District Council meeting held on Wednesday, 7 February 2024.

**CARRIED**

## **MATTERS ARISING (from Minutes)**

There were no matters arising.

## **5. DEPUTATIONS AND PRESENTATIONS**

### **5.1 Climate Change related matters - Ian McIntosh**

Mr Ian McIntosh was present to share his views on Climate Change. Mr McIntosh provided an overview referencing from 1750 when the Little Ice Age peaked at its coldest, and the Industrial Revolution began, which was claimed to have initiated the current climate emergency. The current climate emergency formed a foundational belief of the Council's Long Term Plan, hence the reason for focusing on a low carbon economy. Mr McIntosh presented statistical data which questioned whether human actions since the Industrial Revolution were causing the temperature rise, as temperatures slowly increased coming out of the Little Ice Age.

Mr McIntosh was of the opinion that the Council's Emissions Policy would destroy the local economy and would have no impact on the reduction of CO<sub>2</sub> levels. He also provided data showing that CO<sub>2</sub> emissions by humans were not causing temperature and the sea level to rise. Mr McIntosh believed that the 110 years of temperature data available for Canterbury showed that CO<sub>2</sub> emissions had no impact on temperature trends, and if the use of fossil fuels was reduced, it would destroy the Waimakariri's economy with no influence on temperature. Mr McIntosh also did not think there was any relationship between sea level rise and CO<sub>2</sub> emissions, questioning where the evidence was that the increasing glacial melt was due to emissions. He suggested this was not due to the burning of fossil fuel but was rather caused by a natural gradual increase in temperature after the Little Ice Age.

Speaking on the transition risks, Mr McIntosh commented that the transition of New Zealand and Canterbury to a lower-carbon economy would require extensive policy, legal, technology and marked changes to address mitigation and adaptation requirements related to climate change. There was high uncertainty over what this future would entail in New Zealand, however, changes proposed in the Climate Change Response (Zero Carbon) Amendment Act and modifications to the New Zealand Emissions Trading Scheme highlighted the scale of the changes to be expected. Mr McIntosh stated that all evidence must be considered by decision makers.

Councillor Brine enquired on the extent to which this presentation had been viewed. Mr McIntosh advised that he had shown the presentation 15 times, including to several councils and community groups. The presentation had also been distributed internationally to scientists and his information had not been challenged. Mr McIntosh advised he was more than happy to put his views in the public domain where anyone could interrogate them.

Councillor Williams sought Mr McIntosh's thoughts on why there were more major rain events. Mr McIntosh suggested that there had not been an increase in rainfall events; however, the problem was the increased areas of hardfill due to increased housing developments. There was now less space for the water to drain away, which resulted in an increase in flooding events.

Councillor Blackie noted that some of the information in Mr McIntosh's presentation was several years old and enquired if there was data available from the last ten years. Mr McIntosh noted that the source of his information provided specific data up until 2015. However, the trends for carbon emissions were still the same, but the specific data was not available for recent years.

Mayor Gordon thanked Mr McIntosh for his presentation.

## **6. ADJOURNED BUSINESS**

Nil.

## 7. REPORTS

### 7.1 Adoption of Greater Christchurch Spatial Plan – R McClung (Principal Policy Planner)

*Having previously declared a conflict of interest, Deputy Mayor Atkinson and Councillor Mealings left the room during this item's consideration.*

This report sought the Council's adoption of the final version of the Greater Christchurch Spatial Plan, as endorsed by the Greater Christchurch Partnership Committee and recommended by the Hearing Panel for the Greater Christchurch Spatial Plan. R McClung noted that the Council had been briefed on this matter, and on this basis, the report was taken as read.

There were no questions from members.

Moved: Mayor Gordon

Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** Report No. 240212019982.
- (b) **Receives** the Greater Christchurch Partnership Committee resolutions from 16 February 2024 (Trim: 240220024426).
- (c) **Receives** the Hearing Panel Recommendations Report dated 17 January 2024 (Trim: 240213020097).
- (d) **Adopts** the final version of the Greater Christchurch Spatial Plan as recommended by the Panel (Trim: 240213020097) as:
  - (i) The Spatial Plan for Greater Christchurch; and
  - (ii) The joint Future Development Strategy for Greater Christchurch for the purposes of meeting the obligation to produce a Future Development Strategy under section 3.12 (1) of the National Policy Statement on Urban Development 2020.
- (e) **Delegates** authority to the Independent Chair of the Greater Christchurch Partnership to authorise any amendments of minor effect or to correct minor errors to the final version of the Greater Christchurch Spatial Plan and make design edits prior to formal public circulation.
- (f) **Acknowledges** and thanks the Hearings Panel members for the considerable time and effort expended as part of undertaking their role as Hearings Panel members.

**CARRIED**

Mayor Gordon thanked Councillor Brine for his role on the Hearing Panel for the Greater Christchurch Spatial Plan. The Spatial Plan had been reviewed by the Partnership Committee and had been out for extensive public consultation. The Spatial Plan would be a guidance document for the Council's future. The Greater Christchurch Partnership members considered how to plan for growth in the district and how to maximise investment in greater Christchurch and for the whole of Canterbury. This Plan also assisted in reinforcing the case for larger investment in future transport projects, such as the Woodend Bypass.

Councillor Fulton noted that the Spatial Plan had been thoroughly consulted on, commenting that it was difficult to predict how the Waimakariri District would look in 20 to 30 years. He commended the staff for listening to the community and Councillors and collating what he considered to be a fair document.

Councillor Williams supported the motion. However, he expressed concern about the Waimakariri District's transport and believed that, due to the vast distances across the district, it was not feasible to have public transport covering all areas.

In reply, Mayor Gordon noted this was to encourage people to use public transport and to make sure that public transport routes were protected into the future. The Council had already been showing leadership with the Park and Ride facilities in the Waimakariri District and was really heartened to see the number of cars in the Park and Ride carparks each morning. This indicated high usage of the express bus service, which was achieving the objectives that the Council was seeking. Mayor Gordon acknowledged that this would not work for everyone, however, providing these opportunities showed the Council's responsibility in having Greater Christchurch set up for the future.

*Deputy Mayor Atkinson and Councillor Mealings returned to the meeting at this time.*

7.2 **Greenspace draft Waimakariri Natural Environment Strategy** – V Spittal (Principal Policy Analyst: Climate Change and Sustainability)

V Spittal presented this report seeking the Council's approval to adopt the draft Waimakariri Natural Environment Strategy (WNES) suite of documents for release for public consultation via the 2024/34 Long Term Plan process. The Strategy was aimed at protecting the district's natural ecosystems and, thereby, the overall wellbeing of the community at large. This would involve all areas of the Council's operation and also the work with the many volunteer groups that operate across the district. The four documents were circulated to Councillors separately from the agenda. There had been a pre-consultation period, which ran from 30 November 2023 until 30 January 2024, during which 13 submissions were received. This Strategy aimed to ensure maximum value for money and had gone through a robust process to get to this stage including consideration of feedback from the pre-consultation submissions. The summary of pre-consultation feedback and Natural Environment Strategy Project Control Group responses was provided to the Council, along with a copy of all submissions received. These two attachments were circulated public excluded, as per recommendation (e).

Councillor Williams questioned the spending of \$4.1 million on this Strategy and asked how much more funding was being spent on the natural environment. Staff indicated that it was difficult to determine a figure, as various projects across the Council included portions of environmental enhancement, which was already included in other budgets. Putting this Strategy out for public consultation would allow the community to provide feedback on whether it wanted more funds spent on environmental work. C Brown stated the criteria for establishing what was environmental work and what was necessary work (for example, contract costs for tree maintenance) was difficult to determine; however, it was agreed that staff would provide some figures to the Council on the spending for environmental work.

Following a question from Councillor Cairns on external funding and several volunteer groups that look after different areas in the district, it was pointed out that it was difficult to determine the exact financial value of the work that these groups do. C Brown noted that there were groups in the Waimakariri District who were extremely generous with their time and were very dedicated to their work over a long period of time. Regarding external funding, the more than \$200,000 for the Honda Forest for tree planting in Silverstream Reserve had been funded from various sources over the years, including the Department of Conservation, Environment Canterbury and various trusts and philanthropic donors who had also provided funds to enhance the environment in the Waimakariri District. The Council wished to continue working with these groups, which included planting, pest control and also the volunteers who work in such places as the Kaiapoi Food Forest.

Councillor Fulton highlighted the 31 projects listed in the Strategy that required additional funding and enquired what would be the impact of not doing these projects. V Spittal advised that some of the new projects were required to meet new legislation, and new funding for this was primarily to cover staff resourcing. In response to the cost of doing nothing, V Spittal advised that many of these projects would have multiple benefits for the district, and the Council would still have to pay to solve the problem. However, nature-based solutions tend to be more effective and a lot more cost-effective.

Councillor Goldsworthy asked if this would be implemented over a ten-year period and if there would be some peaks and lows over this time. It was advised that some projects were within operational funding budgets, as were education and advocacy. Any capital project would require loan funding.

Moved: Councillor Blackie

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Receives** Report No. 240215022513.
- (b) **Adopts** the recommendations from the Natural Environment Strategy Project Control Group regarding the feedback from the pre-consultation process as outlined in the pre-consultation summary document, Trim 240222027425.
- (c) **Delegates** the final sign-off of the Waimakariri Natural Environment Strategy suite of documents to the Mayor and Chief Executive.
- (d) **Approves** the Waimakariri Natural Environment Strategy suite of documents for release for public consultation via the 2024 Long Term Plan process.
- (e) **Approves** that the report be made public; however, that Attachments i and ii remain public excluded to protect the privacy of natural persons, including that of deceased natural persons as per LGOIMA Section 7(2)(a).

**CARRIED**

Councillor Williams Against

Councillor Blackie referred to this Strategy as the Council's "Green District Plan", and believed it was the most cost-effective avenue.

Councillor Williams did not support the motion as he believed the Council would be spending too much of the ratepayer's funds on this, and the Council was already spending a significant amount of money on the environment. However, Councillor Williams was in support of the volunteer groups and commended their work and the donations of trees that were planted in the district, including the Honda Tree Forest.

Councillor Cairns was in support of this Strategy and anything that enhances the environment of the district.

Councillor Redmond noted that the staff's preferred option was the most expensive. Climate change, sustainability, and environmental protection were some of the top concerns of residents. There may be some dissatisfaction that the Council was not doing enough in this space, and Councillor Redmond suggested that the consultation responses would indicate the thoughts of the community.

Deputy Mayor Atkinson supported the motion and the Strategy going out for consultation. There were many infrastructure projects in the district that involve some element of planting to both provide enhancement environmentally and also as a safety matter. Deputy Mayor Atkinson believed this Strategy would be supported by the community in the consultation process.

Mayor Gordon supported the motion and the value of this Strategy. The work of the volunteer groups in the district was acknowledged, and he thanked them for the value that they added to the environment. This work needed to be affordable, and the community would express their views on this as part of the consultation. Mayor Gordon took this opportunity to acknowledge climate change and the scientific evidence supporting this as an issue which needed to be addressed. Thanks were extended to V Spittal and the staff for the work involved in producing the Strategy.

Councillor Fulton supported the motion and also acknowledged the impact of climate change. He highlighted the diverse range of groups seeking funding through the Waimakariri Waste Zone Committee and noted that these groups and their projects were all improving the environment. He recommended support for this strategy and looked forward to hearing the community's views.



Councillor Mealings extended thanks to the staff for the compilation Strategy document. Having all this information together in one document provided a more consistent approach. This Plan had 124 actions a lot of which already have existing funding. There were 31 projects that required new funding. There were many areas throughout the district where planting and time were given freely by the community (highlighting the many thousands of hours volunteers had spent at Silverstream Reserve), and many plants were donated to enhance Council reserve areas. Councillor Mealings believed there were risks in not putting this Strategy out for consultation, and the Council needed to act on this.

In reply, Councillor Blackie reminded colleagues that this Strategy was inter-generational, acknowledging that there were costs, though these would be spread over ten years or possibly more. This was a flexible amount and could be altered if the ratepayers did not wish to spend this money or the economy faltered.

7.3 **Raven Quay Water Renewal – Request for additional budget** – C Fahey (Water and Wastewater Asset Manager)

G Cleary and C Fahey presented this report, which sought approval of the Council to bring forward \$200,000 from the 24/25 financial year to complete the Raven Quay Water Renewal Project in the 2023/24 financial year. This project was for the replacement of approximately 140 metres of asbestos cement water main, which had been assessed to be due for replacement. Bringing this project forward would enable it to be coordinated with the Wastewater Rising Main Project scheduled for completion this financial year thereby minimising disruption to traffic, properties, and businesses in the Kaiapoi CBD area due to construction.

Following a question from Councillor Cairns, C Fahey confirmed that undertaking both these projects together would result in some cost savings (e.g., traffic management); and would also cause less disruption for the community.

Moved Councillor Williams

Seconded Councillor Cairns

**THAT** the Council:

- (a) **Receives** Report No. 240213020236.
- (b) **Approves** bringing forward \$200,000 from the 2024/25 financial year to complete the Raven Quay water renewals project in the 2023/24 financial year. The project involves the replacement of approximately 140 meters of Asbestos Cement (AC) water main that has been assessed to be due for replacement.
- (c) **Notes** that construction of the water main at Raven Quay was originally planned for the 2024/25 financial year. However, due to a Wastewater Rising Main Project being completed across the road this financial year, it makes sense to time both construction activities to minimise disruption to traffic, nearby properties and businesses in the busy Kaiapoi CBD area.
- (d) **Notes** that the design for both the Water Main Renewal and Wastewater Rising Main Projects has already been completed, and the intention is to procure the construction work solely from the Water Unit.
- (e) **Notes** that there is \$350,000 water renewals budget available in the 2024/25 financial year in the draft Long Term Plan for water pipeline renewals in Kaiapoi. This is being funded from the Kaiapoi Renewals Fund, which has sufficient balance to enable the budget to be brought forward without any rating impact on the Kaiapoi Water Supply.
- (f) **Notes** that bringing forward construction of the water main at Raven Quay to occur in the 2023/24 financial year will not impact the delivery of existing capital projects in the 2023/24 financial year. The forecast indicates that 84% (by value) of all capital projects that are currently tracked will be completed.

**CARRIED**

7.4 **Submission: Environment Canterbury Regional Council Regional Land Transport Plan – T Allinson (Senior Policy Analyst)**

To meet the Environment Canterbury timeframes for submitting its draft Regional Land Transport Plan, T Allinson advised that the Council's submission had been submitted, and this report provided an opportunity for the Council to formally ratify its submission. The consultation period closed on 26 February 2024. The draft submission was previously circulated to the Mayor and Councillors for review prior to it being finalised by staff.

Mayor Gordon acknowledged the short time in which staff had collated the Council's submission.

There were no questions from members.

Moved Councillor Redmond

Seconded Deputy Mayor Atkinson

**THAT** the Council:

- (a) **Receives** Report No 240223027698.
- (b) **Ratifies** the attached submission on Environment Canterbury's Regional Land Transport Plan. (TRIM: 240219023862)
- (c) **Circulate** the report to the Community Boards for their information.

**CARRIED**

Councillor Redmond extended thanks and complimented staff on this submission, which reflected the views of the Council.

Mayor Gordon endorsed the comments of Councillor Redmond and extended his appreciation as well. Mayor Gordon took this opportunity to also thank the Roding and Transport Manager, acknowledging the several forums that she was involved in, and advocating for roading projects in the Waimakariri district. Significant advance work was undertaken, and this ensured that the projects were not new when the time came for them to be considered and allowed them to be given the appropriate priority.

In response, Councillor Redmond suggested that the submission be referred to the local Member of Parliament, as it provided a good "snapshot" of the district's current situation. Mayor Gordon agreed that the submission would be included in a letter to the local MP.

**8. MATTERS REFERRED FROM THE SOLID AND HAZARDOUS WASTE WORKING PARTY**

8.1 **Kerbside Collection Standardisation: Amendments to Solid Waste and Waste Handling Licensing Bylaw Terms and Conditions** – K Waghorn (Solid Waste Asset Manager)

*(Refer to report no. 240205016484 to the meeting of the Solid and Hazardous Waste Working Party meeting of Tuesday, 27 February 2024)*

K Waghorn presented this report, which was referred from the Solid and Hazardous Waste Working Party. The Working Party recommended amending some of the Terms and Conditions of the Solid Waste and Waste Handling Bylaw. The main purpose of these amendments was to align the Bylaw with the new Kerbside Collection Standardisation.

There were no questions from members.

Moved: Councillor Brine

Seconded: Councillor Blackie

**THAT** the Council:

- (a) **Receives** Report No. 240205016484.

- (b) **Approves** the following changes to the Terms and Conditions of the Solid Waste and Waste Handling Bylaw:
- i. Change Clause 18 iii to read *"In bins for Organics—Compostable kitchen food scraps and garden material that the Council lists as acceptable, that is placed loose in the bin, and that is free of inorganic and unsanitary contamination. The list of acceptable compostable organic materials will be held on the Council's website, updated as necessary, and any changes to materials that can be accepted will be advertised in local media."*
  - ii. Change Clause 18 iv to read *"In containers for Residual Waste/Rubbish—All waste originating from domestic activities not suitable for Recycling or Composting through council-provided services, and that is not Prohibited Waste."*
  - iii. Change the website address in the first bullet point of Clause 18 vi to read *"<https://www.waimakariri.govt.nz/services/rubbish,-recycling-and-organics/transfer-stations>"*.
  - iv. Change the final sentence in Clause 27 to read, *"Approval of eligibility for the service will be administered by the Solid Waste Team, Utilities and Roading Department"*.
- (c) **Notes** that the proposed change to Clause 18 iii is consistent with the wording in Clause 18 i, which the Council previously approved when the Solid Waste and Waste Handling Bylaw Terms and Conditions were amended in 2019.
- (d) **Notes** that the proposed change to Clause 18 iv updates the clause to specify that compostable materials that are unsuitable or unacceptable in organics bins can be placed in rubbish bins and bags.
- (e) **Notes** that the proposed changes to the first bullet point in Clause 18 vi and the final sentence in Clause 27 are to update recent changes made to the Council website and reflect the formation of the Solid Waste Team within the Utilities & Roading Department.
- (f) **Notes** that the Solid Waste and Waste Handling Bylaw will be reviewed later in the 2024 calendar year and that the draft document will be brought to the Council for approval before it is put out for public consultation.
- (g) **Circulates** the report to all Community Boards for their information.

**CARRIED**

Councillor Brine, in supporting the motion, observed that this was the new status quo for kerbside collection, and the major factor involved here would be communicating this to the ratepayers and residents.

Mayor Gordon noted that there needed to be an extensive Communication Plan for the community regarding this. With this being a national change to standards, it had been hoped that there would be a National Communication Plan. However, this was not the case. Mayor Gordon looked forward to hearing back from staff on what the plan would be.

## **9. HEALTH, SAFETY AND WELLBEING**

### **9.1 Health, Safety and Wellbeing Report February 2024 - J Millward (Chief Executive)**

C Brown presented this report on behalf of the Chief Executive, noting the inclusion of a number of incidents identified in the report. No major health and safety incidents were recorded.

There were no questions from members.

Moved: Councillor Blackie

Seconded: Councillor Goldsworthy

**THAT** the Council

- (a) **Receives** Report No 240221025693

(b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at Work Act 2015.

(c) **Circulates** this report to the Community Boards for their information.

**CARRIED**

## 10. COMMITTEE MINUTES FOR INFORMATION

### 10.1 Minutes of a meeting of the Audit and Risk Committee of 13 February 2024

Moved: Deputy Mayor Atkinson

Seconded: Councillor Williams

**THAT** the Council

(a) **Receives** Item 10.1 for information.

**CARRIED**

## 11. COMMUNITY BOARD MINUTES FOR INFORMATION

### 11.1 Minutes of the Oxford-Ohoka Community Board meeting of 8 February 2024

### 11.2 Minutes of the Woodend-Sefton Community Board meeting of 13 February 2024

### 11.3 Minutes of the Rangiora-Ashley Community Board meeting of 14 February 2024

Moved: Councillor Mealings

Seconded: Councillor Goldsworthy

**THAT** the Council

(a) **Receives** Items 11.1 to 11.3 for information.

**CARRIED**

## 12. MAYORS DIARY

### 12.1 Mayor's Diary - 1 February – 25 February 2024

There were no questions from members.

Moved: Councillor Goldsworthy

Seconded: Deputy Mayor Atkinson

**THAT** the Council:

(a) **Receives** report number 240223028026.

**CARRIED**

## 13. COUNCIL PORTFOLIO UPDATES

### 13.1 Iwi Relationships – Mayor Dan Gordon

Communications with the Rūnanga Chairperson have been ongoing. They would trial a new way of working together, with the hope of resuming an annual Hui in 2025.

The footpath on the eastern side of Tuahiwi Road, starting at the Tuahiwi Urupa in the north, through to no. 142 Tuahiwi Road in the south would be open soon and members would be invited to the opening.

### 13.2 **Greater Christchurch Partnership Update** – Mayor Dan Gordon

It had recently been decided that the Partnership would now meet quarterly rather than every month, and also, a reframing of the work programme would be undertaken to reflect milestones that were being achieved. Work would continue on the Mass Rapid Transport and also the relationship that was hoped to be achieved with the new government. To continue to have a strong relationship, in the times in between meetings of the partnership, the Mayors and Chair would continue to meet every month, and the Chief Executives would also continue to meet. The Partnership was still important, however, this was refocusing the work programme.

### 13.3 **Government Reforms** – Mayor Dan Gordon

It was hoped that the new Three Waters legislation would be introduced by mid-year. The Council would need to examine the reform process before determining what would be best for the Waimakariri District. Decisions would not be made without the ratepayers' feedback.

Mayor Gordon noted that roading staff would consider the recently released Government Policy Statement on Land Transport and its implications for the Waimakariri District.

Mayor Gordon was part of a group of local government Mayors from throughout the country who were planning to have discussions with the government on how best to navigate any change. One of the changes that most councils would like to see was the alignment of all processes, as there was, for instance, a National Policy Statement, a Regional Policy Statement, and councils Long Term Plans, and currently, none of these policies were aligned.

### 13.4 **Canterbury Water Management Strategy** – Councillor Tim Fulton

The Water Zone Committee met yesterday for the first time this year. The Chair, Deputy Chair, and Youth Representative were all re-elected for 2024.

Business at the Zone Committee meeting included an overview of funding applications seeking support from the 2023/24 CWMS Action Plan Budget. In this financial year, there was \$75,000 in funding available for each of the CWMS Water Zones. There was a larger variety of groups seeking funding than previously. As much as members' schedules allow, it was planned to do site visits relating to these applications.

Local resident Michael Bate spoke to the meeting, and shared photos, expressing his concern on the condition of Kaiapoi Lakes and also the current issue of Avian Botulism in the district.

The Zone Committee meeting discussed controlling willows on the Cam River banks and the best level of control. If they were removed too much, this would impact the river's ecology. Deputy Mayor Atkinson understood that some underplanting was to be done. This matter had gone back to the Council's Water Environment Advisor, S Allen, to follow up.

It was noted that the life of the Water Zone Committee could be coming to an end, and it was up to the Council to consider this matter. The committee members had a significant amount of capability and diversity. A possible move could be to create a modified Water Zone Committee, and Councillor Fulton commented that he would not like to see the good work of the current Zone Committee lost.

Mayor Gordon suggested arranging a workshop with the appropriate Environment Canterbury (ECan) representative and the Water Zone Committee to discuss the committee's future. Staff would follow up on arranging this workshop.

Councillor Redmond asked if there had been any discussion on spraying glyphosate into water, as he understood there was now a natural alternative available. It was suggested that time could be provided for an update at the next Utilities and Roothing Committee meeting.

Councillor Cairns also noted that Ecan was undertaking helicopter aerial spraying in riverbeds and asked if this was the appropriate application for this.

### 13.5 **Climate Change and Sustainability** – Councillor Niki Mealings

Recently, the Canterbury Climate Partnership Plan was discussed with the reference group and working group, which involved both elected members and staff. The plan would be coming to the Council for review. The actions in the Plan were primarily about collaboration, working together, and working smarter, not harder.

There was a recent update from the Ministry for the Environment regarding climate change and RMA reform, with the key message being that the environment was under pressure. Work was needed on working collaboratively between government and local government on these issues.

Councillor Mealings referred to recent news articles of interest:

- The world experienced the warmest July on record.
- The Ministry of the Environment recently released a new Climate Change and Coastal Hazards guidance for 2024 document.
- The NZ Herald recently reported that 40% of NZX companies were disclosing climate-related risks in their financial statements.
- The NZ Herald also reported on the cost of climate change to property owners. According to Lloyds and the New Zealand Insurance Council, New Zealand was the second-highest risk in insurance, behind Bangladesh.

Mayor Gordon asked for these articles to be circulated to members.

Councillor Fulton asked if the Council had an assessment of the extent of acceleration of climate change in the modern period. Councillor Mealings advised that the NIWA report includes a climate change risk assessment that this Council refers to. Members were referred to staff members who could provide a more thorough response to this question.

Following Councillor Redmond's question on climate records, it was pointed out that in the modern world, there were only climate records for the last two hundred years, and scientific research has gathered information through carbon dating for times prior to this.

### 13.6 **International Relationships** – Deputy Mayor Neville Atkinson

The next meeting of the Waimakariri Passchendaele Advisory Group was scheduled for 28 March.

Mayor Gordon provided an update on the self-funded trip to Belgium taking place in November 2024.

Deputy Mayor Atkinson attended the recent Chinese New Year Celebration with the Chinese Consulate with approximately 200 other guests. This included Councillors from Christchurch City, and the Mayors from Ashburton and Hurunui District Councils.

### 13.7 **Property and Housing** – Deputy Mayor Neville Atkinson

The Property Portfolio Working Group had a meeting scheduled for this week. The Ohoka Road properties had gone back on the market under tight timeframes, and more offers had come in than previously. These offers would be considered at the meeting.

There had been a positive response to funding for pensioner housing, and it was hoped to be able to make an announcement in the next two weeks on this matter.

## 14. **QUESTIONS**

*(under Standing Orders)*

Nil.

**15 URGENT GENERAL BUSINESS***(under Standing Orders)*

Nil.

**16. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED***Section 48, Local Government Official Information and Meetings Act 1987.*

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

Moved: Mayor Gordon

Seconded Deputy: Mayor Atkinson

**That** the public is excluded from the following parts of the proceedings of this meeting:

- 16.1 Confirmation of Public Excluded Minutes of Council meeting of 30/31 January 2024
- 16.2 Confirmation of Public Excluded Minutes of Council meeting of 7 February 2024
- 16.3 Minutes to be received for information Public Excluded portion of Oxford-Ohoka Community Board meeting of 8 February 2024
- 16.4 Minutes to be received for information Public Excluded portion of Audit and Risk Committee meeting of 13 February 2024
- 16.5 Contract 22/37 River Road Urbanisation – Tender Evaluation and Contract Award Report

The general subject of each matter to be considered while the public was 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 were as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
16.1	Confirmation of Public Excluded Minutes of Council meeting of 30/31 January 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
16.2	Confirmation of Public Excluded Minutes of Council meeting of 7 February 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s 7(2)(i)).
16.3	Minutes to be received for information Public Excluded portion of Oxford-Ohoka Community Board meeting of 8 February 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section7(2)(i).
16.4	Minutes to be received for information Public Excluded portion of Audit and Risk Committee meeting of 13 February 2024	Good reason to withhold exists under section 7	To protect the privacy of natural persons, including that of deceased natural persons (s7(2)(a) and to carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section7(2)(i).

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
<b>REPORTS</b>			
16.5	Contract 22/37 River Road Urbanisation – Tender Evaluation and Contract Award Report	Good reason to withhold exists under section 7	The contents of the report remain public excluded, as there is good reason to withhold in accordance with Section 7(h) of the Local Government Official Information and Meetings Act; “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”, but the recommendation be made public, once the contract has been signed.

**CARRIED**

The meeting adjourned at this time and reconvened in Public Excluded

**CLOSED MEETING**

*The public excluded portion of the meeting occurred from 3.20pm until 3.47pm.*

**OPEN MEETING****Resolution to Resume in Open Meeting**

Moved Deputy Mayor Atkinson

Seconded Councillor Cairns

**THAT** open meeting resumes and the business discussed with the public excluded remains public excluded or as resolved in individual reports.

**CARRIED**

16.5 **Contract 22/37 River Road Urbanisation – Tender Evaluation and Contract Award Report** – G Kempton (Senior Project Manager) and J McBride (Roading and Transport Manager)

Moved: Mayor Gordon

Seconded: Councillor Brine

**THAT** the Council:

- (a) **Receives** Report No. 240219023656.
- (b) **Authorises** staff to award Contract 22/37 River Road Urbanisation to Stopforth Contracting Limited for a sum of \$711,453.17 (excluding GST) to allow the full contract as tendered to proceed as per Option One of this report, and.
- (c) **Approves** additional budget of \$140,000 for River Road Urbanisation to be allocated in the current 2023/24 financial year to allow the award of the tender. This will increase the River Road Urbanisation PJ101877.000.5135 budget from \$700,000 to \$840,000).
- (d) **Notes** that this project is funded from various budgets as detailed in Section 7.1 and that there is currently budget available of \$825,000 in total for the overall project.
- (e) **Notes** to proceed within the current project budget, a reduction has been discussed with Stopforth Contracting resulting in the opportunity to reduce the contract value, as detailed in Section 3.
- (f) **Notes** that, in accordance with the Conditions of Tendering, all tenderers will be advised of the successful tenderer's name and price and the range and number of tenders received. This information will be made available to the public if requested.



- (g) **Notes** that co-funding from NZ Transport Agency (Waka Kotahi) will not be available for any additional budget should Option One be progressed, and as such, this will be unsubsidised.
- (h) **Notes** that for the additional budget of \$140,000 as allowed for in recommendations (b) and (c), the rate impact of allocating this additional budget is 0.085% on the Roding Rate or \$0.39 per property.
- (i) **Resolves** that the recommendations in this report be made publicly available but that the contents remain public excluded, as there is good reason to withhold in accordance with Section 7(h) of the Local Government Official Information and Meetings Act; “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”.

**CARRIED**

#### 17. **NEXT MEETING**

The next ordinary meeting of the Council is scheduled for Tuesday 2 April 2024, commencing at 1pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 3.48PM.


CONFIRMED

\_\_\_\_\_  
Chairperson  
Mayor Dan Gordon

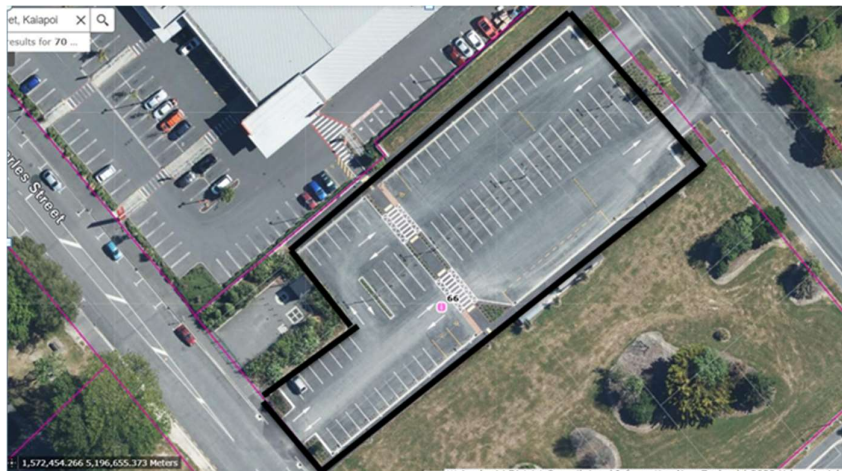
\_\_\_\_\_  
Date

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** BAC-03-119-01 / 240318041379**REPORT TO:** COUNCIL**DATE OF MEETING:** 2 April 2024**AUTHOR(S):** Vanessa Thompson, Senior Advisor Business & Centres**SUBJECT:** Kaiapoi Night Market Proposal**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Chief Executive
**1. SUMMARY**

- 1.1. This report seeks approval to issue a one-year Licence to Occupy agreement to Market and Investment Limited to operate a night market at the Kaiapoi Central park-and-ride site (66 Charles Street). The market will operate once a week on either a Saturday or Sunday night, with Sunday being the initial preference of the market organisers. The weekend market will have no impact on the current Monday to Friday park-and-ride services at the site.



- 1.2. Kaiapoi-Tuahiwi Community Board at their meeting on 20 November 2023 endorsed the presence of a weekly night market in the Kaiapoi town centre and signalled approval for a one-year Licence to Occupy.
- 1.3. The commencement of the night market will be contingent on a Resource Consent being secured by Market and Investment Limited. There may be written approvals required as part of the resource consent process, but this determination is made at the time of processing the resource consent.
- 1.4. The market is anticipated to generate 50 stalls initially with a hospitality (70%) and retail (30%) mix. The market may also be accompanied by entertainment activities such as amplified music and/or live musicians.

- 1.5. The market could provide a regular source of entertainment for families plus socialisation opportunities for the community in Kaiapoi, particularly if it's supported by entertainment. It may also help facilitate more nighttime economy in the town centre if market attendees go on to patronise other evening hospitality businesses.
- 1.6. The market is proposing to target a different 'experience' market than existing takeaway businesses. While the night market is a high-turnover food environment, it is set within a public context meaning people linger to experience a night out with the wider community. The night market may lack appeal for those that simply want to pick up a takeaway and eat it in the comfort and privacy of their own home.
- 1.7. Staff will complete a review of the market and its activity after six-months to assess its impact on existing hospitality businesses.
- 1.8. At the request of Council, staff completed a period of public engagement to test business perceptions about the potential presence of the weekly market. The two-week survey (4-17 March) was closed to the general public but open to hospitality and retail businesses in the town centre (including further south down Williams Street) and Silverstream. The survey had 8 visitors, but only one business completed the survey. Key feedback from the survey respondent (a hospitality business) was that the market will provide them with an opportunity to grow their business if they have a weekly stall.

Attachments:

- i. 230925150081 - Kaiapoi Night Market Business Plan.

## 2. RECOMMENDATION

**THAT** the Council:

- (a) **Receives** Report No. 240111002941.
- (b) **Approves** the presence of a weekly night market operating on a Saturday or Sunday night at the Kaiapoi Central park-and-ride site (66 Charles Street) under a one-year Licence to Occupy agreement providing Council with the appropriate legal mechanism to protect its land asset.
- (c) **Notes** that the Kaiapoi-Tuahiwi Community Board at their meeting on 20 November 2023 endorsed the presence of a weekly night market in the Kaiapoi town centre and signalled approval for a one-year Licence to Occupy agreement to be issued to Market and Investments Ltd.
- (d) **Notes** the commencement of the night market is dependent on a resource consent being secured by Market and Investment Limited. There may be written approvals required as part of the resource consent process, but this determination is made at the time of processing the resource consent.
- (e) **Notes** the following minimum licence fees will be charged as part of the one-year Licence to Occupy agreement:
  - Summer (Oct-Mar) \$161.25 per market day
  - Winter (Apr-Sep) \$88.75 per market day
- (f) **Notes** that the market will likely be open between the hours of 5pm/6pm to 9pm/10pm, depending on any Resource Consent conditions.
- (g) **Notes** that the market will provide vendor opportunities to local suppliers in the first year who might wish to register their interest in being a stallholder. However, the Kaiapoi night market is based on pre-existing model with existing supplier relationships and a reasonable proportion of stallholders may be sourced from outside of the district.

- (h) **Notes** the positive feedback from complex management about the impact of the night market at The Hornby Hub complex, and the intention to complete a review of the Kaiapoi Night Market and its activity after six months to assess its impact on local hospitality businesses.
- (i) **Notes** the period of select engagement that was undertaken from 4-17 March with affected retail and hospitality businesses in the Kaiapoi town centre and Silverstream, to test their perceptions of the market and its potential impact on existing business trade.
- (j) **Notes** the Kaiapoi Night Market Business Plan (attachment i), providing further information about the night market business model and proposed activity.
- (k) **Circulates** this report to the Kaiapoi-Tuahiwi Community Board for their interest.

### 3. **BACKGROUND**

- 3.1. Existing Kaiapoi markets include:
  - Charles Street Farmers Market: occurs on Charles Street (Tom Ayers Reserve) every Saturday from 10am to 12pm. The Kaiapoi Farmers Market was established in 2005 and provides fresh and artisan products that are created or grown locally.
  - North Canterbury Creative Market: held up to three times a month at the Kaiapoi Club and (occasionally) Rangiora Showgrounds. The market features over 60 stalls showcasing goods made by talented artisans. The North Canterbury Creative Market is a recent addition to the event landscape in Kaiapoi and Rangiora.
- 3.2. In February 2023, staff were approached by a community member seeking to establish a day market in the Kaiapoi town centre, which would occur on a monthly basis. On 20 March 2023, the Kaiapoi-Tuahiwi Community Board approved the presence of the market located temporarily at 131 Raven Quay under a recurring booking for an initial term of three months, to be rolled over in three month booking blocks should the market continue to operate without incident. The market ran on three Saturday mornings across April and May but was discontinued by the organiser due to operational issues including a lack of uptake/interest from available stallholders.
- 3.3. Council staff were approached in September 2023 by Market and Investments Limited, the managers of the Hub Hornby Night Market and Bush Inn Centre Night Market (temporarily closed) seeking to establish a weekly night market in Kaiapoi.
- 3.4. Kaiapoi-Tuahiwi Community Board at their meeting on 20 November 2023 endorsed the presence of a weekly night market in the Kaiapoi town centre and signalled approval for a one-year Licence to Occupy.
- 3.5. At the 7 February 2024 Council meeting, Councillors requested that staff engage with affected businesses in the Kaiapoi town centre to gauge their perceptions about the weekly presence of a night market and its perceived impact on their business trade.
- 3.6. Staff completed a two-week period of closed engagement with retail and hospitality business (4-17 March) providing an opportunity for them to give feedback. Survey flyers were hand delivered to retail and hospitality businesses in the Kaiapoi town centre and Silverstream commercial complex. The flyers invited businesses to complete a short survey about the proposed night market. The survey was not available to the general public. Anecdotal feedback from many businesses on receipt of the flyers was positive toward the presence of the market.

Image 1 – Survey flyer



Key survey questions included:

- Would the presence of a weekly market in the Kaiapoi provide your business with any benefits or opportunities?
- Do you foresee any issues for your business with the presence of a weekly night market?
- Would you be interested in having a staff at the market if it was free in the first year for local vendors?

3.7. The 5-minute survey had 8 visitors, but only one business completed the survey. Key feedback from the survey respondent (a hospitality business) was that the market will provide them with an opportunity to grow their business if they have a weekly stall.

#### 4. **ISSUES AND OPTIONS**

##### **The Proposition**

4.1. The occurrence of a weekly night market in Kaiapoi on either a Saturday or Sunday night, with Sunday being the first preference of the market organisers. Market and Investments Limited (the managers) have potentially 50 stall holders who are ready to commit to the market. The Christchurch night market activity is split toward 70% hospitality and 30% retail. They expect a similar activity split for the Kaiapoi night market.

Image 1: Bush Inn Shopping Centre weekly night market



### **Market Management**

- 4.2. Market and Investment Limited currently manage the Hornby Hub night markets (and also the Bush Inn night market which is temporarily closed). They are registered with the New Zealand companies' office and their company number is 8141422. Their registered office/residence is based in Wigram, Christchurch.
- 4.3. Market and Investments Limited will manage the Kaiapoi market in accordance with their Health and Safety/Site plans and any Licence to Occupy (LTO) conditions. They will be responsible for ensuring the market operates smoothly and also for the safety of stallholders and community members attending the market. They must have appropriate insurances in place (particularly, for public liability) as part of their LTO conditions.

### **Hornby Hub Night Market**

- 4.4. Hornby Hub management note that the additional 2,000 customers who attend the Hornby Hub Night Market provide an important boost to regular Thursday late night shopping at the complex. The increased foot traffic that the market generates provides more business opportunities for all retailers. The extended hours of the Night Market result in the centre being busy up to and past the 9pm closing time for the mall, due to the market being open until 10pm.

### **Bush Inn Market Closure**

- 4.5. Market and Investments Ltd state that the main reason behind the closure of the Bush Inn market was limited parking space and the need to share the existing spaces with surrounding businesses. The market used to operate on a Saturday which was the busiest day for the hospitality businesses at the complex, whose bricks-and-mortar rent included access to the parking spaces for their customers. The market closed due to a desire from the hospitality businesses to keep the carpark free for their customers on a Saturday.

### **Operational Considerations**

- 4.6. Some key operating considerations include:
- 4.6.1. An ideal market site would include a combination of 600-800sqm indoor space plus 1000sqm outdoor space. Alternatively, a 1,500sqm outdoor space can work.
- 4.4.2 The land at the Kaiapoi Central park-and-ride site (66 Charles Street, see image below) is ideal as it is fee simple with a hard surface. The site is close to the town centre which enables activation of pubs and other evening businesses once people have attended the market. A Saturday or Sunday night market is ideal as the existing public transport service only accesses the park-and-ride lot during weekday peak periods and not on the weekends. This means the market can freely access the site on the weekends (without impacting public transport) and can pack in from 4pm onwards and be operating by 5pm/6pm while closing at 9pm/10pm.



- 4.4.3 There is unrestricted parking along Charles Street east, Sewell Street and Jones Street to support parking for market attendees.
- 4.4.4 A key determinant in identifying Charles Street as the preferred temporary site, is the future potential for the South MUBA development to incorporate a large outdoor market space meaning the market could be moved from Charles Street to the South MUBA area. If successful, the market can be cemented in the minds of the community as a regular town centre feature and help to activate the town centre evening economy as well as the riverside.
- 4.4.5 The bus services that use the Kaiapoi Central park-and-ride lot may have their frequency increased in coming years as part of the 'Public Transport Futures' programme. If expansion of these services (or other new public transport services initiated through the site) overlaps with night market operations, then the public transport operations will take precedent. Under these circumstances, Council would reserve the right to require a change in days and/or times of the night market for any occurrence at 66 Charles Street or relocation of the market's activities to another site. Market and Investment Ltd have been advised of this risk but they are happy to progress with the LTO approval and RC process regardless.
- 4.4.6 The night market will need to complete a consenting process as the proposed activity at 66 Charles Street would trigger the requirement for a resource consent and breach the retail rules for the applicable zones and potentially trigger the signage rules, noise rules and traffic movement requirements. There may be written approvals required as part of the resource consent process, but this determination is made at the time of processing the resource consent.
- 4.4.7 The requirement for a Traffic Management Plan is also likely given the initial scale of the proposed market (50 stalls) and its potential to grow to a similar size as the other Christchurch based markets (100+ stalls).
- 4.4.8 The organisers will need to bring in their own generators, portaloos and rubbish bins to support the stallholders and any entertainment activity, as well as volunteer and security staff to manage the market and community safety appropriately.
- 4.4.9 Liquor licenses will need to be secured by individual stallholders, and if approved, managed in accordance with the terms and conditions of the licence and/or approved licensed area. Submitted applications are likely to be for on-licence permission, supporting alcohol beverage purchases as an accompaniment to the meals offering across specific food stalls.



4.4.10 Food trucks associated with the market will need to be registered with the relevant food certifications, which will need to be presented to the market administration staff and kept on public display during operating hours.

4.4.11 The market should provide opportunities to local suppliers who might wish to register their interest in being a stallholder. However, the Kaiapoi night market will be based on pre-existing model with existing supplier relationships and a reasonable proportion of stallholders may be sourced from outside of the district.

#### **Land access / licence terms**

4.7. A sliding scale fee structure for land lease under the LTO may be appropriate where the initial fee paid to Council is lower but increases as the market grows in size and income. In determining the charges, it is appropriate to look at the existing arrangements Council has place with other markets approved to operate on public land and use these to inform any terms offered to Market and Investment Ltd. Current arrangements include:

- Charles Street Farmers market / Not-for-profit: Council does not charge any licence fees to enable the market to operate on public land. The Kaiapoi Farmers Market is a not-for-profit community market that has been operating since around 2005.
- Ohoka Farmers Market / Commercial: In their 2018 signed licence with Council the market was due to pay \$8,000+GST per annum as the ground fees for access to domain land. The market now attracts up to 55 stallholders and around 500 visitors per week. The annual fee breaks down to a weekly charge of \$153.85 + GST per week.
- Oxford Farmers Market / Not-for-profit: Historical Licence to Occupy agreements register a \$1 + GST ground licence fee for access to Pearson park land.
- Kaiapoi Market (131 Raven Quay) / Not-for-profit: Given the trial nature of the market and the management of its booking under the Reserves Booking Process, a standard reserve booking fee of \$27.86 per day applied for each booking day.
- NEW: Kaiapoi Night Market / Commercial: It is important that commercial markets operating in the district are charged a fee to access public land. However, in acknowledgement of the potential community benefits associated with the market and to enable the market activity, the recommendation is for a base fee of 5% of the gross turnover of stall income based on a minimum of 50 stalls (factoring in a 70% hospitality / 30% general stallholder split). This can be reviewed after the first three-months:
  - Summer (Oct-Mar) - \$161.25 per market day.
  - Winter (Apr-Sep) – \$88.75 per market day.

The above charges are a minimum only and may be higher if there are more than 50 stalls operating at each market.

4.8. Market and Investment Ltd will be provided with an initial one-year LTO which gives them permission to occupy the land at 66 Charles Street with their market activity. It formalises the legal relationship between both parties and provides some protection to Council around its asset. The LTO also allows Council to recover any reinstatement costs from Market and Investments Limited if any land assets are damaged in association with the night market activities. A degree of flexibility will be offered under the initial LTO enabling



the market to be charged for the number of days the market occurs each month instead of a fixed monthly licence fee (regardless of whether the market occurs or not).

- 4.9. The LTO will also include termination clauses which allow Council to cancel the LTO or request the removal of stalls if the market or the presence of any specific stalls is having an adverse impact on existing town centre businesses.
- 4.10. It is important to note that the LTO sits independent of the resource consenting and regulatory process. The LTO will only be granted should the market secure a resource consent with activity permission to hold the market at the proposed location.

### **Community Benefit**

- The Kaiapoi Central park-and-ride stie (66 Charles Street) is in close proximity to the New Zealand Motor Caravan Association caravan park; the market can offer increased destination appeal for NZMCA members, while its members are a potential revenue source for the market.
- The market may be supported by some form of entertainment activity – local buskers, small musical acts that can ‘plug-in-and-play’. Therefore, there may be performance and exposure opportunities for emerging performers and musicians.
- The market could provide a regular source of entertainment for families plus socialisation opportunities for the community in Kaiapoi on a Saturday or Sunday night, particularly if it’s supported by entertainment.
- Most other markets operating in Kaiapoi are day markets, so the night market proposition is a new and novel concept for the town centre with the ability to help generate (alongside existing pubs, restaurants etc.) more nighttime economy in the centre.
- There is a risk that the market may be perceived by existing town centre hospitality businesses as competing with their custom on a Saturday night (potentially one of the busiest trade nights) if the market ever operates on a Saturday (noting that the preference is for Sunday trade by the operators). The night market is proposing to target a different ‘experience’ market than the traditional takeaway customer base. While the night market is a high-turnover food environment, it is set within a public context meaning people linger to experience a night out with the wider community. The night market may lack appeal for those that simply want to pick up a takeaway and eat it in the comfort and privacy of their own home. A restaurant experience is equally different and targets those seeking to linger over a meal in the comfort of an indoor hospitality environment.

### **Recommendation**

- 4.11. In support of the market’s nighttime activities and potential community benefits, staff are proposing the following:
- The market activity is supported for an initial trial year contingent on a Resource Consent being secured, and appropriate cancellation clauses being included in the LTO.
  - The market should support local businesses who might wish to register as a stallholder.
  - Review market and activity at six months. Bring a report back to the Kaiapoi-Tuahiwi Community Board that discusses the market’s success and impact on the town centre.

- Fees at the following minimum rates initially: Summer (Oct-Mar) - \$161.25 per market day. Winter (Apr-Sep) – \$88.75 per market day.
- The preferred location is the Kaiapoi Central park-and-ride site (66 Charles Street).

### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Additional town centre/community attractions may support increased opportunities for socialisation and contribute positively to the community's perceived liveability of the district.

4.12. The Management Team has reviewed this report and support the recommendations.

## **5. COMMUNITY VIEWS**

### **5.1. Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report. There may be opportunities for local Te Ngāi Tūāhuriri food and beverage suppliers or artisans to book stall spaces within the market.

### **5.2. Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. There may be opportunities for local food and beverage suppliers or artisans to book stall spaces within the market.

### **5.3. Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Additional town centre/community attractions may support increased opportunities for socialisation and contribute positively to the community's perceived liveability of the district.

## **6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

### **6.1. Financial Implications**

There are financial implications of the decisions sought by this report. The Council may generate a small amount of revenue from each market through land access charges.

The recommendation is for an initial base fee (paid to Council) of 5% of the gross turnover of stall income based on a minimum of 50 stalls (factoring in a 70% hospitality / 30% general stallholder split). This can be reviewed after the first three-months:

- Summer (Oct-Mar) - \$161.25 per market day.
- Winter (Apr-Sep) – \$88.75 per market day.

The yearly revenue to Council could be:

<b>Period</b>	<b>Revenue to Council</b>	<b>Sub Totals</b>
Summer Fees x 26 weeks	\$161.25 per market day	\$4,192.50
Winter Fees x 26 weeks	\$88.75 per market day	\$2,307.50
	<b>Totals</b>	<b>\$6,500*</b>

\*Estimate only. Vendors are charged for the days the market occurs. The current fee is based on a minimum of 50 stalls and the per day charge may be higher if more than 50 stalls are registered for each market day.

Operational costs associated with the market will be responsibility of the market's management team and there should be no unrecoverable expenses for Council. The Licence to Occupy agreement allows Council to recover any reinstatement costs from Market and Investments Limited if any Council assets are damaged in association with the night market activities.

#### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

#### 6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report.

- There is a risk that the market may be perceived by existing town centre hospitality businesses as competing with their custom on a Saturday night (potentially one of the busiest trade nights). While the initial preference by the organisers is for a Sunday night market, they would consider moving it to a Saturday night if the Sunday is not appealing to the community. The night market is proposing to target a different 'experience' market than existing takeaway businesses. While the night market is a high-turnover food environment, it is set within a public context meaning people often linger to experience a 'night out' with the wider community. The night market may lack appeal for those that want to pick up a takeaway and eat it in the privacy of their own home. A restaurant experience is equally different and targets those seeking to linger over a meal in the comfort of an indoor environment.
- There is a risk that public land could be damaged in some way through the market activity. However, as the Kaiapoi Central park-and-ride site is hardstand (and not grass), the risks are low. The market will need to have relevant insurances in place to cover any reinstatement of Council property in the event of damage.

#### 6.4 **Health and Safety**

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. As with any large community event, Market and Investments Limited will need to manage the event in accordance with their Health and Safety/Site plans and any LTO conditions. They will be responsible for ensuring the market operates smoothly and for the safety of stallholders and community members attending the market. They will need to have sufficient insurance in place (particularly, for public liability) as part of their LTO conditions.

### 7. **CONTEXT**

#### 7.1. **Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

#### 7.2. **Authorising Legislation**

Local Government Act 2002

Resource Management Act 1991

#### 7.3. **Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

Businesses in the District are diverse, adaptable and growing.

- There are growing numbers of businesses and employment opportunities in our District
- There are sufficient and appropriate places where businesses are able to set up in our District.

7.4. **Authorising Delegations**

Council has the authority to approve leases and licences on the mixed-use-business area land in Kaiapoi.

## **Night Market –Kaiapoi**

### **Business Plan**

There are successful Night Market operation examples both in Auckland and Sydney which inspired us with the idea of setting up our very own Kaiapoi Night Market in the current environment.

Furthermore, in addition to our already successfully established The Bush Inn Center Night Market, The Hub Hornby Night Market, we would like to take the opportunity to establish an additional Kaiapoi area Night Market, to be running on a different day of the week.

The most important reason for us wanting to bring the night market to Kaiapoi is because we love the township and community feeling. We are deeply attracted by the vibe and community feel and of course, it being a beautiful and elegant township set by the Kaiapoi River. We hope that the night market will help attract more people from across Canterbury to Kaiapoi.

At the same time, we realized that there's very little evening family event around North Canterbury, we hope to bring an exciting event to residents here and around, to bring people together and add happiness for everyone.

In addition, we are the only market which runs weekly in the evenings. We work together with motels and hotels for marketing of this event to tourists and I believe this unique competitiveness will attract more tourists to Kaiapoi, and not just the wider Christchurch area.

Lastly, this is also a great employment opportunity. We currently have 50 plus stall vendors every Thursday, which means we have provided at least 50 plus employment opportunities. I believe if the night market runs on Fridays and Saturdays, this number will increase furthermore. This is a great opportunity for Kaiapoi residents to try a different business and work model.

## **Night Market –Kaiapoi**

### **Business Plan**

#### **Position:**

The ideal site for this would be a combination of 600-800sqm indoor space plus a 1000sqm yard or carpark, or the least, a 1500sqm outdoor space. Mike Lcuk (PLC Group) has showed me two sites in Kaiapoi – one near the New World supermarket carpark and the other, a green space near the Kaiapoi Library and Service Centre. I feel both are great options. At the same time, will bring great convenience for the Kaiapoi NZMCA Park, assisting with the increase of its influence.

However, my concern for the space near the Kaiapoi Library and Service Centre is in relation to the services such as power, lighting and toilet facilities. Of course, there is the option of generators and portaloos as a potential solution, but if there is power supply, lighting and proper facilities to be used, that would be most ideal and convenient.

#### **Operation Times:**

The Hub Hornby Night Market runs every Thursday; hence, we consider running at least two nights at the Kaiapoi Night Market on Fridays and Saturdays. The usual opening time is from 6-10pm, our stall holders arrive on start between 4.30-5.30pm for preparation.

Our team and staff will carry out cleaning duty afterwards, to clean down the space and get rid of rubbish.

At the same time, we are confident that the Night Market will also greatly drive the sales of other businesses in this area.

We will also consider a daytime market, for example on a Saturday morning or afternoon. This can be discussed further, and we are happy to work with the local requirements. However, the night market is a more competitive business model.

## Night Market –Kaiapoi

### Business Plan

#### Organization:

1. We will have purposely made signs to indicate the time and location of the night market, have it displayed, as well as other necessary instructions and guidelines such as no-stopping in areas of operation signs' from specific times.



2. We will provide customers with tables, chairs and rubbish bins. Based from experience, we would need a 5-6m<sup>3</sup> potable rubbish bins (recently supplied by Enviro waste) but only to be used when the Night Market is operating.
3. We would appreciate the landlord's approval for a liquor License, to enable appropriate stall holders to operate. The application and running of a liquor license would be of stall holder's responsibility to apply and maintain from Waimakriri Council.

## Night Market –Kaiapoi

### Business Plan

#### Electricity:

How the Auckland Night Market electricity was arranged: The organizers of the night market installed a very large generator (around 100kva 3 phase) on trailer to supply electricity to all stalls.

The generator is located outside with distance.

For health and safety purposes, all wires on the walk pass will be securely covered. If we are able to tag into the mall power supply, it would be ideal, we could arrange with you to have a check-meter installed for billing purposes.

From experience, like our existing market size, we would require roughly **4-8 ways of 32A 3 phase power supply**, depends on how many spot power outlets/leads we can use.

#### Security:

We are prepared to outsource the security of the Night Market's to a qualified security company to ensure operating orders of the night market, we would engage a Security operator from: Red Security, October Security, Alpha Protection Services, which all three are local security providers and we will ensure each shift has the minimum of two security guards on site when the Night Market is trading.



## Night Market –Kaiapoi

### Business Plan

#### Cleanliness:

Cleaning is something we care about and pay a lot of attentions to. There will be rules/requirements set out for each stall owner, so that they are to be hold responsible for cleanliness of their part of operation (Please see as per below).

We will make sure that the site cleanliness and maintain it at a high standard by collecting all rubbish into the skip, but we would appreciate [the center appoint/organize a cleaning](#) crew to assist us with the cleanups of the car parks.

#### Toilets:

We will rent 2 fresh water self-cleaning portaloo for the operation and food consent required.

However, if there is [are toilets with a separate entrance](#) and exit door to the building complex, which can be used even when the building is closed.

## Night Market –Kaipoi

### Business Plan

#### Promotions:

**For stalls:** Collect information on the existing food trucks/stalls in Kaipoi & Christchurch as they are experienced and are to be with complete health and safety procedures. Their involvement will spark more interests and in turn attract more and more new stalls.

We currently have over 230 stall holders registered interested to operate with our Night Market who had all been signed up with proper independent contracts. And over 150 of them is currently active.

On an average operation night, based on our experience, the turnout is to be above 110 stalls, and 70% of which are food stalls. Retail and other stalls form the rest 30%.

**For customer:** The launching promotion we will draw on the promotional model of Korean Day/Japan Day market events, together with online and traditional media promotions; as well as actively cooperate with the community, school and other groups. In the later period, we will continue to improve the diversity of Night Market client pool to naturally attract different types of people. We have relationships with local Media promotion operators and we occupy at least for digital billboard on a weekly basis. In which we will clearly label and promote the operation location for the Night Market event to take place.



## Night Market –Kaiapoi

### Business Plan

We have established sizeable local subscribers on Instagram and Facebook (IG/Facebook: christchurchNightMarket),

Social Media data on 19/09/2023:

Facebook: 9353 followers.

Ins: 3491 followers.

Please refer to the attached our May Digital Billboard display schedule.

#### May 2021

CHCHLED12 - Media	May 3rd, 2021	CHCHLED12 Clarence St (Northbound) May 3rd, 2021 – May 9th, 2021
CHCHLED14 - Media	May 3rd, 2021	CHCHLED14 Beach & Bays Bound May 3rd, 2021 – May 9th, 2021
CHCHLED31 - Media	May 3rd, 2021	CHCHLED31 Colossus on Colombo May 3rd, 2021 – May 9th, 2021 Pre-emptive
CHCHLED30 - Media	May 3rd, 2021	CHCHLED30 Bealey HQ May 3rd, 2021 – May 9th, 2021 Pre-emptive
CHCHLED12 - Media	May 10th, 2021	CHCHLED12 Clarence St (Northbound) May 10th, 2021 – May 16th, 2021
CHCHLED30 - Media	May 10th, 2021	CHCHLED30 Bealey HQ May 10th, 2021 – May 16th, 2021
CHCHLED31 - Media	May 10th, 2021	CHCHLED31 Colossus on Colombo May 10th, 2021 – May 16th, 2021 Pre-emptive
CHCHLED14 - Media	May 10th, 2021	CHCHLED14 Beach & Bays Bound May 10th, 2021 – May 16th, 2021 Pre-emptive
CHCHLED31 - Media	May 17th, 2021	CHCHLED31 Colossus on Colombo May 17th, 2021 – May 23rd, 2021
CHCHLED30 - Media	May 17th, 2021	CHCHLED30 Bealey HQ May 17th, 2021 – May 23rd, 2021 Pre-emptive
CHCHLED12 - Media	May 17th, 2021	CHCHLED12 Clarence St (Northbound) May 17th, 2021 – May 23rd, 2021 Pre-emptive
CHCHLED14 - Media	May 17th, 2021	CHCHLED14 Beach & Bays Bound May 17th, 2021 – May 23rd, 2021 Pre-emptive
CHCHLED13 - Media	May 24th, 2021	CHCHLED13 Clarence St (Southbound) May 24th, 2021 – May 30th, 2021
CHCHLED14 - Media	May 24th, 2021	CHCHLED14 Beach & Bays Bound May 24th, 2021 – May 30th, 2021
CHCHLED31 - Media	May 24th, 2021	CHCHLED31 Colossus on Colombo May 24th, 2021 – May 30th, 2021 Pre-emptive
CHCHLED30 - Media	May 24th, 2021	CHCHLED30 Bealey HQ May 24th, 2021 – May 30th, 2021 Pre-emptive
CHCHLED31 - Media	May 31st, 2021	CHCHLED31 Colossus on Colombo May 31st, 2021 – Jun 6th, 2021
CHCHLED30 - Media	May 31st, 2021	CHCHLED30 Bealey HQ May 31st, 2021 – Jun 6th, 2021 Pre-emptive
CHCHLED12 - Media	May 31st, 2021	CHCHLED12 Clarence St (Northbound) May 31st, 2021 – Jun 6th, 2021 Pre-emptive

## Night Market –Kaiapoi

### Business Plan

#### Stall holder Health & Safety rules:

1. M & I Night Market reserves the right to refuse entry or remove any person at their sole discretion.
2. Breach Notice will be issued by staff of M & I Ltd if vendors breach any H & S rules and don't want to do any improvement.
3. The vendor will be banned to join into the market for a month for who receive over 3 times breach notice.
4. No car is allowed enter within 18:00 – 22:00.
5. Vendors must remove all rubbish and leave the stall space clean at the end of each night. No rubbish is allowed leave on your spot after you leave.
6. No customers are allowed sitting inside leasing area (around your tent).
7. All vendors must hold a 5kg fire extinguisher if use gas cook equipment.
8. All the electron equipment includes leading wire need to be tested and tagged.
9. Food Control Plan must be displayed front of your tent.
10. The entire proposal must follow your CCC food control plan.
11. If there are any allergic ingredients in your product, you have to have a notice to customers.
12. All the products need to be approved by our market management team. If you change or enrich your product please send an email to us for approval in advance.
13. The sale or consumption of alcohol, cigarettes or drugs is strictly forbidden.
14. The sale of illegal, counterfeit, fake or stolen items is strictly forbidden.
15. All packaging must be either bio-degradable or recyclable; this means no plastic bags or polystyrene containers etc.
16. No malicious competition allowed, keep your price similar to the whole market average price.

## **Night Market –Kaiapoi**

### **Business Plan**


#### **Atmosphere:**

1. We will produce 1-2 sample Stall Holder Rules to start with, then make it more comprehensive along the way, which will be of more strict than other Stall Holders' standards in terms of price and fit-out to form competition and awareness.
2. We hope to add vibrant music, live music and other elements to ensure that the overall atmosphere is more pleasant.
3. We will provide specials to other Featured businesses in Kaiapoi, and do our best to help promote Kaiapoi local products.
4. Establish and strengthen the contact and communication with the local community, and better serve the community.


# Night Market –Kaiapoi

## Business Plan

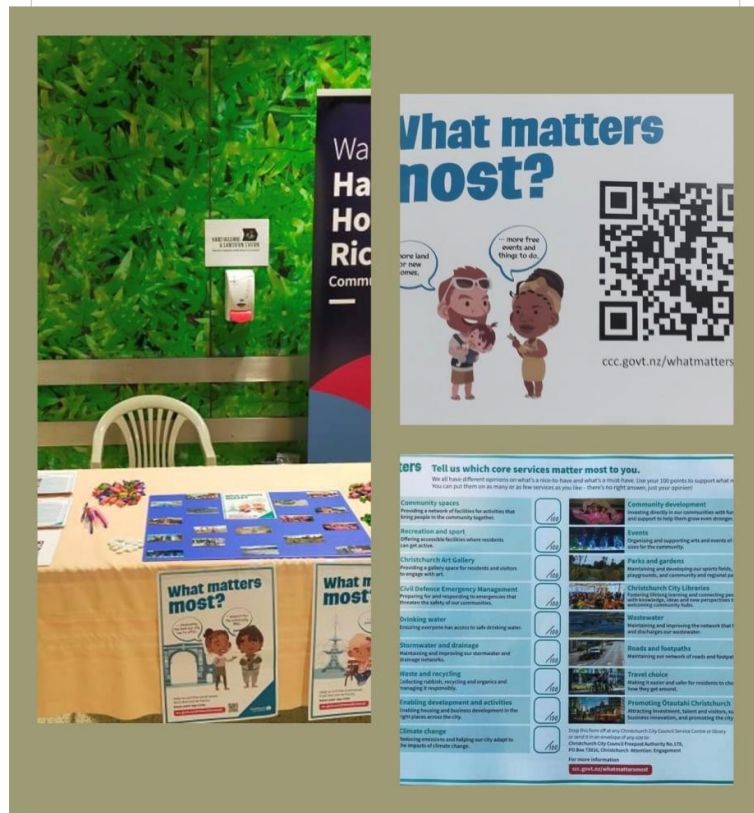
### Hornby Councillor(What Matters Most):

 **CHC Night Market**  
 发布者: 孙晓桐  
 8月3日 · 🌐

Come to see Mark and have your say on What Matters Most to you in the community 😊

 **Mark Peters - Councillor for Hornby Ward**  
 8月3日 · 🌐

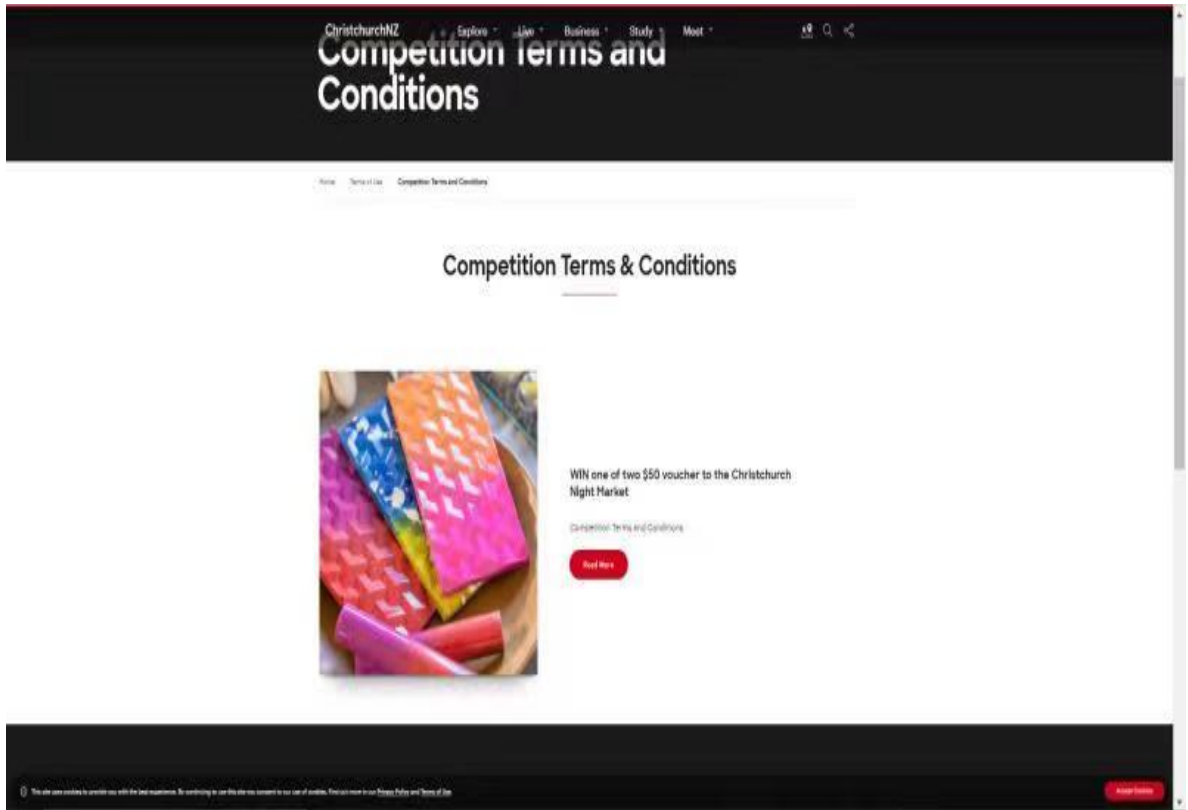
At the **CHC Night Market** tonight, come along and Have Your Say on What Matters Most to you!



## Night Market –Kaiapoi

### Business Plan

## Christchurch NZ.com:




The screenshot shows the 'Competition Terms and Conditions' page on the ChristchurchNZ.com website. The page features a dark header with the site name and navigation links. The main content area is white and contains a central heading 'Competition Terms & Conditions'. Below this is a promotional image of colorful gift vouchers. To the right of the image, there is a text block that reads 'WIN one of two \$50 voucher to the Christchurch Night Market' and 'Competition Terms and Conditions', followed by a red 'Read More' button. At the bottom of the page, there is a small disclaimer and a 'Privacy Policy' link.

ChristchurchNZ Explore Live Business Study Meet

# Competition Terms and Conditions

Home About Us Competition Terms and Conditions

## Competition Terms & Conditions



WIN one of two \$50 voucher to the Christchurch Night Market

Competition Terms and Conditions

[Read More](#)

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[Privacy Policy](#)



## Night Market –Kaiapoi

### Business Plan

## Stuff :

# Christchurch night market lets local businesses take the spotlight

Jake Kenny · 04:55, Jun 02 2021



SUPPLIED

The Christchurch Night Market features more than 100 stallholders featuring food, drinks, crafts and more.

A new night market in Christchurch is giving small local businesses a chance to shine in front of thousands of potential customers.

The [Christchurch Night Market](#) at the Bush Inn Centre in Riccarton is the city's latest night market, offering a range of food, drink, crafts and other quirky items.

The market runs every Saturday from 6pm to 11pm and has more than 100 stalls ranging from food to crafts and entertainment, and is continuing to grow week on week.

[Torrential rain and wind for the Canterbury region](#) in recent days forced the market to cancel last Saturday, but its stallholders, organisers and regular visitors are ready to make up for lost time in the next rendition this coming Saturday.

#### More from Stuff:

- [NZ couple buy station overlooking Central Otago lakes for \\$21.5m](#)
- [Sailors rescued off Australian coast after boat attacked by sharks](#)
- ['Outrageous': Landlord tries to charge tenants over \\$2.5k for](#)



## Night Market –Kaiapoi

### Business Plan

### TV 3 The Project:



## Night Market –Kaiapoi

### Business Plan

## UC International College:



ucic\_nz



Liked by christchurchnightmarket and others

ucic\_nz Have you been to the @christchurchnightmarket yet? This bustling market offers so many delicious and affordable food options to try!

Come along tonight with UCIC and our friends from @ccelnewzealand Meet new people, and eat delicious food.

Gather at 6pm at the main entrance of Bush Inn.

View 1 comment

16 April

## Night Market –Kaiapoi

### Business Plan

## Ashley Bloomfield:



 easycheesyfoodtruck 和其他用户赞了  
kungfudumplings Approved 👍 by the man himself

#bloomfieldforpresident

At @christchurchnightmarket

#kungfudumplings #momo #chcheats #foodtruck #bushinn



## Night Market –Kaiapoi

### Business Plan

## Chris Lynch:

1:55 📶 🔋

< Chris Lynch 的帖子

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 **Chris Lynch** ✓ · 在 CHC Night Market   
17小时 · 基督城 · 🌐

An incredible night market at Bush Inn. So many food options from around the world!  
[查看翻译](#)

  你和其他 1,540 位用户 717 条评论 67 次分享

 赞  评论  分享

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   你和其他 14 位用户 1 条评论

 赞  评论  分享

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  你和其他 33 位用户 1 条评论

## Night Market –Kaiapoi

### Business Plan

**RSA:**



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** DRA-16-05.21/ 240304033159**REPORT TO:** Council**DATE OF MEETING:** 2 April 2024**FROM:** Jason Recker – Stormwater & Waterways Manager**SUBJECT:** Washington Place Drainage Improvements**SIGNED BY:**  
(for Reports to Council,  
Committees or Boards)

  
Department Manager


  
Chief Executive
**1. SUMMARY**

- 1.1. This report is to request the Council's approval to bring forward \$80,000 of \$160,000 of District Drainage level of service budget from the 2024/25 financial year to the current financial year to allow for the construction of the Washington Place Drainage Improvements.
- 1.1 In the July 2022 rainfall event, flooding was reported at five properties on Washington Place and Earlys Road in West Eyreton. The flood waters did not enter the house but did cause damage to underfloor insulation, heat pumps and garages.
- 1.2 A January 2023 Flood Investigation Report (Attachment i) determined that the lack of capacity in the ephemeral stream and Earlys Road Culvert leads to break out flows into Washington Place which sits in a local depression.
- 1.3 As part of the previous 2023/24 Annual Plan a budget of \$50,000 was allocated in 2023/2024 for design and \$160,000 was allocated in 2024/25 for construction of the Washington Place Drainage Improvements which included channel and culverts upgrades.
- 1.4 In the July 2023 rainfall event, flooding was again reported at several properties on Washington Place and Earlys Road in West Eyreton. A resident meeting was held on 31 August 2023, where residents conveyed concerns regarding continuing flooding issues.
- 1.5 Following a comprehensive investigation by the Flood Team, it was established that significant drainage improvement in the area hinges upon upgrading the Earlys Road culvert. This work exceeds the allocated \$50,000 immediate works budget for the 23/24 financial year.
- 1.6 There is an opportunity to commence a contract that will straddle two financial years and commence works before winter. Staff did consider attempting to construct the entire project in the current financial year, however due to lead in time for culverts this is not realistically achievable.

**Attachments:**

- i. Earlys Road/Washington Place Investigation – January 2023 (TRIM 240315040495)

## 2. **RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report No. 240304033159
- (b) **Approves** the bringing forward of \$80,000 of Washington Place Drainage Improvements budget from 2024/25 to 2023/24 for channel and culvert upgrade works, and confirming the remaining \$80,000 for the 24/25 financial year. This will provide a total budget of \$210,000.
- (c) **Approves** staff tendering and awarding a contract that commits the \$80,000 budget in 24/25 as well as the \$130,000 budget in the 23/24 year.
- (d) **Notes** that after a comprehensive assessment it was established that significant drainage improvement in the area hinges upon upgrading the Earlys Road culvert. This work exceeds the allocated \$50,000 immediate works budget for the 23/24 financial year and requires bring budget forward from 24/25.
- (e) **Notes** that the proposed improvements include the upgrade of the Earlys Road culvert and bunding and channel modifications to the ephemeral stream adjacent to Washington Place.
- (f) **Notes** that the estimate for this work including professional fees is \$189,840. This budget includes a 20% overall project contingency.
- (g) **Notes** that there is no rating impact as the works will still be completed and capitalised in the 2024/25 financial year.

## 3. **BACKGROUND**

- 3.1 In the July 2022 rainfall event, flooding was reported at five properties on Washington Place and Earlys Road in West Eyreton. The flood waters did not enter the house but did cause damage to underfloor insulation, heat pumps and garages.
- 3.2 A January 2023 Flood Investigation Report (Attachment i) determined that the lack of capacity in the ephemeral stream and Earlys Road Culvert leads to break out flows into Washington Place which sits in a local depression (refer to Figure 1).



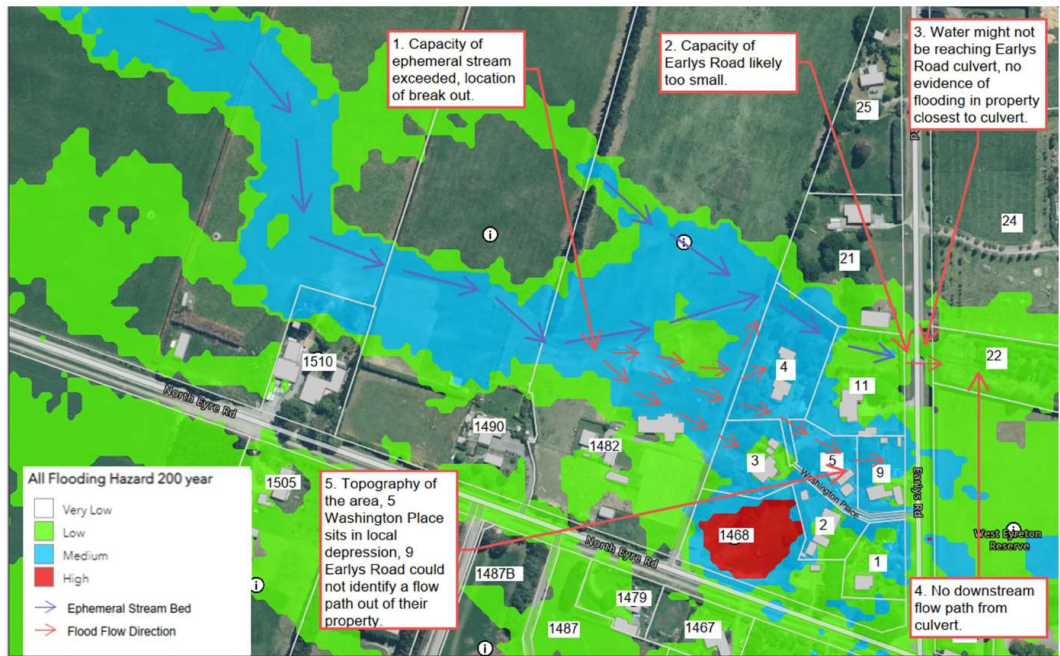


Figure 1 - Summary of Issues

- 3.3 As part of the 2023/24 Annual Plan a budget of \$160,000 was allocated in 2024/25 for Washington Place Drainage Improvements which included channel and culverts upgrades.
- 3.4 In the July 2023 rainfall event, flooding was again reported at several properties on Washington Place and Earlys Road in West Eyreton. A resident meeting was held on 31 August 2023, where residents conveyed concerns regarding continuing flooding issues.
- 3.5 A budget of \$50,000 was allocated as part of July 2023 Flood Event Response and Recovery (TRIM 230921147926) for immediate improvements, in advance of more long term works for the 24/25 financial year.
- 3.6 Following a comprehensive investigation by the Flood Team, it was established that significant drainage improvement in the area hinges upon upgrading the Earlys Road culvert. This work exceeds the allocated \$50,000 immediate works budget for the 23/24 financial year.
- 3.7 The following works are proposed to improve the drainage in Washington Place in West Eyreton (refer Figure 2):
- a. Upgrade of Earlys Road Culvert to a 2.5 meter wide by 1.0 meter tall box culvert.
  - b. Bunding and channel modifications of the ephemeral stream from 1490 North Eyre Road to 22 Earlys Road.



