

## **Canterbury Waste Joint Committee**

### **AGENDA**

---

#### **Notice of Meeting:**

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

**Date:** Monday 2 August 2021  
**Time:** 12 noon  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

---

#### **Membership**

Chairperson	Councillor Jimmy Chen - Christchurch City Council
Members	Councillor Stuart Barwood - Mackenzie District Council
	Councillor Robbie Brine - Waimakariri District Council
	Councillor Liz McMillan - Ashburton District Council
	Councillor Sam MacDonald - Christchurch City Council
	Councillor Phil Mauger - Christchurch City Council
	Councillor Grant Miller - Selwyn District Council
	Councillor Derrick Millton - Kaikoura District Council
	Councillor Miriam Morton - Waimate District Council
	Councillor Paddy O'Reilly - Timaru District Council
	Councillor Michael Ward - Hurunui District Council

---

**26 July 2021**

Petrea Downey  
Committee Advisor  
941 8529  
petrea.downey@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

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.

**To view copies of Agendas and Minutes, visit:**

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>



## TABLE OF CONTENTS

Karakia Timatanga .....	4
1. Apologies Ngā Whakapāha .....	4
2. Declarations of Interest Ngā Whakapuaki Aronga .....	4
3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua .....	4

## STAFF REPORTS

4. Report Back on 2020/21 Funded Projects.....	9
5. Regional Waste Minimisation Coordination in Canterbury .....	21
6. Resolution to Exclude the Public.....	29

Karakia Whakamutunga

## Karakia Timatanga

### 1. Apologies Ngā Whakapāha

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

### 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 Waste Joint Committee meeting held on [Monday, 30 November 2020](#) be confirmed (refer page 5).

---

## Canterbury Waste Joint Committee OPEN MINUTES

---

**Date:** Monday 30 November 2020  
**Time:** 1.10pm  
**Venue:** Committee Room 2, Level 2, Civic Offices,  
53 Hereford Street, Christchurch plus Member  
attendance by electronic link.

---

**Present**

Chairperson Councillor Jimmy Chen - Christchurch City Council  
Members Councillor Liz McMillan - Ashburton District Council  
Councillor Sam MacDonald - Christchurch City Council  
Councillor Phil Mauger - Christchurch City Council  
Councillor Grant Miller - Selwyn District Council  
Councillor Miriam Morton - Waimate District Council (via electronic link)

---

30 November 2020

Petrea Downey  
Committee Advisor  
941 8999  
petrea.downey@ccc.govt.nz  
[www.ccc.govt.nz](http://www.ccc.govt.nz)

To view copies of Agendas and Minutes, visit:  
[www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/](http://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/)

Please note: Quorum was reached under Clause 25(b)6 Schedule 7 of the Local Government Act 2002 'Modifications to Clause 24A while epidemic notice in force for COVID-19'.

The agenda was dealt with in the following order.

The meeting adjourned at 1.10pm and reconvened at 1.20pm.

## 1. Apologies / Ngā Whakapāha

### Joint Committee Resolved CJWC/2020/00010

That the apologies received from Councillors Barwood, Brine, Millton, O'Reilly and Ward be accepted.

Councillor Miller/Councillor MacDonald

Carried

## 2. Declarations of Interest / Ngā Whakapuaki Aronga

There were no declarations of interest recorded.

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

### Joint Committee Resolved CJWC/2020/00011

That the minutes of the Canterbury Waste Joint Committee meeting held on Monday, 10 August 2020 be confirmed, with the addition of Councillor Miller requesting his vote against 1.(d) in item 5. being recorded.

Councillor Miller/Councillor MacDonald

Carried

## 4. Proposed projects for 2020/21

### Officer Recommendations / Ngā Tūtohu

That the Canterbury Waste Joint Committee consider the applications listed in the report.

### Joint Committee Resolved CJWC/2020/00012

That the Canterbury Waste Joint Committee fund the following project as follows, from the regional waste minimisation grants:

- a. Canterbury District Health Board \$20,312

Councillor Miller/Councillor McMillan

Carried

### Joint Committee Resolved CJWC/2020/00013

That the Canterbury Waste Joint Committee fund the following project as follows, from the regional waste minimisation grants:

- b. Digital Rental Marketplace – Mutu \$11,188

Councillor MacDonald/Councillor Mauger

**Carried**

**Attachments**

- A Mutu Summary - Tabled at the meeting

**5. Grant application information and documentation**

**Committee Comment**

1. The Committee requested that staff include recommendations with future applications presented to the Committee.

**Officer Recommendations / Ngā Tūtohu**

That the Canterbury Waste Joint Committee approves the attached information for future grant applications.

**Joint Committee Resolved CJWC/2020/00014**

That the Canterbury Waste Joint Committee approves the attached information for future grant applications.

Councillor Chen/Councillor Miller

**Carried**

**Meeting concluded at 1.40pm.**

**CONFIRMED THIS 2<sup>ND</sup> DAY OF AUGUST 2021**

**COUNCILLOR JIMMY CHEN  
CHAIRPERSON**





## 4. Report Back on 2020/21 Funded Projects

Reference Te Tohutoro: 21/793691

Report of Te Pou Matua: Zed Potgieter, Senior Resource Advisor

General Manager Jane Davis, General Manager Infrastructure, Planning and  
Pouwhakarae: Regulation

### 1. Purpose of Report Te Pūtake Pūrongo

- 1.1 To report back on the 2020/21 regional waste minimisation projects.

### 2. Officer Recommendations Ngā Tūtohu

That the Canterbury Waste Joint Committee receive the information.

### 3. Detail Te Whakamahuki

- 3.1 For the financial year 2020/21 the Committee approved the following projects:

Project	Approved \$*	Spent \$*
Household Batteries	\$25,000	\$25,000
Sharing Resources	\$5,000	\$0
WasteMinz Collaborative Projects Fund	\$7,500	\$7,500
Plastic Milk bottle reduction	\$43,000	\$43,000
Canterbury District Health Board	\$20,312	\$20,312
Digital Rental Marketplace – Mutu	\$11,188	\$11,188
<b>Total</b>	<b>\$112,000</b>	<b>\$107,000</b>

#### Household Batteries

- 3.2 The project to collect and recycle household device batteries aimed to establish the real cost of a recycling scheme for household devices batteries, establish the process required, and set up trial public collection points for household devices batteries. There is a risk of fire when household batteries are co-mingled with general waste in red bins.
- 3.3 The report (Attachment A) details the successes and learning points of the project. The successes include: the collections are straightforward, feedback from the collection points and the public has been highly positive, and there have been public requests for more receptacles.

