
Canterbury Regional Landfill Joint Committee AGENDA

Notice of Meeting Te Pānui o te Hui:

A meeting of the Canterbury Regional Landfill Joint Committee will be held on:

Date: Monday 11 August 2025
Time: 10 am
Venue: Halswell-Hornby-Riccarton Community Boardroom,
199 Clarence Street in the Rārākau: Riccarton Centre

Membership Ngā Mema

Chairperson	Councillor Mark Peters - Christchurch City Council
Deputy Chairperson	Councillor Robbie Brine - Waimakariri District Council
Members	Councillor Kelly Barber - Christchurch City Council
	Councillor James Gough - Christchurch City Council
	Councillor David Hislop - Hurunui District Council
	Councillor Liz McMillan - Ashburton District Council
	Councillor Grant Miller - Selwyn District Council

4 August 2025

Principal Advisor

Brent Smith
General Manager City Infrastructure
Tel: 941 8645
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Meeting Advisor

Natasha McDonnell
Democracy Services Advisor
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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

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Karakia Whakamutunga

Karakia Tīmatanga

1. Apologies Ngā Whakapāha

Apologies will be recorded at the meeting.

2. Declarations of Interest Ngā Whakapuaki Aronga

Members are reminded of the need to be vigilant and to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

That the minutes of the Canterbury Regional Landfill Joint Committee meeting held on [Monday, 7 April 2025](#) be confirmed (refer page 5).

Canterbury Regional Landfill Joint Committee OPEN MINUTES

Date: Monday 7 April 2025
Time: 12:01 pm
Venue: Committee Room 2, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present

Chairperson Councillor Mark Peters - Christchurch City Council
Deputy Councillor Robbie Brine - Waimakariri District Council
Members Councillor Kelly Barber - Christchurch City Council
Councillor James Gough - Christchurch City Council
Councillor David Hislop - Hurunui District Council
Councillor Liz McMillan - Ashburton District Council
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Karakia Tīmatanga

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Committee Decision

There were no apologies received.

2. Declarations of Interest Ngā Whakapuaki Aronga

Councillor Grant Miller declared an interest in Item 9 - Amendments to Transwaste Canterbury Limited Constitution and Shareholders Agreement, and took no part in any discussion or voting.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Joint Committee Resolved CRLC/2025/00001

That the open and public excluded minutes of the Canterbury Regional Landfill Joint Committee meeting held on Monday, 5 August 2024 be confirmed.

Councillor Peters/Councillor Barber

Carried

4. Transwaste Canterbury Ltd - Draft Statement of Intent 2025/26

Joint Committee Resolved CRLC/2025/00002

Officer Recommendations accepted without change

Part C

That the Canterbury Regional Landfill Joint Committee:

1. Receives Transwaste Canterbury Ltd's draft Statement of Intent 2025/26.
2. Notes that financial forecasts are not updated in the draft Statement of Intent as Transwaste Canterbury Ltd has not yet completed its business planning for 2025/26; and,
3. Requests that the Transwaste Canterbury Ltd board considers recording its emission reduction targets in its final SOI and that it reinstates its performance target for reducing carbon emissions from operations.

Councillor Brine/Councillor Peters

Carried

5. Transwaste Canterbury Ltd - Half year report 2024/25

Joint Committee Resolved CRLC/2025/00003

Officer Recommendations accepted without change

Part C

That the Canterbury Regional Landfill Joint Committee:

1. Receives Transwaste Canterbury Ltd's Interim Report for 2024/25.

Councillor Peters/Councillor Barber

Carried

8. Resolution to Include Supplementary Report

Joint Committee Resolved CRLC/2025/00004

Decision

That the reports be received and considered at the Canterbury Regional Landfill Joint Committee meeting on Monday, 7 April 2025.

Open Items

9. Amendments to Transwaste Canterbury Limited Constitution and Shareholders Agreement.

Councillor Brine/Councillor Hislop

Carried

Councillor Grant Miller left the table for item 9.

Councillor James Gough left the meeting at 12:23pm during consideration of item 9.

Councillor James Gough returned to the meeting at 12:25pm during consideration of item 9.

Councillor Kelly Barber left the meeting at 12:39pm during consideration of item 9.

Councillor Kelly Barber returned to the meeting at 12:43pm during consideration of item 9.

9. Amendments to Transwaste Canterbury Limited Constitution and Shareholders Agreement

Joint Committee Decisions under Delegation

Officer Recommendations accepted without change

Part C

That the Canterbury Regional Landfill Joint Committee:

1. Receives the information in the Amendments to Transwaste Canterbury Limited Constitution and Shareholders Agreement Report.
2. Adopts the amended Transwaste Canterbury Limited Constitution and Transwaste Canterbury Limited Shareholders Agreement.

3. Alongside Waste Management New Zealand, jointly appoints Grant Miller as independent chair of Transwaste Canterbury Limited, effective upon the date in which Transwaste Canterbury Limited reaches shareholder endorsement in entirety.
4. Delays the appointment of the vacant Transwaste Canterbury Limited directorship until after the 2025 Local Government Elections.