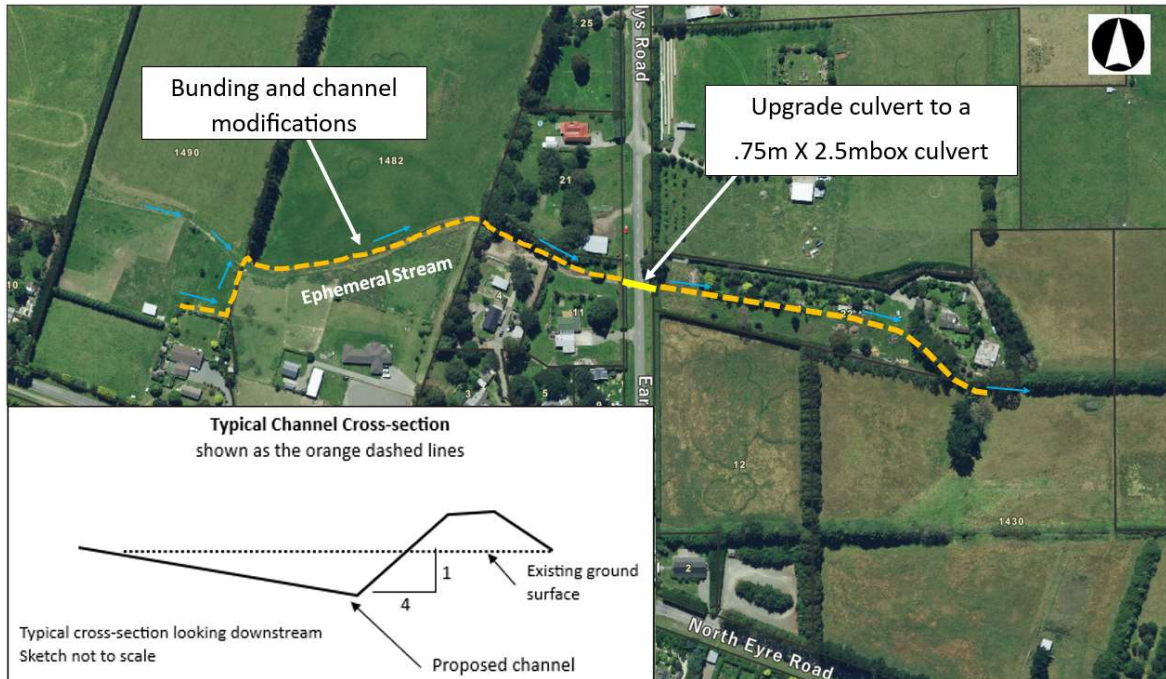


Figure 2 - Washington Place Drainage Improvements

- 3.8 It is proposed to tender and commence construction of the proposed drainage improvements in the 2023/2024 financial year and complete construction and capitalise the works in the 2024/25 financial year.

#### 4. ISSUES AND OPTIONS

The options to be considered are:

- 4.1. Option 1. Bring all of the budget forward into the 23/24 financial year. This is not recommended due to the lead in time to order, cast, cure, deliver and install the box culvert it is unlikely to be completed before the end of the financial year.
- 4.2. Option 2. Bring \$80,000 of the \$160,000 budget forward from 2024/25 to 2023/24 to allow Washington Place Drainage Improvements to commence this financial year and be completed in the next financial year. This will deliver a significant capacity improvement to the community as quickly as is practical. **This is the recommended option.**
- 4.3. Option 3. Not bring budget forward from 2024/25 to 2023/24 to allow Washington Place Drainage Improvements to be constructed this financial year. This is not recommended as this would:
- Any significant drainage improvements hinge on the Earlys Road culvert being upgraded. The upgrade of the Earlys Road culvert exceeds the budget allocated as part of July 2023 Flood Event Response and Recovery.
  - Residents remain very concerned about entering another wet season without necessary drainage improvements. Any delay in the project could be perceived as a significant setback by the community.
- 4.4. The key milestone dates for this project are shown in Table 1.

Table 1: Key Milestones and Dates

Key Milestone	Start	Complete
---------------	-------	----------

Tender	3/4/2024	17/4/2024
Construction	30/05/2024	30/07/2024
Project Complete		30/08/2024

4.5. The Management Team have reviewed this report and support the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana Whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report as it relates to impacts on an ephemeral waterway. The works will be undertaken when there is no flow in the waterway and measures will be put in place to minimise any erosion and sediment discharge.

Staff will update the Runanga at the executive meeting of the overall flood recovery immediate works programme.

### 5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

- Residents of Washington Place and Earlys Road.
- Oxford-Ohoka Community Board – Council staff provided an update to the Oxford-Ohoka Community Board on 8 February 2024 regarding the planned works for this financial year.

### 5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report.

- The current budget allocations are shown in Table 2:

*Table 2 - Current Budget Allocations*

Project	Financial Year	Budget	Proposed Amendments
Washington Place Emergency Response and Recovery Immediate Works (P.J. 102284.000.5124)	2023/24	\$50,000	none
Washington Place Drainage Improvements	2024/25	\$160,000	Seeking to bring budget forward to 2023/24.

The Engineer's Estimate for the Washington Place Drainage Improvements is outlined in Table 3.

Table 3: Washington Place Drainage Improvements Engineer's Estimate

Item	Amount
Construction Channel Modifications and Culvert Upgrade	\$158,200
Contingency (20%)	\$31,640
<b>Overall Estimate</b>	<b>\$189,840</b>

6.1.1 The recommended budget allocations are shown in Table 4.

Table 4 - Proposed Budget Allocations

Project	Financial Year	Budget	Proposed Amendments
Washington Place Emergency Response and Recovery Immediate Works (P.J. 102284.000.5124)	2023/24	\$50,000	none
Washington Place Drainage Improvements	2023/24	\$80,000	Seeking to bring \$80,000 of this budget forward to 2023/24 from 2024/5.
Washington Place Drainage Improvements	2024/25	\$80,000	
<b>23/24 TOTAL BUDGET</b>		<b>\$130,000</b>	
<b>24/25 TOTAL BUDGET</b>		<b>\$80,000</b>	
<b>TOTAL BUDGET</b>		<b>\$210,000</b>	

6.1.2 Upon approval of this report, there will likely be adequate budget available to allow the project to proceed without any adverse effect on the project.

## 6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and climate change impacts.

As heavy rainfall events are predicted to occur more often, the recommendation to undertake drainage improvement in Washington Place will help mitigate flooding experienced during these events.

## 6.3. Community Implication

The recommended approach would benefit the community by reducing the impact of storm events in the catchment and the risk of private property flooding.

## 6.4. Risk Management

There are risks arising from the adoption/implementation of the recommendations in this report.

- There is a risk in the interim period before an upgrade is implemented that property flooding could occur during significant rainfall events.
- The normal risks associated with construction apply and are partially addressed by provision of a 20% overall project contingency within the cost estimates.

## 6.5. Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report.

- Contractors Health and Safety methodology and track record will be assessed in the tender evaluations and a site-specific safety plan will be required.

## **7. CONTEXT**

### **7.1. Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### **7.2. Authorising Legislation**

The Local Government Act is relevant in this matter.

### **7.3. Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- There is a safe environment for all
  - Harm to people from natural and man-made hazards is minimised.
  - Our district has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

### **7.4. Authorising Delegations**

The Council has the delegated authority to assign and move budgets.

Attachment i

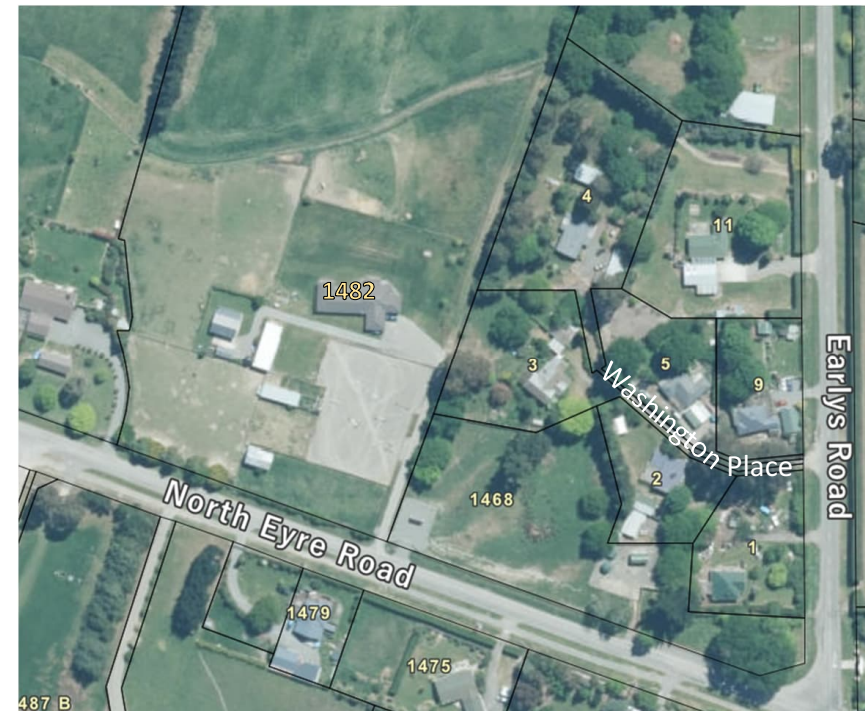
# Earlys Road / Washington Place, West Eyreton

Flood investigation summary

[January 2023]

# Location

- Flooding occurred in West Eyreton at properties on Washington Place, Earlys Road and North Eyre Road.
- Properties affected include:
  - 1482 North Eyre Road
  - 5 Washington Place
  - 4 Washington Place
  - 3 Washington Place
  - 9 Earlys Road

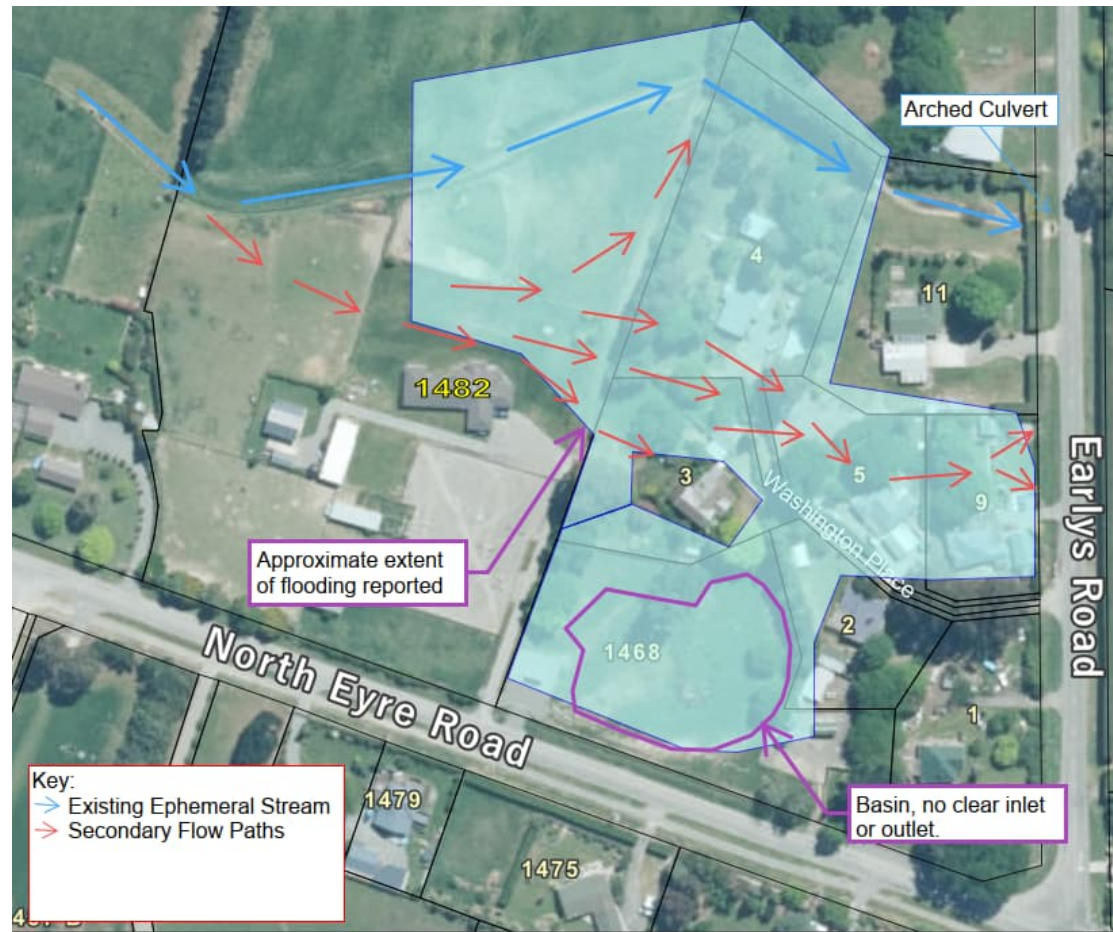


# Flooding reported

- 9 Earlys road reported water from 5 Washington Place ponding in the garden. House was not inundated. Considerable water damage to the shed, which is used as a commercial office and studio.
- 5 Washington Place reported overland flows from 4 Washington Place. Damage occurred to underfloor insulation, garages and submerged the heat pump condenser. The water did not enter the house, but reached within 100 mm of the finished floor level. The septic tank overflowed. Water flowed out the property into 9 Earlys Road. The residents evacuated three times in three weeks.
- 1482 North Eyre Road reported breakout flows from the ephemeral stream at the upstream boundary of the property. Overland flows spread across the lawn to within 3m of the house.
- Residents of 3 and 4 Washington place were not at home during the site investigation but did use “Snap/Send/Solve” services.
- Flooding of a similar extent occurred three times in three weeks.



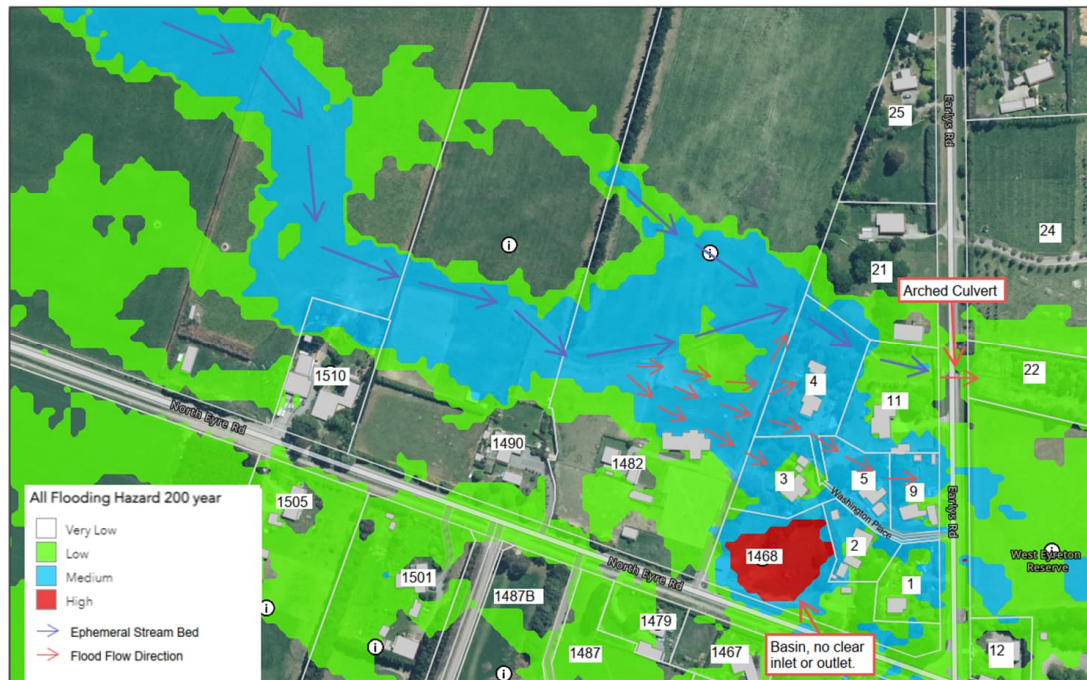
# Drainage system



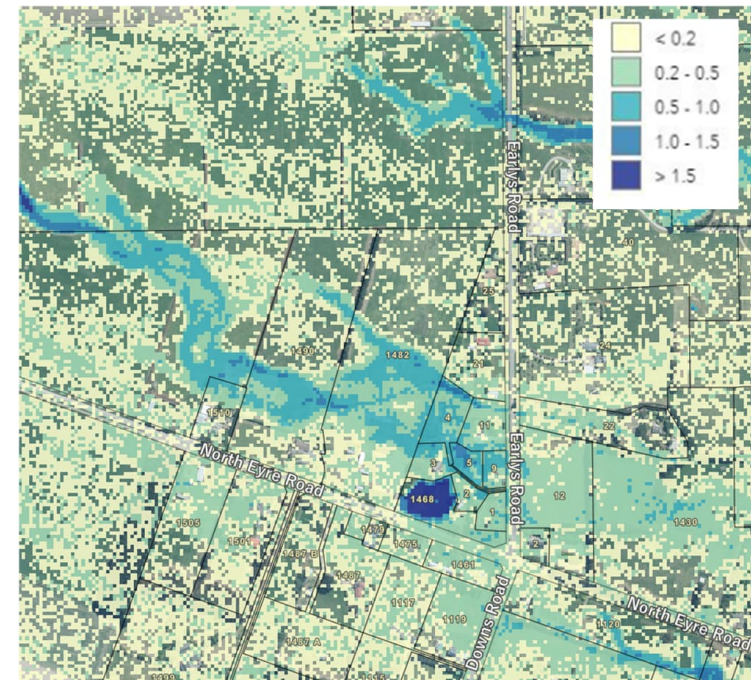
- Ephemeral Stream from 1482 North Eyre Road to Arched culvert under Earllys Road.
- Extent of flooding shown is estimated from discussions with residents.
- No defined drainage system east of the Earllys Road culvert evident



# Flood hazard



Modelling of an event representative of the extent of flooding in the winter of 2022 and associated flow paths. Figure adapted from Waimakariri District Natural Hazards Interactive Viewer.



No obvious downstream flow path. Water Depth (m above ground) modelling. Figure taken from Canterbury Maps, Flood Model Results.

# Land access and ownership



# Considerations

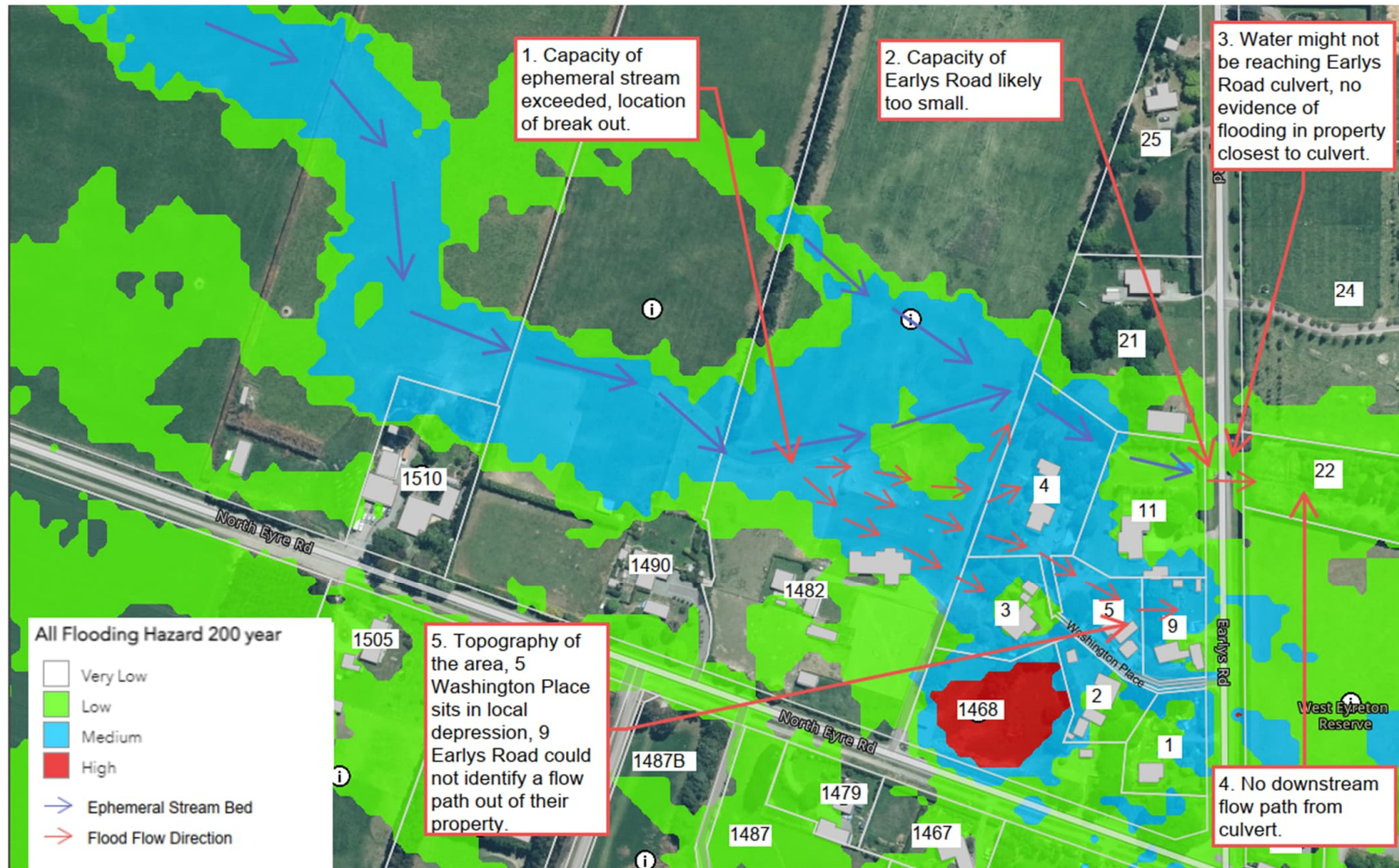
- Ponding occurs in centre of 1482 North Eyre Road, creating pinch point at the ephemeral stream entry to 4 Washington Place.
- 5 Washington Place is within a local depression with no obvious flow path exiting the property. During the flooding water was pumped to the basin located in 1468 North Eyre Road.
- Swale capacity has been reduced with overgrown vegetation and debris. It conveys water under many fences.
- 1482 North Eyre Road requires heavy vehicle access to be maintained across the ephemeral stream.
- A water race runs down the northern edge of road reserve of North Eyre Road.
- A rural water supply water bore is located at 1468 North Eyre Road.

## Likely flood mechanism

1. Capacity of ephemeral stream causing break out flows
2. Capacity of the Earlys Road culvert.
3. Water might not be making it to Earlys Road culvert, no evidence of flooding in property closest to culvert.
4. No downstream flow path from culvert.
5. Topography of the area, 5 Washington Place sits in local depression. Overland flow path from 9 Earlys Road not observed during flood event.



# Summary of issues



# Short term or low cost solutions

Recommendations	Details	Discussion	Rough Cost Estimate
1. Clarification of responsibility.	Confirm ownership of the waterway asset. Review responsibility for the asset maintenance.	If WDC does not take responsibility residents upstream may not maintain the ephemeral stream to an acceptable standard.	N/A
2. Maintenance of stream	Clear out debris from the existing channel to restore maximum capacity. Implement an ongoing maintenance regime.		\$3-5k
3. Replace fence crossing the ephemeral stream between 1482 North Eyre Road and 4 Washington Place.	Install fence across the waterway which is less likely to capture debris and inhibit flood flows.	Consultation with the landowners would be required to complete this.	\$5-10k
4. Clear sediment debris from Earlys Road culvert. Implement sediment reduction strategy to the Earlys Road culvert.	Clear sediment debris from within the Earlys Road culvert Establish vegetation over local stream catchment to reduce sediment runoff.	Existing culvert heavily silted Reduced sedimentation will increase culvert capacity and reduce maintenance frequency. Consultation with landowner required.	\$5-10- Culvert clearing

# Long term options

Recommendations	Details	Discussion	Rough Cost Estimate
5. Upgrade ephemeral stream capacity.	Increase conveyance capacity of the ephemeral stream to avoid breakout flows (shown in Figure 1).	Increasing the conveyance capacity to the Earlys Road culvert will likely exceed culvert capacity. Landowner consent/negotiation required for land acquisition.	50k
6. Upgrade the Earlys Road culvert	Review options for replacing the Earlys Road culvert with a higher capacity culvert to match upstream proposed channel capacity.	Potential impact to downstream properties as there are no defined flow path downstream of the culvert. Modelling and downstream infrastructure required to confirm.	80k
7. Divert water away from at risk properties.	Construct cut off drain along the eastern boundary of 1482 North Eyre Road to convey water to the basin located within 1468 North Eyre Road.	Modelling/survey required to determine the capacity of the basin, adequate fall from ephemeral stream to the basin, and if this option puts the water scheme and bores at risk of inundation.	30k
8. Upstream attenuation basins	Design attenuation basins upstream to limit the flows in the ephemeral stream towards Washington Place.	Modelling and detailed design required. Land acquisition / negotiations with affected land owners required. Ground water levels may have impacts.	250k+
9. Raise existing finished floor levels	Investigate feasibility and cost of raising existing finished floor levels above flood protection requirements.	Cost-benefit analysis should be conducted against other long term solutions. Foundation types unknown. This Option may not be the most preferable to residents.	150k+/dwelling

**WAIMAKARIRI DISTRICT COUNCIL**

**REPORT FOR DECISION**

**FILE NO and TRIM NO:** EXT-03-10 /240318042766

**REPORT TO:** Waimakariri District Council

**DATE OF MEETING:** 2<sup>nd</sup> April, 2024

**AUTHOR(S):** Martin McGregor, Senior Advisor Community and Recreation

**SUBJECT:** Waimakariri Public Arts Trust Trustee Appointments

**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
Department Manager

  
Chief Executive

**1. SUMMARY**

- 1.1 This report is to seek approval from Council for the appointment of new Trustees and the reappointment of Al Blackie as the Council representative to the Waimakariri Public Arts Trust (WPAT).
- 1.2 Recently an expression of interest process was run to fill several vacant roles on the WPAT board. The expression of interest process is required by the trust deed and was prompted by three resignations from the board late last year.
- 1.3 Councillor Al Blackie seeks re-appointment to the board following the last local government election and the expiration of his initial term. This appointment is required to be backdated to ensure that WPAT always has a Council representative on the board as per the trust deed.
- 1.4 Three people expressed interest in joining the board through the recent process and all three have been recommended for appointment by the existing trustees.
- 1.5 The maximum number of trustees allowed for in the trust deed is seven with the ability to add two additional trustees known as Charitable Trustees. The minimum number is five trustees which must include a Council representative. The board is currently made up of Jackie Watson and Wilson Henderson as Trustees and Win Stringer as a Charitable Trustee. This report seeks to appoint four trustees including the Council representative which will bring the board to six trustees and one Charitable Trustee.

Attachments:

- i. Nil

**2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** report No. EXT-03-10 /240318042766.



- (b) **Approves** the appointment of Councillor Al Blackie to the Waimakariri Public Arts Trust for a term of three years backdated to the 4th of September 2022 as the Council Representative.
- (c) **Approves** the appointment of Areta Wilkinson to the Waimakariri Public Arts Trust as a trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (d) **Approves** the re-appointment of Dael Foley to the Waimakariri Public Arts Trust as a trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (e) **Approves** the appointment of Laura Good to the Waimakariri Public Arts Trust as a Trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (f) **Approves** the appointment of Sandra James to the Waimakariri Public Arts Trust as a Trustee for a term of three years expiring on 2<sup>nd</sup> of April 2027.
- (g) **Notes** there were no additional expressions of interest beyond those that have been recommended for appointment in this report.
- (h) **Notes** the trust deed determines that the trustee term is three years.
- (i) **Notes** that Areta Wilkinson has served as an Advisor to the board since February 2022.
- (j) **Notes** that the existing trustees support the appointments recommended in this report.

### 3. **BACKGROUND**

- 3.1 The Waimakariri Public Arts Trust was established in 2020 and is a Council controlled trust. The purpose WPAT is to promote art and culture in the Waimakariri District, encourage public art in new developments and redevelopments, raise funds to enable the commission of art works, educate the public about art and artists, and support arts projects and events in the community.
- 3.2 Since its establishment, WPAT has been involved in a number of public art installations including the Karo sculpture in Kaiapoi, a Raymond Herber Sculpture to be located in Kaiapoi and a Randel Watson sculpture installed at the Ohoka Domain. WPAT have also staged events including the recent Braided Exhibition.
- 3.3 The initial terms of the foundation trustees were staggered to ensure that all trustees were not up for renewal at the same time. The trust deed requires the trust to conduct an expression of interest process for each appointment. One trustee has reapplied to be re-appointed after the expiration of their term through the most recent recruitment process.
- 3.1. The Expression of Interest Process included completing an expression of interest form which asked the candidates to provide information on their motivation, background, skills and experience in the arts sector. All applicants have met with the existing trust board members where discussion was held regarding skills, attributes and experience that the applicant would bring to the board as well as ensuring clarity regarding what their role would be as a trustee. All existing trustees were satisfied with the quality of the candidates and approved recommending their appointments to the trust to Council.
- 3.4 There were no additional expressions of interest beyond those that have been recommended for appointment in this report, should all recommended appointments be approved there will still be one position available on the board.

### 4. **ISSUES AND OPTIONS**

- 4.1. **Recommended Option** - Approve the recommendations contained in this report.

Approving the recommendations contained in this report will ensure that the trust will return to having the required number of trustees to reach quorum and will allow them to continue to focus on their core duties.

Backdating the appointment of the Council representative is required due to the trust deed requiring a Council appointment on the WPAT board at all times. The Waimakariri Public Arts Trust was not included in the governance board appointment process post the last election, so this re-appointment was not approved by Council. Legal advice was sought on this issue and backdating the appointment was the recommended course of action.

Approving the recommended appointees will ensure the board is well served with very experienced and qualified trustees.

Areta Wilkinson has been acting as an advisor for the WPAT board for the last 12 months. Areta is a very experienced administrator and artist with a strong track record in governance. Her previous experience has included being a member of the Toi Otautahi Arts Strategy Group, and the Māori Advisory Board for The Arts Centre Te Maktatiki Toi Ora.

Dael Foy has been a trustee since WPAT was established in 2020, the appointment of Dael will allow for some continuity for the board and retain her knowledge and experience. Dael has a degree in fine Arts and has had a career teaching Art History.

Laura Good will bring much-needed experience to the board in the areas of social media, marketing and website development. Laura is a director of Create Design Studio and is a Waimakariri resident.

Sandra James will bring 30 years of experience working in the Community Development Area including 19 years in the Waimakariri District. Sandra will bring valuable skills in fundraising, community networking, and governance.

#### 4.2. **Option 2** - Decline the recommendations contained in this report.

Declining the recommendation of this report means that WPAT will have only three appointed trustees and no elected member representative which does not meet the minimum requirements to obtain a quorum.

A new expressions of interest process would need to be undertaken and given that there were no additional expressions of interest from the recent process there would be a high risk that no further applications would be received.

This option is not recommended by staff.

#### **Implications for Community Wellbeing**

There are implications for community well-being by the issues and options that are the subject matter of this report.

Art in public places contributes to the cultural well-being of the community. Cultural well-being is reflected through language, stories, visual and performing arts, and heritage that make up our communities.

Public art is an important component of reflecting the world and the time in which we live. Art can help us understand our history, our culture, and the experience of others in a manner that cannot be achieved through other means.

#### 4.3. The Management Team has reviewed this report and supports the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report. However, Te Ngāi Tūāhuriri hapū may have an interest in particular projects that WPAT undertakes in the future. The appointment of Areta Wilkinson to the board will significantly improve the board's knowledge and capability in this area.

#### **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. There are a number of active groups in the Waimakariri Arts sector who may have an interest in the content of this report. These include:

- Waimakariri Arts Trust.
- Art Collection Trust.
- Waimakariri Community Arts Council.
- Oxford Art Gallery.

### 5.2. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. Given that the appointment process involved a publicly advertised expression of interest process, some members of the public may have an interest in the outcome of the appointment process. Publication of the appointments once confirmed can be communicated by the Trust through their social media channels.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are not financial implications of the decisions sought by this report.

Council currently provides a grant of \$10,000 per annum toward the purchase of artworks, this is included in the LTP through until the 23/24 financial year. Council also provides a grant of \$5000 per annum to the trust towards ongoing administration costs, this is included in the LTP through until 2030/31.

The deed does not allow for the remuneration of Trustees.

The Trust is aware that they are required to seek additional funding which may include applications to both external funding providers and Council.

### 6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

### 6.3. **Risk Management**

There are not risks arising from the adoption/implementation of the recommendations in this report.

Expressions of interest were called for through both the Council and WPAT communication channels. There are no individuals who have applied and not been successful in being recommended for a position.

All individuals have met with the existing trustees and are known to at least one current board member.

### **Health and Safety**

There are not health and safety risks arising from the adoption/implementation of the recommendations in this report.

## **7. CONTEXT**

### **7.1. Consistency with Policy**

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### **7.2. Authorising Legislation**

Local Government Act 2002

Trusts Act 2019

### **7.3 Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

Cultural - where our people are enabled to thrive and give creative expression to their identity and heritage.

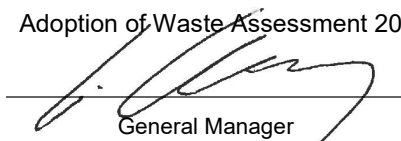
- Public spaces express our cultural identities and help to foster an inclusive society.
- The distinctive character of our takiwā / district, arts and heritage are preserved and enhanced.
- All members of our community are able to engage in arts, culture and heritage events and activities as participants, consumers, creators or providers.
- Waimakariri's diversity is freely expressed, respected and valued.
- There is an environment that supports creativity and innovation for all.
- Local arts, culture and heritage are able to make a growing contribution to the community and economy.

Economic - is supported by a resilient and innovative economy.

- Enterprises are supported and enabled to succeed.
- Our district recognizes the value of both paid and unpaid work/
- There are sufficient skills and education opportunities available to support the economy.

### **7.4 Authorising Delegations**

The Waimakariri District Council has the authority to make this decision.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** SHW-02-02 & SHW-13/ 240122008206**REPORT TO:** COUNCIL**DATE OF MEETING:** 2 April 2024**AUTHOR(S):** Kitty Waghorn, Solid Waste Asset Manager**SUBJECT:** Adoption of Waste Assessment 2023**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

  
General Manager


  
Chief Executive
**1. SUMMARY**

- 1.1. This report requests the Council to adopt the 2023 Waste Assessment and endorse the review of the 2018 Waste Management & Minimisation Plan undertaken in the Waste Assessment. It also recommends that staff are directed to prepare a new draft Waste Management & Minimisation Plan. Preparation of this draft document would consider significant changes that have been made to legislative requirements and the New Zealand Waste Strategy in recent years.
- 1.2. All territorial authorities are required to undertake a Waste Assessment (WA) and to consider whether their Waste Management & Minimisation Plan (WMMP) needs to be reviewed, on a 6-yearly cycle.
- 1.3. A Waste Assessment has been undertaken for the Council by Eunomia Consulting. This is the first step to determine what waste flows are coming in, moving around, and going out of the Waimakariri District, and identify any issues that need to be addressed in relation to solid waste.
- 1.4. The Waste Assessment (WA) draws on data from 2021/22 and 2022/23, including: kerbside and transfer station SWAP audits; measured waste quantities through Council's solid waste facilities; reported landfilled quantities from other waste facilities; and legislative, policy and regulatory changes that have come into effect since the Waste Management & Minimisation Plan (WMMP) was adopted in 2018.
- 1.5. A copy of the draft WA was sent to the Medical Officer of Health, as is required by legislation. Their feedback (Appendix ii) is incorporated in the final Waste Assessment document (Appendix i).
- 1.6. Key findings from the Waste Assessment are:
  - 1.6.1. The Waste Minimisation and Litter Acts have been reviewed, and the New Zealand Waste Strategy (which TA's are required to have regard to) was adopted, and printed in March 2023. The 2022 Climate Change Response Act has been enacted, and the Emissions Reduction plan – which has a chapter on reduction of emissions from solid waste – was published in May 2022.
  - 1.6.2. All of these acts, regulations and policy documents will impact on how our solid waste services are managed and on how we report to the Ministry for the Environment.
  - 1.6.3. Southbrook Resource Recovery Park is working at capacity and issues will soon emerge with certain waste streams as capacity is exceeded. At this stage,

however, the SRRP is still operating such that it allows for diversion activities to be provided to residents and businesses.

- 1.6.4. There has been a drop in per-capita waste from 325 kg/capita to 256 kg/capita since the last Waste Assessment, which was undertaken in 2017. This drop is primarily attributed to the new organics bin collection service.
- 1.6.5. A sort and weigh audit of organics and rubbish bins, and WDC rubbish bags, shows that the optional organics bin collection service has resulted in a significant decrease in organic waste going to landfill. However, there is still room for improvement i.e., reducing the amount of food scraps and garden waste in rubbish bags and bins, and reducing the quantity of unwanted materials in organics bins.
- 1.6.6. A visual waste audit at Southbrook RRP identified that food, garden and construction & demolition wastes form a significant proportion of landfilled wastes, most of which could be diverted for beneficial use.
- 1.7. In addition, Eunomia carried out a review of the 2018 Waste Management & Minimisation Plan in accordance with section 50(3) of the Waste Minimisation Act 2008.
- 1.8. Staff recommend that the 2023 Waste Assessment is adopted by the Council and that the Council endorses the review of the 2018 Waste Management & Minimisation Plan carried out by Eunomia. Staff seek approval to prepare a draft 2024 WMMP to address identified waste issues, which will take into account significant changes that have been made to legislative requirements and the New Zealand Waste Strategy in recent years.

Attachments:

- i. Waste Assessment 2023 including review of 2018 Waste Management & Minimisation Plan (TRIM ref 240207016720)
- ii. Feedback from Medical Officer of Health (TRIM ref 240122008252)

## 2. RECOMMENDATION

**THAT** the Council:

- (a) **Receives** Report No. 240122008206.
- (b) **Adopts** the 2023 Waste Assessment dated January 2024 (240207016720).
- (c) **Notes** the Medical Officer of Health feedback obtained on 9 November 2023 (TRIM ref 240122008252) has been incorporated into the 2023 Waste Assessment.
- (d) **Endorses** the review of the 2018 Waste Management & Minimisation Plan (TRIM ref 180710076344) in accordance with section 50(3) of the Waste Minimisation Act 2008, as included in the Waste Assessment 2023 (TRIM ref 240207016720)
- (e) **Instructs** staff to prepare a draft 2024 Waste Management & Minimisation Plan in conjunction with the Solid & Hazardous Waste Working Party to reflect recent changes in legislation and policies and to address the issues identified in the Waste Assessment.
- (f) **Notes** that staff propose to submit a future report to request approval from the Council to take the draft 2024 Waste Management & Minimisation Plan out for consultation via a Special Consultative Procedure in accordance with section 44(e) of the Waste Minimisation Act 2008.
- (g) **Circulates** Report No. 240122008206 to all Community Boards for their information.

## 3. BACKGROUND

- 3.1. All territorial authorities are required to undertake a Waste Assessment (WA) and to consider whether their Waste Management & Minimisation Plan (WMMP) needs to be

reviewed, on a 6-yearly cycle. Our Council adopted the previous Waste Management & Minimisation Plan (WMMP) in July 2018. We commenced working toward this review process in 2022/23 by engaging a contractor to undertake a sort-and-weigh audit of kerbside rubbish and organics, and a visual audit of landfill waste at the Southbrook RRP.

- 3.2. Eunomia Consulting was engaged in the 2022/23 financial year to carry out the WA on behalf of our Council. This first step in the WMMP review process is to determine what waste flows are coming into, flowing around and going out of the Waimakariri District, identify any solid waste issues that need to be addressed and put forward options to address those issues, and consider any legislative and policy changes that have been made by Central Government that impact on solid waste management.
- 3.3. Legislative and policy changes are discussed in Section 4.
- 3.4. **Per-capita waste:** Waimakariri has had a consistently low weight of waste disposal to landfill (measured in kg per capita) since 2010. This is commonly seen in Councils with rural areas, and urban areas with relatively low levels of manufacturing activity.
  - 3.4.1. There has been a drop in per-capita waste from 325 kg/capita in 2017, to 291 kg/capita in 2020 to 256 kg/capita in 2022.
  - 3.4.2. The per-capita rubbish collected by Council has dropped from 147 kg/capita in 2017 to 113 kg/capita in 2020 in 2020, and remained at 113 kg/capita in 2022.
  - 3.4.3. The total annual weight of garden waste going to Southbrook RRP dropped significantly in 2019/20 when the new organics bin service was introduced but has increased annually since that date.
- 3.5. **Bin Audits:** The 2022 sort and weigh audit of organics and rubbish bins and WDC rubbish bags shows that there is still room for improvement.
  - 3.5.1. There has been a decrease in the total tonnage of food scraps in WDC-collected rubbish from 38 tonnes per week in 2017 to 34 tonnes per week in 2022, despite a 17% increase in population.
  - 3.5.2. The organics service is capturing around 22.4% of all food scraps and around 66.4% of all garden waste collected via our kerbside rubbish and organics collection services.
  - 3.5.3. There is still food waste in rubbish bags and bins that could be diverted via home composting and Council collection services.
- 3.6. **MfE Diversion Targets:** The Ministry for the Environment has set diversion targets for combined Council and private collector-provided bin kerbside collections in the NZWS: 30% by 1 July 2026, 40% by 1 July 2028, and 50% by 1 July 2030.
  - 3.6.1. These diversion figures are for dry recycling and food scraps collections only and exclude garden waste collected at kerbside.
  - 3.6.2. Calculated on council data alone, Waimakariri's current diversion rate is currently 49.2% - almost at the 1 July 2030 target of 50%.
  - 3.6.3. While it is not known how much kerbside waste was diverted through private kerbside collections in 2022, the quantity of privately collected kerbside waste was measured. Including this landfilled quantity changes the kerbside diversion performance to 43.5%, meaning that our district has met the 1 July 2028 target of 40%, but is further off the 1 July 2030 target of 50%.
- 3.7. **WMMP vision and goals:** The 2018 WMMP had a vision for the future "to value resources and eliminate waste and its harm to the environment". This vision was supported by two goals, which directly reflected those in the New Zealand Waste Strategy 2002: Improving the efficiency of resource use; and Reducing the Harmful Effects of Waste. The Council will have to consider reflecting the new goals from the latest NZWS in our new WMMP.

- 3.8. **WMMP targets:** The 2018 WMMP targets reflected the adoption of the 'advanced option' for improved services and waste minimisation and were: to reduce annual per capita waste to landfill from 294 kg per capita in 2015/16 to 236kg per capita over a ten-year period; and reduce annual per capita waste to landfill from 294 kg per capita in 2015/16 to 236kg per capita over a ten-year period.

#### **Solid Waste Arising from Water and Wastewater Services**

- 3.9. The Waste Assessment did not include any assessment of the management of solid waste management from Council wastewater or other 3-Waters services, because at the time of the WS was being prepared the 3-Waters reforms were being progressed. Staff will consider how best to address this as part of the recommended process in drafting a new WMMP.

#### **Feedback from the Medical Officer of Health**

- 3.10. The Medical Officer of Health (MOOH) has been sent a copy of the draft WA, as required by current legislation, and their comments (which are appended as *Attachment ii*) have been incorporated into the final WA.

## **4. ISSUES AND OPTIONS**

- 4.1. Key issues identified in the Waste Assessment are summarised below.

### **Legislation, Policies and Plans**

- 4.2. **Legislative changes** have been made and are underway, all of which will impact on Council's solid waste service delivery.
- 4.2.1. The 2022 Climate Change Response Act has been enacted, and the Emissions Reduction plan – which has a chapter on reduction of emissions from solid waste – was published in May 2022.
- 4.2.2. The New Zealand Waste Strategy – which TA's are currently required to have regard to under S44(c) of the Waste Minimisation Act (WMA) – was finalised and published in March 2023.
- 4.2.3. In March 2023 MfE announced a kerbside standardisation programme that will require Councils to provide standardised kerbside recycling and food scrap or organics collection services, which is to be implemented between 2027 and 2030. Some of these regulations have been gazetted, but the remainder have yet to be approved by Cabinet.
- 4.2.4. The Waste Minimisation and Litter Acts have been reviewed, however the replacement legislation has yet to be presented to Cabinet for adoption.
- 4.3. Currently, the **Waste Minimisation Act (WMA)** provides for half of the revenue from the waste levy to be distributed to territorial authorities. These funds are provided pro rata, based on population, and must be spent on waste minimisation and in accordance with each authority's WMMP.
- 4.3.1. The WMA has been amended by the 2021 waste disposal levy regulations, which set out the progressive increase and expansion of the landfill levy starting 1 July 2021; and supplemented by regulations banning specific items, including microbeads (2017), plastic shopping bags (2018), and numerous tranches of plastics packaging during 2022 and 2023.
- 4.3.2. The Waste Minimisation and Litter Acts have been reviewed, and the new replacement legislation – a single Act – has yet to be finalised and approved by Cabinet. It is anticipated that the draft Bill will be introduced to the house in early to mid-2024, and the legislation would be enacted in 2025 after feedback is sought



during the select committee process. This timing leaves some uncertainty around the legislative requirements that our WMMP needs to meet.

- 4.3.3. MfE has also indicated that it is likely the new Waste Minimisation Act will also include requirements for waste operators to be licensed by a central agency, and to report data on the quantities of waste handled; and that requirements for construction site waste management plans (SWMP) will be included in a revision of the Building Act. The timeframes and outcomes and requirements for these are uncertain.
- 4.4. **The New Zealand Waste Strategy (NZWS):** TA's are currently required to have regard to under S44(c) of the Waste Minimisation Act (WMA), and the new NZWS was finalised in March 2023.
- 4.4.1. The new Strategy sets targets for the reduction in waste generation of 10% per person, for final waste disposal by 30% per person, and reducing the biogenic methane emissions from waste by at least 30%, by 2030.
- 4.4.2. Work has yet to be done to set baselines for these targets, and the Ministry for the Environment (MfE) is undertaking work to capture waste data to determine these baselines.
- 4.5. The **Climate Change Response Act** was enacted in 2022, and the **Emissions Reduction plan** – which has a chapter on reduction of emissions from solid waste – was published in May 2022. These will impact on how our solid waste services are managed, particularly in relation to disposal of compostable waste materials such as garden waste, food scraps, timber, etc. The key actions for the waste sector are:
- 4.5.1. Enable households and businesses to reduce organic waste (reduction of food scraps at home and in businesses, and participation in improved kerbside collections).
- 4.5.2. Divert more organic waste from landfill (improve household kerbside collections of food and garden waste, invest in processing and recovery infrastructure for organics, require organic waste to be separated).
- 4.5.3. Divert more organic waste from landfill (improve household kerbside collections of food and garden waste, invest in processing and recovery infrastructure for organics, require organic waste to be separated).
- 4.5.4. Bans or limits for organic waste to landfill – potentially by 2030.
- 4.5.5. Increase gas capture from class 1 landfills (regulations requiring gas capture, investigate additional gas capture); and
- 4.5.6. Improve waste data including a national operator licensing scheme (which will improve information on greenhouse gas emissions).

#### Ministry for the Environment's Work Plan

- 4.6. **Priority Products and Product Stewardship:** Seven priority products have been named under the WMA, and the development of product stewardship schemes are progressing, as shown in Table 4.1.

Priority product	Progress made	Lead agency/ies
Tyres	Consultation on proposed regulations late 2021 Scheme accredited October 2020 Regulation in effect from late 2023	Tyrewise

Priority product	Progress made	Lead agency/ies
<b>Large batteries</b>	Consultation on proposed regulations late 2021 Accreditation expected late 2023 Regulation in effect from 2024	Battery Industry Group
<b>Refrigerants (and other synthetic greenhouse gases)</b>	Consultation on regulations in late 2022 Scheme accreditation mid 2023 Regulation in effect from 2024	Synthetic Refrigerant Stewardship group
<b>Farm plastics, agrichemicals and containers (farm waste)</b>	Consultation on regulations planned late 2023	The Agrecovery Foundation
<b>Electrical and electronic products (e-waste)</b>	Scheme design in 2023 Consultation on regulations in 2024	TechCollect
<b>Plastic packaging</b>	Co-design underway	Packaging Forum and Food & Grocery Council

**Table 4.1: Progress of Product Stewardship Schemes for Named Priority Products**

- 4.7. **Container return schemes (CRS)** place a deposit on all containers when sold, and this deposit can be redeemed by consumers when they return the containers. MfE consulted on a detailed implementation proposal for a container return scheme in New Zealand. In early 2023, government announced that the CRS development would be put on hold, and it remains unclear when, or how, a CRS would be introduced for New Zealand.
- 4.8. **Standardised Council Collection Services:** In March 2023, MfE announced that regulations requiring Councils to provide standardised kerbside collection services would be implemented over the next four to seven years. These will require Councils to:
- 4.8.1. Collect a standardised range of materials via existing recycling and food scrap/mixed organics services. These regulations have been gazetted, and Councils were required to comply with these by 1 February 2024.
- 4.8.2. Provide recycling collection services to households in urban areas (defined as those with more than 1000 people) by 2027. These regulations have yet to be gazetted.
- 4.8.3. Provide food scrap or food organic/garden organic (FOGO) collection services to households in urban areas (defined as those with more than 1000 people) by 2030, or earlier (*by 2027*) if a nearby processing option is available. These regulations have yet to be gazetted.
- 4.9. Kerbside standardisation will only apply to council-provided services (either in-house or via a contractor) for now, with the hope that the private and community sector will choose to align their kerbside services with these requirements.
- 4.10. The kerbside standardisation changes include performance standards for household waste kerbside diversion, and reporting requirements for private waste companies. The performance standards relate to kerbside recycling and food waste only (excludes garden waste) and set an increasing proportion of all household kerbside waste (including that handled by private collections) diverted from landfill. The targets are to increase household diversion from landfill by:

- 30% by July 2026.
  - 40% by July 2028.
  - 50% by July 2030.
- 4.10.1. Waimakariri's current diversion rate (calculated on council data alone) is currently 49.2% - almost at the 1 July 2030 target of 50% - however the diversion targets will include both Council and private collections.
- 4.10.2. While it is not known how much kerbside waste is diverted through private collections in 2022, the quantity of privately collected kerbside waste was measured. Including this quantity changes the kerbside diversion performance to 43.5%, meaning that the district has reached the 1 July 2028 target of 40%, but is further off the 1 July 2030 target of 50%.
- 4.10.3. To meet the 2030 target of 50% diversion, our district needs to either make better use of the kerbside recycling and organics service, and/or regulate the private market to ensure that more diversion occurs through these services.
- 4.10.4. It may be difficult for the Council to improve on these diversion figures as the Council currently has limited ability to influence waste and diversion services provided by private collection contractors.
- 4.11. MfE advise it would also be working on requiring businesses to divert food scraps from their rubbish by 2030.

#### **Waste Infrastructure and the Landfill Levy**

- 4.12. MfE is developing a proactive strategic investment plan for waste infrastructure, supported by a detailed stocktake of current infrastructure and prioritisation of possible new infrastructure. The goal of this work is to give a national view of the waste investment New Zealand needs over the next 15 years, and any increase in investment would be partially funded out of the increased pool of funds from the expanded landfill levy.
- 4.13. Alongside the increase and expansion of the waste levy, MfE has developed protocols to collect data from the additional facilities that are paying the landfill levy (Class 2-4 landfills). They have adopted regulations that require operators or owners of Class 2, 4 & 5 fills and transfer stations to report waste data on accepted and diverted materials at these facilities.
- 4.14. These regulations require us to gather data and report on the weight of waste materials coming through Southbrook RRP and Oxford transfer station, and the weight of natural cleanfill and hardfill being deposited at Sutherlands and Garterys Gravel Extraction and Cleanfill Pits and Woodside Road Gravel Extraction Pit.
- 4.15. As from 1 July 2023, we have been required to pay a \$10/tonne levy on all materials deposited at these three Pits, which has resulted in an increase in costs for roading and 3-waters maintenance contracts.

#### **Our Access to Waste Disposal and Processing Infrastructure**

- 4.16. The Waimakariri district has reasonable access to infrastructure, particularly with the regional landfill Kate Valley, a locally-based composting facility for greenwaste, and the EcoCentral MRF, Living Earth organics processing plant, 5R glass receiving facility, scrap metal recovery and other providers located reasonably close to the district.
- 4.17. There is a lack of processing infrastructure for mixed Construction & Demolition (C&D) waste. Provision for this material stream is poor nationally, outside of Auckland and, to a lesser extent, central Wellington.
- 4.18. If a natural disaster affected the three main facilities used out of the district (landfill disposal at Kate Valley, mixed organics processing at Living Earth, and recyclables processing at EcoCentral) alternative sites are at a significant distance – the nearest landfills are in

Marlborough and Dunedin, recyclables and organics could potentially be sent to the EnviroNZ-operated facility in Redruth, near Timaru.

#### **Solid Waste Arising from Water and Wastewater Services**

- 4.19. The Waste Assessment did not include any assessment of the management of solid waste management from Council wastewater or other 3-Waters services, because at the time of the WS was being prepared the 3-Waters reforms were being progressed.
- 4.20. Now that the reforms have been repealed, Council will have to consider how to best address solid wastes arising from wastewater treatment given that sludges and screenings generate biogenic methane emissions at landfill.

#### **Solid Waste Bylaws**

- 4.21. Council adopted its Solid Waste Management and Minimisation Bylaw in 2016, under the WMA (amongst other Acts). The bylaw Terms and Conditions were updated in 2019 before the new collection services started.
  - 4.21.1. The bylaw defines a 'waste operation' as "land or buildings to which waste is delivered for consolidation or for compaction and consolidation before being taken away for disposal; or any other land or buildings at which more than 30 tonnes of waste per annum is delivered and/or stored and then sent for disposal within the Council's district, or sent for further processing and/or disposal other than to Kate Valley Regional Landfill".
  - 4.21.2. Waste operators require a licence from Council and operate according to terms and conditions of that licence – which includes the requirement to record data and report to Council. This licence applies to businesses operating transfer stations and similar activities.
- 4.22. The Bylaw will need to be reviewed. This review would consider recent and upcoming legislative changes and reflect the direction Council will be taking to increase diversion of waste from landfill. Requirements for waste operators to report their waste and diversion quantities to Council may need to be strengthened, so that we can better capture data on all waste flows through the District.

#### **Waste Education & Minimisation Programmes**

- 4.23. Council provides a range of communication and education initiatives to inform ratepayers, schools, and services users of the available waste services and to promote waste minimisation. These include:
  - 4.23.1. The Enviroschools programme coordinated by Environment Canterbury.
  - 4.23.2. The Sustainability Education programme that is contracted to Eco Educate and covers schools, preschools, the community, and businesses.
  - 4.23.3. Love Food Hate Waste, which is a national campaign led by WasteMINZ.
  - 4.23.4. Print and website media stories, radio interviews and social media posts.
- 4.24. Education about waste minimisation will continue to be a core part of solid waste activities for Council. We will have to consider how to reach those members of our district that we do not reach through our more 'traditional' means.

#### **Waimakariri Solid Waste Services**

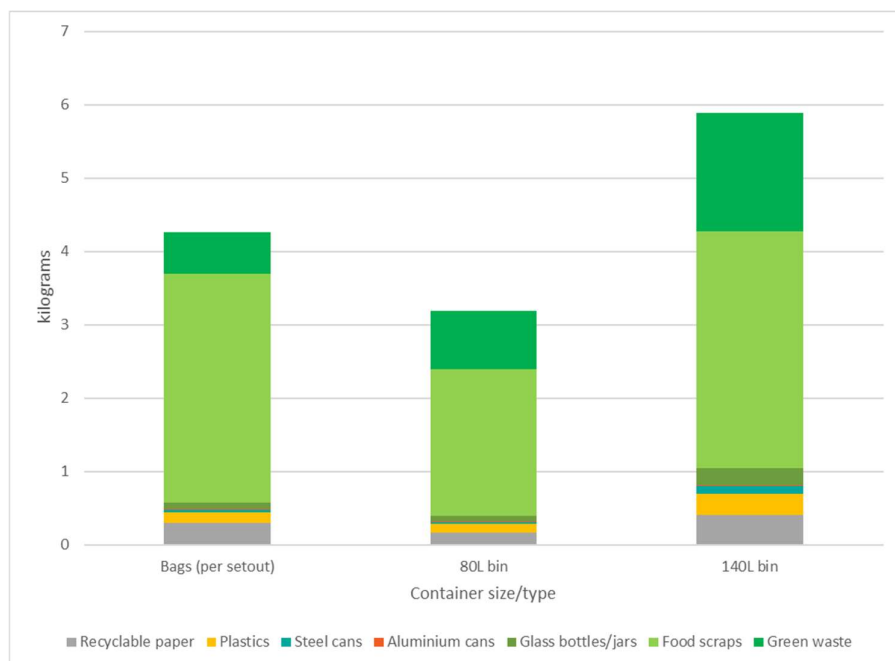
- 4.25. **Kerbside Collections:** Council provides 'domestic' collection services to just over 70% of occupied households and businesses in the district. Private collection companies provide rubbish and recycling collection services to domestic and commercial properties within Council collection areas and to many rural properties.

- 4.25.1. **Council kerbside Collections:** Roughly 19,900 properties can access recycling and rubbish bin collection services, although some properties have multiple dwellings and can receive more than one bin. The split of preferred services is shown in **Table 4.1**.

Service Type	Small (80L)	Medium (140L)	Large (240L)
Rubbish	4,394	11,330	N/A
Recycling	21,224 rateable units		
Organics	4,109	5,267	3,726

**Table 4.1: Number of Rated Bins**

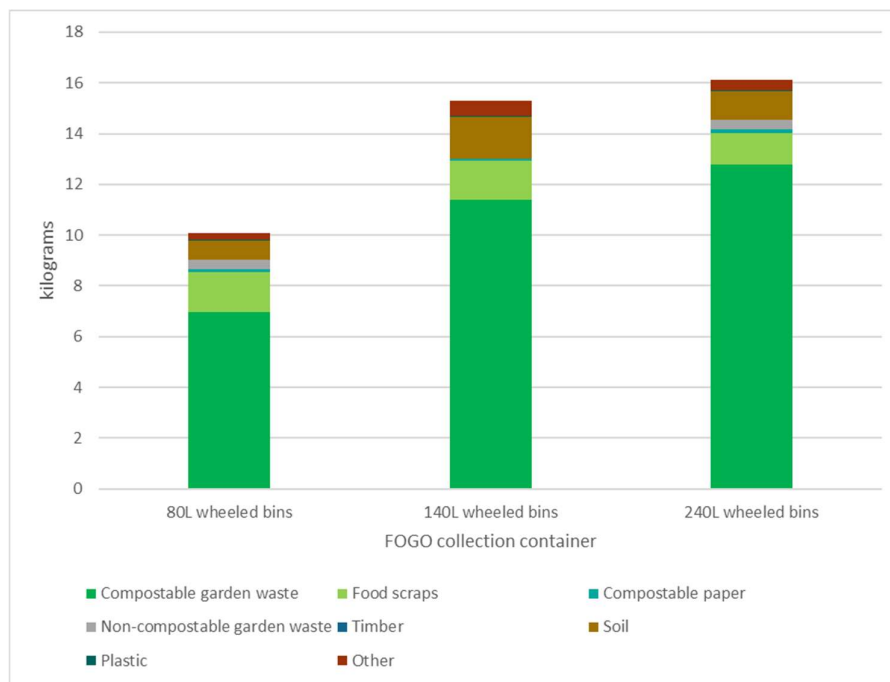
- 4.25.1. Note that those properties without rubbish bins may be using Council bags, private collectors or managing the disposal of rubbish themselves, and that around 1,000 properties in Ohoka/Mandeville/Swannanoa do not have access to organics and bag collection services.
- 4.25.2. Around 65% of the households that have kerbside organics services available to them have chosen to subscribe to this service, and almost 75% of households have opted-in to the rubbish bin collection service.
- 4.25.3. The 2022 sort and weigh audit of rubbish bags and bins and organics bins shows that there is room for improvement in our kerbside collections, as rubbish bags and bins still contain recyclable and compostable materials.
- 4.25.4. **Figure 4.1** shows the amount of potentially divertible materials in rubbish bags and bins. Those using bags and 80L bins are similar in their waste diversion habits, although households using bags tend to throw out more food scraps and households using bins tend to throw out slightly more garden waste. A 140L bin, however, has more of all materials, especially food scraps and garden waste.



**Figure 4.1: Weight of potentially divertible materials in WDC kerbside rubbish**

- 4.25.5. Around 7.6% of rubbish container contents are recyclable, 25.6% is food scraps and 19.6% is garden waste: over half of the contents in WDC rubbish containers could be diverted from landfill.

4.25.6. **Figure 4.2** shows the composition of materials in each of the three sizes of organics bins.



**Figure 4.2: Composition Waste in Organics Bins**

4.25.7. It is apparent from the audit data that soil (categorised as unwanted contamination) is around the same weight as food scraps, a targeted material. It is likely that many users of the service consider 'soil' to be a type of garden or organic waste, and this needs to be addressed by better communication and education.

4.25.8. Overall diversion potential through Council kerbside collection services:

4.25.8.1. The organics service is capturing only around 22.4% of all food scraps collected via our kerbside rubbish and organics collection services i.e., there is around 3.5 times the weight of food scraps in rubbish bags and bins than in organics bins.

4.25.8.2. The organics service is capturing around 66.4% of all garden waste collected via our kerbside rubbish and organics collection services i.e., there is around half the weight of garden waste in rubbish bins and bags than was measured in organics bins.

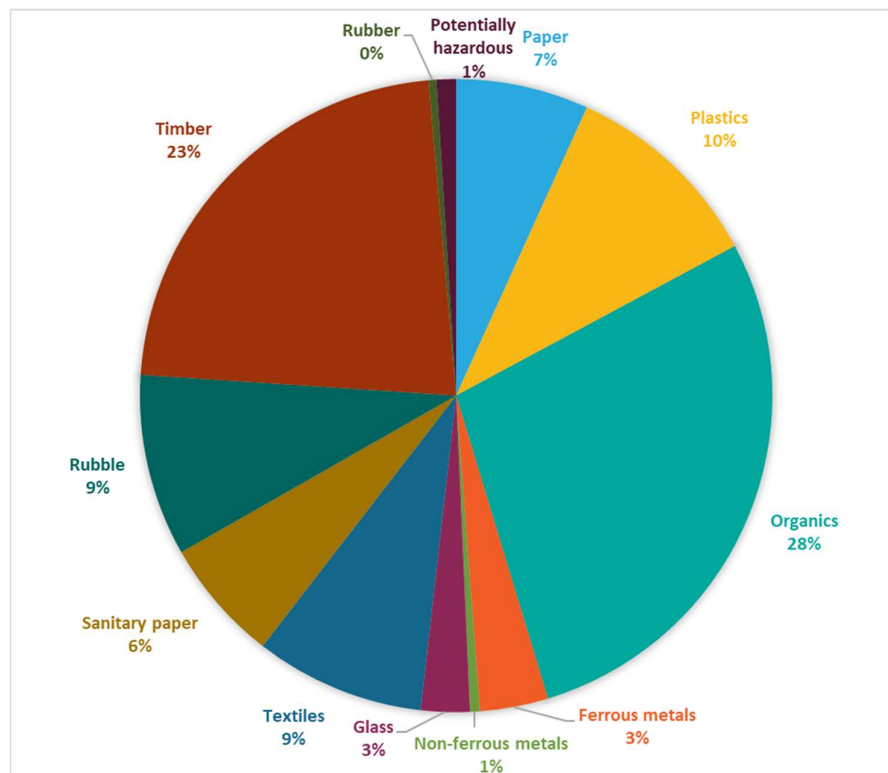
4.25.8.3. An average of 1.91kg/bin (13.8%) in organics bins is unwanted materials such as soils, non-compostable garden waste, plastic, timber, etc.

4.25.8.4. The MfE's programme to standardise collection services has further limited the acceptance criteria for our organics bin by banning paper and cardboard, however this only made an average 0.1 kg (1.0%) of the contents of household organics bins based on the bin audits.

4.25.9. Work is therefore still needed to reduce the amount of food scrap, garden waste and recyclables in rubbish bags and bins, and the amount of unwanted materials in organics bins. This will change the total weights of materials collected in the organics and recycling bins and improve the quality of organics materials that we collect.

4.26. **Transfer Stations:** There are three transfer station in Waimakariri:

- 4.26.1. Southbrook transfer station and resource recovery park, which accepts waste materials from both commercial and domestic customers. The site is working at capacity, however, still provides a reasonable range of diversion facilities for residents and businesses. The planned upgrades will enable an increase in diversion capability as well as an increase to levels of service for customers.
- 4.26.2. Oxford transfer station is open two half-days and usage of the site has increased over time. Customers tend to be domestic with some commercial users. Consideration needs to be given to improving diversion services and environmental impacts of operations. There is capacity on the existing site footprint to improve diversion activities.
- 4.26.3. There is one privately operated transfer station in the district. This is reported to only accept materials collected by the companies that operate the site, and to sort and divert waste from skips.
- 4.27. The total annual weight of garden waste going to Southbrook RRP dropped significantly in 2019/20 when the new bin service was introduced, however, has increased annually since that date.
- 4.28. There has been a drop in per-capita landfilled waste, from 325 kg/capita in 2017, to 291 kg/capita in 2020 to 256 kg/capita in 2022.
- 4.29. A visual waste audit was undertaken at the Southbrook RRP rubbish pit in 2022, and the outcomes of this have been included in the Waste Assessment.
- 4.30. The composition of landfilled waste is shown in **Figure 4.3**. Note that not all the organics, paper, plastics, and glass identified in the waste stream are divertible via currently available services.



**Figure 4.3: Composition of all Waste to Kate Valley Landfill**

- 4.31. The biggest potential diversion gains identified in the transfer station visual audits are shown in **Table 4.2**. This gives us some idea of what waste sources we are best to target

either through providing better diversion services at our facilities or at kerbside, or through promotion, education and working directly with businesses and the community.

Southbrook transfer station - Divertable materials - By activity source - 8 August - 18 September 2022	C&D	ICI	Landscaping & earthworks	Residential	Council kerbside rubbish	Private kerbside rubbish
	Tonnes per week					
Paper - Recyclable	0.0	0.4	0.0	1.5	2.6	0.6
Paper - Cardboard	1.1	2.3	0.0	2.4	0.3	0.1
Plastic - Recyclable	0.0	0.1	0.0	0.2	2.1	0.4
Food waste	0.0	0.7	0.1	5.1	26.4	3.4
Compostable greenwaste	0.1	0.5	2.4	1.8	10.4	10.1
Ferrous metals	0.5	1.1	0.1	3.8	3.2	0.3
Non-ferrous metals	0.1	0.1	0.0	0.3	0.7	0.1
Glass - Recyclable	0.0	0.2	0.0	0.4	1.5	0.4
Textiles - Clothing	0.0	1.3	0.0	1.0	2.3	0.2
Rubble - Cleanfill	1.1	0.1	0.2	0.1	0.0	0.0
New plasterboard	6.2	0.0	0.0	0.0	0.0	0.0
Timber - Reusable	2.0	0.3	0.0	0.1	0.0	0.0
Timber - Untreated/unpainted	2.0	1.7	0.2	1.1	0.0	0.0
<b>TOTAL</b>	<b>13.1</b>	<b>8.8</b>	<b>3.1</b>	<b>17.7</b>	<b>49.7</b>	<b>15.5</b>

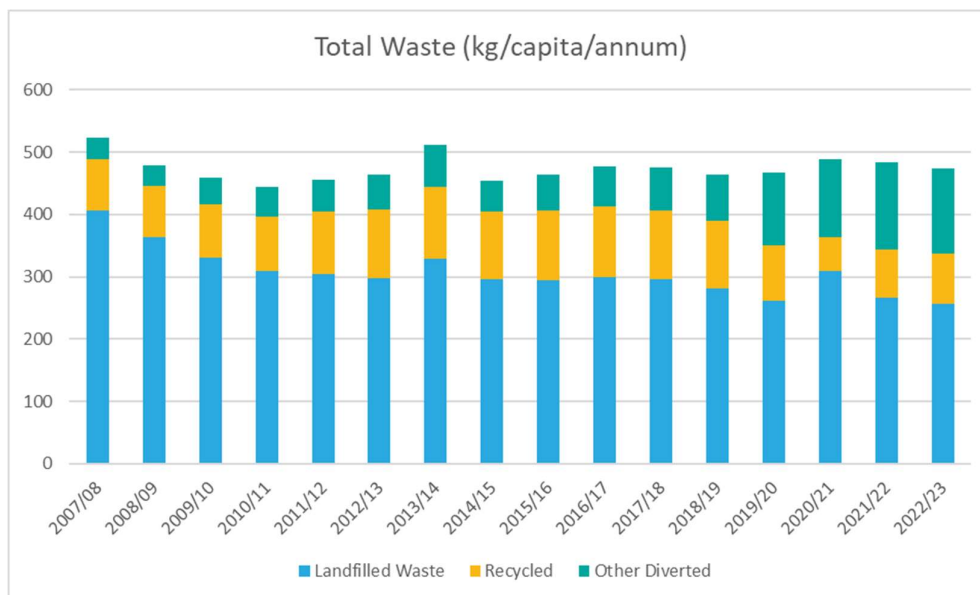
**Table 4.2: Diversion Potential of Waimakariri's Landfill Waste Stream**

- 4.32. The 2022 waste audits showed that:
- 4.32.1. There has been a noticeable reduction in the percentage of greenwaste since the introduction of the organics collection service, although there has not been a similar drop in the proportion of food scraps.
  - 4.32.2. The percentage of timber in the pit increased from that measured in previous audits. This could reflect the level of building activity at the time the audit was undertaken and also be impacted by the reduction in private collector kerbside waste coming through Southbrook RRP.
  - 4.32.3. There has been a decrease in the total tonnage of food scraps in WDC-collected rubbish from 38 tonnes per week in 2017 to 34 tonnes per week in 2022, despite a 17% increase in population.
  - 4.32.4. The per-capita rubbish collected by Council has remained at 113 kg/capita since the last waste audit was undertaken in 2020. This has decreased significantly from the 147 kg/capita figure that was calculated for the 2017 Waste Assessment and 2018 WMMP.

### In-District Disposal Sites



- 4.33. **Class 1 (Municipal) Landfills:** The Council does not have any operating Class 1 landfills in the district. All residual waste coming through Council transfer stations is sent to Kate Valley in the Hurunui District.
- 4.34. In 2022/23 almost 17,400 tonnes of waste were sent to Kate Valley from the district: this includes waste transported from Council and private transfer station facilities operating within the district. However, it is estimated that in 2022/23 this private facility and two other collection companies collected around 3,380 tonnes of waste from within the Waimakariri district, which were sent to landfill without coming through a WDC facility. **Figure 4.4** summarises the historical per-capita waste flows from the district.



**Figure 4.4: Per-Capita waste flows 2007/08 to 2022/23**

- 4.35. There has been a notable increase in 'other diverted' since 2018/19, when the kerbside organics service started.
- 4.36. Council is responsible for managing five consented closed Class 1 landfill sites in the District, and samples groundwater twice-yearly at four of the five sites to monitor groundwater quality.
- 4.37. **Class 2 to 5 Landfills.** There are no known Class 2 disposal facilities (Construction and Demolition Disposal) or industrial monofills in Waimakariri district, and there are five consented Class 3/4 landfills (Managed or Controlled Fill Disposal Facilities).
- 4.37.1. The Council's solid waste unit manages the operation of two of the class 3/4 landfills: Sutherlands Pit and Garterys Pit are consented cleanfill sites and accept clean, uncontaminated soils, gravels, concrete, bricks, etc. from registered users.
- 4.37.2. A third class 3/4 landfill is managed by Corde (the road maintenance contractor) in conjunction with gravel extraction works.
- 4.37.3. The remaining two class 3/4 landfill sites are privately owned and operated.

### Performance Management

- 4.38. **Per-Capita Waste Generation:** the per capita per annum waste to landfill in 2022/23 from Waimakariri can be calculated by combining Statistics NZ population estimates and the Class 1 landfill waste data, as tabulated below in **Table 4.3**. The estimate includes special wastes but excludes non-levied cleanfill materials disposed of at Class 3/4 landfills.

Calculation of per capita waste to Class 1 landfills	
Population (2022)	67,900
Total waste to Class 1 landfill	17,394
Tonnes/capita/annum of waste to Class 1 landfills 2022	0.256

**Table 4.3: 2022 Per-Capita Waste to Landfill from Waimakariri District**

- 4.38.1. The Waste Assessment indicates that Waimakariri District landfills considerably less waste than other Councils that have also had waste audits undertaken by the same company: our results from 2010 through to 2022 are five of the six lowest rates, out of a total of 18 Council audits carried out between 2010 and 2022.
- 4.38.2. Areas with lower per capita waste generation tend to be rural areas, or urban areas with relatively low levels of manufacturing activity, such as Waimakariri, Ashburton and Gisborne. The areas with the highest per capita waste generation are those with significant primary manufacturing activity and/or with large numbers of tourists e.g., Auckland, Hamilton, and Queenstown Lakes.
- 4.38.3. A comparison of the per-capita quantity of residual waste collected at kerbside by Councils services shows that Waimakariri District (at 113 kg/capita in 2020 and 2022, and 147 kg/capita in 2016/17) is sitting lower than all but Christchurch City's 2011 results of 110 kg/capita, out of 11 Councils audited between 2011 and 2022. It was notable that the lowest kerbside disposal rates were from areas where a kerbside organics collection is available.
- 4.38.4. The Waimakariri District's per capita disposal rate decreased 23% between 2016/17 and 2022/23. This decrease in the disposal rate is associated with Council offering a user-pays organic collection and a Council rubbish wheelie bin service.
- 4.39. **Food Waste Capture:** it is possible to calculate how well the service is performing in diverting food scraps from rubbish bins from the bin audit information. A useful benchmark is to compare the amount of food waste collected in Council's mixed organics collections with three councils that have a food waste-only collection.

Council	Food scraps collected (per week per household served)
Waimakariri District Council	0.82
Council A (urban/suburban mix)	0.67
Council B (urban)	0.71
Council C (urban)	1.19

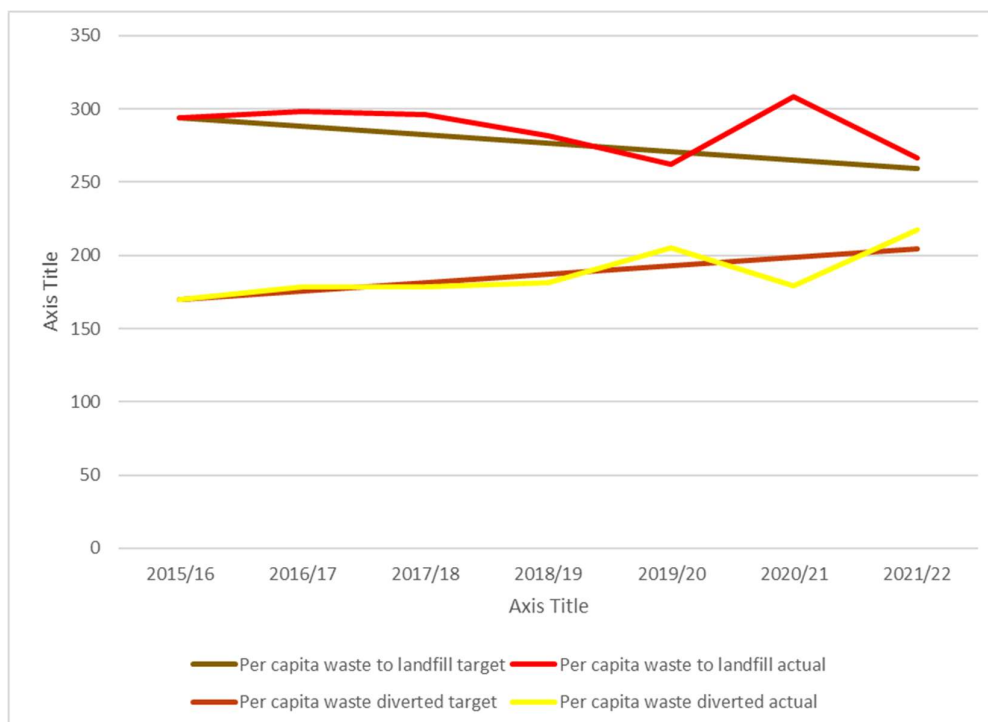
**Table 4.4: Comparison of Food Scraps Collected in Waimakariri and Other Council Areas**

- 4.40. As can be seen, the food-waste capture from our Organics service is comparable to other Councils' food-waste only collection services. This is tempered by the audit results that show an estimated 25.6% of the materials in rubbish containers is food.
- 4.41. **Garden Waste Capture:** there has been an estimated 1,300 tonne reduction in the total weight of garden waste collected via Council kerbside rubbish collections between 2017 and 2022, and a significant drop in the weight of green waste going to Southbrook RRP in 2019 (this dropped by 807 tonnes from 2,224 tonnes in 2018 to 1,417 tonnes in 2019), although greenwaste weights have increased since that time most likely from growth in the

district and longer growing seasons in recent years. Overall, it is estimated that almost 2,400 tonnes of garden waste are collected via the organic service.

#### Review of the 2018 Waste Management and Minimisation Plan

- 4.42. As required by the WMA, Council is required to review their WMMP every six years. The previous Waste Assessment was adopted as complete in October 2017, and the WMMP was adopted in July 2018.
- 4.43. The Waste Assessment needs to be adopted and the WMMP review complete in the first half of the 2024 calendar year. A review has been carried out of the WMMP by Eunomia during the Waste Assessment process, and the results are summarised below.
- 4.44. **Vision and Goals:** The 2018 WMMP had a vision for the future “to value resources and eliminate waste and its harm to the environment”. This vision was supported by two goals (Improving the efficiency of resource use, and Reducing the Harmful Effects of Waste), which directly reflected those from the New Zealand Waste Strategy 2002. Further detail was included in objectives and policies.
- 4.45. **Waste reduction Targets:** The 2018 WMMP targets reflected the adoption of the ‘advanced option’ for improve services and waste minimisation (introducing the 3-bin service and upgrading Southbrook RRP), and were to:
- Reduce annual per capita waste to landfill from 294 kg per capita in 2015/16 to 236kg per capita over a ten year period; and
  - Increase the annual per capita quantity of materials diverted from 170kg per capita in 2015/16 to 228 kg per capita over a ten year period.
- 4.46. **Figure 4.5** shows that, up until 2020/21 financial year, good progress was being made towards meeting or even exceeding the targets. However, performance was then affected by significant disruptions to services as a result of COVID-19 pandemic management (such as cancelled collections, and short-term issues with unusually high levels of contamination in recycling and organics collections). The 2021/22 year has shown a rebound in performance to meet or exceed the targets again.



**Figure 4.5: Progress Towards 2018 WMMP Targets**

- 4.47. **Table 4.5** shows the WA comments on the vision, goals, objectives, and targets from the high-level review of the 2018 WMMP.

2018 Plan	Commentary
<b>Vision</b>	<p><b>To value resources and eliminate waste and its harm to the environment</b></p> <p>The previous vision reflected some zero waste principles and te ao Māori, in treating 'waste' as a valuable resource, and was very reflective of the New Zealand Waste Strategy at the time.</p> <p>Recent years have seen a global focus on the concept of a 'circular economy' which incorporates many zero waste principles, and raises the importance of 'circularity' in waste systems. There is also a growing awareness of the environmental impacts (especially Greenhouse Gas emissions) of waste management practices.</p> <p>The recently released Te rautaki para   Waste Strategy has a circular economy-based vision, and WMMPs are required to reflect this.</p> <p><u>For these reasons, it is proposed that a new vision be developed for the next WMMP.</u></p>
<b>Goals</b>	<p><b>Improving the efficiency of resource use</b></p> <p><b>Reducing the Harmful Effects of Waste</b></p> <p>The goals are heavily reflective of the previous New Zealand Waste Strategy, and <u>these should be revised to reflect Te rautaki para.</u></p>
<b>Objectives</b>	<p>Similarly, the objectives need reviewing alongside the goals particularly in the context of Te rautaki para. Additional objectives could be included to reflect the wider circular economy approach, focus on emissions and more aligned with the direction of Te rautaki para.</p>
<b>Target</b>	<p><u>The targets are considered appropriate and fit for purpose.</u></p>

- 4.48. The Waste Assessment reviewed progress made on a range of actions in the 2018 WMMP and found that Council has completed most of the planned actions. In some cases, the outcome of the planned action has subsequently been implemented, e.g., the introduction of council-contracted 3-bin kerbside collection services. Significant progress has been made on other actions, such as public education and engagement: these will continue to be a core part of solid waste activities for Council.