#### Sharing Resources

- 3.4 This project put forward by Timaru District Council did not proceed due to unforeseen capacity restrictions.

### WasteMinz Collaborative Projects Fund

- 3.5 This was the final of three contributions of \$7,500 to assist WasteMinz ([wasteminz.org.nz](http://wasteminz.org.nz)) to advocate for, and progress priority waste minimisation initiatives across New Zealand.
- 3.6 This funding has gone into support of WasteMINZ research and development projects, including:
- The 'Standardising Kerbside Collections' research.
  - The development of a 'National Waste Data Framework'.
  - The 'Rethinking Rubbish and Recycling' project.
  - Research into compostable packaging and how it can be processed in New Zealand.
  - Continuing professional development through workshops and sector group support.

### Plastic Milk Bottle Reduction - Spout

- 3.7 Spout successfully launched Christchurch in 2021 and installed dispensing equipment in multiple outlets, a keg cleaning system on-farm, and deployed a keg fleet (see Attachment B).
- 3.8 Spout has saved over 11,000 plastic milk bottles from entering our waste streams. 200,000 coffees (and other milk-based beverages) have been made without single-use plastic milk bottles going to waste. Spout has also been part of the Christchurch start-up ecosystem and has worked with other companies to highlight the innovation. It featured in TV1's 6PM news, on Stuff and the NZ Herald, and met with the Prime Minister.
- 3.9 It showcases that innovative thinking can successfully reduce single-use plastics in the hospitality sector and provides a good example for others to consider.

### Canterbury District Health Board









- 3.10 The trial was for reducing sterile packaging waste for intra-ocular surgery sets through redesigning processes and different materials (see Attachment C). The aim was to reduce the environmental impact of individual sterile packaging by implementing a waste minimisation technique. Through redesign of these sets, single-packaged instruments were placed into trial sets which reduced single packaging.
- 3.11 The savings in costs per annum amounted to \$28,197 and 4,338 fewer steri-peel (packaging) were purchased, processed, and discarded to landfill. The feedback gathered from nursing, surgical staff, management, and sterilising unit was positive. The reduced use of packaging for fiscal and environmental impact reasons were important for all who participated in this project.
- 3.12 The Christchurch Hospital based project has the potential to be used at other hospitals in the region and across New Zealand.

### Digital Rental Marketplace - Mutu

- 3.13 Mutu has over 10,000 users and over 2,000 items for hire in the Canterbury region (see Attachment D). It is tripling its user growth month on month which is having a positive effect on listings and transactional volume. Mutu has also attended events at the University of Canterbury, ARA Institute, Riccarton market, Go Green Expo, and Turanga library. We have also been connecting with local businesses, community groups and existing sustainability initiatives throughout the Canterbury region to grow awareness for the benefits of the sharing economy and educating people on how a tool like Mutu can have a real impact on reducing waste and carbon emissions.

- 3.14 Platforms such as Mutu that provide rental opportunities assist waste minimisation by reducing purchasing of new tools etc., thereby reducing eventual landfilling of end-of-life products.

## Attachments Ngā Tāpirihanga

No.	Title	Page
A  	Household Batteries	12
B  	Spout plastic bottle reduction	17
C  	CDHB feedback	18
D  	Digital Marketplace Mutu	20

## Confirmation of Statutory Compliance Te Whakatūturutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories Ngā Kaiwaitohu

<b>Author</b>	Zefanja Potgieter - Senior Resource Advisor
<b>Approved By</b>	Ross Trotter - Manager Resource Recovery Helen Beaumont - Head of Three Waters & Waste Jane Davis - General Manager Infrastructure, Planning & Regulatory Services

