



## **NOTICE OF MEETING**

**Notice is hereby given of an Extraordinary Meeting  
of the Waste Advisory Group  
to be held in the Council Chambers  
Gore District Council  
29 Bowler Avenue, Gore  
On Friday 26 July 2019 at 9.00 am**

Cr N Davis  
Cr C Bolger  
Mr R Sharma  
Mr P Standing

Cr I Pottinger  
Cr L Thomas  
Mr C McIntosh  
Mr M Loan  
Ms D Peterson

Cr P Duffy  
Cr N Paterson  
Mr M Russell  
Mr I Evans

**EIRWEN HARRIS MITCHELL  
MANAGER, SECRETARIAL SERVICES**

A2709878



# AGENDA

	Page
1. <b>APOLOGIES</b>	
2. <b>MINUTES OF THE MEETING HELD ON 13 DECEMBER 2018 AND 14 FEBRUARY 2019</b>	5
3. <b>WASTENET SOUTHLAND BUDGET 2019-2020</b>	13
4. <b>COMMITTEE IN PUBLIC EXCLUDED SESSION</b>	

Moved, seconded and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting; namely

- (a) Minutes of the public excluded session held on 13 December 2018 and 14 February 2019*
- (b) Southland Regional Landfill User Fees and Charges 2019/2020*

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)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
a. Minutes of the public excluded session held on 13 December 2018 and 14 February 2019	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>
b. Southland Regional Landfill User Fees and Charges 2019/2020	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>

\*\*\*\*\*



**MINUTES OF THE WASTE ADVISORY GROUP COMMITTEE  
HELD IN THE COUNCIL CHAMBERS, INVERCARGILL CITY COUNCIL,  
101 ESK STREET, INVERCARGILL ON THURSDAY 13 DECEMBER 2018 AT 4.00 PM**

**PRESENT:** Mayor G Tong  
Cr N Paterson  
Mr M Russell  
Mr I Evans  
Cr I Pottinger  
Cr L Thomas  
Mr M Loan  
Ms D Peterson

**IN ATTENDANCE:** Mrs J Affleck – Committee Secretary  
Ms S McNamara – Southland District Council

**1. APOLOGIES**

Cr N Davis (chair), Cr C Bolger, Cr P Duffy, Mr R Sharma, Mr P Standing and Mr C McIntosh

Moved Cr Paterson, seconded Cr Thomas and **RESOLVED** that the apologies be accepted.

**2. MINUTES OF THE MEETING HELD ON 27 JUNE 2018 AND 15 NOVEMBER 2018**

Moved Cr Pottinger, seconded Cr Thomas and **RESOLVED** that the minutes of the meetings be accepted as a true and correct record.

**3. A YEAR IN REVIEW 2017-2018**

WasteNet Southland implements the Southland Waste Management and Minimisation Plan 2012-2018 (WMMP) on behalf of the WasteNet Councils (Gore District Council, Invercargill City Council and Southland District Council). The WMMP is progressively implemented through an annual Action Plan.

This is the sixth report under the WMMP which has produced the result of a materials discarded figure of 691 kgs per capita comprising 23% diversion. This outcome was achieved under budget with an expenditure of \$429,000.

Appended to this report is the draft document outlining the outcomes of implementing the WasteNet Action Plan 2017-2018 and is for the consideration of the Committee.

Ms Peterson took the meeting through the report, which is a summary of the events, measures and progress made over the year. All measures were not achieved due to factors beyond our control, i.e. waste was received from a number of sources not considered a year ago (let alone six years ago) being the Oyster Bonamia and Cattle Mycolplasm events, and wastewater sludge from oxidation ponds. Progress against targets over the last six years are recorded in Figure One.

Cr Thomas asked why we are measuring against targets set in 2012, to which Ms Peterson said it is because this plan is reviewed every six years, although it could be reduced to every three.

Cr Paterson asked why ICC leads the way on Strike-1 letters at 69%, to which Ms Peterson said this was due to Invercargill having a larger population and it being more extensively covered in winter than the rural areas.

Cr Paterson asked when a Strike is wiped, to which Ms Peterson said it stays with the property for 12 months.

Moved Cr Pottinger, seconded Cr Thomas and **RESOLVED** that the Waste Advisory Group receives the report – A Year in Review 2017-2018.

#### 4. **FINANCIAL REPORT 2017/2018**

The Waste Advisory Group manages a 2017/2018 budget of \$11.5 million. This report documents the financial performance of WasteNet Southland for the 12-month period of 1 July 2017 to 30 June 2018.

Overall, both the income and expenditure was over budget by 13% and 14%, which resulted in a Net Surplus of \$58,000.

Mr Loan took the meeting through the report. Both income and expenditure are up, and targets were not met due to 3,000 tonnes of extra waste as a result of MPI emergencies. This has resulted in the surplus being less than expected.

Moved Cr Paterson, seconded Cr Thomas and **RESOLVED** that the Waste Advisory Group receives the Financial Report 2017/2018.