#### Future Demand

- 4.49. Demand is influenced by population growth, changing population demographics, economic activity, changes in lifestyle and consumption, and changes in waste management approaches.
- 4.50. The analysis of factors driving demand for waste services in the future suggests that demand will increase over time as a result largely of population growth and economic activity. It is likely that some new waste management approaches will be introduced because of the central government work programme, which could create demand in specific areas.
- 4.51. Initial indications are that, for Waimakariri, this new demand is likely to be largely related to efforts towards possible business food waste diversion and recovery of construction wastes.
- 4.52. Other factors will also need to be taken into consideration, such as management of disaster waste from extreme weather events and the AF8 earthquake; smaller but difficult waste streams such as soft plastics, packaging that isn't accepted in kerbside recycling

collections, compostable packaging as replacements for what will become banned packaging items, farm wastes, and vape waste; and the impact of a possible future container return scheme (i.e., bottle buy-back).

### Gap Analysis.

- 4.53. **Organic/compostable wastes:** Despite the introduction of Council's subscription household FOGO service, the results of the SWAP audits show that residents are not using this service well for food scraps; and there are still significant quantities of food scraps and garden waste going to landfill through kerbside collections and (in the case of food scraps) through residential loads taken directly to the Southbrook RRP.
- 4.54. **Construction & Demolition Waste:** While some C&D waste is being diverted through Southbrook RRP, many building sites do not lend themselves easily to on-site separation of materials, which can make diversion of construction wastes difficult. Recovering C&D waste from these sites would require some kind of specialised sorting facility.
- 4.55. **Rural wastes:** These are most commonly managed on-farm with material stockpiled, burned, and/or buried. These are essentially no-cost and relatively convenient for farmers. There are very few controls over waste disposal on farm sites, and much of the material which is currently managed informally could be recycled or recovered, or properly disposed of. There may be an opportunity to leverage recent initiatives to support on-farm collection services for non-natural rural wastes that offers a high-quality collection service at or below cost.
- 4.56. **Recyclables:** Despite the household kerbside services provided by Council, and the ability to recycle separated material at the Southbrook RRP, there are still quantities of recyclables going to landfill; especially cardboard and paper.
- 4.57. **Textiles (Clothing):** The recent focus on carbon reduction through waste management has increased the profile of textiles, as these can contribute significantly to carbon impact assessments. Various national programmes exist to divert specific textile types (such as socks and cotton clothing), but these are capturing very small quantities and are unlikely to have the ability to cope with large quantities.
- 4.58. **Private Sector Services:** Private sector involvement in the waste industry is not uncommon, and they tend to make service provision and investment decisions based on commercial realities which may not be in alignment with Council's preferred waste management approach or infrastructure priorities. Performance reporting for household kerbside collections will include data reported by private operators. Although this will be reported directly to MfE, it may not necessarily be accessible by the councils in which areas the services are provided.
- 4.59. **Monitoring and Performance targets:** Council will be subject to increasing requirements to report data on the use of facilities and services to MfE, particularly in regard to the operation of the three 'cleanfills' in the district. We could install infrastructure the two sites utilised by private contractors for disposal to better record incoming materials, or alternatively limit use of the site to Council-managed contracts.
- 4.60. **Waste Infrastructure:** As growth continues in the district, there will be a need to expand and increase waste infrastructure to accommodate this growth. The circular economy focus of Te rautaki para | Waste Strategy gives the impetus and mandate to consider waste infrastructure in a slightly different way, with more of an emphasis on encouraging and providing for circular material flows.
- 4.61. **Medical Waste:** Medical waste can be an issue at home and in medical facilities. Generally, it is comprised of hazardous waste (sharps), controlled waste (potentially infectious) and non-hazardous waste (general waste, recycling). The management of hazardous and controlled wastes at home can be difficult, and with the increasing prevalence of in-home medical care, this is becoming a more significant problem.

- 4.62. Ideally, in-home medical care would include provision for appropriate handling and disposal of medical wastes. However, for various reasons such as lack of awareness or cost, this is not always the case. While Council is not responsible for the provision of medical waste management services for either home-based care or medical facilities, it would be beneficial for Council to work proactively with Te Whatu Waitaha - Canterbury and other medical service providers to ensure that appropriate services are being offered and put in place.
- 4.63. **Disaster Waste:** Disaster waste is increasingly becoming an issue, as climate change drives more extreme weather events such as flooding and slips, along with other natural disasters (such as earthquakes and fires). A regional approach to this might strengthen a response to events that are likely to have regional scale impact.

#### Medical Officer of Health Feedback

- 4.64. The feedback received from the Medical Officer of Health (MOOH) in response to the draft WA is attached in **Appendix ii**. Note that this feedback has been incorporated into the final version of the Waste Assessment.

#### Statement of Options and Proposals

- 4.65. The statement of options & proposals section in the WA sets out the range of options available to Council to address the key issues that have been identified in the previous section of this Waste Assessment. Options presented in this section are high-level and would need to be fully researched and the cost implications understood, before being implemented through Council's WMMP action plans and respective LTP/Annual Plan.
- 4.66. **Circular Resource Networks:** this is envisaged to be a national resource recovery network that comprises regional Resource Recovery Parks that consolidate and process material at a regional level, local Resource Recovery Centres that accept a full range of materials and send to the regional RR Parks for bulking, and facilities that could accept materials from the RR Park or RR Centres for processing, or supply materials to these sites.
- 4.67. **Options** listed below are categorised by work area, to address issues identified in the WA and are broken down into the categories of regulation, measuring/ monitoring, education/engagement, collections/services, infrastructure, and leadership/management. The Council's roles could be strategic, facilitator, regulator, funder or provider.
- 4.67.1. **Regulation:** includes expanding Bylaw provisions to regulate the private waste sector including event waste management, construction site waste management plans, material bans in kerbside collections, etc.
- 4.67.2. **Measure & Monitor:** measure participation rates for our services, proactive monitoring of contamination in kerbside bins, increased monitoring of rural waste going to landfill, etc.
- 4.67.3. **Education and Engagement:** Targeted engagement for areas with low participation in recycling/organics and/or with high contamination levels; wider engagement (regionally and nationally) with industry, community and other agencies; work more closely with mana whenua, community groups, social enterprises etc. to develop and enable locally led waste minimisation engagement, and to support existing initiatives.
- 4.67.4. **Collection & Services:** Alter services as required by standardisation regulations; work with other Canterbury councils to improve collections; support/introduce virtual trading marketplaces (e.g., freecycle, Civilshare); work with local providers (private, iwi and community groups) and with product stewardship providers to implement and/or encourage improved commercial service provision and raise awareness for key materials.

- 4.67.5. **Infrastructure:** Processing for industrial, commercial & institutional and construction & demolition waste and provision for C&D deconstruction; processing for difficult materials; provide for repair sites, community workshops, demonstrations, and courses at key network sites; standardised signs and branding; provide space for product stewardship scheme collection points and container reuse collection and/or washing points at network sites; expand regional hub provision by expanding existing site, or splitting activities across multiple sites, and more.
- 4.67.6. **Leadership and Management:** Advocate to central government for extended producer responsibility; respond to central government consultations, engagements, technical advisory groups, and information sharing opportunities; work closely with mana whenua, community groups, and the private sector to progress opportunities for increased waste reduction and diversion; continue to develop regional collaborative projects, support regional and national initiatives to campaign for better waste management, improve waste planning and lobbying for better vocational training.
- 4.68. **Statement of Extent:** The WA considered that, subject to any further issues identified by the Medical Officer of Health, the proposals would adequately protect public health; and that the proposals would promote effective and efficient waste management and minimisation.

#### **Statement of Council's Intended Role**

- 4.69. Councils have a number of statutory obligations and powers in respect of the planning and provision of waste services. Council, in determining their role, needs to ensure that these statutory obligations are met.
- 4.70. The role taken by Councils in implementing the options described in the Waste Assessment can vary significantly, for example Councils can simply identify the need at a strategic level and let other sectors respond to that need, take a facilitation and leadership role in addressing the need, use regulatory tools available to Councils to create an environment that encourages solutions, influence the way gaps are addressed by others by making funding available, or take direct action by providing services or facilities that address the need.
- 4.71. It is expected that the implementation of the proposals identified in the WA will meet forecast demand for services as well as support the Council's goals and objectives for waste management and minimisation. These goals and objectives will be firmed up during the development of the draft WMMP and confirmed with the adoption of the final WMMP.

#### **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. The WA and WMMP review indicate that Council could work more with local groups and organisations to develop community-led hubs, or provide space at our facilities for this activity.

- This would not only divert materials from landfill but would be beneficial to their members e.g., by providing an opportunity to use their skills or learn new skills for repairing items, and potentially as a fund-raiser for the group or organisation.
- This would also provide low-cost, good quality second-hand goods for others in the wider community.

#### **Final WA Recommendations**

- 4.72. The WA recommends that Council adopt a new WMMP that reflects the changes already implemented and due-to-be implemented changes in national policy, regulations, and work programmes, with an appropriate vision and supporting goals and objectives.

- 4.73. The WA considers that the below targets from the 2018 WMMP are appropriate and fit for purpose.
- Reduce annual per capita waste to landfill from 294 kg per capita in 2015/16 to 236kg per capita over a ten year period; and
  - Increase the annual per capita quantity of materials diverted from 170kg per capita in 2015/16 to 228 kg per capita over a ten year period.
- 4.74. Staff note that the baseline will have to be updated to reflect 2022/23 per capita landfill and diversion figures, and the same level of landfill reduction and diversion increase be used to calculate the 10-year target figure.
- 4.75. Consideration will have to be made whether these targets are just for Council-managed waste or for all-of-district waste. If Council continues to measure and report on all district waste, we will have to consider how we can influence private waste providers to ensure these targets can be measured and achieved.
- 4.76. The Management Team has reviewed this report and support the recommendations.

## 5. **COMMUNITY VIEWS**

### 5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are likely to be affected by, or have an interest in the subject matter of this report.

*Te rautaki para (the 2023 NZWS) states that circular economy thinking shares many values with te ao Māori. Both focus on not creating waste in the first place and cycles of continual regeneration. In te ao Māori, the concept of whakapapa adds further richness. Whakapapa is the kinship between all living things; it exists not just between people but between people and the planet. That kinship creates connection, respect and responsibility. In this way, whakapapa gives rise to kaitiakitanga and our responsibility to actively care for our environment.*

We will specifically engage with the Runanga about the issues and options identified by the WA and propose to incorporate their feedback and kaitiakitanga into the draft WMMP.

### 5.2. **Groups and Organisations**

There are groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The WA and WMMP review indicate that Council could work closely with local groups and organisations to develop community-led hubs that would divert materials from landfill and be both financially and socially beneficial.

### 5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report. The WA and WMMP review indicate that Council needs improve diversion services and continue to inform and educate the community through a range of educational projects. Part of the recommended educational process involves ongoing kerbside bin audits, and this has caused concern to some members of the community.

## 6. **OTHER IMPLICATIONS AND RISK MANAGEMENT**

### 6.1. **Financial Implications**

There are financial implications of the decisions sought by this report. There will be a cost to undertake a public consultation via a special consultative procedure, and this has been factored into the Annual and Long-Term-Plan budgets.



The costs incurred by Eunomia for reviewing the 2018 WMMP, preparing the Waste Assessment and preparing the draft 2024 WMMP are within the current budget in 2023/24.

The costs for consultation and finalisation are included in the allowed budgets in the 2024/25 draft LTP.

## 6.2. Sustainability and Climate Change Impacts

The recommendations in this report do have sustainability and climate change impacts. The recommendation from the WA is that the actions within the current WMMP be reviewed, particularly in relation to reducing biogenic methane emissions from landfill, by further reducing the amount of organic matter being sent to landfill.

## 6.3 Risk Management

There are risks arising from the adoption of the recommendations in this report.

There is a risk that if the Council does not adopt the WA and approve the WMMP being reviewed and updated we will not meet our legislative timeframes. This has the added risk that some or all of due levy monies would be withheld; and once withheld these monies would not be paid to the Council. That would impact on the delivery of our waste minimisation objectives.

The community may push back on any consultation around the introduction of mandatory bin services, and an increase their rate charges. Staff recommend that this be included as a 'high level' option, with a note that we would consult about this when we have more certainty about this once Central Government has finalised regulations and legislation around mandating food collection services.

Budget allowances have been made for constructing three new RRF sites in years 2027/28, 2030/31 and 2033/34 in the Long Term Plan, and one site in 2036/37. There is a risk that rural communities may petition the Council to provide recycling drop-offs in their areas before these dates, in which case the Council could approve bringing one or more of these budgets forward. There is also a risk that more rural communities request this service than has been budgeted for. This would have to be considered at that time by the Council at their AP or LTP deliberations.

## 6.3 Health and Safety

There not health and safety risks arising from the adoption of the recommendations in this report. The recommendations are just to adopt the WA, undertake a review of the 2018 WMMP and prepare a new draft WMMP document, which will not impact on H&S of solid waste services.

## 7. CONTEXT

### 7.1. Consistency with Policy

This matter is a matter of significance in terms of the Council's Significance and Engagement Policy. A Waste Assessment and Waste Management and Minimisation Plan are significant documents, and we are required to consult on the outcomes of the WA (the draft WMMP) via a SCP.

### 7.2. Authorising Legislation

Waste Minimisation Act

Local Government Act

Climate Change Response Act

**7.3. Consistency with Community Outcomes**

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

**7.4. Authorising Delegations**

The Council has the delegated authority to adopt the WA, endorse the review of the WMMP and the preparation of a new WMMP based on that review, and approve the final WMMP once consultation has been completed.

The Utilities & Roading Committee and Council both have the delegated authority to approve the draft WMMP being put out for public consultation via a SCP.

A photograph of a forest path, overlaid with a semi-transparent teal color. The path is covered in fallen leaves and twigs, and the trees in the background are bare.

# Waimakariri District Council Waste Assessment

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January 2024

A solid teal horizontal bar at the bottom of the page.

Approved by

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(Project Director)

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*Acknowledgements*

*Disclaimer*

Eunomia Research & Consulting has taken due care in the preparation of this report to ensure that all facts and analysis presented are as accurate as possible within the scope of the project. However, no guarantee is provided in respect of the information presented, and Eunomia Research & Consulting is not responsible for decisions or actions taken on the basis of the content of this report.

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# 1 Introduction

This Waste Assessment has been prepared for Waimakariri District Council (Council) by Eunomia Research & Consulting in accordance with the requirements of the Waste Minimisation Act 2008 (WMA). This document provides background information and data to support the Council's waste management and minimisation planning process.

## 1.1 Structure of this Document

This document is arranged into a number of sections designed to help construct a picture of waste management in the Waimakariri district. The key sections are outlined below.

### *Introduction*

The introduction covers a number of topics that set the scene. This includes clarifying the purpose of this Waste Assessment, its scope, the legislative context, and key documents that have informed the assessment.

### *Canterbury Region*

This section presents a brief overview of key aspects of the region's geography, economy, and demographics that influence the quantities and types of waste generated and potential opportunities. It also provides an overview of regional waste facilities, and initiatives that may be of relevance to how we manage our waste.

### *Our District*

This section presents a brief overview of key aspects of the district's geography, economy, and demographics that influence the quantities and types of waste generated and potential opportunities.

### *Waste Infrastructure, Services, Data and Performance Measurement*

These sections examine how waste is currently managed, where waste comes from, how much there is, its composition, and where it goes.

### *Gap Analysis and Future Demand*

This section provides an analysis of what is likely to influence demand for waste and recovery services in the district and region and identifies key gaps in current and future service provision, and in the Council's ability to promote effective and efficient waste management and minimisation.

### *Statement of Options & Council's Proposed Role*

These sections develop options available for meeting the forecast future demand and identify the Council's proposed role in ensuring that future demand is met, and that Council is able to meet its statutory obligations.

### *Statement of Proposals*

The statement of proposals sets out what options are available to meet the projected demand or address the key issues. The proposals will be assessed against the strategic direction for Council, and preferred options will be carried forward into the Waste Management and Minimisation Plan (WMMP).

## Appendices

The appendices include the consultation response from the Medical Officer of Health as well as additional detail on the national context.

### 1.2 Purpose of this Waste Assessment

This Waste Assessment is intended to provide an initial step towards the development of a WMMP and sets out the information necessary to identify the key issues and priority actions that will be included in the draft WMMP.

Section 51 of the WMA outlines the requirements of a waste assessment, which must include:

- a description of the collection, recycling, recovery, treatment, and disposal services provided within the territorial authority's district;
- a forecast of future demands;
- a statement of options;
- a statement of the territorial authority's intended role in meeting demands;
- a statement of the territorial authority's proposals for meeting the forecast demands; and
- a statement about the extent to which the proposals will protect public health, and promote effective and efficient waste management and minimisation.

### 1.3 Legislative Context

The principal solid waste legislation in New Zealand is the Waste Minimisation Act 2008 (WMA). The stated purpose of the WMA is to:

- “encourage waste minimisation and a decrease in waste disposal in order to
- (a) protect the environment from harm; and
  - (b) provide environmental, social, economic, and cultural benefits.”

To further its aims, the WMA requires territorial authorities (TAs) to promote effective and efficient waste management and minimisation within their district. To achieve this, the WMA requires that all TAs adopt a WMMP.

The WMA requires every TA to complete a formal review of its existing waste management and minimisation plan at least every six years. The review must be consistent with WMA sections 50 and 51.

Section 50 of the WMA also requires all TAs to prepare a ‘waste assessment’ prior to reviewing its existing plan. This document has been prepared in fulfilment of that requirement. The Council's existing Waste Assessment was produced in 2015, and the resulting WMMP was adopted in July 2016.

Further detail on key waste-related legislation is contained in Appendix A.4.0.

## 1.4 Scope

### 1.4.1 General

As well as fulfilling the statutory requirements of the WMA, this Waste Assessment will build a foundation that will enable Council to review and/or update its WMMP in an informed and effective manner, as required. In preparing this document, reference has been made to the Ministry for the Environment’s ‘Waste Management and Minimisation Planning: Guidance for Territorial Authorities’<sup>1</sup>, while noting that this guidance dates back to 2015 and has, to an extent, been superseded through practice.

A key aspect of this Waste Assessment will be forming a clear picture of waste flows and management options in the district. The WMA requires that a waste assessment must contain:

“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)”.

This means that this Waste Assessment must take into consideration all waste and recycling services carried out by private waste operators as well as Council’s own services. While the Council has reliable data on the waste flows that it controls, data on those services provided by private industry is limited. Reliable, regular data on waste flows is important if the TA chooses to include waste reduction targets in their WMMP. Without data, targets cannot be readily measured.

The New Zealand Waste Strategy 2023 also repeatedly refers to central and local councils as being the key agencies by which many goals could be achieved.

### 1.4.2 Period of Waste Assessment

The WMA requires WMMPs to be reviewed at least every six years, but it is considered prudent to take a longer-term view. The horizon for the WMMP is not fixed but is assumed to be centred on a 10-year timeframe, in line with council long term plans (LTPs). For some assets and services, it is necessary to consider a longer timeframe and this is taken into account where appropriate. Therefore, the period of the Waste Assessment looks forward over at least the next ten years, and sometimes longer (in the case of facilities, e.g. landfill consenting).

### 1.4.3 Consideration of Solid, Liquid and Gaseous Wastes

The guidance provided by the Ministry for the Environment on preparing Waste Management and Minimisation Plans states that:

“Councils need to determine the scope of their WMMP in terms of which wastes and diverted materials are to be considered within the plan”.

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<sup>1</sup> Ministry for the Environment (2015), Waste Management and Minimisation Planning: Guidance for Territorial Authorities

The guidance further suggests that liquid or gaseous wastes that are directly managed by a TA, or are disposed of to landfill, should be seriously considered for inclusion in a WMMP.

Other wastes that could potentially be within the scope of the WMMP include gas from landfills and the management of biosolids from wastewater treatment plant (WWTP) processes.

The nearest landfill to Waimakariri district is Transwaste Canterbury's Kate Valley landfill, which has a landfill gas capture system in place.

In line with the Council's previous WMMP, this Waste Assessment is focused on solid waste that is disposed of to land or diverted from land disposal, including solid waste collected and disposed of by commercial enterprise as well as waste collected by the council.

However, given the current work on restructuring water services (including waste water), this WA and any resulting WMMPs will not include management of solid wastes resulting from these activities.

#### 1.4.4 Public Health Issues

Protecting public health is one of the original reasons for local authority involvement in waste management. Te rautaki para, the new Waste Strategy, refers to protection of human health as one of the outcomes from successful recovery of resources.

Protection of public health is currently addressed by a number of pieces of legislation. Discussion of the implications of the legislation is contained in Appendix A.4.0.

##### 1.4.4.1 Key Waste Management Public Health Issues

Key issues that are likely to be of concern in terms of public health include the following:

- Population health profile and characteristics
- Meeting the requirements of the Health Act 1956
- Management of putrescible wastes
- Management of nappy and sanitary wastes
- Potential for dog/seagull/vermin strike
- Timely collection of material
- Locations of waste activities
- Management of spillage
- Litter and illegal dumping
- Medical waste from households and healthcare operators
- Storage of wastes
- Management of biosolids/sludges from WWTP
- Management of hazardous wastes (including asbestos, e-waste, etc.)
- Private on-site management of wastes (i.e. burning, burying)
- Closed landfill management including air and water discharges, odours and vermin
- Health and safety considerations relating to collection and handling.

##### 1.4.4.2 Management of Public Health Issues

From a strategic perspective, the public health issues listed above are likely to apply to a greater or lesser extent to virtually all options under consideration. For example, illegal

dumping tends to take place ubiquitously, irrespective of whatever waste collection and transfer station systems are in place.

Some systems may possibly exacerbate the problem (infrequent collection, user-charges, inconveniently located facilities etc.) but, by the same token, the issues can be managed through methods such as enforcement, education and by providing convenient facilities. It is also known that illegal dumping continues to be a problem even in areas where disposal is free of charge.

In most cases, public health issues will be able to be addressed through setting appropriate performance standards for waste services. It is also important to ensure performance is monitored and reported on and that there are appropriate structures within the contracts for addressing issues that arise.

There has been an observed added emphasis on workplace health and safety under the Health and Safety at Work Act 2015. This legislation can impact on, for example, the choice of collection methodologies and working practices and the design of waste facilities.

In addition, public health impacts will be able to be managed through consideration of potential effects of planning decisions, especially for vulnerable groups. That is, potential issues will be identified prior to implementation so they can be mitigated for.

## 1.5 Strategic Context

### 1.5.1 New Zealand Waste Strategy

The 2023 New Zealand Waste Strategy is the first time New Zealand's national strategic direction for waste has been reviewed since 2002, and unsurprisingly takes quite a different approach to the previous Strategy.

The vision of the 2023 New Zealand Waste Strategy, Te rautaki para, is:

*“By 2050, Aotearoa New Zealand is a low-emissions, low-waste society, built upon a circular economy.*

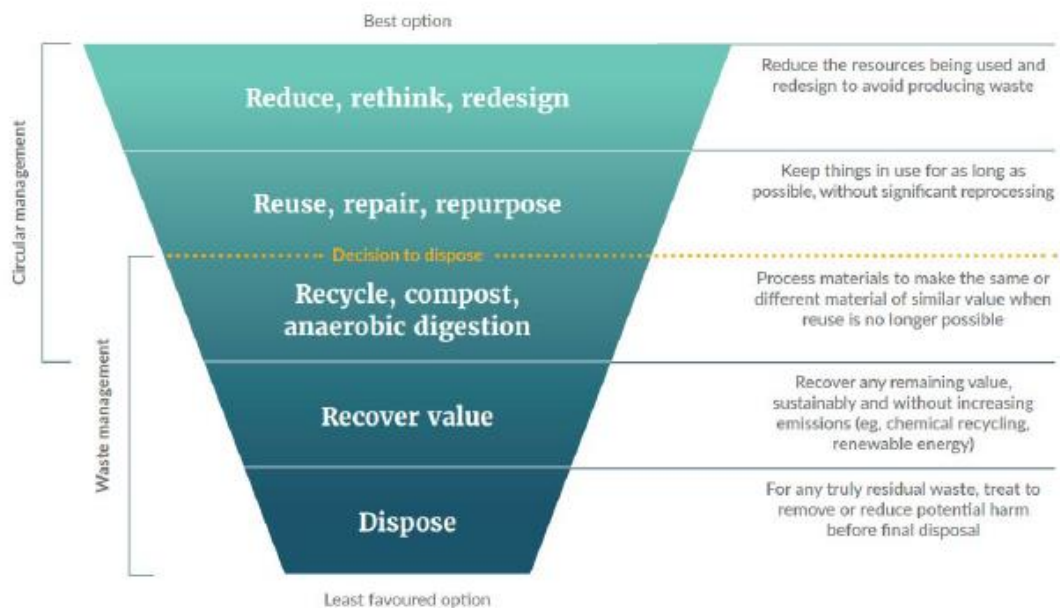
*We cherish our inseparable connection with the natural environment and look after the planet's finite resources with care and responsibility”*

This vision is supported by six guiding principles:

- 1) Take responsibility for how we make, use, manage and dispose of things
- 2) Apply the waste hierarchy preferences to how we manage materials
- 3) Protect and regenerate the natural environment and its systems
- 4) Deliver equitable and inclusive outcomes
- 5) Ensure our systems for using, managing and disposing of materials are financially sustainable
- 6) Think across systems, places and generations

A revised waste hierarchy is set out (shown below), intended to illustrate which options are the best, and which are least favoured. While many versions of the waste hierarchy exist, the one in the strategy is intended to be simple and easy to understand.

**Figure 1: Revised Waste Hierarchy**



The strategy has three phases:

- 1) Embedding circular thinking into systems (by 2030)
- 2) Expanding to make circular normal (to 2040)
- 3) Helping others do the same (by 2050)

Each of the three phases has associated goals, some of which are particularly relevant to a Waste Assessment and WMMP process; others more relevant to central government, the wider public, the community/private sector, or other local government roles such as contaminated land management.

The key role for local government is described in the Strategy as:

- getting involved in implementing the strategy and the process of developing the action and investment plan – using the strategy as a starting point for WMMPs;
- looking for opportunities to work with other councils, particularly on facilities and services that support a ‘national circular resource management network’;
- supporting local community groups and non-governmental organisations with waste reduction initiatives;
- incorporating national behaviour change programmes in local activity;
- ensuring planning and consenting processes consider the need for waste management infrastructure and services; and
- planning and resourcing contaminated land management including vulnerable landfills.

The Strategy has three targets to be achieved by 2030:

- 1) Reduce waste generation by 10% per person
- 2) Reduce waste disposal by 30% per person
- 3) Reduce biogenic methane emissions from waste by at least 30%

However, at this point no baseline has been set.

Further detail on the implications of the Waste Strategy is set out in Appendix A.4.1.

Section 44 of the WMA requires councils to have regard to the NZWS when preparing their WMMP. For the purpose of this Waste Assessment, we have given regard to the NZWS and Council's current WMMP.

These sections are discussed in more detail in Appendix A.4.0.

### 1.5.2 Emissions Reduction Plan

The Climate Change Commission (CCC) was established to provide impartial expert evidence to government to support initiatives that would reduce greenhouse gas emissions and address climate change mitigation and adaptation, contributing towards the goals set out in the Climate Change Response Act 2002.

The CCC reviewed the waste sector as part of its work during 2020 and 2021 and has provided its final advice to government with respect to this sector, amongst others, in the Emissions Reduction Plan (May 2022)<sup>2</sup>.

The advice of the CCC is that unless waste management practices and policy settings in New Zealand change significantly, we will not meet the targets set in the 2002 Act – *“current policies will not deliver the emissions reductions we must achieve.”* Comprehensive action is required to reduce waste overall, divert waste from landfill disposal, and improve/extend landfill gas capture systems.

The main source of biogenic methane emissions from the waste sector is the anaerobic decomposition of organic wastes in landfill (94% in 2019).

The key actions for the waste sector are:

- enable households and businesses to reduce organic waste (reduction of food scraps at home and in businesses, and participation in improved kerbside collections);
- divert more organic waste from landfill (improve household kerbside collections of food and garden waste, invest in processing and recovery infrastructure for organics, require organic waste to be separated);
- reduce and divert construction and demolition waste (minimisation, sorting and processing infrastructure, separation of material);
- bans or limits for organic waste to landfill – potentially by 2030;
- increase gas capture from Class 1 landfills (regulations requiring gas capture, investigate additional gas capture); and
- improve waste data including a national operator licensing scheme (which will improve information on greenhouse gas emissions).

The Plan includes a 'waste pathway to 2035' which is highly consistent with the New Zealand Waste Strategy. Key actions over the next ten years include:

- 2023: organic waste prevention programmes and increased investment in resource recovery

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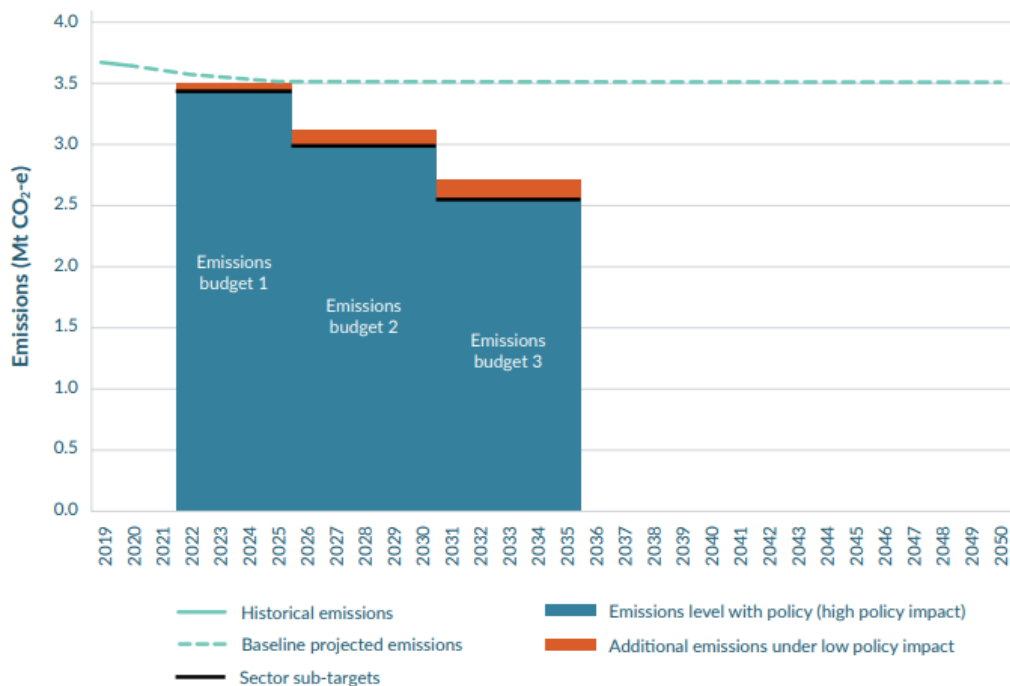
<sup>2</sup> <https://environment.govt.nz/assets/publications/Aotearoa-New-Zealands-first-emissions-reduction-plan.pdf>

- 2024: new waste legislation, national waste reporting, wider coverage of kerbside organics collections, more organics recovery/processing
- 2025: new regulations to drive emissions reduction, national waste licensing, all Class 1 landfills capturing gas
- To 2030: possibly organic waste landfill limits or bans
- To 2035: target of 40% reduction in biogenic methane (from 2017 levels)

New Zealand has a long-term target of net zero greenhouse gases by 2050, and a specific target for biogenic methane of 24 – 47% reduction by 2050 under the Climate Change Response Act (2002 Act).

It is worth noting that even with all of the initiatives proposed this would still fall short of achieving the first sub-target for the waste sector (2022 – 2025) but will come very close to the target in the period 2026 – 2035, as shown in the chart below:

**Figure 2: Total projected methane emissions from waste showing the impact of proposed combined waste policy options**



Source: Ministry for the Environment. 2022. *Te hau mārohi ki anamata | Towards a productive, sustainable, and inclusive economy*. Wellington: Ministry for the Environment. This assumes 40% of food waste diverted to composting and 60% to anaerobic digestion and 100% of green waste to composting.

### 1.5.3 Waste Minimisation Act 2008

As signalled during consultation and in the recently-released *Te rautaki para | New Zealand Waste Strategy*, MfE is also currently working on a review of the WMA to improve or amend provisions and consider new provisions. The provisions for use of landfill levy funds and the administrative and decision-making processes around this use will also be reviewed and improved. As for the waste strategy, consultation on possible changes took place during November/December 2021.



This review will also consider whether, and how, the Litter Act (1979) could be reviewed to better integrate with and support the WMA. In July 2023, MfE proactively released cabinet papers, a regulatory impact statement, and minutes of decisions for the initial stages of this process (occurring during March 2023). These proposals include the intention to replace the WMA and the Litter Act with a new single Act.

The WMA has been amended by the 2021 waste disposal levy regulations<sup>3</sup>, which set out the progressive increase and expansion of the landfill levy starting 1 July 2021; and supplemented by regulations banning specific items, including microbeads<sup>4</sup> (2017), plastic shopping bags<sup>5</sup> (2018), and numerous tranches of plastics packaging during 2022 and 2023, as described in section **Error! Reference source not found.**

Currently, the WMA provides for half of the revenue from the waste levy to be distributed to territorial authorities (Tas). These funds are provided pro rata, based on population, and must be spent on waste minimisation and in accordance with each authority's Waste Minimisation and Management Plan (WMMP).

The waste disposal levy is outlined further in the following subsection.

#### 1.5.4 Waste Disposal Levy and Information Reporting

In April 2021 the government introduced regulation to expand the scope of the levy from Class 1 landfills to also include classes 2-4,<sup>6</sup> and to require operators of industrial nonfills and Class 5 fills to report data on the quantity of waste received. Section 2.1 defines the different types and classes of fills.

The table below shows the timetable and rates for the new levy regime:

**Table 1: Levy Rates by Disposal Facility Type and Year**

DISPOSAL FACILITY CLASS	1-Jul-21	1-Jul-22	1-Jul-23	1-Jul-24
<b>Municipal landfill (class 1)</b>	\$20	\$30	\$50	\$60
<b>Construction and demolition fill (class 2)</b>		\$20	\$20	\$30
<b>Managed fill (class 3)</b>			\$10	\$10
<b>Controlled fill (class 4)</b>			\$10	\$10

<https://www.mfe.govt.nz/waste/waste-and-government>

As the landfill levy is expanded and raised, there will be an impact on the quantity of material going to the different destinations; however, the extent to which this occurs, and

<sup>3</sup> <https://www.legislation.govt.nz/regulation/public/2021/0068/latest/LMS474556.html#LMS474591>

<sup>4</sup> [https://www.legislation.govt.nz/regulation/public/2017/0291/latest/DLM7490715.html?search=ts\\_act%40bill%40regulation%40deemedreg\\_microbeads\\_resel\\_25\\_a&p=1](https://www.legislation.govt.nz/regulation/public/2017/0291/latest/DLM7490715.html?search=ts_act%40bill%40regulation%40deemedreg_microbeads_resel_25_a&p=1)

<sup>5</sup> <https://www.legislation.govt.nz/regulation/public/2018/0270/6.0/whole.html>

<sup>6</sup> <https://www.legislation.govt.nz/regulation/public/2021/0069/latest/whole.html>

for which materials, depends on a number of other factors. The potential impacts are explored further in appendix A.4.0.

The requirement for all fills to at least report data on the quantity of waste received will provide much greater understanding of the role that all types of facilities play in waste management. These requirements take effect from the beginning of 2023 at the latest with Class 3/4 disposal facilities, cleanfills, transfer stations, and industrial monofills the last to start reporting (from 1 January 2023).

Anecdotally, there is evidence that some facilities are choosing to close rather than comply with the requirements to register and pay the levy and/or report waste quantities.

### 1.5.5 Emissions Trading Scheme (ETS)

Since 2013, Class 1 landfill owners have been required by the Climate Change (Emissions Trading) Amendment Act 2008 to surrender emission units to cover methane emissions. If any solid waste incineration plants are constructed, this act would also require emission units to be surrendered to cover greenhouse gas emissions from the incineration of household wastes.

The number of emissions units that needs to be surrendered is based on a calculation of how much methane is generated from a tonne of waste. As a starting point, landfills use a default emissions factor for waste (DEF). This is the methane assumed to be generated by each tonne of waste and is currently set at 0.91 tonnes of CO<sub>2</sub>-e (CO<sub>2</sub> equivalent) per tonne of waste.

However, landfill operators can reduce their liabilities under the ETS through use of a unique emissions factor (UEF). The UEF is a calculation of methane released by the specific landfill. This can be done by either capturing the methane that is generated or showing (based on the type of waste going into the landfill) that the landfill generates a different amount of methane to the default.

#### 1.5.5.1 Carbon Price

The other component of the calculation of a landfill's liability under the ETS is the price of carbon. New Zealand units (NZU)<sup>7</sup> currently change hands for between \$70 and \$85, with prices at \$77.50 at the time of writing<sup>8</sup>.

The cost of NZUs has been increasing steadily for the last couple of years, due largely to changes made to the types of offsets that are eligible under the ETS. Class 2-5 landfills and closed landfills (along with certain other excluded landfills) are not currently covered by the ETS.

The implications of the ETS and carbon prices are explored further in appendix A.4.8.

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<sup>7</sup> NZUs are carbon credits that are officially accepted to offset liabilities under the NZETS

<sup>8</sup> Accessed from <https://www.carbonnews.co.nz/tag.asp?tag=Carbon+prices>

## 1.5.6 Other Relevant Initiatives

### 1.5.6.1 Container Return Scheme

Container return schemes (CRS) place a deposit on all containers when sold. This deposit can then be redeemed by consumers when they return the containers. These schemes are in wide use worldwide including Australia and are designed to promote higher rates of recovery of containers and reduce littering by providing an incentive to consumers.

In 2019, a WMF-funded project led by Auckland Council and Marlborough District Council embarked on the research and design of a potential container return scheme for New Zealand. The outcomes from this project were reported to MfE, who have analysed the information and produced advice for ministers.

MfE consulted on a detailed implementation proposal for a container return scheme in New Zealand. This was included in the 'Transforming Recycling' consultation document.

The consultation document proposed a deposit of 20c per container for a wide range of beverage containers, excluding 'fresh milk' (the logic being that this product is rarely consumed outside the home). Depending on the details of the eventual CRS, and the extent to which containers may be captured in the scheme, two key effects on household kerbside recycling collections are likely:

- The quantity of containers collected in a kerbside collection would reduce; and
- The value of containers that are part of the CRS, but are still collected in a kerbside collection, will likely result in income for the 'owner' of the items. Usually, the owner is either the Council and/or its contractor.

Possible implications for Councils may be that the frequency of recycling collections could be reduced due to lower volumes of material.

In early 2023, government announced that the CRS development would be put on hold. This position has since been softened to a 'delay' but it remains unclear when, or how, a CRS would be introduced for New Zealand.

### 1.5.6.2 Kerbside Standardisation

In 2019, WasteMINZ was commissioned by MfE to complete a national review of kerbside collections and make recommendations as to how to achieve consistency across the country. The report was completed in 2020<sup>9</sup>, and MfE then considered implementing the three main recommendations:

1. A standard set of items accepted in kerbside recycling collections
2. Glass collected separately to other material streams
3. A weekly kerbside food scraps collection service for households.

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<sup>9</sup> <https://www.wasteminz.org.nz/wp-content/uploads/2020/08/Final-1.0-Standardising-Kerbside-Collections-in-Aotearoa.pdf>

MfE consulted on a detailed implementation proposal for kerbside standardisation in New Zealand. This was included in the 'Transforming Recycling' consultation document<sup>10</sup>.

The proposals included, alongside the points above from the original review, options to achieve the diversion of food scraps from businesses. The three possible options set out in the consultation document are:

- Phasing in source-separation of food scraps only from businesses that produce or sell food;
- Phasing in source-separation of food scraps from all businesses; or
- Prohibiting the disposal of food scraps to landfill entirely (which would also preclude disposal of food scraps from household sources).

In March 2023, MfE announced its decisions regarding kerbside standardisation alongside the release of Te rautaki para /New Zealand Waste Strategy. The key aspects are:

- Standardising materials in existing council kerbside recycling collections by 1 February 2024 to: glass bottles and jars, paper and cardboard (including pizza boxes), plastic bottles and containers grades #1, #2, and #5, and aluminium/steel tins and cans.
- Requiring council kerbside recycling to be provided to households in urban areas (defined as those with more than 1000 people<sup>11</sup>) by 2027
- Council food scraps collections to be provided to households in urban areas (defined as above) by 2030, or earlier if a nearby processing option is available<sup>12</sup>

MfE advise it will also be working on business food scrap diversion by 2030.

Kerbside standardisation excludes tetrapak and other gabletop/liquid paperboard containers, foil, aerosols, soft plastics, polystyrene, and plastic bottles and containers other than those mentioned above. Councils will have the discretion to choose whether or not to include compostable bin liners in organics collections, and can also choose whether to collect glass separately or comingled with other materials.

Kerbside standardisation will only apply to council-provided services (either in-house or via a contractor) for now, with the hope that the private and community sector will choose to align their kerbside services with these requirements. However, MfE have indicated that they intend to provide for kerbside standardisation to be regulated more widely through the new version of the WMA.

The kerbside standardisation changes also include performance standards for household waste kerbside diversion, and reporting requirements for private waste companies.

The performance standards relate to kerbside recycling and food waste, and set an increasing proportion of all household kerbside waste (including that handled by private collections) diverted from landfill:

- 30% by July 2026

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<sup>10</sup> <https://environment.govt.nz/assets/publications/Transforming-recycling-consultation-document.pdf>

<sup>11</sup> As defined by StatsNZ as 'small urban areas', and shown on the StatsNZ Arc GIS system based on 2022 data.

<sup>12</sup> Defined as within 150km of a 'main centre'.

- 40% by July 2028
- 50% by July 2030

Councils that do not comply with the requirements to collect a standard set of kerbside recycling materials, and/or meet the minimum diversion requirements, can have all or part of their waste levy allocation withheld. Once withheld, this is not available at a later date (i.e. even if the council becomes compliant shortly after the due date, the levy funds will not then be released). Councils and private collectors will report their diversion figures to MfE, and MfE will advise the overall performance for the district or city.

Councils that do not comply with the requirement to provide a kerbside recycling and food scraps collection service to householders in applicable urban areas will not, at this point, have waste levy funds withheld; however, it is likely that there will be regulatory requirements introduced for these aspects at a later date, and it would be very difficult for a council to achieve the minimum diversion requirements without having these services in place.

The performance requirements will be enacted by a gazette notice under the WMA, and the two household kerbside collection provisions will be enacted by a regulation issued by the Governor-General.

Waimakariri's services are largely aligned with kerbside standardisation, except that aerosols will need to be removed from the kerbside recycling collection by 1 February 2024; and a few items will need to be removed from the food scraps and garden waste collection – paper hand towels, serviettes and (potentially) tea bags.

Areas that kerbside collections must be provided to in the district include Kaiapoi, Rangiora (both 'medium' urban areas), Pegasus, Woodend, and Oxford.

### 1.5.6.3 TA Performance Reporting

In addition to the proposals for a container return scheme and the standardisation of kerbside recycling, the MfE's consultation also covered a number of related issues.

One of these was the requirement for TAs to report to MfE on a number of performance standards/targets; including a minimum 50% diversion standard for dry recyclables and food scraps in kerbside collections. This is supported by a 70% high performance 'stretch target' which would be non-enforceable, but is intended to further encourage and motivate TAs.

The proposal was that the minimum standard would need to be achieved by 2030, to align with timeframes proposed in the draft New Zealand Waste Strategy and the ERP.

Some TA performance targets have now been confirmed in the outcomes from the kerbside standardisation, as discussed in the section above.

### 1.5.6.4 Priority Products

The WMA enables a product to be named as a 'priority product'. Once a product has been named such, an extended producer responsibility approach must be taken and a regulated product stewardship scheme development.

The first six priority products were named under the WMA in 2020 (shown below) and subsequently single-use packaging has been added. The first seven priority products named are:

1. Plastic packaging
2. Tyres
3. Electrical and electronic products (e-waste including large batteries)
4. Agrichemicals and their containers
5. Refrigerants
6. Farm plastics
7. Single-use plastic packaging

MfE has taken a ‘co-design’ approach, which involves industry developing and operating product stewardship schemes with central government oversight. Progress on the schemes, and parties involved, are summarised below.

Priority product	Progress made	Lead agency/ies
<b>Tyres</b>	<p>Consultation on proposed regulations late 2021</p> <p>Scheme accredited October 2020</p> <p>Regulation in effect from late 2023</p>	<a href="#">Tyrewise</a>
<b>Large batteries</b>	<p>Consultation on proposed regulations late 2021</p> <p>Accreditation expected late 2023</p> <p>Regulation in effect from 2024</p>	<a href="#">Battery Industry Group</a>
<b>Refrigerants (and other synthetic greenhouse gases)</b>	<p>Consultation on regulations in late 2022</p> <p>Scheme accreditation mid 2023</p> <p>Regulation in effect from 2024</p>	<a href="#">Synthetic Refrigerant Stewardship group</a>
<b>Farm plastics, agrichemicals and containers (farm waste)</b>	<p>Consultation on regulations planned late 2023</p>	<a href="#">The Agrecovery Foundation</a>
<b>Electrical and electronic products (e-waste)</b>	<p>Scheme design in 2023</p> <p>Consultation on regulations in 2024</p>	<a href="#">TechCollect</a>
<b>Plastic packaging</b>	<p>Co-design underway</p>	<a href="#">Packaging Forum</a> and <a href="#">Food &amp; Grocery Council</a>

### 1.5.6.5 Product Bans

In April 2022, MfE announced that regulations had been passed to enable the implementation of the first tranche of bans for problematic plastic items. These regulations include:

- Plastic cotton buds;
- Plastic drink stirrers;
- Oxo- and photo-degradable plastic products;
- Certain PVC food trays and containers (pre-formed and rigid);
- Polystyrene takeaway packaging; and
- Expanded polystyrene food and beverage packaging.

The bans took effect from 1 October 2022.

From 1 July 2023 the following plastic items have been banned:

- Single-use plastic produce bags;
- Single-use plastic tableware and cutlery;
- Plastic straws<sup>13</sup>; and
- Non-home compostable plastic produce labels (phase-out by 2030)<sup>14</sup>.

One more ‘tranche’ of bans is planned. From mid-2025, all other PVC and polystyrene food and beverage packaging will also be banned.

### 1.5.6.6 Infrastructure Investment Strategy

With the increased and expanded landfill levy comes an increased pool of funds that can be invested in waste management and minimisation initiatives.

MfE is developing a proactive strategic investment plan for waste infrastructure, supported by a detailed stocktake of current infrastructure and prioritisation of possible new infrastructure. The goal of this work is to give a national view of the waste investment New Zealand needs over the next 15 years.

The outcomes will be incorporated into the action and investment plan that will supplement Te rautaki para, and will be released in the first half of 2024.

In April 2023, MfE released a summary report of the infrastructure assessment carried out by Eunomia in 2021<sup>15</sup>.

### 1.5.6.7 Data and Monitoring

Alongside the increase and expansion of the waste levy, MfE is developing protocols to collect data from the additional facilities that will now be paying the landfill levy (Class 2-4 landfills).

MfE has also adopted regulations that enable the collection of some data from Class 5 fills and transfer stations<sup>16</sup>, and has proposed an approach for performance reporting by TAs in the current consultation. These protocols will be included in the revised National Waste Data Framework, which will be completed in mid-2023.

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<sup>13</sup> Apart from sales to disabled people and those with health conditions

<sup>14</sup> Produce labelled before 1 July 2023, and already in the supply chain, is not affected. Label adhesive, and labels on imported produce, must be home compostable by 1 July 2025.

<sup>15</sup> Eunomia (2023) “Waste and Resource Recovery Infrastructure and Services Stocktake Summary Report”, available at [www.mfe.govt.nz](http://www.mfe.govt.nz)

<sup>16</sup> <https://www.legislation.govt.nz/regulation/public/2021/0069/latest/whole.html>

MfE has also indicated that it is likely the new Waste Minimisation Act will also include requirements for waste operators to be licensed by a central agency, and to report data on the quantities of waste handled; and that requirements for construction site waste management plans (SWMP) will be included in a revision of the Building Act. It is not clear what the timeframes or specific requirements will be for these.

### 1.5.7 Resource Management Act Review

Government has resolved to replace the Resource Management Act (RMA) with two new Acts; the Spatial Planning Act, and the Natural and Built Environment Act. These are currently making their way through Parliament as Bills.

The increased abilities and requirements for spatial planning will have a positive impact on waste management; in particular infrastructure, as demand and supply of waste infrastructure will be an essential consideration under a spatial planning approach.

However, there is no specific reference to waste in the Bills, and so the extent to which waste planning will be undertaken successfully for the Canterbury region (by the applicable Regional Planning Committee) will depend on local implementation of the provisions.

The Bills both propose a more significant role for iwi in regional-scale planning, which could result in an approach that is more aligned with te ao Māori principles and a circular economy approach to waste management and minimisation.

### 1.5.8 International Commitments

New Zealand is party to the following key international agreements:

- 1) Montreal Protocol – to protect the ozone layer by phasing out the production of numerous substances
- 2) Basel Convention – to reduce the movement of hazardous wastes between nations
- 3) Stockholm Convention – to eliminate or restrict the production and use of persistent organic pollutants
- 4) Waigani Convention – bans export of hazardous or radioactive waste to Pacific Islands Forum countries.

These agreements are explained in more detail in appendix A.4.0.

## 1.6 Local and Regional Planning Context

This Waste Assessment and the resulting WMMP will have been prepared within a local and regional planning context whereby the actions and objectives identified in the Waste Assessment and WMMP reflect, intersect with, and are expressed through other planning documents. Key planning documents and waste-related goals and objectives are noted in this section.

Council is a member of the Canterbury Waste Joint Committee (CWJC), through which the nine councils of the Canterbury region collaborate on a number of waste minimisation projects. The CWJC has recently employed a regional waste projects officer.



### 1.6.1 Long Term Plan

Council's current LTP was adopted in June 2021, with Council's purpose stated as to "make Waimakariri a great place to be, in partnership with our Communities, guided by our outcomes".

The LTP includes a number of community outcomes, which describe how Council aims to meet the needs of the community. Relevant community outcomes for waste include that:

- Effect is given to the principles of the Treaty of Waitangi
- There is a healthy and sustainable environment for all
- Core utility services are sustainable, resilient, affordable and provided in a timely manner (with a specific point that waste, recycling, and re-use of solid waste is encouraged and residues are managed so that they minimise harm to the environment)

The LTP highlights a few demographic factors with particular impacts on solid waste management, such as:

- an increasingly elderly population could result in less waste, as smaller households with older residents tend to produce less;
- this effect could, however, be offset to an extent by an increase in age-related medical waste;
- increasing numbers of residents living in aged care facilities that use private waste services may see Council's market share decrease; and
- an increasing population and new residential areas in the district could drive demand for new facilities such as transfer stations.

Several waste-related projects are planned during the term of the LTP –

- An upgrade of the Southbrook Resource Recovery Park (SRRP) reuse and recycling area and education centre during 2021 – 2024;
- An upgrade of the SRRP disposal pit in two stages between 2021 and 2025; and
- A further expansion of the SRRP indicated during 2037 – 2039.

The LTP also specifically notes the landfill levy expansion and increase, and the impact this will have on Council's solid waste charges; and that proposed new reporting requirements may necessitate some capital works and operational changes at the Oxford refuse transfer station (RTS) and two other disposal sites. The LTP indicates that the cost of these upgrades could potentially be funded from Council's levy funding.

The principal goal for solid waste management is "to provide an effective and efficient service for households and businesses to dispose of waste at an affordable cost, and encourage practices that minimise waste generation".

### 1.6.2 Canterbury Regional Council

The Canterbury Regional Policy Statement (CRPS) became operative on 15 January 2013. The CRPS provides an overview of the resource management issues in the Canterbury region, and the objectives, policies and methods to achieve integrated management of natural and physical resources. Other Regional Plans and District Plans cannot be inconsistent with the CRPS.

Chapter 19, Waste Minimisation and Management, contains objectives and policies for waste management in the region and methods to achieve them.

**Objective 19.2.1 – Minimise the generation of waste**

Adverse effects on the environment are avoided by minimising the generation of waste.

**Objective 19.2.2 – Minimise adverse effects of waste**

Adverse effects on the environment caused by residual waste and its management are avoided, remedied or mitigated.

**Policy 19.3.1 – Waste management hierarchy**

To apply the principles of the 5Rs (Reduce, Reuse, Recycle, Recover, Residual waste management) hierarchy to the management of all waste streams.

This policy implements the following objectives: Objective 19.2.1, Objective 19.2.2

Methods:

The Canterbury Regional Council:

Will: (1) Set out objectives and policies, and may include methods in regional plans to manage the disposal of residual waste through the control of disposal processes and practices. (2) Set out objectives and policies, and may include methods in regional plans that will require consideration of the adverse waste effects with regard to discharges to land, air and water and in any land-use over which a regional plan has control.<sup>17</sup>

Should: (3) Advocate the implementation of the 5Rs principles throughout the Canterbury region. (4) Support product stewardship programmes aimed at the reduction of waste. (5) Advocate for and encourage the reuse of materials, particularly in industry.

Territorial authorities:

Should: (6) Set out objectives and policies, and may include methods in district plans specifically seeking to reduce the potential waste generated as a result of the use of land. (7) Take into account the 5Rs hierarchy when considering waste management options and plans (including, but not limited to district plans) for their districts.

Local authorities:

Will: (8) Engage with Ngāi Tahu as tāngata whenua and use iwi management plans to assist in informing them of Ngāi Tahu values associated with the management of waste, and of methods to avoid conflict with particular values in the application of the 5Rs principles.

**Policy 19.3.2 – Reduce waste at the source**

Promote a change in behaviour that will result in the reduction of waste at the source.

This policy implements the following objectives: Objective 19.2.1, Objective 19.2.2

Methods:

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<sup>17</sup> Both the Canterbury Land & Water Regional Plan and the Canterbury Air Regional Plan address some of the adverse waste effects.

The Canterbury Regional Council:

Should: (1) Develop public education initiatives throughout Canterbury that endorse the 5Rs, with particular focus on reduction of waste through consumer choice. (2) Advocate for stronger national guidance and incentive for reducing waste, particularly at the manufacture/ production/import stage.

**Policy 19.3.3 – Integrated management of waste**

Promote an integrated approach to waste management in the region.

This policy implements the following objective: Objective 19.2.2

Methods:

The Canterbury Regional Council:

Should: (1) Support territorial authorities to maintain an integrated approach to management of waste in the region. (2) Advocate, to, and cooperate and coordinate, with territorial authorities, central government, Kāi Tahu and industry, to achieve an integrated approach to the management of waste.

**Policy 19.3.4 – Establish community waste transfer facilities**

Enable the establishment and use of appropriate community facilities and services such as waste-transfer facilities and recycling centres throughout the region.

This policy implements the following objective: Objective 19.2.2

Methods:

The Canterbury Regional Council:

Should: (1) Encourage the use of community waste-transfer facilities and recycling centres through education and, where appropriate, enforcement action. (2) Support Government and industry-led product stewardship programmes

Territorial authorities:

Will: (3) Set out objectives and policies, and may include methods in district plans to enable the establishment of waste transfer facilities in appropriate locations. Should: (4) Encourage and promote the use of community waste transfer facilities.

The regional council has also adopted a Land and Water Regional Plan which was last significantly updated in 2018.

There are several relevant points from the Plan with respect to waste management:

- Disposal of less than 50m<sup>3</sup> to land that is not excavated to more than 5 metres in depth is a permitted activity
- Disposal of more than 50m<sup>3</sup> to land to land that is excavated more than 5 metres in depth is a controlled activity, provided the material is cleanfill (which is aligned with nationally-accepted definitions of cleanfill)

This essentially makes the majority of true cleanfills (Class 5) in the region a controlled activity.

## 1.7 Our District

This section presents a brief overview of key aspects of the district's geography, economy, and demographics. These key aspects influence the quantities and types of waste generated and potential opportunities for the Council to manage and minimise these wastes in an effective and efficient manner.

The figure below shows the Waimakariri district, and its location within the wider Canterbury region.

**Figure 3: The Canterbury Region**



Rangiora is the district's principal settlement, and along with other towns nearby Kaiapoi, Pegasus, and Woodend accounts for more than 80% of the population. Oxford, to the west, is the other main town in the district. The district also has a number of smaller villages and four coastal settlements. All towns of the district are within commuting distance of Christchurch.

The 2021 LTP estimated the 2020 population of the district to be 64,700 (around 25,000 households), with strong population growth a key demographic feature; with the population expected to exceed 80,000 by 2033.

The number of households is forecast to increase slightly faster than population, which will then result in a reduced average household size from 2.59 currently, and compared to the national average of 2.7 people per household.

Waimakariri's population is also ageing, with the proportion of the population aged over 65 years increasing from 19.0% in 2018 to 19.8% in 2020; and the district's median age is slightly higher than the national average.

### **1.7.1 Tangata Whenua**

The area now known as the Waimakariri district historically hosted the primary pa of Kāi Tahu, in what is now known as Kaiapoi. The local hapu is Kai Tūāhuriri, which signed a memorandum of understanding with Council in 2003 (renewed in 2012).

Council and the Runanga hold annual hui, covering a number of issues including consideration of possible long-term plan and annual plan content.

A joint development committee, Mahi Tahī, was established in 2019 to enable joint decision-making about issues that impact both organisations, with three representatives from Te Kāi Tūāhuriri Runanga and three from Council. This is supported by bi-monthly forums.

## 2 Waste Infrastructure

The facilities available in Waimakariri are a combination of those owned, operated and/or managed by Council, and those that are owned and/or operated by commercial entities or community groups.

This inventory is not to be considered exhaustive, particularly with respect to the commercial waste industry as these services are subject to change. It is also recognised that there are many small private operators and second-hand goods dealers that are not specifically listed. However, the data is considered accurate enough for the purposes of determining future strategy and to meet the needs of the WMA.

### 2.1 Disposal Facilities

In 2021, MfE adopted regulations to extend the landfill levy and apply information requirements to facilities that do not pay the landfill levy. These regulations also established legal definitions for disposal facilities.

Previously, disposal facilities had been categorised according to the 2016 Waste Management Institute of New Zealand (WasteMINZ) Technical Guidelines for Disposal to Land.<sup>18</sup> As there are differences, albeit slight, between the two; the legal definitions take precedence<sup>19</sup>.

The definitions of the six classes of disposal facilities in the regulations are summarised below.

#### **Class 1 - Municipal Disposal Facility**

Accept any of the following:

- Household waste
- Waste from commercial or industrial sources
- Waste from institutional sources
- Green waste
- Waste that is not accepted at Class 2-5 disposal facilities.

#### **Class 2 – Construction and Demolition Disposal Facility**

Accepts waste from construction and demolition activities. Does not accept Class 1 waste.

#### **Classes 3 and 4 – Managed or Controlled Fill Disposal Facility**

Accepts any of the following:

- Inert waste material from construction and demolition activities
- Inert waste material from earthworks or site remediation

Does not accept Class 2 waste.

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<sup>18</sup> [www.wasteminz.org.nz/pubs/technical-guidelines-for-disposal-to-land-april-2016/](http://www.wasteminz.org.nz/pubs/technical-guidelines-for-disposal-to-land-april-2016/)

<sup>19</sup> [www.legislation.govt.nz](http://www.legislation.govt.nz); It is likely that the Technical Guidelines will be revised so it is aligned as closely as possible with the MfE definitions.

### **Class 5 – Cleanfill**

Accepts only virgin excavated natural material (such as clay, soil, or rock) for disposal

### **Industrial Monofill**

A facility that accepts disposal waste that:

- Discharges or could discharge contaminants or emissions
- Is generated from a single industrial process (e.g. steel or aluminium making, or pulp and paper making) carried out in one or more locations.

The actual wording used in the regulations and examples of types of waste accepted at each facility is provided in Appendix A.4.0.

The regulations also define a transfer station as a facility that receives waste and where waste is then transferred to a final disposal site or for further processing. Significantly, if a site does not accept waste that is then transferred to a final disposal site (i.e. residual waste), it is not a transfer station (but is instead a recycling drop-off site or similar) and isn't required to report data.

### **2.1.1 Class 1 Disposal Facilities**

There are no Class 1 disposal facilities within the district.

Waste from the district is disposed of at Kate Valley landfill in the Waipara area of Hurunui District. The landfill facility is currently consented to 2040. The landfill facility and transportation of waste to the facility is operated by Transwaste Canterbury Ltd.

The Waimakariri District Council is a shareholder in Transwaste Canterbury Ltd, a joint venture company with four other Canterbury Councils (50% shareholding), and Canterbury Waste Services Ltd (50% shareholding). Canterbury Waste Services is 100% owned by Waste Management NZ Ltd. Transwaste Canterbury have had a gas capture unique emissions factor (UEF) in place since 2017 of 0.119 which, compared to the national average, suggests the maximum 'allowable' gas capture under the emissions trading scheme of 90%.

Particularly given the council's involvement in the ownership and governance of Kate Valley landfill, it is considered that this is a reliable disposal avenue that will be available for some time into the future.

### **2.1.2 Transfer Stations and Recycling Drop-off Points**

Refuse transfer stations or resource recovery parks (RRPs) and recycling drop-off points (RDOPs) provide for those that can't or choose not to make the journey to a disposal facility. Waste can be dropped off at these sites by the public and commercial collectors after paying a gate fee, and the waste is subsequently compacted before transport to a Class 1 disposal facility.

Council operates two RTS, located in Rangiora (part of SRRP) and Oxford, which are operated by Waste Management Ltd under contract to Council. Waste from Oxford RTS is transported to the RTS at SRRP and then to Kate Valley landfill.

A private RTS opened in Rangiora in July 2023, which accepts kerbside rubbish and bulk waste and bulks this for transport to Kate Valley.

The SRRP is a well laid-out and maintained site. A wide range of materials can be diverted through the SRRP, including:

- usual household recyclables;
- whiteware and scrap metal;
- electronic and electrical equipment (charges apply);
- greenwaste (at a charge);
- household hazardous waste (up to 20 litres or 20kg) including chemicals, fuels, oil, paint, household batteries and CFL bulbs;
- large lead-acid batteries;
- reusable items including household goods and furniture;
- clean polystyrene packaging (a charge applies to large loads);
- child safety restraint recycling (charges apply);
- cleanfill (at a charge); and
- laminated window glass (at a charge).

There is a reuse shop at the SRRP.

There is a smaller RTS in Oxford which accepts a smaller range of items –

- usual household recyclables;
- whiteware and scrap metal;
- electronic and electrical equipment (charges apply);
- greenwaste (only branches suitable for mulching); and
- household hazardous waste (up to 20 litres or 20kg) including chemicals, fuels, oil, paint, household batteries and CFL bulbs.

There is also a small RDOP provided by Council in Cust, for rural residents who live in the vicinity, which accepts the usual household recyclables.

### 2.1.3 Closed Landfills

Council manages five closed landfills at Rangiora, Kaiapoi, Oxford, Mandeville, and Cust. Landfill management plans are in place for the sites, which ensure consent compliance and identification/monitoring of potential risks including those to public health.

### 2.1.4 Class 2-5 Landfills

Research estimates that waste disposed of to land other than in Class 1 landfills accounts for approximately 70% of all waste disposed of, and these operators are not required currently to pay the waste levy to central government and some have only recently started reporting waste quantity data.<sup>20</sup> Other disposal sites include Class 2-5 fills and farm dumps.

The Waimakariri District Plan<sup>21</sup> defines cleanfill:

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<sup>20</sup> Ministry for the Environment (2014) Review of the Effectiveness of the Waste Disposal Levy. The report estimates 56% of material disposed to land goes to non-levied facilities, 15% to farm dumps and 29% to levied facilities.

<sup>21</sup> OPERATIVE DISTRICT PLAN August 2014



*“includes any natural material which is free of: combustible, putrescible, degradable or leachable components or materials likely to create leachate by means of biological breakdown; hazardous substances or any products or materials derived from hazardous waste treatment, stabilisation or disposal practices; contaminated soil or other contaminated materials; medical or veterinary waste; asbestos or radioactive substances. It includes (but is not limited to) clay, rock, concrete and bricks”*

This definition is very similar to, but not exactly the same as, the Ministry for the Environment’s Cleanfill Guidelines which also exclude liquid waste.<sup>22</sup>

The District Plan has defined various Permitted Activities including:

*Deposition of clean fill, not including deposition of any demolition material; limited to:*

- *the Rural A and B zones, and*
- *a maximum of 200m<sup>3</sup> on any one site per annum.*

In the MfE’s 2002 “A Guide to the Management of Cleanfills” ‘cleanfill’ is defined as: *“Material that when buried will have no adverse effect on people or the environment. Cleanfill material includes virgin natural materials such as clay, soil and rock, and other inert materials such as concrete or brick that are free of:*

- *combustible, putrescible, degradable or leachable components*
- *hazardous substances*
- *products or materials derived from hazardous waste treatment, hazardous waste stabilisation or hazardous waste disposal practices*
- *materials that may present a risk to human or animal health such as medical and*
- *veterinary waste, asbestos or radioactive substances*
- *liquid waste.”*

Class 2-5 landfills can be an issue for effective and efficient waste management as, for some materials, these disposal sites are competing directly with other options such as composting sites and Class 1 landfills. However, Class 2-5 landfills are much less costly than Class 1 landfills to establish and require much lower levels of engineering investment to prevent discharges into the environment. Class 2-5 landfills also have much lower compliance costs than Class 1 landfills and are not required to pay the waste levy at this time. Because of these differing cost structures, Class 2 landfills charge markedly less for disposal than Class 1 landfills.

From 1 July 2022, Class 2 disposal facilities have been required to pay the levy at a rate of \$20 per tonne (going up to \$40 per tonne in 2024). Class 3 and 4 disposal facilities will be required to pay the levy from 1 July 2023 at a rate of \$10 per tonne. True Class 5 disposal facilities (accepting VENM only) will not be required to pay the levy, but have been required to report on quantities from 1 January 2023.

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<sup>22</sup> Ministry for the Environment (2002) ‘A Guide to the Management of Cleanfill’s.

Class 2 disposal sites and RTS were required to start reporting data on waste quantities from 1 January 2022.

Following these changes, MfE will hold data on the quantities of waste disposed of at these sites and are in the process of developing a database of Class 2-5 facilities around the country. This data indicates that, so far, five sites have been identified in the Waimakariri district (three owned by Council, and two privately owned).

Of the three Council sites, two are operational managed landfills (classified as Class 3/4) located at West Eyreton ('Garterys Pit') and Fernside ('Sutherlands Pit') which are only available to customers registered with Council. All three Council-owned sites, including 'Woodstock Pit', are active quarry sites, and the road maintenance contractor is also consented to dispose of materials arising from their road maintenance works: these quantities are included in the monthly reporting figures.

Council is required to report to MfE on the quantities of waste disposed of at these sites, which is challenging under current operational practices with data based on self-reporting and converting volumes to weight. At some stage, Council is likely to also need to report on the activity sources of waste.

In some parts of New Zealand, Class 2/3/4 landfills are indicating that they will close before the deadline to register and pay the levy of 1 July 2022. There has been no indication as yet that any of the sites in Waimakariri would close.

## 2.2 Hazardous Waste Facilities and Services

The hazardous waste market comprises both liquid and solid wastes that, in general, require further treatment before conventional disposal methods can be used. The most common types of hazardous waste include:

- Organic liquids, such as those removed from septic tanks and industrial cesspits
- Solvents and oils, particularly those containing volatile organic compounds
- Hydrocarbon-containing wastes, such as inks, glues and greases
- Contaminated soils (lightly contaminated soils may not require treatment prior to landfill disposal)
- Chemical wastes, such as pesticides and agricultural chemicals
- Medical and quarantine wastes
- Wastes containing heavy metals, such as timber preservatives
- Contaminated packaging associated with these wastes.

A range of treatment processes are used before hazardous wastes can be safely disposed.

Most disposal is either to Class 1 landfills or through the trade waste system. Some of these treatments result in trans-media effects, with liquid wastes being disposed of as solids after treatment. A very small proportion of hazardous wastes are 'intractable', and require exporting for treatment.

These include polychlorinated biphenyls, pesticides, and persistent organic pollutants.

There are four participants in the local hazardous waste market; EnviroNZ Technical Services, Waste Management Technical Services, Prime Environmental, and Charlie's

Takeaways. Agrecovery provides hazardous waste management services for agricultural properties.

Household hazardous waste can be taken to the Southbrook and Oxford RTSs.

## 2.3 Waste Water Treatment

As outlined earlier in this report, waste water treatment is considered where it results in waste being managed through solid waste systems.

Wastewater management is covered by the wastewater activity plan, last updated in 2021.

Council manages four wastewater schemes supported by seven waste water treatment plants (WWTPs). The remainder of the properties in the district largely manage their wastewater through domestic septic tank systems, which can be serviced by one of a number of operators based in or near the district.

Sludges from the Oxford WWTP is dewatered and transported to Bromley WWTP in Christchurch, which then sends screenings to Kate Valley landfill. Sludges from settlement ponds are pumped into BioBags<sup>23</sup> and held in bunded areas while composting; with any leachate pumped back into the ponds. Once processing is complete, the contents of the BioBags will either be used as planted bunding (if heavy metal levels are too high) or used on site as topsoil (if heavy metal levels are low enough).

The future of wastewater management in the district, as across New Zealand, is currently somewhat uncertain depending on the implementation of the national three waters management proposals.

## 2.4 Recycling and Reprocessing Facilities

The main facility is the SRRP, with a more limited range of diversion options available at the Oxford RTS.

There are a number of other recycling and reprocessing facilities that accept material from the Waimakariri district. The key facilities are listed below.

**Table 2: Other Recycling and Reprocessing Facilities**

Name/Operator	Key services/waste streams	Location
5R	Window glass and colour-separated glass bottles and jars	Christchurch
Canterbury Landscape Supplies	Green waste	Kainga, Waimakariri District
Daltons	Various organic wastes	Christchurch

<sup>23</sup> <https://biobagworld.com/environment/biobag-waste-management/>

<b>Eco Central</b>	Comingled kerbside recycling from Council collections	Christchurch
<b>Waste Management NZ Ltd</b>	Commercial fibre (paper/cardboard), some plastics, polystyrene	Bromley, Christchurch
<b>Living Earth</b>	Garden waste (alongside waste from Christchurch City Council's and Waimakariri District Council's organic waste collections)	Christchurch
<b>Multiple providers</b>	Truck/tractor tyres, some smaller tyres	Christchurch
<b>OJI Fibre Solutions</b>	Recovered paper/cardboard fibre	Auckland
<b>WasteCo</b>	Some timber construction and demolition wastes	Christchurch
<b>EnviroNZ</b>	Industrial wastes and commercial recycling	Bromley, Christchurch
<b>Various scrap metal recovery providers</b>	Wide range of scrap metal; shredders located at MetalCorp and SIMS	Christchurch
<b>Various e-waste recycling providers</b>	Wide range of electronic and electrical waste	Christchurch, Amberley, Auckland, Wellington
<b>Product stewardship</b>	Agricultural plastic, containers, and chemicals	Various locations

In addition, there are a large number of charity shops, second-hand stores, and smaller scrap metal recyclers that have a role in diverting material from landfill disposal.

While many material types are transported out of the district and even out of the region for recycling and reprocessing, this is not an unusual situation in New Zealand and particularly in the lower South Island.

The availability of infrastructure that is accessible directly by residents and businesses, as opposed to by Council and its contractors, is not as extensive. However, SRRP offers a comprehensive range of services at a site with sufficient capacity for current material flows.

## 2.5 Assessment of Infrastructure

The Waimakariri district has reasonable access to infrastructure, particularly with the EcoCentral MRF located not far away and the regional landfill Kate Valley.

There is a lack of processing infrastructure for mixed C&D waste – provision for this material stream is poor nationally, outside of Auckland and, to a lesser extent, central Wellington.

If a natural disaster affected the three main facilities used out of the district (landfill disposal at Kate Valley, mixed organics processing at Living Earth, and recyclables processing at

EcoCentral) alternative sites are at a significant distance – the nearest landfill is in Marlborough or Dunedin, and recyclables and organics could be sent to an EnviroNZ facility in Redruth, near Timaru.

## 3 Waste Services

### 3.1 Council-provided Waste Services

A range of services are provided by Council to residents and businesses in the district.

#### 3.1.1 Collection Services

Council provides collection services to just over 70% of occupied households in the district. These households are mainly located within towns and villages, but households located on the roads between these areas are also able to receive kerbside collections.

In 2019, Council made significant changes to kerbside collection services. Up till this point, kerbside services had included a weekly collection of bagged rubbish, from pre-paid bags, and a fortnightly rates-funded kerbside recycling collection for all areas that received the kerbside rubbish collection, with the addition of Ohoka.

Services offered now include:

- the bag-based kerbside rubbish collection service augmented by a weekly 80L or 140L wheeled bin collection, with bins charged through rates;
- all rubbish collections are now fortnightly, alternating with the recycling collection;
- in addition to the 240L recycling bins, 80L and 140L bins are available; and
- an optional, user-pays weekly organics collection is available, once again from 80L, 140L or 240L wheeled bins, charged through rates. This service is for food scraps and garden waste and is not available in rural Ohoka.

The charges for these services for the 2023/24 financial year are:

Service Type	Small	Medium	Large
<b>Rubbish</b>	\$3.70 per bag or around \$3.60 for twenty-five or more	80L bin \$108	140L bin \$144
<b>Recycling</b>	\$113/rural \$103		
<b>Organics</b>	80L \$90	140L \$122	240L \$174

Charges also apply for changes in service during the year, and it is possible to pay for additional recycling and organics services.

All three kerbside collection services are available to commercial properties; however, this is a domestic service and is not always able to provide the levels of service required by commercial customers. Schools are provided additional recycling bins (maximum one for every three classes) on request at no charge and can request additional rubbish and organics bins at the standard rate.

These services are provided on behalf of Council by Waste Management NZ Ltd.

Roughly 19,900 properties can access recycling and rubbish bin collection services, and the split of preferred services is shown below. Some properties have multiple dwellings and can

receive and be rated for additional recycling bins, with organics and rubbish bins also available to these additional dwellings.

Service Type	Small (bag-based rubbish collection)	Medium (80L for rubbish)	Large (140L for rubbish)
Rubbish	3,163	4,394	11,330
Recycling	21,224		
Organics	4,109	5,267	3,726

This shows that over 65% of the households that have kerbside organics services available to them have chosen to subscribe to this service, and 75% of the households with kerbside rubbish bin services available to them have opted in to using the rubbish collection service.

### 3.1.2 Other Council Services

In addition to the services described above, there are other waste-related programmes and services provided by Council e.g. removal of illegal dumping, and provision of litter bins.

Council also operates the two RRP's in Southbrook and Oxford.

### 3.1.3 Waste Education and Minimisation Programmes

Council provides a range of communication and education initiatives to inform ratepayers, schools and services users of the available waste services and to promote waste minimisation. Key communication and education initiatives that Council supports include:

- Waste minimisation education for businesses
- Zero waste education for schools and the community
- EnviroSchools programme for participating district schools
- Love Food, Hate Waste (national WasteMINZ-led initiative)

### 3.1.4 Solid Waste Bylaws

In addition to key strategic waste infrastructure assets, the Council also has responsibilities and powers as regulators through the statutory obligations placed upon them by the WMA. The 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.

Council adopted its Solid Waste Management and Minimisation Bylaw in 2016<sup>24</sup>, under the WMA (amongst other Acts). This means that the bylaw doesn't need to be reviewed until 2026.

The bylaw defines a 'waste operation' as "land or buildings to which waste is delivered for consolidation or for compaction and consolidation before being taken away for disposal; or any other land or buildings at which more than 30 tonnes of waste per annum is delivered and/or stored and then sent for disposal within the Council's district, or sent for further processing and/or disposal other than to Kate Valley Regional Landfill".

Waste operators require a licence from Council and operate according to terms and conditions of that licence – which includes the requirement to record data and report to Council.

The bylaw also includes:

- various minimum standards of handling and managing wastes from any property; and
- a number of other provisions intended to ensure waste is managed in a way that protects public health.

### 3.1.5 Summary of Council Services

Council's kerbside services are a fairly unusual combination of user-pays bags and bins, fortnightly recycling, and a mixed food scraps and garden organics (FOGO) collection. Few non-residential customers have access to these collections.

Over 65% of households have chosen to subscribe to the organics collection service, which is a high number for an optional service. A rates-funded organic waste collection service might be expected to achieve around 65-70% participation (usually defined as a household using the service at least once every four to six weeks). The proportion of households opting to subscribe to the organics collection service is considered to be analogous to a participation rate, on the assumption that a household would not pay for a service and then not use it at least once every few weeks.

A recent review of the provision of user-pays rubbish collection services by Auckland Council concluded that there was no significant waste reduction advantage in charging for residual waste collections as a user-pays service, rather than rates-funded. It appears that the main mechanism by which waste reduction can be encouraged is through restricting the capacity of residual waste collections, by providing smaller containers or by collecting less frequently.

This Council currently has the best of both worlds, by providing a user-pays bag service for households that only require a low capacity collection, while also providing a wheeled bin collection service that is apparently achieving a relatively high market share.

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<sup>24</sup> [https://www.waimakariri.govt.nz/\\_data/assets/pdf\\_file/0023/127094/Solid-Waste-and-Waste-Handling-Licensing-Bylaw-2016-Terms-and-Conditions-Amended-2019.PDF](https://www.waimakariri.govt.nz/_data/assets/pdf_file/0023/127094/Solid-Waste-and-Waste-Handling-Licensing-Bylaw-2016-Terms-and-Conditions-Amended-2019.PDF)



Council's current approach of only providing smaller rubbish collection bins is likely to encourage the preferred behaviours such as recycling and other waste diversion, as long as restrictions remain in place on residual waste collection capacity.

### 3.2 Non-Council Services

Council does not provide kerbside collection services to businesses, unless they are eligible for the household kerbside collection service. Exceptions are made for schools which are provided additional recycling bins on request at no charge and can request additional rubbish and organics bins at the standard rate.