Project	Report; Trial for Collection & Recycling of Household Devices Batteries, Year Two (July 2020 - May 2021)																																																																																																																							
Supervisors	Rowan Latham, project and Contracts Lead Eilidh Hilson, Waste Minimisation Officer <i>Resource Recovery Team, Christchurch City Council</i>																																																																																																																							
Budgeted Cost	<b>Total spent June 2020 - end of May 2021 ; \$48,568.51 excl. GST</b> (An average of \$6,938 /receptacle)																																																																																																																							
	<b>Budgeted for FY 2021-22</b>																																																																																																																							
	<b>Metropolitan 7 x Receptacles;</b>																																																																																																																							
	<ul style="list-style-type: none"><li>Estimated cost of minimum \$50,000 (based slightly increased costs from 12 months June 2020 to May 2021). If more batteries are received, this will cost more.</li><li>All retailers have had their receptacles provided for more than 12 months now. In the agreement; <i>The Trial will start on the Commencement Date and continue for a period of up to twelve months.</i></li><li>Due to the success of the receptacles, the significance of the ongoing fire risk from lithium batteries, and funding received, the receptacles have continued to be provided for free to the retailers. However, the ongoing costs are reliant on funding.</li><li>Retailers will encouraged to make their own arrangements, going forward.</li></ul>																																																																																																																							
	<b>Regional Expansion to 7 x Indoor and 5 x Outdoor Receptacles;</b> Ministry for the Environment Waste Minimisation Fund - \$35,000 excl. GST Environment Canterbury \$10,000 CWJC – \$25,000																																																																																																																							
	<table><thead><tr><th colspan="7">Source of Funding;</th></tr><tr><th colspan="2">ECAN (14% contribution)</th><th colspan="2">CWJC (36% contribution)</th><th colspan="2">MfE (50% contribution)</th></tr><tr><th></th><th></th><th></th><th></th><th></th><th></th></tr></thead><tbody><tr><td></td><td>\$ 10,000</td><td>%</td><td>\$ 25,000</td><td>%</td><td>\$ 35,000</td><td>%</td></tr><tr><td>CAPEX</td><td>\$ -</td><td>0%</td><td>\$ -</td><td>0%</td><td>\$ 27,374.80</td><td>78%</td></tr><tr><td>OPEX</td><td>\$ 10,000.00</td><td>100%</td><td>\$ 24,770.73</td><td>99%</td><td>\$ 7,625.20</td><td>22%</td></tr></tbody></table>							Source of Funding;							ECAN (14% contribution)		CWJC (36% contribution)		MfE (50% contribution)									\$ 10,000	%	\$ 25,000	%	\$ 35,000	%	CAPEX	\$ -	0%	\$ -	0%	\$ 27,374.80	78%	OPEX	\$ 10,000.00	100%	\$ 24,770.73	99%	\$ 7,625.20	22%																																																																									
	Source of Funding;																																																																																																																							
	ECAN (14% contribution)		CWJC (36% contribution)		MfE (50% contribution)																																																																																																																			
		\$ 10,000	%	\$ 25,000	%	\$ 35,000	%																																																																																																																	
CAPEX	\$ -	0%	\$ -	0%	\$ 27,374.80	78%																																																																																																																		
OPEX	\$ 10,000.00	100%	\$ 24,770.73	99%	\$ 7,625.20	22%																																																																																																																		
<b>Required for;</b>																																																																																																																								
<table><thead><tr><th></th><th>*nb Waimate, MacKenzie not participating at this stage</th><th>Cost per Unit</th><th>Waimakariri (Southbrook, Rangiora)</th><th>Selwyn (Pines TS)</th><th>Hurunui DC (Amberley TS)</th><th>Ashburton</th><th>Timaru</th><th>Kaikoura</th><th>cost by line item</th><th>% of total cost</th></tr></thead><tbody><tr><td rowspan="4">CAPEX</td><td>Indoor Receptacles</td><td>\$ 1,368.40</td><td>1</td><td>2</td><td>1</td><td>1</td><td>1</td><td>1</td><td>\$ 9,578.80</td><td rowspan="4">39%</td></tr><tr><td>Outdoor Receptacles</td><td>\$ 2,961.20</td><td>1</td><td>0</td><td>1</td><td>1</td><td>1</td><td>1</td><td>\$ 14,806.00</td></tr><tr><td>Pails</td><td>\$ 7.50</td><td>16</td><td>24</td><td>16</td><td>16</td><td>16</td><td>16</td><td>\$ 780.00</td></tr><tr><td>Delivery</td><td>1</td><td>330</td><td>60</td><td>425</td><td>425</td><td>485</td><td>485</td><td>\$ 2,210.00</td></tr><tr><td rowspan="2">OPEX</td><td>65</td><td>\$ 3,140.49</td><td>2</td><td>2</td><td>2</td><td>2</td><td>2</td><td>2</td><td>\$ 37,685.93</td><td>54%</td></tr><tr><td>Transport</td><td>\$ 30.00</td><td>\$ 630.00</td><td>\$ 630.00</td><td>\$ 840.00</td><td>\$ 720.00</td><td>\$ 900.00</td><td>\$ 990.00</td><td>\$ 4,710.00</td><td>7%</td></tr><tr><td colspan="3">Total CAPEX (Incl GST).</td><td>\$ 4,779.60</td><td>\$ 2,976.80</td><td>\$ 4,874.60</td><td>\$ 4,874.60</td><td>\$ 4,934.60</td><td>\$ 4,934.60</td><td>\$ 27,374.80</td><td>39%</td></tr><tr><td colspan="3">Total OPEX (Incl GST).</td><td>\$ 6,910.99</td><td>\$ 6,910.99</td><td>\$ 7,120.99</td><td>\$ 7,000.99</td><td>\$ 7,180.99</td><td>\$ 7,270.99</td><td>\$ 42,395.93</td><td>61%</td></tr><tr><td colspan="3">Contingency (remainder of funding)</td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$ 229.27</td><td>0%</td></tr><tr><td colspan="3"></td><td></td><td></td><td></td><td></td><td></td><td></td><td>\$ 69,770.73</td><td></td></tr></tbody></table>								*nb Waimate, MacKenzie not participating at this stage	Cost per Unit	Waimakariri (Southbrook, Rangiora)	Selwyn (Pines TS)	Hurunui DC (Amberley TS)	Ashburton	Timaru	Kaikoura	cost by line item	% of total cost	CAPEX	Indoor Receptacles	\$ 1,368.40	1	2	1	1	1	1	\$ 9,578.80	39%	Outdoor Receptacles	\$ 2,961.20	1	0	1	1	1	1	\$ 14,806.00	Pails	\$ 7.50	16	24	16	16	16	16	\$ 780.00	Delivery	1	330	60	425	425	485	485	\$ 2,210.00	OPEX	65	\$ 3,140.49	2	2	2	2	2	2	\$ 37,685.93	54%	Transport	\$ 30.00	\$ 630.00	\$ 630.00	\$ 840.00	\$ 720.00	\$ 900.00	\$ 990.00	\$ 4,710.00	7%	Total CAPEX (Incl GST).			\$ 4,779.60	\$ 2,976.80	\$ 4,874.60	\$ 4,874.60	\$ 4,934.60	\$ 4,934.60	\$ 27,374.80	39%	Total OPEX (Incl GST).			\$ 6,910.99	\$ 6,910.99	\$ 7,120.99	\$ 7,000.99	\$ 7,180.99	\$ 7,270.99	\$ 42,395.93	61%	Contingency (remainder of funding)									\$ 229.27	0%										\$ 69,770.73	
	*nb Waimate, MacKenzie not participating at this stage	Cost per Unit	Waimakariri (Southbrook, Rangiora)	Selwyn (Pines TS)	Hurunui DC (Amberley TS)	Ashburton	Timaru	Kaikoura	cost by line item	% of total cost																																																																																																														
CAPEX	Indoor Receptacles	\$ 1,368.40	1	2	1	1	1	1	\$ 9,578.80	39%																																																																																																														
	Outdoor Receptacles	\$ 2,961.20	1	0	1	1	1	1	\$ 14,806.00																																																																																																															
	Pails	\$ 7.50	16	24	16	16	16	16	\$ 780.00																																																																																																															
	Delivery	1	330	60	425	425	485	485	\$ 2,210.00																																																																																																															
OPEX	65	\$ 3,140.49	2	2	2	2	2	2	\$ 37,685.93	54%																																																																																																														
	Transport	\$ 30.00	\$ 630.00	\$ 630.00	\$ 840.00	\$ 720.00	\$ 900.00	\$ 990.00	\$ 4,710.00	7%																																																																																																														
Total CAPEX (Incl GST).			\$ 4,779.60	\$ 2,976.80	\$ 4,874.60	\$ 4,874.60	\$ 4,934.60	\$ 4,934.60	\$ 27,374.80	39%																																																																																																														
Total OPEX (Incl GST).			\$ 6,910.99	\$ 6,910.99	\$ 7,120.99	\$ 7,000.99	\$ 7,180.99	\$ 7,270.99	\$ 42,395.93	61%																																																																																																														
Contingency (remainder of funding)									\$ 229.27	0%																																																																																																														
									\$ 69,770.73																																																																																																															