#### 5. **WASTENET WORK PROGRAMME 2018-2019**

The purpose of this report is to present the 2018-2019 work programme to the Waste Advisory Group Committee for approval. This work programme is based on the Southland Waste Management and Minimisation Plan 2012-2018 (WMMP).

Mr Loan took the meeting through the report. This programme is used for managing the contract, education, communication and regulatory matters. A proposed list of activities and associated budget (including allocation of hours) has been included in the report.

Moved Cr Paterson, seconded Cr Pottinger and **RESOLVED** that the Waste Advisory Group receives this report AND THAT The Waste Advisory Group approves the 2018-2019 work programme and budget AND THAT Invercargill City Council continues to provide the deliverables for WasteNet Southland.

## 6. QUARTERLY FINANCIAL REPORT

The Waste Advisory Group manages a 2018/2019 budget of \$11.9 million. This report documents the financial performance of WasteNet Southland for the 4-month period of 1 July 2018 to 31 October 2018.

Overall the income is over budget by 3% and expenditure is over budget by less than 4%, which results in a net surplus of \$3,000 as at 31 October 2018.

Mr Loan took the meeting through the report (with covers a four month period) and shows both income and expenditure is above budget, resulting in a smaller surplus than anticipated.

Cr Thomas asked if we are selling or stockpiling glass, to which Mr Loan said we are paying for it to be taken away by Southern Aggregates for stockpiling on their land.

Moved Cr Pottinger, seconded Cr Paterson and **RESOLVED** that the Waste Advisory Group receives the Quarterly Financial Report.

## 7. QUARTERLY REPORT

WasteNet Southland implements the Southland Waste Management and Minimisation Plan 2012-2018 on behalf of the WasteNet Councils (Gore District Council, Invercargill City Council and Southland District Council). The Plan is progressively implemented through an approved Work Programme.

This report is for the 5-month period of July 2018 to November 2018.

Ms Peterson took the meeting through the report. Of the 47 projects listed, 19 have started, seven have yet to start and one has been completed.

Moved Cr Pottinger, seconded Cr Thomas and **RESOLVED** that the Quarterly Report for the period of 1 July 2018 to 30 November 2018 be received by the Waste Advisory Group.

## 8. COMMITTEE MEETING SCHEDULE 2019

The Waste Management Group is proposing eight Committee Meetings in 2019. This includes four general meetings, one reserved meeting, two hearings and one workshop.

This report presents the proposed committee meeting dates for 2019.

Ms Peterson took the meeting through the report. This is a full list of meetings needed to meet the programme, with venues already booked.

Moved Cr Pottinger, seconded Cr Paterson and **RESOLVED** that the Waste Advisory Group approves the Committee Meeting Schedule 2019.

## 9. ATTITUDES AND BEHAVIOUR SURVEY

The Waste Management Group are intending to survey the Southland community to understand the behaviours, attitudes, motivations and barriers in relation to the everyday actions that people can take to reduce their waste. The survey aims are to address information gaps in relation to the lesser understood areas, in particular barriers to recycling right and home composting.

In addition it will also provide a baseline for trend mapping in attitudes and behaviour related to waste for the Southland community over time. This information can contribute in the Southland WMMP legislative review.

The initial budget is \$15,000 for a research company to undertake the survey and provide expert analysis of the results. However upon further investigation, the \$15,000 budgeted would only allow for the data to be collected and provide some limited analysis. A budget of \$30,000 would be more appropriate for the desired level of analysis.

The meeting was opened for group discussion, with main points as follows:

Cr Thomas asked if this survey is necessary, considering low surplus and no guarantee we will hear from those who are regularly using the recycling service. Ms Peterson said this is why a research company would be engaged, causing a budget increase to \$30,000, and although this cost is significant, this will enable WasteNet to target future activities, saving both time and second guessing.

Cr Pottinger asked that as there is an emphasis on getting glass out of the paper stream, aren't we jumping the gun or should we wait until we know what we are doing with our recycling. Ms Peterson said the timing of February is so the results can be fed into the Waste Minimisation Plan by June (which is a legislated requirement), it could take 4-5 years before recycling settles down, and we want to understand if people are interested in reducing their waste.

Cr Pottinger said we could receive contaminated results due to angst towards WasteNet at present.

Mr Russell suggested we delay the survey by asking the Ministry (who audit the plan) for a 6-month stay and wondered how critical it is to the plan as we already know 5,000 people out there are not happy. This would give us time to work through the procurement process before surveying the public.

Cr Pottinger asked what we did last time, to which Ms Peterson said we used focus groups.

Mayor Tong said the timing and title aren't quite right, and we may get possible false results.

A resolution was not passed. Instead, this report and recommendation that the Committee approves a budget of \$30,000 for the project will be resubmitted at the February meeting.