Instead, businesses can organise a rubbish collection service from one of the local private operators, or take rubbish directly to one of the RRP's for disposal. Private collection services are available from a number of private operators, but the market is dominated by Waste Management. Collections can be made from a range of containers ranging from drums and wheeled bins to large skip bins.

Several private operators also offer rubbish collection services to businesses and householders from 240L wheeled bins; such as Rangiora Rubbish Removal Ltd, Laffey Bins, Waimak Bins, WasteCo Ltd, and Waste Management.

Rural residents that are not able to access the Council's kerbside collection service can also have waste collected by private waste collection operators, as above.

### 3.3 Assessment of Services

The Council services include a number of variations on container types and sizes, which mean that customers have a high level of choice while still gaining the benefit of using Council-contracted services (usually better value than the private sector, due to economies of scale gains).

Some customers still use private kerbside rubbish collections, probably because they prefer to have a 240L wheeled bin provided. Based on data from elsewhere and previous surveys in the Waimakariri district, these customers are probably not diverting as much recyclables or organics as households that use smaller wheeled bins or bags for rubbish collections. In fact, the few 240L wheeled bins that were found in the recent audit contained around three quarters garden waste. These private kerbside services will also be used by rural properties that prefer a collection; although Council's service is available to a high proportion of households in the district (around 71%).

There are several companies providing commercial refuse collections, but only limited recycling collections focusing on common materials such as paper/cardboard and glass.

Council's FOGO collection is offered on a subscription or opt-in basis; even so, there is a reasonable level of uptake of the service. Changing the service to an opt-out service (where the service is provided to all eligible properties, apart from those that are exempted for reasons such as access or density) *may* result in a slight increase in capture of organic waste, through slightly increased participation. MfE is currently indicating that compliance with food scraps collection requirements will involve an opt-out service.

The kerbside recycling collection is currently fully comingled, as are all kerbside collections that feed into the EcoCentral MRF. Collecting glass separately could result in less loss of

recyclables through contamination; however, it would make sense for all councils using the EcoCentral MRF to make the decision to change the service structure cooperatively, with Christchurch being by far the biggest customer (and owner of EcoCentral as a CCO).

## 4 Situation Review

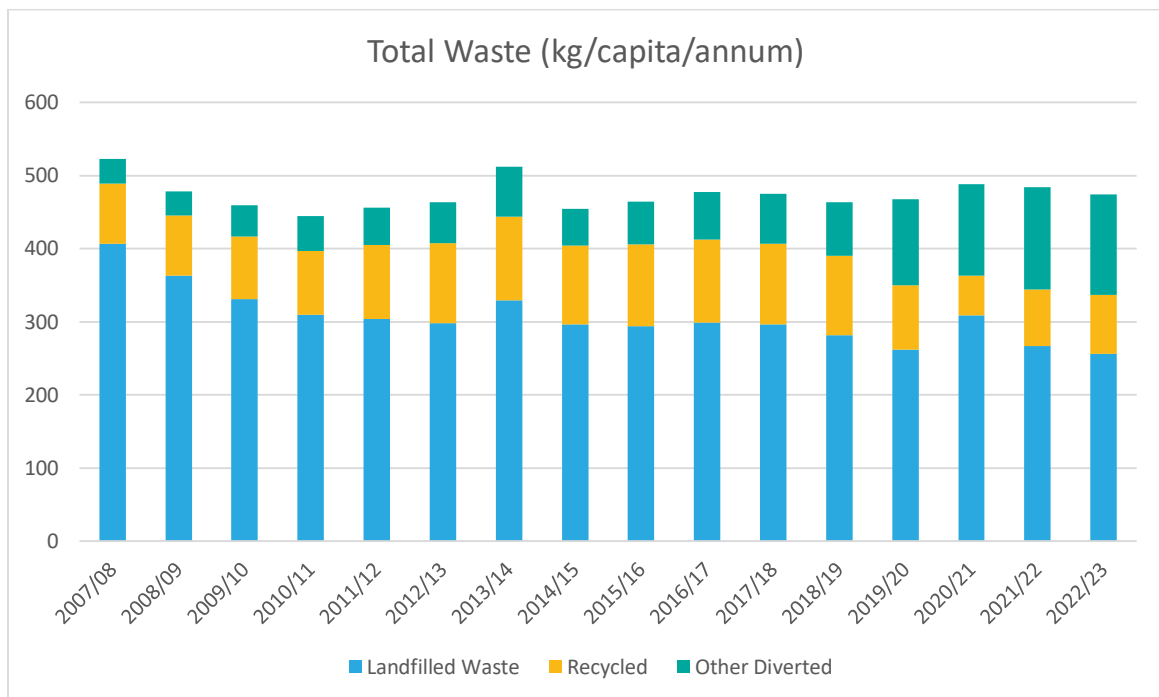
### 4.1 Waste to Class 1-5 Disposal

The terminology that is used in this section to distinguish sites where waste is disposed of to land are taken from the relevant MfE regulations, as discussed earlier in section 2.1.

#### 4.1.1 Waste to Class 1 Disposal

The figure below summarises the historical waste flows in Waimakariri district, based on Council's records.

**Figure 4: Waimakariri Waste Flows (2007 - 2021) (kg/capita)**



The total waste to landfill from the district is roughly analogous to the quantity sent to Kate Valley landfill from the Southbrook RTS, shown below:

**Table 3: Waste to Kate Valley Landfill from Southbrook RTS**

Year	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
Waste to landfill (tonnes)	14,761	16,800	16,136	16,582	17,258	17,545	17,080	16,464	19,953	17,658	17,394

There are several things to note:

- 1) There has been a notable increase in 'other diverted' since 2018/19, when the kerbside organics service started;

- 2) The increase in landfilled waste in 2020 related to ‘special wastes’, which in this case was contaminated kerbside recycling;
- 3) In July 2022 a private transfer station opened in the district and some waste, particularly ICI and C&D, will be reaching Kate Valley via this facility, estimated at 280 tonnes per month;
- 4) Overall, total waste quantities, per capita, have been reducing (apart from 2020).

It is estimated that, overall, another 65 tonnes of waste per week now reaches Kate Valley landfill without going through the Council’s facility first. This includes the waste sent to landfill from the new private RTS, and two collection companies collecting waste at the kerbside and disposing of this to facilities in Christchurch.

#### 4.1.2 Waste to Class 2-5 Fills

There are no known Class 2 disposal facilities or industrial monofills in Waimakariri district, but five Class 3/4 landfills.

As discussed earlier in this report, there is very little information available regarding most cleanfilled waste as the Canterbury Regional Council considers these to be a controlled activity and does not require reporting on waste quantities.

A 2011 MfE report on non-levied disposal facilities stated:<sup>25</sup>

*No information about cleanfill quantities was compiled for this report because the few sites with available data are unlikely to be indicative of what is happening around the country.*

Several other studies have attempted to quantify the disposal of waste to Class 2-5 fills, often on a per capita basis, with widely-varying results. In practical terms, the lack of precise data about disposal of waste to Class 2-5 landfills makes it impossible to reliably monitor any changes over time in the disposal of major waste streams, such as construction and demolition waste.

## 4.2 Composition of Waste

In September 2022, Waimakariri’s waste was surveyed on behalf by Waste Not Consulting Ltd. The composition data presented here is largely taken from the report presenting the results of the survey, completed in February 2023.

### 4.2.1 Composition to Class 1 Disposal

The composition of the overall waste stream being disposed of at Kate Valley from Waimakariri district (via Southbrook RTS and Oxford RTS) is shown below.

**Table 4: Composition of All Waste to Class 1 Landfill**

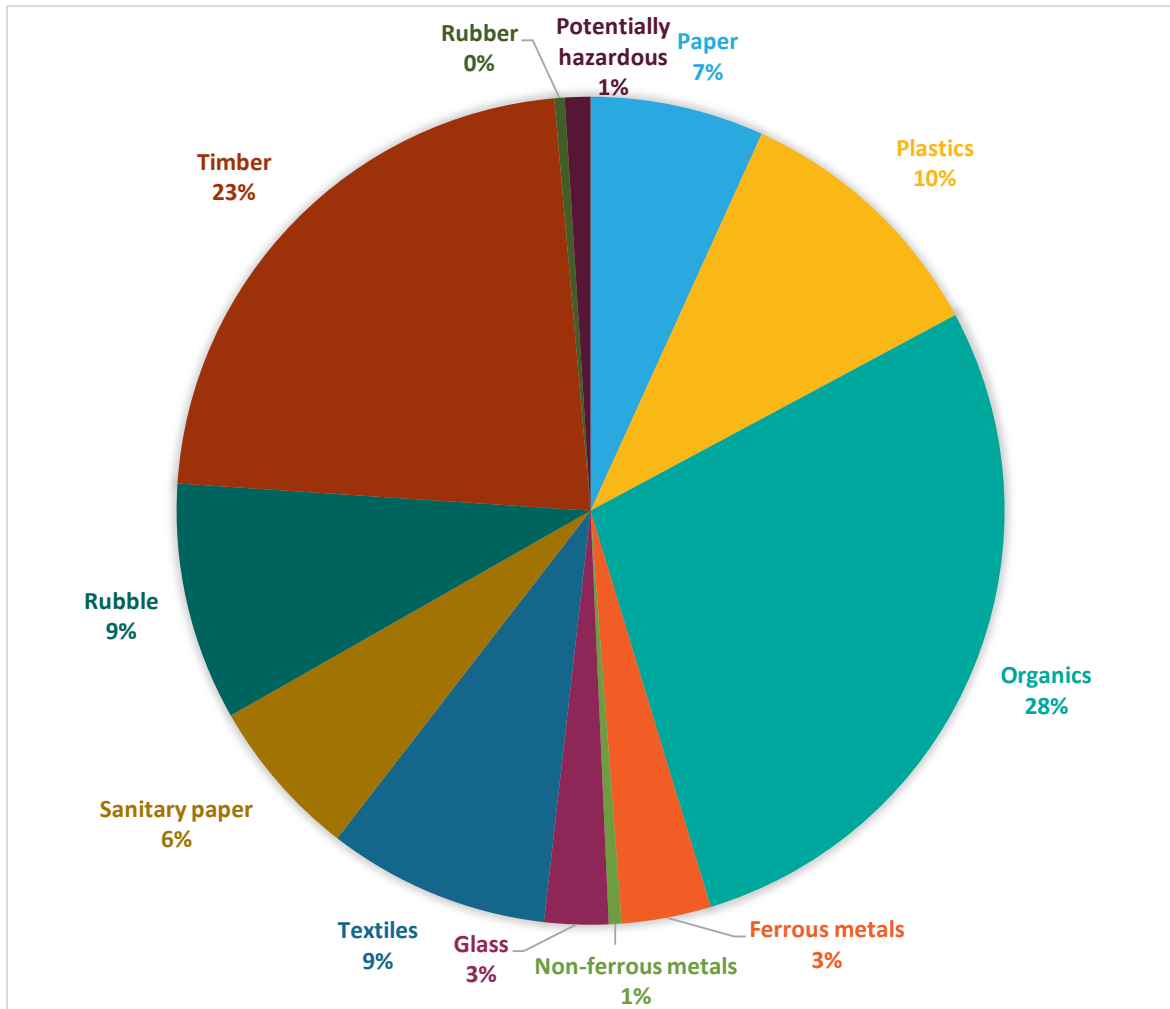
8 August – 18 September 2022	
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<sup>25</sup> Ministry for the Environment (2011) *Consented Non-levied Cleanfills and Landfills in New Zealand: Project Report*. Wellington: Ministry for the Environment

<b>Southbrook and Oxford RTS – all waste to landfill</b>	<b>% of weight (%)</b>	<b>Tonnes/week (tonnes)</b>	<b>Tonnes per annum (indicative only, tonnes)</b>
<b>Paper</b>	6.8	18	917
<b>Plastics</b>	10.4	27	1,404
<b>Organics</b>	28.2	73	3,809
<b>Ferrous metals</b>	3.5	9	479
<b>Non-ferrous metals</b>	0.5	1	65
<b>Glass</b>	2.5	6	331
<b>Textiles</b>	8.7	23	1,173
<b>Sanitary paper</b>	6.3	16	848
<b>Rubble</b>	9.3	24	1,251
<b>Timber</b>	22.6	59	3,051
<b>Rubber</b>	0.4	1	52
<b>Potentially hazardous</b>	1.0	3	131
<b>TOTAL</b>	<b>100.0</b>	<b>259</b>	<b>13,510</b>

The annual composition is an estimate only, as it is extrapolated from weighbridge records for the period 8 August – 18 September 2022.

**Figure 5: Composition of All Waste to Class 1 Landfill**



## 4.2.2 Composition of Kerbside Waste

### 4.2.2.1 Composition of Council-collected kerbside rubbish

The composition of kerbside waste collected in the council collection was also surveyed, and these surveys were split between the different containers i.e. bags, small, and medium wheelie bins.

The table below shows the relatively weights of materials in each container (in kg). As many households put out more than one rubbish bag per week, the weights per bag and per household are shown (the average number of bags set out by a household each week is 1.35).

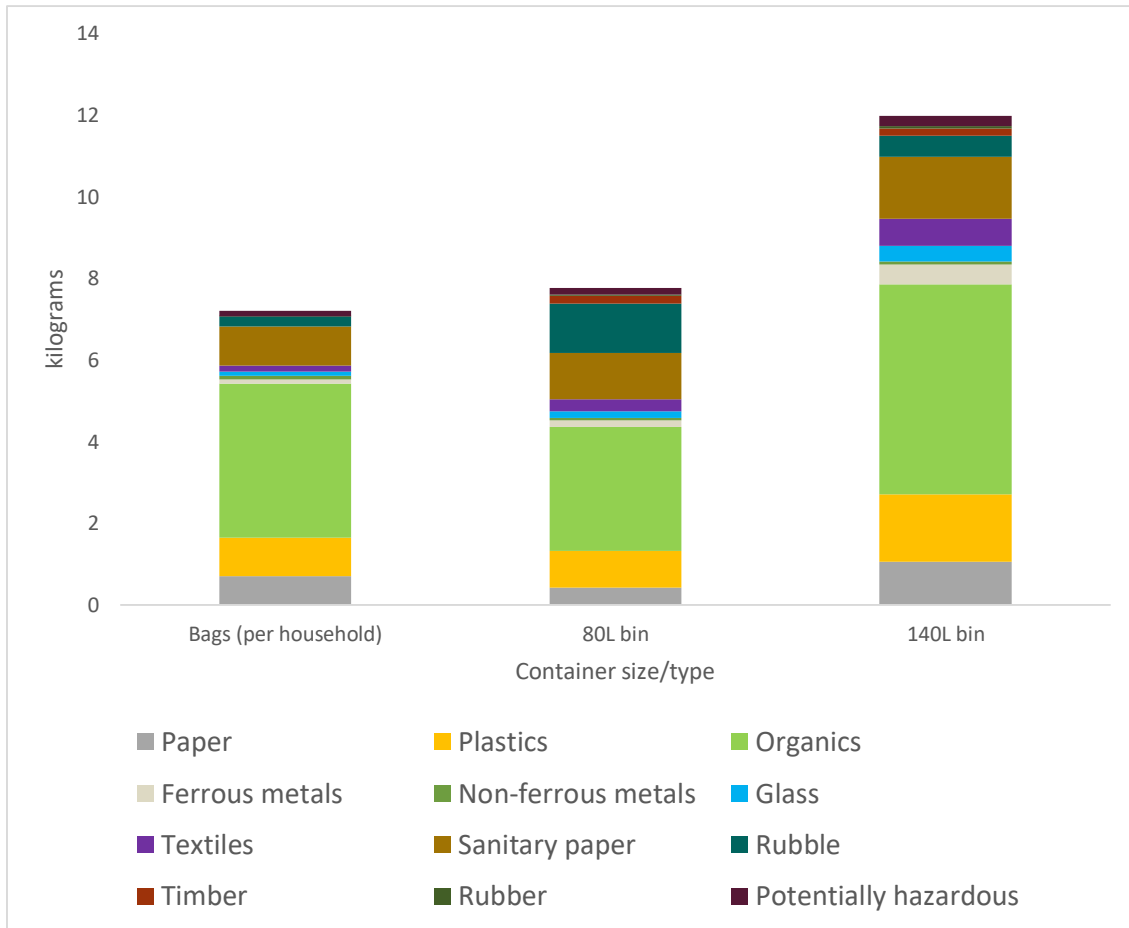
**Table 5: Composition of residual waste containers (by weight, kg)**

Material type	Bags (per bag)	Bags (per household)	80L bin	140L bin
Paper	0.51	0.70	0.43	1.06

<b>Plastics</b>	0.70	0.95	0.89	1.65
<b>Organics</b>	2.79	3.78	3.04	5.14
<b>Ferrous metals</b>	0.07	0.09	0.16	0.49
<b>Non-ferrous metals</b>	0.07	0.10	0.06	0.08
<b>Glass</b>	0.07	0.10	0.17	0.38
<b>Textiles</b>	0.11	0.15	0.29	0.67
<b>Sanitary paper</b>	0.70	0.95	1.13	1.51
<b>Rubble</b>	0.18	0.25	1.21	0.52
<b>Timber</b>	0.01	0.01	0.19	0.17
<b>Rubber</b>	0.00	0.00	0.04	0.06
<b>Potentially hazardous</b>	0.10	0.13	0.16	0.25
<b>TOTAL</b>	5.32	7.19	7.77	11.97

The figure below shows the weights on a per household basis for each container type/size.

**Figure 6: Material weights in kerbside rubbish (per household)**



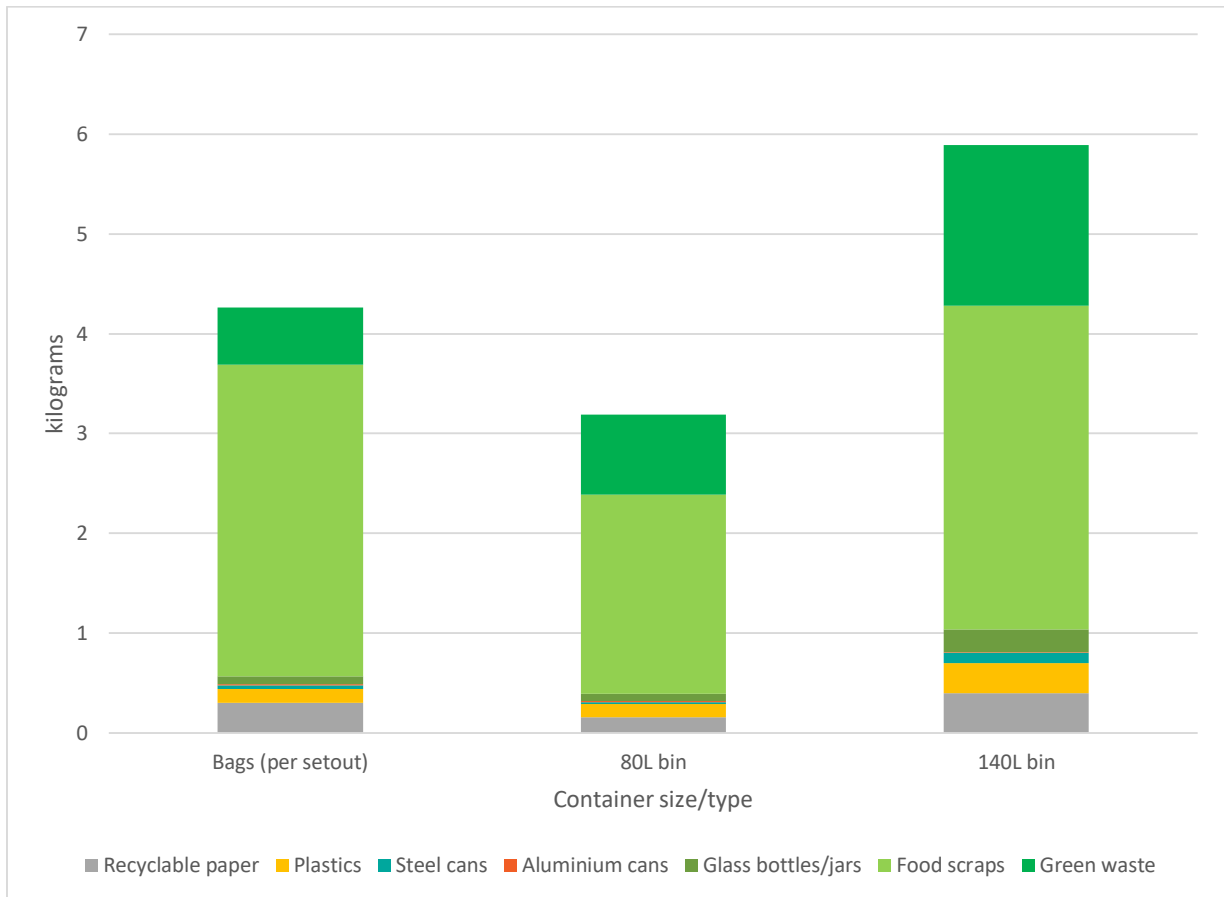
These categories can be broken down further to show potentially divertible material.

Material type	Bags (per setout)	80L bin	140L bin
<b>Recyclable paper</b>	4.1%, 0.30kg	2.0%, 0.16kg	3.3%, 0.40kg
<b>Plastics</b>	1.9%, 0.14kg	1.7%, 0.13kg	2.5%, 0.30kg
<b>Steel cans</b>	0.6%, 0.04	0.3%, 0.02kg	0.8%, 0.10kg
<b>Aluminium cans</b>	0.2%, 0.01kg	0.1%, 0.01kg	0.1%, 0.01kg
<b>Glass bottles/jars</b>	1.1%, 0.08kg	0.9%, 0.07kg	1.9%, 0.23kg
<b>Food scraps</b>	43.4%, 3.12kg	25.7%, 2.00kg	27.1%, 3.24kg
<b>Green waste</b>	8.0%, 0.57kg	10.3%, 0.80kg	13.4%, 1.61kg
<b>Total</b>	<b>59.3%, 4.27kg</b>	<b>40.9%, 3.18kg</b>	<b>49.1%, 5.87kg</b>

The figure below shows the different containers in comparison.



**Figure 7: Potentially divertible material weights in kerbside rubbish (per household)**



This shows that those using bags or 80L bins are similar in their waste diversion habits, although households using bags tend to throw out more food scraps and households using bins tend to throw out slightly more garden waste. A 140L bin, however, has more of all materials, especially food scraps and garden waste.

#### 4.2.2.2 Composition of all kerbside waste

Council's kerbside rubbish collections accounts for around 80% of all household kerbside waste disposed of to landfill through the Southbrook RTS.

Surveying kerbside waste at the RTS enables comparisons to be made of the council-collected kerbside waste and privately-collected kerbside waste. This is shown below in Table 6.

Insufficient large (privately-collected) wheelie bins were located during the survey to provide reliable figures, and so data from the 2017 audit was used. It is worth noting that the four private collector bins that were weighed in this survey contained 74% greenwaste by weight.

**Table 6: Comparison of Composition - Private vs Council Rubbish Collection**

Kerbside rubbish disposed of at Southbrook RTS – August, September 2022	Privately-collected kerbside rubbish		Council kerbside rubbish collection	
	Percentage of total (%)	Tonnes per week	Percentage of total (%)	Tonnes per week
Paper	7.1	2	8.3	8
Plastics	8.0	2	13.3	12
Organics	56.9	13	43.1	40
Ferrous metals	1.9	0	3.4	3
Non-ferrous metals	0.7	0	0.7	1
Glass	7.9	2	2.8	3
Textiles	1.5	0	4.9	5
Sanitary paper	4.0	1	13.0	12
Rubble	3.7	1	6.4	6
Timber	6.1	1	1.5	1
Rubber	0.1	0	0.4	0
Potentially hazardous	2.2	0	2.1	2
<b>TOTAL</b>	<b>100.0</b>	<b>23</b>	<b>100.0</b>	<b>94</b>

The most notable variance here is in organics, with private-collected kerbside rubbish containing 56.9% compared to 43.1% in council containers. Private-collected kerbside rubbish also tends to contain less recyclables overall, with the exception of glass which is much higher (7.9% compared to 2.8%).

The table below shows the quantity of potentially divertible material in the overall kerbside-collected waste stream.

**Table 7: Diversion Potential of Kerbside Waste**

All kerbside-collected rubbish – August/September 2022	Percentage of total (%)	Tonnes per week (T)
<b>Material recyclable through kerbside collections</b>		

Paper	3.1	4
Plastics (#1, #2, and #5 containers)	2.2	3
Steel cans	0.6	1
Aluminium cans	0.1	0
Glass bottles/jars	1.6	2
<b>Subtotal</b>	<b>7.6</b>	<b>9</b>
<b>Compostable materials</b>		
Food scraps	25.6	30
Garden waste	19.6	23
<b>Subtotal</b>	<b>45.2</b>	<b>53</b>
<b>TOTAL</b>	<b>52.8</b>	<b>61</b>

Around half of the material collected through kerbside collections could have been recycled through existing services or composted.

### 4.3 Kerbside Organics Material Composition

The material collected in the Council kerbside organics collection was also audited at the time. This is one of the first detailed audits of a mixed organics collection (food and garden organics, or FOGO) in New Zealand.

The material was divided into 'acceptable' material types (those that are formally accepted in the service) and 'unacceptable' materials which may be non-compostable (such as plastic, and non-compostable garden waste) or are unwanted for other reasons (compostable packaging, timber, soil).

The results of the survey are shown below, for each size of organics collection container.

**Table 8: Composition of FOGO Collection Containers**

Material type – percentage of total (%)	80L wheeled bins	140L wheeled bins	240L wheeled bins
Compostable garden waste	69.1	74.6	79.3
Food scraps	15.7	10.0	7.8
Compostable paper	0.9	0.5	0.9
<b>Subtotal</b>	<b>86.0</b>	<b>85.0</b>	<b>88.0</b>

<b>Non-compostable garden waste</b>	3.9	0.0	2.3
<b>Compostable packaging</b>	0.0	0.0	0.0
<b>Timber</b>	0.0	0.0	0.0
<b>Soil</b>	7.5	10.9	7.0
<b>Plastic</b>	0.3	0.1	0.2
<b>Other</b>	2.7	3.9	2.5
<b>Subtotal</b>	14.4	14.9	12.0
<b>TOTAL</b>	100	100	100

Soil was categorised as ‘contamination’, and was the most common contaminant in all three sizes of bin.

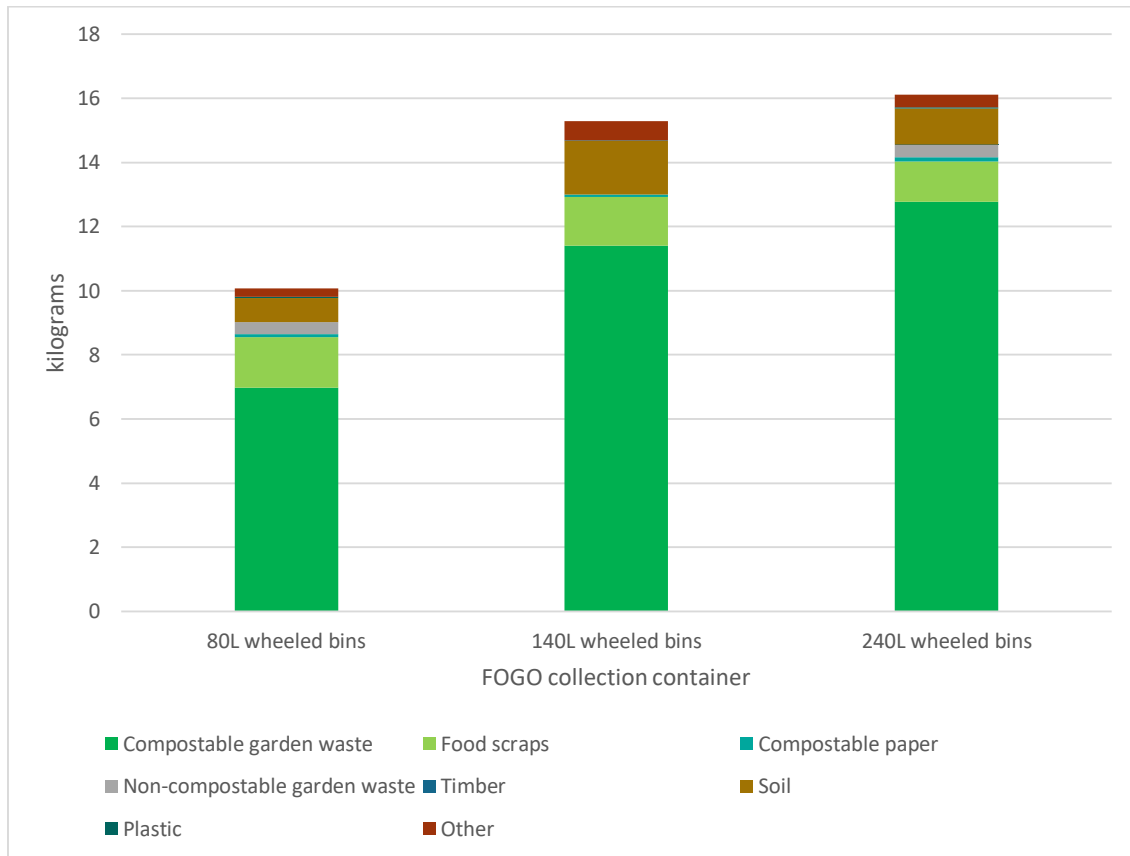
The table below shows the same data, by weight rather than proportion.

**Table 9: Composition of FOGO Collection Containers (by weight)**

<b>Material type – weight (kg)</b>	<b>80L wheeled bins</b>	<b>140L wheeled bins</b>	<b>240L wheeled bins</b>
<b>Compostable garden waste</b>	6.97	11.40	12.78
<b>Food scraps</b>	1.58	1.52	1.25
<b>Compostable paper</b>	0.09	0.08	0.14
<b>Subtotal</b>	8.64	13.00	14.18
<b>Non-compostable garden waste</b>	0.39	0.00	0.38
<b>Compostable packaging</b>	0.00	0.00	0.0
<b>Timber</b>	0.00	0.00	0.01
<b>Soil</b>	0.75	1.67	1.12
<b>Plastic</b>	0.03	0.01	0.03
<b>Other</b>	0.27	0.60	0.40
<b>Subtotal</b>	1.44	2.28	1.94
<b>TOTAL</b>	10.08	13.00	14.18

The figure below compares the three containers (material types with very small weights are not visible).

**Figure 8: Composition of FOGO Collection Containers (by weight)**



It is apparent from this figure that soil (categorised as unwanted contamination) is around the same weight as food scraps, a targeted material.

However, contamination overall is reasonably low, at around 13%; compared to contamination rates often experienced in comingled recycling collection containers; and soil makes up the majority of this 'contamination' at 7% to 11%. It is likely that many users of the service consider 'soil' to be a type of garden or organic waste, and therefore this is largely to be an issue for communication and education.

#### 4.4 Overall Diversion Potential

Various materials are diverted from landfill in Waimakariri through recycling, reuse, and recovery. Services available include Council's kerbside recycling collection, recycling drop-off points, and the two RTS.

As well as the various drop-off options, greenwaste and food scraps can also be composted at home, or collected in a private green waste collection service.

Table 10 below shows the proportion of the general waste currently disposed of to landfill that could potentially be diverted using existing systems and available options. The table also shows the tonnes per week of each material that could have been diverted. The data on the individual materials has been taken from the Waste Not Consulting SWAP surveys.

**Table 10: Diversion Potential of Waimakariri's Landfill Waste Stream – 2022**

Southbrook transfer station - Divertable materials - By activity source - 8 August - 18 September 2022	C&D	ICI	Landscaping & earthworks	Residential	Council kerbside rubbish	Private kerbside rubbish
	Tonnes per week					
Paper - Recyclable	0.0	0.4	0.0	1.5	2.6	0.6
Paper - Cardboard	1.1	2.3	0.0	2.4	0.3	0.1
Plastic - Recyclable	0.0	0.1	0.0	0.2	2.1	0.4
Food waste	0.0	0.7	0.1	5.1	26.4	3.4
Compostable greenwaste	0.1	0.5	2.4	1.8	10.4	10.1
Ferrous metals	0.5	1.1	0.1	3.8	3.2	0.3
Non-ferrous metals	0.1	0.1	0.0	0.3	0.7	0.1
Glass - Recyclable	0.0	0.2	0.0	0.4	1.5	0.4
Textiles - Clothing	0.0	1.3	0.0	1.0	2.3	0.2
Rubble - Cleanfill	1.1	0.1	0.2	0.1	0.0	0.0
New plasterboard	6.2	0.0	0.0	0.0	0.0	0.0
Timber - Reusable	2.0	0.3	0.0	0.1	0.0	0.0
Timber - Untreated/unpainted	2.0	1.7	0.2	1.1	0.0	0.0
<b>TOTAL</b>	<b>13.1</b>	<b>8.8</b>	<b>3.1</b>	<b>17.7</b>	<b>49.7</b>	<b>15.5</b>

## 4.5 Comparison with Previous Surveys

The data from Waste Not's SWAP audit demonstrates that there has been an impact from the recent service changes.

**Table 11: Comparison of Composition Over Time**

Comparison of overall waste composition – 2010, 2012, 2017, 2020, and 2022	Waimakariri District 2010	Waimakariri District 2012	Waimakariri District 2017	Waimakariri District 2020	Southbrook transfer station 2022
Paper	8.8%	7.4%	6.5%	9.7%	6.8%
Plastics	9.4%	9.6%	10.6%	11.2%	10.4%
Food waste	19.9%	12.5%	13.7%	14.7%	13.9%
Greenwaste & other organics	21.5%	23.5%	23.5%	15.7%	14.3%
<b>Organics - subtotal</b>	<b>41.4%</b>	<b>36.0%</b>	<b>37.2%</b>	<b>30.4%</b>	<b>28.2%</b>

<b>Ferrous metals</b>	2.1%	2.7%	2.9%	2.6%	3.5%
<b>Non-ferrous metals</b>	0.4%	0.5%	0.5%	0.6%	0.5%
<b>Glass</b>	2.4%	1.2%	2.2%	4.3%	2.5%
<b>Textiles</b>	4.7%	7.6%	6.0%	7.0%	8.7%
<b>Sanitary paper</b>	5.3%	4.0%	5.4%	6.3%	6.3%
<b>Rubble</b>	10.1%	11.8%	9.3%	9.5%	9.3%
<b>Timber</b>	14.5%	18.3%	18.0%	17.3%	22.6%
<b>Rubber</b>	0.1%	0.2%	0.7%	0.4%	0.4%
<b>Potentially hazardous</b>	0.7%	0.6%	0.7%	0.9%	1.0%
<b>TOTAL</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>Tonnes per annum to landfill</b>	<b>15,770 T/annum</b>	<b>15,121 T/annum</b>	<b>17,201 T/annum</b>	<b>18,827 T/annum</b>	<b>13,510 T/annum</b>

A few things to note:

- 1) The impact of Council's new organics services, and associated changes, can be seen in the reduction of green waste in 2020 and 2022. There has been no measurable decrease in food waste.
- 2) More recyclable material (glass, paper, plastics) were sent to landfill in 2020 due to disposal of contaminated recycling.
- 3) The overall tonnage has decreased in 2022 primarily due to the presence of the private transfer station.

To elaborate on the last point; the opening of the new private RTS in the district appears to have diverted around 44 tonnes per week from Council's Southbrook RTS. The majority of this is made up of compactor and gantry trucks. An assumed 70% recovery rate from the gantry truck waste would result in an overall quantity of around 33 tonnes per week going to Kate Valley landfill from the RRR RTS.

## 5 Performance Measurement

### 5.1 Current Performance Measurement

This section provides comparisons of several waste metrics between Waimakariri and other territorial authorities. The data from the other districts has been taken from a variety of research projects undertaken by Waste Not and Eunomia.

#### 5.1.1 Per Capita Waste to Class 1 Landfills

The total quantity of waste disposed of at Class 1 landfills in a given area is related to a number of factors, including:

- the size and levels of affluence of the population
- the extent and nature of waste collection and disposal activities and services
- the extent and nature of resource recovery activities and services
- the level and types of economic activity
- the relationship between the costs of landfill disposal and the value of recovered materials
- the availability and cost of disposal alternatives, such as Class 2-5 fills
- seasonal fluctuations in population (including tourism).

By combining Statistics NZ population estimates and the Class 1 landfill waste data in section 4.1.1, the per capita per annum waste to landfill in 2022/23 from Waimakariri can be calculated as in Table 12 below. The estimate includes special wastes but excludes non-levied cleanfill materials.

**Table 12: Waste Disposal per Capita**

<b>Calculation of per capita waste to Class 1 landfills</b>	
<b>Population (2022)</b>	67,900
<b>Total waste to Class 1 landfill</b>	17,394
<b>Tonnes/capita/annum of waste to Class 1 landfills 2020</b>	0.256

This figure varies significantly throughout New Zealand. The table below compares the 2022 figure for Waimakariri with other local authorities, and with the result for Waimakariri from Waste Not's previous surveys.



**Table 13: Comparative Per Capita Disposal Rates<sup>26</sup>**

Overall waste to Class 1 landfills including special wastes	Kg per capita per annum
<b>Waimakariri District 2022</b>	<b>256</b>
<b>Waimakariri District 2020</b>	<b>291</b>
Gisborne District 2017	296
<b>Waimakariri District 2012</b>	<b>311</b>
<b>Waimakariri District 2017</b>	<b>325</b>
<b>Waimakariri District 2010</b>	<b>336</b>
Ashburton District 2021	384
Invercargill City 2018	528
Palmerston North 2017	545
Kapiti Coast District 2017	546
Dunedin City 2018	554
Tauranga and Western Bay 2020	560
Napier/Hastings 2022	595
New Zealand (2021)	685
Taupō District 2022	716
Hamilton City 2017	718
Queenstown Lakes District 2020	833
Auckland region 2016	1,053

Areas with lower per capita waste generation tend to be rural areas, or urban areas with relatively low levels of manufacturing activity. The areas with the highest per capita waste generation are those with significant primary manufacturing activity and/or with large numbers of tourists.

Waimakariri has a consistently low rate of waste disposal to landfill. The accuracy of these estimates relies greatly on how accurately the non-Council-controlled waste quantities have been estimated.

**Table 14: Waste Disposal per Capita**

Calculation of per capita waste in kerbside collections	

<sup>26</sup> Estimate provided by Waste Not Consulting based on a number of datasets held

<b>Population (2022)</b>	67,900
<b>Total kerbside waste</b>	7,684
<b>Tonnes/capita/annum of kerbside waste</b>	113

**Table 15: Kerbside-Collected Rubbish per capita**

<b>District and year of survey</b>	<b>Kg/capita/annum</b>	<b>Kerbside rubbish services used</b>
Christchurch City 2011	110	Rates-funded fortnightly 140-litre wheelie bins (with weekly organic)
<b>Waimakariri District 2022</b>	<b>113</b>	<b>User-pays rubbish bags + Council wheelie bins + private wheelie bins (with weekly organic)</b>
<b>Waimakariri District 2020</b>	<b>113</b>	<b>User-pays rubbish bags + Council wheelie bins + private wheelie bins (with weekly organic)</b>
<b>Waimakariri District 2016/17</b>	<b>147</b>	<b>User-pays rubbish bags + private wheelie bins</b>
Whangarei District 2017	153	User-pays rubbish bags + private wheelie bins
Auckland Council 2016	156	User-pays rubbish bags + rates-funded wheelie bin + private wheelie bins
Taupo District 2022	183	User-pays rubbish bags + private wheelie bins
Tauranga/WBOP 2019	192	User-pays rubbish bags + private wheelie bins
Hastings District/Napier City 2022	197	Rates-funded 120-litre wheelie bins + private wheelie bins
Hamilton City 2017	197	Rates-funded bags (2 per h/h max)
Palmerston North 2022	215	User-pays rubbish bags + private wheelie bins

The per capita disposal rate of kerbside rubbish from Waimakariri District in 2022 is the same as that estimated in the 2020 survey. The disposal rate decreased 23% between 2016/17 and 2022. This decrease in the disposal rate is associated with Council offering a user-pays organic collection and a Council rubbish wheelie bin service. The three lowest disposal rates shown are from areas where a kerbside organics collection is available.

### 5.1.2 Performance of Food Waste Capture

With the composition of the organic material collected in the FOGO bins known, it is possible to calculate how well the service is performing in diverting food scraps from rubbish bins.

Key figures used include:

- 1) Food scraps in kerbside organics collection – 10 tonnes per week
- 2) Food scraps in kerbside waste through Southbrook and RRR RTS – 34 tonnes per week
- 3) Total food scraps in kerbside collections – 44 tonnes per week
- 4) Food scraps capture as a percentage of total food scraps – 22.4%

Another useful benchmark is to compare the amount of food waste collected in Council's FOGO collections with other councils, which mostly have a food waste-only collection.

There are two key figures to consider; firstly the amount of food waste in each FOGO container (1.25kg to 1.58kg; an average of 9.9 tonnes per week), and the amount collected **per household served**. In Waimakariri, this latter figure is essentially the number of subscribers to the service; in 2022, 12,203.

**Table 16: Food Scraps Collected Per Household Served Per Week**

Council	Food scraps collected (per week per household served)
Waimakariri District Council	0.82
Council A (urban/suburban mix)	0.67
Council B (urban)	0.71
Council C (urban)	1.19

The three comparison councils have a range of other services in place, shown below (all have a weekly food scraps-only collection from 23L kerbside bins):

Council	Rubbish	Recycling	Greenwaste
Council A	Weekly user-pays collection from a 140L wheeled bin using pre-paid tags	Fortnightly collection of comingled recyclables from a 240L wheeled bin, and glass from a crate	No council service
Council B	Fortnightly rates-funded collection from a 140L wheeled bin (other sizes possible)	As above	User-pays fortnightly or 4-weekly collection from a 240L wheeled bin

<b>Council C</b>	Fortnightly rates-funded collection from a 120L wheeled bin	As above	No council service
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It is also useful to understand what impact the FOGO collection has had on the composition of residual waste – i.e. how much of the captured food scraps was previously being sent to landfill through the kerbside rubbish collection.

In the 2017 audit, the quantity of food scraps collected in kerbside rubbish going to landfill was around 38 tonnes per week. The 2022 audit estimated that this has reduced to 34 tonnes per week, over a period when the population of the district grew by 17% - so the 38 tonnes in 2017 might have been expected to increase proportionally to around 44.5 tonnes per week. The balance between these two is roughly 10 tonnes, which is the quantity of food scraps currently collected in the FOGO collection. Therefore, it is reasonable to assume that all of the food scraps now collected through the FOGO service was previously going to landfill.

### 5.1.3 Performance of Garden Waste Capture

With the composition of the organic material collected in the FOGO bins known, it is also possible to calculate how well the service is performing in diverting garden waste from rubbish bins.

Key figures used include:

- 1) Garden waste in kerbside organics collection – 70 tonnes per week
- 2) Garden waste in kerbside waste through Southbrook and RRR RTS – 35 tonnes per week
- 3) Total garden waste in kerbside collections – 106 tonnes per week
- 4) Garden waste capture as a percentage of total garden waste – 66.4%

It is also possible to complete a similar analysis for the impact of the FOGO service, as done for food scraps above. In the case of garden waste, there has been a reduction in garden waste collected in kerbside rubbish collections from 52 tonnes (60 tonnes adjusted for population) to 35 tonnes per week in 2022.

However, there has also been a significant **increase** in the overall quantity of garden waste in the kerbside-collected stream – 52 tonnes per week in 2017 (adjusted for population growth to 2022, 60 tonnes) compared to 106 tonnes in 2022; an increase of between 54 to 46 tonnes.

Some of this material may have been previously diverted through the Southbrook RTS; the remainder will have been managed in other ways such as home composting. The quantities of greenwaste collected at Southbrook RTS have decreased, as shown below:

**Table 17: Tonnes of greenwaste diverted at Southbrook RRP**

Year	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
<b>Tonnes to SRRP</b>	1,241	1,574	1,737	2,224	1,417	1,541	1,580

<b>Tonnes change</b>		333	163	487	-807	124	39
<b>% change</b>		27%	10%	28%	-36%	9%	3%

A significant decrease was noted in the 2019/20 financial year; the same year the FOGO service was introduced. This suggests that a large proportion of the greenwaste now collected at the kerbside has been diverted from the Southbrook RRP; along with a reduction of around 25 tonnes per week that was previously going to landfill through kerbside rubbish collections.

## 5.2 Compliance with MfE Requirements

MfE have introduced a number of requirements that TAs will be required to comply with or meet. These include kerbside standardisation requirements, with a specified range of materials able to be collected in kerbside recycling and organics collections, and diversion targets for kerbside collections.

Waimakariri is already largely compliant with the requirements of kerbside standardisation, with the exception of needing to remove aerosol cans from kerbside recycling, and paper/cardboard items (such as pizza boxes) from the FOGO collection.

MfE's diversion targets are 30% by 1 July 2026, 40% by 1 July 2028, and 50% by 1 July 2030. Waimakariri's current diversion rate (calculated on council data alone) is currently almost at the 1 July 2030 target of 50%.

**Table 18: Kerbside Collection Diversion, 2021/22 Financial Year, Council Only**

<b>Waste stream</b>	<b>Quantity (2021/22 financial year, tonnes)</b>	<b>Percentage of total</b>
<b>Kerbside rubbish</b>	4,648.1	50.8%
<b>Kerbside recycling</b>	3,841.3	42.0%
<b>Kerbside food scraps (10.1% on average of total FOGO collection)</b>	666.9	7.2%
<b>TOTAL</b>	9,156.2	100.0%

However, MfE's diversion calculations will include privately-collected kerbside rubbish also. While it is not known how much (if any) kerbside waste is diverted through private collections, the quantity of privately-collected kerbside waste is known. Including this quantity changes the kerbside diversion performance as shown below, meaning that the district is reaching the 1 July 2028 target of 40%, but is further off the 1 July 2030 target of 50%.

**Table 19: Kerbside Collection Diversion, 2021/22 Financial Year, Including Private Kerbside Waste**

Waste stream	Quantity (2021/22 financial year, tonnes)	Percentage of total
Kerbside rubbish	5,844.1	56.4%
Kerbside recycling	3,841.3	37.1%
Kerbside food scraps (10.1% on average of total FOGO collection)	666.9	6.4%
<b>TOTAL</b>	<b>10,352.2</b>	<b>100.0%</b>

These calculations may not be accurate as the privately-collected kerbside waste may include some non-household waste; and it is not known if any privately-collected kerbside waste is diverted. However, it is clear that, to meet the 2030 target of 50% diversion, the district needs to either make better use of the kerbside recycling and FOGO service (which is absolutely possible, given the quantities of divertible materials still in the rubbish stream) and/or regulate the private market to ensure that more diversion occurs through these services.

## 6 Review of the 2018 Waste Management and Minimisation Plan

As required by the WMA, Council has carried out a review of their last WMMP, which was adopted in July 2018. This followed a Waste Assessment which was adopted as complete in October 2017, meaning this review and Waste Assessment needs to be adopted as complete by October 2023.

This WMMP had a vision for the future “to value resources and eliminate waste and its harm to the environment”. This vision was supported by two goals, which directly reflected those in the New Zealand Waste Strategy 2002, with further detail in objectives and policies.

Goal	Objectives
<b>G1: Improving the efficiency of resource use</b>	<p>O1: Our community has opportunities for avoiding or reducing waste at source.</p> <p>O2: The Council works with other councils, central government, industry and other parties to improve product stewardship (i.e. aiming to reduce the environmental impact of the life cycle of products)</p> <p>O3: Our community has opportunity to maximise the diversion of material for reuse, recycling or recovery</p> <p>O4: The range of diverted material will be improved and the quality of these materials enhanced</p>
<b>G2: Reducing the Harmful Effects of Waste</b>	<p>O5: Our community has access to services for efficient and effective management of waste that comply with current environmental and health practices</p> <p>O6: The disposal of sewage treatment residuals complies with current environmental and health practices</p> <p>O7: Our community is informed and educated regarding issues regarding hazardous waste and residual waste</p>

The 2018 WMMP targets reflected the adoption of the ‘advanced option’ for improved services and waste minimisation, and were to:

1. reduce annual per capita waste to landfill from 294 kg per capita in 2015/16 to 236kg per capita over a ten year period; and
2. increase the annual per capita quantity of materials diverted from 170kg per capita in 2015/16 to 228 kg per capita over a ten year period.

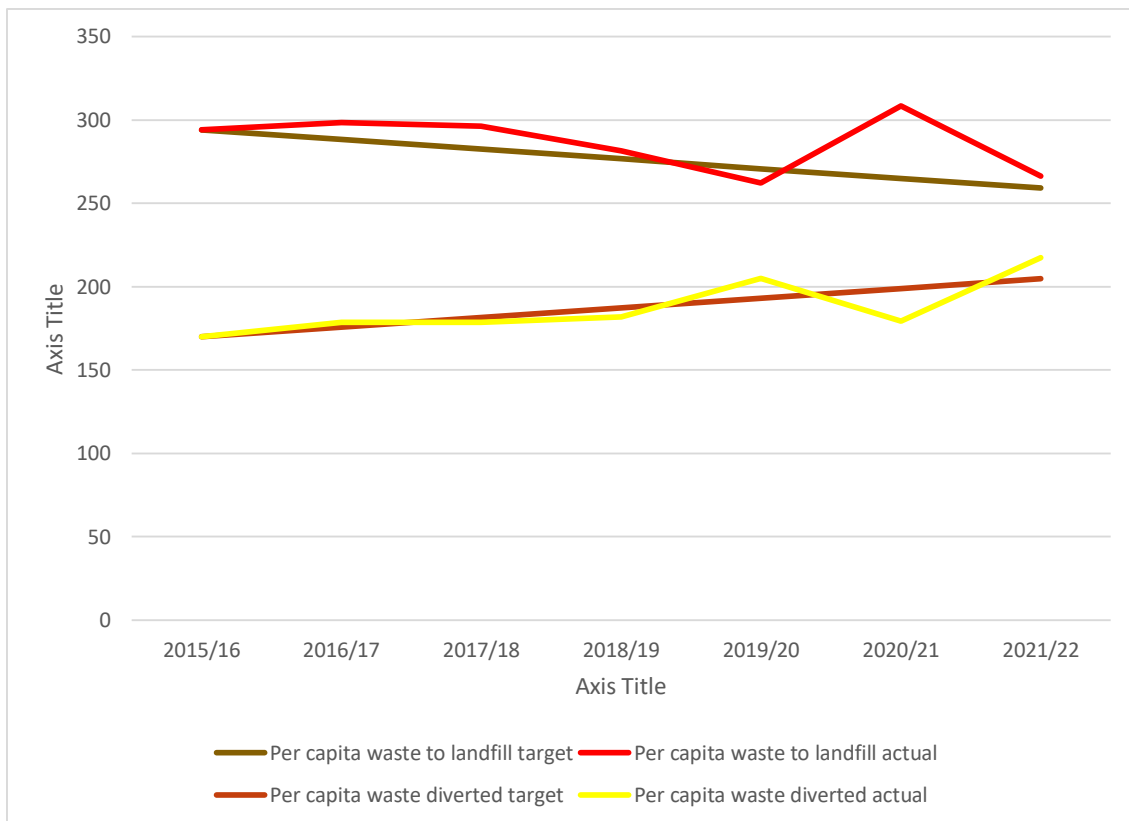
The targets are simple, easy for the public to understand, and reflect both disposal and diversion. Ongoing monitoring and reporting is undertaken to track progress against the targets.

**Table 20: 2018 WMMP Targets and Baseline**

Year	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
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<b>Per capita waste to landfill</b>	Target	294kg (baseline)	288.2kg	282.4kg	276.6kg	270.8kg	265.0kg	259.2kg
	Actual		298.6kg	296.4kg	281.4kg	262.2kg	308.4kg	266.3kg
<b>Per capita waste diverted</b>	Target	170kg (baseline)	175.8kg	181.6kg	187.4kg	193.2kg	199kg	204.8kg
	Actual		178.5kg	178.6kg	181.7kg	205.1kg	179.4kg	217.4kg

**Figure 9: Progress Towards 2018 WMMP Targets**



The figure above shows that, up until 2020/21 financial year, good progress was being made towards meeting or even exceeding the targets. However, performance was then affected by significant disruptions to services as a result of COVID-19 pandemic management (such as cancelled collections, and short-term issues with unusually high levels of contamination in recycling and organics collections). The 2021/22 year has shown an impressive rebound in performance to meet or exceed the targets again.

The nature of waste services and infrastructure means that progress towards a target is rarely linear; instead, improvements tend to be visible as leaps in performance with a period of stagnation until the next improvement is implemented.

The issues identified for waste management and minimisation in the district were:

- a high volume of domestic divertible material is going to landfill;



- the need to meet the differing needs of rural and urban households and businesses;
- lack of capacity at Southbrook Resource Recovery Park;
- inappropriate farm waste/rural disposal practices resulting in damage to the environment;
- a high volume and increasing proportion of construction and demolition waste going to landfill; and
- the inappropriate disposal of e-waste and hazardous waste.

More detail on the issues and a high-level assessment of all options to address the issues was included in the Waste Assessment.

In particular, Council considered a range of options for amending the kerbside collection services offered, to address the issues in all or part. Two preferred options were identified ('enhanced' or 'advanced'), and public consultation was carried out. Of the two preferred options, the 'advanced' option was taken forward to the WMMP action plan.

The table below comments on the vision, goals, objectives, and target.

2018 Plan	Commentary
<b>Vision</b>	<p>The previous vision reflected some zero waste principles and te ao Māori, in treating 'waste' as a valuable resource, and was very reflective of the New Zealand Waste Strategy at the time.</p> <p>Recent years have seen a global focus on the concept of a 'circular economy' which incorporates many zero waste principles, and raises the importance of 'circularity' in waste systems. There is also a growing awareness of the environmental impacts (especially GHG emissions) of waste management practices.</p> <p>The recently released Te rautaki para   Waste Strategy has a circular economy-based vision, and WMMPs are required to reflect this.</p> <p>For these reasons, it is proposed that a new vision be developed for the next WMMP.</p>
<b>Goals</b>	<p>The goals are heavily reflective of the previous New Zealand Waste Strategy, and these should be revised to reflect Te rautaki para.</p>
<b>Objectives</b>	<p>Similarly, the objectives need reviewing alongside the goals particularly in the context of Te rautaki para. Additional objectives could be included to reflect the wider circular economy approach, focus on emissions and more aligned with the direction of Te rautaki para.</p>
<b>Target</b>	<p>The targets are considered appropriate and fit for purpose.</p>

## 6.1 Actions

The table below shows the key actions from the previous WMMP, and a brief comment on the extent to which each has been achieved.

**Table 21: Review of the Previous WMMP Action Plan (actions with contribution towards targets)**

Action	Existing or new action, timeframes	Progress
Community has opportunities for avoiding or reducing waste at source		
Circulate educational information to promote Council's waste management and minimisation services	Existing, ongoing	The kerbside recycling information brochure was updated in mid-2020 and delivered to all residents within collection areas. Ongoing media adverts were used to inform residents of correct use of recycling and organics bins. Recycling bin audits were carried out in 2020 and 2021, with educational material placed in residents' letterboxes as necessary, resulting in contamination levels reverting to around 5%. Recycling bin audits are ongoing.
Provide educational programmes and support other programmes aimed at waste management and minimisation and sustainability e.g. boomerang bags and 'no plastic straw' campaign	Existing, ongoing	School and community education services are continuing via Eco Educate (EE) and EnviroSchools Canterbury. Sustainable Living Education Programme resources are available to residents, and the educator has the ability to facilitate the programme. This year, Council has supported extending waste education at some events, with EE staffing wastes station to divert event waste.
Establish an educational facility for promotion of waste management and minimisation at the Southbrook RRP as part of the planned upgrade of the Southbrook RRP	New, by 2022/23	The education centre is a key component of the site upgrades, which have been delayed. Council is providing access to a bookable facility for use as temporary classroom by the education provider.
Support organisations leading litter clean-up and campaigns at raising awareness of waste minimisation, potentially by means of grants	Existing, ongoing	Funding has been increased in response to larger number of groups carrying out clean-ups, particularly along rivers and in estuaries after flood events.

Collaborate with other councils, to promote waste management and minimisation and waste acceptance criteria in a regionally and nationally consistent way	Existing, ongoing	Council works with other Canterbury Councils via the Canterbury Waste Joint Committee; participates in national Council waste staff meetings and webinars; provides funds for LFHW and the TAO Collaborative Fund which are coordinated by WasteMINZ.
Promote and support existing waste minimisation and resource efficiency initiatives targeting local industry	Existing, ongoing	Information provided on Council website
<b>Council works with other councils, central government, industry and other parties to improve product stewardship</b>		
Advocate to government, possibly via a coordinated approach with other organisations, such as Canterbury Waste Joint Committee, Local Government New Zealand and WasteMINZ	Existing, ongoing	Council participates actively in government consultations, submitting individually, and provides input into WasteMINZ, LGNZ, CWJC and Canterbury Mayoral Forum submissions
Promote and support product stewardship programmes operating in-district	Existing, ongoing	Information provided on Council website
<b>Our community has opportunities to maximise the diversion of material for reuse, recycling or recovery</b>		
Refine and publish Council's policy regarding the extent of kerbside collection service, both the urban/rural boundaries and the residential/commercial extent of services.	New, 2018/19	Bylaw updated in 2019 to reflect new services and collection area expansions
Improve RRP and Transfer Station facilities (Oxford TS and Southbrook RRP) to expand associated services for diverted material.	Existing, ongoing	Taking advantage of new opportunities as well as we can within current site constraints: new battery recycling drop-offs; recycle mobile phones and toner cartridges through product stewardship schemes; implemented PVC pipe recycling and trialling plasterboard diversion.

Upgrade Southbrook RRP and Oxford TS facilities to increase capacity when required.	New, 2018 – 2022	Consultant engaged to assist with concept plans for Southbrook RRP expansion and upgrades; initial high-level advice being sought in relation to Oxford TS levels of service and potential diversion activities.
Optimise the separation of diverted material at the RRP and TS facilities through procurement processes and contractual agreements	New, 2018/19 and ongoing	Council is working with our contractor to undertake more diversion activities; they currently divert larger items from pit and encourage customers to separate loads to reduce landfill.
Use financial incentives to encourage the separation of reusable and recyclable materials from the waste stream.	Existing, ongoing	Continuing to provide free disposal for re-sellable second hand goods and most recyclables; lower charges for green waste, hardfill/rubble.
Investigate the feasibility of providing recycling bins alongside litter bins in the district, and implement where appropriate.	Existing, ongoing	Not progressed: barrier to this is levels of contamination from dirty materials and non-recyclables being placed in recycling bins.
Maintain existing drop-off points for diverted material in beach townships and investigate the feasibility of establishing recycling drop-off points at suitable locations for rural resident use, including trialling new locations.	Existing, ongoing	Recycling drop-offs provided in beach settlements (fixed bins plus larger recycling skips over summer periods); Council supporting availability of recycling at some campgrounds (provision of signage, etc.); Cust is still the only rural recycling facility.
The range of diverted material will be improved and the quality of these materials enhanced		
Continue monitoring the composition of waste going to landfill through SWAP studies and investigate further waste minimisation measures when warranted.	Existing, ongoing	3-yearly SWAP audits undertaken – COVID disrupted the planned 2019/20 audits, and only a visual audit was undertaken at Southbrook RRP, with consultants unable to carry out kerbside bag/bin audits as planned. The full suite of SWAP audits was undertaken in September 2022.
Our community has access to services for effective and efficient management of waste that complies with current environmental and health practices		

Continue to provide litter collection bins at certain locations throughout the district	Existing, ongoing	Provided
Ensure that littering and illegal dumping in public places is managed effectively	Existing, ongoing	Managed by various Council departments (Greenspaces, Drainage, Roothing, Environmental Services) depending on where illegal dumping has occurred.
Maintain existing RRP and Transfer Station facilities (Oxford TS and Southbrook RRP) and associated services for waste disposal, including domestic hazardous waste disposal.	Existing, ongoing	COVID disrupted services in 2019/20 with essential waste-only accepted for lock-down periods; otherwise all services available with minor disruptions owing to a few unplanned closures relating to strong winds (partial closures only), fires at the site, asbestos disposed of in scrap metal and pit areas, etc. These closures have been reported quarterly and annually as they are non-financial KPIs.
Ensure all resource consent requirements for Council owned solid waste services, facilities and closed landfills are complied with	Existing, ongoing	Continuing to work toward full compliance
The disposal of sewage treatment residuals complies with current environmental and health practices		
Disposal of screenings from the Council's wastewater treatment plant (WWTP) at Kate Valley landfill and dewatered sewage sludge at Christchurch City Council's Bromley WWTP, or alternative facility or site if feasible.	Existing, ongoing	No changes made. Some WWTP sludge bagged on-site (in biobags) to dewater
Our community is informed and educated about hazardous waste and residual waste		
Carry out educational campaigns to raise awareness about littering, including larger scale illegal dumping, when warranted.	Existing, ongoing	Generate articles and stories via Council website, social media and to newspapers in relation to clean-ups, generally in association with KNZB Clean-up week



Not only has Council completed the majority of the planned actions, in some cases the outcome of the planned action has subsequently been implemented. An example is the implementation of council-contracted kerbside collection services.

Significant progress has been made on other actions, such as public education and engagement, and these will continue to be a core part of solid waste activities for Council.

For these reasons, and due to the changes already implemented and due to be implemented in national policy, regulations and work programmes; it is recommended that Council adopt a new WMMP that reflects these changes, with an appropriate vision and supporting goals and objectives.

## 7 Future Demand and Gap Analysis

### 7.1 Future Demand

There are a wide range of factors that are likely to affect future demand for waste minimisation and management. The extent to which these influence demand could vary over time and in different localities. This means that predicting future demand has inherent uncertainties. Key factors are likely to include the following:

- Overall population growth
- Economic activity
- Changes in lifestyle and consumption
- Changes in waste management approaches

In general, the factors that have the greatest influence on potential demand for waste and resource recovery services are population and household growth, construction and demolition activity, economic growth, and changes in the collection service or recovery of materials.

#### 7.1.1 Population

Population projections are shown in the following table:

**Table 22: Population Projections to 2048<sup>27</sup>**

Projection	2018	2023	2028	2033	2038	2043	2048	Change 2021 – 2048: number	Change 2018 – 2048: average annual percent
Low		65,000	67,200	68,800	70,000	70,700	70,900	5,900	0.3%
Medium	61,300	66,800	70,800	74,400	77,600	80,500	83,000	16,200	0.8%
High		68,600	74,500	80,200	85,500	90,700	95,500	26,900	1.3%

The district's estimated population in 2020 was 64,700, and for planning purposes Council uses a population forecast that sits somewhere between the StatsNZ medium and high projections. Building consent numbers continue to be high, and so a population growth forecast on the higher side is considered appropriate. Priority areas for planned growth are Rangiora, Woodend/Pegasus, and Kaiapoi; but significant growth is also expected around Oxford and in rural areas. Commercial growth is largely centred around Southbrook,

<sup>27</sup> StatsNZ population forecasts



although Ravenswood in Woodend has land zoned for commercial development and this is being developed in parallel with the residential areas.

The demographics of the district are expected to change as the impacts of an ageing population and the impacts of immigration are felt. With the elderly more likely to live alone, contributing further to a national trend towards smaller households, the average household size is likely to reduce. This may be balanced, to an extent, by increasing quantities of medical waste associated with aged care. There may also be increasing numbers of elderly living in various forms of supported care. Retirement villages and care homes are more likely to manage waste and recycling through private services rather than make use of council kerbside services; and there are a number of these developments planned or underway in the district.

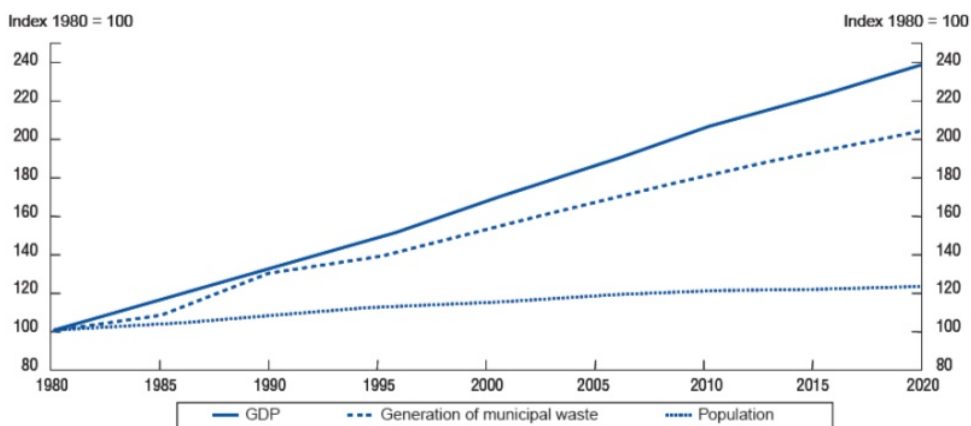
### 7.1.2 Economic Activity

The Waimakariri district continues to experience strong economic growth; currently the 11<sup>th</sup> fastest area in the country at 3.7% in the year to March 2023.

GDP has a strong relationship with waste generation, and so this strong growth is likely to result in ongoing increases in consumption and hence waste generation.

For reference, Figure 10 below shows the growth in municipal waste in the OECD plotted against GDP and population.

**Figure 10: Municipal Waste Generation, GDP and Population in OECD 1980 - 2020**



Source: OECD 2001.

Research from the UK<sup>28</sup> and USA<sup>29</sup> suggests that underlying the longer-term pattern of household waste growth is an increase in the quantity of materials consumed by the average household and that this in turn is driven by rising levels of household expenditure.

<sup>28</sup> Eunomia (2007), *Household Waste Prevention Policy Side Research Programme*, Final Report for Defra, London, England

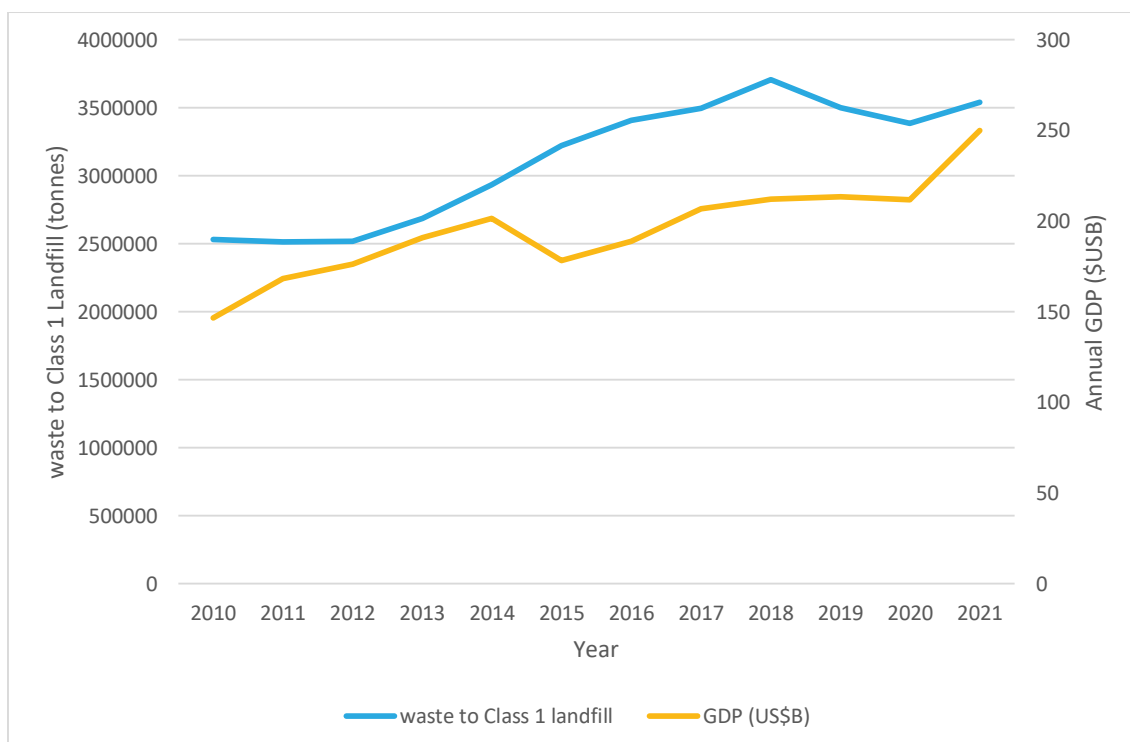
<sup>29</sup> EPA, 1999. *National Source Reduction Characterisation Report For Municipal Solid Waste in the United States*

The relationship between population, GDP, and waste seems intuitively sound, as an increased number of people will generate increased quantities of waste and greater economic activity is linked to the production and consumption of goods which, in turn, generates waste.

Total GDP is also a useful measure as it takes account of the effects of population growth as well as changes in economic activity. The chart suggests that municipal solid waste growth tracks above population growth but below GDP. The exact relationship between GDP, population, and waste growth will vary according to local economic, demographic, and social factors.

Figure 11 below shows the annual tonnes sent to Class 1 landfill disposal, against the annual GDP of New Zealand (in billions of US\$). This relationship is not a complete picture, as Class 1 landfills tonnes are a subset of all waste disposed of in New Zealand, and this further does not represent waste produced, but only waste disposed of to Class 1 landfills. This data also can only be shown from 2010, as this was the first time that waste to Class 1 landfill disposal was measured accurately.

**Figure 11: Waste to Class 1 Disposal and GDP (2010 - 2021)**



As Waimakariri district's population is anticipated to experience steady growth, alongside economic growth, it is likely that the district will experience an approximately similar increase in waste generated assuming no change to waste behaviour or resource recovery rates.

### 7.1.3 Changes in Lifestyle and Consumption

Consumption habits affect the waste and recyclables generation rates. For example, there has been a national trend related to the decline in newsprint. In New Zealand, the production of newsprint has been in decline since 2005, when it hit a peak of 377,000

tonnes, falling to 276,000 tonnes in 2011.<sup>30</sup> Anecdotally, this has been accompanied by an increase in the use of printed direct mail ('junk mail') both in real terms and proportionally. This presents challenges for fibre recycling as this is a less desirable recycling commodity.

The ongoing growth in electronic devices will ensure that e-waste continues to be a growing waste stream, with (for example) data showing that households now tend to access the internet through multiple devices within the home and out, rather than a single home computer<sup>31</sup>.

#### 7.1.4 Changes in Waste Management Approaches

There are a range of drivers that mean methods and priorities for waste management are likely to continue to evolve, with an increasing emphasis on diversion of waste from landfill and recovery of material value. These drivers include:

- Te rautaki para / New Zealand Waste Strategy – with a strong focus on reducing emissions and waste, to achieve a more circular economy
- New Zealand's first Emissions Reduction Plan with a number of actions for the waste sector including reducing the amount of organic going to landfill, including C&D, and a potential ban or limits on organic waste to landfill; along with improving waste data and landfill gas capture
- Infrastructure investment - an increased landfill levy and other funding sources will drive increased investment in waste infrastructure. MfE are currently working a long-term strategic waste infrastructure investment plan.
- Increased cost of landfill - landfill costs have risen in the past due to higher environmental standards under the RMA, introduction of the Waste Disposal Levy (currently \$50 per tonne for Class 1 disposal facilities) and the New Zealand Emissions Trading Scheme. The current price for carbon credits, and the ongoing increases in the landfill levy, will make disposal prices a more significant consideration in waste management practices.
- Kerbside standardisation now requires that a standard list of materials is collected in kerbside recycling (including glass) and that kerbside food scraps collections are introduced, with associated performance standards for TAs based on kerbside diversion; this will increase existing community demand for kerbside services where they don't already exist.
- Waste industry capabilities - as the nature of the waste sector continues to evolve, the waste industry is changing to reflect a greater emphasis on recovery and is developing models and ways of working that will help enable effective waste minimisation in cost-effective ways. COVID-19 pandemic management presents ongoing challenges in resourcing, both staff and vehicles, and logistics.
- Local policy drivers, including actions and targets in the WMMP, bylaws, and licensing.

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<sup>30</sup> [http://www.nzherald.co.nz/business/news/article.cfm?c\\_id=3&objectid=10833117](http://www.nzherald.co.nz/business/news/article.cfm?c_id=3&objectid=10833117)

<sup>31</sup> Data from [www.stats.govt.nz](http://www.stats.govt.nz) 'Household Use of Information and Communication Technology' accessed September 2018

- Recycling and recovered materials markets - recovery of materials from the waste stream for recycling and reuse is heavily dependent on the recovered materials having an economic value. This particularly holds true for recovery of materials by the private sector. Markets for recycled commodities are influenced by prevailing economic conditions, by commodity prices for the equivalent virgin materials, and by market controls in key destinations such as China. The risk is linked to the wider global economy through international markets, and the impact of the China National Sword policies has demonstrated this.

### 7.1.5 Summary of Demand Factors

The analysis of factors driving demand for waste services in the future suggests that demand will increase over time as a result largely of population growth and economic activity. It is likely that some new waste management approaches will be introduced as a result of the central government work programme, which could create demand in specific areas. Initial indications are that, for Waimakariri, this new demand is likely to be largely related to efforts towards possible business food waste diversion and recovery of construction wastes.

There is also likely to be an increasing focus and demand in other waste activities and types, including:

- disaster waste – recent events have highlighted the need for proactive disaster waste management plans, particularly with respect to local resilience where there is reliance on waste infrastructure located elsewhere in the region, or outside the region;
- smaller but difficult waste streams such as soft plastics, packaging that isn't accepted in kerbside recycling collections, compostable packaging as replacements for what will become banned packaging items, farm wastes, vape waste; and
- the impact of a possible future container return scheme.

## 7.2 Future Demand – Gap Analysis

The aim of waste planning at a territorial authority level is to achieve effective and efficient waste management and minimisation. The following high level 'gaps' or key issues have been identified. These are discussed in more detail in the sections below.

- significant quantities of organic waste going to landfill, which is predominately food waste from household sources; despite the provision of a subscription FOGO service;
- central government requirements for kerbside services such as standardised materials and performance targets;
- improved management of waste from construction and demolition, particularly diversion of new plasterboard and timber;
- rural waste streams are poorly understood and would probably benefit from more proactive management;
- other materials going to landfill such as cardboard, paper, and textiles from both residential and ICI sources;
- reduced influence over waste resulting from the new private RTS;
- increased requirements to monitor waste flows;
- more intensive management required for Class 3/4 fills to meet reporting requirements and encourage better waste management;

- ensuring waste infrastructure accommodates growth in the district; and
- proactive disaster and medical waste management.

### 7.2.1 Organic Waste Diversion

Despite the introduction of Council's subscription household FOGO service, the results of the SWAP audits show that residents are not using this service well for food scraps; and there are still significant quantities of food scraps and garden waste going to landfill through kerbside collections and (in the case of food scraps) through residential loads taken directly to the Southbrook RRP.

Changing the service to a rates-funded service may increase participation somewhat, but is unlikely to increase the set-out rate and will not have any effect on the quantity of food scraps each household puts out for collection.

Recent research funded by the MfE has analysed a number of practical service and behaviour change approaches that can improve the capture of food scraps and present a number of options Council could try to improve capture and set-out rates.

### 7.2.2 Construction and Demolition Waste

While some C&D waste is being diverted through Southbrook RRP, many building sites do not lend themselves easily to on-site separation of materials, which can make diversion of construction wastes difficult. Recovering C&D waste from these sites really requires some kind of sorting facility. There are currently significant quantities of clean plasterboard and reusable or untreated timber going to landfill, which could both be diverted to beneficial use if separated from other construction wastes.

### 7.2.3 Rural waste management

Nationally, rural wastes are estimated to account for up to 12% of waste disposed of.<sup>32</sup> Waste streams from rural areas are not well understood, and current management practices of farm wastes probably include a number of less desirable methods such as on-property burning and burial.

Rural wastes are most commonly managed on-farm with material stockpiled, burned, and/or buried. There are very few controls over waste disposal on farm sites, and much of the material which is currently managed informally could be recycled or recovered, or properly disposed of.

The key issue is that current management methods are essentially no-cost and relatively convenient for farmers. Little to no sorting is required; services that collect non-natural materials for recovery or proper disposal are likely to be costly due to the distances involved and remoteness from processing and consolidation points, and require farmers to sort different materials into a number of different containers for collection.

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<sup>32</sup>Ministry for the Environment. 2019. *Reducing waste: a more effective landfill levy – consultation document*. Wellington: Ministry for the Environment.

Current product stewardship programmes such as Agrecovery and Plasback apply charges to farmers that participate in the schemes.

There have been a number of trials of farm waste collection services nationally. In addition, there are steps being taken to develop regulated product stewardship schemes for farm plastics and agricultural chemicals and their containers, which will provide a more comprehensive approach with (potentially) no direct charges to the end-user at end of life. There may be an opportunity to leverage these initiatives to support on-farm collection services for non-natural rural wastes that offers a high-quality collection service at below cost.

### **7.2.4 Recyclables**

Despite the household kerbside services provided by Council, and the ability to recycle separated material at the Southbrook RRP, there are still quantities of recyclables going to landfill; especially cardboard and paper.

### **7.2.5 Textiles**

Textiles are a material stream that has historically had a very low profile nationally. The recent focus on carbon reduction through waste management has increased this profile as textiles can contribute significantly to carbon impact assessments. Various national programmes exist to divert specific textile types (such as socks and cotton clothing) but these are capturing very small quantities and are unlikely to have the ability to cope with large quantities.

### **7.2.6 Private Sector Involvement**

Non-household collection services are provided by the private sector, along with a proportion of household collection services. A private RTS also recently opened in the district.

Private sector involvement in the waste industry is not uncommon. However, private operators will, unsurprisingly, make service provision and investment decisions based on commercial realities. These decisions may not be in alignment with Council's preferred waste management approach or infrastructure priorities.

This issue will become increasingly important as performance reporting for household kerbside collections will include data reported by private operators. Although this will be reported directly to MfE, it may not necessarily be accessible by the councils in which areas the services are provided.

### **7.2.7 Monitoring and Performance Targets**

Council will be subject to increasing requirements to report data on the use of facilities and services to MfE. This is a particular issue when it comes to the operation of the two 'cleanfills' in the district, as the current operation of these sites makes it difficult to accurately monitor the types and quantities of wastes. Introducing equipment and methodologies to monitor the facilities more accurately is very likely to result in a higher charge for use of the sites. An alternative is to restrict the use of the sites only to waste sources that can be measured in other ways, such as Council contracts for construction and maintenance.

## 7.2.8 Waste Infrastructure

As growth continues in the district, there will be a need to expand and increase waste infrastructure accordingly to accommodate this growth.

This is a particular issue for the Southbrook RRP, which is currently being expanded to occupy the full space available at the current site. Oxford transfer station also requires improvements and expansions to accommodate the anticipated growth in this part of the district.

The circular economy focus of Te rautaki para | Waste Strategy gives the impetus and mandate to consider waste infrastructure in a slightly different way, with more of an emphasis on encouraging and providing for circular material flows.