<p><b>Collection and Recycling of the Batteries</b></p>	<p>The purpose of this project is to:</p> <ul style="list-style-type: none"> <li>• Establish the real cost of a recycling scheme for household devices batteries.</li> <li>• Establish the process for removing batteries from the waste stream.</li> <li>• Investigating which collector and recycler can operate in wider Canterbury.</li> <li>• Set up public collection points for household devices batteries.</li> <li>• Collection and Recycling of household device batteries.</li> </ul> <p><b>June 2020 - May 2021</b></p> <p>The metropolitan battery receptacles continue to run at the at 7 sites in Christchurch;</p> <ul style="list-style-type: none"> <li>• Bunnings Tower Junction,</li> <li>• Countdown Ferrymead,</li> <li>• EcoDrop Parkhouse Road,</li> <li>• EcoDrop Metro Place,</li> <li>• EcoDrop Styx Mill,</li> <li>• Mitre 10 Mega Papanui,</li> <li>• Bunnings Shirley.</li> </ul> <p>The contractor continues to amalgamate with another, Christchurch based E Waste collector, “Metalman” to increase quantities received.</p> <p>To maximise benefit from economies of scale on export freight and associated costs, the collectors noted that 20ft containers should be 20 to 22 tonnes of batteries.</p> <p>The expression of interest, made to the 2020 Waste Minimisation Fund for funding of \$65,000, was successful for \$35,000 to expand the project to include 12 receptacles, within the Canterbury region.</p> <p>At this time, a receptacle builder has been chosen. See Appendix A for details on expansion.</p>
<p><b>Benefits</b></p>	<p>This project aims to:</p> <ul style="list-style-type: none"> <li>• Reduce fire risk in kerbside collection system and treatment facilities.</li> <li>• Reduce risk of harm for facilities employees.</li> <li>• Save valuable and recyclable materials from ending up in landfills.</li> <li>• Reduce risks for the public at the Eco-Drops and from collection truck fire.</li> <li>• Reduce risk of harm to the natural environment by removing this hazardous waste.</li> </ul> <p>Additional benefits, as per other CWJC funded waste reduction programmes;</p> <ul style="list-style-type: none"> <li>• Improving levels of customer satisfaction, as sustainability has been found to be important to our customers.</li> <li>• Council being seen to positively respond to public concerns around waste.</li> <li>• Encouraging environmental awareness and behavioural change for residents and visitors.</li> <li>• Encouraging positive environmental practices in local businesses.</li> <li>• Helping to deliver on Council Policies such as the Waste Minimisation Plan and the Resource Efficiency and Greenhouse Gas Emission Policy, which challenge all parts of Council to reduce waste.</li> </ul>

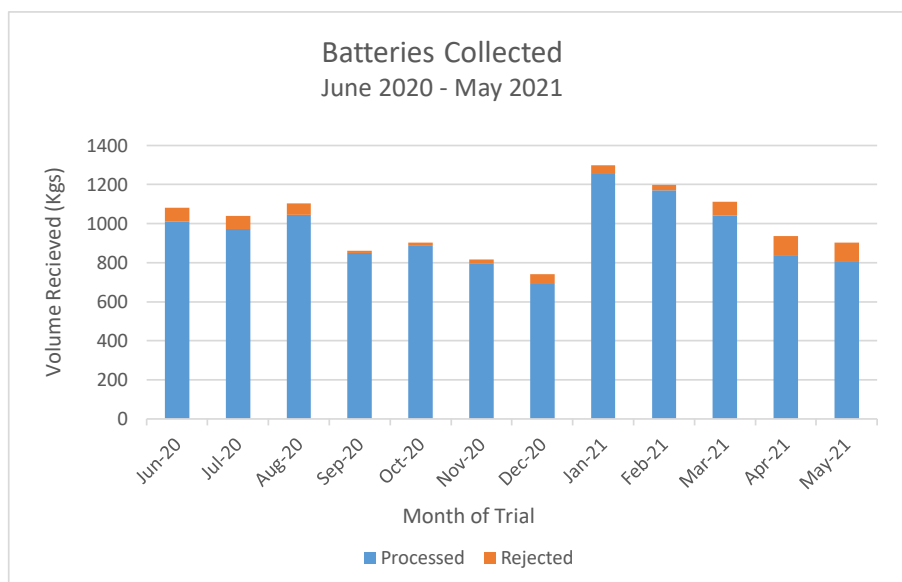
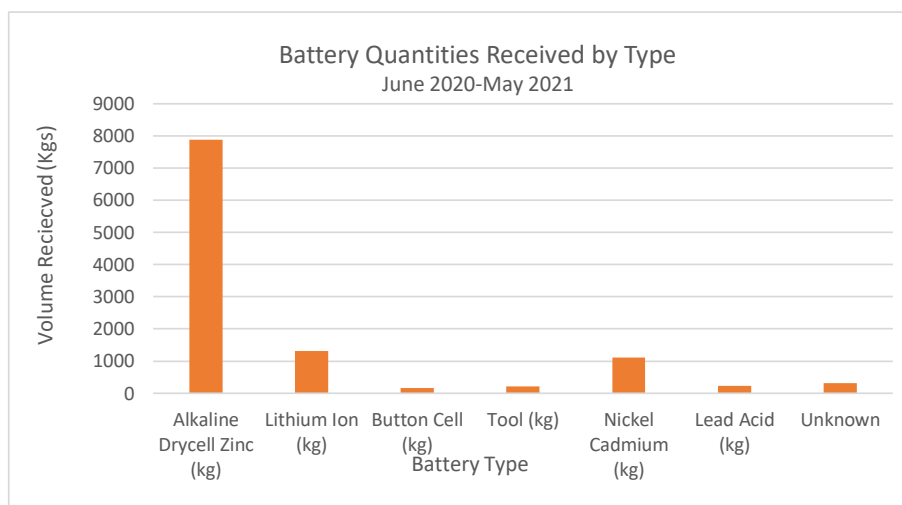


Deliverables

Measure of the annual number and tonnage of batteries dropped off, and pro-rata tonnage of recyclables diverted from landfill

June 2020 - May 2021

- **Total Batteries Received;** 11996 kgs
- **Diverted from Landfill and recycled;** 11365
- **To Landfill;** 631 kgs (not recyclable).
- **Rubbish in Receptacles;** 18kgs
- **New pairs required between the 7 sites;** 18



Number of incidents dangerous to staff at the MRF and transfer stations

Fire incidents represents a high Health and Safety risk for the staff and damage to infrastructure. While it is impractical to provide a figure on the numbers being received at the MRF to monitor a reduction, battery numbers being received in the receptacles have been increasing.