## 10. PUBLIC EXCLUDED SESSION

Moved Cr Paterson, seconded Cr Thomas and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:



- (a) *Minutes of the public excluded session held on 27 June 2018*
- (b) *Minutes of the extraordinary public excluded session held on 27 August 2018*
- (c) *Minutes of the extraordinary public excluded session held on 15 November 2018*
- (d) *Contract 850 Recyclables Acceptance Update*

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)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) <i>Minutes of the public excluded session held on 27 June 2018</i>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>
(b) <i>Minutes of the extraordinary public excluded session held on 27 August 2018</i>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>
(c) <i>Minutes of the extraordinary public excluded session held on 15 November 2018</i>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>
(d) <i>Contract 850 Recyclables Acceptance Update</i>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>

Meeting was moved into public excluded at 4.45 pm

Meeting was moved back into public at 5.15 pm

There being no further business the meeting closed at 5.15 pm

Next meeting: 28 February 2019 at 9.30 am at SDC

**\*\*\*\*\***



**MINUTES OF THE WASTE ADVISORY GROUP COMMITTEE  
HELD IN THE COUNCIL CHAMBERS, SOUTHLAND DISTRICT COUNCIL,  
15 FORTH STREET, INVERCARGILL ON THURSDAY 14 FEBRUARY 2019 AT 9.00 AM**

**PRESENT:** Cr N Davis (chair)  
Cr C Bolger  
Mr R Sharma  
Cr I Pottinger  
Cr L Thomas  
Mr C McIntosh  
Mr M Loan  
Ms D Peterson  
Cr P Duffy  
Cr N Paterson  
Mr M Russell  
Mr I Evans  
Mr S Parry

**IN ATTENDANCE:** Mrs J Affleck – Committee Secretary

**1. INTRODUCTIONS**

Cr Davis introduced Mr Parry, Chief Executive at Gore District Council.

**2. APOLOGIES**

Mayor G Tong

**3. PUBLIC EXCLUDED SESSION**

Moved Cr Davis, seconded Cr Thomas and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

(a) *Tender 850 Recyclables Acceptance Update*

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)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) <i>Tender 850 Recyclables Acceptable Update</i>	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	<b>7(2)(h)</b>

Meeting was moved into public excluded at 9.15 am

Meeting was moved back into public at 10.36 am

4. **GENERAL MEETING SCHEDULED FOR 28 FEBRUARY 2019**

Ms Peterson asked if the next General Meeting is to go ahead as planned, to which Cr Davis said we will reschedule it to a date in March.

There being no further business the meeting closed at 10.36 am

Next meeting: 21 February 2019 at 9.00 am at Gore District Council, 29 Bowler Avenue, Gore

\*\*\*\*\*

**TO: WASTE ADVISORY GROUP**

**FROM: MALCOLM LOAN, WASTENET SOUTHLAND REPRESENTATIVE**

**MEETING DATE: FRIDAY 26 JULY 2019**

**WASTENET SOUTHLAND BUDGET 2019-2020**

**SUMMARY**

The purpose of this report is to present the proposed 2019-2020 budget for WasteNet Southland. The work programme is based on the Southland Waste Management and Minimisation Plan 2012-2018.

**RECOMMENDATIONS**

**That the Waste Southland Budget 2019-2020 report is received**

**AND THAT**

**The Waste Advisory Group approves the 2019-2020 budget**

**AND THAT**

**Invercargill City Council continues to be contracted to provide the deliverables for WasteNet Southland.**

**BACKGROUND**

WasteNet Southland (WasteNet) is a shared service between the Gore District Council, Invercargill City Council and Southland District Council. WasteNet co-ordinates waste management and minimisation for the region including one waste plan, one landfill contract and one regional solid waste service contract.

Each year a forward thinking 12-month work programme is prepared and presented to this committee for approval. It is noted that this report presents the high level budget for the period of 1 July 2019 to 30 June 2020.

**PROPOSED BUDGET**

The Waste Management Group proposes that the Invercargill City Council retain the contract to continue the daily operations and provide the deliverables for the shared service. This equates to approximately \$231,000, which is provision for 2.5 full time equivalent staff.

The Waste Management Group are proposing the below budget for the 2019-2020 financial year.

<b>Department</b>	<b>2017/2018 Actual (000)</b>	<b>2018/2019 Budget (000)</b>	<b>2019/2020 Budget (000)</b>
<b>INCOME</b>			
Contracts	13,040	11,868	13,365
Income Total	13,040	11,868	13,365
<b>EXPENDITURE</b>			
Contracts	12,533	11,238	12,789
Action Plan	449	440	440
Expenditure Total	12,982	11,678	13,229
<b>SURPLUS / (DEFICIT)</b>	<b>58</b>	<b>190</b>	<b>136</b>

It is noted that a detailed work programme for the Action Plan 2019-2020 is currently being developed and will be presented to this Committee at the next meeting (scheduled for August 2019).

### **CONCLUSION**

WasteNet Southland is a shared service between the WasteNet Councils (being Invercargill City Council, Gore District Council and Southland District Council). Each year an Action Plan and associated budget is presented to the Waste Advisory Group committee for approval.

This report presents the proposed high-level budget for the 2019-2020 financial year. The associated work programme is currently being developed and will be presented at the next Committee meeting.

**\*\*\*\*\***