## 7.2.9 Medical Waste

Medical waste can be an issue at home and in medical facilities. Generally, it is comprised of:

- Hazardous waste (which can be sharps, such as needles, or non-sharps such as infectious waste or radioactive);
- Controlled waste (such as potentially infectious bodily fluids); and
- Non-hazardous waste (which is general waste or recyclables).

At home, non-hazardous waste can generally be managed through usual general refuse and recycling services (although there are some exceptions through either the size of the item, or the sheer quantity). However, the management of hazardous and controlled wastes at home can be difficult, and with the increasing prevalence of in-home medical care, this is becoming a more significant problem.

Anecdotally, a significant proportion of in-home medical waste is disposed of through general waste and recycling systems<sup>33</sup>. This could result in significant health and safety concerns for the collection and processing staff.

Ideally, in-home medical care would include provision for appropriate handling and disposal of medical wastes. However, for various reasons such as lack of awareness or cost, this is not always the case.

For healthcare in medical facilities, The Pharmacy Practice Handbook states:<sup>34</sup>

### *4.1.16 Disposal of Unused, Returned or Expired Medicines*

*Members of the public should be encouraged to return unused and expired medicines to their local pharmacy for disposal. Medicines, and devices such as diabetic needles and syringes, should not be disposed of as part of normal household refuse because of the potential for misuse and because municipal waste disposal in landfills is not the disposal method of choice for many pharmaceutical types. Handling and disposal*

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<sup>33</sup> Of 7,145 patients cared for at home by Capital & Coast DHB staff in 2016, only 200 had a specific medical waste collection service in place. <https://www.stuff.co.nz/dominion-post/news/93705822/needles-sanitary-waste-and-pharmaceuticals-putting-waste-workers-at-risk>

<sup>34</sup> <https://nzpharmacy.wordpress.com/2009/06/09/disposal-of-unwanted-medicines/>

*should comply with the guidelines in NZ Standard 4304:2002 – Management of Healthcare Waste.*

While Council is not responsible for the provision of medical waste management services for either home-based care or medical facilities, it would be beneficial for Council to work proactively with Te Whatu Waitaha - Canterbury and other medical service providers to ensure that appropriate services are being offered and put in place; efforts to do so via the CWJC are ongoing.

#### **7.2.9.1 Disaster Waste**

Disaster waste is increasingly becoming an issue, as climate change drives more extreme weather events such as flooding and slips, along with other natural disasters (such as earthquakes). A regional approach to this might strengthen a response to events that are likely to have regional scale impact.



## 8 Statement of Options and Proposals

This section sets out the range of options available to Council to address the key issues that have been identified in the previous section of this Waste Assessment. Options presented in this section would need to be fully researched and the cost implications understood, before being implemented through Council's WMMP action plans and respective LTP/Annual Plan. Addressing these issues will ensure that Council is meeting their statutory obligations, and improving waste management and minimisation in the Waimakariri district.

### 8.1 Circular Resource Networks

A core principle incorporated in the options table following is that of the 'circular resource network'. This is a concept first developed in work carried out by Eunomia for the Ministry for Environment in 2021, and is included in the recently released 'National Resource Recovery – Infrastructure and Services Stocktake and Gap Analysis' referenced previously.

This concept is a way of implementing Circular Economy principles, which are a key part of Te rautaki para, in a practical resource recovery network infrastructure approach.

While the Circular Resource Network concept is explained in detail in appendix A.5.0, the key components of the system are explained here.

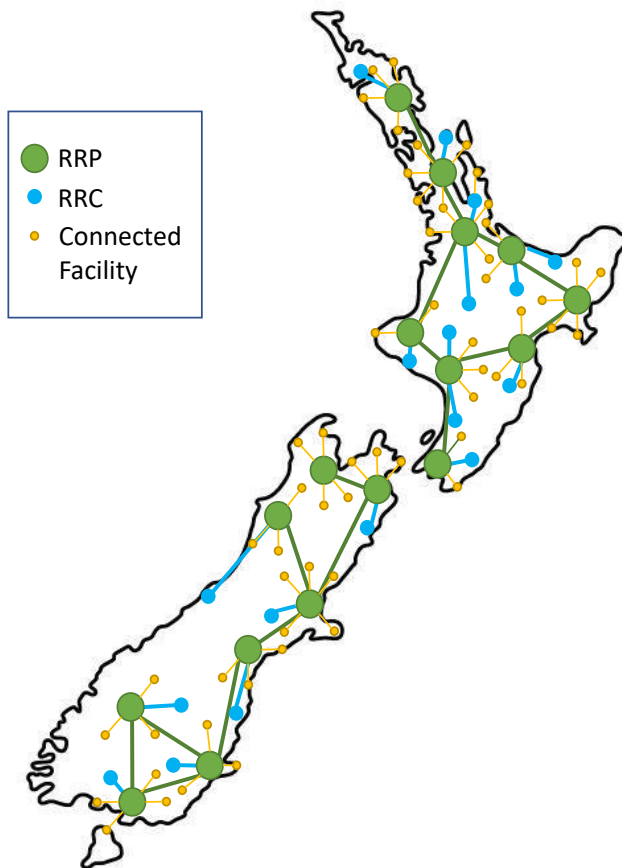
Figure 19: Concept Map of Circular Resource Network below shows a high-level visual representation of a national resource recovery network.

The large green dots represent regional RR Parks that consolidate and process material at a regional level. Depending on the material stream, materials could also be transported between the regional hubs (for example glass being consolidated in Christchurch for shipping to Auckland for manufacture). Regional hubs could also specialise in processing certain materials and swap materials accordingly.

The mid-sized blue dots represent local RR Centres that accept a full range of materials and send to the regional RR Parks for bulking (or to Connected Facilities for local processing). Not shown are smaller drop off sites.

The small yellow dots represent the potentially hundreds of facilities that are not co-located at an RR Park or RR Centre but are linked and operate to the standards of the network. These facilities could accept materials from the RR Park or RR Centres for processing, or supply materials to these sites.

**Figure 12: Concept Map of Circular Resource Network**



The key roles and components of the system are:

**RR Parks – Regional Hubs:** The heart of each regional network consists of one or two large RR Parks, where a range of key functions are co-located. The purpose of the RR Park is to provide a ‘hub’ for the efficient regional consolidation of a wide range of materials collected at the RR Centre and Connected Facilities, as well as those that may be collected at the RR Park itself.

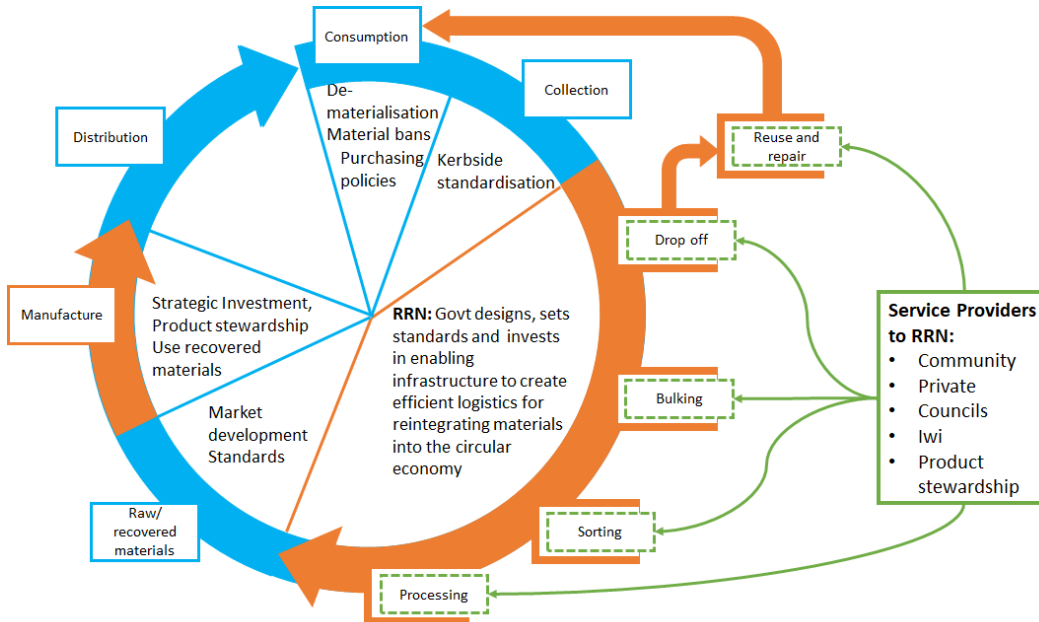
**Local RR Centres:** While the RR Parks are the hub of the regional networks, the RR Centre form the primary nodes, where the majority of material is dropped off and consolidated locally. Many RR Centres will start off as local transfer station sites that are upgraded and re-purposed to have a predominant focus on resource recovery.

**Connected Facilities:** While the heart of the circular resource network is the RR Park and RR Centre, a key feature of the circular resource network concept is the connection of potentially all resource recovery operations to the network. A range of resource recovery businesses that are not/do not need to be co-located at a network site are connected virtually. The facilities could be owned or operated by regional or national agencies, TAs, private sector, iwi, or community sector or through partnerships. As noted earlier, these

facilities would operate to the same standards as co-located facilities and could participate in the logistics and virtual network arrangements.

The figure below illustrates how the roles and functions of a national resource recovery network could integrate to provide key reverse logistics functions in the circular economy. The orange elements of the circle are the parts that form the circular resource network.

**Figure 13: Roles and Functions of a Circular Recovery Network in the Circular Economy**



In the above chart material flows around in a clockwise direction. The arrows represent the material flows. The boxes indicate the key steps within the value chain. The graphic shows how different providers to the can deliver all of the key functions, but within an overall connected framework (that is established and overseen by central/regional/local government).

## 8.2 Options Categorised by Work Area

These sections present the high-level options to address the key issues described above, broken down into the categories of regulation, measuring/monitoring, education/engagement, collections/services, infrastructure, and leadership/management. Options are presented this way as the role of TAs is likely to be fairly consistent within each of these categories and one option may address a number of key issues; also this enables the options to show a progression of options in one category with (for example) an increasing level of circular economy alignment.

The Council's roles could be:

**Strategic:** Simply identify the need at a strategic level, with other sectors able to respond to the need as they wish

**Facilitation/Leadership:** Take a facilitation and leadership role in addressing the need, such as by creating working groups focusing on a particular material e.g. construction waste

**Regulator:** Use regulatory tools available to councils to create an environment that encourages solutions, such as requiring construction site waste management plans, banning certain materials from landfill, etc.

**Funder:** Influence the way gaps addressed by others by making funding available for specific initiatives that address the need in some way

**Provider:** Take direct action by providing services or facilities that address the need.

### 8.2.1 Regulation

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
R1	Expand the solid waste bylaw provisions to increase regulation of the private waste sector – e.g. use of 240L wheeled bins; event waste management, construction site waste management plans, material bans in kerbside collections	<p>Large quantities of organic waste and some recyclables still going to landfill.</p> <p>Poor understanding of rural waste streams, construction and demolition waste.</p> <p>Increase monitoring and reporting required by central government.</p>	<p>Having access to better data enables better management of waste streams and future identification of issues.</p> <p>Preventing the use of 240L wheeled bins for household rubbish collections will improve waste diversion.</p> <p>Te rautaki para goal 1 priority 1.1</p>	Regulator

## 8.2.2 Measuring and Monitoring

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
M1	Collect participation and set out rates for all services by locality to identify any areas where this is a particular issue	Organic waste and recyclables going to landfill, despite dedicated kerbside services for these waste streams.	Will enable Council to identify localities where there is low participation in services, or high contamination, and target education and engagement accordingly.  Te rautaki para goal 1, priority 1.3	Provider
M2	Introduce proactive monitoring of contamination in recycling bins and a warning system for excess contamination	Organic waste and recyclables going to landfill, despite dedicated kerbside services for these waste streams – potentially as a result of poor understanding of what materials are accepted.	Will enable Council to identify localities where there is high contamination, and target education and engagement accordingly.  Te rautaki para goal 1, priority 1.3	Regulator, Provider
M3	Increase monitoring and surveying of rural wastes going to landfill; e.g. quantities and material types	More understanding and proactive management required for rural wastes – both from rural households, and from agricultural properties.	Better understanding across the board of non-household waste management and opportunities to move up the hierarchy.  Te rautaki para goal 1, priority 1.5; goal 2, priority 2.4	Regulator, Provider
M4	Identify and introduce appropriate systems to Class 3/4 fills to enable types, quantities, and sources of waste to be monitored	More intensive management required for Class 3/4 fills to meet reporting requirements and encourage better waste management.	Closer monitoring will ensure that users are being charged appropriately; that materials comply with acceptance criteria, and that Council can fulfil central government reporting requirements accurately.	Regulator, Provider

Te rautaki para goal 1, priority 1.5;  
goal 2, priority 2.4

### 8.2.3 Education and Engagement

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
EE1	Identify opportunities for consistent, targeted, direct engagement that can be delivered where there is low participation in recycling and/or organic waste services, and/or high contamination.	Large quantities of household organic waste and some household recyclables still going to landfill.	Need for education/ engagement (i.e. demand) is proactively identified and addressed.  Te rautaki para goal 3, priorities 3.1 and 3.2	Provider
EE2	Continue to seek wider engagement with industry, community, and other agencies through regional and national waste action groups (e.g., C&D, health, retail, industry).	<p>Improve the management of specific materials, moving up the hierarchy, by engaging with the sources – C&amp;D waste, non-household recyclables, agricultural wastes, vapes, etc.</p> <p>Kerbside diversion performance standards and reporting requirements set by central government require changes in management for wastes outside Council's direct control.</p> <p>High proportion of event waste from public events could be diverted by improved waste management and diversion practices</p> <p>Reduced influence over the management of some wastes resulting from the new private RTS.</p> <p>Proactive disaster and medical waste management.</p>	<p>Improved understanding of needs in the region and service gaps, and who is best to address them.</p> <p>Collaborate with the community and industry would improve their engagement, understanding, and awareness of waste issues, and enable closer relationships with other agencies such as Te Whatu Ora.</p> <p>Increased responsibility taken by various sectors for waste management within the community.</p> <p>Better understanding across the board of non-household waste management and opportunities to move up the hierarchy.</p>	<p>Facilitation/Leadership, Funder, Provider.</p> <p>Council could initiate groups and facilitate, possibly with low-level funding for project work.</p> <p>Council could provide options that support these other sectors in moving up the hierarchy.</p> <p>Ideally this would continue to be progressed through the CWJC.</p>

			Te rautaki para goal 1, priority 1.5; goal 2, priority 2.4	
EE3	Work closely with mana whenua, community groups, social enterprise, non-government organisations etc to develop and enable locally-led waste minimisation engagement and education, and support existing initiatives locally such as Sharewaste and Foodprint.	<p>Large quantities of household organic waste and some household recyclables still going to landfill, suggesting lack of understanding of waste issues and what the services are for.</p> <p>High levels of contamination in recycling and FOGO bins.</p> <p>Encourage participation in services such as kerbside recycling and FOGO collections.</p> <p>E&amp;E can be targeted in areas where it is needed and delivered locally.</p> <p>High proportion of event waste from public events could be diverted by improved waste management and diversion practices.</p> <p>Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&amp;D waste, non-household recyclables, agricultural wastes, medical wastes etc. and reducing environmental harm.</p>	<p>Need for education/ engagement (i.e. demand) is proactively identified and addressed.</p> <p>Collaborate with the community and industry would improve their engagement, understanding, and awareness of waste issues.</p> <p>Increased responsibility taken by various sectors for waste management within the community.</p> <p>Better understanding across the board of non-household waste management and opportunities to move up the hierarchy.</p> <p>Te rautaki para goal 1 priority 1.5; goal 3 priority 3.1 and 3.2</p>	<p>Facilitation/Leadership, Funder, Provider.</p> <p>Council should identify and facilitate collaboration with and between local groups to enable waste minimisation education and engagement.</p>

## 8.2.4 Collection & Services

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
CS1	Alter kerbside services as necessary to comply with government's kerbside standardisation requirements.	Central government requirements for kerbside services such as standardised materials and performance targets.	Kerbside services would be aligned with central government's kerbside standardisation requirements.	Provider

			Te rautaki para goal 2, priority 2.1; goal 5 priorities 5.2 and 5.3	
<b>CS2</b>	Work with other Canterbury councils to identify and implement any additional improvements to kerbside recycling collections – e.g., a transition to glass-out collections.	Central government requirements for kerbside services such as standardised materials and performance targets.	Kerbside services would be aligned with central government’s kerbside standardisation requirements.  Te rautaki para goal 2, priority 2.1; goal 5 priorities 5.2 and 5.3	Provider
<b>CS3</b>	Support/introduce virtual trading marketplaces e.g., freecycle pages, Civilshare.	Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&D waste, non-household recyclables, etc. and reducing environmental harm.	Meets demand for materials, and demand for increased reuse.  Te rautaki para goal 1, priority 1.5; goal 2, priority 2.4; goal 3 priority 3.2, goal 4 priority 4.1 and 4.3	Facilitate/leadership, and/or provision
<b>CS4</b>	Work with local providers (private, iwi and community groups) to implement and/or encourage improved commercial service provision – e.g., recyclables, construction waste.	Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&D waste, non-household recyclables, agricultural wastes, medical wastes etc. and reducing environmental harm.  Other materials going to landfill such as cardboard, paper, and textiles from both residential and ICI sources.	Te rautaki para goal 2, priority 2.3, 2.4; goal 4 priority 4.1; goal 5 priority 5.3; goal 6 priority 6.1; goal 7 priority 7.2 (where C&D waste is organic in nature)	Provider or Facilitation – ideally as a regional initiative
<b>CS5</b>	Work with product stewardship providers to encourage better service provision and awareness raising for key materials such as farm waste (containers and wrap), textiles, polystyrene.	Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&D waste, non-household recyclables, agricultural wastes, medical wastes etc. and reducing environmental harm.  Other materials going to landfill such as cardboard, paper, and textiles from both residential and ICI sources.	Te rautaki para goal 2, priority 2.3, 2.4; goal 4 priority 4.1; goal 5 priority 5.3; goal 6 priority 6.1;	Facilitation – ideally as a regional initiative



## 8.2.5 Infrastructure

Infrastructure options have been categorised into infrastructure that addresses a specific material (such as C&D, or organic waste) and then into progressively increasing levels of alignment with circular economy principles and achieving a Circular Resource Network.

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
<i>Infrastructure for specific materials</i>				
IN1	Processing for ICI and C&D waste and provision for C&D deconstruction; potentially in partnership with private sector.	<p>Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&amp;D waste, non-household recyclables, agricultural wastes, medical wastes etc. and reducing environmental harm.</p> <p>Other materials going to landfill such as cardboard, paper, and textiles from both residential and ICI sources.</p>	<p>Meet demand for C&amp;D waste diversion.</p> <p>Te rautaki para goal 2, priority 2.3, 2.4; goal 4 priority 4.1; goal 5 priority 5.3; goal 6 priority 6.1; goal 7 priority 7.2 (where C&amp;D waste is organic in nature).</p>	Strategic and/or facilitation/leadership and/or funder and/or provider
IN2	Processing for difficult materials e.g., soft plastics, agricultural containers.	<p>Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&amp;D waste, non-household recyclables, agricultural wastes, medical wastes etc. and reducing environmental harm.</p> <p>Other materials going to landfill such as cardboard, paper, and textiles from both residential and ICI sources.</p>	<p>Meet demand for regional processing of difficult materials.</p> <p>Te rautaki para goal 2, priority 2.3 and 2.4; goal 4 priority 4.1; goal 5 priority 5.3</p>	Strategic and/or facilitation/leadership and/or funder and/or provider
<i>Circular Resource Network – First steps</i>				
Te rautaki para goal 1 priority 1.5; goal 2 priorities 2.1, 2.3, 2.4; goal 4 priorities 4.1 and 4.3; goal 5 priority 5.3; goal 7 priority 7.2				

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
IN3	Provide for repair sites, community workshops, demonstrations, and courses at key network sites.	Improving diversion for a range of materials.	There will be better access to infrastructure across the district, with consistent provision of the various facilities, materials accepted, and education/engagement undertaken.	Collaborate and/or facilitate/leadership and/or provision. Deliver regionally where possible.
IN4	Standardised signs and branding, material acceptance and quality standards, customer service.	Supports many other initiatives.	Supports actions to meet many key issues.	Facilitate/leadership – direct provision
IN5	Provide space for product stewardship schemes collection points at network sites.	Supports and enables diversion of several difficult materials. Could support focus on higher levels of waste hierarchy (depending on PS system).	Enables better management of many difficult materials.	Facilitate/leadership – direct provision
IN6	Provide for container reuse at network sites (e.g., collection space).	Supports focus on higher levels of waste hierarchy. Supports better management of some difficult materials.	Increases reuse of materials.	Facilitate/leadership – direct provision
<b><i>Circular Resource Network – Extended</i></b>				
<b>Te rautaki para (in addition to above) goal 2 priorities 2.2 (and more strongly supports 2.1, 2.3 and 2.4 than above); goal 4 priorities 4.2 (more strongly supports 4.1 and 4.3 than above); goal 5 priorities 5.2 and 5.4</b>				
IN7	Expand regional hub provision by expanding existing site, or splitting activities across multiple sites – e.g., focusing services for householders at one site, and commercial services at another (potentially in partnership with private sector).	Supports wider RR network, enables better material diversion.	Provides an infrastructure hub for the efficient local consolidation of a wide range of materials such as soft plastics, plastics excluded from kerbside recycling, bulky and reusable items, soft plastics, e-waste.	Facilitate/leadership – direct provision

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
IN8	Provide for product stewardship programmes within network sites for bulking and processing.	Supports and enables diversion of several difficult materials. Could support focus on higher levels of waste hierarchy (depending on product stewardship system).	Provides for better management of many difficult materials.	Facilitate/leadership – direct provision
IN9	Use standard containers and logistics across all network sites.	Supports and enables a number of other options by making capturing and diverting materials more straightforward and effective.	Makes it easier for customers to use sites and increases the efficiency of capturing materials for recovery and transferring them between different parts of the Circular Resource Network.	Facilitate/leadership – direct provision
IN10	Provide for container reuse at network sites (e.g., washing facilities).	Supports focus on higher levels of waste hierarchy. Supports better management of some difficult materials.	Increases reuse of materials.	Facilitate/leadership – direct provision
<b><i>Circular Resource Network – Full</i></b>				
<b>Te rautaki para – all of above, to a greater extent</b>				
IN11	Centralised coordination of network.	Maximises efficiencies and consistency, supporting better management of a wide range of materials.	TAs actively work towards having a comprehensive network of facilities supporting the collection and circular management of products and materials that supports a national network .	Facilitate/leadership – direct provision
IN12	Collaboration on inter-regional logistics.	Maximises efficiencies and consistency, supporting better management of a wide range of materials.	Provides for better management of many materials.	Facilitate/leadership – direct provision

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
IN13	Identify off-site re-processors and manufacturers and ensure that these parties are fully integrated and considered in the network design.	Maximises efficiencies and consistency, supporting better management of a wide range of materials.	Maximise the material types and quantities that can be diverted by ensuring that re-processors and manufacturers are fully considered in network design.	Facilitate/leadership – direct provision
IN14	Extend the Circular Resource Network to include industrial symbiosis parks.	Maximises efficiencies and consistency, supporting better management of a wide range of materials.	Provides for better management of more materials by facilitating the co-location and development of more waste management options, particularly those further up the waste hierarchy.	Facilitate/leadership – direct provision
IN15	Work with manufacturers & institutions to develop circular material models (e.g., product design, leasing systems etc.).	Maximises efficiencies and consistency, supporting better management of a wide range of materials.	Supports the development and implementation of circular resource networks; locally, across the region, and supporting national work; moves up the waste hierarchy by supporting prevention and reduction of waste at source.	Facilitate/leadership – direct provision

## 8.2.6 Leadership and Management

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
LM1	Advocate to central government for extended producer responsibility.	Implementation of product stewardship addresses problem waste streams at the source, such as vape waste.	Using the provisions in the WMA will help to ensure that the true cost of	Facilitate/leadership - advocate to central government for stronger

			<p>waste management of a product is reflected in its price.</p> <p>Product stewardship schemes for difficult waste streams such as e-waste and tyres will help Council provide management options for these waste streams.</p> <p>Te rautaki para goal 1 priority 1.1; goal 4 priorities 4.1, 4.2 and 4.3; goal 5 priorities 5.1 and 5.3; goal 7 priority 7.1</p>	<p>regulation and extended producer responsibility.</p> <p>Work with other councils and agencies to support similar lobbying efforts.</p>
<b>LM2</b>	Respond to central government consultations, engagements, technical advisory groups, and information sharing opportunities.	Waimakariri-specific issues are considered and reflected in national strategies, plans, regulation, and actions.	<p>Ensures that central government work supports local/regional work, and that local/regional issues are recognised.</p> <p>Te rautaki para goal 1; goal 2 priorities 2.1 and 2.4</p>	Facilitate/leadership - advocate to central government
<b>LM3</b>	Work closely with mana whenua, community groups, and the private sector to progress opportunities for increased waste reduction and diversion.	TAs, mana whenua, community groups and the private sector working together will increase waste reduction and diversion.	<p>Encourage the community to be more involved in waste minimisation, and potentially reduce waste and increase waste diversion.</p> <p>Te rautaki para goal 1 priority 1.5; goal 2 priority 2.4; goal 4; goal 5 priorities 5.2, 5.3 and 5.4; goal 7 priority 7.1</p>	Facilitate/leadership, funder: coordinate and support initiatives.
<b>LM4</b>	Continue to develop regional collaborative projects and work towards increasingly formal collaborative arrangements.	Many key issues would be more effectively resolved through regional collaboration.	<p>Puts in place collaboration arrangements that are appropriate to the collaborative work agreed.</p> <p>Te rautaki para goal 1 priority 1.5</p>	Facilitate/leadership - negotiate and agree collaborative working arrangements

<b>LM5</b>	Support regional and national initiatives and organisations campaigning for better waste management and minimisation such as WasteMINZ sector groups and the TAO Waste Manifesto.	Waimakariri/Canterbury-specific issues are considered and reflected in industry work programmes and Canterbury councils are aware and informed of work at the national scale.	Ensures that national scale work supports local/regional work, and that Canterbury councils are well positioned to make the most of opportunities from these national initiatives and organisations.  Te rautaki para goal 1 priorities 1.1 and 1.5; goal 2 priorities 2.1, 2.2 and 2.3; goal 4 priorities 4.1, 4.2 and 4.3; goal 5 priorities 5.1 and 5.3; goal 7 priority 7.1	Facilitate/leadership: be involved, coordinate and support initiatives.
<b>LM6</b>	Support regional and national projects improving waste management planning in disaster situations.	Proactive planning in place for disaster waste.	Proactive planning in place for disaster waste.  Te rautaki para goal 1 priority 1.5	Facilitate/leadership - provide information as requested, and any other input required.
<b>LM7</b>	Support national sector organisations in lobbying for better vocational training and to encourage new recruits to the sector.	Relevant issues relating to staff and vehicle resources are incorporated in national-level work and addressed at a national level.	Ensures that Waimakariri/Canterbury -focused issues are incorporated in national-level work on these issues.  Te rautaki para goal 1 priority 1.5; goal 2 priority 2.1; goal 5 priority 5.2	Facilitate/leadership – provide support and information to national sector organisations.

The options identified and Council's possible role in meeting forecast demand comprise a range of proposals. The specific actions and timeframes for delivery will be identified through the development of draft Waste Management and Minimisation Plans, and will be dependent on the strategic direction preferred by each TA; the extent of collaboration that is desirable and possible; and the resources available to each TA.

It is expected that the implementation of the preferred options from these proposals, as will be set out in Council's draft WMMP, will meet forecast demand as well as support Council's goals and objectives for waste management and minimisation and the phase 1, 2 and 3 goals of Te rautaki para. These goals and objectives will be confirmed as part of the development and adoption of the draft WMMP.

### **8.3 Statement of Extent**

In accordance with section 51 (f), a Waste Assessment must include 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.

#### **8.3.1 Protection of Public Health**

The Health Act 1956 requires councils to ensure the provision of waste services adequately protects public health. The Waste Assessment has identified potential public health issues, and appropriate mechanisms to manage these risks would be a part of any implementation programme.

In respect of Council-provided waste and recycling services, public health issues are and will continue to be addressed through setting appropriate performance standards for waste service contracts and ensuring performance is monitored and reported on, and that there are appropriate structures within the contracts for addressing issues that arise.

Privately-provided services can be regulated through local bylaws where necessary.

Uncontrolled disposal of waste, for example in rural areas and in cleanfills, can be regulated at a local, regional and central government level. Recent regulation adopted by government has extended both levy requirements and information reporting requirements to a wider range of facilities, and TAs will work with the regional council to ensure that waste issues are reflected appropriately in the developing regional plan/s.

It is considered that, subject to any further issues identified by the Medical Officer of Health, the proposals would adequately protect public health.

#### **8.3.2 Effective and Efficient Waste Management and Minimisation**

The Waste Assessment has investigated current and future quantities of waste and diverted material, and outlines Council's potential roles in meeting the forecast demand for services.'

It is considered that the process of forecasting has been robust, and that Council's intended role in meeting these demands is appropriate in the context of the overall statutory planning framework.

Therefore, it is considered that the proposals would promote effective and efficient waste management and minimisation.



## 9 Statement of Council's Intended Role

### 9.1 Statutory Obligations and Powers

Councils have a number of statutory obligations and powers in respect of the planning and provision of waste services. These include the following:

- Under the WMA each Council “must promote effective and efficient waste management and minimisation within its district” (s 42). The WMA requires TAs to develop and adopt a Waste Management and Minimisation Plan (WMMP).<sup>35</sup>
- The WMA also requires TAs to have regard to the New Zealand Waste Strategy, Te rautaki para.
- Under Section 17A of the Local Government Act 2002 (LGA) local authorities must review the provision of services and must consider options for the governance, funding and delivery of infrastructure, local public services and local regulation. There is substantial cross over between the section 17A requirements and those of the WMMP process in particular in relation to local authority service provision.
- Under the Local Government Act 2002 (LGA) Councils must consult the public about their plans for managing waste.
- Under the Resource Management Act 1991 (RMA), TA 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.
- Under the Litter Act 1979 TAs have powers to make bylaws, issue infringement notices, and require the clean-up of litter from land.
- The Health Act 1956. Health Act provisions for the removal of refuse by local authorities have been repealed by local government legislation.
- The Hazardous Substances and New Organisms Act 1996 (the HSNO Act). The HSNO Act provides minimum national standards that may apply to the disposal of a hazardous substance. However, under the RMA a regional council or TA may set

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<sup>35</sup> The development of a WMMP in the WMA is a requirement modified from Part 31 of the LGA 1974, but with even greater emphasis on waste minimisation.

more stringent controls relating to the use of land for storing, using, disposing of or transporting hazardous substances.

- Under current legislation and the new Health and Safety at Work Act the Council has a duty to ensure that its contractors are operating in a safe manner.

Council, in determining their role, needs to ensure that their statutory obligations, including those noted above, are met.

## 9.2 Overall Strategic Direction and Role

The role taken by Councils in implementing the options described in the previous section can vary significantly, for example Councils can:

- simply identify the need at a strategic level, with other sectors able to respond to the need as they wish;
- take a facilitation and leadership role in addressing the need, such as by creating working groups focusing on a particular material e.g., construction waste;
- regulator - use regulatory tools available to Councils to create an environment that encourages solutions, such as requiring construction site waste management plans, banning certain materials from landfill, etc.;
- influence the way gaps are addressed by others by making funding available for specific initiatives that address the need in some way; and
- take direct action by providing services or facilities that address the need.

The overall strategic direction and role is presented in the Waste Management and Minimisation Plan.

## 10 Statement of Proposals

Based on the options identified in this Waste Assessment and the Council's intended role in meeting forecast demand a range of proposals have been put forward in section 8. Actions and timeframes for delivery of priority proposals are identified in the Draft Waste Management and Minimisation Plan.

It is expected that the implementation of these proposals will meet forecast demand for services as well as support the Council's goals and objectives for waste management and minimisation. These goals and objectives will be confirmed as part of the development and adoption of the Waste Management and Minimisation Plan.

### 10.1 Statement of Extent

In accordance with section 51 (f), a Waste Assessment must include 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.

#### 10.1.1 Protection of Public Health

The Health Act 1956 requires the Council to ensure the provision of waste services adequately protects public health.

The Waste Assessment has identified potential public health issues associated with each of the options, and appropriate initiatives to manage these risks would be a part of any implementation programme.

In respect of Council-provided waste and recycling services, public health issues will be able to be addressed through setting appropriate performance standards for waste service contracts and ensuring performance is monitored and reported on, and that there are appropriate structures within the contracts for addressing issues that arise.

Privately-provided services will be regulated through local bylaws.

Uncontrolled disposal of waste, for example in rural areas and in cleanfills, will be regulated through local and regional bylaws.

It is considered that, subject to any further issues identified by the Medical Officer of Health, the proposals would adequately protect public health.

#### 10.1.2 Effective and Efficient Waste Management and Minimisation

The Waste Assessment has investigated current and future quantities of waste and diverted material, and outlines the Council's role in meeting the forecast demand for services.

It is considered that the process of forecasting has been robust, and that the Council's intended role in meeting these demands is appropriate in the context of the overall statutory planning framework for the Council.

Therefore, it is considered that the proposals would promote effective and efficient waste management and minimisation.

## **A.1.0 Medical Officer of Health Statement**

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Note: minor edits were made to the draft Waste Assessment following receipt of the Statement from the Medical Officer of Health.

9 November 2023

Lisa Eve  
Principal Consultant  
Eunomia Research & Consulting (NZ)

Dear Lisa

The Waste Minimisation Act 2008 requires that each Territorial Local Authority (TLA) must review its Waste Management and Minimisation Plan (WMMP) every 6 years. In doing so, it must make a waste assessment before conducting the review (s50 (2)).

A waste assessment must contain, amongst other things (s1(f)(i)) a statement about the extent to which the proposals contained in it will ensure that public health is adequately protected. The TLA must consider the following methods of waste management and minimisation; reduction, reuse, recycling, recovery, treatment and disposal (s44).

The feedback below is provided by the Medical Officer of Health on the Draft Waste Assessment, July 2023, prepared by Eunomia on behalf of the Waimakariri District Council. This feedback is in response to the requirement in S51 (5) (b) *In making a waste assessment the TLA must consult the Medical Officer of Health.*

## **1.0 Key Waste Management Public Health Issues**

The Medical Officer of Health considers that the Waimakariri Draft Waste Assessment is comprehensive and has adequately identified the significant issues that are likely to be of concern in terms of public health as follows:

- Identification of the various types of wastes and collection/disposal methods
- Satisfactory collection and disposal of waste so that public health risks are controlled and mitigated
- Addressing the particular issues of hazardous waste, including medical wastes, asbestos waste and electronic waste (e-waste)
- Consideration of future population demands and consumption rates on the current system and mitigation strategies in place
- Regional co-ordination of waste management and waste minimisation

- Ensuring that a waste disposal service is available to all residents/ratepayers
- Legislative and cost barriers that inhibit mitigation of public health issues related to waste
- The health impacts of climate change and the contribution that effective waste management and waste minimisation can make to reduction in greenhouse gas emissions

## **2.0 Assessment of Waste Quantities and Composition**

The data presented in the assessment of waste quantities and composition suggest that measurement is sufficiently detailed and regular. It is pleasing to see that the proportion of waste-flows sent to landfill has continued to decrease from 2007-2021.

The Medical Officer of Health recommends that Council plan to continue to conduct regular standardised data collection and analysis of the composition and volume of the waste stream generated in the Waimakariri District, where this material ends up, and how it is managed over the long term.

## **3.0 Collection Services**

It is positive to see the changes to kerbside collection that were proposed in the 2015/2025 LTP have now been achieved. A regular waste collection service reduces the likelihood of illegal dumping and prevents the accumulation of waste that may attract pests and create unpleasant odours, in turn leading to improved public health outcomes.

## **4.0 Food Scraps and Garden Organics Scheme**

The Draft Waste Assessment notes that “over 65% of households have chosen to subscribe to the organics collection service, which is a high number for an optional service.” Despite this, the data presented in the Waste Assessment show that organics make up over a quarter of all waste sent to landfill, and that the proportion for kerbside collected rubbish is higher still. The predominant source of greenhouse gas emissions from waste disposal is the decomposition of organic wastes such as food scraps and organic waste in the anaerobic environment of a landfill that create leachate and methane, both being deleterious to public health.

Council is encouraged to consider replacing the optional Food Scraps and Garden Organics (FOGO) scheme with a universal provision scheme in order to further encourage and enable reduction of the FOGO component of the waste stream sent to landfill.

## **5.0 Medical Waste**

As mentioned in the Waste Assessment, a significant proportion of in-home medical waste is currently disposed of through general waste systems and this could result in significant health and safety concerns for the collection and processing staff. The Council is encouraged to work with Te Whatu Ora Waitaha - Canterbury and medical waste service providers to ensure appropriate services are put in place to protect staff involved in the collection and processing of domestic medical waste.

## **6.0 Diverted Waste Streams**

Diversion of reusable materials from waste streams and the provision of public collection points for product stewardship schemes are both positive actions that promote environmental protections which in turn support health. It is pleasing to see a commitment to identifying and engaging in opportunities in this space. However, the Medical Officer of Health cautions that diverted and collected materials that are stockpiled in the absence of a complete management pathway can constitute public health hazards if not carefully managed.

Consolidation/bulking services must minimise fire, vermin, odour and other risks associated with stockpiled materials. Circular resource networks, as described in section

8.1, require careful assessment for true circularity prior to initiation, lest the receptive capacity be misaligned with input demand, resulting in the formation of unwieldy stockpiles which can quickly become public health threats.

## **7.0 Management of Historic Waste Disposal Sites**

Council manages five closed landfills at Rangiora, Kaiapoi, Oxford, Mandeville, and Cust. The Waste Assessment also notes that on-farm waste burial is a practise that has been (and may still be) used in the region.

The Medical Officer of Health encourages Council to consider how hazards to public health from these sites, such as leachate contamination of groundwater, are identified, monitored and managed.

## **8.0 Waste Education and Minimisation Programmes**

The Medical Officer of Health commends Council on their ongoing commitment to communication and education initiatives in their effort to reduce waste. Education is an important part of empowering individuals and communities in making informed decisions and changing behaviours that in turn support policy. It is encouraging to see this collaborative approach has identified mana whenua as being significant to this process.



Section 8.2.3 Education and Engagement focusses on the options and proposals for

Council to deliver education to communities “where there is low participation in recycling and/or organic waste services, and/or high contamination”. The Medical Officer of Health encourages Council to consider why participation is low or contamination high and to engage with these communities to discover this. A lack of education may not necessarily be the most important barrier to their participation. The Medical Officer of Health supports bi-directional engagement with the public, with specific strategies developed for ensuring Māori, as well as other groups’ aspirations, priorities, and needs are understood and provided for.

## **9.0 Currency and Correctness of Waste Assessment**

There are some inconsistencies relating to the public health content which we suggest be corrected in the final version of the document:

- Section 7.9.2 Medical Waste refers to potential benefits of Council working with DHBs and other medical service providers. Please note that DHBs have been disestablished under the Pae Ora (Healthy Futures) Act 2022. The local health authority is now Te Whatu Ora Waitaha - Canterbury.
- Section 9.1 Statutory Obligations and Powers states: “The Public Health Bill is currently progressing through Parliament.” Please note that this Bill was discharged in 2015 without ever having become law. We suggest that the currency of all legislation referenced in the Waste Assessment is checked to ensure that legal obligations and powers are fully understood and addressed.

Thank you for the opportunity to comment on the Waimakariri District Council’s Draft Waste Assessment.

Yours sincerely,



Dr Cheryl Brunton  
Medical Officer of Health  
Te Mana Ora | National Public Health Service  
Waitaha | Canterbury

## A.2.0 Glossary of Terms

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Class 1-5 disposal facilities	Classification system for facilities where disposal to land takes place. The classification system is provided in 0 below for reference.
Cleanfill	A cleanfill (properly referred to as a Class 5 landfill) is any disposal facility that accepts only cleanfill material. This is defined as material that, when buried, will have no adverse environmental effect on people or the environment.
C&D Waste	Waste generated from the construction or demolition of a building including the preparation and/or clearance of the property or site. This excludes materials such as clay, soil and rock when those materials are associated with infrastructure such as road construction and maintenance, but includes building-related infrastructure.
Diverted Material	Anything that is no longer required for its original purpose and, but for commercial or other waste minimisation activities, would be disposed of or discarded.
Domestic Waste	Waste from domestic activity in households.
ETS	Emissions Trading Scheme
ICI	Industrial, Commercial, Institutional
Landfill	A type of disposal facility as defined in S.7 of the Waste Minimisation Act 2008, excluding incineration. Includes, by definition in the WMA, only those facilities that accept 'household waste'. Also referred to as a Class 1 landfill.
LGA	Local Government Act 2002
Managed Fill	A Class 3 disposal site requiring a resource consent to accept well-defined types of non-household waste, e.g. low-level contaminated soils or industrial by-products, such as sewage by-products.
MfE	Ministry for the Environment

MRF	Materials Recovery Facility
MSW	Municipal Solid Waste
NZ	New Zealand
NZWS	New Zealand Waste Strategy
PS	Product Stewardship programmes
Putrescible, garden, greenwaste	Plant based material and other bio-degradable material that can be recovered through composting, digestion or other similar processes.
RRP	Resource Recovery Park
RTS	Refuse Transfer Station
Service Delivery Review	As defined by s17A of the LGA 2002. Councils are required to review the cost-effectiveness of current arrangements for meeting the needs of communities within its district or region for good-quality local infrastructure, local public services, and performance of regulatory functions. A review under subsection (1) must consider options for the governance, funding, and delivery of infrastructure, services, and regulatory functions.
TA	Territorial Authority (a city or district council)
Waste	Means, according to the WMA: <ul style="list-style-type: none"> <li>a) Anything disposed of or discarded, and</li> <li>b) 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</li> <li>c) To avoid doubt, includes any component or element of diverted material, if the component or element is disposed of or discarded.</li> </ul>
WA	Waste Assessment as defined by s51 of the Waste Minimisation Act 2008. A Waste Assessment must be completed whenever a WMMP is reviewed
WMA	Waste Minimisation Act 2008

WMMP	A Waste Management and Minimisation Plan as defined by s43 of the Waste Minimisation Act 2008
WWTP	Wastewater treatment plant

## A.3.0 Classifications for Disposal to Land

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MfE have classified disposal and other waste facilities under two regulations, which enable the application of the disposal levy and the collection of data. Facilities had also previously been categorised according to the WasteMINZ 'Technical Guidelines for the Disposal of Waste to Land', and there are some slight variations between the two.

### A.3.1 Technical Guidelines Definitions

#### **Class 1 - Landfill**

A Class 1 landfill is a site that accepts municipal solid waste. A Class 1 landfill generally also accepts C&D waste, some industrial wastes and contaminated soils. Class 1 landfills often use managed fill and clean fill materials they accept, as daily cover.

Class 1 landfills require:

- a rigorous assessment of siting constraints, considering all factors, but with achieving a high level of containment as a key aim;
- engineered environmental protection by way of a liner and leachate collection system, and an appropriate cap, all with appropriate redundancy; and
- landfill gas management.

A rigorous monitoring and reporting regime is required, along with stringent operational controls. Monitoring of accepted waste materials is required, as is monitoring of sediment runoff, surface water and groundwater quality, leachate quality and quantity, and landfill gas.

Waste acceptance criteria (WAC) comprises:

- municipal solid waste; and
- for potentially hazardous leachable contaminants, maximum chemical contaminant leachability limits (TCLP) from Module 2 Hazardous Waste Guidelines – Class A4.

WAC for potentially hazardous wastes and treated hazardous wastes are based on leachability criteria to ensure that leachate does not differ from that expected from non-hazardous municipal solid waste.

For Class 1 landfills, leachability testing should be completed to provide assurance that waste materials meet the WAC.

#### **Class 2 Landfill**

A Class 2 landfill is a site that accepts non-putrescible wastes including C&D wastes, inert industrial wastes, managed fill material and clean fill material. C&D waste can contain biodegradable and leachable components which can result in the production of leachate – thereby necessitating an increased level of environmental protection. Although not as strong as Class 1 landfill leachate, Class 2 landfill leachate is typically characterised by mildly acidic pH, and the presence of ammoniacal nitrogen and soluble metals, including heavy metals. Similarly, industrial wastes from some activities may generate leachates with chemical characteristics that are not necessarily organic.

Class 2 landfills should be sited in areas of appropriate geology, hydrogeology and surface hydrology. A site environmental assessment is required, as are an engineered liner, a leachate collection system, and groundwater and surface water monitoring. Additional engineered features such as leachate treatment may also be required.

Depending on the types and proportions of C&D wastes accepted, Class 2 landfills may generate minor to significant volumes of landfill gas and/or hydrogen sulphide. The necessity for a landfill gas collection system should be assessed.

Operational controls are required, as are monitoring of accepted waste materials, monitoring of sediment runoff, surface water and groundwater quality, and monitoring of leachate quality and quantity.

Waste acceptance criteria comprises:

- a list of acceptable materials; and
- • maximum ancillary biodegradable materials (e.g. vegetation) to be no more than 5% by volume per load; and
- • maximum chemical contaminant leachability limits (TCLP) for potentially hazardous leachable contaminants.

### **Class 3 Landfill – Managed/Controlled Fill**

A Class 3 landfill accepts managed fill materials. These comprise predominantly clean fill materials, but may also include other inert materials and soils with chemical contaminants at concentrations greater than local natural background concentrations, but with specified maximum total concentrations.

Site ownership, location and transport distance are likely to be the predominant siting criteria. However, as contaminated materials (in accordance with specified limits) may be accepted, an environmental site assessment is required in respect of geology, stability, surface hydrology and topography.

Monitoring of accepted material is required, as are operational controls, and monitoring of sediment runoff and groundwater.

Waste acceptance criteria comprises:

- a list of acceptable solid materials; and
- maximum incidental or attached biodegradable materials (e.g. vegetation) to be no more than 2% by volume per load; and

- maximum chemical contaminant limits.

A Class 3 landfill does not include any form of engineered containment. Due to the nature of material received it has the potential to receive wastes that are above soil background levels. The WAC criteria for a Class 3 landfill are therefore the main means of controlling potential adverse effects.

For Class 3 landfills, total analyte concentrations should be determined to provide assurance that waste materials meet the WAC.

#### **Class 4 Landfill – Controlled Fill**

A Class 4 landfill accepts controlled fill materials. These comprise predominantly clean fill materials, but may also include other inert materials and soils with chemical contaminants at concentrations greater than local natural background concentrations, but with specified maximum total concentrations.

Site ownership, location and transport distance are likely to be the predominant siting criteria. However, as contaminated materials (in accordance with specified limits) may be accepted, an environmental site assessment is required in respect of geology, stability, surface hydrology and topography.

Monitoring of accepted material is required, as are operational controls, and monitoring of sediment runoff and groundwater.

Waste acceptance criteria comprises:

- a list of acceptable solid materials; and
- maximum incidental or attached biodegradable materials (e.g. vegetation) to be no more than 2% by volume per load; and
- maximum chemical contaminant limits.

A Class 4 landfill does not include any form of engineered containment. Due to the nature of material received it has the potential to receive wastes that are above soil background levels. The WAC criteria for a Class 4 landfill are therefore the main means of controlling potential adverse effects.

#### **Class 5 Fill – Cleanfill**

A Class 5 fill accepts only clean fill material. The principal control on contaminant discharges to the environment from Class 5 fills is the waste acceptance criteria.

Stringent siting requirements to protect groundwater and surface water receptors are not required. Practical and commercial considerations such as site ownership, location and transport distance are likely to be the predominant siting criteria, rather than technical criteria.

Clean filling can generally take place on the existing natural or altered land without engineered environmental protection or the development of significant site infrastructure. However, surface water controls may be required to manage sediment runoff.

Extensive characterisation of local geology and hydrogeology is not usually required.

Monitoring of both accepted material and sediment runoff is required, along with operational controls.

Waste acceptance criteria:

- virgin excavated natural materials (VENM), including soil, clay, gravel and rock; and
- maximum incidental inert manufactured materials (e.g. concrete, brick, tiles) to be no more than 5% by volume per load; and
- maximum incidental or attached biodegradable materials (e.g. vegetation) to be no more than 2% by volume per load; and
- maximum chemical contaminant limits are local natural background soil concentrations.

Materials disposed to a Class 5 fill should pose no significant immediate or future risk to human health or the environment.

The WAC for a Class 5 fill should render the site suitable for unencumbered potential future land use, i.e. future residential development or agricultural land use.

The WAC for a Class 5 fill are based on the local background concentrations for inorganic elements, and provide for trace concentrations of a limited range of organic compounds.

Note: The Guidelines should be referred to directly for the full criteria and definitions.

### A.3.2 Ministry for the Environment Classifications

The Ministry for the Environment have recently extended the payment of the landfill levy to a wider range of disposal facilities, and have also required reporting of data from 'cleanfills' and transfer stations. This has entailed two regulations – the first to extend the levy to other facilities<sup>36</sup> and the second to require data reporting from 'cleanfills' and transfer stations<sup>37</sup>.

These regulations establish definitions for a range of disposal and other waste facilities beyond the Class 1 landfills that were captured by the landfill levy when it was first introduced.

These are summarised in the table below:

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<sup>36</sup> <https://www.legislation.govt.nz/regulation/public/2021/0068/latest/LMS474556.html>

<sup>37</sup> <https://www.legislation.govt.nz/regulation/public/2021/0069/latest/whole.html>



Disposal facility class	Description	Types of waste not accepted	Examples of types of waste accepted
<b>1 Municipal Disposal Facility</b>	<p>A facility, including a landfill:</p> <ul style="list-style-type: none"> <li>• where waste is disposed of</li> <li>• that operates, at least in part, as a business to dispose of waste</li> <li>• accepts waste that is or includes any one or more of the following: <ul style="list-style-type: none"> <li>household waste</li> <li>waste from commercial or industrial sources</li> <li>waste from institutional sources (eg, hospitals, educational facilities and aged-care facilities)</li> <li>green waste (eg, degradable plant materials such as tree branches, leaves, grass, and other vegetation matter)</li> <li>waste that is not accepted at other disposal facilities in the WMA.</li> </ul> </li> </ul> <p>It is not a:</p> <ul style="list-style-type: none"> <li>• class 2: construction and demolition disposal facility</li> <li>• class 3 and 4 managed or controlled fill disposal facility</li> <li>• an industrial monofill facility</li> <li>• a cleanfill facility.</li> </ul>		<p>Types of waste may include (but not limited to):</p> <ul style="list-style-type: none"> <li>• mixed municipal waste from residential, commercial and industrial sources</li> <li>• construction and demolition waste</li> <li>• contaminated soils</li> <li>• rocks, gravel, sand, clay</li> <li>• sludges</li> <li>• slurries</li> <li>• putrescible waste</li> <li>• green waste</li> <li>• biosolids</li> <li>• clinical waste</li> <li>• treated hazardous waste</li> <li>• incidental hazardous waste.</li> </ul>
<b>2 C&amp;D Disposal</b>	<p>Accepts waste from construction and demolition activity It is not a:</p> <ul style="list-style-type: none"> <li>• class 3 and 4 managed or controlled fill disposal facility</li> <li>• an industrial monofil facility</li> <li>• a cleanfill facility.</li> </ul>	<p>Does not accept any of the following for disposal:</p> <ul style="list-style-type: none"> <li>• household waste</li> <li>• waste from commercial or industrial sources</li> <li>• waste from institutional sources (eg, hospitals, educational facilities, and aged-care facilities)</li> <li>• waste generated from a single industrial</li> </ul>	<p>Mixed construction and demolition waste including:</p> <ul style="list-style-type: none"> <li>• rubble, plasterboard, treated and untreated timber</li> <li>• wood products, including softboard, hardboard, particle board, plywood, MDF, customwood, shingles, sawdust</li> </ul>

		<p>process (eg, steel or aluminium-making, or pulp and paper-making) carried out in one or more locations</p> <ul style="list-style-type: none"> <li>• Is not a class 3 and 4 managed or controlled fill facility</li> </ul>	<ul style="list-style-type: none"> <li>• concrete, including reinforced or crushed concrete blocks</li> <li>• clay products including pipes, tiles</li> <li>• asphalt (all types), and roading materials, including road sub-base</li> <li>• plasterboard and Gibraltar board</li> <li>• masonry, including bricks, pavers</li> <li>• metal, or products containing metals, including corrugated iron, steel, steel-coated tiles, wire, wire rope, wire netting, aluminium fittings</li> <li>• plastic products, including plastic bags, pipes, guttering, building wrap</li> <li>• insulation products</li> <li>• laminate products, including Formica</li> <li>• flooring products, including carpet and underlay, vinyl/linoleum, cork tiles</li> <li>• paper and cardboard products, including wallpaper, lining paper, building paper</li> <li>• site clearance and excavation materials including soils, clays, rocks, gravel, tree stumps</li> </ul>
<p><b>3/4 Managed or Controlled Fill Disposal</b></p>	<p>Accepts any one of the following for disposal:</p> <ul style="list-style-type: none"> <li>• inert waste material from construction and demolition activities</li> </ul>	<p>Does not accept:</p> <ul style="list-style-type: none"> <li>• household waste</li> <li>• waste from commercial or industrial sources</li> </ul>	<p>Types of waste may include (but not limited to):</p> <ul style="list-style-type: none"> <li>• lightly contaminated soil below applicable consent limits and inert</li> </ul>

	<ul style="list-style-type: none"> <li>inert waste material from earthworks or site remediation</li> </ul>	<ul style="list-style-type: none"> <li>waste from institutional sources (eg, hospitals, educational facilities, and aged-care facilities)</li> <li>waste generated from a single industrial process (eg, steel or aluminium-making, or pulp and paper-making) carried out in one or more locations</li> <li>waste material from construction and demolition activity (except for inert waste material).</li> </ul>	<p>construction and demolition materials, including:</p> <ul style="list-style-type: none"> <li>site facilities clearance and excavation materials including soils, clays, rocks, gravel, tree stumps</li> <li>masonry, including bricks and pavers</li> <li>clay products, including pipes, tiles</li> <li>concrete, including crushed concrete and blocks (for reinforced concrete, exposed reinforcing must be removed)</li> <li>asphalt (bitumen-based only)</li> <li>road sub-base.</li> </ul>
<b>5 Cleanfill</b>	A facility that accepts only virgin excavated natural material (such as clay, soil, or rock) for disposal	Any materials other than virgin excavated natural materials (VENM)	VENM such as clay, soil and rock
<b>Industrial monofill</b>	<p>A facility that accepts for disposal waste that:</p> <ul style="list-style-type: none"> <li>discharges or could discharge contaminants or emissions</li> <li>is generated from a single industrial process (eg, steel or aluminium-making, or pulp and paper-making) carried out in one or more locations.</li> </ul>	<ul style="list-style-type: none"> <li>household waste</li> <li>waste from commercial or institutional sources (eg, hospitals, educational facilities, and aged-care facilities)</li> <li>waste not generated by a single industrial process.</li> </ul>	<p>Waste generated by industrial processes such as:</p> <ul style="list-style-type: none"> <li>steel-making</li> <li>aluminium-making</li> <li>pulp and paper</li> <li>oil exploration and extraction</li> </ul>
<b>Transfer station</b>	<p>A facility:</p> <ul style="list-style-type: none"> <li>that contains a designated receiving area where waste is received; and</li> <li>from which waste or any material derived from that waste is transferred to a final disposal site transferred elsewhere for further processing that does not itself provide</li> </ul>	N/A (no disposal of waste occurs)	N/A

	long-term storage for waste or material derived from that waste.		
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## A.4.0 National Legislative and Policy Context

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### A.4.1 The New Zealand Waste Strategy 2023

The New Zealand Waste Strategy 2023 provides the Government's strategic direction for waste management and minimisation in New Zealand. This strategy was released in 2023 and replaced the 2010 Waste Strategy.

The strategy aims to provide direction to central and local government, businesses (including the waste industry), and communities on where to focus their efforts to manage waste. It will be supported by an action and investment plan (AIP) which will be developed in consultation with local authorities, the waste management sector, and others; and will set out priority actions required over the next five years. The 2023 strategy has a focus on achieving a more 'circular economy' for waste and sets out a multi-decade pathway towards this.

Under section 44 of the Waste Management Act 2008, in preparing their waste management and minimisation plan (WMMP) councils must have regard to the New Zealand Waste Strategy, or any government policy on waste management and minimisation that replaces the strategy. Guidance on how councils may achieve this is provided in section 4.4.3.

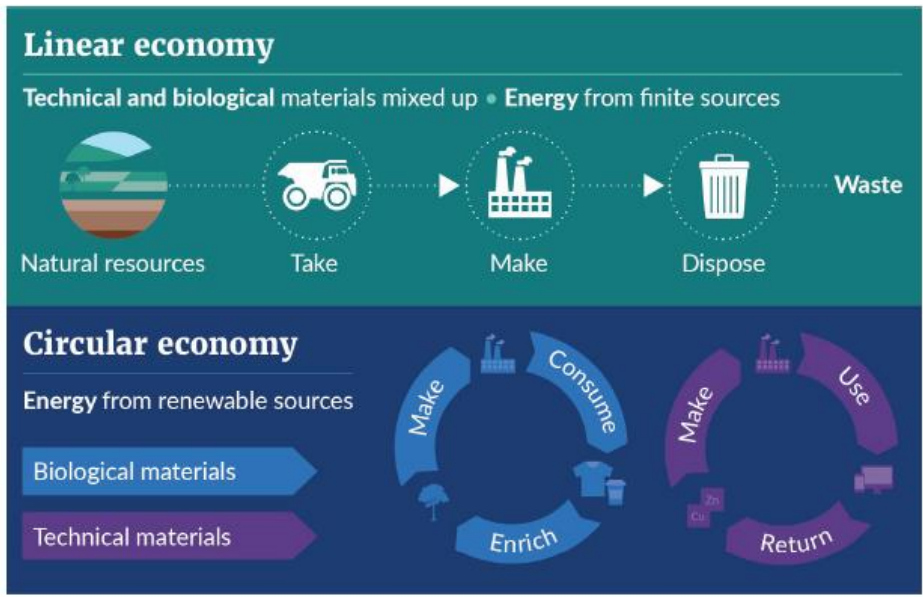
A copy of the current New Zealand Waste Strategy is available on the Ministry's website. Sections of the new strategy are discussed here in more detail.

#### A.4.1.1 Circular Economy principles

The strategy includes some background on circular economy, including some summary figures that compare a linear economy to a circular economy, and a revised waste hierarchy. It also emphasises the role of te ao Māori in considering waste approaches.

The figures mentioned above are shown here (with permission from MfE):

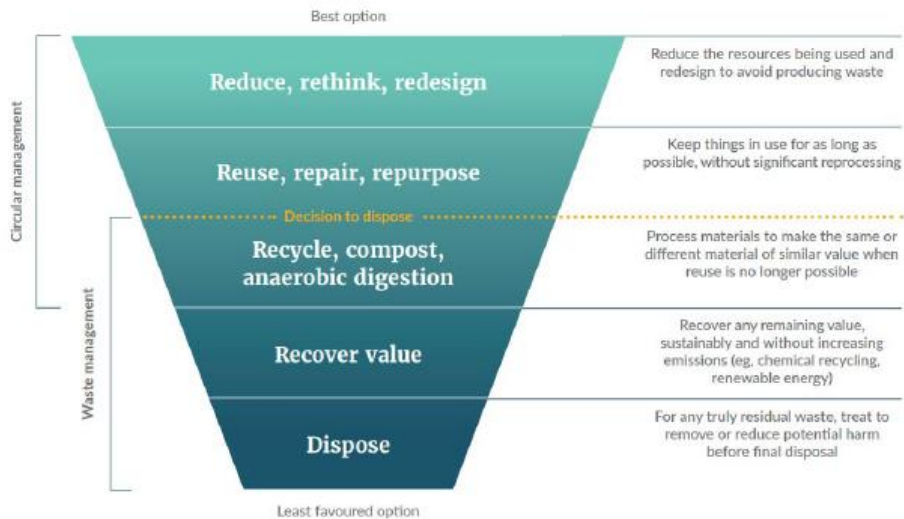
**Figure 14: Characteristics of Linear and Circular Economies**



Source: Te rautaki para | Waste Strategy (page 14), Ministry for the Environment 2023

The waste hierarchy is still a core principle guiding waste management and minimisation in New Zealand, but has been refined to more closely support and align with a circular economy approach.

**Figure 15: Revised Waste Hierarchy**



Source: Te rautaki para | Waste Strategy (page 14), Ministry for the Environment 2023

The strategy highlights several key facts that demonstrate New Zealand’s relatively poor performance in waste management and minimisation:

- emissions from waste produce 9% of New Zealand’s biogenic methane emissions, and 4% of our total greenhouse gas emissions, with organic waste decomposing in landfills contributing 94% of these emissions;
- on average, nearly 700 kg of waste per capita goes to municipal landfills<sup>38</sup> annually – compared to the OECD average of 538 kg; and trends are for this to increase;
- domestic recovery infrastructure is limited, and exporting challenging due to our relative geographic isolation and distance from markets;
- lack of data relating to waste practices, significantly non-municipal landfills and diverted materials; and
- historical management has been poor, with numerous legacy disposal sites around the country causing local environmental harm.

#### A.4.1.2 The Strategy

The direction of the strategy is important in many, very practical, ways; it provides a clear vision through to 2050, principles that support this vision, a phased approach with three clear stages, and targets to measure progress and encourage ambitious action.

Three key strategic issues are core to the strategy – domestic resource recovery and recycling, the role of waste to energy, and net zero emissions by 2050.

The vision is:

*“By 2050, Aotearoa New Zealand is a low-emissions, low-waste society, built upon a circular economy.*

*We cherish our inseparable connection with the natural environment and look after the planet’s finite resources with care and responsibility.”*

Six guiding principles are included.

#### A.4.1.3 A staged process

While the strategy has a view out to 2050, the work required to get there has been divided into three high level work stages:

1. 2022 – 30: embedding circular thinking into systems
2. 2030 – 40: expanding to make circular normal
3. 2040 – 50: Helping others do the same

Each stage has a number of goals, some of which are more relevant to TAs than others – Phase 1 is shown in the table below and has been addressed in the options list.

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<sup>38</sup> ‘municipal landfill’, ‘municipal solid waste landfill’ ‘sanitary landfill’ and ‘Class 1 landfill’ are all terms that essentially refer to the same type of facility.

Phase 1 Goals – By 2030, our enabling systems are working well and behaviour is changing	
<b><i>The building blocks are in place to enable change</i></b>	
Strategic planning, regulatory, investment and engagement systems are in place and operating to drive and support change	<p>TAs have a role in strategic planning at a local level (through WMMPs), which will both inform and be informed by the AIP.</p> <p>TAs also have a role, albeit limited compared to the national role, to contribute through local bylaws and any local funding pools that are available.</p> <p>TAs carry out local engagement and can support national campaigns.</p>
We have a comprehensive national network of facilities supporting the collection and circular management of products and materials	TAs will be well placed to understand what this means at a local level, and be able to drive and coordinate the development of a network approach.
We all take responsibility for how we produce, manage, and dispose of things, and are accountable for our actions and their consequences	This is likely to be aimed mainly at personal responsibility – although TAs can encourage this attitude locally.
<b>Specific Priorities:</b>	<ul style="list-style-type: none"> <li>• Support the creation of national planning, regulatory and investment systems.</li> <li>• Consider how the timing and interactions of central government and local government waste planning could best be integrated, and communicate to MfE.</li> <li>• Consider how to use waste levy funding to support the overall strategic framework of funding and investment, given the AIP context, direction and priorities – collaborate with other councils and with central government to a greater extent.</li> <li>• Support the development of simple ways for central and local government to collaborate and work in partnership.</li> </ul>



	<ul style="list-style-type: none"> <li>• Work with central government, the waste sector, and others to develop a shared view of what a ‘comprehensive national network of facilities’ looks like.</li> <li>• Align overall direction and approach with this.</li> <li>• The network needs to have nationwide coverage and include a range of products and materials, and focus on circular management options where possible.</li> <li>• Prioritise reducing greenhouse gas emissions.</li> <li>• Ensure planning and consenting teams require new builds to have appropriate space for waste management, there is space for community facilities, and feed in to regional plans to ensure they provide for a ‘coherent network’.</li> <li>• Identify and work with community partners to extend services into hard-to-reach areas.</li> <li>• Promote waste minimisation using long-term, evidence-based behaviour change programmes.</li> <li>• Provide timely, accurate and clear information when creating additional obligations through bylaws or introducing new services.</li> </ul>
<b><i>More activity is circular and we produce less waste</i></b>	
<p>We use fewer products and materials, and using (sic) them for longer, by making them more durable, and repairing, reusing, sharing and repurposing them</p>	<p>As above, TAs have a detailed understanding of what is required to enable repair, reuse, sharing and repurposing at the local level.</p>
<p>Resource recovery systems are operating effectively for core materials and across all regions</p>	<p>TAs will have a key role in developing and maintaining resource recovery systems at the local level. Regional and cross-regional collaboration will be needed to ensure these form part of a cohesive network.</p>
<p>We look for ways to recover any remaining value from residual waste, sustainably and without increasing emissions, before final disposal</p>	<p>TAs will need to consider any potential role for energy-from-waste technologies at the local and/or regional level – particularly those that operate landfills.</p>

<p><b>Specific Priorities</b></p>	<ul style="list-style-type: none"> <li>• Support repair initiatives by, for example, making space in resource recovery centres or other community facilities.</li> <li>• Think about how to cater for future reuse systems when developing infrastructure to support collection and processing of products and materials.</li> <li>• Take responsibility for kerbside collection of household recycling and general waste.</li> <li>• Find solutions to provide services to small towns and rural areas.</li> <li>• Implement kerbside standardisation locally.</li> <li>• Recover value from ‘truly residual waste’ without harming the environment.</li> <li>• Consider the purpose, feedstock, processing and potential energy production of any ‘waste to energy’ methodology.</li> </ul>
<p><b><i>Emissions and other environmental indicators are improving</i></b></p>	
<p>Emissions from waste are reducing in line with our domestic and international commitments</p>	<p>TAs will need to model and monitor emissions from their local activities.</p>
<p>Contaminated land is sustainably managed and remediated, to reduce waste and emissions and enhance the environment</p>	<p>TAs are responsible for the management of their closed landfills.</p>
<p><b>Specific Priorities</b></p>	<ul style="list-style-type: none"> <li>• Maximise the amount of organic waste being recycled into beneficial uses (composting and anaerobic digestion are options).</li> <li>• Implement standardised kerbside collections locally for organic wastes (with support and education).</li> <li>• Fund and invest in infrastructure to collect, process, manage and recycle organic waste (food, garden and C&amp;D organics).</li> <li>• Landfill gas capture at Class 1 facilities by the end of 2026 or cease accepting organic waste.</li> <li>• Potentially implement landfill organics ban by 2030 at all Class 1 facilities.</li> <li>• Address the management of ‘vulnerable landfills’ if any are identified that are council’s responsibility that are not already included in a closed landfill management plan.</li> </ul>

#### A.4.1.4 Targets

The strategy includes targets; although it is acknowledged that there currently isn't enough (or reliable enough) data to set an accurate baseline or monitor these fully.

TAs should consider these, however, when setting targets in their WMMPs as it would make sense for these metrics to be reflected in local target setting and monitoring. This will also provide more support to the process of monitoring these targets at a national level.

#### A.4.1.5 Strategic Planning Cycle

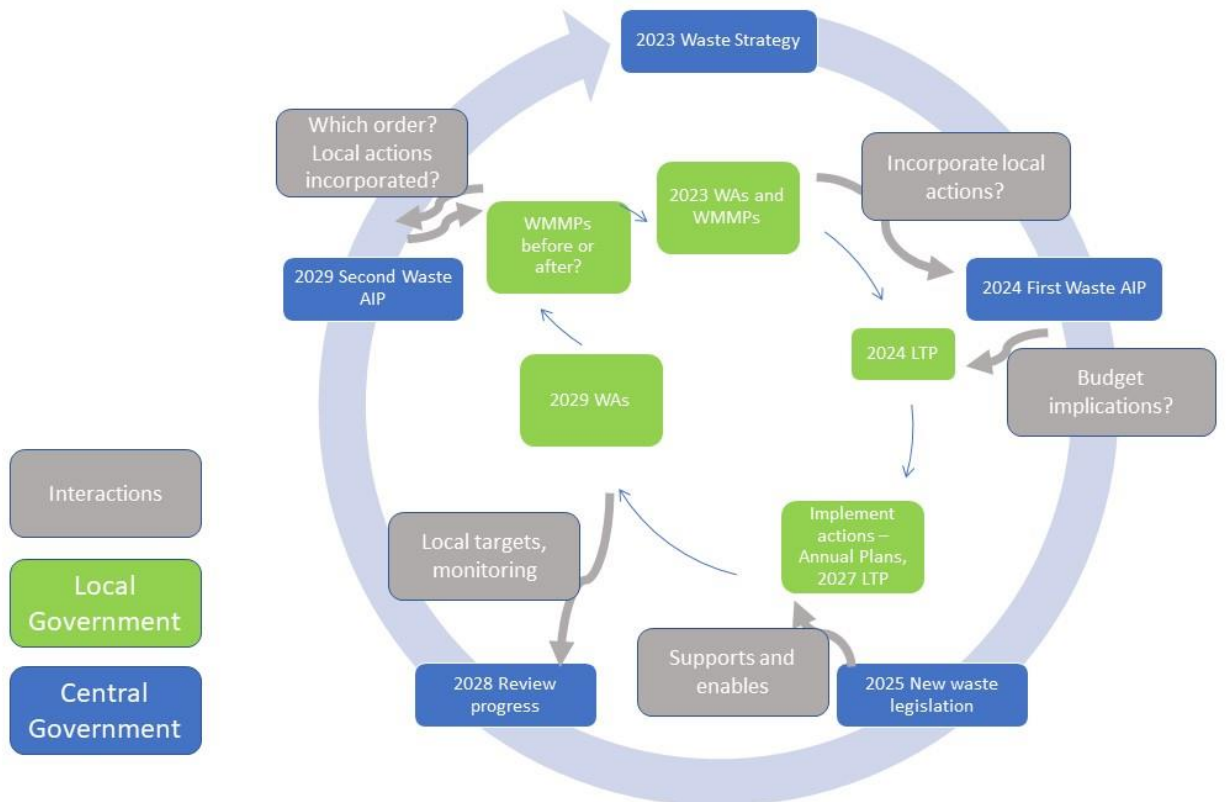
Many TAs are currently in the process of completing a Waste Assessment with a view to reviewing their WMMPs (if necessary) during the second half of 2023 so actions can be budgeted and included in 2024 LTPs. The current proposal is for the first of the MfE AIP to be out in 2024, and then a five year cycle to occur from there – so the second AIP will be due in 2029. This doesn't fit neatly with the local government planning cycle, particularly for Council which is completing a Waste Assessment during 2023 (and therefore would need to repeat this process no later than 2029).

It is not yet clear the extent to which local planning (through WMMPs) will be used to build, and be incorporated in, the AIPs. It is also not clear what the impact would be if the AIP included actions or investments that would require implementation at a local level, as is likely – and therefore may need to be included in WMMPs. Significant amendments to WMMPs do, of course, require that the full special consultative process is completed again.

The question then arises as to how TAs handle the situation where they are required, through regulation or through implementation of national AIPs and to take advantage of specific focuses for funding opportunities, to implement actions that their local communities have not had the opportunity to comment on fully through consultation.

The figure below attempts to align and show the interactions between the central and local government waste planning cycles.

**Figure 16: Central and Local Government Waste Planning**



#### A.4.1.6 Summary

The direction of the New Zealand Waste Strategy, the supporting goals, and the proposed targets all have clear implications for the future direction of waste disposal facilities in this country.

- The overall direction of the Waste Strategy is towards a circular economy, which is not supported by a landfill disposal-based linear system;
- there are specific actions relating to reducing a wide range of waste streams, and specifically and particularly organic waste – in concert with work to reduce emissions. This could extend to a ban on organic waste going to landfill; and
- the targets focus on reducing waste generation and waste disposal by 2030 – by quite significant proportions.

The overall tone of the strategic direction is not in support of continued or extended disposal of waste; and particularly not organic wastes.

## A.4.2 Waste Minimisation Act 2008

The purpose of the Waste Minimisation Act 2008 (WMA) is to encourage waste minimisation and a decrease in waste disposal to protect the environment from harm and obtain environmental, economic, social and cultural benefits.

The WMA introduced tools, including:

- waste management and minimisation plan obligations for territorial authorities
- a waste disposal levy to fund waste minimisation initiatives at local and central government levels
- product stewardship provisions.

Part 4 of the WMA is dedicated to the responsibilities of a council, in that it “must promote effective and efficient waste management and minimisation within its district” (section 42).

To meet this requirement, councils are required to develop and adopt a WMMP. The development of a WMMP in the WMA is a requirement modified from Part 31 of the Local Government Act 1974, but with even greater emphasis on waste minimisation.

To support the implementation of a WMMP, section 56 of the WMA also provides councils the ability to:

- develop bylaws
- regulate the deposit, collection and transportation of wastes
- prescribe charges for waste facilities
- control access to waste facilities
- prohibit the removal of waste intended for recycling.

A number of specific clauses in Part 4 relate to the WMMP process. It is essential that those involved in developing a WMMP read and are familiar with the WMA and Part 4 in particular.

The Waste Minimisation Act 2008 (WMA) provides a regulatory framework for waste minimisation that had previously been based on largely voluntary initiatives and the involvement of territorial authorities under previous legislation, including Local Government Act 1974, Local Government Amendment Act (No 4) 1996, and Local Government Act 2002. The purpose of the WMA is to encourage a reduction in the amount of waste disposed of in New Zealand.

In summary, the WMA:

- Clarifies the roles and responsibilities of territorial authorities with respect to waste minimisation e.g. updating Waste Management and Minimisation Plans (WMMPs) and collecting/administering levy funding for waste minimisation projects.

- Requires that a Territorial Authority promote effective and efficient waste management and minimisation within its district (Section 42).
- Requires that when preparing a WMMP a Territorial Authority must consider the following methods of waste management and minimisation in the following order of importance:
  - Reduction
  - Reuse
  - Recycling
  - Recovery
  - Treatment
  - Disposal
  - Put a levy on all waste disposed of in a landfill.
  - Allows for mandatory and accredited voluntary product stewardship schemes.
  - Allows for regulations to be made making it mandatory for certain groups (for example, landfill operators) to report on waste to improve information on waste minimisation.
  - Establishes the Waste Advisory Board to give independent advice to the Minister for the Environment on waste minimisation issues.

Various other aspects of the Waste Minimisation Act are discussed in more detail below.

### A.4.3 Waste Levy

The waste levy originally came into effect from 1<sup>st</sup> July 2009, adding \$10 per tonne to the cost of landfill disposal at sites which accept household solid waste (essentially Class 1 disposal facilities). The levy has two purposes, which are set out in the Act:

- to raise revenue for promoting and achieving waste minimisation
- to increase the cost of waste disposal to recognise that disposal imposes costs on the environment, society and the economy.

This levy is collected and managed by the Ministry for the Environment (MfE) who distribute half of the revenue collected to territorial authorities (TA) on a population basis to be spent on promoting or achieving waste minimisation as set out in their WMMPs. The other half is retained by the MfE and managed by them as a central contestable fund for waste minimisation initiatives (the Waste Minimisation Fund).

In April 2021, the government introduced regulation to expand the scope of the levy from Class 1 landfills to also include classes 2-4.<sup>39</sup>

The table below shows the timetable and rates for the new levy regime:

**Table 23: Levy Rates by Fill Type and Year**

LANDFILL CLASS	1-Jul-21	1-Jul-22	1-Jul-23	1-Jul-24
<b>Municipal landfill (class 1)</b>	\$20	\$30	\$50	\$60
<b>Construction and demolition fill (class 2)</b>		\$20	\$20	\$30
<b>Managed fill (class 3)</b>			\$10	\$10
<b>Controlled fill (class 4)</b>			\$10	\$10

<https://www.mfe.govt.nz/waste/waste-and-government>

As the landfill levy is expanded and raised, there will be an impact on the quantity of material going to the different destinations; however, the extent to which this occurs, and for which materials, depends on a number of other factors.

One impact that has been noted in some areas of New Zealand, for example, is operators choosing to close rather than add the landfill levy to their gate fee, and undertake the administrative task of monitoring waste quantities to the extent required by the online waste levy system (OWLS). Some of these facilities don't have weighbridges in place and instead base their charges on volume estimates. To report to the OWLS, these facilities then need to translate volumes to weights, and it is on this basis that their landfill levy obligations are calculated. Therefore, any variances in conversion rates between volume and weight could result in an over- or under-calculation of the required landfill levy at the gate.

#### A.4.4 Product Stewardship

Under the Waste Minimisation Act 2008, if the Minister for the Environment declares a product to be a priority product, a product stewardship scheme must be developed and accredited to ensure effective reduction, reuse, recycling or recovery of the product and to manage any environmental harm arising from the product when it becomes waste.<sup>40</sup>

<sup>39</sup> <https://www.legislation.govt.nz/regulation/public/2021/0069/latest/whole.html>

<sup>40</sup> Waste Management Act 2008 2(8)

The following voluntary product stewardship schemes have been accredited by the Minister for the Environment:<sup>41</sup>

- Agrecovery rural recycling programme
- Envirocon product stewardship
- Fonterra Milk for Schools Recycling Programme
- Fuji Xerox Zero Landfill Scheme
- Holcim Geocycle Used Oil Recovery Programme (no longer operating)
- Interface ReEntry Programme
- Kimberly Clark NZ's Envirocomp Product Stewardship Scheme for Sanitary Hygiene Products
- Plasback
- Public Place Recycling Scheme
- Recovering of Oil Saves the Environment (R.O.S.E. NZ)
- Refrigerant recovery scheme
- RE:MOBILE
- Resene PaintWise
- The Glass Packaging Forum

Further details on each of the above schemes are available on:

<http://www.mfe.govt.nz/waste/product-stewardship/accredited-voluntary-schemes>

The first six priority products were named under the WMA in 2020 (shown below) and subsequently single-use packaging has been added. The first seven priority products named are:

1. Plastic packaging
2. Tyres
3. Electrical and electronic products (e-waste including large batteries)
4. Agrichemicals and their containers
5. Refrigerants
6. Farm plastics
7. Single-use plastic packaging

MfE has taken a 'co-design' approach, which involves industry developing and operating product stewardship schemes with central government oversight. Progress on the schemes, and parties involved, are summarised below.