	<p>Fires continue to be a risk, and 10 months of data (lockdown) has not shown a demonstrable reduction, in that the causes of fires are often not identified. These will likely continue to be an issue, however, they may increase without this service, given the increasing number of lithium batteries available on the market.</p> <p><b>Incidents;</b></p> <ul style="list-style-type: none"> <li>• MRF = 9/07/2020 Fire in recycling in loader bucket – battery</li> <li>• MRF = 27/08/2020 Smelt smoke in MRF near comingled pile</li> <li>• MRF= 20/11/2020 Smoke at C10</li> <li>• MRF= 30/12/2020 smelt smoke near metering wheel</li> <li>• Truck= 17/12/2020 Unable to locate source of the smoulder, fire department said likely to be a Lithium battery.</li> </ul>
<p><b>Risks &amp; Dependencies</b> <b>Things that worked</b> <b>Things that didn't</b></p>	<p><b>Collector and Collection Points Feedback;</b></p> <ul style="list-style-type: none"> <li>• The collections are straightforward, with the collection points following the process.</li> <li>• Feedback from the collection points and the public has been highly positive, noting that they want to keep the programmes. There have been public requests for more receptacles.</li> <li>• The placement of the receptacles in a store affects the volume collected.</li> <li>• Good communication between the transfer stations and E -Cycle.</li> </ul> <p><b>Health and Safety;</b></p> <ul style="list-style-type: none"> <li>• No incidents from the collector have been experienced, however E - Cycle note that there is an ongoing risk from Lithium batteries, especially damaged and swollen ones.</li> <li>• Some batteries received are dirty (garden dirt etc.).</li> <li>• E-cycle take the damaged and unknown chemistry batteries, and take to the waste processor, to be encased in concrete. This is expensive.</li> <li>• E- cycle tape the ends of the battery terminals.</li> </ul> <p><b>Collection and Sorting Logistics;</b></p> <ul style="list-style-type: none"> <li>• E - Cycle note that it is unlikely that the public will sort batteries properly, or tape the terminals (and this isn't something the public are currently asked to do). E - cycle tape batteries over 9 Volts, NI Cad and Lithium.</li> <li>• Very time consuming to sort. Many customers bring bags and containers and drop all off.</li> <li>• Customers taping terminals at home is ideal. A roll of tape on receptacles/ on site taping could cause on-site congestion as the receptacles are in high foot traffic areas of the stores.</li> <li>• The smaller size of the receptacles works well in preventing large drop offs/ commercial quantities.</li> </ul>

	<ul style="list-style-type: none"> <li>Supervision of the sites is required. Commercial quantities cannot be dropped at receptacles, but occasionally people try. Customers sometimes overload receptacles (see picture), this needs to be emptied immediately by the trained collection point staff.</li> <li>Lots of inquiries about electric car batteries (we do not take these). None have been received.</li> <li>Not a huge increase in lithium batteries, although more “Vape” batteries being received. More E Bike, scooter and electric skateboard batteries anticipated to come in (not commercial quantities, from private owners).</li> </ul> <p><b>Recycling Shipments</b></p> <ul style="list-style-type: none"> <li>First shipment has not gone yet due to basal convention changes meaning that it has been harder to obtain a permit from the importers.</li> <li>There are also delays in shipping due to worldwide due to the shortage of containers due to being stuck in ports.</li> <li>News on the permits is expected by the 14<sup>th</sup> July 2021.</li> <li>The batteries are stored at Metalman then Auckland, in metal drums, with a cardboard liner then a plastic liner for insulation (can get a short circuit against the metal).</li> </ul>
<p><b>Recommendations and application to wider Canterbury Plans for product stewardship, WasteMINZ and MfE to date</b></p>	<p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>As per the project outline, regional expansion of collection points and servicing for 12 months is underway.</li> <li>The Alkaline bin needs to be bigger and the Button bin smaller.</li> <li>Further advertising included boosting online to ensure search engines come up this free service.</li> <li>The signage and process for damaged batteries needs to be clearer.</li> <li>See Appendix A - regional expansion plan.</li> </ul>





Spout has successfully launched Christchurch in 2021. We have installed dispensing equipment in multiple outlets, a keg cleaning system on-farm and deployed a keg fleet. However, COVID-19 did hamper the expansion of Spout throughout 2020 due to a loss of confidence within the hospitality industry and the increase in working from home. Since then, we have experienced a resurgence in interest and have continued our expansion. We continue to bring on new customers regularly and are going to continue to grow our Christchurch presence.

Spout ended up working with a local Canterbury farmer to supply milk in kegs to our Christchurch customers. Across all our operations we have saved over 11,000 plastic milk bottles from entering our waste streams. Additionally, 200,000 coffees (and other milk-based beverages) have been made without single-use plastic milk bottles going to waste.

This project has contributed to a reduction in plastic waste from the hospitality industry as stated in the numbers above. Spout has also enjoyed engaging with the community through promotional material highlighting the impacts of milk bottles on the environment. Spout has also been part of the Christchurch start-up ecosystem and has worked with other companies to highlight the innovation happening in Dunedin and Otago. We have managed to feature in TV1's 6PM news, on Stuff and the NZHerald and met with Prime Minister Jacinda Ardern. Throughout all of these we not only highlighted the impact your morning coffee has but also highlighted Christchurch as a place where innovation can and does happen.

Our deliverables were:

Setting-up a Christchurch operation, including:

- Confirming supply arrangement
- Setting-up premises
- Setting-up supply chain logistics
- Engaging with and on-boarding the launch customers
- Initial supplying of milk to customers

Saving 250,000+ milk bottles from entering the Christchurch waste streams (after 1 year of full operation).