Attachments

- A TCL Briefing - Canterbury Regional Landfill Joint Committee - 7 April 2025

Karakia Whakamutunga

Meeting concluded at 1.13pm.

CONFIRMED THIS 11th DAY OF AUGUST 2025

COUNCILLOR MARK PETERS
CHAIRPERSON

4. Director Term Expiry

Reference Te Tohutoro: 25/1431688

Responsible Officer(s) Te Pou Matua: Natasha McDonnell, Democratic Services Advisor

Accountable ELT Member Pouwhakarae: Helen White, General Counsel / Director of Legal & Democratic Services

1. Purpose of Report Te Pūtake Pūrongo

- 1.1 The purpose of this report is to initiate a standard director rotation process, with the upcoming expiry of the term of a Group B independent director on the Transwaste Canterbury Ltd (TCL) Board. This also marks the final step in implementing the outcomes of the recent governance review, ensuring continued alignment with the updated board composition.

2. Chairperson's Recommendations

That the Canterbury Regional Landfill Joint Committee:

1. Notes the upcoming expiry of the current Group B independent director on the TCL Board.
2. Agrees to engage Sheffield to commence a process to appoint a Group B independent director.
3. Agrees the Chair of the TCL Board, the Chair of the Committee and the Deputy Chair of the Committee, will assist Sheffield, as needed, through the recruitment process.
4. Notes that the final recommendation for the appointment of the Group B independent director will be presented for approval at a February 2026 Committee meeting, or at such time when all member Councils have appointed their committee representatives, alongside the appointment of the Councillor directors.

3. Detail Te Whakamahuki

Background

- 3.1 The current governance composition for TCL comprises of:
 - 3.1.1 Three directors appointed by Waste Management (Group A),
 - 3.1.2 Three directors appointed by the Canterbury Regional Landfill Committee ("the Committee") (Group B), including
 - Two Councillor directors (one from Christchurch City Council and one representing the contributing Councils),
 - One Group B independent director.
 - 3.1.3 An independent Chair (currently held by Mr. Grant Miller, formally a Group B Councillor appointee).
- 3.2 As part of the governance review, the Board has been reconstituted to align with this structure. The current independent director appointed by Group B, Mr. Ross Pickworth, will reach the end of their term in late 2025.

- 3.3 It is advisable this directorship vacancy is retained until such time when all member Councils have appointed their Committee representatives following the Local Government election period.

The Proposal

- 3.4 In line with the review's recommendations and to continue strengthening governance at TCL, it is proposed that:
- 3.4.1 The Committee initiate a process to appoint an independent director, noting the current Group B independent director's term is coming to an end in 2025.
 - 3.4.2 The Committee notes this would not preclude the current director from applying for reappointment.
 - 3.4.3 The Committee engages external recruitment firm, Sheffield for this recruitment process. Sheffield has recently partnered with TCL on the successful appointment of the independent Chair and are familiar with the company and the governance review.
 - 3.4.4 The Committee Chair, Deputy, and the TCL Independent Chair, assist Sheffield with this recruitment process, as needed, by briefing them as to what skills the Committee is looking for.
 - 3.4.5 The Committee Chair, deputy and TCL independent Chair may then make their appointment recommendation to the full Committee for its approval at a February 2026 Committee meeting, alongside the appointment of the councillor directors.

Next Steps

- 3.5 Subject to the Committees agreement, the Group B independent director position will become vacant following the current positions term expiration.
- 3.6 The Committee Chair, Deputy Chair and the TCL Independent Chair, will assist Sheffield, as needed, to produce a candidate brief for Committee endorsement and to then commence position advertising.
- 3.7 The Group B Independent Director appointment is to be confirmed by the Committee at a February 2026 meeting, alongside the appointment of the Councillor directors.

Signatories Ngā Kaiwaitohu

Author Mark Peters

Approved By Mark Peters - Chair of Canterbury Regional Landfill Joint Committee

Attachments Ngā Tāpirihanga

There are no attachments to this report.

5. Resolution to Exclude the Public

[Section 48, Local Government Official Information and Meetings Act 1987.](#)

Note: The grounds for exclusion are summarised in the following table. The full wording from the Act can be found in [section 6](#) or [section 7](#), depending on the context.

I move that the public be excluded from the following parts of the proceedings of this meeting, namely the items listed overleaf.

Reason for passing this resolution: a good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):
- (a) Shall be available to any member of the public who is present; and
 - (b) Shall form part of the minutes of the local authority.”

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

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PUBLIC INTEREST CONSIDERATION	POTENTIAL RELEASE REVIEW DATE AND CONDITIONS
6.	KATE VALLEY LANDFILL TRANSPORT COSTS 2024-25	S7(2)(H)	COMMERCIAL ACTIVITIES	REPORT REFERENCES FINANCIAL DATA THAT IS COMMERCIALY SENSITIVE BETWEEN THE PARTIES.	30 JUNE 2026 REVIEW THE RELEASE OF THIS INFORMATION.