Priority product	Progress made	Lead agency/ies
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<sup>41</sup> <http://www.mfe.govt.nz/waste/product-stewardship/accredited-voluntary-schemes>



<b>Tyres</b>	<p>Consultation on proposed regulations late 2021</p> <p>Scheme accredited October 2022</p> <p>Regulation in effect from late 2023</p>	<a href="#">Tyrewise</a>
<b>Large batteries</b>	<p>Consultation on proposed regulations late 2021</p> <p>Accreditation expected late 2023</p> <p>Regulation in effect from 2024</p>	<a href="#">Battery Industry Group</a>
<b>Refrigerants (and other synthetic greenhouse gases)</b>	<p>Consultation on regulations in late 2022</p> <p>Scheme accreditation mid 2023</p> <p>Regulation in effect from 2024</p>	<a href="#">Synthetic Refrigerant Stewardship group</a>
<b>Farm plastics, agrichemicals and containers (farm waste)</b>	<p>Consultation on regulations planned late 2023</p>	<a href="#">The Agrecovery Foundation</a>
<b>Electrical and electronic products (e-waste)</b>	<p>Scheme design in 2023</p> <p>Consultation on regulations in 2024</p>	<a href="#">TechCollect</a>
<b>Plastic packaging</b>	<p>Co-design underway</p>	<a href="#">Packaging Forum</a> and <a href="#">Food &amp; Grocery Council</a>

#### A.4.5 Waste Minimisation Fund

The Waste Minimisation Fund has been set up by the Ministry for the Environment to help fund waste minimisation projects and to improve New Zealand's waste minimisation performance through:

- Investment in infrastructure;
- Investment in waste minimisation systems; and
- Increasing educational and promotional capacity.

Criteria for the Waste Minimisation Fund have been published:

1. Only waste minimisation projects are eligible for funding. Projects must promote or achieve waste minimisation. Waste minimisation covers the reduction of waste and the

reuse, recycling and recovery of waste and diverted material. The scope of the fund includes educational projects that promote waste minimisation activity.

2. Projects must result in new waste minimisation activity, either by implementing new initiatives or a significant expansion in the scope or coverage of existing activities.
3. Funding is not for the ongoing financial support of existing activities, nor is it for the running costs of the existing activities of organisations, individuals, councils or firms.
4. Projects should be for a discrete timeframe of up to three years, after which the project objectives will have been achieved and, where appropriate, the initiative will become self-funding.
5. Funding can be for operational or capital expenditure required to undertake a project.
6. For projects where alternative, more suitable, Government funding streams are available (such as the Sustainable Management Fund, the Contaminated Sites Remediation Fund, or research funding from the Foundation for Research, Science and Technology), applicants should apply to these funding sources before applying to the Waste Minimisation Fund.
7. The applicant must be a legal entity.
8. The fund will not cover the entire cost of the project. Applicants will need part funding from other sources.
9. The minimum grant for feasibility studies will be \$10,000.00. The minimum grant for other projects will be \$50,000.00.

Application assessment criteria have also been published by the Ministry.

The current funding round opened in October 2022 and will consider applications as they are received, and will agree to fund successful applications until funds are exhausted.

#### **A.4.6 Local Government Act 2002**

The Local Government Act 2002 (LGA) provides the general framework and powers under which New Zealand's democratically elected and accountable local authorities operate.

The LGA contains various provisions that may apply to councils when preparing their WMMPs, including consultation and bylaw provisions. For example, Part 6 of the LGA refers to planning and decision-making requirements to promote accountability between local authorities and their communities, and a long-term focus for the decisions and activities of the local authority. This part includes requirements for information to be included in the long-term plan (LTP), including summary information about the WMMP.

More information on the LGA can be found at [ww.dia.govt.nz/better-local-government](http://ww.dia.govt.nz/better-local-government).

#### A.4.6.1 Section 17A Review

Local authorities are now under an obligation to review the cost-effectiveness of current arrangements for meeting community needs for good quality infrastructure, local public services and local regulation. Where a review is undertaken local authorities must consider options for the governance, funding and delivery of infrastructure, local public services and local regulation that include, but are not limited to:

- a) in-house delivery
- b) delivery by a CCO, whether wholly owned by the local authority, or a CCO where the local authority is a part owner
- c) another local authority
- d) another person or agency (for example central government, a private sector organisation or a community group).

Local authorities had three years from 8 August 2014 to complete the first review of each service i.e. they must have completed a first review of all their services by 7 August 2017 (unless something happened to trigger a review before then).

Other than completion by the above deadline, there are two statutory triggers for a section 17A review:

- The first occurs when a local authority is considering a significant change to a level of service;
- The second occurs where a contract or other binding agreement is within two years of expiration.

Once conducted, a section 17A review has a statutory life of up to six years. Each service must be reviewed at least once every six years unless one of the other events that trigger a review comes into effect.

While the WMMP process is wider in scope – considering all waste service provision in the local authority area – and generally taking a longer term, more strategic approach, there is substantial crossover between the section 17A requirements and those of the WMMP process, in particular in relation to local authority service provision. The S17A review may however take a deeper approach go into more detail in consideration of how services are to be delivered, looking particularly at financial aspects to a level that are not required under the WMMP process.

Because of the level of crossover however it makes sense to undertake the S17A review and the WMMP process in an iterative manner. The WMMP process should set the strategic direction and gather detailed information that can inform both processes. Conversely the consideration of options under the s17A process can inform the content of the WMMP – in particular what is contained in the action plans.

## A.4.7 Resource Management Act 1991

The Resource Management Act 1991 (RMA) promotes sustainable management of natural and physical resources. Although it does not specifically define 'waste', the RMA addresses waste management and minimisation activity through controls on the environmental effects of waste management and minimisation activities and facilities through national, regional 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, regional councils are responsible for controlling the discharge of contaminants into or on to land, air or water. These responsibilities are addressed through regional planning and discharge consent requirements. Other regional 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
- the allocation and use of water.

Under section 31 of the RMA, council 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, noncomplying and prohibited activities, and their controls, are specified in 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 are currently two enacted NESs that directly influence the management of waste in New Zealand:

- 1) The Resource Management (National Environmental Standards for Air Quality) Regulations 2004; 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 fuel for generating electricity. Unless exemption criteria are met, the NES for Air Quality also prohibits the lighting of fires and burning of wastes at landfills, the burning of tyres, bitumen burning for road maintenance, burning coated wire or oil, and operating high-temperature hazardous waste incinerators. These prohibitions aim to protect air quality.
- 2) The Resource Management (National Environmental Standards for Storing Tyres Outdoors) Regulations 2021; this NES provides nationally consistent rules for the responsible storage of tyres.

The implementation of the National Policy Statement for Freshwater Management<sup>42</sup> may reduce the application rates of some organic wastes to land, which is currently a low cost management option for wastes such as effluent. This may increase the quantities of these organic materials that will be available for processing, which would then impact on the types of materials requiring processing, the technologies best suited to these material mixes, and the markets for the end product.

The RMA is currently subject to extensive reform, which will entail repealing the RMA and replacing it with three separate pieces of legislation:

- 1) National and Built Environments Act;
- 2) Spatial Planning Act; and
- 3) Climate Adaptation Act.

It is likely that this reform process will be completed before the end of 2023.

#### A.4.8 New Zealand Emissions Trading Scheme

The Climate Change Response Act 2002 and associated regulations is currently the Government's principal response to manage climate change. A key mechanism for this is the New Zealand Emissions Trading Scheme (NZ ETS). The NZ ETS puts a price on greenhouse gas emissions, providing an incentive for people to reduce emissions and plant forests to absorb carbon dioxide.

Certain sectors are required to acquire and surrender emission units to account for their direct greenhouse gas emissions or the emissions associated with their products. Landfills that are subject to the waste disposal levy are required to surrender emission units to cover methane emissions generated from landfill. These disposal facilities are required to report the tonnages landfilled annually to calculate emissions (this is separately to the tonnages required to be reported for the landfill levy, through the OWLS).

The NZ ETS was introduced in 2010 and, from 2013, landfills have been required to surrender 'New Zealand emissions units' or NZUs for each tonne of CO<sub>2</sub> (equivalent) that they produce. Until around 2017, however, the impact of the NZETS on disposal prices was limited. There were a number of reasons for this:

- The global price of carbon crashed during the GFC in 2007-8 and was slow to recover in the following years. Prior to the crash it was trading at around \$20 per tonne. The price had been as low as \$2, although in June 2015, the Government moved to no longer accept international units in NZETS and the NZU price

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<sup>42</sup> <https://environment.govt.nz/publications/national-policy-statement-for-freshwater-management-2020/>

increased markedly. NZUs<sup>43</sup> currently change hands for between \$70 and \$85, with prices at \$74.40 at the time of writing<sup>44</sup>.

- The transitional provisions of the Climate Change Response Act, which were extended in 2013 but have now been reviewed, meant that landfills only had to surrender half the number of units they would be required to otherwise. These transitional provisions were removed in January 2017, effectively and immediately doubling the price per tonne impact of the ETS.
- Landfills are allowed to apply for 'a methane capture and destruction unique emissions factor (UEF)'. This means that if landfills have a gas collection system in place and flare or otherwise use the gas (and turn it from methane, CH<sub>4</sub> into carbon dioxide, CO<sub>2</sub>) they can reduce their liabilities in proportion to how much gas they capture. Up to 90% capture and destruction is allowed to be claimed under the regulations, with large facilities applying for UEF's at the upper end of the range.

Taken together (a low price of carbon, only two-for-one surrender required, and methane destruction of 80-90%) the actual cost of compliance with the NZETS had been small for most landfills – particularly those that were able to claim high rates of gas capture. Disposal facilities typically imposed charges (in the order of \$5 per tonne) to their customers, but these charges mostly reflected the costs of scheme administration, compliance, and hedging against risk rather than the actual cost of carbon.

The way the scheme has been structured has also resulted in some inconsistencies in the way it is applied – for example class 2-5 landfills and closed landfills do not have any liabilities under the scheme. Further, the default waste composition (rather than a SWAP) can be used to calculate the theoretical gas production, which means landfill owners have an incentive to import biodegradable waste, which then increases gas production which can then be captured and offset against ETS liabilities.

Recently, however the scheme has had a greater impact on the cost of landfilling, and this is expected to continue in the medium term. Many small landfills which do not capture and destroy methane are now beginning to pay a more substantial cost of compliance. The ability of landfills with high rates of gas capture and destruction to buffer the impact of the ETS will mean a widening cost advantage for them relative to those without such ability. This appears to be putting further pressure on small (predominantly Council-owned) facilities and will drive further tonnage towards the large regional facilities (predominantly privately owned).

For example, with a price of carbon at \$75 per tonne, the liability for a landfill without gas capture will be \$68.25 (based on a DEF of 0.91 tonnes of CO<sub>2e</sub> per tonne of waste), whereas for a landfill claiming 90% gas capture (the maximum allowed under the scheme), the liability will be only \$6.83. This type of price differential will mean it will

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<sup>43</sup> NZUs are carbon credits that are officially accepted to offset liabilities under the NZETS

<sup>44</sup> According to carbon prices on [www.carbonforestservices.co.nz](http://www.carbonforestservices.co.nz) and <https://www.carbonmatch.co.nz/>

become increasingly cost competitive to transport waste larger distances to the large regional landfills.

More information is available at [www.climatechange.govt.nz/emissions-trading-scheme](http://www.climatechange.govt.nz/emissions-trading-scheme).

#### A.4.9 Litter Act 1979

Under the Litter Act<sup>45</sup> it is an offence for any person or body corporate to deposit or leave litter:

- in or on any public place; or
- in or on any private land without the consent of its occupier.

The Act enables Council to appoint Litter Officers with powers to enforce the provisions of the legislation.

The legislative definition of the term "litter" is wide and includes 'refuse, rubbish, animal remains, glass, metal, garbage, debris, dirt, filth, rubble, ballast, stones, earth, waste matter or other thing of a like nature'.

Any person who commits an offence under the Act is liable to:

- An instant fine of \$400 imposed by the issue of an infringement notice; or a fine not exceeding \$5,000 in the case of an individual or \$20,000 for a body corporate upon conviction in a District Court.
- A term of imprisonment where the litter is of a nature that it may endanger, cause physical injury, disease or infection to any person coming into contact with it.

Under the Litter Act 1979 it is an offence for any person to deposit litter of any kind in a public place, or onto private land without the approval of the owner.

The Litter Act is enforced by territorial authorities, who have the responsibility to monitor litter dumping, act on complaints, and deal with those responsible for litter dumping. Councils reserve the right to prosecute offenders via fines and infringement notices administered by a litter control warden or officer. The maximum fines for littering are \$5,000 for a person and \$20,000 for a corporation.

Council powers under the Litter Act could be used to address illegal dumping issues that may be included in the scope of a council's waste management and minimisation plan.

The Litter Act will be reviewed alongside the Waste Minimisation Act and the current proposal appears to suggest merging the two Acts into one.

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<sup>45</sup> <https://www.legislation.govt.nz/act/public/1979/0041/latest/DLM33082.html>

### A.4.10 Health Act 1956

The Health Act 1956 places obligations on TAs 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, section 25). Where the Ministry of Health considers that a local authority is not taking the necessary action to meet these obligations and protect public health, it can require a local authority to do so.

It specifically identifies certain waste management practices as nuisances (S 29) and offensive trades (Third Schedule) and section 23 directs every local authority to improve, promote, and protect public health by inspecting its district regularly to identify any nuisance or condition likely to be offensive or harm human health. If any issues are noted, the local authority should take steps to rectify the situation. Improperly managed waste would be considered a nuisance. Section 34 enables councils to abate nuisances without notice and recover costs.

Section 54 places restrictions on carrying out an offensive trade and requires that the local authority and medical officer of health must give written consent and can impose conditions on the operation. The local authority's responsibilities under section 54 only applies where resource consent has not been granted under the RMA (i.e., no need to give written consent twice). Local authorities should seek to coordinate with their local public health unit where offensive trades are being established, such as refuse collection and other waste treatment practices.

The Health Act enables TAs to raise loans for certain sanitary works and/or to receive government grants and subsidies, where available.<sup>46</sup> It also means that where TAs incur costs in meeting their responsibilities to abate nuisances by (for example) removing refuse that is likely to harm public health, the TA can seek payment of these costs.

Health Act provisions to remove refuse by local authorities have been repealed.

### A.4.11 Hazardous Substances and New Organisms Act 1996 (HSNO Act)

The HSNO Act addresses the management of substances (including their disposal) that pose a significant risk to the environment and/or human health. 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.

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

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<sup>46</sup> From: MfE 2009: Waste Management and Minimisation Planning, Guidance for Territorial Authorities.



facilities. Hazardous substances commonly managed by TAs include used oil, household chemicals, 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 regional council or TA may set more stringent controls relating to the use of land for storing, using, disposing of, or transporting hazardous substances.<sup>47</sup>

### A.4.12 Health and Safety at Work Act 2015<sup>48</sup>

The new Health and Safety at Work Act, passed in September 2015 replaces the Health and Safety in Employment Act 1992. The bulk of the Act came into force from 4 April 2016.

The Health and Safety at Work Act introduces the concept of a Person Conducting a Business or Undertaking, known as a PCBU. The Council will have a role to play as a PCBU for waste services and facilities.

The primary duty of care requires all PCBUs to ensure, so far as is reasonably practicable:

- 1) the health and safety of workers employed or engaged or caused to be employed or engaged, by the PCBU or those workers who are influenced or directed by the PCBU (for example workers and contractors).
- 2) that the health and safety of other people is not put at risk from work carried out as part of the conduct of the business or undertaking (for example visitors and customers).

The PCBU's specific obligations, so far as is reasonably practicable:

- providing and maintaining a work environment, plant and systems of work that are without risks to health and safety.
- ensuring the safe use, handling and storage of plant, structures and substances
- providing adequate facilities at work for the welfare of workers, including ensuring access to those facilities.
- providing information, training, instruction or supervision necessary to protect workers and others from risks to their health and safety.
- monitoring the health of workers and the conditions at the workplace for the purpose of preventing illness or injury.

A key feature of the new legislation is that cost should no longer be a major consideration in determining the safest course of action that must be taken.

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<sup>47</sup> From: MfE 2009: Waste Management and Minimisation Planning, Guidance for Territorial Authorities.

<sup>48</sup> <http://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html#DLM6564701>

WorkSafe NZ is New Zealand's workplace health and safety regulator. WorkSafe NZ will provide further guidance on the new Act after it is passed.

### **A.4.13 Other legislation**

Other legislation that relates to waste management and/or reduction of harm, or improved resource efficiency from waste products includes:

- Biosecurity Act 1993
- Radiation Protection Act 1965
- Ozone Layer Protection Act 1996
- Agricultural Chemicals and Veterinary Medicines Act 1997.

For full text copies of the legislation listed above see [www.legislation.govt.nz](http://www.legislation.govt.nz).

### **A.4.14 International commitments**

New Zealand is party to international agreements that have an influence on the requirements of our domestic legislation for waste minimisation and disposal. Some key agreements are the:

- Montreal Protocol
- Basel Convention
- Stockholm Convention
- Waigani Convention
- Minamata Convention.

More information on these international agreements can be found on the Ministry's website at [www.mfe.govt.nz/more/international-environmental-agreements](http://www.mfe.govt.nz/more/international-environmental-agreements).

## A.5.0 A Circular Resource Recovery Network

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Historically, our economic system has operated primarily on the basis of linear processes. This system involves extraction, processing, manufacturing, consumption and disposal (end-of-life). This system is not sustainable as it involves systematically using up non-renewable raw materials (such as minerals and fossil fuels) and degrading the natural environment, which is necessary to support life, through unsustainable agricultural and extractive activities (such as logging of native forests), and the creation of waste and pollution.

To address this, a paradigm shift is needed. This requires a change in how the economic system produces, assembles, sells, and uses products to minimise waste and maximise the value of materials in use. The circular economy is a model that enables resources to be kept in use for as long as possible, extract maximum value from them, and then recover and regenerate materials at end-of-life.

Within the context of enabling a circular economy, it is proposed to re-organise how the recovery of materials in the economy occurs by establish a **'circular resource network'**.

The key organising principle behind the concept of a circular resource network is that the resource recovery system should be consciously designed to facilitate the circular flow of materials through the economy, by 'completing the circle'. To date, the 'reverse logistics' aspect of the economy that is responsible for collecting widely dispersed and mixed materials has been a poor relation to the 'logistics' part of the economy that is responsible for the dispersion.

The following subsections expand on what a circular resource network concept that is designed for the circular economy could entail. The circular resource network concept borrows from and builds on the existing concept of a resource recovery network (RRN).

### A.5.1 Conventional Resource Recovery Network (RRN)

The concept of a RRN is a longstanding one with various examples including Auckland Council working to develop a network of community run facilities in partnership with the Zero Waste Network<sup>49</sup>, the development of a Māori and Pasifika Eco Park, in South Auckland<sup>50</sup>, and Selwyn District Council recently announcing their resource recovery park concept<sup>51</sup>.

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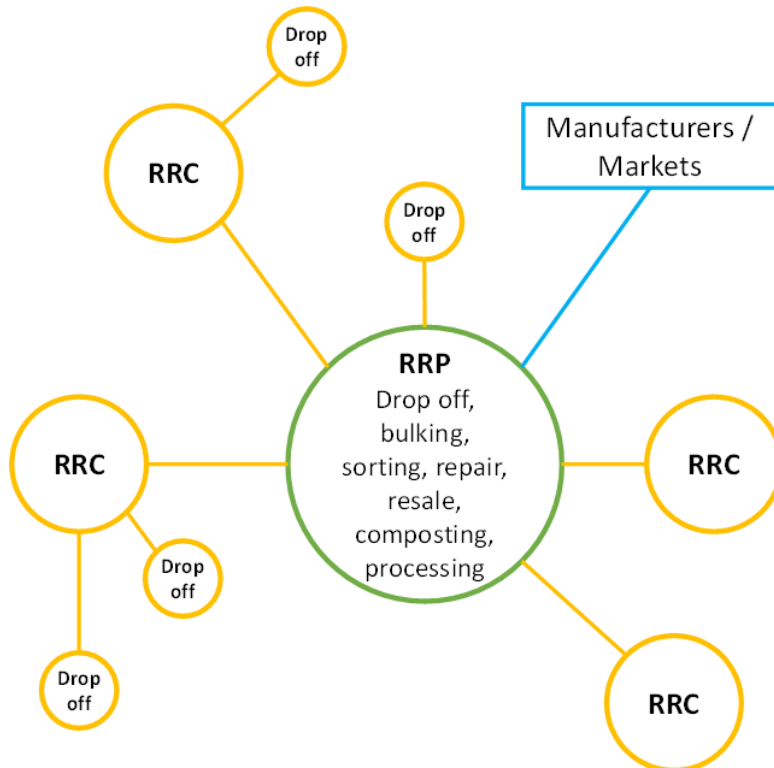
<sup>49</sup> <https://www.makethemostofwaste.co.nz/resource-recovery-network/>

<sup>50</sup> <https://www.stuff.co.nz/business/126810349/the-1-billion-plan-to-lift-mori-and-pasifika-prosperity-in-aucklands-south-and-west>

<sup>51</sup> <https://www.selwyn.govt.nz/services/rubbish,-recycling-And-organics/recovery-park/reconnect-project>

These examples (which have different approaches) can be expanded into a nationwide state of the art network of resource recovery parks (RRPs) which consist of linked (sub) regional hubs, with smaller satellite facilities (resource recovery centres or RRCs) feeding recovered materials into the hub for processing and sale. These potentially can be further supplemented by local drop off sites that feed the satellite facilities. This concept is illustrated in the figure below.

**Figure 17: Network of Resource Recovery Centres Linked to Resource Recovery Parks**



The functions that are performed by the RRP consolidate a range of resource recovery functions into a single site. The intent is both to provide a 'one stop shop', but also to take advantage of economies of scale and sharing of infrastructure, services, and overheads, and optimising transport of materials to reduce costs. Furthermore, by co-locating functions there can arise the possibility of synergies between the different functions. For example, reclaimed timber and building materials can provide materials for a 'Community Shed' type operation<sup>52</sup>, or items salvaged from the waste stream can be sold at low cost to the public. The proposed form of a resource recovery network is

<sup>52</sup> <https://menzshed.org.nz/about-us/what-is-a-shed/>

to have a series of sites with physically co-located functions, and for these to be operated by or overseen by a single entity.

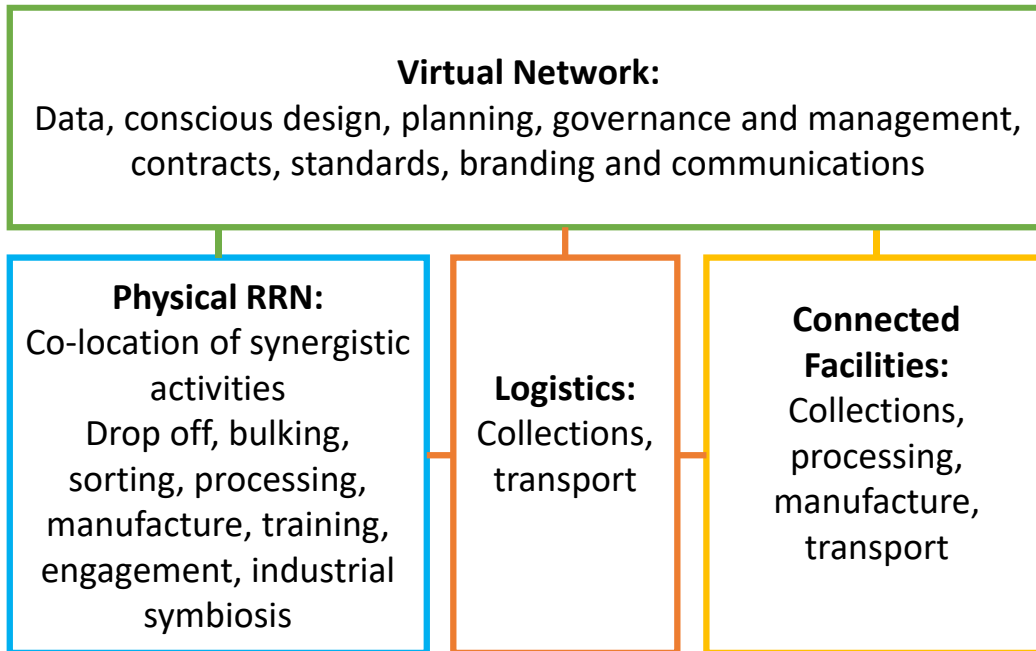
## **A.5.2 Expanding the Resource Recovery Network**

While the conventional concept of a resource recovery network has much to recommend it, in our view there is potential to evolve it further to create the core functionality needed to enable the circular economy.

It is proposed to evolve the concept of physical co-location of synergistic activities to encompass a virtual and holistic network of sites, some co-located (where this provides efficiency gains, and is practical), but also including other sites that may be physically stand-alone sites, but which are connected to the circular resource network. The method of connection would be through supplying and receiving material, utilising network transport arrangements, operating to agreed performance standards, utilising standardised signage and specifications, providing and receiving data, and being linked through virtual directories.

A physical network of sites and logistic can be replicated virtually in an information management system. A nation-wide virtual circular resource network could, eventually, track and/or manage the flow or materials through the entire resource recovery sector in Aotearoa, and enable the optimisation of infrastructure, logistics, and services. Underpinning the virtual network is a physical network of sites and facilities that operate to agreed standards (akin to the traditional RRN concept), supplemented by standalone sites that are connected to the network. Connecting the physical network and standalone sites is a highly efficient, flexible, and low-carbon logistics network. The high-level structure of the network is illustrated in the figure below:

**Figure 18: Circular Recovery Aotearoa High-Level Structure**



#### A.5.2.1 Spatial Representation

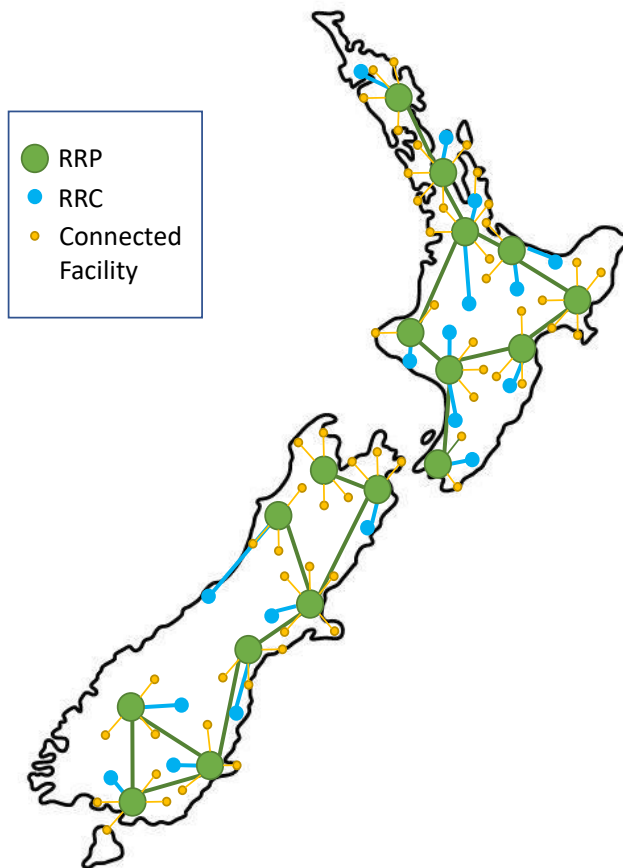
Figure 19 below shows a high-level visual representation of a national resource recovery network.

The large green dots represent regional RRs that consolidate and process material at a regional level. Depending on the material stream, materials could also be transported between the regional hubs (for example glass being consolidated in Christchurch for shipping to Auckland for manufacture). Regional hubs could also specialise in processing certain materials and swap materials accordingly.

The mid-sized blue dots represent local RRs that accept a full range of materials and send to the regional RRs for bulking (or to 'connected facilities' for local processing). Not shown are smaller drop-off sites.

The small yellow dots represent the potentially hundreds of facilities that are not co-located at an RR or RR but are linked and operate to the standards of the network. These facilities could accept materials from the RR or RR for processing, or supply materials to these sites.

**Figure 19: Concept Map of Circular Resource Network**

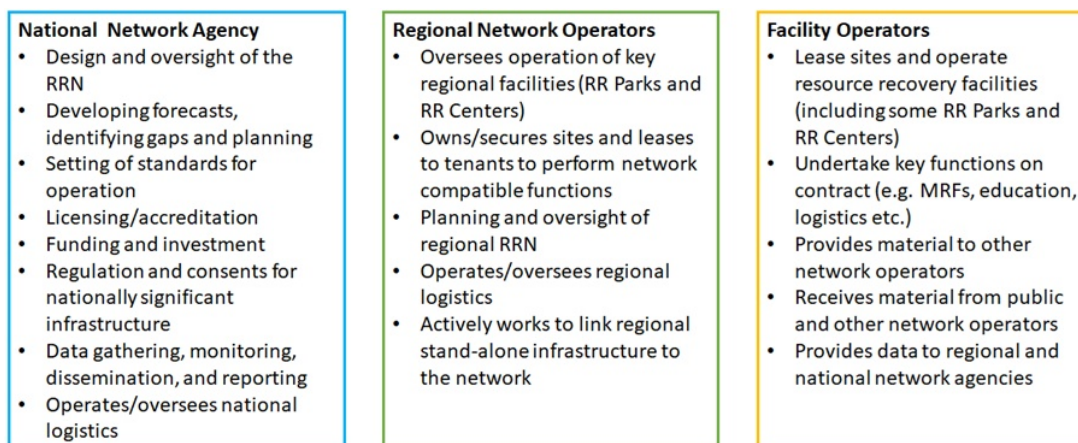


#### A.5.2.2 Virtual Network

The core of the concept is that the reverse logistics system is actively planned and optimised to 'close the circle' and enable a circular economy. This requires planning, analysis, and data gathering and analysis functions, alongside the active ongoing management of material flows. This is what is covered by the 'virtual network' element.

The roles of the key organisations involved in the circular resource network are shown in the figure below:

**Figure 20: Key Agents and Roles in the Resource Recovery Network**



A digital model could be developed of the key material flows within the resource recovery sector (ideally this would ultimately encompass a mass balance of materials through the economy, although this is likely to be more difficult to achieve and therefore a more long-term aspiration).

By digitally mapping material flows nationally, across both core facilities and connected facilities, potential gaps and issues could be quickly identified and planning undertaken to ensure the system remains optimised and is resilient and adaptive in the face of change.

The digital model would include current material flows and allow for projections and modelling of new facilities, changes to material types and quantities, logistics etc. This would enable the potential impact of new facilities and options to be investigated before implementation.

The core of the circular resource network is the establishment of a set of standards of operation that all facilities that form part of the circular resource network operate to. These standards would apply to both operations co-located at an RRP or RRC, as well as connected facilities. In this regard what is proposed is similar to a franchise model: as well as designing the overall system the government (or its agents) set the basis by which the circular resource network would function.

### A.5.2.3 Physical RRN – Structure

The ‘Physical RRN’ is the aspect of the system that is most recognisable interface of the network. A national network could be made up of regional nodes (circular resource networks) that are linked but that can operate as independent regional entities.<sup>53</sup> This

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<sup>53</sup> For the purposes of this exercise, it should be assumed that ‘regional’ broadly corresponds to current regional council and unitary council boundaries.



would enable planning with a national perspective (as noted above) but empower the governance and management at a regional level to enable agile response to regional and local requirements. It should be noted, however, that there could be a number of different models.

The role at a regional level is primarily:

- Site ownership, management, development, and leasing.
- Operating region-wide logistics to consolidate materials from RRCs and Connected Facilities at the regional RRP for bulking, sorting, processing and bulk transport or local manufacture.
- Overseeing and applying the operating standards for the network.
- Advocating for the development of the network and working with operators and stakeholders to facilitate its continued development.
- Promotion and communication with users.

Regional networks would operate to national standards that include the following (as noted above):

- Branding and communications.
- Core materials accepted and material acceptance criteria.
- Output material quality standards and contamination levels (referencing existing market specifications or official standards where appropriate).
- Customer service levels.
- Appropriate employment conditions.
- Standard contracts and agreements for supply of services, provision or sale of materials, leases etc.
- Access to and participation in online marketplaces for recovered materials generated by network participants.

The regional network operators in turn would be responsible for applying and enforcing these standards for local and connected facilities.

#### **A.5.2.4 RRP – Regional Hubs**

The heart of a regional network consists of one or two large RRPs, where a range of key functions are co-located. The purpose of the RRP is to provide a ‘hub’ for the efficient regional consolidation of a wide range of materials collected at the RRC and Connected Facilities, as well as those that may be collected at the RRP itself.

The core of the concept is to have regional consolidation of materials and provide a hub for the regional network. In addition, these sites could provide a ‘flagship’ centre with a full range of services for drop-off and community engagement etc.

The RRP all can have different mixes of facilities depending on local requirements. The logistics and flagship public facing operations could be co-located or at different sites depending on local situations.

Typical facilities may include:

- Material recovery facilities for sorting of collected comingled materials.
- Anaerobic digestion facilities to process putrescible wastes and generate biogas that is used to fuel the regional logistics collection fleet.
- Logistics sorting centre for managing the inputs and outputs of a range of facilities.
- Construction and demolition waste sorting facility.
- Wash plants and fleet management facilities for reusable containers.
- Regional consolidation and logistics for a range of product stewardship schemes such as:
  - E-waste dismantling and processing operations.
  - Used large battery (EV and stationary storage) assessment and consolidation centres.
  - Farm plastics and agrichemical containers.
  - Tyres.
  - Mattresses.
- Education centre.
- Reuse stores/mall.
- Food rescue.
- Manufacturing businesses utilising recovered materials. In some instances, these businesses are co-located to utilise others' discarded materials and surplus process heat, with ongoing work to develop industrial symbiosis models.
- Research on material reuse/recovery.
- Drop off facilities for a full range of materials.

#### A.5.2.5 Local RR Centres

While the RRP are the hub of the regional networks, the RRC form the primary nodes where the majority of material is dropped off and consolidated locally. Many RRCs will start off as local transfer station sites that are upgraded and re-purposed to have a predominant focus on resource recovery. The RRCs are the local centre for community activity, with many run by community enterprises or iwi, and serve to engage, educate and empower the local communities to not only recover materials but extract and apply the value of those materials for community benefit.

There are a range of different services and facilities at each site, but a set of core facilities could include the following:

- Drop off facilities for a standard range of materials (nominally as follows):
  - Cardboard
  - Metals
  - Paper
  - Glass
  - Plastics 1,2,5
  - Shrink-wrap
  - Garden waste
  - DIY construction and demolition waste
- Dropoff/consolidation sites for current and future product stewardship schemes, for example:
  - Reusable containers
  - Single use containers
  - E-waste and batteries
  - Farm plastics and chemical containers
  - Tyres
  - Mattresses
  - Textiles
  - Paint and household chemicals
- Reuse drop off, refurbishment and resale (furniture, household items, furnishings and clothing, toys, books, tools).

Optional services and facilities could include:

- Café
- Construction and bulky materials sales yard
- Education, training
- Workshops/refurbishment
- Food rescue
- Cooking oil – biodiesel/soap manufacture
- Reusable nappies
- Mattress recycling
- Business incubator space

### A.5.2.6 Logistics

A core feature of the concept is the establishment of an efficient logistics network that is able to consolidate and transport materials as efficiently as possible, including utilising

back-loading, bulk transport, and using flexible methodologies to facilitate bulk transport of smaller volume materials (for example, modular bins transported on side loaders).

Vehicles utilised by the network could take advantage of low-carbon and waste-based technologies to minimise the carbon footprint of materials managed by the network.

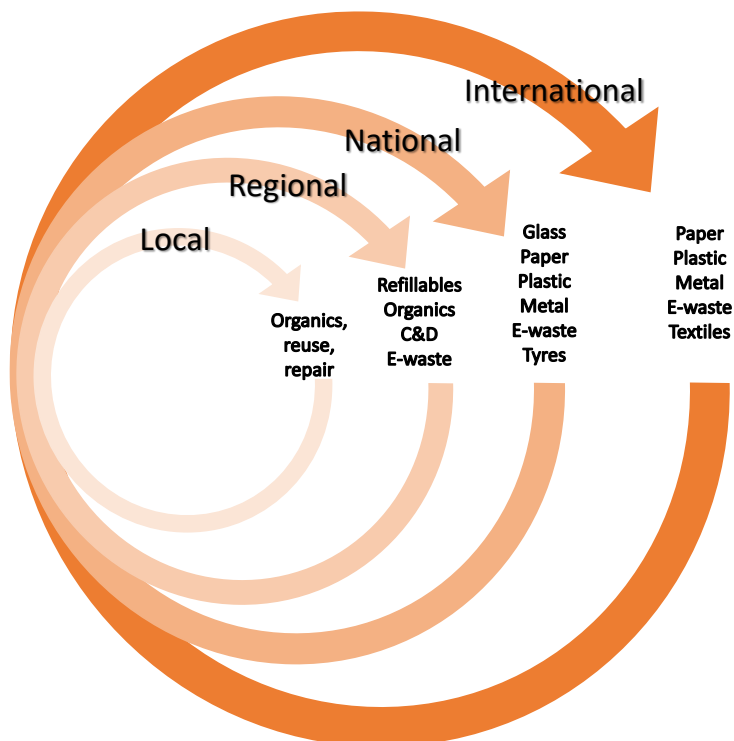
For example:

- Vehicles could be powered by gas/energy generated from anaerobic digestion of organic waste.
- Battery electric vehicles could utilise second-life batteries or charging infrastructure built using second life batteries.
- Bulk transport using rail (ideally electrified).

Materials are dealt with in the most appropriate manner through the network with some materials managed locally or regionally, and other materials utilising the logistics capabilities of the network to be delivered to national end uses at low cost.

The figure below illustrates how certain materials are likely to be managed locally, regionally, nationally, or internationally.

**Figure 21: Geographical Circulation of Material Types**



In the above indicative representation, organics (such as garden waste), reusables, and repairable items are likely to be utilised in local communities; refillables, organics that require more capital intensive processes (such as food waste or sludges), construction and demolition waste, and e-waste dismantling are likely to be undertaken on a regional level; processing and manufacture of products from glass, paper, plastic, metal, e-waste,

and tyres are likely to be processed at national or sub-national scale facilities. Finally, there will be a range of materials that are sold into international commodity markets. These are likely to include paper, plastics, metals, e-waste, and textiles.

The above is intended purely for the purposes of illustration – as markets, material types, and processing technologies evolve these circles of re-integration into the economy are likely to change. The key point is that the network will involve a redistribution of different products and materials to different points and designing this redistribution to be as efficient and effective as possible will be critical to the functioning of the circular economy.

### Local Logistics

A key part of the concept is to facilitate the ability to capture the widest possible range of materials by taking advantage of economies of scale to capture economic quantities. This can be achieved through a standardised modular approach to material separation and collection. An example of this is the system deployed in Upper Austria, which utilised 1 cubic metre stackable bins that can be moved using forklifts and transported on curtainsider trucks (see below).

**Figure 22: Standardised Bins Being Loaded onto Curtainsider Truck**



The system collects 80 different types of separated material. The possible downside of it taking time to gather economic quantities of less common material types is minimised as

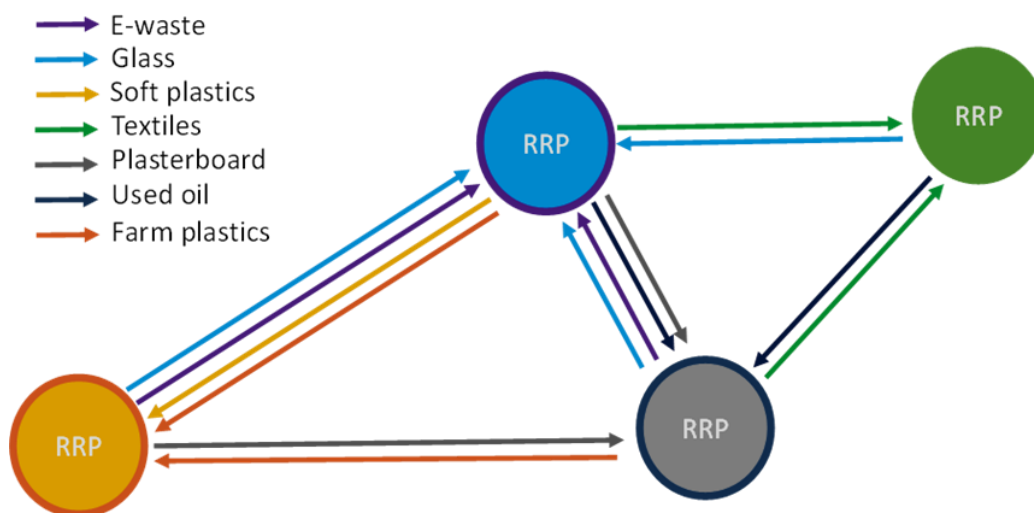
economic quantities can be achieved across the whole region, and the systems components are low cost and have proven efficiency.

The use of the same bins the same types of materials and common signage provides standardisation across the network, despite a wide range of operators being responsible for the individual resource recovery sites.

### Inter-Regional Logistics

There is also potential to optimise the flows of materials between regional/sub regional hubs. For example, each regional hub could specialise in processing of one or more material types, with flows of materials then able to be balanced between sites, optimising logistics through backloading, as well as creating economies of scale. A hypothetical illustration is provided in the figure below.

**Figure 23: Inter-Regional Logistics Model**

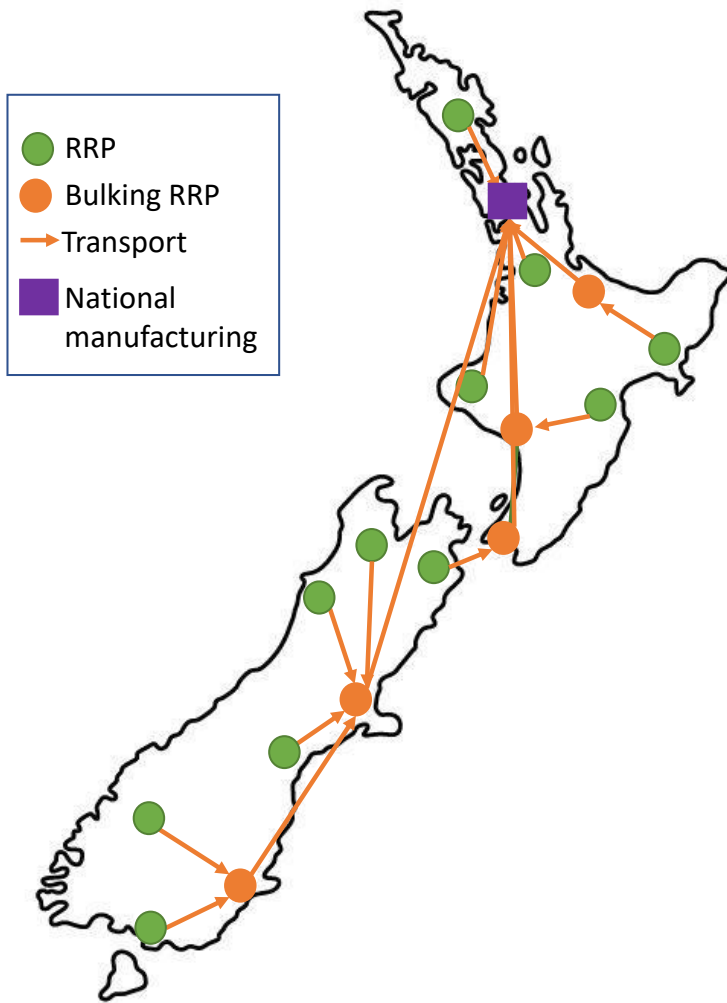


In the above hypothetical illustration, the blue RRP processes e-waste and glass from other proximate RRP, while sending other materials such as soft plastics, farm plastics, textiles, plasterboard and used oil to other proximate RRP. This is repeated across the RRP, so that the quantities and movements of material are approximately balanced. The location of specialised processing and balancing of logistics would be part of the design and planning role of the national level 'virtual network'.

### National Logistics

In addition to the local and inter-regional flows of materials, a range of materials handled by the network would need to go to national scale processing/manufacturing facilities (e.g. glass, paper, plastics). Logistics across the network could be optimised to take advantage of bulk transport through strategic bulking points, and there is even the possibility of constructing new national scale facilities in locations to balance national materials flows. The figure below illustrates how materials could be consolidated through regional networks to key bulking points for long-haul transport.

Figure 24: National Logistics Illustration



### A.5.2.7 The Role of Local/Regional Government

Local government has historically had a major role in waste management planning and service delivery, and this is likely and desirable to continue. Local government own a significant proportion of the existing transfer station sites, and well as processing infrastructure sites and are familiar with local circumstances. Many councils are already in the process of developing resource recovery parks or local networks.

These existing and planned sites could form a starting point for the physical circular resource network. It would primarily be a matter of collaborating to establish consistency and linkages across the existing and planned sites as well as promoting the development of new sites by local government.

In addition, there may be a vital role for regional entities. One of the key issues identified in the stocktake work was a lack of appropriate delivery structures for regional level infrastructure. Some facilities require a regional level approach to achieve appropriate economies of scale (for example processing of food waste, MRFs, regional bulking for key materials such as glass etc.).

The proposed circular resource network concept is centred around a regional approach, with one or two regional scale RRs that form the core hubs for collecting and consolidating material from the RRC sites, and undertaking processing and, potentially, manufacture. Key aspects of the roles for regional and local government could include:

- Service operation/contracting
- Local and regional expertise and coordination
- Local infrastructure investment and operation
- Identification and provision of appropriate sites
- Local consents monitoring, and enforcement
- Gathering and analysis of data

### A.5.2.8 The Role of Iwi

Iwi also have an important role to play in the co-development of the circular resource network. The concept of resource recovery is aligned with the te ao Māori principle of kaitiakitanga, and the Para Kore programme is already in place in 476 marae across the country<sup>54</sup>.

In addition to performing a similar role to the private and community sectors in service delivery, iwi have a role as kaitiaki of the land and people, and where resources are available, iwi can contribute financial investment and sites to the network and provide

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<sup>54</sup> <https://www.parakore.maori.nz/our-story/>



leadership in the development of the network. Key aspects of the roles for iwi could include:

- Service operations
- Infrastructure investment and operation
- Guardians / developers of RR Park and RR Centre sites
- Recovering value from materials
- Ownership and sale of recovered materials
- Utilising recovered value to leverage other community outcomes (e.g. employment, training, rehabilitation)

#### **A.5.2.9 The Role of Private Sector Operators**

Private sector operators currently manage the vast majority of waste materials recovered and disposed of in NZ, whether via private commercial arrangements or under contract to the public sector, and this would be expected to continue under the proposed model.

The expectation is that, for the operation of the physical circular resource network, the public sector would generally own the land and generic infrastructure (such as buildings or, concrete pads, roading etc.) but would lease the sites or contract out for the delivery and operation of the circular resource network sites (such as separation of materials, composting, processing, manufacture).

Sites could have a range of private and community sector operators involved (see below). Key aspects of the roles for private sector operators could include:

- Service operations
- Infrastructure investment and operation (either privately or under contract)
- Recovering value from materials (including repair and reuse)
- Ownership and sale of recovered materials

#### **A.5.2.10 The Role of the Community Sector**

Although the community sector is a minor player in terms of the total quantity of waste materials managed in New Zealand, they have had a significant role in the industry in terms of community engagement, innovating around recovery, and extracting value from waste materials to apply to social and community outcomes.

The community sector role can potentially be further embedded and given added importance in the delivery of the circular resource network concept. Community groups could not only provide services such as reuse and repair across multiple sites but could

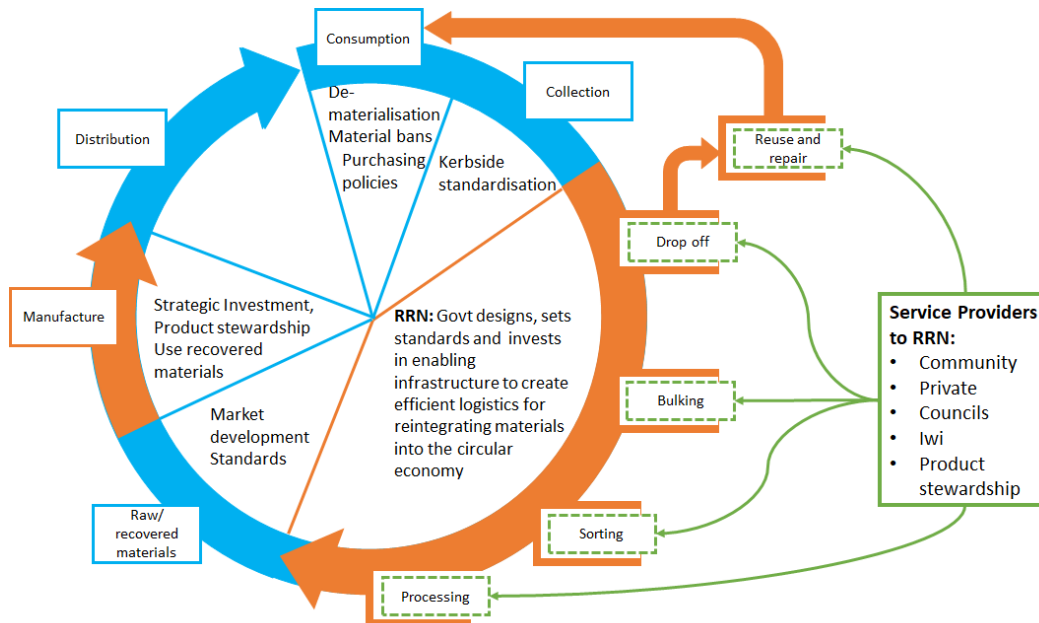
also be empowered to deliver all services on sites (as has been demonstrated in Auckland). Key aspects of the roles for community sector operators could include:

- Service operations
- Infrastructure operation
- Recovering value from materials (including repair and reuse)
- Ownership and sale of recovered materials
- Utilising recovered value to leverage other community outcomes (e.g. employment, training, rehabilitation)

#### **A.5.2.11 Summary**

The figure below illustrates how the roles and functions of a national resource recovery network could integrate to provide key reverse logistics functions in the circular economy. The orange elements of the circle are the parts that form the circular resource network.

**Figure 25: Roles and Functions of a Circular Recovery Network in the Circular Economy**



In the above chart material flows around in a clockwise direction. The arrows represent the material flows. The boxes indicate the key steps within the value chain. The graphic shows how different providers to the can deliver all of the key functions, but within an overall connected framework (that is established and overseen by central/regional/local government).

### A.5.3 Benefits of Circular Resource Network Approach

A Circular Resource Network approach would have a range of benefits. These include:

- **Consistent with the Waste Strategy.** At its core the approach is about enabling the circular economy by building out the infrastructure required for the circular flow of materials in the economy. The circular resource network concept synthesises this into a practical approach with wide ranging applications.
- **A practical, easily articulated, investment strategy.** Because the core component of the circular resource network concept is an arrangement of physical infrastructure it is intuitively easy to communicate the intent.
- **Improved efficiency and value.** By focusing on how value can be preserved and enhanced through the resource recovery value chain rather than purely on environmental and social outcomes, it is possible to unlock the potential value of recovered materials and unleash the innovative power of the sector to achieve environmental and social outcomes.
- **Future flexibility.** Flows of materials will change over time. By government investing in the skeleton structures that enable functions, then investment is not locked into a time-limited solution. As materials, markets and processes change over time existing

infrastructure and governance can be efficiently and nationally adapted for the new functions.

- **Data harvesting.** The development of the digital model circular resource network will enable an unprecedented level of insight into recovered material flows and enable effective and intelligent planning and nimble responses by the sector to evolving situations.
- **Baskets of materials.** By co-locating and handling of a range of material and product types at single locations this enables efficiencies through the sharing of support structures and cross subsidisation, and hence the viable recovery of a wider range of materials.
- **Builds on existing infrastructure.** As noted, existing infrastructure (such as existing and planned RR Parks, and transfer stations) would form the foundation of the circular resource network, and these could be progressively integrated.
- **Provides valuable roles for all stakeholders.** The circular resource network will be significant in scale and scope, and it will require the input, collaboration, innovation, and power of all parts of the sector to fully realise its' potential.
- **'No regrets' approach.** The circular resource network concept proposed here is potentially far reaching in its scope and what it could eventually encompass. However, whatever level the concept is implemented to, it will still have multiple benefits. At a minimum it would result in the creation of a number of RR Parks or regional circular resource networks, which will still be positive outcomes.
- **Scalability.** The network can be "right"-sized in a flexible manner with the ability to effectively respond to changing circumstances.

9 November 2023

Lisa Eve  
Principal Consultant  
Eunomia Research & Consulting (NZ)

Dear Lisa

The Waste Minimisation Act 2008 requires that each Territorial Local Authority (TLA) must review its Waste Management and Minimisation Plan (WMMP) every 6 years. In doing so, it must make a waste assessment before conducting the review (s50 (2)).

A waste assessment must contain, amongst other things (s1(f)(i)) a statement about the extent to which the proposals contained in it will ensure that public health is adequately protected. The TLA must consider the following methods of waste management and minimisation; reduction, reuse, recycling, recovery, treatment and disposal (s44).

The feedback below is provided by the Medical Officer of Health on the Draft Waste Assessment, July 2023, prepared by Eunomia on behalf of the Waimakariri District Council. This feedback is in response to the requirement in S51 (5) (b) *In making a waste assessment the TLA must consult the Medical Officer of Health.*

### **Key Waste Management Public Health Issues**

The Medical Officer of Health considers that the Waimakariri Draft Waste Assessment is comprehensive and has adequately identified the significant issues that are likely to be of concern in terms of public health as follows:

- Identification of the various types of wastes and collection/disposal methods
- Satisfactory collection and disposal of waste so that public health risks are controlled and mitigated
- Addressing the particular issues of hazardous waste, including medical wastes, asbestos waste and electronic waste (e-waste)
- Consideration of future population demands and consumption rates on the current system and mitigation strategies in place
- Regional co-ordination of waste management and waste minimisation
- Ensuring that a waste disposal service is available to all residents/ratepayers
- Legislative and cost barriers that inhibit mitigation of public health issues related to waste
- The health impacts of climate change and the contribution that effective waste management and waste minimisation can make to reduction in greenhouse gas emissions

## **Assessment of Waste Quantities and Composition**

The data presented in the assessment of waste quantities and composition suggest that measurement is sufficiently detailed and regular. It is pleasing to see that the proportion of waste-flows sent to landfill has continued to decrease from 2007-2021.

The Medical Officer of Health recommends that Council plan to continue to conduct regular standardised data collection and analysis of the composition and volume of the waste stream generated in the Waimakariri District, where this material ends up, and how it is managed over the long term.

## **Collection Services**

It is positive to see the changes to kerbside collection that were proposed in the 2015-2025 LTP have now been achieved. A regular waste collection service reduces the likelihood of illegal dumping and prevents the accumulation of waste that may attract pests and create unpleasant odours, in turn leading to improved public health outcomes.

## **Food Scraps and Garden Organics Scheme**

The Draft Waste Assessment notes that “over 65% of households have chosen to subscribe to the organics collection service, which is a high number for an optional service.” Despite this, the data presented in the Waste Assessment show that organics make up over a quarter of all waste sent to landfill, and that the proportion for kerbside collected rubbish is higher still. The predominant source of greenhouse gas emissions from waste disposal is the decomposition of organic wastes such as food scraps and organic waste in the anaerobic environment of a landfill that create leachate and methane, both being deleterious to public health.

Council is encouraged to consider replacing the optional Food Scraps and Garden Organics (FOGO) scheme with a universal provision scheme in order to further encourage and enable reduction of the FOGO component of the waste stream sent to landfill.

## **Medical Waste**

As mentioned in the Waste Assessment, a significant proportion of in-home medical waste is currently disposed of through general waste systems and this could result in significant health and safety concerns for the collection and processing staff. The Council is encouraged to work with Te Whatu Ora Waitaha - Canterbury and medical waste service providers to ensure appropriate services are put in place to protect staff involved in the collection and processing of domestic medical waste.

## **Diverted Waste Streams**

Diversion of reusable materials from waste streams and the provision of public collection points for product stewardship schemes are both positive actions that promote environmental protections which in turn support health. It is pleasing to see a commitment to identifying and engaging in opportunities in this space. However, the Medical Officer of Health cautions that diverted and collected materials that are stockpiled in the absence of a complete management pathway can constitute public health hazards if not carefully managed. Consolidation/bulking services must minimise fire, vermin, odour and other risks associated with stockpiled materials. Circular resource networks, as described in section

8.1, require careful assessment for true circularity prior to initiation, lest the receptive capacity be misaligned with input demand, resulting in the formation of unwieldy stockpiles which can quickly become public health threats.

### **Management of Historic Waste Disposal Sites**

Council manages five closed landfills at Rangiora, Kaiapoi, Oxford, Mandeville, and Cust. The Waste Assessment also notes that on-farm waste burial is a practise that has been (and may still be) used in the region.

The Medical Officer of Health encourages Council to consider how hazards to public health from these sites, such as leachate contamination of groundwater, are identified, monitored and managed.

### **Waste Education and Minimisation Programmes**

The Medical Officer of Health commends Council on their ongoing commitment to communication and education initiatives in their effort to reduce waste. Education is an important part of empowering individuals and communities in making informed decisions and changing behaviours that in turn support policy. It is encouraging to see this collaborative approach has identified mana whenua as being significant to this process.

Section 8.2.3 Education and Engagement focusses on the options and proposals for Council to deliver education to communities “where there is low participation in recycling and/or organic waste services, and/or high contamination”. The Medical Officer of Health encourages Council to consider why participation is low or contamination high and to engage with these communities to discover this. A lack of education may not necessarily be the most important barrier to their participation. The Medical Officer of Health supports bi-directional engagement with the public, with specific strategies developed for ensuring Māori, as well as other groups’ aspirations, priorities, and needs are understood and provided for.

### **Currency and Correctness of Waste Assessment**

There are some inconsistencies relating to the public health content which we suggest be corrected in the final version of the document:

- Section 7.9.2 Medical Waste refers to potential benefits of Council working with DHBs and other medical service providers. Please note that DHBs have been disestablished under the Pae Ora (Healthy Futures) Act 2022. The local health authority is now Te Whatu Ora Waitaha - Canterbury.
- Section 9.1 Statutory Obligations and Powers states: “The Public Health Bill is currently progressing through Parliament.” Please note that this Bill was discharged in 2015 without ever having become law. We suggest that the currency of all legislation referenced in the Waste Assessment is checked to ensure that legal obligations and powers are fully understood and addressed.



Thank you for the opportunity to comment on the Waimakariri District Council's Draft Waste Assessment.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'C Brunton', written over a light blue grid background.


Dr Cheryl Brunton  
Medical Officer of Health  
Te Mana Ora | National Public Health Service  
Waitaha | Canterbury

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**Te Kāwanatanga o Aotearoa**  
New Zealand Government



**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR DECISION****FILE NO and TRIM NO:** Gov 11-01/ 240223027841**REPORT TO:** Council**DATE OF MEETING:** 2 April 2024**AUTHOR(S):** Thea Kunkel, Governance Team Leader**SUBJECT:** ANZAC Day Services 2024**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)  
Department Manager  
Chief Executive**1. SUMMARY**

The purpose of this report is to appoint Council representation to attend the 2024 Anzac Day Services around the Waimakariri District and for the representative(s) to lay the wreaths on behalf of the Council and the people of Zonnebeke, Belgium.

**2. RECOMMENDATION****THAT** the Council:

- (a) **Receives** report No 240223027841.
- (b) **Appoints** Mayor Gordon and Councillors ..... to attend the Ohoka Anzac Day service to be held at 11am on Wednesday, 24 April 2024, at Ohoka Hall, Mill Road, and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (c) **Appoints** Mayor Gordon and Councillors ..... to attend the Woodend Anzac service to be held at 6pm on Wednesday, 24 April 2024, at the Woodend Rugby Football Club, and to lay a wreath at the Woodend War Memorial.
- (d) **Appoints** Councillors ..... to attend the Sefton Anzac service to be held at 6pm on Wednesday, 24 April 2024, at the Sefton Domain, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Woodend-Sefton Community Board member.
- (e) **Appoints** Councillors ..... to attend the Pegasus Dawn Service to be held at 6am on Thursday, 25 April 2024, at Pegasus Lake.
- (f) **Appoints** Mayor Gordon and Councillors ..... to attend the Kaiapoi Dawn Service to be held at 6.30am on Thursday, 25 April 2024, at the Kaiapoi War Memorial at Raven Quay, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.
- (g) **Appoints** Councillors ..... to attend the Oxford Anzac Day service to be held at 9am on Thursday, 25 April 2024, at the Oxford Cenotaph, and to lay a wreath.
- (h) **Appoints** Councillors ..... to attend the RSA Memorial Service to be held at 9.30am on Thursday, 25 April 2024, at Rangiora High School and to lay a wreath. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.

- (i) **Appoints** Mayor Gordon and Councillors ....., to attend the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, at the Kaiapoi Cenotaph (Trousselot Park), and to lay a wreath.
- (j) **Appoints** Deputy Mayor Atkinson and Councillors....., to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Kaiapoi Citizens' Anzac Day Service to be held at 10am on Thursday, 25 April 2024, at the Raven Quay Cenotaph.
- (k) **Appoints** Councillors ..... to attend the Cust Anzac Day service to be held at 10am on Thursday, 25 April 2024, at the Cust Community Centre and Cenotaph and to lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (l) **Appoints** Councillors ..... to attend the Fernside Anzac Day Service, to be held at 10am on Thursday, 25 April 2024 at the Fernside Hall. Noting that the wreath will be laid in conjunction with a Rangiora-Ashley Community Board member.
- (m) **Appoints** Mayor Gordon and Councillors ....., to attend the Rangiora Anzac Day Service to be held at 11.30am on Thursday, 25 April 2024, at the Rangiora Cenotaph, and to lay a wreath.
- (n) **Appoints** Deputy Mayor Atkinson and Councillors ....., to lay a wreath on behalf of the people of Zonnebeke, Belgium, at the Rangiora Anzac Day Service to be held at 11.30am on Thursday, 25 April 2024, at the Rangiora Cenotaph.
- (o) **Appoints** Councillors ..... to attend the West Eyreton Anzac Day Wreath-Laying service to be held at 12pm on Thursday, 25 April 2024, at the West Eyreton Memorial Gates, and lay a wreath. Noting that the wreath will be laid in conjunction with an Oxford-Ohoka Community Board member.
- (p) **Appoints** Mayor Gordon and Councillors ....., to attend the Tuahiwi Anzac Day services to be held at 2pm on Thursday, 25 April 2024, at the Tuahiwi Urupa, and to lay a wreath. Noting that the wreath will be laid in conjunction with a Kaiapoi-Tuahiwi Community Board member.
- (q) **Notes** that the Community Boards will be represented and lay wreaths at the various local Royal New Zealand Returned and Services Association (RSA) ANZAC Services within the District.
- (r) **Circulates** a copy of this report to all Community Boards for information.

### 3. **BACKGROUND**

- 3.1 Anzac Day is on Thursday, 25 April 2024, and it is normal for a representative of the Council to attend services to lay the wreaths (if required) on behalf of the district. Wreaths are also laid at Rangiora and Kaiapoi on behalf of the people of Zonnebeke, Belgium, to support the twinning relationship between the two districts. A reciprocal arrangement is made with the District of Zonnebeke.
- 3.2 Representatives from the Community Boards will be laying wreaths at the Woodend, Kaiapoi Citizens, Oxford and Rangiora services. The Community Boards representative will also lay wreaths in conjunction with the Council representatives at the other Anzac Day services.

### 4. **ISSUES AND OPTIONS**

- 4.1 Three services will be held in the Waimakariri District on Wednesday, 24 April 2024, starting with a service at the Ohoka Hall (Mill Road), followed by services at the Sefton Domain and the Woodend Rugby Football Club.

- 4.2 All other services will be held on Thursday, 25 April 2024, with the service in Rangiora taking place at the Rangiora Cenotaph. However, the Council and the Rangiora-Ashley Community Board will also be laying a wreath at the Wall of Remembrance at the Rangiora High School.
- 4.3 The Ashley School will commemorate ANZAC Day with a short ceremony on Monday, 12 April 2024, at 2pm in the Ashley School Hall.
- 4.4 On Thursday 25 April the Kaiapoi Citizens' Service will be held at 10am at the Kaiapoi Cenotaph (Trousselot Park). However, members are also invited to the dawn service being held at 6.30am at the War Memorial at Raven Quay. Community participation will be welcomed at this service. A breakfast for 100 people will follow the dawn service at the Kaiapoi Club. This is a pre-ticketed event.
- 4.5 The primary service in Oxford will be held at the Oxford Cenotaph. A more intimate service will be held at the Cust Cenotaph, proceeding to the West Eyreton Memorial Gates for a wreath blessing and a community cuppa in the West Eyreton Hall.
- 4.6 The times of the services are:

<b>Wednesday 24 April 2024:</b>	Ohoka Hall	11am
	Woodend War Memorial	6pm
	Sefton Domain Service	6pm
<b>Thursday 25 April 2024:</b>	Pegasus Dawn Service	6am
	Kaiapoi War Memorial Service	6.30am
	Oxford Cenotaph Service	9am
	Rangiora High School Service	9.30am
	Kaiapoi Citizens' Service	10am
	Cust Cenotaph Service	10am
	Fernside Service	10am
	Rangiora Cenotaph Service	11.30am
	West Eyreton Service	12pm
Tuahiwi (Urupa)	2pm	

4.7 **Implications for Community Wellbeing**

The commemoration of Anzac Day has been ingrained in New Zealand culture since 1916. Many community members attend parades and/or commemorative ceremonies to acknowledge the sacrifices made by New Zealand's armed forces.

- 4.8 The Management Team have reviewed this report and supports the recommendations.

5. **COMMUNITY VIEWS**

5.1 **Mana Whenua**

The Te Ngāi Tūāhuriri hapū may be affected by or have an interest in the subject matter of this report. Many Ngāi Tūāhuriri ancestors fought in both World Wars, and their legacy should be honoured. Hence, Council and Kaiapoi-Tuahiwi representatives will attend the Anzac Day Service at the Tuahiwi Urupa.

5.2 **Groups and Organisations**

Staff are assisting the local RSA representatives with Traffic Management Plans, advertising of services and service sheets.

### 5.3 Wider Community

The events will be advertised before the day, (in local newspapers, Council web and Council Service Centre TV screens), outlining the time and place of ceremonies in the Waimakariri District. The community is most welcome and encouraged to attend one or more services.

The community expect Anzac Services to be held in the district. These are public events, and everyone is welcome to attend.

## 6. **IMPLICATIONS AND RISKS**

### 6.1 Financial Implications

The costs for wreaths, advertising, traffic management, service sheets and staff time are met from the Governance Budget under GL10.135.343.2465 which has a budget of \$18,420. The anticipated costs are as follows:

Traffic Management	\$13,340
Wreaths	\$ 4,000
Staff Cost	\$ 1,500
Service Sheets	\$ 500
<b>Total</b>	<b>\$19,340</b>

The Council's Greenspace Team undertakes maintenance work at the various memorial sites prior to ANZAC Day to ensure the public areas are showcased at their best. However, this work is considered part of annual maintenance. The Council's Greenspace Team also makes provision for annual grants of \$4,000 to the various RSA for miscellaneous costs of hosting the ANZAC Day services.

Any Councillor attending the Kaiapoi Dawn Service breakfast usually self-funds this.

### 6.2 Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

### 6.3 Risk Management

The adoption/implementation of the recommendations in this report does not involve risks. Traffic management plans have been implemented in conjunction with the RSAs.

### 6.4 Health and Safety

All health and safety-related issues will fall under the auspices of the local RSA, who will be hosting the various services.

## 7 **CONTEXT**

### 7.1 Consistency with Policy

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### 7.2 Authorising Legislation

Not applicable.

### 7.3 Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

People are friendly and caring, creating a strong sense of community in our District. There are wide-ranging opportunities for people of different ages and cultures to participate in community life and recreational activities.

### 7.4 Authorising Delegations

The elected members attend public events on behalf of the community.

**WAIMAKARIRI DISTRICT COUNCIL****REPORT FOR INFORMATION**

**FILE NO and TRIM NO:** EXC-57 / 240321045549

**REPORT TO:** COUNCIL

**DATE OF MEETING:** 2 April 2024

**AUTHOR(S):** Jeff Millward – Chief Executive

**SUBJECT:** Health, Safety and Wellbeing Report – March 2024

**ENDORSED BY:**  
(for Reports to Council,  
Committees or Boards)

\_\_\_\_\_  
Department Manager

  
\_\_\_\_\_  
Chief Executive

**1. SUMMARY**

- 1.1. This report provides an update to the Council on Health, Safety and Wellbeing (HS&W) matters between February 2024 and March 2024. The dashboard reporting in the appendices cover trends between March 2023 and March 2024.
- 1.2. There were 20 incidents which occurred from mid-February 2024 and mid-March 2024 which resulted in 0 hours lost time to the organisation. Ongoing lost time from historic incidents is reported in Appendix A. Flamingo Scooter and Rangiora Airfield incidents are included within this report.
- 1.3. Section 4 of the report provides details on the following areas:
  - 4.1 Incidents, accidents & Hazards
  - 4.2 HS&W Risk Register Review outcomes
  - 4.3 Annual Health Checks
  - 4.4 Airfield H&S update

**Attachments:**

- i. Appendix A: Incidents, Accidents, Near-misses, Hazard reporting
- ii. Appendix B: Contractor Health and Safety Capability Pre-qualification Assessment (drawn from the Site Wise database)
- iii. Appendix C: Health, Safety and Wellbeing Dashboard Reports.
- iv. Information Relating to Risk at Rangiora Airfield

**2. RECOMMENDATION**

**THAT** the Council:

- (a) **Receives** Report No 240321045549

- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) as required by the Health and Safety at work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

### 3. **BACKGROUND**

- 3.1. The Health and Safety at Work Act 2015 requires that Officers must exercise due diligence to make sure that the organisation complies with its health and safety duties.
- 3.2. An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and the Chief Executive are considered to be the Officers of the Waimakariri District Council.

### 4. **ISSUES AND OPTIONS**

#### 4.1. Incidents, accidents & Hazards

- 4.1.1. Mid-February 2024 to mid-March 2024 reflects increased occurrences in adverse interactions. Situational Safety and De-escalation training is being booked at present for both refresher and full training. Staff are being followed up with regarding their wellbeing and comfort levels after each incident. The HS&W Team will be attending various team meetings to discuss the outcomes and root causes as an action for mitigation and prevention.
- 4.1.2. All incidents are either closed with mitigations or currently under investigation. Key learnings have been shared with teams. Near Miss reporting is a good way to mitigate risk before consequence. Continued growth in good reporting and sharing key learnings and outcomes by staff is continued.

#### 4.2. Risk Register Review outcomes

- 4.2.1. The Health and Safety six monthly Risk Register Review has been completed. comments, recommendations, suggestions and actions have been compiled with an email to all staff due for distribution. A report will be completed and submitted to Audit and Risk for review.
- 4.2.2. No risks have resulted in risk rating reduction. Our Highest (critical risk) is still Stress/low wellbeing. We continue to work towards reducing this risk by offering support to staff via RAISE (Employee assistance programme) with onsite support weekly, wellbeing initiatives from the HSW team and making recommendations around workload and prioritization and working alongside the Human Resources team with their goal to minimize time between staff leaving and new staff starting (reducing time where the burden of duties sits on others in the team where vacancies exist). A current action is to create a guide/strategy on stress management for all staff, used as a toolkit for people leaders.
- 4.2.3. Some suggestions have come through regarding training for volunteers and the need to raise/familiarise health and safety hazards with volunteers on a regular basis. This consideration has been added to the action plan.

#### 4.3. Annual Health Checks

- 4.3.1. Annual Health Checks are a voluntary wellbeing offering that provides the following services to staff:
- influenza vaccination
  - blood pressure checks
  - blood sugar checks
  - vision or hearing checks (alternate years)
- 4.3.2. This year we have secured our previous supplier Durham Health to conduct our Annual Health Checks over a period of 3 days including our Kaiapoi facility. The dates will be Wednesday 8<sup>th</sup> and Thursday 9<sup>th</sup> May at the Rangiora Town Hall and Tuesday 14<sup>th</sup> May at the Kaiapoi Library.
- 4.3.3. Staff will be offered a ticket if they are unable to attend those days. The ticket will allow them the opportunity to go and get their vaccination at a time that suits them.
- 4.3.4. Staff communications will be distributed first week of April.

#### 4.4. Airfield H&S Update

- 4.4.1. The Rangiora Airfield is currently being reviewed in various areas regarding Lessee behaviors and compliance, on ground incident reporting and in air incidents. The HS&W team are working with the Airfield Manager on reducing the risk by implementing mitigations and actions.
- 4.4.2. Civil Aviation Authority (CAA) review report - The CAA conducted a Part 139 review and reported findings on the current state of airfield management. The findings identified some on ground recommendations, but a vast majority were in air risks that exist and need to be mitigated. Outlined below are the key improvements that have occurred since the appointment of the Airfield Manager and Safety Officer in June 2023 which address these findings.
- 4.4.3. There is an ongoing need to review and refine the operations and safety measures in place which is occurring between the Airfield Manager, HSW Team and CAA
- All incidents are now recorded and reported to audit and risk
  - Three weekly runway inspections
  - Taxiway investigations to remediate the surface
  - Improved communication via regular newsletters, signage and email communications
  - Upgraded security measures including automatic gate and security camera equipment
  - Flight instructor meeting with CAANZ Flight Operations Field Safety Advisor
  - Assessment and analysis of turbulence flight safety issue of pine trees
  - CAANZ reporting (one report of aircraft landing in fog resulted in the pilot having their pilots licence revoked and charged with careless use.
  - Engaging with WDC Health, Safety and Wellbeing Team to understand reporting requirements and ongoing support with risk management

- 4.4.4. The airfield risk register contains the current risks and mitigations.

Leases - As part of the review of the structure and operations of the airfield, a new lease agreement was developed to ensure requirements and expectations of lessees was clearly articulated.

The Airfield Manager has worked with the Property Team on this. All new requests for leases are signed up on the new lease documents. There are approximately 25 leases that had already expired (rolled over) and have been waiting for a new lease document. These lease holders have been asked for their Guarantor details for inclusion in the document which will be sent to them within the next few weeks.

- 4.4.5. All of these areas are currently considered high risk. The Airfield Manager is compiling a Memo to Management Team to cover these and proposed mitigations. In addition to the Memo, there is a Terms of Use document being produced for Airfield occupants.

4.4.6. **Implications for Community Wellbeing**

There are implications for community wellbeing by the issues and options that are the subject matter of this report.

- 4.5. The Management Team has reviewed this report and support the recommendations.

**5. COMMUNITY VIEWS**

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by or have an interest in the subject matter of this report.

5.2. **Groups and Organisations**

There are no external groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is likely to be affected by, or to have an interest in the subject matter of this report.

**6. OTHER IMPLICATIONS AND RISK MANAGEMENT**

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.



### 6.3 Risk Management

The organisation has reviewed its health and safety risk and developed an action plan. Failure to address these risks could result in incidents, accidents or other physical or psychological harm to staff or the public.

The regular review of risks is an essential part of good safety leadership.

### 6.4 Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report. Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system.

## 7. CONTEXT

### 7.1. Consistency with Policy

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

### 7.2. Authorising Legislation

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

### 7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

- There is a safe environment for all.
- Harm to people from natural and man-made hazards is minimised.
- Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles.

### 7.4. Authorising Delegations

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

## Appendix A

### WDC & Airfield Incident Reports/Hazards

Date	Person type	Occurrence	Event description	Response
13/02/2024	Employee/Volunteer	Near Miss	Library Fire alarm was activated. All staff and public were evacuated. No fire was located; however, procedures were not followed.	Currently under investigation.
14/02/2024	Employee/Volunteer	Injury	An Aquatics staff member was rolling up a pool cover, when the large metal frame fell off the platform into a small dip, jamming their elbow into a wooden fence. while trying to remove their elbow the opposite hand slipped and was caught between two metal rods. This caused a bruise to their hand and elbow. No medical attention required.	Unfamiliarity and inexperience with the equipment at a rural school pool. School teachers to replace the covers in the future
15/02/2024	Non-Employee	Property/Vehicle Damage	A member of the public clipped a sign with their wing mirror when driving through a Traffic Management Site. No damage done.	Ensure that adequate space is provided to enable traffic to navigate through sites safely.
19/02/2024	Non-Employee	Adverse Interaction	Staff were threatened and abused by a member of the public at the Kaiapoi Library. The Police were called regarding this same person previously. Staff who witnessed the adverse interaction with this individual were understandably shaken.	The Police were called and the person left building willingly. Ensure all staff have de-escalation training.
20/02/2024	Employee/Volunteer	Injury	A child threw her metal bracelet into the learn to swim pool hitting a staff member on the left side of her head. No first aid needed.	Child spoken to. No further investigation.
21/02/2024	Employee/Volunteer	Adverse Interaction	A customer service rep was rude and bordering on aggressive when a staff member went to pick up an order from a business. We have lodged a formal complaint with the business owner.	Communication s with the Manager at the business. The staff received a verbal apology. Ongoing relationship management with the supplier.
22/02/2024	Employee/Volunteer	Injury	Two people were loading a light chest freezer on to a trailer. It was being pushed onto the trailer at the time. The freezer jammed against a lug and a staff members finger twisted at a bad angle, causing a sprain.	Applied Ice and bandage. Logged with ACC ongoing treatment.
22/02/2024	Employee/Volunteer	Adverse Interaction	Two teenage female patrons at Oxford Library caused a disruption in the library and verbally abused other users. The perpetrators left quite abruptly and the incident ended	Managed by the staff. All staff trained in de-escalation training.

			quickly. The two teenagers responsible have caused some disruptions in the library over the last couple of months.	
26/02/2024	Employee/Volunteer	Adverse Interaction	A young person who has an active trespass from our facilities briefly entered Rangiora Library. They used the water cooler by the entrance of the library and left. They were in the library for a total of 2 minutes at the most. Staff phoned the Police, as per our procedures.	The police spoke with the young person.
29/02/2024	Employee/Volunteer	Property/Vehicle Damage	A staff member lost footing on uneven ground, fell and broke a wooden plank on an old fence.	No medical attention needed and no injury. Property owner said it was due to be replaced. No further investigation needed.
01/03/2024	Non-Employee	Near Miss	While pushing general waste into the hopper of the compactor at Southbrook resource recovery park, a contractor employee noticed smoke coming from the outside of the building at the compactor area. They notified the site manager who identified that waste was alight in the rubbish container that was being compacted. The container was detached from the compactor, pulled away from the building and water was sprayed into container. Fire alarm procedures were put into effect and FENZ were alerted.	The entire site was closed until the fire was extinguished and FENZ gave the all-clear. On their arrival FENZ instructed staff to empty the container on the pit floor (standard procedure) and extinguished the fire. No ignition source was identified, but it's assumed that a lithium battery was dumped in the pit, was compacted in the container and this caused the battery to ignite and kindle a fire. The site was re-opened. No damage to buildings, plant or persons. Operators to ask customers if they have any batteries in their load and advise them to place these at the pit apron for the staff to remove and dispose of or drop off at the recycling area themselves on their way out.
04/03/2024	Employee/Volunteer	Injury	A staff member rolled their ankle on a large rock.	They had mild pain from the incident. No medical attention needed.
05/03/2024	Employee/Volunteer	Near Miss	Traffic Management Plan and equipment was missing from a work vehicle. It's likely it has been inaccessible multiple occasions. This has raised the alarm that there must have been occurrences of incorrect take 5 reporting, and multiple instances of incorrect or lack of signage while working in the road corridor.	The notional drivers carry out a monthly vehicle check. This does not include a check of the various items within each vehicle. While it is not proposed to include a full equipment check within all vehicles that house the Traffic Management Plan and Equipment, notional drivers within PDU will be reminded to carry out periodic

				inspections of these items.
06/03/2024	Employee/Volunteer	Injury	A staff member was in the main pool teaching lessons when they got a cut on their index finger, from a sharp tile. The tile was found and has been repaired.	this is a short-term fix. The tile was found and Aqua kneed was put on the sharp parts of the tile.
10/03/2024	Employee/Volunteer	Adverse Interaction	A customer became aggressive at the Aquatics facility after being asked to move their child's scooter out of the entrance way. Staff attempted to explain that it was a tripping hazard and give the customer alternatives but the person quickly became aggressive and eventually left. They later called back to complain and was abusive over the phone.	There is a lack of clear options for scooter parking. Staff looking at options. Further training for staff in de-escalation and situational safety training.
12/03/2024	Employee/Volunteer	Injury	A staff member was taking photos for another team at a Wastewater Treatment Plant. The staff member (trained) took the metal camlock cover off the pipe not knowing it would be under pressure as it hasn't been in the past (presumably gas build up) when the cap blew off hitting them in the head and showering them in sewage.	Staff member was cleaned off immediately and treated at the Dr's for Slight concussion. Rested for the rest of the day and returned to work the next morning. The set up with the caps is being looked at to possibly include a pressure relief valve. Currently under investigation.
13/03/2024	Employee/Volunteer	Property/Vehicle Damage	When a staff member was walking around the back of a vehicle in an attempt to return a valve key to the back of the vehicle, they misjudged the location of the end of the valve key and contacted the left rear light, causing damage to the clear plastic cover.	Look at approaching the vehicle straight form the back. Carry the valve in two hands for more stability. Open the tailgate prior to approaching the vehicle. Look at getting a key where the T-handle is removable. Under investigation.
18/03/2024	Employee/Volunteer	Injury	A staff member collided with a courier in the library, not looking ahead, and banged into the sack barrow being pushed by the courier. This was in the doorway between the library and workroom.	The staff member grazed their knee, and ankle. They also jarred their wrist due to the blunt force. The staff member was able to carry on working. Staff discussed the need to look where you are going and being aware of your surroundings.
19/03/2024	Employee/Volunteer	Adverse Interaction	An aggressive member of the public abused a staff member at Kaiapoi pool.	Staff have been offered support and the member of the public has been spoken to. They will be offered the facility rules to read and understand.
20/03/2024	Employee/Volunteer	Injury	A staff member twisted their right ankle. Their right ankle hyper extended and a click was heard, significant pain and unable to bear weight. ankle was already strapped as a precaution and previous ongoing injury.	visit to medical corner doctors pending. Under investigation.