It took longer than desired to set-up the supply agreement and we had to pivot from our original plan to work with a mainstream supplier as no supply agreement could be reached. However this has allowed us to operate a farm to flat white model which fosters a 'shop local' approach to buying your coffee by highlighting our local farmer who supplies Spout Milk. This meant we were not able to fully launch until the beginning of 2021. However, since then we have commenced supply and onboarded our first customers.

Though we have not hit our all our initial first year goals due to a reluctance in uptake from customers (with much reference made to the uncertainty due to COVID and a longer time to launch than anticipated) we are continuing to engage with customers and our pipeline is filling with more growth happening in the next few months.

We are now well placed in Christchurch with an expanding following which is helping to accelerate our growth. We are going to keep pushing forward to bring on new customers and continue to eliminate plastic milk bottles from our waste streams. Our goal of 50 customers in Christchurch remains and are excited to have Te Pae join us as a focus customer when they open in the 2<sup>nd</sup> half of 2021.

#### Canterbury District Health Board feedback

23/06/2021

Having been a recipient for the waste management grant 2021, we would like to update you on the progress we have made with this project.

In 2019 we proposed a trial for updating Intraocular sets (predominately used for Cataract surgery) to make them more relevant to current needs, therefore increasing the number of complete sets designed to optimise efficiency. The trial period ran from January 30<sup>th</sup>-March 30<sup>th</sup> 2019.

The aim was to reduce the negative environmental impact of individual sterile packaging by implementing a waste minimisation technique.

Improved set design with purpose built inserts will protect delicate expensive instruments and enhance longevity. By redesign of these sets, single-packaged instruments were placed into trial sets which reduced single packaging.

The environmental impact and environmental costs per annum amounted to \$28,197.00 cost saving, and 4,338 less steri-peel (packaging) purchased, processed, and discarded to landfill.

The feedback gathered from nursing, surgical staff, management, and sterilising unit was positive. The reduced use of packaging for fiscal and environmental impact reasons were important for all who participated in this project.

We sourced two companies with regards to the new crates, inner baskets, fixing bolts, and silicone instrument holders to facilitate the new sets.

We have now sent an order through to purchase the crates from one of the companies, and the inner baskets from the other. I am working through the process to purchase the extra instruments required to complete the sets.

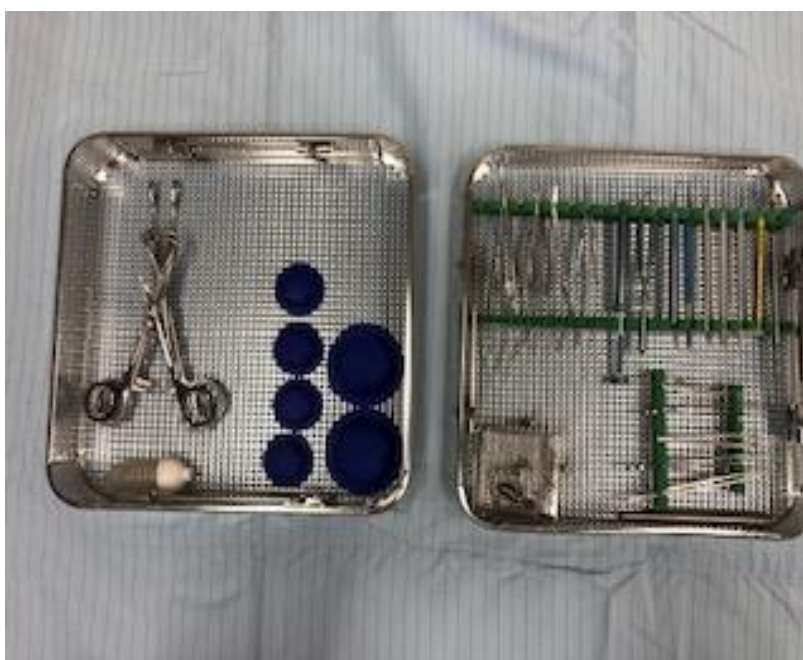
Challenges faced were the new configuration of sets, particularly a new system staff were less familiar with. The pandemic impacted on the project causing a rise in costs of equipment and time constraint with regards to delivery. Negotiating with management with regards to budget to allow completion of the project was ongoing.

For future projects of this kind ensure continual liaising with management with regards to progress and feedback. Gather input from all interested parties, particularly central sterilisation unit, with regards to validation of any new equipment to be purchased. Shop around to purchase the correct, efficient, economical equipment, speciality specific. Remember DON'T GIVE UP!

We have sourced two companies with regards to the new crates, inner baskets, fixing bolts, and silicone instrument holders to facilitate the new sets.



This is an example of how the new sets will be set up once they arrive.



Once again thank you for the opportunity to update our sets and help with the reduction of waste management, and support of the ophthalmic speciality, Christchurch hospital.

Maggie Glasgow

Trudy Gattey.

#### Digital Market place MUTU feedback

We launched our platform in Christchurch in September 2020 and thanks to the support from the Canterbury Waste Joint Committee we have been able to scale our impact throughout the Canterbury region. With our current platform Mutu has over 10,000 users and over 2000 items in the Canterbury region. We are tripling our user growth month on month which is having a positive effect on listings and transactional volume.

The success of our Canterbury based growth has created a rippling effect throughout New Zealand as we have now got users popping up all over the country.

Our team has spent 2021 attending events at the University of Canterbury, ARA, Riccarton market, Go Green Expo, and also Turanga library. We have also been connecting with local businesses, community groups and existing sustainability initiatives throughout the Canterbury region to grow awareness for the benefits of the sharing economy and educating people on how a tool like Mutu can have a real impact on reducing waste and carbon emissions.

We have also successfully launched our [Mutu Ambassador program](#) which has allowed us to have people throughout the Canterbury region who are passionate about sustainability and the sharing economy promote our platform's benefits. So far we have 18 people signed up. We have also had a heap of really positive media coverage which can be seen here - [Check it out!](#)

We have had amazing feedback from our early adopters and to date we have had 220 of our users reach out to offer feedback on how we can improve the Mutu experience.

## 5. Regional Waste Minimisation Coordination in Canterbury

Reference Te Tohutoro: 21/942006

Report of Te Pou Matua: Zed Potgieter, Senior Resource Advisor

General Manager Jane Davis, General Manager Infrastructure, Planning and  
Pouwhakarae: Regulatory Services

### 1. Purpose of Report Te Pūtake Pūrongo

- 1.1 To provide information and gain support from the Committee for a new Shared Services staff position and to consider inviting Environment Canterbury to become a member of the Committee.