## Aqualand Incident Reports - Nil reported this month

### Flamingo Scooter Incident Reports

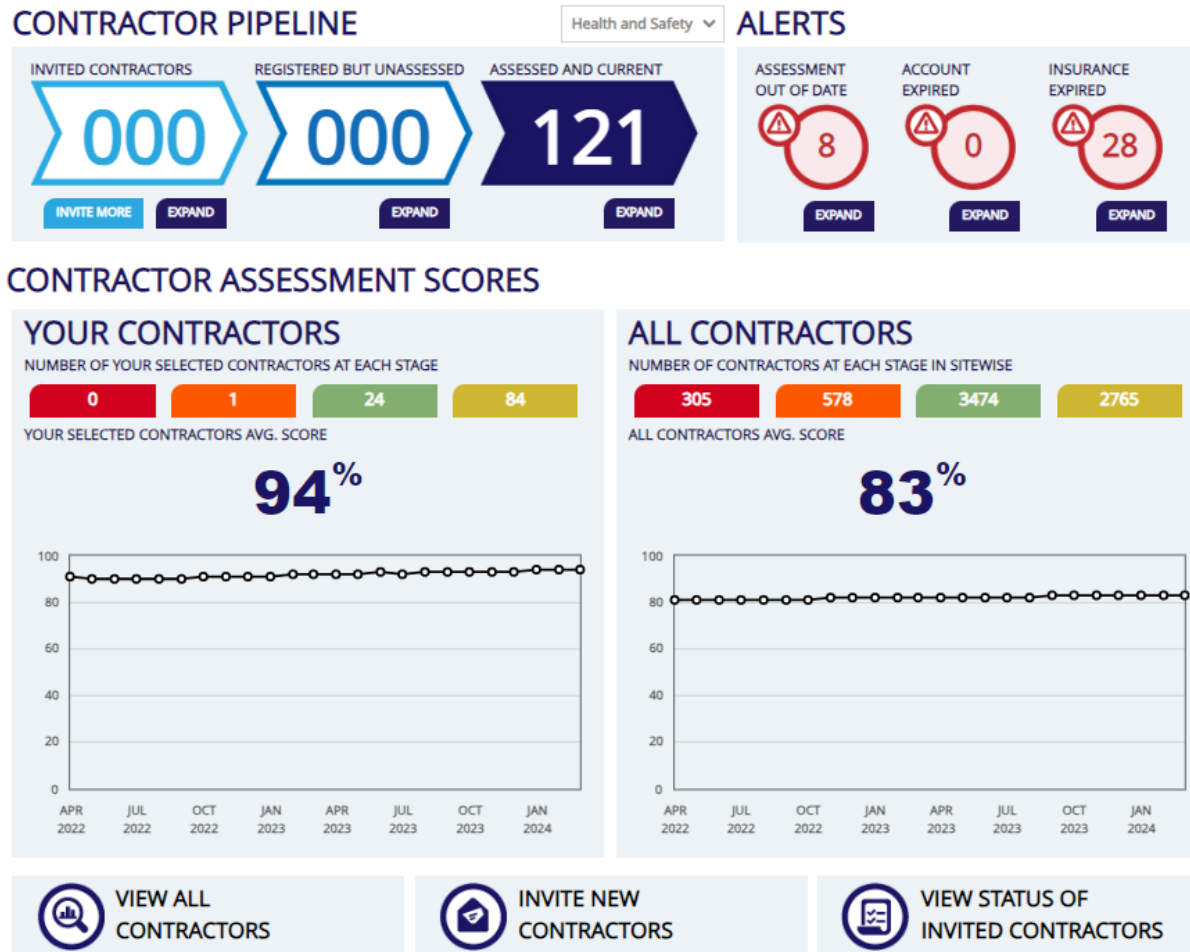
<b>Date</b>	Friday 2nd February
<b>Severity</b>	Minor
<b>Details</b>	The rider reported that there had been an accident on their ride and requested a refund
<b>Root Cause</b>	Rider error - Did not release throttle
<b>Corrective Actions</b>	Flamingo promptly contacted the rider and ensured that they were okay. They were uninjured. Flamingo provided them with a refund, which the rider appreciated. They explained that they had ridden into a mobility scooter but that there was no damage to the mobility scooter. They did not release the throttle in time. The scooter was immediately disabled and flagged for collection. There were no issues found with the scooter and the scooter passed a full maintenance inspection before being returned to service.
<b>Date</b>	Friday 9th February
<b>Severity</b>	Minor
<b>Details</b>	The rider reported that they had fallen off a scooter due to an issue with the brakes
<b>Root Cause</b>	Scooter damage assumed
<b>Corrective Actions</b>	Flamingo promptly contacted the rider and ensured that they were okay. They were uninjured besides minor scrapes on their arms and hands. Flamingo provided them with some complimentary riding credit, which the rider was very happy with. The rider described feeling as though the brakes had either become stuck or were excessively tight. The scooter was immediately disabled and flagged for collection. Upon inspection, a dent was found in the surrounding of the front brake. It remains uncertain if this pre-existing damage played a role in the incident as testing found that the brakes still functioned normally. Taking a conservative approach, we acknowledge the possibility of its contribution. Flamingo is confident in the effectiveness of the current scooter reporting processes in identifying damage and therefore preventing similar occurrences in the future. The scooter was repaired and passed a full maintenance inspection before being returned to service.
<b>Date</b>	Tuesday 13th February
<b>Severity</b>	Minor
<b>Details</b>	The rider reported falling off a scooter after hitting a kerb
<b>Root Cause</b>	Rider error - Hit kerb
<b>Corrective Actions</b>	Flamingo promptly contacted the rider and ensured that they were okay. They were uninjured. Flamingo provided them with a refund and some complimentary riding credit, which the rider appreciated. The rider explained that they found the brakes too tight or stiff, and so did not slowdown in time before hitting the kerb. The scooter was immediately disabled and flagged for collection. There were no issues found with the scooter and the brakes were working normally. The scooter passed a full maintenance inspection before being returned to service.

<b>Lost Time Injuries - Aquatics:</b>	2019 to current	Injury One: Currently working a RTW plan of 3hrs x 4 days (12) Date of injury: 30 July 2017 Weekly contracted hours = 30 6,148 hrs. lost to date
<b>Lost Time Injuries - Water Unit</b>	Current	Injury One: Currently off work Date of injury: 28 April 2023 Weekly contracted hours = 40 276 hrs. lost to date

#### Lead Indicators

<b>Safety Inspections Completed (Workplace Walkarounds)</b>	Feb 21 - Mar 21	Workplace Walkarounds: <ul style="list-style-type: none"> <li>• 3 returned so far, email with request sent on Tuesday 5th March.</li> </ul>
<b>Training Delivered</b>	Feb 21 - Mar 21	People Trained: <ul style="list-style-type: none"> <li>• Onsite First Aid Course – Tuesday 5th March – 16 attendees.</li> </ul>

Appendix B

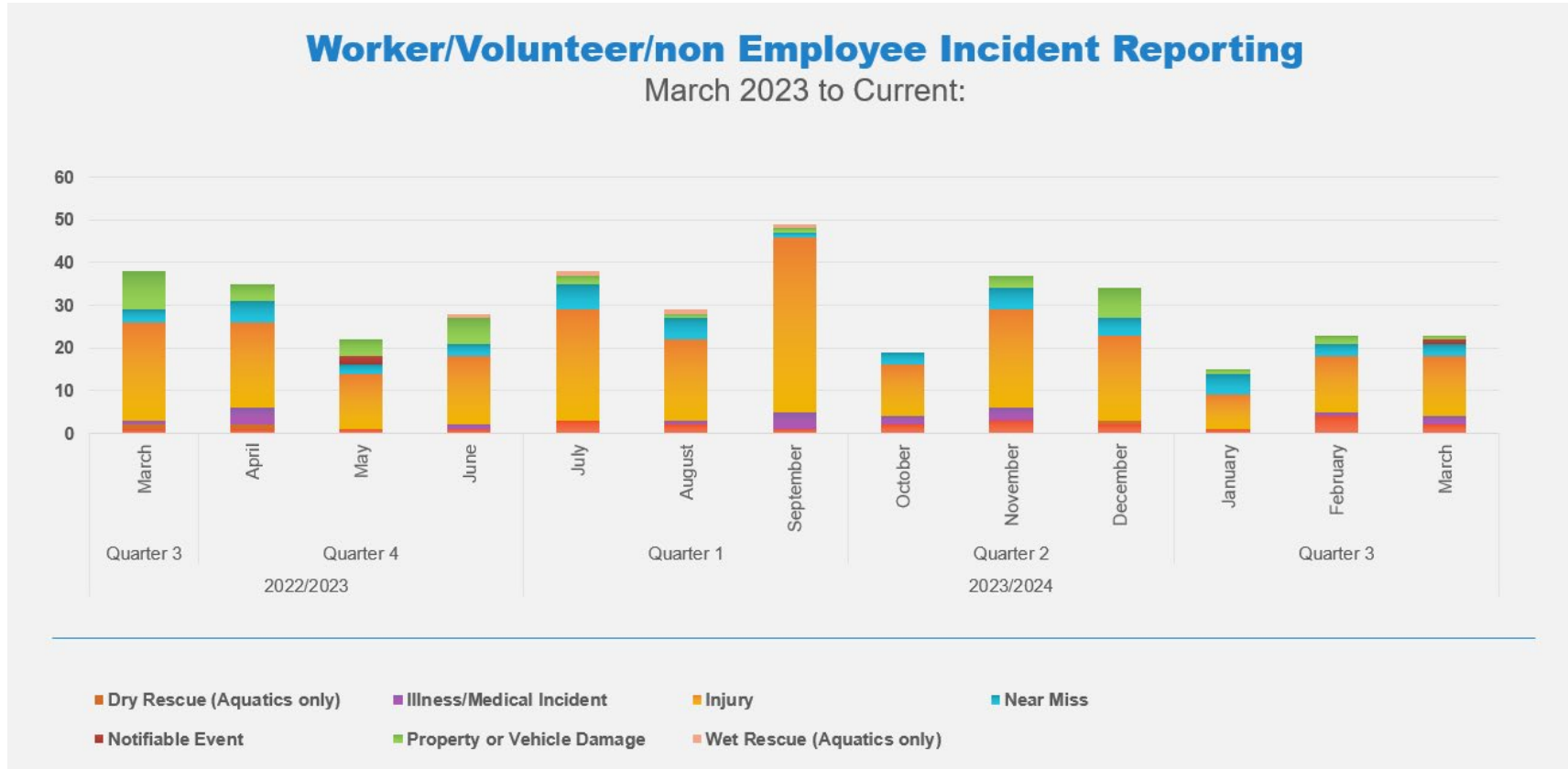


Above is the current status of our preferred contractor data base held within SiteWise.

Alerts are the contractors currently out of assessment date, expired and their insurance has expired. We do not engage these contractors until they are reassessed by SiteWise. SiteWise issue reminders as well as the HS&W team once a month until they have updated them.

“YOUR CONTRACTORS” is referring to our preferred contractor list. “ALL CONTRACTORS” is referring to the full contractor list.

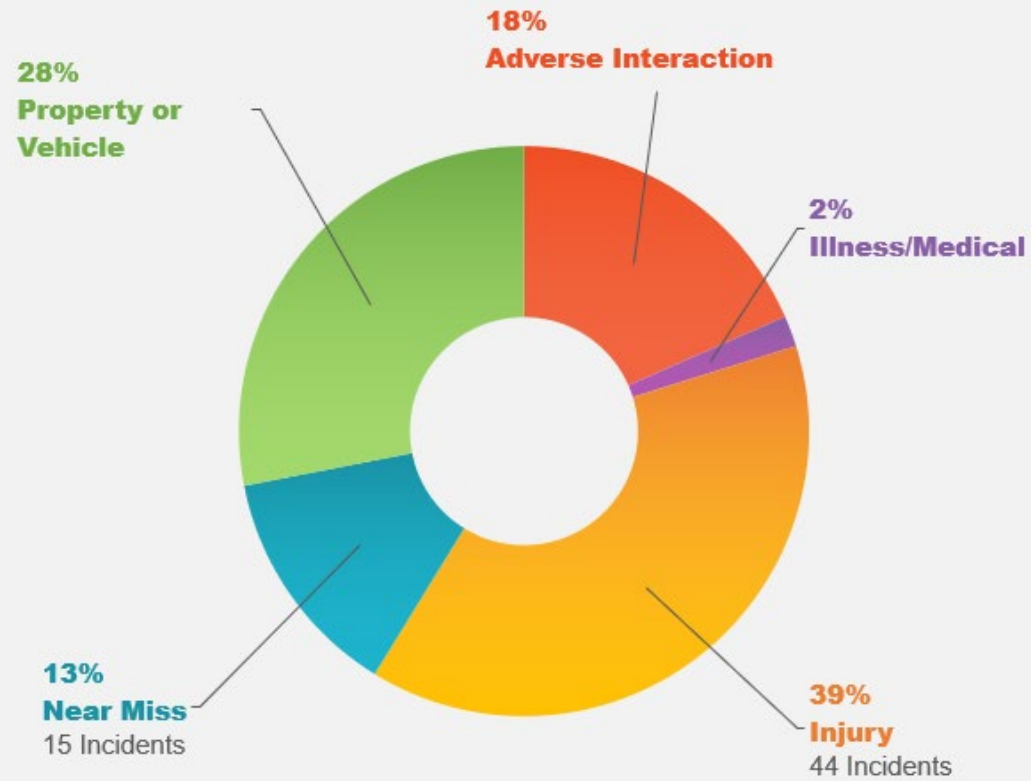
Appendix C

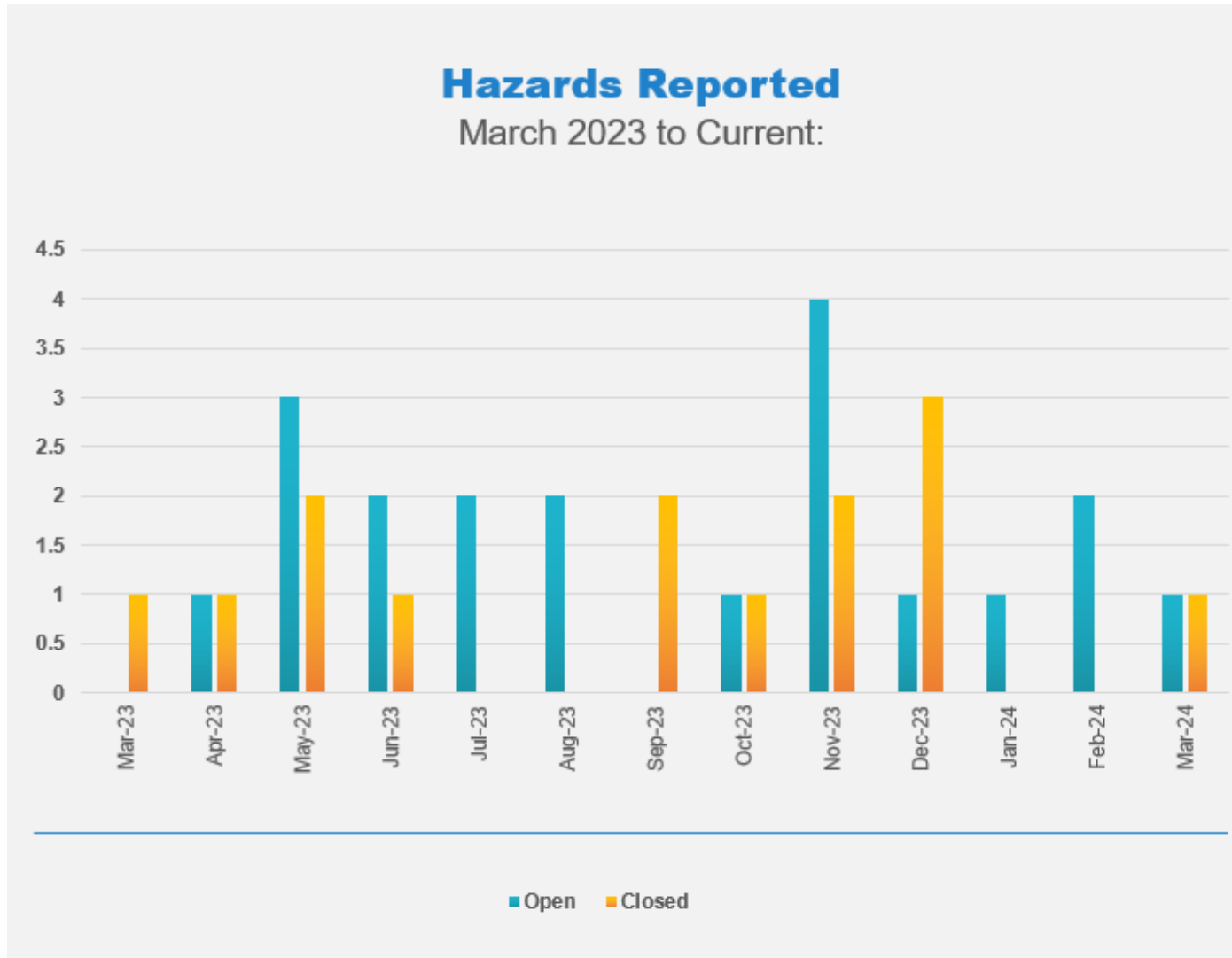




## Worker/Volunteer Incident Reporting

March 2023 to Current:





# Information Relating to Risk at Rangiora Airfield

## 1. Executive Summary

### 1.1 Aeronautical Study Outcomes

- 1.1.1 The in-depth Aeronautical Study of Rangiora Airfield completed in February 2023 highlighted operational challenges and very high, and high risk hazards. These challenges and risks concern, amongst others things, noted the complexity of airfield layout and design (multiple runways). Additionally, there are challenges relating to the safety attitudes of some users. As the airfield and airspace above have become more complex with increased numbers and types of users the safety requirements have consequently become more regulated. There are large numbers of recreation-based activities that are undertaken at the same time as commercial activities including large flight training. In addition, the design of the airfield with three crossing runways and the subsequent airborne circuit requirements has the potential to cause conflict in the air, when multiple runways are in use. This would have historically not been an issue with limited numbers and types of planes landing however does create challenges now. The change in safety requirements and regulation to ensure all users are safe has been accepted by various users to various degrees.
- 1.1.2 There have been a number of incidents in the airspace which has raised the Rangiora Airfield as a risk for CAANZ. This in part led to the part 139 survey being completed which identifies risks and potential treatment options. The Airfield Manager, Airfield Advisory Group with support from the wider Property and Green Space team have been working with CAANZ and others to implement the recommendations.
- 1.1.3 In addition to the items identifies as risks in the survey there are other things which have been identified by the airfield manager and advisory group that would create additional safety for airfield users these include the following:
- The area used as a taxiway for accessing the main runway (07/25 – runway designations are determined by compass heading of the runway) has deteriorated to a point where much of it is unusable, resulting in pilots taxiing close to the runway and Council not achieving the required separation of runways and taxiways.
  - Operational and security signage has been attempted but requires additional information to keep users and the public safe.
  - Buildings obscuring aircraft operations particularly when aircraft are on approach to RWY 10 and the inability for pilots to see if aircraft are lined up on RWY 07.
  - Aircraft crossing RWY's 10/28 and 04/22 without observing whether aircraft are landing or taking off on those runways (i.e. no hold points).
  - People and vehicles crossing runways.

- Aircraft on approach to RWY 22 crossing over the road while vehicles are present (the Aeronautical Information Publication information for Rangiora Airfield states that RWY is unavailable if traffic is present).

1.1.4 Some of the corrective actions at this time have included:

- More informed engagement with the Rangiora Airfield Advisory Group, to elicit sponsorship and ownership of some of the behaviours and culture at the airfield.
- Promulgation of the Airfield Newsletter with operational information and safety messages for users, as well as intervening safety information via email to the User Group (so far 104 members, but the list grows each week).
- The Airfield Safety Committee is being re-introduced (first meeting is scheduled for April), to investigate, analyse and create corrective actions, training and educational material, in conjunction with the CAANZ Flight Operations Field Safety Advisor and the CAANZ Standards Unit. Signage is being designed by the WDC Comms Team (16 in total – more to follow) and manufacturing of the signs will occur in April.
- Incident reporting to CAANZ, which will continue so that the CAANZ can assess causal factors and take steps to correct any issues that arise, in terms of airspace and on-ground incidents.
- Development of taxiway remediation in conjunction with ECan and WDC for resource consent. Costings and soil availability have been received.
- Initial first phase of enforcement of lease conditions by WDC.

1.1.5 Planned Actions

- Assess the requirements and suitability as a corrective action for moving the cross runways (10/28 and 04/22) further SW and SE to provide adequate clearance over runway 07/25 and the airfield road, in the event that conflict exists for unsighted aircraft landing and taking off.
- Use of the WDC website for an Airfield Notice Board regarding all things relating to the airfield.
- Continuing the development of an Airfield Conditions of Use document, in conjunction with WDC H, S and W Team.
- Continuing the review and updating of the Airfield Safety Plan.

## 2. Incidents at Rangiora Airfield - Responsibilities

### 2.1 The Civil Aviation Act- Functions and Powers of the Director of Civil Aviation (the Director)

2.1.1 Without limiting what the Director may do, the Director's relevant functions and powers relating to your query include—

- a. exercising control over entry into, activities within, and exit from the civil aviation system through aviation documents or other instruments;
- b. monitoring and investigating the performance and competence of aviation participants;

- c. monitoring, investigating, and enforcement in relation to matters under civil aviation legislation;
  - d. issuing warnings, reports, or guidance, or making comment, about—
    - i. any matter relating to civil aviation; or
    - ii. 1 or more aviation participants; or
    - iii. 1 or more persons who engage in conduct in relation to civil aviation; and
  - e. co-operating with, or providing advice and assistance to, any government agency, local government agency, or aviation participant.
- 2.1.2 The Director is required to act independently, and their independent functions are to –
- a. issue, suspend, revoke, and impose conditions on aviation documents and medical certificates:
  - b. grant exemptions under this Act:
  - c. carry out any enforcement responsibilities conferred on the Director under this or any other Act.
- 2.1.3 Section 41 of the Act discusses dangerous activity involving aircraft and states that no person may –
- a. operate, maintain, or service an aircraft, aerodrome, or aeronautical product, or provide an aviation-related service, in a manner that causes unnecessary danger to any other person or to any property; or
  - b. do any other act in respect of an aircraft, aerodrome, aeronautical product, or aviation-related service in a manner that causes unnecessary danger to any other person or to any property;
  - c. cause or permit an aircraft, aerodrome, or aeronautical product to be operated, maintained, or serviced, or an aviation-related service to be provided, in a manner that causes unnecessary danger to any other person or to any property;
  - d. cause or permit any other act to be done in respect of an aircraft, aerodrome, aeronautical product, or aviation-related service in a manner that causes unnecessary danger to any other person or to any property.
- 2.1.4 For the purposes of 1.1.3 above, aerodrome means any defined area of land or water intended or designed to be used, either wholly or partly, for the landing, departure, or surface movement of aircraft.
- 2.2 Offences**
- 2.2.1 A person who contravenes any of the statements in paragraph 1.1.3 above, commits an offence against subsection 41 of the Act, whether or not the person knows that the unnecessary danger to any other person or to any property will be caused. Where a person is convicted of an offence where unnecessary danger to any other person or to any property will be caused, they are liable:
- a. in the case of an individual, to a fine not exceeding \$150,000:
  - b. in the case of any other person, to a fine not exceeding \$1,500,000.

- 2.2.2 A person who contravenes any of the statements in paragraph 1.1.3 above commits an offence against this subsection if the person knows, or is reckless as to whether, the unnecessary danger to any other person or to any property would be caused. Where a person is convicted of an offence where the person knows, or is reckless as to whether, the unnecessary danger to any other person or to any property would be caused, they are liable:
- a. in the case of an individual, to imprisonment for a term not exceeding 5 years or to a fine not exceeding \$300,000, or both:
  - b. in the case of any other person, to a fine not exceeding \$3,000,000.

## 2.3 Incident/Accident Reporting- CAANZ

- 2.3.1 Section 49 of the Act states that the duty to notify accidents and incidents to the Civil Aviation Authority of New Zealand (CAANZ) lies with the pilot-in-command. Civil Aviation Rule (CAR) Part 12 describes certain other incidents that must be reported by aviation document holders (Rangiora Airfield does not hold an aviation document but through the aeronautical study, the Director may require it to) what detail must be reported. In terms of section 49 of the Act and CAR Part 12, the WDC, through the Rangiora Airfield is not required to report incidents or accidents (but there is nothing to stop it from doing so).
- 2.3.2 When CAANZ is notified of an accident or incident, it is required to notify the Transport Accident Investigation Commission, who generally will only investigate commercial air transport (known as air transport) incidents and accidents, but where it believes that other accidents or incidents merit its investigation, it will do so.
- 2.3.3 Non-air transport investigations that TAIC undertook include the mid-air collision between a helicopter and a light aircraft in 2009 (TAIC Report AO-2008-001 - <https://www.taic.org.nz/inquiry/ao-2008-001>). The Recommendations from this investigation were:
- a. The need for CAA staff to monitor aerodrome operations, particularly at noncertificated aerodromes, to ensure safety efforts are best directed to promote the coordinated safe management of flying activities.
  - b. The need to encourage good aviation practice to help ensure pilots know how to perform an effective visual scan and how to actively listen to radio calls.
  - c. The need to review the operations at other aerodromes around New Zealand that have opposing circuits, to assess and minimise the potential for a mid-air collision.
- Additionally, the mid-air collision between two light aircraft at Hood Aerodrome in 2019 (TAIC Report AO-2019-006 - Link <https://www.taic.org.nz/inquiry/ao-2019-006>). The recommendations from this report include:
- a. Educate pilots about ‘simultaneous operations’ at unattended aerodromes and the common factors in mid-air collisions and the skills required to avoid them – such as actively listening to radio calls.
  - b. Encourage reporting of safety-related incidents or concerns at unattended aerodromes.
  - c. To ensure managers and users of unattended aerodromes fulfil their safety responsibilities: help WorkSafe, Local Government NZ, NZ Airports Association and

other decision-makers; train and support aerodrome operational and management personnel; and encourage aerodrome user groups to get more involved in aerodrome safety.

- 2.3.4 Of particular interest in this report, was TAIC's review of WorkSafe New Zealand's involvement with non-certificated aerodromes.

WorkSafe advised that the only interaction with aerodromes was to do with regulatory enforcement action. TAIC's comments are as follows:

*"In the CAA's letter dated 30 October 2020, referred to in paragraph 2.76, the CAA advised that the CAA's participation in activities on non-certificated aerodromes was limited and that "safe aviation practices were actively promoted through visits by CAA aviation safety advisers". However, the CAA's interaction with the aerodrome manager, the aerodrome user group and other key players at Masterton was sporadic, a situation that was repeated at other non-certificated aerodromes around the country.*

*The CAA also commented that WorkSafe New Zealand was "the lead safety regulatory agency for aerodromes as a Person Conducting a Business or Undertaking (PCBU) under their HSWA obligations". The CAA's engagement was therefore effectively limited to the operation of aircraft. Some of the aerodrome managers spoken to were not aware that under the HSWA they were considered a PCBU.*

*An aerodrome by its very nature involves both aerial and ground activities. It would therefore seem logical that both the CAA and WorkSafe New Zealand would engage with the various operators or organisations on an aerodrome to help promote safer activities taking place on and around an aerodrome.*

*The Commission could find no evidence of any collaborative approach by the CAA and WorkSafe New Zealand about aerodromes. WorkSafe New Zealand representatives spoken to by the Commission confirmed that the only interaction WorkSafe New Zealand had had with aerodromes was to do with regulatory enforcement action.*

*WorkSafe New Zealand confirmed that there was the potential for a more proactive safety-focused engagement. Logically, this should be done in coordination with the CAA and potentially involve representative organisations like LGNZ. More formalised support for aerodrome managers could also result in improved safety efforts and results."*

- 2.3.5 The CAANZ Director's Responses to TAIC Recommendations (2009) were:

- "I will also undertake to make aerodrome operators aware of the risks associated with a 'mix' of operational activities, and their need to develop appropriate local procedures to minimise the risk of mid-air collisions".
- "CAA will look to increase the activity and focus of ASA's as part of its work programme to address the underlying issue identified in the investigation report".
- "Within the resources available to it, the CAA directs its attention to those aerodromes where risk is assessed as being highest – in this case to certificated aerodromes and non-certificated aerodromes engaged in regular passenger transport operations using 19-seat or more aircraft".

2.3.6 In light of the recent outcomes of culpability associated with the White Island tragedy, reflection on Councils responsibility and accountability in the event of a serious or fatal accident at the airfield, should be reviewed to ensure that its current model of financial management is fit for purpose, especially given the attitude of the Courts towards PCBU's assessing cost ahead of all other aspects of risk management. Airfields, as an asset, are expensive to maintain and operate, Rangiora Airfield especially so because of its geographic location on riverbed. Having read through case law, both here and in the UK, defendants can show that they have discharged their duties (under both States HSWA's), if it can be shown that there is a gross disproportion between the degree of risk and the sacrifice involved in implementing the control measures needed to avert the risk.

## 2.4 Responsibility for Investigating – CAANZ/TAIC

2.4.1 Certificated organisations (Rangiora Airfield is not) are required under CAR part 12 and Car Part 100 (Safety Management Systems) to investigate to causal factor level and undertake corrective actions to prevent recurrence of the event and other similar events. Reported events under Part 12 may or may not be investigated by the CAANZ/TAIC, depending upon the severity of the event and/or the veracity of the investigation completed by the certificated organisation.

2.4.2 The Rangiora Airfield Advisory Group (RAAG) has a mandate to undertake investigations to improve the safety performance of the airfield and airspace in the vicinity of the airfield. The Airfield Manager and Safety Officer does not believe that this is currently effective, hence setting up a Safety Committee to be the overseeing body regarding reporting and investigation and the promulgation of safety information to support the improvement of the airfield safety culture. This recommendation, made at the last meeting of the RAAG (on 28th February 2024), was unanimously supported by the RAAG membership.

## 2.5 Types of Investigation - CAANZ

2.5.1 There are a number of types of investigation undertaken by the CAANZ. The most frequent type is a safety investigation, where the outcomes of the investigation (which does not include reading Miranda Rights to involved individuals) is used for educational purposes to inform organisations and the wider industry and enhance safety performance. The second type is an enforcement investigation, where some sort of punitive action is taken against a document holder and generally involves court appearances and actions by both the Courts, in terms of fines, or prison, or revocation of aviation documents, as examples. Other investigations involve safety assessment of the performance of organisations and may result in limitations on operating certificates, or the suspension and revocation of operating certificates.

## 2.6 Incident Investigation

2.6.1 The WDC has no statutory powers to require people to discuss events that occur on the airfield, nor in the airspace around the airfield. To that end, the Airfield Manager and Safety Officer has indicated to the RAAG that when they become aware of incidents, the AMSO will report those to the CAANZ, through their CA005 online reporting process, who has the statutory power to investigate. The Chair of the RAAG is also reporting events to CAANZ, as are some of the users at the airfield, most notably the recent close call with two aircraft attempting to land at the same time on the same runway.



2.6.2 Some pilots have been receptive to approaches regarding incorrect radio use, or no transmissions (which are required at Rangiora because it is within a mandatory broadcast zone (MBZ). Others are caustic in the attitude and seem to have a view that this is their airfield, likely as a consequence of being left to their own devices for many years and little CAANZ interest in assessing and engaging with airfield users. The Airfield Manager and Safety Officer has suggested on a number of occasions to CAANZ representatives that they should come and observe airfield on busy weekends.

## 2.7 Indemnification for Responsibility for Damage

2.7.1 Section 45 of the Act places responsibility for damage with aircraft owner. Section 46 of the Act states that aircraft owners may be indemnified for damage if some other person other than the owner is liable to pay damages in respect of the damage or loss.

2.7.2 An example of Council accountability for loss is a recent approach by an insurance loss adjustor looking at what WDC does with respect to rabbit control at the airfield after damage to an aircraft which dropped a nose wheel into a rabbit hole. After explaining the manoeuvring area inspection requirements, hole filling operations and rabbit population management through lethal management, the loss adjuster was satisfied that the WDC was acting responsibly to manage the risk of aircraft damage and did not take action to recover the cost of damage from the Council.

## 2.8 Responsibilities

2.8.1 Section 14 of the Civil Aviation Act 2023 (the Act) states the duties of a pilot-in-command, specifically 14(1)(a) which states that a pilot-in-command is responsible for the safe operation of the aircraft.

2.8.2 Under Section 5 of the Act, an aviation participant means a person who operates, maintains, services, or does any other act in respect of an aircraft, aerodrome, or aeronautical product and includes aerodrome operators.

2.8.3 Section 13 of the Act requires that an aviation participant must comply with civil aviation legislation that applies to their type of involvement and type of operation. It further requires that an aviation participant who does anything requiring an aviation document (for certain aerodromes this is Rule Part 139 operating certificate) to hold:

- a. all the necessary qualifications; and
- b. the appropriate aviation documents; and
- c. other necessary documents.

2.8.4 To establish whether an aerodrome is required to hold an aviation document, Part 139 describes the types of operations and certain specific thresholds that may require an aerodrome to be certificated (i.e. qualifying aerodrome). The Airfield has been assessed in accordance with the Aeronautical Study requirements of the Aerodrome Certification Rules (Part 139), which assessed the design, operations and complexity of the airfield, the types of aircraft that use it and the aviation groups that operate from it. A report has been received from the external consultant, with recommendations. The WDC is waiting on the Director of Civil Aviation to make a determination on whether Rangiora Airfield will be required to apply for a Qualifying Aerodrome Certificate.

2.8.5 With regard to pilot requirements, Section 13(3) of the Act applies, which states:

*“An aviation participant must ensure that the activities or functions for which an aviation document has been issued are carried out by the aviation participant, and all persons for whom the aviation participant is responsible, safely and in accordance with the relevant prescribed safety and security standards and practices”.*

### 3. Health and Safety at Work Act 2015

#### 3.1 Responsibilities

3.1.1 In a Community and Recreation meeting late last year, the Airfield Manager and Safety Officer discussed with the Councillors present, their responsibilities under the Health and Safety at Work Act 2015. The Airfield Manager and Safety Officer pointed out that the operation of the airfield constituted a person conducting a business (PCBU) undertaking under Section 17(1)(a) of the HSWA, as the Council earns revenue from the operation of the airfield. One of the most significant aspects of the HSWA 2015 is Section 36 – Primary Duty of Care. This section states:

*(1) “A PCBU must ensure, so far as is reasonably practicable, the health and safety of—*

- a. workers who work for the PCBU, while the workers are at work in the business or undertaking; and*
- b. workers whose activities in carrying out work are influenced or directed by the PCBU, while the workers are carrying out the work.*

*(2) A PCBU must ensure, so far as is reasonably practicable, that the health and safety of **other persons** is not put at risk from work carried out as part of the conduct of the business or undertaking.”*

3.1.2 The HSWA Act describes a hazard as ***including a person’s behaviour where that behaviour has the potential to cause death, injury***, or illness to a person (whether or not that behaviour results from physical or mental fatigue, drugs, alcohol, traumatic shock, or another temporary condition that affects a person’s behaviour).

3.1.3 As you will be aware, in terms of defining a statutory officer, the HSWA 2015 states that a statutory officer is a person—

- a. holding or performing duties of an office established by an enactment; or
- b. performing duties expressly conferred on the person by virtue of his or her office by an enactment; or
- c. holding office as the chief executive of a Crown organisation

#### 3.2 Management of Risks and the Meaning of Reasonably Practicable

3.2.1 Duties of a PCBU in the HSWA Act 2015, unless the context otherwise requires, describes reasonably practicable, in relation to a duty of a PCBU set out in subpart 2 of Part 2, means that which is, or was, at a particular time, reasonably able to be done in relation to ensuring health and safety, taking into account and weighing up all relevant matters, including—

- a. the likelihood of the hazard or the risk concerned occurring; and
- b. the degree of harm that might result from the hazard or risk; and

- c. what the person concerned knows, or ought reasonably to know, about—
    - i. the hazard or risk; and
    - ii. ways of eliminating or minimising the risk; and
  - d. the availability and suitability of ways to eliminate or minimise the risk; and
  - e. after assessing the extent of the risk and the available ways of eliminating or minimising the risk, the cost associated with available ways of eliminating or minimising the risk, **including whether the cost is grossly disproportionate to the risk.**
- 3.2.2 The Judiciary in NZ and the UK indicate that costs should be the last consideration in terms of what is reasonably practicable as this ensures feasible solutions are not dismissed due to assumptions about cost. The law makes it quite clear that, for cost to be a reason not to adopt a safety control, it must be grossly disproportionate to the benefits.
- 3.2.3 The greater the degree of potential harm, the more effort (and potential expense) will be expected in regard to ensuring safety. This balance must be assessed on a case-by-case basis, but would need to be several times the benefits before it could be considered 'grossly disproportionate'.
- 3.2.4 1949 UK Coal Mine Case – Judges Summation Which Drove 'Grossly Disproportionate' Clause in Legislation.
- "Reasonably practicable is a narrower term than 'physically possible' and implies that a computation must be made... in which the quantum of risk is placed in one scale and the sacrifice involved in the measures necessary for averting the risk (whether in time, trouble or money) is placed in the other and that, if it be shown that there is a great disproportion between them – the risk being insignificant in relation to the sacrifice – the person upon whom the obligation is imposed discharges the onus which is upon him."
- 3.2.5 Case law shows that the judiciary takes a very dim view of PCBU's that consider cost ahead of safety benefits (i.e. the budget you have available is not a relevant factor). If you cannot afford to adopt a control but the cost isn't grossly disproportionate, you should not undertake the activity.

## 4. WDC Responsibility for Management of Airfield Safety

### 4.1 Notice to Airmen (NOTAM)

- 4.1.1 The WDC is required by CAANZ to identify unsafe areas of the airfield and restrict or limit aircraft access to those areas. The industry Standard for notifying pilots is by issuing a safety notification, called a NOTAM. Airfield users have advised that the Airfield Manager and Safety Officer is wasting their time issuing NOTAM's because no one reads them.
- 4.1.2 From a risk to you as the CE, your position is protected as WDC has issued the required NOTAM restrictions, and placed highly visible markers to guide pilots, as well as communications for local users and information in issued NOTAM's. Pilot standard practice is to check weather, NOTAM's and other matters (fuel, weight and balance, aircraft airworthiness preflight inspection), prior to flight. That so many do not read NOTAM's is of concern and the South Island CAANZ Flight Operations Field Safety Advisor has stated that it is a New Zealand wide problem.

- 4.1.3 The RAAG has asked that a sign be erected on the Rangiora Airfield main billboard at the end of Merton Road to tell pilots that a NOTAM is active. There will need to be two signs; one saying that a NOTAM is issued and one that a new NOTAM has been issued. Sometimes two or three NOTAM's can be active at one time. An airfield user who designed an electronic billboard for SAIL GP at Lyttleton, has suggested that a smaller version situated at the main security gate (where a power supply is available) could be a more effective mechanism to provide many different types of information to users. The Airfield Manager and Safety Officer is currently waiting for costings for this initiative, which they believe is an excellent use of technology to bring about change. Security of the signs on the billboard will be problematic as Merton Road and the airfield road through to the security gate are magnets at night for burnouts and meeting places for elements potentially looking to cause damage. Signs have already been damaged and removed in this location.
- 4.1.4 The CAANZ is developing safety information regarding pre-flight actions that are required by pilots, including the necessity for reading NOTAM's.
- 4.1.5 The Safety Committee will also address this issue for local users.

## 5. Rangiora Airfield Aeronautical Study

### 5.1 Risk Assessment Criteria

- 5.1.1 The Aeronautical Study completed for the Council in February 2023 discussed identified risks in the operation and use of the airfield in its current format and layout. A Risk Matrix was developed, and risk levels were allocated to each identified risk. The risk levels were categorised using HB 436:2004 issued by Standards Australia to support the Australia/ New Zealand Standard for Risk Management (AS/NZS 4360).

The risks are listed in order of priority (as determined by the Study author) in the following tables (Low Risk Events not included).

Aeronautical Study Identified Risks – Table 1

<i>Risk Area</i>	<i>Impact on Ability to Deliver Objectives</i>	<i>Consequences</i>	<i>Likelihood</i>	<i>Risk level</i>	<i>Risk Treatment Strategy</i>	<i>Residual Risk</i>	<i>Risk Priority</i>
Airfield Circuit (Part 91 General Flight Rules– CAA)	Risk of a Mid-Air collision between two aircraft.	Very High	Likely	5 B	Pilots to be fully brief on the procedures and the layout of the Rangiora Airfield and applicable CAR procedures before arriving or departing. Better training and oversight of recreational users.	Very high	1
	Aircraft joining the circuit incorrectly or conflict	Very High	Likely	5 C	Pilots to follow the CAA published Standard Overhead Join Procedure when joining overhead.	High	2
	With pilots not making clear and concise radio calls there is a risk of pilots becoming confused to the actual intentions of the aircraft making the call.	Very High	Possible	5 B	Pilots to make concise and clear radio calls stating their intentions, IAW CAR's for operating within an MBZ.	High	3
	Two aircraft operating on two separate vectors at the same time which could cause a conflict				Pilots to use the most into wind vector at all times. AWIB Installation – Preferred runway.		
	Aircraft cutting in on other aircraft while in the circuit	Very High	Very High	5 B	Educating pilots in correct published circuit procedures and etiquette. Following CAR requirements for circuit joining and procedures	High	4
	Poor radio Communication	High	Likely	4 B	All pilots to make clear and concise radio calls stating their intentions prior to arriving or departing. All pilots and organisations to ensure that they are trained and aware of CAA CARs published communication procedures for operating in an MBZ.	High	5

Aeronautical Study Identified Risks – Table 2

<i>Risk Area</i>	<i>Impact on Ability to Deliver Objectives</i>	<i>Consequences</i>	<i>Likelihood</i>	<i>Risk level</i>	<i>Risk Treatment Strategy</i>	<i>Residual Risk</i>	<i>Risk Priority</i>
Airfield Circuit (Part 91 General Flight Rules – CAA)	Lack of knowledge of the CAA rules by some elements on the airfield. Part 91, 149 and Part 103 microlights.	High	Possible	4 B	Training organisations need to put more emphasis on and application of the CAA Part 91 rules and the applicable rules on or near an airfield.	High	6
	Certain groups think the rules do not pertain or apply to them. Some private aircraft operators are very lax in following the correct procedures.	High	Possible	4 C	A change in safety culture amongst those using the airfield, in particular it is a General Aviation airfield in an MBZ.	High	7
	Two aircraft on the runway at the same time	High	Possible	4 C	Pilots to be trained and become more situationally aware of airfield traffic, also to follow the correct airfield procedures.	Medium	8
Financial Management (Part 139 QAR? Also HSW Act – WDC as PCBU)	Substantial financial contribution input required from WDC.	Very High	Almost Certain	4 A	Long term development plan required to allow for early adjustments to budgeting requirements. Review of user charges and fees	Medium	9
Airfield Management (Part 139 QAR? Also HSW Act – WDC as PCBU).	The airfield falls under the umbrella of the Greenspace department of the WDC. The Greenspace Manager who is effectively the Airfield Manager, has limited knowledge of aviation and the idiosyncrasies that go with it. The Greenspace Manager has inherited the role as that is where it has sat in the past.	High	Likely	4C	The WDC needs to appoint a fulltime Airfield Manager, reporting to the Greenspace Manager. The role is to monitor activities on the airfield, report incidents and occurrences to the appropriate authorities, carryout maintenance and importantly build a relationship and to liaise with all residents and users of the Rangiora Airfield.  Recommendation become CAR 139 certified.	Medium	10

5.2 Risk Discussion ■ CAANZ oversight responsibility ■ WDC oversight and responsibility

5.2.1 In order of risk priority top ten risks as identified in Study, actions undertaken to date are as follows:

Priority	Impact	Treatment Recommended by Report Author	Action to Date	Residual Risk as Ascribed by Report Author with Treatment Applied
1 Very high risk	Risk of a Mid-Air collision between two aircraft.	<p>Pilots to be fully brief on the procedures and the layout of the Rangiora Airfield and applicable CAR procedures before arriving or departing. Better training and oversight of recreational users.</p> <p><b>WDC Notes</b></p> <p><b>Majority of responsibility lies with CAANZ for oversight or pilot competence and following requirements.</b></p> <p><b>Reporting to CAANZ of non-complying flight activity.</b></p> <p><b>Set up Safety Committee to report to RAAG with analysis, recommendations and actions to be taken.</b></p>	<p>1. AIP Plate to be updated by WDC – work has been submitted to CAANZ by previous Safety Officer – currently held up by CAANZ. CAANZ is looking to nationally standardise language and phrases for AIP information. Also, CAANZ not supportive of level of information RAAG want on the plate. Meeting arranged with Field Safety Advisor for March 24 – date to be confirmed.</p> <p>2. Briefing requires responsibility and accountability from pilots to undertake the duties required for preflight planning. <b>Onus on instructors to reinforce standards. CAANZ are engaged with a significant education programme called Work Together Stay Apart – for uncontrolled aerodromes. Rangiora Airfield was the first airfield to be addressed by CAANZ at user meeting late last year.</b></p> <p>3. Reports have sent to CAANZ regarding non-complying activity.</p> <p><b>Reports have been sent by AMSO and RAAG Chair and some users there is reluctance by users to do this when they are involved in an incident, or see an incident, as their view is the CAANZ does not respond.</b></p> <p>4. Set up Safety Committee</p> <p><b>RAAG supported this initiative at last meeting (Feb 28<sup>th</sup> 2024). First meeting to be scheduled for April 2024.</b></p>	Very high

<p>2 Very high risk</p>	<p>Aircraft joining the circuit incorrectly or conflict</p>	<p>Pilots to follow the CAA published Standard Overhead Join Procedure when joining overhead.</p>	<p>1. AIP plate states overhead rejoin is recommended (but not required). 2. Pilots to follow overhead rejoin procedures but requires use and knowledge of the AIP plate requirements. <b>This is a current area of focus of the CAANZ for their pilot education programme. Also, a discussion point for the Safety Committee meeting.</b> 3. Reporting to CAANZ when there is observed conflict. 4. AMSO discusses with pilots when conflicts arise.</p>	<p>High</p>
<p>3 Very high risk</p>	<p>With pilots not making clear and concise radio calls there is a risk of pilots becoming confused to the actual intentions of the aircraft making the call. Two aircraft operating on two separate vectors at the same time which could cause a conflict</p>	<p>Pilots to make concise and clear radio calls stating their intentions, IAW CAR's for operating within Rangiora Airfield Mandatory Broadcast Zone (MBZ) within 1.5 nautical miles of the centre of the airfield. Pilots to use the most into wind vector at all times. AWIB Installation – Preferred runway.</p>	<p>1. Pilots to make concise and clear radio calls stating their intentions, IAW CAR's for operating within an MBZ. <b><i>This action requires input form instructors and Flight Testing Officers to enforce standards.</i></b> 2. Pilots to use the most into wind vector at all times. <b><i>This action requires input form instructors and Flight Testing Officers. Airfield Manager has engaged with airfield instructors to form a comms group to discuss standards, through the RAAG.</i></b> 3. AWIB Installation – Preferred runway <b>No action to date. RAAG not convinced that this would add to effective control).</b></p>	<p>High</p>
<p>4 Very high risk</p>	<p>Aircraft cutting in on other aircraft while in the circuit</p>	<p>Educating pilots in correct published circuit procedures and etiquette. Following CAR requirements for circuit joining and procedures.</p>	<p><b>Requires engagement by airfield users. To be discussed at Safety Committee as agenda item, with actions to address this phenomenon. Some pilots extend downwind legs excessively (should be turning on base leg with runway threshold at 45° back over pilots shoulder.</b> <b>Engage with consultant regarding the design of split circuit routes for aircraft of different speeds (airfield has aircraft with 30 knot circuit cruise and 170 knot circuit cruise). Informal discussion has occurred to discuss concept.</b></p>	<p>High</p>



5 High Risk	Poor radio Communication	All pilots to make clear and concise radio calls stating their intentions prior to arriving or departing. All pilots and organisations to ensure that they are trained and aware of CAA CARs published communication procedures for operating in an MBZ.	<p>Correct Comms discussed in Airfield Newsletter. Some pilots believe that no radio calls are necessary, and it is up to pilots to see and be seen. This is an example of attitudinal differences across the country.</p> <p>Pilots possibly avoiding landing fees – Joan has requested an audit of operations (weekend) to be checked against AIMM data to see if aircraft have been charged. Owen to progress as soon as possible.</p>	High
6 High Risk	Lack of knowledge of the CAA rules by some elements on the airfield. Part 91, 149 and Part 103 microlights.	Training organisations need to put more emphasis on and application of the CAA Part 91 rules and the applicable rules on or near an airfield.	Safety Committee to establish material for distribution to users regarding rules. Also, Airfield Newsletter used as information tool for users to influence culture. The Newsletter is a quarterly document, with three sent out since June last year. The Airfield Manager and Safety Officer also has 104 people on the User Group email list (more being added weekly) and send out information relating to aerodrome operations that are important or useful for users to know. This is very much appreciated by users, and there has been very good feedback to the AMSO.	High
7 High Risk	Certain groups think the rules do not pertain or apply to them. Some private aircraft operators are very lax in following the correct procedures.	A change in safety culture amongst those using the airfield, in particular it is a General Aviation airfield in an MBZ.	Safety Committee to address this aspect and engage with CAANZ Safety Advisor, as well as CAANZ Standards Team.	High
8 High Risk	Two aircraft on the runway at the same time  (Shared responsibility with WDC)	Pilots to be trained and become more situationally aware of airfield traffic, also to follow the correct airfield procedures.	<p>Reports to CAANZ regarding close call with aircraft landing on same runway in close proximity. No input from CAANZ to date.</p> <p>Advice and guidance from Safety Committee on safe distances prior to entering runway, maintaining situational awareness. Promulgation of safety info through Airfield Newsletter.</p>	High

<p>9 High Risk</p>	<p>Substantial financial contribution input required from WDC.</p>	<p>Long term development plan required to allow for early adjustments to budgeting requirements.</p> <p>Review of user charges and fees</p>	<p>WDC is engaged with the proposed airpark developer to understand the implication of the design and its association with airfield operations. Future LTP implications are being worked through to draft stage for Council assessment and approval.</p> <p>Identification of safety issues has been occurring since 1 June, such as unsighted aircraft on runways due runway orientation and positioning and location and placement of buildings obstructing pilot situational awareness (RWY 10 and 07 conflict). Implications for funding to overcome this issue by shifting runway 10/28 southeast and use existing Council owned land to achieve this. Will also alleviate potential conflict of aircraft taxiing across runways 10/28 and 04/22.</p> <p>Water and sewerage allocations already made to the airfield to give effect to the improved management of the health and safety aspects of the current water and sewerage arrangements at the airfield.</p> <p>User charges and fee structure currently being reviewed (leases, landing charges).</p>	<p>Medium</p>
<p>10 High Risk</p>	<p>The airfield falls under the umbrella of the Greenspace department of the WDC. The Greenspace Manager who is effectively the Airfield Manager, has limited knowledge of aviation and the idiosyncrasies that go with it. The Greenspace Manager has inherited the role as that is where it has sat in the past.</p>	<p>The WDC needs to appoint a fulltime Airfield Manager, reporting to the Greenspace Manager. The role is to monitor activities on the airfield, report incidents and occurrences to the appropriate authorities, carryout maintenance and importantly build a relationship and to liaise with all residents and users of the Rangiora Airfield. Recommendation become CAR 139 certified.</p>	<p><b>Airfield Manager appointed to monitor activities on the airfield, report incidents and occurrences to the appropriate authorities, carryout maintenance and importantly build a relationship and to liaise with all residents and users of the Rangiora Airfield.</b></p>	<p>Medium</p>

Additional Identified Risks from Study				
11 High Risk	Increase in aircraft movements causing a greater risk in the circuit.	Air Park aircraft operators to be fully inducted into the airfield procedures and requirements prior to operating from the airfield.	No progress until development has approval and engagement is required with developer.	Medium
12 High Risk	Vehicles are being driven around the manoeuvring area coming close to aircraft taxing in the vicinity, together with poor security fencing.	Develop and Airside Driving permit allowing only authorised vehicles airside. Improve airfield security fencing. Integral part of CAR 139 Certification	Installation of two automated gates form the most often left open gates commencing 14 <sup>th</sup> April 2024 and improve control of access to the airfield. Cameras installed at main gate, which provide the ability to identify who is accessing the airfield. No progress to date on vehicle management, other than talking to users to modify behaviour and ask them to turn on hazard lights when on the airfield and putting information to that effect into the Newsletter. Will also be addressed in the Conditions of use document. Investigating use of self-powered electronic locks for gates. That include the ability to be monitored when they are open.	Low
13 High Risk	Erroneous information from ADSB equipment in MBZ	Aircraft operating in NZRT airspace and closeness to NZCH airspace to operate only TSO approved ADSB equipment.	Owners have been incorporating ADSB equipment but standard of equipment is not known. CAANZ are responsible for maintenance standards.	Low
14 High Risk	Unauthorised access onto airfield airside from Airpark.	Good fencing between airfield and Air Park development. Persons to be authorised by WDC. WDC to instigate covenants on the Air Park titles regarding access.	No action so far. Dependant upon development going ahead.	Low

<p>15 High Risk</p>	<p>The main taxiway along the northern side of runway 07/25 is very close to the runway. Although it does meet the CAA requirements in distance from the centre line of the runway, the boundaries are not delineated in any way, which could cause an aircraft to become an obstacle for an aircraft landing or taking off from the main runway.</p> <p>Rough Surface of the taxiway 07/25 which could damage an aircraft whilst taxiing.</p>	<p>Clearly mark the taxiway ends and edges using markers at regular intervals down the length of the taxiway.</p> <p>Resurface with new grass or a surface which is less susceptible to wear and tear.</p>	<p>Marker boards being refurbished by Delta and additional 10 being manufactured.</p> <p>Initial costings established to remediate the worst areas of the taxiway (\$50k). Budget is available to cover the costs associated with the remediation of the worst areas, so the areas can be rectified.</p> <p>Resource Consent required for excavation, transporting of soil from developer site, and soil testing required. Re-seeding grass is restricted by soil temperature of no less than 9° C. Currently 22.7° C and seem to be stable at that temperature for the time being.</p>	<p>Low</p>
<p>16 High Risk</p>	<p>Unauthorised access to the airfield, especially airside.</p>	<p>Having only one aircraft access point for entry to airfield airside.</p>	<p>This recommended action is not feasible. Aircraft are already 'airside'. Author may be referring to unauthorised foot traffic, which is currently impossible to manage with the fencing that is in place.</p>	<p>Low</p>
<p>17 Medium Risk</p>	<p>Putting pressure on the runways and taxiways due to extra airfield ground movements</p>	<p>Instigate procedures for utilisation of taxiways and runways by Air Park operators</p>	<p>Design of taxiway system to be finalised once developer design is approved. Surface will need to be prepared as is being done on the 07/25 taxiway.</p>	<p>Low</p>
<p>18 High Risk</p>	<p>Pressure from Developer wanting to move faster than WDC are able to.</p>	<p>WDC and developer to fully understand each parties' timeframes and requirements.</p>	<p>WDC has been working closely with the developer to understand each other's requirements and establish working strategies to accommodate respective needs.</p>	<p>Medium</p>

## 6. Improving Safety Culture

### 6.1 The Rangiora Airfield Advisory Group

6.1.1 As previously stated, the Airfield Manager and Safety Officer has discussed with the RAAG at the February meeting the concept of setting up a Safety Committee to work through the RAAG as a mechanism to provide analysis of events, safety information, training, and discussion to the wider user group.

6.1.2 The Council has historically relied on the RAAG as its experts with regard to airfield operations and recommendations to Council. The agenda for RAAG includes safety incidents, but there is inadequate time for any comprehensive thinking around education and safety communications for airfield users. The RAAG at the last meeting (February 2024) discussed my recommendation to reinvigorate the Safety Committee (which was disbanded about five years ago), which the Airfield Manager and Safety Officer sees as an important tool to advance safety culture at the airfield, in conjunction with improved engagement with the CAANZ Flight Operations Field Safety Advisor. First meeting to occur in April 2024.

6.1.3 The standards adopted vary widely in terms of flight operations. Some users adopt very high standards and others thumb their noses at the requirements and good aviation practice. These diverse attitudes are going to be challenging to modify, but we must start somewhere, and the Safety Committee, working in conjunction with CAANZ Field Safety Advisor and the Flight Standards Unit offer the best opportunity to effect change, in my view. My experience with change management in the aviation industry over the last 25 years suggests that this will be a five-year journey. Some may leave the airfield to operate elsewhere.

6.1.4 Other uncontrolled airfield use their websites to provide information on use of the airfield, safety information, arriving and departure procedures (if CAANZ won't allow this on the RT AsP plate. My intention is to develop the Councils website page for the airfield into a useful domain for safety information.

### 6.2 Compliance Requirements

6.2.1 Currently there are three areas aspects of compliance:

- CAANZ Rules relating to flight operations and the Civil Aviation Act relating to generic aerodrome requirements; and
- Leases that describe and limit the use of land and buildings and the WDC requirements that are to be complied with; and
- Conditions of use, which are currently not addressed, but are common documents that users are required to sign that deal with the airfield operations.

6.2.2 In terms of the CAANZ rules, the regulator has the empowerment and authority to manage rule compliance. These aspects have been discussed earlier in this document. Lease holder requirements to be met and enforcement provisions are contained within the lease document. Council may utilise these provisions where it determines that enforcement is required. The lease provisions appear to engage with property rights and do not contain language that readily or intentionally deal with matters relating to airfield operations.

- 6.2.3 The AMSO is currently developing a draft Conditions of Use document for Health, Safety and Wellbeing Team review. The Team has had an initial discussion regarding the intent of the document and the expectations that reside within it (covers many things, but includes compliance with the AIP Plate Limitations, use of runways and taxiways, compliance with CAANZ rules, security management, vehicle use on the airfield, compliance with reasonable from WDC direction such as not using irrigation systems at the airfield – a current requirement, compliance with mandatory broadcast requirements, flying neighbourly – noise and harassment).

## 7. Lease Activity

### 7.1 Discussions with Property Team

- 7.1.1 Since commencing the role at the airfield, the AMSO has engaged with the Property Team to obtain a better understanding of how leases are enacted and what provisions are included and what enforcement provisions are provided. We have discussed issues such as unconsented work, and shipping containers, equipment, and junk stored at the airfield. The Team Leader has sent out a letter to lease holders last week, as a consequence of our discussions to inform lease holders that Council will be enforcing lease provisions. There has already been pushback with comments asking why Council is doing that as it has never done it before!
- 7.1.2 In terms of matters such as unconsented work, Property has been working with legal advisors to establish what it is able to do. Council must be seen to have issued warning letters of non-compliance and Letters to Fix, prior to taking steps to terminate leases. This has happened on few occasions, which has probably contributed to the haughty attitudes of some users.
- 7.1.3 The AMSO is taking steps to have an unconsented sewerage connection removed, however, this has taken quite some time to facilitate as the ownership and maintenance of the septic tanks at the airfield appears to be undocumented.

## 8. Airfield Manager and Safety Officer Actions

### 8.1 Activity to Date

- 8.1.1 Since commencing the role in June 2023, the AMSO has been establishing what needs to be completed and what activities need to be undertaken to bring the airfield into a state that is reflective of good aviation practice, as applied to an uncontrolled and uncertificated airfield. To that end the AMSO has undertaken and been engaged with the following:
- Airfield Newsletters and User Group emails with operational and safety info.
  - Three-weekly runway inspections – each inspection takes about three hours to complete.
  - LTP bid for additional airfield equipment.
  - Taxiway investigations to remediate the surface and development of as plan to complete work (quote received for earthworks – working with ECan and WDC for Resource Consents).

- Working with a grass scientist to recover the runway grass sward after a very dry summer.
- Automated airfield access gate installation - communicated to users. Install April.
- Additional security cameras.
- Dog signs – discussion around dogs on airfield policy with RAAG, dogs must be on lead at all times.
- Additional signage for airfield operations and safety – currently being designed by WDC Comms.
- New lease agreement – sent out to expired lease holders.
- Proposed new governance model – being discussed at RAAG meeting 27<sup>th</sup> March for final draft to be approved by Council.
- Flight instructor meeting with CAANZ Flight Operations Field Safety Advisor – new group to be set up to advise RAAG.
- Assessment and analysis of turbulence flight safety issue caused by pine trees – trees to be removed based on Safety Case.
- Aircraft parking charges – being applied to aircraft parked at the airfield.
- Safety and education information and messaging through Airfield Newsletter (very positive feedback to date on material in the Newsletter).
- CAANZ reporting (one report of aircraft landing in fog resulted in the pilot having their pilots licence revoked and charged with careless use).
- Safety reports to Airfield Manager – addressed through H, S and W Team, RAAG and promulgated safety information.
- Being present and onsite for users to meet and to observe operations.
- Rabbit culls has been a great success and working with the company.
- Bird presence reduction - working with Greenspace Ecologist Dr. Bex Dollory looking at how to control this and using knowledge gained as manager of the bird strike programme at CIAL.
- Assessing taxiway flooding issues in heavy rain and establishing corrective actions (not budgeted for).
- Dialogue with CAANZ Aerodrome Inspectors.
- Engaging with WDC Health, Safety and Wellbeing Team to better understand our relationship and what the team requires from me in terms of information and reporting. Also getting assistance with some of the H and S issues at the airfield – currently working together to assess and resolve above ground storage of 95 fuel used in many of the aircraft operated at the airfield. H and S members have been hosted at the airfield and riven around to acquaint them with the layout and operation of the airfield. One team member will accompany me regularly on airfield inspections – now scheduled in diaries.
- All incidents now get reported and go to Audit and Risk.

- Working with maintenance contractor to better engage with them and enhance quality of work undertaken at the airfield.
- Vehicle 'Give way to aircraft' signs to be designed and to be added to road until RWY 04/22 is displaced in a south westerly direction (onto land currently owned by WDC).

Owen Stewart

Airfield Manager and Safety Officer



**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF THE MEETING OF THE UTILITIES AND ROADING COMMITTEE HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET, RANGIORA ON TUESDAY 20 FEBRUARY 2024 AT 9AM.**

**PRESENT**

Councillors P Williams (Chairperson), R Brine, N Mealings P Redmond, J Ward and Mayor D Gordon.

**IN ATTENDANCE**

Councillors A Blackie, B Cairns and T Fulton.

J Millward (Chief Executive), G Cleary (General Manager Utilities and Roading), J McBride (Roading and Transport Manager), K Simpson (Three Waters Manager), C Fahey (Water and Wastewater Asset Manager), J Recker (Stormwater and Wastewater Manager), H Davies (Special Projects Team Leader), S Fauth (Utilities Projects Team Leader), D Young (Senior Engineering Advisor), D Roxborough (Implementation Project Manager – District Regeneration) and E Stubbs (Governance Support Officer).

**1 APOLOGIES**

There were no apologies.

**2 CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the Utilities and Roading Committee held on Tuesday 21 November 2023.**

Moved: Councillor Brine

Seconded: Councillor Redmond

**THAT** the Utilities and Roading Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Utilities and Roading Committee held on 21 November 2023, as a true and accurate record.

**CARRIED**

**3.2 Matters arising (From Minutes)**

There were no matters arising from the minutes.

**4 DEPUTATION/PRESENTATIONS**

Nil.

## 5 REPORTS

### 5.1 July 2023 Flood Recovery Progress Update – K Simpson (Three Waters Manager), J McBride, (Roading and Transport Manager) and P Towse (Flood Team Lead)

J Recker took the report as read.

Councillor Redmond asked if residents were informed of the outcome of their service requests. J Recker replied yes that every service request was responded to and advised of the outcome. Councillor Redmond referred to Table 4 in the report which had several works in progress and works completed and asked if all those residents had been contacted. J Recker replied yes, they were updated throughout the process.

Councillor Williams asked if the work on the Cam River would be finished before the wet season commenced. J Recker advised that the lower Kaiapoi section was nearing completion while the upper section would commence on 26 February 2024 and involved five to six weeks work.

Moved: Mayor Gordon      Seconded: Councillor Redmond

**THAT** the Utilities and Roading Committee:

- (a) **Receives** Report No. 240208017995.
- (b) **Notes** that all 86 investigations have been triaged, 16 are currently being scoped, 13 are under investigation, 29 have works being reviewed for approval and 28 are complete.
- (c) **Notes** that all 127 maintenance actions have been triaged, three are work in progress, 21 have works programmed, and 103 are complete.
- (d) **Notes** that the total cost estimate for the flood recovery work is \$4.055 million.
- (e) **Notes** that the expenditure to date is \$1,796,932 and the final forecast expenditure remains at \$4.055 million.
- (f) **Circulates** this report to all Community Boards for information.

### **CARRIED**

Mayor Gordon thanked the team for an important piece of work and recognised this area of focus involved a partnership with ECan. He endorsed more permanent staff being involved in flood response work rather than consultants. Events were happening more and more frequently, and flood recovery was becoming 'business as usual'. It was important to capture resident's concerns after an event and manage expectations.

Councillor Redmond believed it was a good report and there seemed to be good progress and the key was improving customer relations.

Councillor Fulton commented on the excellent feedback he had received the previous evening from residents of West Eyreton regarding the response by staff to flood events.

Councillor Williams was pleased to see staff stepping up to address flooding which was one of the most visual roles of the Council.

Councillor Mealings thanked staff for a stellar job and did not believe they would see an end to events soon.

## 6 CORRESPONDENCE

Nil.

## 7 **PORTFOLIO UPDATES**

### 7.1 **Roading – Councillor Philip Redmond**

#### **Focus areas for staff**

- Continuing to work with Selwyn District Council on Waimakariri Gorge Bridge deck replacement project. Decking timber was in transit arriving late March, work likely to begin early April.
- Staff were working closely with Corde and Isaac's to complete the resealing and pavement rehabilitation programmes.
- Mowing had slowed as the network had dried out.
- An ongoing focus on inspections and responding to service requests.

#### **Funding applications to Waka Kotahi**

- The co-funding requests from Council for the October 2023 wind event and the July 2023 flood event had both been approved.

#### **Capital**

- Detailed design for River Road upgrade was completed and ready for tender.
- Island Road / Ohoka Road intersection upgrade tender had been awarded.
- Kerb and channel contract was underway, and work had commenced on Edward Street.

#### **Operational**

- Lees Valley Road slip repairs were completed before Christmas and full access had been restored.
- Island Road repair of scour downstream of the bridge at Mounseys Stream was completed pre-Christmas.
- Repairs to the Depot Road Bridge were being organised following a campervan hitting the railings and damaging them.
- The historic Doubledays Footbridge was currently closed and required maintenance work before it could be reopened.
- Pavement rehabilitation work on Tram Road was progressing well.
- Ohoka Road dig out repairs were now complete. A full reseal between the shops and the bend was planned for early March.
- Resealing was underway on Ashley Gorge Road with stop/go in place.
- Rangiora Woodend Road would be closed to westbound traffic on Thursday 22<sup>nd</sup> February for resealing with a detour in place.
- Comms on upcoming pavement rehabilitation on the western end of South Eyre Road would be out soon.
- Installation of new sewer mains in Rangiora along Johns Road and King Street were progressing well.
- Smith Street was closed to east bound traffic between Charles Street and Cass Street to allow the installation of a new water trunk main. Detours were in place.

#### **Road Safety**

- A Kickstart event was held in Pegasus in February to promote motorcycle safety.
- The first Road safety coordination meeting for the year would be held later in the week.

Councillor Fulton asked if works planned for Ashley Gorge Road would be occurring over the weekend as the Ashley Gorge Reserve had a family event planned. J McBride confirmed that that the resealing work would be completed by the weekend.

7.2 **Drainage, Stockwater and Three Waters (Drinking Water, Sewer and Stormwater) – Councillor Paul Williams**

- The UV treatment installation was progressing well and communication plans were in place regarding necessary shutdowns to complete.
- There had been occurrences of Avian Botulism at the wastewater treatment plants and the frequency of inspections had increased. Rates were still lower than in previous years.
- New drainage discharge consents were expected to be approved by ECan and in place for April 2024.

7.3 **Solid Waste– Councillor Robbie Brine**

- Noted the upcoming Solid and Hazardous Waste Working Party meeting.

7.4 **Transport – Mayor Dan Gordon**

- Commented that the contractors, Corde, were doing an excellent job and they were accommodating to residents.
- Commented that the Draft Canterbury Regional Transport Plan was an important document, the Woodend Bypass was important for the district and it was important that it was included.
- Noted upcoming Regional Transport meeting was part of a national discussion on transport, lead by Local Government New Zealand to improve the current funding model.

**8 MATTERS FOR INFORMATION**

8.1 **Lions Club of Rangiora – Proposal to Sponsor a Speed Indicating Device – Peter Daly (Road Safety Coordinator Journey Planner)**

(Report No. 231012162595 to the Management Team meeting of 13 November 2023).

8.2 **Supplier Selection for Septage Receiving Facility Electrical Components – Belen Rada (Project Engineer) and Caroline Fahey (Water & Wastewater Asset Manager)**

(Report No. 230911141336 to the Management Team meeting of 5 February 2024).

8.3 **Southbrook RRP: Scrap Steel Recycling Options Assessment – Kitty Waghorn (Solid Waste Asset Manager)**

(Report No. 231122187397 to the General Manager Utilities and Roding).

8.4 **Solid Waste and Sustainability Education Programme Review – Janet Fraser (Utilities Planner) and Kitty Waghorn (Solid Waste Asset Manager)**

(Report No. 230918145758 to the Management Team meeting of 18 December 2023).

Moved: Councillor Williams

Seconded: Mayor Gordon

**THAT** the Utilities and Roding Committee

- (a) **Receives** the information in Item 9.1 to 9.4.

**CARRIED**

Councillor Williams thanked the Lions Club for its support of the community.

**9 QUESTIONS UNDER STANDING ORDERS**

Nil.

**10 URGENT GENERAL BUSINESS**

Nil.

**11 MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: Councillor Williams

Seconded: Mayor Gordon

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

- 11.1 Confirmation of Minutes from 21 November 2023.
- 11.2 Report from Management Team Operations 11 December 2023.
- 11.3 Report from Management Team Operations 11 December 2023.
- 11.4 Report from Management Team Operations 11 December 2023.
- 11.5 Report from Management Team Operations 18 December 2023.
- 11.6 Report from Management Team Operations 18 December 2023.
- 11.7 Report from Management Team Operations 15 January 2024.
- 11.8 Report from Management Team Operations 5 February 2024.
- 11.9 Report from Management Team Operations 12 February 2024.

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

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public.
12.1	Confirmation of Minutes from 21 November 2023	Good reason to withhold exists under section 7	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) LGOIMA Section 7(2)(i).
12.2	Report from Management Team Operations 11 December 2023	Good reason to withhold exists under Section 7	As per Section 7(2)(i) of the Local Government Official Information and Meetings Act 1987, to “enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)”, and that both this report and the recommendations remain Public Excluded owing to the commercial sensitivity of the proposed negotiations.
12.3	Report from Management Team Operations 11 December 2023	Good reason to withhold exists under Section 7	As per Section 7(2)(i) of the Local Government Official Information and Meetings Act 1987, to “enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)”, and that this report remains Public Excluded owing to the commercial sensitivity of the proposed negotiations, but the recommendations be made publicly available.
12.4	Report from Management Team Operations 11 December 2023	Good reason to withhold exists under Section 7	As per Section 7(2)(i) of the Local Government Official Information and Meetings Act 1987, “The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”, and that

			the recommendations in this report be made publicly available but that the contents remain public excluded.
12.5	Report from Management Team Operations 18 December 2023	Good reason to withhold exists under Section 7	As per Section 7(2)(i) of the Local Government Official Information and Meetings Act 1987, to “enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)”, and that this report remains Public Excluded owing to the commercial sensitivity of the proposed negotiations, but the recommendations be made publicly available.
12.6	Report from Management Team Operations 18 December 2023	Good reason to withhold exists under Section 7	As per Section 7(2)(i) of the Local Government Official Information and Meetings Act 1987, to “enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)”, and that this report remains Public Excluded owing to the commercial sensitivity of the proposed negotiations, but the recommendations be made publicly available.
12.7	Report from Management Team Operations 15 January 2024	Good reason to withhold exists under Section 7	As per Section 7(2)(h) of the Local Government Official Information and Meetings Act 1987, including to “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”, and that the recommendations in this report be made publicly available but that the contents remain public excluded as it contains commercially sensitive information.
12.8	Report from Management Team Operations 5 February 2024	Good reason to withhold exists under Section 7	As per Section 7(2)(a),(g) and (i) of the Local Government Official Information and Meetings Act 1987, that the report, attachments, discussion and minutes remain Public Excluded for reasons of protecting the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege but the recommendations be made publicly available.
12.9	Report from Management Team Operations 12 February 2024	Good reason to withhold exists under Section 7	As per Section 7(2)(h) of the Local Government Official Information and Meetings Act 1987, including to “enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities”, and that the recommendations in this report be made publicly available but that the contents remain public excluded as it contains commercially sensitive information.

**CARRIED**

**CLOSED MEETING**

*The public excluded portion of the meeting commenced at 9.30am and concluded at 9.32am.*

**OPEN MEETING**

**Recommendation to resume Open Meeting**

Moved: Mayor Gordon

Seconded: Councillor Redmond

**THAT** open meeting resumes and the business discussed with the public excluded remains public excluded unless otherwise resolved in the individual resolutions.

**CARRIED**

**NEXT MEETING**

The next meeting of the Utilities and Roading Committee will be held on Tuesday 19 March 2024 at 9am.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 9.33AM.

CONFIRMED

\_\_\_\_\_  
Chairperson  
\_\_\_\_\_

**WAIMAKARIRI DISTRICT COUNCIL**

**MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE  
HELD IN THE COUNCIL CHAMBER, RANGIORA SERVICE CENTRE, 215 HIGH STREET,  
RANGIORA, ON TUESDAY 20 FEBRUARY 2024, AT 1PM.**

**PRESENT:**

Councillor Blackie (Chairperson), Mayor Gordon, Councillors Cairns, Fulton, and Goldsworthy.

**IN ATTENDANCE**

Councillors Brine, Redmond, and Williams.

J Millward (Chief Executive), K LaValley (General Manager Planning, Regulation and Environment), V Thompson (Senior Advisor Business and Centres), S Binder (Senior Transportation Engineer), K Straw (Civil Projects Team Leader), B Charlton (Environmental Services Manager), W Harris (Planning Manager), W Taylor (Building Unit Manager), and A Connor (Governance Support Officer).

There was one member of the public in attendance.

**1 APOLOGIES**

Moved: Councillor Blackie

Seconded: Mayor Gordon

**THAT** an apology for absence be received and sustained from Deputy Mayor Atkinson.

**CARRIED**

**2 CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday, 19 September 2023**

Moved: Councillor Goldsworthy

Seconded: Councillor Cairns

**THAT** the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 19 September 2023, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

There were no matters arising from the Minutes.



3.3 **Notes of the workshop of the District Planning and Regulation Committee held on Tuesday, 19 September 2023**

Moved: Councillor Blackie

Seconded: Councillor Goldsworthy

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** the circulated notes of the workshop of the District Planning and Regulation Committee, held on 19 September 2023.

**CARRIED**

**4 DEPUTATIONS**

Nil.

**5 REPORTS**

5.1 **Parking Restriction changes in the Kaiapoi Town Centre – V Thompson (Senior Advisor Business and Centres)**

V Thompson spoke to the report. She noted that staff had received feedback from Paris for the Weekend Café regarding people parking in the car parks outside their business for the whole day. They had, therefore, requested that short-term parking be installed. The Charles Street park-and-ride had also been monitored, and it was found that the P120 parks were not being well utilised; however, the all-day parks were, and staff had therefore proposed that the P120 parks be changed to all-day park-and-ride parking.