### 2. Officer Recommendations Ngā Tūtohu

That the Canterbury Waste Joint Committee (CWJC):

1. Recommends to member Councils that a new staff position be created to progress waste minimisation and management initiatives across the region and improve regional collaboration.
2. Recommends to member Councils that the budget for regional waste minimisation be increased from \$112,000 to \$192,000, to be adjusted annually for inflation.
3. Recommends to member Councils that Environment Canterbury be invited to become a member of the Committee on the same terms and conditions as its previous membership.

### 3. Background

- 3.1 There are regional collaboration opportunities that are not being taken up as staff of the territorial authorities are fully committed with business-as-usual tasks and their own projects. It is recommended that the Joint Committee fund a shared services position to progress waste minimisation and management initiatives that benefit all funding members.
- 3.2 It is suggested that Environment Canterbury be invited to re-join the Committee and be approached to host this position within their Contaminated Land and Waste Team. This position would work closely with the Senior Science Advisor Hazardous Substances and Waste to drive progress in a number of areas.
- 3.3 The first area of improvement would be to the Committee processes, in particular, the initial assessment of projects against the funding criteria, monitoring of funded projects, reporting back to the Committee and accountability for delivering the intended outcomes. The staff from each Territorial Authority, with the support of Environment Canterbury, would like to work as a collective force for good to:
  - Attract high-quality applications and optimise funding from the Committee.
  - Administer the application process and provide reporting to the Committee.
  - Identify and implement more consistent regulations, standards and level of service across the region.
  - Contribute to the development and implementation of regional action plans and programmes in accordance with the needs and commitments of the Canterbury Territorial Authorities as guided by the Committee's Staff Group.

- Facilitate the sharing of resources, knowledge, communications and education materials that influence behaviour change within the region.
  - Progress initiatives that address illegal dumping, litter and stockpiling practices.
  - Investigate ideas and potential projects that could become a future regional waste minimisation grant bid.
  - Identify opportunities to provide Canterbury-specific feedback into waste-related government consultation.
  - Identify successful initiatives from other regions in New Zealand that could be implemented in Canterbury.
- 3.4 A draft job description is included (Attachment 1). The initiatives and projects which staff would like to see this position progress would be agreed and documented in a regional action plan, forming the work programme for this position. Initial ideas for coordination and collaboration include:
- Facilitating the development of a regional action plan or strategy which may lead to a future regional Waste Management and Minimisation Plan.
  - Improving consistency in waste-related bylaws and agreeing on standard text to be inserted in each bylaw.
  - Working to pilot initiatives and act as a conduit between the commercial solution providers and rural communities to reduce waste disposal to farm rubbish pits.
  - Implementation of the waste hierarchy, as well as, assessing initiatives for climate change resilience and decarbonisation.
  - Working with industry to transfer the small battery collection scheme to retailers and embed the scheme within the future regulated product stewardship scheme.
  - Assessing the impacts of regulated product stewardship for our region and the changes to the waste disposal levy including stockpiling, litter and fly-tipping.
  - Assessing recycling, reuse and repair infrastructure required to support keeping materials in circulation and avoid landfilling.
- 3.5 Environment Canterbury staff have continued over the years to assist the Staff Group of the Committee with specialist advice on hazardous waste, agricultural waste and general waste advice as needed. Should the proposed Shared Resources position, as recommended in this report eventuate, then the close working relationship between staff of the nine member councils and Environment Canterbury would be strengthened.
- 3.6 A possible scenario set out below in the table is for each Council (based on current membership) to contribute to the salary (up to \$80,000) based on their respective rating base as per the current Joint Committee allocations. This contribution is in addition to the current funding pool of \$112,000, increasing the fund to \$192,000. The details of the increase in contribution from each council is outlined in Table 1 below. The start date for this position would at the earliest be half-way through the financial year so 50% (depending on start date) of the funds outlined in Table 1 will be required for 2021/22 year.
- 3.7 The proposal is for the commitment to be for two years and the position to be a fixed term role, with the option to consider extending the position. The budget for this role would come from the increased waste disposal levies that each Council receive from 1 July 2021. Recruitment for this position could commence in late 2021 with the expectation of the role commencing early in 2022.

- 3.8 The costs below are indicative only, and would need to be updated should Environment Canterbury be invited and should it decide to become a member of the Committee.

Councils	Current Contribution	Proposed Contribution	Proposed Increase
Christchurch	\$74,816.00	\$117,659.92	\$42,843.92
Waimakariri	\$9,441.60	\$19,287.05	\$9,845.45
Hurunui	\$2,195.20	\$3,964.72	\$1,769.52
Selwyn	\$7,851.20	\$20,777.54	\$12,926.34
Ashburton	\$5,835.20	\$10,552.73	\$4,717.53
Kaikōura	\$750.40	\$1,257.98	\$507.58
Waimate	\$1,489.60	\$2,456.34	\$966.74
Mackenzie	\$795.20	\$1,615.70	\$820.50
Timaru	\$8,825.60	\$14,428.02	\$5,602.42
<b>TOTAL</b>	<b>\$112,000.00</b>	<b>\$192,000.00</b>	<b>\$80,000.00</b>



**Table 1.** The impact of the increase in funding per contributing Council.

- 3.9 In terms of the Committee's Constituting Agreement, any proposed change to the agreement, such as the proposed increase in the annual budget from \$112,000 to \$192,000, plus using funding to fund a staff position, needs to first get support from the Committee, and then needs to individually be approved by all member Councils. Only after all member Councils have formally approved the proposed changes, could the matter proceed.

### Invitation to Environment Canterbury to Join the Committee

- 3.10 Environment Canterbury had been a full participating member of the Committee in the 2000s and voluntarily withdrew due to focussing on other priorities. During that time Environment Canterbury contributed 25% of the funding made available for regional waste minimisation projects.
- 3.11 It is recommended that the Committee consider inviting Environment Canterbury to become a member of the Committee, join the territorial authorities at the table, participate in decision making and contribute funding. The conditions to the proposal to Environment Canterbury to join the Committee will need to be discussed and could be on the same basis as its previous membership.
- 3.12 All territorial authorities prepare waste management and minimisation plans, and there is support amongst staff for closer cooperation between Councils to align their waste plans, including the possibility of joint plans. Environment Canterbury could contribute towards that process.
- 3.13 Should the Committee decide to recommend to member councils to establish the shared services position and to invite Environment Canterbury, each member council of the Committee will need to individually support such a step before a formal invitation can be actioned.