Mayor Gordon noted he had received correspondence regarding all-day parking in restricted areas during weekends. He asked if staff were taking any action. K LaValley replied that staff was currently assessing parking habits in Rangiora to assist in forming a recommendation regarding weekend parking. The assessment currently did not extend to Kaiapoi.

Councillor Williams questioned if the Kaiapoi-Tuahiwi Community Board had been informed and V Thompson confirmed the Board had been consulted.

Councillor Blackie sought clarity on the rationale for three-day maximum parking. V Thompson explained that the concern about extended parking arose during the Internal Parking Working Group discussions. Staff had since decided to use three-day parking as an internal trigger to investigate any vehicles parking for an extended amount of time.

Councillor Redmond questioned if any thought had been given to retaining half of the P120 car parks. V Thompson noted that current data showed the car park was not being used for P120. Park-and-ride demand was increasing, and feedback from the public had been that there were not enough car parks to support the demand. If the Committee desired, a small number of P120 parks could be retained.

Councillor Goldsworthy sought clarification on how a three-day parking limit would be enforced. K LaValley explained that it would be similar to any service request for an abandoned vehicle.

Moved: Councillor Cairns

Seconded: Councillor Fulton

**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. 231103176324.

- (b) **Approves** the application of a P120 restriction to the Tom Ayers off-street carpark to support short-stay visitor parking for proximity businesses in this area, including for Paris for the Weekend Café.
- (c) **Approves** the entirety of the Kaiapoi Central park-and-ride (66 Charles Street) existing P120 carparks (x48) being converted to all-day park-and-ride parking.
- (d) **Approves** the parking schedule being updated to reflect the Kaiapoi town centre parking restriction changes.

**CARRIED**

Councillor Cairns supported the motion, and he noted he had been observing the park-and-ride since it was installed. The number of parking spaces was increasing, and a larger number of park-and-ride carparks would be well utilised.

Councillor Fulton stated it was pleasing to see the growth in park-and-ride demand and therefore supported the motion.

## **6 CORRESPONDENCE**

Nil.

## **7 PORTFOLIO UPDATES**

### **7.1 District Planning – Councillor Tim Fulton**

- Hearing Stream 10 – Special Purpose Zones (applied to Pegasus Resort, Museum and Conference Centre, Hospital and Regeneration Areas). 10A Airport Noise and Future Urban Development Areas.
- Re-Zoning – pertaining to the split into five sub-streams (Commercial/Ind Included, Oxford and Pegasus Resort, Rural, Rural-Lifestyle, Ohoka and Rangiora/Kaiapoi/Woodend. Rezoning expert evidence was due 5 March 2024. Submitters and further submissions were due 10 working days before the hearing commenced on 1 July 2024.
- Medium-density Residential Hearing Stream 7 would take place in mid-August, along with residential zoning and financial contributions.
- Consents - Resource and Building consent numbers were down, and market conditions seemed subdued. At this stage, no major subdivision proposals were progressing further.

### **7.2 Civil Defence and Regulation – Councillor Jason Goldsworthy**

- The Compliance Team was dealing with an increased number of official information requests.
- The Council was receiving positive feedback regarding the Food and Health Audit being brought in-house.
- There was increased community stress from the growing number of adverse altercations with the public.
- Civil Defence graduation for first two courses.
- RT12 achieved its accreditation.
- Several learnings had arisen from the Loburn fires.

Councillor Williams questioned if there was a process for staff not returning to their duties in the Waimakariri District if they were called away to other regions for civil defence matters. J Millward noted there was not a process in place currently as the

situation had yet to happen. Currently, the establishment of a five-team approach is being investigated to ensure there was cover for shifts.

### 7.3 **Business, Promotion and Town Centres – Councillor Brent Cairns**

- Rangiora Promotions was having a reset and was working on its way and purpose. From their workshop, they would ascertain what a Coordinator would be needed for, dependent on funding.
- There had been advertising regarding Good Street Beats, where entertainers performed over January and February 2024.
- It had been reported that the Rangiora Town Centre was busy and vibrant during the weekends; however, parking issues arose due to staff parking in limited parking areas.
- The first water tower in Oxford was soon to be painted as part of the Water Tower Trail.
- Oxford Promotions Action Committee (OPAC) funded and installed town centre flags. There had been issues regarding the quality of the tracks and flags, which Council staff were working on with OPAC. The Council's Communications Team did the design of the flags, and it had been asked if there could be an opportunity for the community to be involved. We would also like to extend the town flags to Woodend, Pegasus, and Ravenswood.
- It was anticipated that Dark Sky Oxford would bring people to the town. While there were some Airbnb's and motels, the demand may be larger than the supply. Enterprise North Canterbury was working with Canterbury Councils to create a signage plan to promote the Dark Sky. The Oxford Club would like to have a New Zealand Motor Camp Association (NZMCA) park on-site to accommodate those who brought their own beds.
- The Oxford Christmas Carnival had been reported as one of the best due to the hiring of floats from Christchurch and finishing at the hall where decorated Christmas trees could be viewed. Traffic management had been 20% higher than budgeted. However, the Lions Club, which organised the parade, felt they would be able to keep to the budget in the future.
- OPAC would be hosting a winter Light Festival, during which residents and businesses would light up the town. As in previous years, the Council would light the large tree on the main street. Staff was working on lighting the tree permanently.
- Kaiapoi Promotions Association would be discussing taking over three major events that were previously run by All Together Kaiapoi. They had raised the issue of holding large events on Norman Kirk Park as it was ideal for size and location; however, there were implications on the sports fields.
- The Kaiapoi Christmas Carnival was a success and made a profit.
- The River Carnival would likely be held in spring; however, a music event was planned for the river, and another music event was planned for November.
- The New Zealand Motor Caravan Association (NZMCA) had an average occupancy of 93%. Reports showed people loved the location and described Kaiapoi as posh and Boutique.
- Two Kaiapoi businesses were broken into. Nothing had been stolen apart from two empty tills; however, the damage to the doors and windows would be costly.
- With All Together Kaiapoi closing, Ray White Real Estate would take over the welcome bags, the MenzShed would look after the Kaiapoi Bridge Beautification, the swimming club would take over the Kane Sheild Swimming Competition, the Kaiapoi Garden Club would run the garden competition, and Blackwells would run the Kaiapoi Fun Run.

- The first community CCTV camera had been installed in Sovereign Palms, and funds were being quickly raised for the second camera. Pegasus was raising funds for its first camera, which would be installed at the roundabout. Other community groups, including Silverstream and Cust, were also investigating community-funded cameras.
- Received several calls and messages regarding the lack of town centre Christmas lights. There was not enough budget to pay for Christmas lighting to the extent some wanted. The budget available was for the Christmas Trees in Rangiora and Kaiapoi however due to the vandalism that budget was being stretched to fix the trees.

Councillor Redmond noted the lack of flags in Kaiapoi and Councillor Cairns undertook to investigate the status of the flags.

Councillor Fulton asked if there had been an Economic Impact Assessment completed of the NZMCA. Councillor Cairns replied he received anecdotal evidence that each campervan spent \$110 per day in the town centre. He would investigate if the information could be provided.

## 8 **MATTERS REFERRED FROM RANGIORA-ASHLEY COMMUNITY BOARD**

### 8.1 **Approval to Change the Victoria Street 'Good Service Vehicles Only' Sign to a 'P15 Loading Zone' Sign – A Mace-Cochrane (Transportation Engineer) and S Binder (Senior Transportation Engineer)**

S Binder presented the report noting after receiving feedback from the Environmental Services Unit regarding the confusion of definitions of 'Goods Service Vehicles', it would be beneficial to have clearer signage.

Moved: Mayor Gordon

Seconded: Councillor Goldsworthy

**THAT** the District Planning and Regulation Committee:

- Approves** changing the operation of the Victoria Street 'Good Service Vehicles Only' loading zone (adjacent to Coffee Culture) to a 'P15 Loading Zone.'
- Notes** that this change only requires the installation of a new sign, and no amendments need to be made to the road marking.

**CARRIED**

Mayor Gordon felt this was a logical change and acknowledged the work that had gone into the report.

Councillor Goldsworthy supported the motion as clarity always helped.

### 8.2 **Marshall Street Changes associated with Southbrook School Travel Plan – K Straw (Civil Project Team Leader) and D Young (Senior Engineering Advisor)**

K Straw noted the changes were in conjunction with the recently completed School Travel Plan at Southbrook School. The physical works had been completed and this report would implement enforcement of the time restrictions.

Councillor Fulton questioned if there were any other schools in the district with one-way systems. K Straw advised that the one-way system at Southbrook School was part of the Innovative Streets Trial in 2022, during which the change had been recommended.

Mayor Gordon asked if Southbrook School had been consulted and if they were supportive of the changes. K Straw confirmed the school had been consulted through the Southbrook School Travel Plan Working Group, which had representatives from the school.

Councillor Redmond sought confirmation that residents were consulted on the parking restrictions. K Straw confirmed that residents were consulted, and as a result, the length of the parking restriction was reduced.

Moved: Councillor Blackie

Seconded: Mayor Gordon

**THAT** the District Planning and Regulation Committee:

- (a) **Approves** the implementation of limited-time parking on the eastern side of Marshall Street immediately outside the school (between angle parking and the Torlesse Street intersection), with restrictions applying "Monday to Friday" (including School Holidays and between 8:00am – 6:00pm) as follows:  
**"P5 Pick Up / Drop Off Only Monday to Friday"**
- (b) **Approves** the implementation of limited-time parking on the western side of Marshall Street (No. 25 – 29), with restrictions applying during school days/hours as follows:  
**"P15 8:00am – 9am 2:30pm – 3:30pm School Days"**
- (c) **Approves** the amendment of existing P5 parking restrictions on Denchs Road to include the morning pick-up / drop-off times (currently restricted for afternoons only), with restrictions applying during school days/hours as follows:  
**"P5 8:00am – 9am 2:30pm – 3:30pm School Days"**
- (d) **Notes** that staff will update the Schedule of Parking Restrictions upon completion of the works.
- (e) **Notes** that an existing mobility park on Marshall Street outside Southbrook School is not currently on the Schedule of Parking Restrictions. This park will be added to the schedule in conjunction with the other proposed parking restrictions associated with this report.

**CARRIED**

Mayor Gordon advised that he had discussions with the schools, and they were very complimentary of the work the staff had completed. The traffic lights had made the area much safer.

Councillor Redmond noted he was impressed with the collaboration between the school, the Community Board and the Council, which resulted in an excellent outcome.

## **9 QUESTIONS UNDER STANDING ORDERS**

Nil.

## **10 URGENT GENERAL BUSINESS**

Nil.

## 11 **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved:

Moved: Councillor Blackie

Seconded: Councillor Goldsworthy

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

11.1 Report from Management Team Operations 24 April 2023.

11.2 Report from Management Team Operations 3 July 2023.

The general subject of each matter to be considered while the public was 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 was as follows:

Item No.	Subject	Reason excluding for the public	Grounds for excluding the public.
11.1	Report from Management Team Operations 24 April 2023	Good reason to withhold exists under section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations, as per LGOIMA Section 7 (2)(i).
11.2	Report from Management Team Operations 3 July 2023	Good reason to withhold exists under Section 7	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations, as per LGOIMA Section 7 (2)(i).

**CARRIED**

### **NEXT MEETING**

The next meeting of the District Planning and Regulation Committee will be held on 19 March 2024.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 1.42PM.

**CONFIRMED**

\_\_\_\_\_  
Councillor A Blackie

\_\_\_\_\_  
Date

**inMINUTES OF A MEETING OF THE COMMUNITY AND RECREATION COMMITTEE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 20 FEBRUARY 2024 AT 3:30PM.**

**PRESENT**

Councillors R Brine (Chairperson), B Cairns, A Blackie, P Redmond, and Mayor D Gordon.

**IN ATTENDANCE**

Councillors T Fulton, J Goldsworthy, and J Ward.

J Millward (Chief Executive), C Brown (General Manager Community and Recreation), M Greenwood (Aquatics Manager), P Eskett (Libraries Manager), T Sturley (Community Team Manager) and C Fowler-Jenkins (Governance Support Officer).

**1 APOLOGIES**

Moved: Councillor Blackie

Seconded: Councillor Cairns

**THAT** an apology for absence be received and sustained from Councillor Mealings.

**CARRIED**

**2 CONFLICTS OF INTEREST**

No conflicts of interest were declared.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the meeting of the Community and Recreation Committee held on 12 December 2023**

Moved: Councillor Cairns

Seconded: Councillor Redmond

**THAT** the Community and Recreation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the Community and Recreation Committee, held on 12 December 2023 as a true and accurate record.

**CARRIED**

**3.2 Matters arising (From Minutes)**

There were no matters arising from the minutes.

**4 DEPUTATIONS**

Nil.

**5 REPORTS**

**5.1 Community Team Year in Review Report 2022/2023 – T Sturley (Community Team Manager)**

T Sturley spoke to the report which provided a review of the team's year. She highlighted item 3.3 of the report which reviewed the full suite of the Community Team across three areas, safe communities, welcoming communities, and empowered communities which was focused on making Waimakariri a better place to live work and play.

There were no questions from members.

Moved: Councillor Blackie

Seconded: Councillor Cairns

**THAT** the Community and Recreation Committee:

- (a) **Receives** report No. 240207017577.
- (b) **Notes** the collaborative, community-led approach adopted by the Community Team as part of business as usual and Civil Defence response and social recovery.
- (c) **Notes** that, as detailed in the Community Team Year in Review Report 2022/2023, all population and performance measure targets for the Community Development Strategy 2015 -2025 have now been met or exceeded.
- (d) **Notes** the pending review of the Community Development Strategy, due for completion before June 2024.

**CARRIED**

Councillor Blackie commented that it was an excellent report.

Councillor Cairns concurred with Councillor Blackie noting that the work that the Community Team did was wonderful.

## 5.2 Libraries Update to 29 January 2024 – P Eskett (District Libraries Manager)

P Eskett took the report as read and highlighted the Bibliotecha hardware installation. The new RFID technology was installed in late January 2024 and it had been a huge success. Libraries staff had a lot of positive feedback from the community regarding the improved accessibility. Many users had not needed any assistance with it. The smart shelves meant that people were putting their books on it which automatically returned them and had a high novelty factor.

Councillor Cairns enquired if staff reviewed the opening hours of the library regularly. P Eskett replied that they had explored ways that the change in hours could work. Prior to Covid she was surprised at the limited hours the library was open on a Sunday. Staff had discussed more Sunday hours in keeping with other libraries however had not done any operational budget planning.

Councillor Fulton noted the groundbreaking virtual reality experience in the Sir Edmund Hilary Hut. He asked if it was groundbreaking in the sense that there was not a lot of virtual reality in the libraries and queried where libraries could take the virtual reality experience. P Eskett replied that the definition of the goggles was groundbreaking and improved the images that people were able to experience. Currently the Wiamakariri Libraries had not done anything in this space however in 2023 Libraries had set up a new team called the Digital Discovery Team, which were investigating the experiential technology which libraries could harness.

Moved: Councillor Cairns

Seconded: Councillor Blackie

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No.240208018003.
- (b) **Notes** the customer service improvements.
- (c) **Circulates** the report to the Community Boards for their information.

**CARRIED**

Councillor Cairns commented that he loved going to the libraries.

Councillor Redmond thanked P Eskett for the report. He thought this was an example that libraries were more than books.



### 5.3 **Aquatics February Report – M Greenwood (Aquatics Manager)**

M Greenwood spoke to the report which provided a summary of the Aquatic Facilities progress as measured against the Units most significant Key Performance Indicators. Attendance continued to rise over the last few years. There was information included in the report regarding upcoming planned maintenance work at both the main facilities. He also provided an update on the customer satisfaction survey which was run in late 2023 which had an overall satisfaction rate of 96% which was up from the previous year.

Councillor Ward asked how the pools were currently placed with staffing shortages after Covid. M Greenwood noted that they were improving and were currently recruiting and had received 40 applicants for the last advert. They were also looking to ensure they had a decent pool of casual staff members.

Councillor Ward asked if there had been any cancellations of programmes due to staffing shortages. M Greenwood explained where previously people may have pushed through and turned up to work with a cold however since Covid this was no longer acceptable and this did impact on staffing levels at times.

Councillor Redmond noted that he had seen a complaint from a woman who was unable to get her child into swimming lessons. He asked if that was a current issue. M Greenwood noted that it was an issue. Staffing was an issue. Due to the economy there had been a number of local providers which had not survived the Covid lockdown and which essentially created a boom for Council. Currently there were 300-400 children in the market for swimming lessons which took every spot the Council had.

Moved: Councillor Redmond

Seconded: Councillor Cairns

**THAT** the Community and Recreation Committee:

- (a) **Receives** Report No. 240207017098.
- (b) **Notes** Aquatic Facilities progress against key performance indicators including facility Attendance and a Financial result, \$16,000 better than budget.
- (c) **Notes** upcoming programmed maintenance closures will impact levels of service but allow us to complete works to refresh facilities and maintain key plant systems.
- (d) **Notes** a result of 96% for overall customer satisfaction as part of our biannual customer satisfaction survey.
- (e) **Circulates** this report to the Community Boards for their information.

**CARRIED**

## 6 **CORRESPONDENCE**

Nil.

## 7 **PORTFOLIO UPDATES**

### 7.1 **Greenspace (Parks, Reserves and Sports Grounds) – Councillor Al Blackie.**

- Huria Mahinga Kai Reserve project was progressing well. They had tenders in for the next stage which they rejected due to the high cost.
- Te Kohaka o Tuhaitara Trust – the General Manager had resigned which meant the Trust would be recruiting for a new General Manager.
- Northern Pegasus Bay Bylaw Review – currently out for public consultation. Signs had been put up at all entry points to the beach with QR codes which linked to an online survey.

7.2 **Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls and Museums) – Councillor Robbie Brine.**

- Major discussions during the Long Term Plan Budget meetings.
- Councillors had received an invitation to a Southbrook Sports Club meeting.

7.3 **Community Development and Wellbeing – Councillor Brent Cairns.**

- Immigration through the fast track visa process would see around 250,000 immigrants coming into New Zealand. As to what impact that would have on the Waimakariri was uncertain however, in December 2023 he delivered welcome bags to new residents and every family he spoke to was not born in New Zealand. It was wonderful to hear why they chose Kaiapoi and the Waimakariri as a place to live or buy a home.
- Oxford Area School hosted a dinner to welcome the new Filipino families which now made up the third highest ethnic group at the school, the highest being New Zealanders followed by Māori.
- GLOW (Global Locals of Waimakariri) - The group meets the first Thursday of the month from 5-7.30pm at the Plough. The group was made up of around 10 ethnic groups.
- Accessibility Training was scheduled in the Council Chamber on 6th March from 9am to 12pm and would give an insight in to what it was like to navigate the district with a disability.
- Back to Basics workshop 20th April in Rangiora.
- Volunteer expos being held on 8th March in Rangiora, 14th March in Kaiapoi and 21st March in Woodend.
- North Canterbury Neighbourhood Support was reviewing its vision, values and strategy (huge thanks to W Howe)– would like, at some point, to present to the Council, on the Getsready program and its capability and what it can do to help Council and Civil Defence in times of emergency.
- Thanked T Sturley and her team for the support offered to those impacted by the Loburn fire. Fire and Emergency New Zealand and the Police dealt really well with the people that were worst affected.
- Food banks were still experiencing the same high levels of demand. They said they were having to deal with far more complex issues due to food insecurity.
- Dark Sky accreditation – they had to provide three educational events per year, and noted he would be looking forward to them appearing on the events calendar.
- Had a number of people call regarding Tiny houses, and the team led by W Taylor was dealing with this however it showed a growing acceptance of living in smaller accommodation.
- Dr Martinez spoke to the Kaiapoi-Tuahiwi Community Board about Blue Zones which looked up “live to 100” on Netflix as a starting point. Have made contact with the doctor and would assist him to connect with S Hart and the strategy team along with T Sturley.

7.4 **Waimakariri Arts and Culture – Councillor Al Blackie.**

Nil.

**8 QUESTIONS**

Councillor Ward submitted the following Question under Section 21 of the Standing Orders for the Council:

*Following the Business Awards in 2023, Enterprise North Canterbury expressed a concern that the awards may not continue due to the cost of hiring the MainPower Stadium. Councillor Ward understood that the Council was in the process of negotiating a new Management Agreement with the North Canterbury Sport and Recreation Trust, which managed the MainPower Stadium, which will include an increase of \$100,000 to assist with the operational costs of the*

*community court. She noted that the Business Awards was a major community event in the Waimakariri District, mainly organised by volunteers. Councillor Ward, therefore, enquired if the Council would consider underwriting the event to avoid being hosted at a smaller venue as MainPower had withdrawn their sponsorship of the event.*

C Brown confirmed that the Council was renegotiating the Management Agreement with the North Canterbury Sport and Recreation Trust as part of the draft 2024/34 Long Term Plan process. As part of the negotiation process, the Trust and Council would agree on a draft Management Agreement, which would include Key Performance Indicators the Council expected the Trust to achieve. The Council could have a conversation with the Trust about community and commercial events. There may also be conditions that the Council could include a draft Management Agreement to attract community events to the venue.

## **9 URGENT GENERAL BUSINESS**

Nil.

### **NEXT MEETING**

The next meeting of the Community and Recreation Committee will be held on Tuesday 19 March 2024 at 3.30pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.05pm.

### **CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date



Common factors found in Blue Zones included regular physical activity, social engagement, stress management, sense of purpose and a mostly plant based healthy diet. New Zealand already had a good healthcare system in place and social connections between the older generations were prevalent in the Kaiapoi community.

A Blackie questioned if Blue Zones were certified worldwide. Dr Martinez replied there was a system in place to become certified.

T Bartle asked how this would be initially implemented. Dr Martinez noted it could begin with 25% of supermarkets in the area selling Blue Zone approved groceries like fresh fruit and vegetables and ensuring healthy products were available. Another criteria was for 20% of the population to sign a commitment to live a healthier life style.

B Cairns queried if Dr Martinez had presented to any other groups in the community or set up a group to assist with progressing this initiative. Dr Martinez answered the Board was the first conversation he had instigated within the community regarding Blue Zones.

## **5 ADJOURNED BUSINESS**

Nil.

## **6 REPORTS**

### **6.1 Ground Lease Satisfy Food Rescue and Youth Development and Opportunities Trust – I Clark (Project Manager Community and Recreation).**

I Clark and M McGregor were in attendance to present the report which sought approval for two ground leases for the Kaiapoi Community Hub; one for Satisfy Food Rescue and the other for Youth Development and Opportunities Trust (YDOT).

P Redmond questioned if the design would be in the schedule of each lease. I Clark confirmed they would be.

P Redmond was aware of other vendors with a public liability coverage of two million dollars and questioned why only one million dollars was being put forward for these leases. I Clark informed the Board the one million dollars was suggested by the Council's solicitors however the Board could choose to increase that amount.

Following a question from J Watson, I Clark stated YDOT were a trade school for youth currently located on Flaxton Road who provided classes in carpentry, automotive and welding. They also had a gym on site.

J Watson wondered if the design guidelines would be a barrier for groups to build due to costs. I Clark noted the design guidelines were high level. M McGregor stated they were only guidelines and terminology allowed for some leeway. They were in place to ensure that nothing out of scope was built.

J Watson then sought clarity on what the lease differences were. I Clark clarified Satisfy Food Rescue had three vehicles they wished to store overnight whereas YDOT had no vehicles. Also operations of the groups were very different and would require different requirements.

A Blackie asked if there was any update with the MenzShed. I Clark informed the Board that staff had scheduled a meeting with the MenzShed and their architect on site. Staff were hoping to have the lease to the Board in coming months.

B Cairns questioned if Development Contributions would fall on the groups. I Clark stated the development contributions were covered in project budgets.

Moved: J Watson

Seconded: A Blackie

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240116004847.
- (b) **Approves** the awarding of a ground lease to Satisfy Food Rescue at the Kaiapoi Community Hub located at 38 Charters Street for a term of 30 years.
- (c) **Approves** the concept design from Satisfy Food Rescue.
- (d) **Approves** the awarding of a ground lease to the Kaiapoi ~~to Youth~~ Youth Development and Opportunities Trust (YDOT) at the Kaiapoi Community Hub located at 38 Charters Street for a term of 30 years.
- (e) **Approves** the concept design from Youth Development and Opportunities Trust (YDOT).
- (f) **Approves** the design guidelines for the Kaiapoi Community Hub.
- (g) **Approves** delegateding authority to the General Manager of Community and Recreation to finalise lease negotiations with interested parties.
- (h) **Approves** delegateding authority to the General Manager of Community and Recreation to sign off the final design.
- ~~(i) **Approves** no charges to be incurred for use of the Community Hub Central Lawn for lessees of the Kaiapoi Community Hub for events and activities which -which- Council considers to be community-based -event and non-commercial-.~~
- ~~(i) —~~
- (j) **Notes** the lease fee will only be paid if requested (\$1.00 per annum) to fall in line with other community lease agreements, as determined by Council.
- (k) **Notes** that there are slight differences between the lease agreements this reflects the feedback received from the groups as well as the different activities they carry out. However, general conditions are the same.
- (l) **Notes** that Consultation regarding the master plan for the Community Hub was undertaken with the community in late 2021. The location of the proposed buildings on this site is in line with this consultation.
- (m) **Notes** that costs associated with the development of the leased areas will lie with each individual group and the Lessee must ensure that works comply with the site Design Guidelines attached to this report.
- ~~(n) —~~
- ~~(o) **Notes** that a 30-year term is the maximum term possible under the current land classification of the leased site.~~
- ~~(p) —~~
- (n) **Notes** Staff have also engaged with Kaiapoi Menz Shed regarding a lease agreement at the Kaiapoi Community Hub however have not received their lease feedback as they are awaiting independent legal advice. This will be brought back to the Kaiapoi Tuahiwi Community Board for approval to grant a ground lease and concept plan when available. ▲
- ~~(q)(o) **Notes** that any lease would be subject to a two-year period to start their build to enable the Groups to raise the funds it needs for the project.~~

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**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240110002246.
- (b) **Approves** a grant of \$667 to Northern Phoenix Paddling Club towards the purchasing of Go Pro cameras and holders.

**CARRIED**

A Blackie felt the club was an asset to community and provided vitality to the river precinct. S Stewart concurred.

*S Stewart took the Chair as J Watson removed herself from the discussion and decision making for this item.*

Moved: S Stewart                      Seconded: A Blackie

- (a) **Approves** a grant of \$695 to Waimakariri Community Arts Council – Kaiapoi's Art on the Quay towards the promotion of exhibitions.

**CARRIED**

T Bartle felt the group did a lot of good within the community and it was worthy project.

A Blackie noted this was extremely worthwhile request and the group did a large amount of work enhancing the artistic ethos of the area. S Stewart endorsed A Blackies comments.

6.4 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2023 – K Rabe (Governance Advisor)**

K Rabe took the report as read.

The Board discussed the plan noting a few amendments and corrections to be signed off by the Chair.

Moved: J Watson                      Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240112003407.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2022-25 (Trim 23030803183).
- (c) **Authorises** the Chairperson to approve the final version of the Kaiapoi-Tuahiwi Community Board Plan 2023 update, if any further minor editorial corrections are required.

**CARRIED**

T Bartle felt it was great part of the role of Community Board members was advocating to the Council on key issues and priorities for the community area especially through the annual and long term plans. Also working collaboratively with other Community Boards to promote an understanding of the work being done in the district as a whole and actively participating in Council business including the annual budget to ensure equitable spending across the district while being mindful of rates affordability.

**7 CORRESPONDENCE**

- 7.1 **Letter from P Croucher regarding McGarry History**
- 7.2 **Memo regarding the Kaiapoi Night Market Proposal**
- 7.3 **Memo regarding Childrens Day Event**



Moved: J Watson                      Seconded: T Bartle

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the correspondence.

**CARRIED**

## **8 CHAIRPERSON'S REPORT**

### **8.1 Chairperson's Report for January 2024**

All Together Kaiapoi had made the decision to close. There were eight community events created over the last decade and the Group were currently meeting with different parties to see who could potentially take over the events. The main criteria was the event had to stay in Kaiapoi. Kaiapoi Garden Club would take over the garden competition, Ray White would continue the welcome bags and the fun run and Cane Shield would be handed over to those who currently assisted All Together Kaiapoi with the events.

Waimakariri Public Arts Trust had two Trustee resignations which would necessitate advertising for new trustees. No decision making meetings could be held without a quorum.

Pines and Kairaki Beaches Association meeting had raised issues with speeding on Featherstone Avenue. The Association had also received a good turnout of residents regarding the beach user survey for the Northern Pegasus Bay Bylaw Review.

Kaipoi's Waitangi Day had one of the largest crowds ever.

Attended the All Boards Session.

South Mixed Business Use Area Update.

Met with C Brown regarding Waimakariri Public Arts Trust future and funding matters.

Moved: J Watson                      Seconded: A Blackie

**THAT** the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

**CARRIED**

## **9 MATTERS REFERRED FOR INFORMATION**

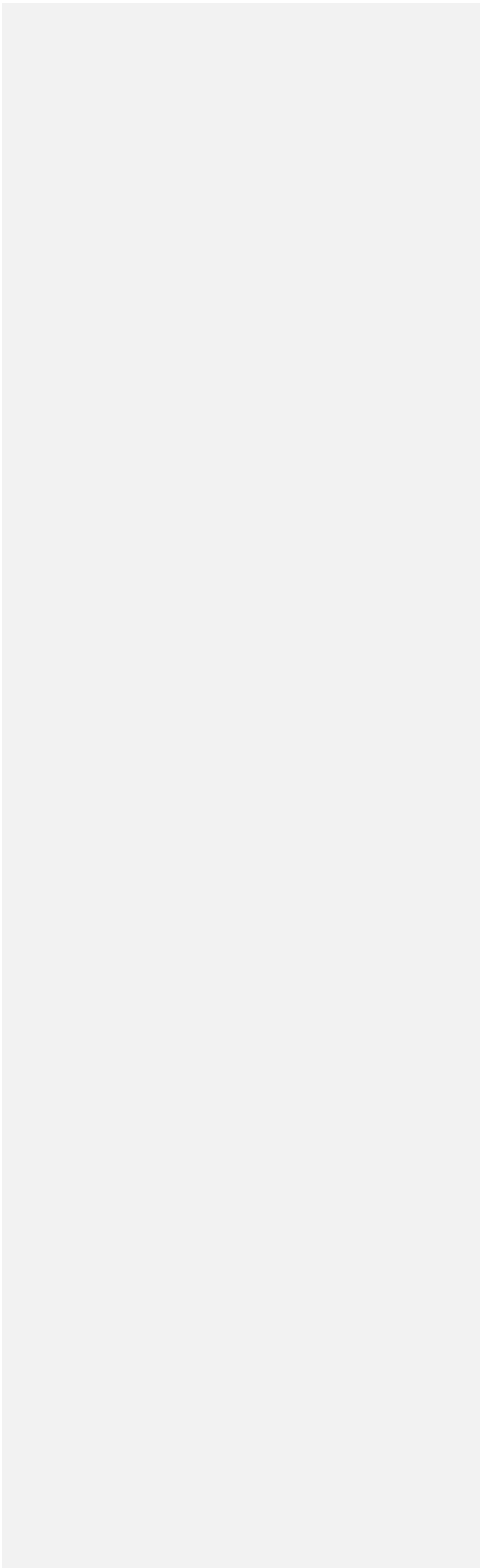
- 9.1 Woodend-Sefton Community Board Meeting Minutes 4 December 2023.  
 9.2 Oxford-Ohoka Community Board Meeting Minutes 6 December 2023.  
 9.3 Rangiora-Ashley Community Board Meeting Minutes 13 December 2023.  
 9.4 Mandeville Resurgence and Channel Diversion Upgrade Project – Report to Council Long Term Plan Budget Meeting 30 January 2024 – Circulates to the Oxford-Ohoka Community Board.  
 9.5 Draft 2024 Utilities and Roading Management Plans – Report to Council Long Term Plan Budget Meeting 30 January 2024 – Circulated to all Boards.

Moved: J Watson                      Seconded: S Stewart

**THAT** the Kaiapoi-Tuahiwi Community Board

- (a) Receives the information in Items.9.1 to 9.5.

**CARRIED**



## 10 **MEMBERS' INFORMATION EXCHANGE**

### **A Blackie:**

- Natural Environment Strategy submissions had been heard and a report would come back to the Council shortly.
- Quotes were received for the next stage of Mahinga Kai.
- River Carnival would not be going ahead due to a lack of funding. It may be rescheduled for next spring.

### **T Bartle:**

- North Canterbury Neighbourhood Support were still working through their visions and goals.

### **T Blair:**

- Camped at Muscle Car Madness. There was a large police presence.

R Keetley queried what the financial flow on effect for Rangiora as a result of Muscle Car Madness. C Brown responded staff would have that information however the financial flow over into town was not as much as one would expect.

### **P Redmond:**

- Attended Muscle Car Madness.
- Council had been busy with Long Term Plan meetings.

### **B Cairns:**

- New Zealand Motor Home Association in Kaiapoi had 93% occupancy every day. There was an average of 22 new campervans daily. Reports that Kaiapoi was one of the best NZMCA camping sites in all of new Zealand.
- Sovereign Palms put up first of their community cameras.
- 200,000 immigrants were coming into New Zealand. All welcome bags delivered were to people not born in New Zealand.
- Kaiapoi Museum were working hard to gain access to mezzanine floor, were going to submit to the Long Term Plan with an idea which would be more cost efficient.
- Two local restaurants had been broken into.

### **S Stewart:**

- Attended Greypower meeting, they had 600 financial members in North Canterbury. Large conversations regarding the GP shortage were held.
- Kaiapoi Promotions Association were considering taking over events from All Together Kaiapoi, seemed like a positive direction.
- Waimakariri Biodiversity Trust were repeating a popular talk from last year Biodiversity in the Waimakariri Rural Area. It would be held in the Rangiora Town Hall.

### **R Keetley:**

Nothing to report.

## 11 **CONSULTATION PROJECTS**

### 11.1 **Community Development**

Consultation closes Friday 16 February 2024.

<https://letstalk.waimakariri.govt.nz/community-development>

### 11.2 **Oxford Off-Leash Dog Exercise Area**

Consultation closes Sunday 18 February 2024.

<https://letstalk.waimakariri.govt.nz/oxford-off-leash-dog-exercise-area>

11.3 **Northern Pegasus Bay Bylaw**

<https://letstalk.waimakariri.govt.nz/northern-pegasus-bay-bylaw>

11.4 **Pegasus Bay Beach Users Survey 2023/24**

<https://letstalk.waimakariri.govt.nz/pegasus-bay-beach-users-survey-2023-24>

12 **BOARD FUNDING UPDATE**

12.1 **Board Discretionary Grant**

Balance as at 31 January 2024: \$3,407.

12.2 **General Landscaping Budget**

Balance as at 31 January 2024: \$26,790.

13 **MEDIA ITEMS**

14 **QUESTIONS UNDER STANDING ORDERS**

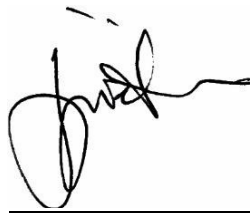
15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 18 March 2024 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.06PM.

**CONFIRMED**



Chairperson

18 March 2024

Date

**Workshop (5.06pm- 5.12pm)**

- *Members Forum*
  - *LTP Workshop Schedule – Kay Rabe (Governance Advisor)*

**MINUTES FOR THE MEETING OF THE OXFORD-OHOKA COMMUNITY BOARD HELD AT THE OHOKA COMMUNITY HALL, MILL ROAD, OHOKA ON WEDNESDAY 6 MARCH 2024 AT 7PM.**

**PRESENT**

T Robson (Chairperson), S Barkle (Deputy Chairperson), T Fulton, R Harpur, N Mealings, P Merrifield (arrived 7:12pm) and M Wilson.

**IN ATTENDANCE**

S Hart (General Manager Strategy, Engagement and Economic Development), K Rabe (Governance Advisor) and C Fowler-Jenkins (Governance Support Officer).

**1. APOLOGIES**

Moved: N Mealings                      Seconded: R Harpur

**THAT** an apology be received and sustained from M Brown for absence.

**CARRIED**

**2. PUBLIC FORUM**

There were no members of the public present for the public forum.

**3. CONFLICTS OF INTEREST**

There were no conflicts declared.

**4. CONFIRMATION OF MINUTES**

**4.1. Minutes of the Oxford-Ohoka Community Board meeting – 8 February 2024**

Moved: T Fulton                      Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Confirms** the circulated Minutes of the Oxford-Ohoka Community Board meeting, held on 8 February 2024, as a true and accurate record.

**CARRIED**

**4.2. Matters Arising (From Minutes)**

There were no matters arising.

**PUBLIC EXCLUDED MINUTES** (*Refer to public excluded agenda*)

**4.3. Minutes of the public excluded portion of the Oxford-Ohoka Community Board meeting held on 8 February 2024**

## 5. DEPUTATIONS AND PRESENTATIONS

### 5.1. Environment Canterbury – Councillor Claire McKay

C McKay spoke to the Board regarding the Environment Canterbury's (ECan) Draft Long Term Plan (LTP). ECan adopted the consultation document and the supplementary information on 28 February 2024. The Draft LTP was an aspirational document which signalled substantial rate rises. ECan was looking at collecting an increase in \$40 million in rates revenue for year one and some significant investments and requests from ratepayers if the public agreed to the preferred options. Councillor McKay provided the Board with a high level overview of the changes in the LTP.

N Mealings asked what ECan was proposing for Kaiapoi and Rangiora in relation to bus services. C McKay noted that ECan had not developed specifics as yet and explained that the increased direct services currently proposed were scheduled for year 2026/27. There were some contingencies around what the Government would be subsidising in the future.

T Robson asked how ECan was going to consult on this LTP at a ground level. C McKay noted that there would be an advertising campaign. She was happy to attend any meeting or drop in session. The communications plan was yet to be finalised.

S Barkle asked if the increased service public transport would it specify which areas of the district would benefit. C McKay noted that at the end of each public transport section the impact on specific areas were noted in the consultation document.

T Fulton asked about the media release from the Chair of the Council. There was a reference to climate change, resilience, flood protection infrastructure, pest management and biodiversity outcomes and enquired what that would look like. C McKay noted that there was quite a bit of detail in the supplementary information, under the 30 year infrastructure heading. Significantly increases in resilience cost was due to the fact ECan had not invested in maintenance over the last four years which had resulted in a 16% increase in the maintenance over the river rating districts.

M Wilson noted that the LTP talked about active involvement of Ngai Tahu. She asked how ECan were planning to explain the LTP when it went out for consultation. C McKay noted that ECan had statutory obligations to involve Ngai Tahu in all regulatory matters to the degree that they wanted to be involved in. Over the years they had developed, and continued to develop a relationship which was working strongly.

## 6. ADJOURNED BUSINESS

Nil.

## 7. REPORTS

### 7.1. Approval of the Oxford-Ohoka Community Board Plan 2023 – K Rabe (Governance Advisor)

K Rabe took the report as read.

The Board discussed the plan noting a few amendments and corrections to be signed off by the Chair.

M Wilson noted that being a new Board member she was excited to see what the Board had achieved over the past year. She was proud of the ongoing work and some of the new projects that had been picked up across the area.

Moved: M Wilson                      Seconded: S Barkle

**THAT** the Oxford-Ohoka Community Board:

(a) **Receives** report No. 240112003394.

(b) **Approves** the Oxford-Ohoka Community Board Plan 2022-25 (Trim: 230222024481).

- (c) **Authorises** the Chairperson to approve the final version of the Oxford-Ohoka Community Board Plan 2023, if any further minor editorial corrections are required.

**CARRIED**

## 8. CORRESPONDENCE

### 8.1. Letter from Casey Costello about smokefree regulations

Trim Ref: 240219023999

Moved: N Mealings

Seconded: R Harpur

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the letter from Casey Costello (Trim. 240219023999).

**CARRIED**

The Board discussed letters received from the Oxford Area School which were to be circulated to all members.

## 9. CHAIRPERSON'S REPORT

### 9.1. Chairperson's Report for February 2024

- Attended an Oxford Promotions Action (OPAC) Committee Meeting – held a debrief on the Christmas Carols and Christmas Parade. There was discussion with the Lions Club regarding the preparation for the 2024 parade. There was discussion regarding the Community Trust Winter Wonderland and how OPAC could support the event in the future. It was agreed to put some money aside to cover the costs. Their Annual General Meeting would be held in March 2024.
- Attended a Community Trust Meeting – Debrief on the Wings with Wheels event and the Santa Parade. The Trust looked forward to events happening in 2024 and upcoming challenges. Overall, the Trust was in a strong position going forward. The walk in freezer was up and running which enabled the Trust to have a lot more options with the foodbank.
- Attended an Ashley Gorge Advisory Group Meeting – planned for the Gala Day.
- Attended the Ashley Gorge Gala Day – reasonably well attended however weather had been an issue. Good fundraiser for the reserve. Thanked Jean-Pierre for organising the event.
- Pearson Park Advisory Group Meeting – a report on the pump track and stage roof would be coming to the Board in April. There was talk on Facebook about the bike jumps being removed.
- Attended a meeting in Cust to discuss the West Eyreton heritage signs. Good to see project progressing.
- Attended a Promotions Association Review Working Group Meeting – good discussion. There were lots of good ideas discussed on how to centralise advertising and promotions to find some savings for all groups in the district. Discussion on what the funding model could look like for the groups going forward and how to get around the health and safety and traffic management compliance costs.

Moved: P Merrifield

Seconded: M Wilson

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** verbal update from the Oxford-Ohoka Community Board Chairperson.

**CARRIED**



## 10. MATTERS FOR INFORMATION

- 10.1. Woodend-Sefton Community Board Meeting Minutes 13 February 2024.
- 10.2. Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.3. Adoption of Greater Christchurch Partnership Housing Action Plan – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.4. Bradleys Road/McHughs Road/Tram Road Roundabout – Approval of Scheme Design and Purchase of Land at No.3 Wards Road, Mandeville – Report to Council Meeting 7 February 2024 – Circulates to the Oxford -Ohoka Community Board.
- 10.5. Rangiora-Ashley Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards
- 10.6. Woodend-Sefton Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.7. Oxford-Ohoka Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.8. Kaiapoi-Tuahivi Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.9. Health, Safety and Wellbeing Report January 2024 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 10.10. July 2023 Flood Recovery Progress Update – Report to Utilities and Roding Committee 20 February 2024 – Circulates to all Boards.
- 10.11. Libraries Update to 29 January 2024 – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 10.12. Aquatics February Report – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.

Moved: R Harpur                      Seconded: P Merrifield

**THAT** the Oxford-Ohoka Community Board:

- (a) **Receives** the information in Items.10.1 to 10.12.

**CARRIED**

## 11. MEMBERS' INFORMATION EXCHANGE

### S Barkle

- Attended the Ohoka Mandeville Rural Drainage Advisory Group Meeting – they had discussed the Mandeville Resurgence plan that was included in the Council's Draft Long Term Plan 2024-34. There would be a drop-in session held on 11 April at the Mandeville Sports Centre to discuss the new options.
- Woodstock Quarry – there was conferencing happening which would have a representative going on the Boards behalf. Once that was done it would progress to the next stage.
- Swannanoa Fair on 10 March.

### N Mealings

- Mandeville Sports Club Meeting with Council staff – monthly catchup regarding Council related Mandeville Sports Club matters.
- Council Workshop and Briefing – Te Whatu Ora updated Council on 'localities' work. There was a new formalized approach to rural health with more money tagged for rural areas and a more collaborative way of working. Live streaming was planned for Council and Standing Committee meetings.
- Waimakariri Youth Council Meeting.

- Drug and Alcohol Harm Prevention Steering Group Meeting – Great to see new representatives around the table.
- Greater Christchurch Partnership Briefing.
- Property Portfolio Working Group Meeting.
- Greater Christchurch Partnership Committee Meeting – Endorsed the Greater Christchurch Spatial Plan to go to partner Council's for approval.
- Mandeville Cemetery Site Visit – Attended a meeting with residents led by K Howat and B Dollery with residents to gather thoughts on plans for the cemetery reserve post-grazing lease. Next step was to get a design drawn up and go back to residents for feedback. It was a positive meeting with engaged residents.
- Proposed District Plan Hearings – Stream 10 and 10a heard over three days.
- Eyreton Hall Meeting – met with Hall Committee and local residents regarding power cost issues.
- Utilities and Roothing Committee Meeting.
- Mandeville Sports Club All Clubs Meeting – Clubs in good heart. Tree Maintenance Plan was received, new clubhouse chairs had arrived, improvements to cricket batting area made. Mandeville Bowling Club was growing, Eyreton Pony Club was at capacity.
- Mandeville Sports Club Board Meeting – New Operations Subcommittee of club members appointed.
- Addressed and reported vandalism of local street signs and mailboxes – Overnight damage done to street signs and mailboxes which were pushed over on Bradleys and Mill Roads. Mailboxes were set alight on Mandeville Road. Sent seven Snap, Send, Solve service requests.
- Community Wellbeing North Canterbury Trust Board Meeting – In process of recruiting two new Trustees. They were very pleased that the Ohoka Farmers Market Good Friday Cake Competition would benefit the Trust this year.
- Council Briefing and Meeting – Adoption of Long Term Plan to go out for consultation from 15 March to 15 April 2024. Waimakariri were the first Council to be audited this year and it had achieved an 'unmodified opinion' from the auditor. Proposed 8.94% average increase. Starting point was originally 19.1% but the lower rate was achieved through six months of workshops and Council staff efforts to find savings.
- Solid and Hazardous Waste Working Party Meeting – Changes needed to the Solid Waste and Waste Handling Bylaw to comply with the new national kerbside collection standardization recommended to Council.
- Waimakariri Youth Council – Fawellected Eris, their retiring notetaker. Recruitment for seven new members was underway. Youth VoiceTakeover Survey planned for 2024 on Long Term Plan and youth issues. WaiYouth were planning to hold a basic cooking skills class before the end of term one and possibly a driving skills workshop and two social events.
- Site visit to Lees Valley – Councillors toured Lees Valley roading sites with Utilities and Roothing engineers to view roading challenges and recent works done. Follow up visit with residents planned.
- Portfolio update meeting.
- Canterbury Climate Change Action planning Reference Group Meeting – Joint meeting held with elected members group and staff technical advisory group to discuss proposed actions in the Canterbury Climate partnership Plan to go back to partner Councils for approval. Focus on collaboration.
- Ohoka Bush working bee – organised by the Ohoka Domain Advisory group. Worked in the bush at the Domain at the monthly working bee alongside some awesome local people who looked after this community treasure. New helpers were always welcome.
- Council meeting.
- Deer hazard in Jacksons/Tram Road vicinity.

**R Harpur**

- Attended a meeting at the Mandeville Cemetery – there were a dozen neighbors who attended the meeting. There was some concern about the size of the pine trees there and that little to no maintenance had been done on them for several decades. There was a Council staff member taking notes that would present something to the Board. The neighbors were keen to have some kind of Council funded general landscaping there however were not so keen on opening the cemetery up to the public.
- Attended a meeting at the Eyreton Hall – it did not have the same advantage as Swannanoa or Ohoka in that they did not have a growing population. They were finding it extremely hard. They did not want to give the hall to the Council because they were worried that it would be sold. Council were looking at what could be done for them. They were potentially looking at doing away with electricity and having a generator for events.
- Attended the Delegates meeting at the Mandeville Sports Centre – met the new secretary.
- Swannanoa Fair 10 March.
- Attended Accessibility Training. Very valuable.

**T Fulton**

- Attended a Promotions Association Review Working Group Meeting – the Oxford Promotions Action Committee operated on a basis, they had different needs. One of the things discussed was taking away some of the administrative burden, traffic management in particular. There was discussion of a secretary that could be overarching for promotions working with Enterprise North Canterbury to help enable the promotions groups to continue what they were doing.
- Oxford Promotions Action Committee – there were some good things being done. He noted the Main Street flags which had been difficult for OPAC to determine where the responsibility lay in paying for and maintaining them. There was some discrepancy with what happened in Oxford whether they were funded by OPAC or the Council. Councillor Cairns attended the meeting and believed that they should be funded by Council to coincide with the rest of the district.
- Plan Change 31 – pleasing to see some alignment in the position of Council with the Ohoka Residents Association and Environment Canterbury. Council was determined to hold the line and their current position but also be responsive to what the community was telling them.
- Visited the Mandeville Cemetery – the discussion from the adjacent landowners was interesting. They wanted it maintained, there were people in there doing a lot of good work. They also wanted to maintain their privacy.
- Attended the Ashley Gorge Gala – it was a good event.
- Thanked Ken Howat on his responsiveness and proactive approach. He believed Ken was an excellent addition to the staff.

**P Merrifield**

- Attended an Oxford Museum Meeting.
- Visited the Artisan Market.
- Attended the Ashley Gorge Gala Day.
- Oxford Museum Working Bee.
- Attended Council meeting to listen to the Climate Change presentation.

**M Wilson**

- Attended the Alcohol and Drug Harm Prevention Steering Group Meeting – discussed an action plan that resulted from its current condition report. There was data that was being fed through. It was positive to have new faces around the table. A good discussion was held regarding the fact that there were some grass root needs when connecting the different groups. There was also the need to look at the bigger picture which was a role they could play in around strategy for the future and meeting the needs of the community. The other side was getting local stories to have some action points that would come out of the information.
- Attended the Council meeting.

- Attended Waimakariri Health Advisory Group Meeting – Heard from Te Whatu Ora. It was a great discussion on the intent of what was happening with the previous Government was still there to look at getting local solutions.
- Attended Accessibility Training – it was interesting, there was a discussion beforehand on how they thought our area was doing a good job. When they went out in a wheelchair or with glasses on and it wasn't so easy. There were some very steep entrances into shops, and it was difficult to get up some ramps.

## 12. **CONSULTATION PROJECTS**

Nil.

## 13. **BOARD FUNDING UPDATE**

### 13.1. **Board Discretionary Grant**

Balance as at 29 February 2024: \$2,276.00.

### 13.2. **General Landscaping Fund**

Balance as at 29 February 2024: \$13,680.

The Board noted the funding update.

## 14. **MEDIA ITEMS**

Nil.

## 15. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987.*

In accordance with section 48(1) 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 (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it is moved:

Moved: T Robson

Seconded: N Mealings

1. That the public is excluded from the following parts 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 are as follows:

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
15.1	Confirmation of Oxford-Ohoka Community Board Minutes of 8 February 2024 meeting	Good reason to withhold exists under section 7	To maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment, and to maintain legal professional privilege as per LGOIMA Section 7(2)(f)(ii) and (g).
15.2	Report from Council meeting 7 February 2024	Good reason to withhold exists under section 7	For reasons of protecting the privacy of natural persons and to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or is the subject of the information, and to enable any local authority holding the

Item No.	Subject	Reason for excluding the public	Grounds for excluding the public-
			information to carry out, without prejudice or disadvantage, commercial activities; as per the Local Government Official Information and Meetings Act 1987 (LGOIMA) section 7 (2)(a) & (2)(b)(ii) & (2)(h).
15.3	Report from Council meeting 7 February 2024	Good reason to withhold exists under section 7	For reasons to enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) and prevent the disclosure or use of official information for improper gain or improper advantage as per section 7(i) (j) of the Local Government Official Information and Meetings Act 1987.

**CLOSED MEETING**

***Resolution to resume in Open Meeting***

Moved: T Robson

Seconded: P Merrifield

**THAT** open meeting resumes and the business discussed within the public excluded remains public excluded.

**CARRIED**

The public excluded portion of the meeting commenced at 8.46pm and concluded at 8.53pm.

**OPEN MEETING**

**16. QUESTIONS UNDER STANDING ORDERS**

Nil.

**17. URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Oxford-Ohoka Community Board is scheduled for 7pm, Wednesday 3 April 2024 at the Ohoka Community Hall.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.20PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

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Date

**Workshop (8:53pm to 9:20pm)**

- *Members Forum*

UNCONFIRMED

**MINUTES OF THE MEETING OF THE RANGIORA-ASHLEY COMMUNITY BOARD HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON WEDNESDAY, 13 MARCH 2024, AT 7PM.**

**PRESENT**

J Gerard (Chairperson), K Barnett (Deputy Chairperson), R Brine, I Campbell, M Clarke, M Fleming, J Goldsworthy, L McClure, B McLaren, J Ward, S Wilkinson, and P Williams.

**IN ATTENDANCE**

S Hart (General Manager Strategy, Engagement and Economic Development), J McBride (Roading and Transportation Leader), K Straw (Civil Projects Team Leader), G Stephens (Greenspace Design and Planning Team Leader), and E Stubbs (Governance Support Officer).

There were three members of the public present.

**1. APOLOGIES**

There were no apologies.

**2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

**3. CONFIRMATION OF MINUTES**

**3.1. Minutes of the Rangiora-Ashley Community Board – 14 February 2024**

Moved: P Williams

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) **Confirms**, as a true and accurate record, the circulated Minutes of the Rangiora-Ashley Community Board meeting, held on 14 February 2024.

**CARRIED**

**3.2. Matters Arising (From Minutes)**

Nil.

**3.3. Notes of the Rangiora-Ashley Community Board Workshop – 14 February 2024**

Moved: B McLaren

Seconded: L McClure

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** the circulated Notes of the Rangiora-Ashley Community Board Workshop, held on 14 February 2024.

**CARRIED**

**4. DEPUTATIONS AND PRESENTATIONS**

Nil.

## 5. ADJOURNED BUSINESS

### 5.1. Approval to Install No Stopping Restrictions associated with Pedestrian Refuge Islands – K Straw (Civil Projects Team Leader) and J McBride (Roading and Transportation Manager)

S Hart apologised that staff responses to the queries regarding this report had not been circulated prior to the meeting. However, members have now been provided with the information.

K Straw noted that the report had been presented to the Board at a previous meeting, where concern had been raised regarding public consultation on the proposed pedestrian refuge island. The report had been laid on the table to enable further consultation with affected residents. Following that meeting, staff liaised with the property owners and refined the proposed plan. Staff believed that the options presented went some way in addressing all concerns raised. Staff had also sought independent safety advice from WSP, and their technical note was included as an attachment to the report. K Straw further advised that the proposed design changes would add a further \$5,000 to \$8,000 to the project cost.

J McBride reiterated that a significant amount of work had gone into identifying the proposed locations of the pedestrian islands to ensure minimal impact on residents and businesses while increasing accessibility by allowing people to cross busy roads. Staff was aware of the high demand for vehicles accessing the produce market, and that issue already existed. The answers provided by staff to questions showed tracking curves and space for vehicles to manoeuvre and stack.

S Wilkinson questioned the necessity of the refuge island on Ivory Street, and J McBride advised that it was to facilitate pedestrian movement across Ivory Street. Staff were aware there was another crossing further up; however, there was also demand in the design location.

S Wilkinson further enquired why three crossings were necessary when they were only 100 meters apart. J McBride noted that, as stated in the report, Ivory Street had a much higher number of pedestrians and vehicles, which required more frequent pedestrian crossing locations to allow for safe crossing. There was also a high elderly population in that location.

In response to a question from S Wilkinson, J McBride advised that no pedestrian count had been undertaken along Ivory Street.

S Wilkinson understood there had been a pedestrian refuge further down Ivory Street, which had subsequently been removed. J McBride advised that the pedestrian refuge had impacted one business in that location. She stressed that it was extremely difficult to identify suitable locations for a pedestrian refuge.

M Fleming enquired about the neighbouring property owners on West Belt's reaction to the proposed pedestrian islands. K Straw believed that the new design had tried to address both neighbours' concerns; however, it was a balance between retaining carparks and improving sightlines.

J Ward asked about a pedestrian island further toward Northbrook, and J McBride noted that an intersection may need to be considered in the future. However, the Ivory Street crossing presented today was a step toward improving pedestrian safety in that corridor.

P Williams enquired if a pedestrian count had been undertaken for the West Belt crossing and raised doubt about its necessity. J McBride commented that accident history was just one factor that was taken into consideration. It was a wide road with many users, including school children. It was important for people to be able to walk safely around their neighbourhood.



P Williams commented on the Ivory Street crossing and pedestrians crossing how and where it suited them. J McBride acknowledged that accidents occurred for a number of reasons. Staff did not believe that two crossings were sufficient for the entire stretch of Ivory Street, as it was about providing options for pedestrians.

I Campbell asked if the speed would be reduced to 40km/hr as raised in the report. J McBride commented that there was currently no plan to change the speed limit, and speed limit changes had been halted until the Central Government provided a clear mandate. The 40km/hr referred to in the report was the safe and appropriate speed as per Waka Kotahi NZ Transport Agency.

I Campbell enquired about similar crossings around the district, and J McBride advised that a number had been installed, such as in Main Street, Oxford to help improve pedestrian accessibility.

K Barnett commented that while she understood the motivation for crossings, she was concerned about constraints for the Ivory Street crossing. She asked if the Ivory Street crossing was discouraging car use in favour of pedestrians. J McBride confirmed that there was no prioritisation of pedestrians over vehicles. The constraints were already present in terms of exiting and entering the Produce Market carpark, and she did not believe the island would make the situation worse.

K Barnett noted that the entrance to the Produce Market was too narrow for two vehicles and questioned whether there was concern about vehicles damaging the pedestrian refuge. J McBride referred to the aerial photographs, noting the gap for turning vehicles. The crossing would assist in controlling the path that a vehicle would take while turning. With larger vehicles, the driver sits higher and could look further ahead.

K Barnett asked if a single entry/exit-only option had been considered. K Straw commented that there were multiple stakeholders for that location, and the option had not been discussed. However, both business owners were very supportive of the refuge islands and noted that their staff would use the crossing.

M Clarke questioned if pedestrian refuges were damaged by vehicles, and J McBride noted that the signs and rails were generally damaged. The one by McDonald's was often damaged.

K Barnett enquired which other stakeholders had been consulted. J McBride explained that consultation had been no different from consultation for other pedestrian refuges in the district. Regarding the Trucking Association, the rail and signs were removable if required. There had been a consultation with the New Zealand Automobile Association.

Moved: B McLaren

Seconded: J Ward

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 231124188939.
- (b) **Endorses** the installation of the proposed pedestrian refuge islands at West Belt and Ivory Street.

**CARRIED**

7/5

A division was called:

**For 7:** R Brine, M Fleming, J Gerard, J Goldsworthy, B McLaren, L McClure and J Ward

**Against 5:** K Barnett, I Campbell, M Clarke, S Wilkinson, and P Williams

AND

**THAT** the Rangiora Ashley Community Board recommends the Utilities and Rooding Committee:

- (c) **Approves** the associated no-stopping restrictions at each site.
- (d) **Approves** the installation of no-stopping restrictions at the following locations to install a pedestrian refuge on West Belt, mid-block between Milesbrook Close and Harrod Place:
  - i. Outside No. 55 West Belt (approximately 30m long).
- (e) **Approves** the installation of a 10m kerb build-out in front of No. 48 West Belt.

**CARRIED**

- (f) **Approves** the installation of no-stopping restrictions at the following locations to install a pedestrian refuge on Ivory Street immediately north of Thorne Place:
  - i. Outside No. 34 Ivory Street (approximately 30m long)
  - ii. Outside No. 29 and 35 Ivory Street (approximately 40m long)

**CARRIED**

9/3

A division was called:

**For 9:** K Barnett, R Brine, Clarke, M Fleming, J Gerard, J Goldsworthy, B McLaren, L McClure and J Ward.

**Against 3:** I Campbell, S Wilkinson, and P Williams

- (g) **Notes** that to retain two on-street parking spaces outside No. 48 West Belt, the proposed refuge island has been offset to the west, and a kerb build-out is proposed on the eastern side of West Belt.
- (h) **Notes** that a pedestrian refuge island is proposed for Ivory Street, immediately north of the Doggett Place intersection. However, there is already a no-stopping restriction through this length, and therefore, no changes to the parking are required at this location.

**CARRIED**

B McLaren commended the diligence and effort staff had put in by liaising with residents on a number of occasions. In his experience with traffic management (STMS L3), he understood the balance between traffic and pedestrians and that the interface could be dangerous. The refuge island would also have the psychological effect of slowing down traffic.

J Ward believed the traffic island would assist the elderly on Ivory St when they tried to cross the road.

R Brine endorsed the motion and noted his past observations when discussing cycleways on the importance of pedestrian refuges to provide those not in vehicles safe crossing options. Members should consider the demographics of Rangiora, which had an ageing population. While there had been discussion around the crossing to the supermarket, other destinations, such as the warehouse complex, were also important to the elderly.

K Barnett appreciated the work of staff in a difficult area. She endorsed the West Belt crossing and that further down Ivory St; however, she did have concerns regarding the crossing near Doggett Place on Ivory Street as she believed it would create more challenges. There was already congestion in that location, and motorist frustration led to risky behaviour. She believed a safer option would be to stop traffic and for the Produce Market to have an entry/exit-only layout.

Amendment

Moved: S Wilkinson

Seconded: I Campbell

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 231124188939.
- (b) **Endorse** Option Three, which was to retain the Status Quo and not install the refuges.

AND

**THAT** the Rangiora Ashley Community Board recommends the Utilities and Roading Committee:

- (c) **Declines** the associated no stopping restrictions at each site.
- (d) **Declines** the installation of no-stopping restrictions at the following locations to install a pedestrian refuge on West Belt, mid-block between Milesbrook Close and Harrod Place:
  - ii. Outside No. 55 West Belt (approximately 30m long).
- (e) **Declines** the installation of a 10m kerb build-out in front of No. 48 West Belt.
- (f) **Declines** the installation of no-stopping restrictions at the following locations to install a pedestrian refuge on Ivory Street immediately north of Thorne Place:
  - iii. Outside No. 34 Ivory Street (approximately 30m long)
  - iv. Outside No. 29 and 35 Ivory Street (approximately 40m long)
- (g) **Recommend** Council staff develop a policy framework for reviewing the installation of future pedestrian refuge islands.

**LOST**  
3/9

A division was called:

**For 3:** I Campbell, S Wilkinson, and P Williams.**Against 9:** K Barnett, R Brine, M Clarke, M Fleming, J Gerard, J Goldsworthy, B McLaren, L McClure and Ward.Debate on the Amendment

S Wilkinson was concerned that approving the pedestrian refuge islands would set a precedent without having a set criteria, for example, around traffic flows. He was also not convinced of the value to the community in installing the refuge islands in this tough economic climate when there was already a refuge by the retirement village. The pedestrian refuge islands would cost the combined rates of all the elected members.

P Williams supported the amendment and agreed with S Wilkinson, noting the cost of \$45,000 plus \$5,000 to \$8,000 for the revised design, which was likely to be higher. In the current economic climate, people were struggling, and he was not 100% confident that people would want the pedestrian refuge islands. Also, he was concerned that there was no policy which guided the installation of refuge islands and no pedestrian counts, which meant the Council was not aware of the actual demand.

R Brine did not support the amendment and, as a 41-year police veteran, he was concerned about the discussion weighing costs against public safety. He noted that the general vehicle speed in this busy area, including traffic lights, was around 20 to 30km/hr rather than 50km/hr. He believed the best option was to install the refuge islands on Ivory St to allow the elderly, a safe and convenient place to cross.

J Ward agreed with R Brine and also did not support the amendment. She believed it was important to make provision for a safe crossing for the elderly and for others who wanted to cross.

She noted that it was not just about providing a place to cross for the supermarket, as there were many other routes and destinations the crossing would assist with.

K Barnett agreed there was merit in a policy framework; however, she could not support the amendment as she saw value in the safety that the pedestrian refuge islands would provide. While it was a tough economic climate, the Waimakariri was a growth district, and not spending created risks.

M Clarke advised that he had attended a recent Greypower meeting where members had supported the pedestrian refuge islands, as crossing the road could be terrifying for slower walkers who require walking frames.

M Fleming did not support the amendment. Regarding pedestrian numbers, she believed that providing the pedestrian refuge islands would increase the number of pedestrians; therefore, counts before installation would not provide a true reflection of user numbers.

J Goldsworthy also did not support the amendment, although he did see merits to a policy. He commented it was easy for motorists, such as themselves, to make incredibly vehicle-focused decisions. He noted that the Accessibility Group Workshop had been eye-opening, and he had observed how difficult it could be to get around the streets of Rangiora. He suggested that members also consider schoolchildren. He believed that more options for safe crossings should be a priority.

It was agreed that the substantive motion would be moved in parts.

## 6. REPORTS

### 6.1. Rangiora-Ashley Community Board General Landscaping Budget – G Stephens (Greenspace Design and Planning Team Leader)

G Stephens introduced the report on the General landscaping budget, noting it contained an update on previously approved projects. He highlighted the following:

- The Loburn Domain War Memorial had been in progress for some time, and the Advisory Group was now considering the sixth design. The Group was ready to proceed with this design; however, it would require approval from the Board. The design had been presented to the Rangiora RSA and then the RSA Canterbury Executive who had both been very excited about the unique memorial. They had indicated they would like to provide some assistance, and this could progress if the board approved the design.
- The newly planted trees at the Millton Reserve were thriving, with staff having taken on advice regarding watering management. The funding which could have been spent on irrigation was instead being used for pathways and implementing the master plan.
- The Board had approved the installation of a park bench and new playground features at the Canterbury St Reserve in Ashley. However, it had been noted that the current playground bark was not deep enough, and significant funds would need to be used to either dig a deeper footprint or raise the edging. G Stephens noted that the Greenspace Team would commence work on a wider reserve development in the near future and suggested that the funding instead be used as part of the wider redesign.

G Stephens recommended that the Kippenberger Town Entrance and the continued support of the youth space at Dudley Park be considered for this year's allocation. He noted that the community expressed concerns regarding the concrete wall along Kippenberger Avenue. However, summer was not a good time for planting to help soften the wall's facade.

P Williams noted the \$4,000 for the picnic table for Dudley Park and asked if the Youth Council could approach local businesses such as the sawmill to contribute, or could the Council consider milling timber from tree felling. G Stephens advised that milling had not been considered; however, it could be considered for future projects. He was not aware of the Youth Council approaching any local businesses for sponsorships. However, he would make the suggestion to the Youth Council. G Stephens noted that while the project could eventually be delivered at a lower cost, there was a risk that if the Board did not approve the \$4,000 the project may not occur if the Youth Council was unsuccessful in securing other funding.

M Fleming asked about the design feature for Kippenberger Ave and asked if it could be the same person who had designed the military feature now at Lineside Road. G Stephens noted that staff would like to tap into the local skill base.

S Wilkinson sought clarification of the costs, and G Stephens explained that the funding was for implementation, not design and providing a clear outline of the budget upfront ensured the design stayed within the funding provision.

K Barnett commented on concerns raised regarding the concrete wall; while she understood the planting delay, she asked if there was a way to communicate this to the community. G Stephens advised that social media could be utilised through the Council's Communications Team around the timing for planting.

I Campbell enquired what contribution the developers would make to the Kippenberger Avenue beautification. G Stephens advised that the Council worked closely with developers to meet service levels. MainPower had also contributed \$2 million to undergrounding the powerlines.

S Wilkinson asked if staff were comfortable that no other projects would need to be brought to the Board in the next six months, and G Stephens confirmed that staff were.

Moved: P Williams

Seconded: I Campbell

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** Report No. 240223028222.
- (b) **Notes** that the previous design for the Loburn War Memorial was not attainable within the current budget available and staff have been working with the Loburn Domain Advisory Group to create a new concept which is within budget.
- (c) **Notes** this design has been shown to the Canterbury RSA Executive Team who gave unanimous support for the proposed new design (Attachment i: Trim 240223028201).
- (d) **Approves** the Loburn Domain War Memorial – Proposed Concept Design 2024 for implementation.
- (e) **Notes** that there is existing budget of \$55,000 made up of previous allocations from the Board, Council, Veterans Affairs, Rata and the Loburn Domain Development Fund towards the Loburn War Memorial. Staff estimate the cost of the proposed concept to be just below \$55,000 which is within the budget available and includes a 10% contingency.
- (f) **Notes** that staff are working to complete works this year at Millton Memorial Reserve including pathways, signage, seating, fencing and tree planting.
- (g) **Notes** that the trees planted are flourishing under the current method of hand watering. This is expected to continue for the first four years after planting.

- (h) **Notes** the trees selected are specifically chosen to be drought resistant and once established should survive without further watering. A permanent irrigation system is not required and therefore not included within the proposed works going forward.
- (i) **Notes** the addition of a swing and slide as an interim upgrade of Canterbury Street Reserve is no longer feasible due to unforeseen costs relating to the play equipment however the picnic table has been installed on site.
- (j) **Approves** the retraction of previously allocated \$9,500 towards Canterbury Reserve Interim Upgrade with the budget being returned to the General Landscaping Budget for further allocation. Noting that engagement and design will begin in the 24/25 financial year for the play space renewal.
- (k) **Approves** the allocation of \$20,000 towards the Kippenberger Town Entrance noting this will be used for tree planting and street garden planting.
- (l) **Approves** the allocation of \$4,000 towards a picnic table at Dudley Park as part of the Waimakariri Youth Council project.
- (m) **Approves** the allocation of the remaining budget of \$17,191 towards a town entrance feature commemorating Howard Kippenberger at the Kippenberger Town Entrance. This will enable staff to begin design and development of this project with a report being brought back to the Board in the new financial year with options and associated costs.
- (n) **Notes** that this would allocate all existing budget and leave no remaining budget for allocation within this financial year.
- (o) **Suggests** to the Youth Council that they seek outside support for the picnic table project.

**CARRIED**

P Williams suggested it would be beneficial for the Youth Council to approach businesses regarding support and practise negotiating skills.

I Campbell congratulated staff for helping progress the Loburn Domain memorial; it would be good to see that finalised.

K Barnett commented on the usefulness of the Dudley Park picnic table for families, not just teenagers. She asked that the Board be kept informed regarding the Kippenberger Avenue design and planting.

## 6.2. **Application to the Rangiora-Ashley Community Board's 2023/24 Discretionary Grant Fund – T Kunkel (Governance Team Leader)**

S Hart briefly introduced the report advising he would take it as read.

P Williams asked, with regard to the Waimakariri Public Arts Trust application, if it were appropriate for the Board to be funding artwork in the current economic climate, particularly when the Council already provided funding to the Trust.

J Gerard commented that the Council provided the Board with a grant budget amount to allocate as they saw fit. Any reduction would come from the Council allocation to the Board.

K Barnett noted that if all applications were approved this evening, the Board would have \$5,000 remaining in the discretionary grant budget until July.

Moved: K Barnett

Seconded: B McLaren

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240214021428.
- (b) **Approves** a grant of \$1,000 to the Okuku Pony Club to cover the cost of providing St John's Ambulance at its annual event in June 2024.

**CARRIED**

K Barnett commented there was a significant horse-riding population in the district.

Moved: P Williams

Seconded: L McClure

- (c) **Approves** a grant of \$180 to the Hope Community Trust to purchase handheld two-way radios.

**CARRIED**

P Williams believed the Hope Community Trusty was a good organisation and J Gerard suggested the Board attend a Hope Community Trust dinner to provide support.

Moved: B McLaren

Seconded: J Ward

- (d) **Approves** a grant of \$1,000 to the Waimakariri Public Arts Trust towards the cost of installing a public sculpture at MainPower Stadium.

**CARRIED**

## 7. **CORRESPONDENCE**

Nil.

## 8. **CHAIRPERSON'S REPORT**

### 8.1. **Chair's Diary for February 2024**

Moved: J Gerard

Seconded: K Barnett

**THAT** the Rangiora-Ashley Community Board:

- (a) **Receives** report No. 240305033881.

**CARRIED**

## 9. **MATTERS FOR INFORMATION**

- 9.1. **Oxford-Ohoka Community Board Meeting Minutes 8 February 2024.**
- 9.2. **Woodend-Sefton Community Board Meeting Minutes 13 February 2024.**
- 9.3. **Kaiapoi-Tuahiwi Community Board Meeting Minutes 11 December 2023.**
- 9.4. **Chlorine Exemption Revised Strategy – Report to Council Meeting 7 February 2024 – Circulates to all Boards.**
- 9.5. **Adoption of Greater Christchurch Partnership Housing Action Plan – Report to Council Meeting 7 February 2024 – Circulates to all Boards.**
- 9.6. **Fernside Road/Todds Road Intersection – Purchase of land over current designations held over No.7 Todds Road and No.245 Fernside Road – Report to Council Meeting 7 February 2024 – Circulates to the Rangiora-Ashley Community Board.**

- 9.7. Woodend-Sefton Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.8. Oxford-Ohoka Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.9. Kaiapoi-Tuahiwi Community Board Chairpersons Report for the period October 2022 to December 2023 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.10. Health, Safety and Wellbeing Report January 2024 – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.11. July 2023 Flood Recovery Progress Update – Report to Utilities and Roading Committee 20 February 2024 – Circulates to all Boards.
- 9.12. Libraries Update to 29 January 2024 – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.
- 9.13. Aquatics February Report – Report to Community and Recreation Committee 20 February 2024 – Circulates to all Boards.

#### **Public Excluded**

- 9.14. Kaiapoi regeneration Area – Wai Huka o Waitaha Trust (WHoW) Proposal Update – Report to Council Meeting 7 February 2024 – Circulates to all Boards.
- 9.15. Proposed Partial Sale of 136 Percival Street, Rangiora – Report to Council Meeting 7 February 2024 – Circulates to all Boards.

Moved: L McClure

Seconded: J Ward

**THAT** the Rangiora-Ashley Community Board:

- (a) Receives the information in Items.9.1 to 9.13.
- (b) Receives the separately circulated public excluded information in Items 9.14 and 9.15.

**CARRIED**

## **10. MEMBERS' INFORMATION EXCHANGE**

### **R Brine**

- Advised there had been another fire at the Southbrook Transfer Station. People throwing batteries into their waste was believed to be the problem and there was no easy solution to that.
- Commented on the inclusion of funding for the Southbrook Sports Club in the Draft Long-Term Plan. The current clubrooms were not fit for purpose, and a rough estimate for a new facility was \$3.2 million. There was a precedent for the community to raise funding for this amount.
- Noted a Council workshop with the Roading Team regarding the Townsend Road culvert and Rangiora water supply pipeline. The culvert required widening, and the pipe moved further to the east. There were a number of options around traffic control during construction including closing completely. This would reduce the time of construction and save money but put pressure on other roads. It was a significant decision. Another option was traffic lights. Staff had advised it was better to have a staged approach, moving the pipe first and then widening the culvert.
- Noted the Environment Canterbury (ECan) projected rate rise of 24%.



**J Ward**

- Attended Utilities and Roading and Community and Recreation Committee meetings.
- The Draft 2024-34 Long Term Plan (LTP) had been approved for consultation and would be out to the public for a month.
- Attended Council CEO Review.
- Attended Southbrook Sports Club meeting.
- Attended Accessibility Group session.
- Commented she was proud of staff working on the challenges of Southbrook Road; there were major road safety projects coming up.
- Advised the Promotions Associations Review was underway.
- Attended an Audit and Risk Committee meeting where Enterprise North Canterbury, Te Kōhaka o Tūhaitara Trust and Bancorp Treasury presented.

**P Williams**

- Noted he had attended many of the meetings already advised.
- Noted discussion on proceeding with cycleways following the Central Government announcement.
- Commented on ECan stopbank control work on the Cam River.
- Commented on Ian McIntosh's Climate Change presentation: It was good for the Council to receive an alternative perspective on what was happening. It was noted that an application to present to All Boards had been refused. However, the presentation had been circulated to the Board. Suggested that the Central Government was shifting away from making provisions for climate change.
- Attended Rangiora Airfield meeting.
- Attended Drainage Group meetings.

**I Campbell**

- Agreed it was important to get a balanced view of climate change.
- Had spoken to concerned locals regarding the Whiterock Quarry, the opposition was well organised.

It was noted that a resource consent application was received the Board would consider its position then.

**M Clarke**

- Attended the Greypower Committee meeting.
- Attended Bowling Club meeting, they were considering whether the club should move.
- Attended a meeting with residents of Southbelt concerned about pumps running and dust and had raised concerns with the contractor.
- Attended Central Drainage meeting and was surprised at the budget.

**K Barnett**

- Some discussion in Cust community regarding use of converted church for events.
- Commented on Rangiora street closures and necessity to widen letter drop for affected residents.

**B McLaren**

- Attended North Canterbury Neighbourhood Support meeting; they were looking at their Strategic Plan.
- Attended Rangiora and Districts Early Records Society, where the future of the museum had been discussed. They had been directed to make a submission to the LTP.
- Provided some background on the Christchurch City Council Go Legit Programme Chorus Cabinets art initiative. It was providing positive results for the community.

**L McLure**

- Attended Access Group workshop and commented on difficulties and dangerous access issues faced by some residents.
- Attended the Volunteer Expo.
- Noted there would be an update on Rangiora Food Forest.

**S Wilkinson**

- Attended Southbrook Sports Club meeting.
- Attended Drainage Advisory Board meeting; it was 50% above budget, indicating funding did not reflect reality.
- Attended the Climate Change presentation by Ian McIntosh.
- Advised he would be attending the upcoming North Canterbury Ratepayers meeting.

**J Goldsworthy**

- Noted complaints regarding parking on King Street and options on how to mitigate.
- Advised that there had been an increase in levels of service, with Food and Health Safety now being undertaken in-house and improvement in advice to applicants.
- Both North Canterbury Neighbourhood Support and Promotions Associations were undergoing Strategic Plan reviews.
- Attended a day trip to view repairs at Lees Valley.

**M Fleming**

- Attended a meeting regarding the promotion and encouragement of the intellectually disabled to pursue self-advocacy.
- Suggestion that the Council consider the uptake of a program that enables public documents to be made easier to read.
- Queried whether the practice of providing a hardcopy or construction notices for affected residents was to be stopped.

**11. CONSULTATION PROJECTS****11.1. E-Scooter Survey 2024**

Consultation closed on Sunday, 17 March 2024.

<https://letstalk.waimakariri.govt.nz/waimakariri-district-e-scooter-survey-2024>

**11.2. Community Development**

Consultation closed on Friday, 22 March 2024.

<https://letstalk.waimakariri.govt.nz/community-development>

**11.3. Community Development**

Consultation closed on Friday, 29 March 2024.

<https://letstalk.waimakariri.govt.nz/west-eyreton-domain-pavilion>

**11.4. Council Long Term Plan**

Consultation from Friday, 15 March, to Monday, 15 April 2024.

The Board noted the various consultation projects.

**12. BOARD FUNDING UPDATE****12.1. Board Discretionary Grant**

Balance as at 29 February 2024: \$7,790.

**12.2. General Landscaping Fund**

Balance as at 29 February 2024: \$27,370.

The Board noted the Board funding updates.

**13. MEDIA ITEMS**

Nil.

**14. QUESTIONS UNDER STANDING ORDERS**

Nil.

**15. URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

Nil.

**NEXT MEETING**

The next meeting of the Rangiora-Ashley Community Board was scheduled for 7pm, Wednesday 10 April 2024.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.10pm.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date