## Attachments Ngā Tāpirihanga

No.	Title	Page
A  	Draft Shared Services Advertisement and Job Description text	25

## Confirmation of Statutory Compliance Te Whakatūtutanga ā-Ture

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## Signatories Ngā Kaiwaitohu

<b>Author</b>	Zefanja Potgieter - Senior Resource Advisor
<b>Approved By</b>	Ross Trotter - Manager Resource Recovery Helen Beaumont - Head of Three Waters & Waste Jane Davis - General Manager Infrastructure, Planning & Regulatory Services Dawn Baxendale - Chief Executive



ATTACHMENT A

**Proposed draft text for advertisement for the new position of Shared Services Waste Minimisation Officer position – TO BE CONFIRMED**

**Regional Waste Projects Facilitator, 1.0 FTE, fixed-term (two years)**

Do you have the passion to work collaboratively on initiatives and projects that lead to less waste generated, materials given a second life and promotion of a circular economy in the Canterbury region?

xyz on behalf of our Canterbury Territorial Authority partners is seeking a self-motivated individual to facilitate regional collaboration and progress waste minimisation projects.

We to work as a collective force for good to:

- Attract high-quality applications and optimise funding from the Canterbury Joint Waste Committee.
- Identify and implement more consistent regulations, standards and level of service across the region.
- Share resources, knowledge, communications and education materials that influence behaviour change within the region.
- Progress initiatives that address illegal dumping, litter and stockpiling practices.
- Investigate ideas and potential projects that could become a future Waste Minimisation Fund bid.
- Identify opportunities to provide Canterbury-specific feedback into waste-related government consultation.
- Identify successful initiatives from other regions in New Zealand that could be implemented in Canterbury.

This role requires a high degree of stakeholder engagement and a good level of understanding of the waste, reuse and recycling industry. This position will be hosted by xyz within the xyz team. This position will have an extensive support network from experts within the territorial authorities and Environment Canterbury.

If you are passionate about influencing waste reduction and working for a better environment in Canterbury, then we would love to hear from you. You will need to be able to demonstrate you:

- are known for being a self-starter and outcome-focused
- have an understanding of local government and regional council processes
- have a proven ability to build report, develop and maintain excellent working relationships across a diverse range of people
- have excellent verbal and written communication skills
- can fulfil our collective commitment to recognise and provide for the kaitiaki responsibility Ngāi Tahu has for the natural environment
- have strong project management skills, the ability to work collaboratively and sharing of information promptly.

This role is full-time, working 40-hours per week.

Please visit [xyz](#) to view a copy of the job description. If you would like to find out more about the position, then contact [xyz](#).

## JOB DESCRIPTION

### Regional Waste Projects Facilitator

#### Purpose

To deliver support to Canterbury Territorial Authorities and facilitate initiatives that progress towards improved waste minimisation outcomes throughout Canterbury.

#### Position

<insert chart of where the position fits within the organisational chart>

#### Accountabilities

- Develop and maintain effective partnerships across the Canterbury Territorial Authorities.
- Administer the Canterbury Waste Joint Committee application process and reporting to the Canterbury Waste Joint Committee.
- Contribute to the development and implement regional action plans and programmes in accordance with the needs and commitments of the Canterbury Territorial Authorities as guided by the Canterbury Waste Joint Commitment Staff Group.
- Facilitate the sharing of resources and educational materials across the Canterbury Territorial Authorities.
- Develop ideas and progress initiatives that promote a circular economy, decarbonisation as well as lead to improved waste management practices and ultimately waste reduction.

#### Working relationships

##### Within the organisation

- Close and frequent liaison with [xyz position](#)

##### Outside the organisation

- Regular and frequent communication with the members of the Canterbury Waste Joint Committee Staff Group.
- Regular liaison with recipients of funds from the Canterbury Waste Joint Committee.
- Communication with waste contractors and waste solution providers.
- Communication with waste educators and waste service providers

## Special conditions

- TBC

## Health and safety

xyz is proactive in advocating robust Health and Safety practices; we take health, safety and wellbeing very seriously.

So far as it is reasonably practicable you need to ensure the Health and Safety of yourself, your team, contractors and visitors. You must comply with current Health and Safety legislation, regulations and guidelines, organisational policies, procedures and our code of conduct.

## Delegations and authorities

Delegated authority to make decisions in accordance with xyz approved delegations, and authority for decision making in accordance with policies and guidelines for financial, people management and media related activities.

## Capabilities

### Qualifications

- A degree in a relevant field such as planning, policy, environmental, education or social work
- A related post-graduate qualification is highly desirable.
- A current driver's licence.

### Experience

- Excellent communication and engagement skills.
- Proven experience in implementing projects and influencing people from diverse backgrounds.
- Well-developed relationship skills with a proven ability to work and relate with all sorts of people.
- Demonstrable working relationships that are intercultural and/or within the commercial sector would be desirable.
- Technical knowledge on waste management principles and the waste management hierarchy.
- Technical knowledge on the Waste Minimisation Act, Litter Act and the Resource Management Act (related to waste management).
- High competence in computer literacy.

### Core competencies

Specific behaviours at the Team Member level sit beneath each of the following organisational competencies. To identify the competency expectations at this level, view the competency framework in the [xyz](#) or the [xyz](#) website.

<Insert table from host organisation>

**Band** [xyz](#)

**Job Code** [xyz](#)

## 6. Resolution to Exclude the Public

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

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

Reason for passing this resolution: 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	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
7.	CANTERBURY WASTE - PROPOSED PROJECTS FOR 2021/2022	S7(2)(B)(II)	PREJUDICE COMMERCIAL POSITION	THAT THE FUNDING APPLICATIONS CONTAIN PROPRIETARY INFORMATION, WHICH IF RELEASED, MAY PREJUDICE THEIR COMMERCIAL POSITION.	27 AUGUST 2021 THE REPORT EXCLUDING ATTACHMENTS MAY BE RELEASED ONCE SUCCESSFUL APPLICANTS HAVE BEEN NOTIFIED.